



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

**FREEDOM OF INFORMATION ACT NOTICE**

November 19, 2024

Patrick Colbeck  
47841 Royal Pointe Drive  
Canton, MI 48187

*Via Email: [patrick@migrassrootsalliance.org](mailto:patrick@migrassrootsalliance.org)*

Patrick Colbeck:

The Michigan Department of State (Department) has begun processing your request for records dated November 18, 2024, under the provisions of the Michigan Freedom of Information Act (FOIA), 1976 PA 442, MCL 15.231 et seq.

Your request is granted as to existing, non-exempt records in the possession of the Agency that fall within the scope of your request. To process your request, the Department estimates a FOIA processing fee of \$5,313.66 to search for, retrieve, review, examine, and separate exempt material, if any. The FOIA authorizes the Department to charge for mailing costs, copying, searching, reviewing, deleting and separating exempt from nonexempt information (MCL 15.234). The failure to charge a fee for the search, examination, review, and the deletion and separation of exempt from nonexempt information would result in unreasonably high costs to the Department in this particular instance because, unlike a simple report or a small amount of documents with nonexempt information, your request involves a number of documents and would require employee(s) to be diverted from their original duties to process this request and will be required to expend additional time to complete their regularly assigned duties.

The Department's estimated costs to process your FOIA request is **\$2,656.83**. The charge for the Department's labor is the burdened (salary + 50% of benefits) hourly rate of the lowest-paid employee(s) capable of completing the necessary tasks. Please note that the stated amounts are estimates only and may increase or decrease depending on the final costs incurred.

Checks or money orders should be made payable to the STATE OF MICHIGAN and mailed to:

Michigan Department of State, Cashier Unit  
7064 Crowner Drive  
Lansing, MI 48918

[Requester Name]  
[Date]

As set forth under section 4(14) of the FOIA, MCL 15.234(14), the Department must receive the required deposit within 45 days after your receipt of this notice, which is January 7, 2025, otherwise, the FOIA request will be considered abandoned, and the Department will not be required to fulfill the request.

**Please include a copy of the invoice when making payment in order for the Cashier Unit to know where to forward the payment documents.**

Upon receiving your non-refundable deposit, the Department will continue processing your request. The Department estimates it can process your request in approximately three months. Again, this is an estimate only issued today and may vary depending on staffing (vacations, illnesses, etc.) and workload. The Department will notify you when completed and send the records upon receipt of your final payment of the actual balance due. As set forth under section 4(14) of the FOIA, MCL 15.234(14), if a fee appeal has not been filed under section 10a of the FOIA, MCL 15.240a, the Department must receive the required deposit within 45 days after your statutorily-determined receipt of this notice, otherwise the FOIA request will be considered abandoned and the Department will not be required to fulfill the request.

The Department's FOIA procedures and guidelines and written public summary can be accessed at [www.michigan.gov/sos/Resources/transparency](http://www.michigan.gov/sos/Resources/transparency).

Sincerely,

*Sherri Hines*

Sherri Hines  
FOIA Coordinator  
Bureau of Elections  
[BOERegulatory@michigan.gov](mailto:BOERegulatory@michigan.gov)

Enclosure

# Freedom of Information Act Detailed Itemization of Fees

Date: November 19, 2024

Request ID:

2320

**Patrick Colbeck**

47841 Royal Pointe Drive

Canton, MI 48187

[patrick@migrassrootsalliance.org](mailto:patrick@migrassrootsalliance.org)

**Cashier: Please email [BOERegulatory@michigan.gov](mailto:BOERegulatory@michigan.gov) when fees are received.**

DESCRIPTION	QUANTITY	UNIT COST	AMOUNT
Labor costs* to search, locate, and examine**	1	\$35.70	\$ 35.70
Labor costs* to search, locate, and examine**	4	\$97.18	\$ 388.72
Labor costs* for review and separation of exempt from non-exempt material**	53	\$48.28	\$ 2,558.84
Labor costs* for review and separation of exempt from non-exempt material**	15	\$97.18	\$ 1,457.70
Non-paper physical media (e.g. CD, DVD, flashdrive) and list actual costs.	1	\$6.00	\$ 6.00
Duplication and publication (copying, scanning, etc.)		\$0.10	\$ -
Labor costs* to duplicate or publish**	24	\$35.70	\$ 856.80
Mailing (describe and list item and actual cost)	1	\$9.90	\$ 9.90
<b>SUBTOTAL</b>			\$ 5,313.66
Less waiver for indigent persons***		\$20.00	
Less reduction for untimely response (subtotal x 5% reduction per day x ___ days)		\$265.68	\$0.00
<b>TOTAL</b>			\$ 5,313.66
<b>DEPOSIT</b> (If the total fee is more than \$50.00, you will be asked to pay a deposit of one-half (1/2) of the amount of the total fee. The total fee and deposit are estimates, and your final costs may vary from these amounts.)			<b>\$ 2,656.83</b>
<b>BALANCE</b>			<b>TBD</b>

Make check payable to State of Michigan and mail to: Michigan Department of State, Cashier Unit, 7064 Crowner Drive, Lansing, MI 48918

\*Labor costs will be calculated using the lowest paid Department employee capable of each task. If more than one hourly rate is used, each will be listed on other copies of this form.

\*\*hourly wage + 50% multiplier for fringe benefits, not to exceed 50% or actual cost of fringe benefit

\*\*\*You must submit an affidavit of indigency to qualify for this fee waiver.