



March 30, 2026

[REDACTED]
5525 Curtice Road
Mason, MI 48854

FOIA Number: 2026-69

[REDACTED]
This notice is issued in response to your request received **March 10, 2026**, asking for information under the Freedom of Information Act (FOIA), MCL 15.231, et seq

Your request is being reviewed for existing, exempt and non-exempt records in the possession of the City of Mason, that fall within the scope of your request. To process your request, the City of Mason estimates a FOIA processing of **(\$56.42)** to search for, retrieve, examine, and separate exempt material, if any.

You may pay the deposit amount of **(\$28.21)** to the City of Mason by check, cash or credit card. Checks can be mailed or delivered to the City of Mason, 201 W. Ash Street, Mason, MI 48854. Cash or credit card payments must be made in person at the City of Mason and a 2.95% service fee applies for credit card payments. Please either mail or bring in a copy of your Itemization Fees and Costs form with your payment.

Upon receipt of the deposit, the City of Mason will complete the processing of your request. You will be notified of the balance due before mailing of the records, and of the statutory basis for the exemption of any records or portions of records, and of your statutory remedial rights. The City of Mason estimates a processing time of **60** business days after receipt of payment.

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 City of Mason must receive the required deposit within 45 days after your statutorily determined receipt of this notice, which is **May 18, 2026**.

Under the FOIA Section 10a (a copy of which is enclosed), you have the right to appeal the fee to the head of this public body.

The City of Mason's FOIA procedures can be accessed at www.mason.mi.us.

Sincerely,

Sarah J. Jarvis
FOIA Coordinator