AGENDA FOR THE COMMITTEE OF THE WHOLE AND REGULAR SESSION
MONDAY, MAY 21st, 2012 7: 00 PM
PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON
CHAIRPERSON OF THE EVENING: THE HONORABLE LAWRENCE S. STEC

ROLL CALL: BROWNING, DESANA, FRICKE, GALESKI, SABUDA, STEC

COMMUNICATIONS MISCELLANEOUS:

1. Communication from John and Mary Martin regarding property within the City of Wyandotte.

2. Communication from Karen and Ryan Williamson regarding a mobile petting zoo at their daughters birthday party.

3. Communication from Al Fritz, Gizzmos, 3225 Biddle Avenue regarding the request to utilize the city-owned easement in front of his business.

PERSONS IN THE AUDIENCE

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS:

4. Communication from Mayor Peterson submitting an appointment to the Board of Examiners of Electricians.

5. Communication from Councilman DeSana regarding the appointment of Todd A. Drysdale, City Administrator to oversee the Department of Municipal Service.

6. Communication from Municipal Service relative to the power purchase agreement with AMP Blue Creek Wind Project.

7. Communication from the Special Event Coordinator regarding the beer ticket sales for the Art Fair to be held July 11 through July 14, 2012.

8. Communication from the Special Event Coordinator relative to the operation of a parking lot during the Art Fair.

9. Communication from the Special Event Coordinator relative to the operation of the beer concession for the Art Fair.

10. Communication from the City Engineer submitting a purchase agreement for property within the City of Wyandotte.

11. Communication from the City Engineer regarding the sale of an NSP2 home in the City of Wyandotte.

12. Communication from the City Engineer relative to various easements for the Vinewood Village Condominium Project.

13. Communication from the City Engineer submitting a revised NSP2 Single-Family Sales Program Guidelines.

14. Communication from the City Engineer submitting the Snow Removal Role for the Central Business District in accordance with Section 32-53 through Section 32-55 of the City Charter.

CITIZENS PARTICIPATION:

REPORTS AND MINUTES:

Financial Services Daily Cash Receipts	May 11-May 15, 2012	$77,176.06
Financial Services Daily Cash Receipts	May 15- May 16, 2012	$465,862.24
Downtown Development Authority	May 3, 2012	
Police Commission	May 8, 2012	
Beautification Commission Special Meeting	April 25, 2012	
Beautification Commission Meeting	April 11, 2012	
Design Review Committee	May 7, 2012	
Cultural & Historical Commission	April 12, 2012	
Cultural & Historical Commission	March 8, 2012	
Police Commission	May 22, 2012	
Beautification Commission Meeting	May 9, 2012	
Cultural & Historical Commission	May 10, 2012	

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May 16, 2012

Honorable Mayor of Wyandotte and City Council,

We are submitting this letter in regard to the lot at 638 Kings Hwy (currently vacant unbuildable). We have resided adjacent at 644 Kings Hwy. since August of 1977, first as renters then as homeowners.

I have been a lifelong resident of Wyandotte, our three children attended and graduated from Wyandotte Public Schools Kindergarten through High School we have four of our five grandchildren currently attending various programs within Wyandotte Public Schools. My wife and I both work in Wyandotte. So as you can see we are here for the long haul.

We are interested in purchasing a portion of the above mentioned 638 Kings Hwy. dependent upon the wishes of our neighbors to the east for the purpose of building a garage and providing us with off street parking.

This being said we have a few items that we would like to negotiate with you such as: 1) price per foot to be reduced (there have been recent sales of properties within the city for as little as $1.00 for the entire property) 2) removal of a large tree located approximately in the middle of the City property to be removed by the City with stump to be ground 3) repair of the sidewalk by the City where the contractors went around the tree trunk and 4) City to pay all closing costs.

Thank you for your consideration in this matter, we look forward to working with you on this property sale.

Sincerely,

John A Martin

Mary Martin

John & Mary Martin

644 Kings Hwy.

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Karen and Ryan Williamson
1138 2nd Street
Wyandotte, MI 48192
734-286-7712

Mayor Peterson and City Council
3131 Biddle Avenue
Wyandotte, MI 48192

May 10, 2012

Dear Mayor Peterson and City Council,

Hello. I hope this letter finds you well. I am writing this letter to ask for a one time exception to the rule of "no animals allowed in city parks" and to allow us to have a mobile petting zoo at our daughters 16th birthday party.

We have booked Copeland Center on June 23, 2012 for this occasion and are asking to use the grassy area behind copeland center adjacent to the park to hire the company, Natures Creek Petting Zoo- 9870 Crabb Rd. Temperance, MI. They are fully licensed and insured. From 5:30-7:00 pm on Saturday June 23,2012

The party is for Kelsey Williamson. She is a sophomore at RHS and an honor student. Her current academic gpa is 3.65
Kelsey is active in school sports, a Varsity Cheerleader , Varsity competitive cheer and also on Jv girls Tennis. She is active in the community as well. Volunteering with Relay for Life and other community events.

Please accept this as my formal request of appeal and please grant us permission to do so. A copy of our contract with Nature's Creek Petting Zoo can be available upon request.

Sincerely,

Karen and Ryan Williamson

Karen Williamson
Ryan R Williamson

2012 MAY 14 P 4:40
WYANDOTTE CITY CL

Contact Number: Karen Williamson (734) 286 - 7712

CAMEL RIDES by ROMEO

(734) 384 - 3397 Monroe Mi.
Birthday Parties, Special Events, Fairs and Festivals

Event: Sweet 16 Birthday Party

DATE: June 23rd, 2012

TIME: 5:30 - 7:00 pm. 2hrs.

Fee of $500

Half down $250.00 ASAP
Balance Due June 23rd /2012

May 8th 2012

Nature's Creek Zoo will be at your event on June 23 rd, 2012. We will be bringing everything needed. There will be a hand sanitizer station. All animals will be health certified. All we will need is access to water for the animals.

Your fee of $500.00 !/2 down due upon reciept. If you decide to cancel your 1/2 down would not be refunded. We will be there RAIN or SHINE.

*** A copy of Lic/Insurance attached.**

Thank You

Peg Evola
(734) 347 - 2888

Return $250.00 with the name of the park and location . We will rope off the area for a private party.

We will be bringing weather pending, wallaby babies, marmoset monkey, alligators, toroius, snake, bearded dragon, hedgehog, cavy, spotted skunk, alpaca, fainting goats, angora bunny, Rococo Toad, chameleon.

Please sign: _____

Date:_____

USDA

United States Department of Agriculture

Marketing and Regulatory Programs

Animal and Plant Health Inspection Service

Animal Care

EXPIRATION DATE: JULY 25, 2012

This is to certify that RICHARD M EVOLA

is a licensed under the CLASS C EXHIBITOR

Animal Welfare Act

(7 U.S.C. 2131 et seq.)

Certificate No. 34-C-0169

Customer No. 11268

Deputy Administrator

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 10/04/2011

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

Insurance Intermediaries, Inc.
PO Box 182500
Columbus OH 43218

CONTACT NAME:
PHONE (A/C, No, Ext): (800) 444-1744 FAX (A/C, No): (877) 444-4094
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Western Heritage Insurance Company	37150
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED

Rick Evola dba Nature Creek
2990 3rd Street

Monroe, MI 48162

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			SCP0873024	10/01/2011	10/01/2012	EACH OCCURRENCE	$1,000,000
	X COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	$100,000
	CLAIMS-MADE X OCCUR						MED EXP (Any one person)	$1,000
							PERSONAL & ADV INJURY	$1,000,000
							GENERAL AGGREGATE	$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$1,000,000
							Deductible	$0
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB / OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB / CLAIMS-MADE						AGGREGATE	$
	DED / RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS / OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) Y / N	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

proof of insurance for Rick Evola dba Nature Creek

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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May 16, 2012

Mayor Joseph R. Peterson
And Council Members
3131 Biddle Avenue
Wyandotte, MI 48192

Dear Mayor and City Council Members:

I am requesting the use of the city-owned easement in front of our business (see attached) Gizzmos, 3225 Biddle Avenue, to be used for table service for food and spirits on July 11, 2012 through July 14, 2012 from, 10:00 am until 2:00 am, in conjunction with the festivities of the Wyandotte Street Art Fair.

We are aware of the requirements and will work to achieve same.

Sincerely Yours,

Al Fritz
Gizzmos
3225 Biddle Avenue
Wyandotte, MI 48192

2012 MAY 16 P 4:15
WYANDOTTE CITY CL

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

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COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

CITY OF Wyandotte MICHIGAN • 1854

JOSEPH R. PETERSON
MAYOR

May 15, 2012

The Honorable City Council
City of Wyandotte

Dear Colleagues:

I am writing to request your concurrence in the appointment of Stanley Rutkowski, 2508 – 19th Street, Wyandotte MI 48192, to the Board of Examiners of Electricians. Mr. Rutkowski will fill the vacancy created by the resignation of Lawrence Cahalan. His term will expire April 2013.

Thanking you in advance for your support of this appointment, I remain

Sincerely,

Joseph R. Peterson
Mayor

cc: Mark A. Kowalewski, City Engineer

3131 Biddle Avenue • Wyandotte, Michigan 48192 • 734-324-4540 • Fax 734-324-4552 • email: mayor@wyan.org • www.wyandotte.net

James R. DeSana
514 Oak #6
Wyandotte MI 48192
734-626-0821

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May 16, 2012

Mayor Joseph Peterson and
City Council Members
3131 Biddle Avenue
Wyandotte MI 48192

Dear Colleagues:

For the past several years, both as Mayor and a City Councilman, I have been highly concerned about the financial and operating performance of our utilities. I have written many letters to the General Manager and Municipal Service Commission attempting to determine the financial state of affairs and what measures that were being taken to address competition, environmental mandates, and rising rates to our customers. My only goal was to determine that we were running our operations in a financially responsible manner and that we were exercising forethought in our decision-making to ensure that we have the ability to continue to compete in the power business in the coming years.

Over this time, I experienced many situations that frustrated me in my attempts to gain information and understand what was happening in the Department of Municipal Services. Examples of these situations include the inability to describe our Power Supply Adjustment (PSA) rate and the admission that we were holding checks to vendors in our vault due to the lack of cash on hand to pay our suppliers. Also occurring in this time period was increases in staffing levels, increases in compensation to employees, and virtually no curtailment of fringe benefits being received by members of the utilities. Penalties have been paid to the Federal Government for non-compliance with environmental laws and coal future contracts were entered into which proved to be costly to get out of. In the end, the rates paid by the customers have increased dramatically.

The reliance on the issuance of debt to fund capital improvements has also contributed to these dramatic rate increases. Thankfully, one of these decisions appear to have been averted only because of persistent questioning by the City Council as to the logic behind borrowing $10 million for a bag house/fabric filter to allow us to continue to burn coal in an environment where natural gas is significantly more economical as a fuel source.

At the Council meeting held on May 7, 2012, the deficit elimination plan for the Cable Fund was presented for approval. It was astonishing to hear for the first time that our Cable system has experienced an operating loss for five straight years and currently sits with an unrestricted fund deficit of nearly $1.6 million. Just a few years ago, we had to use money from the fund balance

in the Water Department to fund the Cable system. The discussion that ensued at that meeting was very similar to many discussions and responses to my written correspondences over the years – a lack of coherent answers from those in charge of the utility operations.

It appears to me that it is long overdue for the City Council to appoint a person to oversee the Department of Municipal Services to ensure that we are receiving accurate and unbiased information relative to their operations. I am proposing that we assign this task to our City Administrator, whose current job description entails the monitoring of the Department of Municipal Services. I am suggesting that this level of involvement be increased so that any financial decisions require his review and recommendation prior to implementation by the Municipal Service Commission or the City Council. This oversight and sign off would include hiring decisions, compensation changes, rate increases, collective bargaining agreement negotiations, debt issuance, and any **significant** contractual agreement that would be entered into by the Department of Municipal Service. In effect, the City Council will now be holding the City Administrator responsible for the direction of the Department of Municipal Services, as well as the General City.

In my opinion, this assignment of responsibilities is consistent with provisions in the City Charter (paragraph 77) that allow for the assignment of employees to one or more departments and to make rules and regulations necessary for the efficient and economical conduct of the affairs of the City. The Charter also states that the City Council can create, by Ordinance or Resolution, such departments and employments and hire such employees in its best judgment that may be necessary for the City. I hope my colleagues can agree that the oversight of the operations of the Department of Municipal Services is necessary for the City and that this role should be assigned to the City Administrator.

In return for these added duties and responsibilities, I am recommending that the City Administrator be paid $1,000 per month effective May 1, 2012. These funds will be paid proportionately from each of the three enterprise funds with the Department of Municipal Services – electric, water, cable - whose cumulative budget ($55 million) already includes $10,000 (.018%) in the current year for services provided by the City Administrator. I would like to reiterate that this funding is not from the City's General Fund but for work performed by the City Administrator related to the Department of Municipal Services.

I am hoping you can concur with this recommendation to grant the City Administrator the authority to carry out the duties described above with the associated compensation.

Sincerely,

James R. DeSana

James R. DeSana
Councilman

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

b

MEETING DATE: May 21, 2012 **AGENDA ITEM #**

ITEM: Power Purchase Agreement with AMP Blue Creek Wind Project

PRESENTER: Jim French, Wyandotte Municipal Services, Director of Power Supply

INDIVIDUALS IN ATTENDANCE: Melanie L. McCoy, General Manager, Wyandotte Municipal Services

BACKGROUND: As part of PA 295, all electric utilities, including WMS are required to supply 10% of their power supply from renewable resources by 2015. As part of WMS Renewable Energy Plan to obtain the 10%, we participate in the MPPA Granger and North American Natural Resources Landfill Gas Projects. In addition we have installed solar panels on the Water Department Settling Basin. These existing resources and contracts provide 6% of the 10% required power. The Blue Creek Wind Project provides a cost effective opportunity to provide additional renewable energy at an economic price. The 300MW Blue Creek project is located in NW Ohio and projected to operate at 34% capacity factor, which is a very good capacity factor for wind projects. WMS is requesting to participate with AMP on this project for 5MW, which will provide an additional 3% of our required resources. This contract is a take or pay contract which requires us to pay for power only if it is produced. Since the renewable energy credits (RECs) will not be generated in Michigan, they will be sold in Ohio and traded for Michigan RECs.

STRATEGIC PLAN/GOALS: To provide services in an efficient, reliable, economically and environmentally responsible manner.

ACTION REQUESTED: Adopt the resolution authorizing the execution of Blue Creek Wind Energy Schedule with AMP.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: If approved, the contract will provide efficient and economical renewable power.

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to AMP prior to the June 1st deadline.

FINANCE DIRECTOR'S RECOMMENDATION: _____

MAYOR'S RECOMMENDATION: _____

MODEL RESOLUTION: Resolution to Approve the Form and Authorize the Execution of the Blue Creek Wind Energy Schedule with American Municipal Power, Inc and taking of other Actions in Connection Therewith Regarding Wind Generated Energy Purchases.

RESOLUTION

Wyandotte, Michigan
Date: May 21, 2012

RESOLUTION by Councilman_____

RESOLVED by the City Council that:

Resolution Authorizing the Department of Municipal Service to approve the form and authorize the Execution of Blue Creek Wind Energy Schedule with American Municipal Power, Inc. and taking of other actions in connection therewith regarding Wind Generated Energy Purchases.

I move the adoption of the foregoing resolution.

MOTION by Councilman_____

Supported by Councilman_____

YEAS	COUNCIL	NAYS
	Browning	
	DeSana	
	Fricke	
	Galeski	
	Sabuda	
	Stec	

Ohio, Virginia, Kentucky, Michigan & West Virginia Participants Only

Pertaining to AMP Contract No.C-2-2012-8963-R

CITY OF WYANDOTTE, MICHIGAN

RESOLUTION NO. _____

TO APPROVE THE FORM AND AUTHORIZE THE EXECUTION OF BLUE CREEK WIND ENERGY SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC. AND TAKING OF OTHER ACTIONS IN CONNECTION THEREWITH REGARDING WIND GENERATED ENERGY PURCHASES

WHEREAS, the Department of Municipal Services, City of Wyandotte, Michigan, ("Municipality") owns and operates an electric utility system for the sale of electric capacity and associated energy for the benefit of its citizens and taxpayers; and

WHEREAS, in order to satisfy the electric capacity and energy requirements of its electric utility system, Municipality has heretofore purchased, or desires to purchase in the future, economical, reliable and environmentally sound capacity and energy and related services from, or arranged by, American Municipal Power, Inc. ("AMP"), of which Municipality is a member; and

WHEREAS, AMP is an Ohio nonprofit corporation, organized to own and operate facilities, or to provide otherwise, for the generation, transmission or distribution of electric capacity and energy, or any combination thereof, and to furnish technical services on a cooperative, nonprofit basis, for the mutual benefit of AMP members ("Members"), such Members, including Municipality, being political subdivisions that operate municipal electric utility systems in Ohio, Kentucky, Michigan, Pennsylvania, Virginia and West Virginia; and

WHEREAS, Municipality, acting individually and through AMP with other political subdivisions of this and other states that own and operate electric utility systems, jointly, endeavors to arrange for reliable, environmentally sound and reasonably priced supplies of electric capacity and energy and related services for ultimate delivery to its customers; and

WHEREAS, it is efficient and economical to act jointly in such regard; and

WHEREAS, Municipality has previously entered into a Master Services Agreement with AMP, AMP Contract No. C-11-2003-3903, which contemplates that Municipality shall enter into various schedules for the provision of capacity and associated energy and related services from AMP to Municipality; and

WHEREAS, certain Members, including the Municipality have determined that they can utilize additional sources of reliable and economical wind generated electric capacity and energy on a long term basis at reasonable costs, and have requested that AMP arrange for the same by developing or otherwise acquiring interests in certain wind energy facilities ("Wind Facilities"); and

WHEREAS, in furtherance of this purpose, AMP and Blue Creek Wind Farms, LLC ("Blue Creek"), have entered into an agreement (the "Blue Creek Wind Energy Agreement") under the terms of which AMP is to purchase and Blue Creek is to supply and sell up to 54 MW of capacity and associated energy from Wind Facilities in Van Wert, Ohio for a period of ten (10) years; and

WHEREAS, it is necessary and desirable for Municipality to enter into the Blue Creek Wind Energy Schedule to Municipality's Master Services Agreement with AMP to provide for an additional source of capacity and energy; and

WHEREAS, Members now have the right, but not the obligation by the enactment of this Resolution to authorize and request AMP to acquire capacity and energy from Wind Facilities by approval and execution of the Blue Creek Wind Energy Schedule authorized below; and

WHEREAS, prior to the adoption of this Resolution AMP has (i) informed the Municipality of the terms of the Blue Creek Wind Energy Agreement; (ii) provided the Municipality the opportunity to review the Blue Creek Wind Energy Agreement; and (iii) offered representatives of the Municipality the opportunity to ask such questions, review data and reports, conduct inspections and otherwise perform such investigations with respect to, as applicable, the acquisition of capacity and energy and the terms and conditions of the Blue Creek Wind Energy Schedule authorized below as Municipality deems necessary or appropriate in connection herewith; and

WHEREAS, after due consideration, the Municipality has determined it is reasonable and in its best interests to proceed as authorized herein below and requests and authorizes AMP to acquire capacity and energy from Blue Creek upon those terms and conditions set forth in the Blue Creek Wind Energy Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WYANDOTTE, MICHIGAN:

SECTION 1. That the Blue Creek Wind Energy Schedule between Municipality and AMP, substantially in the form attached hereto or on file with the Clerk, including Exhibits thereto, are approved, and the General Manager of Department of Municipal Services, of the Municipality is hereby authorized to execute and deliver the Blue Creek Wind Energy Schedule with such changes as the General Manager may approve as neither inconsistent with this Resolution nor materially detrimental to the Municipality, his or her execution of the Blue Creek Wind Energy Schedule to be conclusive evidence of such approval.

SECTION 2. That the General Manager is hereby authorized to (i) acquire under the Blue Creek Wind Energy Schedule, authorized above, a Contract Amount as defined in that Schedule of up to 5000 kW without bid, and (ii) make any determinations and approvals required thereunder, if any, as the General Manager shall deem necessary and advisable.

SECTION 3. If any section, subsection, paragraph, clause or provision or any part thereof of this Resolution shall be finally adjudicated by a court of competent jurisdiction to be

invalid, the remainder of this Resolution shall be unaffected by such adjudication and all the remaining provisions of this Resolution shall remain in full force and effect as though such section, subsection, paragraph, clause or provision or any part thereof so adjudicated to be invalid had not, to the extent of such invalidity, been included herein.

SECTION 4. That this Resolution shall take effect at the earliest date allowed by law.

SECTION 5. That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in conformance with applicable open meetings laws and that all deliberations of this Council and of any committees that resulted in those formal actions were in compliance with all legal requirements including any applicable open meetings requirements.

I move the adoption of the foregoing resolution.

MOTION by Council _____

Supported by Council_____

YEAS	Council	NAYS
	Browning	
	DeSana	
	Fricke	
	Galeski	
	Sabuda	
	Stec	

Signed _____ _____

Date _____ _____

Title Mayor Clerk

4822-0188-8014, v. 7

Ohio, Virginia, Kentucky, Michigan & West Virginia Participants Only

Pertaining to AMP Contract No.C-2-2012-8963-R

CITY OF WYANDOTTE, MICHIGAN

RESOLUTION NO. 04-2012-01

TO APPROVE THE FORM AND AUTHORIZE THE EXECUTION OF BLUE CREEK WIND ENERGY SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC. AND TAKING OF OTHER ACTIONS IN CONNECTION THEREWITH REGARDING WIND GENERATED ENERGY PURCHASES

WHEREAS, the Department of Municipal Services, City of Wyandotte, Michigan, ("Municipality") owns and operates an electric utility system for the sale of electric capacity and associated energy for the benefit of its citizens and taxpayers; and

WHEREAS, in order to satisfy the electric capacity and energy requirements of its electric utility system, Municipality has heretofore purchased, or desires to purchase in the future, economical, reliable and environmentally sound capacity and energy and related services from, or arranged by, American Municipal Power, Inc. ("AMP"), of which Municipality is a member; and

WHEREAS, AMP is an Ohio nonprofit corporation, organized to own and operate facilities, or to provide otherwise, for the generation, transmission or distribution of electric capacity and energy, or any combination thereof, and to furnish technical services on a cooperative, nonprofit basis, for the mutual benefit of AMP members ("Members"), such Members, including Municipality, being political subdivisions that operate municipal electric utility systems in Ohio, Kentucky, Michigan, Pennsylvania, Virginia and West Virginia; and

WHEREAS, Municipality, acting individually and through AMP with other political subdivisions of this and other states that own and operate electric utility systems, jointly, endeavors to arrange for reliable, environmentally sound and reasonably priced supplies of electric capacity and energy and related services for ultimate delivery to its customers; and

WHEREAS, it is efficient and economical to act jointly in such regard; and

WHEREAS, Municipality has previously entered into a Master Services Agreement with AMP, AMP Contract No. C-11-2003-3903, which contemplates that Municipality shall enter into various schedules for the provision of capacity and associated energy and related services from AMP to Municipality; and

WHEREAS, certain Members, including the Municipality have determined that they can utilize additional sources of reliable and economical wind generated electric capacity and energy on a long term basis at reasonable costs, and have requested that AMP arrange for the same by developing or otherwise acquiring interests in certain wind energy facilities ("Wind Facilities"); and

WHEREAS, in furtherance of this purpose, AMP and Blue Creek Wind Farms, LLC ("Blue Creek"), have entered into an agreement (the "Blue Creek Wind Energy Agreement") under the terms of which AMP is to purchase and Blue Creek is to supply and sell up to 54 MW of capacity and associated energy from Wind Facilities in Van Wert, Ohio for a period of ten (10) years; and

WHEREAS, it is necessary and desirable for Municipality to enter into the Blue Creek Wind Energy Schedule to Municipality's Master Services Agreement with AMP to provide for an additional source of capacity and energy; and

WHEREAS, Members now have the right, but not the obligation by the enactment of this Resolution to authorize and request AMP to acquire capacity and energy from Wind Facilities by approval and execution of the Blue Creek Wind Energy Schedule authorized below; and

WHEREAS, prior to the adoption of this Resolution AMP has (i) informed the Municipality of the terms of the Blue Creek Wind Energy Agreement; (ii) provided the Municipality the opportunity to review the Blue Creek Wind Energy Agreement; and (iii) offered representatives of the Municipality the opportunity to ask such questions, review data and reports, conduct inspections and otherwise perform such investigations with respect to, as applicable, the acquisition of capacity and energy and the terms and conditions of the Blue Creek Wind Energy Schedule authorized below as Municipality deems necessary or appropriate in connection herewith; and

WHEREAS, after due consideration, the Municipality has determined it is reasonable and in its best interests to proceed as authorized herein below and requests and authorizes AMP to acquire capacity and energy from Blue Creek upon those terms and conditions set forth in the Blue Creek Wind Energy Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WYANDOTTE, MICHIGAN:

SECTION 1. That the Blue Creek Wind Energy Schedule between Municipality and AMP, substantially in the form attached hereto or on file with the Clerk, including Exhibits thereto, are approved, and the General Manager of Department of Municipal Services, of the Municipality is hereby authorized to execute and deliver the Blue Creek Wind Energy Schedule with such changes as the General Manager may approve as neither inconsistent with this Resolution nor materially detrimental to the Municipality, his or her execution of the Blue Creek Wind Energy Schedule to be conclusive evidence of such approval.

SECTION 2. That the General Manager is hereby authorized to (i) acquire under the Blue Creek Wind Energy Schedule, authorized above, a Contract Amount as defined in that Schedule of up to 5000 kW without bid, and (ii) make any determinations and approvals required thereunder, if any, as the General Manager shall deem necessary and advisable.

SECTION 3. If any section, subsection, paragraph, clause or provision or any part thereof of this Resolution shall be finally adjudicated by a court of competent jurisdiction to be

invalid, the remainder of this Resolution shall be unaffected by such adjudication and all the remaining provisions of this Resolution shall remain in full force and effect as though such section, subsection, paragraph, clause or provision or any part thereof so adjudicated to be invalid had not, to the extent of such invalidity, been included herein.

SECTION 4. That this Resolution shall take effect at the earliest date allowed by law.

SECTION 5. That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in conformance with applicable open meetings laws and that all deliberations of this Council and of any committees that resulted in those formal actions were in compliance with all legal requirements including any applicable open meetings requirements. **(This section, or its equivalent, is mandatory in Ohio and may or may not be in other states. Please consult with your legal counsel.)**

(Please contact AMP's General Counsel, John Bentine, at 614-334-6121 or via email at jbentine@taftlaw.com to discuss any changes to this draft.)

(Virginia Participants may be required to notice and hold a public hearing pursuant to the provisions of Va. Code §15.2-2606.A and should specifically check with Virginia Counsel.)

4822-0188-8014. v. 7

Fred DeLisle, President

Melanie McCoy, Secretary

AMP Contract No. C-2-2012-8963-R

CITY OF WYANDOTTE, MICHIGAN
BLUE CREEK WIND ENERGY SCHEDULE
TO
AMERICAN MUNICIPAL POWER, INC.
AND
CITY OF WYANDOTTE, MICHIGAN

MASTER SERVICES AGREEMENT
AMP CONTRACT NO. C-11-2003-3903

WHEREAS, the City of Wyandotte, Michigan ("Municipality") and American Municipal Power, Inc., formerly American Municipal Power-Ohio, Inc. ("AMP") have entered into a Master Services Agreement ("MSA") under which certain services may be provided, pursuant to schedules entered into between Municipality and AMP; and

WHEREAS, AMP has negotiated and executed a Renewable Wind Energy Power Purchase Agreement, (AMP Contract No. C-2-2012-8956) between AMP and Blue Creek Wind Farm, LLC ("Blue Creek"), for the purchase of up to 54 MW of wind generated renewable electric capacity and associated energy (the "Blue Creek Wind Energy Agreement") from wind electric facilities to be located near Van Wert, Ohio ("Wind Facilities") a copy of which has been made available to the Municipality; and

WHEREAS, the Blue Creek Wind Energy Agreement provides, among other things, significant opportunities for the Municipality to receive from AMP reliable, economic, wind generated renewable, capacity and energy through this schedule to the MSA (the " Blue Creek Wind Energy Schedule").

SECTION 1 - TERM

The term of this Blue Creek Wind Energy Schedule shall be effective as of the Delivery Date of the Blue Creek Wind Energy Agreement (expected to be July 1, 2012) as defined therein and shall thereafter be coterminous with the same; provided, however, that Municipality's obligation to purchase and AMP's obligation to deliver capacity and energy pursuant to this Blue Creek Wind Energy Schedule are both contingent on Blue Creek's performance pursuant to the Blue Creek Wind Energy Agreement.

SECTION 2 - SERVICES

AMP agrees to procure as Seller, pursuant to (and its obligations hereunder are specifically dependent upon) the Blue Creek Wind Energy Agreement, all output up to 54 megawatts ("MW") of capacity and associated energy ("MWh") for the benefit of the Municipality (the "Contract Amount"). Municipality agrees to take and pay for such capacity and energy on a *pro rata* basis where and as available pursuant to the Blue Creek Wind Energy Agreement. Such *pro rata* amounts to be determined by multiplying the Municipality's percentage Contract Amount, as set forth on Exhibit B hereto, times the actual capacity and energy available from time to time under the Blue Creek Wind Energy Agreement.

SECTION 3 - DELIVERY POINTS

The Delivery Point(s) for this Wind Schedule shall be the "Point of Delivery" as defined in the Blue Creek Wind Energy Agreement – the high-side of the facility's interconnection transformer with AEP Ohio unless the same is modified in writing by the parties. There may also be a Secondary Delivery Point, or Points of Delivery. Municipality may change the Secondary Delivery Point(s) set forth on Exhibit D with AMP's consent, such consent not to be unreasonably withheld, provided that transmission to any modified Secondary Delivery Point shall be pursuant to appropriate FERC tariffs at Municipality's expense, including the costs of any/all required ancillary services.

SECTION 4 - SCHEDULING

A. AMP shall cooperate with the Municipality to schedule the capacity and energy to a delivery point as directed by the Municipality.

B. Notwithstanding any other provision of this Blue Creek Wind Energy Schedule and the MSA, Municipality shall, when available, take and pay for the wind generated capacity and energy.

SECTION 5 - DEPENDENCE ON BLUE CREEK WIND ENERGY AGREEMENT

Municipality recognizes that AMP's ability to supply wind generated capacity and energy under this Blue Creek Wind Energy Schedule is dependent upon AMP's ability to arrange for the same pursuant to the Blue Creek Wind Energy Agreement. Additionally, Municipality recognizes that AMP entered into the Blue Creek Wind Energy Agreement primarily for the benefit of Municipality and the other Members of AMP and that AMP, pursuant to the Blue Creek Wind Energy Agreement, has certain rights as well as certain obligations. Accordingly, Municipality warrants to cooperate with AMP in such a manner as to facilitate AMP's performance of its obligations thereunder and releases AMP from any liability due to Blue Creek's failure to perform.

SECTION 6 - RATES, CHARGES AND BILLING

A. Capacity and energy made available pursuant to this Blue Creek Wind Energy Schedule shall be charged for at the base rates specified in the Blue Creek Wind Energy Agreement as shown on Exhibit A and as the same may be modified under such Agreement and shall include an adder for an appropriate allocation of all costs incurred hereunder, including an appropriate allocation of AMP's wind power development expenditures and the costs set forth in Sections 6 B and C hereof, and the Capacity and Energy Rate Schedule as the same may be modified by AMP from time to time and pursuant to the billing provisions herein and in the MSA;

B. The net of the following costs shall be included as a component of a uniform rate adjustment to be charged hereunder for energy delivered or made available to Municipality (i) any ancillary service, congestion and marginal loss charges by PJM or any other applicable Regional Transmission Organization ("RTO"), (ii) any costs or credits associated with differences between day ahead schedule and actual output, and (iii) as well as any costs incurred by AMP under the Blue Creek Wind Energy Agreement not included in the rates set forth on Exhibit A ("Project Energy Rate Adjustment"). This creates a Project Energy Rate for the Wind Schedule consisting of the charges in Exhibit A as adjusted as set forth in this Section 6 (see Exhibit E – Example Project Energy Rate

Calculation). The Municipality shall also be responsible for any additional ancillary service, congestion or marginal loss charges to its Secondary Delivery Point.

C. In addition to the other compensation to be paid to AMP pursuant to this Blue Creek Wind Energy Schedule, Municipality shall also pay AMP the Service Fee specified in the MSA.

SECTION 7 – INSTALLED CAPACITY CREDIT

Municipality will receive a pro-rata share of the net available Installed Capacity / RPM credits/charges (if any) from the RTO where the Wind Facilities are located.

SECTION 8 – RENEWABLE ENERGY CREDITS

All renewable energy credits or like Environmental Credits (Blue Creek Wind Energy Agreement, Sections 8.6 and 8.7) available to AMP under the Blue Creek Wind Energy Agreement may be monetized by AMP at Municipality's direction and credited *pro rata*, to the Municipality. Such *pro rata* amounts to be determined by multiplying the Municipality's percentage Contract Amount times the actual Environmental Credits available to AMP from time to time under the Blue Creek Wind Energy Agreement. Renewable energy credits or like environmental credits may also be directly credited to an appropriate account of a Municipality at the direction of Municipality.

Municipality's election of actions to be taken in regard to Municipality's pro rata share of the Environmental Credits shall be shown on Exhibit C.

CITY OF WYANDOTTE, MICHIGAN

BY:_____

TITLE:_____

DATE:_____

APPROVED AS TO FORM:

William R Foot

Municipality's Legal Counsel

AMERICAN MUNICIPAL POWER, INC.

By:_____
Marc S. Gerken, P.E.
President/CEO

DATE:_____

APPROVED AS TO FORM:

By:_____
John W. Bentine
General Counsel

EXHIBIT A

RATE SCHEDULE for BLUE CREEK WIND POWER*

Start Date	End Date	Price ($/MWh)
July 1, 2012	December 31, 2013	$35.00
January 1, 2014 *	December 31, 2014*	$37.00
January 1, 2015 *	December 31, 2015*	$39.00
January 1, 2016 *	December 31, 2016*	$41.00
January 1, 2017 *	December 31, 2017*	$43.00
January 1, 2018 *	December 31, 2018*	$46.00
January 1, 2019 *	December 31, 2019*	$49.00
January 1, 2020 *	December 31, 2020*	$52.00
January 1, 2021 *	December 31, 2021*	$56.00
January 1, 2022 *	December 31, 2022*	$61.43
Average Contract Price (simple average		**$45.94**

* To the extent the Delivery Start Date is later than January 1, 2013, these dates shall be similarly tolled.

* Reflects only those amounts that AMP will pay to Blue Creek. Service fees, or other applicable charges will have to be supplied and added.

EXHIBIT B

SERVICES

	kW	**%**
Amount Of Total Capacity Under Blue Creek Wind Farm Agreement (up to)	Up to 54,000	100%
Contract Amount Of Municipality's Capacity (up to)	~~2,000~~ 5,000 MW	3.70%~~%~~ MW

EXHIBIT C

For the years 2012 and 2013, Municipality elects the following actions be taken in regard of the Municipality's pro-rata share of Environmental Credits available under the Blue Creek Wind Energy Agreement:

✓ Municipality requests that AMP sell Municipality's pro-rata share of Environmental Credits and return proceeds of sale to Municipality.

_____ Municipality requests that AMP credit Municipality's pro-rata share of Environmental Credits to Municipality's account.

EXHIBIT D

SECONDARY DELIVERY POINTS

[TO COME]

EXHIBIT E

EXAMPLE PROJECT ENERGY RATE CALCULATION

2013 Example Rate

Base Energy Rate = $35.00/MWh

PJM Operating Reserves = $0.10/MWh

PJM Market difference between Day Ahead schedule and Real Time output = ($0.20/MWh)

Costs incurred by AMP associated with Blue Creek agreement = $0.25/MWh

Final Project Energy Rate (example) - $35.15/MWh

4832-5839-3870. v. 14

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

CITY OF Wyandotte MICHIGAN • 1854

MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

7

HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

Tuesday, May 15, 2012

Honorable Mayor Peterson and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Honorable Mayor Peterson and City Council Members:

The Special Event and Historical and Cultural Museum staff are currently planning our special events for 2012. Moving forward into event season, we are seeking approval to once again work with the St. Pius Catholic School Men's Club to operate as beer ticket sellers in the Riverfront beverage area, during the 2012 Wyandotte Street Art Fair, July 11th through the 14th.

As you know, the St. Pius Men's Club has worked with the Wyandotte Street Art Fair for two years now have done an excellent job not only managing the ticket sales but running the parking lot next to the entertainment area. We would like to continue this relationship once again this year, please see the attached contract. This contract has been reviewed and approved by City Attorney, Mr. William Look.

We feel that the St. Pius Men's Club familiarity and understanding will benefit not only the ticket distribution but the fair as a whole. Please consider further endorsement of this contract by Mayor Peterson and the City Clerk, Mr. Griggs.

We appreciate your continued support of special event programming in the City of Wyandotte.

Thank you very much!

Heather A. Thiede
Special Event Coordinator

3131 Third Street • Wyandotte, Michigan 48192 • 734-324-4502 • Fax 734-324-7296 • email: info@wyan.org • www.wyandotte.net

City of Wyandotte
Wyandotte Street Art Fair
July 11th – 14th 2012
Agreement with St. Pius Catholic School Men's Club

The Wyandotte Street Art Fair enters into an agreement with St. Pius Catholic School Men's Club ("Club") to operate as beer ticket sellers in the River Front and entertainment area during the Wyandotte Street Art Fair – July 11 thru July 14, 2012.

- The Club will check all identification of (and place wrists bands on) customers wishing to purchase tickets for alcoholic beverages.
- The Club will collect money, present change and tickets for the purchase of alcoholic beverages.
- The Club will not allow any workers under the age of 21 to participate in the project.
- The Club will provide staffing commiserate with anticipated crowd volume during each day of the fair. The Club will provide at least two workers at the Riverfront Entertainment Area from 10 am to 4 pm and six workers from 4 pm to 10:30 pm each day each day of the Fair.
- The Club will provide the City of Wyandotte with a complete staffing schedule prior to the event.
- The City will provide a check of 5% of the gross beer sales to the Club after the event, no later than 30 days.
- The Club will provide staffing for Parking Lot 1 (north end of the Oak & Van Alstyne) each day of the Fair (7 am – 11 pm).
- The Club will assist in the training of the second organization working ticket sales during the fair. This training will be organized by the City of Wyandotte.
- St. Pius Catholic School Men's Club retains the right of first refusal as beer ticket sellers for the 2012, 2013, and 2014 Wyandotte Street Art Fair events. If St. Pius Catholic School Men's Club wishes not to participate in the 2012 WSAF, they must notify the WSAF Staff no later than May 1st 2012, at that time future contracts would be renegotiated. Should the Club be unable or unwilling to fulfill their duties, they will advise The Wyandotte Street Art Fair in writing and in a timely manner.

Mayor Peterson	Date
City Clerk	Date
St. Pius Men's Club — President	Date 4/25/12
BRYAN J. HUGHES – President	

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

8

MAYOR
Joseph Peterson

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James R. DeSana
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Leonard T. Sabuda
Lawrence S. Stec

HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

Tuesday, May 15, 2012

Honorable Mayor Peterson and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Honorable Mayor Peterson and City Council Members:

Moving forward into event season, the Special Event and Historical and Cultural Museum staff are seeking approval to once again work with the Wyandotte Goodfellows and the Old Time Ball Player Association to operate the Parking Lot located at 3rd and Eureka Road during the 2012 Wyandotte Street Art Fair, July 11th through the 14th.

As you are aware, the Wyandotte Goodfellows and the Old Time Ball Player Association has worked with the Wyandotte Street Art Fair for many years now have done an excellent job managing the parking lot. As the contract states we will receive 50% of the revenue collected under $18,000 and a maximum of $9,000. We would like to continue this relationship once again this year, please see the attached contract. This contract has been reviewed and approved by City Attorney, Mr. William Look.

We appreciate your continued support of special event programming in the City of Wyandotte.

Thank you very much!

Heather A. Thiede
Special Event Coordinator

3131 Third Street • Wyandotte, Michigan 48192 • 734-324-4502 • Fax 734-324-7296 • email: info@wyan.org • www.wyandotte.net

City of Wyandotte Street Art Fair
Parking Concession Agreement

The City of Wyandotte Recreation, Leisure and Culture Department enter into an agreement with the Wyandotte Goodfellows/Wyandotte Old Time Ball Players Association for the rental of the Chase Bank Parking Lot located at 3rd & Eureka. This agreement will take place July 11 through July 14, 2012.

- The Wyandotte Goodfellows/Wyandotte Old Time Ball Players Association will supply the manpower to staff the Chase Parking Lot from 7:30 am to 10 pm each of the days listed above. The Wyandotte Goodfellows/Wyandotte Old Time Ball Players Association will collect a fee of $5.00 per vehicle and $20 per vendor vehicle.

- There are 200 parking spaces to the west of the bank. Chase Bank will have exclusive use of the east part of the lot for customers /employees during regular business hours.

- The Wyandotte Goodfellows/Wyandotte Old Time Ball Players Association will allow the Eureka entrance for ATM and Chase Bank Drive-thru usage.

- The Wyandotte Goodfellows/Wyandotte Old Time Ball Players Association will provide their shirts, money aprons, and start-up funds for the event.

- The Wyandotte Goodfellows/Wyandotte Old Time Ball Players Association will submit a check to the Wyandotte Street Art Fair no less than two weeks following the event:

- If the Wyandotte Goodfellows/Wyandotte Old Time Ball Players Association collects under $18,000, they will split the collection 50% with the City of Wyandotte. The maximum amount the City would receive is $9,000. Any revenues over $18,000 will go to the Wyandotte Goodfellows/Wyandotte Old Time Ball Players Association.

- The City will provide the Wyandotte Goodfellows/Wyandotte Old Time Ball Players Association with two golf carts from the Wyandotte Shores Golf Course. The carts will be picked up each day at 7:30 pm and be returned by 9 pm each evening.

- The City of Wyandotte Department of Public Service will provide barricades by 7:30 am Wednesday, July 11, 2012.

Joseph Peterson, Mayor	May 9th 2012 Wyandotte Goodfellows
William R. Griggs, City Clerk	5-3-12 Wyandotte Old Time Ball Players Association
Dated	Dated

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

9

MAYOR
Joseph Peterson

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HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

Tuesday, May 15, 2012

Honorable Mayor Peterson and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Honorable Mayor Peterson and City Council Members:

The Special Event and Historical and Cultural Museum staff are currently planning our special events for 2012. As you know, the Wyandotte Jaycees have worked with the Wyandotte Street Art Fair for many years now and have managed the Riverfront Beverage area for the past few. We would like to continue this relationship once again this year, please see the attached contract for the 2012 Wyandotte Street Art Fair, July 11th through the 14th. This contract has been reviewed and approved by City Attorney, Mr. William Look.

We feel that the Wyandotte Jaycees knowledge and experience will benefit not only the beverage distribution but the fair as a whole. Please consider further endorsement of this contract by Mayor Peterson and the City Clerk, Mr. Griggs.

We appreciate your continued support of special event programming in the City of Wyandotte.

Thank you very much!

Heather A. Thiede
Special Event Coordinator

3131 Third Street • Wyandotte, Michigan 48192 • 734-324-4502 • Fax 734-324-7296 • email: info@wyan.org • www.wyandotte.net

51st Annual Wyandotte Street Art Fair
2012 Beer Area Agreement with the Wyandotte Jaycees

Organization Title: Wyandotte Jaycees

President's Name: _____

Street Address: PO Box 276

City, State, and Zip Code Wyandotte, MI 48192

Telephone: _____ Email: _____

Project: **WYANDOTTE STREET ART FAIR BEER AREA**

Group volunteer project date & time: July 11-14, 2012, 11 am to 11 pm (River front entertainment area) and 11 am to 9 pm at the second beer area (Maple/Biddle Area) from 11 am to 9 pm or close each day of fair. Beer Area set up on July 11, 2012, time to be determined.

Group volunteer project description: The Wyandotte Jaycees organization will be "in charge" of the Riverfront and the 2nd Beer Area (Maple/Biddle Area). They will be responsible for distributing beer and other beverages to the public for the four days of the fair, accepting and disposing of tickets, opening and closing beer areas, set up of both areas before the fair, taking training offered by the beer distributor, applying for the Liquor License, working with a volunteer group that will be responsible for ticket taking during the fair and coordinating with the Wyandotte Street Art Fair Committee and Staff before/during and after the fair.

The 51st Wyandotte Street Art Fair is a four day event that brings roughly around 200,000 people to the City of Wyandotte each year. Times for the art fair is 10 am to 9 pm, the beer tent at the 2nd site will close at 8 pm, while the river front entertainment area is open until 11 pm. Tickets will be sold until 10:30 pm; Beer will be distributed until 11:00 pm. Beer will be purchased through a local distributor.

Beer will be delivered in kegs using a coil system to dispense the beer to the public. NO money will be exchanged at the beer tents. Patrons can purchase beverage tickets from the ticket booths in the beer area ONLY.

PROVISIONS BY VOUNTEER GROUP
Volunteer group agrees to provide the following equipment and tools:

MANPOWER
The Wyandotte Jaycees will be responsible for providing a minimum staff of

- 2 to 3 people to man the Riverfront Beer Tent from 11 am to 4 pm Wednesday thru Friday and on Saturday a minimum of 6 people from 11 am to 4 pm, unless agreed upon by the Wyandotte Street Art Fair Staff
- Minimum of 2 people at all times at Biddle Avenue beer tent(s), unless agreed upon by the Wyandotte Street Art Fair Staff
- 10 to 15 people each night at the Riverfront beer tent from 6 pm till close

SPECIAL PROVISIONS APPLICATION

By May 4th, 2012, the Wyandotte Jaycees shall, at a meeting of the membership or board of directors, pass the following resolution by a majority vote. RESOLVED: That the organization, through its duly authorized officers, make application to the MLCC for a Special License for the sale of either Beer and Wine, or Beer, Wine and Spirits, for consumption on the premises to be in effect on the following days; July 11 through 14, 2012.

The Wyandotte Jaycees shall apply for SPECIAL LICENSE for SALE OF BEER AND WINE ONLY and/or BEER, WINE AND SPIRITS for CONSUMPTION ON THE PREMISES and adhere to the Michigan Department of Labor & Economic Growth MICHIGAN LIQUOR CONTROL COMMISSION (MLCC), 7150 Harris Drive, P.O. Box 30005, Lansing, MI 48909-7505. Such application shall be signed and completed by the Wyandotte Jaycees at least 60 days prior to the commencement of the Art Fair.

The Art Fair Committee shall provide layout information of the Art Fair and beverage sales set up areas by March 30, 2012, and the funds to secure the bond and apply for the license(s) and staff shall facilitate and assist in the preparation of the application and shall process and mail such application from the Yack Arena to the State within the first week of June 2012.

The Wyandotte Jaycees understand that the above-described services will be non-compensable to individuals. A portion of the proceeds from the sale of beverages shall benefit the Wyandotte Jaycees based upon the schedule as follows as well as an additional organization that will be responsible for taking tickets.

PAYMENT

The adjusted gross revenue will be the gross sales less the following expenses: State of Michigan Sales Tax, Bond, Liquor License Fees and Liquor Liability Insurance.

Adjusted Gross revenue is lesser than $60,000; the Wyandotte Jaycees shall receive 15% of actual gross revenues collected.

Adjusted Gross revenue is $60,000 or greater and is below $75,000; the Wyandotte Jaycees shall receive $10,000.00 or 15% of actual gross revenues collected, whichever is greater.

Adjusted Gross revenue is to exceed $75,000; the Wyandotte Jaycees shall receive 20% of actual gross revenues collected.

Michigan Sales Taxes accrued will be paid by the Wyandotte Jaycees and reimbursed by the City of Wyandotte.

The City of Wyandotte shall pay the Wyandotte Jaycees the Michigan Sales Taxes by July 20th unless written approval has been submitted for an extension.

All bills in the Wyandotte Jaycees name that will be paid by the City of Wyandotte should be turned in no later than August 1st 2012. If those bills are not turned in before that date, the Wyandotte Jaycees will be responsible for those costs.

TRAINING/ SERVING
The Wyandotte Jaycees shall certify to the City of Wyandotte/Wyandotte Street Art Fair Committee that they shall have been trained and shall abide by all Michigan Laws the State of Michigan Liquor Control Commission. This training may be offered by the Distributor and arranged within 30 days of the signing of this contract.

SET UP
An appropriate Jaycee representative shall be present at the time of the beer tent set up and the beer distributor's truck and equipment lay out on the days before the Art Fair begins. Times and dates shall be arranged and communicated between the Art Fair staff and the Wyandotte Jaycees representative.

DUTIES OF THE WYANDOTTE JAYCEES
There will be two to three workers from the distributors present at the fair at all times, if you need assistance with anything, they can help you. They will be in charge of keg counting, replacing kegs, moving kegs and fixing any problems that might occur in both beer areas. A representative from the Wyandotte Jaycees shall inspect and keep a keg count for each day to check records.

MONEY HANDLING / TICKETS
Money handling and ticket shall be conducted by the organizations the Wyandotte Street Art Fair Committee approves. The Wyandotte Jaycees will be notified once these groups are chosen.

Ticket areas:

- Elm Street at Van Alstyne Street – Riverfront Entertainment Area
- 2nd Area – Maple/Biddle Area

One member from the ticket handling group(s) shall be appointed to document the starting number of tickets and the last number on a ticket roll that was collected at the opening of the ticket booths, before each shift change and at the closure of the event each night and shall sign the ticket ledger.

One member of each group shall be appointed to document the starting number of tickets and the last number on a ticket roll that was collected before the shift change. A procedure for the accounting will be presented to the Wyandotte Jaycees by May 14th, 2012 and will be agreed upon by the Wyandotte Jaycees, City of Wyandotte, and the approved ticket handling group(s). This procedure will be attached to this contract and placed on file by the City of Wyandotte.

Due to the nature of the MLCC licensing, the approved ticket handling group(s) will be working under the Wyandotte Jaycees. Each ticket seller will sign appropriate documentation listing their duties as a representative of the Wyandotte Jaycees.

TICKET HANDLING
The Wyandotte Jaycees who will be accepting tickets for all beer/beverage areas shall be required to tear each ticket into two pieces; then dispose of these behind the bar.

MONEY
Members of the Wyandotte Street Art Fair Staff/Committee is responsible for depositing/counting the money each night after both beer tents close for the four days of the fair. The Wyandotte Jaycees workers understand that they are not allowed to handle or remove the

ticket booth money whatsoever during the operating hours and in the ticket booth locations, in order to provide a check and balance in the worker arrangement.

A designated Wyandotte Jaycees representative has the option to be present and participate at the time of the counting and review of ticket sales.

DISTRIBUTION

The Wyandotte Jaycees accepting tickets shall check ID of any person in question before distributing and abide by training. If a Wyandotte Street Art Fair Staff/Committee sees any member of the Wyandotte Jaycees not taking tickets and distributing alcohol, there will be immediate removal of that person. The Jaycee President or Board Member will be notified as soon as possible. There will be no individuals under the age of 18 allowed behind the beer booths for any reason. If Wyandotte Street Art Fair Staff/Committee Members see any individual behind the beer tent area that are under the age of 18 years old that individual will be removed immediately.

OPENING THE BOOTHS

Riverfront – 11 am
Maple/Biddle – 11 am

CLOSING AND SECURING THE BOOTHS

The Wyandotte Jaycees will be responsible for closing and securing both beer areas for the duration of the four day event. Ticket sales stop at 10:30 pm and ticket taking and beer distribution stops at 11 pm. The beer workers will be there to assist you with closing and also the ticket takers as well as Wyandotte Street Art Fair Staff. If you have any questions or need assistance with anything during the four day fair please feel free to contact the Wyandotte Street Art Fair staff (contact information will be exchanged closer to the fair). Original licenses shall be returned to the Recreation office for immediate return to the state by the end of Saturday night.

REPORTING

The Wyandotte Jaycees will make a copy of their traditional CPG regarding this event (minus financials) available to the Art Fair Committee/Staff within the first week of September.

GENERAL CONDITIONS

The Wyandotte Jaycees and all others associated with the Wyandotte Jaycees further understand that they are not considered employees of the City of Wyandotte. Volunteers listed on the attached lists are covered by general liability insurance purchased for this specific event wherein the City of Wyandotte and Street Art Fair Committee shall be named as also insured. The Wyandotte Jaycees shall be responsible to submit 60 days in advance of the Art fair, a copy of the Liquor Liability Insurance. The Wyandotte Jaycees shall comply with all applicable department and agency rules. No City employment, unemployment, leave, or hours of work provisions or collective bargaining agreements shall apply to volunteers. Either party may cancel this agreement in writing with advance notice of 45 days in advance of the event at any time following notice of the other party.

HOLD HARMLESS

The Wyandotte Jaycees agree to hold the City of Wyandotte harmless from any and all claims and liability arising from the Jaycee's operation of the Beer areas and from all activities arising from this Agreement.

I hereby release the City of Wyandotte, the Art Fair Committee members, staff and agents from all claims of any kind or character which I have or might have against them.

President or other authorized official of group Date

Acceptance from the City of Wyandotte Date

City Clerk Date

OFFICIALS

William R. Griggs
CITY CLERK

CITY TREASURER
Andrew A. Swiecki

Colleen A. Keehn
CITY ASSESSOR

CITY OF Wyandotte MICHIGAN • 1854

10

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

May 15, 2012

The Honorable Mayor Joseph R. Peterson
and City Council
City Hall
Wyandotte, Michigan

Dear Mayor and Council Members:

Attached please find Purchase Agreement for the City to acquire the following property:

817 Hudson $18,000.00 TIFA Area Funds – Single Family Dwelling

If this meets with your approval, I recommend that the Department of Legal Affairs be directed to prepare the necessary sale documents and the Mayor and Clerk be authorized to execute same.

I further recommend that the undersigned be authorized to demolish same.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK:kr

Attachment

3131 Biddle Avenue • Wyandotte, Michigan 48192 • 734-324-4551 • Fax 734-324-4535 • email: engineering1@wyan.org • www.wyandotte.net

Equal Housing Opportunity

CITY OF WYANDOTTE
ENGINEERING DEPARTMENT

ACQUISITION ANALYSIS TOOL

A. Property Information

Address: 617 Hudson
City: Wyandotte **Zip:** 48192 **Parcel ID: 57-006-02-074-000**
County: Wayne
Neighborhood:
TIFA/DDA/HUD: TIFA

B. Property Type, Condition and Characteristics

Property Type: Other
Condition: Blighted
Existing/Prior Use: Residential
Year Built: 1929
Lot Size: 30' x 105'
Occupancy: Vacant
Zoning: RA
Master Plan: Residential
Comply with existing Building Code:

Other Amenities &/or Concerns:

C. Property Ownership

Ownership Type: Privately-owned
Owner Name: Richard Kalowski

Occupied or Vacant vacant

D. Environmental

Environmental Assessment Required no
Estimated Cost $ -

E. Cost Analysis Requirements

SEV	Taxable	Market Value	Taxes Paid	Purhcase Price	Demoition Cost
$11,400	$11,400	$22,800	$873	$ 18,000.00	$ 7,000.00

F. Anticipated End Use

Future Use: split with the adjacent property owners.

	Future SEV	Future Taxable	Future Market Value	Future Taxes	NEZ Future Taxes
	$4,000	$4,000	$8,000	$192	no

Bennefit to Neighborhood Removing an eyesore from the neighborhood. The home sits on the rear of the lot which is non-conforming

G. ACQUISITION

Purchase Agreement:	Amount
	$ 18,000.00
Demoition Cost	$ 7,000.00
Environmental	$ -
Total	$ 25,000.00

H. APPROVALS

City Engineer Mark A. Kowalewski
Signature
Mark A. Kowalewski — City Engineer
Print Name — Title

City Administrator Todd A. Drysdale
Signature
Todd A. Drysdale — City Administrator
Print Name — Title

LOOK, MAKOWSKI and LOOK
ATTORNEYS AND COUNSELORS AT LAW
PROFESSIONAL CORPORATION
2241 OAK STREET
WYANDOTTE, MICHIGAN 48192-5390
(734) 285-6500
FAX (734) 285-4160

William R. Look
Steven R. Makowski

Richard W. Look
(1912-1993)

OFFER TO PURCHASE REAL ESTATE

1. THE UNDERSIGNED hereby offers and agrees to purchase the following land situated in the City ~~Township~~ ~~Village~~ of Wyandotte, Wayne County, Michigan, described as follows:
Lot 174 Welch Bros Million Dollar Subdivision as recorded in Liber 31, Page 68

being known as 817 Hudson Street, together with all improvements and appurtenances, including all lighting fixtures, shades, Venetian blinds, curtain rods, storm windows and storm doors, screens, awnings, TV antenna, gas conversion unit and permit _____ if any, now on the premises, and to pay therefore the sum of Eighteen Thousand ($18,000.00) Dollars, subject to the existing building and use restrictions, easements, and zoning ordinances, if any, upon the following conditions:

THE SALE TO BE CONSUMMATED BY: A

(Fill out one of the four following paragraphs, and strike the remainder)

Cash Sale	A. Delivery of the usual Warranty Deed conveying a marketable title. Payment of purchase money is to be made in cash or certified check.
Cash Sale with New Mortgage	~~B. Delivery of the usual Warranty Deed conveying a marketable title. Payment of Purchase money is to be~~ made in cash or certified check. Purchaser agrees that he will immediately apply for a _____ mortgage in the amount of $ _____, and pay $ _____ down plus mortgage costs, prepaid items and adjustments in cash. Purchaser agrees to execute the mortgage as soon as the mortgage application is approved, a closing date obtained from the lending institution, and, if applicable, final inspection of the property approved by the Veterans Administration or F. H. A.
Sale to Existing Mortgage	C. Delivery of the usual Warranty Deed conveying a marketable title, subject to mortgage to be deducted from the purchase price. Payment of the purchase money is to be made in cash or certified check less the amount owing upon an existing mortgage now on the premises, with accrued interest to date of consummation, held by _____ upon which there is unpaid the sum of approximately _____ Dollars, with interest at _____ per cent, which mortgage requires payment of _____ Dollars on the _____ day of each and every month, which payments DO, DO NOT include prepaid taxes and insurance. If the Seller has any accumulated funds held in escrow for the payment for any prepaid items, the Purchaser agrees to reimburse the seller upon proper assignment of same. The Purchaser agrees to assume and pay said mortgage according to the terms thereof.
Sale on Land Contract	D. Payment of the sum of _____ Dollars, in cash or city check, and the execution of a Land Contract acknowledging payment of that sum and calling for the payment of the remainder of the purchase money within _____ years from the date of Contract in monthly payments of not less than _____ Dollars each, which include interest payments at the rate of _____ per cent per annum; and which DO, DO NOT include prepaid taxes and insurance.
Sale to Existing Land Contract	If the Seller's title to said land is evidenced by an existing by an existing land contract with unperformed terms and conditions substantially as above set forth and the cash payment to be made by the undersigned on consummation hereof will pay out the equity, an assignment and conveyance of the vendee's interest in the land contract, with an agreement by the undersigned to assume the balance owing thereon, will be accepted in lieu of the contract proposed in the preceding paragraph. If the Seller has any accumulated funds held in escrow for the payment of prepaid taxes or insurance, the Purchaser agrees to reimburse the Seller upon the proper assignment of same.
Evidence of Title	2. As evidence of title, Seller agrees to furnish Purchaser as soon as possible, a Policy of Title Insurance in an amount not less than the purchase price, bearing date later than the acceptance hereof and guaranteeing the title in the condition required for performance of this agreement, will be accepted.
Time of Closing	3. If this offer is accepted by the Seller and if title can be conveyed in the condition required hereunder, the parties agree to complete the sale upon notification that Purchaser is ready to close; however, if the sale is to be consummated in accordance with paragraph B, then the closing will be governed by the time there specified for obtaining a mortgage. In the event of default by the Purchaser hereunder, the Seller may, at his option, elect to enforce the terms hereof or declare a forfeiture hereunder and retain the deposit as liquidated damages
Purchaser's Default/ Seller's Default	4. In the event of default by the Seller hereunder, the purchaser may, at his option, elect to enforce the terms hereof or demand, and be entitled to, an immediate refund of his entire deposit in full termination of this agreement.
Title Objections	5. If objection to the title is made, based upon a written opinion of Purchaser's attorney that the title is not in the condition required for performance hereunder, the Seller shall have 30 days from the date he is notified in writing of the particular defects claimed, either (1) to remedy the title, or (2) to obtain title insurance as required above, or (3) to refund the deposit in full termination of this agreement if unable to remedy the title or obtain title insurance. If the Seller remedies the title or shall obtain such title commitment within the time specified, the Purchaser agrees to complete the sale within 10 days of written notification thereof. If the Seller is unable to remedy the title or obtain title insurance within the time specified, the deposit shall be refunded forthwith in full termination of this agreement.
Possession	6. The Seller shall deliver and the Purchaser shall accept possession of said property, subject to rights of the following tenants: None If the Seller occupies the property, it shall be vacated on or before closing From the closing to the date of vacating property as agreed, SELLER SHALL PAY the sum of $ NA per day. THE BROKER SHALL RETAIN from the amount due Seller at closing the sum of $ NA as security for said occupancy charge, paying to the Purchaser the amount due him and returning to the Seller the unused portion as determined by date property is vacated and keys surrendered to Broker.

THIS IS A LEGAL BINDING CONTRACT, IF NOT UNDERSTOOD SEEK COMPETENT HELP

Taxes and Prorated Items	7. All taxes and assessments which have become a lien upon the land at the date of this agreement shall be paid by the Seller. Current taxes, if any, shall be prorated and adjusted as of the date of closing in accordance with __due date__ (Insert one: *"Fiscal Year" "Due Date."* If left blank, *Fiscal Year* applies) basis of the municipality or taxing unit in which the property is located. Interest, rents and water bills shall be prorated and adjusted as of the date of closing. **Due dates are August 1 and December 1.** 8. It is understood that this offer is irrevocable for fifteen (15) days from the date hereof, and if not accepted by the Seller within that time, the deposit shall be returned forthwith to the Purchaser. If the offer is accepted by the Seller, the Purchaser agrees to complete the purchase of said property within the time indicated in Paragraph 3.
Broker's Authorization	9. The seller is hereby authorized to accept this offer and the deposit of ____0____ Dollars may be held by him under Act No. 112. P.A. of 1960 Sect. 13, (j) and applied on the purchase price if the sale is consummated.

10. **APPLICABLE TO F. H. A. SALES ONLY:**

It is expressly agreed that, notwithstanding any other provisions of this contract, the Purchaser shall not be obligated to complete the purchase of the property described herein or to incur any penalty by forfeiture of earnest money deposits or otherwise unless the Seller has delivered in the purchaser a written statement issued by the Federal Housing Commissioner

setting forth the appraised value of the property for mortgage insurance purpose of not less than $ _____ which statement the Seller hereby agrees to deliver to the Purchaser promptly after such appraised value statement is made available to the Seller. The Purchaser shall, however, have the privilege and the option of proceeding with the consummation of this contract without regard to the amount of the appraised valuation made by the Federal Housing Commissioner.

It is further understood between Purchaser and Seller that the additional personal property listed herein has a value of $ _____.

11. The covenants herein shall bind and inure to the benefit of the executors, administrators, successors and assigns of the respective parties.

By the execution of this instrument the Purchaser acknowledges THAT HE HAS EXAMINED THE ABOVE described premises and is satisfied with the physical condition of structures thereon and acknowledges the receipt of a copy of this offer.

The closing of this sale shall take place at the office of _____ _____. However, if a new mortgage is being applied for. Purchasers will execute said mortgage at the bank or mortgage company from which the mortgage is being obtained.

Additional conditions, if any: **1. Contingent upon City Council approval, 2. Seller agrees not to enter into any third party agreements including with any telecommunications companies wishing to install equipment on said property prior to closing**

City of Wyandotte:

IN PRESENCE OF:

_____ L. S.
JOSEPH R. PETERSON, Mayor *Purchaser*

_____ L. S
WILLIAM R. GRIGGS, Clerk *Purchaser*

Address _____

Dated _____ *Phone:* _____

BROKER'S ACKNOWLEDGMENT OF DEPOSIT

Received from the above named Purchaser the deposit money above mentioned, which will be applied as indicated in Paragraphs 8 and 9 above, or will be returned forthwith after tender if the foregoing offer and deposit is declined.

Address _____ _____
Broker

Phone _____ By: _____

This is a co-operative sale on a _____ basis with _____ _____.

ACCEPTANCE OF OFFER

TO THE ABOVE NAMED PURCHASER AND BROKER:

The foregoing offer is accepted in accordance with the terms stated, and upon consummation Seller hereby agrees to pay the Broker for services rendered a commission of (_____ Dollars) (_____ per cent of the sale price), which shall be due and payable at the time set in said offer for the consummation of the sale, or if unconsummated, at the time of Seller's election to refund the deposit, or of Seller's or Purchaser's failure, inability or refusal to perform the conditions of this offer; provided, however, that if the deposit is forfeited under the terms of said offer, the Seller agrees that one-half of such deposit (but not in excess of the amount of the full commission) shall be paid to or retained by the Broker in full payment for services rendered.

By the execution of this instrument, the Seller acknowledges the receipt of a copy of this agreement.

IN PRESENCE OF:

Richard Kaslowski _____ L. S.
RICHARD KASLOWSKI *Seller*

Theresa Kaslowski _____ _____ L. S.
Seller

_____ *Address* _____

Dated: 4/26/12 _____ *Phone* _____

PURCHASER'S RECEIPT OF ACCEPTED OFFER

The undersigned Purchaser hereby acknowledges the receipt of the Seller's signed acceptance of the foregoing Offer to Purchase.

Dated _____ _____ L. S
Purchaser

PROPOSED RESOLUTION

RESOLVED BY THE CITY COUNCIL that Council concurs with the recommendation of the City Engineer to acquire the property at 817 Hudson in the amount of $18,000.00 to be appropriated from TIFA Area Funds; AND

BE IT RESOLVED that the Department of Legal Affairs, William R. Look, is hereby directed to prepare and sign the necessary documents and the Mayor and City Clerk be authorized to execute the Purchase Agreement; AND

BE IT FURTHER RESOLVED that the City Engineer is directed to demolish same upon completion of the Wyandotte Historical Commission inspection of the home as it pertains to the preservation of historical and cultural items for the City of Wyandotte.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

11

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

May 15, 2012

The Honorable Joseph R. Peterson
and City Council
City Hall
Wyandotte, Michigan

RE: 643 Vinewood
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

On February 27, 2012, the City held the Lottery Drawing for the sale of the Neighborhood Stabilization 2 (NSP2) home at 643 Vinewood. The City did not receive any proposals.

Therefore, attached please find an Offer to Purchase the property at 643 Vinewood from Nathan T. Mosczynski in the amount of $74,000.00. Mr. Mosczynski is 120% or below of area median income, completed eight (8) hours of housing counseling, and will be receiving the minimum subsidy of 17.5% or $12,950.00 (which will be a lien with Michigan State Housing Development Authority (MSHDA)). If the homes is maintained as owner occupied for five (5) years this lien will not have to be repaid.

Therefore, the undersigned recommends acceptance of this Offer to Purchaser. If you concur with this recommendation, the attached resolution will authorize the Mayor, City Clerk and City Attorney, William Look, the authority to execute the necessary sales documents.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK:kr
Enclosures

cc: Jerry Miller, Wyandotte Realty
Jauron K. Leefers, MSHDA
Lindsay Hager, Capital Access
Emanuel Odom, MSHDA
Nathan T. Mosczynski, 1164 1st Street, Wyandotte

3131 Biddle Avenue • Wyandotte, Michigan 48192 • 734-324-4551 • Fax 734-324-4535 • email: engineering 1@wyan.net

Equal Housing Opportunity

LOTTERY FORM TO ACQUIRE NSP2 HOME

Date: 5/11/12

TO: The Honorable Mayor and City Council
City Hall
Wyandotte, Michigan

RE: File No. 4572 DUE DATE: Monday, February 27, 2012

__ 247 Walnut __257 Walnut __ 641 Vinewood X 643Vinewood ___ 645 Vinewood __ 647 Vinewood
(Please place an "X" next to the home you are submitting a Purchase Agreement on)

In order of preference: 1st 643 VINEWOOD 2nd _____ 3rd _____

THE UNDERSIGNED HEREBY CERTIFY AS FOLLOWS:

- [x] NSP2 SINGLE – FAMILY SALES PROGRAM GUIDELINES: has read and understands policy.
- [x] INSPECTION: Familiarity with the present condition of premises based on recent inspection.
- [x] COMPREHENSION: Understanding that Purchase Agreement is subject to the Wyandotte City Council approval prior to closing
- [x] PURCHASE PRICE : SEVENTY FOUR THOUSAND Dollars ($ 74,000.00)
- [x] DEPOSIT: One Percent (1%) of above amount enclosed. Check No. 006486 .
  Make check payable to the City of Wyandotte.
- [x] Enclosed Purchase Agreement
- [x] Enclosed Housing counseling Certificate
- [x] Enclosed Pre-Qualified Mortgage Letter
- [ ] 50% or Below of Area Median Income
- [x] 120% or Below of Area Median Income
- N/A Written approval from MSHDA if Homebuyer Assistance exceeds $30,000.00
- [x] Purchaser understands that the properties at 641, 643, 645 and 647 Vinewood will not have geothermal heating and cooling units installed.

I/We hereby certify that income for the household has not changed since receiving the Certificate of completion of 8 hours of housing counseling.

SIGNATURE: X N. M

NAME: NATHAN T. MOSCZYNSKI
Please print

ADDRESS: 1164 1ST
Please print
WYANDOTTE MI 48192
Please print

Phone: 734-658 6877

CITY OF WYANDOTTE
3131 Biddle Avenue
Wyandotte, Michigan 48192
Telephone: (734) _324-4551_
Fax: (734) _____

OFFER TO PURCHASE REAL ESTATE

1. **THE UNDERSIGNED** hereby offers and agrees to purchase the following land situated in the { City of **Wyandotte**, **Wayne** County, Michigan, described as follows: _UNIT 2 WAYNE COUNTY CONDO SUB PLAN # 877 AKA VINEWOOD VILLAGE L43591 P102-153 57015320002000_ and being known as 643 VINEWOOD Street, together with all improvements and appurtenances, including all lighting fixtures, shades, Venetian blinds, curtain rods, storm windows and storm doors, screens, awnings, TV antenna, gas conversion unit and permit ALL APPLIANCES PER LISTING if any, now on the premises, and to pay therefore the sum of _SEVENTY FOUR THOUSAND ($74,000) Dollars, subject to the existing building and use restrictions, easements, and zoning ordinances, if any, upon the following conditions;

THE SALE TO BE CONSUMMATED BY:
(Fill out one of the four following paragraphs, and strike the remainder)

Cash Sale	A. Delivery of the usual Warranty Deed conveying a marketable title. Payment of purchase money is to be made in cash or certified check.
Cash Sale with New Mortgage	B. Delivery of the usual Warranty Deed conveying a marketable title. Payment of Purchase money is to be made in cash or certified check. Purchaser agrees that he will immediately apply for a _FHA mortgage in the amount of $ 61,050.00, and pay ONE PERCENT down INCLUDING mortgage costs, prepaid items and adjustments in cash. Purchaser agrees to execute the mortgage as soon as the mortgage application is approved, a closing date obtained from the lending institution, and, if applicable, final inspection of the property approved by the Veterans Administration or F. H. A. Purchaser understands that this Offer to Purchase is being submitted contingent upon Purchaser meeting the following requirements in each category listed below as established by the City of Wyandotte Neighborhood Stabilization Program (NSP): (1) Minimum Percentage of Down Payment: 1% (2) _~~Minimum Credit Score: 640~~ max (3) Employment Status: Employed or being able to show a reliable income source (4) Minimum Debt-Income Ratio: 40%
Evidence of Title	2. As evidence of title, Seller agrees to furnish Purchaser, at Purchaser's cost, as soon as possible Policy of Title Insurance in an amount not less than the purchase price as determined by Purchaser, bearing date later than the acceptance hereof and guaranteeing the title in the condition required for performance of this agreement and tax history certified to a date later than the acceptance thereof .
Time of Closing	3. If this offer is accepted by the Seller and Purchaser and if title can be conveyed in the condition required hereunder, the parties agree to complete the sale upon notification that Seller is ready to close; however, if the sale is to be consummated in accordance with paragraph B, then the closing will be governed by the time there specified for obtaining a mortgage.
Purchaser's Default	4. In the event of default by the Purchaser hereunder, the Seller may, at his option, elect to enforce the terms hereof or declare a forfeiture hereunder and retain the deposit as liquidated damages.
Seller's Default	5. In the event of default by the Seller hereunder, the purchaser may, at his option, elect to enforce the terms hereof or demand, and be entitled to, an immediate refund of his entire deposit in full termination of this agreement.

NM

Title Objections	6. If objection to the title is made, based upon a written opinion of Purchaser's attorney that the title is not in the condition required for performance hereunder, the Seller shall have 30 days from the date, is notified in writing of the particular defects claimed, either (1) to remedy the title, or (2) to obtain title insurance as required above, or (3) to refund the deposit in full termination of this agreement if unable to remedy the title the Purchaser agrees to complete the sale within 10 days of written notification thereof. If the Seller is unable to remedy the title or obtain title insurance within the time specified, the deposit shall be refunded forthwith in full termination of this agreement.
Possession	7. The Seller shall deliver and the Purchaser shall accept possession of said property AT CLOSING.

Taxes and Prorated Items	8. All taxes and assessments which have become a lien upon the land at the date of this agreement shall be paid by the Seller. Current taxes, if any, shall be prorated and adjusted as of the date of closing in accordance with **Due Date** basis of the municipality or taxing unit in which the property is located. Interest, rents and water bills shall be prorated and adjusted as of the date of closing. **Due dates are August 1 and December 1.**
Acceptance	9. It is understood that this offer is irrevocable for five (5) days from the date hereof, and if not accepted by the Seller within that time, the deposit shall be returned forthwith to the Purchaser. If the offer is accepted by the Seller, the Purchaser agrees to complete the purchase of said property within the time indicated in Paragraph 3. The Seller is hereby authorized to accept this offer and the deposit of SEVEN HUNDRED FORTY ($740.00) Dollars may be held by him under Act No. 112. P.A. of 1960 Sect. 13, (j) and applied on the purchase price if the sale is consummated.

10. **APPLICABLE TO F. H. A. SALES ONLY**:

It is expressly agreed that, notwithstanding any other provisions of this contract, the Purchaser shall not be obligated to complete the purchase of the property described herein or to incur any penalty by forfeiture of earnest money deposits or otherwise unless the Seller has delivered in the purchaser a written statement issued by the Federal Housing Commissioner setting forth the appraised value of the property for mortgage insurance purpose of not less than $ 74,000.00 which statement the Seller hereby agrees to deliver to the Purchaser promptly after such appraised value statement is made available to the Seller. The Purchaser shall, however, have the privilege and the option of proceeding with the consummation of this contract without regard to the amount of the appraised valuation made by the Federal Housing Commissioner.

It is further understood between Purchaser and Seller that the additional personal property listed herein has a value of $ 1.00 .

11. The covenants herein shall bind and inure to the benefit of the executors, administrators, successors and assigns of the respective parties.

12. By the execution of this instrument the Purchaser acknowledges THAT HE HAS EXAMINED THE ABOVE described premises and is satisfied with the physical condition of structures thereon and acknowledges the receipt of a copy of this offer. **THIS IS A LEGAL BINDING CONTRACT, IF NOT UNDERSTOOD, SEEK COMPETENT HELP.**

13. The closing of this sale shall take place at the office of the **City Engineer, 3131 Biddle Avenue, Wyandotte, MI.** However, if a new mortgage is being applied for, Purchasers will execute said mortgage at the bank or mortgage company from which the mortgage is being obtained.

14. THE PURCHASER MUST CLOSE THIS TRANSACTION WITHIN 30 DAYS OF THE EXECUTION OF THIS PURCHASE AGREEMENT. FAILURE TO COMPLY WITH THIS REQUIREMENT WILL RESULT IN THIS PURCHASE AGREEMENT BECOMING AUTOMATICALLY NULL AND VOID AND FORFEITURE OF DEPOSIT.

Additional conditions, if any: See Addendum attached hereto and incorporate herein for additional Paragraphs

NM

Witness:

_____

_____

Dated:_____, 2012

SELLER: City of Wyandotte

By: _____
Its:_____
By:_____
Its:_____

PURCHASER:

_____

_____

Dated: 5·11, 2012

PURCHASER'S RECEIPT OF ACCEPTED OFFER

The undersigned Purchaser hereby acknowledges the receipt of the Seller's signed acceptance of the foregoing Offer to Purchase.

Dated _____ _____ L. S
Purchaser

ADDENDUM TO PURCHASE AGREEMENT
FOR PROPERTY KNOWN AS 643 VINEWOOD
Wyandotte, Michigan

NM 15. The Purchaser acknowledges that The City of Wyandotte (Seller) has provided the Purchaser a "Fair Housing and Equal Opportunity for All" pamphlet issued by the U.S. Department of Housing and Urban Development (HUD).

NM 16. The Purchaser does hereby grant permission to the City of Wyandotte to use his/her photo and name in any lawful publication for the promotion of the City's Neighborhood Stabilization Program or any other approved City programs by signing photo release labeled Attachment A."

NM 17. Household includes all persons residing at the current residence or persons living at the current residence during the past twelve (12) months. Purchaser acknowledges that the number of household members or income has not changed since his/her submission of NSP2 application.

NM 18. Any proposal submissions exceeding one (1) per household will be disqualified. Purchaser acknowledges that they will have not submitted any other proposals for the same NSP2 home.

NM 19. Purchaser will be responsible for title premium and recording fees, which will be deducted at time of closing.

NM 20. This Agreement is contingent upon the approval of the Wyandotte City Council.

NM 21. Purchaser will cooperate with the seller to provide seller access to Purchaser's monthly utility bills for the next five (5) years.

PURCHASER:

N. M

Dated: 5·11·12

SELLER: The City of Wyandotte

By:

Its:

By:

Its:

Dated:

Attachment "A"

Photo Release Form

I hereby grant the City of Wyandotte, its successors and those acting under its authority permission to use the likeness and name of my family and myself in a photograph in any and all of its publications, including website entries, without payment or any other consideration.

I understand and agree that these materials will become the property of the City of Wyandotte and will not be returned.

I hereby irrevocably authorize City of Wyandotte to edit, alter, copy, exhibit, publish or distribute this photo for purposes of publicizing the City of Wyandotte's programs or for any other lawful purpose. In addition, I waive the right to inspect or approve the finished product, including written or electronic copy, wherein likeness of my family or myself appears.

Additionally, I waive any right to royalties or other compensation arising or related to the use of the photograph.

I hereby hold harmless and release and forever discharge the City of Wyandotte, its successors and those acting under its authority from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

I am 18 years of age and am competent to contract in my own name and in the names of my family members which are not competent. I have read this release before signing below and I fully understand the contents, meaning, and impact of this release.

N. M 5/11/12
(Applicant's Signature) (Date)

NATHAN MOSCZYNSKI 5/11/12
(Printed Name) (Date)

(Co-Applicant's Signature) (Date)

(Printed Name) (Date)

If the person signing is under age 18, there must be consent by a parent or guardian, as follows:
I hereby certify that I am the parent or guardian of _____, named above, and do hereby give my consent without reservation to the foregoing on behalf of this person.

(Parent/Guardian's Signature) (Date)

(Parent/Guardian's Printed Name)

HOMEOWNERSHIP EDUCATION

Certificate of Achievement Certifying Completion of the Eight Hour Homebuyer Education for the MSHDA NSP Program

Nathan Mosczynski

Lighthouse
of Oakland County

Lighthouse Community Development
HUD Approved Housing Counseling Agency

David Everett
MSHDA Certified Housing Counselor

Date
May 10, 2012

** Certificate is good for one year from the date listed above. **

282111107 NEW 01/08 881000

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

CASHIER'S CHECK

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

CHASE

[redacted]6

25-3
440

Date 05/11/2012

Remitter NATHAN MOSCZYNSKI

Pay: SEVEN HUNDRED FORTY DOLLARS AND 00 CENTS

Pay To The Order Of CITY OF WYANDOTTE

$ **********740.00 ***

Drawer: **JPMORGAN CHASE BANK, N.A.**

Michael Andrews

Senior Vice President
JPMorgan Chase Bank, N.A.
Columbus, OH

[redacted]

ROSS MORTGAGE CORPORATION
Since 1949
7343 Allen Rd, Allen Park, MI 48101
Gordie MacDougall
Senior Loan Officer
Office: 734-759-0012 Fax: 248-658-2796
Cell # 313-320-5046

Letter of Approval

May 10, 2012

Names:	Nathan Mosczynski
Property Address:	643 Vinewood Wyandotte, MI 48192
Sales Price:	$74,000
Mortgage Amount:	$61,050
Mortgage Financing:	FHA

Ross Mortgage Corporation agrees to make a mortgage loan on the captioned property to Borrower in accordance with the terms and conditions contained herein. This commitment is not assignable by Borrower. In addition to the monthly principle and interest payments, Borrower will be required to pay a monthly escrow for taxes and insurance and, if applicable, private mortgage insurance premiums.

CONDITIONS

Ross Mortgage Corporation shall not be obligated to make the loan unless and until it receives in form and substance satisfactory to it: (1) An appraisal by an appraiser approved by Ross Mortgage Corporation and subject to the conditions of the appraisal; (2) title insurance commitment to insure a first mortgage and mortgage survey confirming the commitment; (3) no material change to the information provided to Ross Mortgage Corporation; (4) usual and customary closing requirements; and (5) additional specific conditions:

- Verification of Sufficient Funds to Close

Should for any reason all conditions not be met and this loan not be closed by 06,30,2012 or should lender determine at such earlier time that any condition cannot be met this commitment will be void.

Ross Mortgage Corporation

Gordie MacDougall

Senior Loan Officer

DUAL AGENCY DISCLOSURE AND AGREEMENT

The undersigned Seller and Buyer acknowledge that DOWNRIVER REAL ESTATE GROUP (office), through its Sales Agent(s) JERALD MILLER and _____ is undertaking a Dual representation for the sale of the property located at 643 VINEWOOD, WYANDOTTE, MI 48192. Seller and Buyer acknowledge they were informed of the necessity of this type of representation due to the unique circumstances of this transaction. Prior to signing this contract they are hereby requested to read the following:

This situation presents a potential conflict of interest for our firm, since both of you may rely upon the advice of our Agent(s). It is our policy not to undertake this representation unless we have the written consent of both Seller and Buyer.

Any Agreement between Seller and Buyer as to the final contract price and other terms is a result of negotiations between Seller and Buyer acting in their own best interest and on their own behalf. You acknowledge that DOWNRIVER REAL ESTATE GROUP (office) has explained the implications of common representations including the risk involved and understand that Seller and Buyer have been advised to seek independent advice from their advisors or attorneys before signing any documents in this transaction.

WHAT DOWNRIVER REAL ESTATE GROUP (OFFICE) AND ITS AGENT(S)
CAN DO FOR SELLER AND BUYER WHEN ACTING AS A DUAL AGENT

1. We will treat the Seller and Buyer fairly.
2. We will provide information about the property to the Buyer.
3. We must disclose all Material Facts about the property that are known to us.
4. We will disclose qualifications of the Buyer to the Seller.
5. We can explain real estate terms.
6. We can help the Buyer to arrange for property inspections.
7. We can explain closing costs and procedures.
8. We can provide information about comparable properties that have sold, so the Seller and Buyer may make educated decisions on what price to accept or offer.
9. We will prepare an offer that may include disclosures for the Seller and Buyer.

WHAT DOWNRIVER REAL ESTATE GROUP (OFFICE) AND ITS AGENT(S)
CANNOT DISCLOSE TO SELLERS AND BUYERS

1. We cannot disclose confidential information that we may know about the Seller and/or Buyer, without written permission of the Seller and/or Buyer.
2. We cannot disclose the price the Seller will take other than the listing price without written permission of the Seller.
3. We cannot disclose the price the Buyer is willing to pay without written permission of the Buyer.
4. We cannot recommend or suggest a price the Buyer should offer.
5. We cannot recommend or suggest a price the Seller should counter and offer.

If either Seller or Buyer feels uncomfortable with this disclosure agreement, please let us know. Otherwise, we ask for the Seller's and Buyer's permission to act as a Dual Agent in this transaction.

By acknowledging below, you do approve and agree that DOWNRIVER REAL ESTATE GROUP (office), and its Agent(s) may act as Dual Agents in this transaction.

SELLER JOSEPH R. PETERSON,MAYOR	DATE	BUYER NATHAN T. MOSCZYNSKI	05/05/2012 DATE
SELLER WILLIAM R. GRIGGS. CITY CLERK	DATE	BUYER	DATE

Rev. 06/02

MICHIGAN ASSOCIATION OF REALTORS

EQUAL HOUSING OPPORTUNITY

Disclosure Regarding Real Estate Agency Relationships

Before you disclose confidential information to a real estate licensee regarding a real estate transaction, you should understand what type of agency relationship you have with that licensee. A real estate transaction is a transaction involving the sale or lease of any legal or equitable interest in real estate consisting of not less than 1 or not more than 4 residential dwelling units or consisting of a building site for a residential unit on either a lot as defined in section 102 of the land division act, 1967 PA 288, MCL 560.102, or a condominium unit as defined in section 4 of the condominium act, 1978 PA 59, MCL 559.104.

(1) An agent providing services under any service provision agreement owes, at a minimum, the following *duties* to the client:

(a) The exercise of reasonable care and skill in representing the client and carrying out the responsibilities of the agency relationship.

(b) The performance of the terms of the service provision agreement.

(c) Loyalty to the interest of the client.

(d) Compliance with the laws, rules, and regulations of this state and any applicable federal statutes or regulations.

(e) Referral of the client to other licensed professionals for expert advice related to material matters that are not within the expertise of the licensed agent. **A real estate licensee does not act as an attorney, tax advisor, surveyor, appraiser, environmental expert, or structural or mechanical engineer and you should contact professionals on these matters.**

(f) An accounting in a timely manner of all money and property received by the agent in which the client has or may have an interest.

(g) Confidentiality of all information obtained within the course of the agency relationship, unless disclosed with the client's permission or as provided by law, including the duty not to disclose confidential information to any licensee who is not an agent of the client.

(2) A real estate broker or real estate salesperson acting pursuant to a service provision agreement shall provide the following *services* to his or her client:

(a) When the real estate broker or real estate salesperson is representing a seller or lessor, the marketing of the client's property in the manner agreed upon in the service provision agreement.

(b) Acceptance of delivery and presentation of offers and counteroffers to buy, sell, or lease the client's property or the property the client seeks to purchase or lease.

(c) Assistance in developing, communicating, negotiating, and presenting offers, counteroffers, and related documents or notices until a purchase or lease agreement is executed by all parties and all contingencies are satisfied or waived.

(d) After execution of a purchase agreement by all parties, assistance as necessary to complete the transaction under the terms specified in the purchase agreement.

(e) For a broker or associate broker who is involved at the closing of a real estate or business opportunity transaction, furnishing, or causing to be furnished, to the buyer and seller, a complete and detailed closing statement signed by the broker or associate broker showing each party all receipts and disbursements affecting that party.

Michigan law requires real estate licensees who are acting as agents of sellers or buyers of real property to advise the potential sellers or buyers with whom they work of the nature of their agency relationship.

SELLER'S AGENTS

A seller's agent, under a listing agreement with the seller, acts solely on behalf of the seller. A seller can authorize a seller's agent to work with subagents, buyer's agents and/or transaction coordinators. A subagent of the seller is one who has agreed to work with the listing agent, and who, like the listing agent, acts solely on behalf of the seller. Seller's agents and their subagents will disclose to the seller known information about the buyer which may be used to the benefit of the seller.

Individual services may be waived by the seller through execution of a limited service agreement. Only those services set forth in paragraph (2)(b), (c), and (d) above may be waived by the execution of a limited service agreement.

BUYER'S AGENTS

A buyer's agent, under a buyer's agency agreement with the buyer, acts solely on behalf of the buyer. A subagent of the buyer is one who has agreed to work with the buyer's agent with who, like the buyer's agent, acts solely on behalf of the buyer. Buyer's agents and their subagents will disclose to the buyer known information about the seller whicb may be used to benefit the buyer.

Individual services may be waived by the buyer through execution of a limited service agreement. Only those services set forth in paragraph (2)(b), (c), and (d) above may he waived by the execution of a limited service agreement.

DUAL AGENTS

A real estate licensee can be the agent of both the seller and the buyer in a transaction, but only with the knowledge and informed consent, in writing, of both the seller and the buyer.

In such a dual agency situation, the licensee will not be able to disclose all known information to either the seller or the buyer. As a dual agent, the licensee will not be able to provide the full range of fiduciary duties to the seller or the buyer.

The obligations of a dual agent are subject to any specific provisions set forth in any agreement between the dual agent, the seller and the buyer.

TRANSACTION COORDINATOR

A transaction coordinator is a licensee who is not acting as an agent of either the seller or the buyer, yet is providing services to complete a real estate transaction. The transaction coordinator is not an agent for either party and therefore owes no fiduciary duty to either party.

DESIGNATED AGENCY

A buyer or seller with a designated agency agreement is represented only by agents specifically named in the agreement. Any agents of the firm not named in the agreement do not represent the buyer or seller. The named "designated" agent acts solely on behalf of his or her client and may only share confidential information about the client with the agent's supervisory broker who is also named in the agreement. Other agents in the firm have no duties to the buyer or seller and may act solely on behalf of another party in the transaction.

LICENSEE DISCLOSURE (Check one)

I hereby disclose that the agency status of the licensee named below is:

_____ Seller's agent

_____ Seller's agent - limited service agreement

_____ Buyer's agent

_____ Buyer's agent - limited service agreement

____X____ Dual agent

_____ Transaction coordinator (A licensee who is not acting as an agent of either the seller or the buyer.)

_____ None of the above

AFFILIATED LICENSEE DISCLOSURE (Check one)

_____ Check here if acting as a designated agent. Only the licensee's broker and a named supervisor broker have the same agency relationship as the licensee named below. If the other party in a transaction is represented by an affiliated licensee, then the licensee's broker and all named supervisory brokers shall be considered disclosed consensual dual agents.

____X____ Check here if not acting as a designated agent. All affiliated licensees have the same agency relationship as the licensee named below.

Further, this form was provided to the buyer or seller before disclosure of any confidential information.

Licensee JERALD MILLER — Date May 5, 2012

Licensee — Date

ACKNOWLEDGMENT

By signing below, the parties acknowledge that they have received and read the information in this agency disclosure statement and acknowledge that this form was provided to them before the disclosure of any confidential information. **THIS IS NOT A CONTRACT.**

The undersigned _____ DOES _____ DOES NOT have an agency relationship with any other real estate licensee. If an agency relationship exists, the undersigned is represented as _____ SELLER _____ BUYER.

Potential ☒ Buyer ☐ Seller (check one) — Date May 5, 2012
NATHAN T. MOSCZYNSKI

Potential ☐ Buyer ☒ Seller (check one) — Date
CITY OF WYANDOTTE

Disclaimer This form is provided as a service of the Michigan Association of REALTORS®. Please review both the form and details of the particular transaction to ensure that each section is appropriate for the transaction. The Michigan Association of REALTORS® is not responsible for use or misuse of the form, for misrepresentation, or for warranties made in connection with the form.

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Produced with zipForm® by zipLogix 18070 Fifteen Mile Road, Fraser, Michigan 48026 www.zipLogix.com

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND COUNCIL that Council concurs with the recommendation of the City Engineer dated May 15, 2012, regarding the sale of the home at 643 Vinewood, Wyandotte, Michigan; AND

BE IT FURTHER RESOLVED that Council accepts the offer to purchase from Nathan t. Mosczynski, to acquire the property at 643 Vinewood in the amount of $74,000; AND

BE IT FURTHER RESOLVED that the Department of Legal Affairs is hereby directed to prepare the necessary documents and the Mayor, City Clerk and the City Attorney are hereby authorized to sign said documents.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

CITY OF Wyandotte MICHIGAN • 1854

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

12

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

May 14, 2012

The Honorable Mayor Joseph R. Peterson
And City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

Enclosed please find a Public Utility Easements, Watermain Easement, Sanitary Easement, and Utility Easement for the Vinewood Village Condominium Project. These Easement are necessary for the public utilities for this project. Also, a Maintenance Easement for the property at 639 Vinewood to allow maintenance of the garage.

The enclosed Resolution will authorize the Mayor and City Clerk to execute said Easements. These Easements have been reviewed by the City Attorney and approved.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK:kr

Enclosures

cc: Jay Sarnacki, Sarnacki & Associates
Claude Marcoux, Building Inspector
Colleen Hilditch, 639 Vinewood, Wyandotte

3131 Biddle Avenue • Wyandotte, Michigan 48192 • 734-324-4551 • Fax 734-324-4535 • email: engineering 1@wyan.net

Equal Housing Employer

EASEMENT

City of Wyandotte,("Grantor') for valuable consideration, the receipt of which is hereby acknowledged hereby grant, bargain and convey to the Colleen Hilditch, property owner at 639 Vinewood, Wyandotte, (hereinafter referred to as the ("Grantee") and to it's successors and assigns, the perpetual easement and right to enter upon the following described property of the Grantors situated in the City of Wyandotte, County of Wayne, State of Michigan, and described as:

> The east three (3) feet of Lot 46 Wyandotte Land Company Subdivision No. 1 as recorded in Liber 40 Page 36 Wayne County Records (Vinewood Village Condominium)

Said easement is over a part of the property commonly known as 641 Vinewood, Wyandotte, Michigan.

Said easement on, over under, across, and within the above described property for the purpose of maintaining the garage at 639 Vinewood and that said Grantee, it's contractors, employees, agents, successors, assigns and lessees shall at all times have free ingress to and egress from said described parcel, to construct, operate, maintain and repair said garage. Grantee agrees to repair any damage to the surface of said described property resulting from its construction, operating, maintenance and repairing the easement and to restore said described property to the same or better condition to that which existed prior to such work by Grantee.

Grantors further agree that no structures, trees or any other article or thing whatsoever shall be constructed or maintained on, over, under, across, or within the above described parcel and that in the exercise of the easements and ingress and egress rights heretofore reserved herein, said Grantee shall not be liable for any injury or damage to, or disturbance of, nor shall it have any duty to pay for or replace any animate or inanimate improvement on, over, under, across or within the property described herein.

Dated this _____ day of _____, 2012.

Signed, sealed and witnessed
In the presence of:

_____

_____

Signed and Sealed: CITY OF WYANDOTTE
A MICHIGAN MUNICIPAL

_____
Joseph R. Peterson, Mayor

_____
William R. Griggs, City Clerk

STATE OF MICHIGAN)
SS
COUNTY OF)

On this _____ day of May_____, A.D., 2012 before me, a Notary Public, in and for said County, personally appeared Joseph R. Peterson and William R. Griggs , to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of Wyandotte, a Michigan Municipal Corporation the corporation named in and which executed the within instrument, and the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors, and acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public
Acting in _____ County, Michigan
My Commission Expires:

Drafted by and when recorded return to:
William R. Look, Attorney at Law, 2241 Oak Street, Wyandotte, Michigan 48192

EASEMENT

Whereas, the City of Wyandotte, a Michigan Municipal Corporation is the owner of certain property described on Exhibit A hereto, and the City intends to develop some or all said property as a condominium project known as Vinewood Village Condominium (original Master Deed recorded in Liber 43591, Page 102, Wayne County Records, and know as Wayne County Condominium Subdivision Plan No. 1028), and it is necessary to hereby grant, bargain and convey to the City of Wyandotte, a Michigan Municipal Corporation, (hereinafter referred to as the "City") and to it's successors and assigns, for the aforementioned condominium project (including but not limited to the association) perpetual easements (as described on Exhibit A hereto) and right to enter upon the property described in Exhibit A attached hereto situated in the City of Wyandotte, County of Wayne, State of Michigan.

Said easements are hereby granted to the City on, over under, across, and within the above described property for the purpose of constructing, operating, maintaining and repairing the public utility and that said City, it's contractors, employees, agents, successors, assigns and lessees shall at all times have free ingress to and egress from said described parcel, to construct, operate, maintain and repair said public utility of every nature. Grantee agrees to repair any damage to the surface of said described property resulting from its construction, operating, maintenance and repairing the easement and to restore said described property to the same or better condition to that which existed prior to such work by Grantee.

Grantors further agree that no structures, trees or any other article or thing whatsoever, except fences shall be constructed or maintained on, over, under, across, or within the above described parcel and that in the exercise of the easements and ingress and egress rights heretofore reserved herein, said City shall not be liable for any injury or damage to, or disturbance of, nor shall it have any duty to pay for or replace any animate or inanimate improvement on, over, under, across or within the property described herein.

Dated this _____ day of _____, 2012.

Signed, sealed and witnessed
In the presence of:

Signed and Sealed: CITY OF WYANDOTTE
A MICHIGAN MUNICIPAL

_____

_____
Joseph R. Peterson, Mayor

_____

_____
William R. Griggs, City Clerk

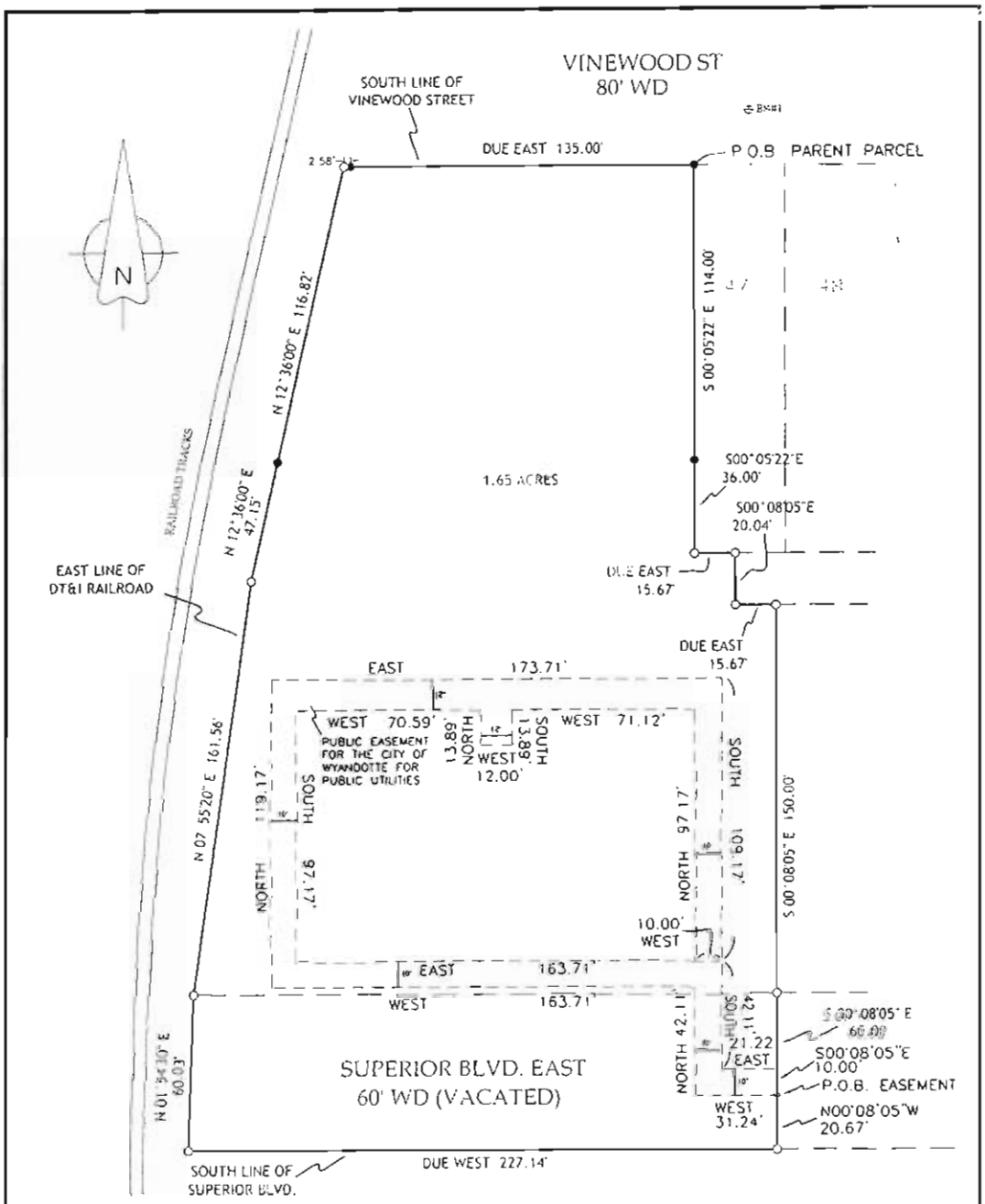
STATE OF MICHIGAN)
SS
COUNTY OF)

On this _____ day of April, A.D., 2012 before me, a Notary Public, in and for said County, personally appeared Joseph R. Peterson and William R. Griggs, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of Wyandotte, a Michigan Municipal Corporation the corporation named in and which executed the within instrument, and the seal affixed to said instrument is the corporare seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors, and acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public
Acting in _____ County, Michigan
My Commission Expires:

Drafted by and when recorded return to:

William R. Look, Attorney at Law, 2241 Oak Street, Wyandotte, Michigan 48192



JAMES D. HOLLANDSWORTH
PROFESSIONAL SURVEYOR
REGISTRATION NO. 52496
HENNESSEY ENGINEERS, INC.
13500 REECK ROAD
SOUTHGATE, MI 48195

HENNESSEY ENGINEERS, INC.

ENGINEERING THE FUTURE.

13500 REECK ROAD
SOUTHGATE, MI 48195
(734) 759-1600
FAX (734) 282-6566
WWW.HENGINEERS.COM

TITLE	PUBLIC UTILITY EASEMENT VINEWOOD VILLAGE CITY OF WYANDOTTE WAYNE COUNTY, MICHIGAN
DRAWN: MDB	APPROVED: MDB
PROJECT NO.: 51677.Q	SCALE: 1" = 50'
DATE: 12-29-11	DRAWING NUMBER: SHEET 1 OF 6

PARENT PARCEL

PART OF LOTS 39 THROUGH 46 & VACATED PUBLIC ALLEYS ADJOINING AND ALSO PART OF VACATED SUPERIOR BLVD. 60 FT. WIDE, WYANDOTTE LAND CO. SUB. NO.1, CITY OF WYANDOTTE, WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 40, PAGE 86 OF PLATS, WAYNE COUNTY RECORDS, DESCRIBED AS BEGINNING AT A POINT ON THE NORTHEAST CORNER OF SAID LOT 46 AND ON THE SOUTH LINE OF VINEWOOD STREET (80 FEET WIDE) AND PROCEEDING THENCE ALONG THE EAST LINE OF LOT 46, S00°05'22"E 114.00 FEET TO A POINT ON THE EAST LINE OF SAID LOT 46; THENCE CONTINUING S00°05'22"E 36.00 FEET TO THE INTERSECTION OF THE EAST LINE OF SAID LOT 46 AND THE NORTH LINE OF A VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID NORTH LINE OF A VACATED ALLEY DUE EAST 15.67 FEET; THENCE S00°08'05"E 20.04 FEET TO A POINT ON THE SOUTH LINE OF SAID VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID SOUTH LINE OF VACATED ALLEY DUE EAST 15.67 FEET TO THE NORTHEAST CORNER OF LOT 39; THENCE ALONG THE EAST LINE OF SAID LOT 39 S00°08'05"E 150.00 FEET TO A POINT ON THE NORTH LINE OF VACATED SUPERIOR BLVD. (60 FEET WIDE); THENCE CONTINUING S00°08'05"E 60.00 FEET TO A POINT ON THE SOUTH LINE OF SAID VACATED SUPERIOR BLVD; THENCE ALONG THE SOUTH LINE OF SAID VACATED SUPERIOR BLVD DUE WEST 227.14 FEET TO A POINT ON THE EAST LINE OF THE DT&I RAILROAD; THENCE ALONG SAID EAST LINE OF THE DT&I RAILROAD N01°54'30"E 60.03 FEET TO THE NORTH LINE OF SAID VACATED SUPERIOR BLVD.; THENCE CONTINUING ALONG THE EAST LINE OF SAID DT&I RAILROAD N07°55'20"E 161.56 FEET; THENCE CONTINUING ALONG THE EAST LINE OF SAID DT&I RAILROAD N12°36'00"E 47.15 FEET TO A POINT; THENCE CONTINUING N12°36'00"E ALONG THE EAST LINE OF SAID DT&I RAILROAD 116.82 FEET TO A POINT ON THE SOUTH LINE OF SAID VINEWOOD STREET; THENCE ALONG THE SOUTH LINE OF SAID VINEWOOD STREET DUE EAST 135.00 FEET TO THE POINT OF BEGINNING CONTAINING 1.65 ACRES OF LAND AND BEING SUBJECT TO ANY EASEMENTS OR RESTRICTIONS OF RECORD.

PUBLIC UTILITY EASEMENT

A VARIABLE WIDTH PUBLIC UTILITY EASEMENT BEING PART OF LOTS 39 THROUGH 42 & VACATED PUBLIC ALLEYS ADJOINING AND ALSO PART OF VACATED SUPERIOR BLVD. 60 FT. WIDE, WYANDOTTE LAND CO. SUB. NO.1, CITY OF WYANDOTTE, WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 40, PAGE 86 OF PLATS, WAYNE COUNTY RECORDS, DESCRIBED AS COMMENCING FROM A POINT ON THE SOUTH SIDE OF VACATED SUPERIOR BLVD (60 FEET WIDE) AND THE EXTENSION OF THE EAST LINE OF LOT 39; THENCE NORTH 00 DEGREES 08 MINUTES 05 SECONDS WEST A DISTANCE OF 20.67 FEET TO THE POINT OF BEGINNING; THENCE WEST A DISTANCE OF 31.24 FEET; THENCE NORTH A DISTANCE OF 42.11 FEET; THENCE WEST A DISTANCE OF 163.71 FEET; THENCE NORTH A DISTANCE OF 119.17 FEET; THENCE EAST A DISTANCE OF 173.71 FEET; THENCE SOUTH A DISTANCE OF 109.17 FEET; THENCE WEST A DISTANCE OF 10.00 FEET; THENCE NORTH A DISTANCE OF 97.17 FEET; THENCE WEST A DISTANCE OF 71.12 FEET; THENCE SOUTH A DISTANCE OF 13.89 FEET; THENCE WEST A DISTANCE OF 12.00 FEET; THENCE NORTH A DISTANCE OF 13.89 FEET: THENCE WEST A DISTANCE OF 70.59 FEET; THENCE SOUTH A DISTANCE OF 97.17 FEET; THENCE EAST A DISTANCE OF 163.71 FEET; THENCE SOUTH A DISTANCE OF 42.11 FEET; THENCE EAST A DISTANCE OF 21.22 FEET; THENCE SOUTH 00 DEGREES 08 MINUTES 05 SECONDS EAST A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING BEING SUBJECT TO ANY OTHER EASEMENTS OR RESTRICTIONS OF RECORD.

JAMES D. HOLLANDSWORTH
PROFESSIONAL SURVEYOR
REGISTRATION NO. 32496
HENNESSEY ENGINEERS, INC
13500 REECK ROAD
SOUTHGATE, MI 48195

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TITLE	PUBLIC UTILITY EASEMENT VINEWOOD VILLAGE CITY OF WYANDOTTE WAYNE COUNTY, MICHIGAN		
DRAWN	MDB	APPROVED	MDB
PROJECT No.	51677.Q	SCALE	NONE
DATE	12-29-11	DRAWING NUMBER	SHEET 2 OF 6

EASEMENT

Whereas, the City of Wyandotte, a Michigan Municipal Corporation is the owner of certain property described on Exhibit A hereto, and the City intends to develop some or all said property as a condominium project known as Vinewood Village Condominium (original Master Deed recorded in Liber 43591, Page 102, Wayne County Records, and know as Wayne County Condominium Subdivision Plan No. 1028), and it is necessary to hereby grant, bargain and convey to the City of Wyandotte, a Michigan Municipal Corporation, (hereinafter referred to as the "City") and to it's successors and assigns, for the aforementioned condominium project (including but not limited to the association) perpetual easements (as described on Exhibit A hereto) and right to enter upon the property described in Exhibit A attached hereto situated in the City of Wyandotte, County of Wayne, State of Michigan.

Said easements are hereby granted to the City on, over under, across, and within the above described property for the purpose of constructing, operating, maintaining and repairing the watermain and that said City, it's contractors, employees, agents, successors, assigns and lessees shall at all times have free ingress to and egress from said described parcel, to construct, operate, maintain and repair said waterman utility of every nature. Grantee agrees to repair any damage to the surface of said described property resulting from its construction, operating, maintenance and repairing the easement and to restore said described property to the same or better condition to that which existed prior to such work by Grantee.

Grantors further agree that no structures, trees or any other article or thing whatsoever, except fences shall be constructed or maintained on, over, under, across, or within the above described parcel and that in the exercise of the easements and ingress and egress rights heretofore reserved herein, said City shall not be liable for any injury or damage to, or disturbance of, nor shall it have any duty to pay for or replace any animate or inanimate improvement on, over, under, across or within the property described herein.

Dated this _____ day of _____, 2012.

Signed, sealed and witnessed
In the presence of:

Signed and Sealed: CITY OF WYANDOTTE
A MICHIGAN MUNICIPAL

_____

_____
Joseph R. Peterson, Mayor

_____

_____
William R. Griggs, City Clerk

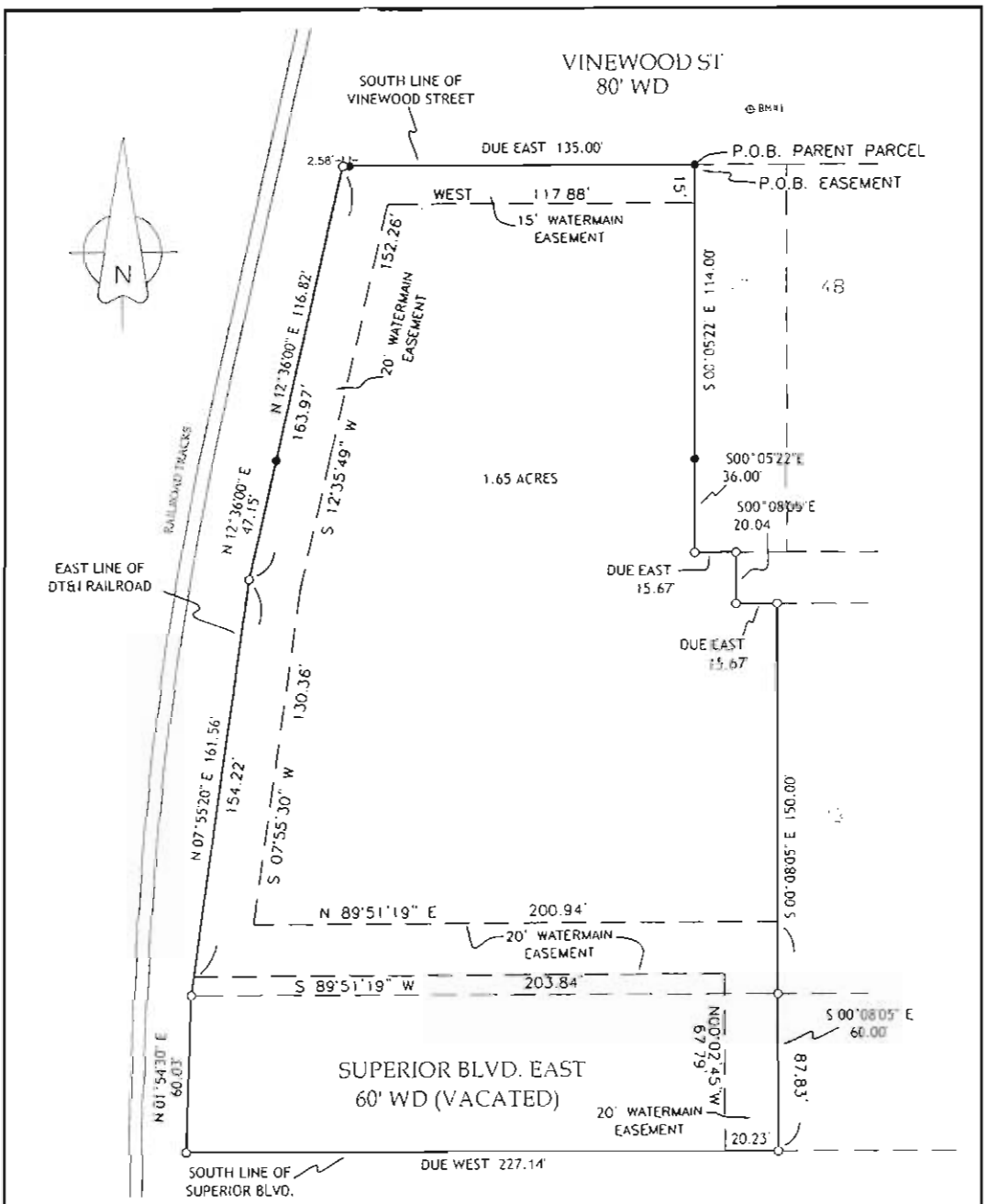
STATE OF MICHIGAN)
SS
COUNTY OF)

On this _____ day of April ____, A.D., 2012 before me, a Notary Public, in and for said County, personally appeared Joseph R. Peterson and William R. Griggs , to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of Wyandotte, a Michigan Municipal Corporation the corporation named in and which executed the within instrument, and the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors, and acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public
Acting in _____ County, Michigan
My Commission Expires:

Drafted by and when recorded return to:

William R. Look, Attorney at Law, 2241 Oak Street, Wyandotte, Michigan 48192



JAMES D. HOLLANDSWORTH
PROFESSIONAL SURVEYOR
REGISTRATION NO. 52498
HENNESSEY ENGINEERS, INC.
13500 REECK ROAD
SOUTHGATE, MI 48195

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TITLE	WATERMAIN EASEMENT VINEWOOD VILLAGE CITY OF WYANDOTTE WAYNE COUNTY, MICHIGAN		
DRAWN	MDB	APPROVED	MDB
PROJECT NO.	51677.Q	SCALE	1" = 50'
DATE	12-29-11	DRAWING NUMBER	SHEET 3 OF 6

PARENT PARCEL

PART OF LOTS 39 THROUGH 46 & VACATED PUBLIC ALLEYS ADJOINING AND ALSO PART OF VACATED SUPERIOR BLVD. 60 FT. WIDE, WYANDOTTE LAND CO. SUB. NO.1, CITY OF WYANDOTTE, WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 40, PAGE 86 OF PLATS, WAYNE COUNTY RECORDS, DESCRIBED AS BEGINNING AT A POINT ON THE NORTHEAST CORNER OF SAID LOT 46 AND ON THE SOUTH LINE OF VINEWOOD STREET (80 FEET WIDE) AND PROCEEDING THENCE ALONG THE EAST LINE OF LOT 46, S00°05'22"E 114.00 FEET TO A POINT ON THE EAST LINE OF SAID LOT 46; THENCE CONTINUING S00°05'22"E 36.00 FEET TO THE INTERSECTION OF THE EAST LINE OF SAID LOT 46 AND THE NORTH LINE OF A VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID NORTH LINE OF A VACATED ALLEY DUE EAST 15.67 FEET; THENCE S00°08'05"E 20.04 FEET TO A POINT ON THE SOUTH LINE OF SAID VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID SOUTH LINE OF VACATED ALLEY DUE EAST 15.67 FEET TO THE NORTHEAST CORNER OF LOT 39; THENCE ALONG THE EAST LINE OF SAID LOT 39 S00°08'05"E 150.00 FEET TO A POINT ON THE NORTH LINE OF VACATED SUPERIOR BLVD. (60 FEET WIDE); THENCE CONTINUING S00°08'05"E 60.00 FEET TO A POINT ON THE SOUTH LINE OF SAID VACATED SUPERIOR BLVD; THENCE ALONG THE SOUTH LINE OF SAID VACATED SUPERIOR BLVD DUE WEST 227.14 FEET TO A POINT ON THE EAST LINE OF THE DT&I RAILROAD; THENCE ALONG SAID EAST LINE OF THE DT&I RAILROAD N01°54'30"E 60.03 FEET TO THE NORTH LINE OF SAID VACATED SUPERIOR BLVD.; THENCE CONTINUING ALONG THE EAST LINE OF SAID DT&I RAILROAD N07°55'20"E 161.56 FEET; THENCE CONTINUING ALONG THE EAST LINE OF SAID DT&I RAILROAD N12°36'00"E 47.15 FEET TO A POINT; THENCE CONTINUING N12°36'00"E ALONG THE EAST LINE OF SAID DT&I RAILROAD 116.82 FEET TO A POINT ON THE SOUTH LINE OF SAID VINEWOOD STREET; THENCE ALONG THE SOUTH LINE OF SAID VINEWOOD STREET DUE EAST 135.00 FEET TO THE POINT OF BEGINNING CONTAINING 1.65 ACRES OF LAND AND BEING SUBJECT TO ANY EASEMENTS OR RESTRICTIONS OF RECORD.

WATERMAIN EASEMENT

A VARIABLE WIDTH WATERMAIN EASEMENT BEING PART OF LOTS 39 THROUGH 46 & VACATED PUBLIC ALLEYS ADJOINING AND ALSO PART OF VACATED SUPERIOR BLVD. 60 FT. WIDE, WYANDOTTE LAND CO. SUB. NO.1, CITY OF WYANDOTTE, WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 40, PAGE 86 OF PLATS, WAYNE COUNTY RECORDS, DESCRIBED AS HAVING A POINT OF BEGINNING BEING THE NORTHEAST CORNER OF SAID LOT 46 BEING ON THE SOUTH LINE OF VINEWOOD STREET (80 FEET WIDE); THENCE ALONG THE EAST LINE OF SAID LOT 46 SOUTH 00 DEGREES 05 MINUTES 22 SECONDS EAST A DISTANCE OF 15.00 FEET; THENCE WEST A DISTANCE OF 117.88 FEET; THENCE SOUTH 12 DEGREES 35 MINUTES 49 SECONDS WEST A DISTANCE OF 152.26 FEET; THENCE SOUTH 07 DEGREES 55 MINUTES 30 SECONDS WEST A DISTANCE OF 130.36 FEET; THENCE NORTH 89 DEGREES 51 MINUTES 19 SECONDS EAST A DISTANCE OF 200.94 FEET; THENCE SOUTH 00 DEGREES 08 MINUTES 05 SECONDS EAST A DISTANCE OF 87.83 FEET TO A POINT ON THE SOUTH LINE OF VACATED SUPERIOR BLVD (60 FEET WIDE); THENCE ALONG SAID SOUTH LINE OF VACATED SUPERIOR BLVD. DUE WEST A DISTANCE OF 20.23 FEET; THENCE NORTH 00 DEGREES 02 MINUTES 45 SECONDS WEST A DISTANCE OF 67.79 FEET; THENCE SOUTH 89 DEGREES 51 MINUTES 19 SECONDS WEST A DISTANCE OF 203.84 FEET TO A POINT ON THE EAST LINE OF DT&I RAILROAD; THENCE ALONG THE EAST LINE OF SAID DT&I RAILROAD NORTH 07 DEGREES 55 MINUTES 20 SECONDS EAST A DISTANCE OF 154.22 FEET; THENCE CONTINUING ALONG SAID EAST LINE OF DT&I RAILROAD NORTH 12 DEGREES 36 MINUTES 00 SECONDS EAST A DISTANCE OF 163.97 FEET TO A POINT ON THE SOUTH LINE OF SAID VINEWOOD STREET; THENCE ALONG THE SOUTH LINE OF SAID VINEWOOD STREET DUE EAST A DISTANCE OF 135.00 FEET TO THE POINT OF BEGINNING BEING SUBJECT TO ANY OTHER EASEMENTS OR RESTRICTIONS OF RECORD.

JAMES D. HOLLANDSWORTH
PROFESSIONAL SURVEYOR
REGISTRATION NO. 52496
HENNESSEY ENGINEERS, INC.
13500 REECK ROAD
SOUTHGATE, MI. 48195

HENNESSEY ENGINEERS, INC.
ENGINEERING THE FUTURE.
13500 REECK ROAD
SOUTHGATE, MI 48195
(734) 759-1600
FAX (734) 282-6566
WWW.HENGINEERS.COM

TITLE	WATERMAIN EASEMENT VINEWOOD VILLAGE CITY OF WYANDOTTE WAYNE COUNTY, MICHIGAN		
DRAWN	MDB	APPROVED	MDB
PROJECT No.	51677.Q	SCALE	NONE
DATE	12-29-11	DRAWING NUMBER	SHEET 4 OF 6

EASEMENT

Whereas, the City of Wyandotte, a Michigan Municipal Corporation is the owner of certain property described on Exhibit A hereto, and the City intends to develop some or all said property as a condominium project known as Vinewood Village Condominium (original Master Deed recorded in Liber 43591, Page 102, Wayne County Records, and know as Wayne County Condominium Subdivision Plan No. 1028), and it is necessary to hereby grant, bargain and convey to the City of Wyandotte, a Michigan Municipal Corporation, (hereinafter referred to as the "City") and to it's successors and assigns, for the aforementioned condominium project (including but not limited to the association) perpetual easements (as described on Exhibit A hereto) and right to enter upon the property described in Exhibit A attached hereto situated in the City of Wyandotte, County of Wayne, State of Michigan.

Said easements are hereby granted to the City on, over under, across, and within the above described property for the purpose of constructing, operating, maintaining and repairing the sanitary and that said City, it's contractors, employees, agents, successors, assigns and lessees shall at all times have free ingress to and egress from said described parcel, to construct, operate, maintain and repair said sanitary utility of every nature. Grantee agrees to repair any damage to the surface of said described property resulting from its construction, operating, maintenance and repairing the easement and to restore said described property to the same or better condition to that which existed prior to such work by Grantee.

Grantors further agree that no structures, trees or any other article or thing whatsoever, except fences shall be constructed or maintained on, over, under, across, or within the above described parcel and that in the exercise of the easements and ingress and egress rights heretofore reserved herein, said City shall not be liable for any injury or damage to, or disturbance of, nor shall it have any duty to pay for or replace any animate or inanimate improvement on, over, under, across or within the property described herein.

Dated this _____ day of _____, 2012.

Signed, sealed and witnessed
In the presence of:

Signed and Sealed: CITY OF WYANDOTTE
A MICHIGAN MUNICIPAL

_____

_____
Joseph R. Peterson, Mayor

_____

_____
William R. Griggs, City Clerk

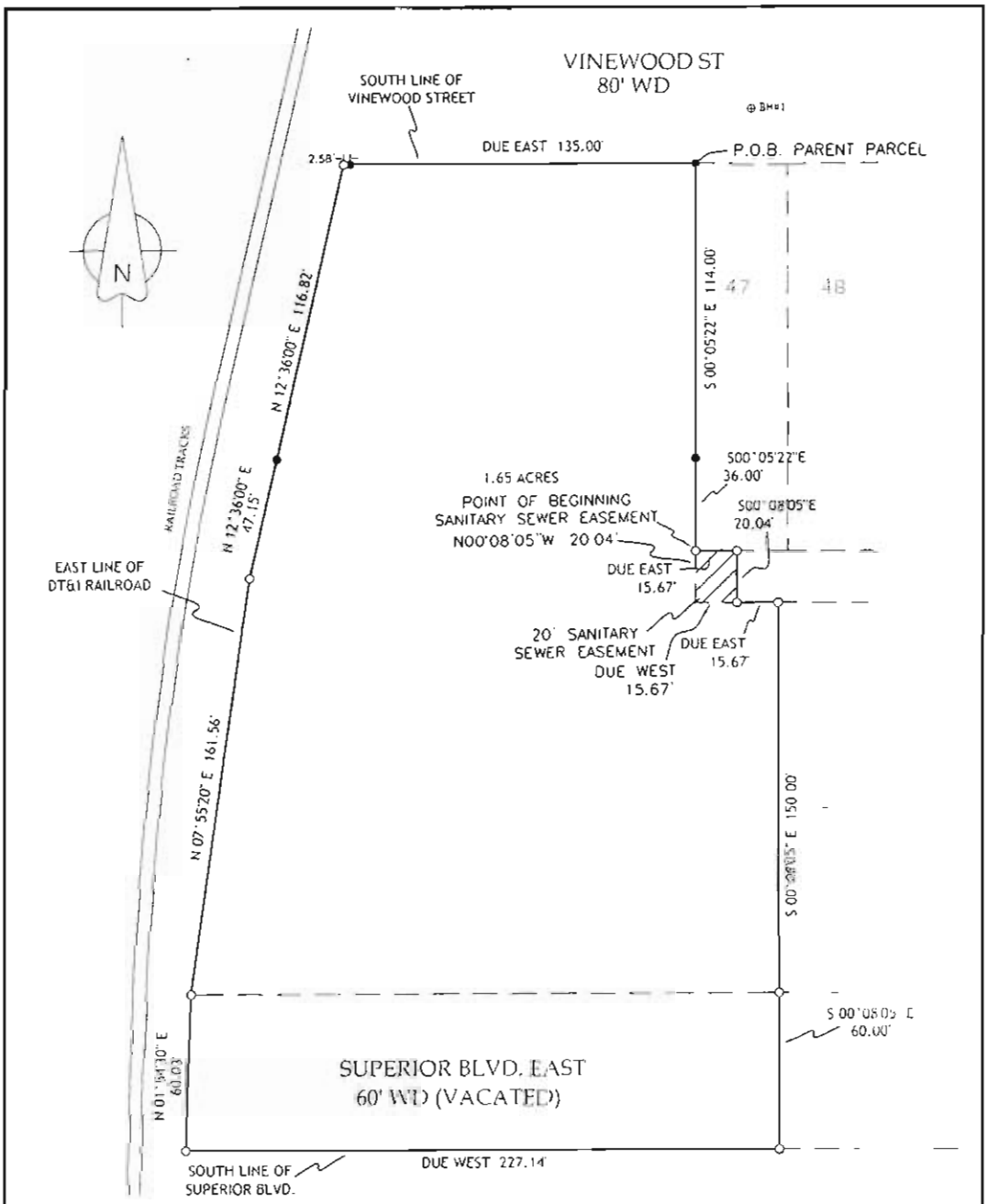
STATE OF MICHIGAN)
SS
COUNTY OF)

On this _____ day of April, A.D., 2012 before me, a Notary Public, in and for said County, personally appeared Joseph R. Peterson and William R. Griggs, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of Wyandotte, a Michigan Municipal Corporation the corporation named in and which executed the within instrument, and the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors, and acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public
Acting in _____ County, Michigan
My Commission Expires:

Drafted by and when recorded return to:

William R. Look, Attorney at Law, 2241 Oak Street, Wyandotte, Michigan 48192



JAMES D. HOLLANDSWORTH
PROFESSIONAL SURVEYOR
REGISTRATION NO. 32496
HENNESSEY ENGINEERS, INC
13500 REECK ROAD
SOUTHGATE, MI 48195

HENNESSEY ENGINEERS, INC.

ENGINEERING THE FUTURE.

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(734) 759-1600
FAX (734) 282-6566
WWW.HENGINEERS.COM

TITLE	SANITARY EASEMENT VINEWOOD VILLAGE CITY OF WYANDOTTE WAYNE COUNTY, MICHIGAN		
DRAWN	MDB	APPROVED	MDB
PROJECT NO.	51677.Q	SCALE	1" = 50'
DATE	12-29-11	DRAWING NUMBER	SHEET 5 OF 6

PARENT PARCEL

PART OF LOTS 39 THROUGH 46 & VACATED PUBLIC ALLEYS ADJOINING AND ALSO PART OF VACATED SUPERIOR BLVD. 60 FT. WIDE, WYANDOTTE LAND CO. SUB. NO.1, CITY OF WYANDOTTE, WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 40, PAGE 86 OF PLATS, WAYNE COUNTY RECORDS, DESCRIBED AS BEGINNING AT A POINT ON THE NORTHEAST CORNER OF SAID LOT 46 AND ON THE SOUTH LINE OF VINEWOOD STREET (80 FEET WIDE) AND PROCEEDING THENCE ALONG THE EAST LINE OF LOT 46, S00°05'22"E 114.00 FEET TO A POINT ON THE EAST LINE OF SAID LOT 46; THENCE CONTINUING S00°05'22"E 36.00 FEET TO THE INTERSECTION OF THE EAST LINE OF SAID LOT 46 AND THE NORTH LINE OF A VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID NORTH LINE OF A VACATED ALLEY DUE EAST 15.67 FEET; THENCE S00°08'05"E 20.04 FEET TO A POINT ON THE SOUTH LINE OF SAID VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID SOUTH LINE OF VACATED ALLEY DUE EAST 15.67 FEET TO THE NORTHEAST CORNER OF LOT 39; THENCE ALONG THE EAST LINE OF SAID LOT 39 S00°08'05"E 150.00 FEET TO A POINT ON THE NORTH LINE OF VACATED SUPERIOR BLVD. (60 FEET WIDE); THENCE CONTINUING S00°08'05"E 60.00 FEET TO A POINT ON THE SOUTH LINE OF SAID VACATED SUPERIOR BLVD; THENCE ALONG THE SOUTH LINE OF SAID VACATED SUPERIOR BLVD DUE WEST 227.14 FEET TO A POINT ON THE EAST LINE OF THE DT&I RAILROAD; THENCE ALONG SAID EAST LINE OF THE DT&I RAILROAD N01°54'30"E 60.03 FEET TO THE NORTH LINE OF SAID VACATED SUPERIOR BLVD.; THENCE CONTINUING ALONG THE EAST LINE OF SAID DT&I RAILROAD N07°55'20"E 161.56 FEET; THENCE CONTINUING ALONG THE EAST LINE OF SAID DT&I RAILROAD N12°36'00"E 47.15 FEET TO A POINT; THENCE CONTINUING N12°36'00"E ALONG THE EAST LINE OF SAID DT&I RAILROAD 116.82 FEET TO A POINT ON THE SOUTH LINE OF SAID VINEWOOD STREET; THENCE ALONG THE SOUTH LINE OF SAID VINEWOOD STREET DUE EAST 135.00 FEET TO THE POINT OF BEGINNING CONTAINING 1.65 ACRES OF LAND AND BEING SUBJECT TO ANY EASEMENTS OR RESTRICTIONS OF RECORD.

SANITARY EASEMENT

A SANITARY SEWER EASEMENT BEING PART OF THE VACATED ALLEY ADJACENT TO LOT 47, WYANDOTTE LAND CO. SUB. NO.1, CITY OF WYANDOTTE, WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 40, PAGE 86 OF PLATS, WAYNE COUNTY RECORDS, DESCRIBED AS HAVING A POINT OF BEGINNING BEING THE SOUTHWEST CORNER OF SAID LOT 47, THENCE DUE EAST 15.67 FEET; THENCE S 00°08'05" E 20.04 FEET; THENCE DUE WEST 15.67 FEET; THENCE N 00°08'05" W 20.04 FEET TO THE POINT OF BEGINNING BEING SUBJECT TO ANY OTHER EASEMENTS OR RESTRICTIONS OF RECORD.

JAMES D. HOLLANDSWORTH
PROFESSIONAL SURVEYOR
REGISTRATION NO. 52496
HENNESSEY ENGINEERS, INC
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SOUTHGATE, MI 48195

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TITLE	SANITARY EASEMENT VINEWOOD VILLAGE CITY OF WYANDOTTE WAYNE COUNTY, MICHIGAN		
DRAWN	MDB	APPROVED	MDB
PROJECT No.	51677.Q	SCALE	NONE
DATE	12-29-11	DRAWING NUMBER	SHEET 6 OF 6

EASEMENT

Whereas, the City of Wyandotte, a Michigan Municipal Corporation is the owner of certain property described on Exhibit A hereto, and the City intends to develop some or all said property as a condominium project known as Vinewood Village Condominium (original Master Deed recorded in Liber 43591, Page 102, Wayne County Records, and know as Wayne County Condominium Subdivision Plan No. 1028), and it is necessary to hereby grant, bargain and convey to the City of Wyandotte, a Michigan Municipal Corporation, (hereinafter referred to as the "City") and to it's successors and assigns, for the aforementioned condominium project (including but not limited to the association) perpetual easements (as described on Exhibit A hereto) and right to enter upon the property described in Exhibit A attached hereto situated in the City of Wyandotte, County of Wayne, State of Michigan.

Said easements are hereby granted to the City on, over under, across, and within the above described property for the purpose of constructing, operating, maintaining and repairing the utility and that said City, it's contractors, employees, agents, successors, assigns and lessees shall at all times have free ingress to and egress from said described parcel, to construct, operate, maintain and repair said utility of every nature. Grantee agrees to repair any damage to the surface of said described property resulting from its construction, operating, maintenance and repairing the easement and to restore said described property to the same or better condition to that which existed prior to such work by Grantee.

Grantors further agree that no structures, trees or any other article or thing whatsoever, except fences shall be constructed or maintained on, over, under, across, or within the above described parcel and that in the exercise of the easements and ingress and egress rights heretofore reserved herein, said City shall not be liable for any injury or damage to, or disturbance of, nor shall it have any duty to pay for or replace any animate or inanimate improvement on, over, under, across or within the property described herein.

Dated this _____ day of _____, 2012.

Signed, sealed and witnessed
In the presence of:

Signed and Sealed: CITY OF WYANDOTTE
A MICHIGAN MUNICIPAL

_____

_____
Joseph R. Peterson, Mayor

_____

_____
William R. Griggs, City Clerk

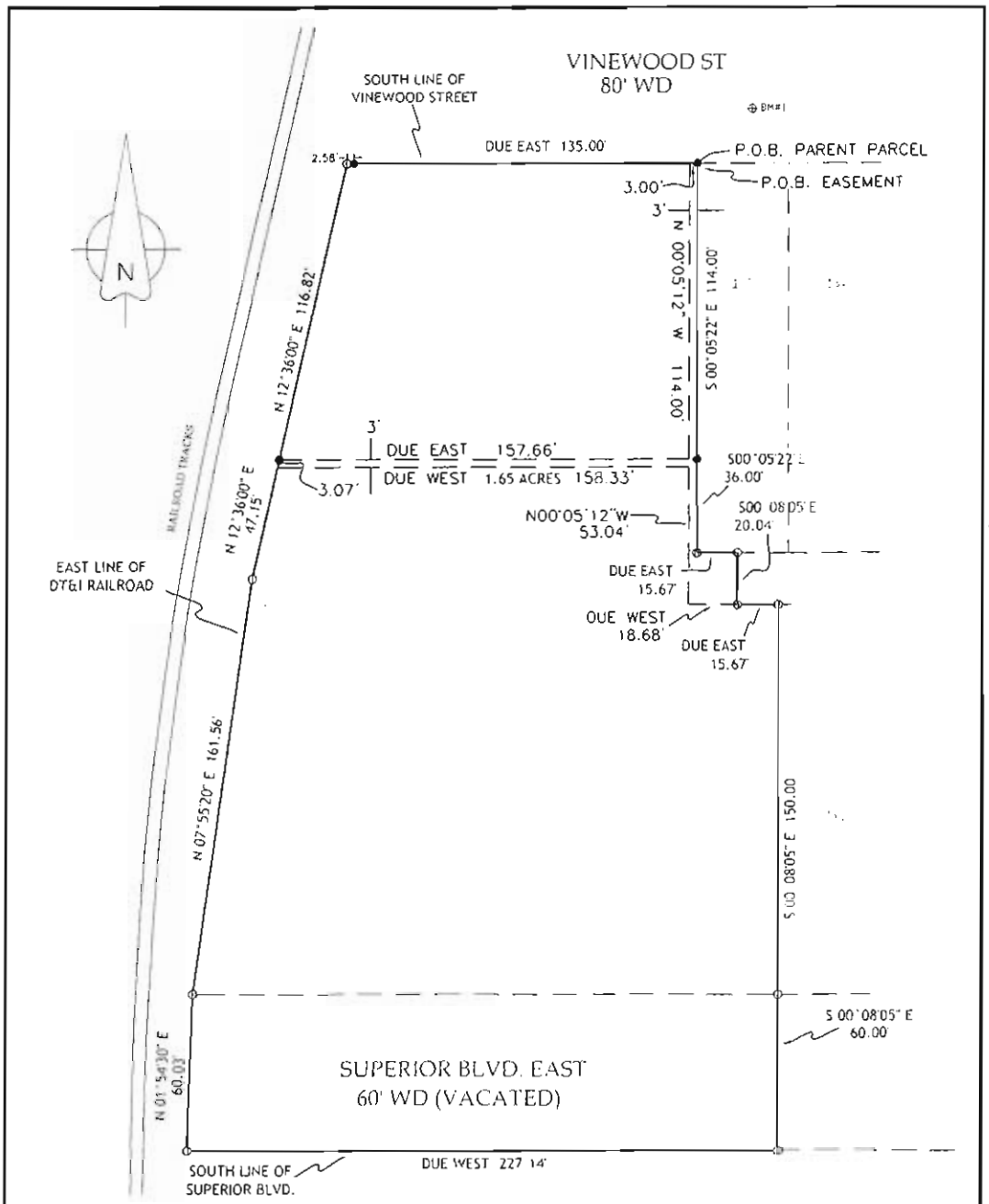
STATE OF MICHIGAN)
SS
COUNTY OF)

On this _____ day of April, A.D., 2012 before me, a Notary Public, in and for said County, personally appeared Joseph R. Peterson and William R. Griggs, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk of the City of Wyandotte, a Michigan Municipal Corporation the corporation named in and which executed the within instrument, and the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its board of directors, and acknowledged said instrument to be the free act and deed of said corporation.

_____
Notary Public
Acting in _____ County, Michigan
My Commission Expires:

Drafted by and when recorded return to:

William R. Look, Attorney at Law, 2241 Oak Street, Wyandotte, Michigan 48192



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TITLE	UTILITY EASEMENT VINEWOOD VILLAGE CITY OF WYANDOTTE WAYNE COUNTY, MICHIGAN		
DRAWN	MDB	APPROVED	MDB
PROJECT NO.	51677.Q	SCALE	1" = 50'
DATE	3-23-12	DRAWING NUMBER	SHEET 1 OF 2

PARENT PARCEL

PART OF LOTS 39 THROUGH 46 & VACATED PUBLIC ALLEYS ADJOINING AND ALSO PART OF VACATED SUPERIOR BLVD. 60 FT. WIDE, WYANDOTTE LAND CO. SUB. NO.1, CITY OF WYANDOTTE, WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 40, PAGE 86 OF PLATS, WAYNE COUNTY RECORDS, DESCRIBED AS BEGINNING AT A POINT ON THE NORTHEAST CORNER OF SAID LOT 46 AND ON THE SOUTH LINE OF VINEWOOD STREET (80 FEET WIDE) AND PROCEEDING THENCE ALONG THE EAST LINE OF LOT 46, S00°05'22"E 114.00 FEET TO A POINT ON THE EAST LINE OF SAID LOT 46; THENCE CONTINUING S00°05'22"E 36.00 FEET TO THE INTERSECTION OF THE EAST LINE OF SAID LOT 46 AND THE NORTH LINE OF A VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID NORTH LINE OF A VACATED ALLEY DUE EAST 15.67 FEET; THENCE S00°08'05"E 20.04 FEET TO A POINT ON THE SOUTH LINE OF SAID VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID SOUTH LINE OF VACATED ALLEY DUE EAST 15.67 FEET TO THE NORTHEAST CORNER OF LOT 39; THENCE ALONG THE EAST LINE OF SAID LOT 39 S00°08'05"E 150.00 FEET TO A POINT ON THE NORTH LINE OF VACATED SUPERIOR BLVD. (60 FEET WIDE); THENCE CONTINUING S00°08'05"E 60.00 FEET TO A POINT ON THE SOUTH LINE OF SAID VACATED SUPERIOR BLVD; THENCE ALONG THE SOUTH LINE OF SAID VACATED SUPERIOR BLVD DUE WEST 227.14 FEET TO A POINT ON THE EAST LINE OF THE DT&I RAILROAD; THENCE ALONG SAID EAST LINE OF THE DT&I RAILROAD N01°54'30"E 60.03 FEET TO THE NORTH LINE OF SAID VACATED SUPERIOR BLVD.; THENCE CONTINUING ALONG THE EAST LINE OF SAID DT&I RAILROAD N07°55'20"E 161.56 FEET; THENCE CONTINUING ALONG THE EAST LINE OF SAID DT&I RAILROAD N12°36'00"E 47.15 FEET TO A POINT; THENCE CONTINUING N12°36'00"E ALONG THE EAST LINE OF SAID DT&I RAILROAD 116.82 FEET TO A POINT ON THE SOUTH LINE OF SAID VINEWOOD STREET; THENCE ALONG THE SOUTH LINE OF SAID VINEWOOD STREET DUE EAST 135.00 FEET TO THE POINT OF BEGINNING CONTAINING 1.65 ACRES OF LAND AND BEING SUBJECT TO ANY EASEMENTS OR RESTRICTIONS OF RECORD.

UTILITY EASEMENT

A VARIABLE WIDTH UTILITY EASEMENT BEING PART OF LOTS 43 THROUGH 46 & VACATED PUBLIC ALLEYS ADJOINING AND ALSO PART OF VACATED SUPERIOR BLVD. 60 FT. WIDE, WYANDOTTE LAND CO. SUB. NO.1, CITY OF WYANDOTTE, WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 40, PAGE 86 OF PLATS, WAYNE COUNTY RECORDS, DESCRIBED AS HAVING A POINT OF BEGINNING BEING THE NORTHEAST CORNER OF SAID LOT 46 BEING ON THE SOUTH LINE OF VINEWOOD STREET (80 FEET WIDE); THENCE ALONG THE EAST LINE OF SAID LOT 46 S00°05'22"E 150.00 FEET TO THE INTERSECTION OF THE EAST LINE OF SAID LOT 46 AND THE NORTH LINE OF A VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID NORTH LINE OF A VACATED ALLEY DUE EAST 15.67 FEET; THENCE S00°08'05"E 20.04 FEET TO A POINT ON THE SOUTH LINE OF SAID VACATED ALLEY (20 FEET WIDE); THENCE ALONG SAID SOUTH LINE OF VACATED ALLEY DUE WEST 18.68 FEET; THENCE N00°05'12"W 53.04 FEET; THENCE DUE WEST 158.33 FEET TO A POINT ON THE EAST LINE OF THE DT&I RAILROAD; THENCE ALONG SAID EAST LINE OF THE DT&I RAILROAD N12°36'00"E 3.07 FEET; THENCE DUE EAST 157.66 FEET; THENCE N00°05'12"W 114.00 FEET TO A POINT ON THE SOUTH LINE OF SAID VINEWOOD STREET; THENCE ALONG SAID SOUTH LINE DUE EAST 3.00 FEET TO THE POINT OF BEGINNING BEING SUBJECT TO ANY OTHER EASEMENTS OR RESTRICTIONS OF RECORD.

JAMES D. HOLLANDSWORTH
PROFESSIONAL SURVEYOR
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TITLE	UTILITY EASEMENT VINEWOOD VILLAGE CITY OF WYANDOTTE WAYNE COUNTY, MICHIGAN		
DRAWN	MDB	APPROVED	MDB
PROJECT NO.	51677.Q	SCALE	NONE
DATE	3-23-12	DRAWING NUMBER	SHEET 2 OF 2

PROPOSED RESOLUTION

RESOLVED BYTHE MAYOR AND CITY COUNCIL that the communication from City Engineer regarding the Easements for the Vinewood Village Condominium Project is hereby received and placed on file; AND

BE IT FUTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the Public Utility Easement, Watermain Easement, Sanitary Easement, Utility Easement and Maintenance Easement for the Vinewood Village Condominium Project as presented to City Council on May 21, 2012.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

CITY OF Wyandotte MICHIGAN • 1854

13

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

May 15, 2012

The Honorable Mayor Joseph R. Peterson
And City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

Enclosed please find revised NSP2 Single-Family Sales Program Guidelines. The changes on Page 5 and are underlined. Also Appendix A and B have been revised.

If you concur with these changes, the enclosed Resolution will implement same.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK:kr

Enclosure

3131 Biddle Avenue • Wyandotte, Michigan 48192 • 734-324-4551 • Fax 734-324-4535 • email: engineering 1@wyan.net

Equal Housing Opportunity

NSP2 SINGLE-FAMILY SALES PROGRAM GUIDELINES

Purpose

The purpose of this Manual is to govern the sales of single-family homes being carried out under Neighborhood Stabilization Program 2 (NSP2). This Manual includes policies and procedures to be followed regarding intake/applications, counseling and sales control mechanisms.

Definitions

Applicant: A person or persons who have applied to the City for approval of an NSP2 home purchase and homeowner financial assistance. Eligible applicants must be low- moderate-, or middle- income (LMM) household (households with incomes at or below 120% of area median income. NPS2 also requires that 25% of funding go to households that are low income at or below 50% of the area median income).

NSP2: The Department of Housing and Urban Development (HUD)'s Neighborhood Stabilization Program, established by the Housing and Economic Recovery Act of 2008, and authorized by Title XII of Division A of the American Recovery and Reinvestment Act of 2009. The purpose of these funds is to stabilize neighborhoods whose viability has been and continues to be damaged by the economic effects of properties that have been foreclosed upon and abandoned. For more information. See the NSP2 website

http://hud.gov/offices/cpd/landBankdevelopment/programs/neighborhoodspq/

Housing Counselor: Light House of Oakland County

NSP2 Buyer: The buyer of an NSP2 Home

NSP2 Property: A property that is rehabilitated or newly constructed with NSP2 Funding

NSP2 Home: An NSP2 property that is being sold to an owner-occupant.

Project Funding: Any and all governmental funds used to pay for the costs to carry out the redevelopment of a particular NSP2 assisted property

Selling Agent: Downriver Real Estate Group

EQUAL HOUSING OPPORTUNITY

Pricing of Homes

As required by the Grant Agreement the City will set an asking price for NSP2 homes that is the lesser of the after-construction and or rehabilitation market value, or total development cost.

a. After Construction and Rehabilitation Market Value

The City will obtain an after-construction/rehabilitation appraisal from ***Silverwood Appraisal Services***. The appraised value will be the asking price for the home unless it is higher than the estimated total development cost of the home, in which case the price will be the same amount as the total development cost. Total development cost includes all acquisition, rehabilitation/construction and soft costs.

b. Adjustment in Asking Price

If no qualified offer is received within 60 days of first marketing a home, the City may reduce the asking price by 10%. If no qualified offer is received after an additional 60 days of best efforts in marketing a home, City may reduce the original asking price by up to an additional 10% including previous adjustments, if any. City may make additional price reductions only with the written approval by the City Council. In any case, city may reduce asking prices only after making diligent and continuous efforts to market and sell a home.

Homebuyer Application and Prequalification

City is responsible for the prequalification tasks for a prospective buyer.

a. Application for NSP2 Assistance

Before a prospective buyer is referred to counseling or to execute a sales agreement for an NSP2 assisted property, the buyer must complete the Application for NSP2 Assistance attached as Appendix A. The information obtained in the application will be used- along with verifications- to determine a buyer's eligibility to purchase an NSP2 home and to receive NSP2 Homeowner Assistance. A minimum credit score of 640 is required. ***If no proposals are received during the Lottery Selection then the minimum credit score will be waived. (See Page 6)*** *Added 1/23/12*

b. Homebuyer Education

If the applicant meets initial thresholds for assistance, and has not been through the required homebuyer education and counseling, then the City will refer the applicant to the selected homebuyer counselor: Lighthouse of Oakland County. 4615 Woodward Avenue , Pontiac, MI 48342. 248-920-6000. **www.lighthouseoakland.org**

EQUAL HOUSING OPPORTUNITY

c. Pre-approval for First Mortgage Loan
Once the applicant, with the assistance of the housing counselor, has obtained pre-approval for a first mortgage loan, they will return to City. The first mortgage must be a 30 year fixed-rate mortgage from a reputable lending institution, and the annual percentage rate and closing costs must be reasonable. The lending institution must create and service an escrow account for the receipt of property tax and insurance payments for the buyer. The homebuyer shall obtain a standard homeowners insurance policy in the amount of the full replacement costs of the home and include general liability coverage as required by the lender. The housing counselor will assist in this process.

d. Certifying the Income Eligibility of Prospective Buyers
The City will obtain the income eligibility documentation from the housing counselor. All income calculations are to be conducted utilizing the (24 CFR Part 5, IRS Form 1040) method.

If more than six months has elapsed since the income was initially verified, or if the income documentation is weak or calculations are incorrect, then the income should be re-verified by the City. Required documentation (copies of driver's licenses, pay stubs, etc) will be kept in City's files. The income certification may be no more than six months old at the time that the buyer and City enter into a purchase agreement. If older, the buyer must be recertified. An Applicant whose application fails to meet the NSP2 eligibility requirements will be given a written notice of denial.

Income requirements are as follows:

2011 Area Median Income: Wayne County, Michigan

Low-Income Limit (50%)

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
$23,250	$26,600	$29,900	$33,200	$35,900	$35,550	$41,200	$43,850

Moderate-Income Limit (120%)

1 Person	2 Persons	3 Persons	4 Persons	5 Persons	6 Persons	7 Persons	8 Persons
$55,800	$63,840	$71,760	$79,680	$86,160	$92,520	$98,880	$105,240

This chart may change on an annual basis.

e. Prequalifying for NSP2 Homeowner Financial Assistance
Once applicants (prospective homebuyers) have received counseling, are prequalified by a financial institution and have been certified as income eligible, the applicant is eligible to enter into the Cities lottery for an NSP2 home.

EQUAL HOUSING OPPORTUNITY

f. Mortgage Buy Down Assistance

The NSP2 Program will offer mortgage buy downs which reduce the sales price of the home to a value which is affordable to the low or moderate income buyer. This buy down will be eligible to all NSP2 home buyers. The current maximum mortgage buy down is thirty thousand dollars ($30,000). The program will offer a **minimum** of 17.5% off the sales price. Buy downs exceeding thirty thousand dollars ($30,000) must be presented to MSHDA for approval. ***This approval must be obtained before submitting a proposal.*** *Added 1/23/12*

Homebuyer Assistance	Affordability Period	Amount Forgiven
Less than $15,000 per unit	5 years	1/5 of homebuyer assistance amount per year over five years
$15,000 - $40,000 per unit	10 years	1/10 of homebuyer assistance amount per year over 10 years
More than $40,000 per unit	15 years	1/15 of homebuyer assistance amount per year over 15 years

*homebuyer assistance totaling more than $30,000 will be presented to MSHDA for approval.

Homebuyer Counseling and Education

Each homebuyer will be required to complete at least eight (8) hours of home counseling from a HUD-certified home counseling agency before making an offer on and purchasing a home. Wyandotte has procured Lighthouse of Oakland County to perform these services. The housing counselors will screen potential new homeowners for NSP2 homes and provide the tools and skills necessary to maintain mortgages. In addition, they will provide support services to help at-risk families remain stably housed. Specific classroom and one-on-one counseling may include pre-purchase education, credit education, budgeting concepts, mortgage products, real estate closing process, foreclosure prevention, etc.

Post-Purchase Counseling

The Buyers will be required to attend post-purchase counseling with the Housing Counselor

EQUAL HOUSING OPPORTUNITY

Submitting Proposals for NSP2 Home

Upon meeting income requirements, qualifying for a mortgage product and completing the required amount of housing counseling, each homebuyer will submit a proposal with the price that they can afford to purchase the NSP2 home for. This will happen each time a home becomes listed on the real estate market. The City will then select a proposal by drawing randomly. This ensures that the City and all parties involved follow the fair housing opportunity guidelines. Only one proposal per household may be submitted on any prospective property. "Household" includes all persons residing at the current residence or persons living at the current residence during the twelve (12) months prior to filing an application. Any proposal submissions exceeding one (1) per household will be disqualified.

Example of homebuyer assistance:
If a family of seven (7) has a total household income of $42,000 per year, they are considered low-income. They are income-eligible to purchase an NSP2 home. They have completed eight (8) hours of home counseling and qualified for a mortgage because they also have good credit and reliable income.

The next step is for the housing counselor to determine the price per month the family can afford to spend on housing payments. MSHDA requires that the home buyer's Principal, Interest, Taxes and Insurance (PITI) not exceed 30% of the household monthly income. For this particular low-income family, that means that PITI cannot exceed $1,050 per month. Working backwards with estimated taxes and insurance at $291.66 and $66.66 per month respectively, the housing counselor concludes that $691.68 is the most this family can allocate for principal and interest on a mortgage. On a thirty-year mortgage at 5% they can afford to purchase the home for $120,000 because the monthly principal and interest payment will be $644.19. Monthly PITI will come to $1,002.52 which is under their limit of $1,050.

The particular home this family is purchasing costs $180,000 to build and is appraised for $125,000. The listing price was the lower of the two ($125,000), as per NSP2 requirements. The minimum home buyer assistant is 17.5% or 21,875.00. The family will have a ten (10) year lien on the home in the amount of $21,875.00 which will dissolve after they have lived in the home for ten (10) years. If the family should move out or sell prior to this, a percentage of the lien is due to MSHDA at the time of closing. Further Purchaser must sign the Homebuyer Certification and Program Agreement which outline the terms and conditions which will remain in effect for the full affordability period, even if the lien is discharged due to early repayment. This document is an attachment to the Purchase Agreement.

The purchaser is required to provide one (1) percent of the sales price at closing as a down payment. This would be $1,250 in the above example. Other closing costs may be eligible for subsidies as well. Additionally, purchaser will be required to pay fee for housing counseling which is estimated to be $247.00 ($35.00 Credit Report and $212.00 Housing Counseling).

~~It is important to note that all sale transactions must comply with the Federal Register Notice: Section 2301(d) (1), which limits the sale price of a home, as follows: Any sale of a home or residential property under this section shall be at a discount from the current market appraised value of the home or property and such discount shall ensure that sellers are paying below-market value for the home or property. The sales price is also limited to stay below the cost of development. Specifically, an individual sale discount of a minimum of one percent (1%) will be applied.~~

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Adverting of NSP2 Homes

The City has selected Downriver Real Estate Group as the Seller Agent. The NSP2 home will be placed in the Multiple Listing Service (MLS) for one (1) month before receiving any proposals. There will be a minimum of two (2) open houses for each house being sold. Open houses shall take place on either a Saturday or a Sunday within the first month of being placed on MLS and last at least eight (8) hours each. The two open houses shall not be on the same weekend.

Sealed proposals will be received by the City Clerk. They will be publicly drawn in the Council Chambers on Mondays at 2:00 pm.

The Selling Agent directs any interested party to prepare sealed proposals in accordance with the Standard Purchase Agreement (Appendix B). The City reserves the right to modify and update this Standard Purchase Agreement. Proposals as a minimum shall include the following:

- Completed Standard Purchase Agreement
- Certificate of Completion of Home Counseling from Lighthouse of Oakland County
- Affidavit attesting to Prospective Purchaser's income level
- Listing of all current family members and their ages
- Contact information regarding Prospective Purchaser's current employment as well as any family members' employment information who is 18 years of age and older
- Pre-approved mortgage letter from financial institution
- Ability to provide a minimum deposit of 1% of sales price within 24 hours of City's request before City accepts offer. It is not necessary to include deposit with offer being submitted.

The City will randomly select a sealed proposal. If the sealed proposal includes all of the requested information and interested homebuyer can meet all requirements to purchase the home within one (1) month of bid opening and proposal acceptance, the real estate agent shall prepare the necessary documents to close. If the first selected proposal cannot meet the requirements then the second sealed proposal and so on will be selected if necessary until documentation is prepared and all purchase requirements are met.

If no sealed proposals are selected, the real estate agent shall bring offers to the City as they are received. There is no minimum credit score required for these proposals. *Added 9/20/11*

Conflict of Interest

THE CITY RESERVES THE RIGHT TO REJECT a Response if the Respondent has a contract or other relationship with a client that is determined by the City to be a legal or business conflict that is unwaivable or that the City, as its sole discretion, is unwilling to waive.

EQUAL HOUSING OPPORTUNITY

EQUAL HOUSING OPPORTUNITY

NSP2 HOUSING APPLICATION TURN-IN CHECKLIST

Applications will not be considered for review if all of the following checklist items have not been completed and provided to the City.

Please return the following items to the Engineering and Building Department inside City Hall located at 3131 Biddle, Wyandotte, Michigan.

☐ Completed application
-Please be sure all application pages and attached forms are filled out and all necessary pages are signed by applicant and co-applicant.

☐ **Certified Check or Money Order** in the amount of $35 made payable to "Lighthouse of Oakland County."
We DO NOT except personal checks or cash. This fee is NON-REFUNDABLE.

☐ 1040 form for income verification for **2011**
Forms are required from the Applicant and all other household members above the age of 18 with an income

☐ Pay check stubs from the last 60 days AND/OR (if applicable):

- ☐ 2011 Social Security Statement
- ☐ 2011 Pension Statement
- ☐ Evidence showing acceptance or payment of Alimony or Child Support
- ☐ Any other evidence to show other types of income
- ☐ Copy of Bank Statements for all accounts of every household member over 18 years of age

☐ All forms included in the MSHDA Checklist for Homebuyers Program Packet including supporting documentation for items in boxes checked "yes."

City of Wyandotte
NSP2 Home Ownership Application

Please complete, sign and return to the Building and Engineering Department at 3131 Biddle. Please include copies of the applicant's and co-applicant(s)'s 1040 tax form, pay check stubs for the past 60 days, credit report fee of $35, and the signed credit report release form .

General Applicant Information

Applicant's Name: _____ Gender _____

Co-Applicant: _____ Gender _____

Address: _____

City: _____ State: _____ Zip Code: _____

Applicant's Age: _____ Co-Applicant's Age: _____

Home Telephone #: (_____) _____ Work Telephone: (_____) _____

Please indicate the following regarding the household members. Check all that apply:

_____ White
_____ Black/ African-American
_____ Hispanic
_____ Asian
_____ Black/ African- American & White
_____ American Indian/ Alaskan Native
_____ American Indian/ Alaskan Native & White
_____ American Indian/ Alaskan Native & Black/ African American
_____ Native Hawaiian/ Other Pacific Islander
_____ Asian & White
_____ Asian & Pacific Islander
_____ Other Multi- Racial

Household Type:

- ☐ Single adult
- ☐ Female-headed single parent
- ☐ Male-headed single parent
- ☐ Married without children
- ☐ Married with children
- ☐ Two or more unrelated adults
- ☐ Other, please explain: _____

Total number of household members_____ Number of household members over age 18 _____

Household Income Worksheet

Employment Status (Circle one):

Applicant: Employed / Unemployed Co-Applicant: Employed / Unemployed

Please enter all regular monthly income for EVERY person over the age of 18 living in the house, in the appropriate columns below. Documentation will be requested at a later date to verify the information provided.

Anticipated Household Income							
Family Members	Pay Type (Hourly or Salaried?)	Pay Prd (Weekly, Bi-Weekly, Semi-Monthly, Monthly)	Monthly Wages/ Salaries	Monthly Benefits/ Pensions	Monthly Public Assistance	Other Monthly Income Amount	Specify
Applicant							
Co-Applicant							
Person 1							
Person 2							
Person 3							
Person 4							
Monthly Totals			a.	b.	c.	d.	
Total Monthly Anticipated Income (add a, b, c, and d then enter the sum in e)						e.	
Total Annual Anticipated Income (multiply e by 12 and enter result in f)						f.	

Please enter information about all assets, not including your house, in the table below

Asset Income (anything that is not retirement or applicant's home)			
Family Member	Asset Description	Current Cash Value of Asset (If asset does not generate income)	Actual Annual Income from Asset (if asset generates income)
Net Cash Value of Assets (add all numbers in the column above g)		g.	
If g is more than $5,000, multiply g by 0.02 and enter the result in h. Otherwise, leave h blank		h.	
Total Actual Income from Assets (add all numbers in the column above i)			i.

Total Annual Income	
Total Anticipated Annual Income from f	
Total Expected Asset Income from h	
Total Actual Income from Assets from i	
TOTAL ANNUAL INCOME (add f,h and i)	

Please indicate employment information for applicable persons below

	Employer	Contact Name	Fax Number &/or Email Address	Telephone
Applicant				( )
Co-Applicant				( )
Person 1				( )
Person 2				( )
Person 3				( )
Person 4				( )

Have you ever been prequalified for a mortgage? YES / NO

If YES, for what amount? $_____

Date of Preapproval Letter:_____

Have you ever had previous housing counseling? _____YES _____ NO

If yes, indicate the home-counseling service provider and the number of hours of home counseling completed:

Housing Payment, Other expenses and Income Status

Total number of people to be living in NSP2 home: _____

Current Housing Situation:
- ☐ Own
- ☐ Living with Family
- ☐ Rent
- ☐ Homeless

Have you been a homeowner within the last 3 years? _____

Note: If you currently own a home, you must provide evidence that it is sold before the closing date of the purchased NSP2 home.

Current Monthly Housing Payment: $ _____

Current Annual Household Income
(from Household Income Worksheet): $ _____

Have you ever filed for bankruptcy? If yes, provide date:_____

Has a home you owned ever been foreclosed on? If yes, provide date of foreclosure:_____

To determine eligibility, see chart below indicating household income levels and definitions of low- and moderate-income levels.

Income Status (check one):

2012 Area Median Income Limits: Wayne County, Michigan							
Low-Income Limit (40-50% of the Area Median Income)							
1 Person	**2 Persons**	**3 Persons**	**4 Persons**	**5 Persons**	**6 Persons**	**7 Persons**	**8 Persons**
$18,320 - $22,900	$20,920 - $26,150	$23,520 - $29,400	$26,120 - $32,650	$28,240 - $35,300	$30,320 - $37,900	$32,400 - $40,500	$34,480 - $43,100
Moderate-Income Limit (51-120% of the Area Median Income)							
1 Person	**2 Persons**	**3 Persons**	**4 Persons**	**5 Persons**	**6 Persons**	**7 Persons**	**8 Persons**
$22,901 - $54,850	$26,151, - $62,700	$29,401 - $70,500	$32,651 - $78,350	$35,301 - $84,650	$37,901 - $90,900	$40,501 - $97,150	$43,101 - $103,450

☐ Low
50% or less

☐ Moderate
50-120%

☐ Above 120%
(Ineligible for NSP2)

Does anyone in the household receive SSI or SSD? _____

If so are these benefits taxable? _____
*Note, only taxable income counts toward NSP2 household income.

Amount spent per month on Child Care: $ _____

Car 1 monthly payment_____ Car 1 insurance per month_____

Car 2 monthly payment_____ Car 2 insurance per month_____

Car 3 monthly payment_____ Car 3 insurance per month_____

Upon the execution of this NSP2 Home Ownership Application, I do hereby attest, represent and warrant that all information provided by the undersigned herein is true and accurate and that I have made no material omission of fact, whether intentionally or unintentionally, pertaining to my application. Furthermore, I acknowledge that any lie or other misrepresentation made by the undersigned at any time during the application process does hereby constitute a breach of Federal Fair Housing law potentially resulting in ejection from the City of Wyandotte's Neighborhood Stabilization Program 2 and/or criminal charges being brought against me.

Printed name	Signature	Date
Printed name	Signature	Date
Printed name	Signature	Date

The City of Wyandotte follows the U.S. Department of Housing and Urban Development (HUD) Fair Housing guidelines.

For Questions, please contact the Engineering and Building Department:

734-324-4532
http://wyandotte.michiganhomeownership.org

Home Counseling Agency contact information:

Lighthouse of Oakland County
4615 Woodward Avenue
Pontiac, MI 48342
248-920-6000
www.lighthouseoakland.org

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

MSHDA
EQUAL HOUSING OPPORTUNITY

AUTHORIZATION FOR RELEASE OF INFORMATION AND PRIVACY ACT NOTICE

Issued under P.A. 346 of 1966, as amended, and Section 8 of the U.S. Housing Act of 1937.
Failure to comply will result in denial of benefits.

The undersigned authorize the Michigan State Housing Development Authority (MSHDA) and/or its contracted agent to contact any agencies, offices, groups, organizations, or employers to obtain, and agencies to release, information that is pertinent to eligibility, level of benefits, or continued participation in the CDBG, HOME and/or MSHDA Housing Resource Fund (HRF) Programs, including authorization to obtain a consumers credit report.

This includes the Social Security Administration (SSA), U.S. Citizenship and Immigration Services (USCIS), and the State of Michigan Department of Human Services (DHS) programs. MSHDA may use this Authorization and the information obtained with it, to administer and enforce program rules and policies.

The undersigned certify that the information given to MSHDA on household members, income, net family assets, allowances, and deductions is accurate.

I understand that false statements or information are punishable by imprisonment for up to 10 years or by a fine of up to $5,000 and grounds for termination of housing assistance under State and Federal Law.

PRIVACY ACT NOTICE STATEMENT: THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) IS REQUIRING THE COLLECTION OF THIS INFORMATION TO DETERMINE AN APPLICANT'S ELIGIBILITY AND THE AMOUNT OF ASSISTANCE NECESSARY. THIS INFORMATION WILL BE USED TO ESTABLISH LEVEL OF BENEFIT, TO PROTECT THE GOVERNMENT'S FINANCIAL INTEREST; AND TO VERIFY THE ACCURACY OF THE INFORMATION FURNISHED. IT MAY BE RELEASED TO APPROPRIATE FEDERAL, STATE, AND LOCAL AGENCIES WHEN RELEVANT, TO CIVIL, CRIMINAL, OR REGULATORY INVESTIGATORS, AND TO PROSECUTORS. FAILURE TO PROVIDE ANY INFORMATION MAY RESULT IN A DELAY OR REJECTION OF YOUR ELIGIBILITY APPROVAL. HUD IS AUTHORIZED TO ASK FOR THIS INFORMATION BY THE NATIONAL AFFORDABLE HOUSING ACT OF 1990.

I ACKNOWLEDGE THAT (1) A PHOTOCOPY OF THIS FORM IS AS VALID AS THE ORIGINAL, (2) I HAVE THE RIGHT TO REVIEW THE FILE AND THE INFORMATION RECEIVED USING THIS FORM (WITH A PERSON OF MY CHOOSING TO ACCOMPANY ME), (3) I HAVE THE RIGHT TO COPY INFORMATION FROM THIS FILE AND TO REQUEST CORRECTION OF INFORMATION I BELIEVE INACCURATE.

ALL ADULT HOUSEHOLD MEMBERS WILL SIGN THIS FORM AND COOPERATE IN THIS PROCESS.

I agree that copies of this Authorization may be used for the purposes stated above. This consent will expire 15 months from the date signed.

Signature of Head of Household	Social Security Number	Date
Signature of Spouse	Social Security Number	Date
Other Adult Signature (if applicable)	Social Security Number	Date
Other Adult Signature (if applicable)	Social Security Number	Date
Other Adult Signature (if applicable)	Social Security Number	Date

Return completed form to:

Penalties which may be imposed for intentionally submitting false or misleading information in obtaining Authority financing are set forth in the Michigan State Housing Development Authority Act of 1966 (MCLA 125.1447).

MSHDA Checklist for Homebuyer Program

DIRECTIONS:

Each adult in the household must complete a MSHDA Checklist and supplemental forms. This is a critical document and all other forms and verifications must be dated on the same or later date as this Checklist.

If there are any "Yes" answers on the Checklist, provide verification, such as copies of bank statements, proof of pension, Social Security, other types of support, pay stubs, etc.

If you need additional forms for adults who will be living in the household, please make a copy of this packet or pick up an additional copy in the Engineering and Building department at City Hall in Wyandotte: 3131 Biddle Ave.

If a form does not apply to you, leave it blank. Please do not fold or bend papers.

Please answer the following questions:

Are you self employed or an independent contractor? (circle one)	YES	NO

Do you receive income from:

Dividends (circle one)	YES	NO
Taxable refunds, credits or offsets to state and local income taxes (circle one)	YES	NO
Business Income(circle one)	YES	NO
Capital Gains or losses(circle one)	YES	NO
Rental Real Estate, Royalties, Partnerships, S corporations, Trusts, etc. (circle one)	YES	NO
Farm Income (circle one)	YES	NO

Please Note:

IF YOU REPLIED **YES TO ANY OF THESE, PLEASE RETURN APPLICATION WITH COPIES OF TAX RETURNS FROM THE PREVIOUS **2 YEARS.**

IF YOU ARE AN INDEPENDENT CONTRACTOR OR ARE SELF EMPLOYED PLEASE RETURN APPLICATIONS WITH 2 YEARS OF TAX RETURNS **AND A 2 YEAR PROFIT-LOSS STATEMENT.

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MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

CHECKLIST FOR HOMEBUYER PROGRAM

Complete a separate form for each household member who is age 18 or older, and be prepared to provide ORIGINAL verification (not photocopies) for items checked **YES**. Provide address, phone number, fax number, and additional information for **all** yes answers as requested. Complete in ink, initial any/all changes. Failure to comply could result in the denial/termination of assistance.

NOTE: MSHDA has cooperative agreements with agencies to use up-front income verification (UIV) to obtain and clarify income. MSHDA will receive information on wages, unemployment compensation and other income information through a computer matching operation.

Household Member Name:	Head of Household:	
	Address:	City:

Each item must be fully completed. Please print clearly using black or blue ink.

Section A – Income

	Yes	No	
A-1	☐	☐	I am self-employed. If yes, describe _____.
A-2	☐	☐	I earned $_____ in the last 12 months.

I have _____ (enter #) job(s) and receive money/wages. (List each job separately)

Name of Employer: 1) _____ 2) _____
Street Address: _____ _____
City, State, ZIP: _____ _____
E-mail address: _____ _____
Contact Person: _____ _____
Telephone: _____ _____
Fax#: _____ _____
The Work Number
Pay Code #: _____ _____

If more than two jobs provide additional information on a separate sheet.

A-3	☐	☐	I receive tips. If yes, in the amount of $_____ per week.
A-4	☐	☐	I am unemployed. If yes, I have been unemployed since _____ (date).
A-5	☐	☐	I receive unemployment benefits. If yes, I have been receiving benefits since _____ (date).
A-6			OMITTED INTENTIONALLY
A-7	☐	☐	I receive periodic payments from Workers' Compensation. If yes, Amount $_____
A-8	☐	☐	I receive military active duty allotments. If yes, Amount $_____
A-9			OMITTED INTENTIONALLY
A-10	☐	☐	I receive Social Security. If yes, Amount $_____
A-11			OMITTED INTENTIONALLY
A-12	☐	☐	I receive periodic payments from retirement funds or pensions. If yes, how many? _____

Source Name: _____ Contact Person: _____
Street Address: _____ Telephone: _____
City, State, ZIP: _____ Fax#: _____
E-mail address: _____ Account #: _____
Amount: $_____ per _____

If received from more than one source, provide additional information on a separate sheet.

A-13	☐	☐	I receive disability or death benefits **other than Social Security**.

If yes, from how many sources? _____ (List each source separately)

Source Name: _____ Contact Person:
Street Address: _____ Telephone: _____
City, State, ZIP: _____ Fax#: _____
E-mail address: _____ Account #: _____

If received from more than one source provide additional information on a separate sheet.

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CHECKLIST (continued)

	Yes	No	
A-14			OMITTED INTENTIONALLY
A-15			OMITTED INTENTIONALLY
A-16			OMITTED INTENTIONALLY
A-17			OMITTED INTENTIONALLY
A-18	☐	☐	I receive alimony. From how many Friend of the Court(s) do you receive alimony? _____

If yes, from how many persons do you receive alimony? _____

If yes, is alimony paid directly to Department of Human Services (DHS)? Yes No

If not paid directly to DHS:

Friend of the Court Name: _____ Contact Person: _____

Street Address: _____ Telephone: _____

City, State, ZIP: _____ Fax#: _____

E-mail address: _____

Amount: $ _____ per _____ PIN#: _____

If received from more than one Friend of the Court, provide additional information on a separate sheet.

A-19 ☐ ☐ I receive adoption assistance payments. If yes, how many sources? _____

Source Name: _____ Contact Person: _____

Street Address: _____ Telephone: _____

City, State, ZIP: _____ Fax#: _____

E-mail address: _____

Amount: $ _____ per _____

If received from more than one source provide additional information on a separate sheet.

A-20 ☐ ☐ I receive periodic payments from a trust, annuity or inheritance. If yes, how many sources? _____

Source Name: _____ Contact Person: _____

Street Address: _____ Telephone: _____

City, State, ZIP: _____ Fax#: _____

E-mail address: _____ Account #: _____

Amount: $ _____ per _____

If received from more than one source provide additional information on a separate sheet.

A-21 ☐ ☐ I receive periodic payments from insurance policies. If yes, how many sources? _____

Source Name: _____ Contact Person: _____

Street Address: _____ Telephone: _____

City, State, ZIP: _____ Fax#: _____

E-mail address: _____ Account #: _____

Amount: $ _____ per _____

If received from more than one source provide additional information on a separate sheet.

A-22 ☐ ☐ I receive periodic payments from lottery winnings.

Source Name: _____ Contact Person: _____

Street Address: _____ Telephone: _____

City, State, ZIP: _____ Fax#: _____

E-mail address: _____

Amount: $ _____ per _____

If received from more than one source, provide additional information on a separate sheet.

A-23 ☐ ☐ I am a full-time student.

Name of School: _____ Contact Person: _____

Street Address: _____ Telephone: _____

City, State, ZIP: _____ Fax#: _____

E-mail address: _____ Number of Credit Hours Enrolled: _____

If attending more than one school, provide additional information on a separate sheet.

A-24 OMITTED INTENTIONALLY

CHECKLIST (continued)

To be filled out on Head-of-Household's form only - Leave blank if you are not the Head-of-Household -

	Yes	No	
A-25			OMITTED INTENTIONALLY
A-26			OMITTED INTENTIONALLY

Section B – Assets

	Yes	No	
B-1	☐	☐	I have the following accounts [check which one(s)]: ☐ Savings ☐ Checking ☐ IRA's or Keogh ☐ Other _____

How many banks, credit unions, savings and loans, etc. do you have accounts with? _____ (List each separately)

	1)	2)
Name of bank:		
Street Address:		
City, State, ZIP:		
E-mail address:		
Contact Person:		
Telephone:		
Fax#:		
Account Number:		

If more than two financial institutions, provide additional information on a separate sheet

B-2	☐	☐	I own real estate. Describe: _____
B-3			OMITTED INTENTIONALLY
B-4			OMITTED INTENTIONALLY
B-5	☐	☐	I receive income from real estate (i.e., rental property, lands contract, etc.) or personal property. Describe: _____
B-6			OMITTED INTENTIONALLY
B-7			OMITTED INTENTIONALLY
B-8	☐	☐	I have Treasury Bills, Stocks or Bonds. Check which one(s): Treasury Bills Stocks Bonds

How many do you have? _____ (List each separately)

	1)	2)
Name of each source:		
Street Address:		
City, State, ZIP:		
E-mail address:		
Contact Person:		
Telephone:		
Fax#:		
Account #:		

If more than two, provide additional information on a separate sheet.

B-9			OMITTED INTENTIONALLY
B-10			OMITTED INTENTIONALLY
B-11	☐	☐	I have income/assets from sources **other** than those listed above. Describe: _____

Source Name: _____

Street Address: _____ Telephone: _____

City, State, ZIP: _____ Fax#: _____

If received from more than one source, provide additional information on a separate sheet.

To be filled out on Head-of-Household's form only - Leave blank if you are not the Head-of-Household -

	Yes	No	
B-12			OMITTED INTENTIONALLY

Section C – Rental Rehabilitation

	Yes	No	
C-1			OMITTED INTENTIONALLY

To be filled out on Head-of-Household's form only - Leave blank if you are not the Head-of-Household.

	Yes	No	
C-2			OMITTED INTENTIONALLY

Please return to:

Certification:
I certify to the best of my knowledge that all statements are true. I understand that providing false information will result in denial or termination of benefits.

Signature _____ Date _____

Penalties which may be imposed for intentionally submitting false or misleading information in obtaining Authority financing are set forth in the Michigan State Housing Development Authority Act of 1966 (MCLA 125.1447).

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EQUAL HOUSING OPPORTUNITY

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

VERIFICATION OF EARNINGS

Issued under P.A. 346 of 1966, as amended, and Section 8 of the U.S. Housing Act of 1937.

Section A

County:	Name of person holding the job:
Name of Head of Household:	Social Security Number of person holding the job:
Address:	Do you receive tips? Yes No If so, how much per week? $
City, State, ZIP Code:	**NOTE:** If tips are received directly, a notarized statement must be provided.

You are authorized to release information requested by MSHDA.

Signature of person holding the job _____ Date _____

STOP HERE *Please complete Section A and return to address below.*

Section B - To be completed by Employer:

Please provide the information requested so we can quickly determine eligibility.

Please complete and return as soon as possible or within 14 days.

Employee's name as it appears on your records:	Employee's title, position or work:
Are earnings from a Title IV work-study program? Yes No	Are earnings from a Title IV or Title V Program? Yes No

Are earnings from an economic or self-sufficiency job training program? Yes No

Original date of employment:	Date rehired or recalled to work:	Termination date:

Current average number of hours per week:	Straight time hours:	Overtime hours (if applicable):	Overtime is paid at the rate of: $

If seasonal or occasional employment, give lay-off periods:

Current rate of pay: $	Per:	Effective date:	New rate of pay: $	Per:	Effective date:

Amount of tips, incentive pay, bonus, or commissions:	$	Per (weekly, bi-monthly):	Retirement benefits available? Yes No

Health benefits available? Yes No	Amount deducted for medical/hospital insurance:	$	Per (weekly, bi-monthly):

Firm or employer name:	Telephone number: ( )	Fax number: ( )
Business address:	City, State, ZIP:	E-mail address:

I understand that any false pretense, including any false statement or representation, or the fraudulent obtaining of money, real or personal property, or the fraudulent use of an instrument, facility, article or other valuable thing or service used to assist a participant in any MSHDA program, is punishable by imprisonment for up to 10 years or by a fine up to $5,000.

Signature of employer or authorized representative _____ Date _____

Typed or printed name of person filling out this form _____ Typed or printed title of person filling out this form _____

Please return completed form to:

MSHDA GRANTEE USE ONLY

$ _____ X _____ (hrs) X _____ (wks) = _____ (Total)
$ _____ X _____ (hrs) X _____ (wks) = _____ (Total)
$ _____ X _____ (wks) = _____ (Total)
$ _____ X _____ (wks) = _____ (Total)
$ _____ X _____ (months) = _____ (Total)
$ _____ X _____ (months) = _____ (Total)

Penalties which may be imposed for intentionally submitting false or misleading information in obtaining Authority financing are set forth in the Michigan State Housing Development Authority Act of 1966 (MCLA 125.1447).

MSHDA
EQUAL HOUSING OPPORTUNITY

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

DECLARATION OF SECTION 214 STATUS

This form is required by P.A. 346 of 1966, as amended, and Section 8 of the U.S. Housing Act of 1937. Failure to file could affect benefits.

Notice to applicants and tenants: In order to be eligible to receive the housing assistance sought, each applicant for, or recipient of, housing assistance must be lawfully within the U.S. Read the Declaration statement carefully then sign and return to the address below. Please feel free to consult with an immigration lawyer or other immigration expert of your choosing.

I certify, under penalty of perjury, that, to the best of my knowledge, I am lawfully within the United States because (check the appropriate box, check only one):

1. ☐ I am a citizen by birth, a naturalized citizen or a national of the United States; or
2. ☐ I have eligible immigration status and I am 62 years of age or older. Attach evidence of proof of age (i.e. copy of Driver's license, birth certificate, state identification), see instruction #1; or
3. ☐ I have eligible immigration status as checked below (see reverse side of this form for explanations). Attach U.S. Citizenship and Immigration Services (USCIS) (formerly INS) document(s) evidencing eligible immigration status and signed verification consent form.
   - a. ☐ Immigrant status under § 101(a)(15) or 101(a)(20) of the Immigration and Nationality Act (INA), see instruction #2; or
   - b. ☐ Permanent residence under §249 of INA, see instruction #3; or
   - c. ☐ Refugee, asylum, or conditional entry status under §207, 208, or 203 of the INA, see instruction #4; or
   - d. ☐ Parole status under §212(d)(5) of the INA, see instruction #5; or
   - e. ☐ Threat to life or freedom under §243(h) of the INA, see instruction #6; or
   - f. ☐ Amnesty under §245A of the INA, see instruction #7.

NOTE: For family members with different citizenship status, complete a separate form for each citizenship status.

List all Family Members:

Parent or Guardian must sign <u>their own name</u> for family member(s) under 18 years of age. (DO NOT sign child's name)

First, Middle Initial, Last Name (Head of Household)	Signature of Head of Household	Date
First, Middle Initial, Last Name	Signature of Adult Family Member	Date
First, Middle Initial, Last Name	Signature of Adult Family Member	Date
First, Middle Initial, Last Name	Signature of Adult Family Member	Date
First, Middle Initial, Last Name	Signature of Adult Family Member	Date
First, Middle Initial, Last Name	Signature of Adult Family Member	Date

Return completed form to:

FOR MSHDA USE ONLY

Enter USCIS/SAVE Primary Verification #: _____
Date: _____

MSHDA-OCD-214 (05.01.09)

(see page 2 for footnotes and instructions)

Warning: 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willfully makes or uses a document or writing containing any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fines not more than $10,000, imprisoned for not more than five years, or both.

The following footnotes pertain to non-citizens who declare eligible immigration status in one of the following categories:

1. **Eligible immigration status and 62 years of age or older.** For non-citizens who are 62 years of age or older or who will be 62 years of age or older **and** receiving assistance under a Section 214 covered program on June 19, 1995. If you are eligible and elect to select this category, you must include a document providing evidence of proof of age. No further documentation of eligible immigration status is required.

2. **Immigrant status under section 101(a)(15) or 101(a)(20) of Immigration and Nationality Act (INA).** A non-citizen lawfully admitted for permanent residence, as defined by section 101(a)(20) of the INA, as an immigrant, as defined by section 101(a)(15) of the INA {8 U.S.C. 1101(a)(20) and 1101(a)(15)} respectively [*immigrant status*]. This category includes a non-citizen admitted under section 210 or 210A of the INA {8 U.S.C. 1160 or 1161}, [*special agricultural worker status*], who has been granted lawful temporary resident status.

3. **Permanent residence under section 249 of INA.** A non-citizen who entered the U.S. before January 1, 1972, or such later date as enacted by law, and has continuously maintained residence in the U.S. since then, and who is not ineligible for citizenship, but who is deemed to be lawfully admitted for permanent residence as a result of an exercise of discretion by the Attorney General under section 249 of the INA {8 U.S.C. 1259} [*amnesty granted under INA 249*].

4. **Refugee, asylum, or conditional entry status under section 207, 208, or 203 of INA.** A non-citizen who is lawfully present in the U.S. pursuant to the admission under section 207 of the INA {8 U.S.C. 1157} [*refugee status*]; pursuant to the granting of asylum (which has not been terminated) under section 208 of the INA {8 U.S.C. 1158} [*asylum status*]; or because of persecution or fear of persecution on account of race, religion, or political opinion or because of being uprooted by catastrophic national calamity [*conditional entry status*].

5. **Parole status under section 212(d)(5) of INA.** A non-citizen who is lawfully present in the U.S. as a result of an exercise of discretion by the Attorney General's withholding deportation under section 212(d)(5) of the INA {8 U.S.C. 1182(d)(5)} [*parole status*].

6. **Threat to life or freedom under section 243(h) of INA.** A non-citizen who is lawfully present in the U.S. as a result of the Attorney General's withholding deportation under section 243(h) of the INA {8 U.S.C. 1253(h)} [*threat to life or freedom*].

7. **Amnesty under section 245A of INA.** A non-citizen lawfully admitted for temporary or permanent residence under section 245A of the INA {8 U.S.C.1255a} [*amnesty granted under INA 245A*].

Instructions to Grantee: Following verification of status claimed by persons declaring eligible immigration status (other than for non-citizens age 62 or older and receiving assistance on June 19, 1995), Grantee must enter INS/SAVE Verification Number and date that it was obtained. Grantee signature is not required.

Instructions to Family Member For Completing Form: On opposite page, print or type first name, middle initial(s), and last name. Place an "X" in the appropriate boxes. Attach USCIS document(s) evidencing eligible immigration status. Sign and date.

Penalties which may be imposed for intentionally submitting false or misleading information in obtaining Authority financing are set forth in the Michigan State Housing Development Authority Act of 1966 (MCLA 125.1447).

Form **4506-T**
(Rev. January 2012)
Department of the Treasury
Internal Revenue Service

Request for Transcript of Tax Return

▶ **Request may be rejected if the form is incomplete or illegible.**

OMB No. 1545-1872

Tip. Use Form 4506-T to order a transcript or other return information free of charge. See the product list below. You can quickly request transcripts by using our automated self-help service tools. Please visit us at IRS.gov and click on "Order a Transcript" or call 1-800-908-9946. If you need a copy of your return, use **Form 4506, Request for Copy of Tax Return.** There is a fee to get a copy of your return.

1a Name shown on tax return. If a joint return, enter the name shown first.	**1b** First social security number on tax return, individual taxpayer identification number, or employer identification number (see instructions)
2a If a joint return, enter spouse's name shown on tax return.	**2b** Second social security number or individual taxpayer identification number if joint tax return

3 Current name, address (including apt., room, or suite no.), city, state, and ZIP code (see instructions)

4 Previous address shown on the last return filed if different from line 3 (see instructions)

5 If the transcript or tax information is to be mailed to a third party (such as a mortgage company), enter the third party's name, address, and telephone number.

Caution. *If the tax transcript is being mailed to a third party, ensure that you have filled in lines 6 through 9 before signing. Sign and date the form once you have filled in these lines. Completing these steps helps to protect your privacy. Once the IRS discloses your IRS transcript to the third party listed on line 5, the IRS has no control over what the third party does with the information. If you would like to limit the third party's authority to disclose your transcript information, you can specify this limitation in your written agreement with the third party.*

6 **Transcript requested.** Enter the tax form number here (1040, 1065, 1120, etc.) and check the appropriate box below. Enter only one tax form number per request. ▶ _____

a **Return Transcript,** which includes most of the line items of a tax return as filed with the IRS. A tax return transcript does not reflect changes made to the account after the return is processed. Transcripts are only available for the following returns: Form 1040 series, Form 1065, Form 1120, Form 1120A, Form 1120H, Form 1120L, and Form 1120S. Return transcripts are available for the current year and returns processed during the prior 3 processing years. Most requests will be processed within 10 business days . . . . . ☐

b **Account Transcript,** which contains information on the financial status of the account, such as payments made on the account, penalty assessments, and adjustments made by you or the IRS after the return was filed. Return information is limited to items such as tax liability and estimated tax payments. Account transcripts are available for most returns. Most requests will be processed within 30 calendar days . ☐

c **Record of Account,** which provides the most detailed information as it is a combination of the Return Transcript and the Account Transcript. Available for current year and 3 prior tax years. Most requests will be processed within 30 calendar days . . . . . ☐

7 **Verification of Nonfiling,** which is proof from the IRS that you **did not** file a return for the year. Current year requests are only available after June 15th. There are no availability restrictions on prior year requests. Most requests will be processed within 10 business days . . ☐

8 **Form W-2, Form 1099 series, Form 1098 series, or Form 5498 series transcript.** The IRS can provide a transcript that includes data from these information returns. State or local information is not included with the Form W-2 information. The IRS may be able to provide this transcript information for up to 10 years. Information for the current year is generally not available until the year after it is filed with the IRS. For example, W-2 information for 2010, filed in 2011, will not be available from the IRS until 2012. If you need W-2 information for retirement purposes, you should contact the Social Security Administration at 1-800-772-1213. Most requests will be processed within 45 days . . . ☐

Caution. *If you need a copy of Form W-2 or Form 1099, you should first contact the payer. To get a copy of the Form W-2 or Form 1099 filed with your return, you must use Form 4506 and request a copy of your return, which includes all attachments.*

9 **Year or period requested.** Enter the ending date of the year or period, using the mm/dd/yyyy format. If you are requesting more than four years or periods, you must attach another Form 4506-T. For requests relating to quarterly tax returns, such as Form 941, you must enter each quarter or tax period separately. _____ _____ _____ _____

Check this box if you have notified the IRS or the IRS has notified you that one of the years for which you are requesting a transcript involved **identity theft** on your federal tax return . . . . . ☐

Caution. Do not sign this form unless all applicable lines have been completed.

Signature of taxpayer(s). I declare that I am either the taxpayer whose name is shown on line 1a or 2a, or a person authorized to obtain the tax information requested. If the request applies to a joint return, **either** husband or wife must sign. If signed by a corporate officer, partner, guardian, tax matters partner, executor, receiver, administrator, trustee, or party other than the taxpayer, I certify that I have the authority to execute Form 4506-T on behalf of the taxpayer. **Note.** *For transcripts being sent to a third party, this form must be received within 120 days of the signature date.*

Phone number of taxpayer on line 1a or 2a

Sign Here

▶ **Signature** (see instructions) — Date

▶ **Title** (if line 1a above is a corporation, partnership, estate, or trust)

▶ **Spouse's signature** — Date

Section references are to the Internal Revenue Code unless otherwise noted.

What's New

The IRS has created a page on IRS.gov for information about Form 4506-T at *www.irs.gov/form4506*. Information about any recent developments affecting Form 4506-T (such as legislation enacted after we released it) will be posted on that page.

General Instructions

CAUTION. *Do not sign this form unless all applicable lines have been completed.*

Purpose of form. Use Form 4506-T to request tax return information. You can also designate (on line 5) a third party to receive the information. Taxpayers using a tax year beginning in one calendar year and ending in the following year (fiscal tax year) must file Form 4506-T to request a return transcript.

Note. If you are unsure of which type of transcript you need, request the Record of Account, as it provides the most detailed information.

Tip. Use Form 4506, Request for Copy of Tax Return, to request copies of tax returns.

Where to file. Mail or fax Form 4506-T to the address below for the state you lived in, or the state your business was in, when that return was filed. There are two address charts: one for individual transcripts (Form 1040 series and Form W-2) and one for all other transcripts.

If you are requesting more than one transcript or other product and the chart below shows two different addresses, send your request to the address based on the address of your most recent return.

Automated transcript request. You can quickly request transcripts by using our automated self-help service tools. Please visit us at IRS.gov and click on "Order a Transcript" or call 1-800-908-9946.

Chart for individual transcripts (Form 1040 series and Form W-2 and Form 1099)

If you filed an individual return and lived in:	Mail or fax to the "Internal Revenue Service" at:
Alabama, Kentucky, Louisiana, Mississippi, Tennessee, Texas, a foreign country, American Samoa, Puerto Rico, Guam, the Commonwealth of the Northern Mariana Islands, the U.S. Virgin Islands, or A.P.O. or F.P.O. address	RAIVS Team Stop 6716 AUSC Austin, TX 73301 512-460-2272
Alaska, Arizona, Arkansas, California, Colorado, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Utah, Washington, Wisconsin, Wyoming	RAIVS Team Stop 37106 Fresno, CA 93888 559-456-5876
Connecticut, Delaware, District of Columbia, Florida, Georgia, Maine, Maryland, Massachusetts, Missouri, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, South Carolina, Vermont, Virginia, West Virginia	RAIVS Team Stop 6705 P-6 Kansas City, MO 64108 816-292-6102

Chart for all other transcripts

If you lived in or your business was in:	Mail or fax to the "Internal Revenue Service" at:
Alabama, Alaska, Arizona, Arkansas, California, Colorado, Florida, Hawaii, Idaho, Iowa, Kansas, Louisiana, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, a foreign country, or A.P.O. or F.P.O. address	RAIVS Team P.O. Box 9941 Mail Stop 6734 Ogden, UT 84409 801-620-6922
Connecticut, Delaware, District of Columbia, Georgia, Illinois, Indiana, Kentucky, Maine, Maryland, Massachusetts, Michigan, New Hampshire, New Jersey, New York, North Carolina, Ohio, Pennsylvania, Rhode Island, South Carolina, Tennessee, Vermont, Virginia, West Virginia, Wisconsin	RAIVS Team P.O. Box 145500 Stop 2800 F Cincinnati, OH 45250 859-669-3592

Line 1b. Enter your employer identification number (EIN) if your request relates to a business return. Otherwise, enter the first social security number (SSN) or your individual taxpayer identification number (ITIN) shown on the return. For example, if you are requesting Form 1040 that includes Schedule C (Form 1040), enter your SSN.

Line 3. Enter your current address. If you use a P. O. box, include it on this line.

Line 4. Enter the address shown on the last return filed if different from the address entered on line 3.

Note. If the address on lines 3 and 4 are different and you have not changed your address with the IRS, file Form 8822, Change of Address.

Line 6. Enter only one tax form number per request.

Signature and date. Form 4506-T must be signed and dated by the taxpayer listed on line 1a or 2a. If you completed line 5 requesting the information be sent to a third party, the IRS must receive Form 4506-T within 120 days of the date signed by the taxpayer or it will be rejected. Ensure that all applicable lines are completed before signing.

Individuals. Transcripts of jointly filed tax returns may be furnished to either spouse. Only one signature is required. Sign Form 4506-T exactly as your name appeared on the original return. If you changed your name, also sign your current name.

Corporations. Generally, Form 4506-T can be signed by: (1) an officer having legal authority to bind the corporation, (2) any person designated by the board of directors or other governing body, or (3) any officer or employee on written request by any principal officer and attested to by the secretary or other officer.

Partnerships. Generally, Form 4506-T can be signed by any person who was a member of the partnership during any part of the tax period requested on line 9.

All others. See section 6103(e) if the taxpayer has died, is insolvent, is a dissolved corporation, or if a trustee, guardian, executor, receiver, or administrator is acting for the taxpayer.

Documentation. For entities other than individuals, you must attach the authorization document. For example, this could be the letter from the principal officer authorizing an employee of the corporation or the letters testamentary authorizing an individual to act for an estate.

Privacy Act and Paperwork Reduction Act Notice. We ask for the information on this form to establish your right to gain access to the requested tax information under the Internal Revenue Code. We need this information to properly identify the tax information and respond to your request. You are not required to request any transcript; if you do request a transcript, sections 6103 and 6109 and their regulations require you to provide this information, including your SSN or EIN. If you do not provide this information, we may not be able to process your request. Providing false or fraudulent information may subject you to penalties.

Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation, and cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their tax laws. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by section 6103.

The time needed to complete and file Form 4506-T will vary depending on individual circumstances. The estimated average time is: **Learning about the law or the form,** 10 min.; **Preparing the form,** 12 min.; and **Copying, assembling, and sending the form to the IRS,** 20 min.

If you have comments concerning the accuracy of these time estimates or suggestions for making Form 4506-T simpler, we would be happy to hear from you. You can write to:

Internal Revenue Service
Tax Products Coordinating Committee
SE:W:CAR:MP:T:T:SP
1111 Constitution Ave. NW, IR-6526
Washington, DC 20224

Do not send the form to this address. Instead, see *Where to file* on this page.

MSHDA
EQUAL HOUSING OPPORTUNITY

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

FAMILY COMPOSITION

Issued under P.A. 346 of 1966, as amended, and Section 8 of the U.S. Housing Act of 1937.

Name:		Home Telephone Number:
Unit Address:	City, State, ZIP Code:	Work Telephone Number:
Mailing Address:	City, State, ZIP Code:	Message Telephone Number:

List yourself and all other persons who will live in the unit:

Name	Social Security # (if no SS# use Alien Registration Number)	Relationship to Head of Household	Student? Yes/No	Birth Date	Age	Sex M/F	Disabled? Yes/No	Hispanic or Latino? Yes/No	*Race Code #'s	US Citizen? Yes/No
		Head of Household								

*Race Code #'s (enter one or more):
11 – White; 12 – Black/African American; 13 – Asian; 14 – American Indian or Alaska Native; 15 – Native Hawaiian orOther Pacific Islander; 16 – American Indian or Alaska Native AND White; 17 – Asian AND White; 18 – Black or African American AND White; 19 – American Indian or Alaska Native AND Black or African American; 20 – Other Multi-Racial

If there are new births, please send a copy of proof of birth and social security card. Head of Household — Please complete the following section (for statistical purposes only):

Enter Code #

Marital Status
1. Married
2. Single
3. Widowed
4. Divorced
5. Separated

I certify that only the people listed above will occupy the unit.

Signature of Head of Household Date

Do you, as a person with a disability, require SPECIFIC accommodation(s) to fully use our programs and services?

☐ No ☐ Yes [List specific accommodation(s) required]

After completing this form, please return to:

Penalties which may be imposed for intentionally submitting false or misleading information in obtaining Authority financing are set forth in the Michigan State Housing Development Authority Act of 1966 (MCLA 125 1447).

MSHDA
EQUAL HOUSING OPPORTUNITY

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

VERIFICATION OF RESOURCES

Issued under P.A. 346 of 1966, as amended, and Section 8 of the U.S. Housing Act of 1937.

SECTION A

Please complete Section A and return to address below. MSHDA will forward to your Financial Institution.

Head of Household	Account Holder Name:	Account Holder Social Security No.:
Account Holder Address:	City, State, ZIP Code:	County:

I have assets such as checking, savings or credit union accounts, stocks or bonds, mutual funds, etc.

By my signature below, I authorize my bank or financial institution to release the information requested in Section B.

Signature of Account Holder _____ Date Signed _____

STOP HERE *Please complete Section A and return to address below.*

SECTION B - To be completed by Bank or Financial Institution:

Please provide the information requested by the Michigan State Housing Development Authority (MSHDA) so we can quickly determine eligibility. It is necessary to verify resources held presently or within the past year (including closed accounts) for the person named above, either individually or jointly with another person(s).

Please complete and return as soon as possible or within 14 days.

Bank Name:	Phone:
Bank Address:	FAX:

City:	State:	ZIP Code:

Account History: (Accounts held including checking or draft, savings or share, Certificate of Deposit, IRA/Keogh, Prepaid Burial, mutual funds, etc.)

Type of Accounts Held	Account Number	Date of Last Withdrawal	Amount of Last Withdrawal	Present Balance	Average Balance (Past 6 months) **Checking Only**	Interest Rate %	Early Withdrawal Penalty Amount
Checking							

For each joint account, list the account number and person(s) on the account:

I understand that any false pretense, including any false statement or representation, or the fraudulent obtaining of money, real or personal property, or the fraudulent use of an instrument, facility, article, or other valuable thing or service used to assist a participant in any MSHDA program, is punishable by imprisonment for up to 10 years or by a fine up to $5,000.

Bank or Financial Institution Signature _____ Date Signed _____

Typed or printed name of person filling out this form _____ Typed or printed title of person filling out this form _____

MSHDA USE ONLY

Present Balance (6-month average for checking accounts)		Percentage Rate	Annual Income
$ _____		X _____ %	= $ _____
$ _____		X _____ %	= $ _____
$ _____		X _____ %	= $ _____
$ _____	(Minus Penalty = Cash Value)	X _____ %	= $ _____
$ _____	($ _____ $ _____)	X _____ %	= $ _____
$ _____	($ _____ $ _____)	X _____ %	= $ _____

Return completed form to:

Penalties which may be imposed for intentionally submitting false or misleading information in obtaining Authority financing are set forth in the Michigan State Housing Development Authority Act of 1966 (MCLA 125.1447).

MSHDA
EQUAL HOUSING OPPORTUNITY

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

VERIFICATION OF PUBLIC ASSISTANCE AND STATE SUPPLEMENTAL SECURITY INCOME (SSI)

Issued under P.A. 346 of 1966, as amended, and Section 8 of the U.S. Housing Act of 1937.

Section A

Please complete this section and return to address below.

Head of Household:	Name of Person Receiving DHS Assistance:
Address:	Social Security Number of Person Receiving DHS Assistance:
City, State, ZIP Code:	DHS Case Number:
	County:

Check the type of assistance you receive and sign the release:

Department of Human Services (DHS) — State Disability Assistance (SDA)

Refugee Assistance Program (RAP) — State SSI

I am authorizing the Department of Human Services (DHS) to release all information deemed necessary to complete my application or continue my participation in Michigan State Housing Development Authority (MSHDA) programs.

X _____ _____
Signature of Person Receiving DHS Assistance — Date

STOP HERE *Please complete Section A and return to address below.*

Section B - This section to be completed by Caseworker per DHS/MSHDA agreement

Please provide the information requested below or attach DHS printout so we can quickly determine eligibility.

Please complete and return as soon as possible or within 14 days.

The above signed has applied for, or is receiving, a U.S. Department of Housing and Urban Development (HUD) subsidy under the 1937 Act. Please enter the projected monthly assistance income:

Grant Effective Date	No. of People on Grant	Grant Amount	- Net Budgetable Income	= Net Grant Amount

Does recipient have earned income?	☐ No	☐ Yes	
Is recipient receiving child support through DHS?	☐ No	☐ Yes	Amount _____
If the child support rebate is received irregularly – how much has been paid in the last six (6) months?			Amount _____
Day Care payment direct to child care provider	☐ No	☐ Yes	Amount _____
Recipient pays child care provider	☐ No	☐ Yes	Amount _____
Recipient receiving Food Assistance Program (FAP) benefits?	☐ No	☐ Yes	
Recipient receiving Medicaid?	☐ No	☐ Yes	

If recipient is being sanctioned, explain reason below: Sanction Amount

DHS Fraud — Refusal to work — Sanction Begin Date

Other (explain) — Sanction End Date — Total

Recipient receives RSDI?	☐ No	☐ Yes	Amount _____
Recipient receives Federal SSI?	☐ No	☐ Yes	Amount _____
Recipient receives State SSI through DHS?	☐ No	☐ Yes	Amount _____

DHS Caseworker Signature:	Date:	Load Number:
Office Address (Street, City, ZIP Code):		Telephone Number:

MSHDA USE ONLY

$ _____ Net Monthly Grant (Total from MSHDA charts less income deducted)	X _____ Months	= _____ Total
$ _____ Child Support Rebate (per month)	X _____ Months	= _____ Total
$ _____ SSI State Payment (quarterly)	X 4 Quarters	= _____ Total

CIS Operator Name:	Date:	MSHDA Initials:

Return completed form to:

Penalties which may be imposed for intentionally submitting false or misleading information in obtaining Authority financing are set forth in the Michigan State Housing Development Authority Act of 1966 (MCLA 125.1447).

MSHDA
EQUAL HOUSING OPPORTUNITY

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

VERIFICATION OF SOCIAL SECURITY AND FEDERAL SUPPLEMENTAL SECURITY INCOME (SSI)

Issued under P.A. 346 of 1966, as amended, and Section 8 of the U.S. Housing Act of 1937.

Section A

Please complete Section A and return to address below.

Name of Head of Household:	County:
Address:	City, State, ZIP Code:
Recipient Name:	Recipient Social Security Number:

I am authorizing the Social Security Administration to release information, deemed necessary to complete my application for or continue my participation in Michigan State Housing Development Authority (MSHDA) programs.

Recipient Signature _____ Date _____

STOP HERE *Please complete Section A and return to address below.*

Section B - To be completed by Social Security Administration:

Please provide the information requested below or attach a printout so we can quickly determine eligibility.

Please complete and return as soon as possible or within 14 days.

Recipient's name as it appears on your records: _____

Gross Social Security amount: $ _____

Recipient Paid Medicare Deduction amount: $ _____

Federal Supplemental Security Income (SSI) amount: $ _____

Typed or printed name of person filling out this form _____ Typed or printed title of person filling out this form _____

Signature _____ Date _____

Phone Number _____

MSHDA USE ONLY

$	Social Security amount	X Months	=	Total
$	Federal SSI amount	X Months	=	Total
$	Recipient Paid Medicare deduction	X Months	=	Total

Please return completed form to:

Penalties which may be imposed for intentionally submitting false or misleading information in obtaining Authority financing are set forth in the Michigan State Housing Development Authority Act of 1966 (MCLA 125.1447).

PLEASE COMPLETE THE FOLLOWING CHECKLIST. IF YOU ANSWER "YES" TO ANY OF THE QUESTIONS, YOU WILL NEED TO OBTAIN ADDITIONAL FORMS FROM THE CITY AND COMPLETE THEM BEFORE YOUR APPLICATION CAN BE PROCESSED.

Are you or any household members over the age of 18 and also full time student? YES NO

Do you receive or pay Child Support? YES NO

Do you or any household members have a Disability or any Special Medical Needs? YES NO

Do you or any household members receiving Military Pay? YES NO

Do you or any household members receiving income from a Pension or retirement fund? YES NO

Do you or any household members receive Veteran Benefits? YES NO

Are you or any other household member self-employed? YES NO

Your roadmap to purchasing an NSP2 home

Start Here

Pick up application from the Engineering Department in City Hall at 3131 Biddle. Fill out and return with $35 credit check fee & all other necessary documentation to the Engineering and Building Dpt.

YES →

Application verified for Income Eligibility & other program requirements

NO →

Income ineligible: Application denied

PROBLEMS ↓

Income eligible, but credit score is below 640; and/or debt-income ratio is too high; and/or other requirements not met: Attend **FREE** credit repair counseling

↑ PROBLEM SOLVED

YES →

Complete 8 total hours of home counseling: Four hours will be in a classroom and the remaining 4 hours will be individual. Home buyers will work with counselor to come up with their mortgage amount. Fee of $212 needed to reserve spot in class

↓

Retrieve Mortgage Pre-approval letter and "Good Faith Estimate" from bank. Return paperwork to City

↓

Submit purchase agreement, mortgage price, and 8-hour certificate to enter City's lottery for purchase of home

↓

Name **drawn** in lottery: purchase home!

NO →

Zero proposals submitted for lottery.

YES ↓

The City's Realtor collects and presents proposals to the City as they are received. The City's required **640** credit score is waived

YES →

Purchase home! Live in home at least until NSP2 lien dissolves (after 5, 10 or 15 years).

NO ↓

Name not drawn: Resubmit mortgage price for each lottery until chosen.

↑ YES

YES ↓

Purchase home! Live in home at least until NSP2 lien dissolves (after 5, 10 or 15 years).

City's Approved Counseling Agency:

Lighthouse of Oakland County
4615 Woodward Avenue
Pontiac, MI 48342
248-920-6000

View NSP2 property listings at:
http://wyandotte.michiganhomeownership.org

EQUAL HOUSING OPPORTUNITY

CITY OF WYANDOTTE
3131 Biddle Avenue
Wyandotte, Michigan 48192
Telephone: (734) _____
Fax: (734) _____

EQUAL HOUSING OPPORTUNITY

OFFER TO PURCHASE REAL ESTATE

1. **THE UNDERSIGNED** hereby offers and agrees to purchase the following land situated in the { City of Wyandotte, Wayne County, Michigan, described as follows: _____ and being known as _____ Street. together with all improvements and appurtenances, including all lighting fixtures, shades. Venetian blinds, curtain rods, storm windows and storm doors, screens, awnings, TV antenna, gas conversion unit and permit _____ if any, now on the premises, and to pay therefore the sum of _____Dollars, subject to the existing building and use restrictions, easements, and zoning ordinances, if any, upon the following conditions;

THE SALE TO BE CONSUMMATED BY:
(Fill out one of the four following paragraphs, and strike the remainder)

Cash Sale	A. Delivery of the usual Warranty Deed conveying a marketable title. Payment of purchase money is to be made in cash or certified check. _____
Cash Sale with New Mortgage	B. Delivery of the usual Warranty Deed conveying a marketable title. Payment of Purchase money is to be made in cash or certified check. Purchaser agrees that he will immediately apply for a _____ _____ mortgage in the amount of $ _____, and pay $ _____ down plus mortgage costs, prepaid items and adjustments in cash. Purchaser agrees to execute the mortgage as soon as the mortgage application is approved, a closing date obtained from the lending institution, and, if applicable, final inspection of the property approved by the Veterans Administration or F. H. A. Purchaser understands that this Offer to Purchase is being submitted contingent upon Purchaser meeting the following requirements in each category listed below as established by the City of Wyandotte Neighborhood Stabilization Program (NSP): (1) Minimum Percentage of Down Payment: 1% (2) Minimum Credit Score: 640 (3) Employment Status: Employed or being able to show a reliable income source (4) Minimum Debt-Income Ratio: 40%
Evidence of Title	2. As evidence of title, Seller agrees to furnish Purchaser, at Purchaser's cost, as soon as possible Policy of Title Insurance in an amount not less than the purchase price as determined by Purchaser, bearing date later than the acceptance hereof and guaranteeing the title in the condition required for performance of this agreement and tax history certified to a date later than the acceptance thereof .
Time of Closing	3. If this offer is accepted by the Seller and Purchaser and if title can be conveyed in the condition required hereunder, the parties agree to complete the sale upon notification that Seller is ready to close; however, if the sale is to be consummated in accordance with paragraph B, then the closing will be governed by the time there specified for obtaining a mortgage.
Purchaser's Default	4. In the event of default by the Purchaser hereunder, the Seller may, at his option, elect to enforce the terms hereof or declare a forfeiture hereunder and retain the deposit as liquidated damages.
Seller's Default	5. In the event of default by the Seller hereunder, the purchaser may, at his option, elect to enforce the terms hereof or demand, and be entitled to, an immediate refund of his entire deposit in full termination of this agreement.

Title Objections	6. If objection to the title is made, based upon a written opinion of Purchaser's attorney that the title is not in the condition required for performance hereunder, the Seller shall have 30 days from the date, is notified in writing of the particular defects claimed, either (1) to remedy the title, or (2) to obtain title insurance as required above, or (3) to refund the deposit in full termination of this agreement if unable to remedy the title the Purchaser agrees to complete the sale within 10 days of written notification thereof. If the Seller is unable to remedy the title or obtain title insurance within the time specified, the deposit shall be refunded forthwith in full termination of this agreement.
Possession	7. The Seller shall deliver and the Purchaser shall accept possession of said property AT CLOSING.

Taxes and Prorated Items	8. All taxes and assessments which have become a lien upon the land at the date of this agreement shall be paid by the Seller. Current taxes, if any, shall be prorated and adjusted as of the date of closing in accordance with **Due Date** basis of the municipality or taxing unit in which the property is located. Interest, rents and water bills shall be prorated and adjusted as of the date of closing. **Due dates are August 1 and December 1.**
Acceptance	9. It is understood that this offer is irrevocable for five (5) days from the date hereof, and if not accepted by the Seller within that time, the deposit shall be returned forthwith to the Purchaser. If the offer is accepted by the Seller, the Purchaser agrees to complete the purchase of said property within the time indicated in Paragraph 3. The Seller is hereby authorized to accept this offer and the deposit of _____ Dollars may be held by him under Act No. 112. P.A. of 1960 Sect. 13, (j) and applied on the purchase price if the sale is consummated.

10. **APPLICABLE TO F. H. A. SALES ONLY**:

It is expressly agreed that, notwithstanding any other provisions of this contract, the Purchaser shall not be obligated to complete the purchase of the property described herein or to incur any penalty by forfeiture of earnest money deposits or otherwise unless the Seller has delivered in the purchaser a written statement issued by the Federal Housing Commissioner setting forth the appraised value of the property for mortgage insurance purpose of not less than $ _____ which statement the Seller hereby agrees to deliver to the Purchaser promptly after such appraised value statement is made available to the Seller. The Purchaser shall, however, have the privilege and the option of proceeding with the consummation of this contract without regard to the amount of the appraised valuation made by the Federal Housing Commissioner.

It is further understood between Purchaser and Seller that the additional personal property listed herein has a value of $ _____.

11. The covenants herein shall bind and inure to the benefit of the executors, administrators, successors and assigns of the respective parties.

12. By the execution of this instrument the Purchaser acknowledges THAT HE HAS EXAMINED THE ABOVE described premises and is satisfied with the physical condition of structures thereon and acknowledges the receipt of a copy of this offer. **THIS IS A LEGAL BINDING CONTRACT, IF NOT UNDERSTOOD, SEEK COMPETENT HELP.**

13. The closing of this sale shall take place at the office of the **City Engineer, 3131 Biddle Avenue, Wyandotte, MI.** However, if a new mortgage is being applied for, Purchasers will execute said mortgage at the bank or mortgage company from which the mortgage is being obtained.

14. THE PURCHASER MUST CLOSE THIS TRANSACTION WITHIN 30 DAYS OF THE EXECUTION OF THIS PURCHASE AGREEMENT. FAILURE TO COMPLY WITH THIS REQUIREMENT WILL RESULT IN THIS PURCHASE AGREEMENT BECOMING AUTOMATICALLY NULL AND VOID AND FORFEITURE OF DEPOSIT.

Additional conditions, if any: See Addendum attached hereto and incorporate herein for additional Paragraphs

Witness: SELLER: City of Wyandotte

_____

_____

Dated:_____, 2011

By: _____
Its: _____
By: _____
Its: _____

PURCHASER:

_____

_____

_____

_____

Dated:_____, 2011

PURCHASER'S RECEIPT OF ACCEPTED OFFER

The undersigned Purchaser hereby acknowledges the receipt of the Seller's signed acceptance of the foregoing Offer to Purchase.

Dated _____ _____ L. S
Purchaser

ADDENDUM TO PURCHASE AGREEMENT
FOR PROPERTY KNOWN AS _____
Wyandotte, Michigan

_____ 15. The Purchaser acknowledges that The City of Wyandotte (Seller) has provided the Purchaser a "Fair Housing and Equal Opportunity for All" pamphlet issued by the U.S. Department of Housing and Urban Development (HUD).

_____ 16. The Purchaser does hereby grant permission to the City of Wyandotte to use his/her photo and name in any lawful publication for the promotion of the City's Neighborhood Stabilization Program or any other approved City programs by signing photo release labeled Attachment A."

_____ 17. Household includes all persons residing at the current residence or persons living at the current residence during the past twelve (12) months. Purchaser acknowledges that the number of household members or income has not changed since his/her submission of NSP2 application.

_____ 18. Any proposal submissions exceeding one (1) per household will be disqualified. Purchaser acknowledges that they will have not submitted any other proposals for the same NSP2 home.

_____ 19. Purchaser will be responsible for title premium and recording fees, which will be deducted at time of closing.

_____ 20. This Agreement is contingent upon the approval of the Wyandotte City Council and Michigan State Housing Development Authority (MSHDA).

_____ 21. Purchaser will cooperate with the seller to provide seller access to Purchaser's monthly utility bills for the next five (5) years.

_____ 22. Purchaser will be required to sign a Homebuyer Certification and Program Agreement at time of closing.

PURCHASER:

_____

_____

_____

Dated:_____

SELLER: The City of Wyandotte

_____

By:_____

Its:_____

_____

By: _____

Its:_____

Dated: _____

HOMEBUYER CERTIFICATION AND PROGRAM AGREEMENT

Persons receiving assistance with the purchase of a property through MSHDA's Housing Resource Fund or Neighborhood Stabilization Program must sign below to certify their understanding and acceptance of the following:

1. The Loan (mortgage and note) is a lien against the property.
2. The Loan bears no interest.
3. The Loan is NOT a grant or gift.
4. All or a portion of the Loan may be due and payable, pursuant to the terms of the Note, upon the sale, transfer or conveyance of the property and/or upon the death of Homeowner and/or when the property is no longer the Homeowner's principal place of residence.
5. The following terms and conditions remain in effect for the full affordability period, even if the lien is discharged due to early repayment:
   - The Homeowner must occupy the property as their principal place of residence.
   - No portion of the property may be rented (unless licensed as a 2-4 unit rental prior to seeking assistance). The owner must occupy one of the units.
   - The owner must occupy one of the units.
   - The property may not be used for any illegal activity.
   - The property must be insured at all times.
   - The Homeowner must keep real estate taxes paid at all times.
   - The Homeowner must keep all mortgage payments (if any) up to date and paid on time.
   - The Homeowner must keep the home in reasonably good repair.
   - The Homeowner must keep all debris to a minimum to reduce fire, health and safety hazards.
   - The Homeowner must keep **Grantee Name** informed as to any changes in the above.

I/We, being the purchaser of the property located at _____, hereby certify my/our understanding and acceptance of the above-written program requirements.

HOMEBUYER(S)

Date: _____ _____
Print Name

Date: _____ _____
Print Name

GRANTEE NAME

Date: _____ _____
Program Administrator Name and Title

Original – Forward to MSHDA with Original Recorded Mortgage and Original Note
Copy – Grantee file

Attachment "A"

Photo Release Form

I hereby grant the City of Wyandotte, its successors and those acting under its authority permission to use the likeness and name of my family and myself in a photograph in any and all of its publications, including website entries, without payment or any other consideration.

I understand and agree that these materials will become the property of the City of Wyandotte and will not be returned.

I hereby irrevocably authorize City of Wyandotte to edit, alter, copy, exhibit, publish or distribute this photo for purposes of publicizing the City of Wyandotte's programs or for any other lawful purpose. In addition, I waive the right to inspect or approve the finished product, including written or electronic copy, wherein likeness of my family or myself appears.

Additionally, I waive any right to royalties or other compensation arising or related to the use of the photograph.

I hereby hold harmless and release and forever discharge the City of Wyandotte, its successors and those acting under its authority from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

I am 18 years of age and am competent to contract in my own name and in the names of my family members which are not competent. I have read this release before signing below and I fully understand the contents, meaning, and impact of this release.

_____

(Applicant's Signature) (Date)

_____

(Printed Name) (Date)

_____

(Co-Applicant's Signature) (Date)

_____

(Printed Name) (Date)

If the person signing is under age 18, there must be consent by a parent or guardian, as follows:
I hereby certify that I am the parent or guardian of _____, named above, and do hereby give my consent without reservation to the foregoing on behalf of this person.

_____

(Parent/Guardian's Signature) (Date)

_____

(Parent/Guardian's Printed Name)

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that the communication from the City Engineer regarding changes to the NSP2 Single Family Sales Program Guidelines is hereby received and placed on file; AND

BE IT FURTHER RESOLVED that Council concurs with the changes as presented to City Council to a regular meeting on May 21, 2012, by the City Engineer.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

CITY OF Wyandotte MICHIGAN • 1854

14

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

May 16, 2012

The Honorable Mayor Joseph R. Peterson
and City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and Council Members:

Please find attached the Snow Removal for the Central Business District, which was performed by the City of Wyandotte. In accordance with Section 32-53 through Section 32-55 of the City Charter, it is the undersigned's recommendation that said service be levied on the property in the same manner as other City taxes.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK/pg

attachment

cc: City Assessor

3131 Biddle Avenue • Wyandotte, Michigan 48192 • 734-324-4551 • Fax 734-324-4535 • email: engineering1@wyan.org • www.wyandotte.net

Work Order #500576
Parks Dept. Snow Roll CBD
2011 - 2012

Material	9,503.19
Equipment	3,529.73
Labor	3,838.90
Fringe	1,736.54
TOTAL	**18,608.36**

City of Wyandotte
Allocation of Snow Removal - Central Business District

2011 - 2012

		Total Cost	$18,608.36
sidwell #	l.f.	%	Amount to Be Billed
010-12-0005-000	459.68	1.81%	$336.39
010-18-0001-000	280.00	1.10%	$204.90
010-18-0006-301	50.00	0.20%	$36.59
010-18-0007-000*	560.00	2.20%	$409.80
010-20-0005-000	460.00	1.81%	$336.62
011-03-0001-001	150.00	0.59%	$109.77
011-03-0001-002	38.48	0.15%	$28.16
011-03-0002-000	50.00	0.20%	$36.59
011-03-0003-000	50.00	0.20%	$36.59
011-03-0004-000	50.00	0.20%	$36.59
011-03-0005-001	19.00	0.07%	$13.90
011-03-0005-002	57.00	0.22%	$41.71
011-03-0006-002	144.00	0.57%	$105.38
011-03-0007-000*	558.48	2.20%	$408.69
010-21-0005-000*	230.00	0.90%	$168.31
010-21-0008-001*	43.00	0.17%	$31.47
011-05-0004-000	294.72	1.16%	$215.67
011-05-0005-002	29.00	0.11%	$21.22
011-05-0006-002	21.00	0.08%	$15.37
011-05-0006-003	25.00	0.10%	$18.29
011-05-0007-001	25.00	0.10%	$18.29
011-05-0007-002	25.00	0.10%	$18.29
011-05-0008-000	415.93	1.64%	$304.37
011-08-0001-001	160.00	0.63%	$117.09
011-08-0001-002	42.00	0.17%	$30.74
011-08-0002-002	44.48	0.17%	$32.55
011-08-0003-001	33.70	0.13%	$24.66
011-08-0003-003	51.54	0.20%	$37.72
011-08-0004-001	51.54	0.20%	$37.72
011-08-0004-002	51.54	0.20%	$37.72
011-08-0005-001	44.32	0.17%	$32.43
011-08-0005-002	58.76	0.23%	$43.00
011-08-0006-306	51.57	0.20%	$37.74
011-08-0006-002*	88.12	0.35%	$64.49
011-08-0006-003*	70.36	0.28%	$51.49
011-08-0006-005*	28.95	0.11%	$21.19
011-99-0001-001	212.04	0.83%	$155.17
011-99-0002-000	58.54	0.23%	$42.84
011-99-0003-000	70.86	0.28%	$51.85
011-99-0004-000	105.54	0.42%	$77.23
011-99-0005-000	41.06	0.16%	$30.05

011-06-0008-001	175.00	0.69%	$128.06
011-06-0008-002	25.00	0.10%	$18.29
011-06-0009-000	50.00	0.20%	$36.59
011-06-0010-000	50.00	0.20%	$36.59
011-06-0011-000	350.00	1.38%	$256.13
011-07-0001-000	50.00	0.20%	$36.59
011-07-0002-000*	50.00	0.20%	$36.59
011-07-0003-000*	50.00	0.20%	$36.59
011-07-0004-000*	150.00	0.59%	$109.77
011-07-0007-000*	190.00	0.75%	$139.04
011-07-0008-000*	315.00	1.24%	$230.51
011-07-0011-002	75.00	0.29%	$54.88
011-07-0013-000	240.00	0.94%	$175.63
011-09-0001-000	260.00	1.02%	$190.26
011-09-0003-002	80.00	0.31%	$58.54
011-09-0005-000	180.00	0.71%	$131.72
011-09-0006-001	25.00	0.10%	$18.29
011-09-0006-002	25.00	0.10%	$18.29
011-09-0007-000*	100.00	0.39%	$73.18
011-09-0009-000	50.00	0.20%	$36.59
011-09-0010-001	22.00	0.09%	$16.10
011-09-0010-002	158.00	0.62%	$115.62
011-09-0011-000	50.00	0.20%	$36.59
011-09-0012-000	50.00	0.20%	$36.59
011-09-0013-000	50.00	0.20%	$36.59
011-09-0014-001	70.00	0.28%	$51.23
011-09-0014-002	120.00	0.47%	$87.81
011-10-0001-001	230.00	0.90%	$168.31
011-10-0003-001	50.00	0.20%	$36.59
011-10-0004-302	315.62	1.24%	$230.97
011-10-0007-300	50.00	0.20%	$36.59
011-10-0008-001	25.00	0.10%	$18.29
011-10-0008-002*	25.00	0.10%	$18.29
011-10-0009-001	25.00	0.10%	$18.29
011-10-0009-002	25.00	0.10%	$18.29
011-10-0010-000	184.48	0.73%	$135.00
011-10-0011-002	170.00	0.67%	$124.40
011-12-0001-300	275.00	1.08%	$201.24
011-12-0001-300	36.00	0.14%	$26.34
011-12-0004-303	319.00	1.25%	$233.44
011-12-0008-000	215.00	0.85%	$157.33
011-12-0009-002	65.00	0.26%	$47.57
011-12-0010-002	60.00	0.24%	$43.91
011-12-0012-000	50.00	0.20%	$36.59
011-12-0013-000	50.00	0.20%	$36.59
011-12-0014-000	190.00	0.75%	$139.04
011-13-0001-000	190.00	0.75%	$139.04
011-13-0002-000	50.00	0.20%	$36.59
011-13-0003-000	50.00	0.20%	$36.59
011-13-0004-000	50.00	0.20%	$36.59
011-13-0005-000	50.00	0.20%	$36.59

011-13-0006-000	50.00	0.20%	$36.59
011-13-0007-000	190.00	0.75%	$139.04
011-13-0008-300*	275.00	1.08%	$201.24
011-13-0010-303	65.00	0.26%	$47.57
011-13-0012-002*	275.00	1.08%	$201.24
011-13-0012-301	15.00	0.06%	$10.98
011-14-0001-000*	1,000.00	3.93%	$731.79
015-25-0006-303	190.00	0.75%	$139.04
011-15-0001-000	201.50	0.79%	$147.46
011-15-0004-002	25.00	0.10%	$18.29
011-15-0005-002	46.60	0.18%	$34.10
011-15-0007-002	21.90	0.09%	$16.03
011-15-0008-001	20.00	0.08%	$14.64
011-15-0008-002	20.00	0.08%	$14.64
011-15-0009-002	255.00	1.00%	$186.61
011-15-0015-000	145.00	0.57%	$106.11
011-15-0016-000	50.00	0.20%	$36.59
011-15-0018-000*	102.00	0.40%	$74.64
011-15-0022-002*	73.00	0.29%	$53.42
011-15-0025-000*	75.00	0.29%	$54.88
011-15-0028-000	25.00	0.10%	$18.29
011-15-0029-001	85.00	0.33%	$62.20
011-15-0029-002	60.00	0.24%	$43.91
011-15-0030-000	157.50	0.62%	$115.26
011-15-0031-002	25.00	0.10%	$18.29
011-15-0032-002	25.00	0.10%	$18.29
011-15-0033-002	30.00	0.12%	$21.95
011-15-0034-002	27.50	0.11%	$20.12
011-15-0035-002	30.00	0.12%	$21.95
011-15-0037-000	50.00	0.20%	$36.59
011-15-0039-301	197.00	0.77%	$144.16
011-15-0044-000*	100.00	0.39%	$73.18
011-15-0056-000*	195.00	0.77%	$142.70
011-15-0069-002*	153.00	0.60%	$111.96
011-15-0075-301*	322.00	1.27%	$235.64
020-01-0001-001	674.22	2.65%	$493.39
020-01-0001-002*	1,160.00	4.56%	$848.87
020-01-0002-000*	327.88	1.29%	$239.94
020-01-0008-002*	11.40	0.04%	$8.34
020-01-0008-003	288.63	1.14%	$211.22
020-01-0008-004	76.12	0.30%	$55.70
020-01-0009-301	376.15	1.48%	$275.26
020-01-0003-004	244.21	0.96%	$178.71
020-01-0004-304	159.27	0.63%	$116.55
020-01-0004-002	159.27	0.63%	$116.55
020-38-0003-303	50.00	0.20%	$36.59
E Biddle-Pine to Wye*	3,614.18	14.21%	$2,644.81
Viaducts	2,650.00	10.42%	$1,939.24

*indicates city property			
Total l.f.	25,428.64	100.00%	18,608.36
	should = total l.f.	should = 100%	should = $total

PROPOSED RESOLUTION

RESOLVED by the City Council that the Council concurs in the recommendation of the City Engineer in his communication dated May 16, 2012, regarding the Snow Removal for the Central Business District, and hereby directs the City Assessor to spread said charges on the tax rolls against said properties.

Reports
+
minutes
may 21, 2012

Wyandotte, Michigan May 14, 2012

Regular session of the City Council of the City of Wyandotte, the Honorable Mayor Joseph Peterson presiding.

ROLL CALL

Present: Councilpersons Browning, DeSana, Fricke, Galeski, Sabuda, Stec

Absent: None

COMMUNICATIONS MISCELLANEOUS

April 24, 2012

Dear Mayor & City Councilmembers

To: All Business Owners and Residents located near M-85 (Fort Street) from Cloverlawn Avenue to Sibley Road

Dear Business Owners and Residents,

This letter is written to inform you of the start of the second stage of the on-going reconstruction and bridge replacement project on M-85 from Cloverlawn Avenue to Sibley Road in the cities of Lincoln Park, Riverview, Southgate, Trenton and Wyandotte.

The Michigan Department of Transportation (MDOT) is in the process of transitioning traffic to accommodate roadway and storm sewer construction on the outside of the roadway for Northbound and Southbound M-85 from Pennsylvania Road to Cloverlawn Avenue.

The public information meeting will be held on Tuesday, May 22, 2012 from 5:00 to 7:00 p.m. The meeting will be located at the Riverview City Hall Recreation Department. The address is 14100 Civic Park Drive, Riverview, MI 48193. MDOT staff will be available to answer questions and concerns pertaining to this project. The public information meeting will be an open house format.

If available, please plan to attend this important meeting. Should you have any questions, please feel free to contact the MDOT Taylor Transportation Service Center at 313-375-2400.

Respectfully,
Kim Orly Avery, P.E. Taylor TSC Manager
8510 Telegraph Road. Taylor, MI 48180 www.michigan.gov (313) 375•2400

PERSONS IN THE AUDIENCE

Ellen Lazar, fundraiser, yoga for peace, nonprofit donation based organization, June 2, 2012, Art Center, 81 Chestnut.

Lynn Steffensky, WBA, regarding 3rd annual ribs throw down.

Marvin Scanlon, 99 Oak, water drainage problems, complaint with Engineering, rocks in the alley, grease put out to the parking lot, spilled oil, etc.

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS

May 9. 2012
The Honorable Mayor Joseph R. Peterson And City Council
City Hall, Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

As you know, the City of Wyandotte has purchased the property at 3061-3063 Biddle Avenue. During the environmental investigations underground storage tanks (UST) were found. These UST's will need to be removed. During removal a Qualified Consultant is required to oversee the UST removal, obtain soil samples and analyze the samples to determine if site elosure is acceptable.

Therefore, attached is a Proposal for Services between TTL Associates Ine., and the Downriver Community Conference (DCC), Downriver Area Brownfield Consortium (DABC) to perform this work. This cost will be paid through a grant from the DABC.

That attached Resolution thanks the DCC, DABC for said grant award and authorizes the work to proeeed.

Very truly yours, Mark A. Kowalewski, City Engineer

May 9, 2012
The Honorable Mayor Joseph R. Peterson And City Council
City Hall, Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

Enclosed for your approval is an Easement in the private alley adjacent to the property at 2922 Biddle Avenue for the purpose of maintaining the publie sewer. The City Attorney has reviewed and approved this Easement.

The enelosed Resolution will authorize the aeceptance of this Easement.

Very truly yours, Mark A. Kowalewski, City Engineer

May 8, 2012
The Honorable Mayor Joseph R. Peterson And City Council
City Hall, Wyandotte, Miehigan

RE: 2309 10th Street Wyandotte, MI

Dear Mayor Peterson and Council Members:

On January 25, and March 28, 2012, Show Cause Hearings were held in the Engineering and Building Department regarding the deteriorated, dangerous and unsafe dwelling and garage at 2309 10th Street, Wyandotte, Michigan. Attached are minutes of the Hearings and Property Maintenance letter dated September 28, 2011.

At the hearings it was determined and ordered that the dwelling and garage, due to the described conditions and property maintenance violations, should be demolished or brought up to code by April 30, 2012. As of today's date, the order has not been complied with.

Therefore in aceordance with Section PM-107.6 Filings of findings, the undersigned requests that your Honorable Body set a hearing to show cause why the dwelling and garage should not be demolished in accordance with Section PM-107.7 Council Action, of the Wyandotte Property Maintenance Code.

Very truly yours, Lou Parker, Hearing Officer

LATE ITEM

5/11/12

Dear Mayor & Council

Sir/Maam

I would like my property at 122-128 Oak Street to keep the same zoning and be permitted to operate as an internet café in the downtown business district. I'm trying to sell my machines now and then sell my property as a restaurant and lounge.

Gerald E. Diamond, 126 Oak Street, 734-934-0744

REPORTS AND MINUTES:

Financial Services Daily Cash Receipts	May 3, 2012
Beautification Commission	April 25, 2012
Cultural & Historical Commission	April 12, 2012
Fire Commission	May 8, 2012
Fire Commission	April 24, 2012
Police Commission	April 24, 2012

CITIZENS PARTICIPATION

Councilman DeSana, bushes on 9th & Goddard, can they be cut and evened out?

RECESS

RECONVENING

ROLL CALL

Present: Councilpersons Browning, DeSana, Fricke, Galeski, Sabuda, Stec

Absent: None

RESOLUTIONS

Wyandotte, Michigan May 14, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the reading of the minutes of the previous meeting be dispensed with and the same stand APPROVED as recorded without objection.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
ROLL ATTACHED

Wyandotte, Michigan May 14, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the communication from Kimberly Avery, P.E. Taylor TSC Manager relative to the second stage of the on-going reconstruction and bridge replacement project on M-85 from Cloverlawn Avenue to Sibley Road in the cities of Lincoln Park, Riverview, Southgate, Trenton and Wyandotte is hereby reeeived and placed on file. AND BE IT FURTHER RESOLVED that the meeting of Tuesday, May 22, 2012 from 5:00 p.m. to 7:00 p.m. at the Riverview City Hall Recreation Department, 14100 Civic Park Drive, Riverview, Michigan 48193 relative to this issue shall be posted on the Fort Street sign, Municipal Cable and City of Wyandotte web-site. AND BE IT FURTHER RESOLVED that this meeting be put on cable for our residents to see.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
ROLL ATTACHED

Wyandotte, Michigan May 14, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the communication from the City Engineer regarding the removal of the underground storage tanks at 3061-3063 Biddle Avenue is hereby received and placed on file. AND WHEREAS the Downriver Community Conference (DCC) and Downriver Area Brownfield Consortium (DABC) shall pay for the removal via a grant from the DABC as preformed by TTL Associates Inc; the City of Wyandotte authorizes the work to proceed. AND BE IT FURTHER RESOLVED that the City thanks the DCC and DABC for awarding said grant to the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

Wyandotte, Michigan May 14, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the communication from the City Engineer regarding the Reservation and Declaration of Easements for the property located at 2922 Biddle Avenue is hereby received and placed on file; AND BE IT FURTHER RESOLVED that Council accepts the Easement for the purpose of maintaining the public sewer in the private alley behind the property known as 2922 Biddle Avenue; AND BE IT FURTHER RESOLVED that the Department of Legal Affairs is hereby directed to record same.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

Wyandotte, Michigan May 14, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that that WHEREAS hearings have been held in the Office of the Engineer in the Department of Engineering and Building, 3131 Biddle Avenue, Wyandotte, Michigan on January 25, 2012 and March 28, 2012, and WHEREAS the property owner or other interested parties, have been given opportunity to show cause, if any they had, why the dwelling and garage at 2309-10th Street has not been repaired or demolished in accordance with the City's Property Maintenance Ordinance, and WHEREAS the Hearing Officer has filed a report of his findings with this Council; NOW, THEREFORE BE IT RESOLVED, that this Council shall hold a public hearing in accordance with Section PM-107.7 in the Council Chambers of the Wyandotte City Hall, 3131 Biddle Avenue, Wyandotte on June 4, 2012 at 7:00 p.m., at which time all interested parties shall show cause, if any they have, why the dwelling and garage have not been brought up to code or demolished or why the City should not have the dwelling and garage demolished and removed at 2309-10th Street. AND BE IT FURTHER RESOLVED that the City Clerk shall give notice of said hearing ten (10) days before the hearing by certified mail, return receipt requested and first class mail, in accordance with the provisions of Section PM-107.4 of the Property Maintenance Ordinance.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

Wyandotte, Michigan May 14, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the communication from Gerald E. Diamond, 126 Oak relative to the zoning of his property 122-128 Oak is hereby referred to the Planning Commission to determine appropriate definition for an internet café and which zoning classification to place said use in with a report back to Council. AND BE IT FURTHER RESOLVED that a moratorium is placed on enforcement of existing internet cafes until final action is taken by City Council.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

Wyandotte, Michigan May 14, 2012

RESOLUTION by Councilperson Leonard Sabuda

RESOLVED by the City Council that the total bills and accounts in the amount of $801,463.55 as presented by the Mayor and City Clerk are hereby APPROVED for payment.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
YEAS: Councilmembers Browning, DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

ADJOURNMENT

MOTION by Councilperson Leonard Sabuda
Supported by Councilperson Daniel Galeski
That we adjourn.
Carried unanimously
Adjourned at 8:30 p.m.
May 14, 2012

Maria Johnson, Deputy City Clerk

FINANCIAL SERVICES DAILY CASH RECEIPTS

DATE MAY 15, 2012

BEGINNING DATE MAY 11, 2012 AND ENDING DATE MAY 15, 2012

SALES RECEIPT # 227139 THRU 227145

DESCRIPTION	ACCOUNT NUMBER	KEY CODE	AMOUNT
ACCTS. RECEIVABLE - RESCUE	101-000-041-020	XL	
MIDWESTERN AUDIT A/R -RESCUE	101-000-041-021	XT	
MISCELLANEOUS RECEIPTS	101-000-655-040	RE	
DCC REIMB OT - HAZMAT INCIDENT	101-336-725-120	MZ	210.00
FINES DIST COURT WYANDOTTE	101-000-650-010	M1	
DIST COURT RIVERVIEW CASES	101-000-650-012	M3	
WORK FORCE WYANDOTTE	101-000-650-011	M2	
WORK FORCE RIVERVIEW	101-000-650-017	M6	
COURT TECHNOLOGY WYANDOTTE	101-000-650-018	M7	
COURT DRUG TESTING FEES	101-000-650-020	M9	
COURT SCREENING ASSESSMENTS	101-000-650-021	AS	
CHEMICAL AWARENESS	101-000-650-024	AW	
STATE DRUNK DRIV/DRUG CASE MGT	101-000-650-013	M4	
PRISONER BILLING	101-000-650-015	M5	
LAND CONTRACT REC. - UDAG	284-000-041-050	AR	
PARKING LOT LOANS	284-000-060-030	AR	
CINGULAR WIRELESS CELLSITE RENT	492-000-655-020	BB	
LAND CONTRACT/TIFA CONSOL.	492-000-041-050	AR	
LAND CONTRACT - TIFA DOWNTOWN	499-000-041-050	AR	
DOWNRIVER CENTRAL DISPATCH - SOUTHGATE	101-000-068-013	DI	47,961.16
SELF INSURANCE REIMBURSEMENT	677-000-670-010	7A	
MS REIMB - DAILY EXCESS WORKERS COMP INS	677-200-825-450	MZ	1,347.16
QUARTERLY HEALTH M.S. RETIREE	731-000-670-010	7R	
PD EMPLOYEE PENSION CONTRIB	731-000-392-040	EP	2,602.72
DESANA TRUST	701-000-391-034	DT	90.72
MI BELL CABLE FRANCHISE FEE	101-000-655-047	MZ	17,374.55
MI BELL IN-KIND IPEG FEES	101-000-068-011	MZ	6,949.82
HEALTH INS REIMB - WALKER	101-000 231-020	MZ	639.93
TOTAL MONIES RECEIVED			77,176.06

TODD A. DRYSDALE
DIRECTOR OF FINANCIAL SERVICES

FINANCIAL SERVICES DAILY CASH RECEIPTS

DATE MAY 16, 2012

BEGINNING DATE MAY 15, 2012 AND ENDING DATE May 16, 2012

SALES RECEIPT # 227146 THRU 227149

DESCRIPTION	ACCOUNT NUMBER	KEY CODE	AMOUNT
ACCTS. RECEIVABLE - RESCUE	101-000-041-020	XL	
MIDWESTERN AUDIT A/R -RESCUE	101-000-041-021	XT	
MISCELLANEOUS RECEIPTS	101-000-655-040	RE	
LIQUOR LICENSE	101-000-600-030	S2	
FINES DIST COURT WYANDOTTE	101-000-650-010	M1	74,316.65
DIST COURT RIVERVIEW CASES	101-000-650-012	M3	17,563.50
WORK FORCE WYANDOTTE	101-000-650-011	M2	7,166.50
WORK FORCE RIVERVIEW	101-000-650-017	M6	950.00
COURT TECHNOLOGY WYANDOTTE	101-000-650-018	M7	6,267.00
COURT DRUG TESTING FEES	101-000-650-020	M9	2,310.00
COURT SCREENING ASSESSMENTS	101-000-650-021	AS	2,750.00
CHEMICAL AWARENESS	101-000-650-024	AW	1,425.00
STATE DRUNK DRIV/DRUG CASE MGT	101-000-650-013	M4	
PRISONER BILLING	101-000-650-015	M5	
LAND CONTRACT REC. - UDAG	284-000-041-050	AR	
PARKING LOT LOANS	284-000-060-030	AR	
CINGULAR WIRELESS CELLSITE RENT	492-000-655-020	BB	
LAND CONTRACT/TIFA CONSOL.	492-000-041-050	AR	
LAND CONTRACT - TIFA DOWNTOWN	499-000-041-050	AR	
MUNICIPAL SERVICE SEWAGE	590-000-068-010	5A	350,000.00
SELF INSURANCE REIMBURSEMENT	677-000-670-010	7A	
HEALTH INS. REIMB. - RETIREE	731-000-231-020	3R	
QUARTERLY HEALTH M.S. RETIREE	731-000-670-010	7R	
PD EMPLOYEE PENSION CONTRIB	731-000-392-040	EP	
DESANA TRUST	701-000-391-034	DT	
DISASTER PLANNING-MUN SERV	101-000-257-062	MZ	3,000.00
STAPLES REFUND	101-440-750-210	MZ	113.59
TOTAL MONIES RECEIVED			465,862.24

TODD A. DRYSDALE
DIRECTOR OF FINANCIAL SERVICES

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

DOWNTOWN DEVELOPMENT AUTHORITY
NATALIE RANKINE, RA
DIRECTOR

ADJUNCT MARINA COMMITEE

Wednesday, May 3rd, 2012 at 8:30 am
Engineering Conference Room
3131 Biddle Avenue, Wyandotte 48192

1) CALL TO ORDER

2) ATTENDEES: Natalie Rankine, Leonard Sabuda, Dale Brennan, Jim Knopp, Lynn Steffensky, Mark Kowalewski, Wally Merritt

3) MEETING

   a. N. Rankine stated that this committee has been assigned the task of creating a marketing and business plan for the proposed marina at Bishop Park. She presented a proposed outline of Goals and Objectives for the committee (see attached). The committee did not propose changes or additions to this list.

   b. N. Rankine asked that the committee schedule a completion date and dates for future meetings before the meeting adjourned.

   c. M. Kowalewski talked briefly about the grant application for the marina and the planned dredging that would occur at the site soon. He also indicated that although a plan isn't finalized, that a preliminary layout is illustrated in the study and that there would be a 7 day maximum stay for the marina.

   d. N. Rankine and M. Kowalewski indicated that there are 3 viable options for operations of the marina:

      1. The City operate the marina "in-house", hire staff to operate
      2. The City partner with a third-party (possibly the American Legion) for marina operations.
      3. The City produce an RFP for a third-party to operate the marina.

   e. The committee discussed the advantages and disadvantages of both and decided that it would be best to research and present all options and associated costs to Mayor and Council.

4) TASKS

   a. The committee discussed the tasks that will be required to complete this project in detail.
   b. J. Knoppe volunteered to research the costs associated with staffing the marina, if the city decides to run it "in house".
   c. D. Brennen volunteered to contact the local metroparks regarding marina operations in the area.
   d. N. Rankine volunteered to contact Paul Peterson to obtain marina contacts and pass the information on to W. Merritt.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR

MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

DOWNTOWN DEVELOPMENT AUTHORITY
NATALIE RANKINE, RA
DIRECTOR

e. W. Merritt volunteered to contact several marinas in the area to arrange a site visit.
f. L. Sabuda volunteered to contact the American Legion to see if a partnership for marina operations was feasible for them.
g. M. Kowalewski volunteered to outline the infrastructure and associated costs needed to build the appropriate marina facilities at Bishop Park.
h. L. Steffensky volunteered to outline the demographics of the area for the marketing study.
i. N. Rankine indicated that she and M. Kowalewski would draft the Summary from the information they jointly prepared for the most recent grant application.
j. N. Rankine indicated that she would research the marketing aspect of the report.

5) UPCOMING MEETING SCHEDULE & COMPLETION DATE

a. Future meeting schedule is as follows:

May 15th at 7:00 pm at the Yack Arena, 3131 Third Street, Harold Popp Room
May 30th at 8:30 am at City Hall, 3131 Biddle Avenue, Engineering Conference Room
June 12th at 7:00 pm at City Hall, 3131 Biddle Avenue, Engineering Conference Room
June 27th at 8:30 am at City Hall, 3131 Biddle Avenue, Engineering Conference Room

The plans would be finalized on June 27th and presented to Mayor and Council on Monday, July 14th, due to Council's scheduling as a result of the Independence Holiday and Wyandotte Street Art Fair. All members of the Marina meeting are asked to be present at the Council Meeting on Monday, July 14th at 7:00 pm.

b. N. Rankine indicated that she would post this schedule with the Clerk's Office.

NEXT REGULAR MEETING: May 15th at 7:00 pm at the Yack Arena, 3131 Third Street, Harold Popp Room

6) ADJOURNMENT

Respectfully submitted,

Natalie Rankine, DDA Director & Committee Chair

CITY OF WYANDOTTE, MICHIGAN TRANSIENT MARINA
Marketing and business plan outline

Summary

[Summary of Marina plan]

Objectives

1. Promotion of the marina as a destination spot in Southeast Michigan

2. Providing appropriate facilities and amenities for the marina guests;

3. Conducting events, programming and promotions with the Department of Recreation and local businesses to cater to marina guests;

4. Outline personnel needs and cost estimates associated with operating the marina.

Location and facilities

Wyandotte Marina is located in Downtown Wyandotte at the[blank] end of Bishop Park. Specifics of the planned marina are as follows:

[Insert anticipated number of docks (including both phases), anticipated construction of additional amenities or facilities, etc.

Operations

1. Start up management (staffing/third-party operation)
2. Infrastructure needed for amenities
3. Operations manual
4. Emergency plan
5. Budget

Marketing

1. Market research, demographics, etc.
2. Competitive analysis
3. Advertising
4. Promotional Print
5. Public Relations
6. Boat Shows/Special Events
7. Direct Mail
8. Media Marketing
9. Web & social media promotion
10. Budget

City of Wyandotte
Police Commission Meeting

Regular Commission Meeting
May 8, 2012

DRAFT

ROLL CALL

Present:	Chief Daniel Grant Commissioner Doug Melzer Commissioner Amy Noles Commissioner John Harris
Absent:	NONE
Others Present:	Richard Miller

The meeting was called to order at the Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan by Chairperson, Commissioner Melzer at 6:26 p.m.

The Minutes from the regular Police Commission meeting on April 24, 2012 were presented.

Harris moved, Noles seconded,
CARRIED, to approve the minutes of April 24, 2012 as presented.

UNFINISHED BUSINESS

NONE

COMMUNICATIONS

NONE

DEPARTMENTAL

1. **MICR Statistics** – January thru March 2012

   These statistics are from the first quarter of 2012. Some areas have increased such as assault and larceny from vehicles.

   Our staff is able to identify problem areas and concentrate patrol vehicles in those areas.

   Variables such as temperature and the state of the economy have a direct correlation on the level of some criminal activity.

Harris moved, Noles seconded,
CARRIED, to receive the MICR statistics and place on file.

2. Police Statistics – April 2012, year to date

These statistics are obtained from the Southern Michigan Information Alliance (S.M.I.A.) records system.

Chief Grant noted the statistics may be a bit higher than in the past because our officers have been instructed to document everything they do.

Commissioner Harris noted there were 1,774 Self-Initiated Calls and 702 Calls for Service during April. Our officers are out working very hard.

Also, average dispatch response time, from receipt of the call to arrival of the patrol unit, is under 10 minutes. The total response time is affected by the severity of the call and the availability of a patrol unit.

Harris moved, Noles seconded,
CARRIED, to receive the April 2012 and year to date police statistics and place on file.

3. **Promotional Exams**

The Department is required by union contract to post when promotional exams will be held. There is a great likelihood that several officers will be retiring in the near future, and Chief Grant would like the Commissioners' approval to proceed with the promotional exam process.

This process will establish a promotional list to fill vacated Sergeant and Lieutenant positions.

Chief Grant handed out an updated organizational chart. He noted that the assistant to the Chief position, which will carry the title of Inspector, still needs to be filled.

EMPCO is the organization that provides the testing materials and their tests cover a little bit of everything relating to the position being tested for.

Noles moved, Harris seconded,
CARRIED, to approve posting of the promotional exams which will ultimately establish a promotional list for Sergeants and Lieutenants.

4. **Job Description for Inspector Position**

The Inspector position will have a broad range of responsibilities. It will also be a non-union position.

Chief Grant indicated the Inspector would have oversight of both the Detective Bureau and the patrol units.

The Inspector will be an "at will" employee whose salary is determined by experience. The Commission and City Council will approve the actual salary amount.

Sgt. Pouliot, who was the successful candidate that interviewed for the position, will receive a copy of a personal service contract from Todd Drysdale. However, Council will ultimately approve everything.

Noles moved, Harris seconded,
CARRIED, to support the Inspector job description and negotiations with Sgt. Pouliot to deliver an employment package to the Commissioners for review.

DRAFT

5. Bills and Accounts - $13,008.50 May 8, 2012.

Harris moved, Noles seconded,
CARRIED, to approve payment of $13,008.50 for the May 8, 2012, bills.

NEW BUSINESS

1. **Outside Employment Application** – Sgt. Ken Mackey

   Sgt. Mackey submitted an Outside Employment Application requesting approval to work with S.M.I.A. Chief Grant is very comfortable with this request and indicated the Department will benefit from the arrangement.

Harris moved, Noles seconded,
CARRIED, to approve Sgt. Mackey's request for Outside Employment with the Southern Michigan Information Alliance.

2. **Party Patrol**

   They recently conducted another sting operation and Johnny's Party store was in violation of selling to minors. The other establishments involved in the sting did pass and will receive a nice letter.

   The fines increase with the number of infractions a particular establishment incurs.

Melzer moved, Noles seconded,
CARRIED, to receive the correspondence and place on file.

3. **Job Descriptions**

   Commissioner Harris requested job descriptions for the positions listed on the organizational chart. Chief Grant said those were readily available, and he would email them to the commissioners.

ADJOURNMENT

Since there was no further business to come before the commission, there was a motion to adjourn the meeting at 6:56 p.m.

Harris moved, Noles seconded,
CARRIED, to adjourn meeting at 6:56 p.m.

Laura Christensen
Administrative Assistant
Wyandotte Police Department

Laura Christensen

DRAFT

MINUTES FOR THE RETIREMENT COMMISSION MEETING
WEDNESDAY, MAY 16, 2012, 9 A.M.

ROLL CALL

Present: Commissioners LaManes, Lyon, Sabuda

Absent: Commissioners Brohl, Hanson, Harkleroad, Swiecki

Also Present: Sam Galanis, Oppenheimer
Tanner Robinson, Oppenheimer
Keri Hepburn, Invesco
Marvin Flewellen, Invesco

NO QUORUM!

Mr. Galanis reviewed the 4/30/12 investment report. Total monthly loss of over $140,000.00. The market is rocky. Diamond Hill has not been doing well. Madison did well. NWQ Tradewinds had a very large loss. Suggested we take one million from NWQ Tradewinds Int'l, value manager, and give it to Renaissance Int'l, growth manager. Renaissance has lower volatility. Purpose is to provide a balance between the managers.

Mr. Tanner reviewed the investment manager performance report for the first quarter of 2012. He discussed each manager and their returns for the first quarter. Interest rates are low and will continue to be low. Anchor Capital – mid value over the years – they have done well.

Ms. Hepburn and Mr. Flewellen discussed the following: Invesco is a fixed manager and their first quarter return is good 0.87%. 2011 was very volatile for investments! European crisis has directly affected investment returns. A great deal of uncertainty throughout the world; directly impacts market activity. Corporation credit is doing well. Wyandotte's portfolio is reviewed monthly to determine it meets Invesco standards. Benchmark is difficult to meet with large volatility in the world market. Thus diversification is a necessity.

Adjourned 10:30 AM.

William R. Griggs

William R. Griggs, Secretary
Wyandotte Employees' Retirement Commission
May 16, 2012

2012 MAY 16 P 2:35
WYANDOTTE CITY CL

Wyandotte Beautification Commission
Special Meeting-Community Garden Relocation-Approved
April 25, 2012

Call to order: Called to order by John Darin at 6:02pm

Members Present: John Darin, chairman, Brandon Calvin, Karen Tavernier, Alice Ugljesa

Members Excused: Joanne Cuva, Maggie Molnar, Linda Orta, Alana Paluszewski, Bill Summerell

Guests: None

1. Chairperson's Report:
   a. Community Garden Work Day: There is a community Garden work day scheduled for Saturday, April 28, 2012. The plan for that morning is to have the workforce lay out the topsoil in the new Community Garden.
   b. Attendance at Taylor Garden Club Seminar, May 17, 2012: The Taylor Garden Club is having a free garden seminar about butterfly gardens on Thursday, May 17, 2012 at 7:00pm.

2. Review of action plan-progress to date:
   a. The Hold Harmless agreement was signed on March 28, 2012 and a copy put on file.
   b. Both the Planning Commission and the DDA were informed of our intent to move the Community Garden, this we completed on April 10, 2012.
   c. The lot lines and boundaries of the Community Garden were marked on April 4, 2012.
   d. The general layout of the Community Garden was marked on April 14, 2012 as well as the desired location for the water supply and location for the existing beds. Bill drew the draft garden layout for Commission consideration, using the former garden as a template.
   e. Several of the existing Community Garden beds were relocated to the new Community Garden spot on April 21, 2012.
   f. The first application of broadleaf and grassy weed killer was done on April 23, 2012.
   g. Karen informed us that the body of the city lawn mowers is 5ft and the blade is 6ft.

3. Review of action plan-work to be completed:
   a. The Commission decided to defer the handicap beds to Phase 2.
   b. Once the Engineering Department taps the water line, 2 hose bibs will need to be placed at a minimum of 18" above ground.
   c. The Commission will obtain 6 yards topsoil mix donated by Panetta's Landscaping Supply. Purchase additional 11 yards topsoil mix at wholesale pricing, up to total cost of $300. The motion was made by John and seconded by Alice. Commission reviewed and approved the purchase recommendation. Topsoil to be dumped in Staging Area. Each 4x8 bed determined to hold approx. 0.9 yard topsoil.
   d. The Commission will purchase ACQ treated 2x8 lumber and special brackets sufficient to construct 12 additional 2x4x8 beds, up to total cost of $600. The motion was made by Alice and seconded by Karen. Commission reviewed and approved the purchase recommendation. DPS to assemble new boxes and workforce to deliver to the garden from DPS yard. Karen noted that the District Court Work Force is available Tuesdays through Sundays, and is not available on Monday.
   e. The Commission decided to forego mulch at this time, it will be deferred for later consideration.
   f. Either Karen or Alice will coordinate with DPS to move the fencing and the sign over to the new location. Wright Signs also said they would move the sign at a cost of $200.
   g. Utility vehicle parking signs will be relocated from the former garden to the new garden staging area by DPS. Alice will coordinate with DPS.
   h. The official ribbon cutting day will be determined at our next regular meeting.

4. Next Meeting: Regular Meeting, May 9, 2012, 6:00pm at City Hall

5. Adjournment: The meeting was adjourned by John at 5:50pm

Respectfully Submitted,

Brandon Calvin

Recording Secretary,
Wyandotte Beautification Commission

COMMUNITY GARDEN RELOCATION ACTION PLAN – 155 OAK STREET

Updated 4/25/12

NEED	ACTION PLAN	ACTIONS & RESPONSIBILITIES	DEADLINE	COMMENTS
1. Hold Harmless Agreement	As a condition of approval, City Council requires that the Beautification Commission signs a Hold Harmless Agreement for use of the lot at 155 Oak Street.	Karen and John to sign HHA	W, 3/28/12	Completed 3/28/12. Copy on file.
2. Notification of intent to relocate to Planning Commission & DDA	A letter needs to be written to announce that the community garden will be relocating to 155 Oak Street (lot next to Teezer's), planning garden re-opening on May 12 this year, details to follow.	- Karen to write letters - John to present to DDA	T, April 10	Completed 4/10/12.
3. Identify the lot lines & boundaries of the lot	The corners of the lot at 155 Oak Street need to be located, surveyed, and staked.	Engineering Department staff	W, April 11	Completed 4/4/12
4. Configure garden space – Identify basic community garden orientation and layout	Front of garden to face Oak Street (north); setback from sidewalk ~ 12'; staging area located at south end; parking for garden in adjacent municipal lot; plan for fencing w/ front & side access gates – rear gate TBD.	- John to schedule - Bill to draft garden layout - All members to assist	Sa 4/14	Completed 4/14/12. Lot lines identified and staked.
5. Configure garden space – Identify central water location	Approximate center of lot will be desired location of central water supply for bed watering and clean-up.	- John to schedule - Bill to draft garden layout - All members to assist	Sa 4/14	Completed 4/14/12. Location of desired water supply marked.
6. Configure garden space – Identify locations of standard raised beds	Need to develop a garden bed layout, based on existing community garden template & existing number of salvageable raised beds; need to mark the bed corners; handicapped beds deferred to Phase 2.	- John to schedule - Bill to draft garden layout - All members to assist	Sa 4/14	Completed 4/14/12. Locations for existing 4x8 beds identified & marked.
7. Run water supply line	Water supply line needs to be provided at the approximate center of the garden; needs to run down an aisle and not underneath beds; provide two (2) hose bibs minimum 18" above ground.	- Karen to coordinate w/Greg Meiring from Engineering Dept.	TBD	In Process. Timing will depend on Engineering scheduling
8. Configure garden space – Set-up garden Staging Area & signage	The garden Staging Area (for loads of topsoil, mulch, etc) at rear (south); relocate parking signage for utility vehicle in Staging Area	- Alice to coordinate sign relocation w/DPS - DPS to pull & reinstall signs	Sa 5/12	In Process. Note that transient parking will be for utility vehicles. All staff & visitors to park in city lot.
9. Remove, transport, & relocate the existing garden beds	Existing 2x4x8 garden beds to be moved from their current locations to the marked locations at 155 Oak. Some disassembly & reassembly likely required; may need corner reinforcement hardware.	- Karen to coordinate w/District Court Work Force to relocate bed lumber from current location - All members to assist in removal & relocation	Sa 4/21	Completed 4/21/12. Relocated 17 ea 2x4x8 beds, 1 ea 2x4x4 bed, and 1 ea 2x4x12 bed to new location

COMMUNITY GARDEN RELOCATION ACTION PLAN – 155 OAK STREET

Updated 4/25/12

NEED	ACTION PLAN	ACTIONS & RESPONSIBILITIES	DEADLINE	COMMENTS
10. Backfill installed garden beds w/topsoil	Obtain 6 yards topsoil mix donated by Panetta's Landscaping Supply. Purchase additional 11 yards topsoil mix @ wholesale pricing, up to total cost of $300. Commission reviewed and approved purchase recommendation. Topsoil to be dumped in Staging Area. Each 4x8 bed determined to hold approx. 0.9 yard topsoil.	- John to request PO & coordinate purchase & delivery from Panetta's - Alana to obtain donation of topsoil From Panetta's - All members to assist - Karen to coordinate Workforce to assist backfill	Sa 4/28	In Process. Panetta Landscape Supplies donation & wholesale pricing confirmed 4/25/12; PO #61299 called in 4/26.
11. Construct addition garden beds	Purchase ACQ treated 2x8 lumber and special brackets sufficient to construct 12 additional 2x4x8 beds, up to total cost of $600. Commission reviewed and approved purchase recommendation.	- John to coordinate purchase of lumber and brackets from Lowe's & coordinate delivery to DPS - Karen to seek approval for assembly of frames by DPS, and transport of frames to garden by Workforce. - Workforce to backfill new beds w/existing topsoil	Sa 5/5	In Process.
12. Apply weed control to garden aisles & open lot	Contact herbicide applicator for broadleaf & grassy weed control application to garden aisles & open lot; pricing $30/application.	- John to coordinate w/Rowley's Fertilization	w/e 4/28 also, apply in May & June	Completed 4/23/12. Application #1.
13. Apply mulch to suppress weeds	It was decided to forego mulch at this time; defer for later consideration.	NA	NA	Deferred.
14. Relocate garden sign	The garden sign may need to be removed from its post, which is cemented in the ground. A new post may need to be purchased and the sign reinstalled	- Karen or Alice (?) to coordinate w/DPS or Wright Signs to relocate signage	May 12	In Process.
15. Relocate PVC fencing	Relocate fencing to front of community garden. Can be pulled out of the ground, not cemented in?	- Karen or Alice (?) to coordinate w/DPS to relocate fencing	May 12	In Process.
16. Move existing perennials	Dig up and replant existing bulbs & perennials at other locations	- Karen to write letter to renters to salvage their plants - Commissioners to salvage plants as desired - Open request to community to salvage plants left over	May 12	In Process. Original garden site to be demo'd in July; shrubs to be sacrificed
17. COMMUNITY GARDEN RIBBON-CUTTING AND GRAND OPENING	Conduct high-profile publicity event w/DDA, city dignitaries, press, etc.	- TBD to coordinate w/Natalie & Mayor's Office	TBD after May 12	Whew!! Done!! ☺

CITY OF WYANDOTTE
BEAUTIFICATION COMMISSION MEETING MINUTES-APPROVED
APRIL 11, 2012

Members Present: John Darin, Chairperson, Brandon Calvin, Linda Orta, Alana Paluszewski, Bill Summerell, Karen Tavernier, Alice Ugljesa

Members Excused: Joanne Cuva, Maggie Molnar

Guests: None

1. Call to Order: The meeting was called to order by John Darin at 6:00pm.

2. Reading and Approval of Previous Minutes:
   a. March 14, 2012 Regular Meeting: The minutes of the March 14, 2012 Regular Meeting of the Beautification Commission were approved as written. Motion was made by Alice, seconded by Linda. The minutes were approved unanimously.
   b. March 28, 2012 Special Meeting: The minutes of the March 28, 2012 Special Meeting of the Beautification Commission were approved as written. Motion was made by Alice, seconded by Linda. The minutes were approved unanimously.

3. Chairperson's Report:
   a. Proposed Rule to Adopt Roll Call Votes in Certain Circumstances: John made a motion, seconded by Brandon, to approve the following "Roll Call Vote Required in Certain Circumstances." After much discussion, the motion to approve "Roll Call Vote Required in Certain Circumstances" was approved unanimously, as follows:

      "A Roll Call Vote (yeas and nays) will be required for voting on proposed annual budgets, proposed Bylaws revisions, and proposed Rules adoptions or revisions. The Chairperson will call for a roll call vote in these circumstances, once a Motion for Approval and a Second have been made. The Chair will then direct the Recording Secretary to call the roll of members present in alphabetical order. When their names are called, those members in favor of adoption will answer YES; those opposed will answer NO. Upon completion of the roll call vote, the Recording Secretary will read aloud the names of those who answered in the affirmative, and then those who answered in the negative, so that mistakes may be corrected. A simple majority of affirmative (YES) votes of members present will be required to pass the roll call vote. The roll call vote will be recorded in the meeting minutes, with the names of all persons voting in the affirmative, and those voting in the negative. This motion is effective immediately upon approval by the Commission."

   b. Freedom of Information Act Request & Open Meetings Act Review: The Beautification Commission received a Freedom of Information Act Request from Richard Miller asking for copies of all minutes where email votes were taken. John reviewed the Commission minutes from 2008 – present as well as consulted with past Commission chairpersons and could find no minutes in which there was a record of any email votes. This information was sent to the City Clerk's office per state law. The Commission also took this time to review the Open Meetings Act. After doing so, we concluded that the Commission is conducting official City business openly and in accordance with the law.

   c. The Commission received a letter of resignation from Carol Resto. The Commission accepted the letter of resignation and wishes Carol the best and thanks her for her service to the City of Wyandotte and the Beautification Commission.

4. Treasurer's Report: There were no expenditures since the last report.
   a. The DDA rolled over $1,372.85 from the Commission budget last year into this year's budget. Natalie also found $218.81 that was taken from our budget instead of the Fort Street Sign budget and replaced it. This now gives the Commission a balance of $8,163.47.

5. Public and Media Communications:
   a. Follow-up on February 17, 2012 Letter from Mayor Peterson to Councilman Sabuda: The Commission will not be taking an active role in this project at this time due to the Fort Street

construction and as this is outside the DDA area. The Commission will coordinate with the DPS to make sure the Welcome Sign area stays a beautiful entrance to Wyandotte.

b. Request from Sara Boc for Flowering Tree Plantings in McKinley Neighborhood: The Commission likes the idea of flowering trees in that area of Wyandotte but feels that at this time, with the movement of the Community Garden, that it is too much for us to take on, but we encourage Sara and any other resident to plant trees on their own and consult with the Commission if they have any questions.

c. Advertising Activities in Spring E-Newsletter: We requested that Natalie include advertising about the Spring Dig-In and the movement of the Community Garden in the Spring Wyandotte E-Newsletter. She said that they would both be in the E-Newsletter. Alana will follow up to provide a copy of the Dig-In flyer for the Spring E-Newsletter.

d. Keep Michigan Beautiful Celebration: The Wyandotte Beautification Commission has received an invitation to the 50th Anniversary Celebration of Keep Michigan Beautiful. The celebration is on Friday, May 18, 2012 at the Haworth Inn & Conference Center in Holland, MI. The cost is $25 per person. There was a motion by John, seconded by Alice, that the Commission covers the registration fee and mileage at the current rate of any Commissioner that wants to attend or, if nobody is able to attend, send a letter congratulating them on 50 years. The motion was approved unanimously.

e. Other: The Wyandotte Beautification Commission Community Garden was mentioned in an article about Community Gardens by Stephanie Langford. The article mentioned that Wyandotte has a community garden and listed the website where the registration form can be found. The Beautification Commission talked about the idea of collaborating with the Wyandotte Business Association on projects. This would help the Commission to branch out into other areas of the City.

6. Spring 2012 Dig-In Status Report: Dig-In, Saturday, May 19, 2012

a. Purchase and Delivery of Plant Materials: All the plants have been ordered and will be delivered the morning of the Dig-In. There was a motion by John, seconded by Alice to purchase 12 trowels and 12 utility gloves for the Dig-In volunteers. The motion passed unanimously. John is going to pick up a dozen trowels and gloves and Bill will take an inventory of our hand tools.

b. Storage of Flowers with Rain Delay: Natalie has given us permission to use the old Sears Building, the Museum Garage, or City Hall, in the event that there is a rain delay.

c. Dig-In Registration: Alana will again be handling the Dig-In registration. She will do what she did last year and give a seed packet to all the participants that come help us plant on the day of the Dig-In. She did a beautiful job creating a flyer to advertise the Dig-In and will be sending it to both the Wyandotte Patch and Downriver News Herald.

d. Review of Areas Targeted for Planting: The Commission will be planting at all the same Dig-In areas as last year as well as some new areas. We are looking to do some planting at the Shelter to Home building and the Wyandotte Animal Shelter.

e. Request for Inclusion by Law Offices of Thomas Bidari, 204 Oak Street: The Commission received a request from Thomas Bidari requesting that his office be included in the Spring and Fall Dig-Ins. As Mr. Bidari's office is on the fringes of the DDA district, a private business, and he also has his own landscaper, the Commission decided to not include his office.

f. Recycling Flower Flats, Etc. by Waste Management: John contacted Waste Management and they will put boxes downtown for the volunteers to place their empty plant flats in. The boxes will then be picked up and the plastic containers will be recycled.

7. Community Garden Relocation Status Report: Opening Day, Saturday, May 12, 2012

a. Action List Review and Update: We reviewed the Action List and so far we are on schedule. A letter was sent to the Planning Commission, as a professional courtesy, informing them of the movement of the Community Garden to its new location. Bill drew up a scale picture of the layout for the Community Garden. The Commission learned that Wright Signs did not put up the sign at the Community Garden, it was Biddle Company. Jim Kasuba is doing a story in the News Herald on the Community Garden move. Some member of the Commission will be meeting at the new Community Garden site on Saturday, April 14, 2012 at 1pm to stake out the boundaries of the Community Garden.

b. Request to Purchase Stakes and Caution Tape: There was a motion made by John and seconded by Alice to purchase stakes and caution tape to mark the boundaries of the new Community Garden as well as herbicide to kill the dandelions. The motion passed unanimously.

There was a motion by John and seconded by Bill to buy 30 2x2x8 pieces of lumber to replace boards on the Community Garden plot beds. The motion passed unanimously.

c. ADA/Handicap Access Issues: The Commission discussed this issue and decided that it would be too much to take on at this time but that in the future we would like to take it on as a Stage 2 project.
d. Special Meeting Scheduled, Wednesday, April 25, 4:00 - 5:00pm at City Hall.

8. Announcements:
   a. Follow-Up on Request Regarding Chicken Coops and Bee Hives in Community Garden: There is an ordinance against keeping chickens within 500ft of any dwelling, street, alley, or public place. There is currently no ordinance against bee keeping. Mark Kowalewski made a recommendation to City Council to not change the ordinance against keeping chickens and that the Planning Commission considers changing the zoning ordinance to permit bee keeping in industrial zoned areas with appropriate restrictions as needed.
   b. U.S. Army Corps of Engineers Presentation: The U.S. Army Corps of Engineers will be doing a presentation titled *Waterways, Wetlands, and You!* at the Bacon Memorial Library on Tuesday, April 17, 2012 from 1 – 3pm. This is a free event and everyone is invited to come. They will be discussing working in regulated waterways, wetlands, and along shorelines; when a permit is required from the Corps; and the information needed to apply for permits.
   c. MGWWC Dining to Donate: The Master Gardeners of Western Wayne County are having a Dining to Donate fundraiser on April 17, 2012 at the Applebees at 21350 Ecorse Rd in Taylor. The flyer must be presented to the server.
   d. Four Star Greenhouse Spring Kickoff: The Four Star Greenhouse is doing their Spring Kickoff event on Wednesday, April 18, 2012 from 9am – 3pm. They are located at 1199 E. Sigler Rd in Carleton, MI
   e. Taylor Garden Club Presentation: The Taylor Garden club has invited the Commission to their meeting on Thursday, May 17, 2012 at 7pm. Karen Taylor will present *Small Place Butterfly Gardens*.
   f. MSU Extension Workshops: The Michigan State University Extension Program will be hosting several workshops throughout the summer on many different topics. All Commissioners are encouraged to attend as many workshops as they can.

9. Next Meeting: Special Meeting, Wednesday, April 25, 2012, 4:00 – 5:00pm at City Hall
   Regular Meeting, Wednesday, May 9, 2012, 6:00pm at City Hall

10. Adjournment: The meeting was adjourned by John Darin at 8:08pm.

Respectfully Submitted,

Brandon Calvin

Recording Secretary,
Wyandotte Beautification Commission

City of Wyandotte
DESIGN REVIEW COMMITTEE
Minutes of the Monday, May 7, 2012, Meeting

Member Kowalewski called the meeting to order at 11:30 a.m.

MEMBERS PRESENT:	Mark Kowalewski, Don Schultz, Michelle Blankenship, Norm Walker, and Lynn Steffensky
MEMBERS ABSENT:	None
ALSO PRESENT:	Sheila Johnson, Acting Recording Secretary Tony Manzella, Applicant and Owner for 3209 Biddle Avenue Jan Signs, Applicant for 118 Sycamore/3162 Biddle Avenue Jim Marangon, Owner for 118 Sycamore/3162 Biddle Avenue

APPROVAL OF APRIL 3, 2012 MINUTES:
Member Kowalewski approved. Member Walker seconded.

REVIEW OF FAÇADE CHANGE AT 3209 BIDDLE AVENUE:
The application as submitted by Tony and Pietrina Manzella (Applicant and Owner) for the property at 3209 Biddle, Wyandotte, Michigan has been reviewed and approved with stipulation to put on name and date plate above front entrance door/transom as per Code Section 2408 by the Design Review Committee on May 7, 2012.

REVIEW OF WALL SIGN AT 118 SYCAMORE/3162 BIDDLE AVENUE:
The application as submitted by Jan Signs (Applicant) and Jim Marangon (Owner) for the property at 118 Sycamore/3162 Biddle, Wyandotte, Michigan has been reviewed and approved by the Design Review Committee on May 7, 2012.

OTHER BUSINESS:
A new set monthly meeting date and time to be on the first Tuesday of each month at 11:30 a.m. if review is needed.

MOTION TO ADJOURN:
MOTION BY MEMBER Walker to adjourn the meeting at 12:00 p.m.
Member Schultz seconded motion.

RESOLUTION

Wyandotte, Michigan May 7, 2012

RESOLUTION BY MEMBER KOWALEWSKI

RESOLVED BY THE DESIGN REVIEW COMMITTEE OF THE CITY OF WYANDOTTE,

The proposed façade change as submitted by Pietrina Manzella, 17109 Park Ave., Riverview (Applicant and Owner) for the property at 3209 Biddle, Wyandotte, Michigan has been reviewed and approved with stipulation to put on name and date plate above front entrance door/transom as per Code Section 2408 by the Design Review Committee on May 7, 2012.

I move the adoption of the foregoing resolution.

Member: Kowalewski
Supported by Member: Steffensky

Yeas	Members	Nays
X	Kowalewski	
X	Blankenship	
X	Schultz	
X	Walker	
X	Steffensky	

RESOLUTION

Wyandotte, Michigan May 7, 2012

RESOLUTION BY MEMBER KOWALEWSKI

RESOLVED BY THE DESIGN REVIEW COMMITTEE OF THE CITY OF WYANDOTTE,

The proposed sign as submitted by Jan Signs, 5395 Cogswell, Wayne (Applicant) and Jim Marangone, 118 Sycamore, Wyandotte (Owner) for the property at 118 Sycamore/3162 Biddle, Wyandotte, Michigan has been reviewed and approved by the Design Review Committee on May 7, 2012.

I move the adoption of the foregoing resolution.

Member: Kowalewski
Supported by Member: Steffensky

Yeas	Members	Nays
X	Kowalewski	
X	Blankenship	
X	Schultz	
X	Walker	
X	Steffensky	

WYANDOTTE CULTURAL AND HISTORICAL COMMISSION
MINUTES OF THE APRIL 12, 2012 MEETING
BURNS HOME

PRESENT: Anne Ronco, Jody Chansuolme, Sue Pilon, Nancy Chasca, Don Schultz, Dave Kostelnik

EXCUSED: Michelle Blankenship, Ken Munson, Stan Rutkowski, Eula Grooms, Tom Woodruff, Becca Bearden

Vice President Anne Ronco called the meeting to order at 6:03 p.m.

PRESIDENT'S REPORT:

Anne asked if everyone turned in their disclosure forms. Then she collected the volunteer forms that Michelle asked everyone to fill out last month.

Anne asked for volunteers to chair any of the subcommittees that didn't yet have volunteers. She said the remaining committees were Inventory and Preservation. Dave volunteered to be part of the Preservation Committee, and possibly serve as chair. Anne also said that the Commission still needs to appoint a liaison to the Historical Society, but that it could be discussed at the joint meeting between the Commission and the Society.

Anne said that Michelle attended the latest meeting of the Design Review Committee. Don went as well, and said they reviewed the look for the new sushi restaurant. He said that everything looks great

There is a house at 115 Walnut and another one on Third Street that the city is considering demolishing. Jody passed out an information sheet about the houses, but she said she didn't find anything of historical significance such as an important person who lived there. She said there is not much of a case for saving either home. There will be a hearing on April 18 to discuss the homes, and Anne said she will email everyone the time and place.

DIRECTOR'S REPORT:

Jody announced that the air conditioning unit in the Marx Home was vandalized, and there was $1,000 worth of damage.

The Museums staff put together a packet of the history of the MacNichol home, and had two training sessions for new volunteer tour guides. Some of the Commissioners attended the training sessions. Jody also created a schedule for the volunteer tour guides.

Jody reminded the Commissioners about the Art Walk on April 21 that will showcase the DIA Inside/Out exhibit. There will be a guided walking tour followed by a reception at the Wyandotte Arts Center.

She also said that the Musuem will issue permits along with the registration in the City-Wide Garage Sale this spring. She said this should cut down on the number of people who host garage sales that weekend without registering, because all garage sales need to have a permit anyway.

Jody said that the staff is working on grants for the basement exhibit gallery project. They are also getting both pianos tuned in the music room at the MacNichol home.

FRIENDS: None.

SOCIETY: None.

OLD BUSINESS: None.

NEW BUSINESS: None.

ANNOUNCEMENTS/COMMUNICATION: None.

ATTENTION TO AUDIENCE: None.

Next Meeting: May 10, 2012.
Respectfully Submitted,
Annie Pilon, Recording Secretary

FINANCE REPORT – WYANDOTTE MUSEUMS **MONTH OF MARCH 2012**

From the desk of Jody Chansuolme

MONEY DEPOSITED WITH THE CITY OF WYANDOTTE TREASURY – AS OF APRIL 12, 2012

Log Cabin Rental	$ 00 – Cash $ 50.00 - Checks **$ 50.00 – Total**	Reserve 101-000-257-250-071
Admissions/ Donations	$ 0 – Cash *admissions* $ 0 – Check **$ 0 – Total**	Reserve 101-000-257-250-071
Weddings	$ 250.00 – Check $ - Cash **$ 250.00 – Total**	Reserve 101-000-257-250-071
Marx Rent *Deposited March 14*	$ 625.00 – Check $ 0 – Cash **$ 625.00 – Total**	*Marx Rental Account* 101.000.655.655.021
Private Tea *April 7, 2012*	$ 0 – Check $ 300.00 - Cash **$ 300.00 – Total**	Reserve 101-000-257-250-071

Total of all deposits ***$ 1,225.00***

EXPENSES

HEAT/ GAS		
MacNichol	$ 157.80	City
Marx	$ 92.64	City
Log Cabin	$ 28.53	City
Burns	$ 75.78	City
Subtotal	*$ 354.75*	
WATER		
MacNichol	$ 37.03	City
Marx	$ 11.40	City
Log Cabin	n/a	City
Burns	$ 15.47	City
Subtotal	*$ 63.90*	
ELECTRIC		
MacNichol	$ 130.70	City
Marx - *includes $53.37 outside 400W*	$ 123.63	City
Burns	$ 42.13	City
Subtotal	*$ 296.46*	
PHONE		
MacNichol	$ 21.55	City
Marx	$ 21.55	City
Burns	$ 132.11	City
Subtotal	*$ 175.21*	

Subtotal All Utilities: **$ 890.32**

MISCELLANEOUS		
Crafts 2000 – *ribbon, organza bags, heart shaped punch = wedding program supplies*	$ 36.20	Reserve
Hobby Lobby – *textile project supplies*	$ 8.44	Reserve
Jo-Ann - *buckram for textile project*	$ 5.29	Reserve
State of Michigan – *elevator lift inspection 2610 Biddle Ave.*	$ 45.00	City – B&G
Hollinger Metal Edge – *archival supplies*	$ 162.94	Reserve
Office Max – *Paper supplies*	$ 21.49	City – Office Supplies
Post Office – *Grant application mailing*	$ 19.69	City – Postage
Whipple Printing – *HES Art Walk posters*	$ 37.50	City - Printing
Office Max – *training binding materials*	$ 118.55	City – B&G
Bed, Bath & Beyond – *new vacuum cleaner*	$ 139.88	City – B&G
Whipple Printing – *City-wide garage sale reminder postcards, 1,300*	$ 132.00	City – Office Supplies
Gee & Missler – *Air conditioner repairs to Marx Home*	$ 987.98	Reserve

Subtotal All Miscellaneous: $ 1,714.96

CURRENT BUDGET BALANCES – AS OF THURSDAY, APRIL 12, 2012

SUPPLY LINE	BALANCE YEAR TO DATE	2012 BUDGET
Office Supplies	$ 92.41	$ 1,050.00
Postage	$ 60.31	$ 80.00
Building Maintenance & Supplies	$ 638.84	$ 8,279.00
Printing	$ 0	$ 800.00
Electric	$ 4,879.87	$ 6,700.00
Water	$ 1,115.86	$ 1,675.00
Heat	$ 6,188.23	$ 10,200.00
Education	$ 240.00	$ 240.00
Automobile	$ 160.00	$ 160.00
Reserve	$ 69,363.49	n/a

2012 MAY 14 P 4:31
...SOUTE CITY C...

WYANDOTTE CULTURAL AND HISTORICAL COMMISSION
MINUTES OF THE MARCH 8, 2012 MEETING
BURNS HOME

PRESENT: Michelle Blankenship, Jody Chansuolme, Ken Munson, Stan Rutkowski, Sue Pilon, Eula Grooms, Nancy Chasca, Tom Woodruff, Dave Kostelnik

EXCUSED: Anne Ronco, Don Schultz, Becca Bearden

President Michelle Blankenship called the meeting to order at 6:35 p.m.

MOTION by Tom Woodruff, supported by Dave Kostelnik, to approve the minutes for the February 2012 meeting, MOTION CARRIED (8-0)

PRESIDENT'S REPORT:

Michelle announced that she and Anne met with Todd Drysdale this month to discuss a few concerns. She said they mostly just wanted to touch base with him and seek guidance, since his role as City Administrator is to oversee the different city departments. He said the Commission should be setting goals for Jody and evaluate the progress of said goals annually. He also said that Jody does a great job of setting goals for herself and that she sets a good example for the other department heads. In May or June, the Commission should do an evaluation that is to be included in Jody's personnel file.

Another item discussed at the meeting with Todd was the merger between the culture and recreation departments in the city. Michelle said this has caused a little confusion among some in the departments. Todd said that the two commissions should be working together, and that he had mentioned this to the Recreation Commission as well. She mentioned the possibility of a joint meeting of the two commissions at some point where Todd said he might try to set that up.

Michelle gave an update on the Design Review Committee, which had been the subject of some questions at past meetings. She said she has now attended two meetings with Jody attending the second of those. She said the committee is supposed to have one representative from the Historical Commission, one from Planning, one from the DDA, and the Wyandotte Business Association. She said that Jody was added as an alternate last year, and that Michelle is currently the rep from the Historical Commission, but that if anyone else is interested they should let her know. She said that the committee decides on things like new signs or facade changes so that there is some kind of process for approval.

Michelle then went over some of the responses she received from the other Commissioners since the last meeting. She had asked what they thought their purpose on the Commission was and if they had any goals or ideas to share. She said that most expressed an interest in history, while some others wanted to be a part of city government. She said she thinks the Commission should be more than just a group that meets once per month to approve whatever Jody has in mind, and that each of the commissioners should bring something to the table. She suggested that this exercise be part of a long-range plan so that the Commission can really outline what their jobs are and what goals they

want to accomplish. The Commission can even change its bylaws and submit them to City Council if they see fit. Michelle then read some of the individual ideas from the exercise.

Some suggested that volunteerism be required. Some mentioned a desire to collaborate more with other groups around the city like the Downriver Council for the Arts. Others suggested that each Commissioner adopt a project that interests them and organize and manage that project. Some suggested that the Commission take another look at the mission statement of the department so that everyone can be clear what they are working toward. Michelle mentioned that in some commissions, Westland for example, the Commissioners are required to work one day a month at the museum, which might be something to consider. In addition, there is an attendance policy for meetings which has never really been enforced, but beginning to enforce it might be a good idea. Others suggested possibly setting up some kind of training for new Commissioners – many on the current Commission did not receive any kind of training, and it might be useful. They could also find or create some kind of training book to give to Commissioners.

Eula suggested that the Commissioners put together their own book, so that new Commissioners have direction and current Commissioners have clarification for any questions they might have about roles and responsibilities. Michelle re-iterated that the Commission should consider looking at the bylaws over this year and possibly changing them. She thinks that everyone should bring something different to the table in terms of their interests and individual projects, but she doesn't want anyone to be overwhelmed. She said that Commissioners don't have to be experts on their individual projects, but can also take the opportunity to learn about new things.

Michelle read some of the ideas that Commissioners had for what the Commission should be doing as a whole. Many thought the Commission should be working on the acquisition of artifacts relevant to Wyandotte history, as well as the preservation of structures important to the city. They also want to get the word out about preservation efforts so that people understand the importance. Some people want to continue exploring the idea of historic districts. They also want to continue to support Shirley in setting up the children's hands-on room. Eula is also working on setting a resale shop that Commissioners can support. Many also think that Commissioners should be involved in working on the archives and possibly coordinating with Bacon Library to share information. In addition, there is the landscaping plan and the lighting plan to explore going forward. Many Commissioners also want to work on a new book about Wyandotte history, and to work on getting Wyandotte education back into schools. Michelle also said that she would like to see more collaboration between the Commission and the Historical Society, because the two groups share many of the same interests.

Regarding the education goals, Jody said that she is currently working on a grant for the Michigan Humanities Council, that might allow the Museum to hire someone to go to schools and give presentations about Wyandotte history. The details aren't worked out yet, so it might involve just integrating the information into the teachers' lesson plans, or possibly utilizing volunteers for the

project. But she said the museum staff is currently working with school officials and library worker on making this plan happen.

Jody also mentioned that she likes the idea of the Commissioners taking on individual projects, but doesn't want anyone to get overwhelmed. It's fine for some of the projects to be long-term and require just a bit of work every now and then, but just to keep the projects in mind so that there can be progress.

Michelle also said that there might be volunteers needed for the museum to give tours or work on the archives, and that Commissioners should keep this in mind and either volunteer or share opportunities with friends. Commissioners should also invite friends to the different events throughout the year and attend whenever possible. Eula suggested maybe making a video version of the museum events roundup, to share with City Council and others throughout the city who might not be likely to read about the events.

Michelle then went through the 2007 subcommittee list and asked whether the Commissioners feel these subcommittees are still relevant and whether they should still exist. She said she thinks some of them could be merged together or are already being handled by the museum staff. She will take notes on people's ideas and send out a revised subcommittee list before the next meeting so that people can review it.

- Long Range Planning – still needed
- Building and Grounds – still needed
- Inventory – Still needed
- Deaccession – still needed, but could be merged with acquisition. Jody said that they receive a lot of items though, so there should be a quick and easy process for this.
- Heritage Event Series – not needed. The museum staff is constantly working on these events, and the Commission can give input as needed.
- Design Review – still needed.
- Finance – still needed. Michelle suggested changing it to a grant/funding exploration committee, to find funding opportunities and to help work on the opportunities as well. She will work on some kind of name for it.
- Friends – still needed.
- Quilters – Nancy has been going to the meetings and will continue to do so.
- Beautification – not needed. When the group was created, it mostly focused on the log cabin, and isn't a major issue right now, but the Commission can re-explore in the future if needed.

Michelle said that there are many other specific projects that don't necessarily need subcommittees at the moment, but continue to make progress, including the salvage project and the weddings. Michelle said that she'll type up the revised list of subcommittees and email to everyone, and she'd like the Commissioners to read over it and pick which committees interest them, in terms of participation or possibly taking charge.

There were some questions as to who can participate in subcommittees. Michelle said she believes that as long as a Commissioner is the chair, other people can be involved in subcommittees. And she said that meetings with a quorum have to be posted, but Stan said he thinks all meetings, regardless of whether or not they have a quorum, have to be posted.

DIRECTOR'S REPORT:
Jody passed around copies of the finance report for February. She said they acquired some items from an antique sale that were artifacts from Wyandotte. She also said there is some work being done in the children's room, so there are some expenses related to that.

MOTION by Eula Grooms, Supported by Nancy Chasca, to approve the finance report for February, pending audit, MOTION CARRIED (8-0)

Ken Munson left.

Jody passed around the Commission's statement of disclosure forms, where Commissioners have to address any possible conflicts of interest. Commissioners were told to take them down to city hall to have them notarized and turn them in.

Jody also passed around one of the demo lists, which includes properties to be demolished. Jody said that the museum researches every address to see if any of them might be important.

Then Jody passed around magnets with the schedule of the Heritage Event Series. All of the marketing materials for the year-long schedule have already been passed out around town. Jody asked for any suggestions from the Commission for the event series report. Nancy suggested possibly charging a small fee for some of the free events with high attendance, but Jody said that those are open house events intended to bring more people into the museum. There is a place for people to donate, and they do get some donations sometimes. Jody said she is willing to make the change if the Commissioners want, but she thinks it is a good idea to have some free events so that people can get acquainted with the museum and know what's there.

Michelle said that the events report as a whole is amazing. Jody said that the whole staff worked very hard on it, and that if any Commissioners have comments they can email her so she can include them in the report when she turns it into City Council. She said she thinks it will be on the council agenda for the week after next, and she will send an email around to see if any Commissioners would like to be present when the report is presented.

MOTION by Sue Pilon, supported by Eula Grooms, for Jody to submit the Heritage Event Series Report to City Council, MOTION CARRIED (7-0)

Jody gave a follow up report on the BASF Park signs. She dug up some information from when the signs were first posted, and found basically all of the information needed except for who created them. Nancy suggested that Sewah, in Marietta, Ohio, might be the company, and that they make signs for the Michigan Historical Commission. Jody said she will look into the company. She said

she definitely wants the sign replaced, and that the Commission was in the past responsible for the signs at the park. She said they could possibly seek sponsorships or donors to fund the project.

Jody announced that she received a communication from the Friends group about a $6,000 funding opportunity from an endowment fund that can be used to directly fund a project related to the museum. She said she'd like to propose using the money toward the basement local history gallery.

MOTION by Nancy Chasca, supported by Dave Kostelnik, to give Jody permission to submit this request to the Friends group, MOTION CARRIED (7-0)

Jody had some brick samples, for possible use in replacing the Marx Home chimney. Dave has met with some potential contractors and representatives from the engineering department. Jody said the chimney is not functioning, and she is not worried about slight variations in the bricks, but wants it to be close. The Commission ruled out two of the options, and said they would continue looking. Jody said she will probably just check with Michelle and Dave on the final decision in order to keep the project rolling, if no other Commissioners wanted to be involved. Everyone agreed that this would be the easiest way.

Jody announced that she has come up with a working name for the city history exhibit gallery. It is "Here is Everything" in the Wyandotte tongue. She said this is the last line of *Proudly We Record.*

Jody then announced that the Wyandotte Stars were hosting a fundraiser at LTB on Sunday from 1pm to 8pm, with 10% of all proceeds going toward the Stars. They would also have some baskets and raffles. She said it would mean a lot to them if some Commissioners stopped by.

FRIENDS: Stan said he would be willing to take Sue's spot in the group. Ken will continue in his role with the Friends group. Michelle said she would give Stan some information and paperwork after the meeting.

SOCIETY: Michelle also announced that she and Anne met with the President and Vice President of the Historical Society, to talk about possible collaboration efforts. She said they seemed amenable to working together more, including sharing minutes and possibly getting together for meetings once or twice a year. Tentatively, a meeting with the Society is set for May 17 at the Marx home at 6pm. This would be in addition to the regular Commission meeting for May. They just want to lay any issues out on the table and develop a plan for mutual interests.

OLD BUSINESS: Eula brought up the possibility of changing the meetings to 6PM instead of 6:30, which had been mentioned in previous meetings. Most Commissioners agreed that this would be easier.

MOTION by Eula Grooms, supported by Tom Woodruff, to change the start time of the monthly Commission meetings to 6PM, beginning next month, MOTION CARRIED (7-0)

Jody said she will send a note to the city about the change, and Michelle will email those who were not present.

NEW BUSINESS: Michelle met with Jan Nagel, who had an idea to create a magazine highlighting historic homes and preservation efforts in Wyandotte. Michelle passed around Monroe's magazine with historic homes, which has many advertisers from this area. Michelle said Jan has talked to the Mayor and some other city reps, and she has an idea of where she wants it to go. Jan wants to keep it as her project, but might ask the Commission to help find advertisers. She might want to come to a meeting in the future to talk about the project and ask for support.

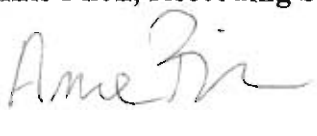
A few Commissioners expressed interest in maybe having a potluck at one meeting or doing some ice breakers to get to know one another better. Michelle said they should keep it in mind, talk about it at the next meeting, and possibly plan to do this at the May meeting.

ANNOUNCEMENTS/COMMUNICATION: None.

ATTENTION TO AUDIENCE: None.

MOTION by Eula Grooms, supported by Sue Pilon, to adjourn the meeting at 8:21 p.m.
MOTION CARRIED (7-0)

Next Meeting: April 12, 2012.
Respectfully Submitted,
Annie Pilon, Recording Secretary



MISCELLANEOUS		
Lowes – *Stain for trim in MocNichol bedroom, second floor*	$ 7.22	City – B&G
Payless Magnets – *HES 2012 schedule of events fridge magnet*	$ 271.95	City – Printing
Hood's – *project supplies, gold room*	$ 14.65	City – B&G
Andrea Voss – *artifact archival artifacts*	$ 30.00	Reserve
Hollinger Metal-Edge – *Acid free photo sleeves for archives*	$ 162.94	Reserve

Subtotal All Miscellaneous: $ 486.76

CURRENT BUDGET BALANCES – AS OF THURSDAY, MARCH 08, 2012

SUPPLY LINE	BALANCE YEAR TO DATE	2011 BUDGET
Office Supplies	$ 535.81	$ 1,050.00
Postage	$ 80.00	$ 80.00
Building Maintenance & Supplies	$ 1,179.88	$ 8,279.00
Printing	$ 53.70	$ 800.00
Electric	$ 5,241.02	$ 6,700.00
Water	$ 1,180.13	$ 1,675.00
Heat	$ 6,947.01	$ 10,200.00
Education	$ 240.00	$ 240.00
Automobile	$ 160.00	$ 160.00
Reserve	$ 69,593.42	n/a

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Reserve	$ 69,593.42	n/a

City of Wyandotte
Police Commission Meeting

Agenda – Meeting Date: May 22, 2012, 6:00 p.m., Police Meeting followed by Fire Meeting

Location: 2015 Biddle Ave., Wyandotte, MI 48192, 2nd Floor, Police Training Room
Tel.: (734) 324-4405

Call to Order

Roll Call

Approval of Minutes:

UNFINISHED BUSINESS

NONE

COMMUNICATIONS

1. **Thank You Notes to Chief Grant, Laura Christensen and Officer Sabo** – Skip Klack sent Thank you notes dated May 5, 2012, thanking Chief Grant, Laura Christensen and Officer Sabo for their assistance with the annual Kiwanis Bike Rodeo at Yack Arena.

2. **Thank You Letter to Chief Grant** – Letter dated May 14, 2012 from the SUDD's Coalition thanking Chief Grant for the Department's participation in the National Prescription Drug Take Back Day on April 28.

3. **Thank You Letter to Chief Grant -** Letter dated May 3, 2012 to Chief Grant from Daniel Kearney, Henry Ford Community College, thanking Detective Scott Galeski for addressing a Criminal Justice class at the school.

DEPARTMENTAL

1. **Wyandotte Animal Shelter** – Proposed fees for various shelter services.

2. **Update on Inspector Position**

Bills and Accounts - $17,230.56 May 22, 2012

NEW

Members of the Audience

Motion for Adjournment

CITY OF WYANDOTTE
BEAUTIFICATION COMMISSION MEETING MINUTES – DRAFT
MAY 9, 2012

Members Present: John Darin, Chairperson, Brandon Calvin, Maggie Molnar, Linda Orta, Bill Summerell, Karen Tavernier, Alice Ugljesa

Members Absent: None

Guests: None

1. Call to Order: The meeting was called to order by John Darin at 6:01pm.

2. Reading and Approval of Previous Minutes:
   a. April 11, 2012 Regular Meeting: The minutes of the April 11, 2012 Regular Meeting of the Wyandotte Beautification Commission were approved as written. Motion was made by Alice and seconded by Linda. The minutes were approved unanimously.
   b. April 25, 2012 Special Meeting: The minutes of the April 25, 2012 Special Meeting of the Wyandotte Beautification Commission were approved as written. Motion was made by Alice and seconded by Bill. The minutes were approved unanimously.

3. Chairperson's Report:
   a. Roll Call Vote Policy: A copy of the roll call vote policy that was approved at the last regular meeting was provided to the Commission.
   b. Commissioner Re-Appointments: Brandon Calvin, Joanne Cuva, and Bill Summerell were all re-appointed to the Beautification Commission at the April 16, 2012 meeting of the City Council.
   c. Resignations of Members Paluszewski and Cuva: Alana and Joanne have resigned from the Wyandotte Beautification Commission, effective April 30., 2012. The Commission sincerely appreciates all the hard work both women have put in and thank them for their time and efforts to keeping Wyandotte beautiful.
   d. Freedom of Information Act Request: Richard Miller has sent the Beautification Commission Chairperson a Freedom of Information Act request to be copied on all e-mail correspondence that is sent to the members of the Beautification Commission members by the Chairperson for the period of April 1, 2012 through October 1, 2012. A copy of the FOIA request was distributed and reviewed.
   e. Updated Meeting Attendance Log and Contact List: The Commission has been provided with an updated meeting attendance log and contact list for their use.
   f. Updated DDA Map: The Commission has been provided with and updated map of the DDA district.
   g. Let's Save Michigan Grant – It's About Place!: Natalie Rankine submitted a letter of intent to the mini-grant program Let's Save Michigan Placemaking Contest and the preliminary submission was accepted. If the Commission is awarded the grant, the area that the money would be used for is the space between Frank's Pizza and 3152 Studio, to be made into a family area with tables, chairs, and games for the kids. The Commission is very supportive of this grant application and target area for upgrading.

4. Treasurer's Report: There was an expenditure at Lowes of $98.56 for Community Garden and Dig-In supplies and an expenditure at Panetta's Landscape Supplies of $270.00 for 11 yards of topsoil, delivered. Panetta's was also thanked for their generous donation of an additional 6 yards of topsoil, which was delivered at no charge.

5. Public and Media Communications: Alana sent a letter to Keeping Michigan Beautiful congratulating them on their 50 year anniversary.

6. Community Garden Relocation Status Report: The process of relocating the Community Garden is coming along wonderfully. The water setup is phenomenal. The Engineering Department installed a water supply with 4 bibs. DPS will assemble the new garden beds for us and the workforce will transport them to the Community Garden. Opening Day for the new Community Garden location is Saturday, May 12, 2012. The Commission re-iterated its previous approval to purchase additional lumber and topsoil to construct an additional 12 4' x 8' garden beds.

7. Hanging Basket Plantings Status Report: John will talk to Joanne for an update on the status of the hanging baskets.

8. Spring Dig-In Status Report:
   a. Purchase and Delivery of Plant Materials: The Dig-In is on Saturday, May 19, 2012. Linda is going to Ray Hunter to purchase flowers and soil, as approved at a previous meeting of the Commission. There was a motion by John, seconded by Alice, to purchase the recommended plants and soil in the amount not to exceed $1750. Roll call vote and the motion were unanimously accepted. Linda will follow up as to the status of the Purple Heart Memorial Garden flower purchase.
   b. Dig-In Registration: Planting for the Dig-In starts at 9am. Alana will be doing registration. Bill has the trowels and will bring them to the Dig-in.
   c. Recycling Flower Flats, Etc. By Waste Management: It is confirmed with Waste Management that they will deliver 12 large cardboard boxes to be used to put the plastic flats in to be recycled.

9. New Business: There was no New Business

10. Announcements: The Beautification Commission was invited to the Summer Quarterly meeting of the Beautification Council of Southeastern Michigan. It will be held on June 14, 2012. The Commission unanimously approved payment of the $13.50 registration fee for any members who can attend.

11. Next Meeting: The next Regular Meeting is Wednesday, June 13, 2012 at 6:00pm in City Hall.

12. Adjournment: The meeting was adjourned by John at 7:20pm.

Respectfully Submitted,

Brandon Calvin

Recording Secretary
Wyandotte Beautification Commission

COMMUNITY GARDEN RELOCATION ACTION PLAN – 155 OAK STREET

Updated 5/9/12

NEED	ACTION PLAN	ACTIONS & RESPONSIBILITIES	DEADLINE	COMMENTS
1. Hold Harmless Agreement	As a condition of approval, City Council requires that the Beautification Commission signs a Hold Harmless Agreement for use of the lot at 155 Oak Street.	Karen and John to sign HHA	W, 3/28/12	**Completed 3/28/12.** Copy on file.
2. Notification of intent to relocate to Planning Commission & DDA	A letter needs to be written to announce that the community garden will be relocating to 155 Oak Street (lot next to Teezer's), planning garden re-opening on May 12 this year, details to follow.	- Karen to write letters - John to present to DDA	T, April 10	**Completed 4/10/12.**
3. Identify the lot lines & boundaries of the lot	The corners of the lot at 155 Oak Street need to be located, surveyed, and staked.	Engineering Department staff	W, April 11	**Completed 4/4/12**
4. Configure garden space – Identify basic community garden orientation and layout	Front of garden to face Oak Street (north); setback from sidewalk ~ 12'; staging area located at south end; parking for garden in adjacent municipal lot; plan for fencing w/ front & side access gates – rear gate TBD.	- John to schedule - Bill to draft garden layout - All members to assist	Sa 4/14	**Completed 4/14/12.** Lot lines identified and staked.
5. Configure garden space – Identify central water location	Approximate center of lot will be desired location of central water supply for bed watering and clean-up.	- John to schedule - Bill to draft garden layout - All members to assist	Sa 4/14	**Completed 4/14/12.** Location of desired water supply marked.
6. Configure garden space – Identify locations of standard raised beds	Need to develop a garden bed layout, based on existing community garden template & existing number of salvageable raised beds; need to mark the bed corners; handicapped beds deferred to Phase 2.	- John to schedule - Bill to draft garden layout - All members to assist	Sa 4/14	**Completed 4/14/12.** Locations for existing 4x8 beds identified & marked.
7. Run water supply line	Water supply line needs to be provided at the approximate center of the garden; needs to run down an aisle and not underneath beds; provide two (2) hose bibs minimum 18" above ground.	- Karen to coordinate w/Greg Meiring from Engineering Dept.	5/12/12	**Completed 5/3/12.** Connection to main in Teezer's basement. 4 hose bibs installed.
8. Configure garden space – Set-up garden Staging Area & signage	The garden Staging Area (for loads of topsoil, mulch, etc) at rear (south); relocate parking signage for utility vehicle in Staging Area	- Alice to coordinate sign relocation w/DPS - DPS to pull & reinstall signs	Sa 5/12	In Process. Note that transient parking will be for utility vehicles. All staff & visitors to park in city lot.
9. Remove, transport, & relocate the existing garden beds	Existing 2x4x8 garden beds to be moved from their current locations to the marked locations at 155 Oak. Some disassembly & reassembly likely required; may need corner reinforcement hardware.	- Karen to coordinate w/District Court Work Force to relocate bed lumber from current location - All members to assist in removal & relocation	Sa 4/21	**Completed 4/21/12.** Relocated 17 ea 2x4x8 beds, 1 ea 2x4x4 bed, and 1 ea 2x4x12 bed to new location

COMMUNITY GARDEN RELOCATION ACTION PLAN – 155 OAK STREET

Updated 5/9/12

NEED	ACTION PLAN	ACTIONS & RESPONSIBILITIES	DEADLINE	COMMENTS
10. Backfill installed garden beds w/topsoil	Obtain 6 yards topsoil mix donated by Panetta's Landscaping Supply. Purchase additional 11 yards topsoil mix @ wholesale pricing, up to total cost of $300. Commission reviewed and approved purchase recommendation. Topsoil to be dumped in Staging Area. Each 4x8 bed determined to hold approx. 0.9 yard topsoil.	- John to request PO & coordinate purchase & delivery from Panetta's - Alana to obtain donation of topsoil From Panetta's - All members to assist - Karen to coordinate Workforce to assist backfill	Sa 4/28	**Completed 5/2/12.** Panetta Landscape Supplies donated 6 yds; purchased 11 yds @ wholesale pricing, PO #61299; delivered 5/1. Work Force filled all beds 5/2.
11. Construct additional garden beds	Purchase ACQ treated 2x8 lumber and special brackets sufficient to construct 12 additional 2x4x8 beds, up to total cost of $600. Commission reviewed and approved purchase recommendation.	- John to coordinate purchase of lumber and brackets from Lowe's & coordinate delivery to DPS - Karen to seek approval for assembly of frames by DPS, and transport of frames to garden by Workforce. - Workforce to backfill new beds w/existing topsoil	Sa 5/5	In Process.
12. Apply weed control to garden aisles & open lot	Contact herbicide applicator for broadleaf & grassy weed control application to garden aisles & open lot; pricing $30/application.	- John to coordinate w/Rowley's Fertilization	w/e 4/28 also, apply in May & June	**Completed 4/23/12.** Application #1.
13. Apply mulch to suppress weeds	It was decided to forego mulch at this time; defer for later consideration.	NA	NA	**Deferred.**
14. Relocate garden sign	The garden sign needs to be relocated to the new location, preferably in the setback area.	- Karen & Alice to coordinate w/DPS to relocate signage	May 12	In Process. Sign & post removed & to be re-installed by DPS.
15. Relocate PVC fencing	Relocate fencing to front of community garden. Can be pulled out of the ground, not cemented in?	- Karen & Alice to coordinate w/DPS to relocate fencing	May 12	In Process.
16. Move existing perennials	Dig up and replant existing bulbs & perennials at other locations	- Karen to write letter to renters to salvage their plants - Commissioners to salvage plants as desired - Open request to community to salvage plants left over	May 12	In Process. Original garden site to be graded by July.
17. COMMUNITY GARDEN RIBBON-CUTTING AND GRAND OPENING	Conduct high-profile publicity event w/DDA, city dignitaries, press, etc.	- TBD to coordinate w/Natalie & Mayor's Office	TBD after May 12	Whew!! Done!! ☺

WYANDOTTE CULTURAL AND HISTORICAL COMMISSION
MINUTES OF THE MAY 10, 2012 MEETING
MARX HOME

PRESENT: Michelle Blankenship, Jody Chansuolme, Ken Munson, Stan Rutkowski, Sue Pilon, Eula Grooms, Don Schultz, Tom Woodruff, Dave Kostelnik, Anne Ronco, Becca Bearden

EXCUSED: Nancy Chasca

President Michelle Blankenship called the meeting to order at 6:04 p.m.

MOTION by Don Schultz, supported by Tom Woodruff, to approve the minutes from the March 2012 meeting, MOTION CARRIED (9-0)

MOTION by Anne Ronco, supported by Eula Grooms, to approve the minutes from the April 2012 meeting, MOTION CARRIED (9-0)

PRESIDENT'S REPORT:
Michelle collected volunteer forms from those who hadn't turned them in yet.

She then went over the standing committee list. She asked if anyone was interested in volunteering for any additional committees, particularly Inventory, Preservation, and Salvage. Anne said she would chair the Inventory Committee and Eula would help. Don volunteered to serve on the Preservation Committee, and Becca volunteered to help with Salvage. Anne also volunteered to help with weddings whenever needed.

Michelle passed out information about subcommittees and the Open Meetings Act. Subcommittee meetings still need to abide by the Open Meetings Act. Chairs need to act as a liaison to Jody and the Museum staff, as well as organize meetings, create agendas, and let members know about meetings. Chairs should start getting the ball rolling now with their projects, and Subcommittees will rotate reporting at the general Commission meetings each month. Subcommittee meetings also need to be posted at City Hall. Chairs should note the time, date, and place of their meetings, and they can go to the Clerk's Office or email Maria with the information and she'll post it.

Michelle gave an update about the latest Design Review Committee meeting. She said the Candy Store is going to do a new façade design to make it look better with the nearby buildings. She also said Solero is going to change into a Mexican restaurant and margarita bar so they will be putting up a new sign.

She then gave an update about the houses scheduled for demolition on Walnut and on Third streets. Anne and Ken went to the City Council meeting where the houses were discussed on behalf of the Commission. The Council decided that neither building was particularly historically significant, and they will be demolished. Michelle said she is concerned about the amount of demolition in the historic area of Wyandotte. If too many historic homes are torn down then there will never be hope of establishing a Historic District in Wyandotte. While establishing a Historic District may not be the Commission's ultimate goal, it would be nice to keep the possibility alive.

The Commission agreed that educating people about historic districts should be the Commission's immediate goal. They want to be able to at least have a discussion about it, and many people may be skeptical. But many people do enjoy Wyandotte's history, and there can be many benefits of creating historic districts.

Michelle also said she thinks the Commission needs to have a plan for preservation, and not just handle it on a case by case basis once houses are already slated for demolition. Some Commission members suggested that there should be a representative from the Commission at the initial inspection of the house, before anything is decided about its fate.

Michelle said she talked to the Commission's SHPO representative, Ellen, from Dearborn. Michelle wants to ask her to attend the July meeting to speak to the Commission and answer questions. She asked if the July meeting needed to be rescheduled because of the Art Fair and the USO event. The Commission decided to keep it on July 12. Michelle will ask Ellen about attending.

The deal for the sale of McKinley school fell through this month. The Superintendent was asked about what they plan to do with it now, but the School Board hasn't decided anything. The Commission agreed that it is a beautiful building and definitely worth saving. They want to keep it on their radar, and possibly attend the School Board meeting when it is on their agenda.

Michelle said she went to Grosse Ile's light tour last year, and she joined their Historical society so that she could receive their newsletter and information about what they are doing. She said the Light Tour is September 9 this year, and she would recommend attending. She then passed around a copy of the newsletter, which included a list of events around the state commemorating the War of 1812. Grosse Ile also gives out a Centennial House Award each year. Michelle and many of the Commissioners thought that this would be an interesting thing to do in Wyandotte. It could possibly go along with the historical plaques. Michelle said that it would be a good idea for all Commissioners to keep an eye on other historical cities in the area to see what they are up to and get ideas.

DIRECTOR'S REPORT:
Jody passed around the finance reports for March and April. In March, the Museum purchased some things for the wedding program, archival supplies, a vacuum cleaner, and paid for some printing jobs, and repairs for the air conditioning unit that was vandalized.

MOTION by Eula Grooms, Supported by Stan Rutkowski, to approve the finance report for March, pending audit, MOTION CARRIED (9-0)

In April, there was an increase in admission money because the fee was raised. She said there was no noticeable drop in admissions because of the fee.

MOTION by Eula Grooms, Supported by Anne Ronco, to approve the finance report for April, pending audit, MOTION CARRIED (9-0)

Jody said the 2013 fiscal year budgets are due to the finance office by June 22. She handed out copies of the budget summary, and told the Commission that she plans to ask for the same thing as last year. She told the Commissioners to look it over the next few weeks, then at the June meeting she will go over the plan in detail and ask for approval to submit it.
Jody said the Museum's reserve account is currently at $73,000 after the money from garage sale applications. She said the Marx Home projects will come out of that account. She also submitted a request to the Friends to help with the Basement Exhibit Gallery. And she applied for a MHC grant, which she will find out about May 15.

There were 311 participants signed up for the City Wide Garage Sale. She said there will also be a City Wide Garage Sale in the fall. Since there are some people every year who have garage sales without actually signing up, the Musuem issued permits along with registration in the sale. And ordinance officers will be going around during the sale and ticketing those without permits. There will also be volunteers at the Musuem both days selling maps for $1.

Jody said the Historical Society decided against hosting the Pie and Ice Cream Event this year. Since the event has already been included on advertising materials, Jody said she would still like to have the event. She also said that a lot of work for the event has already been done. Though it doesn't usually make much money, she said all they really need at this point is some volunteers. Some Commissioners suggested soliciting donations to help pay for the pie and ice cream. Several Commissioners volunteered to donate. Jody said she will include logos from corporate sponsors on the signs for the event. And she will include a note at the bottom about individual donors.

Don left.

The Society only decided to give up the Pie and Ice Cream event this year, and they may want to pick it up again next year. She asked if any Commissioners would be able to volunteer for a few hours that day. She said she will send out an email after the meeting with any other needs for the event.

Jody passed out the monthly tour schedule. Michelle spoke to the Historical Society president about staffing the gift shop while a volunteer tour guide is there. It could help them feel safer instead of being alone. Michelle will follow up on whether the Society plans to have volunteers at the gift shop during museum tour hours.

Mayor's Exchange day will take place at the end of the month. Wyandotte will exchange Mayor's with Monroe. Jody said that if any Commissioners would like to participate, the delegation will be coming to the Museum on May 31. Jody said she will send out the itinerary for the day when she has it. The Museum offices will also be closed on May 24 because the staff will be visiting Monroe.

Cabin rental season has started. Jody said that the Engineering Department is looking into some repairs for the building.

Tommy has requested that the Museum get rid of the wagon wheel sitting in the side yard. There has been nothing found about it in the records in terms of historical significance.

MOTION by Dave Kostelnik, supported by Eula Grooms, to de-accession the wagon wheel, MOTION CARRIED (8-0)

Jody announced that the Marx Home project is up for bid. Jody thinks it should be out for about 3 to 4 weeks before a bid is chosen.

Jody passed out the 2012 Wyandotte Stars schedule. She also passed around marketing material for the Wyandotte Trolley rentals. Tom said that he will host a Wyandotte Stars fundraiser at the next Third Friday.

Jody said she received a communication from Phyllis Gilbert, who was a docent at the museum for many years. She wrote a letter just saying hi and offering some information about her time at the Musuem, after reading an article about it in The News Herald.

FRIENDS: The next meeting is scheduled for May 23 at 6pm.

SOCIETY: Michelle reminded Commissioners about the joint meeting with the Historical Society on May 17. She told Wally that she would put together an agenda, so he gave her a few items that the Society would like to discuss. She said that during the meeting the Commission and the Society would go back and forth, talking about different items, then there would be time at the end for comments and questions. Michelle went over a few items she wanted to include on the agenda. She wants to ask about staffing the Gift Shop, the possibility of having a Commission liaison to the Historical Society, and collaborating for a project to commemorate the War of 1812. Anne would also like to discuss ways to get more volunteers involved in Museum projects and events.

Becca left.

OLD BUSINESS: Eula gave a report on the salvage project. She is planning on having another sale to benefit the Museum, and possibly including an auction as well. They are shooting for August.

Michelle asked about the BASF Park signs. Jody has still not found anything about the maker of the original signs. She will have Sarah look into this and bring the information to the next meeting.

NEW BUSINESS: Tom announced that the DDA is working on launching a Summer of Independence campaign, and will have a special event on Fifth Friday this month. There will also be a "Paint the Town Pink" event in October. He said he will keep the Commission posted about things they can do.

Ken read that the Bacon Library is looking into solar panels. He asked if anyone knew where they would go. More participation is needed in the survey before anything is decided, and Jody said they would not go on the old section.

Michelle reminded the Commission that the June meeting is a potluck and it will start at 5:30.

ANNOUNCEMENTS/COMMUNICATION: None.

ATTENTION TO AUDIENCE: None.

MOTION by Eula Grooms, supported by Anne Ronco, to adjourn the meeting at 8:03 p.m.
MOTION CARRIED (7-0)

Next Meeting: April 12, 2012.
Respectfully Submitted,
Annie Pilon, Recording Secretary

FINANCE REPORT – WYANDOTTE MUSEUMS **MONTH OF APRIL 2012**

From the desk of Jody L. Egen

MONEY DEPOSITED WITH THE CITY OF WYANDOTTE TREASURY – AS OF MAY 10, 2012

Log Cabin Rental	$ 80.00 – Cash $ 0 - Checks **$ 80.00 – Total**	Reserve 101-000-257-250-071
Admissions/ Donations	$ 93.00 – Cash *admissions* $ 0 – Check **$ 93.00 – Total**	Reserve 101-000-257-250-071
Weddings	$ 0 – Check $ 0 - Cash **$ 0 – Total**	Reserve 101-000-257-250-071
Marx Rent *Deposited April 9*	$ 625.00 – Check $ 0 – Cash **$ 625.00 – Total**	*Marx Rental Account* 101.000.655.655.021
Archives	$ 0 – Check $ 2.80 - Cash **$ 2.80 – Total**	Reserve 101-000-257-250-071

Total of all deposits: **$ 800.80**

EXPENSES

HEAT/ GAS		
MacNichol	$ 144.66	City
Marx	$ 82.27	City
Log Cabin	$ 30.59	City
Burns	$ 81.01	City
Subtotal	*$ 338.53*	
WATER		
MacNichol	$ 41.30	City
Marx	$ 15.47	City
Log Cabin	N/A	City
Burns	$ 15.47	City
Subtotal	*$ 72.24*	
ELECTRIC		
MacNichol	$ 95.70	City
Marx *- includes $53.37 outside 400W*	$ 117.70	City
Burns	$ 46.97	City
Subtotal	*$ 260.37*	
PHONE		
MacNichol	$ 42.33	City
Marx	$ 42.33	City
Burns	$ 219.18	City
Subtotal	*$ 303.84*	

Subtotal All Utilities: **$ 974.98**

MISCELLANEOUS		
Lowe's – *Misc. hardware*	$ 10.17	City – B&G
Wyandotte Alarm – *2624 Commercial Alarm Company*	$ 186.00	City – B&G
Hobby Lobby – *Bulletin board, chalk board for Burns Home*	$ 108.08	City – Office Supplies
Fed Ex Office – *Bound copies of HES 12 report*	$ 63.28	City – Office Supplies
Shirley Prygoski – *reimbursement for April 7 Tea food purchase.*	$ 42.48	Reserve
Christmas Tree Shop – *Kitchen supplies – glasses, bowls, cutting board*	$ 34.87	City – B&G
Lowes – *Broom closet for Burns kitchen, fire extinguisher for cabin*	$ 141.16	City – B&G
Wyandotte Alarm - *2630 Commercial Alarm Company*	$ 186.00	City – B&G
Wyandotte Alarm - *2610 Commercial Alarm Company*	$ 186.00	City – B&G
Eastman Protection, Inc. – *Fire Extinguishers serviced*	$ 45.00	City – B&G

Subtotal All Miscellaneous: **$ 1,003.04**

CURRENT BUDGET BALANCES – AS OF MAY 10, 2012

SUPPLY LINE	BALANCE YEAR TO DATE	2011 BUDGET
Office Supplies	$ 92.41	$ 1,050.00
Postage	$ 60.31	$ 80.00
Building Maintenance & Supplies	$ 35.64	$ 8,279.00
Printing	$ 0	$ 800.00
Electric	$ 4,583.41	$ 6,700.00
Water	$ 1,051.96	$ 1,675.00
Heat	$ 5,831.42	$ 10,200.00
Education	$ 240.00	$ 240.00
Automobile	$ 160.00	$ 160.00
Reserve	$ 73,163.03	n/a

2012 MAY 17 P 3:17
CITY CL