

City of Lincoln Park * Freedom of Information Act * Response Form

Requestor:	Received By Office:	Date Received:
	Received by Method:	FOIA Log#:
	Mail Fax Email Person	

Your request for public records under the Michigan Freedom of Information Act (FOIA) has been:

	Granted, in whole or in part. The requested records will be released upon payment.
	Reviewed, and determined that the cost of responding to your request is estimated to exceed \$50.00, therefore a 50% deposit will be required in advance of the completion of the request.
	We are extending the period to respond to your request by ten business days due to the need to search for, collect or appropriately review a voluminous amount of separate records pursuant to a single request.
	We are extending the period to respond to your request by ten business days due to the need to collect records from numerous offices or facilities separate from the one receiving or processing the request.
	Granted, your name will be placed on a subscription list for future issuances of the requested records disseminated on a regular basis. This subscription is valid for six months and must be renewed in writing.
	Denied, in whole or in part, due to the reason(s) noted on page two of this form.
	Denied, after a diligent search the records requested could not be located, given the name or other criteria provided.
	The records requested have not yet been completed and filed – please resubmit your request in ____ days.
	Invoice enclosed

	All or part of the requested materials are available for free online from the City website: www.citylp.com
	All or part of the requested materials are available online from the following websites: www.michigan.gov/micr - crime statistics (Free) www.michigan.gov/crash - tcps - accident reports (\$10) www.michigan.gov/ichat - criminal history information (\$10)

Appeal Options:

<p>If your request for records is denied, you may submit a written appeal, specifically stating "appeal" and stating the reasons for the appeal, to the Mayor of the City of Lincoln Park, or commence a civil suit in the Wayne County Circuit Court under Section 10 of the Act within 180 days after the Mayor's determination. Within ten days of receiving a request for an appeal, the Mayor will a.) reverse the denial; b.) issue a written notice upholding the appeal; c.) reverse in part or uphold in part by written notice; or d.) issue a notice extending by ten business days the time to decide the appeal.</p>
<p>If the fees assessed exceed the published City guidelines, you may submit a written appeal, specifically stating "appeal" and stating the reasons for the appeal, to the Mayor of the City of Lincoln Park, or commence a civil suit in the Wayne County Circuit Court under Section 10 of the Act within 45 days after the notice of the fee or the Mayor's determination. Within ten days of receiving a request for an appeal, the Mayor will a.) reverse the fee; b.) issue a written notice upholding the appeal; c.) reverse in part or uphold in part by written notice; or d.) issue a notice extending by ten business days the time to decide the appeal.</p>

A copy of all FOIA requests are retained for not less than one year.

Details regarding the City of Lincoln Park's procedures and guidelines, Written Public Summary, appeals, forms and fees are available on the Freedom of Information Act page of the city website at: www.citylp.com

Denied, in whole or in part, due to the following reason(s):

FOIA Exemptions 15.243 Sec.13 (1):

(a)	Information of a personal nature where the public disclosure would constitute a clearly unwarranted invasion of privacy. Examples: telephone numbers, addresses, dates of birth, drivers license numbers
(w)	Information or records that would disclose the social security number of any individual.
(b)	Investigative records compiled for law enforcement purposes, but only to the extent that disclosure would do any of the following:
	(i) Interfere with law enforcement proceedings.
	(ii) Deprive a person of the right to a fair trial or impartial administrative adjudication.
	(iii) Constitute an unwarranted invasion of personal privacy.
	(iv) Disclose the identity of a confidential source or if the record is compiled by a law enforcement agency in the course of a criminal investigation, disclose confidential information furnished only by a confidential source.
	(v) Disclose law enforcement investigative techniques or procedures.
	(vi) Endanger the life or physical safety of law enforcement personnel.
(m)	Communications and notes within a public body or between public bodies of an advisory nature to the extent that they cover other than purely factual materials and are preliminary to a final agency determination of policy or action.
(n)	Records of law enforcement communication codes, or plans for deployment of law enforcement personnel, that if disclosed would prejudice a public body's ability to protect the public safety.
(s)	Unless the public interest in disclosure outweighs the public interest in nondisclosure in the particular instance, public records of a law enforcement agency, the release of which would do any of the following:
	(i) Identify or provide a means of identifying an informant.
	(ii) Identify or provide a means of identifying a law enforcement undercover officer or agent or a plain clothes officer as a law enforcement officer or agent.
	(v) Disclose operation instructions for law enforcement officers or agents.
	(vii) Endanger the life or safety of law enforcement officers or agents or their families, relatives, children, parents or those who furnish information to law enforcement departments or agencies.
	(viii) Identify or provide a means of identifying a person as a law enforcement officer, agent or informant.
	(ix) Disclose personnel records of law enforcement agencies.
(u)	Records of security measures, including security plans, security codes, combinations, passwords, passes, keys, and security procedures, to the extent that the records relate to the ongoing security of the public body.
(d)	Records or information specifically exempted from disclosure by statute.
	MCL 780.758 Crime Victims Rights Act
	MCL 780.769 Crime Victims Rights Act – A victim's address/phone number are exempt from disclosure.
	MCL 28.421b Firearms – Gun ownership and Concealed Pistol License holders are exempt from disclosure.
	MCL 211.23 No personal or real tax statements, as requested by the assessor, shall be used for any purpose other than assessing taxes.
	MCL 28.214 CJIS Policy Council - LEIN Information
	MCL 123.504 Questionnaires and sworn statements required of bidders on public work construction contracts are confidential.
	MCL 15.267 Closed session minutes maintained by the clerk of the public body shall not be made available to the public.