

OFFICIALS

William R. Griggs
CITY CLERK

CITY TREASURER
Andrew A. Swiecki

Colleen A. Keehn
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12

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PLANNING COMMISSION

September 21, 2012

The Honorable Mayor Joseph R. Peterson
and City Council
City Hall
Wyandotte, Michigan 48192

RE: PUBLIC HEARING PC#081412

Dear Mayor Peterson and Council Members:

Attached is a copy of the resolutions duly adopted by the Planning Commission held on Thursday, September 20, 2012.

In its resolutions, the Commission recommends that the request from Ramecomm LLC to rezone the property known as 1811 Fort Street, Wyandotte, be DENIED for rezoning from Office Service District (O-S) to General Business District (B-2).

Also attached is a copy of the transcript of the public hearing. Should you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

Elizabeth A. Krimmel

Elizabeth A. Krimmel, Chairperson
PLANNING COMMISSION

EAK/kr

Reviewed by Todd A. Drysdale, City Administrator TADrysdale

Attachments

cc: Mark A. Kowalewski, City Engineer
Ramcomm LLC
Mr. Perry

PLANNING COMMISSION RESOLUTION
FROM September 20, 2012

PUBLIC HEARING PC#081412 - Requested by Ramcomm LLC to rezone the property at 1811 Fort Street, Wyandotte, (Lot 32 Schorr Grove Sub.) from Office Service District (O-S) to General Business District (B-2)

RESOLUTION

MOTION BY COMMISSIONER SCHULTZ, supported by Commissioner Tavernier to recommend to the City Council that the property located at 1811 Fort Street, Wyandotte be denied for rezoning to General Business District (B-2).

YES: Adamczyk, Duran, Eberts, Krimmel, Lupo, Parker, Schultz, Tavernier

NO: None

ABSENT: Hovis

MOTION PASSED

3. **PUBLIC HEARING** Request from the City of Wyandotte to consider changes to the City of Wyandotte's Zoning Ordinance Section 2408 Signs, Section 201 Specific Terms, Section 2201 General Provisions and Section 1301 Specifically Uses. This proposed change is to define and regulate signs that include murals, public art and graffiti.

MOTION BY COMMISSIONER SCHULTZ, supported by Commissioner Tavernier that the Commission concurs with the recommendation of the changes to the City of Wyandotte Zoning Ordinance entitled Section 2408 Signs, Section 201 Specific Terms, Section 2201 General Provisions and Section 1301 Specifically Uses.

YES: Adamczyk, Duran, Eberts, Krimmel, Lupo, Parker, Schultz, Tavernier

NO: None

ABSENT: Hovis

MOTION PASSED

PERSONS IN THE AUDIENCE:

No persons in audience.

SPECIAL ORDER:

Mr. Leman indicated that he will draft definitions for internet café or cybercafé for consideration by the Commission.

BILLS AND ACCOUNT:

MOTION BY COMMISSIONER SCHULTZ, supported by Commissioner Parker to:

Pay Beckett & Raeder for Planning Consultant fee for August and September 2012 in the amount of \$1,400.00

Hours for Secretarial Services: 07/11/12 – 09/09/12 13.50 Total Hours

YES: Adamczyk, Duran, Eberts, Krimmel, Lupo, Parker, Schultz, Tavernier

NO: None

ABSENT: Hovis

MOTION PASSED

MOTION TO ADJOURN:

MOTION BY COMMISSIONER LUPO, supported by Commissioner Eberts to adjourn the meeting at 7:00 p.m.

 **PUBLIC HEARING PC#081412** - Requested by Ramcomm LLC to rezone the property at 1811 Fort Street, Wyandotte, (Lot 32 Schorr Grove Sub.) from Office Service District (O-S) to General Business District (B-2)

Chairperson Krimmel opened the Public Hearing and asked if there was anyone present who wished to speak about this public hearing.

Mr. Leman read the preamble to the B-2 Zoning District and the O-S Zoning District. Mr. Leman indicated that O-S District is more restrictive.

Chairperson Krimmel read the two (2) communications that were received in opposition to this rezoning into the file.

Mr. Perry present. Mr. Perry indicated that he was a member of Ramcomm LLC. Mr. Perry stated that the previous use of was a dentist office and the building has been for lease for about four (4) years and during that time the building has been vacant. Mr. Perry indicated that the zoning is too restrictive for the uses that want to go in there.

Mr. Perry feels that if the zoning was changed to Business it would allow for additional uses.

Commissioner Adameczyk asked what uses have wanted to go into the building.

Mr. Perry indicated that a bakery, selling equipment for tattooing, and in-house physical therapy. Mr. Perry further stated that the parking would also restrict the use that can go into building.

Mr. Lemman stated that there has been court cases against rezoning single lots, because it puts a burden on the adjacent properties that are not being rezoned.

Mr. Lemman further stated that a zoning could possibly occur if it was in accordance with the Master Plan which this is not.

Chairperson Krimmel asked if there was anyone else present who wished to speak about this public hearing.

There being no more questions, the public hearing was closed.

Two (2) communications were received opposing this rezoning.



1717 FORT STREET
WYANDOTTE, MICHIGAN 48192
PHONE (734) 284-4141

23051 GIBRALTAR ROAD
FLAT ROCK, MICHIGAN 48134
PHONE (734) 782-2720

53420 VAN DYKE AVENUE
SHELBY TOWNSHIP, MICHIGAN 48316
PHONE (586) 781-6511



September 10, 2012

City of Wyandotte
Planning Commission
3131 Biddle Avenue
Wyandotte, MI 48192

Re: Zoning Request – 1811 Fort Street

Dear Planning Commission:

I am writing you this letter because of our concern of the rezoning of the property located at 1811 Fort Street – Wyandotte, MI 48192 from Office Service District (O-S) to General Business District (B-2). We do not feel that spot zoning for this property would be a good choice for this area at this time.

Thank you for your consideration in this matter.

Sincerely,

Douglas G. Ochmanek
President - CEO
E.W. Smith Agency, Inc.

September 20, 2012

Wyandotte Planning Commission
Engineering and Building Dept.
3131 Biddle Ave.
Wyandotte, MI 48192
kroberts@wyan.org

Attention: Kelly Roberts

RE: **Public Hearing to be held September 20, 2012 at 6:30 p.m.**
Amendment of Zoning Ordinance Map: 1811 Fort St., Wyandotte

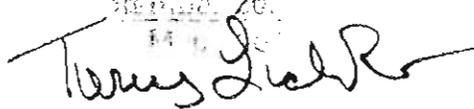
Dear Ms. Roberts:

As we are unable to attending tonight's public hearing concerning the proposed rezoning of land known as 1811 Fort Street, Wyandotte, MI, we would like to submit our objections to the amendment in writing.

We have lived at 1842 23rd street for 23 years and do not wish to have the building located behind our home (1811 Fort) rezoned to General Business District. We are concerned about noise, smells, traffic and people loitering in the alley and near our back yard where we often relax with family, neighbors, and friends. We also have small grandchildren who visit frequently and often play in our back yard and would be uncomfortable allowing this should the ordinance be changed to General.

We feel that the current zoning designation of Office Service District (O-S) is fine and should remain.

Sincerely,



Jerome and Terry Lichko
1842 23rd Street
Wyandotte, MI
281-8463

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that the communication from the Planning Commission regarding the rezoning of the property known as 1811 Fort Street is hereby received and placed on file; AND

BE IT FURTHER RESOLVED that Council concur with the recommendation of the Planning Commission and denies the rezoning of the property at 1811 Ford Street.

OFFICIALS

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CITY TREASURER
Andrew A. Swiecki

Colleen A. Keehn
CITY ASSESSOR



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PLANNING COMMISSION

September 21, 2012

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

Dear Mayor Peterson and Council Members:

At the August 13, 2012, City Council meeting you referred a communication from the City Engineer regarding medical marijuana to the Planning Commission for review.

At the Commission meeting held on September 20, 2012, the Commission review the proposed Resolution supplied by the Department of Legal Affairs and the following Resolution was duly adopted:

MOTION by Commissioner Tavernier, supported by Commissioner Lupo to approve the proposed Resolution regarding the moratorium on medical marijuana as submitted by the Department of Legal Affairs.
MOTION PASSED

Very truly yours,

Elizabeth A. Krimmel

Elizabeth A. Krimmel
Chairperson

EAK:kr

Reviewed by Todd A. Drysdale, City Administrator

cc: Mark A. Kowalcwski, City Engineer
Department of Legal Affairs

RESOLUTION

Wyandotte, Michigan

Date:

RESOLUTION by Councilmember _____

RESOLVED by the City Council that

WHEREAS, a legislative initiative to permit the use and cultivation of marijuana for specified medical conditions was approved by the Michigan voters; and

WHEREAS, federal law classifies marijuana as a controlled substance and treats its cultivation and use as a criminal offense; and

WHEREAS, issues have been raised on whether local governments risk federal sanctions by affirmatively authorizing activities allowed by the state initiative; and

WHEREAS, there have been several cases that have advanced to the Michigan Court of Appeals on this issue; and

WHEREAS, studies have indicated adverse secondary effects such as increased criminal activity and exposure of marijuana to minors have arisen in another state with a similar law; and

WHEREAS, the use of marijuana is criminal unless it falls within the narrow exception provided in the enacted initiative; and

WHEREAS, there are a number of unanswered issues and gaps that have been created by said initiatives.

NOW THEREFORE, the Wyandotte City Council hereby directs a moratorium be put in place on the issuance of a certificate of occupancy for the purpose of cultivating and/or distributing marijuana for medical reasons for the purpose of maintaining the status quo pending a clearer determination of the application of the law on local governments which is expected to be made through the aforementioned Court of Appeal decisions, and to permit the Police, Engineering, Legal Affairs Departments, and Planning Commission to come up with recommendations for the City of Wyandotte.

BE IT FURTHER RESOLVED, that if any application for a certificate of occupancy is received by the city engineer's office, that said application should be referred to the Planning Commission to hold a public hearing with notice; and to report back to the City Council for the purpose of providing an opportunity to review the matter and determine whether adoption of a licensing and/or zoning ordinance is necessary for the public health, safety and welfare concerning medical marijuana cultivation, use and distribution.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Police, Engineer, and Legal Affairs Departments and the Planning Commission to review this issue and report back to the City Council with a recommendation in forty-five (45) days.

I move the adoption of the foregoing resolution.

MOTION by Councilmember _____

Supported by Councilmember _____

YEAS	COUNCILMEN	NAYS
_____	Browning	_____
_____	DeSana	_____
_____	Fricke	_____
_____	Galeski	_____
_____	Sabuda	_____
_____	Stec	_____

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MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

September 26, 2012

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

RE: 2251 – 10th Street

Dear Mayor Peterson and Council Members:

On May 16, 2012 and August 15, 2012, Show Cause Hearings were held in the Engineering and Building Department regarding the dangerous and unsafe structure at 2251 – 10th Street. Attached are minutes of the Hearings and Property Maintenance letter.

At the hearings it was determined and ordered that the structure, due to the described conditions and property maintenance violations, should be repaired or demolished. As of today's date, the order has not been complied with.

Therefore in accordance with Section PM-107.6 Filings of findings, the undersigned requests that your Honorable Body set a hearing to show cause why the structure 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

LP/pg

Approved by Todd A. Drysdale, City Administrator:

Cc: See Attached List

Attachments: SCH August 15, 2012, May 16, 2012, Updated Property Maintenance Checklist, and letter dated February 8, 2012.

w/showcause/2251 10th council for demolition

PRESENT: Lou Parker, Hearing Officer
Mark A. Kowalewski, City Engineer
Gregory J. Mayhew, Assistant City Engineer
Peggy Green, Secretary

The Hearing was called to order at 8:45 a.m. by Greg Mayhew, Assistant City Engineer and stated this hearing is being reconvened from the show cause hearing held on May 16, 2012.

The owner or a representative did not appear at the hearing.

Mr. Mayhew read over the violations (attached) that exist for the property and stated that there have been no changes or improvements since the inspection was made on February 6, 2012. Mr. Mayhew continued that the inspection was performed due to a complaint received from the tenant.

Mr. Mayhew stated that at the show cause hearing held on May 16, 2012, Mr. Dudek was given until August 15, 2012, to complete the violations, if not completed, the matter would be sent to the City Council with the hearing officer recommending demolition of the dwelling.

Mr. Mayhew stated that Mr. Dudek did register the property as vacant.

Mr. Mayhew stated that a title search was done, and copies of the May 16, 2012, minutes were also sent to Roxanne Dudek, Flagstar Bank, and MERS by certified and first class mail, and all signed that they received the letter.

Mr. Mayhew added that the taxes have been paid up to date so far except for the latest assessment of August 1, 2012. The SEV is \$16,900.

Mr. Mayhew continued that there is a considerable garbage buried in the yard, and rodents have been seen by the neighbors, and the yard is unkept.

Mr. Parker asked Mr. Mayhew if he has spoken with the owner, Mr. Dudek. Mr. Mayhew replied not since the last hearing. Mr. Mayhew added that he believes the property has been foreclosed on.

Mr. Kowalewski asked if Bank of America had been notified, the minutes of the May 16, 2012, suggested that Bank of America may have an interest in the property. Mr. Mayhew stated that Bank of America was not on the title search, but notice would be sent to the corporate address and the local Wyandotte branch.

Mr. Parker stated that the exterior of the property is to be brought up to code or the structure demolished by September 19, 2012. If it has not been brought up to code or demolished, the matter will be referred to City Council for demolition.

Mr. Kowalewski asked how long the tenants have been out of the dwelling. Mr. Mayhew replied since February 13, 2012.

Mr. Mayhew stated that the neighbors have been contacting him about every 3 weeks to check on the status of the property, nothing has been done, the grass is high, and rodents have been seen.

Cc:
Attached parties of interest

PRESENT: Lou Parker, Hearing Officer
Mark A. Kowalewski, City Engineer
Gregory J. Mayhew, Assistant City Engineer
Mike Dudek, owner
Peggy Green, Secretary

The Hearing was called to order at 8:450 a.m. by Greg Mayhew, Assistant City Engineer.

Mr. Mayhew stated that Mr. Dudek requested this hearing based on the property maintenance letter he received dated February 8, 2012 regarding the interior and exterior of the property, and the complaint was initiated by the tenant.

Mr. Mayhew stated that the Ordinance Officer and the tenant were with him during the inspection of the property (February 6, 2012).

Mr. Mayhew stated that there has never been a Certificate of Compliance or Certificate of Approval issued to this property. It was registered in 2006, but has never been brought up to code.

Mr. Dudek stated that he did bring it up to code. Mr. Mayhew stated that it has never been brought up to code.

Mr. Kowalewski asked if the property was occupied. Mr. Mayhew replied no, after the inspection of the property, the house was posted as dangerous and unsafe.

Mr. Kowalewski stated that if a dwelling has been vacant for over 6 months, it is considered a dangerous building. Mr. Kowalewski asked Mr. Dudek his plans for the property. Mr. Dudek replied that it is up for a short sale, and he has been in contact with the bank.

Mr. Dudek explained that there was a leak in the upstairs that he did not know about, and the tenant was two months behind in the rent, he did not consider it dangerous.

Mr. Kowalewski asked if it was the roof that was leaking. Mr. Dudek replied yes, over the bathroom in front. Mr. Kowalewski asked if the roof had been fixed. Mr. Dudek replied no he cannot afford to.

Mr. Kowalewski explained that the exterior of the dwelling has to be maintained. Mr. Dudek stated that he does. Mr. Kowalewski stated that the roof has not been repaired.

Mr. Mayhew added that the neighbors have maintained the lawn and that complaints have been received from the neighbors about rats and trash.

Mr. Parker asked Mr. Dudek how often he inspects the property. Mr. Dudek replied every couple of months, but the tenant will not let him in.

Mr. Dudek stated that he will repair the roof and clean up the debris.

Mr. Parker expressed concern with rodents since the crawl space is not secure.

Mr. Parker read of the violation list dated February 6, 2012 (attached).

Mr. Dudek stated that he does have smoke detectors in the crawl space and laundry room.

Mr. Parker recommended that Mr. Dudek comply with all exterior violations within thirty days (June 18, 2012). Mr. Kowalewski suggested that Mr. Dudek be given until August 15, 2012, to complete the violations, if this order has not been complied with, the house is vacant and will be ordered to be demolished, and this recommendation will be sent to the City Council to hold a public hearing. Mr. Kowalewski added that if Mr. Dudek wants to sell the property, that is up to him.

Mr. Parker agreed that all exterior violations are to be complied with by August 15, 2012.

Mr. Kowalewski stated that the house is vacant and must be maintained, it is a state law.

Mr. Dudek stated that the guy who did the concrete work is the one that buried the stuff in the yard.

Mr. Mayhew asked the name of the bank that he was dealing with. Mr. Dudek replied Bank of America. Mr. Kowalewski asked if there was only one mortgage on the house, Mr. Dudek replied yes. Mr. Kowalewski asked Mr. Dudek if he is the only owner of the property. Mr. Dudek replied yes. Mr. Dudek added that the bank did seem interested in taking over.

Mr. Kowalewski informed Mr. Dudek that if the dwelling is rented or sold, an inspection is required and that it must also be registered as a vacant house.

Mr. Parker stated that this hearing will be reconvened on Wednesday, August 15, 2012 at 8:30 a.m.

Note: Mr. Dudek took the Vacant Property Registration form and stated that he would have the property registered by May 23, 2012.

Contact Information:
Michael Dudek
23011 Wilson
Dearborn, MI 48128

2251 10TH STREET, WYANDOTTE, MICHIGAN

VIOLATIONS FOUND DURING ON-SITE INSPECTION FEBRUARY 6, 2012

Observed evidence of mice and insects and areas of the dwelling open to the crawl space. This is a violation of Section PM-307.1 Infestation.

The fascia is missing in several areas, opening the interior and roof structure to the elements and providing a nesting place for birds and insects. This is a violation of PM-304.7 Roof and drainage, PM-304.9 Overhang extensions, and PM-307.1 Infestation.

Observed missing roof shingles and evidence of water damage on walls and ceilings on the 2nd floor. This is a violation of PM-304.7 Roof and drainage and PM-305.3 Interior surfaces.

The 2nd floor bathroom sink is not draining. This is a violation of PM-505.1 General.

Windows require repair/trim work/replace sills/glazing/paint. This is a violation of PM-304.14 Window and door frames.

Exterior siding and trim is not continuous with exposed sub surfaces and the dryer vent cover is missing exposing the interior and structure to the elements, insects and rodents. This is a violation of PM-304.6 Exterior walls.

The crawl space door is not properly attached to the opening exposing the crawl space to insects and rodents. This is a violation of PM-304.17 Basement hatchways.

The handrail and guardrail on the front and rear porch requires repair. This is a violation of PM-304.11 Stairways, decks, porches and balconies.

The chain link fence requires repair and paint. This is a violation of PM-303.7 Accessory structures.

The kitchen and bathroom floors require repair and perimeter sealing. This is a violation of PM-305.8 Bathroom and kitchen floors.

Walls and ceilings have cracks and require repair and paint. This is a violation of PM-305.3 Interior surfaces.

The required smoke detectors were not installed. This is a violation of PM-705.5 Smoke detectors.

The rear yard is poorly graded, contains miscellaneous accumulation of yard waste, junk and other debris, including debris buried under a mound of dirt on the north side, and requires removal/control of weed and noxious plant growth. This is a violation of PM-303.1 Sanitation, PM-303.2 Grading and drainage and PM-303.4 Weeds.

Access to the off street parking space is not provided. This is a violation of the City of Wyandotte Zoning Ordinance Section 1804, and the City of Wyandotte Code of Ordinances Section 35.46.

OFFICIALS

William R. Griggs
CITY CLERK

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CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

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Lawrence S. Stec

February 8, 2012

Mr. Michael J. Dudek
23011 Wilson Avenue
Dearborn, Michigan 48128

RE: 2251 10th Street
Wyandotte, Michigan

Dear Mr. Dudek:

A complaint has been received regarding the referenced property. The condition was investigated by the undersigned and Ordinance Officer Calhoun on Monday, February 6, 2012, and found to be in violation of the City of Wyandotte Property Maintenance Ordinance as listed on the attached sheet "VIOLATION FOUND DURING ON-SITE INSPECTION FEBRUARY 6, 2012". These conditions are unsanitary and unsafe, creating a health hazard for any occupant or person living or entering the dwelling.

Therefore, the undersigned deems that the dwelling at 2251 10th Street is unfit for human occupancy in accordance with Section PM-108.1.3 Structures unfit for human occupancy, of the Wyandotte Property Maintenance Code and is hereby CONDEMNED in accordance with Section 108.0 Unsafe Structures and Equipment.

It shall be unlawful for any person to enter such structure except for the purpose of making it sanitary and safe by sealing and securing all avenues of insect and rodent infestation, insect and rodent extermination, providing operating bathroom fixtures, correcting areas of water infiltration and repairing water damaged walls and ceilings, and providing smoke detectors.

You are hereby directed to make the structure safe and sanitary no later than 12:00 noon, Monday, April 9, 2012. Failure to correct the cited property maintenance violations and make the dwelling safe and sanitary as indicated above by the date specified will result in this Department proceeding with Section PM-106.0 Violations of the Property Maintenance Code. You also have the right to seek modification or withdrawal of this notice by requesting a Show Cause Hearing.

Once the dwelling has been sealed, secured, cleaned, sanitized and made safe, an inspection by the undersigned will be required before the **CONDEMNATION NOTICE** is removed and occupancy allowed. Contact the undersigned at 734-324-4558, or by email at gmayhew@wyan.org.

Further, should you elect to rent or sell this property, an Upon Sale or Rental Inspection is required according to the City of Wyandotte Code of Ordinances Sec. 19-5 and 31.1-11. The inspection and fee can be arranged and paid for at City Hall in the Department of Engineering and Building.

Very truly yours,



Gregory J. Mayhew
Assistant City Engineer

Attachment:

VIOLATIONS FOUND DURING ON-SITE INSPECTION FEBRUARY 6, 2012

Cc: Address File
Time File: April 9, 2012
Officer Calhoun

W.O. #: WF0512897

2251 10TH STREET, WYANDOTTE, MICHIGAN

VIOLATIONS FOUND DURING ON-SITE INSPECTION FEBRUARY 6, 2012

Observed evidence of mice and insects and areas of the dwelling open to the crawl space. This is a violation of Section PM-307.1 Infestation.

The fascia is missing in several areas, opening the interior and roof structure to the elements and providing a nesting place for birds and insects. This is a violation of PM-304.7 Roof and drainage, PM-304.9 Overhang extensions, and PM-307.1 Infestation.

Observed missing roof shingles and evidence of water damage on walls and ceilings on the 2nd floor. This is a violation of PM-304.7 Roof and drainage and PM-305.3 Interior surfaces.

The 2nd floor bathroom sink is not draining. This is a violation of PM-505.1 General.

Windows require repair/trim work/replace sills/glazing/paint. This is a violation of PM-304.14 Window and door frames.

Exterior siding and trim is not continuous with exposed sub surfaces and the dryer vent cover is missing exposing the interior and structure to the elements, insects and rodents. This is a violation of PM-304.6 Exterior walls.

The crawl space door is not properly attached to the opening exposing the crawl space to insects and rodents. This is a violation of PM-304.17 Basement hatchways.

The handrail and guardrail on the front and rear porch requires repair. This is a violation of PM-304.11 Stairways, decks, porches and balconies.

The chain link fence requires repair and paint. This is a violation of PM-303.7 Accessory structures.

The kitchen and bathroom floors require repair and perimeter sealing. This is a violation of PM-305.8 Bathroom and kitchen floors.

Walls and ceilings have cracks and require repair and paint. This is a violation of PM-305.3 Interior surfaces.

The required smoke detectors were not installed. This is a violation of PM-705.5 Smoke detectors.

The rear yard is poorly graded, contains miscellaneous accumulation of yard waste, junk and other debris, including debris buried under a mound of dirt on the north side, and requires removal/control of weed and noxious plant growth. This is a violation of PM-303.1 Sanitation, PM-303.2 Grading and drainage and PM-303.4 Weeds.

Access to the off street parking space is not provided. This is a violation of the City of Wyandotte Zoning Ordinance Section 1804, and the City of Wyandotte Code of Ordinances Section 35.46.

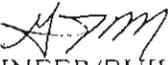
NOTICE

THIS STRUCTURE LOCATED AT 2251 10TH STREET HAS BEEN DETERMINED TO BE UNFIT FOR HUMAN OCCUPANCY DUE TO THE UNSAFE AND UNSANITARY CONDITIONS. THE OCCUPANCY OF THIS STRUCTURE IS HEREBY PROHIBITED BY THE CODE OFFICIAL IN ACCORDANCE WITH SECTION PM-108.1.3 OF THE CITY OF WYANDOTTE PROPERTY MAINTENANCE ORDINANCE. IT SHALL BE UNLAWFUL FOR ANY PERSON TO ENTER SUCH STRUCTURE EXCEPT FOR THE PURPOSE OF SECURING THE STRUCTURE AND MAKING IT SANITARY AND SAFE, OR REPAIRING AS NECESSARY.

ANY PERSON, FIRM OR CORPORATION WHO SHALL OCCUPY OR USE THIS STRUCTURE, OR WHO SHALL REMOVE THIS NOTICE, SHALL BE IN VIOLATION OF THE CODE, SECTION 106.0 VIOLATIONS, AND SUBJECT TO THE FINES AND PENALTIES SET FORTH IN THIS SECTION.

BY ORDER OF THE DEPARTMENT OF ENGINEERING AND BUILDING
CITY OF WYANDOTTE
734-324-4550

DATE: FEBRUARY 8, 2012

BY: GREGORY J. MAYHEW 
TITLE: ASSISTANT CITY ENGINEER/BUILDING OFFICIAL

Parties of Interest
2251 – 10th Street
Updated 8-15-12

Michael Dudek
23011 Wilson
Dearborn, MI 48128

Roxanne Songer Dudek
2251 – 10th Street
Wyandotte, MI 48192

Roxanne Songer Dudek
23011 Wilson Avenue
Dearborn, MI 48128

Flagstar Bank, FSB
Final Docs, Mail Stop W-530-3
5151 Corporate Drive
Troy, MI 48098-2639

MERS
P.O. Box 2026
Flint, MI 48501-2026

Bank of America Corporate Center
100 North Tryon Street
Charlotte, NC 28202

Bank of America
2959 Biddle
Wyandotte, MI 48192

David Bodnar
2243 10th
Wyandotte mi 48192

2251 10TH STREET, WYANDOTTE, MICHIGAN

VIOLATIONS FOUND DURING ON-SITE INSPECTION FEBRUARY 6, 2012

~~X~~ NOT CORRECTED 9/20/12 ~~ASPM~~
~~NOT INSPECTED 9/20/12 ~~ASPM~~~~
Observed evidence of mice and insects and areas of the dwelling open to the crawl space. This is a violation of Section PM-307.1 Infestation.

NO INSPECTION 8/20/12

X The fascia is missing in several areas, opening the interior and roof structure to the elements and providing a nesting place for birds and insects. This is a violation of PM-304.7 Roof and drainage, PM-304.9 Overhang extensions, and PM-307.1 Infestation.

8/20/12
NOT CORRECTED

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8/20/12
NOT CORRECTED

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8/20/12
NOT CORRECTED

X Exterior siding and trim is not continuous with exposed sub surfaces and the dryer vent cover is missing exposing the interior and structure to the elements, insects and rodents. This is a violation of PM-304.6 Exterior walls.

8/20/12
NOT CORRECTED

X The crawl space door is not properly attached to the opening exposing the crawl space to insects and rodents. This is a violation of PM-304.17 Basement hatchways.

SECURED WITH A ROCK

NOT CORRECTED 8/20/12

Appears OK 8/20/12
The handrail and guardrail on the front and rear porch requires repair. This is a violation of PM-304.11 Stairways, decks, porches and balconies.

NOT CORRECTED 8/20/12

X The chain link fence requires repair and paint. This is a violation of PM-303.7 Accessory structures.

NOT INSPECTED 8/20/12

The kitchen and bathroom floors require repair and perimeter sealing. This is a violation of PM-305.8 Bathroom and kitchen floors.

Walls and ceilings have cracks and require repair and paint. This is a violation of PM-305.3 Interior surfaces.

NO INSPECTION 8/20/12

The required smoke detectors were not installed. This is a violation of PM-705.5 Smoke detectors.

NO INSPECTION 8/20/12

X The rear yard is poorly graded, contains miscellaneous accumulation of yard waste, junk and other debris, including debris buried under a mound of dirt on the north side, and requires removal/control of weed and noxious plant growth. This is a violation of PM-303.1 Sanitation, PM-303.2 Grading and drainage and PM-303.4 Weeds.

NOT CORRECTED 8/20/12

X Access to the off street parking space is not provided. This is a violation of the City of Wyandotte Zoning Ordinance Section 1804, and the City of Wyandotte Code of Ordinances Section 35.46.

NOT CORRECTED 8/20/12

8/20/12 REAR GUTTERS IN DISREPAIR - FALLING OFF - DOWNSPUTS MISSING
NOT CORRECTED 5/16/12 ASPM

8/20/12 REAR SHRUBBERY OVERGROWN INTO ALLEY

PROPOSED RESOLUTION

RESOLVED by the City Council 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 May 16, 2012 and August 15, 2012, and whereas the property owner or other interested parties, have been given opportunity to show cause, if any they had, why the structure at 2251 – 10th Street has not been demolished or repaired 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 October 15, 2012 at 7:00 p.m., at which time all interested parties shall show cause, if any they have, why the structure has not been demolished or repaired or why the City should not have the structure demolished and removed at 2251 – 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.

Notify:

See Attached List

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

15

MEETING DATE: October 1, 2012

AGENDA ITEM # _____

ITEM: City Hall – Phase I Environmental Assessment

PRESENTER: Mark A. Kowalewski, City Engineer

BACKGROUND: Future use of City Hall will require a Phase I Environmental Assessment. The Engineering Department applied to the DABC for a grant to perform this work. DABC has hired TTL Associates to perform this work with no cost to the City.

STRATEGIC PLAN/GOALS: Financial responsibility

ACTION REQUESTED: Adopt a resolution receiving and placing the communication on file

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: TTL Associates will start the work once the building is vacant.

CITY ENGINEER: *Mark Kowalewski*

CITY ADMINISTRATOR'S RECOMMENDATION: *Duydal*

LEGAL COUNSEL'S RECOMMENDATION: *William K. Joch*

MAYOR'S RECOMMENDATION: *[Signature]*

LIST OF ATTACHMENTS: None

MODEL RESOLUTION:

RESOLUTION

Wyandotte, Michigan
Date: October 1, 2012

RESOLUTION by Councilperson _____

BE IT RESOLVED by the City Council that Council receives and places on file the communication from the City Engineer regarding Phase I Environmental Assessment for the City Hall building.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

YEAS

COUNCIL

NAYS

Browning

DeSana

Fricke

Galeski

Sabuda

Stec

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

16

MEETING DATE: October 1, 2012

AGENDA ITEM # _____

ITEM: Engineering Department – Changes to the Zoning Ordinance Section 2100

PRESENTER: Mark A. Kowalewski, City Engineer

INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer

BACKGROUND: Amend the requirements for the front –yard setback for industrial sites on major thoroughfares.

STRATEGIC PLAN/GOALS: One of the three pronged economic development strategies is to be a “Good Neighbor” to current and prospective industries.

ACTION REQUESTED: Forward to the Planning Commission for the required public hearing.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The Planning Commission to hold the public hearing and refer back to the City Council.

CITY ENGINEER: *Mark Kowalewski*

CITY ADMINISTRATOR’S RECOMMENDATION: *Dupdale*

LEGAL COUNSEL’S RECOMMENDATION: *William A. Fork*

MAYOR’S RECOMMENDATION: *JJP*

MODEL RESOLUTION:

BE IT RESOLVED by the City Council that Council concurs with the recommendation of the City Engineer relative to the amendments to Article XXI-Schedule of Regulations Section 2100 Limiting Height, Bulk, Density and Area by Land Use; Notes to Section 2100 and hereby refers same to the Planning Commission for the required public hearing.

YEAS

BROWNING
DESANA
FRICKE
GALESKI
SABUDA
STEC

ABSENT _____

NAYS

RTP-

AN ORDINANCE ENTITLED

AN ORDINANCE TO AMEND THE CITY OF WYANDOTTE
ZONING ORDINANCE BY AMENDING

ARTICLE XXI – Schedule of Regulations SECTION 2100 Limiting Height, Bulk,
Density and Area By Land Use; Notes to Section 2100

CITY OF WYANDOTTE ORDAINS:

Section 1. Amendment.

The following Section of the City of Wyandotte Zoning Ordinance entitled Article XXI – Schedule of Regulations, Section 2100 Limiting height, bulk, density and area by land use; Notes to Section 2100 (t) shall be amended to read as follows:

Section 2100 (t) A front and side-yard setback of not less than fifty (50) feet shall be provided for industrial sites on major thoroughfares where the use is warehousing, wholesale, manufacturing, major vehicle repair, metal plating, storage, incinerators, smelting, processes utilizing furnaces, or other similar uses. Such yard shall be landscaped with plant materials (trees, shrubs, and lawn area). All outdoor storage areas shall be screened from public streets by means of walls and/or landscape planting and shall not be visible from public streets. Buildings fronting on public streets shall be constructed of finished materials.

Section 2. Severability.

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent to give this Ordinance full force and effect.

Section 3. Effective Date.

This Ordinance shall take effect along with the notice of adoption in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption and shall take effect fifteen (15) days after its adoption or seven (7) days after publication, whichever is later. The notice of adoption shall include the text of the amendment, the effective date of the Ordinance and the place and time where a copy of the Ordinance may be purchased and inspected.

On the question, “SHALL THIS ORDINANCE NOW PASS?” the following vote was recorded.

YEAS

BROWNING
DESANA
FRICKE
GALESKI
SABUDA
STEC

ABSENT _____

NAYS

I hereby approve the adoption of the foregoing Ordinance this _____ day of _____, 20____.

CERTIFICATION

We, the undersigned, Joseph R. Peterson and William R. Griggs, respectively, the Mayor and City Clerk of the City of Wyandotte, do hereby certify that the foregoing Ordinance was duly passed by the City Council of the City of Wyandotte, at a regular session on Monday, _____ day of _____, 20____.

William R. Griggs, City Clerk

Joseph R. Peterson, Mayor

NOTICE OF ADOPTION

The City of Wyandotte Zoning Ordinance has been amended as follows:

The effective date of this Ordinance is _____.
A copy of this Ordinance may be purchased or inspection at the City of Wyandotte Clerk's Office, 3131 Biddle Avenue, Wyandotte, Michigan, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

17

MEETING DATE: ~~September 26, 2012~~
Oct 1 2012

AGENDA ITEM #

ITEM: Engineering Department – NSP2 Single Family Sales Program Guidelines

PRESENTER: Mark A. Kowalewski, City Engineer

INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer

BACKGROUND: The NSP2 Single Family Sales Program Guidelines is the document that outlines how the NSP2 homes will be sold. Councilmember's suggested the city Engineer provide specific changes to the Guidelines for Council's consideration. Suggested changes are recommended.

STRATEGIC PLAN/GOALS: Provide the finest services and quality of life to it residents. Fostering the maintenance and development of stable and vibrant neighborhoods.

ACTION REQUESTED: Adopt a resolution concurring with the recommendations of the City Engineer.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The new NSP2 Single Family Sales Program Guidelines will be forwarded to all buyers of the NSP2 homes.

CITY ENGINEER: *Mark Kowalewski*

CITY ADMINISTRATOR'S RECOMMENDATION: *Shayda*

LEGAL COUNSEL'S RECOMMENDATION: *William R. Foth*

MAYOR'S RECOMMENDATION: *JTB*

LIST OF ATTACHMENTS: "NSP2 Single Family Sales Program Guidelines" with changes denoted on pages 4 and 5.

MODEL RESOLUTION:

Wyandotte, Michigan

Date: October 1, 2012

RESOLUTION by Councilperson _____

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the City Engineer and approves the changes to the NSP2 Single Family Sales Program Guidelines

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	Browning	
	DeSana	
	Fricke	
	Galeski	
	Sabuda	
	Stec	



*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, Inc. Develop





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**



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.





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.

Potential homebuyers on the Qualified Homebuyer List (QHL) may submit proposals that require more than the \$30,000 mortgage buy down assistance if the City's Homebuyer Counselor recommends more than \$30,000. If a proposal exceeds \$30,000 mortgage buy down assistance then MSHDA shall approve the amount before the offer to purchase is approved by the City. If MSHDA recommends a different mortgage amount at its discretion and the potential buyer does not agree to this new amount the offer to purchase will be denied by the City

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

Submitting Proposals for NSP2 Home

Upon meeting income requirements, qualifying for a mortgage product and completing the required amount of housing counseling by October 1, 2012, each homebuyer will be placed on the City's Qualified Homebuyer List (QHL). Each homebuyer on the QHL may then 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.

When the City has more NSP2 homes under construct than there are potential QHL buyers then additional buyers will be added to the QHL based on the chronological date that the potential buyer completed the requirements contained in this Policy. There will be separate lists for low income and moderate income buyers.

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. Add 05/21/12.





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).

Advertising 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 four (4) 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.





Appeals Process

Any potential Homebuyer who feels he/she has been unfairly rejected from participating in the NSP2 Homebuyer Program can appeal in writing stating name, date of application, and reason for appeals to Mark Kowalewski, 3131 Biddle Avenue, Wyandotte, Michigan 48192. Complete complaint procedure is Appendix C.



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



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.**

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	<input type="checkbox"/>	<input type="checkbox"/> I am self-employed. If yes, describe _____
A-2	<input type="checkbox"/>	<input type="checkbox"/> 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	<input type="checkbox"/>	<input type="checkbox"/> I receive tips. If yes, in the amount of \$_____ per week.
A-4	<input type="checkbox"/>	<input type="checkbox"/> I am unemployed. If yes, I have been unemployed since _____ (date).
A-5	<input type="checkbox"/>	<input type="checkbox"/> I receive unemployment benefits. If yes, I have been receiving benefits since _____ (date).
A-6		OMITTED INTENTIONALLY
A-7	<input type="checkbox"/>	<input type="checkbox"/> I receive periodic payments from Workers' Compensation. If yes, Amount \$_____
A-8	<input type="checkbox"/>	<input type="checkbox"/> I receive military active duty allotments. If yes, Amount \$_____
A-9		OMITTED INTENTIONALLY
A-10	<input type="checkbox"/>	<input type="checkbox"/> I receive Social Security. If yes, Amount \$_____
A-11		OMITTED INTENTIONALLY
A-12	<input type="checkbox"/>	<input type="checkbox"/> 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	<input type="checkbox"/>	<input type="checkbox"/> 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.

CHECKLIST (continued)

	Yes	No	
A-14			OMITTED INTENTIONALLY
A-15			OMITTED INTENTIONALLY
A-16			OMITTED INTENTIONALLY
A-17			OMITTED INTENTIONALLY
A-18	<input type="checkbox"/>	<input type="checkbox"/>	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	<input type="checkbox"/>	<input type="checkbox"/>	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	<input type="checkbox"/>	<input type="checkbox"/>	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	<input type="checkbox"/>	<input type="checkbox"/>	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	<input type="checkbox"/>	<input type="checkbox"/>	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	<input type="checkbox"/>	<input type="checkbox"/>	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

B-1 Yes No 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)

Name of bank: 1) _____ 2) _____

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 Yes No I own real estate. Describe: _____

B-3 OMITTED INTENTIONALLY

B-4 OMITTED INTENTIONALLY

B-5 Yes No 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 Yes No I have Treasury Bills, Stocks or Bonds. Check which one(s): Treasury Bills Stocks Bonds

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

Name of each source: 1) _____ 2) _____

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 Yes No 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

CHECKLIST (continued)

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).

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? \$ NOTE: If tips are received directly, a notarized statement must be provided.
City, State, ZIP Code:	
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:					
<i>Please provide the information requested so we can quickly determine eligibility.</i>					
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).



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 their own name 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: _____

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 fined 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).

Request for Transcript of Tax Return

OMB No. 1545-1872

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

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
▶ 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 fines 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.

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).

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)
Refugee Assistance Program (RAP)

State Disability Assistance (SDA)
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?			<input type="checkbox"/> No <input type="checkbox"/> Yes		
Is recipient receiving child support through DHS?			<input type="checkbox"/> No <input type="checkbox"/> 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			<input type="checkbox"/> No <input type="checkbox"/> Yes	Amount	_____
Recipient pays child care provider			<input type="checkbox"/> No <input type="checkbox"/> Yes	Amount	_____
Recipient receiving Food Assistance Program (FAP) benefits?			<input type="checkbox"/> No <input type="checkbox"/> Yes		
Recipient receiving Medicaid?			<input type="checkbox"/> No <input type="checkbox"/> 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?	<input type="checkbox"/> No <input type="checkbox"/> Yes	Amount	_____
Recipient receives Federal SSI?	<input type="checkbox"/> No <input type="checkbox"/> Yes	Amount	_____
Recipient receives State SSI through DHS?	<input type="checkbox"/> No <input type="checkbox"/> 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).

**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	
<i>Please complete Section A and return to address below.</i>	
Name of Head of Household:	County:
Address:	City, State, ZIP Code:
Recipient Name:	Recipient Social Security Number:
<p>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.</p> <p style="text-align: center;">_____ Recipient Signature _____ Date</p>	
STOP HERE <i>Please complete Section A and return to address below.</i>	

Section B - To be completed by Social Security Administration:	
<i>Please provide the information requested below or attach a printout so we can quickly determine eligibility.</i>	
Please complete and return as soon as possible or within 14 days.	
<p>Recipient's name as it appears on your records: _____</p> <p style="padding-left: 100px;">Gross Social Security amount: \$ _____</p> <p style="padding-left: 100px;">Recipient Paid Medicare Deduction amount: \$ _____</p> <p>Federal Supplemental Security Income (SSI) amount: \$ _____</p> <p>_____ Typed or printed name of person filling out this form _____ Typed or printed title of person filling out this form</p> <p style="text-align: center;">_____ Signature _____ Date</p> <p>_____ Phone Number</p>	

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?

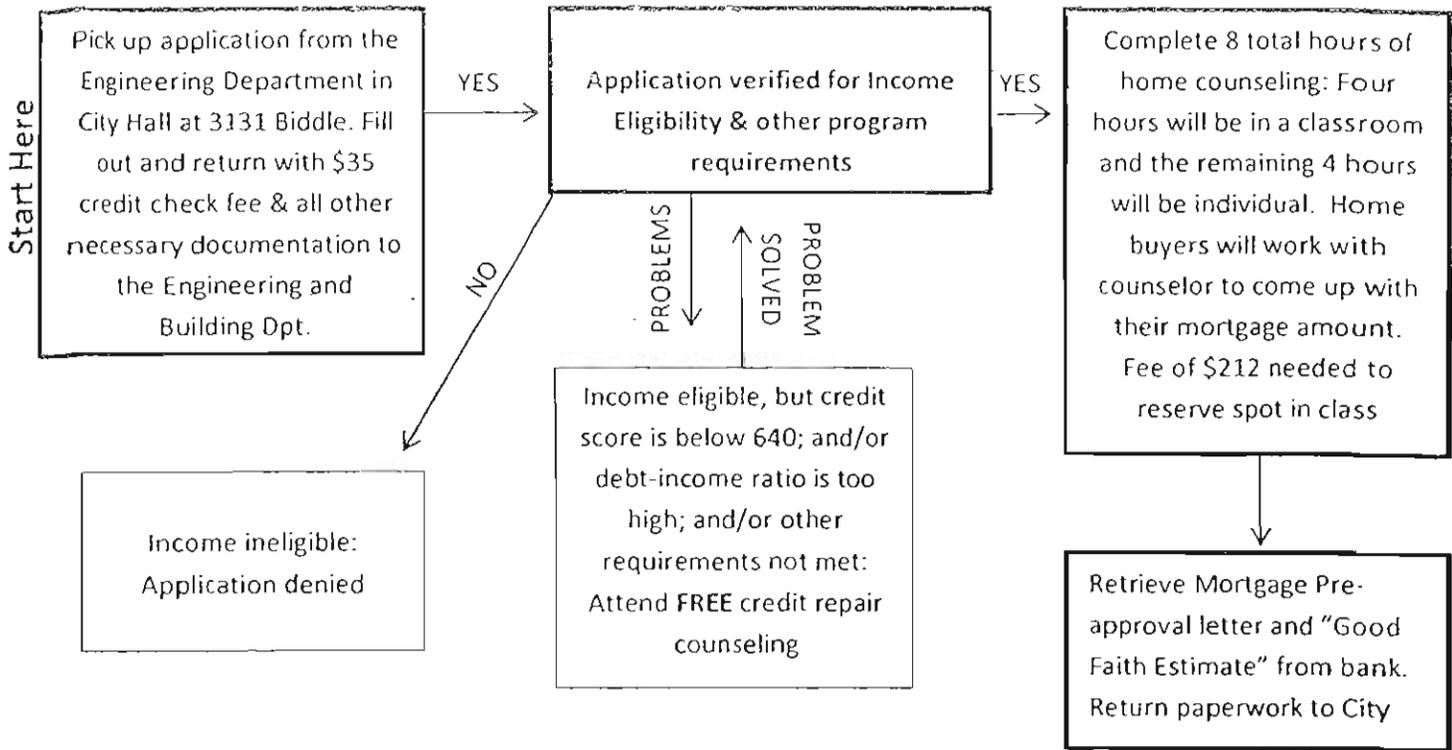
YES	NO
-----	----

Do you or any household members receive Veteran Benefits?

YES	NO
-----	----

Are you or any other household member self-employed?

YES	NO
-----	----



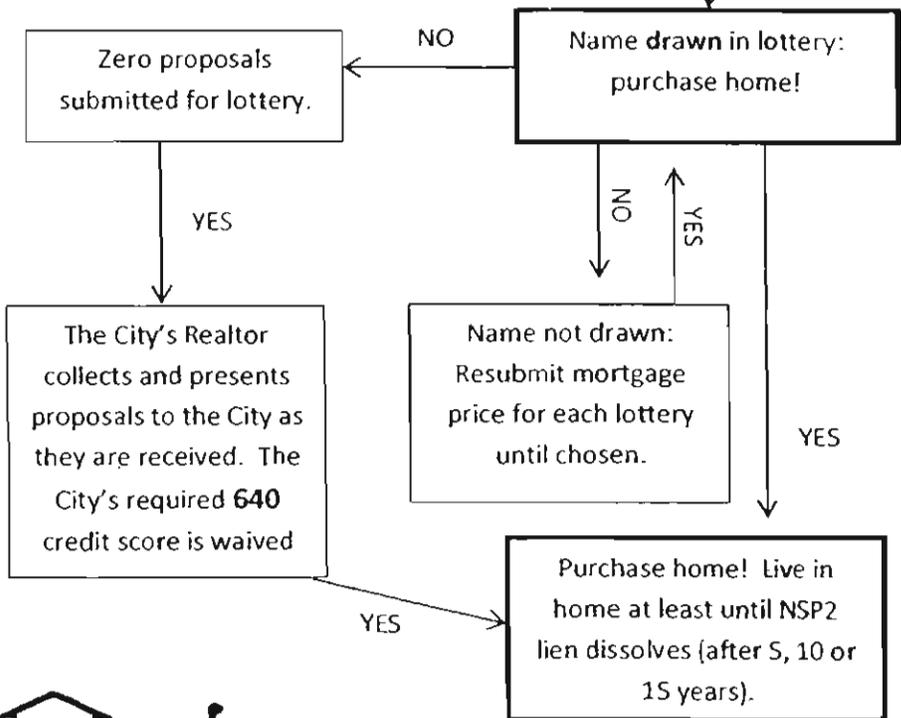
Your roadmap to purchasing an NSP2 home



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>



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



OFFER TO PURCHASE REAL ESTATE

1. THE UNDERSIGNED hereby offers and agrees to purchase the following land situated in the { City of
 _____, _____ 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)

<i>Cash Sale</i>	A. Delivery of the usual Warranty Deed conveying a marketable title. Payment of purchase money is to be made in cash or certified check. _____
<i>Cash Sale with New Mortgage</i>	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%
<i>Evidence of Title</i>	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.
<i>Time of Closing</i>	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.
<i>Purchaser's Default</i>	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.
<i>Seller's Default</i>	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.

<i>Title Objections</i>	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.
<i>Possession</i>	7. The Seller shall deliver and the Purchaser shall accept possession of said property AT CLOSING.

<i>Taxes and Prorated Items</i>	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 <u>Due Date</u> 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.
<i>Acceptance</i>	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. Said check shall be made payable to: MINNESOTA TITLE INSURANCE AGENCY.

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 90 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:

Dated: _____, 2011

Dated: _____, 2011

SELLER: City of Wyandotte

By: _____

Its: _____

By: _____

Its: _____

PURCHASER:

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.
- _____ 23. At closing, the City of Wyandotte will assign to the Purchaser all warranties it has received from the Contractor. It is understood that the term of the warranties began at the agreed upon "Substantial Completion Date." Therefore, the term of such warranties will be less than one(1) year.

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



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)

APPENDIX C

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



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

October 19, 2010

JOSEPH R. PETERSON
RESOLUTION
MAYOR

Mark A. Kowalewski
City Engineer
3131 Biddle Avenue
Wyandotte, Michigan 48192

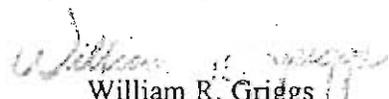
By Councilman James R. DeSana
Supported by Councilman Lawrence S. Stec

RESOLVED by the City Council that the communication from the City Engineer regarding the Michigan State Housing Development Authority (MSHDA) Office of Community Development (OCD) Compliant Procedures, Conflict Resolution and Mediation Procedures for Applicants, Recipients, and Contractors of OCD Grantees; Policy Bulletin # 3 for Neighborhood Stabilization Program (NSP) is hereby adopted by the City of Wyandotte, AND BE IT FURTHER RESOLVED that Council appoints Mark A. Kowalewski, City Engineer as the Program Administrator; Joseph R. Peterson, Mayor as Chief Executive Officer, Norm Walker, Todd Drysdale and Don Schultz as the Review Committee.

YEAS: Councilmembers Browning DeSana Fricke Sabuda Stec
NAYS: None

RESOLUTION DECLARED ADOPTED

I, William R. Griggs, City Clerk for the City of Wyandotte, do hereby certify that the foregoing is a true and exact copy of a resolution adopted by the Mayor and Council of the City of Wyandotte, at the regular meeting held on October 18, 2010.


William R. Griggs
City Clerk

CC: Mayor Peterson, Norm Walker, Todd Drysdale, Don Schultz

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



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

October 14, 2010

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

Dear Mayor and City Council Members:

To be in compliance with Michigan State Housing Development Authority (MSHDA) Office of Community Development (OCD) Compliant Procedures, Conflict Resolution and Mediation Procedures for Applicants, Recipients, and Contractors of OCD Grantees; Policy Bulletin #3 for Neighborhood Stabilization Program (NSP), I recommend the following designates be approved by City Council:

Program Administrator – City Engineer, Mark A. Kowalewski
Chief Executive Officer (CEO) – Mayor, Joseph R. Peterson
Review Committee – Norm Walker, Todd Drysdale, Don Schultz

The attached Resolution will provide for the adoption of this policy and appointment of these individuals.

Very truly yours,

A handwritten signature in black ink, appearing to read "Mark A. Kowalewski".

Mark A. Kowalewski
City Engineer

MAK:kr

cc: William R. Look, City Attorney
Todd Drysdale
Norm Walker
Don Schultz

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
OFFICE OF COMMUNITY DEVELOPMENT

SUBJECT: Complaint Procedure, Conflict Resolution, and Mediation Procedures for Applicants, Recipients, and Contractors of OCD Grantees

Policy Bulletin #3

EFFECTIVE DATE: June 1, 2000

The purpose of this policy bulletin is to outline requirements for OCD Grantees to establish a client complaint procedure for consistent resolution of conflicts. Complaints may come from applicants for assistance, owners, or tenants dissatisfied with work, participating contractors, or other interested parties. This policy covers the three following processes:

- The grantee's client complaint procedure
- Referrals to Dispute Resolution Services
- MSHDA review of complaint

A Grantee's Client Complaint Procedure Must

1. **Be in writing.** Clients and contractors must be informed of the complaint procedure when they are selected to participate in the program or upon receipt of a written complaint.
2. **Establish a timely response.** Ensure that a client's initial complaint is responded to by the program administrator within 15 working days of the date of the complaint.
3. **Require that the Chief Executive Officer (CEO) or Executive Director** of the grantee be informed of any complaint the program administrator fails to resolve. The grantee (at its option) may ask the CEO to review the case and recommend a resolution.
4. **Provide for the establishment of a review committee**, to be comprised of at least three people, which must hear all cases that cannot be successfully resolved by the program administrator (and CEO if he/she is part of the complaint procedure). It is recommended that the committee members serve a specified number of years.

The review committee should be comprised of:

- A person with building/construction expertise (completely separate from the contractor who is part of the complaint);
- A local community representative; and
- A representative of the grantee (but should not be administrator or staff member of housing program)

The claimant may choose to make a presentation or submit a written description (including documentation) to the committee for review.

5. Establish process to notify the client in writing of the review committee's decision within 15 working days of the date of the hearing.

Referral to Dispute Resolution Services Required If Conflict Not Satisfactorily Resolved

Should the above-listed efforts fail to resolve all outstanding issues, grantees must seek the services of the closest Dispute Resolution/Mediation Program. The costs, if any, for using mediation to seek resolution of the dispute are eligible administrative costs under MSHDA's Office of Community Development grant agreements.

These centers are listed on an attachment to this policy (**Attachment A, Listing of Dispute Resolution/Mediation Center**). Also attached is a process map for a typical complaint procedure (**Attachment B, Client Complaint Procedure**).

MSHDA will review complaints only after the above process is complete and dispute is still unresolved.

In the event that MSHDA is contacted directly by a complainant, he/she will be referred to the grantee for implementation of policy procedures. After all previously outlined steps have failed to resolve the complaint, the grantee may contact MSHDA in writing, detailing the complaint and verifying its compliance with the above listed steps.

Any questions regarding this Policy Bulletin should be addressed to your Community Development (CD) Specialist or CD staff at (517) 373-1974.

Attachments

- A, Community Dispute Resolution
- B, Client Complaint Procedure

COMMUNITY DISPUTE RESOLUTION PROGRAM

<http://courts.michigan.gov/scao/dispute/odr.htm>

The following centers provide conciliation, mediation, and other forms of dispute resolution pursuant to 1988 PA 260, the Community Dispute Resolution Act.

ALPENA, Alcona, Iosco, Montmorency,
Presque Isle
Sunrise Mediation Services
Alpena County, MSU Extension
603 S. Eleventh Avenue
Alpena, MI 49707
Phone (989) 354-9874
Fax (989) 354-9898
E-Mail sunrise@alpenacounty.org
Contact Mega Sodini

BERRIEN, Van Buren
Citizens Mediation Service, Inc.
2800 Cleveland Avenue, Suite 2
St. Joseph, MI 49085
Phone (269) 982-7898
Fax (269) 982-7899
E-Mail citizen@parrett.net
Website www.citizensmediation.org
Contact Matthew Balfe

CHARLEVOIX, Emmet
Citizen Dispute Resolution Service, Inc.
Northern Community Mediation
223 Bridge Street
Charlevoix, MI 49720
Phone (231) 547-1771
Fax (231) 547-1786
E-Mail ncm@voyager.net
Contact Maartje Nolan

CHIPPEWA, Luce, Mackinac
Eastern UP Dispute Resolution Center, Inc.
(Continuing Ed Building LSSU
650 W. Easterday Avenue)
P.O. Box 505
Sault Ste. Marie, MI 49783
Phone (906) 635-2725
Fax (906) 635-2762
E-Mail cdrc@gw.lssu.edu
Contact LeRoy Pieri

DELTA, Menominee, Schoolcraft
Resolution Services Program
UPCAP Services, Inc.
P.O. Box 606 (2501 14th Ave. South)
Escanaba, MI 49829
Phone (906) 789-9580
Fax (906) 786-5853
E-Mail cgocresolve@yahoo.com
Website www.upcap-services.com/resolframe.htm
Contact Cheryl Goc

GENESEE
Community Dispute Resolution Center
of Genesee County, Inc.
315 East Court Street, Suite 200
Flint, Michigan 48502
Phone (810) 249-2619
Fax (810) 249-2620
E-Mail dawnaharper@aol.com
Contact Dayna Harper

GOGEBIC, Baraga, Dickinson, Houghton, Iron,
Keweenaw, Ontonagon
Western UP Mediators
115 E. Ayer Street
Ironwood, MI 49938
Phone (906) 932-0010
Fax (906) 932-0033
E-Mail mediator@up.net
Contact Marvin LaGrew

GRAND TRAVERSE, Benzie, Leelanau, Missaukee,
Wexford
Conflict Resolution Service, Inc.
1022 E. Front Street, P.O. Box 1035
Traverse City, MI 49685-1035
Phone (231) 941-5835
Fax (231) 941-5786
E-Mail mbonacci@thrdlevel.org
Contact Maryellen Bonacci

INGHAM, Clinton, Eaton, Ionia
DRCCM
Dispute Resolution Center of Central Michigan
2929 Covington, Suite 201
Lansing, MI 48912
Phone (517) 485-2274
Fax (517) 485-1183
E-Mail drccm.beauregard@ids.net
Contact Karen Beauregard

JACKSON, Hillsdale, Lenawee, Monroe
Southeastern Dispute Resolution Services
Community Action Agency
1214 Greenwood, P.O. Drawer 1107
Jackson, MI 49204
Phone (517) 784-4800
Fax (517) 784-5188
E-Mail rbrooks@caajh.org
Contact Ron Brooks

KALAMAZOO, Barry, Calhoun
Dispute Resolution Services
Gryphon Place
1104 South Westnedge Avenue
Kalamazoo, MI 49008
Phone (269) 552-3434
Fax (269) 381-0935
E-Mail bburnside@gryphon.org
Contact Barry Burnside

KENT, Lake, Mecosta, Montcalm, Newaygo, Osceola
Dispute Resolution Center of West Michigan
Community Reconciliation Center
678 Front Street, NW, Suite 250
Grand Rapids, MI 49504
Phone (616) 774-0121
Fax (616) 774-0323
E-Mail drcwestmich@hotmail.com
Website www.drcwmich.org
Contact Sandra Ward

LIVINGSTON

Livingston Community Dispute Resolution Services, Inc.

123 E. Washington Street, P.O. Box 138
Howell, MI 48843
Phone (517) 546-6007
Fax (517) 546-4115
E-Mail mediate@livmediate.org
Contact Mary Lytle

MACOMB, St. Clair

The Resolution Center

18 Market Street
Mt. Clemens, MI 48043
Phone (586) 469-4714
Fax (586) 469-0078
E-Mail theresolutioncenter@mediate.com
Website www.theresolutioncenter.com
Contact Craig R. Pappas

MARQUETTE, Alger

Marquette-Alger Resolution Service

MSU Extension
200 W. Spring Street
Marquette, MI 49855
Phone (906) 226-4372
Fax (906) 226-4369
E-Mail marquett@msue.msu.edu
Contact Linda Rossberg

MUSKEGON, Manistee, Mason, Oceana
Westshore Dispute Resolution Center

8 W. Walton Avenue
Muskegon, MI 49440
Phone (231) 727-6001
Fax (231) 727-6011
E-Mail wsdrc@iserv.net
Contact David Cotter

OAKLAND

Oakland Mediation Center, Inc.

2267 S. Telegraph Road
Bloomfield Hills, MI 48302
Phone (248) 338-4280
Fax (248) 338-0480
E-Mail nancik@ameritech.net
Website www.mediation-omc.org
Contact Nanci Klein

OTSEGO, Antrim, Cheboygan, Crawford, Kalkaska
Community Mediation Services
Otsego County Michigan State University Extension Services

United Way Building
116 5th Street
Gaylord, MI 49735
Phone (989) 732-1576, (989) 705-1227
Fax (989) 705-1337
E-Mail mediation@voyager.net
Contact Grant Bliss

OTTAWA, Allegan

Center for Dispute Resolution

Macatawa Resource Center
665 - 136th Avenue
Holland, MI 49424
Phone (616) 399-1600
Fax (616) 399-1090
E-Mail cxcedu@macatawa.com
Website www.centerfordisputeresolution.org
Contact Connie Corriveau

SAGINAW, Arenac, Bay, Clare, Gladwin, Gratiot, Isabella, Midland, Ogemaw, Oscoda, Roscommon, Shiawassee

Mid-Michigan Dispute Resolution Center

200 S. Michigan Avenue
Saginaw, MI 48602
Phone (989) 797-4188
Fax (989) 797-4185
E-Mail mmdrc@juno.com
Contact Rosemary Vandecar

ST. JOSEPH, Branch, Cass

Tri County Mediation Center

612 E. Main Street
P.O. Box 473
Centreville, MI 49032
Phone (269) 467-5624
Fax (269) 467-5641
E-Mail sturgishuck@aol.com
Contact Charles Dittman

TUSCOLA, Huron, Lapeer, Sanilac
Center for Dispute Resolution

Human Development Commission
429 Montague Avenue
Caro, MI 48723-1997
Phone (989) 672-4044
Fax (989) 673-2031
E-Mail peggyd@hdc-caro.org
Contact Peggy Davy

WASHTENAW

Dispute Resolution Centers of Michigan, Inc.

d/b/a Dispute Resolution Center of Washtenaw Co.

(110 N. Fourth Avenue)
P.O. Box 8645
Ann Arbor, MI 48107-8645
Phone (734) 222-3745
Fax (734) 222-3760
E-Mail drc@mimmediation.org
Website www.mimmediation.org
Contact Kaye Lang

WAYNE

Neighborhood Reconciliation Center

3516 Cadieux
Detroit, MI 48224
Phone (313) 417-9400
Fax (313) 417-8426
E-Mail smiller@mediation-wayne.org
Contact Sharon Miller

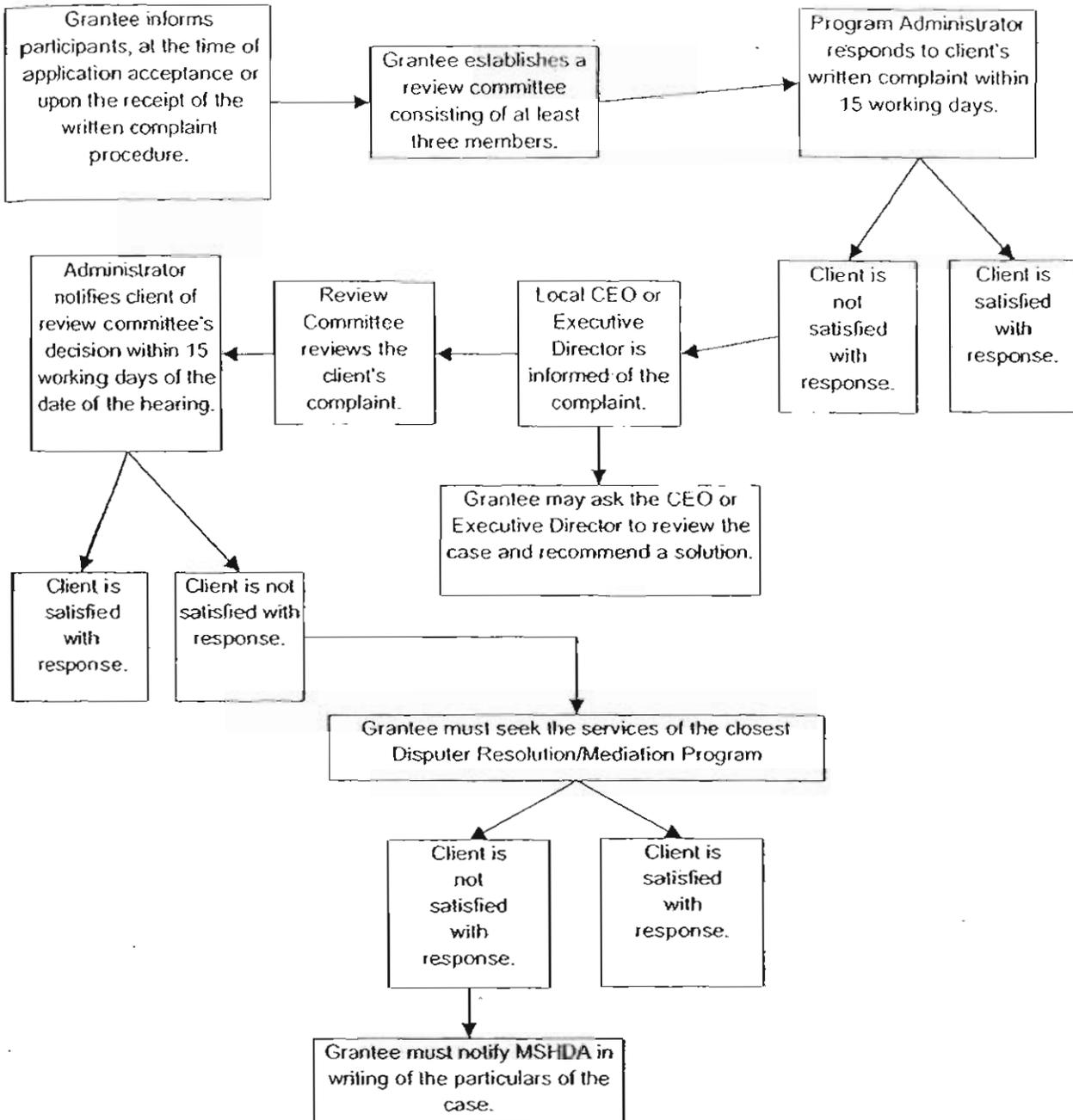


Permanency Planning Mediation Program Centers

Agricultural Centers

CLIENT COMPLAINT PROCEDURE

Attachment B



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 July 23, 2012, by the City Engineer to include the Appeals Process and adding Appendix C "Complaint Procedures, Conflict Resolution and Mediation Procedures" to the NSP2 Single Family Sales Program Guidelines.

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

18

MEETING DATE: October 1, 2012

AGENDA ITEM #

ITEM: 2012 Leaf Collection Schedule

PRESENTER: Mark A. Kowalewski, City Engineer

BACKGROUND: Annual schedule for curbside leaf collection.

STRATEGIC PLAN/GOALS: provide the finest services and quality of life to it residents.

ACTION REQUESTED: Adopt a resolution concurring with the City Engineers recommendation

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Post on website, newspaper, and cable

CITY ENGINEER: *Mark Kowalewski*

CITY ADMINISTRATOR'S RECOMMENDATION: *Rysdale*

LEGAL COUNSEL'S RECOMMENDATION: *Wells Report*

MAYOR'S RECOMMENDATION: *M*

LIST OF ATTACHMENTS: City of Wyandotte, 2012 Leaf Collection Schedule

MODEL RESOLUTION:

Wyandotte, Michigan

Date: October 1, 2012

RESOLUTION by Councilperson _____

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the City Engineer regarding the 2012 Leaf Collection Schedule.

I move the adoption of the foregoing resolution.

MOTION by Councilperson _____

Supported by Councilperson _____

YEAS

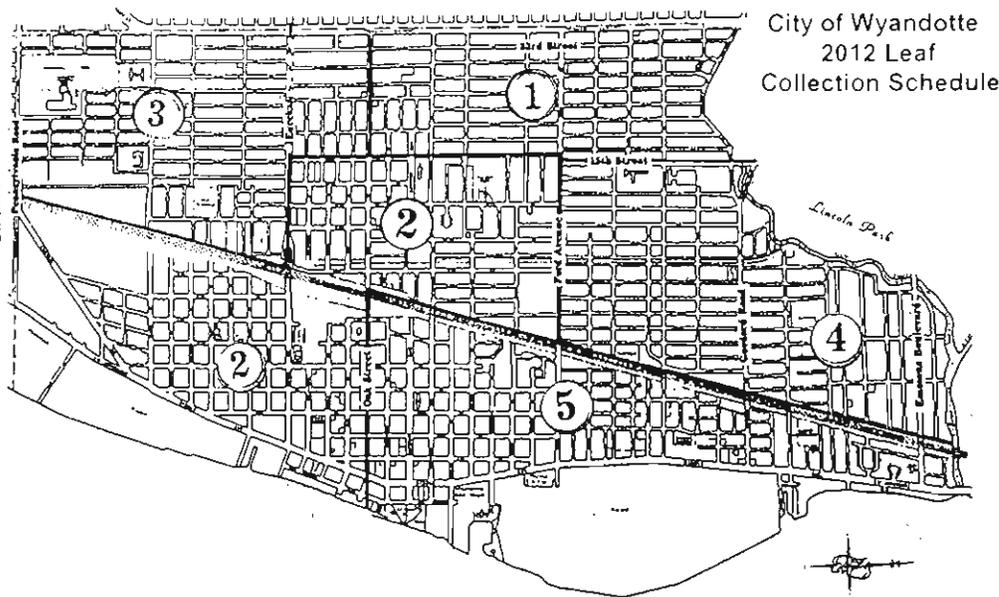
COUNCIL

NAYS

- Browning
- DeSana
- Fricke
- Galeski
- Sabuda
- Stec

**CITY OF WYANDOTTE
2012 LEAF COLLECTION SCHEDULE**

<u>WEEKS</u>	<u>AREA</u>
4 November 19 - 23, 2012	Ford Avenue to North Drive 15th to Railroad
5 November 26 - 30, 2012	North side of Oak to North Drive Railroad to Detroit River
2 November 12 - 16, 2012	Eureka to Ford Avenue 15th to Railroad and Oak to Pennsylvania Railroad to Detroit River
3 October 29 - November 2, 2012	Pennsylvania to South Side of Eureka, Railroad to 15 th Pennsylvania to South Side Oak Street 15 th Street to 23 rd Street
1 November 5 - 9, 2012	Oak Street to Goddard 15 th Street to 23 rd Street



The above schedule for leaf collection begins on October 29, 2012. Check the map for the pickup in your area. Pickup will be during the weeks shown above, but leaves should be at the curb on each Monday's date. No grass clippings, branches, tree trimming, etc., are to be placed in the street. If these items are mixed in with the leaves, neither them nor the leaves will be picked up until the resident removes the undesirable materials. These materials will damage the vacuums. Should the resident not remove the undesirable material, the resident may have to be issued a violation of City ordinance and possibly incur a fine.

Every effort will be made to adhere to the above schedule, however, weather conditions, holidays and equipment breakdowns may cause schedule delays.

- SUGGESTIONS:**
1. Rake all leaves into the street at the curb.
 2. Do not park on or near leaf piles due to the potential fire hazard.
 3. Wetting the leaf piles with a garden hose will prevent blowing and also reduce the risk of fires.

- OTHER OPTIONS:**
1. Leaves can be placed with Curbside Yard Waste Collection.
 2. Leaves can be taken to the Wyandotte Drop-Off Recycling at 1168 Grove.

Recycling Center Hours:

Monday thru Friday 8:00 a.m. to 5:30 p.m.

Saturday 8:00 a.m. to 4:00 p.m.

Sunday 12:00 p.m. to 4:00 p.m. Closed Holidays

Extended hours during the month of November, 2012 –Saturday until 6:00 p.m. and Sunday 10:00 a.m. to 4:00 p.m.

OFFICIALS

William R. Griggs
CITY CLERK

CITY TREASURER
Andrew A. Swiecki

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

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

PLANNING COMMISSION

September 21, 2012

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

Dear Mayor Peterson and City Council Members:

At a regular meeting of the Planning Commission held on September 20, 2012, the Commission held the required public hearing regarding amendments to the City of Wyandotte Zoning Ordinance to consider changes to Section 2408 Signs, Section 201 Specific Terms, Section 2201 General Provisions and Section 1301 Specifically Uses. These proposed changes are to define and regulate signs that include murals, public art and graffiti.

A Motion was made by Commissioner Schults, supported by Commissioner Tavernier to recommend approval of said changes as presented to the Commission at said public hearing.

Very truly yours,

Elizabeth A. Krimmel

Elizabeth A. Krimmel, Chairperson
Planning Commission

EAK:kr

Reviewed by Todd A. Drysdale, City Administrator

Attachment

cc: Mark A. Kowalewski, City Engineer

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that the communication from the Planning Commission dated September 21, 2012, is hereby received and placed on file; AND

BE IT FURTHER RESOLVED that said 1st reading be held at tonight's meeting.

Show Cause Hearing

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



JOSEPH R. PETERSON
MAYOR

COUNCIL

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

3014-20th

information
forthcoming

First Reading

AN ORDINANCE ENTITLED
AN ORDINANCE TO AMEND CERTAIN PORTIONS OF SECTIONS 2408, 201,
2201, AND 1301 OF THE CITY OF WYANDOTTE ZONING ORDINANCE

The City of Wyandotte Ordains:

Section 1. Amendment to Paragraph E “Definitions”, Subparagraph (1) “Sign” of Section 2408 “Signs” of Zoning Ordinance.

2408. Signs

E. Definitions

1. Sign:

Any device (including but not limited to letters, words, numerals, figures, emblems, pictures, or any part or combination) used for visual communication to attract the attention of the public and visible from the public right-of-way or other properties. The term sign shall not include any flag, badge, or insignia of any governmental unit, nor shall include any item of merchandise normally displayed within a show window of a business.

Section 2. Amendment to Section 201 “Specific Terms” of Article II “Definitions” by Adding Paragraphs 158, 159, and 160 of Zoning Ordinance.

Article II – Definitions

201. Specific Terms

158. MURALS

A painting or graphic art or combination thereof which is professionally applied to a building wall that does not contain any brand name, product name, or abbreviation of the name of any product, company, profession or business, or any logo, trademark, trade name or other commercial message.

159. PUBLIC ART

Works of art in any media that have been planned and executed with the specific intention of being sited or staged in the physical public domain, usually outside and accessible to all.

160. GRAFFITI

Unauthorized inscribing, spraying of paint, or making symbols using chalk, dye, ink, paint, spray paint or similar materials on public or private places, structures, or other surfaces.

Section 3. Amendment to Section 2201 “General Provisions” by adding Paragraphs MM and NN of Article XXII “Special Land Uses” of Zoning Ordinance.

Article XXII – Special Land Uses

2201. General Provisions

MM. MURALS

1. Design review by the Design Review Committee (Sec. 2300) may be requested by the Planning Commission when a proposed mural is within the Design Review District.
2. A mural on private property will be reviewed and approved or denied by the Planning Commission.
3. A mural on public property will be reviewed by the Planning Commission and a recommendation made to the City Council for approval or denial.
4. A dimensioned sketch plan in color on a dimensioned wall elevation shall be provided for review.
5. Murals shall only be permitted on the side or rear walls of buildings. Permission of a building owner in writing shall be obtained before a mural may be applied.
6. A mural shall not serve as an advertising device for any product or business.
7. Murals shall be allowed only on building walls that do not contain signs on the same wall as occupants of the building.
8. Murals depicting partially nude or seminude persons shall be prohibited.
9. Materials utilized in painting a mural shall have proven durability and shall be maintained or removed if not maintained.
10. The City may require a bond for assurance that such mural is maintained or removed.
11. Lighting of a mural may be permitted, provided it is not of an intermittent or flashing type.
12. Graffiti shall not be considered as a mural and shall not be permitted.

NN. PUBLIC ART

PUBLIC ART AS A SPECIAL USE:

1. Review of Public Art by the Design Review Committee may be requested by the Planning Commission when proposed Public Art is to be placed within the Design Review District.
2. Public Art on private property will be approved or denied by the Planning Commission.

3. Public Art on public property will be reviewed and a recommendation made to the City Council for approval or denial.
4. Public Art shall not constitute a hazard to the public.
5. Public Art shall be located so as not to hinder access on public streets or rights-of-way.
6. Public Art shall not serve as an advertising device for any product or business.
7. Public Art shall be of durable construction and shall be maintained or removed if not maintained.
8. Lighting of public art may be permitted, provided it is not of an intermittent or flashing type.
9. The City may require a bond for assurance that such public art is maintained or removed.

Section 4. Amendment to Section 1301 “Special Uses” of Article XIII – CBD Central Business District.

Article XIII – CBD Central Business District

1301. Special Uses

E. MURALS

F. PUBLIC ART

Section 5. Severability

All Ordinances or parts of Ordinances in conflict herein are hereby repealed, only to the extent necessary to give this Ordinance full force and effect.

Section 6. Effective date

This Ordinance shall be published along with the notice of adoption in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption and shall take effect fifteen (15) days after its adoption or Seven (7) days after publication, whichever is later. The notice of adoption shall include the text of the amendment, the effective date of the Ordinance, and the place and time where a copy of the Ordinance may be purchased or inspected.

On the question, “SHALL THIS ORDINANCE NOW PASS?”, the following vote was recorded:

YEAS	COUNCILMEN	NAYS
_____	Browning	_____

DeSana
Fricke
Galeski
Sabuda
Stec

Absent: _____

I hereby approve the adoption of the foregoing ordinance this ____ day of _____, 2012.

CERTIFICATE

We, the undersigned, JOSEPH R. PETERSON and WILLIAM R. GRIGGS, respectively the Mayor and City Clerk of the City of Wyandotte, do hereby certify that the foregoing Ordinance was duly passed by the Council of the City of Wyandotte, at a regular session thereof on Monday, the ____ day of _____, 2012.

Dated _____, 2012

JOSEPH R. PETERSON, Mayor

WILLIAM R. GRIGGS, City Clerk

Automatic Referral



Polish Army Veterans Post 95

Stowarzyszenie Weteranów Armii Polskiej w Ameryce Placówka 95
2935 Eleventh Street Wyandotte, Michigan 48192 (734) 283-5330

September 19, 2012

Dear: Mayor And City Council

The Polish Army Veterans Association of America, Post 95 in Wyandotte, would like to take this opportunity to invite you in participating in honoring General Kazimierz (Casmir) Pulaski during "Pulaski Day".

The celebration will take place on Sunday, October 14, 2012, at 12 noon, at Our Lady of Mount Carmel Church. The Church is located at the corner of 10th Street and Superior in Wyandotte. Immediately following the church services, guests will congregate in the church parking lot, for a procession to Pulaski Park, where further ceremonies will be held. Pulaski Park is located on 12th Street, between Cedar and Walnut in Wyandotte.

We invite you to join us in celebrating this special hero.

P.S. Please let all parties know. Police, Fire, DPW. Departments

P.S.S. Please let the police department know that we need a police escort to Pulaski Park at 1:00 pm .at church services.

Sincerely,

Kazimierz Szymczuk
Commander, PAVA Post 95

Wanda Plochocka
President Ladies Aux. PAVA Post 95

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



JOSEPH R. PETERSON
MAYOR

COUNCIL

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

Reports
+
minutes

Oct 1, 2012

Wyandotte, Michigan September 24, 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, Sabuda, Stec

Absent: Councilperson Galeski

COMMUNICATIONS MISCELLANEOUS

To: Wyandotte City Council

From: Ad Hoc Committee known as Ta Ta's

RE: October event schedule and request for closing of First Street for Friday October 19th and Saturday October 20th.

A volunteer group has been working for months on creating a series of events to highlight October as Breast Cancer Awareness month. The city will have pink ribbons tied to trees and be decorated with pink lights. Various events will be planned from a fun walk, pioneer trail wine tasting, pink cake breakfast, comedy night, lectures, survivor's photo wall, survivor art and much more. A full schedule is attached.

On the 19th and 20th Belicoso Café will hold "back yard bashes" with live music, VIP and open seating. Portions of the proceeds will benefit the Henry Ford Wyandotte Hospital's Yes, Ma'am" program. This program offers free mammograms for Downriver residents. The second night will serve as the afterglow for the Pioneer Wine trail wine tasting, balloon release and more.

For these events we need to ask that 100 ft of space from the back door of Belicoso and 50 ft of space extending North and 50 ft extending South be allowed to be blocked. Belicoso Café will pay for all fencing, tenting and electrical needs. No other business entrances will be blocked as the parking lot is directly behind and the two side businesses have no entrances on First. A tent with heating will be erected.

We would also like to request police assistance during the 3K FunWalk/run on October 13th beginning at 8:30 AM at the Downriver Council for the Arts at 81 Chestnut and ending at The Wyandotte Firehouse at 266 Maple for the "Pinkcake breakfast". We would like some help at the crosswalks monitoring traffic. A map is attached and will be provided to Police Chief Grant.

There are over 30 events planned for that month and all planned and hosted by volunteers from businesses and the community. It will once again put Wyandotte on the map as doing things bigger and better and all for a very worthy cause.

Thank you for your support.

Paint the Town Pink ad hoc committee

Prepared by Patt Slack 734-246-9880

PERSONS IN THE AUDIENCE

Mitchell Mitchell, 826 Forest, regarding 814 Forest, vacant lot, backfill is poor at this lot, requesting Council place quality fill dirt at this location. Mayor: lot was not purchased from the City.

COMMUNICATIONS FROM CITY AND OTHER OFFICIALSCITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTIONMEETING DATE: September 24th 2012

AGENDA ITEM #2

ITEM: Special Event Approval

PRESENTER: Heather A. Thiede, Special Event Coordinator

INDIVIDUALS IN ATTENDANCE: Heather A. Thiede, Special Event Coordinator

BACKGROUND: The TaTas Task Force Committee and the Paint the Town Pink volunteers are organizing special events that will occur three weeks during the month of October to promote Breast Cancer Awareness. (See attached documents)

STRATEGIC PLAN/GOALS:

ACTION REQUESTED: It is requested that the Wyandotte Police Department arrange for the attendance of the Reserve Officers for the 3K Run on October 13th as well as the Pioneer Wine Trail Wine Tasting Event on October 20th. Support has been requested by the Department of Public Service and Recreation for use of staging, tables, chairs and ticket booths. The Department of Recreation has waived any fees associated with the use of those items. The committee has been working with DPS to schedule the use of fencing and the costs associated with set up for the October 20th event.

The group is requesting the use of electrical hook up on the theater for October 20th event from 12 pm to 6 pm. The Wyandotte Jaycees are the administrators for the wine tasting event. They have taken care of obtaining all required signatures, liquor license, insurance, etc.

The task force will have porta johns on the site and will be responsible for set up of tables, chairs, tents, etc. They will also be responsible for clean up of the theatre lot after the event.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: None

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to the Chief of Police, Department of Public Service, Recreation, Municipal Service and Fire Department.

COMMISSION RECOMMENDATION:

CITY ADMINISTRATOR'S RECOMMENDATION:

LEGAL COUNSEL'S RECOMMENDATION:

MAYOR'S RECOMMENDATION:

MODEL RESOLUTION

CITY OF WYANDOTTE
REQUEST FOR COUNCIL ACTION

MEETING DATE: September 24th 2012

AGENDA ITEM #3

ITEM: Resolution authorizing the approval of the yearly contract between the Downtown Development Authority and the Wyandotte Business Association (WBA) to procure promotional services related to the Third Friday events in the Downtown District.

PRESENTER: Natalie Rankine, Downtown Development Authority Director

INDIVIDUALS IN ATTENDANCE: Natalie Rankine, Downtown Development Authority Director

BACKGROUND:, The Downtown Development Authority hires the WBA to perform services related to execution of Third Friday events in the Downtown District each third Friday of the month throughout the year.

STRATEGIC PLAN/GOALS: This request is in accordance with the City's Strategic Plan.

ACTION REQUESTED: Adopt a resolution authorizing the approval to permit the DDA and WBA to sign the proposed contract for the upcoming fiscal year.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: This contract is in accordance with the adopted 2013 DDA budget approved by Mayor and Council. The amount reflected in this budget is \$30,000.00, payable quarterly. Account number 499-200-925-730-797.

IMPLEMENTATION PLAN: The approved contract will be forwarded to the WBA to sign.

COMMISSION RECOMMENDATION: Concur

CITY ADMINISTRATOR'S RECOMMENDATION: Concur

LEGAL COUNSEL'S RECOMMENDATION: Concur (see attached email correspondence)

MAYOR'S RECOMMENDATION: Concur

MODEL RESOLUTION:

September 17, 2012

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

Dear Mayor Peterson and City Council Members:

In response to the City Council Resolution dated September 11, 2012, regarding the property at 2700 61h Street the following applies. An inspection was performed on Building A (18 units) on August 30, 2011, (see attached inspection report) with the remaining Buildings B (18 units), C (5 units), and D (12 units) to be inspected each month thereafter. The owners of the property, G & D Investment Properties LLC, have not scheduled a reinspection for Building A nor paid for the inspection of Buildings B, C or D. Therefore, citations were issued on September 12, 2012.

Further, a letter was sent to Seybum & Kahn, attention David T. Lin, Fifth Third Bank and Amicus Management, Inc. Mr. Lin informed the undersigned that he is the attorney for Fifth Third Bank and he has a Court Hearing on Wednesday, September 19, 2012, to have a Judge direct the lease payments from the Tenants at 2700 6th Street, to Amicus Management, Inc., the management company for Fifth Third Bank. Mr. Lin indicated that as of the date of this letter, Amicus Management, Inc., has not received any rent payments from any tenant at this location. Mr. Lin indicated that he would contact the undersigned with the Judge's decision. Further, Mr. Lin would talk with the Fifth Third Bank to see if they could help with the maintenance of the property.

The undersigned will continue to monitor this property.

Very truly yours,
Mark A. Kowalewski City Engineer

September 17, 2012

The Honorable Mayor Joseph R. Peterson And City Council Members
City Hall

Wyandotte, Michigan 48192

Re: Garage at 2350 Biddle Avenue, Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

Enclosed please find an Agreement with Gregoria and Debra Celia, the adjacent property owners, at 2354 Biddle Avenue, to purchase the garage at 2350 Biddle Avenue for your consideration. Mr. and Mrs. Celia will be purchasing the garage for \$500 and moving it to 2354 Biddle Avenue.

If you concur with this recommendation, the attached Resolution will authorize the Mayor and City Clerk to execute the necessary documents.

Very truly yours,

Mark A. Kowalewski, City Engineer

September 18, 2012

The Honorable Mayor Peterson And Council Members
City Hall
Wyandotte, Michigan

Dear Mayor and Council Members:

On September 17, 2012, proposals were opened and read aloud in the City of Wyandotte Council Chambers for File #4596 — 2012 Basketball Court and Equipment Project. A tabulation of the proposals is attached.

The undersigned recommends acceptance of the proposal from Liparoto Contracting, LLC, Rockwood, Michigan, in the amount of \$46,516.40 as being the best bid received meeting specifications.

The basketball court and equipment costs will be paid thru a grant from the Wayne County Parks Department. The Grant amount is \$56,000.00.

This recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents.

Very truly yours,

Mark A. Kowalewski City Engineer
James R. Knopp, Superintendent of Recreation

September 20, 2012

The Honorable Joseph R. Peterson, Mayor and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members,

Attached for your review and approval are necessary 2012 Fiscal Year budget amendments required to meet General Fund and Special Revenue Fund obligations. The attached budget amendments also keep the City in compliance with Public Act 621 of 1978.

The amendments are also part of the commitment in the Mission Statement of the City of Wyandotte's Strategic Plan 2010-2015 that states we will comply with all the requirements of our laws and regulations.

The undersigned recommends that the City Council approve the budget amendments as outlined on Attachment A of this communication. If you should have any questions, comments or concerns, please do not hesitate to contact me.

Sincerely,

Robert J. Szczechowski, Deputy Treasurer/Assistant Finance Director

AUTOMATIC REFERRALS:

1. The Wyandotte Music Boosters requesting to close Maple Street between 5th and 7th Streets and also 5th Street from Eureka to Maple Street for the 8th Annual Downriver Fanfare a high school marching band showcase to take place on Tuesday, October 2, 2012 at Roosevelt High School. PERMISSION GRANTED COPIES TO POLICE FIRE DEPARTMENT OF LEGAL AFFAIRS AND DEPARTMENT OF PUBLIC SERVICE.
2. Wayne County Sponsored Household hazardous Waste Collection for 2012 to take place on SATURDAY, OCTOBER 13, 2012 FROM 8:00 a.m. to 2:00 p.m. Southland Shopping Center located at 23000 Eureka Road in Taylor PLEASE NOTE: ENTRY TO THE COLLECTION WILL BE OFF OF PARDEE ROAD NEAR TARGET.

REPORTS AND MINUTES:

Retirement Commission Meeting	September 19, 2012
Design Review Committee	September 10, 2012
Beautification Commission Meeting	August 8, 2012
Wyandotte Cultural & Historical Commission	August 9, 2012
Wyandotte Cultural & Historical Commission	September 13, 2012
Zoning Board of Appeals & Adjustments	September 5, 2012

CITIZENS PARTICIPATION:

Linda Hill, 2700 – 6th, owner has filed bankruptcy, court date has been cancelled. William Look directed to seek information on this issue.

RECESS

RECONVENING

ROLL CALL

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

Absent: Councilperson Galski

FINAL READING OF AN ORDINANCEAN ORDINANCE ENTITLED
AN ORDINANCE TO ADOPT PERMIT FEES

CITY OF WYANDOTTE ORDAINS:

Section 1. Adopting of Fees.

The City of Wyandotte hereby adopts permit fees for Building, Electrical, Mechanical, and Plumbing by adding to the 2009 Edition of the Michigan Building Code, 2009 Michigan Residential Code, 2009 Michigan Plumbing Code, 2009 Michigan Mechanical Code and the 2008 National Electric Code. The Permit Fee Schedules are attached and hereby made part of this Ordinance.

Section 2. Savings Clause.

Nothing in this Ordinance or in the Code hereby adopted shall be construed to affect any suit or proceeding in any court, or any rights acquired, or liability incurred. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent to give this Ordinance full force and effect.

Section 3. Severability.

Severability. Should any word, sentence, phrase or any portion of this Ordinance be held in a manner invalid by any court of competent jurisdiction or by any state agency having authority to do so for any reason whatsoever, such holdings shall be construed and limited to such word, sentence, phrase or any portion of the Ordinance held to be so invalid and shall not be construed as affecting the validity of any of the remaining words, sentences, phrases or portions of this Ordinance.

Section 4. Purpose.

The purpose of this amendment is to regulate permit fees for Building Permit Fees, Electrical Permit Fees, Plumbing Permit Fees, and Mechanical Permit Fees for the construction or remodeling of residential and commercial structures within the City of Wyandotte.

Section 5. Conflicting Ordinance

Conflicting Ordinances. All prior existing ordinances adopted by the City of Wyandotte inconsistent or in conflict with the provisions of this Ordinance are, to the extent of such conflict or inconsistency, hereby expressly repealed.

Section 6. Effective Date.

This Ordinance shall take effect fifteen (15) days from the date of its passage by the Wyandotte City Council and shall be published or a summary shall be published in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption.

On the question, "SHALL THIS ORDINANCE NOW PASS?" the following vote was recorded.

YEAS: Councilpersons Browning, DeSana, Fricke, Sabuda, Stec

NAYS: None

ABSENT: Councilperson Galeski

I hereby approve the adoption of the foregoing ordinance this 24th day of September, 2012.

CERTIFICATE

We, the undersigned, JOSEPH R. PETERSON and WILLIAM R. GRIGGS, respectively the Mayor and City Clerk of the City of Wyandotte, do hereby certify that the foregoing Ordinance was duly passed by the Council of the City of Wyandotte, at a regular session thereof on Monday, the 24th day of September, 2012.

Dated September 24, 2012

JOSEPH R. PETERSON, Mayor

WILLIAM R. GRIGGS, City Clerk

RESOLUTIONS

Wyandotte, Michigan September 24, 2012

RESOLUTION by Councilperson James R. DeSana

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 James R. DeSana
Supported by Councilperson Lawrence S. Stec
ROLL ATTACHED

Wyandotte, Michigan September 24, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from the Paint the Town Pink Ad Hoc committee is hereby received and placed on file. AND BE IT FURTHER RESOLVED that Council hereby GRANTS permission to Belicoso Café to block 100 ft of space from the back door and 50ft of space extending North and 50ft extending South to accommodate the "back yard bashes" on October 19th and 20th, 2012, provided a Hold Harmless Agreement is executed by Belicoso Café and all requirements are met and placed on file with the Clerk's Office as to the LLC rules and regulations. AND BE IT FURTHER RESOLVED that Belicoso is responsible for all funding for fencing, tenting and electrical needs. AND FURTHER the Police Department shall assist with the 3K Fun Walk/run on October 13th beginning at 8:30 a.m. at 81 Chestnut and ending at the Wyandotte Firehouse, 266 Maple for the "Pinkeake Breakfast".

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
YEAS: Councilmembers Browning, DeSana, Fricke, Sabuda, Stec
NAYS: None

Wyandotte, Michigan September 24, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from the Special Event Coordinator is hereby received and placed on file. AND BE IT FURTHER RESOLVED that Council APPROVES the request of the Paint the Town Pink volunteers to hold the 3K Run on October 13th as well as the use of the Theatre Lot for the Pioneer Wine Trail Wine Tasting Event on October 20, 2012 with the assistance of the Wyandotte Police for security set up, the DPS, Recreation and Municipal Service Departments with coordination of requests to hold the Special Event including related needs pending and the signing of a Hold Harmless Agreement by the Wyandotte Jaycees as administrators for the wine tasting event. with all requirements from the LLC met and placed on file with the City Clerk's Office and including payment of any associated fees.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
YEAS: Councilmembers Browning, DeSana, Fricke, Sabuda, Stec
NAYS: None

Wyandotte, Michigan September 24, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from Natalie Rankine, Director of the Downtown Development Authority dated September 24, 2012 is hereby received and placed on file. AND BE IT FURTHER RESOLVED that Council hereby CONCURS in the conditions of the contract between the Downtown Development Authority and the Wyandotte Business Association for the purchase of promotional services from the WBA, in the amount of \$30,000 to be paid in four (4) equal payments of \$7,500 quarterly. AND BE IT FURTHER RESOLVED that all conditions of said Agreement be adhered to as outlined and that the Mayor and City Clerk are hereby directed to execute the contract on behalf of the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
YEAS: Councilmembers Browning, DeSana, Fricke, Sabuda, Stec
NAYS: None

Wyandotte, Michigan September 24, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from the City Engineer regarding the condition of the property at 2700-6th Street, Wyandotte is hereby received and placed on file; AND BE IT FURTHER RESOLVED that the City Engineer is directed to monitor this property for compliance with all City Codes and Ordinances.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
YEAS: Councilmembers Browning, DeSana, Fricke, Sabuda, Stec
NAYS: None

Wyandotte, Michigan September 24, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that Council CONCURS with the recommendation of the City Engineer to sell the garage at 2350 Biddle Avenue to Mr. & Mrs. Celia for the amount of \$500.00; AND BE IT FURTHER RESOLVED that Council authorizes the Mayor and City Clerk to execute the Agreement to Purchase the Garage from the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
YEAS: Councilmembers Browning, DeSana, Fricke, Sabuda, Stec
NAYS: None

Wyandotte, Michigan September 24, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that Council hereby CONCURS in the recommendation of the City Engineer to accept the proposal from Liparoto Contracting LLC, Rockwood, Michigan for File # 4596-2012 Basketball Court and Equipment Project, in the amount of \$46,516.40 as being the best bid received meeting specifications with the cost of the basketball court and equipment to be paid through a grant from the Wayne County Parks Department. FURTHER this recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents. AND FURTHER that all bid bonds be returned to the unsuccessful bidders.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
YEAS: Councilmembers Browning, DeSana, Fricke, Sabuda, Stec
NAYS: None

Wyandotte, Michigan September 24, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that Council hereby CONCURS in the recommendations of the Deputy Treasurer/Assistant Finance Director and APPROVES the necessary 2012 Fiscal Year Budget amendments as outlined in this communication dated September 20, 2012.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
YEAS: Councilmembers Browning, DeSana, Fricke, Sabuda, Stec
NAYS: None

ADJOURNMENT

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
That we adjourn.
Carried unanimously
Adjourned at 7:55 PM
September 24, 2012



William R. Griggs, City Clerk

FINANCIAL SERVICES DAILY CASH RECEIPTS

DATE 9-20-12
 BEGINNING DATE 9-12-12 AND ENDING DATE 9-20-12
 SALES RECEIPT # 227231 THRU 227238

DESCRIPTION	ACCOUNT NUMBER	KEY CODE	AMOUNT
ANN ARBOR COL AG - RESCUE	101-000-041-024	X	<u>86.04</u>
MIDWESTERN AUDIT A/R - RESCUE	101-000-041-021	XT	
MISCELLANEOUS RECEIPTS	101-000-655-040	RE	
DAILY PARKING LOT	101-000-041-010	AR	<u>4,331.18</u>
FINES DIST COURT WYANDOTTE	101-000-650-010	M1	<u>78,215.75</u>
DIST COURT RIVERVIEW CASES	101-000-650-012	M3	<u>22,072.50</u>
WORK FORCE WYANDOTTE	101-000-650-011	M2	<u>9,481.00</u>
WORK FORCE RIVERVIEW	101-000-650-017	M6	<u>1,585.00</u>
COURT TECHNOLOGY WYANDOTTE	101-000-650-018	M7	<u>4,055.00</u>
COURT DRUG TESTING FEES	101-000-650-020	M9	<u>2,280.00</u>
COURT SCREENING ASSESSMENTS	101-000-650-021	AS	<u>5,150.00</u>
CHEMICAL AWARENESS	101-000-650-024	AW	<u>1,825.00</u>
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	
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	<u>2,162.40</u>
DESANA TRUST	701-000-391-034	DT	<u>90.72</u>
WAYNE CTY REIMB FIRE OT	101-336-725-120	MZ	<u>275.55</u>
TRAVELERS INS REFUND	101-200-825-450	MZ	<u>637.00</u>
WALKER HEALTH INS REIMB	101-000-231-020	MZ	<u>639.93</u>
TOTAL MONIES RECEIVED			<u><u>132,887.07</u></u>

TODD A. DRYSDALE
 DIRECTOR OF FINANCIAL SERVICES

FINANCIAL SERVICES DAILY CASH RECEIPTS

DATE 9-26-12
 BEGINNING DATE 9-26-12 AND ENDING DATE 9-26-12
 SALES RECEIPT # 227239 THRU 227243

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	
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	
MUNICIPAL SERVICE SEWAGE	590-000-068-010	5A	
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	2,611.68
DESANA TRUST	701-000-391-034	DT	90.72
MUN SERV- PILOT	101-000-655-046	MZ	832,000.00
MUN SERV - CABLE FRANCHISE FEE	101-000-655-044	MB	476,423.70
MUN SERV - PENSION CONTRIB	731-000-393-020	8R	743,625.09
TOTAL MONIES RECEIVED			<u>2,054,751.19</u>

TODD A. DRYSDALE
 DIRECTOR OF FINANCIAL SERVICES

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September 18, 2012

A regular session of the Municipal Service Commission of the City of Wyandotte, Michigan, was held at the office of the Commission On Tuesday, September 18, 2012 at 5:00 P.M.

ROLL CALL: Present: Commissioner - Gerald P. Cole
Frederick C. DeLisle-excused
James S. Figurski
Leslie G. Lupo
Michael Sadowski

General Manager
& Secretary - Melanie McCoy

Also Present ~ Paul LaManes
Bill Weirich
Dave Fuller
Steve Timcoe
Mike Pente
Todd Drysdale
Steve Colwell
Valerie Hall
Rod Lesko
Electric Department Personnel

INTRODUCTIONS

Rod Lesko, Superintendent of T & D Department. Congratulations to Chris Rempel on topping out to a Journeymen Lineman.

Steve Colwell, Studio Coordinator, introducing our new Playback Operator Jacquelyn Lesko.

Todd Drysdale, City Administrator, introducing our new Accounting/Business Analyst, Michael Pente.

APPROVAL OF MINUTES

MOTION by Commissioner Figurski and seconded by Commissioner Sadowski to approve the September 11, 2012 regular session Municipal Service Commissioner meeting.

HEARING OF PUBLIC CONCERN

None

ELECTRIC BUDGET 2012/2013

Paul LaManes, Assistant to the General Manager, giving summary of Electric Budget 2012/2013.

MOTION by Commissioner Figurski and seconded by Commissioner Sadowski to approve the Electric Budget 2012/2013.

Commissioner Cole asked that the roll be called.

YEAS: Commissioner Cole, Figurski, Lupo, Sadowski

NAYS: None

CABLE TELECOMMUNICATION BUDGET 2012/2013

Paul LaManes, Assistant to the General Manager giving summary of Cable Budget 2012/2013.

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September 18, 2012

Steve Timcoe, Superintendent of Telecommunication Department, giving overview on upgrade on digital.

Commissioner Sadowski would like an Independent Consultant to give WMS a recommendation on the Cable Department.

MOTION by Commissioner Sadowski and seconded by Commissioner Lupo to approve the Telecommunication Budget minus the capital expenditure upgrades.

Commissioner Cole asked that the roll be called.

YEAS: Commissioner Cole, Lupo, Sadowski

NAYS: Commissioner Figurski

WATER BUDGET 2012/2013

Paul LaManes, Assistant to the General Manager, giving summary of Water Budget 2012/2013.

William Weirich, Superintendant of Water Department, answering questions on Water Main replacement.

MOTION by Commissioner Lupo and seconded by Commissioner Figurski to approve the Water Budget 2012/2013.

Commissioner Cole asked that the roll be called.

YEAS: Commissioner Cole, Figurski, Lupo, Sadowski

NAYS: None

RESOLUTION 09-2012-05

Motion by Commissioner Lupo and seconded by Commissioner Figurski to approve the water rate increase.

Commissioner Cole asked that the roll be called.

YEAS: Commissioner Cole, Figurski, Lupo, Sadowski

NAYS: None

RESOLUTION 09-2012-06

MOTION BY Commissioner Figurski and seconded by Commissioner Sadowski to approve the Cable Telecommunication rate increase.

Commissioner Cole asked that the roll be called.

YEAS: Commissioner Cole, Figurski, Lupo, Sadowski

NAYS: None

BAD DEBT WRITE-OFFS 2011/2012

Paul LaManes, Assistant to the General Manager, giving summary of bad debts 2011/2012.

MOTION by Commissioner Sadowski and seconded by Commissioner Figurski approving the 2011/2012 Bad Debt Write-Offs.

Commissioner Cole asked that the roll be called.

YEAS: Commissioner Cole, Figurski, Lupo, Sadowski

NAYS: None

COUNCIL RESOLUTIONS:

- A. RESOLVED by the Council that the communication from Wyandotte Municipal Service Water Department Superintendent Relative to the Water Department pole garage bid award is hereby received and placed on file. AND BE IT FURTHER RESOLVED that Council CONCURS WITH THE Superintendent and Municipal Service Commission to award the 40 x 40 Pole Barn Garage bid to Chas Construction in the amount of \$50,100,00 to be paid from 2012 Capital Budget.

REPORTS/COMMUNICATIONS

- A. Cash Reports
- B. Monthly Financials.
- C. Fiscal Year 2011/2012 City Services payment.
- D. Fiscal Year 2011/2012 Franchise Fee payment
- E. Fiscal Year 2011/2012 Pension System payment.
- F. Fiscal Year 2011/2012 Dumpster fee.
- G. Interfund payments.

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September 18, 2012

MOTION by Commissioner Figurski and seconded Commissioner Sadowski that the reports and communication are received and placed on file.

YEAS: Commissioner Cole, Figurski, Lupo, Sadowski

NAYS: None

APPROVAL OF VOUCHERS

MOTION by Commissioner Figurski and seconded by Commissioner Sadowski that the bills be paid as audited.

# 5119	\$	218,045.43
# 5120	\$	376,055.24
# 5121	\$	1,343,394.24

Commissioner Cole asked that the roll be called.

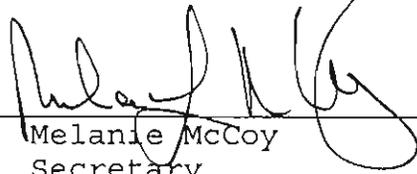
YEAS: Commissioner Cole, Figurski, Lupo, Sadowski

NAYS: None

LATE ITEMS

None

Motion By Commissioner Sadowski and seconded by Commissioner Lupo to now adjourn. 6:04 P.M.



Melanie McCoy
Secretary

CITY OF WYANDOTTE FIRE COMMISSION MEETING

The Fire Commission meeting was held in the 2nd Floor Training Room at Police Headquarters on Tuesday, September 25, 2012. Commissioner Melzer called the meeting to order at 6:27 p.m.

ROLL CALL:

Present: Commissioner Harris
Commissioner Melzer
Commissioner Noles
Chief Carley

Recording Secretary: Lynne Matt

READING OF JOURNAL

Motioned by Commissioner Noles, supported by Commissioner Harris to approve the minutes as recorded for the meeting held on September 11, 2012. Motion carried unanimously.

UNFINISHED BUSINESS

1. *Injury Update.* Chief Carley reported that there are no injuries to report.

COMMUNICATIONS

DEPARTMENTAL

1. *Department Bills submitted September 11, 2012 in the amount of \$3,196.28*
Commissioner Harris formally motioned to approve bills and accounts submitted as stated above, supported by Commissioner Noles. Motion carried unanimously.
2. *Daily Reports*
Commissioner Melzer inquired about taser training, which Chief Carley stated fire department guys stood by and witness procedure in case they were needed.
Commissioner Harris motioned to receive and place on file daily reports, supported by Commissioner Noles. Motion carried.

LATE

Chief Carley stated that ISO will be in sometime at end of October or beginning of November. Also, Chief stated nothing further on hiring process and that he is currently working on radios.

ADJOURNMENT

No further business comes before the Commission, upon motion duly made and supported; the meeting adjourned at 6:36 p.m.

Respectfully submitted,

John C. Harris
Secretary

JCH/lm

CITY OF WYANDOTTE FIRE COMMISSION MEETING

The Fire Commission meeting was held in the 2nd Floor Training Room at Police Headquarters on Tuesday, September 11, 2012. Commissioner Melzer called the meeting to order at 6:00 p.m.

ROLL CALL:

Present:	Commissioner Harris Commissioner Melzer Chief Carley
Recording Secretary:	Lynne Matt
Absent:	Commissioner Noles

At this time Commissioner Melzer acknowledged terrible tragedy that happened 11 years ago.

READING OF JOURNAL

Motioned by Commissioner Harris, supported by Commissioner Melzer to approve the minutes as recorded for the meeting held on August 14, 2012. Motion carried unanimously.

Commissioner Harris inquired how hiring process was proceeding which Chief Carley stated difficulty finding candidate and are still in process. Commissioner Harris stated take your time.

UNFINISHED BUSINESS

1. *Injury Update.* Chief Carley reported that there are no injuries to report.

COMMUNICATIONS

1. *Letter to Mayor Peterson from Insurance Services Office, Inc. (ISO) dated August 30, 2012.* Chief Carley stated that ISO comes in every 10 years and does audit which consists mostly of statistical data they need to rate us for homeowners insurance purposes. Commissioner Harris requested a completed report and copy of last report done to see differences. Commissioner Melzer motioned to receive and place on file, supported by Commissioner Harris. Motion carried.

LATE COMMUNICATIONS

1. Chief Carley submitted to Commission letter from Wyandotte Fire Fighters – Local 356 requesting permission to hold their annual Pancake Breakfast and Open House, which will take place Sunday, October 7th at the Central Fire station. Commissioner Harris motioned to approve this event; supported by Commissioner Melzer. Motion carried.
2. Chief Carley introduced FF Brent Frederick to Commission who asked if department could suspend uniform shirt they currently wear so that they can support “Breast Cancer Awareness” for the month of October and wear specialized shirt for the month displaying their support. FF Frederick stated that they would have extra shirts to sell to public and that they would donate proceeds to charity or to someone locally in town if they need help. Commissioner Harris motioned to suspend uniform standard for month of October to support cause, supported by Commission Melzer. Motion carried.

DEPARTMENTAL

1. *Wyandotte Fire Department Report “August 2012”*
Commissioner Harris stated that in August rescue 771 had 109 calls and 772 had 109 for a total of 218 for month and billed out over \$92,000. Commissioner Melzer stated there was 35 fire calls as well. Commissioner Melzer motioned to receive and place on file report, supported by Commissioner Harris.
2. *Department Bills submitted August 14, 2012 in the amount of \$6,737.13*
Department Bills submitted August 28, 2012 in the amount of \$2,165.54
Commissioner Harris formally motioned to approve bills and accounts submitted as stated above, supported by Commissioner Melzer. Motion carried.
3. *Daily Reports*
Commissioner Harris inquired about family sick usage which Chief Carley stated that they are entitled to 48 hours a year which can be used for sick family member.
Commissioner Melzer inquired about Henry Ford Wyandotte Hospital’s program “Minds of Medicine”, which Chief Carley stated that are rescue was involved in recent taping.

Commissioner Melzer motioned to receive and place on file daily reports, supported by Commissioner Harris. Motion carried.

Fire Commission Meeting
Page 3
September 11, 2012

LATE

Commissioner Melzer inquired about article in The News Herald on Sunday about mutual aid and fire chief calling for change in protocol due to the loss of manpower in area departments. Chief Carley submitted to commission copy of Downriver Mutual Aid Procedures that are currently in effect and stated he will keep commission updated on.

ADJOURNMENT

No further business comes before the Commission, upon motion duly made and supported; the meeting adjourned at 6:30 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "John C. Harris", is written over the typed name.

John C. Harris
Secretary

JCH/lm

MINUTES OF THE MEETING OF THE
FIRE FIGHTER'S CIVIL SERVICE COMMISSION

August 7, 2012

A Special Meeting of the Fire Fighter's Civil Service Commission of the City of Wyandotte was called to order by Vice President Mobley at 12:00 p.m., in the Training Room, 2nd Floor, Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan.

PRESENT: Commissioner George S. Mobley, Vice President
Commissioner Rodney G. Baker, Secretary

ABSENT: Commissioner Michael G. Dallos, President

ALSO PRESENT: Debby Harris, Recording Secretary

Eligible Candidates for rank of Fire Fighter

The Commission has received a letter dated August 2, 2012 from Mayor Petersen requesting the names of the next five eligible candidates to be considered for the rank of Fire Fighter. It was determined that the following names would be sent to Mayor Petersen.

Derek Haarala
Brian Wolf
Christopher Hull
James Jabe
Michael Estrada
Norman Fabian
Steven Colette

Motion by Comm. Mobley Supported by Comm. Baker that the names listed above be sent to Mayor Petersen to be considered for the rank of Fire Fighter. Motion unanimously carried.

Adjournment

There being no further business to discuss the meeting adjourned at 12:20 p.m.

FIRE FIGHTER'S CIVIL SERVICE COMMISSION
OF THE CITY OF WYANDOTTE


George S. Mobley, Vice President

GSM:dh

MINUTES OF THE MEETING OF THE
FIRE FIGHTER'S CIVIL SERVICE COMMISSION

July 12, 2012

A Regular Meeting of the Fire Fighter's Civil Service Commission of the City of Wyandotte was called to order by President Dallos at 6:30 p.m., in the Training Room, 2nd Floor, Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan.

PRESENT: Commissioner Michael G. Dallos, President
Commissioner George S. Mobley, Vice President

ABSENT: Commissioner Rodney G. Baker, Secretary

ALSO PRESENT: Raymond Wagoner, President IAFF Local 356
Jeffrey Prisza, Union Representative, IAFF Local 356
Michael Brandt, Joshua Rothe, Tom Lyon, Greg Kmita
Debby Harris, Recording Secretary

Approval of the June 13, 2012 Regular Meeting Minutes

Motion by Comm. Mobley, Supported by Comm. Dallos to approve the minutes of the Regular Meeting of June 13, 2012. Motion unanimously carried.

Approval of the June 19, 2012 Special Meeting Minutes

Motion by Comm. Dallos, Supported by Comm. Mobley to approve the minutes of the Special Meeting of June 19, 2012. Motion unanimously carried.

Communications

1. Letter from Raymond Wagoner IAFF Local 356 President

Comm. Dallos read the letter into the record. Comm. Dallos stated that he looked at the Roster and all he saw was the rank of Sergeant/Engineer. What happened to the rank of Sergeant, there are a couple of people on the roster who were appointed Sergeant/Engineer effective May 1, 2012. Mr. Wagoner responded that those persons are receiving the old pay rate which was "Drivers" but on the days that they are in charge they get bumped up to Sergeant's pay rate. Comm. Dallos asked if the Sergeant position had been done away with already. Jeff Prisza stated that the position has been done away with by Chief Carley. Ray Wagoner stated that the only place the rank of Sergeant still exists is in their contract because they didn't want to decrease anybody's pay so that anyone who use to be a Sergeant still receives that wage. Mr. Brandt explained that it went from being Sergeants who no longer drove an apparatus to a Sergeant/Engineer

MINUTES OF THE MEETING
OF THE FIRE FIGHTER'S
CIVIL SERVICE COMMISSION

-2-

July 12, 2012

Communications Con't

1. Letter from Raymond Wagoner IAFF Local 356 President Con't

who drives an apparatus in order to avoid overtime. Comm. Dallos stated that the not all Sergeant/Engineers took the Sergeant test. The Public Act is very clear on how a new position is created, the position of Sergeant/Engineer is a new position. Comm. Mobley said that it appears that this new position is not merit based. Had the Sergeant rank been kept but had the seniority based Engineer there wouldn't have been any problem with the drop down to persons in the Sergeant rank taking the Fire Captain exam. Comm. Dallos stated that all of a sudden there are 3 new Sergeants on the Roster Matt Flood, Chris Clark, Rick Simons and they haven't been tested. Ray Wagoner asked if there was a way to fix this situation. The question was asked if it was just a matter of the position listed on the roster, if Chief Carley rewrites the roster would that be acceptable for the taking of the test by the "Sergeants". Comm. Dallos said that would be a compromise. The Commission will only invite "Sergeants" who have taken the Sergeant Exam, not Sergeant/Engineers. The Commission will not invite Fire Fighter/Drivers to take the Captain exam but will invite Sergeants with time in rank which will be:

David Batnicki	Thomas Lyon
Gregory Kmita	Raymond Wagoner
Jeffrey Prisza	
Daniel Wright	

The questions was asked if this would apply to the Fire Chief exam. Comm. Dallos stated that Fire Fighters will not be allowed to take the exam for Fire Chief.

2. Request from Daniel Wright

The Commission received a request from Daniel Wright stating that he will be out of state on August 15, 2012 the scheduled date the Fire Captains exam. He is asking that the date be rescheduled into September 2012. Comm. Dallos stated that the Commission has always rescheduled exams due to a scheduled vacation. The exam will be rescheduled to Tuesday, September 18, 2012 at 6:00 pm in the Training Room at the Wyandotte Police Department.

MINUTES OF THE MEETING
OF THE FIRE FIGHTER'S
CIVIL SERVICE COMMISSION

-3-

July 12, 2012

Communications Con't

3. 2012-2013 Budget

The Commission determined that they would ask for the following budget for the fiscal year 2012-2013.

Salary	4000.00
Office Supplies	100.00
Postage	100.00
Promotional Exams	3500.00

Motion by Comm. Mobley, Supported by Comm. Dallos to request the 2012-2013 fiscal year budget as above. Motion unanimously carried.

Old Business

1. Fire Captain and Assistant Fire Chief Exam

After discussion among the Commissioners it was determined that the Fire Captain exam be given on Tuesday, September 11, 2012 and that the Assistant Fire Chief exam be deferred until October or November, 2012.

New Business

The Fire Fighter's Union Local 356 presented Commissioner Michael Dallos with a plaque thanking him for the years service and all the things that he has done for them over the years.

Date of Next Regular Meeting

The next scheduled regular meeting of the Commission will be held on Tuesday, September 11, 2012 at 6:00 p.m., in the Training Room, Second Floor, Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan 48192.

Adjournment

There being no further business to discuss the meeting adjourned at 8:00 p.m.

FIRE FIGHTER'S CIVIL SERVICE COMMISSION
OF THE CITY OF WYANDOTTE


Michael G. Dallos, President

City of Wyandotte

Police Commission Meeting

Regular Commission Meeting
September 11, 2012

ROLL CALL

Present: Chief Dan Grant
Commissioner Doug Melzer
Commissioner John Harris

Absent: Commissioner Amy Noles (excused)

Others Present: NONE

The meeting was called to order at the Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan by Chairperson, Commissioner Melzer at 6:34 p.m.

The Minutes from the regular Police Commission meeting on August 14, 2012 were presented.

Harris moved, Melzer seconded,
CARRIED, to approve the minutes of August 14, 2012 as presented.

UNFINISHED BUSINESS

NONE

COMMUNICATIONS

1. **Retirement Memo** – August 19, 2012 Memo from Lt. Affholter to Chief Grant

Lt. Affholter has nearly 27 years of service in the Department. Chief Grant indicated the Commission had recently approved secondary outside employment for Lt. Affholter, which the Chief believes he will continue with once he officially retires. The Commissioners extended their best wishes to Lt. Affholter, and said it was too bad we were going to lose him.

Harris moved, Melzer seconded,
CARRIED, to receive Lt. Affholter's memo regarding retirement and place on file.

DEPARTMENTAL

1. **Police Statistics** – August 2012, year to date figures

Commissioner Harris relayed that there were 1,420 self-initiated events and 818 Calls for Service in August 2012 for a total of 2,246. The year to date figures included 11,358 self-initiated events and 6,194 Calls for Service for a total of 17,664.

All agreed that our Police Department is very active. Also, Chief Grant indicated there was nothing out of the ordinary occurring in the community. He also said these statistics will be used to evaluate officers' performance at the end of the year.

Commissioner Harris shared a recent article he received anonymously about a wild party and a man urinating in public on the 1600 block of 18th Street. The concerned citizen wanted Commissioner Harris to ask for extra police protection in that area. The Commissioner wanted to assure everyone that the police department not only took care of that particular issue, but that he always sees Wyandotte Police vehicles patrolling the city. Police visibility is not a problem.

Melzer moved, Harris seconded,
CARRIED, to accept the August 2012 and year to date Police Statistics and place on file.

2. Awarding of Firearm to Retiree – Lt. William Harkleroad

Lt. Harkleroad's request is in compliance with Department policy. He must sign a waiver form, and then register the gun in his own name. The Department will give the gun to Lt. Harkleroad; it is not sold.

Harris moved, Melzer seconded,
CARRIED, to award Lt. Harkleroad his duty weapon upon retirement in compliance with Department policy.

3. Wyandotte Citizen – Police Questionnaire

We send out citizen questionnaires at the beginning of each month. Any responses are used as a tool to help evaluate an officer's performance. The Department is always trying to find ways to improve its service to the citizens.

Per a comment on the returned questionnaire, the Department does go to senior citizen buildings, BASF and credit unions etc. to do various presentations to each group depending upon their specific needs and requirements.

The feedback from the residents is greatly appreciated.

Harris moved, Melzer seconded,
CARRIED, to receive the completed questionnaire and place on file.

4. Meeting Regarding Detective Bureau

Chief Grant and Inspector Pouliot met with Det./Sgt. Ferguson to brush up on some issues concerning the Detective Bureau and to make him aware of other things he needs to address.

Commissioner Melzer inquired about the closure rates of Detective Bureau cases. Chief Grant said those statistics are included in the MICRS reports, and MICRS needs to know that we have a proper closure process. The Chief also said there are several ways to close a case. Once closed, a case may be re-opened at any time.

There was also a general discussion about telephone voice mail boxes being full. It is very important that the messages be addressed and cleared out in a very timely and prompt manner.

Harris moved, Melzer seconded,
CARRIED, to receive the Detective Bureau meeting minutes and place on file.

5. Bills and Accounts - August 28, 2012, \$35,432.64 September 11, 2012 \$5,723.72

Commissioner Harris noted again how high the electric bills are.

The tasers were purchased with Drug Forfeiture money, and the officers will begin taser training next week.

State Forfeiture funds may be used for certain drug related training courses.

Harris moved, Melzer seconded,

CARRIED, to approve payment of the August 28, 2012, bills for \$35,432.64 and the September 11, 2012, bills for \$5,723.72.

NEW BUSINESS

1. Wyandotte Patch Article - Chief Grant noted that the missing subject from Oak Street was located at the Wyandotte Hospital. He was doing okay and not harmed.

2. CPL Class - Commissioner Melzer attended the September 8, 2012 CPL class Officer Sabo taught. He shared a letter expressing his appreciation for what Officer Sabo did with the participants that day.

A copy of the letter will be placed in Officer Sabo's personnel file.

3. Reserve Meeting - Commissioner Melzer inquired about the outcome of the August meeting with the Department Reserves. Chief Grant said only about 7 out of the 16 Reservists attended. Chief Grant will complete the minutes and share them with the Commissioners at a future meeting.

4. Ground Breaking - Chief Grant attended the ground breaking ceremonies for the new Southgate Downriver Animal Shelter. The participating communities in the consolidated Animal Control effort are Allen Park, Southgate and Wyandotte. The communities need to adopt uniform animal ordinances in order to make this consolidation work.

5. Department Staffing - Chief Grant said we would discuss this further at the next meeting. He also said there is a large class graduating from the academy on November 9th.

ADJOURNMENT

Since there was no further business to come before the commission, there was a motion to adjourn the meeting at 7:04 p.m.

Harris moved, Melzer seconded,
CARRIED, to adjourn meeting at 7:04 p.m.

Laura Christensen
Administrative Assistant
Wyandotte Police Department



CITY OF WYANDOTTE
BEAUTIFICATION COMMISSION MEETING MINUTES – DRAFT
SEPTEMBER 12, 2012

Members Present: John Darin, Chairperson, Michael Bozymowski, Andrea Fuller, Noel Galeski, Linda Orta, Alice Ugljesa,

Members Absent: Brandon Calvin, Karen Tavernier, Bill Summerell, Stephanie Pizzo

Guests: None

1. Call to Order: The meeting was called to order by John at 6:04pm.
2. Introduction of New Member: John introduced Noel Galeski as a new member of the Commission. She was appointed by the Mayor and approved by the Council at the August 21st Council meeting. The Commission extended its welcome to Noel.
3. Reading and Approval of Previous Minutes:
 - a. August 8, 2012 Regular Meeting: The minutes of the August 8, 2012 Regular Meeting of the Wyandotte Beautification Commission were revised to cite the cost of flower purchases in the amount of \$545.79 in paragraph 8.b. The motion to approve was made by Linda and seconded by Mike. The minutes were approved unanimously as revised.
4. Chairperson's Report:
 - a. Updated Meeting Attendance Log, Contact List, and Coordinator Responsibilities List: Updated copies of the attendance log, contact list, and coordinator responsibilities list were given to the Commission. Noel updated her contact information.
5. Treasurer's Report: As of September 12, 2012, the current balance remaining is \$2,876.12. After posting planned expenses for fall dig-in plants (\$545.79) and beautification award lawn signs (\$737.50), the estimated balance will be \$1,592.83. It was noted that the FY 2012-2013 budget was approved and was decreased from the proposed \$8,000 to \$6,000.
6. Announcements & Public and Media Communications:
 - a. Commission Hotline and Email Monitoring: The hotline and emails are being monitored by John and Andrea. Mike will also monitor the hotline and emails for volunteer communications.
 - b. Beautification Commission Facebook Page: Andrea expressed the need to develop 1-2 paragraph gardening-related text for our Facebook page, to be published periodically. The Commission will work on that enhancement.
 - c. Beautification Council of SE Michigan: It was noted that the BCSEM will hold their next quarterly meeting on September 20 in Auburn Hills. The registration form was reviewed by all members present. John reiterated that the Commission will pay for the cost of registration, however no members will be available to attend this meeting.
 - d. Web Site Updates: Andrea noted that she has been working with Natalie to update various parts of our web site. Her work is much appreciated!
7. Community Garden Report: Work Day, Saturday, September 15, 9:00am.
 - a. Status of Garden Operations: The gardens are well-grown. There was a motion by Mike, seconded by Alice for Mike to purchase, on behalf of the Commission, a gas-powered weed trimmer for Commission use at the garden in an amount not to exceed \$150. The motion was approved unanimously.

8. Fall 2012 Dig-In: Saturday, September 22, 2012, 9:00 am.
 - a. Review of Plant Order and Set-Up: Plants will be delivered at 8:00 am to 1st and Elm Streets by Moose and Squirrel. The Wyandotte Garden club will send 6 volunteers at 9:00 am. There was a motion by Noel, seconded by Alice to purchase two large pots for planting at the clock tower and arbor, in an amount not to exceed \$1200. The motion was approved unanimously.

9. Annual Home and Business Beautification Awards: Presentation, Monday, September 24, 7:00 pm
 - a. John distributed the beautification award lawn sign design, which was well-received by all, and was approved by consensus.
 - b. The Commission members selected the following 14 homes and business as tentative recipients of the 2012 City of Wyandotte Home and Business Beautification Awards. Alice recovered award stickers for distribution. The awards will be presented at the City Council meeting on Monday, September 24 at 7:00 am. Award recipients will receive a certification, window sticker, lawn sign, and one potted hardy mum.

163 Chestnut Street
607 Clinton Street
525 Forest Street
1804 Maple Street
312 Riverbank Street
402 Riverside Drive
2107 15th Street
2409 15th Street
2392 20th Street
2762 20th Street
2992 22nd Street
2405 23rd Street
1420 Ford Avenue, K & P Insurance
St. Joseph's Parish Office

10. New Business: There was no new business.

11. Next Meeting: Regular Meeting, Wednesday, October 17, 2012, 6:00pm, City Hall.

Deleted: 10

12. Adjournment: The meeting was adjourned by John at 8:00 pm.

Respectfully Submitted,

John Darin
Chairman,
Wyandotte Beautification Commission

For

Brandon Calvin
Recording Secretary,
Wyandotte Beautification Commission

3. **PUBLIC HEARING** Request from the City of Wyandotte to consider changes to the City of Wyandotte's Zoning Ordinance Section 2408 Signs, Section 201 Specific Terms, Section 2201 General Provisions and Section 1301 Specifically Uses. This proposed change is to define and regulate signs that include murals, public art and graffiti.

MOTION BY COMMISSIONER SCHULTZ, supported by Commissioner Tavernier that the Commission concurs with the recommendation of the changes to the City of Wyandotte Zoning Ordinance entitled Section 2408 Signs, Section 201 Specific Terms, Section 2201 General Provisions and Section 1301 Specifically Uses.

YES: Adamczyk, Duran, Eberts, Krimmel, Lupo, Parker, Schultz, Tavernier

NO: None

ABSENT: Hovis

MOTION PASSED

PERSONS IN THE AUDIENCE:

No persons in audience.

SPECIAL ORDER:

Mr. Leman indicated that he will draft definitions for internet café or cybercafé for consideration by the Commission.

BILLS AND ACCOUNT:

MOTION BY COMMISSIONER SCHULTZ, supported by Commissioner Parker to:

Pay Beckett & Raeder for Planning Consultant fee for August and September 2012 in the amount of \$1,400.00

Hours for Secretarial Services: 07/11/12 – 09/09/12 13.50 Total Hours

YES: Adamczyk, Duran, Eberts, Krimmel, Lupo, Parker, Schultz, Tavernier

NO: None

ABSENT: Hovis

MOTION PASSED

MOTION TO ADJOURN:

MOTION BY COMMISSIONER LUPO, supported by Commissioner Eberts to adjourn the meeting at 7:00 p.m.

PUBLIC HEARING PC#081412 - Requested by Ramcomm LLC to rezone the property at 1811 Fort Street, Wyandotte, (Lot 32 Schorr Grove Sub.) from Office Service District (O-S) to General Business District (B-2)

Chairperson Krimmel opened the Public Hearing and asked if there was anyone present who wished to speak about this public hearing.

Mr. Leman read the preamble to the B-2 Zoning District and the O-S Zoning District. Mr. Leman indicated that O-S District is more restrictive.

Chairperson Krimmel read the two (2) communications that were received in opposition to this rezoning into the file.

Mr. Perry present. Mr. Perry indicated that he was a member of Ramcomm LLC. Mr. Perry stated that the previous use of was a dentist office and the building has been for lease for about four (4) years and during that time the building has been vacant. Mr. Perry indicated that the zoning is too restrictive for the uses that want to go in there.

Mr. Perry feels that if the zoning was changed to Business it would allow for additional uses.

Commissioner Adamczyk asked what uses have wanted to go into the building.

Mr. Perry indicated that a bakery, selling equipment for tattooing, and in-house physical therapy. Mr. Perry further stated that the parking would also restrict the use that can go into building.

Mr. Lemman stated that there has been court cases against rezoning single lots, because it puts a burden on the adjacent properties that are not being rezoned.

Mr. Lemman further stated that a zoning could possibly occur if it was in accordance with the Master Plan which this is not.

Chairperson Krimmel asked if there was anyone else present who wished to speak about this public hearing.

There being no more questions, the public hearing was closed.

Two (2) communications were received opposing this rezoning.



1717 FORT STREET
WYANDOTTE, MICHIGAN 48192
PHONE (734) 284-4141

23051 GIBRALTAR ROAD
FLAT ROCK, MICHIGAN 48134
PHONE (734) 782-2720

53420 VAN DYKE AVENUE
SHELBY TOWNSHIP, MICHIGAN 48316
PHONE (586) 781-6511



September 10, 2012

City of Wyandotte
Planning Commission
3131 Biddle Avenue
Wyandotte, MI 48192

Re: Zoning Request – 1811 Fort Street

Dear Planning Commission:

I am writing you this letter because of our concern of the rezoning of the property located at 1811 Fort Street – Wyandotte, MI 48192 from Office Service District (O-S) to General Business District (B-2). We do not feel that spot zoning for this property would be a good choice for this area at this time.

Thank you for your consideration in this matter.

Sincerely,

Douglas G. Ochmanek
President - CEO
E.W. Smith Agency, Inc.

September 20, 2012

Wyandotte Planning Commission
Engineering and Building Dept.
3131 Biddle Ave.
Wyandotte, MI 48192
kroberts@wyan.org

Attention: Kelly Roberts

RE: **Public Hearing to be held September 20, 2012 at 6:30 p.m.**
Amendment of Zoning Ordinance Map: 1811 Fort St., Wyandotte

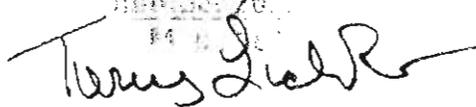
Dear Ms. Roberts:

As we are unable to attending tonight's public hearing concerning the proposed rezoning of land known as 1811 Fort Street, Wyandotte, MI, we would like to submit our objections to the amendment in writing.

We have lived at 1842 23rd street for 23 years and do not wish to have the building located behind our home (1811 Fort) rezoned to General Business District. We are concerned about noise, smells, traffic and people loitering in the alley and near our back yard where we often relax with family, neighbors, and friends. We also have small grandchildren who visit frequently and often play in our back yard and would be uncomfortable allowing this should the ordinance be changed to General.

We feel that the current zoning designation of Office Service District (O-S) is fine and should remain.

Sincerely,



Jerome and Terry Lichko
1842 23rd Street
Wyandotte, MI
281-8463

City of Wyandotte
PLANNING COMMISSION
Minutes of the Thursday, July 19, 2012, Meeting
MINUTES AS RECORDED

The meeting was called to order by Chairperson Elizabeth A. Krimmel at 6:30 p.m.

COMMISSIONERS PRESENT: Adamczyk, Duran, Krimmel, Hovis, Schultz, Tavernier

COMMISSIONERS EXCUSED: Eberts, Lupo, Parker

ALSO PRESENT: Charles Leman
Kelly Roberts, Recording Secretary

COMMUNICATIONS:

- All communications were received and placed on file.

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING:

MOTION BY COMMISSIONER SCHULTZ, supported by Commissioner Tavernier to approve the minutes of the Meeting of June 27, 2012. MOTION PASSED.

NEW BUSINESS:

1. Review of the parking lot and landscaping for the property at 936 Ford Avenue as submitted by Joe DiSanto.

MOTION BY COMMISSIONER SCHULTZ, supported by Commissioner Hovis to APPROVE the plan as submitted provided the requirements of the City Engineer are met.

YES: Adamczyk, Duran, Krimmel, Hovis, Schultz, Tavernier

NO: None

ABSENT: Eberts, Lupo, Parker

MOTION PASSED

PERSONS IN THE AUDIENCE:

No persons in audience.

SPECIAL ORDER:

BILLS AND ACCOUNT:

MOTION BY COMMISSIONER SCHULTZ, supported by Commissioner Duran to:
Pay Beckett & Raeder for Planning Consultant fee for July 2012 in the amount of \$700.00
Hours for Secretarial Services: 06/13/12 – 6/30/12 10.50 Total Hours

YES: Adamczyk, Duran, Krimmel, Hovis, Schultz, Tavernier

NO: None

ABSENT: Eberts, Lupo, Parker

MOTION PASSED

MOTION TO ADJOURN:

MOTION BY COMMISSIONER SCHULTZ, supported by Commissioner Duran to adjourn the meeting at 6:45 p.m.

City of Wyandotte
 Department Of Public Service
 4201 13th Street
 Wyandotte, MI 48192
 734.324.4590

WYANDOTTE CITY CLERK
 2012 SEP 27 A 11: 05

William R. Griggs, City Clerk:

The following report is made of monies received from the receipts issued for the date(s) of 9-19 to 9-24-12 which have been turned over to the City Treasurer.

<u>Type</u>	<u>Total</u>	<u>Payment Type</u>	<u>Amount</u>
Dumping and Dumpster fees _____		: FE: \$ _____	
Refuse Stickers _____		: FD: \$ _____	
Solid Waste Toter _____		: FG: \$ <u>1104.00</u>	
Miscellaneous _____		: MZ: \$ <u>259.68</u>	
Yard Waste Subscription _____		: YW: \$ _____	
		Total fees: \$ <u>1363.68</u>	

Gary Ellison
 DPS Superintendent

FE	\$ _____
FD	\$ _____
FG	\$ <u>1104.00</u>
MZ	\$ <u>259.68</u>
YW	\$ _____

City of Wyandotte
Department Of Public Service
4201 13th Street
Wyandotte, MI 48192
734.324.4590

WYANDOTTE CITY CLERK

2012 SEP 27 A 11: 05

William R. Griggs, City Clerk:

The following report is made of monies received from the receipts issued for the date(s) of 9-24 to 9-25-12 which have been turned over to the City Treasurer.

Type	Total	Payment Type	Amount
Dumping and Dumpster fees		: FE: \$	<u>299.00</u>
Refuse Stickers		: FD: \$	
Solid Waste Toter		: FG: \$	<u>96.00</u>
Miscellaneous		: MZ: \$	
Yard Waste Subscription		: YW: \$	
		Total fees: \$	<u>395.00</u>

Gary Ellison
DPS Superintendent

FE \$ 299.00
FD \$ _____
FG \$ 96.00
MZ \$ _____
YW \$ _____