

# PONTIAC CITY COUNCIL

**Kermit Williams, District 7**  
**President**  
**Randy Carter, District 4**  
**President Pro Tem**



**Patrice Waterman, District 1**  
**Megan Shramski, District 2**  
**Mary Pietila, District 3**  
**Gloria Miller, District 5**  
**Dr. Doris Taylor Burks, District 6**

*It is this Council's mission "To serve the citizens of Pontiac by committing to help provide an enhanced quality of life for its residents, fostering the vision of a family-friendly community that is a great place to live, work and play."*

47450 Woodward Pontiac, MI 48342 Phone: (248) 758-3200

Garland S. Doyle, M.P.A.  
Interim City Clerk

**STUDY SESSION**  
**259<sup>th</sup> Session of the 10<sup>th</sup> Council**  
**October 19, 2021 at 6:00 P.M.**  
**Bowens Center 52 Bagley Pontiac, MI 48341**

**Call to Order**

**Roll Call**

**Authorization to Excuse Councilmembers**

**Approval of the Agenda**

**Approval of the Minutes**

1. October 12, 2021

**Public Comment**

**Discussions**

2. Interim Department of Public Works Director Dwayne A. Lyons Confirmation
3. Medical Marihuana Caregiver Ordinance
4. Contracts Expiring within the Next Six Months
5. Status of Employee Hazard Pay Payments (**The Council approved the hazard pay resolution on September 28, 2021.**)

**Special Presentations (Special Presentations are limited to 10 minutes.)**

6. Kids First Initiative STEAM Ignite  
Presentation Presenter: Richard Bell, President, Kids First Initiative
7. Pontiac Youth Recreation and Enrichment Center(PYREC) Fall Programming  
Presentation Presenter: Richard Burch, PYREC Assistant Youth Recreation Manager
8. Report on Maynard Court: Volunteer Efforts to Clean Up Condemned Site Occupied by Tenants of Landlord with Blight Violation History and Management Issues  
Presentation Presenters: Mark Holland; Patrick Brzozowski, Code Enforcement Manager; Perry Earl, Library Board Trustee; Marcus Bowman, Volunteer and Anthony Chubb, Esq. and John Clark, Esq., City Attorney's Office

## Agenda Items

### Ordinance

9. Adoption of an Ordinance to provide for a service charge in lieu of taxes for a housing project for low income persons and families to be financed with a federally –aided Mortgage Loan pursuant to the provisions for the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, *et seq*; the “Act”). This ordinance shall be known and cited as the “Tax Exemption Ordinance-for Perdue Place.”

### Resolutions

#### Cable Services

10. Resolution to approve option 1 for returning City Council Meetings to the City Hall Council Chambers. The cost for option 1 is \$26,141.18.
11. Resolution to approve option 2 for returning City Council Meetings to the City Hall Council Chambers. The cost for option 2 is \$67,321.18.
12. Resolution to approve option 3 for returning City Council Meetings to the City Hall Council Chambers. The cost for option 3 is \$212,321.18

#### Community and Economic Development

13. Resolution to approve a contract between the City and International Construction to provide Demolition Services for CDBG Clearance and Demolition of Batch 17 Properties not to exceed \$175,000

#### Department of Public Works

14. Resolution to approve the Michigan Department of Transportation (MDOT) Tunnel Inspection Agreement for the Phoenix Center Tunnel on Orchard Lake Rd.
15. Resolution to approve the City of Pontiac Disaster Emergency Plan

### Finance

16. Resolution to approve a budget amendment for fiscal year 2021-2022 to increase account 202-463-806.000-Engineering Services in the amount of \$1,050,000.00 **(Five yes votes are required to approve a budget amendment.)**.
17. Resolution to approve a budget amendment for fiscal year 2021-2022 to increase account 101-447-806.000-Engineering Services in the amount of \$190,000.00 **(Five yes votes are required to approve a budget amendment.)**.
18. Resolution to approve the City Treasurer to spread \$25,569.17 of property assessment on the 2021 winter tax rolls as requested by the Water Resources Commissioner.
19. Resolution to approve Actuary Studies to be done that are required to implement the Mayor’s proposal to permanently increase monthly pension benefits to City of Pontiac retirees.
20. Resolution to approve the Clerk to publish notice of the proposed budget amendment for Fiscal Year 2021-22 to allocate a total of \$81,213 to general fund account 101-266-959.003 Settlement Payments. **(The funds will be used for payments required under recently decided legal action brought by former city employees.)**.

#### Information Technology

21. Resolution to approve the purchase of Microsoft Office 365 solution and associated costs not to exceed \$66,953.00.

**Law**

22. Resolution to approve the Medical Marihuana Commission rules

**Communication from the City Clerk**

23. Memorandum on City Council adoption of the rules prior to the Medical Marihuana Commission approving them would be a violation of Ordinance 2357(B) City of Pontiac Medical Marihuana Facilities Ordinance approved by Pontiac voters

**Adjournment**

**#1**

**MINUTES**



**Official Proceedings  
Pontiac City Council  
258<sup>th</sup> Session of the Tenth Council**

**Call to order**

A Formal Meeting of the City Council of Pontiac, Michigan was called to order at the Bowens Senior Center, 52 Bagley Pontiac, MI 48342 on Tuesday, October 12, 2021 at 6:00 p.m. by Councilwoman Patrice Waterman.

**Invocation** – Ms. Cheryl Robinson

**Pledge of Allegiance**

**Roll Call**

**Members Present** – Pietila, Shramski, Taylor-Burks and Waterman

Mayor Waterman was present.  
A quorum was announced.

**Excuse Councilmembers**

21-310        **Authorization to Excuse Council Members Gloria Miller, Kermit Williams and Randy Carter.** Moved by Councilperson Pietila and second by Councilperson Taylor-Burks.

Ayes: Pietila, Shramski, Taylor-Burks and Waterman

No: None

**Motion Carried**

**Amendments to and Approval of the Agenda**

21-311        **Motion to defer items #2-#8. (#2-Resolution to approve option 1 for returning City Council Meetings to the City Hall Council Chambers. The cost for option 1 is \$7,360.00. #3-Resolution to approve option 2 for returning City Council Meetings to the City Hall Council Chambers. The cost for option 2 is \$68,540.00. #4-Resolution to approve option 3 for returning City Council Meetings to the City Hall Council Chambers. The cost for option 3 is \$215,540.00. #5-Resolution to approve a contract between the City and HED to consult on the renovations of the Council Chambers/ Studio not to exceed \$38,600. #6-Resolution to approve a contract between the City and Filmtools to complete the transition from analog to fiber-based broadcasting services in the amount of \$149,283.00. #7-Resolution to approve a contract between the City and Comcast Cable to complete the transition from analog to fiber-based broadcasting services in the amount of \$16,572.87. #8- Resolution to approve a contract between the City and International Construction to provide Demolition Services for CDBG Clearance and Demolition of Batch 17 Properties not to exceed \$175,000.)** Moved by Councilperson Taylor-Burks and second by Councilperson Pietila.

Ayes: Pietila, Shramski, Taylor-Burks and Waterman

No: None

**Motion Carried**

Councilwoman Gloria Miller arrived at 6:05 p.m.

**Approval of Minutes**

21-312 **Motion to approve meeting minutes for October 5, 2021.** Moved by Councilperson Pietila and second by Councilperson Taylor-Burks.

Ayes: Shramski, Taylor-Burks, Waterman, Miller and Pietila

No: None

**Motion Carried**

**Recognition of Elected Officials – None**

**Agenda Address – None**

**Resolution**

Finance

21-313 **Resolution to approve the City Treasurer to levy \$510,590.00 of aged receivables on the 2021 Winter Tax Roll.** Moved by Councilperson Pietila and second by Councilperson Taylor-Burks.

Whereas, the Pontiac City Council believes that it is in the best interest of the City, that property owners who receive a direct benefit from the grass cutting, blight elimination, and nuisance ordinance should pay for the benefit;

Now, Therefore, Be It Resolved that the Pontiac City Council direct that the City Treasurer spread \$510,590.00 of aged special assessment receivable on the 2021 winter tax rolls.

Ayes: Taylor-Burks, Waterman, Miller, Pietila and Shramski

No: None

**Resolution Passed**

**Resolutions**

Planning

21-314 **Resolution to approve a Zoning Map Amendment request ZMA 21-06 for Parcel No. #64-14-21-226-004 to amend the current site zoning C-1 Local Business to C-3 Corridor Commercial.** Moved by Councilperson Pietila and second by Councilperson Taylor-Burks.

Whereas, the City has received an application for a Zoning Map Amendment at 1125 N. Perry identified as PIN 64-14-21-226-004 from Horizon Exchange & Management Inc. for the rezoning of the aforementioned parcel; and

Whereas, The Planning Division has reviewed the applicant's rezoning request in regards to the City's Master Plan Update and the request conforms to the goals and vision contained within the plan; and

Whereas, The Planning Division has reviewed the applicant's rezoning request and the requirements set forth by Section 6.804 of the Zoning Ordinance. The Planning Division has determined the aforementioned request and proposed intended use of the property complies with the City of Pontiac Zoning Ordinance;

Whereas, In accordance with the procedures outlined in the Zoning Ordinance, Sections 6.802 as it relates to Zoning Map Amendments, the request has undergone the required: Technical Review, Public Hearing, and Planning Commission recommendation; and

Whereas, On September 8, 2021, a Public Hearing was held, and in consideration of public opinion, the Planning Commission recommends City Council to approve the Zoning Map Amendment request for 1125 N. Perry, approving the change from the current C-1 Local Business zoning district to C-3 Corridor Commercial zoning district; and

Now, Therefore, Be It Resolved, that the City Council for the City of Pontiac approve the Planning Commission recommendation for the Zoning Map Amendment (ZMA 21-06) request for 1125 N. Perry,

October 12, 2021 Formal Draft

also known as Parcel No. #64-14-21-226-004 to amend the zoning from C-1 Local Business to C-3 Corridor Commercial zoning district.

Ayes: Waterman, Pietila, Shramski and Taylor-Burks

No: Miller

**Resolution Passed**

21-315      **Resolution to approve a Zoning Map Amendment request ZMA 21-07 for Parcel No. #64-14-30-384-016 to amend the current site zoning C-1 Local Business and P-1 Parking to C-3 Corridor Commercial. Moved by Councilperson Pietila and second by Councilperson Taylor-Burks.**

Whereas, the City has received an application for a Zoning Map Amendment at 761 W Huron identified as PIN 64-14-30-384-016 from Baldoino Dibartolomeo for the rezoning of the aforementioned parcel; and

Whereas, The Planning Division has reviewed the applicant's rezoning request in regards to the City's Master Plan Update and the request conforms to the goals and vision contained within the plan; and

Whereas, The Planning Division has reviewed the applicant's rezoning request and the requirements set forth by Section 6.804 of the Zoning Ordinance. The Planning Division has determined the aforementioned request and proposed intended use of the property complies with the City of Pontiac Zoning Ordinance;

Whereas, In accordance with the procedures outlined in the Zoning Ordinance, Sections 6.802 as it relates to Zoning Map Amendments, the request has undergone the required: Technical Review, Public Hearing, and Planning Commission recommendation; and

Whereas, On September 8, 2021, a Public Hearing was held, and in consideration of public opinion, the Planning Commission recommends City Council to approve the Zoning Map Amendment request for 761 W. Huron, approving the change from the current C-1 Local Business and P-1 Parking to C-3 Corridor Commercial zoning district; and

Now, Therefore, Be It Resolved, that the City Council for the City of Pontiac approve the Planning Commission recommendation for the Zoning Map Amendment (ZMA 21-07) request for 761 W. Huron, also known as Parcel No. #64-14-30-384-016 to amend the zoning from C-1 Local Business and Parking to C-3 Corridor Commercial zoning district.

Ayes: Miller, Pietila, Shramski, Taylor-Burks and Waterman

No: None

**Resolution Passed**

#### **Public Comment**

Six (6) individuals addressed the body during public comment

#### **Mayor, Clerk and Council Closing Comments**

Mayor Waterman, Councilwoman Miller, Councilwoman Shramski, Councilwoman Taylor-Burks, Councilwoman Pietila and Councilwoman Waterman made closing comments

#### **Adjournment**

Councilwoman Patrice Waterman adjourned the meeting at 6:45 p.m.

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Garland Doyle  
Interim City Clerk

**#3**

# **DISCUSSION**



# **WHY THE CITY OF PONTIAC NEEDS A MEDICAL MARIHUANA CAREGIVER ORDINANCE?**

October 19, 2021

Garland Doyle, M.P.A., CNP  
Interim City Clerk



Is there a difference between a medical marihuana caregiver and commercial grower?

YES.

**A Medical Marihuana Caregiver** has to be registered with the State of Michigan. The registered caregiver can grow up to 12 marihuana plants for a qualifying patient. A registered caregiver can grow no more than 72 plants. **Caregivers are not subject to the regulations that commercial growers have to adhere too. Their plants are not tested.**

**A Medical Marihuana Commercial Grower** is licensed through the State of Michigan. They must receive a permit from the City of Pontiac Clerk's Office as well. There are three classifications of growers:

Class A Grower – up to 500 plants

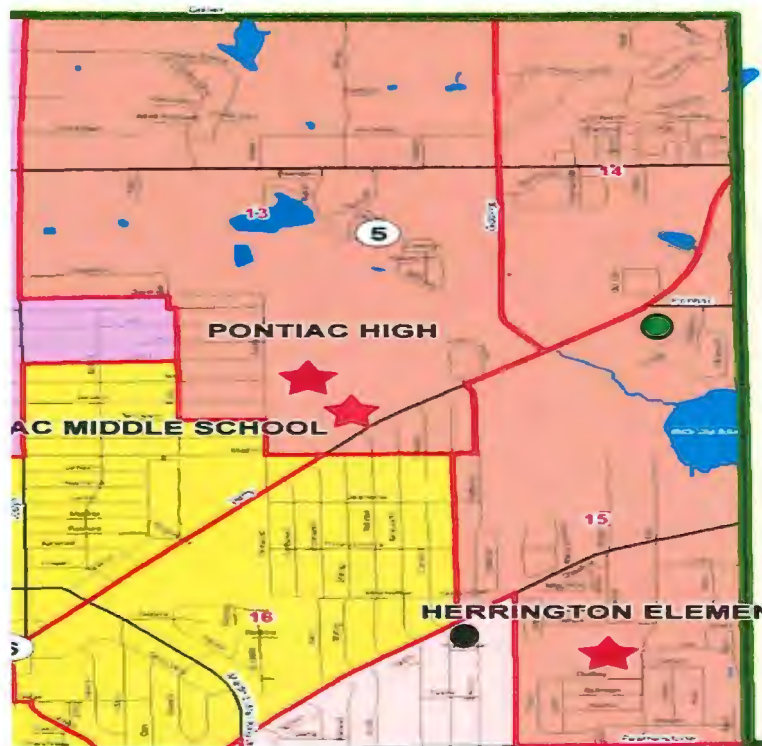
Class B Grower – up to 1,000 plants

Class C Grower – up to 1,500 plants

Commercial growers cannot sell directly to qualifying patients and their products must be tested.



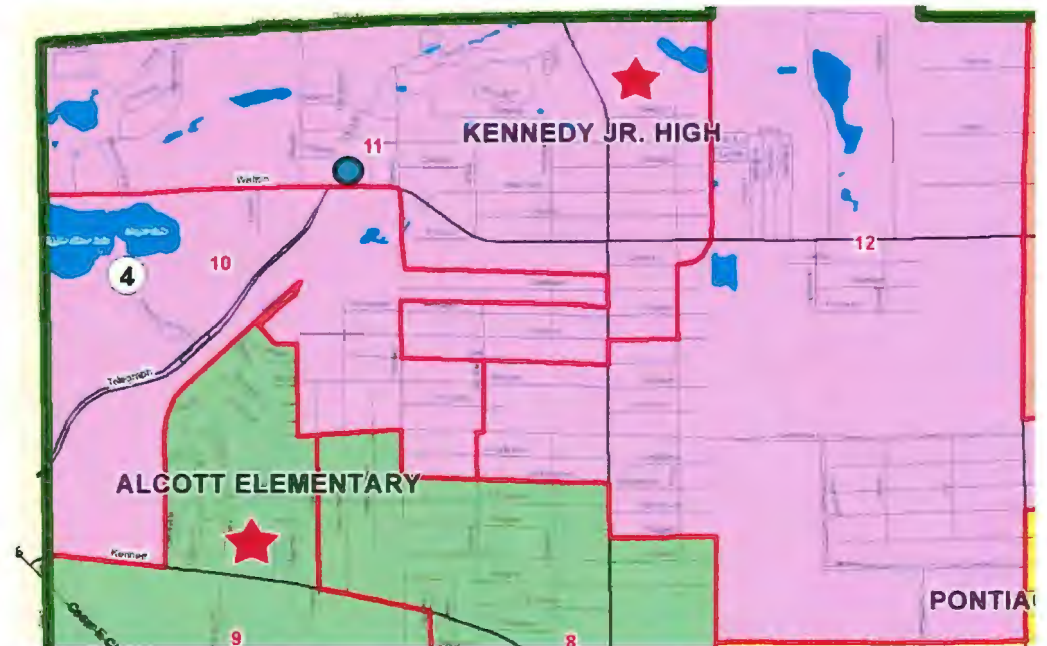
## Currently where caregivers in commercial spaces are located



Key:

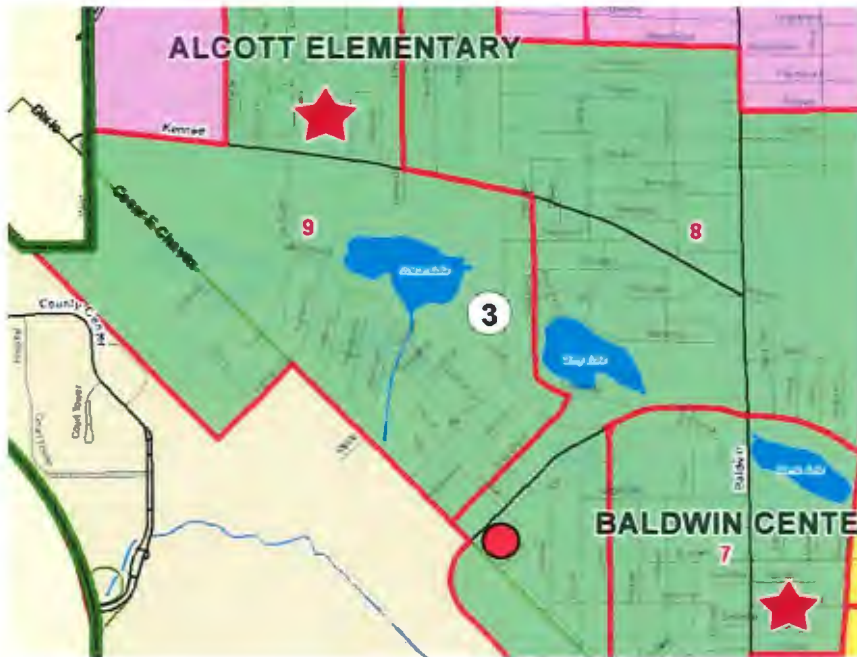
● 1012-1018 University – Justin Corlin

● 1636 N Perry St. – Matthew Kassab

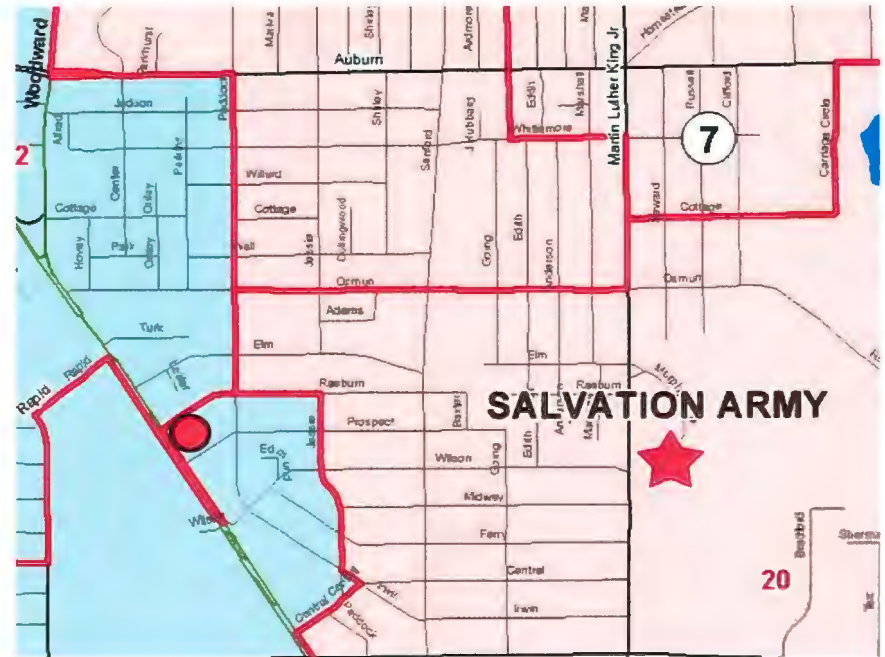


Key:

● 1536 N Telegraph – Candace Karmano



Key:  
 ● 311 Montcalm St – James Stewart



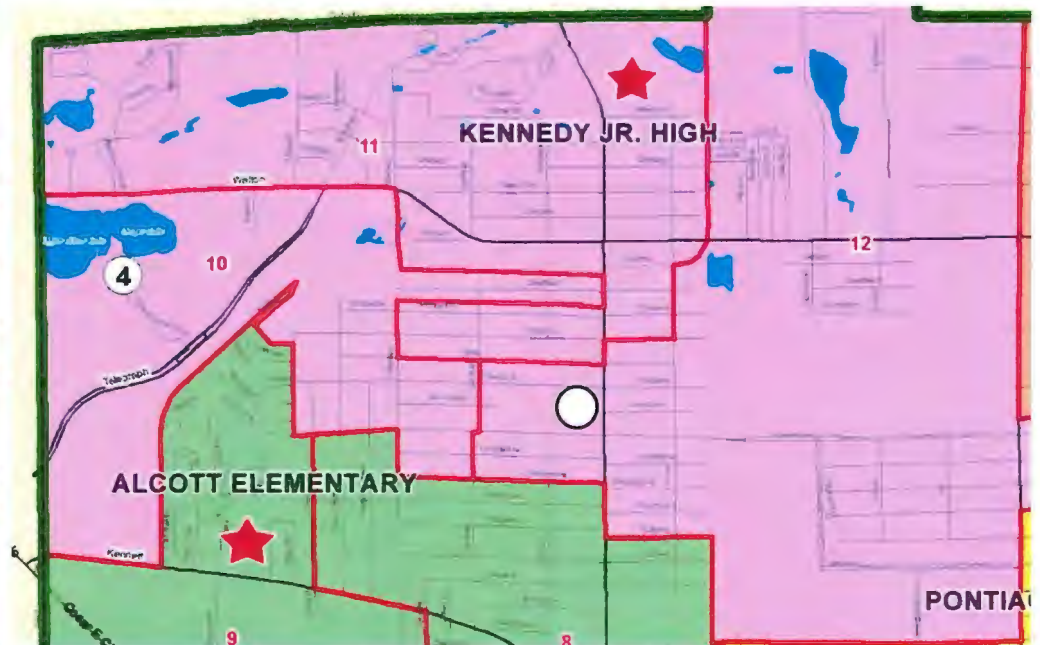
Key:  
 ● 45556 Woodward Ave – Woodward Uptown LLC



There were Caregivers who applied for a provisioning center license at their caregiver location but did rank in the top 5 for the Non-Overlay.



Key:  
 ● 390 W Huron – Alan Hanna  
 West Coast Meds LLC



Key:  
 ○ 1245 Baldwin Ave, Ste B – Anthony Yasso  
 Baldwin Investments Group LLC

## **The reasons we need a caregiver ordinance in Pontiac?**

1. Caregivers do not have to pledge community benefits to the City like commercial growers licensed through the Clerk's Office.
2. Caregivers marijuana plants do not have to be tested.
3. Caregivers are unfair competition for commercial growers.

If you suspect that a Marihuana business is operating illegally (without a permit) in the City of Pontiac, please report it to the Marihuana Regulations Division by phone at (248) 758-3005 or email [marihuana@pontiac.mi.us](mailto:marihuana@pontiac.mi.us)

The division will investigate all complaints.

**Planning Division  
Guidelines for  
Medical Marihuana  
Caregivers  
is not enough.**

**The City needs a  
Caregiver Ordinance**





**CITY OF PONTIAC**  
**Department of Building Safety & Planning**  
**PLANNING DIVISION**

*Mayor Deirdre Waterman*

**GUIDELINES FOR MEDICAL MARIHUANA**  
**CAREGIVER GROWERS**

The City of Pontiac Planning Division has outlined the Process for the operation of Medical Marihuana Caregivers, in accordance with the **Michigan Medical Marihuana Act, MCL 333.26421**.

**Zoning Ordinance Use Established by Right**

**Non-Residential Zoning Districts**

Medical Marihuana Caregivers are permitted in non-residential buildings as primary uses in non-residential zoning districts. Home occupation uses are restricted to residential dwelling units with approved Certificates of Occupancy in non-residential zoning districts.

1. Application for Caregiver Medical Marihuana Growth/Cultivation is required for review annually. Applications not submitted may result in the revocation of Caregiver Occupancy status.
2. Applicant must comply with the City of Pontiac Zoning Ordinance for the entire duration of the proposed Caregiver Occupancy.
3. Non-Residential Caregivers are required to acquire a Certificate of Occupancy from the Building & Safety Department.
4. Non-Residential Caregivers are required to acquire a Business License from the Planning Division
5. Proposed location or Home Occupation must be clear of all Building, Code Enforcement and Fire Department violations.
6. Non-Residential properties identified as a "Change of Use" will require a completed Site Plan Review approved by the Planning Division, prior to the issuance of a certificate of Occupancy by the Building Department.

## **DOCUMENTATION FOR HOME OCCUPATION MEDICAL CAREGIVERS**

The Zoning Compliance & Caregiver Application must be accompanied with a copy of the following documentation:

- ☐ Caregiver Application, Fee & Proof of Liability Insurance on property
- ☐ Proof of legal interest in the property (executed lease, deed or land contract).
- ☐ If not owner occupied, provide a notarized letter from the property owner allowing the caregiver to grow no more than seventy-two (72) Medical Marihuana Plants at the location and where on the premises the plants may be grown/cultivated.
- ☐ Proof of agent's authority to submit application for applicant and property owner.
- ☐ Scaled drawings of Interior-Build out and Floor Building Plans.
- ☐ Caregiver Application Fee of \$150 due at submission.
- ☐ Building Permit Application
- ☐ Business License Application
- ☐ An emergency contact name and phone number who may be available on a 24/7 basis in the event of emergencies.

Submit with completed Application and Application Fee to:  
City of Pontiac Planning Division, 47450 Woodward Avenue, Pontiac, MI 48342 – (248)-758-2800



City of Pontiac  
Department of Building & Safety

Mayor Deirdre Waterman

## **RESIDENTIAL REQUIREMENTS/CAREGIVER FACILITIES**

### **SUBMIT FOR APPROVAL:**

1. COMPLETED APPLICATION WITH ALL INFORMATION, APPLICATION MUST BE LEGIBLE

2. THREE COPIES OF SCALED DRAWINGS

PLAN MUST SHOW THE FOLLOWING:

- ✓ EXISTING CONSTRUCTION
- ✓ PROPOSED NEW CONSTRUCTION
- ✓ DEFINED AREAS FOR GROWING, PROCESSING AND STORAGE.
- ✓ ELECTRICAL PLANS INCLUDING RISER DIAGRAM AND LOAD CALCULATIONS (Must be designed by Electrical Contractor, based on Service Size May Require an Electrical Engineer)
- ✓ MECHANICAL PLANS INCLUDING MAKE-UP AIR VENTILATION AND EXHAUST AIR (Must be designed by Mechanical Contractor, Exhaust Cannot Create a Public Nuisance)
- ✓ PLUMBING PLANS INCLUDING DRAINAGE CONTROL PLAN
- ✓ DATA SHEETS ON ALL CHEMICALS BEING USED AND STORED INSIDE BUILDING

3. ENERGY CALCULATIONS

4. COPY OF CARE GIVER LICENSE AND PATIENTS

### **APPROVALS REQUIRED BEFORE PERMIT ISSUED:**

BUILDING, ELECTRICAL, MECHANICAL, PLUMBING, FIRE DEPARTMENT & PLANNING

### **APPROVALS REQUIRED BEFORE C of O ISSUED:**

BUILDING, ELECTRICAL, MECHANICAL, PLUMBING & FIRE DEPARTMENT

47450 Woodward Avenue, Pontiac, Michigan 48342  
Telephone: (248) 758-2800. Fax: (248) 758-2827



City of Pontiac  
Michigan

Mayor Deirdre Waterman

Department of Building & Safety

**COMMERCIAL REQUIREMENTS/CARE GIVER FACILITIES**

**SUBMIT FOR APPROVAL:**

1. COMPLETED APPLICATION WITH ALL INFORMATION, APPLICATION MUST BE LEGIBLE
2. TWO COPIES OF PLANS SEALED BY A STATE OF MICHIGAN REGISTERED ARCHITECT OR ENGINEER AND ONE COPY ELECTRONICALLY TO [planreview@pontiac.mi.us](mailto:planreview@pontiac.mi.us)

**PLAN MUST SHOW THE FOLLOWING:**

- ✓ EXISTING CONSTRUCTION
  - ✓ PROPOSED NEW CONSTRUCTION BUILDING
  - ✓ LIFE SAFETY PLAN
  - ✓ ELECTRICAL PLANS INCLUDING RISER DIAGRAM AND LOAD CALCULATIONS (Must be designed by Professional Engineer)
  - ✓ MECHANICAL PLANS INCLUDING MAKE-UP AIR VENTILATION AND EXHAUST AIR (Must be designed by Professional Engineer)
  - ✓ PLUMBING PLANS INCLUDING DRAINAGE CONTROL PLAN (Must be designed by Professional Engineer)
  - ✓ (MSDS) DATA SHEETS ON ALL CHEMICALS BEING USED AND STORED INSIDE BUILDING INCLUDING THE QUANTITY AND LOCATION
3. ENERGY CALCULATIONS
  4. COPY OF CARE GIVER LICENSE AND PATIENTS
  5. Provide Roof plan which indicates all existing and proposed equipment including but not limited to RTU's, exhaust fans, vents and Structural Drawings and load calculations
  6. Provide required third party information to Building Safety, including but not limited to Company Name, Individuals Name, license number, categories registered and what type of inspections and schedule of how often.
  7. Provide Business Plan.

**APPROVALS REQUIRED BEFORE PERMIT ISSUED:**

BUILDING, ELECTRICAL, MECHANICAL, PLUMBING, FIRE DEPARTMENT & PLANNING

**APPROVALS REQUIRED BEFORE C of O ISSUED:**

BUILDING, ELECTRICAL, MECHANICAL, PLUMBING & FIRE DEPARTMENT

47450 Woodward Avenue, Pontiac, Michigan 48341  
Telephone: (248) 758-2800. Fax: (248) 758-2827



**APPLICATION/AGREEMENT FOR GROWING  
MEDICAL MARIHUANA FOR CAREGIVERS**

**CERTIFICATION**

By signing the following, I/We agree and certify:

- 1) Subject Property is clear of all Blight and Code Enforcements prior to issuance of License and Occupancy Permit.
- 2) Resubmit to the Planning Division information contained in the application within 10 business days of any change in the application information.
- 3) Building Safety Department reserves the right to request additional information as is reasonably necessary to the processing and approval of a Team Inspection or a Property Maintenance Inspection. The required fee is not refundable.
- 4) If all required information is not provided by applicant, the City of Pontiac will retain the Application Fee to account for its administrative costs of processing the application.
- 5) Submit all necessary permits as required by the Building Official to comply with the City of Pontiac Building and Zoning Codes
- 6) Comply with all annual inspections and renewals required to ensure compliance with city ordinances.
- 7) Lapse of annual inspections and renewals are subject to revocation of license and occupancy permit for use.
- 8) The team inspection approval may be revoked if, after warning, for violation of the ordinance.

**APPLICANT:**

**SIGNATURE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**ADDRESS :** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Submit with completed Application and Application Fee to:  
City of Pontiac Planning Division, 47450 Woodward Avenue, Pontiac, MI 48342 – (248)-758-2800

### Section 1: Property Information

Property Address: \_\_\_\_\_

Is this address the principal  
residence of the Applicant?

☐

Yes

☐

No (must be the principal residence as defined  
under MCL 211.7dd)

### Section 2: Applicant and Owner Information

Full Legal Name of Applicant: \_\_\_\_\_

\*Applicant must be a Registered Primary Caregiver as defined in the  
Michigan Medical Marihuana Act, MCL 333.26421, et seq.

Address: \_\_\_\_\_

Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Applicant's D.O.B. \_\_\_\_\_

Applicant's Driver's License Number \_\_\_\_\_

Applicant Registry Number \_\_\_\_\_

Expiration date \_\_\_\_\_

Does applicant own or lease the  
property? \_\_\_\_\_

Property Owner's Name \_\_\_\_\_

Phone Number: \_\_\_\_\_

Property Owner's Mailing Address \_\_\_\_\_

Property Owner's Manager \_\_\_\_\_

Property Owner's submission of MM  
Growth/Cultivation on property.

☐

I have included documentation from the property owner  
authorizing the MM Growth/Cultivation use.

Submit with completed Application and Application Fee to:  
City of Pontiac Planning Division, 47450 Woodward Avenue, Pontiac, MI 48342 – (248)-758-2815

### Section 3: General Information

1. Describe the methods and equipment that will be utilized to cultivate the medical marihuana:

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2. Describe the ventilation, exhaust, and odor control system used, and the type and model of filtration system.

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3. Identify any chemical, pesticide, herbicide or fertilizer that will be used:

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4. Describe the storage plan for such chemicals, pesticides, herbicide or fertilizer:

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5. Describe the disposal methods to be employed for the (1) Waste Water used for marihuana process, (2) Discarded plant materials?

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6. If medical marihuana will be grown in rooms with windows, describe how light will be shielded from entering or leaving the room during operation?

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**Print**

**Reset Form**

**SUBMIT**

Submit with completed Application and Application Fee to:  
City of Pontiac Planning Division, 47450 Woodward Avenue, Pontiac, MI 48342 – (248)-758-2815



# City of Pontiac

## Department of Building Safety

### Application For Business License

#### I. Business Information

Business Name (D/B/A): \_\_\_\_\_

Corporate Name: \_\_\_\_\_

Business Entity: \_\_\_\_\_

Type of Business: \_\_\_\_\_ NAICS Code: \_\_\_\_\_

Business Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Business Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Number of Employees: \_\_\_\_\_

SSN (for sole proprietor): \_\_\_\_\_

Federal Tax ID: \_\_\_\_\_

Office Use Only

Parcel ID: \_\_\_\_\_

Business ID: \_\_\_\_\_

#### Alarm System and Emergency Information

Alarm Company: \_\_\_\_\_

Alarm Type (please circle all that apply): Fire / Burglar / Other \_\_\_\_\_

Knox Box (circle one): No / Yes, location: \_\_\_\_\_

Storage of Hazardous Materials (circle one): Yes / No

If yes, please describe material, location, & quantity. ) Please attach Material Safety Data Sheet): \_\_\_\_\_

Withholder FEIN on 941 \_\_\_\_\_

#### II. Business Owner Identification

##### A. Business Owner / Applicant Information (if this business is a corporation, please go to section "B")

Name: \_\_\_\_\_ Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

##### B. Business Manager Information

Name: \_\_\_\_\_ Home Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

##### C. Business Property ☐ own ☐ lease (Must provide property owner information)

Property Owner Name: \_\_\_\_\_ Headquarter Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

#### III. Contact Person Information - Emergency

Contact Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

# Business Certificate Type Form (check all that apply)

## Business Certificate Fee Schedule

New Business Certificate	\$160.00 + Team Inspection	
Business Certificate Renewal (annually)	\$160.00	
Temporary Vendor	\$150.00	

\*Plus any applicable fees from the charts below

Niche Business	See Below	Check
Arcade and Vending Machines	\$25/machine	
Massage Parlor	\$500.00	
Newspaper Deliver Receptacle	\$1.00	
Sidewalk Café	\$100.00	
Taxicab	\$50/bond plate	
Taxicab Business	\$100.00	

Public Assembly	See Below	Check
Amusement Gallery		
Dance Hall		
Theatre		

Transient Housing	See Below	No. of Rooms
Hotel/Motel	\$25/room - every three years	
Transient Housing	\$210/room - every three years	

Non-Profit Organizations	\$20.00	Check
Club/Service Organization/Hospitals		

Temporary Permit	See Below	Check
Christmas Tree Sales	\$100.00	
Circus or Carnival	\$350.00/Week	
Daily Business License (1 day)	\$150.00	
Daily Business License (ea. additional day)	\$100.00	
Fireworks Display	\$100.00	

Sound (public address)	\$100.00/3 days	
Sound (vehicle)	\$100.00/annually	
Transient Trader	\$10.00	
Going out of Business Sale	\$50.00	
Peaceful Assembly	\$75.00	
Sound Permit	\$100.00	

Businesses Requiring Bonds	Check
Auctioneer	\$2,500.00
Auctions	\$1,000-\$50,000 (Two times value of auction items)
Christmas Tree Sales	\$100.00
Circus or Carnival	\$1,000.00
Dry Cleaners	\$1,000.00
Frozen Confectioners (Ice cream truck)	\$2,000.00
Junk Dealer	\$1,000.00
Junk Gatherer	\$200.00
Second Hand Dealer	\$2,500.00
Newspaper Deliver Receptacle	\$5,000.00
Sidewalk Café	\$300.00

Businesses Requiring Background Checks and/or Health License	Check
Foot, Street, and Stationary Vendor	
Frozen Confectioners (Ice cream truck)	
Peddler/Hawker (annual)	
Peddler/Hawker (daily)	
Solicitor	
Taxi Cab Driver (\$100.00)	

Office Use Only

Total Fee \$ \_\_\_\_\_

Applicant Signature

Applicant Name (Printed)

Date

**#6**

**SPECIAL  
PRESENTATION**









**#7**

**SPECIAL  
PRESENTATION**



# PYREC Summer Pop Ups 2021

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PHOTO & ATTENDANCE  
HIGHLIGHTS

# Pistons' Basketball Camp

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We teamed up with BGCSM &  
The Detroit Pistons'  
Ownership Group to run a  
weeklong basketball camp.

**Average Daily Attendance: 82**





## Recreation on the Go: Lancaster Village Apartment Pop Ups

*We facilitated a variety of recreational activities at Lancaster twice a week*

*Total Number of Youth Served: 417*

# Summer Sports



- Partnered with Sheriff PAL to offer soccer at UWM and T-Ball at Beaudette Park
- Dance at various Pop-up sites and at the Youth Recreation & Enrichment Center
- Golf and Basketball Skills sessions conducted at the Recreation & Enrichment Center

**Total Youth Served: 282**




# Open Streets Park Program

In partnership with the  
Pontiac Community  
Foundation, the PYREC Team  
Conducted programming at  
Shirley Willard, Baldwin and  
Cherry Lawn Parks over the  
duration of the Summer.

**Youth Served: 197**

# Other Programs Attendance

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- **Murphy Park Day Camp:** 7-week program Average Daily Attendance: 54
  - **New Birth International Church:** Average Daily Attendance: 12
  - **New Bethel Baptist Church:** Average Daily Attendance 16
  - **Trinity Baptist Church:** Average Daily Attendance: 13
  - **Chess Club:** Average Daily Attendance: 11
  - **Game Truck:** Youth Served: 122
- 

# Total Program Numbers + 45 Program Days:

YOUTH SERVED:1,846

## **Pros:**

- We reached a variety of youth throughout portions of the city
- We were visible in the community which assisted with our marketing efforts
- Facilitated programming for youth who may otherwise lacked transportation

## **Cons:**

- Staff was stretched thin at times
  - Staff used their personal vehicles and had to transport equipment to various sites
  - Difficult to conduct specialty programming without a centralized location
- 



# PYREC Fall Programs 2021

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# Enrichment

## Programs

- Arts & Crafts
- Computer Coding
- Music
- Homework Help/Tutoring
- Dance
- Girls Scouts

# Youth Sports

Basketball Skills Session

Open Gym Activities

YMCA Sports Sampling

Young Adult Pick-up Basketball

Pontiac Panthers Cheer Program

Elementary School Girls Basketball League

# Fall

## 2021 CALENDAR

### Youth Recreation & Enrichment Center

Programming for all school age youth



#### Girls Scouts

Girl Scouts prepares girls to empower themselves and promotes compassion, courage, confidence, character, leadership, entrepreneurship, and active citizenship through activities involving community service, learning first aid, and earning badges by acquiring practical skills.

Age(s): 6-10

Session 1: Th 4:30-5:15pm

Age(s): 11-13

Session 2: Th 5:20-6:15pm

8 weeks Oct 11 - Dec 2

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341

#### Art Exploration (Drop-in class)

Youth will try different styles and new techniques that will help bring out their inner artist. Students will participate in a variety of art activities that encourage curiosity, discovery, and self-expression.

Age(s): 5-16

Session 1: Th 4:30-5:15pm

Session 2: Th 5:20-6:15pm

8 weeks Oct 11 - Dec 2

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341

#### Dance Workshops

Students will learn structured dances and exercises to create a unique way to interpret different genres of dance these workshops are designed to broaden a dancer's repertoire and cultivate their own sense of style and movement.

Age(s): 6-16

M-F 4:00-5:00pm

10 weeks Oct 11 - Dec 17

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341

#### Hip Hop Elements

Introduction to the vocabulary, style, and self-expression of hip-hop movement. This high energy class is taught to students with a passion to move!

Age(s): 8-14

Session 1: M & W 5:00-6:00pm

Session 2: M & W 6:15-7:00pm

8 weeks Oct 11 - Dec 2

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341

#### Hip Hop Elements II

This class provides a structured method of learning in various Hip-Hop dance elements. The sessions offer assorted sets of original steps and combinations.

Age(s): 10-16

Session 1: T & Th 5:00-6:00pm

Session 2: T & Th 6:15-7:00pm

8 weeks Oct 11 - Dec 2

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341



#### Beginning Band: Music Exploration

Youth will learn the basics of playing wind, string, and percussion instruments. They will be exposed to different types of musical instruments and learn the basics of reading music.

Age(s): 6-16

M & W 5:00-6:00pm

8 weeks Oct 11 - Dec 2

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341

#### Tutor/Homework Help

Student in grades K-8 all can drop in and work on their homework independently or with the help of program staff. The center is equipped with computers, printers, reference books, and school supplies for student use.

Grade(s): K-8

M-F 4:00-7:00pm

8 weeks Oct 11 - Dec 2

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341



#### Computer Coding for Kids

Youth will have a blast creating video games, animated stories and bringing their imaginations to life while learning basic concepts of coding and computer terminology.

Grade(s): K-8

T 5:00-6:00pm

8 weeks Oct 12 - Nov 30

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341



**Sunday  
October 24th  
3:00-7:00pm**

**Location:  
UWM Sports Complex,  
867 South Blvd E.  
Pontiac 48341**

**Free admission  
Prizes  
Entertainment  
3 point Shoot Out  
Slam Dunk Contest  
Music & More**

#### YMCA: Port Sports

The Y Port Sports Positive Play Initiative program provides free play and organized youth sports sampling. Healthy snacks and resources for families are provided.

Age(s): 5-13

F 4:00-5:30pm

8 weeks Sep 21 - Nov 18

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341



#### Young Adult Pick-Up Basketball

Come out and play a pick-up game of basketball with your peers. Refine your skills, get in shape, and Hoop it Up!

Age(s): 18-20

T 2:00-2:00pm

8 weeks Oct 12 - Dec 14

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341



#### Pontiac Panthers Youth Cheer Program

Learn the fundamentals of cheerleading. Youth will have fun and build self-confidence while learning different chants, cheers, and formations.

Age(s): 6-14

T & Th 5:30-7:30pm

8 weeks Sep 21 - Nov 18

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341

#### Girls Elementary School Basketball League

Play for your school! 4 & 5 grade girls. Leagues is designed to introduce young players to the sport while enhancing and fine-tuning the skills of more experienced players. Teams will practice twice a week and compete on Friday evenings.

Grade(s): 4-5

F 5:00-6:00pm

8 weeks Oct 12 - Nov 30

Location: UWM Sports Complex,  
867 South Blvd E. Pontiac 48341



#### Basketball - Skills & Drills

This clinic will teach the skills needed to be a better athlete, both on and off the court. Your child will learn the fundamentals and strategies of the game while developing the basic skills needed to play in a league format.

Age(s): 6-11

M & W 4:30-5:30pm

8 weeks Oct 12 - Nov 30

Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341

#### Open Gym

Youth will participate in a variety of sports and gym activities under the guidance of an instructor.

Age(s): 6-11

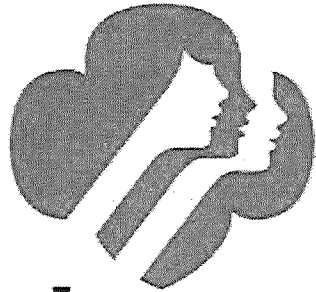
T & Th 4:00-5:30pm

8 weeks Oct 12 - Nov 30

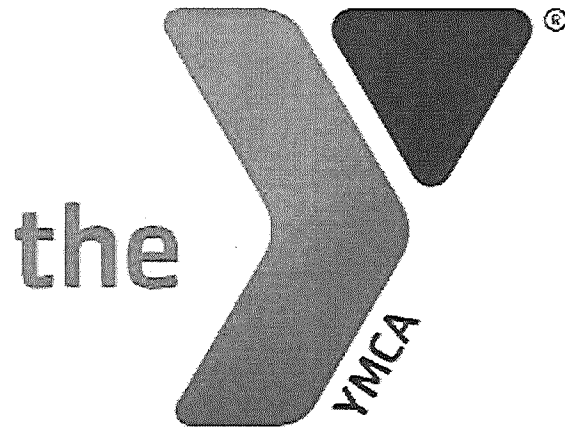
Location: PYREC ENRICHMENT CENTER  
825 Golf Dr. Pontiac, 48341

Contact Pontiac Youth Recreation & Enrichment to register: [youthcenter@pontiac.mi.us](mailto:youthcenter@pontiac.mi.us) or 248-758-3400

# Program Partners



**girl scouts**



Charity  
Music



**#8**

**SPECIAL  
PRESENTATION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

Executive Branch

**TO:** Honorable City Council President Kermit Williams, and City Council Members

**FROM:** Honorable Mayor Deirdre Waterman

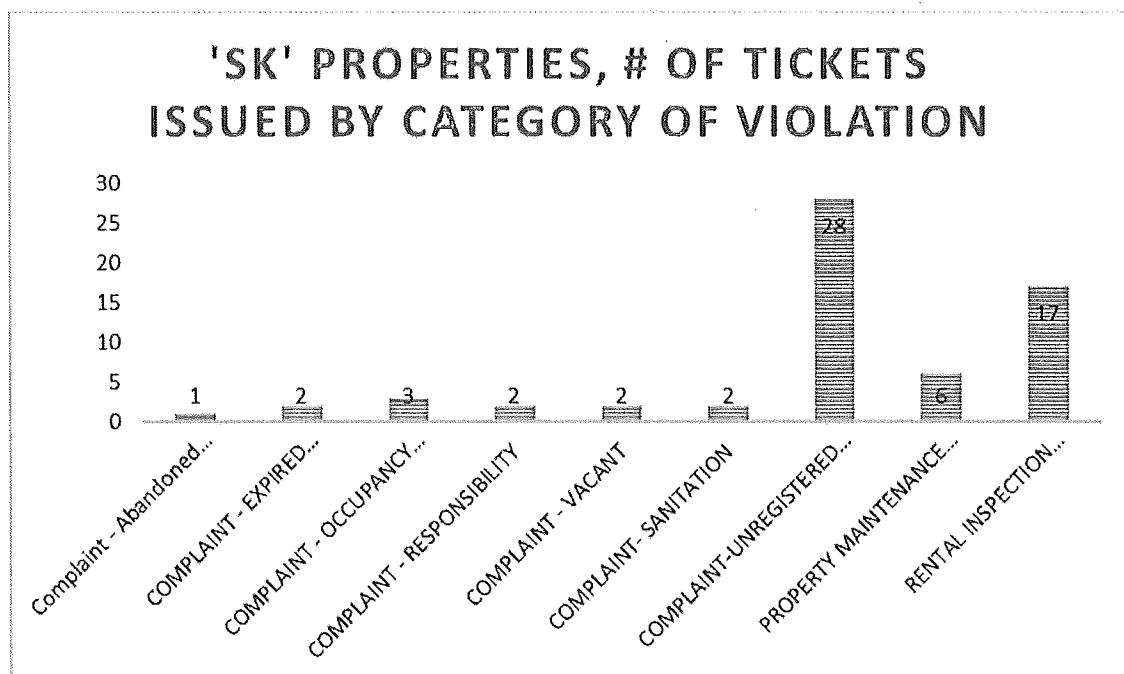
**CC:** Mark Holland, Deputy Mayor

**DATE:** October 14, 2021

**RE:** Special Presentation on October 19, 2021: Enhanced Code Enforcement Report Regarding 'SK' Properties.

**Title:** Enhanced Code Enforcement Report Regarding 'SK' Properties, presented by: Mark Holland, Deputy Mayor and Patrick Brzozowski, Code Enforcement Manager.

**Introduction:** To date, 'SK' properties has accumulated \$15,000.00 of outstanding, unpaid, Blight Tickets. The City has been working to ensure compliance with 'SK' properties across a variety of enforcement categories, the chart below summarizes the amount of outstanding Blight Tickets issued per category:



In total, we have filed 365 enforcements against this property owner, 155 have been resolved, 97 tickets have been issued, and 61 remain open. Attached



within you will find the enforcement, blight tickets issued, and property ownership reports.

**Section 2:** Maynard Ct violations. The property located at 21 Maynard Ct, Parcel ID's: 64-14-28-181-001/002/003/004, 64-14-28-251-001/002/003/004/005/006/007/008, has had a long history of enforcement activity as a result of inadequate property management. Attached you will find the enforcement history report, previous correspondence messages, photos obtained on 10/11/2021, showcasing the exterior condition, and the condemnation letter issued by our Building Department.

The City has had active involvement in working to clean this property, and ensure safe living conditions. To summarize, the property has been in violation numerous times for exterior sanitation, unregistered rental, and improper discharge of sewage. We have worked to correct these violations in the past, however, the issues involving the property continue to re-occur. On Monday, October 11, 2021, the City was made aware of exterior sanitation violations, with the help of local volunteers, Councilmembers, DPW, and Code Enforcement staff, the sanitation issues were addressed. On 10/14/2021 there is a scheduled HAZMAT crew to remediate the sewage discharge issue. Attached you will find

**Section 3:** Next Steps. In the interest of ensuring safe housing within the City, we will be conducting a meeting with 'SK' ownership, City Attorney, and management representatives to outline requirements and mandate compliance with our Ordinances. The process has already started in terms of consulting with our legal team, and will continue until a resolution has been determined.

**Section 4:** Questions.

**CITY OF PONTIAC  
BUILDING & SAFETY ENGINEERING DIVISION  
47450 WOODWARD AVENUE  
PONTIAC, MICHIGAN 48342  
(248) 758-2800**

**DANGEROUS BUILDING**

<b>LOCATION</b>	<b>21 Maynard Ct.</b>	<b>DATES</b>	<b>OF 8/12/2020 &amp; 8/13/2020</b>
		<b>INSPECTION:</b>	<b>12/09/2020</b>
<b>OWNER:</b>	<b>SK Pontiac Condos</b>	<b>STRUCTURE:</b>	<b>Contaminated Raw Sewerage</b>
<b>ADDRESS:</b>	<b>28135 26 Mile Road</b>	<b>LEGAL DESCRIPTION:</b>	<b>64-14-28-251-007</b>
	<b>Pontiac MI 48048-2560</b>	<b>ACTION:</b>	<b>STRUCTURE POSTED CONDEMNED</b>

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**HOUSING LAW OF MICHIGAN (EXCERPT)**  
**Act 167 of 1917**

**125.539 "Dangerous building" defined.**  
**Sec. 139**

**As used in sections 138 to 142, "dangerous building" means a building or structure that has 1 or more of the following defects or is in 1 or more of the following conditions:**

**(a) A door, aisle, passageway, stairway, or other means of exit does not conform to the approved fire code of the city, village, or township in which the building or structure is located.**

**(b) A portion of the building or structure is damaged by fire, wind, flood, deterioration, neglect, abandonment, vandalism, or other cause so that the structural strength or stability of the building or structure is appreciably less than it was before the damage and does not meet the minimum requirements of this act or a building code of the city, village, or township in which the building or structure is located for a new building or structure, purpose, or location.**

**(c) A part of the building or structure is likely to fall, become detached or dislodged, or collapse and injure persons or damage property.**

**(d) A portion of the building or structure has settled to an extent that walls or other structural portions of the building or structure have materially less resistance to wind than is required in the case of new construction by this act or a building code of the city, village, or township in which the building or structure is located.**

**(e) The building or structure, or a part of the building or structure, because of dilapidation, deterioration, decay, faulty construction, the removal or movement of some portion of the ground necessary for the support, or for other reason, is likely to partially or completely collapse, or some portion of the foundation or underpinning of the building or structure is likely to fall or give way.**

**(f) The building, structure, or a part of the building or structure is manifestly unsafe for the purpose for which it is used.**

**(g) The building or structure is damaged by fire, wind, or flood, is dilapidated or deteriorated and becomes an attractive nuisance to children who might play in the building or structure to their danger, becomes a harbor for vagrants, criminals, or immoral persons, or enables persons to resort to the building or structure for committing a nuisance or an unlawful or immoral act.**

**(h) A building or structure used or intended to be used for dwelling purposes, including the adjoining grounds, because of dilapidation, decay, damage, faulty construction or arrangement, or for other reason, is unsanitary or unfit for human habitation, is in a condition that the health officer determines is likely to cause sickness or disease, or is likely to injure the health, safety, or general welfare of people living in the dwelling.**

**(i) A building or structure is vacant, dilapidated, and open at door or window, leaving the interior of the building exposed to the elements or accessible to entrance by trespassers.**

(j) A building or structure remains unoccupied for a period of 180 consecutive days or longer, and is not listed as being available for sale, lease, or rent with a real estate broker licensed under article 25 of the occupational code, 1980 PA 299, MCL 339.2401 to 339.2518. For purposes of this subdivision, "building or structure" includes, but is not limited to, a commercial building or structure. This subdivision does not apply to either of the following:

(i) A building or structure if the owner or agent does both of the following:

(A) Notifies a local law enforcement agency in whose jurisdiction the building or structure is located that the building or structure will remain unoccupied for a period of 180 consecutive days. The notice shall be given to the local law enforcement agency by the owner or agent not more than 30 days after the building or structure becomes unoccupied.

(B) Maintains the exterior of the building or structure and adjoining grounds in accordance with this act or a building code of the city, village, or township in which the building or structure is located.

(ii) A secondary dwelling of the owner that is regularly unoccupied for a period of 180 days or longer each year, if the owner notifies a local law enforcement agency in whose jurisdiction the dwelling is located that the dwelling will remain unoccupied for a period of 180 consecutive days or more each year. An owner who has given the notice prescribed by this subparagraph shall notify the law enforcement agency not more than 30 days after the dwelling no longer qualifies for this exception. As used in this subparagraph, "secondary dwelling" means a dwelling, including, but not limited to, a vacation home, hunting cabin, or summer home, that is occupied by the owner or a member of the owner's family during part of a year.

**A PROPERTY MAINTENANCE INSPECTION IS REQUIRED, AND PROPER PERMITS MUST BE OBTAINED AND FINALED BEFORE A CERTIFICATE OF COMPLIANCE CAN BE ISSUED AND REOCCUPANCY OF DWELLING.**

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#### 107.5 Transfer of ownership.

It shall be unlawful for the owner of any dwelling unit or structure who has received a compliance order or upon whom a notice of violation has been served to sell, transfer, mortgage, lease or otherwise dispose of such dwelling unit or structure to another until the provisions of the compliance order or notice of violation have been complied with, or until such owner shall first furnish the grantee, transferee, mortgagee or lessee a true copy of any compliance order or notice of violation issued by the code official and shall furnish to the code official a signed and notarized statement from the grantee, transferee, mortgagee or lessee, acknowledging the receipt of such compliance order or notice of violation and fully accepting the responsibility without condition for making the corrections or repairs required by such compliance order or notice of violation

*Robert Hudson*

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Robert Hudson,  
Building Inspector

Attachment: Pictures

































## **2021 Blight Court Schedule**

<b>Date</b>	<b>Time</b>	<b>Magistrate</b>
1/7/2021	9 AM - 12 PM	Earlene Baggett-Hayes
1/21/2021	9 AM - 12 PM	Paulette Michel Loftin
2/4/2021	9 AM - 12 PM	Earlene Baggett-Hayes
2/18/2021	9 AM - 12 PM	Earlene Baggett-Hayes
3/4/2021	9 AM - 12 PM	Earlene Baggett-Hayes
3/18/2021	9 AM - 12 PM	Paulette Michel Loftin
4/1/2021	9 AM - 12 PM	Earlene Baggett-Hayes
4/15/2021	9 AM - 12 PM	Paulette Michel Loftin
5/6/2020	9 AM - 12 PM	Earlene Baggett-Hayes
5/20/2020	9 AM - 12 PM	Earlene Baggett-Hayes
6/3/2021	9 AM - 12 PM	Earlene Baggett-Hayes
6/17/2021	9 AM - 12 PM	Earlene Baggett-Hayes
7/1/2021	9 AM - 12 PM	Paulette Michel Loftin
7/15/2021	9 AM - 12 PM	Earlene Baggett-Hayes
8/5/2021	9 AM - 12 PM	Earlene Baggett-Hayes
8/19/2021	9 AM - 12 PM	Earlene Baggett-Hayes
9/2/2021	9 AM - 12 PM	Earlene Baggett-Hayes
9/16/2021	9 AM - 12 PM	Earlene Baggett-Hayes
10/7/2021	9 AM - 12 PM	Paulette Michel Loftin
10/21/2021	9 AM - 12 PM	Earlene Baggett-Hayes
11/4/2021	9 AM - 12 PM	Earlene Baggett-Hayes
11/18/2021	9 AM - 12 PM	Paulette Michel Loftin
12/2/2021	9 AM - 12 PM	Earlene Baggett-Hayes
12/16/2021	9 AM - 12 PM	Earlene Baggett-Hayes

### Location

Digital Only (Zoom)

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

TBD

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TBD

State of Michigan City of Pontiac Administrative Hearings Bureau	<b>VIOLATION and Notice of Informal Hearing</b>	Case Number: <b>E205160</b>
Hearing Location: <b>City of Pontiac 2nd Floor, Council Chambers 47450 Woodward Ave. Pontiac, MI 48342 (248) 758-2832</b>	Respondent Name and Address: <b>ALVARADO, ADOLFO 666 E TENNYSON AVE PONTIAC MI 48340-2958</b>	

**666 E TENNYSON AVE****64-14-16-457-010**

Property Address

Parcel Number

**Notice To Respondent: The property listed above is in violation of the City of Pontiac Code of Ordinances as follows:**

Violation	Date	Description
COMPLAINT - NO BUS. LICENSE	12/04/20	12/4/2020 COMPLAINT FROM OAKLAND COUNTY SELLING FOOD OUT OF THE HOME
Code Section(s)		
Offense	Offense Date	
1	12/08/2020	

**NOTICE OF 1ST INFORMAL HEARING****YOUR APPEARANCE IS REQUIRED UNLESS YOU HAVE PAID THE FINE PURSUANT TO THE PROVISIONS BELOW****Hearing scheduled for: 12/8/2020 9 am****To Respondent:**

Date

Time

Unless you have admitted responsibility below AND paid the fine(s) prior to appearing before the Administrative Hearings Officer, your appearance is required and you must appear at the above address on the date and time indicated. Failure to appear may result in a decision and default order entered against you. Upon either a decision and default being entered for not appearing or if you are found responsible by the Administrative Hearings Officer, you may be assessed fines, costs, and fees in addition to other relief being ordered to remedy the above violation(s).

**Fees and Cost schedule is provided on Page 2**

You will be representing yourself and the City of Pontiac will be represented by an authorized agent of the Code Enforcement Department. You have the right to present witnesses and/or evidence at the hearing. You have the right to retain and be represented by an attorney. However, no attorneys are present at an Informal Hearing. Should you choose to retain an attorney or if you desire the case to be prosecuted by a representative of the City Attorney's Office, you or your attorney must request a FORMAL HEARING to be scheduled prior to the start of the Informal Hearing indicated above.

**You can admit responsibility by choosing ONE of the following options:**

Pleas are invalid without respondent's signature.

☐ **By mail**

Sign below. Mail a copy with your certified check or money order to the clerk at the address indicated above at least seven (7) calendar days before the scheduled hearing. If your plea and payment is not postmarked at least seven (7) days before the hearing you must either enter your plea and pay your fine as indicated below or you must appear at the INFORMAL HEARING. If you fail to do either, a Default and Decision may be entered against you with additional costs, fees and orders. Make a copy for your records.

☐ **In person or by representation**

Sign below. You or your representative must bring a copy and your payment to the clerk at the address indicated above on or before the date specified for your INFORMAL HEARING.

**I enter my appearance, waive my right to a hearing and admit responsibility for the blight violation alleged on this citation.**

Respondent Signature

Date

**For Office Use Only**

I declare under the penalty of perjury that the statements above are true to the best of my information, knowledge, and belief.

**CODE ENFORCEMENT DIVISION/ORDINANCE ENFORCEMENT**

RAMI SWEIDAN (Authorizing Agent)

Date

**CERTIFICATE OF SERVICE**

I certify that on this date, a copy of this Violation and Notice of Hearing was served upon the above named Respondent at the property address shown by:

☐ First Class Mail☐ Certified Mail☐ Posting☐ Personal Service

Location

Served by

Date



State of Michigan City of Pontiac Administrative Hearings Bureau	<b>VIOLATION and Notice of Informal Hearing</b>	Case Number: <b>E205160</b>
Hearing Location: <b>City of Pontiac 2nd Floor, Council Chambers 47450 Woodward Ave. Pontiac, MI 48342 (248) 758-2832</b>	Respondent Name and Address:  <b>ALVARADO, ADOLFO 666 E TENNYSON AVE PONTIAC MI 48340-2958</b>	
<b>666 E TENNYSON AVE</b>		<b>64-14-16-457-010</b>
Property Address		Parcel Number

## City of Pontiac: Blight Court Fee Schedule

### Fines

Violation Category	1 <sup>st</sup> Offence	2 <sup>nd</sup> Offence	3 <sup>rd</sup> Offence
Building (general)	\$ 100	\$ 300	\$ 500
Environment	\$ 100	\$ 300	\$ 500
Solid Waste	\$ 100	\$ 300	\$ 500
Streets & Sidewalks	\$ 100	\$ 300	\$ 500
Vegetation	\$ 100	\$ 300	\$ 500
Zoning	\$ 100	\$ 300	\$ 500
Occupancy	\$ 100	\$ 300	\$ 500
Snow Removal	\$ 100	\$ 300	\$ 500

### Fees and Costs Schedule

Required Costs	
Administrative Hearings Bureau Costs	\$ 250
Building Costs	\$ 75
Prosecution Costs	\$ 75
State Justice System Assessment (required by State Statue)	\$ 10
Additional Costs if determined	
Continuance/Adjournment	\$ 50
Default	\$ 50
Show Cause	\$ 50
Motion to Set Aside Default	\$ 50

### Please send all Mail-In Payments to Code Enforcement

Alternativley, Blight Ticket payments can be made online at:  
<https://bsaonline.com/?uid=825>

Instructions for the online payment service can be found at the following web address:  
<http://www.pontiac.mi.us/Online%20Payment%20Instruction.pdf>



OAKLAND COUNTY EXECUTIVE DAVID COULTER

HEALTH DIVISION

Leigh-Anne Stafford, Health Officer  
(248) 858-1280 | health@oakgov.com

CERTIFIED LETTER

December 2, 2020

SK PONTIAC CONDOS  
28135 26 MILE RD  
LENOX, MI 48048-2560

**RE: 4th NOTICE: SEWAGE ON GROUND SURFACE AT 21 MAYNARD CT, PONTIAC, OAKLAND COUNTY, MI. PARCEL ID 14-28-251-007. COMPLAINT ATN 63318992**

Dear SK PONTIAC CONDOS:

You are hereby notified that a potential health hazard continues to exist on property owned by you and is discharging to the property of the Clinton River Drain. The conditions described below were observed on 8/13/2020, 9/23/2020, 10/14/2020, and 11/30/2020 by representatives of this Division and confirmed by laboratory analysis. Be aware that sewage on the ground surface at any time is contrary to Oakland County Sanitary Code Article III, Section 4.1 which states in part:

*Under no conditions shall sewage from any structure be deposited upon the surface of the ground.*

**Nature of the unsanitary condition:** Sewage was observed discharging to the ground surface from a pipe behind units 21/23 and draining across the ground to a culvert that runs to the Clinton River Drain. The sewage is at the level of the basement rear door. During the most recent site visit on 11/30/20. Surface water samples were collected on the following dates:

- o October 13, 2020 and results of E. Coli greater than 241,960 M.P.N./100 mL.
- o September 23, 2020 with results of E.Coli at 141,360 M.P.N./100 mL.
- o August 24, 2020 with results of E. Coli greater than 241,960 M.P.N./100 mL.
- o November 30, 2020 with results of E. Coli greater than 241,960 M.P.N./100 mL.

Being advised of the above conditions as well as the law being violated, **you are hereby ordered:**

- 1) Within **10 days** of receipt of this letter, you shall contact a licensed plumber or other company approved by City of Pontiac to repair the sanitary sewer on and in your property.
- 2) **Records of corrective action work MUST be submitted to this Division.** Records can be submitted to [ehclerks@oakgov.com](mailto:ehclerks@oakgov.com).
- 3) Until such time that the repair to the sanitary sewer is completed, you **MUST** contract with a licensed septage hauler to pump and haul waste to ensure sewage does not surface to the ground.
- 4) **Records of pumping MUST be submitted to this Division.**

You should know that your failure to act, in the manner prescribed, can result in legal action being taken against you by this Division as provided for in the law.

Should you have any questions please contact the City of Pontiac. This Division can be contacted at (248) 858-1312.

Sincerely,

**OAKLAND COUNTY HEALTH DIVISION**  
**Department of Health and Human Services**

*Teresa Brooks, RS*

Teresa Brooks, RS  
Senior Public Health Sanitarian  
Environmental Health Services

cc: City of Pontiac, Code Enforcement [HOrtiz@pontiac.mi.us](mailto:HOrtiz@pontiac.mi.us)  
Christine Alexander [ALEXANDERC2@michigan.gov](mailto:ALEXANDERC2@michigan.gov)  
Ron Fadoir WRC [fadoirr@oakgov.com](mailto:fadoirr@oakgov.com)  
First Class Mail



OAKLAND COUNTY EXECUTIVE DAVID COULTER

HEALTH DIVISION

Leigh-Anne Stafford, Health Officer  
(248) 858-1280 | health@oakgov.com

CERTIFIED LETTER

December 9, 2020

SK PONTIAC CONDOS  
28135 26 MILE RD  
LENOX, MI 48048-2560

RE: 5th NOTICE: SEWAGE ON GROUND SURFACE AT 21 MAYNARD CT, PONTIAC,  
OAKLAND COUNTY, MI. PARCEL ID 14-28-251-007. COMPLAINT ATN 63318992

Dear SK PONTIAC CONDOS:

You are hereby notified that a potential health hazard continues to exist on property owned by you and is discharging to the property of the Clinton River Drain. The conditions described below were observed on 8/13/2020, 9/23/2020, 10/14/2020, 11/30/2020 and 12/8/2020 by representatives of this Division and confirmed by laboratory analysis. Be aware that sewage on the ground surface at any time is contrary to Oakland County Sanitary Code Article III, Section 4.1 which states in part:

*Under no conditions shall sewage from any structure be deposited upon the surface of the ground.*

**Nature of the unsanitary condition:** During a site visit on 11/30/20, sewage was observed discharging to the ground surface from a pipe behind units 21/23 and draining across the ground to a culvert that runs to the Clinton River Drain. The sewage was at the level of the basement rear door. During the most recent site visit on 12/8/2020, sewage waste that was too thick with solid waste to collect a liquid sample was observed on the ground behind the units. Surface water samples were collected on the following dates:

- o October 13, 2020 and results of E. Coli greater than 241,960 M.P.N./100 mL.
- o September 23, 2020 with results of E. Coli at 141,360 M.P.N./100 mL.
- o August 24, 2020 with results of E. Coli greater than 241,960 M.P.N./100 mL.
- o November 30, 2020 with results of E. Coli greater than 241,960 M.P.N./100 mL.

Being advised of the above conditions as well as the law being violated, you are hereby ordered:

- 1) Records of corrective action work **MUST** be submitted to this Division within 7 days. Records can be submitted to [ehclerks@oakgov.com](mailto:ehclerks@oakgov.com). No records of any work have been submitted to this Division.
- 2) You **MUST** contract with a licensed septage hauler **within 7 days** to pump and haul waste to ensure sewage does not surface to the ground or remain on the ground surface. This sewage **MUST** be collected and disposed of in a proper manner.
- 3) Properly remove and clean all solid sewage waste remnants **within 7 days** from behind unit 21/23 and within in area toward the culvert. Upon completion of the work, contact this Division and provide evidence of proper cleanup.
- 4) Records of pumping **MUST** be submitted to this Division. No records have been submitted to this Division.

You should know that your failure to act, in the manner prescribed, can result in legal action being taken against you by this Division as provided for in the law.

Should you have any questions please contact the City of Pontiac. This Division can be contacted at (248) 858-1312.

Sincerely,

**OAKLAND COUNTY HEALTH DIVISION**  
**Department of Health and Human Services**

*Teresa Brooks, RS*

Teresa Brooks, RS  
Senior Public Health Sanitarian  
Environmental Health Services

cc: City of Pontiac, Code Enforcement [Hortiz@pontiac.mi.us](mailto:Hortiz@pontiac.mi.us)  
EGLE, Ryan, Terence Dennis [RYANT4@michigan.gov](mailto:RYANT4@michigan.gov)  
EGLE, Verona, Laura [VERONAL@michigan.gov](mailto:VERONAL@michigan.gov)  
Ron Fadoir WRC [fadoirr@oakgov.com](mailto:fadoirr@oakgov.com)  
First Class Mail



OAKLAND COUNTY EXECUTIVE DAVID COULTER

HEALTH DIVISION

Leigh-Anne Stafford, Health Officer  
(248) 858-1280 | health@oakgov.com

CERTIFIED LETTER

March 19, 2021

SK PONTIAC CONDOS  
28135 26 MILE RD  
LENOX, MI 48048-2560

**RE: 6th NOTICE: SEWAGE ON GROUND SURFACE AT 21 MAYNARD CT,  
PONTIAC, OAKLAND COUNTY, MI. PARCEL ID 14-28-251-007. COMPLAINT ATN  
63318992**

Dear SK Pontiac Condos:

You are hereby notified that a potential health hazard continues to exist on property owned by you and is discharging to the property of the Clinton River Drain. The conditions described below were observed on 8/13/2020, 9/23/2020, 10/14/2020, 11/30/2020, 12/8/2020 and 3/18/2021 by representatives of this Division and confirmed by laboratory analysis. Be aware that sewage on the ground surface at any time is contrary to Oakland County Sanitary Code Article III, Section 4.1 which states in part:

*Under no conditions shall sewage from any structure be deposited upon the surface of the ground.*

**Nature of the unsanitary condition:** During a site visit on 11/30/20, sewage was observed discharging to the ground surface from a pipe behind units 21/23 and draining across the ground to a culvert that runs to the Clinton River Drain. The sewage was at the level of the basement rear door. During the most recent site visit on 3/18/2021, sewage waste that was too thick with solid waste to collect a liquid sample was observed on the ground behind the units. Surface water samples were collected on the following dates:

- October 13, 2020 and results of E. Coli greater than 241,960 M.P.N./100 mL.
- September 23, 2020 with results of E.Coli at 141,360 M.P.N./100 mL.
- August 24, 2020 with results of E. Coli greater than 241,960 M.P.N./100 mL.
- November 30, 2020 with results of E. Coli greater than 241,960 M.P.N./100 mL.

Additionally, it was observed onsite on 3/18/21 trash refuse piled outside of the onsite dumpster. This presents a public health nuisance for rodent harborage.

Being advised of the above conditions as well as the law being violated, **you are hereby ordered:**

- 1) **Records of corrective action work MUST be submitted to this Division within 7 days.** Records can be submitted to [ehclerks@oakgov.com](mailto:ehclerks@oakgov.com). **No records** of any work have been submitted to this Division.
- 2) You **MUST** contract with a licensed septage hauler **within 7 days** to pump and haul waste to ensure sewage does not surface to the ground or remain on the ground surface. This sewage **MUST** be collected and disposed of in a proper manner.
- 3) Properly remove and clean all solid sewage waste remnants **within 7 days** from behind unit 21/23 and within in area toward the culvert. Upon completion of the work, contact this Division and provide evidence of proper cleanup.
- 4) Records of pumping **MUST** be submitted to this Division. **No records** have been submitted to this Division.
- 5) **Within 7 days** properly remove trash refuse from the site to prevent rodent harborage.

You should know that your failure to act, in the manner prescribed, can result in legal action being taken against you by this Division as provided for in the law.

Should you have any questions please contact the City of Pontiac. This Division can be contacted at (248) 858-1312.

Sincerely,

**OAKLAND COUNTY HEALTH DIVISION**  
**Department of Health and Human Services**

*Teresa Brooks, RS*

Teresa Brooks, RS  
Senior Public Health Sanitarian  
Environmental Health Services

cc: City of Pontiac, Code Enforcement [HOrtiz@pontiac.mi.us](mailto:HOrtiz@pontiac.mi.us)  
EGLE, Ryan, Terence Dennis [RYANT4@michigan.gov](mailto:RYANT4@michigan.gov)  
EGLE, Verona, Laura [VERONAL@michigan.gov](mailto:VERONAL@michigan.gov)  
Ron Fadoir WRC [fadoirr@oakgov.com](mailto:fadoirr@oakgov.com)  
First Class Mail



# SK' Enforcement Report

Created: 10/12/2021, User: PBRZOWSKI

Enforcement Number	Name Owner	Parcel Number	Address Display String	Category	Status	Date Filed	Date Closed	Code Officer
E172361	SK MICHIGAN INVESTORS, LLC	64-14-28-126-006	368 N PADDOCK ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	04/21/2017	07/10/2017	TAMI COOPER
E172362	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	PROPERTY MAINT	VIOLATIONS	04/21/2017		DANIEL VERGUN
E172363	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	04/21/2017		DANIEL VERGUN
E172364	SK MICHIGAN INVESTORS, LLC	64-14-29-303-012	212 SANDERSON AVE	PROPERTY MAINT	RESOLVED	04/21/2017	06/15/2017	DANIEL VERGUN
E172365	SK MICHIGAN INVESTORS, LLC	64-14-29-303-012	212 SANDERSON AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	04/21/2017	05/23/2017	DANIEL VERGUN
E172366	SK MICHIGAN INVESTORS, LLC	64-14-28-406-007	77 N ROSELAWN	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	04/21/2017	05/23/2017	PATRICK BRZOWSKI
E173415	SK MICHIGAN INVESTORS, LLC	64-14-28-406-007	77 N ROSELAWN	RENTAL INSPECTION REQUIRED	NO VIOLATION	05/23/2017	08/11/2017	PATRICK BRZOWSKI
E173918	SK MICHIGAN INVESTORS, LLC	64-14-29-303-012	212 SANDERSON AVE	RENTAL INSPECTION REQUIRED	NO VIOLATION	06/08/2017	06/15/2017	TAMI COOPER
E174240	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	COMPLAINT - PARKING ON GRASS	RESOLVED	06/16/2017	07/19/2017	DANIEL VERGUN
E174680	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	Complaint - Tall Grass/Weeds	RESOLVED	07/03/2017	07/19/2017	DANIEL VERGUN
E174795	SK MICHIGAN INVESTORS, LLC	64-14-28-406-007	77 N ROSELAWN	Complaint - Tall Grass/Weeds	RESOLVED	07/11/2017	07/28/2017	TAMI COOPER
E174875	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	Complaint - Abandoned Vehicles	RESOLVED	07/19/2017	01/24/2018	DANIEL VERGUN
E176902	SK MICHIGAN INVESTORS LLC	64-19-04-136-003	155 EARLMOOR BLVD	Complaint - Debris	RESOLVED	12/21/2017	06/19/2019	PATRICK BRZOWSKI
E176904	SK MICHIGAN INVESTORS LLC	64-19-04-136-003	155 EARLMOOR BLVD	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	12/22/2017	03/27/2019	PATRICK BRZOWSKI
E180650	SK PONTIAC HOUSING LLC	64-14-21-378-002	498 OMAR	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	03/06/2018	05/11/2018	TAMI COOPER
E180976	SK PONTIAC HOUSING LLC	64-14-21-376-008	80 OLIVER ST	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	03/26/2018		FLORIN MINDRU
E181008	SK PONTIAC HOUSING LLC	64-14-21-203-004	566 LEBARON AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	03/29/2018	05/11/2018	TAMI COOPER
E181068	SK PONTIAC HOUSING LLC	64-14-21-203-008	582 LEBARON AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	04/04/2018	05/11/2018	TAMI COOPER
E181079	SK PONTIAC HOUSING LLC	64-14-16-252-013	618 PEACOCK AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	04/05/2018	05/11/2018	TAMI COOPER
E182105	SK PONTIAC HOUSING LLC	64-14-21-378-002	498 OMAR	RENTAL INSPECTION REQUIRED	RESOLVED	05/11/2018	05/09/2019	LEAH JONES
E182110	SK PONTIAC HOUSING LLC	64-14-16-252-013	618 PEACOCK AVE	RENTAL INSPECTION REQUIRED	RESOLVED	05/11/2018	08/30/2018	TAMI COOPER
E182111	SK PONTIAC HOUSING LLC	64-14-21-203-008	582 LEBARON AVE	RENTAL INSPECTION REQUIRED	RESOLVED	05/11/2018	07/31/2018	LEAH JONES
E182112	SK PONTIAC HOUSING LLC	64-14-21-203-004	566 LEBARON AVE	RENTAL INSPECTION REQUIRED	RESOLVED	05/11/2018	10/02/2018	LEAH JONES
E182173	SK PONTIAC HOUSING LLC	64-14-20-477-018	117 KEMP ST	Complaint - Debris	RESOLVED	05/14/2018	07/21/2018	DANIEL VERGUN
E182256	SK PONTIAC HOUSING LLC	64-14-16-457-031	671 E MANSFIELD AVE	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	05/15/2018	07/18/2018	TAMI COOPER
E182464	SK PONTIAC HOUSING LLC	64-14-16-252-013	618 PEACOCK AVE	COMPLAINT - TALL GRASS/WEEDS	NO VIOLATION	05/18/2018	06/02/2018	TAMI COOPER
E182522	SK PONTIAC HOUSING LLC	64-14-16-457-031	671 E MANSFIELD AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	05/21/2018	12/26/2018	TAMI COOPER
E183706	SK PONTIAC HOUSING LLC	64-14-21-378-002	498 OMAR	Complaint - Tall Grass/Weeds	CLOSED DUE TO WEATHER	06/22/2018	07/05/2018	TAMI COOPER
E183734	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	RENTAL INSPECTION REQUIRED	TICKET ISSUED	06/23/2018		DANIEL VERGUN
E183735	SK MICHIGAN HOUSING LLC	64-19-05-228-029	460 NEBRASKA ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	06/23/2018	10/04/2019	TAMI COOPER
E183834	SK MICHIGAN INVESTORS, LLC	64-14-28-126-006	368 N PADDOCK ST	RENTAL INSPECTION REQUIRED	RESOLVED	06/27/2018	08/09/2018	DANIEL VERGUN
E183919	SK PONTIAC REAL ESTATE	64-14-33-280-012	377 S MARSHALL	COMPLAINT - TALL GRASS/WEEDS	CLOSED DUE TO WEATHER	06/29/2018		PATRICK BRZOWSKI
E183938	SK PONTIAC ASSETS, LLC	64-14-17-151-011	225 W HOPKINS AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	06/30/2018	08/16/2018	DANIEL VERGUN
E183941	SK PONTIAC ASSETS, LLC	64-14-17-381-006	41 W RUTGERS AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	06/30/2018	09/21/2018	DANIEL VERGUN
E183953	SK PROPERTIES, LLC	64-14-17-378-037	98 W TENNYSON AVE	Complaint - Tall Grass/Weeds	RESOLVED	07/02/2018	07/05/2018	DANIEL VERGUN
E183967	SK PONTIAC ASSETS, LLC	64-14-22-304-036	887 UNIVERSITY	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	07/02/2018	07/31/2018	TAMI COOPER
E184004	SK PONTIAC HOUSING LLC	64-14-21-378-002	498 OMAR	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	07/05/2018	08/20/2018	TAMI COOPER
E184005	SK PONTIAC ASSETS, LLC	64-14-21-379-009	464 HARPER	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	07/05/2018	07/19/2018	TAMI COOPER
E184102	SK PONTIAC HOUSING LLC	64-14-21-210-010	644 MARKLE	Complaint - Tenant/Landlord		07/10/2018		DAVID MORAN
E184103	SK PONTIAC HOUSING LLC	64-14-21-210-010	644 MARKLE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	07/10/2018	02/15/2019	TAMI COOPER
E184106	SK PONTIAC HOUSING LLC	64-14-28-128-031	57 MONTEREY ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	07/10/2018	07/31/2018	PATRICK BRZOWSKI
E184139	SK MICHIGAN INVESTORS LLC	64-19-04-136-003	155 EARLMOOR BLVD	COMPLAINT - TALL GRASS/WEEDS	CLOSED DUE TO WEATHER	07/12/2018		LEAH JONES
E184160	SK PROPERTIES, LLC	64-14-16-252-025	569 CLARA	COMPLAINT - PARKING ON GRASS	VIOLATIONS	07/12/2018		FLORIN MINDRU
E184161	SK PROPERTIES, LLC	64-14-16-252-025	569 CLARA	Complaint - Abandoned Vehicles	RESOLVED	07/12/2018	07/30/2019	FLORIN MINDRU
E184162	SK PROPERTIES, LLC	64-14-16-252-025	569 CLARA	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	07/12/2018	07/30/2018	TAMI COOPER
E184204	SK PONTIAC HOUSING LLC	64-14-16-457-031	671 E MANSFIELD AVE	COMPLAINT - SANITATION	RESOLVED	07/16/2018	07/18/2018	TAMI COOPER
E184222	SK PONTIAC REAL ESTATE	64-14-28-410-004	84 N SANFORD	COMPLAINT - PARKING ON GRASS	NO VIOLATION	07/16/2018	07/31/2018	PATRICK BRZOWSKI
E184252	SK PONTIAC ASSETS, LLC	64-14-32-432-012	191 ROCKWELL	COMPLAINT - TALL GRASS/WEEDS	VIOLATIONS	07/17/2018		LEAH JONES
E184305	SK PONTIAC ASSETS, LLC	64-14-21-379-009	464 HARPER	COMPLAINT - VACANT	RESOLVED	07/19/2018	08/17/2018	TAMI COOPER
E184483	SK PONTIAC ASSETS, LLC	64-14-17-255-010	38 E YPSILANTI	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	07/27/2018	10/31/2018	DANIEL VERGUN
E184587	SK PONTIAC ASSETS, LLC	64-14-20-476-036	57 KEMP ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/06/2018	08/29/2018	DANIEL VERGUN
E184588	SK PONTIAC ASSETS, LLC	64-14-21-377-002	680 N PERRY ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/06/2018	09/25/2018	TAMI COOPER
E184589	SK PONTIAC ASSETS, LLC	64-14-28-107-010	379 N PADDOCK ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/06/2018	01/10/2019	DANIEL VERGUN
E184618	SK PONTIAC ASSETS, LLC	64-14-17-452-027	45 E BEVERLY AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/07/2018	08/29/2018	DANIEL VERGUN
E184710	SK PONTIAC ASSETS, LLC	64-14-22-131-008	770 CAMERON AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/13/2018	08/29/2018	TAMI COOPER
E184767	SK PONTIAC HOUSING LLC	64-14-31-151-025	368 VOORHEIS ST	Complaint - Tall Grass/Weeds	REFERRED TO HEALTH DEPARTMENT	08/15/2018	08/22/2018	DANIEL VERGUN
E184779	SK PONTIAC ASSETS, LLC	64-14-17-151-011	225 W HOPKINS AVE	RENTAL INSPECTION REQUIRED	RESOLVED	08/16/2018	09/28/2018	DANIEL VERGUN
E184899	SK PONTIAC HOUSING LLC	64-14-16-457-031	671 E MANSFIELD AVE	COMPLAINT - TALL GRASS/WEEDS	CLOSED DUE TO WEATHER	08/22/2018		TAMI COOPER
E185005	SK PONTIAC ASSETS, LLC	64-14-17-331-018	44 W STRATHMORE AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/25/2018	10/16/2018	DANIEL VERGUN
E185148	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	RENTAL INSPECTION REQUIRED	VIOLATIONS	08/31/2018		CHRISTOPHER HENDERSON
E185329	SK PONTIAC REAL ESTATE	64-14-33-280-012	377 S MARSHALL	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	09/14/2018		ANTONIO CAMPBELL
E185341	SK PONTIAC ASSETS, LLC	64-14-21-330-011	207 OLIVER ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	09/17/2018	09/22/2018	TAMI COOPER
E185400	SK PONTIAC ASSETS, LLC	64-14-17-329-036	108 W RUTGERS AVE	COMPLAINT - TALL GRASS/WEEDS	TICKET ISSUED	09/20/2018		DANIEL VERGUN
E185423	SK PONTIAC ASSETS, LLC	64-14-17-329-036	108 W RUTGERS AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	09/25/2018	11/06/2018	DANIEL VERGUN
E185478	SK PONTIAC HOUSING LLC	64-14-21-380-005	26 GAGE	COMPLAINT - SANITATION	RESOLVED	10/02/2018	10/10/2018	FLORIN MINDRU
E185487	SK PONTIAC HOUSING LLC	64-14-21-380-005	26 GAGE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	10/03/2018	10/16/2018	FLORIN MINDRU
E185567	SK PONTIAC REAL ESTATE	64-14-28-410-004	84 N SANFORD	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	10/10/2018		DANIEL VERGUN
E185647	SK PONTIAC ASSETS, LLC	64-14-28-153-019	92 OAK HILL	RENTAL INSPECTION REQUIRED	TICKET ISSUED	10/15/2018		FLORIN MINDRU

SK' Enforcement Report

Created: 10/12/2021, User: PBRZOZOWSKI

Enforcement		Parcel Number	Address Display String	Category	Status	Date Filed	Date Closed	Code Officer
Number	Name Owner							
E185731	SK PONTIAC HOUSING LLC	64-14-21-210-015	664 MARKLE	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	10/22/2018		FLORIN MINDRU
E185745	SK PONTIAC LLC	64-14-30-477-025	95 THORPE ST	RENTAL INSPECTION REQUIRED	RESOLVED	10/23/2018	11/21/2019	DANIEL VERGUN
E185832	SK PONTIAC REAL ESTATE	64-14-20-480-033	472 N SAGINAW	RENTAL INSPECTION REQUIRED	RESOLVED	10/31/2018	07/01/2019	DANIEL VERGUN
E185833	SK PONTIAC HOUSING LLC	64-14-21-380-005	26 GAGE	RENTAL INSPECTION REQUIRED	RESOLVED	10/31/2018	11/21/2018	FLORIN MINDRU
E185844	SK PONTIAC DELAWARE	64-14-17-255-010	38 E YPSILANTI	RENTAL INSPECTION REQUIRED	RESOLVED	10/31/2018	11/06/2019	DANIEL VERGUN
E185854	SK PONTIAC HOUSING LLC	64-14-20-477-018	117 KEMP ST	RENTAL INSPECTION REQUIRED	RESOLVED	11/02/2018	11/06/2019	FLORIN MINDRU
E185910	SK PONTIAC ASSETS, LLC	64-14-28-128-009	80 OMAR ST	Complaint - Abandoned Vehicles	RESOLVED	11/06/2018	02/14/2019	DESSIR BURROUGHS
E185913	SK PONTIAC ASSETS, LLC	64-14-17-329-036	108 W RUTGERS AVE	RENTAL INSPECTION REQUIRED	RESOLVED	11/06/2018	07/31/2019	DANIEL VERGUN
E186003	SK PONTIAC CONDOS	64-14-28-251-002	11 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	11/16/2018		FLORIN MINDRU
E186046	SK MICHIGAN INVESTORS, LLC	64-14-21-376-029	613 N PERRY ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	11/21/2018	03/06/2019	FLORIN MINDRU
E186237	SK PONTIAC ASSETS LLC	64-14-20-480-001	474 N SAGINAW ST	RENTAL INSPECTION REQUIRED	RESOLVED	12/10/2018	07/22/2020	FLORIN MINDRU
E186346	SK PONTIAC DELAWARE, LLC	64-14-17-151-011	225 W HOPKINS AVE	COMPLAINT - PARKING ON GRASS	RESOLVED	12/19/2018	12/26/2018	DANIEL VERGUN
E186368	SK PONTIAC HOUSING LLC	64-14-20-477-018	117 KEMP ST	COMPLAINT- SANITATION	TICKET ISSUED	12/21/2018		DANIEL VERGUN
E186379	SK PONTIAC HOUSING LLC	64-14-16-457-031	671 E MANSFIELD AVE	RENTAL INSPECTION REQUIRED	TICKET ISSUED	12/26/2018		FLORIN MINDRU
E190096	SK PONTIAC ASSETS LLC	64-14-28-107-010	379 N PADDOCK ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	01/10/2019		DANIEL VERGUN
E190295	SK PONTIAC ASSETS LLC	64-19-04-135-019	252 DELLWOOD	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	01/28/2019		FLORIN MINDRU
E190406	SK PONTIAC ASSETS, LLC	64-14-16-405-023	665 FOURTH	COMPLAINT-UNREGISTERED RENTAL	NO VIOLATION	02/06/2019	04/07/2021	CHRISTOPHER HENDERSON
E190481	SK RESIDENTIAL DELAWARE LLC	64-14-29-151-009	226 N JOHNSON AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	02/11/2019	03/27/2019	DANIEL VERGUN
E190488	SK PONTIAC ASSETS, LLC	64-14-20-307-015	90 BLAINE AVE	After fire	RESOLVED	02/11/2019	06/14/2019	DANIEL VERGUN
E190564	SK PONTIAC HOUSING LLC	64-14-21-210-010	644 MARKLE	RENTAL INSPECTION REQUIRED		02/15/2019		TAMI COOPER
E190594	SK PONTIAC HOUSING LLC	64-14-16-426-009	756 E COLUMBIA	Complaint - Misc	TICKET ISSUED	02/19/2019		FLORIN MINDRU
E190639	SK PONTIAC ASSETS LLC	64-14-17-154-027	232 W COLUMBIA AVE	RENTAL INSPECTION REQUIRED	VIOLATIONS	02/22/2019		DANIEL VERGUN
E190660	SK PONTIAC HOUSING LLC	64-14-20-477-018	117 KEMP ST	Complaint - Open to Trespass	RESOLVED	02/26/2019	02/26/2019	DESSIR BURROUGHS
E190665	SK PONTIAC ASSETS, LLC	64-14-20-329-044	329 BALDWIN AVE	RENTAL INSPECTION REQUIRED	RESOLVED	02/26/2019	03/27/2019	DANIEL VERGUN
E190666	SK PONTIAC HOUSING LLC	64-14-20-477-018	117 KEMP ST	COMPLAINT- SANITATION	RESOLVED	02/26/2019	04/23/2019	FLORIN MINDRU
E190681	SK PONTIAC DELAWARE LLC	64-14-28-127-020	42 MONTEREY ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	02/27/2019	03/15/2019	HECTOR ORTIZ
E190723	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	Complaint - Open to Trespass	RESOLVED	03/04/2019	05/14/2019	TAMI COOPER
E190769	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	Complaint - Open to Trespass	DUPLICATE ENFORCEMENT	03/06/2019		DESSIR BURROUGHS
E191044	SK PONTIAC ASSETS, LLC	64-14-17-377-015	103 W CORNELL AVE	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	03/27/2019		FLORIN MINDRU
E191045	SK PONTIAC ASSETS, LLC	64-14-21-303-009	118 MARQUETTE	RENTAL INSPECTION REQUIRED	TICKET ISSUED	03/27/2019		FLORIN MINDRU
E191046	SK PONTIAC ASSETS, LLC	64-14-20-479-012	124 KEMP ST	RENTAL INSPECTION REQUIRED	TICKET ISSUED	03/27/2019		FLORIN MINDRU
E191047	SK PONTIAC ASSETS, LLC	64-14-28-127-001	134 OMAR ST	RENTAL INSPECTION REQUIRED	RESOLVED	03/27/2019	04/01/2019	TAMI COOPER
E191048	SK PONTIAC DELAWARE, LLC	64-14-30-402-016	15 SPOKANE	RENTAL INSPECTION REQUIRED	RESOLVED	03/27/2019	05/02/2019	FLORIN MINDRU
E191050	SK PONTIAC DELAWARE, LLC	64-14-32-432-012	191 ROCKWELL	RENTAL INSPECTION REQUIRED	RESOLVED	03/27/2019	05/07/2019	FLORIN MINDRU
E191051	SK PONTIAC ASSETS, LLC	64-14-21-330-011	207 OLIVER ST	RENTAL INSPECTION REQUIRED	RESOLVED	03/27/2019	04/01/2019	TAMI COOPER
E191052	SK RESIDENTIAL DELAWARE LLC	64-14-29-151-009	226 N JOHNSON AVE	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	03/27/2019		CHRISTOPHER HENDERSON
E191053	SK PONTIAC DELAWARE, LLC	64-14-08-351-003	248 W BROOKLYN AVE	RENTAL INSPECTION REQUIRED	TICKET ISSUED	03/27/2019		DESSIR BURROUGHS
E191054	SK PONTIAC DELAWARE LLC	64-14-30-403-007	295 LIBERTY ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	03/27/2019	01/21/2020	TAMI COOPER
E191055	SK PONTIAC ASSETS, LLC	64-14-17-205-040	30 E SHEFFIELD AVE	RENTAL INSPECTION REQUIRED	RESOLVED	03/27/2019	11/06/2019	DANIEL VERGUN
E191056	SK PONTIAC DELAWARE, LLC	64-14-18-277-018	312 W YALE AVE	RENTAL INSPECTION REQUIRED	TICKET ISSUED	03/27/2019		DESSIR BURROUGHS
E191057	SK PONTIAC ASSETS, LLC	64-14-21-330-005	350 NELSON ST	RENTAL INSPECTION REQUIRED	TICKET ISSUED	03/27/2019		TAMI COOPER
E191058	SK PONTIAC ASSETS, LLC	64-14-21-177-010	367 NELSON ST	RENTAL INSPECTION REQUIRED	TICKET ISSUED	03/27/2019		TAMI COOPER
E191060	SK PONTIAC ASSETS LLC	64-14-28-107-010	379 N PADDOCK ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	03/27/2019	02/14/2020	DANIEL VERGUN
E191064	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	RENTAL INSPECTION REQUIRED	TICKET ISSUED	03/27/2019		FLORIN MINDRU
E191067	SK PONTIAC DELAWARE LLC	64-14-16-252-025	569 CLARA	RENTAL INSPECTION REQUIRED	RESOLVED	03/27/2019	05/13/2019	FLORIN MINDRU
E191069	SK MICHIGAN INVESTORS, LLC	64-14-21-376-029	613 N PERRY ST	RENTAL INSPECTION REQUIRED	TICKET ISSUED	03/27/2019		FLORIN MINDRU
E191070	SK PONTIAC ASSETS LLC	64-14-28-202-011	62 COURT ST	RENTAL INSPECTION REQUIRED	RESOLVED	03/27/2019	09/18/2019	DANIEL VERGUN
E191071	SK PONTIAC DELAWARE LLC	64-14-09-401-018	670 COLLIER RD	RENTAL INSPECTION REQUIRED	RESOLVED	03/27/2019	06/07/2019	FLORIN MINDRU
E191088	SK PONTIAC DELAWARE LLC	64-14-30-403-007	295 LIBERTY ST	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	04/01/2019		TAMI COOPER
E191101	SK RESIDENTIAL DELAWARE LLC	64-14-28-457-037	66 S SHIRLEY ST	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	04/01/2019		DANIEL VERGUN
E191309	SK PONTIAC DELAWARE LLC	64-14-22-304-036	887 UNIVERSITY	COMPLAINT- SANITATION	RESOLVED	04/15/2019	05/16/2019	FLORIN MINDRU
E191340	SK PONTIAC HOUSING LLC	64-14-21-303-027	185 WOLFE	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	04/16/2019		FLORIN MINDRU
E191421	SK PONTIAC DELAWARE LLC	64-14-22-304-036	887 UNIVERSITY	RENTAL INSPECTION REQUIRED	RESOLVED	04/23/2019	07/08/2019	FLORIN MINDRU
E191425	SK RESIDENTIAL DELAWARE LLC	64-14-28-457-037	66 S SHIRLEY ST	COMPLAINT - PARKING ON GRASS	RESOLVED	04/23/2019	09/04/2019	DANIEL VERGUN
E191620	SK PONTIAC ASSETS, LLC	64-14-17-378-037	98 W TENNYSON AVE	Complaint - Tall Grass/Weeds	RESOLVED	05/09/2019	05/10/2019	DESSIR BURROUGHS
E191786	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	05/17/2019	06/06/2019	FLORIN MINDRU
E191800	SK PONTIAC ASSETS, LLC	64-14-22-131-008	770 CAMERON AVE	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	05/17/2019	06/03/2019	FLORIN MINDRU
E191871	SK PONTIAC HOUSING LLC	64-14-16-457-031	671 E MANSFIELD AVE	COMPLAINT- VEHICLE STORAGE IN RESIDENTIAL AND	RESOLVED	05/20/2019	06/03/2019	FLORIN MINDRU
E191943	SK PONTIAC ASSETS LLC	64-14-22-105-027	853 MELROSE ST	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	05/23/2019		FLORIN MINDRU
E192009	SK PONTIAC DELAWARE	64-14-20-107-019	160 N MERRIMAC ST	TALL GRASS/WEEDS - VENDOR	RESOLVED	05/28/2019	06/03/2019	DESSIR BURROUGHS
E192103	SK PONTIAC ASSETS, LLC	64-14-21-330-011	207 OLIVER ST	COMPLAINT - TALL GRASS/WEEDS	CLOSED DUE TO WEATHER	05/30/2019		FLORIN MINDRU
E192193	SK PONTIAC ASSETS LLC	64-19-04-135-019	252 DELLWOOD	COMPLAINT - TALL GRASS/WEEDS	REFERRED TO ON-CALL MOWING COM	06/04/2019		DANIEL VERGUN
E192259	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	06/05/2019		FLORIN MINDRU
E192439	SK PONTIAC ASSETS LLC	64-14-20-480-001	474 N SAGINAW ST	COMPLAINT - TALL GRASS/WEEDS	REFERRED TO ON-CALL MOWING COM	06/14/2019		TAMI COOPER
E192492	SK PONTIAC DELAWARE	64-14-20-107-019	160 N MERRIMAC ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	06/18/2019	06/02/2020	DESSIR BURROUGHS
E192510	SK MICHIGAN INVESTORS LLC	64-19-04-136-003	155 EARLMOOR BLVD	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	06/19/2019	07/24/2019	DANIEL VERGUN
E192527	SK PONTIAC REAL ESTATE	64-14-33-280-013	S MARSHALL	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	06/19/2019	07/03/2019	DANIEL VERGUN
E192610	SK PONTIAC ASSETS LLC	64-19-04-176-026	172 EARLMOOR BLVD	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	06/25/2019	02/04/2020	DANIEL VERGUN

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Enforcement Number	Name Owner	Parcel Number	Address Display String	Category	Status	Date Filed	Date Closed	Code Officer
E192611	SK PONTIAC ASSETS LLC	64-19-04-176-026	172 EARLMOOR BLVD	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	06/25/2019	06/26/2019	DANIEL VERGUN
E192659	SK PONTIAC DELAWARE LLC	64-14-22-304-036	887 UNIVERSITY	COMPLAINT - TALL GRASS/WEEDS	REFERRED TO ON-CALL MOWING CON	06/27/2019		FLORIN MINDRU
E192693	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	COMPLAINT - TALL GRASS/WEEDS	NO VIOLATION	07/01/2019	07/02/2019	FLORIN MINDRU
E192759	SK PONTIAC ASSETS LLC	64-14-21-376-034	577 N PERRY ST	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/02/2019		FLORIN MINDRU
E192763	SK PONTIAC HOUSING LLC	64-14-16-426-009	756 E COLUMBIA	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/03/2019		FLORIN MINDRU
E192835	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	07/08/2019	07/16/2019	FLORIN MINDRU
E192839	SK PONTIAC HOUSING LLC	64-14-21-303-027	185 WOLFE	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/08/2019		FLORIN MINDRU
E192862	SK PONTIAC DELAWARE LLC	64-14-22-304-036	887 UNIVERSITY	RENTAL INSPECTION REQUIRED	RESOLVED	07/08/2019	08/26/2019	FLORIN MINDRU
E192863	SK PONTIAC ASSETS LLC	64-14-22-105-027	853 MELROSE ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	07/08/2019	07/29/2019	FLORIN MINDRU
E192892	SK PONTIAC DELAWARE	64-14-17-151-013	217 W HOPKINS AVE	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	07/09/2019	07/15/2019	DESSIR BURROUGHS
E192923	SK PONTIAC ASSETS LLC	64-14-21-330-004	356 NELSON ST	COMPLAINT - TALL GRASS/WEEDS	REFERRED TO ON-CALL MOWING CON	07/10/2019		FLORIN MINDRU
E192924	SK PONTIAC ASSETS LLC	64-14-21-330-004	356 NELSON ST	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	07/10/2019		HECTOR ORTIZ
E192981	SK PONTIAC ASSETS LLC	64-14-29-202-022	31 CROSS ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	07/15/2019	03/08/2021	FLORIN MINDRU
E193022	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	RENTAL INSPECTION REQUIRED	TICKET ISSUED	07/16/2019		FLORIN MINDRU
E193064	SK PONTIAC CONDOS	64-14-28-181-001	1 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193065	SK PONTIAC CONDOS	64-14-28-181-002	3 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193066	SK PONTIAC CONDOS	64-14-28-181-003	5 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193067	SK PONTIAC CONDOS	64-14-28-181-004	7 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193068	SK PONTIAC CONDOS	64-14-28-251-001	9 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193069	SK PONTIAC CONDOS	64-14-28-251-003	13 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193070	SK PONTIAC CONDOS	64-14-28-251-004	15 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193072	SK PONTIAC CONDOS	64-14-28-251-005	17 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193073	SK PONTIAC CONDOS	64-14-28-251-006	19 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193074	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193075	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	07/18/2019		FLORIN MINDRU
E193118	SK PONTIAC REAL ESTATE LLC	64-14-20-478-034	217 EDISON ST	PROPERTY MAINTENANCE INSPECTION REQUIRED	BLIGHT TICKET ISSUED	07/23/2019		FLORIN MINDRU
E193195	SK PONTIAC ASSETS, LLC	64-14-17-452-027	45 E BEVERLY AVE	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	07/24/2019	08/08/2019	DESSIR BURROUGHS
E193233	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	Complaint - Misc	VIOLATIONS	07/26/2019		FLORIN MINDRU
E193258	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	COMPLAINT - TALL GRASS/WEEDS	REFERRED TO ON-CALL MOWING CON	07/29/2019		HECTOR ORTIZ
E193263	SK PONTIAC ASSETS LLC	64-14-22-105-027	853 MELROSE ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	07/29/2019		FLORIN MINDRU
E193325	SK PONTIAC ASSETS LLC	64-14-17-331-018	44 W STRATHMORE AVE	COMPLAINT - TALL GRASS/WEEDS	CLOSED DUE TO WEATHER	08/01/2019		DESSIR BURROUGHS
E193332	SK PONTIAC HOUSING LLC	64-14-31-151-025	368 VOORHEIS ST	Complaint - Tall Grass/Weeds	RESOLVED	08/01/2019	10/17/2019	TAMI COOPER
E193358	SK PONTIAC ASSETS LLC	64-14-17-154-027	232 W COLUMBIA AVE	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	08/03/2019	08/12/2019	DESSIR BURROUGHS
E193421	SK PONTIAC ASSETS LLC	64-19-04-135-018	256 DELLWOOD	COMPLAINT-UNREGISTERED RENTAL	TICKET ISSUED	08/08/2019		TAMI COOPER
E193660	SK PONTIAC DELAWARE LLC	64-14-22-304-036	887 UNIVERSITY	COMPLAINT - TALL GRASS/WEEDS	REFERRED TO ON-CALL MOWING CON	08/22/2019		FLORIN MINDRU
E193714	SK PONTIAC ASSETS LLC	64-14-29-202-022	31 CROSS ST	COMPLAINT- SANITATION	RESOLVED	08/26/2019	09/10/2019	DESSIR BURROUGHS
E193724	SK PONTIAC DELAWARE LLC	64-14-22-304-036	887 UNIVERSITY	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/26/2019	09/16/2019	FLORIN MINDRU
E193753	SK PONTIAC ASSETS, LLC	64-14-21-303-009	118 MARQUETTE	RENTAL INSPECTION REQUIRED	TICKET ISSUED	08/28/2019		FLORIN MINDRU
E193754	SK PONTIAC ASSETS, LLC	64-14-21-177-010	367 NELSON ST	RENTAL INSPECTION REQUIRED	TICKET ISSUED	08/28/2019		FLORIN MINDRU
E193755	SK PONTIAC ASSETS, LLC	64-14-21-330-005	350 NELSON ST	RENTAL INSPECTION REQUIRED	TICKET ISSUED	08/28/2019		FLORIN MINDRU
E194071	SK RESIDENTIAL DELAWARE LLC	64-14-30-477-025	95 THORPE ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	09/19/2019	11/21/2019	TAMI COOPER
E194097	SK RESIDENTIAL DELAWARE LLC	64-14-30-477-025	95 THORPE ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	09/23/2019	10/29/2019	TAMI COOPER
E194199	SK PONTIAC ASSETS, LLC	64-14-21-330-011	207 OLIVER ST	Complaint - Tenant/Landlord	RESOLVED	10/01/2019	01/09/2020	GEORGE PHIFER
E194243	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	10/04/2019		HECTOR ORTIZ
E194247	SK RESIDENTIAL LLC	64-19-05-228-029	460 NEBRASKA AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	10/04/2019	01/21/2020	TAMI COOPER
E194268	SK PONTIAC ASSETS LLC	64-19-05-227-027	460 NEVADA AVE	RENTAL INSPECTION REQUIRED	RESOLVED	10/07/2019	11/18/2019	TAMI COOPER
E194306	SK PONTIAC DELAWARE, LLC	64-14-08-351-003	248 W BROOKLYN AVE	RENTAL INSPECTION REQUIRED	RESOLVED	10/10/2019	11/06/2019	DESSIR BURROUGHS
E194326	SK PONTIAC DELAWARE, LLC	64-14-18-277-018	312 W YALE AVE	RENTAL INSPECTION REQUIRED	RESOLVED	10/11/2019	11/06/2019	DESSIR BURROUGHS
E194342	SK PONTIAC ASSETS LLC	64-14-21-376-034	577 N PERRY ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	10/14/2019	11/04/2019	FLORIN MINDRU
E194343	SK MICHIGAN INVESTORS, LLC	64-14-21-376-029	613 N PERRY ST	RENTAL INSPECTION REQUIRED	RESOLVED	10/14/2019	11/06/2019	FLORIN MINDRU
E194345	SK PONTIAC ASSETS, LLC	64-14-21-303-009	118 MARQUETTE	RENTAL INSPECTION REQUIRED	RESOLVED	10/14/2019	11/14/2019	FLORIN MINDRU
E194357	SK PONTIAC ASSETS, LLC	64-14-21-177-010	367 NELSON ST	RENTAL INSPECTION REQUIRED	RESOLVED	10/15/2019	11/14/2019	FLORIN MINDRU
E194358	SK PONTIAC ASSETS, LLC	64-14-21-330-005	350 NELSON ST	RENTAL INSPECTION REQUIRED	RESOLVED	10/15/2019	11/14/2019	FLORIN MINDRU
E194412	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	Complaint - Dangerous building	DEMO BID LIST	10/16/2019		DAVID MORAN
E194458	SK PONTIAC ASSETS LLC	64-14-33-203-016	335 WHITTEMORE ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	10/22/2019	11/06/2019	FLORIN MINDRU
E194520	SK RESIDENTIAL DELAWARE LLC	64-14-30-477-025	95 THORPE ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	10/29/2019	11/21/2019	TAMI COOPER
E194524	SK PONTIAC ASSETS LLC	64-14-20-331-030	182 W RUNDELL ST	Complaint - Tenant/Landlord	VIOLATIONS	10/29/2019		DAVID MORAN
E194591	SK PONTIAC ASSETS LLC	64-14-21-376-034	577 N PERRY ST	RENTAL INSPECTION REQUIRED	TICKET ISSUED	11/04/2019		FLORIN MINDRU
E194602	SK PONTIAC ASSETS LLC	64-14-33-203-016	335 WHITTEMORE ST	RENTAL INSPECTION REQUIRED	RESOLVED	11/06/2019	11/06/2019	FLORIN MINDRU
E194708	SK PONTIAC HOUSING LLC	64-14-21-303-039	123 WOLFE ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	11/25/2019	01/09/2020	FLORIN MINDRU
E194728	SK PONTIAC ASSETS LLC	64-19-05-254-028	524 LUTHER	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	12/02/2019	06/08/2020	TAMI COOPER
E194746	SK PONTIAC ASSETS LLC	64-19-04-135-018	256 DELLWOOD	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	12/03/2019	01/31/2020	TAMI COOPER
E194818	SK PONTIAC DELAWARE	64-14-17-103-020	189 W PRINCETON AVE	Complaint - Debris	VIOLATIONS	12/12/2019		FLORIN MINDRU
E194831	SK RESIDENTIAL LLC	64-19-05-228-029	460 NEBRASKA AVE	COMPLAINT- SANITATION	RESOLVED	12/13/2019	01/21/2020	TAMI COOPER
E194840	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	COMPLAINT- SANITATION	RESOLVED	12/16/2019	01/17/2020	FLORIN MINDRU
E194844	SK PONTIAC ASSETS LLC	64-19-04-135-019	252 DELLWOOD	COMPLAINT- SANITATION	RESOLVED	12/16/2019	02/13/2020	ANTONIO CAMPBELL
E194860	SK PONTIAC ASSETS LLC	64-14-28-128-037	33 MONTEREY	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	12/17/2019		HECTOR ORTIZ
E194865	SK PONTIAC ASSETS LLC	64-14-21-379-009	464 HARPER	RENTAL INSPECTION REQUIRED	RESOLVED	12/19/2019	12/26/2019	FLORIN MINDRU



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Enforcement								
Number	Name Owner	Parcel Number	Address Display String	Category	Status	Date Filed	Date Closed	Code Officer
E194897	SK PONTIAC DELAWARE	64-14-17-103-020	189 W PRINCETON AVE	COMPLAINT - PARKING ON GRASS	RESOLVED	12/30/2019	01/21/2020	FLORIN MINDRU
E200008	SK PONTIAC DELAWARE	64-14-17-103-020	189 W PRINCETON AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	01/06/2020	03/02/2020	FLORIN MINDRU
E200048	SK PONTIAC HOUSING LLC	64-14-21-303-039	123 WOLFE ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	01/09/2020		CODE ENFORCEMENT
E200049	SK PONTIAC ASSETS, LLC	64-14-28-153-019	92 OAK HILL	RENTAL INSPECTION REQUIRED	VIOLATIONS	01/09/2020		FLORIN MINDRU
E200050	SK PONTIAC ASSETS LLC	64-14-21-376-034	577 N PERRY ST	RENTAL INSPECTION REQUIRED	RESOLVED	01/09/2020	01/14/2020	FLORIN MINDRU
E200051	SK PONTIAC ASSETS, LLC	64-14-20-479-012	124 KEMP ST	RENTAL INSPECTION REQUIRED		01/09/2020		FLORIN MINDRU
E200052	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	RENTAL INSPECTION REQUIRED	RESOLVED	01/09/2020	01/17/2020	FLORIN MINDRU
E200065	SK PONTIAC ASSETS, LLC	64-14-21-377-016	608 N PERRY ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	01/09/2020	06/17/2020	FLORIN MINDRU
E200163	SK PONTIAC DELAWARE LLC	64-14-30-403-007	29S LIBERTY ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	01/22/2020	06/09/2020	TAMI COOPER
E200197	SK PONTIAC ASSETS, LLC	64-14-21-331-019	719 N PERRY ST	COMPLAINT - SNOW AND ICE REMOVAL	CLOSED DUE TO WEATHER	01/24/2020	01/28/2020	HECTOR ORTIZ
E200266	SK PONTIAC ASSETS LLC	64-19-04-176-026	172 EARLMOOR BLVD	RENTAL INSPECTION REQUIRED	RESOLVED	02/04/2020	04/15/2021	ANTONIO CAMPBELL
E200292	SK PONTIAC HOUSING LLC	64-14-21-303-027	18S WOLFE	RENTAL INSPECTION REQUIRED	RESOLVED	03/10/2020	03/29/2021	FLORIN MINDRU
E200402	SK PONTIAC ASSETS LLC	64-14-17-331-018	44 W STRATHMORE AVE	RENTAL INSPECTION REQUIRED	RESOLVED	02/18/2020	07/22/2020	FLORIN MINDRU
E200422	SK PONTIAC CONDOS	64-14-28-181-001	1 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	02/19/2020		HECTOR ORTIZ
E200423	SK PONTIAC CONDOS	64-14-28-181-001	1 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200424	SK PONTIAC CONDOS	64-14-28-181-002	3 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200425	SK PONTIAC CONDOS	64-14-28-181-003	5 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200426	SK PONTIAC CONDOS	64-14-28-181-004	7 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200427	SK PONTIAC CONDOS	64-14-28-251-001	9 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200428	SK PONTIAC CONDOS	64-14-28-251-002	11 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200429	SK PONTIAC CONDOS	64-14-28-251-003	13 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200430	SK PONTIAC CONDOS	64-14-28-251-004	15 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	02/19/2020		FLORIN MINDRU
E200431	SK PONTIAC CONDOS	64-14-28-251-005	17 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200432	SK PONTIAC CONDOS	64-14-28-251-006	19 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200433	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200434	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	RENTAL INSPECTION REQUIRED		02/19/2020		FLORIN MINDRU
E200436	SK PONTIAC ASSETS LLC	64-14-17-154-027	232 W COLUMBIA AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	02/19/2020	07/22/2020	FLORIN MINDRU
E200504	SK PONTIAC DELAWARE	64-14-17-103-020	189 W PRINCETON AVE	COMPLAINT - OCCUPANCY PROHIBITED	VIOLATIONS	02/28/2020		FLORIN MINDRU
E200519	SK PONTIAC DELAWARE	64-14-17-103-020	189 W PRINCETON AVE	RENTAL INSPECTION REQUIRED	RESOLVED	03/02/2020	03/11/2021	FLORIN MINDRU
E200735	SK PONTIAC DELAWARE LLC	64-14-09-401-018	670 COLLIER RD	RENTAL INSPECTION REQUIRED	RESOLVED	03/16/2020	09/02/2021	HECTOR ORTIZ
E201090	SK RESIDENTIAL DELAWARE LLC	64-14-28-457-037	66 S SHIRLEY ST	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	03/25/2020		HECTOR ORTIZ
E201625	SK PONTIAC ASSETS, LLC	64-14-21-208-027	667 MARKLE	RENTAL INSPECTION REQUIRED	VIOLATIONS	04/14/2020		HECTOR ORTIZ
E201827	SK PONTIAC HOUSING LLC	64-14-21-254-010	570 E KENNETT RD	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	04/20/2020		HECTOR ORTIZ
E201893	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	COMPLAINT - EXPIRED PERMITS	BLIGHT TICKET ISSUED	04/23/2020		HECTOR ORTIZ
E201928	SK PONTIAC HOUSING LLC	64-14-21-351-005	71 NELSON ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	04/24/2020		HECTOR ORTIZ
E202237	SK PONTIAC ASSETS LLC	64-14-22-108-024	77S ROBINWOOD ST	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	05/08/2020		HECTOR ORTIZ
E202260	SK MICHIGAN INVESTORS LLC	64-19-04-136-003	155 EARLMOOR BLVD	COMPLAINT- SANITATION	RESOLVED	05/08/2020	08/10/2021	HECTOR ORTIZ
E202894	SK PONTIAC DELAWARE LLC	64-14-22-304-036	887 UNIVERSITY	COMPLAINT - TALL GRASS/WEEDS	CLOSED DUE TO WEATHER	06/02/2020	03/12/2021	HECTOR ORTIZ
E202917	SK PONTIAC DELAWARE	64-14-20-107-019	160 N MERRIMAC ST	RENTAL INSPECTION REQUIRED	RESOLVED	06/02/2020	03/08/2021	FLORIN MINDRU
E202923	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/08/2020		FLORIN MINDRU
E202926	SK PONTIAC DELAWARE, LLC	64-14-17-151-011	225 W HOPKINS AVE	COMPLAINT - TALL GRASS/WEEDS	VIOLATIONS	06/03/2020		TAMI COOPER
E203064	SK PONTIAC ASSETS LLC	64-19-05-254-028	524 LUTHER	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	06/08/2020		TAMI COOPER
E203109	SK PONTIAC DELAWARE LLC	64-14-28-201-020	24 MONTEREY	PROPERTY MAINTENANCE INSPECTION REQUIRED		06/09/2020		HECTOR ORTIZ
E203114	SK PONTIAC DELAWARE LLC	64-14-30-403-007	29S LIBERTY ST	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	06/09/2020		TAMI COOPER
E203147	SK PONTIAC ASSETS LLC	64-14-33-203-022	170 S SHIRLEY ST	After fire	INSPECTION PENDING	06/10/2020		Michael Wilson
E203460	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/08/2020		FLORIN MINDRU
E203461	SK PONTIAC CONDOS	64-14-28-251-006	19 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/08/2020		FLORIN MINDRU
E203484	SK PONTIAC CONDOS	64-14-28-181-002	3 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/09/2020		HECTOR ORTIZ
E203485	SK PONTIAC CONDOS	64-14-28-251-002	11 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/09/2020		HECTOR ORTIZ
E203486	SK PONTIAC CONDOS	64-14-28-251-003	13 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/09/2020		FLORIN MINDRU
E203487	SK PONTIAC CONDOS	64-14-28-181-003	5 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/09/2020		HECTOR ORTIZ
E203488	SK PONTIAC CONDOS	64-14-28-181-004	7 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	07/09/2020		HECTOR ORTIZ
E203489	SK PONTIAC CONDOS	64-14-28-251-001	9 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/09/2020		HECTOR ORTIZ
E203490	SK PONTIAC CONDOS	64-14-28-251-004	15 MAYNARD CT	RENTAL INSPECTION REQUIRED	VIOLATIONS	07/09/2020		HECTOR ORTIZ
E203491	SK PONTIAC CONDOS	64-14-28-251-005	17 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/09/2020		FLORIN MINDRU
E203630	SK PONTIAC ASSETS LLC	64-14-17-154-027	232 W COLUMBIA AVE	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	07/22/2020		FLORIN MINDRU
E203632	SK PONTIAC ASSETS LLC	64-14-17-383-012	64 W TENNYSON AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	07/22/2020	08/18/2021	FLORIN MINDRU
E203633	SK PONTIAC ASSETS LLC	64-14-19-206-029	841 ORLANDO AVE	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/22/2020		FLORIN MINDRU
E203635	SK PONTIAC ASSETS LLC	64-14-29-202-022	31 CROSS ST	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	07/22/2020		FLORIN MINDRU
E203738	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	COMPLAINT - RESPONSIBILITY	BLIGHT TICKET ISSUED	07/28/2020		HECTOR ORTIZ
E203786	SK PONTIAC ASSETS LLC	64-14-28-128-037	33 MONTEREY	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	07/30/2020		HECTOR ORTIZ
E203821	SK PONTIAC DELAWARE LLC	64-14-30-403-007	29S LIBERTY ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	08/03/2020		CHRISTOPHER HENDERSON
E203861	SK PONTIAC DELAWARE LLC	64-14-22-178-010	694 EMERSON	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/04/2020		FLORIN MINDRU
E203864	SK PONTIAC DELAWARE LLC	64-14-22-178-010	694 EMERSON	COMPLAINT- SANITATION	RESOLVED	08/04/2020	09/11/2020	HECTOR ORTIZ
E203889	SK PONTIAC ASSETS LLC	64-14-19-206-029	841 ORLANDO AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/05/2020	10/13/2020	FLORIN MINDRU
E203890	SK PONTIAC ASSETS LLC	64-14-17-154-027	232 W COLUMBIA AVE	RENTAL INSPECTION REQUIRED	RESOLVED	08/05/2020	03/24/2021	FLORIN MINDRU
E203891	SK PONTIAC ASSETS LLC	64-14-29-202-022	31 CROSS ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/05/2020	10/13/2020	FLORIN MINDRU
E203914	SK PONTIAC ASSETS LLC	64-19-04-135-019	252 DELLWOOD	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	08/07/2020	10/13/2020	FLORIN MINDRU

# SK' Enforcement Report

Created: 10/12/2021, User: PBRZOZOWSKI

Enforcement Number	Name Owner	Parcel Number	Address Display String	Category	Status	Date Filed	Date Closed	Code Officer
E203915	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	COMPLAINT - VACANT	BLIGHT TICKET ISSUED	08/07/2020		HECTOR ORTIZ
E203955	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	COMPLAINT - EXPIRED PERMITS	BLIGHT TICKET ISSUED	08/11/2020		HECTOR ORTIZ
E203956	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	COMPLAINT - RESPONSIBILITY	BLIGHT TICKET ISSUED	08/11/2020		HECTOR ORTIZ
E203966	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT - NUISANCE CONDITIONS ENUMERATED	REFERRED TO PUBC WORKS	08/11/2020		HECTOR ORTIZ
E203967	SK PONTIAC CONDOS	64-14-28-181-001	1 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/11/2020		HECTOR ORTIZ
E203969	SK PONTIAC CONDOS	64-14-28-181-002	3 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/11/2020		HECTOR ORTIZ
E203970	SK PONTIAC CONDOS	64-14-28-181-003	5 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/11/2020		HECTOR ORTIZ
E203976	SK PONTIAC CONDOS	64-14-28-251-003	13 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203977	SK PONTIAC CONDOS	64-14-28-251-004	15 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203978	SK PONTIAC CONDOS	64-14-28-251-005	17 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203979	SK PONTIAC CONDOS	64-14-28-251-006	19 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203980	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203981	SK PONTIAC CONDOS	64-14-28-251-001	9 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203982	SK PONTIAC CONDOS	64-14-28-251-002	11 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203983	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203988	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT - OCCUPANCY PROHIBITED	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203989	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	COMPLAINT - OCCUPANCY PROHIBITED	BLIGHT TICKET ISSUED	08/12/2020		HECTOR ORTIZ
E203990	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	Complaint - Dangerous building	CONDEMNED - OCCUPIED	08/13/2020		LARRY DOMSKI
E204006	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT - SANITATION	CONDEMNED - OCCUPIED	08/14/2020		LARRY DOMSKI
E204007	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	COMPLAINT - SANITATION	CONDEMNED - OCCUPIED	08/14/2020		CODE ENFORCEMENT
E204089	SK PONTIAC DELAWARE LLC	64-14-22-178-010	694 EMERSON	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/21/2020		HECTOR ORTIZ
E204102	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	COMPLAINT - VACANT	BLIGHT TICKET ISSUED	08/21/2020		HECTOR ORTIZ
E204110	SK PONTIAC ASSETS, LLC	64-14-17-377-015	103 W CORNELL AVE	RENTAL INSPECTION REQUIRED	RESOLVED	08/24/2020	09/01/2021	FLORIN MINDRU
E204151	SK RESIDENTIAL DELAWARE LLC	64-14-28-457-037	66 S SHIRLEY ST	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/26/2020		HECTOR ORTIZ
E204157	SK PONTIAC CONDOS	64-14-28-251-003	13 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/26/2020		HECTOR ORTIZ
E204158	SK PONTIAC CONDOS	64-14-28-251-002	11 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/26/2020		HECTOR ORTIZ
E204159	SK PONTIAC CONDOS	64-14-28-251-004	15 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/26/2020		HECTOR ORTIZ
E204160	SK PONTIAC CONDOS	64-14-28-251-006	19 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/26/2020		HECTOR ORTIZ
E204162	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	BLIGHT TICKET ISSUED	08/26/2020		TAMI COOPER
E204163	SK PONTIAC CONDOS	64-14-28-251-005	17 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/26/2020		HECTOR ORTIZ
E204164	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/26/2020		HECTOR ORTIZ
E204165	SK PONTIAC CONDOS	64-14-28-251-001	9 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/26/2020		HECTOR ORTIZ
E204166	SK PONTIAC CONDOS	64-14-28-181-003	5 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	08/26/2020		HECTOR ORTIZ
E204169	SK PONTIAC ASSETS, LLC	64-14-21-377-016	608 N PERRY ST	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	10/05/2021		FLORIN MINDRU
E204284	SK PONTIAC DELAWARE LLC	64-14-21-381-004	58 GAGE	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	09/04/2020		FLORIN MINDRU
E204287	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	COMPLAINT - VACANT	VIOLATIONS	09/04/2020		HECTOR ORTIZ
E204288	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	COMPLAINT - RESPONSIBILITY	VIOLATIONS	09/04/2020		HECTOR ORTIZ
E204325	SK RESIDENTIAL DELAWARE LLC	64-14-28-457-037	66 S SHIRLEY ST	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	09/09/2020		HECTOR ORTIZ
E204346	SK PONTIAC ASSETS, LLC	64-14-17-378-037	98 W TENNYSON AVE	RENTAL INSPECTION REQUIRED	RESOLVED	09/11/2020	05/04/2021	FLORIN MINDRU
E204357	SK PONTIAC REAL ESTATE LLC	64-14-20-478-034	217 EDISON ST	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	09/14/2020	03/04/2021	FLORIN MINDRU
E204369	SK PONTIAC ASSETS, LLC	64-14-21-208-027	667 MARKLE	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	09/14/2020	10/01/2020	CHRISTOPHER HENDERSON
E204370	SK PONTIAC ASSETS, LLC	64-14-21-208-027	667 MARKLE	PROPERTY MAINTENANCE INSPECTION REQUIRED	RESOLVED	09/14/2020	09/14/2020	CHRISTOPHER HENDERSON
E204517	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT - SANITATION	VIOLATIONS	09/24/2020		HECTOR ORTIZ
E204519	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	COMPLAINT - SANITATION	RESOLVED	09/24/2020	09/25/2020	LARRY DOMSKI
E204693	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	10/02/2020		CHRISTOPHER HENDERSON
E204728	SK PONTIAC ASSETS LLC	64-19-05-254-028	524 LUTHER	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	10/06/2020		TAMI COOPER
E204799	SK PONTIAC ASSETS LLC	64-14-29-202-022	31 CROSS ST	RENTAL INSPECTION REQUIRED	RESOLVED	10/13/2020	03/24/2021	FLORIN MINDRU
E204800	SK PONTIAC ASSETS LLC	64-19-04-135-019	252 DELLWOOD	RENTAL INSPECTION REQUIRED	RESOLVED	10/13/2020	09/01/2021	FLORIN MINDRU
E204801	SK PONTIAC ASSETS LLC	64-14-19-206-029	841 ORLANDO AVE	RENTAL INSPECTION REQUIRED	VIOLATIONS	10/13/2020		HECTOR ORTIZ
E205080	SK PONTIAC ASSETS LLC	64-19-05-254-028	524 LUTHER	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	11/25/2020		TAMI COOPER
E205081	SK PONTIAC ASSETS LLC	64-19-05-254-028	524 LUTHER	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	11/25/2020		TAMI COOPER
E205125	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	12/02/2020		HECTOR ORTIZ
E205169	SK PONTIAC ASSETS LLC	64-14-20-331-030	182 W RUNDELL ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	12/07/2020		HECTOR ORTIZ
E205170	SK PONTIAC ASSETS LLC	64-14-20-480-001	474 N SAGINAW ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	12/07/2020		HECTOR ORTIZ
E205171	SK PONTIAC ASSETS LLC	64-14-17-331-018	44 W STRATHMORE AVE	RENTAL INSPECTION REQUIRED	RESOLVED	12/07/2020	03/26/2021	HECTOR ORTIZ
E205172	SK RESIDENTIAL DELAWARE LLC	64-14-30-477-025	95 THORPE ST	RENTAL INSPECTION REQUIRED	VIOLATIONS	12/07/2020		HECTOR ORTIZ
E205188	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	12/08/2020		FLORIN MINDRU
E205199	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT - SANITATION	CONDEMNED - OCCUPIED	12/10/2020		LARRY DOMSKI
E205200	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT - SANITATION	CONDEMNED - OCCUPIED	12/10/2020		LARRY DOMSKI
E205264	SK PONTIAC ASSETS LLC	64-19-05-254-028	524 LUTHER	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	12/17/2020		TAMI COOPER
E205277	SK RESIDENTIAL DELAWARE LLC	64-14-29-151-009	226 N JOHNSON AVE	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	12/18/2020		CHRISTOPHER HENDERSON
E210057	SK PONTIAC ASSETS LLC	64-19-05-254-028	524 LUTHER	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	01/11/2021		TAMI COOPER
E210166	SK PONTIAC DELAWARE LLC	64-14-32-431-027	312 FISHER AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	01/25/2021	09/16/2021	HECTOR ORTIZ
E210167	SK PONTIAC DELAWARE LLC	64-14-32-431-027	312 FISHER AVE	Complaint - Abandoned Vehicles	BLIGHT TICKET ISSUED	01/25/2021		HECTOR ORTIZ
E210168	SK PONTIAC DELAWARE LLC	64-14-32-431-027	312 FISHER AVE	COMPLAINT - SANITATION	BLIGHT TICKET ISSUED	01/25/2021		HECTOR ORTIZ
E210174	SK PONTIAC REAL ESTATE LLC	64-14-20-478-034	217 EDISON ST	PROPERTY MAINTENANCE INSPECTION REQUIRED	RESOLVED	01/26/2021	04/15/2021	FLORIN MINDRU
E210220	SK PONTIAC ASSETS LLC	64-19-05-254-028	524 LUTHER	RENTAL INSPECTION REQUIRED	RESOLVED	02/02/2021	03/16/2021	TAMI COOPER
E210398	SK MICHIGAN INVESTORS, LLC	64-14-19-254-002	667 INGLEWOOD AVE	RENTAL INSPECTION REQUIRED	BLIGHT TICKET ISSUED	04/15/2021		FLORIN MINDRU

# SK' Enforcement Report

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Enforcement Number	Name Owner	Parcel Number	Address Display String	Category	Status	Date Filed	Date Closed	Code Officer
E210631	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	Complaint - Misc		03/22/2021		LARRY DOMSKI
E210663	SK PONTIAC ASSETS, LLC	64-14-21-329-017	39 IVY ST	After fire		03/24/2021		LARRY DOMSKI
E210681	SK PONTIAC CONDOS	64-14-28-251-003	13 MAYNARD CT	Complaint - Dangerous building	VIOLATIONS	03/26/2021		LARRY DOMSKI
E210682	SK PONTIAC CONDOS	64-14-28-251-004	15 MAYNARD CT	Complaint - Dangerous building	VIOLATIONS	03/26/2021		LARRY DOMSKI
E210683	SK PONTIAC CONDOS	64-14-28-251-005	17 MAYNARD CT	Complaint - Dangerous building	VIOLATIONS	03/26/2021		LARRY DOMSKI
E210684	SK PONTIAC CONDOS	64-14-28-251-006	19 MAYNARD CT	Complaint - Dangerous building	VIOLATIONS	03/26/2021		LARRY DOMSKI
E210685	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	Complaint - Dangerous building	VIOLATIONS	03/26/2021		LARRY DOMSKI
E210686	SK PONTIAC CONDOS	64-14-28-251-008	23 MAYNARD CT	Complaint - Dangerous building	VIOLATIONS	03/26/2021		LARRY DOMSKI
E210941	SK PONTIAC HOUSING LLC	64-14-22-132-005	804 EMERSON AVE	COMPLAINT-UNREGISTERED RENTAL	RESOLVED	04/28/2021	05/11/2021	FLORIN MINDRU
E211080	SK PONTIAC ASSETS, LLC	64-14-21-331-019	719 N PERRY ST	COMPLAINT - TALL GRASS/WEEDS	VIOLATIONS	05/12/2021		HECTOR ORTIZ
E211090	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	RENTAL INSPECTION REQUIRED	RESOLVED	05/13/2021	07/20/2021	HECTOR ORTIZ
E211091	SK PONTIAC DELAWARE, INC	64-14-16-428-022	777 2ND AVE	Complaint - Abandoned Vehicles	INSPECTION PENDING	05/13/2021		HECTOR ORTIZ
E211137	SK MICHIGAN INVESTORS LLC	64-19-04-136-003	155 EARLMOOR BLVD	Complaint - Debris	RESOLVED	05/17/2021	08/10/2021	HECTOR ORTIZ
E211219	SK PONTIAC ASSETS, LLC	64-14-20-329-044	329 BALDWIN AVE	COMPLAINT - TALL GRASS/WEEDS	RESOLVED	05/20/2021	06/16/2021	FLORIN MINDRU
E211749	SK RESIDENTIAL DELAWARE LLC	64-14-29-151-009	226 N JOHNSON AVE	RENTAL INSPECTION REQUIRED	RESOLVED	07/06/2021	08/05/2021	CHRISTOPHER HENDERSON
E212443	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT- SANITATION	BLIGHT TICKET ISSUED	09/03/2021		TAMI COOPER
E212484	SK RESIDENTIAL LLC	64-19-05-228-029	460 NEBRASKA AVE	RENTAL INSPECTION REQUIRED	VIOLATIONS	09/10/2021		CHRISTOPHER HENDERSON
E212546	SK PONTIAC DELAWARE LLC	64-14-32-431-027	312 FISHER AVE	Complaint - Abandoned Vehicles		09/16/2021		CHRISTOPHER HENDERSON
E212547	SK PONTIAC DELAWARE LLC	64-14-32-431-027	312 FISHER AVE	COMPLAINT- SANITATION		09/16/2021		CHRISTOPHER HENDERSON
E212756	SK PONTIAC ASSETS LLC	64-14-21-376-034	577 N PERRY ST	COMPLAINT - WORKING W/O PERMIT	VIOLATIONS	10/04/2021		TAMI COOPER
E212776	SK PONTIAC DELAWARE LLC	64-14-31-103-018	827 GLENDALE AVE	Complaint - Debris	INSPECTION PENDING	10/07/2021		CHRISTOPHER HENDERSON
E212809	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT- SANITATION	VIOLATIONS	10/12/2021		TAMI COOPER
E212810	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT-UNREGISTERED RENTAL	VIOLATIONS	10/12/2021		TAMI COOPER
E212811	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT - OCCUPANCY PROHIBITED	BLIGHT TICKET ISSUED	10/12/2021		TAMI COOPER
E212812	SK PONTIAC CONDOS	64-14-28-251-007	21 MAYNARD CT	COMPLAINT - OCCUPANCY PROHIBITED	VIOLATIONS	10/12/2021		TAMI COOPER

## SK' Owned Property Report

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Parcel Number	Property Address Display String	Property City	Property State	Property Zip	Name Owner	Parcel Owner Name Address Display String	Parcel Owner Name City	Parcel Owner State	Parcel Owner Zip	Property Class
64-14-32-126-025	ORCHARD LAKE	Pontiac	MI	48341	SK FRANKLIN RE LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	402
64-14-32-126-026	132 FRANKLIN BLVD	PONTIAC	MI	48341-1778	SK FRANKLIN RE LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	402
64-19-04-136-003	155 EARLMOOR BLVD	PONTIAC	MI	48341-2745	SK MICHIGAN INVESTORS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-19-254-002	667 INGLEWOOD AVE	PONTIAC	MI	48340-2310	SK MICHIGAN INVESTORS, LLC	28135 26 MILE RD	NEW HAVEN	MI	48048-256	401
64-14-21-376-029	613 N PERRY ST	PONTIAC	MI	48342-1562	SK MICHIGAN INVESTORS, LLC	28135 26 MILE RD	NEW HAVEN	MI	48048-256	401
64-14-33-229-010	177 S MARSHALL ST	PONTIAC	MI	48342-3245	SK MICHIGAN REAL ESTATE DEV, LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-20-327-005	39 CITY LINE RD	PONTIAC	MI	48342-1108	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-20-327-006	27 CITY LINE RD	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-20-327-008	391 BALDWIN AVE	PONTIAC	MI	48342-1312	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-20-327-009	381 BALDWIN AVE	PONTIAC	MI	48342-1382	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-20-382-007	ADELAIDE	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	402
64-14-20-382-007	124 ADELAIDE	PONTIAC	MI	48341	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	402
64-14-22-110-032	803 MELROSE ST	PONTIAC	MI	48340-3124	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-22-176-033	661 CAMERON AVE	PONTIAC	MI	48340-3203	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-27-155-017	124 M L KING BLVD N	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-27-352-021	S ASTOR	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-27-352-021	50 S ASTOR ST.	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-27-352-021	50 S ASTOR ST	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-27-355-047	93 S ASTOR ST	PONTIAC	MI	48342-2910	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-28-328-004	100 MECHANIC ST	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-28-328-029	90 MECHANIC ST	PONTIAC	MI	48341-1778	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-29-178-006	118 AUGUSTA	PONTIAC	MI	48341	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-29-182-007	37 FLORENCE AVE	PONTIAC	MI	48342-1021	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-29-182-011	17 FLORENCE AVE	PONTIAC	MI	48342-1021	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-32-133-011	37 WALNUT ST	PONTIAC	MI	48341-2161	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-32-133-012	41 WALNUT ST	PONTIAC	MI	48341-2161	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-32-477-032	270 FRANKLIN RD	PONTIAC	MI	48341	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-33-280-064	326 MARTIN LUTHER KING JR BLV	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-33-280-065	338 MARTIN LUTHER KING JR BLV	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-33-280-066	348 MARTIN LUTHER KING JR BLV	PONTIAC	MI	48342	SK NAHAR LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401
64-14-17-301-014	207 W COLUMBIA AVE	PONTIAC	MI	48340-1815	SK PONTIAC ASSESTS, LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-17-154-027	232 W COLUMBIA AVE	PONTIAC	MI	48340-1814	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-17-331-018	44 W STRATHMORE AVE	PONTIAC	MI	48340-2770	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-17-383-012	64 W TENNYSON AVE	PONTIAC	MI	48340-2668	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-19-206-029	841 ORLANDO AVE	PONTIAC	MI	48340-2356	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-20-331-030	182 W RUNDELL ST	PONTIAC	MI	48342-1271	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-20-480-001	474 N SAGINAW ST	PONTIAC	MI	48342-1461	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-21-329-005	304 NELSON ST	PONTIAC	MI	48342-1543	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-21-330-004	356 NELSON ST	PONTIAC	MI	48342-1544	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-21-376-034	577 N PERRY ST	PONTIAC	MI	48342-1558	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-21-377-002	680 N PERRY ST	PONTIAC	MI	48342-1560	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-21-377-026	507 HARPER	PONTIAC	MI	48342	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-21-379-009	464 HARPER	PONTIAC	MI	48342	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-22-105-027	853 MELROSE ST	PONTIAC	MI	48340-3126	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-22-108-024	775 ROBINWOOD ST	PONTIAC	MI	48340-3144	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-28-107-010	379 N PADDOCK ST	PONTIAC	MI	48342-2435	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-28-128-021	125 MONTEREY	Pontiac	MI	48342	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-28-128-037	63 MONTEREY	Pontiac	MI	48342	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-28-202-011	32 COURT ST	PONTIAC	MI	48342-2506	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-29-176-003	358 N JOHNSON AVE	PONTIAC	MI	48342-1028	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-29-202-022	31 CROSS ST	PONTIAC	MI	48342-1321	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-32-156-036	82 CRAWFORD ST	PONTIAC	MI	48341-2109	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401
64-14-32-477-003	233 W WILSON	Pontiac	MI	48341	SK PONTIAC ASSETS LLC	28135 26 MILE RD	LENEX	MI	48048-256	401



## SK' Owned Property Report

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											Property
Parcel Number	Property Address Display String	Property City	Property State	Property Zip	Name Owner	Parcel Owner Name	Address Display String	Parcel Owner Name City	Parcel Owner State	Parcel Owner Zip	Class
64-14-33-203-016	335 WHITTEMORE ST	PONTIAC	MI	48342-3167	SK PONTIAC ASSETS LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-33-203-022	170 S SHIRLEY ST	PONTIAC	MI	48342-3260	SK PONTIAC ASSETS LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-19-04-126-014	18 EARLMOOR	PONTIAC	MI	48341	SK PONTIAC ASSETS LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-19-04-135-018	256 DELLWOOD	Pontiac	MI	48341	SK PONTIAC ASSETS LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-19-04-135-019	252 DELLWOOD	PONTIAC	MI	48341	SK PONTIAC ASSETS LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-19-04-176-026	172 EARLMOOR BLVD	PONTIAC	MI	48341-2746	SK PONTIAC ASSETS LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-19-05-227-027	460 NEVADA AVE	PONTIAC	MI	48341-2549	SK PONTIAC ASSETS LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-19-05-254-028	524 LUTHER	PONTIAC	MI	48341	SK PONTIAC ASSETS LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-16-302-021	313 3RD AVE	PONTIAC	MI	48340-2844	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-205-040	30 E SHEFFIELD AVE	PONTIAC	MI	48340-1963	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-377-015	103 W CORNELL AVE	PONTIAC	MI	48340-2721	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-378-037	98 W TENNYSON AVE	PONTIAC	MI	48340-2670	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-381-006	41 W RUTGERS AVE	PONTIAC	MI	48340-2755	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-452-027	45 E BEVERLY AVE	PONTIAC	MI	48340-2611	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-19-286-006	702 LIVINGSTONE	Pontiac	MI	48340	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-20-251-008	759 SAINT CLAIR ST	PONTIAC	MI	48340-2685	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-20-252-008	744 SAINT CLAIR ST	PONTIAC	MI	48340-2662	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-20-329-044	329 BALDWIN AVE	PONTIAC	MI	48342-1310	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-20-476-036	57 KEMP ST	PONTIAC	MI	48342-1443	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-20-479-012	124 KEMP ST	PONTIAC	MI	48342-1444	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-21-177-010	367 NELSON ST	PONTIAC	MI	48342-1545	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-21-208-027	667 MARKLE	Pontiac	MI	48340	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-21-258-005	872 SPENCE ST	PONTIAC	MI	48340-3057	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-21-303-009	118 MARQUETTE	PONTIAC	MI	48342	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-21-329-017	39 IVY ST	PONTIAC	MI	48342-1513	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-21-330-005	350 NELSON ST	PONTIAC	MI	48342-1544	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-21-330-011	207 OLIVER ST	PONTIAC	MI	48342-1555	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-21-331-019	719 N PERRY ST	PONTIAC	MI	48342-1564	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-21-377-016	608 N PERRY ST	PONTIAC	MI	48342-1560	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-22-131-008	770 CAMERON AVE	PONTIAC	MI	48340-3206	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-127-001	134 OMAR ST	PONTIAC	MI	48342-2430	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-128-009	80 OMAR ST	PONTIAC	MI	48342-2425	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-153-019	92 OAK HILL	Pontiac	MI	48342	SK PONTIAC ASSETS, LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-181-001	1 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-181-002	3 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-181-003	5 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-181-004	7 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-251-001	9 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-251-002	11 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-251-003	13 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-251-004	15 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-251-005	17 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-251-006	19 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-251-007	21 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-28-251-008	23 MAYNARD CT	PONTIAC	MI	48342-2534	SK PONTIAC CONDOS	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-103-020	189 W PRINCETON AVE	PONTIAC	MI	48340-1843	SK PONTIAC DELAWARE	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-151-013	217 W HOPKINS AVE	PONTIAC	MI	48340-1825	SK PONTIAC DELAWARE	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-255-010	38 E YPSILANTI	Pontiac	MI	48340-1977	SK PONTIAC DELAWARE	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-301-016	199 W COLUMBIA AVE	PONTIAC	MI	48340-1813	SK PONTIAC DELAWARE	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-17-331-019	40 W STRATHMORE	PONTIAC	MI	48340	SK PONTIAC DELAWARE	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-18-277-013	340 W YALE	PONTIAC	MI	48340	SK PONTIAC DELAWARE	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-20-107-019	160 N MERRIMAC ST	PONTIAC	MI	48340-2532	SK PONTIAC DELAWARE	28135 26 MILE RD		LENOX	MI	48048-2561	401
64-14-09-401-018	670 COLLIER RD	PONTIAC	MI	48340-1310	SK PONTIAC DELAWARE LLC	28135 26 MILE RD		LENOX	MI	48048-2561	401

## SK' Owned Property Report

Created: 10/12/2021, User: PBRZOZOWSKI

Parcel Number	Property Address Display String	Property City	Property State	Property Zip	Name Owner	Parcel Owner Name Address Display String	Parcel Owner Name City	Parcel Owner State	Parcel Owner Zip	Property Class
64-14-16-252-025	569 CLARA	Pontiac	MI	48340	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-381-003	54 GAGE	PONTIAC	MI	48342-1628	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-381-004	58 GAGE	PONTIAC	MI	48342	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-22-176-015	670 KENILWORTH	PONTIAC	MI	48342	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-22-178-010	694 EMERSON	Pontiac	MI	48340	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-22-304-036	887 UNIVERSITY	PONTIAC	MI	48342	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-22-304-036	887 UNIVERSITY UNIT A	PONTIAC	MI	48342	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-22-304-036	887 UNIVERSITY UNIT B	PONTIAC	MI	48342	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-27-354-010	662 HOMESTEAD DR	PONTIAC	MI	48342-2944	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-28-127-020	42 MONTEREY ST	PONTIAC	MI	48342-2421	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-28-201-020	24 MONTEREY	PONTIAC	MI	48342	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-30-403-007	295 LIBERTY ST	PONTIAC	MI	48341-1117	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-31-103-018	827 GLENDALE AVE	PONTIAC	MI	48341-1514	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-32-128-009	27 CRAWFORD	PONTIAC	MI	48341	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-32-431-027	312 FISHER AVE	PONTIAC	MI	48341-2418	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-19-05-228-032	438 FRANKLIN RD	Pontiac	MI	48341	SK PONTIAC DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-16-428-022	777 2ND AVE	PONTIAC	MI	48340-2838	SK PONTIAC DELAWARE, INC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-08-351-003	248 W BROOKLYN AVE	PONTIAC	MI	48340-1126	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-16-327-008	484 4TH AVE	PONTIAC	MI	48340-2017	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-17-102-042	180 W PRINCETON	PONTIAC	MI	48340	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-17-151-011	225 W HOPKINS AVE	PONTIAC	MI	48340-1825	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-17-355-002	998 DEWEY ST	PONTIAC	MI	48340-2634	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-18-277-018	312 W YALE AVE	PONTIAC	MI	48340-1753	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-29-177-019	27 PINEGROVE ST	PONTIAC	MI	48342-1059	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-30-402-016	15 SPOKANE	Pontiac	MI	48341	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-32-432-012	191 ROCKWELL	PONTIAC	MI	48341	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-17-102-035	208 W PRINCETON AVE	PONTIAC	MI	48340-1844	SK PONTIAC DELAWARE, LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-16-252-013	618 PEACOCK AVE	PONTIAC	MI	48340-2069	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-16-426-009	756 E COLUMBIA	Pontiac	MI	48340	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-202-020	667 LEBARON AVE	PONTIAC	MI	48340-3011	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-203-004	566 LEBARON AVE	PONTIAC	MI	48340-3006	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-203-008	582 LEBARON AVE	PONTIAC	MI	48340-3006	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-210-010	644 MARKLE	PONTIAC	MI	48340	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-210-015	664 MARKLE	Pontiac	MI	48340	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-255-006	636 E KENNETT RD	PONTIAC	MI	48340-3003	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-376-008	80 OLIVER ST	PONTIAC	MI	48342-1546	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-380-005	26 GAGE	Pontiac	MI	48342	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-31-151-025	368 VOORHEIS ST	PONTIAC	MI	48341-1947	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-20-477-018	117 KEMP ST	PONTIAC	MI	48342-1445	SK PONTIAC HOUSING LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-254-010	570 E KENNETT RD	PONTIAC	MI	48340-3001	SK PONTIAC HOUSING LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-303-027	185 WOLFE	PONTIAC	MI	48342	SK PONTIAC HOUSING LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-303-039	123 WOLFE ST	PONTIAC	MI	48342-1575	SK PONTIAC HOUSING LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-351-005	71 NELSON ST	PONTIAC	MI	48342-1535	SK PONTIAC HOUSING LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-21-378-002	498 OMAR	Pontiac	MI	48342	SK PONTIAC HOUSING LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-22-132-005	804 EMERSON AVE	PONTIAC	MI	48340-3223	SK PONTIAC HOUSING LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-28-128-031	57 MONTEREY ST	PONTIAC	MI	48342-2423	SK PONTIAC HOUSING LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-16-457-031	671 E MANSFIELD AVE	PONTIAC	MI	48340-2947	SK PONTIAC HOUSING DELAWARE LLC	28135 26 MILE RD	LENEX	MI	48048-2561	401
64-14-20-480-033	472 N SAGINAW	Pontiac	MI	48342	SK PONTIAC REAL ESTATE	1200 W COURT ST	FLINT	MI	48503-5001	401
64-14-28-410-004	84 N SANFORD	Pontiac	MI	48342	SK PONTIAC REAL ESTATE	1200 W COURT ST	FLINT	MI	48503-5001	401
64-14-33-280-012	377 S MARSHALL	Pontiac	MI	48342	SK PONTIAC REAL ESTATE	1200 W COURT ST	FLINT	MI	48503-5001	401
64-14-20-478-034	217 EDISON ST	PONTIAC	MI	48342-1422	SK PONTIAC REAL ESTATE LLC	217 EDISON ST	PONTIAC	MI	48342-1422	401
64-14-33-279-022	362 S MARSHALL ST	PONTIAC	MI	48342-3432	SK RE VENTURE LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-2011	401
64-14-17-129-015	93 W PRINCETON AVE	PONTIAC	MI	48340-1839	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-2011	401

## SK' Owned Property Report

Created: 10/12/2021, User: PBRZOZOWSKI

											Property
Parcel Number	Property Address Display String	Property City	Property State	Property Zip	Name Owner	Parcel Owner Name Address Display String	Parcel Owner Name City	Parcel Owner State	Parcel Owner Zip	Class	
64-14-17-455-005	110 E CORNELL AVE	PONTIAC	MI	48340-2632	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-20-135-006	53 S MERRIMAC ST	PONTIAC	MI	48340-2535	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-20-331-025	202 W RUNDELL ST	PONTIAC	MI	48342-1272	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-20-334-002	164 CADILLAC ST	PONTIAC	MI	48342-1224	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-20-406-027	90 VIRGINIA ST	PONTIAC	MI	48342-1374	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-20-453-042	48 FOREST ST	PONTIAC	MI	48342-1323	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-21-354-012	196 BEACH	Pontiac	MI	48342	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-22-380-003	446 CAMERON AVE	PONTIAC	MI	48342-1807	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-27-330-023	811 E PIKE ST	PONTIAC	MI	48342-2978	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-28-106-016	25 ELLWOOD ST	PONTIAC	MI	48342-2408	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-28-126-010	346 N PADDOCK ST	PONTIAC	MI	48342-2434	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-28-404-001	120 N TASMANIA ST	PONTIAC	MI	48342-2768	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-28-408-015	61 N TASMANIA	Pontiac	MI	48342	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-30-301-016	100 N TELEGRAPH	Pontiac	MI	48341	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-30-404-034	212 LIBERTY	Pontiac	MI	48341	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-33-232-036	319 S ANDERSON AVE	PONTIAC	MI	48342-3203	SK RE VENTURES LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-19-05-229-027	466 WYOMING	PONTIAC	MI	48341	SK RE VENTURES LLC	466 WYOMING AVE	PONTIAC	MI	48341-256	401	
64-14-21-376-024	637 N PERRY ST	PONTIAC	MI	48342-1562	SK RE VENTURES, LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-29-303-001	105 AUGUSTA	Pontiac	MI	48341	SK RE VENTURES, LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-20-382-011	60 HARRIETT ST	PONTIAC	MI	48342-1228	SK RESIDENTIAL DELAWARE LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-22-151-002	734 PARKWOOD AVE	PONTIAC	MI	48340-3067	SK RESIDENTIAL DELAWARE LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-28-457-037	66 S SHIRLEY ST	PONTIAC	MI	48342-2848	SK RESIDENTIAL DELAWARE LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-29-151-009	226 N JOHNSON AVE	PONTIAC	MI	48341-1022	SK RESIDENTIAL DELAWARE LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-29-303-012	212 SANDERSON AVE	PONTIAC	MI	48341-1444	SK RESIDENTIAL DELAWARE LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-30-477-025	95 THORPE ST	PONTIAC	MI	48341-1369	SK RESIDENTIAL DELAWARE LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-14-21-303-036	139 WOLFE ST	PONTIAC	MI	48342-1575	SK RESIDENTIAL LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	
64-19-05-228-029	460 NEBRASKA AVE	PONTIAC	MI	48341-2541	SK RESIDENTIAL LLC	23075 LAUREL VALLEY ST	SOUTHFIELD	MI	48034-201	401	

Complaint - Unregistered RentaEnforcement | E130732

Property Information

64-14-28-251-007	21 MAYNARD CT	Subdivision:	
	PONTIAC MI, 48342-2534	Lot:	Block:

Name Information

Owner:	EQUITY TRUST COMPANY	Phone:	
Occupant:		Phone:	
Filer:		Phone:	

Enforcement Information

Date Filed:	02/14/2013	Date Closed:	11/11/2015	Status:	TICKET ISSUED
Complaint:	CODE ENFORCEMENT UNREGISTERED RENTAL				
Last Action Date:	03/11/2013	Last Inspection:	01/06/2016		
Last Action:	TICKET				

Ordinance Inspection | RICHARD BOLEK

Status:	Completed	Result:	Violation(s)
Scheduled:	09/16/2013	Completed:	01/06/2016
Uncorrected			

Ordinance Inspection | RICK BUDD

Status:	Completed	Result:	Violation(s)
Scheduled:	03/11/2013	Completed:	03/11/2013
Uncorrected			

Comments:

Scheduling Comment	CODE ENFORCEMENT UNREGISTERED RENTAL
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## Complaint - rental complaintEnforcement | E133570

### Property Information

64-14-28-251-007      21 MAYNARD CT      Subdivision:  
PONTIAC MI, 48342-2534      Lot:      Block:

### Name Information

Owner:      EQUITY TRUST COMPANY      Phone:  
Occupant:      Phone:  
Filer:      Phone:

### Enforcement Information

Date Filed:      09/13/2013      Date Closed:      01/06/2016      Status:      RESOLVED

#### Complaint:

BATHROOM CEILING LEAKS WHEN RAIN BASEMENT FLOODS WHEN RAIN FRONT PORCH STAIRWELL AND STAIRS DAMAGED EVER TIME THE SHOWER IS USED WATER COVERS THE FLOOR AND WALL

Last Action Date:      09/13/2013      Last Inspection:      01/06/2016

#### Last Action:

INSPECTION PENDING

### Ordinance Inspection | RICHARD BOLEK

Status:      Completed      Result:      Violation(s)  
Scheduled:      09/16/2013      Completed:      01/06/2016

Uncorrected

#### Comments:

Scheduling Comment      ROLANDA 248-602-6657 AM PREFERENCE

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**RENTAL INSPECTION REQUIRED Enforcement | E143951****Property Information**

64-14-28-251-007

21 MAYNARD CT

Subdivision:

PONTIAC MI, 48342-2534

Lot:

Block:

**Name Information**

Owner: EQUITY TRUST COMPANY

Phone:

Occupant: TBD VACANT

Phone:

Filer:

Phone:

**Enforcement Information**

Date Filed: 09/23/2014

Date Closed: 01/06/2016

Status: RESOLVED

Complaint:

RENTAL INSPECTION REQUIRED

Last Action Date: 09/30/2014

Last Inspection: 10/21/2014

Last Action:

**RE-INSPECTION Inspection | KEVIN KLOPOCINSKI**

Status: Completed

Result: Violation(s)

Scheduled: 10/14/2014

Completed: 10/21/2014

Uncorrected

**Comments:**

COMMENT BORIS FRENKELL IS NO LONGER THE PROPERTY MANAGER.

**RE-INSPECTION Inspection | KEVIN KLOPOCINSKI**

Status: Completed

Result: Violation(s)

Scheduled: 09/24/2014

Completed: 09/30/2014

**Violations:**

Uncorrected 22-803 INSPECTIONS REQUIRED.

(A) THE DEPARTMENT OF BUILDING SAFETY SHALL CAUSE PERIODIC INSPECTIONS TO BE MADE OF DWELLINGS REGULATED BY THIS DIVISION. IN NO EVENT SHALL THE PERIOD BETWEEN THE INSPECTIONS EXCEED THREE YEARS.

(B) IN ADDITION TO THE PERIODIC INSPECTIONS REQUIRED BY SUBSECTION (A) OF THIS SECTION, INSPECTIONS SHALL ALSO BE REQUIRED PRIOR TO ANY CHANGE IN OCCUPANCY OF A DWELLING UNIT AFTER HAVING ONCE BEEN OCCUPIED. IT SHALL BE THE DUTY OF THE OWNER OR AGENT OF SUCH DWELLING UNITS TO NOTIFY THE DEPARTMENT OF BUILDING SAFETY PRIOR TO THE REOCCUPANCY OF A VACATED ONE- OR TWO-FAMILY DWELLING UNIT. NO DWELLINGS SUBJECT TO THIS DIVISION MAY BE REOCCUPIED UNTIL INSPECTED PURSUANT TO THIS SECTION, EXCEPT AS PROVIDED IN SUBSECTION (H) OF SECTION 22-806. THE OWNER OR AGENT OF A DWELLING UNIT REOCCUPIED AFTER JUNE 30, 2012, AND BEFORE THE ISSUANCE OF A CERTIFICATE OF COMPLIANCE SHALL BE GUILTY OF A MUNICIPAL CIVIL INFRACTION SUBJECT TO A FINE OF FIVE HUNDRED DOLLARS (\$500.00); EACH DAY SHALL BE CONSIDERED A SEPARATE OFFENSE.

(C) INSPECTIONS SHALL BE CONDUCTED IN A MANNER CALCULATED TO SECURE COMPLIANCE WITH APPLICABLE CITY ORDINANCES AND REGULATIONS APPROPRIATE TO THE NEEDS OF THE COMMUNITY.

(D) AN INSPECTOR OR TEAM OF INSPECTORS MAY REQUEST PERMISSION TO ENTER ALL PREMISES REGULATED BY THIS DIVISION AT REASONABLE HOURS TO UNDERTAKE AN INSPECTION. UPON AN EMERGENCY, AN INSPECTOR OR TEAM OF INSPECTORS SHALL HAVE THE RIGHT TO ENTER AT ANY TIME.

(E) OWNER OR THE AGENT SHALL SCHEDULE THE INSPECTION AT LEAST SIXTY (60) DAYS BEFORE THE EXPIRATION DATE OF A CERTIFICATE OF COMPLIANCE, OR SOONER. FAILURE TO SCHEDULE AN INSPECTION SHALL RESULT IN THE IMMEDIATE SUSPENSION OF A CERTIFICATE OF COMPLIANCE AND PENALTIES AS DESCRIBED IN SECTION 22-807(F) AND THE ASSESSMENT OF A TWENTY-FIVE DOLLAR (\$25.00) LATE FEE PER UNIT PER MONTH FOR ANY INSPECTION THAT IS SCHEDULED LATE UNDER THIS ORDINANCE AFTER JUNE 30, 2012. NO INSPECTION SHALL BE MADE UNLESS THE APPROPRIATE FEE HAS BEEN PAID. ANY REQUEST TO RESCHEDULE AN INSPECTION SHALL RESULT IN A RESCHEDULING FEE.

(F) A TENANT MAY REQUEST INSPECTION OF THE DWELLING UNIT UPON PAYMENT OF THE INSPECTION FEE.

Uncorrected

**Comments:**

Scheduling Comment RENTAL INSPECTION REQUIRED

Status:	Completed	Result:	Violation(s)
Scheduled:	09/23/2014	Completed:	09/23/2014

Uncorrected

**Comments:**

Scheduling Comment      RENTAL INSPECTION REQUIRED

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## Complaint - Unregistered Rental Enforcement | E151098

### Property Information

64-14-28-251-007      21 MAYNARD CT      Subdivision:  
PONTIAC MI, 48342-2534      Lot:      Block:

### Name Information

Owner: MICHIGAN RECON INC      Phone:  
Occupant: TBD VACANT      Phone:  
Filer:      Phone:

### Enforcement Information

Date Filed: 02/12/2015      Date Closed: 11/11/2015      Status: TICKET ISSUED

Complaint:  
UNREGISTERED RENTAL.

Last Action Date: 03/30/2015      Last Inspection: 03/30/2015

Last Action:  
RE-INSPECTION

### RE-INSPECTION Inspection | ZACHARY BEACH

Status: Completed      Result: No Change  
Scheduled: 03/26/2015      Completed: 03/30/2015

Uncorrected

### RE-INSPECTION Inspection | ZACHARY BEACH

Status: Completed      Result: Not Complied  
Scheduled: 03/02/2015      Completed: 03/09/2015

Uncorrected

### Ordinance Inspection | ZACHARY BEACH

Status: Completed      Result: Violation(s)  
Scheduled: 02/12/2015      Completed: 02/12/2015

Uncorrected

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Complaint - Unregistered RentalEnforcement | E151732

Property Information

64-14-28-251-007	21 MAYNARD CT	Subdivision:	
	PONTIAC MI, 48342-2534	Lot:	Block:

Name Information

Owner:	MICHIGAN RECON INC	Phone:	
Occupant:	TBD VACANT	Phone:	
Filer:		Phone:	

Enforcement Information

Date Filed:	03/30/2015	Date Closed:	11/11/2015	Status:	RESOLVED
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Complaint:

UNREGISTERED RENTAL. 1ST TICKET ISSUED.

Last Action Date:

Last Inspection: 11/11/2015

Last Action:

RE-INSPECTION Inspection | ZACHARY BEACH

Status:	Completed	Result:	Complied
Scheduled:	05/29/2015	Completed:	11/11/2015

Uncorrected

**COMPLAINT-UNREGISTERED RENTAL Enforcement | E193074****Property Information**

64-14-28-251-007

21 MAYNARD CT

Subdivision:

PONTIAC MI, 48342-2534

Lot:

Block:

**Name Information**

Owner: SK PONTIAC CONDOS

Phone:

Occupant: TBD VACANT

Phone:

Filer:

Phone:

**Enforcement Information**

Date Filed: 07/18/2019

Date Closed:

Status: TICKET ISSUED

Complaint:

Last Action Date:

Last Inspection: 09/11/2019

Last Action:

**RE-INSPECTION Inspection | FLORIN MINDRU**

Status: Completed

Result: Not Complied

Scheduled: 09/10/2019

Completed: 09/11/2019

Uncorrected

**RE-INSPECTION Inspection | FLORIN MINDRU**

Status: Completed

Result: Violation(s)

Scheduled: 08/26/2019

Completed: 08/26/2019

Uncorrected

**Ordinance Inspection | FLORIN MINDRU**

Status: Completed

Result: Violation(s)

Scheduled: 07/19/2019

Completed: 07/18/2019

Uncorrected

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**RENTAL INSPECTION REQUIRED Enforcement | E200433****Property Information**

64-14-28-251-007

21 MAYNARD CT

Subdivision:

PONTIAC MI, 48342-2534

Lot:

Block:

**Name Information**

Owner: SK PONTIAC CONDOS

Phone: (586) 480 4610

Occupant: TBD VACANT

Phone:

Filer:

Phone:

**Enforcement Information**

Date Filed: 02/19/2020

Date Closed:

Status:

Complaint:

Last Action Date:

Last Inspection: 07/22/2020

Last Action:

**RE-INSPECTION Inspection | FLORIN MINDRU**

Status: Scheduled

Result:

Scheduled: 09/12/2021

Completed:

Uncorrected

**RE-INSPECTION Inspection | HECTOR ORTIZ**

Status: Completed

Result: No Change

Scheduled: 07/22/2020

Completed: 07/22/2020

Uncorrected

**Ordinance Inspection | HECTOR ORTIZ**

Status: Completed

Result: Violation(s)

Scheduled: 07/08/2020

Completed: 07/08/2020

**Violations:**

(A) THE DEPARTMENT OF BUILDING SAFETY SHALL CAUSE PERIODIC INSPECTIONS TO BE MADE OF DWELLINGS REGULATED BY THIS DIVISION. IN NO EVENT SHALL THE PERIOD BETWEEN THE INSPECTIONS EXCEED THREE YEARS.

(B) IN ADDITION TO THE PERIODIC INSPECTIONS REQUIRED BY SUBSECTION (A) OF THIS SECTION, INSPECTIONS SHALL ALSO BE REQUIRED PRIOR TO ANY CHANGE IN OCCUPANCY OF A DWELLING UNIT AFTER HAVING ONCE BEEN OCCUPIED. IT SHALL BE THE DUTY OF THE OWNER OR AGENT OF SUCH DWELLING UNITS TO NOTIFY THE DEPARTMENT OF BUILDING SAFETY PRIOR TO THE REOCCUPANCY OF A VACATED ONE- OR TWO-FAMILY DWELLING UNIT. NO DWELLINGS SUBJECT TO THIS DIVISION MAY BE REOCCUPIED UNTIL INSPECTED PURSUANT TO THIS SECTION, EXCEPT AS PROVIDED IN SUBSECTION (H) OF SECTION 22-806. THE OWNER OR AGENT OF A DWELLING UNIT REOCCUPIED AFTER JUNE 30, 2012, AND BEFORE THE ISSUANCE OF A CERTIFICATE OF COMPLIANCE SHALL BE GUILTY OF A MUNICIPAL CIVIL INFRACTION SUBJECT TO A FINE OF FIVE HUNDRED DOLLARS (\$500.00); EACH DAY SHALL BE CONSIDERED A SEPARATE OFFENSE.

(C) INSPECTIONS SHALL BE CONDUCTED IN A MANNER CALCULATED TO SECURE COMPLIANCE WITH APPLICABLE CITY ORDINANCES AND REGULATIONS APPROPRIATE TO THE NEEDS OF THE COMMUNITY.

(D) AN INSPECTOR OR TEAM OF INSPECTORS MAY REQUEST PERMISSION TO ENTER ALL PREMISES REGULATED BY THIS DIVISION AT REASONABLE HOURS TO UNDERTAKE AN INSPECTION. UPON AN EMERGENCY, AN INSPECTOR OR TEAM OF INSPECTORS SHALL HAVE THE RIGHT TO ENTER AT ANY TIME.

(E) OWNER OR THE AGENT SHALL SCHEDULE THE INSPECTION AT LEAST SIXTY (60) DAYS BEFORE THE EXPIRATION DATE OF A CERTIFICATE OF COMPLIANCE, OR SOONER. FAILURE TO SCHEDULE AN INSPECTION SHALL RESULT IN THE IMMEDIATE SUSPENSION OF A CERTIFICATE OF COMPLIANCE AND PENALTIES AS DESCRIBED IN SECTION 22-807(F) AND THE ASSESSMENT OF A TWENTY-FIVE DOLLAR (\$25.00) LATE FEE PER UNIT PER MONTH FOR ANY INSPECTION THAT IS SCHEDULED LATE UNDER THIS ORDINANCE AFTER JUNE 30, 2012. NO INSPECTION SHALL BE MADE UNLESS THE APPROPRIATE FEE HAS BEEN PAID. ANY REQUEST TO RESCHEDULE AN INSPECTION SHALL RESULT IN A RESCHEDULING FEE.

(F) A TENANT MAY REQUEST INSPECTION OF THE DWELLING UNIT UPON PAYMENT OF THE INSPECTION FEE.

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**COMPLAINT-UNREGISTERED RENTAL Enforcement | E202923****Property Information**

64-14-28-251-007      21 MAYNARD CT      Subdivision:  
PONTIAC MI, 48342-2534      Lot:      Block:

**Name Information**

Owner: SK PONTIAC CONDOS      Phone: (586) 480 4610  
Occupant: TBD VACANT      Phone:  
Filer:      Phone:

**Enforcement Information**

Date Filed: 07/08/2020      Date Closed:      Status: BLIGHT TICKET ISSUED

Complaint:

Last Action Date:      Last Inspection: 08/12/2020

Last Action:

**RE-INSPECTION Inspection | FLORIN MINDRU**

Status: Completed      Result: Not Complied  
Scheduled: 08/12/2020      Completed: 08/12/2020

Uncorrected

**RE-INSPECTION Inspection | HECTOR ORTIZ**

Status: Completed      Result: No Change  
Scheduled: 07/22/2020      Completed: 07/22/2020

Uncorrected

**Ordinance Inspection | HECTOR ORTIZ**

Status: Completed      Result: Violation(s)  
Scheduled: 07/08/2020      Completed: 07/08/2020

**Violations:**

Uncorrected

22-801 REGISTRY OF OWNERS AND PREMISES.

(A) A REGISTRY OF OWNERS AND PREMISES SHALL BE MAINTAINED BY THE DEPARTMENT OF BUILDING SAFETY.

(B) THE OWNERS OF ONE- AND TWO-FAMILY DWELLINGS WHICH ARE OCCUPIED BY PERSONS OTHER THAN THE OWNER, WHICH MAY BE EVIDENCED BY THE HOMESTEAD DECLARATION ON THE PROPERTY BEING LESS THAN 100% AND A DWELLING UNIT NOT OCCUPIED BY THE TITLED OWNER OF THE PROPERTY, OR A ONE- OR TWO-FAMILY DWELLING FOR WHICH AN OWNER IS OFFERING TO OTHERS FOR PURPOSES OF OCCUPANCY THROUGH RENTAL OR LEASE AGREEMENTS, OR BY OTHER MUTUALLY ACCEPTABLE AGREEMENTS LEADING TO OCCUPANCY INCLUDING LAND CONTRACTS, SHALL REGISTER THEIR NAMES, PLACES OF RESIDENCE OR USUAL PLACES OF BUSINESS, SOCIAL SECURITY OR TAXPAYER IDENTIFICATION NUMBER, STATE IDENTIFICATION NUMBER, NAME(S) OF THE TENANT(S), AND THE LOCATION OF THE PREMISES REGULATED BY THIS DIVISION WITH THE DEPARTMENT OF BUILDING SAFETY. IF THE PREMISES ARE MANAGED OR OPERATED BY AN AGENT, THE AGENT'S NAME, PLACE OF BUSINESS, SOCIAL SECURITY OR TAXPAYER IDENTIFICATION NUMBER, AND STATE IDENTIFICATION NUMBER SHALL ALSO BE PROVIDED. THE OWNERS SHALL REGISTER BY JUNE 30, 2012, AFTER THE ENACTMENT OF THIS DIVISION, WITHOUT ADDITIONAL PENALTY. WITHIN SIXTY (60) DAYS AFTER CHANGE OF OWNERSHIP OR CHANGE OF AGENT, THE NEW OWNER OR AGENT SHALL REREGISTER WITH THE DEPARTMENT OF BUILDING SAFETY IN THE SAME MANNER AS PREVIOUSLY SET FORTH. THE DEPARTMENT OF BUILDING SAFETY MAY REQUIRE INFORMATION IN ADDITION TO THE INFORMATION REQUIRED BY THIS DIVISION FOR PURPOSES OF REGISTRATION. A FEE SHALL BE PAID UPON REGISTRATION. SUCH REGISTRATION SHALL BE VALID UNTIL CHANGED. LATE REGISTRATION FEES PAID AFTER ITS DUE DATE SHALL BE ASSESSED A TWENTY-FIVE DOLLAR (\$25.00) LATE FEE PER RENTAL UNIT PER MONTH UNTIL PAID.

(C) A PROPERTY THAT HAS A LAND CONTRACT RECORDED WITH THE OAKLAND COUNTY REGISTER OF DEEDS THAT NAMES THE OCCUPANT OF THE DWELLING UNIT SHALL BE EXEMPT FROM THE REQUIREMENTS OF THIS DIVISION.

(CODE 1985, § 14-165; ORD. NO. 2247, § 1, 1-26-12; ORD. NO. 2255, § 1, 4-17-12)

Uncorrected

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**COMPLAINT - NUISANCE CONDITIONS ENUMERATED Enforcement | E203966****Property Information**

64-14-28-251-007      21 MAYNARD CT      Subdivision:  
PONTIAC MI, 48342-2534      Lot:      Block:

**Name Information**

Owner: SK PONTIAC CONDOS      Phone: (586) 480 4610  
Occupant: TBD VACANT      Phone:  
Filer:      Phone:

**Enforcement Information**

Date Filed: 08/11/2020      Date Closed:      Status: REFERRED TO PUBLIC WORKS

**Complaint:**

SEWAGE BEHIND THIS ADDRESS COMING FROM A PIPE IN THE GROUND TO THE BACK OF THIS BUILDING.

Last Action Date:      Last Inspection: 08/12/2020

Last Action:

**RE-INSPECTION Inspection | FLORIN MINDRU**

Status: Scheduled      Result:  
Scheduled: 09/12/2021      Completed:  
  
Uncorrected

**Ordinance Inspection | ROBERT HUDSON**

Status: Completed      Result: Violation(s)  
Scheduled: 08/12/2020      Completed: 08/12/2020  
  
Uncorrected

**Ordinance Inspection | HECTOR ORTIZ**

Status: Completed      Result: Violation(s)  
Scheduled: 08/11/2020      Completed: 08/12/2020

**Violations:**

Uncorrected

22-28.02 BLIGHT VIOLATIONS  
FOR THE PURPOSES OF THIS ARTICLE, BLIGHT VIOLATION MEANS A VIOLATION OF ANY PONTIAC CITY CODE SECTION PERTAINING TO:

- (1) ZONING.
- (2) BUILDING OR PROPERTY MAINTENANCE.
- (3) SOLID WASTE AND ILLEGAL DUMPING.
- (4) DISEASE AND SANITATION.
- (5) NOXIOUS WEEDS.
- (6) VEHICLE ABANDONMENT, INOPERATIVE VEHICLES, VEHICLE IMPOUNDMENT, AND MUNICIPAL VEHICLE LICENSING.
- (7) RIGHT-OF-WAY SIGNAGE. FOR PURPOSES OF THIS SUBSECTION RIGHT-OF-WAY, SIGNAGE VIOLATION MEANS THE PLACEMENT OF SIGNAGE IN A RIGHT-OF-WAY WITHOUT A PROPER PERMIT FROM THE CITY.
- (8) A CODE SECTION THAT IS SUBSTANTIALLY THE SAME AS SECTIONS 138 TO 142 OF THE HOUSING LAW OF MICHIGAN, 1917 PA 167, MCL 125.538 TO 125.542.

(ORD. NO. 2355, 8-9-18)

Uncorrected

**Comments:**

DPW NOTIFIED  
WRC NOTIFIED  
BUILDING DEPT NOTIFIED

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COMPLAINT-UNREGISTERED RENTALEnforcement | E203980

Property Information

64-14-28-251-007

21 MAYNARD CT  
PONTIAC MI, 48342-2534

Subdivision:  
Lot:  
Block:

Name Information

Owner: SK PONTIAC CONDOS  
Occupant: TBD VACANT  
Filer:

Phone: (586) 480 4610  
Phone:  
Phone:

Enforcement Information

Date Filed: 08/12/2020  
Complaint:

Date Closed:

Status: BLIGHT TICKET ISSUED

Last Action Date:  
Last Action:

Last Inspection: 08/26/2020

Ordinance Inspection | HECTOR ORTIZ

Status: Completed  
Scheduled: 08/26/2020

Result: Not Complied  
Completed: 08/26/2020

Uncorrected

COMPLAINT - OCCUPANCY PROHIBITEDEnforcement | E203988

Property Information

64-14-28-251-007      21 MAYNARD CT      Subdivision:  
PONTIAC MI, 48342-2534      Lot:      Block:

Name Information

Owner:      SK PONTIAC CONDOS      Phone:      (586) 480 4610  
Occupant:      TBD VACANT      Phone:  
Filer:      Phone:

Enforcement Information

Date Filed:      08/12/2020      Date Closed:      Status:      BLIGHT TICKET ISSUED

Complaint:

Last Action Date:      Last Inspection:      08/26/2020

Last Action:

RE-INSPECTION Inspection | HECTOR ORTIZ

Status:      Completed      Result:      Not Complied  
Scheduled:      08/26/2020      Completed:      08/26/2020  
Uncorrected

Ordinance Inspection | HECTOR ORTIZ

Status:      Completed      Result:      Violation(s)  
Scheduled:      08/12/2020      Completed:      08/12/2020

Violations:

Uncorrected      SECTION 108.5 ANY OCCUPIED STRUCTURE CONDEMNED AND PLACARDED BY THE CODE OFFICIAL SHALL BE VACATED AS ORDERED BY THE CODE OFFICIAL. ANY PERSON WHO SHALL OCCUPY A PLACARDED PREMISE OR SHALL OPERATE PLACARDED EQUIPMENT, AND ANY OWNER OR ANY PERSON RESPONSIBLE FOR THE PREMISES WHO SHALL LET ANYONE OCCUPY A PLACARDED PREMISE OR OPERATE PLACARDED EQUIPMENT SHALL BE LIABLE FOR THE PENALTIES PROVIDED BY THIS CODE.

Uncorrected

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COMPLAINT- SANITATIONEnforcement | E204006

Property Information

64-14-28-251-007	21 MAYNARD CT	Subdivision:	
	PONTIAC MI, 48342-2534	Lot:	Block:

Name Information

Owner:	SK PONTIAC CONDOS	Phone:	(586) 480 4610
Occupant:	TBD VACANT	Phone:	
Filer:		Phone:	

Enforcement Information

Date Filed:	08/14/2020	Date Closed:	Status:	CONDEMNED - OCCUPIED
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Complaint:

RAW SEWERAGE COVERING ENTIRE BACKYARD. TOILET PAPER AND FECAL MATTER ON GROUND.

POSTED CONDEMNED PLACARD ON STRUCTURE.

Last Action Date:	Last Inspection:	08/14/2020
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Last Action:

Ordinance Inspection | ROBERT HUDSON

Status:	Completed	Result:	Violation(s)
Scheduled:	08/13/2020	Completed:	08/14/2020

Uncorrected

Comments:

POSTED CONDEMNED RAW SEWERAGE COVERING ENTIRE BACKYARD. TOILET PAPER AND FECAL MATTER ON GROUND.

POSTED CONDEMNED PLACARD ON STRUCTURE.

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COMPLAINT-UNREGISTERED RENTALEnforcement | E204162

Property Information

64-14-28-251-007

21 MAYNARD CT

Subdivision:

PONTIAC MI, 48342-2534

Lot:

Block:

Name Information

Owner:

SK PONTIAC CONDOS

Phone:

(586) 480 4610

Occupant:

TBD VACANT

Phone:

Filer:

Phone:

Enforcement Information

Date Filed:

08/26/2020

Date Closed:

Status:

VIOLATIONS

Complaint:

Last Action Date:

Last Inspection:

Last Action:

ORDINANCE-ISSUE BLIGHT TICKET Inspection | FLORIN MINDRU

Status:

Scheduled

Result:

Scheduled:

09/12/2021

Completed:

Uncorrected

COMPLAINT- SANITATIONEnforcement | E204517

Property Information

64-14-28-251-007

21 MAYNARD CT

Subdivision:

PONTIAC MI, 48342-2534

Lot:

Block:

Name Information

Owner:SK PONTIAC CONDOS

Phone:(586) 480 4610

Occupant:TBD VACANT

Phone:

Filer:

Phone:

Enforcement Information

Date Filed:09/24/2020

Date Closed:

Status:VIOLATIONS

Complaint:

SECTION 302.1 ALL EXTERIOR PROPERTY AND PREMISES SHALL BE MAINTAINED IN A CLEAN, SAFE AND SANITARY CONDITION. THE OCCUPANT SHALL KEEP THAT PART OF THE EXTERIOR PROPERTY WHICH SUCH OCCUPANT OCCUPIES OR CONTROLS IN A CLEAN AND SANITARY CONDITION.

Last Action Date:

Last Inspection:09/24/2020

Last Action:

Ordinance Inspection | ROBERT HUDSON

Status:Completed

Result:Violation(s)

Scheduled:09/24/2020

Completed:09/24/2020

Violations:

Uncorrected

RAW SEWERAGE IS FLOWING FROM 23 MAYNARD CT. REAR BASEMENT DOOR AND RUNNING SOUTH. SEWERAGE WATER IS POOLED IN MULTIPLE LOCATIONS.

Uncorrected



## COMPLAINT- SANITATION Enforcement | E205199

### Property Information

64-14-28-251-007

21 MAYNARD CT

Subdivision:

PONTIAC MI, 48342-2534

Lot:

Block:

### Name Information

Owner: SK PONTIAC CONDOS

Phone: (586) 480 4610

Occupant: TBD-NEED TENANT INFORMATION

Phone:

Filer:

Phone:

### Enforcement Information

Date Filed: 12/10/2020

Date Closed:

Status: CONDEMNED - OCCUPIED

Complaint:

CONDEMNED STRUCTURE, NO OCCUPANCY.

RAW SEWERAGE IS RUNNING OUT OF BASEMENT DOOR ONTO GROUND. SEWERAGE IS POOLING BEHIND BUILDING AND IS STAGNANT.

Last Action Date:

Last Inspection: 12/11/2020

Last Action:

### Ordinance Inspection | ROBERT HUDSON

Status: Completed

Result: Violation(s)

Scheduled: 12/10/2020

Completed: 12/11/2020

#### Violations:

Uncorrected

CONDEMNED STRUCTURE, NO OCCUPANCY.

RAW SEWERAGE IS RUNNING OUT OF BASEMENT DOOR ONTO GROUND. SEWERAGE IS POOLING BEHIND BUILDING AND IS STAGNANT.

Uncorrected

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COMPLAINT- SANITATIONEnforcement | E205200

Property Information

64-14-28-251-007	21 MAYNARD CT	Subdivision:	
	PONTIAC MI, 48342-2534	Lot:	Block:

Name Information

Owner:	SK PONTIAC CONDOS	Phone:	(586) 480 4610
Occupant:	TBD VACANT	Phone:	
Filer:		Phone:	

Enforcement Information

Date Filed:	12/10/2020	Date Closed:	Status: CONDEMNED - OCCUPIED
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Complaint:

CONDEMNED STRUCTURE, NO OCCUPANCY.  
RAW SEWERAGE IS RUNNING OUT OF BASEMENT DOOR ONTO GROUND. SEWERAGE IS POOLING BEHIND BUILDING AND IS STAGNANT.

Last Action Date:	Last Inspection:	12/11/2020
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Last Action:

Ordinance Inspection | ROBERT HUDSON

Status:	Completed	Result:	Violation(s)
Scheduled:	12/10/2020	Completed:	12/11/2020

Uncorrected

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## Complaint - MiscEnforcement | E210631

### Property Information

64-14-28-251-007      21 MAYNARD CT      Subdivision:  
PONTIAC MI, 48342-2534      Lot:      Block:

### Name Information

Owner:      SK PONTIAC CONDOS      Phone:      (586) 480 4610  
Occupant:      TBD VACANT      Phone:  
Filer:      Phone:

### Enforcement Information

Date Filed:      03/22/2021      Date Closed:      Status:

#### Complaint:

RAW SEWERAGE DISCHARGING ONTO GRADE.

Last Action Date:      Last Inspection:      03/26/2021

Last Action:

### RE-INSPECTION Inspection | ROBERT HUDSON

Status:      Completed      Result:      Violation(s)  
Scheduled:      03/26/2021      Completed:      03/26/2021  
  
Uncorrected

### Ordinance Inspection | ROBERT HUDSON

Status:      Completed      Result:      Violation(s)  
Scheduled:      03/22/2021      Completed:      03/24/2021

#### Violations:

Uncorrected      RAW SEWERAGEFROM UNIT DISCHARGING ONTO GRADE.  
Uncorrected

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**Complaint - Dangerous buildingEnforcement | E210685**

**Property Information**

64-14-28-251-007	21 MAYNARD CT	Subdivision:	
	PONTIAC MI, 48342-2534	Lot:	Block:

**Name Information**

Owner:	SK PONTIAC CONDOS	Phone:	(586) 480 4610
Occupant:	TBD VACANT	Phone:	
Filer:		Phone:	

**Enforcement Information**

Date Filed:	03/26/2021	Date Closed:	Status:	VIOLATIONS
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Complaint:

POSTED CONDEMNATION PLACARD DUE TO RAW SEWERAGE BACKUP IN ENTIRE BUILDING.

Last Action Date:	Last Inspection:	03/26/2021
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Last Action:

**Ordinance Inspection | DAVID MORAN**

Status:	Scheduled	Result:	
Scheduled:	10/12/2021	Completed:	
Uncorrected			

**Ordinance Inspection | ROBERT HUDSON**

Status:	Completed	Result:	Violation(s)
Scheduled:	03/26/2021	Completed:	03/26/2021
Uncorrected			

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COMPLAINT- SANITATIONEnforcement | E212443

Property Information

64-14-28-251-007

21 MAYNARD CT  
PONTIAC MI, 48342-2534

Subdivision:  
Lot:  
Block:

Name Information

Owner: SK PONTIAC CONDOS  
Occupant: TBD VACANT  
Filer:

Phone: (586) 480 4610  
Phone:  
Phone:

Enforcement Information

Date Filed: 09/03/2021  
Complaint:  
Last Action Date:  
Last Action:

Date Closed:  
REPORTS OF RAW SEWAGE BEING DISCHARGED INTO CLINTON RIVER  
Last Inspection:

Status: VIOLATIONS

Ordinance Inspection | FLORIN MINDRU

Status: Scheduled  
Scheduled: 09/12/2021

Result:  
Completed:

Uncorrected

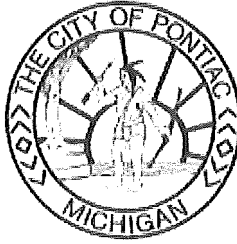
Comments:

INSPECTION NOTES

PROPERTY IS NOW BEING MANAGED BY PONTIAC HOUSING COMMISSION:  
  
YVETTE N. TRANSOU, MPA  
DEPUTY DIRECTOR  
PONTIAC HOUSING COMMISSION  
132 FRANKLIN BLVD.  
PONTIAC, MI 48341  
248-338-4551 EXT.204

**#9**

# **ORDINANCE**



**CITY OF PONTIAC CITY COUNCIL**  
**PERDUE PLACE**

ORDINANCE NO. \_\_\_\_\_

**TAX EXEMPTION ORDINANCE**

ADOPTED: \_\_\_\_\_, 2021

An Ordinance to provide for a service charge in lieu of taxes for a housing project for low income persons and families to be financed with a federally-aided Mortgage Loan pursuant to the provisions of the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, *et seq*; the "Act").

**THE CITY OF PONTIAC**

**ORDAINS:**

**SECTION 1.** This Ordinance shall be known and cited as the **"Tax Exemption Ordinance-for Perdue Place."**

**SECTION 2.** Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its low income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act. The City is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for low income persons and families is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing real estate tax exemption for such housing is a valid public purpose. It is further acknowledged that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of all ad valorem taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of the housing project that is constructed with financing extended in reliance on such tax exemption.

The City acknowledges that the Sponsor: Community Housing Network, a Michigan non-profit corporation, has offered, subject to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority, to own and operate a 76 unit housing project identified as PERDUE PLACE on certain property located at 25 S. Sanford in the City (tax parcel number: 14-28-455-001) to serve low income persons and families, and that the Sponsor has offered to pay the City, on account of this housing project, an annual service charge for public services in lieu of all ad valorem property taxes.

**SECTION 3.** Definitions.

- A. "Authority" means the Michigan State Housing Development Authority.

B. "Annual Shelter Rent" means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of Utilities (as hereafter defined).

C. "LIHTC Program" means the Low Income Housing Tax Credit program administered by the Authority under Section 42 of the Internal Revenue Code of 1986, as amended.

D. "Low Income Persons and Families" means persons and families eligible to move into a housing project.

E. "Mortgage Loan" means a loan that is Federally-Aided (as defined in Section 11 of the Act) or a loan or grant made or to be made by the Authority to the Sponsor for the construction, rehabilitation, acquisition and/or permanent financing of a housing project, and secured by a mortgage on the housing project.

F. "Sponsor" means Community Housing Network, a Michigan non-profit corporation, and any entity that receives or assumes a Mortgage Loan.

G. "Utilities" means charges for gas, electric, water, sanitary sewer and other utilities furnished to the occupants that are paid by the housing project.

#### SECTION 4. Class of Housing Projects.

It is determined that the class of housing projects to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be housing projects for Low Income Persons and Families that are financed with a Mortgage Loan. It is further determined that *Perdue Place* is of this class.

#### SECTION 5. Establishment of Annual Service Charge.

The housing project identified as *Perdue Place* and the property on which will be located shall be exempt from all ad valorem property taxes from and after the commencement of construction or rehabilitation. The City acknowledges that the Sponsor and the Authority have established the economic feasibility of the housing project in reliance upon the enactment and continuing effect of this Ordinance, and the qualification of the housing project for exemption from all ad valorem property taxes and a payment in lieu of taxes as established in this Ordinance. Therefore, in consideration of the Sponsor's offer to construct and operate the housing project, the City agrees to accept payment of an annual service charge for public services in lieu of all ad valorem property taxes. Subject to receipt of a Mortgage Loan, the annual service charge shall be equal to 4% of the Annual Shelter Rent actually collected by the housing project during each operating year.

#### SECTION 6. Contractual Effect of Ordinance.

Notwithstanding the provisions of section 15(a)(5) of the Act to the contrary, a contract between the City and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.



SECTION 7. Limitation on the Payment of Annual Service Charge.

Notwithstanding Section 5, the service charge to be paid each year in lieu of taxes for the part of the housing project that is tax exempt but which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the housing project if the housing project were not tax exempt.

SECTION 8. Payment of Service Charge.

The annual service charge in lieu of taxes as determined under this Ordinance shall be payable in the same manner as general property taxes are payable to the City and distributed to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the current calendar year. The annual payment for each operating year shall be paid on or before July 1<sup>st</sup> of the operating year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MCL 211.1, et seq.).

SECTION 9. Duration.

This Ordinance shall remain in effect and shall not terminate so long as: (i) the Sponsor obtains a Mortgage Loan on or before June 30, 2024; (ii) a Mortgage Loan remains outstanding and unpaid; and (c) the housing project remains subject to income and rent restrictions under the LIHTC Program but in no case longer than 45 years from the date of the certificate of occupancy issued by the City for the housing project.

SECTION 10. Severability.

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision so declared to be unconstitutional or invalid.

SECTION 11. Inconsistent Ordinances.

All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such inconsistency or conflict.

Section 12. Effective Date.

This Ordinance shall become effective on \_\_\_\_\_, 2020, as provided in the City Charter.

By: \_\_\_\_\_

CITY CLERK

# **#10, #11, #12 RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

Cable Office

**TO:** Honorable Council President, and City Council Members

**FROM:** Honorable Mayor Deirdre Waterman  
Phil Brown, Cable Director

**DATE:** October 13, 2021

**RE:** Options for returning to City Hall Council Chambers

Cable Division produces two channels: Government & Public Access

The City of Pontiac's current cable system is over 20 years old. As such, the existing hardware and software are outdated and unable to be updated.

Currently Council meetings are at the Bowen Center, during cable subcommittee options were asked how to return to the City Hall council chambers as soon as possible. What is submitted is three options to return to the council chambers.

- **Option 1 - \$26,141.18**
  - Public seating -50 vinyl chairs
  - Partitions
  - Change Analog to Fiber *\*(plus additional cost for equipment-encoders and decoders -waiting for estimate)*
- **Option 2 - \$67,321.18**
  - Option 1
  - Purchase desks for council
  - Purchase Display and Microphone system
- **Option 3 \$212,321.18**
  - Both options 1 & 2
  - Complete re-build cable system infrastructure and Complete HED redesign plan

Cable Office recommends.

1. Install new fiber to increase connectivity (cable tv infrastructure)
2. Replace public seating
3. Purchase large displays: one in chamber and one in lobby
4. Clean flooring:

*WHEREAS, the council meetings are taking place at the Bowen Center and want to return to City Hall Council Chambers; and*

*WHEREAS, options are available to bring the council meetings back to the City Hall Council Chambers*

*WHEREAS, this will benefit the residents of the City of Pontiac*

*NOW, THEREFORE, BE IT RESOLVED, that the City Council to use their options to bring the meetings back to City Hall, and authorizes the Mayor to execute contracts for these transactions.*

### Option 1

- Strip and Clean Floors
- New Chairs - Public seating- 50 seats
- New Partitions -plexiglass
- Change Analog toFiber

### Option 2

- Strip and Clean Floors
- New Chairs - Public seating-50 seats
- New Partitions - plexiglass
- Remove Council Seating
- Purchase 12 Desks - Council
- Purchase Microphone System
- Change System Analog toFiber
- Purchase 65" Display for Lobby

### Option 3

- Strip and Clean Floors
- New Chairs - Public seating
- New Partitions - plexiglass
- Remove Council Seating
- Purchase 12 Desks - Council
- Purchase Microphone System
- Change System Analog to Fiber
- Purchase 65" Display for Lobby
- Complete Cable SystemInfrastructure
- Complete HED Redesign Plan

## PONTIAC CITY COUNCIL CHAMBERS - ESTIMATE OPTIONS

### Option Estimates

<b>Option 1</b>	<b>\$26,141.18</b>	<b>Option 2</b>	<b>\$67,321.18</b>	<b>Option 3</b>	<b>\$212,321.18</b>
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### Please Note:

These are the projected options to date 9/22/21 with the exception of the HED Redesign plan.

The estimate options are not actual costs but to +/- variance of cost.

The Analog to Fiber estimate has change:

- Old estimate Date: 4-9-19 \$20,000
- New estimate Date: 10-8-21 \$22,281.18

This changed the 3 options \$2,281.18 more than was stated on each option.

# Pontiac PEG - Invoice

Dulin, Shannon <Shannon\_Dulin@comcast.com>

Fri 10/8/2021 3:02 PM

To: Phil Brown <PBrown@pontiac.mi.us>;

📎 1 attachment

Pontiac PEG Invoice 10-8-21.pdf;

WARNING: This email originated from outside of City of Pontiac. DO NOT click on any links or open any attachments unless you recognize the sender and are expecting the message.

Hi Phil,

The construction team provided an updated invoice with current pricing for labor and materials to complete the PEG build. Please find attached. The updated cost is \$22,281.18. Once payment is received, pre-construction work will begin which involves the design and permitting process. Once this process is complete, actual construction will begin (typically 6-8 weeks after payment is received).

Please note, this invoice does not include equipment, which would be purchased separately through a separate vendor. I will follow up shortly to provide contact information for a recommended vendor(s).

Please let me know if you have any questions. Thank you!

Regards,



Shannon E. Dulin  
Manager, Government & Regulatory Affairs  
Comcast Heartland Region  
Cell: 734-564-9255



Proud Member of Heartland Region  
Diversity, Equity & Inclusion Committee



Comcast Cable  
25626 Telegraph Rd.  
Southfield, MI 48033

## INVOICE

### Customer

Name City of Pontiac - Pontiac TV  
Address 47450 Woodward Ave  
City Pontiac State MI ZIP 48342  
Phone 248-758-3000

Date 10/8/2021  
Order No.  
Rep Rob Russell  
FOB MI

Qty	Description	Unit Price	TOTAL
1	Project Design, Pole Permitting & Labor	\$16,199.33	\$16,199.33
1	Project Materials	\$4,081.85	\$4,081.85
1	City of Pontiac Estimated ROW Permit Fee	\$2,000.00	\$2,000.00
***Quote expires 120 days after date listed above***			

### Payment Details

- ☐ Cash  
☒ Check  
☐ Credit Card

Name \_\_\_\_\_  
CC # \_\_\_\_\_  
Expires \_\_\_\_\_

Subtotal	\$22,281.18
Shipping & Handling	
Sales tax	
<b>TOTAL</b>	<b>\$22,281.18</b>

Office Use Only

Please remit payment to 25626 Telegraph Rd., Southfield MI, 48033 Attn:  
Construction Dept. - Robert Russell





13000 inkster road - redford, mi 48239  
 p 313.255.4100 - f 313.255.4103

# ESTIMATE

DATE	ESTIMATE #
8/26/2021	2238

NAME / ADDRESS
City of Pontiac Telecommunications 47450 Woodward Avenue Pontiac, MI 48342 Attn: Phillip Brown, Director of Comm

Ship To
City Council - City of Pontiac 47450 Woodward Avenue City Hall 2nd Floor Pontiac, MI 48342 Phillip Brown 248-812-8681

TERMS	EXP DATE	REP	PROJECT #
Net 30	9/25/2021	JAM	

DESCRIPTION	QTY	Each	TOTAL
Estimate for PROFESSIONAL Portable Wireless Conference System to use in Recreation Center for City Council Meetings			
Shure Wireless Conference Unit (Includes SB930 Rechargeable Batteries) 11 HOURS CONTINUOUS SERVICE	12	1,248.75	14,985.00
Cardioid Gooseneck Microphone (16 in/40 cm) with Flexible Bottom Section, Bi-color LED, 10-pin Connector, and Foam Windscreen, for MXC, MXCW Conference Units, Black	12	181.25	2,175.00
SHURE Microflex Complete Wireless Access Point - PoE - Up to 125 Conf Units	1	3,125.00	3,125.00
SHURE 10 Bay Battery Charger	1	937.50	937.50
SHURE DANTE AUDIO CONFERENCING PROCESSOR WITH INTELLIMIX AEC, 10-INPUT/4-OUTPUT	1	1,248.75	1,248.75
QSC K10.2 Powered Speakers with speaker stands and cables	2	787.50	1,575.00
Setup, Configuration, and Installation Labor	1	552.00	552.00
SKB Series Waterproof Case with cubed foam to provide storage for the systems components	1	612.60	612.60
Shipping / Freight	1	270.00	270.00

		<b>Subtotal</b>	\$25,480.85
		<b>Sales Tax (0.00)</b>	\$0.00
<b>Sign and Date to Proceed</b> _____		<b>Total</b>	<b>\$25,480.85</b>

Shure Wireless Conference System  
12 WIRELESS Tabletop Units, mic and speaker combined



design

sound

sales

video

installation

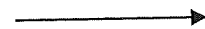
intercom

service

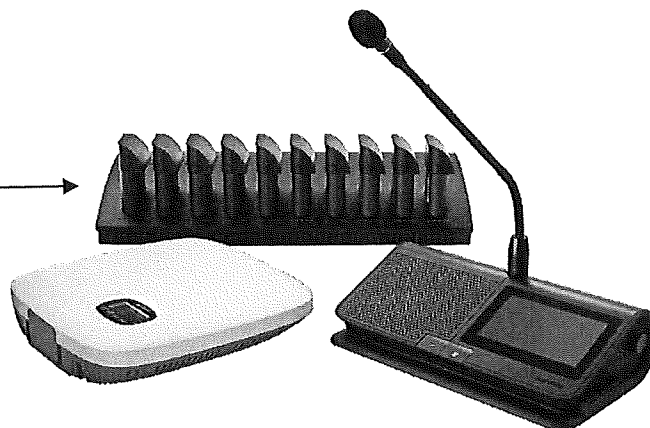
acoustics

rentals

Battery Charging Station



Digital Audio Processor



All ▾ vinyl stackable chair



Add team members

Deliver to phil  
Pontiac 48340

Departments

Buy Again Add People

EN

Hello, phil  
Account for Wrapped Pro...

Lists

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Bed &amp; Bath

Garden &amp; Outdoor

Home Improvement

amazon pharmacy

Your medication, at your doorstep

Learn more &gt;



&lt; Back to results



Roll over image to zoom in



## EMMA + OLIVER Trapezoidal Back Banquet Chair, Black Vinyl/Black Frame

Visit the EMMA + OLIVER Store  
16 ratings

Price: \$49.99

Thank you for being a Business Prime Member. Get \$200 off: Pay \$0.00 ~~\$49.99~~ upon approval for the Amazon Business Prime Card with an eligible Prime membership. Terms apply.

Color: Black Vinyl/Black Frame



\$49.99



\$49.99



\$49.99



\$49.99

**Room** Office, Kitchen, Dining Room  
**Type****Color** Black Vinyl/Black Frame**Form** Upholstered**Factor****Material** Foam, Metal, Oriented Strand Board, Plastic, Vinyl**Back Style** Solid Back

\$49.99

FREE delivery: Sep 22 - 27

Deliver to Wrapped - Pontiac  
48340

In Stock.

Qty: 1

Buying in bulk?

Add to Cart

Secure transaction

Ships from and sold by First  
Choice Home.

Add a Protection Plan:

☐ 5-Year Furniture Protection for  
\$8.35☐ 3-Year Furniture Protection for  
\$5.051-Click ordering is not available for  
this item.

Add to List

Share

Have one to sell?

Sell on Amazon

### About this item

- Maximize the seating space in your hospitality facility, conference room or create a different look for your home with these durable, multi-purpose banquet chairs. Stackable for easy storage, these upholstered stack chairs are your ideal seating solution.
- Commercial grade stacking chair with upholstered back and seat, shipped fully assembled and ready for use
- Stacks up to 10 chairs high, bumper guards protect black powder coated finish, 16 gauge steel frame holds up to 500 lb. weight capacity
- Traditional style stacking event chair for rental business, banquet hall, restaurant, conference room or dining room
- PRODUCT MEASUREMENTS: Overall Size: 17.5"W x 20.25"D x 34"H; Seat Size: 15.5"W x 15.75"D x 18"H; Back Size: 14.5"W x 15.5"H

Report incorrect product information.

**Office DEPOT**  
**OfficeMax**

FIND YOUR STORE

**Bush Business Furniture Office Advantage Desk 36"W, Hansen Cherry/Galaxy, Standard Delivery**  
Item # 286297

~~\$233.99~~ each (Reg)  
\$217.19 Sale (Save \$16)

**Recommendations for you**

Complete your purchase



Bush Business Furniture  
Office Advantage...  
\$285.11

Free delivery

Estimated delivery date provided at checkout

**Save \$50 on your purchase of \$150 or more**  
with the Office Depot OfficeMax Business Card.  
[Learn More](#)



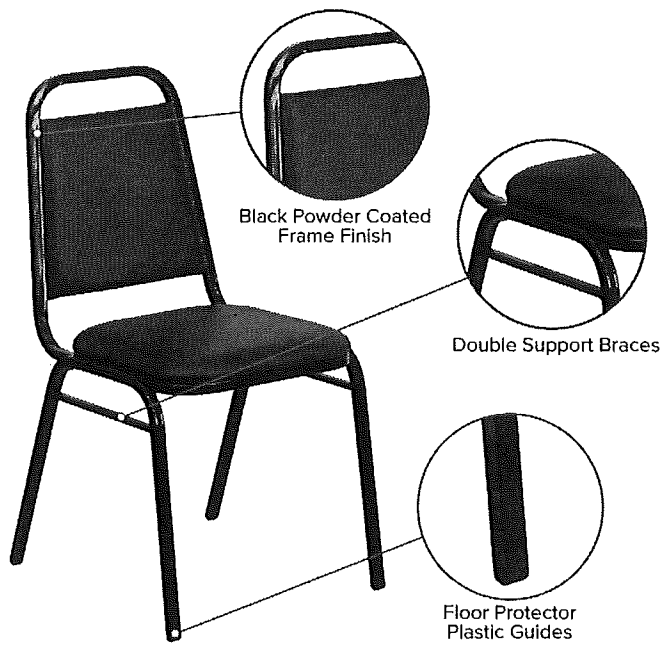
**Office DEPOT**  
**OfficeMax**

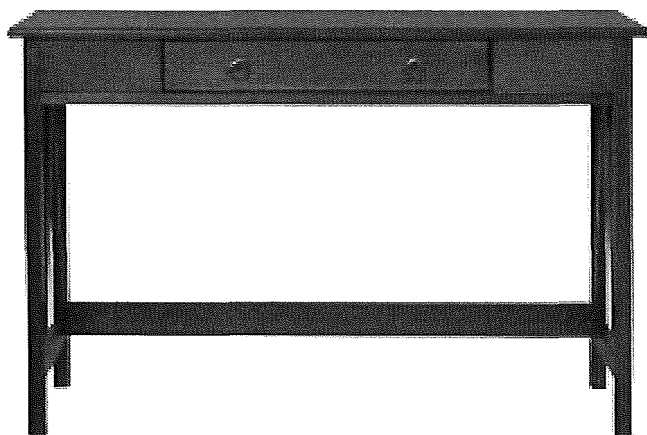
FIND YOUR STORE

## Flash Furniture HERCULES Series Stacking Banquet Chairs, Black, Set Of 4 Chairs Item # 3299448



\$259.99 pack (Reg)  
\$136.09 Sale (Save \$123)  
Free delivery  
Estimated delivery 4-7 business days



**Office DEPOT**  
**OfficeMax****FIND YOUR STORE****Linon Home Decor Products Rockport Home Office Desk, Antique Tobacco Item # 824894**

~~\$203.99~~ each (Reg)  
**\$173.39 Sale (Save \$30)**

Free delivery

Estimated delivery 3-7 business days

**Save \$50 on your purchase of \$150 or more**  
with the Office Depot OfficeMax Business Card.  
[Learn More](#)



All ▾ 10 vinyl stackable chair

Deliver to phil  
Pontiac 48340

Departments

Buy Again

Add People

EN

Hello, phil  
Account for Wrapped Pro...

Lists

Try  
Business Prime

0

Amazon Home

Shop by Room

Discover

Shop by Style

Home Décor

Furniture

Kitchen &amp; Dining

Bed &amp; Bath

Garden &amp; Outdoor

Home Improvement



Subscribe &amp; Save

Up to 15% off auto-deliveries

Shop now ▸



◀ Back to results



Click image to open expanded view



## 10 Pack Trapezoidal Back Stacking Banquet Chair in Black Vinyl with Black Frame

Brand: Belnick

3 ratings

Price: \$660.00

Thank you for being a Business Prime Member. Get **\$200 off**: Pay **\$460.00** ~~\$660.00~~ upon approval for the Amazon Business Prime Card with an eligible Prime membership. Terms apply.

Room Type	Kitchen, Dining Room
Color	Black
Form Factor	Upholstered
Material	Vinyl, Plastic
Furniture Finish	Plastic

### About this item

- This commercial grade banquet chair with trapezoidal back design fits well in formal and casual settings from wedding ceremonies to corporate meetings and awards banquets. This durable Banquet Chair is an excellent option for churches, banquet halls, training rooms, hotels, convention centers and schools. Add banquet chairs to your home dining table to add a contrasting look to your dining room or kitchen.
- Designed for Commercial Use; Suitable for Home Use
- 500 lb. Weight Capacity / Stack Quantity: 10
- Multipurpose Banquet Chair / Ships Fully Assembled
- Upholstered Back and Seat / Floor Protector Plastic Glides

New (2) from \$660.00 &amp; FREE Shipping

Report incorrect product information.

\$660.00

FREE delivery: Sep 28 - Oct 4

Deliver to Wrapped - Pontiac  
48340

In Stock.

Qty: 1

Buying in bulk?

Add to Cart

Secure transaction

Ships from and sold by Dinazah LLC.

### Add a Protection Plan:

- ☐ 5-Year Furniture Protection for \$353.31
- ☐ 3-Year Furniture Protection for \$276.27

1-Click ordering is not available for this item.

Add to List

New (2) from  
\$660.00 & FREE Shipping

Share

Have one to sell?

Sell on Amazon

### Buy it with

Total price: \$722.98

Add both to Cart



Proposition 65

Sponsored Products

Description

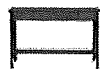
The eye-catching Rockport Desk provides you with ample work and display space.

- A single, wide drawer provides ample hidden storage space for small items.
- A neutral, classic antique tobacco finish allows this piece to easily complement your homes decor.
- Coordinates with other items in the Rockport Collection (sold separately).
- Approx. weight 31 lb.
- Weight capacity 80 lb. (top), 10 lb. (drawer)

Product Details

Item #	824894
Manufacturer #	86154ATOB-01-KD-U
color	Antique Tobacco
depth	20 in.
Finish	Dark Finish
height	30-1/8 in.
number of drawers	1 drawers
width	45-15/16 in.
assembly	Assembly Required
cord management	No
delivery method	Standard
Keyboard Tray	No
primary material	Medium-Density Fiberboard (MDF)
meets/exceeds ANSI/BIFMA standards	No
raised monitor shelf	No
style name	Rockport Desk
Warranty	1-Year Limited
Desk Style	Straight
furniture style	Farmhouse/Country
quantity	1
brand name	Linon
dimensions	30-1/8 in. X 45-15/16 in. X 20 in.
manufacturer	CALIFONE INTERNATIONAL, INC.
material family	Processed Wood
Product Type	Writing Desk
Show More ▾	

Customer Reviews



Linon Home Decor Products Rockport Home Office Desk, Antique Tobacco

★★★★ (7)

Qty

Add to Cart

**Office DEPOT**  
**OfficeMax**

FIND YOUR STORE

**Safco® Reversible-Top Computer Desk, Mahogany/Medium Oak Item # 653928**

\$308.99 each (Reg)

**\$265.19 Sale (Save \$43)**

Free delivery

Estimated delivery 3-7 business days

**Save \$50 on your purchase of \$150 or more**  
with the Office Depot OfficeMax Business Card.  
[Learn More](#)



**#13**

**RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

*Executive Branch*

---

**TO:** Honorable City Council President Kermit Williams, and City Council Members

**FROM:** Honorable Mayor Deirdre Waterman

**CC:** Linnette Phillips, Economic Development Director  
Michael J. Wilson, Building and Safety

**DATE:** September 21, 2021

**RE:** **Resolution to Consider Approval of Demolition Services Contract Consideration for CDBG Batch 17 Demolition Properties – International Construction, Inc.**

---

The City of Pontiac has a sub-recipient contract with Oakland County to provide Community Development Block Grant (CDBG) projects for Program Year 2019. Within the scope of programs and projects Clearance and Demolition is one of the approved projects. To date, there is approximately \$781,099.87 in Clearance and Demolition funds.

Two Requests for Proposals were posted (see attachments – Exhibit 1) on both the City of Pontiac's website and BldNet, our procurement portal to solicit bids for both demolition and asbestos abatement. In summary, there were four (4) demolition proposals and two (2) asbestos proposals. In both cases, the sealed bids were reviewed and the lowest bidders were selected. (see attachment – Exhibit 2).

This resolution is requesting approval to move forward with International Construction to provide Demolition services for CDBG Clearance and Demolition of Batch 17 properties. (see Attachment – Exhibit 3). The bid amount is \$175,000.

### Resolution Following

*WHEREAS, the City of Pontiac is a sub-recipient to Oakland County for Community Development Block Grant (CDBG) Programs; and;*

*WHEREAS, Clearance and Demolition is one of the programs for Program Years 2018 and 2019; with a combined balance of approximately \$781,099.87 in remaining funds, available for Batch 17 properties; and;*

*WHEREAS, Requests for Proposals for both Demolition and Asbestos Abatement were posted on both the City of Pontiac (COP) website and BidNet portal for prospective bidders to bid; and*

*WHEREAS, International Construction was the lowest of four (4) proposals submitted, for \$175,000 for the properties; and*

*NOW THEREFORE be resolved that the City Council in solidarity with the Mayor hereby authorizes and accepts the proposal to provide Demolition services.*

*Attachments:*

- (1) Request for Proposal*
- (2) Bid Proposal Results*
- (3) International Construction Bid Proposal*
- (4) Recommendation Letter from DCR Services and Construction, Inc.*



# **REQUEST TO SUBMIT BIDS FOR CDBG DEMOLITION (Batch 17) FOR THE CITY OF PONTIAC**

The City of Pontiac, Michigan (The City) is requesting bids for providing Home Demolition services for the City of Pontiac.

Sealed bids will be received at the City of Pontiac Clerk's Office at 47450 Woodward Avenue, 1<sup>st</sup> Floor, Pontiac, MI 48342 plainly marked with "CDBG Demolition Bid Batch 17" " **until 3:00 p.m. EDT, Thursday, August 26, 2021**, at which time they will be publicly opened.

It is sole responsibility of the individual, and/or entity submitting the bid, to ensure that their bid is physically deposited to the Clerk's Office prior to the time and date specified. Late bids will not be opened and will be rejected and unopened regardless of the degree of lateness or the reason thereto, including causes beyond the control of the person and/or entity submitting the bid. **(NOTE: Electronic or faxed submissions will not be accepted)**

Bids, including all City-provided forms that shall be completed, and signed as indicated herein, are to be submitted in a sealed envelope plainly marked with the Bids title. Two (2) complete copies/sets of the bid shall be submitted. An original copy so marked, shall be signed with the firm's name and bear its corporate seal or logo and the hand written signature of an officer or employee having authority to bind the company to a contract by his or her signature.

The City of Pontiac reserves the right to accept or reject any or all bids, either in part or in whole to waive any formalities and to accept the bid which it believes to be in the best interest of the City.

**All prospective bidders need to send an e-mail response to [lphillips@pontiac.mi.us](mailto:lphillips@pontiac.mi.us) the following information Firm name, Project Name, Contact Person, Telephone Number and E-Mail Address.**

Any interpretation, correction, or change of this document will be made only by written addendum hereto. Any interpretation, correction, or change made in any other manner will not be binding on the City and proposers shall not rely thereon. All inquiries are to be made in writing to Linnette Phillips and be received no later than five working days prior to the scheduled opening (these may be hand-delivered, mailed, or faxed to (248) 758-3029 or emailed to [lphillips@pontiac.mi.us](mailto:lphillips@pontiac.mi.us). A written response, if provided, will be in the form of an addendum to the Bid and will be sent to all document holders on file with the Purchasing Office.

As shown below, any addendums issued will be located on the City of Pontiac's website:

**<http://www.pontiac.mi.us/departments/finance/purchasing.php>**

Its receipt must be duly acknowledged with any submission. Please refer to the website for any addenda that may be issued. Bidders who submit bids before the deadline are advised to continue to monitor the website for any addenda that may be issued. Bid packages will also be available upon request through the Purchasing Office located at 47450 Woodward Avenue, 2<sup>nd</sup> Floor, Pontiac, MI 48342

The selected firm shall agree to indemnify, defend, and hold harmless the City of Pontiac, its officers, agents, and employees from and against all claims, losses, costs or damages caused by his acts or those of his agents, or anyone for whom he may be responsible. The City disclaims any responsibility for injury to proposers, their agents, or to others while examining the work site or at any other time.

With regard to Home Demolition, the successful proposer shall agree to indemnify and hold the City harmless from any and all claims whatsoever arising out of, or occurring during, the performance of the services and occasioned directly or indirectly by its error or omission, negligence, or fault.

Prior to the City's entering into a contract, the successful proposer shall produce evidence satisfactory to the City of insurance coverage in types and amounts defined in Appendix D, and naming the City of Pontiac, Michigan as an additional insured thereon.

All work performed by the contractor and subcontractors shall comply with the pertinent OSHA (as stated above), local, state, and federal government regulations.

The winning bidder cannot be debarred by the federal government.

This is a Federally Funded project. The contractor and subcontractors on this project must comply with HUD contract provisions 24CFR part 85.36(i), Nondiscrimination, Equal Employment Opportunity, Affirmative Action, Section 3 requirements, Anti-Kickback Act, Federal Occupational Safety and Health Act and Department of Labor Standards and Regulations as set forth in the Contract Documents. This municipality is an Equal Opportunity Employer. Businesses owned by women or minorities are strongly encouraged to bid.

**BIDS DUE: THURSDAY, AUGUST 26, 2021 AT 3:00 PM EDT**

**NUMBER OF COPIES TO SUBMIT: TWO (2): One (1) Original and One (1) Copy**



## **I. PURPOSE**

The City of Pontiac is soliciting bids from qualified individuals for the purpose of Home Demolition, for sub-standard vacant residential structures for the City of Pontiac. Each of these structures shall be demolished by qualified contractors. Individuals or firms shall have proper credentials, certifications and licenses required by the City, County, State, and Federal Government.

## **II. BACKGROUND**

The City of Pontiac has been allocated federal funds through the Community Development Block Grant ("CDBG"). These funds shall be used to provide asbestos survey, asbestos remediation, and demolition activities ensuring the City of Pontiac Federal Programs can offer stability, security, and remove blight for the City of Pontiac residents.

## **III. SCOPE OF WORK: Demolition and Disposal**

A. The following scope of work and technical specifications shall apply to each and every home site to be demolished individually, and to the entire project.

The work in general consists of:

1. Demolition of the house, any accessory structures, garage or shed, basement walls and floors, foundations, footings, slabs, driveways up to curb line (excluding approach and public sidewalk), sidewalks on the private property up to the City sidewalks, and removal and disposal of landscaping (trees, shrubs & ornamentals), and removal and disposal of all building debris and any other debris on the site, such as junk vehicles and fences. All existing rubbish, trash, and junk apart from that of the demolished structures shall be removed and the entire site shall be left clear of such material. All items removed from the property shall be properly disposed of at a licensed public landfill.

- a. The demolition contractor shall provide a waste manifest for the construction debris from each demolished dwelling/structure.

### **2. Backfilling Requirements;**

- a. Prior to backfilling, the Contractor must request a building inspection of the site and allow the inspector access to take any necessary photos, check for debris removal, and floor removal. The contractor must also provide for inspection of the sewer capping. In addition, a Building and Safety Department representative must be present prior to beginning of the backfilling process to ensure the requirements are met to their fullest.
- b. Backfill material is to consist of sandy loam soil; no blue clay soil shall be used for any portion of the backfill; material used is to be entirely free of all foreign materials that include, but are not limited to clay, organic material vegetation, or site debris.
- c. The contractor must compact the backfill in no more than 12-inch layers to not less than 90 percent unit weight; if sand is used in backfill material, the top 12-inches of fill may be clean fill dirt as described above. The contractor shall provide for a minimum depth of four inches of topsoil over the excavated area.

- d. The contractor must grade the site to provide surface water drainage to minimize the pooling/collection of surface water and not create issues or problems to adjacent properties.
- e. The contractor must seed and straw the entire lot with perennial Blue Grass, or have a hydro-seed product installed after completion of finish grading before calling for a final inspection. Seeding shall be placed after April 15 and before October 1. A retainage amount of \$1,000 (one thousand dollars) per house will be held until final inspection is approved.
- f. **The contractor must provide an affidavit, or sworn statement indicating the origin of the backfill to be used. If contractor has purchased the backfill to be used, please provide a proof of purchase/acquisition.**
- g. **Section 106 National Historic Preservation act of 1966 as amended:** If at any time during the demolition process historic artifacts or places of significant interest are discovered, work must be stopped and the Community & Economic Development Director, Linnette Phillips, contacted at 248-758-3029. It shall be the responsibility of the City to contact the Oakland County Community & Home Improvement Division regarding the SHPO findings.

Historic archeological discoveries may include the following:

- Evidence of human activity
- Bones, burial sites or funerary
- Pottery, beads, tools, arrowheads, weapons
- Sculptures, monuments, fountains, boundary markers
- Ceremonial areas, religious or sacred materials
- Plant & animal communities

3. Provide and install traffic control signs, barricades, canopies, and flagmen when necessary and directed by Pontiac City Field Representative. A daily schedule of demolition needs to be submitted to the Community & Economic Development Director, Linnette Phillips at [lphillips@pontiac.mi.us](mailto:lphillips@pontiac.mi.us), so we can advise authorities of possible, temporary road closures.

4. The demolition contractor will furnish the City of Pontiac with project schedule within seven working days of receipt of contract.

5. Project must be completed within thirty days (30) days after signing demolition contract. The City's Project Engineering firm DCR Services and Construction has obtained all utility clearances for each property. (See item 8 below for water/sewer services)

6. Post advance notice of construction at each property location where the dwelling/structure is scheduled to be demolished a minimum of three (3) days before commencing work.

7. The Contractor is responsible for any damage to the existing adjacent City curbs/sidewalks that are caused by the demolition contractor's equipment. The demolition contractor shall provide wood planking or other protective measures to prevent damage/cracking of the existing city sidewalk/curbs/aprons by the demolition dozers, back hoe, etc.

8. The Contactor is responsible for paying all fees associated with demolition permits, sewer caps including Water and Sewer Services.

9. The Contractor must secure a demolition and right-of-way permit from the City of Pontiac.

10. The Contractor must notify the occupants of adjacent properties (in writing) when the demolition will take place a minimum of 24 hours prior to demolition.

11. Each property location with an open hole, must have four feet (4') of plastic snow fencing (tied and staked down) at the perimeter of the Site excavation to minimize unauthorized site entry, or follow MIOSHA guidelines for open-hole barricades, if complete backfilling is not finished before the end of a workday unless approved otherwise by the Building Inspector. Open excavations shall not be left unsecured overnight.

#### B. WORK LOCATION

- 1 The work takes place at various locations throughout the City of Pontiac. See Proposal form for the listing of addresses.
- 2 Contractor must obtain firsthand information concerning any probable interference and the available facilities for transporting, handling, and storing construction equipment and materials, and concerning other conditions which may affect their work.

#### C. WORK SCHEDULE

- 1 All work shall be scheduled in advance with the City of Pontiac.
- 2 Contractor shall satisfactorily complete all work under this Contract within thirty (30) days.
- 3 Provide a timeline of when straw and grass seed work will be performed at the sites of the demolished properties.

#### D. CONFORMITY TO PLANS, SPECIFICATIONS, AND CONTRACT DOCUMENTS

1. All work shall conform to the plans, specifications, and contract documents submitted by the bidder and authorized by the City.

#### E. TEMPORARY FACILITIES

1. Implementation of temporary facilities in this section shall be coordinated with and subject to approval by the County Representative.

2. Electrical Power for Construction: All temporary electrical connections and equipment shall be provided by the contractor and maintained by him in accordance with the National Electrical Code as well as state and local rules and regulations. All temporary electrical work shall be removed by the contractor upon completion of the project.

3. Extra Work: All extra work that may be required by the Contractor will be estimated and paid for under provision of the General Conditions, contained within this document, which govern such work.

#### F. DISPOSAL

All rubbish, debris and other waste materials whatsoever, found on the work site, whether created by the demolition activities or otherwise, throughout the duration of the contract shall be removed and legally disposed of by the Contractor, at no additional cost to the City of Pontiac.

#### IV. REQUEST

In addition to the required form "Home Demolition Bid Batch 17" provided here as Appendix A, all firms or individuals responding to this Bid must submit complete responses to the information requested in this section, and must note any exceptions to any information contained in the Bid. Bids will be evaluated based upon the requested criteria and be awarded to the lowest responsible bidder. Bids should present information in a clear and concise manner, following the format indicated below. Responses to this section shall be typewritten in a font not smaller than 11 point and may be double or single sided on standard 8½ "x 11" paper. There is no limit to pages submitted for complete response to this section:

Statement of Qualifications: Contractor shall supply all company contact information, Current License(s), Staffing, Certifications, Copy of Current Liability Insurance, along with Contractor's qualifications and ability to successfully provide the services requested.

- a) Name, telephone number, address, e-mail, and fax number of the individual designated to receive all official correspondence relating to the project.
- b) Describe the Contractor's qualifications and ability to successfully provide the services requested, including a description of prior experience.
- c) Provide copy of State of Michigan License for the corporation or company and an individual license.
- d) Provide certified copies of Articles of Incorporation or Articles of Organization of the firm (if applicable).
- e) Provide current Good Standing Certificate for the firm (if applicable).
- f) Provide organizational documents for the firm such as bylaws and operating agreement (If applicable),

- g) Provide a list of which staff members will be responsible for the project, include brief resumes and proof of appropriate training and relevant certificates and licenses for each.
- h) Provide a list of board of directors and officers of firm (if applicable).
- i) Provide insurance as required in Appendix "D"
- j) Provide contact names and telephone numbers for at least three (3) individuals, municipalities or companies for which you have contracted similar work in the past year.
- k) Provide a detailed description of any litigation resulting from use of the firm's services.
- l) Provide a statement on the notification time necessary to begin execution of the desired services
- m) Provide bid and performance bond as outlined in section "IX. BONDING REQUIREMENTS"

The City of Pontiac Michigan reserves the right to validate proposer's qualifications, capability to perform, availability, past performance record and to verify that the proposer is current in its obligations to the City.

The City reserves the right to waive any informality in bids, to accept any bid, and to reject any and all bids, should it be deemed in the best interest of the City to do so.

The City reserves the right to request clarification of and/or solicit additional information of any proposer, and/or to negotiate with any proposer regarding any terms of their bid including, but not limited to; the cost and/or scope of services, with the intent to achieve the best bid that shall result in a contract that is deemed by the City to be in the City's best interests. Any such negotiations will use the selected bid as a basis to reach a final agreement, if possible.

The City reserves the right to include in the contract for services other terms and conditions not specifically set forth herein.

## **V. PROPOSED FEE**

Provide a fee for the services requested in the Scope of Services of work in the attached "CDBG Demolition Bid Batch 17" in Appendix A.

It is the City's intention to utilize the successful proposer's services as soon as awarded. All services shall be performed according to the Agreement, as well as the submitted bid.

## **VI. AGREEMENT**

Contract work on behalf of the City of Pontiac will be awarded **to the lowest responsible bidder**. These structures are vacant, and will be demolished under separate contract.

The Agreement with the contractor will detail the payment procedures and documentation needed for the services rendered. The billing submitted by the contractor must provide a written description of the work completed and include any necessary justification as/if necessary.

Billing will be required to have **ALL** the following listed below after services have been rendered, including but not limited to:

- Vendor Registration Packet (including Ethnic Ownership report, Contractor Certification, and Prime Contractor Agreement) with Oakland County;
- 10 Day Notifications to State of Michigan;
- Copies of signed receipts from the approved permitted landfill operator of receipt of material at the permitted landfill;
- Supplement the Waste Shipment Record with a list of all activities that contributed to each specific load of waste;
- Project specific documentation which shall include, but not be limited to: a copy of the complete project design including drawings, pre and post work site photos, and other reports as needed;
- Demolition Permit issued by City of Pontiac Building Safety Department;
- Right-of-Way Permit issued by City of Pontiac Department of Public Works
- Sewer Cap Disconnect Permit issued by Oakland County Water Resources Commissioner;
- Line-Item Invoice; and
- Waiver of Liens for all subcontractors.

**All payments will be made by electronic deposits from Oakland County to the contractor bank account. Note: There will not be any prepayments or deposits for any demolition work.**

## **VII. ADDITIONAL INFORMATION:**

The funding used for this program comes from the CDBG program, pursuant to the Housing and Community Development Act of 1974, as amended (the "Act"). This federal program has stringent requirements that the City and its Contractor's must adhere to in order to receive monetary reimbursement. Please review the requirements listed below and state in your bid your ability to fulfill these requirements. If you have any questions regarding federal requirements please contact Linnette Phillips at (248) 758-3029. If contractor is not in possession of a Pontiac Business license then contractor shall procure said license once awarded.

- Agree to Section 3 Clause (Appendix "B")
- Debarment-Service provider has not been suspended from federal benefits as listed on [www.epls.gov](http://www.epls.gov)
- Conflict of Interest regulations found in 24CFR 570.611 (Appendix "C")
- The selected service provider will not use funds for lobbying, and will disclose any lobbying activities
- Other Applicable State and Local Laws

## VIII. SUBMISSIONS

All submissions (and original and one copy) must be hand delivered or mailed in a sealed envelope (**NOTE: Electronic or faxed submissions will not be accepted**) with "Home Demolition Bid Batch 16" clearly marked on the front to **Thursday, August 26, 2021 at 3:00 P.M. EDT** to the following:

**City of Pontiac Clerk's Office, 47450 Woodward Avenue, 1<sup>st</sup> Floor, Pontiac, MI 48342**

The City of Pontiac reserves the right to accept or reject any or all bids, either in part or in whole to waive any formalities and to accept the Bid.

## IX. BONDING REQUIREMENTS

a) A bid guarantee is required from each bidder equivalent to 5% of the bid price. The "bid guarantee" shall consist of a firm commitment such as a bid bond or certified check accompanying a bid as assurance that the bidder will, upon acceptance of his bid, execute such contractual documents as may be required within the time specified. **Bid bond to be included with bid.**

**NOTE: If the Contracts or Subcontracts exceed \$50,000.00 you will need b) & c)**

b) A **performance bond** shall be delivered to the Agency when the contract is executed on the part of the contractor for 100% of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

c) A **payment bond (labor & material bond)** shall be delivered to the Agency when the contract is executed on the part of the contractor for 100% of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

If a contractor fails to deliver the required bonds, the bid will be rejected. The City of Pontiac reserves the right to reject a bid if the contractor can't provide a performance and payment bond within 5 days of a signed contract.

## X. INCOME TAXES

Contractor agrees to contact City of Pontiac Income Tax Division, Audit and Compliance Section, 47450 Woodward, Pontiac, Michigan, 48342, telephone (248) 758-3092, to establish reporting and withholding obligations under the City of Pontiac Income Tax Ordinance. Contractor will require the same of all subcontractors employing labor under this contract.

Contractor is required to withhold City of Pontiac income tax from wages paid to:

- (1) Pontiac resident employees regardless of where they work for the employer; and
- (2) Nonresident employees for work performed in the City.
- (3) Contractor is also required to file City of Pontiac income tax returns reporting and paying income tax on any net profits earned in the City.

Web page URL: [http://www.pontiac.mi.us/departments/income\\_tax/index.php](http://www.pontiac.mi.us/departments/income_tax/index.php)

Tax forms URL: [http://www.pontiac.mi.us/departments/income\\_tax/tax\\_forms.php](http://www.pontiac.mi.us/departments/income_tax/tax_forms.php)

## APPENDIX A

### City of Pontiac CDBG -Demolition Program

#### > CDBG Demolition Bid Batch 17 <

**Bidding Contractor:**

Company Name: \_\_\_\_\_

Representative: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Office #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Cell#: \_\_\_\_\_ Email: \_\_\_\_\_

License#: \_\_\_\_\_

**Contractor will provide all labor & material for the following service work:** The Contactor is responsible for paying all fees associated with demolition permits, sewer caps including Water and Sewer Services.

**Asbestos Surveys Batch 17 for the properties can be found here:**

<https://www.dropbox.com/sh/fsuekddk8crgg75/AAAM0zXv7BNCInF045U0uU3la?dl=0>

**Bid Price per Residential Property:**

64-14-21-352-043

529 N Perry \$ \_\_\_\_\_

Cost in Words for 529 N Perry \_\_\_\_\_

64-14-21-352-042

Lot N Perry \$ \_\_\_\_\_

Cost in Words for Lot N Perry \_\_\_\_\_

64-19-04-102-001

195 S Blvd W \$ \_\_\_\_\_

Cost in Words for 195 S Blvd W \_\_\_\_\_

64-14-28-436-019

497 E Pike (Garage Only) \$ \_\_\_\_\_

Cost in Words 497 E Pike \_\_\_\_\_

64-14-30-477-010

68 Mark \$ \_\_\_\_\_

Cost in Words for 68 Mark \_\_\_\_\_

64-19-04-151-006

567 Franklin \$ \_\_\_\_\_

Cost in Words for 567 Franklin \_\_\_\_\_

64-14-21-254-007

554 E Kennett \$ \_\_\_\_\_

Cost in Words for 554 E Kennett \_\_\_\_\_

64-14-21-331-016

124 Oliver \$ \_\_\_\_\_



Cost in Words for 124 Oliver \_\_\_\_\_

64-14-22-351-011 (Two Duplex's 778, 782, 786 & 790)

778 University \$ \_\_\_\_\_

Cost in Words for 778 University \_\_\_\_\_

64-14-33-102-013

129 Judson \$ \_\_\_\_\_

Cost in Words for 129 Judson \_\_\_\_\_

64-19-04-134-016

200 Cedardale \$ \_\_\_\_\_

Cost in Words for 200 Cedardale \_\_\_\_\_

64-14-20-452-011

79 Home \$ \_\_\_\_\_

Cost in Words for 79 Home \_\_\_\_\_

64-14-28-459-035

415 Auburn \$ \_\_\_\_\_

Cost in Words for 415 Auburn \_\_\_\_\_

64-14-28-331-010

104 N Jessie \$ \_\_\_\_\_

Cost in Words for 104 N Jessie \_\_\_\_\_

64-14-28-303-001

104 Union \$ \_\_\_\_\_

Cost in Words for 104 Union \_\_\_\_\_

Grand Total \$ \_\_\_\_\_

Grant Total Cost in Words \_\_\_\_\_

\_\_\_\_\_  
The City reserves the right to remove any of the homes listed above and have the contractor hold the price for the remaining homes listed.

**Please Note: Contractor will have a maximum of 30 days from the time the contract is signed to complete the project.**

Company Name:

---

Representative Signature:

Date:

---

Print Name:

---

## Site Specifications: DCR Batch 17

Batch	Parcel ID	Address	Street Name	Type	Sq. Ft.	Year Built	Stories	Basement Sq. Ft.	Garage Sq. Ft.
17	14-21-352-043	529	N Perry	Comm.	631	1920	1		
17	14-21-352-042	Lot	N Perry	Comm.	Lot		1		
17	19-04-102-001	195	South Blvd W	Comm.	3982	1910	1		
17	14-28-436-019	497	E Pike	Garage		1956			360
17	14-30-477-010	68	Mark	SFR	1588	1931	2	890	333
17	19-04-151-006	567	Franklin	Duplex	2354	1956	1		
17	14-21-254-007	554	E Kennett	SFR	763	1920	1	763	293
17	14-21-331-016	124	Oliver	SFR	1032	1920	2	543	360
<b>17</b>	<b>14-22-351-011</b>	<b>778/782</b>	<b>University</b>	<b>Duplex</b>	<b>1198</b>	<b>1942</b>	<b>1</b>	<b>1198</b>	
	<b>14-22-351-011</b>	<b>786/790</b>	<b>University</b>	<b>Duplex</b>	<b>1198</b>	<b>1942</b>	<b>1</b>	<b>1198</b>	
17	14-33-102-013	129	E Judson	SFR	1502	1910	2	720	
17	19-04-134-016	200	Cedardale	SFR	928	1929	1	754	373
17	14-20-452-011	79	Home	SFR	892	1910	1.75	510	260
17	14-28-459-035	415	Auburn	Comm.	4178	1921	1		
17	14-28-331-010	104	N Jessie	Comm.	1416	1940	1		
17	14-28-303-001	104	Union	Comm.	3968	1920			

The Undersigned hereby declares that he/she or they are the only person(s), firm or corporation interested in this bid as principal, and that it is made without any connection with any other person(s), firm or corporation submitting a bid for the same.

The Undersigned hereby declares that they have read and understand all conditions are outlined in the Request for Bids and that the bid is made in accordance with same.

The Undersigned hereby declares that any person(s) employed by the City of Pontiac Michigan who has direct or indirect personal or financial interest in this bid or in any portion of the profits that may be derived therefrom has been identified and the interest disclosed by separate attachment. (Please include in your disclosure any interest which you know of. An example of a direct interest would be a City employee who would be paid to perform services under this bid. An example of an indirect interest would be a City employee who is related to any officers, employees, principal or shareholders of your firm or to you. If in doubt as to status or interest, please disclose to the extent known).

The proposer acknowledges the receipt of Addenda numbered \_\_\_\_\_

**Note:** Bids must bear the handwritten signature of a duly authorized member or employee of the organization submitting a bid.

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Representative Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Office # \_\_\_\_\_ Cell # \_\_\_\_\_

FAX # \_\_\_\_\_ Email \_\_\_\_\_

Website: \_\_\_\_\_ Federal Tax I.D. #: \_\_\_\_\_

## APPENDIX B

### Section 3 clause 135.38

All section 3 covered contracts shall include the following clause (referred to as the section 3 clause):

- A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.
- C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.
- D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.
- E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.
- F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.
- G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3.

**APPENDIX C**  
**CONFLICT OF INTEREST STATEMENT**

"Code of Standards of Conduct," 24 CFR Part 85.36 (b) (3): (Applicable to Community Development Block Grant Expenditures)

(3) Grantees and sub-grantees will maintain a written code of standards of conduct governing the performance of their employees engaged in the award and administration of contracts. No employee, officer or agent of the grantee or sub-grantee shall participate in selection, or in the award or administration of a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when:

- (i) The employee, officer or agent,
- (ii) Any member of his immediate family,
- (iii) His or her partner, or
- (iv) An organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm selected for award. The grantee's or sub grantee's officers, employees or agents will neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub agreements. Grantee and sub grantees may set minimum rules where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value. To the extent permitted by State or local law or regulations, such standards of conduct will provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the grantee's and sub grantee's officers, employees, or agents, or by contractors or their agents. The awarding agency may in regulation provide additional prohibitions relative to real, apparent, or potential conflicts of interest.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed name: \_\_\_\_\_

## APPENDIX D INSURANCE

### 1. INSURANCE

The Contractor shall provide to protect the City of Pontiac as outlined below.

### 2. LIMITS OF INSURANCE (See also Section 1 of the General Conditions)

The contractor, or any of their subcontractors, shall not commence work under this contract until they have obtained the insurance required under this paragraph, and shall keep such insurance in force during the entire life of this contract. All coverage shall be with insurance companies licensed and admitted to do business in the State of Michigan and acceptable to the City of Pontiac. The requirements below should not be interpreted to limit the liability of the Contractor. All deductibles and SIR's are the responsibility of the Contractor.

- 1) **Workers' Compensation Insurance** The Contractor shall procure and maintain during the life of this contract, Workers' Insurance, including Employers Liability Coverage, in accordance with all applicable statutes of the State of Michigan with a minimum limit of \$100,000 each accident for any employee
- 2) **Commercial General Liability Insurance** The Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability not less than \$2,000,000 per occurrence and aggregate for Personal Injury, Bodily Injury and Property Damage, coverage shall include the following extensions: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU) Exclusions, if applicable; (F) Per project aggregate.
- 3) **Motor Vehicle Liability** The Contractor shall procure and maintain during the life of this contract Motor Vehicle Liability Insurance, including Michigan No-Fault Coverage, with limits of liability of not less than \$2,000,000 per occurrence combined single limit for Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.
- 4) **Additional Insured:** Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be Additionally Insured: The City of Pontiac, all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities and board members, including employees and volunteers. It is understood and agreed by naming The City of Pontiac as additional insured, coverage afforded is considered to be primary and any other insurance The City of Pontiac may have in effect shall be considered secondary and/or excess.
- 5) **Cancellation Notice:** All policies, as described above, shall include an endorsement stating that it is understood and agreed Thirty (30) days, Ten (10) days for non-payment of premium, Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to: Linnette Phillips, City of Pontiac 47450 Woodward Ave. Pontiac, MI 48342'
- 6) **Proof of Insurance Coverage:** The Contractor shall provide The City of Pontiac at the time that the contracts are returned by him/her for execution, two (2) copies of Certificates of Insurance as well as the required endorsements.

- 7) **Expiration of Policies:** If any of the above coverage expires during term of this contract, the Contractor shall deliver renewal certificates and/or policies to the City of Pontiac at least ten (10) days prior to the expiration date.

### **3. INDEMNIFICATION CLAUSE**

The Contractor shall indemnify and save harmless the City of Pontiac for and from all claims, demands, payments, suits, actions, recoveries, and judgments; of every name and description, brought or recovered against them or to property received or sustained by any person or persons whomsoever by reason of any action or omission of the said Contractor, his agents, servants, or his Contractors in the performance of said Work, or by or in consequence of any negligence or carelessness in connection with the same or on account of the death of or injuries to persons who shall be engaged in or about the work to be performed under this Contract; and on account of liability or obligation imposed directly or indirectly upon the City of Pontiac by reasons of any law of the State or the United States, now existing or which shall hereafter be enacted, imposing any liability or obligation, or providing for compensation to any person or persons on account of or arising from the death of, or injuries to employees. Said Contractor shall pay, settle, compromise and procure the discharge of any and all such claims and all such losses, damages, expenses, liabilities, and obligations, and shall defend at his own cost and expense any and all claims, demands, suits and actions made or brought against the City of Pontiac, and all Additional Named Assured, for or upon any such claim. In case the said Contractor shall fail, neglect, or refuse to comply with any of the provisions of this paragraph, the City of Pontiac may, in order to protect itself, and all Additional Named Assured, from liability, defend any such claim, demand, suits or action and pay, settle, compromise, and procure the discharge thereof, in which case the said Contractor shall repay the City of Pontiac any and all such loss, damage and expense, including attorney's fees paid, suffered or incurred by the City of Pontiac, and all Additional Named Assured, in so doing. So much of the monies due, or to become due, to said Contractor under this agreement as shall be deemed necessary by the City of Pontiac, shall or may be retained by the City of Pontiac until every and all such claims, demands, suits, actions, recoveries, judgments, liabilities and obligations have been settled and discharged and evidence to that effect furnished the City of Pontiac, or the City of Pontiac may collect the same in whole or in part in any lawful manner from said Contractor. The Contractor shall provide adequate insurance until his work is completed, with a reasonable insurance company which meets with the approval of the City of Pontiac, covering liability to the public for loss resulting from injury to persons or damage to property arising out of or caused by his operations, acts, or omissions, or those of his subcontractors, agents, or employees in procuring work for the City of Pontiac. Such insurance coverage shall be in such amounts as are provided in public liability and property damage section herein, provided, however, that such insurance coverage shall include an endorsement providing that the contractual exclusion shall be removed or in the alternative, contractual insurance shall be afforded. If the former, such endorsement shall contain specific language as follows:

"It is hereby agreed that the contractual exclusion does not apply to the contract entered into between the insured and the City of Pontiac, and each Additional Named Assured as their interest may appear for the project work. Such insurance coverage shall also contain an endorsement guaranteeing that thirty (30) days' notice to the City of Pontiac and each Additional Named Assured, shall be given in writing prior to the cancellation of, or change in any such insurance."

### **4. EXTRAS**

No claim for extra compensation because of either decrease or increase in quantities will be allowed. Contractor and Owner mutually agree that in the event the Contractor is to perform services beyond, or at variance with the Scope and total price of this Contract, such services must be mutually agreed to, in advance, in writing, with agreed upon price included. Accordingly, claims for the payment of



Extra Services must be substantiated by the Contractor with a written order signed by Owner or his authorized agent.

## **5. EMERGENCY PHONE NUMBERS**

The Contractor must submit Emergency (24 Hours) phone numbers on the company letterhead when submitting contracts.

## **6. INCLUDED WORK**

All items of work noted on the Plans or in the Specifications that are not specifically noted in the bid, shall be considered as included with the contract and shall be completed at no extra cost to the Owner.

## **7. SUB-CONTRACTS**

The Contractor shall not execute an Agreement with any Sub-Contractor or sub-subcontractor or permit any Sub-Contractor or sub-subcontractor to perform any work included in this Contract without the prior written consent of Owner.

Certified by: \_\_\_\_\_

Its; \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

## APPENDIX E

### STANDARD FEDERAL EQUAL EMPLOYMENT OPPORTUNITY CONSTRUCTION CONTRACT SPECIFICATIONS (EXECUTIVE ORDER 11246)

- a) The equal opportunity clause published at 41 CFR 60-1.4(a) of this chapter is required to be included in, and is part of, all nonexempt Federal contracts and subcontracts, including construction contracts and subcontracts. The equal opportunity clause published at 41 CFR 60-1.4(b) is required to be included in, and is a part of, all nonexempt federally assisted construction contracts and subcontracts. In addition to the clauses described above, all Federal contracting officers, all applicants and all non-construction contractors, as applicable, shall include the specifications set forth in this section in all Federal and federally assisted construction contracts in excess of \$10,000 to be performed in geographical areas designated by the Director pursuant to Sec. 60-4.6 of this part and in construction subcontracts in excess of \$10,000 necessary in whole or in part to the performance of non-construction Federal contracts and subcontracts covered under the Executive order.

#### Standard Federal Equal Employment Opportunity Construction Contract Specifications (Executive Order 11246)

#### 1 As used in these specifications:

- a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;
- b. "Director" means Director, Office of Federal Contract Compliance Programs, United States Department of Labor, or any person to whom the Director delegates authority;
- c. "Employer identification number" means the Federal Social Security number used on the Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941.
- d. "Minority" includes:
- (i) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
  - (ii) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish Culture or origin, regardless of race);
  - (iii) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
  - (iv) American Indian or Alaskan Native (all persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identification).

2. Whenever the Contractor, or any Subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.

3. If the Contractor is participating (pursuant to 41 CFR 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with that Plan for those trades which have unions participating in the Plan. Contractors must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each Contractor or Subcontractor participating in an approved Plan is individually required to comply with its obligations under the EEO clause, and to make a good faith effort to achieve each goal under the Plan in each trade in which it has employees.

The overall good faith performance by other Contractors or Subcontractors toward a goal in an approved Plan does not excuse any covered Contractor's or Subcontractor's failure to take good faith efforts to achieve the Plan goals and timetables.

4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7 a through p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered Construction contractors performing construction work in geographical areas where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance Programs office or from Federal procurement contracting officers. The Contractor is expected to make substantially uniform progress in meeting its goals in each craft during the period specified.

5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Contractor has a collective bargaining agreement, to refer either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.

6. In order for the nonworking training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.

7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:

a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The Contractor shall specifically ensure that all foremen, superintendents, and other on-site supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.

b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.

c. Maintain a current file of the names, addresses and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source or community organization and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefor, along with whatever additional actions the Contractor may have taken.

d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or woman sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.

e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.

f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.

g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination or other employment decisions including specific review of these items with onsite supervisory personnel such as Superintendents, General Foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.

h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other Contractors and Subcontractors with whom the Contractor does or anticipates doing business.

i. Direct its recruitment efforts, both oral and written, to minority, female and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Contractor shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.

j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of a Contractor's work force.

k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.

l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.

m. Ensure that seniority practices, job classifications, work assignments and other personnel practices, do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.

n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.

o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.

p. Conduct a review, at least annually, of all supervisors' adherence to and performance under the Contractor's EEO policies and affirmative action obligations.

8. Contractors are encouraged to participate in voluntary associations which assist in fulfilling one or more of their affirmative action obligations (7a through p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the contractor is a member and participant, may be asserted as fulfilling any one or more of its obligations under 7a through p of these Specifications provided that the contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a defense for the Contractor's noncompliance.

9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized).

10. The Contractor shall not use the goals and timetables or affirmative action standards to discriminate against any person because of race, color, religion, sex, or national origin.

11. The Contractor shall not enter into any Subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.

12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any Contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246, as amended.

13. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 7 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the Executive Order, the implementing regulations, or these specifications, the Director shall proceed in accordance with 41 CFR 60-4.8.

14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government and to keep records. Records shall at least include for each employee the name, address, telephone numbers, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (e.g., mechanic, apprentice trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.

15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (e.g., those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

- a. The notice set forth in 41 CFR 60-4.2 and the specifications set forth in 41 CFR 60-4.3 replace the New Form for Federal Equal Employment Opportunity Bid Conditions for Federal and Federally Assisted Construction published at 41 FR 32482 and commonly known as the Model Federal EEO Bid Conditions, and the New Form shall not be used after the regulations in 41 CFR Part 60-4 become effective. [43 FR 49254, Oct. 20, 1978; 43 FR 51401, Nov. 3, 1978, as amended at 45 FR 65978, Oct. 3, 1980]



2200 Hunt Street, Suite 487  
Detroit, MI 48207  
www.dcr-services.com  
(313) 297-6544

September 3, 2021

Ms. Linnette Phillips  
Director, Economic and Community Development  
City of Pontiac  
47450 Woodward Avenue  
Pontiac, MI 48342

**RE: BATCH 17 DEMOLITION CONTRACTOR RECOMMENDATION**

Dear Linnette:

I have reviewed the bid submission for demolition proposals for the Demolition Contract Comprising **Batch 17**.

International Construction Inc., is the low bidder and I have investigated their past performance references, and conducted due-diligence of each bid. Based on my information, I recommend award of the contract to International Construction, Inc.

**TOTAL AWARD**

**\$175,000.00**

If you have any questions or require any clarification, please contact me.

**Best Regards and Stay Safe,**  
**DCR SERVICES & CONSTRUCTION, INC.**

**Dwight E. Belyue, CEO**

# CITY OF PONTIAC BLIGHT ELIMINATION

## BATCH 17- DEMOLITION BID SUMMARY

# OF HOMES	ADDRESS	International	The Adams Group	Vin Con Inc	Blue Starr	Comments
1	529 N Perry	\$5,530.00	\$19,050.00	\$6,580.00	\$11,957.00	
2	529 N Perry-Back Lot	\$3,700.00	\$10,125.00	\$1,960.00	\$6,710.00	
3	195 South Blvd W	\$25,417.00	\$35,010.00	\$31,059.00	\$37,993.00	
4	497 E Pike	\$1,200.00	\$5,250.00	\$2,800.00	\$11,231.00	
5	68 Mark	\$11,931.00	\$23,485.00	\$14,560.00	\$20,967.00	
6	567 Franklin	\$15,871.00	\$22,995.00	\$17,655.00	\$21,674.00	No Survey
7	554 E. Kennett	\$6,781.00	\$14,555.00	\$6,040.00	\$15,428.00	No Survey
8	124 Oliver	\$8,592.00	\$11,560.00	\$11,640.00	\$17,117.00	
9	778 University (4)	\$17,540.00	\$40,680.00	\$17,790.00	\$28,191.00	
10	129 Judson	\$10,643.00	\$17,780.00	\$11,782.00	\$18,129.00	No Survey
11	200 Cedardale	\$8,053.00	\$16,440.00	\$7,960.00	\$15,950.00	
12	79 Home	\$7,536.00	\$13,300.00	\$8,490.00	\$17,560.00	
13	415 Auburn	\$19,061.00	\$42,055.00	\$27,130.00	\$30,456.00	
14	104 N Jessie	\$7,460.00	\$11,280.00	\$11,800.00	\$19,163.00	
15	104 Union	\$25,685.00	\$77,380.00	\$28,420.00	\$53,956.00	
<b>Total</b>		<b>\$175,000.00</b>	<b>\$360,945.00</b>	<b>\$205,666.00</b>	<b>\$326,482.00</b>	



**#14**

**RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

*Executive Branch*

---

**TO:** Honorable Mayor, Council President, and City Council Members

**FROM:** Abdul H Siddiqui, PE, City Engineer

**DATE:** October 19, 2021

**RE: MDOT Tunnel Inspection Agreement (Contract No. 20-5577)**

The Federal Highway Administration (FHWA) requires that all highway tunnels on public roads be inspected at specified intervals for safety concerns. In Michigan, eleven such tunnels exist statewide, including the tunnel on Orchard Lake Rd under the Phoenix Center. This tunnel is under the jurisdiction of the City of Pontiac, therefore the City is responsible for regular safety inspections of the tunnel.

The Michigan Department of Transportation (MDOT) has introduced an initiative to provide inspection services for all eleven tunnels statewide through qualified engineering consultants contracted by MDOT. The City of Pontiac's Department of Public Works has received the attached agreement for MDOT to provide inspection services for the Phoenix Center tunnel on Orchard Lake Rd.

There is no cost to the City for the inspection services provided through MDOT. If the City were to forego this agreement, it would have to bear the cost and responsibility for inspections and reporting to the FHWA.

It is the recommendation of the Department of Public Works, Engineering Division that the City sign the attached MDOT agreement for inspection services for the Phoenix Center tunnel on Orchard Lake Rd:

WHEREAS, The City of Pontiac has received the tunnel inspection agreement from the Michigan Department of Transportation (MDOT), and;

WHEREAS, The Department of Public Works, Engineering Division has reviewed the subject agreement, and;

WHEREAS, There is no cost to the City for the services provided by this agreement,

NOW, THEREFORE,  
BE IT RESOLVED, The Pontiac City Council authorizes the Mayor to sign the MDOT tunnel inspection agreement for inspection of the Phoenix Center tunnel on Orchard Lake Rd.

AHS

attachments

SPECIAL TRUNKLINE  
TUNNEL INSPECTION

DA  
Control Section 63000  
Contract 20-5577

**I. PURPOSE**

This Contract is entered into by the Michigan Department of Transportation (MDOT) and the City of Pontiac, a Michigan municipal corporation, to develop a program to inventory, inspect, and evaluate the City of Pontiac highway tunnels located on all public roads in accordance to Title 23, Code of Federal Regulations, part 650, subpart E – Titled, National Tunnel Inspection Standards (NTIS).

**II. BACKGROUND**

23 USC 144(h) requires the Secretary of Transportation to "establish and maintain inspection standards for the proper inspection and evaluation of all highway bridges and tunnels for safety and serviceability." Regulations adopted by the Secretary, 23 CFR 650.507(a), require:

*Each State DOT shall inspect, or cause to be inspected, all highway tunnels located on public roads, on and off Federal-aid highways, that are fully or partially located within the State's boundaries, except for tunnels that are owned by Federal agencies or tribal governments.*

23 CFR 650.505 defines a "public road" by reference to the definition at 23 USC 101(a)(22). 23 USC 101(a)(22) defines "public road" as:

*[A]ny road or street under the jurisdiction of and maintained by a public authority and open to public travel.*

23 USC 101(a)(21) defines a "public authority" as:

*[S]tate, county, town, or township, Indian tribe, municipal or other local government or instrumentality with authority to finance, build, operate or maintain toll or toll-free facilities.*

23 CFR 650.505 defines a "tunnel" by reference to the definition as:

*The term "tunnel" means an enclosed roadway for motor vehicle traffic with vehicle access limited to portals, regardless of type of structure or method of construction, that requires, based on the owner's determination, special design considerations that may include lighting, ventilation, fire protection systems, and emergency egress capacity. The terms "tunnel" does not include bridges or culverts inspected under the National Bridge Inspection Standards (subpart C of this part).*

23 CFR 650.505 defines "highway" as defined in 23 USC 101(a)(11). 23 USC 101(a)(11) defines highway to include:

- (A) A road, street, and parkway;*
- (B) a right of way, bridge, railroad-highway crossing, tunnel, drainage structure, sign, guardrail, and protective structure, in connection with a highway, and*

*(C) a portion of any interstate or international bridge or tunnel and the approaches thereto, the cost of which is assumed by a state transportation department, including such facilities as may be required by the United States Customs and Immigration Services in connection with the operation of an international bridge or tunnel.*

Given the above definitions, which are applicable to 23 CFR 650.507(a), the tunnel(s) managed by the City of Pontiac are "located on public roads or highways" for purposes of federal law. Therefore, these tunnel(s) must be included in the National Tunnel Inventory (NTI) listing and are subject to the inspection and evaluation requirements of 23 CFR 650.507. Their status under this federal regulation does not alter their status under Michigan law.

### III. AGREEMENT

The parties agree to the following:

#### A. The City of Pontiac will be responsible for.

1. Identifying a point-of-contact for each tunnel. The point-of-contact will be responsible for providing access and working with local authorities for coordinating maintenance of traffic during each routine inspection.
2. Meeting with MDOT or their representative to discuss and review relevant maintenance, repair, and rehabilitation records. This shall also include functional system testing logs and previous inspection reports.
3. Access shall be provided for all elements requiring inspection. This includes securing all locked items including doors, mechanical, electrical or fire protection systems.
4. Locating as-built plans and shop drawings for each tunnel and providing them to MDOT in electronic format.
5. Notifying MDOT in the event of any detrimental damage that may occur in between inspection periods for purposes of emergency evaluations. This includes, but is not limited to, deficiencies related to fire detection, fire protection, emergency communications, and operations and security systems.
6. Reporting critical findings to MDOT within 24 hours of an occurrence and immediately taking action to protect public safety. Providing follow-up and a corrective action plan to restore operational capacity.
7. The City of Pontiac is solely responsible for maintaining and preserving City of Pontiac tunnels.

#### B. The MDOT will be responsible for:

1. Identifying tunnels that are subject to federal regulations.
2. Providing a record for each tunnel in the MDOT's tunnel database.

3. Conducting a site visit to each tunnel to identify structural, electrical, mechanical, fire protection, fire safety, security and any other operational components to populate the required coding.
4. Performing routine inspections for each tunnel that has been inventoried in accordance with the inspection frequency. Damage, in-depth and special inspections will be provided within 24 hours of the owner's request when detrimental damage is reported.
5. Notifying the City of Pontiac when an inspection is completed and providing copies of all inspection reports and recommendations.
6. Performing a load analysis for each tunnel that has a structurally supported roadway system to carry vehicles or those subjected to live load force effects from a roadway above the tunnel.
7. Installing posting signs as needed in accordance to the NTIS and the AASHTO Manual for Bridge Evaluation (MBE).
8. Performing a NTIS post construction inspection after major rehabilitation.
9. Reporting critical findings to FHWA.
10. Submitting City of Pontiac tunnel data to FHWA annually and as-needed for the National Tunnel Inspection Program (NTIP) review.
11. Ensuring that all tunnel inspection quality control requirements are completed annually for each team leader.

## **V. TERM**

This Contract will be in effect for a period of thirty years after the award date.

## **VI. TERMINATION**

Upon written notice of at least ninety (90) days, this Contract may be terminated by either party for convenience. If it is terminated, City of Pontiac will be responsible for fulfilling the requirements of the NTIS.

## VII. SIGNATURE

This Contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the City of Pontiac and for the DEPARTMENT; upon the adoption of a resolution approving said Contract and authorizing the signatures thereto of the respective officials of the City of Pontiac, a certified copy of which resolution shall be attached to this Contract.

CITY OF PONTIAC

MICHIGAN DEPARTMENT  
OF TRANSPORTATION

By \_\_\_\_\_  
Title:

By \_\_\_\_\_  
Department Director MDOT

By \_\_\_\_\_  
Title:



**#15**

**RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

Executive Branch

---

**TO:** Honorable City Council President Williams and City Council Members  
**FROM:** Mayor Deirdre Waterman,  
**DATE:** October 14, 2021  
**RE:** **Resolution to Adopt City of Pontiac Disaster Emergency Plan**

---

The Pontiac Emergency Disaster Plan was brought to Council on September 7, 2021 and the item was deferred for two weeks.

Given the discussion at that time Council President indicated potential add-on's to the emergency plan; to date Administration has not received Council President's recommendations.

As such, the resolution to adopt the City of Pontiac Disaster Emergency Plan is recommended for your consideration:

*Whereas, the City of Pontiac adopted the current Emergency Disaster Plan on June 15, 2017,*

*Whereas, the City of Pontiac elected to be incorporated into the Oakland County Emergency Management Program and that by becoming part of the Oakland County Emergency Management Program, the City of Pontiac and Oakland County have certain responsibilities to each other,*

*Whereas, this Emergency Operations Support Plan has been developed to identify the responsibilities between the City of Pontiac and Oakland County in regards to emergency management activities,*

*Whereas, the plan provides a framework for the City to use in performing emergency functions before, during, and after a natural disaster, hostile attack, technological incident or other emergency,*

*Whereas, this support plan is to be used in concurrence with Oakland County's Emergency Operations Plan as it is a supporting document.*

*Whereas, the support plan will be maintained in accordance with the current standards of the Oakland County Emergency Operations Plan; Review of this plan shall be accomplished every four (4) years.*

*Now, Therefore, the Pontiac City Council hereby adopts this Emergency Operations Support Plan, in support to the Oakland County Emergency Operations Plan*



# **SUPPORT EMERGENCY OPERATIONS PLAN GUIDE**

**A GUIDE TO ASSIST MUNICIPALITIES INCORPORATED INTO THE COUNTY  
EMERGENCY MANAGEMENT PROGRAM TO DEVELOP A SUPPORT EMERGENCY  
OPERATIONS PLAN.**

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## **INTRODUCTION TO THE GUIDE**

### **I. Purpose**

This document is designed to serve as a guide for municipalities with a population of 10,000 residents or above that have elected to incorporate into the County Emergency Management Program and need to develop a Support Emergency Operations Plan (EOP) following the Administrative Rules for Section 19, 1976 PA 390, as amended. In accordance with these rules, the Support EOP shall be consistent with the County Emergency Operations Plan and will become part of the county plan.

The preparation of a Support EOP will increase emergency preparedness through the definition of the responsibilities of local departments and agencies. The plan assigns tasks that need to be accomplished when an incident occurs, and describes how local and county emergency management efforts are related. Maintaining a current Support EOP also establishes eligibility to receive Section 19 funding in accordance with Section 19 of 1976 PA 390, as amended. If federal assistance does not become available after the Governor has declared a State of Disaster or Emergency, affected counties and municipalities can be eligible to receive state assistance up to \$100,000 or 10% of their operating budget, whichever is less, to cover certain disaster related expenses. To be eligible for Section 19 funding, municipalities with a population of 10,000 and above that do not maintain an independent emergency management program must develop and submit a Support EOP to the county, and implement that plan in a timely manner at the beginning of the incident.

### **II. Scope**

This document provides basic guidance and a template for the development of a Support EOP. The template (Attachment B) contains general information that can be adapted to any municipality. The annexes specify how the municipality will carry out common emergency support functions.

Also included with this document is a sample Emergency Management Resolution (Attachment B) that appoints the County Emergency Management Coordinator as the Emergency Management Coordinator of the municipality, and outlines how emergency management efforts on the local level are organized in relation to the County Emergency Management Program.

If either template is used, it should be reviewed and adjusted to the specific needs of each municipality. Municipalities that do not utilize the templates can develop individual plans or resolutions. Other available guiding materials for the development of EOPs include MSP/EMSHD Pub 201 (Local Planning Workbook) and FEMA Comprehensive Preparedness Guide 101.

### **III. Maintenance**

Pub 204 has been developed by MSP/EMHSD and is maintained to ensure compliance with current national planning standards and relevant state laws pertaining to emergency planning. This document was last updated in August 2015 and supersedes the October 2011 version. It will be updated every four years.

## **DEVELOPING THE PLAN**

All stakeholders that are involved in the community response to emergencies and disasters should be involved in the development of the Support EOP. The County Emergency Management Program should work with the municipality to ensure that the plan is compatible with the County Emergency Operations Plan. A standardized planning approach can be used for the development of the Support EOP.

### **I. Plan requirements**

The Administrative Rules for Section 19 of 1976 PA 390, as amended, establish four requirements for the development of Support EOPs. In accordance with these requirements, Support EOPs shall:

**1. Describe the relationship between the County Emergency Management Program and the municipality:**

The plan should state that the municipality has chosen to incorporate into the county program, coordinates emergency management related matters with the county program, and has assigned the County Emergency Management Coordinator as the responsible Emergency Management Coordinator for the municipality.

**2. Identify the municipality's response procedures in relation to the county response procedures:**

The plan should establish annexes that describe common tasks that need to be accomplished when responding to an emergency or disaster, and assign responsibility for these tasks to municipal departments and other local agencies. The annexes should identify the responsible agencies on the local level that coordinate and share information with at the county level, and clarify joint responsibilities. Annexes in the Support EOP should also identify which annex or annexes they relate to in the County EOP.

**3. Be maintained in accordance with the standards and currentness of the county plan, be consistent with the county plan:**

The efforts described in local and county plans should be consistent and complement each other. To maintain the Support EOP in currentness with the County EOP, updates to the local plan are necessary whenever the county plan is updated. When the County EOP is updated, the Support EOP should be revised to ensure that it is still compatible with the county plan.

**4. Contain the signature of the Chief Executive Official (CEO) of the municipality, be forwarded to the county:**

After a new Support EOP has been developed or an existing plan has been updated, the signature of the CEO (Mayor, Township Supervisor) needs to be obtained. If a change of the CEO occurs, the plan needs to be reviewed and the signature of the new official obtained. After the plan is signed, a copy must be forwarded to the County Emergency Management Program, where it should be filed with the County EOP.

## **II. Plan format**

The plan should consist of a Basic Plan section and functional annexes.

The Basic Plan defines the purpose of the plan, provides a community profile, identifies hazards and community vulnerabilities, and describes the relationship between municipality and the County Emergency Management Program.

The annexes identify specific emergency management and response tasks that need to be accomplished before, during and after an incident, and assign responsibility for carrying out these tasks to local agencies. Annexes should be organized by emergency response functions or tasked agencies and can be written in narrative or bulleted style. While municipalities are not required to mirror the format used in the county plan, this can be beneficial. The template included with this document uses a bulleted "Emergency Action Guidelines" format for its annexes.

## **III. Planning process**

The following seven step planning process also utilized in County EOP development should be used to develop a Support EOP. For additional information on the process steps, please refer to MSP/EMSHD Pub 201 (Local Planning Workbook).

**1. Form a collaborative planning team:**

The planning team is the group of individuals responsible for designing, developing, and implementing the Support EOP. It should include representatives from all agencies that are committed to participate in emergency response activities within the municipality. Other stakeholders that should be engaged in

the planning process include representation from the municipality's executive office, the County Emergency Management Program, agencies that can provide insight into necessary accommodations for groups or individuals requiring Functional Needs Support Services (FNSS), schools, etc.

**2. Identify hazards and assess risks:**

The hazard analysis is the foundation upon which the municipality's emergency planning efforts should be built. It identifies conditions or situations that have the potential to cause harm to people or property in the community. The hazard analysis process involves four steps.

Step 1: A profile of the community is developed (demographic and economic make-up, geography and land-use, key facilities, etc.).

Step 2: The development of a community profile is followed by the hazard identification, which should start with a review of the County Hazard Analysis or Hazard Mitigation Plan. Local resources should then be used to identify further hazards that are unique to the community and might not have been included in county documents.

Step 3: The assessment of risks explores how likely it is that a risk will manifest itself in an incident, how often this might occur, where it might occur, and what the severity of impact would be. Hazards should be ranked based on the expected frequency of occurrence and severity of impact.

Step 4: The vulnerability determination examines how susceptible citizens, property, infrastructure and critical systems are to the identified hazards.

**3. Determine Goals and Objectives:**

Developing clear goals and objectives will help the municipality to identify problems, issues and opportunities. Establishing goals outlines the vision of what the community wants to achieve. Goals can be pursued in the long-term, but need to be achievable. Objectives are specific and measurable strategies to achieve these goals. Often, multiple objectives will need to be established to support one goal.

**4. Plan Development:**

This step describes the conceptualization of the plan, which includes the generation and comparison of alternate strategies to achieve the established goals and objectives. This involves two tasks: Developing and analyzing courses of actions to be conducted during an incident, and identifying the resources that determine the capability of the municipality to take these actions. Developing actions allows planners to depict how an operation unfolds by building and working through a portrait of a potential event, including key decision points and participant activities. This helps to identify actions that occur and resources that will be required throughout the progression of an event.

After identifying potential strategies to achieve established goals, an important sub-step in the conceptualization of the plan is the evaluation of actions to ensure that the actions that are selected to be included in the plan are feasible. It is critical to determine if required resources are available or easily obtainable during an incident, and if actions are compliant with laws and regulations, such as local ordinances and resolutions, legal authorities, law enforcement standards, and Governor's orders and directives.

**5. Plan Preparation, Review and Approval:**

When writing the plan, a simple format should be used. The finished plan must be compatible with the County EOP. This can be achieved by including references to the county plan, utilizing a similar format, or organizing annexes after similar emergency response functions. Feedback should be solicited from all stakeholders that are tasked within the plan, the County Emergency Management Program, and local elected officials. After the review process, necessary adjustments should be implemented. The municipality should adopt the plan by resolution, obtain the signature of the CEO, and forward a signed copy of the plan to the County Emergency Management Program.

**6. Plan implementation and update:**

The last step is to implement, maintain and update the plan. Plan updates are required after change of the CEO or when the County EOP has been updated. Plan reviews should also be considered after plan activations (during incidents or exercises), changes in operational resources, and changes in the community and/or hazard profile of the municipality. Lessons learned from actual events and exercises are essential to the evaluation of a plan's effectiveness, and help to determine if the plan is:

- Adequate: The concept of operations identifies and addresses critical tasks effectively.
- Feasible: Critical tasks can be accomplished timely and with available resources.
- Acceptable: The needs and demand driven by an event are met, actions meet the expectation of local officials and the public, and are consistent with law.
- Complete: The plan includes all necessary tasks, steps and required capabilities to reach an identified desired end state.
- Compliant: The plan complies with guidance and doctrine to the highest extent possible.

FEMA Comprehensive Preparedness Guide 101 established adequacy, feasibility, acceptability, completeness and compliance as criteria that allow planners and decision makers to determine the efficiency and effectiveness of their plans.

## **EMERGENCY MANAGEMENT RESOLUTION**

In addition to the development of a Support EOP, it is recommended that municipalities adopt a local Emergency Management Resolution (if they have not already done so). The Emergency Management Resolution should appoint the County Emergency Management Coordinator as the Emergency Management Coordinator responsible for the municipality, describe the local emergency management organization and its relationship to the County Emergency Management Program, and provide a means for the local legislative body to exercise the authority vested in them by 1976 PA 390, as amended. Attachment A provides a sample Emergency Management Resolution.

## The The City of Pontiac

### **SUPPORT EMERGENCY OPERATIONS PLAN**

An all-hazards plan supporting the Oakland County Emergency Operations Plan, for use in the event of disaster or severe emergency of natural, human, wartime, technological or terrorism origin.

(5/13/2021)

**The information contained in this template, developed by the Michigan State Police, Emergency Management and Oakland County Emergency Management Division (MSP/EMHSD), should be used to assist in developing a Support Emergency Operations Plan which must then be reviewed by the Local Planning Team (LPT) and modified based on the community's emergency response capabilities.**

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## Promulgation Document

Officials of Pontiac, Michigan, in conjunction with County and State Emergency Eanagement (EM) agencies, have developed this Support Emergency Operations Plan that will enhance the local emergency response capability.

This plan, when used properly and updated, will assist local government officials with accomplishing their primary responsibilities of protecting lives and property in their community. This plan and its provisions will become official when it has been signed and dated below by the Chief Executive Official (CEO) of the municipality.

---

Chief Executive Official  
**Mayor of Pontiac**

---

Date

## Approval and Implementation

The Support Emergency Operations Plan, referred to in this document as the Support EOP, describes how **The City of Pontiac** will handle emergency situations in cooperation with the Oakland County Emergency Management and Oakland County Emergency Management Program. The Support EOP assigns responsibilities to agencies for coordinating emergency response activities before, during, and after any type of emergency or disaster. The Support EOP does not contain specific instructions as to how each department will respond to an emergency; these can be found in the plan annexes or separate Standard Operating Procedures (SOP).

The goal of the Support EOP is to coordinate emergency response efforts to save lives, reduce injuries, and preserve property. The Support EOP addresses emergency issues before and after an emergency, but its primary goals are to assemble, mobilize and coordinate a team of responders that can respond to any emergency, and describe response procedures in relation to the county response procedures.

The Support EOP will use a graduated response strategy that is in proportion to the scope and severity of an emergency. **The City of Pontiac** will plan, prepare and activate resources for local emergencies that affect the local area (or a specific site) and/or widespread disasters that affect the entire state and/or nation.

The Support EOP was developed by a Local Planning Team (LPT). The LPT consists of key departments covering emergency functions such as law enforcement, fire, public works, and public health. The team works to establish and monitor programs, reduce the potential for hazard events in the community through planning, review, and training, and assisting Oakland County in developing and maintaining the County EOP.

The Support EOP must be signed by the current CEO each time it is updated, with the exception of the following activities:

1. Minor updates e.g. changing system names, grammar, spelling or layout changes
2. Updates to the annexes

These activities may be updated in the plan without the CEO signature by the following individuals:

1. Emergency Management Liaison
2. Department head responsible for an annex

Oakland County Emergency Management Presidential Directive (HSPD) 5 facilitates a standard management approach to major incidents, the National Incident Management System (NIMS). NIMS is administered as part of the National Response Framework (NRF) which integrates the federal government into a single, all discipline, and all-hazards plan. NIMS will provide a nationwide approach that enables federal, state, tribal and local government agencies to "work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity." This Support EOP has integrated NIMS concepts, including the Incident Command System (ICS), and language to help incident management operate in accordance to the NIMS using the guidance provided by the Department of Oakland County Emergency Management (DHS).

During an emergency, all response personnel will use the ICS to manage the incident and employ emergency resources at the site. The Emergency Operation Center (EOC) will coordinate additional resources when needed. This EOP will be used during community recovery after an emergency.

**This plan supersedes all previous plans.**  
**Record of Revisions**

The following is a list of revisions made to the Support EOP. This chart tracks the date that changes were made, reason for the changes, updated pages, and who made the revision.

Date	Reason for Revision	Page Numbers	Revised By

### Record of Distribution

The following is a list of the individuals and facilities that have been provided a copy of the Support EOP in order to conduct the assigned tasks addressed in this plan.

Title of Recipient	Name of Recipient	Agency	Date	Number of Copies
Chief Executive Official				
<u>(Legislative body, e.g. City Council/Commission, Township Board of Commissioners)</u>				
<u>(County)</u> Emergency Management Coordinator				
<u>The City of Pontiac</u> Emergency Management Liaison				
Communications and Warning Official				
Damage Assessment Official				
Fire Services Official				
Mass Care, Emergency Assistance, Housing, and Human Services Official				
Public Health and Medical Services Official				
Public Information Official				
<b>The City of Pontiac</b> Public Information Center				
<b>The City of Pontiac</b> Emergency Operations Center				



## Basic plan

### Purpose

The City of Pontiac has elected to incorporate into the Oakland County Emergency Management Program. As partners in the five phases of emergency management, mitigation, preparedness, prevention, response and recovery, The City of Pontiac and the County Emergency Management Program share joint responsibilities. The The City of Pontiac Support EOP has been developed to identify these responsibilities. It is to be used in concurrence with the County EOP. In accordance with Section 19 of the Michigan Emergency Management Act (1976 PA 390, as amended), activation of this this plan at the beginning of a disaster or emergency also establishes eligibility to receive state assistance for disaster related expenses incurred during a State of Emergency or Disaster declared by the Governor, for which federal assistance is unavailable.

### Scope

The The City of Pontiac Support EOP is an adaptable document that can be applied to all hazards. Due to the unique nature of emergencies, it may become necessary to deviate from the contents of the plan when responding to an incident. Agencies that have been assigned supporting roles in this plan have developed and will maintain SOPs that provide systematic instructions for accomplishing their assigned functions. The local government conducts additional activities, such as personnel training, participation in exercises, public information, land-use planning, etc., to support emergency preparedness, mitigation, and response efforts. To facilitate efficient emergency management operations, The City of Pontiac continues to implement the NIMS.

### Authorities and References

#### A. Authority of local officials during an emergency:

1. 1976 PA 390, as amended
2. The City of Pontiac, local Emergency Management resolution
3. The City of Pontiac, adoption of the Support EOP
4. Executive Directive No. 2005-09, the state adoption of the NIMS
5. The Robert T. Stafford Disaster Relief and Emergency Assistance Act,
6. Emergency Planning and Community Right to Right to Know Act of 1986 (EPCRA) also known as the Superfund Amendments and Reauthorizations Act (SARA), Title III
7. Good Samaritan Law and Right to Know Act of 1986

#### B. References used to develop the Support EOP:

1. NIMS
2. NRF
3. Michigan Emergency Management Plan (MEMP), Michigan State Police, Emergency Management and Oakland County Emergency Management Division (MSP/EMSHD)
4. Pub 204, MSP/EMHSD

### Plan Development and Maintenance

To ensure that this Support EOP addresses the needs of the community and is consistent with the Oakland County EOP, this document was developed in a cooperative, whole community effort between municipal government, local community, and the County Emergency Management Program. The Support EOP is updated after every change of the municipal CEO or when changes to the County EOP create inconsistencies.

After the plan is adopted by resolution of the **City Council** and approved by the CEO, it is forwarded to the County Emergency Management Program. The plan will be implemented, tested through exercises in concurrence with county officials, and maintained in accordance with the standards and currentness of the Oakland County EOP.

This plan has been provided to all municipal departments, local elected officials, the County Emergency Management Program and all agencies tasked within the document. It includes this Basic Plan, which provides an overview of the municipality's preparedness and response strategies, and functional annexes that describe the actions, roles and responsibilities of participating organizations.

### Situation Overview

- B. **The City of Pontiac** has taken various preparedness and incident management steps to enhance capabilities in responding to incidents including:

1. The mitigation of potential hazards.
2. Identification of emergency response agencies and mechanisms that will protect life and property before, during and after an emergency.
3. Tasking agencies, organizations, and individuals with specific functions and responsibilities relative to emergency operations. Assigned tasks are explained in further detail under "Organization and Assignment of Responsibilities."
4. Integration with the Oakland County EOP, Oakland County Hazard Mitigation Plan, MEMP, etc.

- C. Community profile:

**The City of Pontiac** is located in the northern part of Oakland County. The community has a population of 60,000 residents. Approximately (percentage) of residents have been recognized as individuals with Access and Functional Needs. Many of the residents that require Functional Needs Support Services (FNSS) reside in congregate care centers, while others reside in non-group homes where support is provided as needed or on-call.

- D. Hazard and threat analysis:

According to the Oakland County Hazard Mitigation Plan, communities in the county are most vulnerable to: **(common hazards)**. Areas within **The City of Pontiac** that are especially vulnerable to these hazards are: **(locations)**. Additional hazards that have been identified as unique to **The City of Pontiac** include: **(unique local hazards)**.

**(Number)** sites that contain extremely hazardous materials are located in **The City of Pontiac**. Facility owners have reported the types of hazardous materials that are stored on-site, as required by the Emergency Planning and Community Right-To-Know Act (EPCRA). Pursuant to SARA Title III requirements, off-site emergency response plans have been developed by the Local Emergency Planning Committee (LEPC) to prepare fire departments for responding to the release of the specific hazardous materials on these sites.

- E. Relationship between municipality and County Emergency Management Program:

Emergency management and response are primarily local responsibilities. However, disasters and emergencies might exhaust the resources and capabilities of local governments. Therefore, **The City of Pontiac** has chosen to incorporate into the Oakland County Emergency Management Program. To coordinate emergency management related matters with the County Emergency Management

Program, the **The City of Pontiac** has appointed the **(title)** to serve as the Emergency Management Liaison. The Emergency Management Liaison facilitates communication and coordination between **The City of Pontiac** and county, and is the local point of contact for the County Emergency Management Coordinator (EMC).

### Planning Assumptions

- A. The proper implementation of this plan will result in saved lives, incident stabilization, and property protection in **The City of Pontiac**.
- B. Some incidents occur with enough warning that necessary notification can be issued to ensure the appropriate level of preparation. Other incidents occur with no advanced warning.
- C. Depending upon the severity and magnitude of the situation, local resources may not be adequate to deal with an incident. It may be necessary to request assistance through volunteer organizations, the private sector, mutual aid agreements (MAAs)/memorandums of understanding (MOUs), and/or county, state and federal sources. When provided, these will supplement, not substitute for, relief provided by local jurisdictions.
- D. All emergency response agencies within **The City of Pontiac** that have been tasked in the plan are considered to be available to respond to emergency incidents. Agencies will work to save lives, protect property, relieve human suffering, sustain survivors, stabilize the incident, repair essential facilities, restore services and protect the environment.
- E. When a jurisdiction receives a request to assist another jurisdiction, reasonable actions will be taken to provide the assistance as requested.
- F. Emergency planning is a work-in-progress; the Support EOP is consistently reviewed and updated.
- G. During an emergency or disaster, parts of the plan may need to be improvised or modified, if necessary, based on the situation.

### Concept of Operations

- A. Activation of the Support EOP and declaration of a local state of emergency:

When a threat is perceived, the Emergency Management Liaison activates this Support EOP and the local Emergency Operations Center (EOC) to facilitate activities that ensure the safety of people, property and environment. Pursuant to 1976 PA 390, as amended, the **(CEO/other official designated by charter)** may declare a local state of emergency for **The City of Pontiac** if circumstances indicate that the occurrence or threat of widespread or severe damage, injury, or loss of life or property exist. In the absence of the **(CEO/other official designated by charter)**, pursuant to local legislation, the **(title)** is authorized to declare a local state of emergency. Upon a local declaration, PA 390 authorizes the **(Chief Executive Official/other official designated by charter)** to issue directives as to travel restrictions on local roads. To facilitate activities that ensure the safety of people, property and environment, a local declaration also activates this Support EOP and the municipal Emergency Operations Center (EOC). A local state of emergency shall not be continued or renewed for a period in excess of seven days except with the consent of the governing body of the municipality.

- B. The following procedures are conducted and coordinated with the county in response to an incident:
  - 1. The Emergency Management Liaison will perceive the threat, assess the hazard and ensure that municipal emergency response agencies, elected officials and County EMC are notified of the situation.



2. Municipal agencies assess the nature and scope of the emergency or disaster.
3. If the situation can be handled locally, the following guidelines are used:
  - a. The Emergency Management Liaison advises the CEO and coordinates all local emergency response actions.
  - b. The Emergency Management Liaison activates the EOC. The EOC is located at **47450 Woodward, Pontiac, Michigan 48342**. If this location is unavailable, the alternate EOC location is **47450 Woodward, Pontiac, Michigan 48342**.
  - c. The CEO declares a local state of emergency. The Emergency Management Liaison notifies the County EMC and forwards the declaration to the County Emergency Management Program.
  - d. Emergency Response Agencies are notified by the Emergency Management Liaison to report to the EOC through **(identify notification system(s), e.g., telephone, smart messaging, etc.)**.
  - e. The CEO directs departments/agencies to respond to the emergency in accordance with the guidelines outlined in this plan and its annexes, and issues directives as to protective actions and travel restrictions on local roads.
  - f. The Emergency Management Liaison keeps the County EMC informed of the situation and actions taken.
4. If the emergency is beyond local control, municipal resources become exhausted, or special resources are needed, county assistance is requested through the County EMC.
5. If county assistance is requested, the County EMC assesses the situation and makes recommendations on the type and level of assistance. The county may also take the following steps:
  - a. Activate County EOC and EOP
  - b. Respond with county resources
  - c. Activate MAA/MOUs to supplement county resources
  - d. Notify MSP/EMSHD District Coordinator
  - e. Make available incident information to MSP/EMSHD and statewide agencies via the Michigan Critical Incident Management System (MI CIMS) online platform, by submitting and maintaining applicable MI CIMS boards and logs.
6. If county resources and capabilities are exhausted, the county requests the Governor to declare a State of Emergency or State of Disaster in accordance with procedures set forth in 1976 PA 390, as amended. If the emergency occurs solely within the confines of the municipality, the county shall not request state assistance or the Declaration of a State of Disaster or Emergency unless requested to do so by the municipal CEO.

## Organization and Assignment of Responsibilities

### A. Emergency Management Organization:

1. The **The City of Pontiac** emergency management organization is comprised of **(number)** agencies and departments that are responsible for conducting activities in response to emergencies within the community. To facilitate an effective emergency response, these departments have been assigned to specific emergency functions. All agencies are responsible for implementing pre-disaster activities to prevent, mitigate and prepare for the various hazards that the community is vulnerable to. These activities include awareness training and public education, exercising, preparing Standard Operating Procedures (SOPs) and job aides, hygienic practices to prevent spreading of infectious diseases, stockpiling equipment, regulating land-use, etc.
2. The following table lists the established emergency support functions, assigned agencies, primary points of contact, and phone numbers.

Function	Agency	Primary Contact	Phone
Direction, Control and Coordination	City of Pontiac	Mayor Waterman	248-705-5316
Communications and Warning	City of Pontiac	Darin Carrington	248-758-3118
Damage Assessment	City of Pontiac	Mike Wilson	248-670-5771
Fire Services	WRFD	Chief Matt Covey	248-431-0103
Mass Care, Emergency Assistance, Housing, and Human Services	City of Pontiac	Linnette Phillips	248-330-4523
Public Health and Medical Services	Star EMS	Chris Haney	248-672-3726
Public Information	City of Pontiac	Ken Martin	248-758-3101
Public Safety	OCSD	Captain Ewing	248-881-3629
Public Works	City of Pontiac	Al Cooley III	248-673-4118

3. The following table lists the alternates designated to represent the emergency functions.

Agency	1 <sup>st</sup> Alternate	2 <sup>nd</sup> Alternate


4. **The City of Pontiac** maintains 10 fulltime departments. All departments contribute to the safety and welfare of the community. Each department employs qualified emergency personnel and maintains equipment that can be used in emergency response. A list of resources available for utilization during incidents can be requested through the Emergency Management Liaison. If resource needs exceed the capabilities of the community, the CEO may activate MAA/MOUs and pre-disaster contracts, or it may become necessary to request county assistance.

B. Responsibilities:

1. The following responsibilities have been assigned to each organization that has been assigned responsibility in this plan:
  - a. Assist in the development, review and maintenance of Support EOP and County EOP.
  - b. Report to the local EOC when activated for scheduled exercises or emergencies.
  - c. Build capabilities and develop/maintain SOPs for specific functions or actions identified in the plan. Continuously review and update procedures.
  - d. Maintain a list of resources available through the departments.
  - e. Establish MAA/MOUs and contracts with other jurisdictions and organizations to supplement municipal resources.
  - f. Activate MAA/MOUs and contracts with other organizations to supplement response activities when local resources become exhausted.
  - g. Train personnel in emergency management functions and NIMS/ICS concepts.
  - h. Protect vital records and other resources deemed essential for continuing government functions and each agency's emergency operations in accordance to procedures and policies.
  - i. Ensure compliance with this plan and the County EOP, and any pertinent procedures and documents that impact the provision of emergency services in the municipality.
2. The annexes attached to this plan further describe nine emergency support functions and their associated responsibilities in mitigation, preparedness, prevention, response and recovery. Annexes include the organizations that are responsible for carrying out the emergency functions, and assign tasks associated with each function.

## **ANNEXES**

The annexes attached to the Basic Plan describe all-hazard functions and include the roles and responsibilities that each responsible agency should consider during an emergency for which the Support EOP has been activated. Each annex contains: the agencies responsible for carrying out a function, their assigned tasks, and the concept of operations.

The annexes attached to this plan include the following functions:

Annex A, Direction, Control, and Coordination

Annex B, Damage Assessment

Annex C, Communications and Warning

Annex D, Fire Services

Annex E, Mass Care, Emergency Assistance, Housing, and Human Services

Annex F, Public Health and Medical Services

Annex G, Public Information

Annex H, Public Safety

Annex I, Public Works (Includes Appendix A – Debris Management Guidelines)

## ANNEX A

## DIRECTION, CONTROL, AND COORDINATION

The Direction, Control, and Coordination function is responsible for the activation, organization and operation of the local EOC, the facilitation of incident management, response, and recovery efforts, and coordination with the County Emergency Management Program.

Direction, Control, and Coordination officials will maintain liaison and coordinate emergency management and response activities with the Direction, Control and Coordination function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#5 - Emergency Management/Information & Planning, ESF#7 - Logistics and Resource Support.

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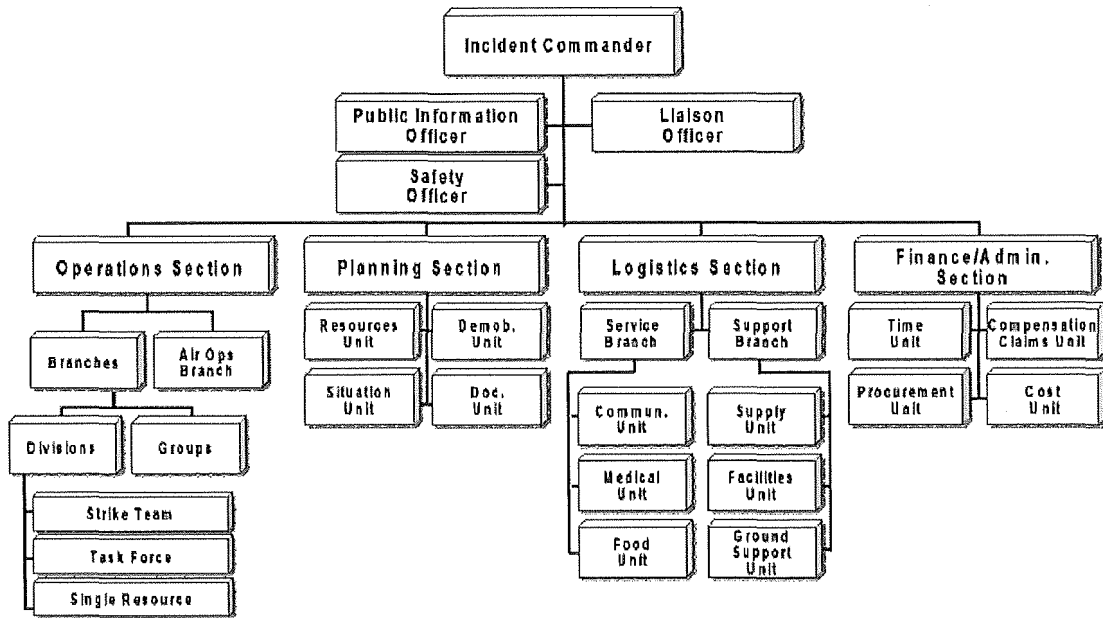
Responsible Agency: **Executive Office**

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## Direction, Control, and Coordination Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>EOC operations</b>
	Activate the EOC and ensure that appropriate staff is notified.
	Establish a system of coordination, such as ICS (see Figure 1), within the EOC. (Field operations at the ICP are required to utilize ICS.)
	Maintain administrative materials for the EOC, i.e., pencils, paper, maps, and status boards.
	Ensure copies of the Support EOP and EOC SOPs are available to EOC staff.
	Coordinate with law enforcement officials for EOC security.
	<b>Local authority</b>
	Direct and coordinate response activities in accordance with this plan, including prioritizing allocation of scarce resources.
	Relieve jurisdiction employees of normal duties and temporarily reassign them to emergency duties, and employ temporary workers, as necessary.
	Declare a local state of emergency and notify the County
	Issue directives as to travel restrictions on municipal roads.
	Recommend appropriate protective measures to ensure the health and safety of people and property.
	<b>Assistance to other agencies</b>
	Advise the County Emergency Management Coordinator of the situation and maintain liaison with the County Emergency Management Program.
	Establish communications with and provide support to the Incident Command Post (ICP).
	Provide frequent staff briefings and ensure all groups function as planned.
	Inform legislative body of measures taken.
	Review and authorize the release of information to the public through the Public Information Officer (PIO).
	<b>Logistics</b>
	Ensure all resources are made available for response.
	Formulate specific assistance requests to adjacent jurisdictions and the county.
	Activate MAA/MOUs and contracts with other jurisdictions and organizations.
	Provide aid to other communities as provided for in MAA/MOUs.
	Ensure staff maintains logs of actions taken and financial records.

Figure 1. ICS Incident Management Structure



**DIRECTION, CONTROL, AND COORDINATION**

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
City of Pontiac	Mayor

The line of succession for the CEO for representing the Direction, Control, and Coordination function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Mayor	City of Pontiac
Deputy Mayor	City of Pontiac
Finance Director	City of Pontiac

The line of succession for the Emergency Management Liaison for representing the Direction, Control, and Coordination function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Mayor	City of Pontiac
Deputy Mayor	City of Pontiac
Finance Director	City of Pontiac

The **CEO and Emergency Management Liaison** are responsible for reporting or delegating an individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Direction, Control, and Coordination function.

SIGNATURE OF CHIEF EXECUTIVE OFFICIAL	DATE
SIGNATURE OF EMERGENCY MANAGEMENT LIAISON	DATE

## ANNEX B

## COMMUNICATIONS AND WARNING

The Communications and Warning function is responsible for alerting and notification of key officials, receiving and disseminating warning and critical emergency information to the public, and the establishment, maintenance, and coordination of communication protocols and links between the EOC and other incident facilities.

The Communications and Warning Official will maintain liaison and coordinate emergency management and response activities with the Communications and Warning functions at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#2 – Communications and Supporting Technologies, ESF#15 – External Affairs and Public Information.

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Responsible Agency: (e.g., 911 Dispatch Center, IT Department)

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## Communications and Warning Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>Communication links</b>
	Ensure lines of communication have been established between all agencies represented in the local EOC, their department offices and their staff at the incident site. Available channels for establishing communications includes <u>(communications channels, e.g. telephone, cell phone, radios, pagers, etc.)</u>
	Coordinate communications between municipal and county EOC. Available channels for establishing communications include <u>(communications channels, e.g. telephone, cell phone, radios, pagers, etc.)</u>
	Establish communications links with the adjacent communities and higher levels of government.
	Coordinate warning frequencies and procedures with adjacent communities and other government agencies.
	<b>Disaster warning and information</b>
	Activate public warning systems when instructed to do so by the CEO or Emergency Management Liaison. Warning methods include <u>(warning methods, e.g., social media, door-to-door notification, reverse 911, etc.)</u>
	Ensure that warning messages received through the Law Enforcement Information Network (LEIN), National Warning System (NAWAS), Emergency Alert System (EAS), local weather spotters, or other verifiable means are issued in a timely manner.
	Determine which facilities are endangered by the incident and contact those facilities. Ensure they are contacted when protective actions are rescinded.
	Notify special locations (e.g., schools, hospitals, nursing homes, major industries, institutions, and places of public assembly).
	Ensure that public warning systems provide notification to residents with Access and Functional Needs, such as the elderly, hearing impaired, non-English speakers, individuals with mobility limitations, etc.
	<b>Official notification</b>
	Ensure that all necessary officials have been notified and/or updated about the incident.
	Notify neighboring jurisdictions of impending hazard or hazardous situations when instructed to do so by the Chief Executive Official or Emergency Management Liaison.



**COMMUNICATIONS AND WARNING**

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
City of Pontiac	HR Manager

The line of succession for representing the Communications and Warning function during a response to an emergency or disaster situation is:

TITLE	AGENCY
HR Manager	City of Pontiac
Finance Director	City of Pontiac

**IT/Cable and Communications Director** is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Communications and Warning function.

SIGNATURE OF COMMUNICATIONS AND WARNING OFFICIAL	DATE

## ANNEX C

## DAMAGE ASSESSMENT

The Damage Assessment (DA) function is concerned with the process of documenting damage from emergencies in the community. Information gathered may be used to determine the extent of damage and impact on the community resulting from an incident to justify future federal funding, declarations of emergency, and disaster proclamations. An accurate damage assessment is a necessary part of the recovery phase and determines qualification for state and federal disaster aid.

The Damage Assessment Official will maintain liaison and coordinate emergency management and response activities with the DA function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#5 - Emergency Management/Information Planning, ESF#14 – Recovery.

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Responsible Agency: (e.g., Assessing Office, Building Department)

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## Damage Assessment Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	<b>Damage assessment</b>
	Maintain current list of DA field team members.
	Maintain damage assessment field team supplies for contingency purposes, i.e., MSP/EMSHD Pub 901 Michigan Damage Assessment Handbook, blank forms, flashlights, cameras, pencils, paper, maps, etc.
	Activate DA field teams.
	Collect both public and private damage assessment information.
	Record initial information on damages from first responders.
	Augment DA field teams, as the situation dictates.
	<b>Dissemination of DA information</b>
	Provide an initial DA to EOC staff.
	Provide and verify DA information to the CEO and, if necessary, assist in preparation of a local state of emergency declaration.
	Prominently display DA information in the EOC, including maps, situation updates and assessment data.
	Provide the PIO with current DA information for release to the public.
	Provide DA data to the Emergency Management Liaison. The Emergency Management Liaison will forward information to the County Emergency Management Program for submission in MI CIMS; MICIMS damage assessment data should be entered within 72 hours of incident onset.
	<b>Logistics</b>
	Maintain a status list of requested resources.
	Compile and maintain a record of expenditures for personnel, equipment, supplies, etc.

**DAMAGE ASSESSMENT**

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Building Safety	Building Official

The line of succession for representing the DA function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Building Official	Building Safety
Deputy Building Official	Building Safety
Building Inspector	Building Safety

**Buildings and Safety Director and/or their designee** is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the DA function.

SIGNATURE OF DAMAGE ASSESSMENT OFFICIAL	DATE

## ANNEX D

## FIRE SERVICES

The Fire Services function is concerned with detecting and suppressing wild land, rural, and urban fires and any of these that result from, or occur coincidentally with, an incident response.

The Fire Services Official will maintain liaison and coordinate emergency management and response activities with the Fire Services function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#4 – Firefighting, ESF#9 – Search & Rescue, ESF#10 – Hazardous Materials.

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Responsible Agency: (e.g., Fire Department)

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## Fire Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>Response activities</b>
	Coordinate fire response and search and rescue activities with appropriate personnel at the County Emergency Management Program, including assistance to regional special teams such as Regional Response Teams, Michigan Task Force One (MI-TF1) Urban Search and Rescue, MABAS 3201, MABAS 3202, bomb squads, etc.
	Respond to hazardous materials spills.
	Coordinate with the County EMC and the State of Michigan in the decontamination of affected citizens and emergency workers after exposure to CBRNE hazards.
	Assist in searching for bombs and explosive devices in connection with terrorism or weapons of mass destruction (WMD) events.
	<b>Assistance to other agencies</b>
	Advise EOC staff about fire and rescue activities.
	Provide communications and other logistical supplies, as needed.
	Assist with evacuations.
	Assist in damage assessment operations.
	Assist in warning the population. Loud speakers on fire vehicles or door-to-door warning may be utilized.
	Assist in salvage operations and debris clearance.

**FIRE SERVICES**


The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Waterford Regional Fire	Fire Chief

The line of succession for representing the Fire Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Deputy Fire Chief	Waterford Regional Fire
Fire Marshal	Waterford Regional Fire
Battalion Chief	Waterford Regional Fire

**Fire Chief and/or their designee** is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Fire Services Functions.

SIGNATURE OF FIRE SERVICES OFFICIAL	DATE
	6/9/2021

## ANNEX E

**MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES**

This function is concerned with issues related to the provision of mass care, emergency assistance, housing, and human services to disaster survivors, including those that require Functional Needs Support Services, throughout the prevention, preparedness, mitigation, response, and recovery phases of disasters and emergencies.

The Mass Care, Emergency Assistance, Housing, and Human Services Official will maintain liaison and coordinate emergency management and response activities with the Mass Care functions at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#2 – Communications and Supporting Technologies, ESF#6 – Mass Care, Shelter and Human Services, ESF#17 – Animal Care.

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Responsible Agency: (e.g., **Recreation Department, Housing Office**)

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**Mass Care, Emergency Assistance, Housing, and Human Services Checklist**

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>Disaster-related needs</b>
	Coordinate activities of municipal departments that provide mass care and human services.
	Coordinate with the County Emergency Management Program, the American Red Cross (ARC) and other agencies to distribute food, water, and clothing, and meet other basic needs of disaster survivors and emergency responders.
	Coordinate to provide transportation for disaster survivors and emergency responders.
	Arrange for the provision of crisis counseling to disaster survivors and emergency responders.
	Coordinate procedures for the tracking of family members and reunification of families.
	Identify and account for personal property that may be lost during a disaster.
	Coordinate with the County EOC to establish procedures for the registration and management of volunteers and donations.
	Coordinate with agencies in the community that work with individuals with access and functional needs to ensure disaster related needs are met.
	<b>Protective action</b>
	Coordinate the provision of transportation for evacuation.
	Provide staff and resources to manage open shelters.
	Coordinate care for individuals at shelters and for those who have been sheltered-in-place.
	Determine whether shelters must be opened long or short-term.
	Provide guidance/policies for the care of household pets that are brought to shelters by evacuees (only service animals are allowed into ARC shelters).
	Pre-identified shelter locations include: <b><u>(shelter locations; information on pre-identified shelter locations should be available from the County Emergency Management Program or ARC)</u></b>

**MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES**

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
City of Pontiac	Director, Economic and Community Development

The line of succession for representing the Mass Care, Emergency Assistance, Housing, and Human Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Dir. Economic & Community Development	City of Pontiac
Manager, Planning & Development	City of Pontiac
CSR, Economic Development	City of Pontiac

**Office of the Mayor of Pontiac** is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Mass Care, Emergency Assistance, Housing, and Human Services function.

SIGNATURE OF MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES OFFICIAL	DATE
Linnette Phillips	6/9/21

## ANNEX F

## PUBLIC HEALTH AND MEDICAL SERVICES

The Public Health and Medical Services function is responsible for assessing public health and medical needs, health surveillance, and provision of medical care personnel, supplies and equipment.

The Public Health and Medical Services Official will maintain liaison and coordinate emergency management and response activities with the Public Health and Medical Services function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#8 – Public Health and Medical, ESF#17 – Animal Care.

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Responsible Agency: (e.g., Fire Department, EMS agency)

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## Public Health and Medical Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	<b>Patient care</b>
	Coordinate with medical providers and shelter managers to staff medical personnel at shelters.
	Identify the transportation resources and personnel needs to transport disaster survivors to temporary care centers.
	Provide transportation of patients and assist hospitals with transfer of patients.
	Ensure identification and notification of disaster survivors and emergency responders in need of crisis counseling and/or debriefing.
	Coordinate the monitoring of disaster survivors and emergency responders for exposure to chemical, radiological, or biological contaminants, and assist in their decontamination.
	<b>Public health</b>
	If necessary, identify a site for a temporary morgue. NOTE: The medical examiner is responsible for identifying the deceased. Law enforcement and EMS may provide additional support in collecting and transporting.
	Assist with animal and pet control and support the county Animal Control Unit in the quarantine and disposal of diseased animals.



**PUBLIC HEALTH AND MEDICAL SERVICES**

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Star EMS	President/CEO

The line of succession for representing the Public Health and Medical Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Chris Haney Director of Operations	Star EMS
Brian Long, Director Safety and Risk Management	Star EMS
Douglas Miles, V.P Operations	Star EMS

**Office of the Mayor of Pontiac and/or their designee** is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Health and Medical Services function.

SIGNATURE OF HEALTH AND MEDICAL OFFICIAL	DATE
<i>Brian Long</i>	08-09-2021

## ANNEX G

## PUBLIC INFORMATION

The Public Information function ensures accurate, coordinated, timely, and accessible information is disseminated to governments, media, the general public, and the private sector throughout the prevention, preparedness, mitigation, response, and recovery phases of disasters and emergencies.

The Public Information Official will maintain liaison and coordinate emergency management and response activities with the Public Information function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#15 – External Affairs and Public Information.

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Responsible Agency: Mayor's Office

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## Public Information Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	<b>Pre-disaster public education</b>
	Assist the Emergency Management Liaison in developing educational materials on the hazards facing the community and explaining what people can do to protect themselves to recover from incidents.
	Ensure that written materials/social media are developed for non-English speaking individuals or others who require FNSS.
	<b>Disaster warning and information</b>
	Coordinate with the County to develop and release updated EAS messages based on incoming information.
	Coordinate with the County to document which EAS messages have been delivered over radio and television.
	Ensure that accurate information is disseminated describing such items as the locations of shelters, missing persons information hotline, volunteer hotline, rumor control hotline, etc.
	Distribute prepared public educational materials.
	<b>Media coordination</b>
	Establish and maintain contact with the EOC and/or the ICP.
	Prepare press releases and ensure that all press releases and official information is reviewed by <b>(positions that will review press releases, e.g. Mayor/Deputy Mayor)</b> .
	Verify that information is accurate before releasing it to the media.
	Schedule media briefings.
	Establish a Public Information Center as the central point from which municipal news releases are issued at Mayor's Officer
	Assist the county in establishing a Joint Information Center (JIC; the JIC can be used by agency representatives for releasing information to the news media).
	Coordinate public information activities with the County PIO and the JIC.
	Schedule interviews between the CEO and media agencies.
	Monitor all forms of media, both traditional and social, for rumors, and address rumors as soon as possible

**PUBLIC INFORMATION**

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Office of Information Technology	Lead Engineer

The line of succession for representing the Public Information function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Lead Engineer Frank Antoun	Information Technology Office
Senior Technician Kenneth Martin	Information Technology Office
Technician Kim Gamez	Information Technology Office

**Director of Public Information** is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Information function.

SIGNATURE OF PUBLIC INFORMATION OFFICIAL	DATE
Frank Antoun	09-01-2021

## ANNEX H

## PUBLIC SAFETY

The Public Safety function is concerned with ensuring the safety of all citizens, maintaining law and order, protecting public and private property and providing protection for essential industries, supplies and facilities.

The Public Safety Official will maintain liaison and coordinate emergency management and response activities with the Public Safety function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#13 – Public Safety and Security/Law Enforcement, ESF#17 – Animal Care, ESF#18 – Military/Defense Support to Civil Authorities.

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Responsible Agency: Oakland County Sheriff's Department

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## Public Safety Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	<b>Response activities</b>
	Provide security and access control at critical facilities and incident sites.
	Implement any curfews ordered by the governor or CEO.
	Enforce evacuation orders and assist in evacuations.
	Ensure prisons and jails are notified of potential threat and determine whether proper safety and security precautions are being taken.
	Implement urban search and rescue capabilities, including animals.
	Investigate incident and provide intelligence information to county, state and federal officials.
	<b>Transportation</b>
	Secure unusable roads. (Use Fire Services and Public Works for support, if necessary).
	Identify routes that need barricades and signs. Request necessary assistance from Public Works.
	Ensure vehicles on evacuation routes are removed. If necessary, request that Public Works agencies move vehicles off the road. Maintain record of where vehicles are being taken.
	Coordinate with the Road Commission or Public Works in rerouting traffic and putting the appropriate signs in place.
	<b>Assistance to other agencies</b>
	Assist Warning function in warning the public, when necessary.
	Assist the medical examiner with mortuary services.
	Assist families isolated by the effects of the disaster.

**PUBLIC SAFETY**


The following agencies are responsible for this annex:

AGENCY	TITLE OF CONTACT
Oakland County Sheriff's Office	Pontiac Substation

The line of succession for representing the Public Safety function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Captain Andre Ewing	Oakland County Sheriff's Office
Lieutenant Robert Ford	Oakland County Sheriff's Office
Lieutenant Steven Troy	Oakland County Sheriff's Office

**Director of Public Safety and/or their designee** is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Safety function.

SIGNATURE OF PUBLIC SAFETY OFFICIAL	DATE
	06/10/21

**ANNEX I****PUBLIC WORKS**

The Public Works function is responsible for conducting pre- and post-incident assessments, ensuring critical services are met through existing contracts, providing technical assistance and engineering expertise and construction management, providing emergency repair of damaged public infrastructure and critical facilities, and the clearing of debris from public roads.

The Public Works Official will maintain liaison and coordinate emergency management and response activities with the Public Works function at the county level. This annex relates to the following annex(es) in the Oakland County EOP: ESF#1 – Transportation/Transportation Infrastructure, ESF#3 – Public Works and Engineering and ESF#12 – Energy and Energy Infrastructure.

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Responsible Agency: Department of Public Works

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**Public Works Checklist**

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan
	<b>Response activities</b>
	Coordinate debris removal activities (see Appendix A for Debris Management Guidelines)
	Coordinate activities designed to control the flow of floodwater.
	<b>Damage assessment</b>
	Provide engineering expertise to inspect public structures and determine if they are safe to use.
	Provide DA information for roads, bridges, buildings, infrastructure, etc. to DA function.
	<b>Transportation</b>
	Provide barricades and signs for road closures and boundary identification (to include activating MAA/MOUs if additional barricades are needed).
	Provide technical expertise in road weight limits, road capacity, etc., to determine whether evacuation routes are adequate for traffic flow.
	Notify law enforcement of the location(s) of disabled vehicles.
	Contact appropriate Michigan Department of Transportation (MDOT) and county transportation officials to request travel restrictions on state and county roads, if necessary.
	<b>Assistance to other agencies</b>
	Assist in identifying access control areas.
	Assist with urban search and rescue activities, if necessary.
	Maintain contact with local utilities to determine the extent and cause of damage and outages. Report this information and restoration schedules to EOC staff.
	Coordinate with utility companies in the restoration of essential services.
	<b>Logistics</b>
	Provide vehicles and personnel to transport essential goods, such as food and medical supplies, when directed by the EOC staff.
	In conjunction with public health, help identify sources of potable water.
	Assist in identifying and obtaining the appropriate construction equipment to support disaster response and recovery operations.
	Provide emergency generators and lighting.

**PUBLIC WORKS**


The following agencies are responsible for this annex:

AGENCY	TITLE OF CONTACT
DPW	Director of Public Works

The line of succession for representing the Public Works function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Director of Public Works	DPW
Deputy Director of Public Works	DPW
City Engineer	DPW

The Department of Public Works is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Works function.

SIGNATURE OF PUBLIC WORKS OFFICIAL	DATE
	6/9/2021

**APPENDIX A**

### Debris Management Guidelines

The Department of Public Works is responsible for debris management activities. The following guidelines represent a checklist of actions that agency officials must consider for providing effective debris management.

#### Guidelines:

*Debris Clearance – Occurs in the first 24-72 hours and generally focuses on clearing roadways for emergency vehicles & rescue operations to have unobstructed routes to critical facilities*

- a. Maintain detailed record keeping (critical for possible reimbursement)
  - i. Document all expenses and time involved in the debris removal process
- b. Coordinate with public utilities and waste haulers
- c. Consider how to handle access to private property
  - i. Right-of-entry, hold-harmless agreements
- d. Consider health & safety concerns (obtain detailed safety plans from contractors)
- e. Obtain any necessary permits and/or waivers

*Debris Removal – The management and disposal of accumulated debris after life-safety has been addressed*

- f. Consider the following steps in the debris management process:
  - i. Removal
  - ii. Transportation/hauling routes
  - iii. Temporary storage/staging site selection & management
    1. Consider water tables, affected populations, terrain
  - iv. Monitoring/load tickets/weights & measures
  - v. Sorting/Processing
  - vi. Recycling of applicable materials
  - vii. Reduction (Chipping, grinding, burning)
  - viii. Final disposition/landfill or other

#### When Trash Removal Providers are Individually Contracted by Residents:

- a. If the jurisdiction does not provide trash removal services to residents under normal circumstances, after a large emergency, if the private company is unable or unwilling to remove the debris, it will become the responsibility of the local jurisdiction to ensure health and safety to their residents.
- b. Contact local private companies to see what, if any, services they will provide their contracted residents with debris removal caused by an emergency.
- c. Track all costs associated with the debris removal.
- d. Contact DPW (if applicable) to determine what equipment is owned by the jurisdiction and if any can be used for this purpose.
- e. Contact neighboring communities who provide trash removal on a daily basis. If they were unaffected by the disaster, see if they can provide some assistance for equipment, temporary storage locations and/or transport to landfill.
- f. Identify a location (possibly parking lot) that can be used for temporary storage site of garbage.
- g. Request guidance from DEQ on permits and licenses.



- h. Contact landfill to set-up contract, rates and drop off schedule.
- i. Set hours and map out pick-up locations of affected areas. Send out public messages regarding the services available and process.
- j. Consider requiring residents to drop off debris to one identified site. The jurisdiction won't need the trucks, staff or logistics for curb side removal but will have to load semi-trucks and take to landfill.

**#16, #17**

**RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

*Executive Branch*

---

**TO:** Honorable City Council President Kermit Williams, and City Council Members

**FROM:** Darin Carrington, Finance Director

**CC:** Honorable Mayor Deirdre Waterman, Abdul Siddiqui, Al Cooley

**DATE:** September 21, 2021

**RE:** Resolution to approve a budget amendment for fiscal year 2021-2022 to allocate a total \$1,240,000 for engineering services broken out as follows: \$1,050,000 for Major Streets engineering services and \$190,000 for general fund engineering services for CDBG project.

As such, the following resolution is recommended for your consideration:

*Whereas, the City of Pontiac timely approved the 2021-2022 budget on June 24, 2021 and;*

*Whereas, the Administration has reviewed the Department of Public Works requirements for construction, preliminary engineering and construction engineering services for the fiscal year 2021-2022; and*

*Whereas, the Administration is proposing to the City Council to increase the appropriations for the current fiscal year 2021-2022 for preliminary engineering and construction engineering services for Major Streets projects in the amount of \$1,050,000 to account 202-463-806.000, General Fund engineering services for CDBG projects in the amount of \$190,000 to account 101-447-806.000 and;*

*Whereas, the increased appropriations will not cause the fund balance in the Major Streets and General Fund funds to go below the policy mandated threshold.*

*NOW THEREFORE be it resolved that the City Council hereby approves the appropriation amendment for the fiscal year 2021-2022 as requested by the Mayor and Department of Public Works for account 202-463-806.000 in the amount of \$1,050,000 and for account 101-447-806.000 in the amount of \$190,000.*

***This item cannot be approved until after the resolution to authorize the City Clerk to publish the notice of the budget amendment has been approved and one week after the publication of the notice. It takes 5 votes to approve a budget amendment.***

**#18**

**RESOLUTION**



## MEMORANDUM

City of Pontiac  
Treasurer

47450 Woodward Avenue  
Pontiac, Michigan 48342  
Telephone: (248) 758-3063  
Fax: (248) 758-3177

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DATE: 10/13/2021

TO: Honorable Mayor and City Council

FROM: Porche Prater – Interim Treasurer

THROUGH: Darin Carrington – Finance Director

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Attached is a summary report from the Water Resource Commissioner's office that shows the Chapter 4 drain assessments to be paid by the City of Pontiac in the amount of \$87,347.15. This total includes \$25,569.17 that could be assessed to property owners that border the related drains and lakes.

There are 6,980 total parcels that would be assessed a charge, 518 non-residential and 6,462 residential parcels. As the table given below shows, the 99% of residential parcels will be assessed an average drain charge from \$0.57 to \$99.46 for the fiscal year 2021. Only 11 residential parcels will pay an average of \$99.46. The full detailed assessment list is available at the Treasurer's office.

This assessment will be the responsibility of the General Fund in addition to the Chapter 20 and Chapter 4 at large assessments.

If Council agrees that the drain assessments should be spread to the tax rolls, then the following resolution would be in order:

*Whereas, the Water Resources Commissioner has notified the City of property assessments for nearly 6,980 parcels in the City of Pontiac that specifically benefited the property owner; and,*

*Whereas, the property assessments to the homeowners in their respective drain districts will have an average assessment between \$0.57 to \$99.46 per parcel, and;*

*Whereas, the Pontiac City Council believes that it is in the best interest of the City, that property owners who receive a direct benefit from the drain should pay for the benefit;*

*Now, therefore, be it resolved, that the Pontiac City Council direct that the City Treasurer spread \$25,569.17 of property assessment on the 2021 winter tax rolls by director by the Water Resources Commissioner.*

Drain Name	At Large	Residitlal			Non Residential			Combined Total	
		No of Parcels	Average	Total	No of Parcels	Average	Total	No of Parcels	Total
BARTLETT DRAIN	\$ 640.75	647	\$ 0.57	\$ 365.90	75	\$ 15.30	\$ 1,147.70	722	\$ 2,154.35
CRYSTAL LAKE LEVEL	\$ 25,000.00							0	\$ 25,000.00
GALLOWAY DRAIN	\$ 175.33	75	\$ 3.12	\$ 233.75	4	\$ 127.64	\$ 510.55	79	\$ 919.63
JEWEL DRAIN	\$ -	1233	\$ 0.78	\$ 966.94	123	\$ 12.46	\$ 1,533.06	1356	\$ 2,500.00
JOSEPHINE DRAIN	\$ 1,144.36	57	\$ 2.73	\$ 155.64				57	\$ 1,300.00
LINDEN DRAIN	\$ 152.58	32	\$ 4.61	\$ 147.42				32	\$ 300.00
PONTIAC CREEK EXT DRAIN	\$ 3,291.75	64	\$ 17.65	\$ 1,129.66	35	\$ 84.33	\$ 2,951.40	99	\$ 7,372.81
SINKING BRIDGE DRAIN	\$ 1,066.00	2103	\$ 0.98	\$ 2,056.23	178	\$ 16.66	\$ 2,965.89	2281	\$ 6,088.12
SKAE DRAIN	\$ 120.00	1	\$ 2.94	\$ 2.94	4	\$ 16.30	\$ 65.22	5	\$ 188.16
SYLVAN-OTTER LAKE LEVEL	\$ 24,000.00	368	\$ 7.15	\$ 2,629.88	6	\$ 47.24	\$ 283.44	374	\$ 26,913.32
TILDEN DRAIN	\$ 1,193.46	284	\$ 5.64	\$ 1,601.64	14	\$ 17.44	\$ 244.10	298	\$ 3,039.20
TUTTLE DRAIN	\$ -	5	\$ 1.44	\$ 7.22				5	\$ 7.22
WARD ORCHARD DRAIN	\$ 90.00	2	\$ 4.56	\$ 9.12	7	\$ 54.93	\$ 384.48	9	\$ 483.60
WATERFORD - MULTI LAKE LEVEL	\$ -	11	\$ 99.46	\$ 1,094.06				11	\$ 1,094.06
WEST END DRAIN	\$ 4,903.75	1580	\$ 2.01	\$ 3,175.32	72	\$ 26.49	\$ 1,907.61	1652	\$ 9,986.68
<b>Grand Total</b>	<b>\$ 61,777.98</b>	<b>6,462</b>	<b>\$ 2.10</b>	<b>\$ 13,575.72</b>	<b>518</b>	<b>\$ 23.15</b>	<b>\$11,993.45</b>	<b>6,980</b>	<b>\$ 87,347.15</b>
<b>Residential + Non-residntial (\$13,575.72+\$11,993.45)</b>							<b>\$25,569.17</b>		



WATER RESOURCES COMMISSIONER

*Jim Nash*

September 15, 2021

The Honorable Sekar Bawa  
City of Pontiac  
47450 Woodward Avenue  
Pontiac, MI 48342

**Reference: → Preliminary 2021 Special Assessments for Oakland County Drains / Lake Level Control Facilities**

Dear Mr. Sekar:

This letter is intended to inform you of the special assessment amounts for the operation and maintenance of Oakland County drains and lake level control facilities located in your community. Several reports are attached that provide detailed information regarding the special assessment amounts that will appear on the 2022 winter tax bill for your residents and the amount due from your community.

If your community pays the county drain special assessments from your general fund and does not spread the assessment to the tax rolls, please continue to pay the special assessment amounts as summarized below.

PROJECT CODE AND NAME			AT LARGE	PROPERTY	TOTAL
D1059	BARTLETT DRAIN		\$640.75	\$1,513.60	\$2,154.35
L0667	CRYSTAL LAKE LEVEL		\$25,000.00	\$0.00	\$25,000.00
D0115	GALLOWAY DRAIN		\$175.33	\$744.30	\$919.63
D1107	JEWEL DRAIN		\$0.00	\$2,500.00	\$2,500.00
D0351	JOSEPHINE DRAIN		\$1,144.36	\$155.64	\$1,300.00
D0352	LINDEN DRAIN		\$152.58	\$147.42	\$300.00
	PONTIAC CREEK EXT				
D0220	DRAIN		\$3,291.75	\$4,081.06	\$7,372.81
D0258	SINKING BRIDGE DRAIN		\$1,066.00	\$5,022.12	\$6,088.12
D1045	SKAE DRAIN		\$120.00	\$68.16	\$188.16
	SYLVAN-OTTER LAKE				
L0283	LEVEL		\$24,000.00	\$2,913.32	\$26,913.32
D0350	TILDEN DRAIN		\$1,193.46	\$1,845.74	\$3,039.20
D0326	TUTTLE DRAIN		\$0.00	\$7.22	\$7.22
D1053	WARD ORCHARD DRAIN		\$90.00	\$393.60	\$483.60
	WATERFORD - MULTI				
L0458	LAKE LEVEL		\$0.00	\$1,094.06	\$1,094.06
D0313	WEST END DRAIN		\$4,903.75	\$5,082.93	\$9,986.68
		<b>Subtotal:</b>	<b>\$61,777.98</b>	<b>\$25,569.17</b>	<b>\$87,347.15</b>

Please contact Scott Vess, Deputy Oakland County Treasurer, at 248-858-0616 with any questions concerning payment of the special assessment. If you would like to use this letter to pay the assessments, then please use the reference above with your community name and send to:

Oakland County Treasurer  
1200 N Telegraph Rd Dept 479  
Pontiac, MI 48341

Thank you for your attention to this issue.

Sincerely,

A handwritten signature in cursive script that reads "Michael R. McMahon".

Michael R. McMahon, P.E.  
Chief Engineer

g: Scott Vess, Oakland County Treasurer's Office  
Enclosed: → Pontiac Parcel Report *email only*



**#19**

**RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

*Executive Branch*

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**TO:** Honorable City Council President Kermit Williams, and City Council Members

**FROM:** Darin Carrington, Finance Director

**CC:** Honorable Mayor Deirdre Waterman; Attorney Anthony Chubb

**DATE:** October 13, 2021

**RE:** Proposed Enhanced Pension Benefit

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The City has been working over the last several years to address the issues surrounding retiree pension and health care benefits. As part of these efforts, a New VEBA has been created to address retiree health care. This VEBA will be funded in part from excess assets from the City's General Employee Retirement System (GERS). Once these assets are transferred to the VEBA, the funding level of GERS will be at 130%. Meaning that the projected liabilities of GERS will be covered by the assets of GERS at a ratio of 130%.

For the last several years, the GERS retirees have been receiving a temporary \$400 supplemental monthly pension payment. This supplemental payment has been authorized annually by City Council. The current supplemental payment is scheduled to end on December 31, 2020. With the VEBA set to begin providing health care benefits there is no expectation that the temporary supplemental payments will be continuing. Additionally, there are certain members of GERS (e.g. former hospital employees) who are not eligible for the benefits that will be provided by the VEBA.

Given the fact that GERS will have a 130% funded level, the Administration has been looking at ways to utilize this over-funded status to increase the amount of financial support provided to retirees. The attached presentation provides details on a proposed Enhanced Pension Benefit. This benefit would provide retirees with an additional \$400 monthly payment.

State law requires an actuarial analysis be done to calculate the costs of any changes in pension benefits. In order to further analyze this proposed benefit we are hereby requesting that the City Council adopts the following resolution to have GERS conducted the needed actuarial study for this proposed enhanced benefit.

**WHEREAS**, the City's GERS retirees currently receive a \$400 supplemental pension payment and this payment is set to expire on December 31, 2021. The City desires to determine the costs for implementing a permanent Enhanced Pension Benefit

**WHEREAS**, MCL §38.1140h(5) requires that a supplemental actuarial analysis concerning the costs for any additional pension benefits be conducted by the GERS system's actuary prior to implementing additional benefits;

**WHEREAS**, MCL §38.1140h(5) requires that any supplemental actuarial analysis be paid for by the City (not the retirement system); and

**WHEREAS**, the City desires to have a supplemental actuarial analysis evaluating the financial viability of an Enhanced Pension Benefit be conducted and adopts the following resolutions:

**RESOLVED**, that the Reestablished GERS's Board of Trustees are directed to have the system's actuary conduct the supplemental actuarial analysis required by MCL §38.1140h(5) for purposes of a permanent Enhanced Pension Benefit; and

**FURTHER RESOLVED**, that the City shall pay for the cost of the supplemental actuarial analysis.

# City of Pontiac – Enhanced Benefit Proposal

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October 2021

# Background

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- The City of Pontiac pension liability as of year end 2019 was \$256.3 million.
- The liability has been consistently over funded by 30%. That is, the assets set aside by the City of Pontiac for the pension liability was \$333.2 million as of year end 2019.
- The City of Pontiac has seen an average historical investment rate of return of 7%.
- The General Employee Retirement System (GERS) will soon be distributing part of its assets to the New VEBA; post distribution GERS will be funded at 130%
- An Actuarial analysis was conducted and a proposal drafted for a monthly benefit enhancement to be provided to eligible retirees. This benefit would be paid for with these excess pension funds.

# Proposal

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- The proposal is to utilize the excess assets from GERS to provide eligible retirees a monthly benefit enhancement
- This enhanced monthly benefit would be completely independent of and in addition to any pension benefit owed) of \$400 per month
- This would be paid in perpetuity unless a major change in the market results in the City of Pontiac's historical 5 year average investment rate of return (trigger) to fall to or below 6.0%.

# Proposal Contd.

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- The enhanced benefit would be reduced if the 5 year average historical investment rate of return (trigger) falls to or below 6%. The enhanced benefit will stop if the trigger falls to or below 4%.
- Historically, the trigger has averaged greater than 7%.
- The enhanced benefit as well as the trigger are calculated such that the cost of this benefit at each aggregate investment scenario should be cost neutral to the city.

# Proposal Contd.

## Theoretical Reduction to Enhanced Benefit Based on Rate of Return Trigger

5-Year Average Rate of Return (Trigger)	Cumulative % Reduction to Original Enhanced Benefit	Enhanced Benefit
7.00%+		\$400
6.00%	10.00%	\$360
5.75%	20.00%	\$320
5.50%	30.00%	\$280
5.25%	40.00%	\$240
5.00%	52.00%	\$192
4.75%	64.00%	\$144
4.50%	76.00%	\$96
4.25%	88.00%	\$48
4.00%	100.00%	\$0

City of Pontiac | 47450 Woodward Avenue, Pontiac, Michigan 48342 | 248.758.3000  
 City Hall Hours: Monday - Friday 8:00 a.m. to 5:00 p.m.  
[webmaster@pontiac.mi.us](mailto:webmaster@pontiac.mi.us)



# Key Notes

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- The City of Pontiac and Mayor Waterman are concerned about the retiree's financial well-being and would like to use the excess assets available to provide an additional \$400 enhanced benefit to eligible retirees.
- The option to provide this enhanced benefit is in part related to the investment strategy that the City of Pontiac and Mayor Waterman have taken and continue to take.
- The enhanced benefit would continue in perpetuity unless a drastic change in the market causes a major change in the investment landscape for the City of Pontiac.

# Caveats

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- Census data and pension asset information was in the calculations herein. The retiree census data changes from year to year. Changes in the census will have significant impacts on the analysis herein.
- The results mentioned in this memorandum are only as good as the underlying data and assumptions. If any of the underlying data is determined to be flawed or inaccurate, then the findings described herein may likewise be flawed or inaccurate.
- The future investment rates of return (or trigger) will have significant impact on the results of the actuarial enhanced benefit analysis.
- The summary in this communication is intended for the addressee only and may be confidential and/or legally privileged.

**#20**

**RESOLUTION**



# CITY OF PONTIAC

## OFFICIAL MEMORANDUM

*Executive Branch*

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**TO:** Honorable City Council President Kermit Williams, and City Council Members

**FROM:** Darin Carrington, Finance Director

**CC:** Honorable Mayor Deirdre Waterman; Attorney Anthony Chubb

**DATE:** October 13, 2021

**RE:** **Resolution to approve a budget amendment for Fiscal Year 2021-22 to allocate a total of \$81,213, to the General Fund account 101-266-959.003 – Settlement Payments. These funds would be used for payments required under recently decided legal actions brought by former City employees.**

---

The City has been involved in litigation with several former City employees involving the payment of unused sick time. During the time that the City was under an Emergency Manager, these employees were denied payments for unused sick time. The court has recently found in favor of the former employees and the City has been ordered to make settlement payments to these former employees for their unused sick time. The cases involve six former employees and the total amount that is owed to these employees is \$81,213.

In order to make these payments, the Administration is hereby requesting that the General Fund budget is amended. This amendment would allocate \$81,213 to the General Fund account 101-266-959.003. To help offset these costs, the Administration plans to request withdrawal from the City's Self Insurance Retention Fund. This withdrawal from the Retention Fund

It is hereby requested that the City Council approve this proposed budget amendment.

As such, the following resolution is recommended for your consideration:

*Whereas, the City of Pontiac timely approved the 2021-2022 budget on June 24, 2021 and;*

*Whereas, the Administration is proposing to the City Council to increase the appropriations for the current year 2021-2022 for payments in the amount of \$81,213 to account 101-266-959.003; and*

*Whereas, the increased appropriations will not cause the fund balance in the General Fund to go below the policy mandated thresholds and;*

*NOW THEREFORE be resolved that the City Council hereby approves the amendment for the fiscal year 2021-2022 as requested by the Administration for account 101-266-959.003-Settlement Payments in the amount of \$81,213.*

***This item cannot be approved until after the resolution to authorize the City Clerk to publish the notice of the budget amendment has been approved and one week after the publication of the notice. It takes 5 votes to approve a budget amendment.***

**#21**

**RESOLUTION**

# City of Pontiac Microsoft Cloud Strategy

## Agenda

- Review Current Microsoft Licensing and Solution
- Review New Microsoft Cloud Strategy
- Review New Estimated Costs & Timeline
- Closing



# Current Microsoft Licensing and Services

- Current software licensing model is outdated and not portable. Older versions are deployed.
- Microsoft Exchange (Email) is located on-premise at City Hall
  - Costly to manage and maintain Email at City Hall
  - To remain on-premise will result in significant capital investment.

# Microsoft Cloud Strategy – Why?

- Transition to a subscription-based license model.
  - Includes access to all current Microsoft versions of Office suite.
  - Billed monthly
- Microsoft Office 365 (O365) provides cloud-based email services and provides the following benefits:
  - Microsoft 365 Managed Services are in multiple datacenters to provide redundancy
  - Ability to install Office Suite on up to 5 devices per licensed user.
  - Email is accessible from anywhere at anytime.
  - Eliminates the requirement of procuring and maintaining costly servers/storage at City Hall.
  - Adds additional features and security measures to protect data.
- Many organizations have or plan to migrate to O365 Services.





## New Solution – Estimated Costs

Description	Projected Monthly Subscription Cost	Projected Annual Subscription Cost
Microsoft Office 365 E3 Subscription	\$2,454	\$29,453

One Time Costs/Budget	Estimated Cost
Implementation Costs	\$37,500
** IT has budgeted \$67,140 for FY21/FY22 for this project	

## New Solution – Estimated Timeline

City of Pontiac - Microsoft O365 Implementation Estimated Timeline																
Project Milestones	Month 1				Month 2				Month 3				Month 4			
	Wk1	Wk2	Wk3	Wk4	Wk1	Wk2	Wk3	Wk4	Wk1	Wk2	Wk3	Wk4	Wk1	Wk2	Wk3	Wk4
<b>Approval Process and Procurement</b>																
Present Solution to City Council for Approval																
Approval from City Council																
Submit to Procurement																
Procurement issues PO																
Execute Insight CSP O365 Subscription																
Excecute Agreement for Insight Implementation Services (SOW)																
Process initial CSP subscription to establish account																
<b>Implementation</b>																
Project Kick-Off																
Configure City of Pontiac Microsoft O365 tenant																
Provision Azure AD Connect between CoP & Microsoft																
Migrate all CoP user and resource mailboxes to O365																
Ingest local mail data to Exchange online mailboxes																
Test all new infrastructure																
Decomission CoP Exchange Server																
Provide design documentation and knowledge transfer																

# Microsoft Cloud Strategy

Thank you for your time today!



## **BACKGROUND**

### **Problem:**

1. City is using old versions of Microsoft Office and outdated version of email.
2. Must pay for each Microsoft Office installation for same employee if they have 2 computers or want to install Office on their smartphone.
3. Email system being located at City Hall is subject to power and other single point of failure possibilities.

### **Solution:**

1. Implement Microsoft O365 licensing plan.
2. Install for no additional cost Office suite on multiple systems and smartphone per licensed user at no additional cost (up to 5)
3. Move email services to Microsoft redundant and secure datacenters to eliminate power and single point of failure possibilities.

### **Costs:**

1. One-time professional services implementation cost \$37,500
2. Monthly license cost for 130 Licenses \$2,454 monthly (\$29,453/year)

### **Advantages of Microsoft Solution:**

1. Cloud-based system has no hardware to maintain and update.
2. Eliminates Capital investment on hardware and maintenance for email system on-site at City Hall.
3. Subscription based licensing model that is deemed as best practice.

## **RESOLUTION**

Whereas, The City of Pontiac currently uses obsolete Microsoft Office products and outdated email system and can no longer be expanded to meet the growing needs of the City; and

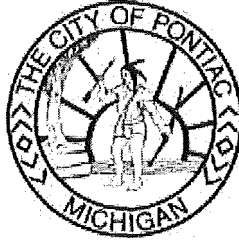
Whereas, The City can utilize a cloud-based Microsoft Office licensing and email system result in a cloud solution to the City; and

Whereas, the costs will be a one-time professional services cost of \$37,500, and a monthly operating agreement for 130 licenses at a total cost of \$2454 monthly cost.

Now, Therefore, hereby be it resolved that the Pontiac City Council approves the purchase of the Microsoft O365 solution and associated costs including a one-time professional services cost of \$37,500, and annual cost for 130 licenses at a total cost of \$29,453.00 per year; and authorizes the Mayor to enter into the agreements to complete this transaction.

**#22**

**RESOLUTION**



## **Pontiac Medical Marihuana Commission Rules and Regulations**

All meetings of the Medical Marihuana Commission ("Commission") will be held in compliance with all applicable statutes, including the Open Meetings Act, 1976 PA 267 as amended, and with these rules and regulations.

### **Commission Membership Requirements**

Members of the Commission shall be residents of the City of Pontiac and shall serve without pay.

### **Commission Powers and Duties**

The Commission shall review and decide all appeals that are forwarded to it by the City Clerk pursuant to Ordinance 2357(B). The Commission shall review all appeals de novo. The Commission may overturn a decision or finding of the City Clerk if it finds such decision or finding to be arbitrary or capricious and not supported by material, substantial, and competent facts on the whole record considered by the City Clerk in arriving at such decision or finding.

### **Meeting Schedule**

The Committee shall post a meeting notice in a manner consistent with applicable law subsequent to receiving an appeal forwarded to it by the City Clerk pursuant to City Ordinance 2357(B). Due to the timing irregularity of the receipt of appeals, the Commission may not schedule Regular Meetings as set forth in the Michigan Open Meetings Act, Michigan Public Act 267 of 1976, at MCL 15.265. If the Commission does adopt a regular meeting schedule, it shall be posted in a manner consistent with MCL 15.265.

### **Minutes of meetings**

Minutes of all meetings of the Commission shall be kept in a manner consistent with applicable law. A copy of the minutes of meetings shall be available for public inspection at the City Clerk's Office during regular business hours.

### **Conduct of meetings**

All meetings of the Commission shall be open to the public except as permitted by applicable law. All open meetings shall be open to the media, freely subject to recording by radio, television and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meetings.

## **Commission meeting agenda**

Meeting agendas will be as follows

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Amendments to and approve of the agenda
5. Approval of the Minutes (As needed)
6. Agenda Items
7. Public Comment (3 Minute Limit)
8. Adjournment

## **Quorum**

A majority of the Commission shall constitute a quorum for the review of appeals.

## **Chairperson and Vice Chairperson**

At its first meeting, the Commission shall select, by majority vote, a Chairperson and Vice Chairperson.

## **Presiding Officer**

The Presiding Officer shall be responsible for enforcing these Rules and Regulations and for enforcing orderly conduct at meetings. The Chairperson shall be the Presiding Officer. If the Chairperson is absent, the Vice Chairperson shall act as the Presiding Officer. In the event of a resignation or other permanent absence of the Chairperson or Vice Chairperson position, it shall be filled by nomination and majority vote of the Commission members serving.

## **Disorderly conduct**

The Presiding Officer may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings, failing to be germane, speaking longer than the allotted time or speaking vulgarities. Such person shall be seated until the Presiding Officer determines the person is in order.

## **Closed sessions**

Closed sessions may be held only for the reasons consistent with applicable law, as determined by the City Attorney.

## **Calling closed sessions**

The Commission by a two-thirds roll call vote may call a closed session subject to the conditions herein. The roll call vote and purpose(s) for calling the closed meeting shall be entered into the minutes of the public part of the meeting at which the vote is taken.

## **Minutes of closed meetings**

A separate set of minutes shall be taken at the closed session. These minutes will be retained by the City Clerk and shall not be available to the public.

## **Discussion and voting**

### **Rules of parliamentary procedure**

The rules of parliamentary practice, as contained in the 11th edition of Robert's Rules of Order, shall govern the council in all cases to which they are applicable, provided they are not in conflict with these rules, city ordinances or applicable state statutes. The Presiding Officer shall preserve order and decorum and may speak to points of order in preference to other members. If a point of order is given it should not exceed two (2) minutes.

### **Conduct of discussion**

During the council discussion and debate, no member shall speak until recognized for that purpose by the Presiding Officer. After such recognition, the member shall confine discussion to the question at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the chair, maintain a courteous tone and avoid interjecting a personal note into debate.

### **Public comment**

Each meeting agenda shall provide reserved time for public comment participation. During public comment, each individual shall be limited to three (3) minutes, and shall not engage in conduct or language that disrupts, makes fun of, or otherwise impedes the orderly conduct of the meeting. In addition, members of the audience shall not engage in disorderly or boisterous activity including but not limited to; the utterance of loud, obnoxious, threatening, or abusive language, cheering, whistling, or any other acts that disturb, disrupt, or impede, or otherwise interfere with the orderly conduct of the meeting.

### **Suspension of rules**

The rules of the Commission may be suspended for a specified portion of a meeting by an affirmative vote of two-thirds of the members present except that council actions shall conform to applicable law.

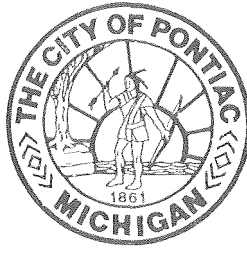


**#23**

**COMMUNICATION  
FROM THE CITY  
CLERK**

GARLAND S. DOYLE, M.P.A.  
*Interim City Clerk*  
*FOIA Coordinator*

SHEILA GRANDISON  
*Deputy City Clerk*



OFFICE OF THE CITY CLERK  
47450 Woodward Avenue  
Pontiac, Michigan 48342  
Phone: (248) 758-3200  
Fax: (248) 758-3160

## MEMORANDUM

TO: Honorable City Council

FR: Garland Doyle, M.P.A.  
Interim City Clerk

DA: October 14, 2021,

RE: Medical Marihuana Commission Violation of the Open Meetings Act

As a result of a FOIA the City received from Mr. Charles Blackwell requesting emails from the Mayor about the Medical Marihuana Commission, the Clerk's Office has discovered that Mayor Waterman and the Medical Marihuana Commission violated the Open Meetings Act.

In the correspondences attached, the Mayor appointed Mr. Graham Cassano to the Commission on May 6, 2021. Mayor Waterman subsequently scheduled an orientation for Mr. Cassano on May 11, 2021. The orientation meeting was a violation of the Open Meetings Act. Ordinance 2537 (B) Section 6 (c) requires "*all meetings of the commission shall be held in conformance with the open meetings act, Act. No. 267 of the Public Act of 1976, being sections 15.261 to 15.275 of the Michigan Compiled Laws.*".

Additionally, I provided this honorable body with a memorandum on July 22, 2021 stating that adoption of the Medical Marihuana Commission rules and regulations prior to the Medical Marihuana Commission Approval violates Ordinance 2357 (B). I have attached a copy of the memorandum.

## Garland Doyle

---

**From:** Mary Castro  
**Sent:** Thursday, October 14, 2021 12:12 PM  
**To:** Garland Doyle  
**Subject:** FW: Pontiac Violation of FOIA ACT  
**Attachments:** Response to FOIA Request - Charles Blackwell.pdf

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**From:** FOIA  
**Sent:** Tuesday, October 12, 2021 9:01 AM  
**To:** 'Charles Blackwell' <cblack618@gmail.com>  
**Cc:** Garland Doyle <gdoyle@pontiac.mi.us>; Sheila Grandison <SGrandison@pontiac.mi.us>  
**Subject:** FW: Pontiac Violation of FOIA ACT

Good Morning Charles,

Here within this email is an attachment pertaining to your most recent FOIA Request. Please review the attached file at your earliest convenience. Thank you.

Sincerely,



Mary Castro  
Election Specialist

Main: 248.758.3008 | Office: 248.758.3200 | Fax: 248.758.3160  
e: [foia@pontiac.mi.us](mailto:foia@pontiac.mi.us) | [www.pontiac.mi.us](http://www.pontiac.mi.us)  
47450 Woodward Avenue | Pontiac, MI 48342

Click on a logo below for City of Pontiac City Clerk's updates via Social Media:



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**From:** Charles Blackwell <cblack618@gmail.com>  
**Sent:** Tuesday, October 12, 2021 8:09 AM  
**To:** Anthony Chubb <achubb@gmhlaw.com>; John Clark <jclark@gmhlaw.com>; Garland Doyle <GDoyle@pontiac.mi.us>; Darin Carrington <DCarrington@pontiac.mi.us>; Mayor Deirdre Waterman <DWaterman@pontiac.mi.us>; Monique Sharpe <MSharpe@pontiac.mi.us>; Sheila Grandison <SGrandison@pontiac.mi.us>; Mary Castro <MCastro@pontiac.mi.us>; Jonathan H. Starks <JStarks@pontiac.mi.us>  
**Subject:** Re: Pontiac Violation of FOIA ACT

**WARNING:** This email originated from **outside** of City of Pontiac. **DO NOT** click on any links or open any attachments unless you recognize the sender and are expecting the message.

The City of Pontiac has not responded to my FOIA request.

On Mon, Oct 11, 2021 at 8:57 AM Charles Blackwell <[cblack618@gmail.com](mailto:cblack618@gmail.com)> wrote:

The City of Pontiac failed to respond to my FOIA request on Friday

September 24, 2021

Charles Blackwell  
2220 Collingwood  
Detroit, MI 48206

Re: 10-Day Extension to respond to your FOIA Request.

Dear Mr. Blackwell:

Please be advised that your FOIA request received by the City of Pontiac on September 20, 2021 regarding emails sent and received by Mayor Waterman with applicants or potential applicants about being appointed to the Medical Marijuana Commission will require extra time to search for and respond to your request.

Pursuant to MCL 15.235 (2)(d), we are requesting to extend and respond to your request. Accordingly, the City of Pontiac will respond to your request on or before October 8, 2021. Please contact our office if you have any questions.

Sincerely,

Sheila Grandison, CMC  
Deputy City Clerk



**DR. DEIRDRE WATERMAN  
MAYOR  
CITY OF PONTIAC**

May 6, 2021

Dear Mr. Graham Cassano:

I am delighted that you have accepted my nomination for your appointment as a Medical Marijuana Commissioner. Your appointment will be for a three (3) year term.

From your leadership background and previous services to the city, you will bring a much needed perspective to the application review process. For your information there are documents attached to this email including:

- Medical Marijuana Rules
- Medical Marijuana Ordinance

To prepare you for being sworn in for the role of Medical Marijuana Commissioner, we have arranged an Orientation Session. Please select either of the following dates and times:

- Tuesday, May 11, 2021 | 2:00 PM
- Thursday, May 13, 2021 | 5:00 PM

Please contact Tamara Veasy at 248-758-3323 or via email at: [tveasy@pontiac.mi.us](mailto:tveasy@pontiac.mi.us), for questions or to choose the date that best fits your schedule. Upon receiving confirmation of your availability, a meeting zoom link will be sent via email.

I am appreciative that you are willing to share your time and experience for this important position for the city. Thank you for your willingness to serve the City of Pontiac.

Sincerely,

A handwritten signature in cursive script, appearing to read "Deirdre Waterman".

Mayor Deirdre Waterman

47450 Woodward Avenue • Pontiac, Michigan 48342  
Direct: (248) 758-3181 • Appointments: (248) 758-3326 • Fax: (248) 758-3292  
E-mail: [DWaterman@pontiac.mi.us](mailto:DWaterman@pontiac.mi.us) • [www.pontiac.mi.us](http://www.pontiac.mi.us)  
<https://www.facebook.com/pontiacmayor/>

---

**From:** Tamura Veasy  
**Sent:** Tuesday, May 11, 2021 12:31 PM  
**To:** Graham Cassano  
**Cc:** Mayor Deirdre Waterman; Maroofa Peter  
**Subject:** RE: Commission Appointment...  
**Attachments:** Medical Marihuana Commission Rules and Regulations.pdf

Mr. Cassano,

Please see the link to this afternoon's Medical Marijuana meeting below. I have also attached the Medical Marihuana Commission Rules and Regulations for your review.

Tamura Veasy is inviting you to a scheduled Zoom meeting.

**Topic:** Medical Marihuana Meeting  
**Time:** May 11, 2021 02:00 PM Eastern Time (US and Canada)

**Join Zoom Meeting**  
<https://us02web.zoom.us/j/85494163080?pwd=ZTRaR0FPcWJ1czl5SzdZy9FMFV0dz09>

Meeting ID: 854 9416 3080  
Passcode: 746414  
One tap mobile  
+16699006833,,85494163080#,,, \*746414# US (San Jose)  
+12532158782,,85494163080#,,, \*746414# US (Tacoma)

Dial by your location  
+1 669 900 6833 US (San Jose)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 301 715 8592 US (Washington DC)  
+1 312 626 6799 US (Chicago)  
+1 929 205 6099 US (New York)  
Meeting ID: 854 9416 3080  
Passcode: 746414  
Find your local number: <https://us02web.zoom.us/j/ky6lgskRb>

**From:** Graham Cassano [mailto:[cassano@oakland.edu](mailto:cassano@oakland.edu)]  
**Sent:** Tuesday, May 11, 2021 9:43 AM  
**To:** Tamura Veasy <[tveasy@pontiac.mi.us](mailto:tveasy@pontiac.mi.us)>  
**Subject:** Re: Commission Appointment...

**WARNING:** This email originated from outside of City of Pontiac. DO NOT click on any links or open any attachments unless you recognize the sender and are expecting the message.

Hi--

My home address is : My phone number is : ). I have not yet received the link for the zoom meeting. Let me know when you are able to send it.

Thanks,  
Graham

On Mon, May 10, 2021 at 1:03 PM Tamura Veasy <[tveasy@pontiac.mi.us](mailto:tveasy@pontiac.mi.us)> wrote:

Perfect! I will send the meeting link shortly. Mr. Cassano, can you also provide your contact information ( mailing address and phone number)?

---

From: Graham Cassano [mailto:[cassano@oakland.edu](mailto:cassano@oakland.edu)]  
Sent: Monday, May 10, 2021 1:01 PM  
To: Tamura Veasy <[tveasy@pontiac.mi.us](mailto:tveasy@pontiac.mi.us)>  
Subject: Re: Commission Appointment...

**WARNING: This email originated from outside of City of Pontiac. DO NOT click on any links or open any attachments unless you recognize the sender and are expecting the message.**

Hi Tamura,

I am available tomorrow (Tuesday) for my orientation. Please send me a link at your earliest convenience.

Thank you,

Graham

On Fri, May 7, 2021 at 7:24 PM Tamura Veasy <[tveasy@pontiac.mi.us](mailto:tveasy@pontiac.mi.us)> wrote:

*Sent on Behalf of Mayor Deirdre Waterman...*

**\*\*Please note the Medical Marihuana Commission Rules will follow in a separate email. \*\***

**From:** Tamura Veasy  
**Sent:** Friday, May 14, 2021 5:34 PM  
**To:** Mayor Deirdre Waterman  
**Cc:** Maroofa Peter  
**Subject:** FW: Messages/Requested Items  
**Attachments:** Senior Zoom 5/5/2021; Draft Letter of Support for Pike Street Properties on Mayor Waterman Letterhead - 29 and 46 N Saginaw Street projects; TDC - Pontiac Graduation Program - Monday May 17; Fwd: HE Schoarship - Teresa Perez; Meeting Announcement .pdf; Rev. Newsletter - City of Pontiac - April 2021.pdf; Retiree Mailing Attachments (1) ; NEWS RELEASE - GSA Closing (gibb3.12.21).docx; Medical Marihuana Commission Rules and Regulations.pdf; Commission Appointment Joanne Green

RECEIVED  
OCT 11 2021 @ 4:39 PM  
BY: CM

Attachments added....

1. Phoenix Center Press Release
2. Medical Marihuana Rules and Regulations
3. Copy of email sent to Commissioner Green (includes letter, Ordinance)

Thank you

Tamura Veasy

**From:** Tamura Veasy  
**Sent:** Wednesday, May 12, 2021 9:53 PM  
**To:** Mayor Deirdre Waterman (DWaterman@pontiac.mi.us) <DWaterman@pontiac.mi.us>  
**Cc:** Maroofa Peter <MPeter@pontiac.mi.us>  
**Subject:** Messages/Requested Items

Mayor,

Attached are the following requested items:

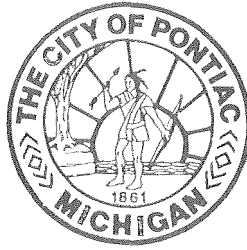
1. Senior Center Zoom Meeting Invite
2. Letter of Support for Mr. Loren Guzik of Pike Street Properties, Inc. (Received from Linnette). Waiting for your approval before placing on the your letterhead.
3. Vince DeLeonardis invite to Monday's graduation for Auch's apprenticeship program (TDC-Pontiac Graduation)
4. Linda Zabik message regarding the Fran Anderson Scholarship
5. Medical Marihuana Meeting Announcement
6. Latest Newsletter
7. Retiree Attachments

Items forth coming...



GARLAND S. DOYLE, M.P.A.  
*Interim City Clerk*  
*FOIA Coordinator*

SHEILA GRANDISON  
*Deputy City Clerk*



OFFICE OF THE CITY CLERK  
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## MEMORANDUM

TO: Honorable City Council

FR: Garland Doyle, M.P.A.  
Interim City Clerk

DA: July 22, 2021,

RE: Adoption of Medical Marihuana Commission Rules and Regulations Prior to the Medical Marihuana Commission Approval violates Ordinance 2357(B)

According to Ordinance 2357(B) City of Pontiac Medical Marihuana Facilities Ordinance Section 6

- (a) "The medical marihuana commission shall adopt such rules and regulations as it deems necessary to govern its proceedings and deliberations."
- (b) "The rules and regulations adopted by the medical marihuana commission shall be subject to approval by the council."

**If the City Council approves the rules and regulations prior to the medical marihuana commission adopting them would be a violation of Ordinance 2357(B).**

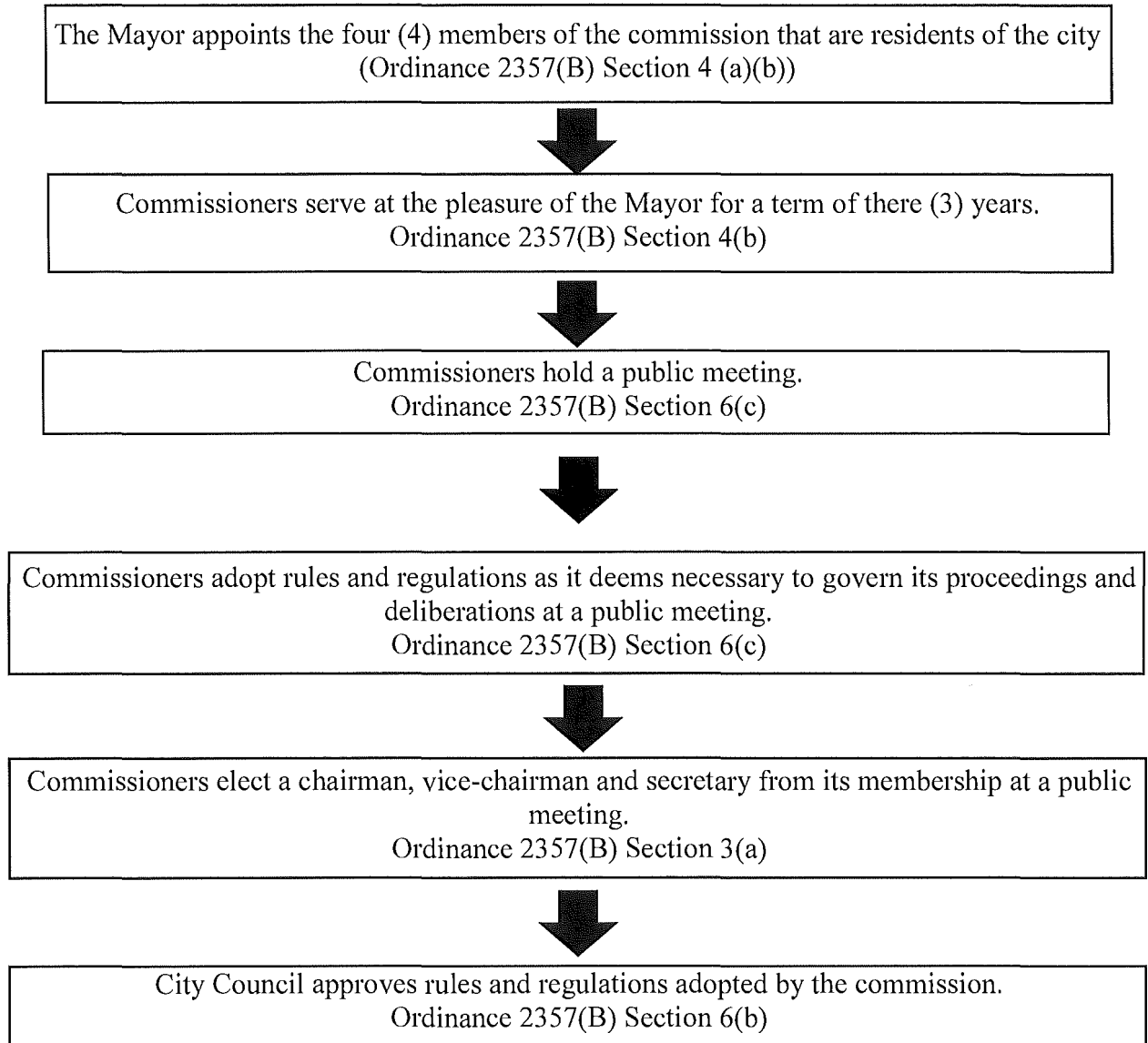
Furthermore, the Ordinance 2357(B) Section 6(c) states the following

- (c) "The commission shall maintain a written record of its proceedings and actions which shall be available for public inspection, showing the action of the commission and the vote of each member upon each question considered. All meetings of the commission shall be held in conformance with the open meetings act, Act. No. 267 of the Public Acts of 1976, being sections 15.261 to 15.275 of the Michigan Compiled Laws."

**If the commission is required to conduct its business in public, then how can rules be established before the commission has a meeting and commissioners are named.**

Mayor Waterman has not revealed the names of the four (4) commissioners.

**Medical Marihuana Commission Rules and Regulations Approval  
Process according to Ordinance 2357(B)**



**Council cannot approve rules prior to the commission developing and approving them. This would be a violation of the ordinance. If the process is not followed, decisions of the Commission may be invalid.**

### City Clerk's comments on rules developed by the City Attorney

Although Ordinance 2357(B) is clear that the Commission must develop its rules, there are three major problems with the City Attorney proposed rules.

1. The rules make no reference to the secretary position as required by Ordinance 2357(B) section
2. Closed Session  
The City Attorney proposed rules state that closed sessions may be held only for the reasons consistent with applicable law, as determined by the City Attorney.

The Open Meeting Act 15.268 Sec. 8 states the permissible purposes of closed sessions.

15.268 Closed sessions; permissible purposes.

Sec. 8 a public body may meet in a closed session only for the following purposes:

- |                |   |   |
|----------------|---|---|
| Not Applicable | ⇒ | (a) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing. An individual requesting a closed hearing may rescind the request at any time, in which case the matter at issue must be considered after the rescission only in open sessions. |
| Not Applicable | ⇒ | (b) To consider the dismissal, suspension, or disciplining of a student if the public body is part of the school district, intermediate school district, or institution of higher education that the student is attending, and if the student or the student's parent or guardian request a closed hearing.   |
| Not Applicable | ⇒ | (c) For strategy and negotiating sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.  |
| Not Applicable | ⇒ | (d) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property obtained.   |
|                |   | (e) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.  |

**Since section 8(e) is the only applicable section to go into a closed session, than that should be stated in the rules.**

**HAVING CLOSED SESSIONS IS WHAT GOT THE CITY OF WARREN IN TROUBLE AND LED TO NUMEROUS LAWSUITS. PONTIAC DOES NOT WANT TO MAKE WARREN'S MISTAKE.**

3. In the discussion and voting and the conduct of discussion sections of the rules, there are several references made to council when it should state commission.