

HOWELL TOWNSHIP ELECTRONIC BOARD MEETING
AMENDED
3525 Byron Road
Howell, MI 48855
May 11, 2020
6:30 P.M.

1. Call to Order:
2. Roll Call: Mike Coddington () Jeff Smith ()
 Jean Graham () Harold Melton ()
 Jonathan Hohenstein () Evan Rudnicki ()
 Matthew Counts ()
3. Call to the Board:
4. Approval of the Minutes:
A. Regular Board Meeting April 13, 2020
5. Correspondence:
6. Call to the Public:
7. Unfinished Business:
A. Union at Oak Grove Pilot discussion
8. New Business:
A. Tax exemption Ordinance-Union At Oak Grove
B. Union Development Holdings, LLC Request Extension on Initial Earnest Money Deposit
C. Bids for Front Desk Partition
D. HAFA Budget
9. Reports:
A. Supervisor B. Treasurer C. Clerk D. Zoning
E. Assessing F. Fire Authority G. MHOG H. Planning Commission
I. Z B A J. WWTP K. HAPRA L. Property Committee
10. Call to the Public:
11. Disbursements:
Regular and Check Register
12. Adjournment:

AGENDA ITEM

5

CORRESPONDENCE

MAY 11, 2020

1. **AMERICAN FUNDS** – Annual Reports – year ending February 29, 2020
2. **CHARTER COMMUNICATIONS** – Channel updates

AGENDA ITEM

4A

**HOWELL TOWNSHIP BOARD REGULAR ELECTRONIC MEETING
MINUTES**

3525 Byron Road
Howell, MI 48855
April 13, 2020
6:30 P.M.

MEMBERS PRESENT:

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Harold Melton	Trustee*
Evan Rudnicki	Trustee
Jeff Smith	Trustee

MEMBERS ABSENT:

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called.

*Member called into meeting, but was only able to watch the meeting. Since he was unable to hear the meeting, he could not cast any votes.

APPROVAL OF THE AGENDA:

APRIL 13, 2020

MOTION by Counts seconded by Smith, **“TO APPROVE THE APRIL 13, 2020 AGENDA AS AMENDED: ADD ITEM 4B, MARCH 16, 2020 CLOSED SESSION MEETING MINUTES AND DELETE AGENDA ITEM 7C.”**

Discussion followed, item 7C – Union at Oak Grove Pilot Discussion, will be discussed at the May Meeting. Motion carried.

MARCH 16, 2020 MEETING MINUTES:

REGULAR BOARD MEETING MINUTES

MOTION by Hohenstein, seconded by Graham, **“TO APPROVE THE MARCH 16, 2020 MEETING MINUTES AS CORRECTED: UNDER CLOSED SESSION, ADD THE WORD “WITH” BEFORE LEGAL COUNSEL. UNDER THE SUPERVISOR REPORT UNDER THE 2ND BULLET POINT, REMOVE THE WORD “TO”. UNDER THE PLANNING COMMISSION REPORT CHANGE THE WORDING ‘TAIL FEASIBILITY TO TRAIL FEASIBILITY’.”** Discussion followed. Motion carried. (See March 16, 2020 Regular Meeting Minutes)

CLOSED SESSION MEETING MINUTES

MOTION by Hohenstein, seconded by Rudnicki, **“TO APPROVE THE MARCH 16, 2020 CLOSED SESSION MEETING MINUTES AS CORRECTED: CHANGE THE ROAD MENTION FROM TOOLEY ROAD TO FLEMING ROAD.”** Discussion followed. Motion carried. corrected

CORRESPONDENCE:

None.

CALL TO THE PUBLIC:

- Judith Minton, 552 Olde English Circle – 1) Would like the Township to be prudent in their decision concerning the issue of the Township Clean-Up Day, giving the issue of COVID-19. 2) Wanted to know if there is anything that the Township Board can do to thank the First Responders housed at the EMS building that is within Howell Township?
- Jessica from WHMI – She would like the Board Members to identify themselves before speaking.

NEW BUSINESS:

CODE ENFORCEMENT OFFICER

Supervisor Coddington stated that he and Zoning Administrator Daus have been talking with some Court Officials concerning the Township hiring a sub-contract company for a Code Enforcement Officer. We have a proposal

from (JSG) Judicial Services Group, a company of 3 Code Enforcement Officers. This will be for 10 hours a month at a cost of \$250.00. A Code Enforcement Officer will check about complaints that have been forwarded to the Township and if necessary, issue a Civil Ordinance Ticket. A Code Enforcement Officer will also drive the Township approximately 10 hours per month checking to see if there are any violations happening. There will be an additional fee of \$50.00 if the Officer is required to show for court. A Code Enforcement Officer will have access to needed documentation as where the Township does not. Other communities are starting do this and seems to be working well. Discussion followed. These 3 Officers will need to be appointed.

- **MOTION** by Hohenstein, seconded by Counts, **“TO ACCEPT THE PROPOSAL FROM JSG AND TO APPOINT MICHAEL GREENSLADE, EDGAR ACENA AND JEFF KIRKPATRICK AS CODE ENFORCEMENT OFFICERS FOR HOWELL TOWNSHIP.”** Discussion followed. Motion carried.

CROSSROADS LLC REQUEST FOR 90 DAY EXTENSION

Treasurer Hohenstein reported that the Township does have an agreement with Crossroads for a 90-day extension if needed or is warranted. Crossroads has stated that due to COVID-19, their engineer has not been able to complete the portion of the work that needs to be done. Township legal counsel requested what has been done and what yet needs to be done. There are only a few items that need to be completed; 1) integration of final engineering plans, 2) confirmation of code compliance, 3) final updates to site plan drawings and comments 4) integration of final traffic study. Crossroads state they are 90% complete. Treasurer Hohenstein stated he believes it is a reasonable request. Discussion that the traffic study done at this time would not be an accurate account for traffic study.

- **MOTION** by Hohenstein, seconded by Rudnicki, **“TO APPROVE CROSSROADS LLC 90 DAY EXTENSION AS REQUESTED.”** Discussion followed. Motion carried.

HOWELL CLEAN-UP DAY

Supervisor Coddington suggested that the May 16, 2020 Clean-Up Day either be postponed or cancel the event. Discussion on cancelling because it takes the office a lot of work getting all the vendors scheduled to come in on a certain day.

- **MOTION** by Hohenstein, seconded by Smith, **“TO CANCEL THE MAY 16, 2020 HOWELL TOWNSHIP CLEAN-UP DAY UNTIL FURTHER NOTICE.”** Discussion followed. Motion carried.

REPORTS:

A. SUPERVISOR:

(Supervisor Coddington reported on the following items)

- Normal updates from the County.
- Officer hours will remain on Mondays and Thursdays, 9:00 AM – 1:00 PM with alternating staff members until further notice.

B. TREASURER:

(Treasurer Hohenstein reported on the following items)

- Still posting payments for Utility Billing.
- First several days there were a lot of phone calls, but the calls are slowing down, and things are running smoothly.

C. CLERK:

(Clerk Graham reported on the following items)

- The Clerk’s Office is trying to keep up with everything on short hours.

D. ZONING:

(See Zoning Administrator Daus' prepared written report)

E. ASSESSING:

(See Assessor Kilpela's prepared written report)

F. FIRE AUTHORITY:

(Supervisor Coddington reported on the following items)

- Meeting was cancelled.
- Should have an electronic meeting on Wednesday.

G. MHOG:

(Supervisor Coddington reported on the following items)

- Meeting was cancelled.
- Next meeting will be electronic meeting.

H. PLANNING COMMISSION:

(Trustee Counts reported on the following items)

- Meeting was postponed.

I. ZONING BOARD OF APPEALS (ZBA):

(Trustee Rudnicki reported on the following items)

- Meeting was postponed.

J. WWTP:

(Treasurer Hohenstein reported on the following items)

- No update at this time.

K. HAPRA:

(Clerk Graham reported on the following items)

- See written report.

L. PROPERTY COMMITTEE:

(Treasurer Hohenstein reported on the following items)

- See written report
- No other changes to report.

CALL TO THE PUBLIC:

Judith Minton, 552 Olde English Circle – 1) Prior to COVID-19 the Township was keeping a close eye on the PFAS situation. She is asking that the Township keep an eye on it because it is still a threat to our environment. Has there been any changes in the last 90 days? (There have not been any new reports from the County.) 2) With so many more people being home all day has there been any added stress on MHOG or to the WWTP? (We have not received any statistics showing any added stress.) 3) Are there any plans to help with support with food banks for our residents who may be out of work and in need? (The Township is not allowed to support any individual groups. We must rely on the residents to take on those missions themselves.) 4) Will there be any

Howell Twp. Board 04.13.2020

type of tax abatement for residents who may have problems when taxes come due? (No, the Township has had no discussion on the issue.)

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Hohenstein, seconded by Rudnicki, **"TO APPROVE THE REGULAR DISBURSEMENTS AS OF APRIL 2, 2020 CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH."** Discussion followed. Motion carries.

ADJOURNMENT: MOTION by Rudnicki, seconded by Counts, **"TO ADJOURN."** Motion carried. The meeting adjourned 7:01 p.m.

As Presented: _____

As Amended: _____

As Corrected: _____

Dated: _____

Howell Township Clerk
Jean Graham

Mike Coddington
Howell Township Supervisor

Debby Johnson, Recording Secretary

AGENDA ITEM

7A

A Feasibility Analysis For

Union at Oak Grove

Adjacent 108 W. Highland Road
Howell, MI
Livingston County
Census Tract 240.03

Date of Report

March 2, 2020

Date of Inspection

February 6, 2020

Prepared for:

Michigan State Housing Development Authority
735 E. Michigan Ave
Lansing, MI 48912
(517) 335-4786

Prepared by:

Chris Vance

Market Analyst Professionals
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Section 1: Introduction

Market Analyst Professionals, LLC (MAP) has prepared the following report to determine the market feasibility of an affordable housing project located in Howell, Michigan. The subject proposal is described in detail in Section 3. The study assumes Low Income Housing Tax Credits will be utilized in financing the subject property. The market study was prepared in accordance with Michigan State Housing Development Authority (MSHDA) guidelines and industry accepted practices. Information contained within the report is assumed to be trustworthy and reliable. Recommendations and conclusions in the report are based on professional opinion. MAP does not guarantee the data nor assume any liability for any errors in fact, analysis or judgment resulting from the use of the report.

Section 2: Executive Summary

	AMI Target	# of Units	# of Baths	Type	Average Sq. Footage	Contract Rent	Utility Allowance	Gross Rent	Max Gross Rent	Maximum Income
Total		220								\$63,900
Summary 1 BR		70								\$49,200
1 BR-Apt	60%	70	1.0	Apt	675	\$913	\$116	\$1,029	\$1,152	\$49,200
Summary 2 BR		110								\$55,320
2 BR-Apt	60%	110	2.0	Apt	875	\$1,060	\$174	\$1,234	\$1,383	\$55,320
Summary 3 BR		40								\$63,900
3 BR-Apt	60%	40	3.0	Apt	1,075	\$1,176	\$249	\$1,425	\$1,597	\$63,900

Based on the analysis within this report; no changes are recommended for the project, however, demand statistics and the absorption of the most recent LIHTC market entrant as well as current occupancy among the competitive set suggest caution with regard to the absorption rate and total project size. Additionally, rents for one- and two-bedroom units are considered to be positioned aggressively. MAP has not made any recommendations to reduce rents (given projections to market entry) or project size, however, MAP is estimating an absorption period of 24 to 31 months to reach stabilized occupancy for the project, which may negatively impact the financial viability of the proposal. In support of the project size is historical and forecasted household growth in the PMA, recent employment trends, the conservative PMA utilized, the low density of LIHTC housing in the PMA, the high occupancy in the overall area and the wait list at two of the four most competitive projects. Household growth in the PMA was positive between 2000 and 2010, and is forecasted to continue increasing through 2025. Employment has increased in Livingston County each year since 2009 with the current unemployment rate at 3.2 percent. Long term growth forecasts for the economy are difficult but continued stability is anticipated. It is anticipated the subject will offer an attractive construction design and amenities, and will be competitively positioned with the most similar projects in terms of unit appeal and rent positioning (considering projections to market entry). As a result, the development of the proposal to more adequately serve the PMA's population is appropriate, however, as indicated a prolonged absorption period for the subject should be anticipated.

Strengths:

- High occupancy among overall rental market.
- Strong historical and forecasted demographic growth.

- County unemployment rates are lower than the state and nation.
- Precedent in successful multi-family housing near site.
- Low density of LIHTC housing in area.

Weaknesses:

- Demand statistics are above acceptable thresholds.
- The demand statistics and absorption of the most recent LIHTC market entrant suggest caution with regard to anticipated lease up.
- Absorption is estimated at between 22 to 31 months (above the typical 12 month absorption period for family projects).
- Rents for one- and two-bedroom units are positioned aggressively—since half of units offered are two-bedroom units this is of particular concern.
- Current occupancy of competitive set is sub 93 percent—this is considered largely attributable to the current lease up of Phase III of Lakeshore Village. MAP's historical surveys of this area have shown strong occupancy among all projects.

Section 3: Project Description

Name: Union at Oak Grove

Address: Adjacent 108 W. Highland Road
Howell, MI 48843

Target Population: Open

Total Units: 220
Subsidized Units: 0
LIHTC Units: 220
Unrestricted Units: 0

Utilities Included in Rent

Heat: No
Electric: No
Water: No
Sewer: No
Trash: Yes
Heat Type: ELE

Construction Detail:

Construction: New
Building Type: Apartment
Total Buildings: 10
Stories: 3
Site Acreage: 27.5

Year of Market Entry: 2022
Total Parking Spaces:
Surface: 2 PU

Unit Configuration

	AMI Target	# of Units	# of Baths	Type	Average Sq. Footage	Contract Rent	Utility Allowance	Gross Rent	Max Gross Rent	Maximum Income
Total		220								\$63,900
Summary 1 BR		70								\$49,200
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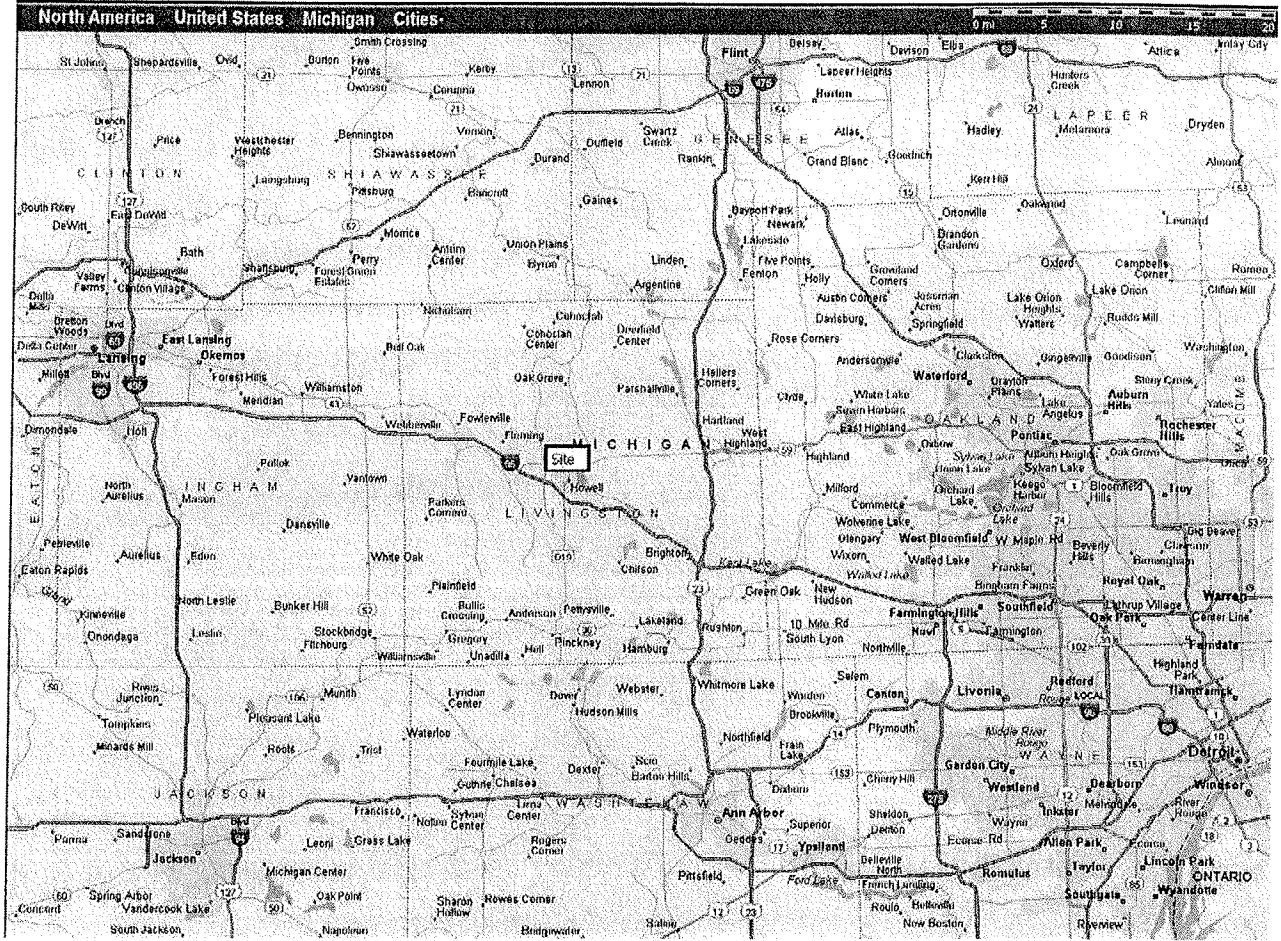
Proposed and Recommended Amenities					
Unit Amenities					
Yes	A/C - Central		Yes	Microwave	Patio/Balcony
	A/C - Wall Unit			Ceiling Fan	Basement
	A/C - Sleeve Only		Yes	Walk-In Closet	Fireplace
Yes	Garbage Disposal		Yes	Window - Mini-Blinds	High Speed Internet
Yes	Dishwasher			Window - Draperies	Yes Individual Entry
Development Amenities					
	Clubhouse (separate building)			Swimming Pool	Sports Courts (b-ball, tennis, v-ball, etc.)
Yes	Community Room		Yes	Playground/Tot Lot	Yes On-Site Management
Yes	Computer Center			Gazebo	Secured Entry - Access Gate
Yes	Exercise/Fitness Room		Yes	Elevator	Yes Secured Entry - Intercom or Camera
	Community Kitchen(ette)			Exterior Storage Units	
Laundry Type			Parking Type		
	Coin-Operated Laundry		Yes	Surface Lot	2 PU Number of Spots Total
	In-Unit Hook-up Only		Yes	Carport	Yes Extra Fee ?
Yes	In-Unit Washer/Dryer			Garage (attached)	
	None		Yes	Garage (detached)	Yes Extra Fee ?

Section 4: Market Area Delineation

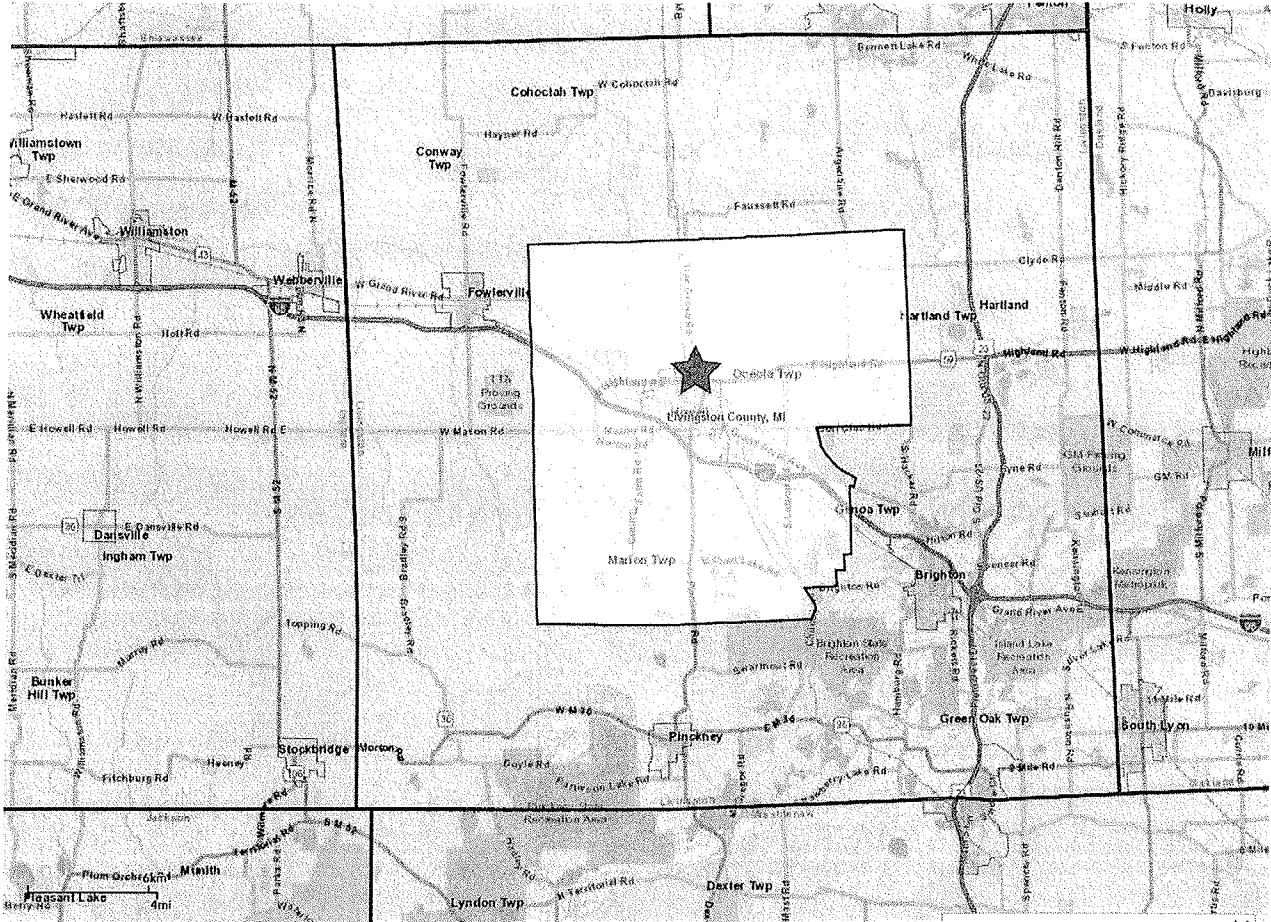
The Primary Market Area (PMA) is considered to be the area from which households residing near the site would look first for housing. The formulation of the PMA is influenced by proximity to nearby communities (i.e. the gravity model), natural barriers, political boundaries, employment centers, commuting patterns, proximity, transportation linkages and the availability of competitive housing (e.g. limited senior housing options generally increase the relative size of market areas for senior housing). The following demographic information, comparables, and demand analysis are based on the PMA as defined below and outlined in the following maps. For comparison purposes data pertaining to the city of Howell, Livingston County and the state of Michigan has also been included throughout the analysis.

The proposal is located in Howell, in Census Tract 240.03 of Livingston County, Michigan. The PMA is defined by Census Tracts and includes the central portion of Livingston County. Major factors in defining the PMA were proximity to the site, the location of nearby cities and the availability of comparable housing within the area. To the east Brighton limits the PMA's farther extension, that is residents are unlikely to locate from the higher concentration of employment opportunities and amenities near this area to locations farther away. Declining proximity to the subject limits the PMA's expansion to areas to the north, west and south, however, this should be considered a conservative assumption given the lack of competitive rental housing in these areas. As a result the PMA should be considered a conservative estimate of demand for the subject.

Local Area Map



PMA Map

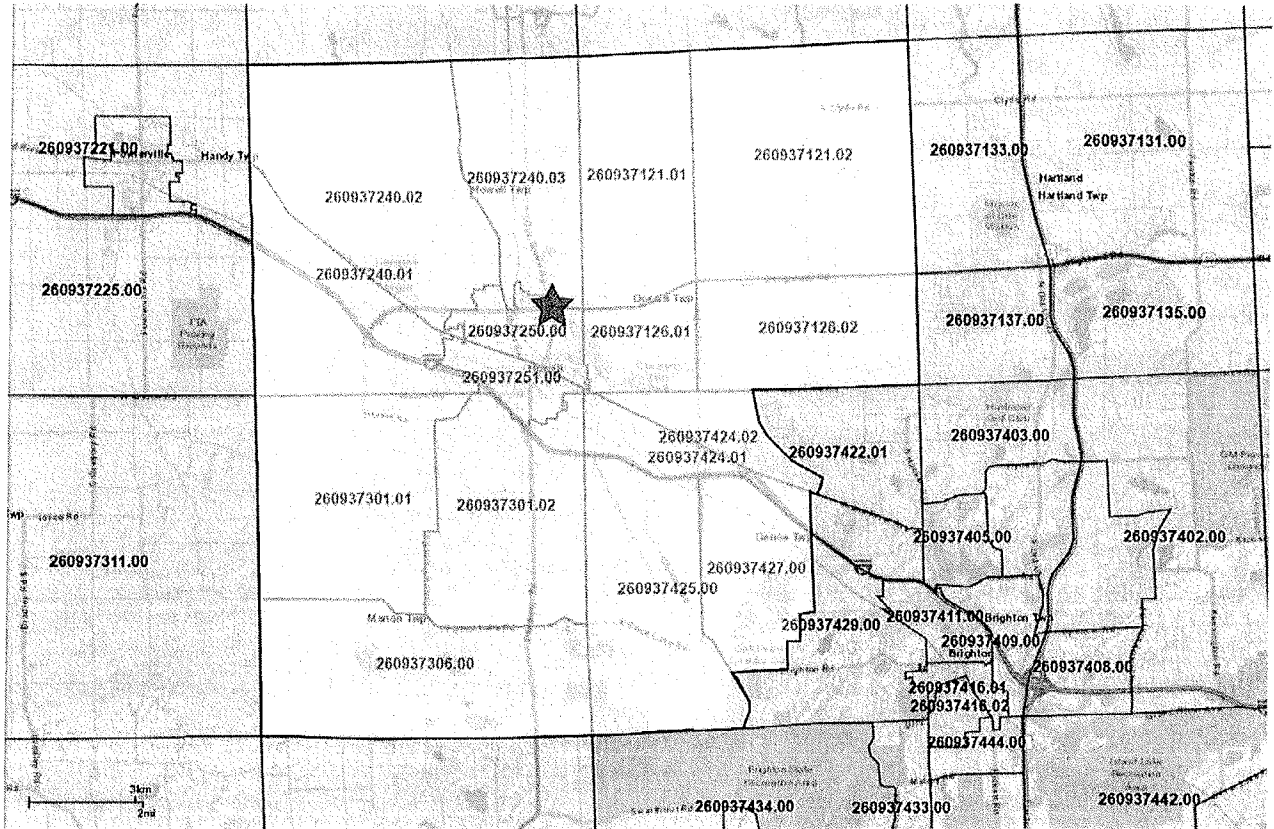


Primary Market Area



Site Location

Tract Map



Primary Market Area



Site Location

Section 5: Site Profile

Date of Inspection:	2/6/2020	By Chris Vance
Acreage:	27.5	
Total Residential Buildings:	10	
Density: (Acres/Building)	2.8	
Topography:	Vacant, flat land	
Adjacent Land Uses:		Impact:
North:	Single-family homes	Favorable
East:	Single-family homes	Favorable
South:	Commercial	Favorable
West:	Wooded lot	Favorable

Neighborhood Characteristics

The subject is located on the west side of Oak Grove Road. The subject is new construction in a sparsely developed, mixed use area. To the immediate west is a wooded lot, to the immediate north are single-family residential homes, to the immediate east are low density single-family homes and to the immediate south is commercial use, including Kroger the nearest grocery store. The site wraps around an excellent condition single-family home on the west side of Oak Grove Road. Farther removed from the site development drops off to the north and east with the higher development of Howell located to the south. Oak Haven, Burwick Farms and Town Commons, all market rate multi-family residential developments are located just removed from the site to the south, southwest and west respectively. Both projects report high occupancy and are detailed in a latter section of this report.

Neighborhood Amenities/Retail/Services

The site is located a short distance (approximately 10 minutes) from the highest concentration of commercial development in Howell concentrated along Grand River Avenue, just east of the subject. Anchor stores along Grand River Avenue and Laston Road include Walmart, Meijer, Home Depot and

Lowe's, as well as numerous other retail, dining and other commercial amenities. As indicated a small commercial concentration is located south of the site including a Kroger.

Marketability of Proposal

The site is located in an area attractive to its targeted tenants. The site is located near existing, excellent condition single-family homes, establishing precedent for residential use.

Visibility and accessibility of the site

The site is located off Oak Grove Road, which given lower density to the north does not appear to be a major thoroughfare for the area, marketing efforts will be critical to draw potential tenants to the site. The site will be easily accessible via Oak Grove and Henderson Roads.

Health Care

The nearest major hospital is St. Joseph Mercy Livingston Hospital, located in Howell in close proximity to the site. Per their website the hospital has over 300 physicians.

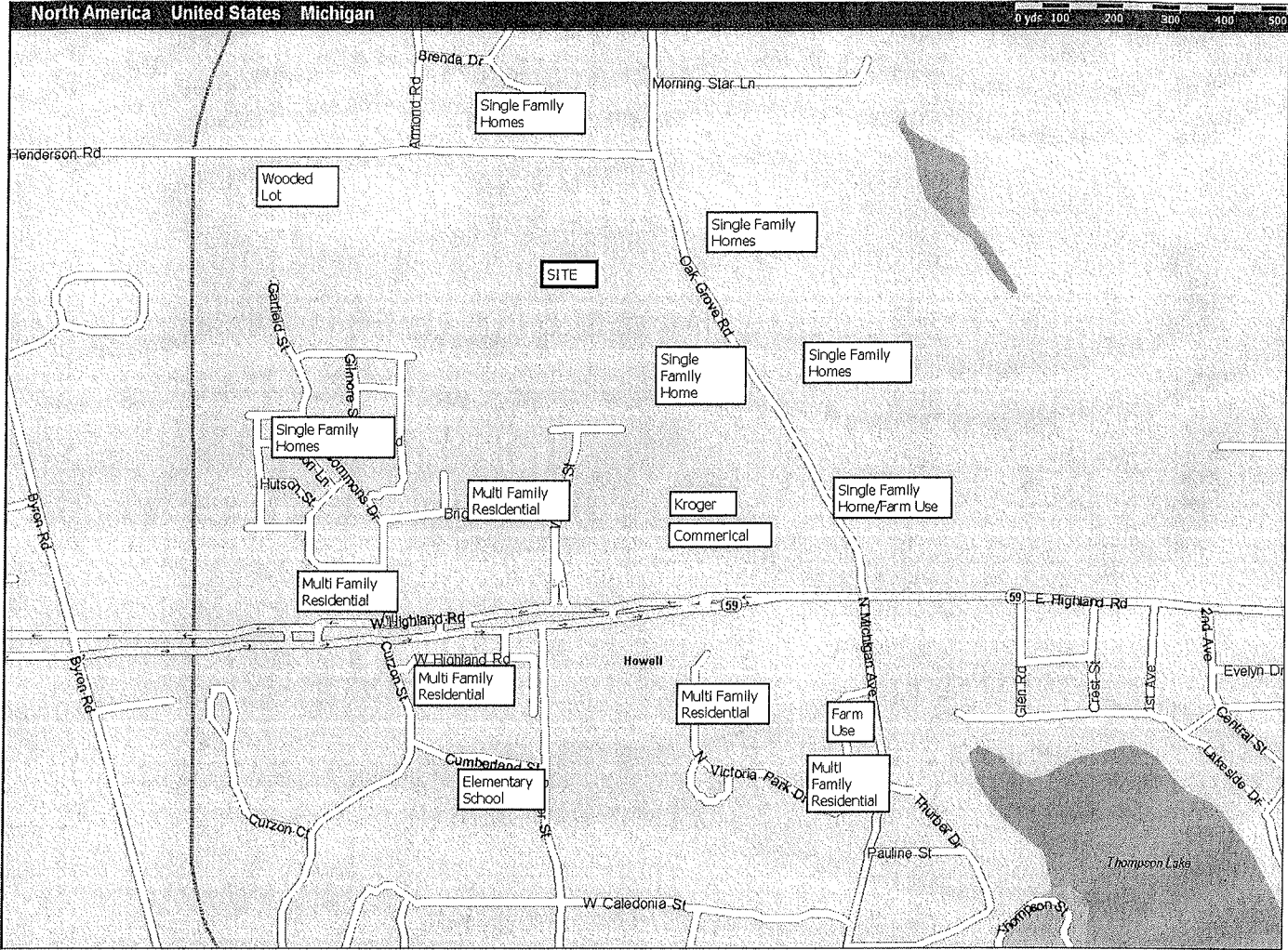
Map: Aerial Map via Applicant



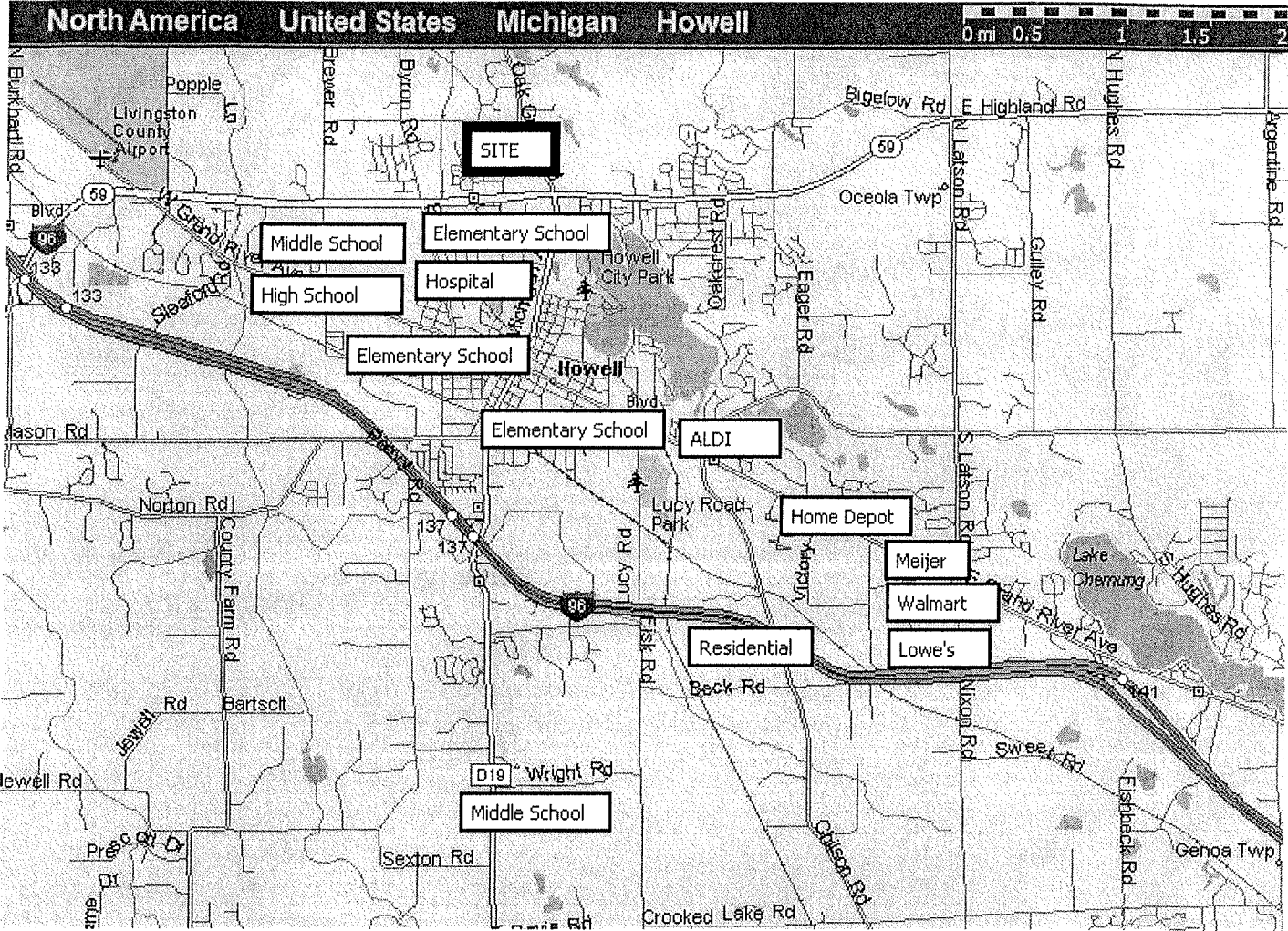
Map: Aerial Map via Google



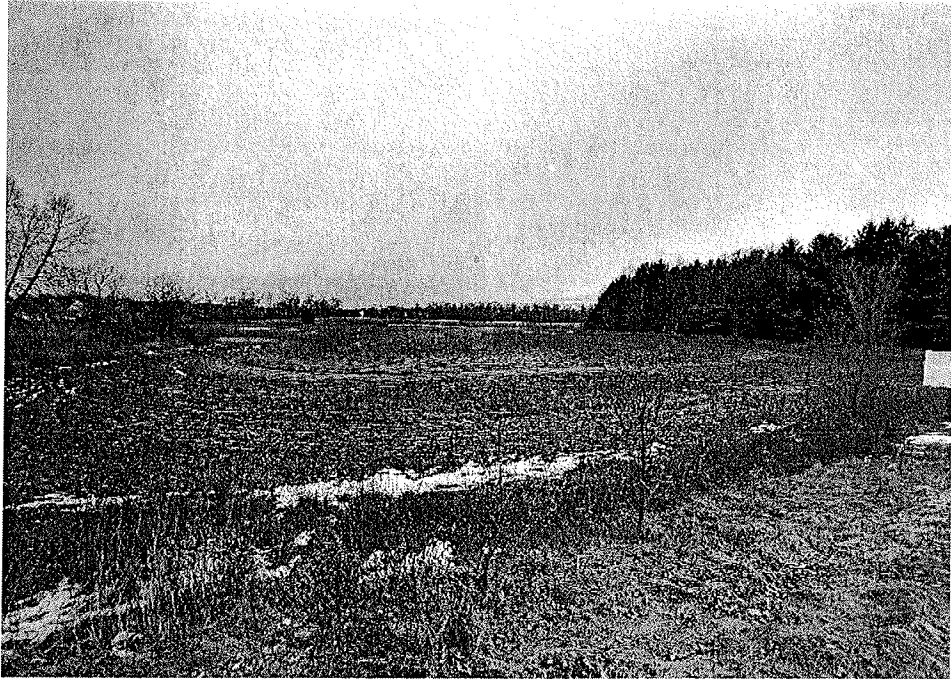
Map: Site and Adjacent Features



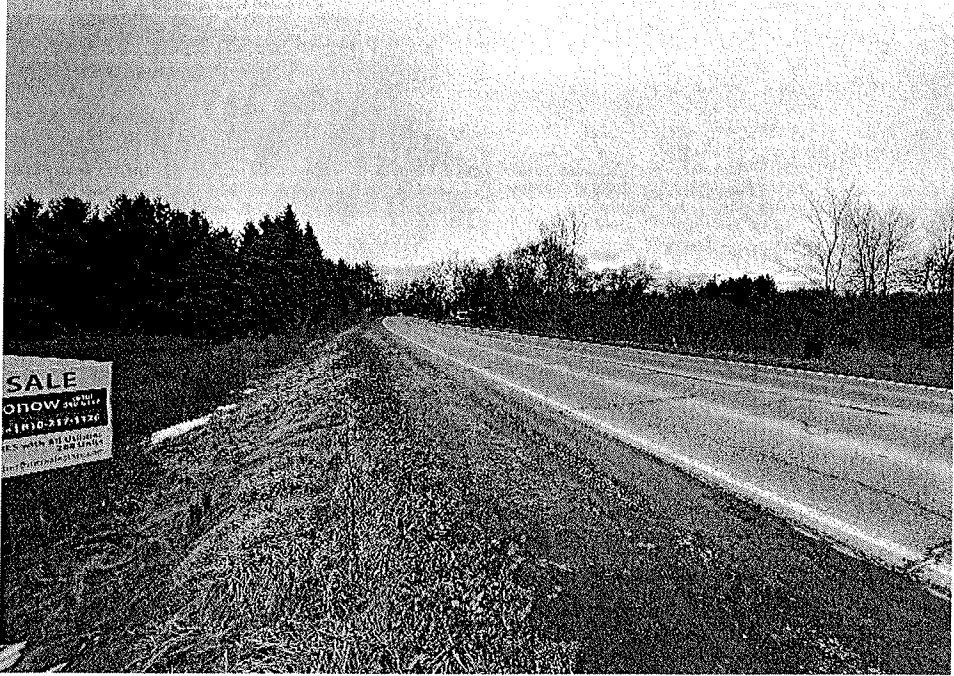
Map: Local Area and Amenities



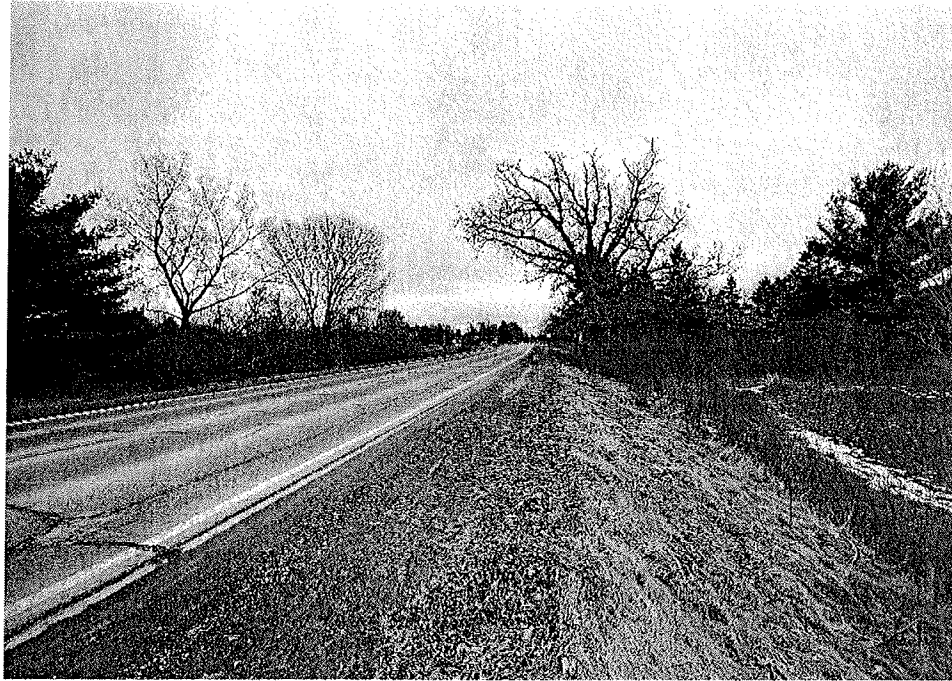
Site Photos



Subject Lot, Facing West, Subject Lot is off Oak Grove Road



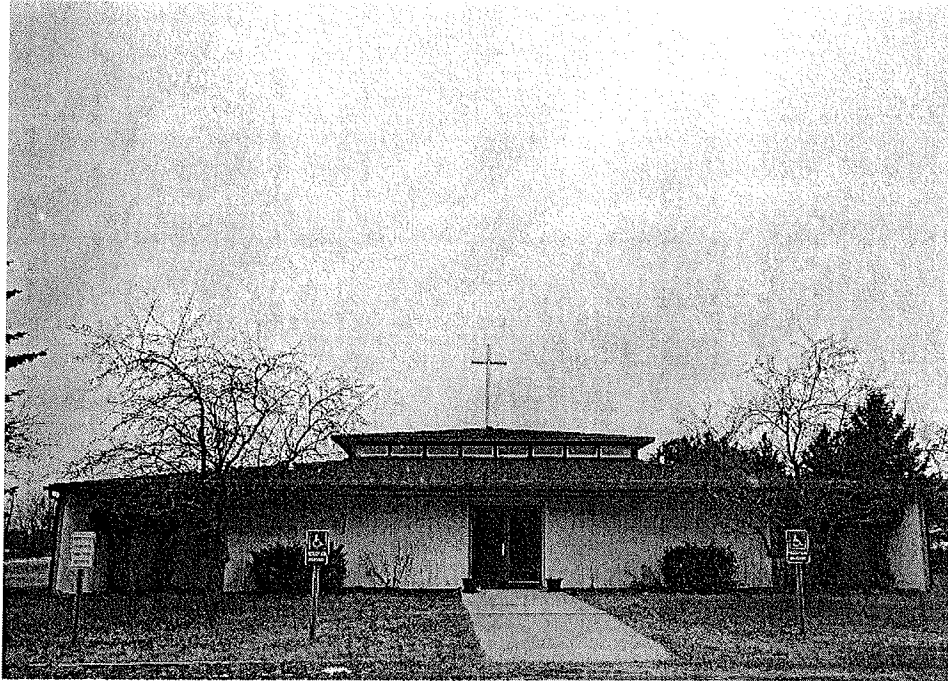
View North from Subject Lot Down Oak Grove Road



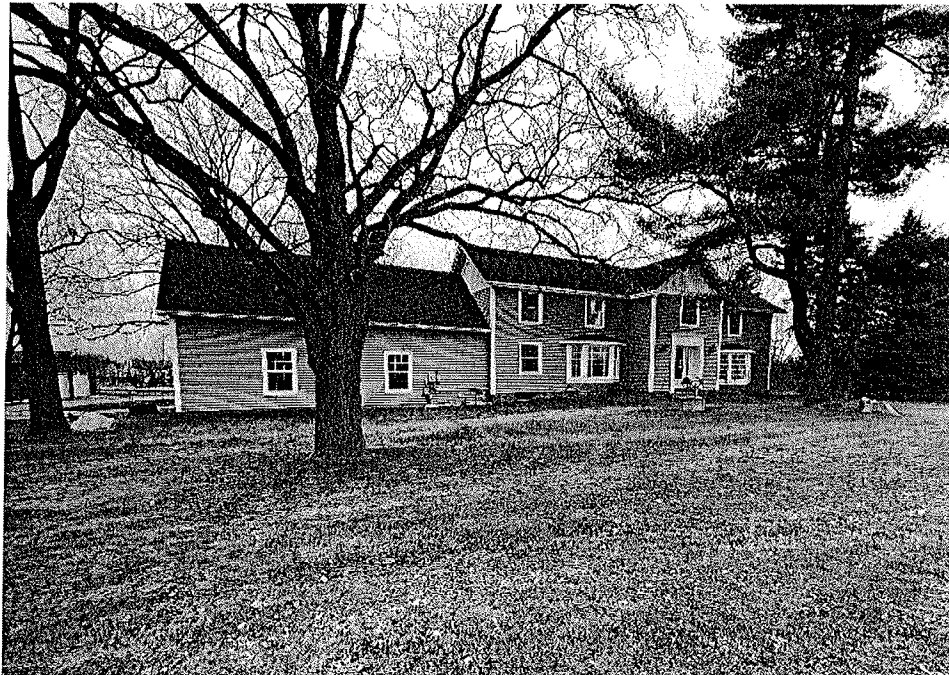
View South from Subject Lot Down Oak Grove Road



View East from Subject Lot, Across Oak Grove Road



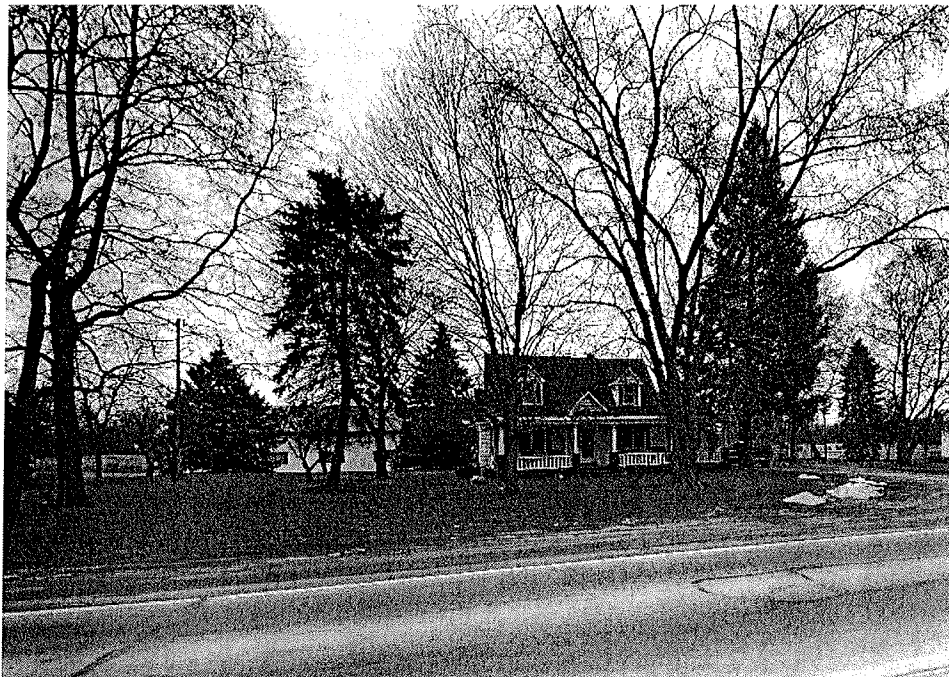
Immanuel Lutheran Church, East of Subject Lot, off Oak Grove Road



Single Family Home, South of Subject Lot, off Oak Grove Road



Single Family Home, South of Subject Lot, off Oak Grove Road



Single Family Home, South of Subject Lot, off Oak Grove Road



Kroger, South of Subject Lot, in Strip Mall Shopping Center off West Highland Road

Section 6: Demographic Trends and Characteristics

Demographic Overview

Between 2000 and 2010, overall population and households increased faster than the county and state as a whole. ESRI forecasts continued relatively strong growth in population and households in the PMA through 2025.

Population Characteristics and Trends

Information for Livingston County, Howell and the PMA is illustrated below. In addition, information for the state of Michigan is provided to put demographic trends in greater context. Population in the PMA represents 24.3 percent of the total population of the county. Between 2000 and 2010 population increased in the city, increased in the county and decreased in the state. Population in the PMA increased at an annual rate of 2.5 percent, representing a moderate to robust annual rate in MAP's estimation, while increasing in the county over this period at a rate of 1.4 percent, also considered a moderate rate. The highest rate of growth among all submarkets was in the PMA at 2.5 percent relative to an overall decrease in the state of 0.1 percent annually. The overall total change over this period was: 216, 10,814, 24,016 and -54,804 in the city, PMA, county and state respectively. Between 2010 and 2020 ESRI estimates that population increased in all areas. Over this period population in the PMA increased at an annual rate of 0.9 percent while increasing in the county at a rate of 0.7 percent. The rate of change in the PMA over this period was faster relative to the state as a whole which increased at a mild annual rate and also faster relative to the county which increased over this period. Between 2020 and 2025 ESRI forecasts that population will increase in all areas. Population in the PMA will increase at an annual rate of 0.9 percent, representing a mild annual rate in MAP's estimation, while increasing in the county over this period at a rate of 0.7 percent, also considered a mild rate. The highest rate of forecasted growth among all submarkets is in the PMA at 0.9 percent relative to an overall increase in the state of 0.2 percent annually.

Population Trends and Forecast

	City of Howell	PMA	County of Livingston	State of MI
2000 Population	9,273	38,175	156,951	9,938,444
2010 Population	9,489	48,989	180,967	9,883,640
Percent Change (2000 to 2010)	2.3%	28.3%	15.3%	-0.6%
Total Change (2000 to 2010)	216	10,814	24,016	-54,804
Annual Change (2000 to 2010)	22	1,081	2,402	-5,480
Annualized Change (2000 to 2010)	0.2%	2.5%	1.4%	-0.1%
2020 Population Estimate	9,923	53,510	194,908	10,101,385
Percent Change (2010 to 2020)	4.6%	9.2%	7.7%	2.2%
Total Change (2010 to 2020)	434	4,521	13,941	217,745
Annual Change (2010 to 2020)	43	452	1,394	21,775
Annualized Change (2010 to 2020)	0.4%	0.9%	0.7%	0.2%
2022 Population Forecast	10,010	54,414	197,696	10,144,935
Percent Change (2010 to 2022)	5.5%	11.1%	9.2%	2.6%
Total Change (2010 to 2022)	521	5,425	16,729	261,295
Annual Change (2010 to 2022)	43	452	1,394	21,775
Annualized Change (2010 to 2022)	0.4%	0.9%	0.7%	0.2%
2024 Population Forecast	10,097	55,318	200,484	10,188,484
Percent Change (2010 to 2024)	6.4%	12.9%	10.8%	3.1%
Total Change (2010 to 2024)	608	6,329	19,517	304,844
Annual Change (2010 to 2024)	43	452	1,394	21,775
Annualized Change (2010 to 2024)	0.4%	0.9%	0.7%	0.2%
2025 Population Forecast	10,140	55,771	201,878	10,210,258
Percent Change (2010 to 2025)	6.9%	13.8%	11.6%	3.3%
Total Change (2010 to 2025)	651	6,782	20,911	326,618
Annual Change (2010 to 2025)	43	452	1,394	21,775
Annualized Change (2010 to 2025)	0.4%	0.9%	0.7%	0.2%

Source: Census of Population and Housing, U.S. Census Bureau; ESRI

Age distribution characteristics are similar within all three submarkets, with generally comparable age distribution concentrations relative to the state. The aging of the Baby Boom generation has and will continue to shift the national age distribution toward the 65 and over population segments in the coming years. This national trend is evident within all areas here, with the highest growth through 2025 forecasted in the 65 and over age segment.

Population by Age Group

	City of Howell	PMA	County of Livingston	State of MI
Age 24 and Under - 2010	3,157	16,274	58,896	3,317,957
Percent of total 2010 population	33.3%	33.2%	32.5%	33.6%
Age Between 25 and 44 - 2010	2,822	12,781	43,403	2,442,123
Percent of total 2010 population	29.7%	26.1%	24.0%	24.7%
Age Between 45 and 64 - 2010	2,233	14,066	57,024	2,762,030
Percent of total 2010 population	23.5%	28.7%	31.5%	27.9%
Age 65 and Over - 2010	1,277	5,868	21,644	1,361,530
Percent of total 2010 population	13.5%	12.0%	12.0%	13.8%
Age 24 and Under - 2025	3,151	16,253	55,737	3,051,499
Percent of total 2025 population	31.1%	29.1%	27.6%	29.9%
Percent change (2010 to 2025)	-0.2%	-0.1%	-5.4%	-8.0%
Age Between 25 and 44 - 2025	2,955	14,377	48,842	2,537,166
Percent of total 2025 population	29.1%	25.8%	24.2%	24.8%
Percent change (2010 to 2025)	4.7%	12.5%	12.5%	3.9%
Age Between 45 and 64 - 2025	2,313	14,921	57,646	2,601,747
Percent of total 2025 population	22.8%	26.8%	28.6%	25.5%
Percent change (2010 to 2025)	3.6%	6.1%	1.1%	-5.8%
Age 65 and Over - 2025	1,720	10,220	39,655	2,019,846
Percent of total 2025 population	17.0%	18.3%	19.6%	19.8%
Percent change (2010 to 2025)	34.7%	74.2%	83.2%	48.4%

Source: Census of Population and Housing, U.S. Census Bureau; ESRI

Household Characteristics and Trends

Between 2010 and 2020 ESRI estimates that households increased in all areas. Over this period households in the PMA increased at an annual rate of 0.9 percent while increasing in the county at a rate of 0.8 percent. The rate of change in the PMA over this period was faster relative to the state as a whole which increased at a mild annual rate and also faster relative to the county which increased over this period. Between 2010 and 2025 ESRI forecasts that households will increase in all areas. Households in the PMA will increase at an annual rate of 0.9 percent, representing a mild annual rate in MAP's estimation, while increasing in the county over this period at a rate of 0.8 percent, also considered a mild rate. The highest rate of forecasted growth among all submarkets is in the PMA at 0.9 percent relative to an overall increase in the state of 0.3 percent annually.

Household Trends and Forecast

	City of Howell	PMA	County of Livingston	State of MI
2000 Household	3,864	13,818	55,384	3,785,661
2010 Household	4,028	18,473	67,380	3,872,508
Percent Change (2000 to 2010)	4.2%	33.7%	21.7%	2.3%
Total Change (2000 to 2010)	164	4,655	11,996	86,847
Annual Change (2000 to 2010)	16	466	1,200	8,685
Annualized Change (2000 to 2010)	0.4%	2.9%	2.0%	0.2%
2020 Household Estimate	4,214	20,279	73,200	3,981,471
Percent Change (2010 to 2020)	4.6%	9.8%	8.6%	2.8%
Total Change (2010 to 2020)	186	1,806	5,820	108,963
Annual Change (2010 to 2020)	19	181	582	10,896
Annualized Change (2010 to 2020)	0.5%	0.9%	0.8%	0.3%
2022 Household Forecast	4,251	20,641	74,364	4,003,264
Percent Change (2010 to 2022)	5.5%	11.7%	10.4%	3.4%
Total Change (2010 to 2022)	223	2,168	6,984	130,756
Annual Change (2010 to 2022)	19	181	582	10,896
Annualized Change (2010 to 2022)	0.5%	0.9%	0.8%	0.3%
2024 Household Forecast	4,288	21,002	75,528	4,025,056
Percent Change (2010 to 2024)	6.5%	13.7%	12.1%	3.9%
Total Change (2010 to 2024)	260	2,529	8,148	152,548
Annual Change (2010 to 2024)	19	181	582	10,896
Annualized Change (2010 to 2024)	0.4%	0.9%	0.8%	0.3%
2025 Household Forecast	4,307	21,182	76,110	4,035,952
Percent Change (2010 to 2025)	6.9%	14.7%	13.0%	4.2%
Total Change (2010 to 2025)	279	2,709	8,730	163,444
Annual Change (2010 to 2025)	19	181	582	10,896
Annualized Change (2010 to 2025)	0.4%	0.9%	0.8%	0.3%

Source: Census of Population and Housing, U.S. Census Bureau; ESRI

Average household size can reflect economic conditions (with household size increasing during periods of recession) or indicative of the construction of larger units within the area. Average household size is estimated to have decreased very marginally within all markets between 2010 and 2020. ESRI projections indicate a continuing marginal decrease in average household size within all markets through 2025.

Average Household Size and Group Quarters

	City of Howell	PMA	County of Livingston	State of MI
2010 Average Household Size	2.25	2.62	2.67	2.49
2020 Average Household Size Estimate	2.24	2.60	2.64	2.48
Percent Change (2010 to 2020)	-0.4%	-0.5%	-0.9%	-0.6%
2022 Average Household Size Forecast	2.24	2.60	2.64	2.48
Percent Change (2010 to 2022)	-0.5%	-0.6%	-1.1%	-0.7%
2024 Average Household Size Forecast	2.24	2.60	2.64	2.47
Percent Change (2010 to 2024)	-0.6%	-0.7%	-1.2%	-0.8%
2025 Average Household Size Forecast	2.24	2.60	2.63	2.47
Percent Change (2010 to 2025)	-0.6%	-0.8%	-1.3%	-0.8%
2010 Group Quarters	426	634	1,152	229,068
2020 Group Quarters Estimate	481	716	1,303	229,892
Percent Change (2010 to 2020)	13.0%	13.0%	13.1%	0.4%
2022 Group Quarters Forecast	492	733	1,333	230,057
Percent Change (2010 to 2022)	15.6%	15.5%	15.8%	0.4%
2024 Group Quarters Forecast	504	749	1,364	230,222
Percent Change (2010 to 2024)	18.2%	18.1%	18.4%	0.5%
2025 Group Quarters Forecast	509	757	1,379	230,305
Percent Change (2010 to 2025)	19.5%	19.4%	19.7%	0.5%

Source: Census of Population and Housing, U.S. Census Bureau; ESRI

Between 2000 and 2010 renter penetration rates increased in all areas. Increases over this period are consistent with the financial crisis of 2008 and lasting impacts on home ownership. Among all submarkets renter penetration is highest within the city at 46.6 percent relative to the lowest rate in the county at 14.7 percent and an overall rate of 27.9 percent in the state. Between 2010 and 2025 ESRI forecasts renter households will decrease in the PMA consistent with a decrease in the renter penetration rate over this period and relative to an increase in overall households.

Renter Households

	City of Howell	PMA	County of Livingston	State of MI
2000 Renter Households	1,657	2,501	6,627	992,537
Percent of Total HHs	42.9%	18.1%	12.0%	26.2%
2010 Renter Households	1,876	3,744	9,877	1,079,166
Percent of Total HHs	46.6%	20.3%	14.7%	27.9%
Percent Change (2000 to 2010)	13.2%	49.7%	49.0%	8.7%
Total Change (2000 to 2010)	219	1,243	3,250	86,629
Annual Change (2000 to 2010)	22	124	325	8,663
Annualized Change (2000 to 2010)	1.2%	4.1%	4.1%	0.8%
2020 Renter Households Estimate	1,808	3,658	9,678	1,187,502
Percent of Total HHs	42.9%	18.0%	13.2%	29.8%
Percent Change (2010 to 2020)	-3.6%	-2.3%	-2.0%	10.0%
Total Change (2010 to 2020)	-68	-86	-199	108,336
Annual Change (2010 to 2020)	-7	-9	-20	10,834
Annualized Change (2010 to 2020)	-0.4%	-0.2%	-0.2%	1.0%
2022 Renter Households Forecast	1,816	3,668	9,702	1,174,501
Percent of Total HHs	42.7%	17.8%	13.0%	29.3%
Percent Change (2010 to 2022)	-3.2%	-2.0%	-1.8%	8.8%
Total Change (2010 to 2022)	-60	-76	-175	95,335
Annual Change (2010 to 2022)	-5	-6	-15	7,945
Annualized Change (2010 to 2022)	-0.3%	-0.2%	-0.1%	0.7%
2024 Renter Households Forecast	1,806	3,656	9,673	1,190,391
Percent of Total HHs	42.1%	17.4%	12.8%	29.6%
Percent Change (2010 to 2024)	-3.7%	-2.4%	-2.1%	10.3%
Total Change (2010 to 2024)	-70	-88	-204	111,225
Annual Change (2010 to 2024)	-5	-6	-15	7,945
Annualized Change (2010 to 2024)	-0.3%	-0.2%	-0.1%	0.7%
2025 Renter Households Forecast	1,801	3,650	9,658	1,198,335
Percent of Total HHs	41.8%	17.2%	12.7%	29.7%
Percent Change (2010 to 2025)	-4.0%	-2.5%	-2.2%	11.0%
Total Change (2010 to 2025)	-75	-94	-219	119,169
Annual Change (2010 to 2025)	-5	-6	-15	7,945
Annualized Change (2010 to 2025)	-0.3%	-0.2%	-0.1%	0.7%

Source: Census of Population and Housing, U.S. Census Bureau; ESRI

The PMA and county have similar renter persons per household distribution, with similar average rental size and average owner size, with slightly smaller renter household sizes evident in the city. The subject will offer one- to three-bedroom units appealing to a broad spectrum of ages and household sizes.

Households by Tenure by Number of Persons in Household

	City of Howell	PMA	County of Livingston	State of MI
Total 2010 Owner Occupied HUs	2,152	14,729	57,503	2,793,342
1-person HH	577	2,643	9,797	643,556
2-person HH	713	5,466	21,470	1,031,004
3-person HH	353	2,450	9,922	446,449
4-person HH	314	2,607	10,101	392,843
5-person HH	131	1,026	4,205	177,918
6-person HH	35	340	1,323	64,470
7-person or more HH	29	197	685	37,102
Imputed Avg. Owner HH Size*	2.5	2.7	2.7	2.6
Total 2010 Renter Occupied HUs	1,876	3,744	9,877	1,079,166
1-person HH	897	1,458	3,779	436,122
2-person HH	507	1,060	2,652	276,445
3-person HH	261	589	1,511	157,033
4-person HH	133	385	1,131	111,472
5-person HH	48	159	509	56,156
6-person HH	23	69	205	24,502
7-person or more HH	7	24	90	17,436
Imputed Avg. Renter HH Size*	1.9	2.2	2.3	2.3
Percent 2010 Owner Occupied HUs	2,152	14,729	57,503	2,793,342
1-person HH	26.8%	17.9%	17.0%	23.0%
2-person HH	33.1%	37.1%	37.3%	36.9%
3-person HH	16.4%	16.6%	17.3%	16.0%
4-person HH	14.6%	17.7%	17.6%	14.1%
5-person HH	6.1%	7.0%	7.3%	6.4%
6-person HH	1.6%	2.3%	2.3%	2.3%
7-person or more HH	1.3%	1.3%	1.2%	1.3%
Percent 2010 Renter Occupied HUs	1,876	3,744	9,877	1,079,166
1-person HH	47.8%	38.9%	38.3%	40.4%
2-person HH	27.0%	28.3%	26.9%	25.6%
3-person HH	13.9%	15.7%	15.3%	14.6%
4-person HH	7.1%	10.3%	11.5%	10.3%
5-person HH	2.6%	4.2%	5.2%	5.2%
6-person HH	1.2%	1.8%	2.1%	2.3%
7-person or more HH	0.4%	0.6%	0.9%	1.6%

Source: Census of Population and Housing, U.S. Census Bureau; ESRI

*-MAP estimated based on 7 persons per 7 or more HH size

Tenure by Age by Household

	City of Howell	PMA	County of Livingston	State of MI
Total 2010 Owner Occupied HUs	2,152	14,729	57,503	2,793,342
15 to 24 years	41	143	499	32,924
25 to 34 years	334	1,485	4,859	270,226
35 to 44 years	422	3,078	11,231	475,009
45 to 54 years	473	3,873	15,963	658,507
55 to 64 years	396	3,034	12,823	616,233
Total Non-senior (64 years and under)	1,666	11,613	45,375	2,052,899
65 years and over	486	3,116	12,128	740,443
Total 2010 Renter Occupied HUs	1,876	3,744	9,877	1,079,166
15 to 24 years	226	419	882	138,062
25 to 34 years	466	996	2,324	255,631
35 to 44 years	305	727	2,089	203,282
45 to 54 years	352	727	1,993	186,426
55 to 64 years	215	401	1,096	130,197
Total Non-senior (64 years and under)	1,564	3,270	8,384	913,598
65 years and over	312	474	1,493	165,568
Percent 2010 Owner Occupied HUs	2,152	14,729	57,503	2,793,342
15 to 24 years	1.9%	1.0%	0.9%	1.2%
25 to 34 years	15.5%	10.1%	8.4%	9.7%
35 to 44 years	19.6%	20.9%	19.5%	17.0%
45 to 54 years	22.0%	26.3%	27.8%	23.6%
55 to 64 years	18.4%	20.6%	22.3%	22.1%
Total Non-senior (64 years and under)	77.4%	78.8%	78.9%	73.5%
65 years and over	22.6%	21.2%	21.1%	26.5%
Percent 2010 Renter Occupied HUs	1,876	3,744	9,877	1,079,166
15 to 24 years	12.0%	11.2%	8.9%	12.8%
25 to 34 years	24.8%	26.6%	23.5%	23.7%
35 to 44 years	16.3%	19.4%	21.2%	18.8%
45 to 54 years	18.8%	19.4%	20.2%	17.3%
55 to 64 years	11.5%	10.7%	11.1%	12.1%
Total Non-senior (64 years and under)	83.4%	87.3%	84.9%	84.7%
65 years and over	16.6%	12.7%	15.1%	15.3%

Source: Census of Population and Housing, U.S. Census Bureau; ESRI

Household Income

Median household income is estimated to have increased at a modest annual rate between 2010 and 2020 within all areas. Income levels within the city are the lowest among all submarkets, well below the overall state level. ESRI forecasts a continuation in growth of median income for all areas through 2025, with income expected to increase at a 1.5 percent annual rate within the PMA and similar rates in other areas.

Median Household Income

	City of Howell	PMA	County of Livingston	State of MI
2010 Median Household Income	\$43,094	\$70,389	\$72,129	\$48,432
2020 Median Household Income Estimate	\$50,029	\$81,835	\$87,651	\$57,783
Percent Change (2010 to 2020)	16.1%	16.3%	21.5%	19.3%
Annualized Change (2010 to 2020)	1.5%	1.5%	2.0%	1.8%
2022 Median Household Income Forecast	\$51,416	\$84,124	\$90,755	\$59,653
Percent Change (2010 to 2022)	19.3%	19.5%	25.8%	23.2%
Annualized Change (2010 to 2022)	1.5%	1.5%	1.9%	1.8%
2025 Median Household Income Forecast	\$53,496	\$87,558	\$95,412	\$62,458
Percent Change (2010 to 2025)	24.1%	24.4%	32.3%	29.0%
Annualized Change (2010 to 2025)	1.5%	1.5%	1.9%	1.7%

Source: Census of Population and Housing, U.S. Census Bureau; ESRI

The table below presents household income by tenure for senior (ages 65 and over) households as well as total and total less senior. Senior housing by income tenure is not available for the PMA. As a result, estimates below are based on extrapolations considering household income distribution by age, household growth, inflation rates and tenure. In particular, household income distribution based on 2010 Census and HUD data is applied to forecasted households for 2022. Additionally, these income distributions are inflated to current year dollars based on the Consumer Price Index.

Household Income Distribution by Tenure PMA

	Total Households	Owner Households	Renter Households
Less than \$11,399	653	320	333
Percent of 2022 Households	3.2%	1.7%	9.1%
\$11,399-\$17,099	646	430	216
Percent of 2022 Households	3.1%	2.4%	5.9%
\$17,099-\$22,799	778	440	338
Percent of 2022 Households	3.8%	2.4%	9.2%
\$22,799-\$28,499	691	408	283
Percent of 2022 Households	3.3%	2.2%	7.7%
\$28,499-\$39,899	1,544	1,155	390
Percent of 2022 Households	7.5%	6.7%	10.6%
\$39,899-\$56,999	2,569	1,942	628
Percent of 2022 Households	12.4%	11.3%	17.1%
\$56,999-\$85,499	3,964	3,171	793
Percent of 2022 Households	19.2%	18.6%	21.6%
\$85,500 or More	9,795	9,107	688
Percent of 2022 Households	47.5%	54.8%	18.8%

Source: Census of Population and Housing, U.S. Census Bureau; Bureau of Labor and Statistics

Senior Household (65+) Income Distribution by Tenure PMA

	Total Senior Households	Senior Owner Households	Senior Renter Households
Less than \$11,399	190	149	41
Percent of 2022 Households	3.5%	2.9%	8.9%
\$11,399-\$17,099	273	219	53
Percent of 2022 SR Households	5.0%	4.4%	11.5%
\$17,099-\$22,799	320	252	69
Percent of 2022 SR Households	5.9%	5.0%	14.8%
\$22,799-\$28,499	304	243	61
Percent of 2022 SR Households	5.6%	4.8%	13.1%
\$28,499-\$39,899	710	644	66
Percent of 2022 SR Households	13.0%	12.9%	14.2%
\$39,899-\$56,999	713	663	50
Percent of 2022 SR Households	13.1%	13.3%	10.7%
\$56,999-\$85,499	1,208	1,138	70
Percent of 2022 SR Households	22.1%	22.9%	15.0%
\$85,500 or More	1,736	1,681	55
Percent of 2022 SR Households	31.8%	33.8%	11.8%

Source: Census of Population and Housing, U.S. Census Bureau; Bureau of Labor and Statistics, MAP

Non-Senior Household Income by Tenure PMA

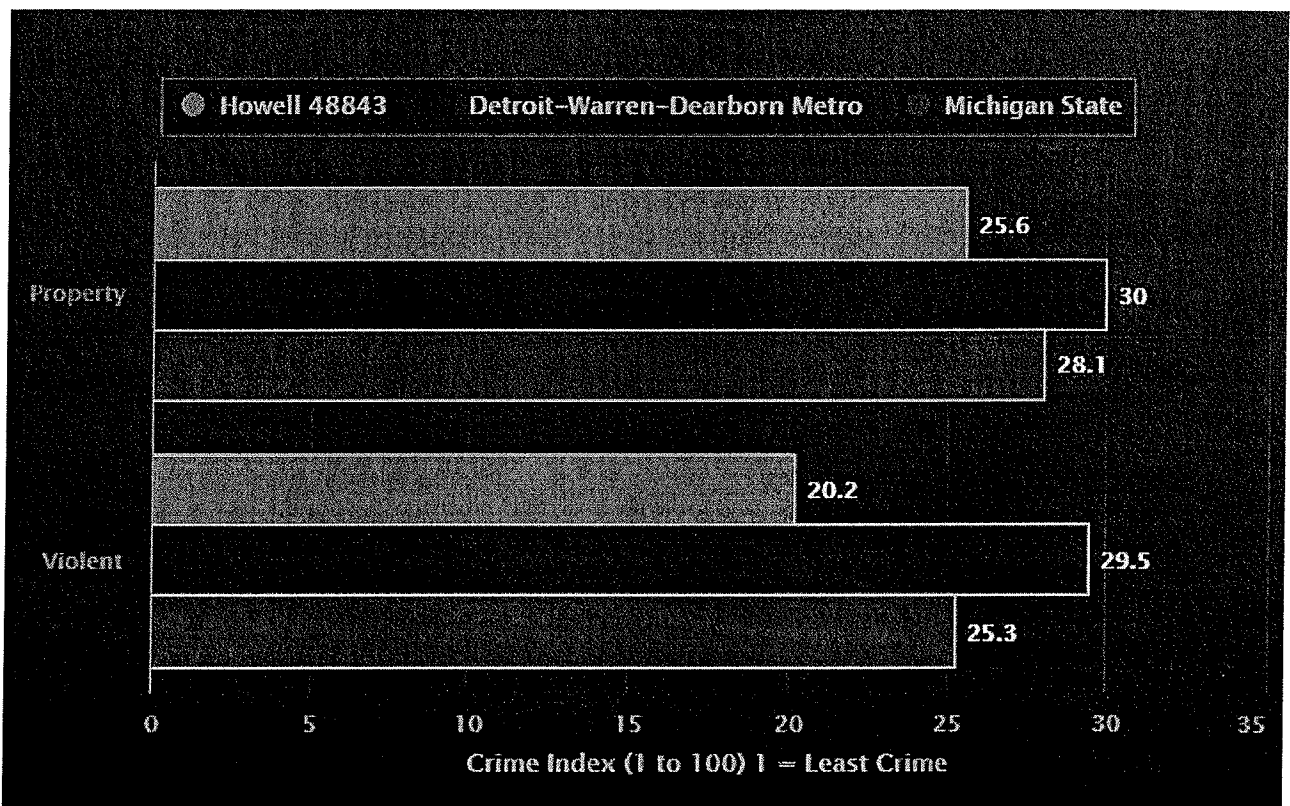
	Total Less SR Households	Owner Less SR Households	Renter Less SR Households
Less than \$11,399	463	172	292
Percent of Households	3.0%	1.4%	9.1%
\$11,399-\$17,099	374	211	163
Percent of 2022 Households	2.5%	1.8%	5.1%
\$17,099-\$22,799	457	188	269
Percent of 2022 Households	3.0%	1.6%	8.4%
\$22,799-\$28,499	387	165	222
Percent of 2022 Households	2.5%	1.4%	6.9%
\$28,499-\$39,899	834	511	323
Percent of 2022 Households	5.5%	4.3%	10.1%
\$39,899-\$56,999	1,856	1,278	578
Percent of 2022 Households	12.2%	10.7%	18.0%
\$56,999-\$85,499	2,756	2,033	723
Percent of 2022 Households	18.1%	17.0%	22.6%
\$85,500 or More	8,059	7,426	633
Percent of 2022 Households	53.1%	62.0%	19.8%

Source: Census of Population and Housing, U.S. Census Bureau; Bureau of Labor and Statistics, MAP

Crime

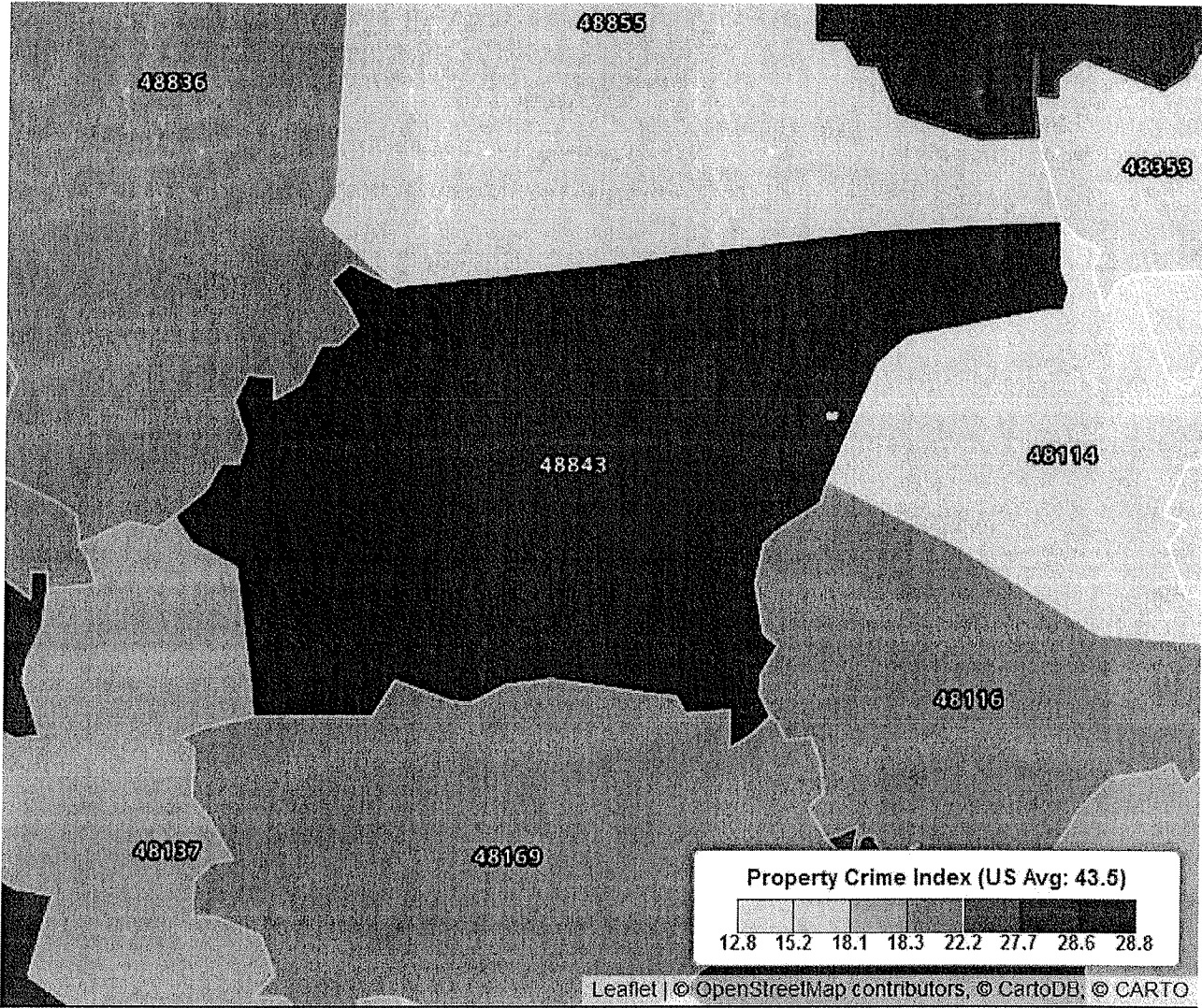
For the subject's zip code property crime is below the national index, violent crime risk is above national levels (the national average is 35.4 and 22.7 respectively), per the data illustrated below. Crime rates in Howell are lower than both state the Detroit MSA levels. Crime is rated from 1 to 100. Crime rates are generally higher in adjacent zip codes, consistent with lower density in these areas. MAP has considered local crime in its assessment of site appeal incorporated into rent analysis in a latter section of this report.

Crime Index For Subject Zip Code



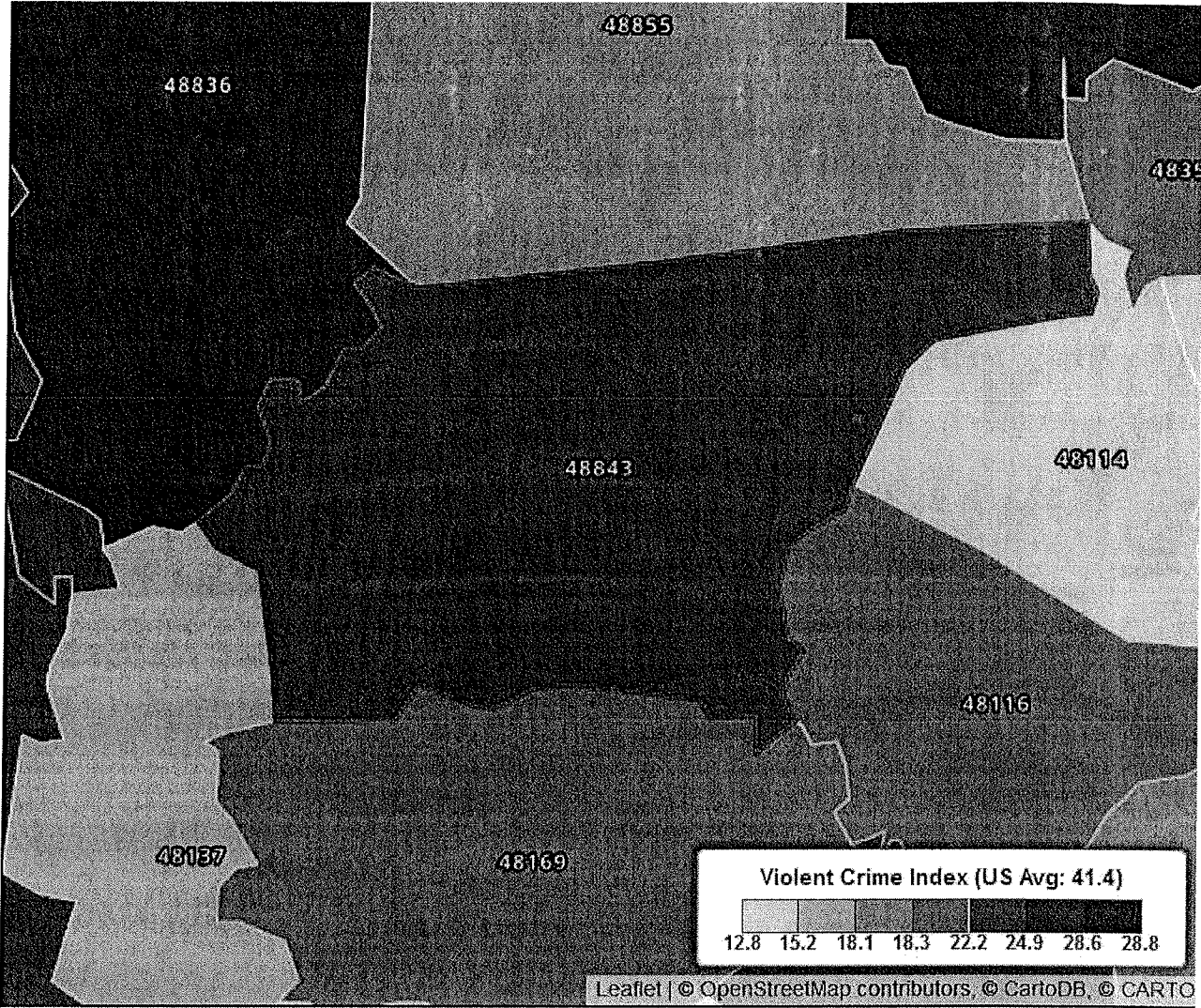
Source: Bestplaces.net

Property Crime Index Map For Subject Zip Code



Source: Bestplaces.net

Violent Crime Index Map For Subject Zip Code



Source: Bestplaces.net

Schools

MAP has examined school ranking information compiled by the state of Michigan, which combines traditional accountability metrics with federal labels and other state/federal requirements. This information is illustrated below (more information on Michigan School Scorecards can be learned at (<https://www.michigan.gov>)). Comparable projects in the area are subject to a similar environment, which would be reflected in demand for these units.

Howell City Schools Scorecard

Building Name	Statewide Percentile Ranking	Achievement Gap Ranking	Priority	Focus	Reward	Scorecard Color	Points Earned	Points Possible
Howell Public Schools			N	N	N	YELLOW	60	72
Parker Middle School	62	51	N	N	N	YELLOW	34	46
Howell High School	37	11	N	N	N	YELLOW	36	52
Northwest Elementary School	84	61	N	N	N	LIME	24	32
Three Fires Elementary	68	27	N	N	N	LIME	28	36
Southeast Elementary School	89	9	N	N	N	YELLOW	26	38
Southwest Elementary School	66	43	N	N	N	LIME	30	38
Highlander Way Middle School	42	30	N	N	N	LIME	38	46
Challenger Elementary School	43	3	N	N	N	LIME	28	36
Voyager Elementary School	90	82	N	N	N	LIME	28	36
Ruahmah J. Hutchings Elementary	88	66	N	N	N	YELLOW	28	38

Source: <https://www.michigan.gov/>

Section 7: Economic Analysis

Economic Overview

The proposal will offer affordable units targeted at households within the Howell area. Economic analysis is provided for Livingston County, which is deemed the most insightful for the site's economic viability. In addition, information for the State of Michigan and United States are illustrated to put these trends into greater context.

Local economics are largely driven by the national economy, particularly for larger, more urban areas with greater economic diversification. This is visually evident in the unemployment rate comparison presented in the following pages (i.e., movements in the unemployment rate for the United States coincide with state and local movements). While generally moving in tandem with national levels, the unemployment rate within Michigan has been higher in comparison to national levels in recent years. The national economy suffered a credit crisis in 2008, which led to worsening economic conditions including declining consumer confidence, continued pressure on an already fragile housing sector, declining consumer spending and a dramatic decline in automotive purchases, all contributing to a worsening in economic conditions throughout the nation. Subsequently, the economy has been showing strength with declining unemployment rates since approximately 2009. Analysis throughout this report is based on current economic conditions remaining stable. The effects of a deceleration or stagnation in the economy generally serve to increase demand for affordable housing among those experiencing wage cuts while eliminating from consideration those who become unemployed.

Economic Characteristics and Trends

The subject is located within Howell, with the downtown area representing a high concentration of employment opportunities within the immediate area but with Ann Arbor to the south also representing a major concentration of employment and likely drawing from the subject area. Within the PMA, approximately 25 percent of workers find employment within a less than 15 minute travel time, while an additional 25 percent of workers find employment within a 30 minute radius. Commute times in the PMA and county were higher than the state and city as a whole.

Employee Commute Times

	City of Howell	PMA	County of Livingston	State of MI
2010 Total Workers via Census	4,250	24,767	91,640	4,199,791
Travel Time: < 15 Minutes	1,339	6,167	18,420	1,230,539
Percent of Workers	31.5%	24.9%	20.1%	29.3%
Travel Time: 15 - 29 Minutes	893	6,244	24,101	1,612,720
Percent of Workers	21.0%	25.2%	26.3%	38.4%
Travel Time: 30 - 44 Minutes	854	4,942	21,902	806,360
Percent of Workers	20.1%	20.0%	23.9%	19.2%
Travel Time: 45 - 59 Minutes	629	3,934	14,662	298,185
Percent of Workers	14.8%	15.9%	16.0%	7.1%
Travel Time: 60+ Minutes	536	3,480	12,646	251,987
Percent of Workers	12.6%	14.1%	13.8%	6.0%
Avg Travel Time in Minutes for Commuters	29	31	32	24

Source: Census of Population and Housing, U.S. Census Bureau; ESRI

Industry employment concentrations in the city, county and state are illustrated below with national trends illustrated to put state and local trends into greater context. Locally within the city, county and state employment is more concentrated in manufacturing employment relative to the nation as a whole. This exposure helped contribute to economic malaise during recent years when the manufacturing sector was under particular pressure. Higher concentrations in manufacturing potentially expose the local area to greater economic volatility but with similar exposure to the state overall.

Employment Concentrations

	City of Howell	County of Livingston	State of MI	USA
Ag, forestry, fishing and hunting, and mining	0.3%	0.7%	1.3%	1.9%
Construction	3.6%	6.8%	4.8%	6.8%
Manufacturing	20.8%	18.1%	17.4%	10.8%
Wholesale trade	4.5%	3.6%	2.5%	2.9%
Retail trade	11.5%	12.0%	11.4%	11.5%
Transp and warehousing, and util	4.4%	3.4%	4.1%	5.1%
Information	2.5%	1.6%	1.6%	2.3%
Fin and ins, and r.estate and rent/lease	7.2%	6.7%	5.5%	6.9%
Prof, sci, and mngr, and admin and waste	9.2%	10.7%	9.3%	10.5%
Ed services, and hlth care and soc assist	18.0%	20.8%	24.1%	22.5%
Arts, ent, and rec, and accomod/food	11.4%	8.1%	9.5%	9.0%
Other services, except public administration	4.1%	4.8%	4.8%	4.9%
Public administration	2.6%	2.7%	3.7%	4.9%
Total Occupations				
Mngmt, bus, sci, and arts	25.7%	39.0%	34.7%	35.7%
Service occupations	21.0%	14.7%	18.4%	17.5%
Sales and office occupations	26.9%	25.6%	24.1%	25.1%
Nat res, construction, and maintenance	5.8%	9.2%	7.7%	9.6%
Prod, transp, and material moving	20.6%	11.6%	15.1%	12.2%

Source: Census of Population and Housing, U.S. Census Bureau

The top employers throughout Livingston County (circa 2012—the latest date which could be located) are presented below and include a heavy concentration in public services and health care. The top employer in the area is Citizens Insurance. The area also has linkages to employment in Ann Arbor to the south. The top employers throughout the Ann Arbor region are reflective of the area’s association with higher education, particularly the University of Michigan, which can be considered a largely recession resistant sector. The top employer in this area is the University of Michigan. Other major employers are engaged in the provision of health care, education and the automotive sector, which has been improving recently, and includes Eastern Michigan University in Ypsilanti.

Top Employers within Livingston County

Rank	Company Name	Industry	Employment Range
1	Citizens Insurance Company	Insurance	850
2	Livingston Educational Service Agency	Education	639
3	Trinity Health	Health Care	610
4	Brighton Area Schools	Education	550
5	Howell Public School District	Education	534
6	State of Michigan	Government	517
7	Livingston County	Government	478
8	Hartland Consolidated Schools	Education	457
9	Pinckney School District	Education	352
10	Medilodge of Howell Inc.	Health Care	310

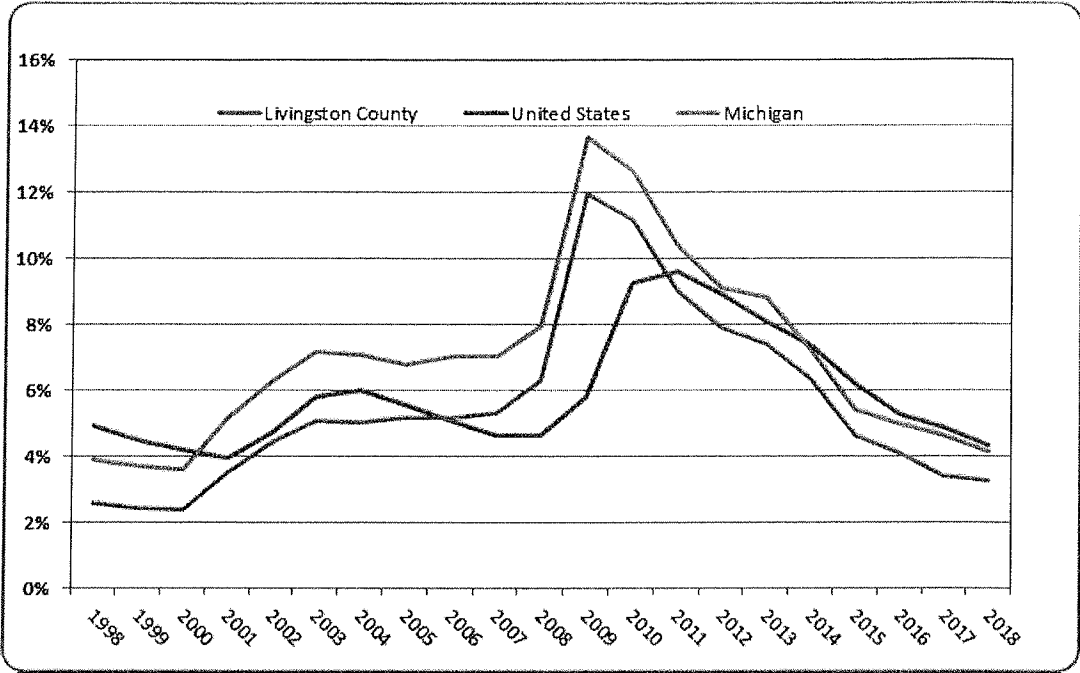
Source: Livingston Crains-2012 List

Top Employers within Ann Arbor Region

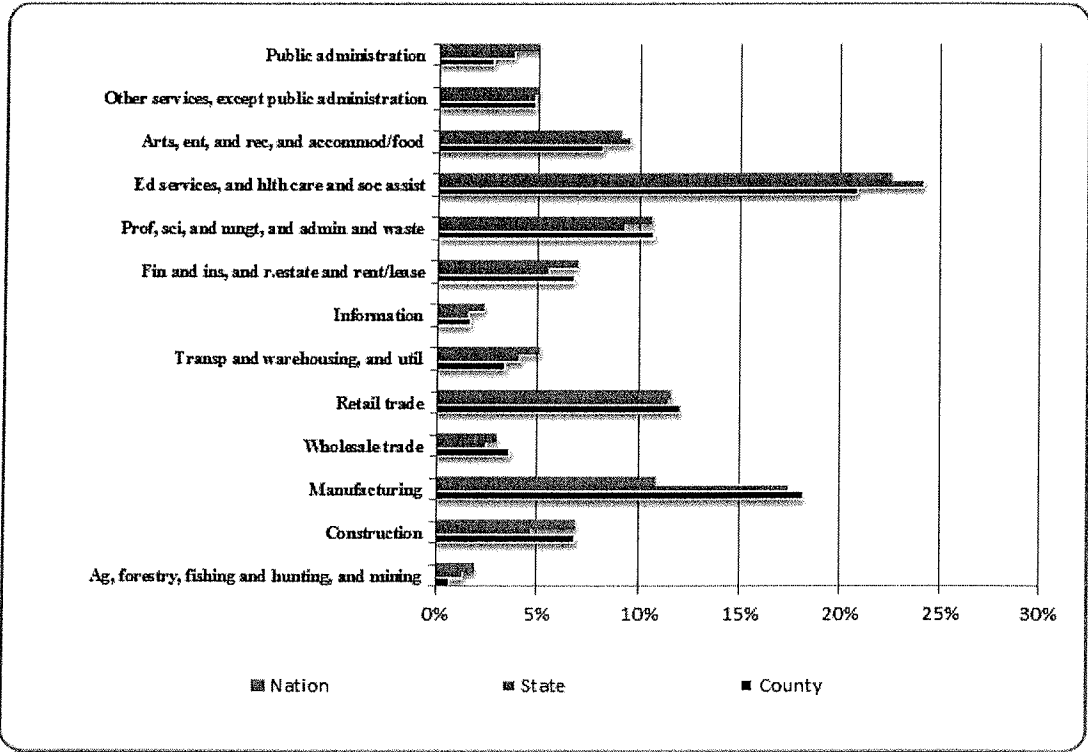
Rank	Company Name	Industry	Employment Range
1	University of Michigan	Public University and Health	30,835
2	Trinity Health	Health Care System	7,169
3	General Motors Milford Proving Grounds	OEM research	3,750
4	Ann Arbor Public Schools	Public school district	1,907
5	VA Ann Arbor Healthcare System	Medical Center	2,459
6	Faurecia North America	Automotive Component Mfg.	1,850
7	Eastern Michigan University	Public University	1,617
8	Integrated Health Associates (IHA)	Medical Center	1,268
9	Washtenaw County	Government	1,260
10	Thomson Reuters	Software/IT	1,200

Source: Ann Arbor USA-2017

Graph: Unemployment Rate Comparison



Graph: Industry Employment Concentrations



Annual Labor Force and Employment Statistics

Year	Livingston County				Michigan				U.S.	
	Number Employed	Labor Force	Annual Change	Unemp. Rate	Number Employed	Labor Force	Annual Change	Unemp. Rate	Number Employed	Unemp. Rate
1998	76,793	78,823	NA	2.6%	4,824,324	5,019,762	NA	3.9%		4.9%
1999	79,658	81,645	2,865	2.4%	4,925,999	5,115,757	101,675	3.7%		4.5%
2000	87,936	90,099	8,278	2.4%	4,976,322	5,162,774	50,323	3.6%		4.2%
2001	86,826	89,973	(1,110)	3.5%	4,854,630	5,119,956	(121,692)	5.2%		4.0%
2002	86,477	90,513	(349)	4.5%	4,702,399	5,017,141	(152,231)	6.3%		4.7%
2003	87,545	92,225	1,068	5.1%	4,667,103	5,027,859	(35,296)	7.2%		5.8%
2004	89,055	93,749	1,510	5.0%	4,705,591	5,062,376	38,488	7.0%		6.0%
2005	91,165	96,140	2,110	5.2%	4,738,902	5,083,130	33,311	6.8%		5.5%
2006	91,350	96,337	185	5.2%	4,721,085	5,076,656	(17,817)	7.0%		5.1%
2007	89,902	94,930	(1,448)	5.3%	4,658,939	5,011,120	(62,146)	7.0%		4.6%
2008	86,794	92,641	(3,108)	6.3%	4,529,289	4,921,466	(129,650)	8.0%		4.6%
2009	80,499	91,418	(6,295)	11.9%	4,233,803	4,903,544	(295,486)	13.7%		5.8%
2010	83,600	94,112	3,101	11.2%	4,194,041	4,798,954	(39,762)	12.6%		9.3%
2011	84,286	92,626	686	9.0%	4,198,349	4,685,164	4,308	10.4%		9.6%
2012	85,806	93,153	1,520	7.9%	4,246,658	4,672,695	48,309	9.1%		8.9%
2013	87,770	94,808	1,964	7.4%	4,308,030	4,723,945	61,372	8.8%		8.1%
2014	89,549	95,604	1,779	6.3%	4,417,024	4,761,391	108,994	7.2%		7.4%
2015	92,159	96,623	2,610	4.6%	4,501,006	4,759,308	83,982	5.4%		6.2%
2016	95,969	100,082	3,810	4.1%	4,606,692	4,848,086	105,686	5.0%		5.3%
2017	98,327	101,791	2,358	3.4%	4,660,709	4,886,086	54,017	4.6%		4.9%
2018	99,402	102,785	1,075	3.3%	4,698,845	4,902,069	38,136	4.1%		4.4%
2019	100,770	104,148	1,368	3.2%	4,753,544	4,953,273	54,699	4.0%		3.9%
Change in Employment:	<u>Annualized</u>				<u>Annualized</u>				<u>Annualized</u>	
	<u>Number</u>	<u>Percent</u>	<u>Rate</u>		<u>Number</u>	<u>Percent</u>	<u>Rate</u>		<u>Number</u>	<u>Rate</u>
2013-2019:	9,340	9.9%	1.4%	229,328	4.9%	0.7%		445,514	1.4%	
2016-2019:	4,066	4.1%	1.0%	105,187	2.2%	0.5%		146,852	0.8%	
Change in Labor Force:										
2013-2019:	13,000	14.8%	2.0%							
2016-2019:	4,801	5.0%	1.2%							
Source: Bureau of Labor and Statistics										

Monthly Labor Force and Employment Statistics (Year/Year)

		Livingston County			
Date	Number Employed	Labor Force	Yr/Yr Employed	Yr/Yr Labor Force	
Jan-17	95,892	100,503			
Feb-17	96,736	101,017			
Mar-17	97,466	100,988			
Apr-17	97,618	100,149			
May-17	98,658	101,248			
Jun-17	98,919	102,074			
Jul-17	99,289	103,022			
Aug-17	99,190	103,014			
Sep-17	99,709	103,364			
Oct-17	99,005	102,325			
Nov-17	98,916	101,999			
Dec-17	98,530	101,787			
Jan-18	97,150	101,341	1.3%	0.8%	
Feb-18	98,267	102,237	1.6%	1.2%	
Mar-18	98,696	102,382	1.3%	1.4%	
Apr-18	98,608	101,397	1.0%	1.2%	
May-18	99,923	102,617	1.3%	1.4%	
Jun-18	99,867	103,332	1.0%	1.2%	
Jul-18	100,367	104,016	1.1%	1.0%	
Aug-18	99,928	103,245	0.7%	0.2%	
Sep-18	100,286	103,452	0.6%	0.1%	
Oct-18	100,290	103,706	1.3%	1.3%	
Nov-18	99,847	102,684	0.9%	0.7%	
Dec-18	99,599	103,032	1.1%	1.2%	
Jan-19	99,358	102,849	2.3%	1.5%	
Feb-19	100,228	103,709	2.0%	1.4%	
Mar-19	100,052	103,904	1.4%	1.5%	
Apr-19	99,622	102,813	1.0%	1.4%	
May-19	99,786	103,159	-0.1%	0.5%	
Jun-19	100,486	104,045	0.6%	0.7%	
Jul-19	101,952	105,919	1.6%	1.8%	
Aug-19	101,623	105,156	1.7%	1.9%	
Sep-19	101,862	105,248	1.6%	1.8%	
Oct-19	102,091	105,085	1.8%	1.3%	
Nov-19	101,022	103,704	1.2%	1.0%	
Dec-19	101,154	104,183	1.6%	1.1%	

Source: Bureau of Labor and Statistics

Wages by Occupation

Wages by occupation within the Detroit MSA, which encompasses Livingston County, are illustrated below. Wages are ordered from highest to lowest. Based on the subject's maximum income, approximately the bottom 2/3rds of occupations will be income-eligible for the proposal.

Wages by Occupation-Detroit MSA

Occupation	Total Employment	Hourly Mean Wage	Annual Mean Wage
All Occupations	1,966,680	\$25.05	\$52,100
Management Occupations	94,570	\$59.83	\$124,440
Legal Occupations	16,120	\$44.88	\$93,350
Architecture and Engineering Occupations	NA	\$41.52	\$86,360
Computer and Mathematical Occupations	69,270	\$39.88	\$82,950
Healthcare Practitioners and Technical Occupations	125,700	\$38.65	\$80,390
Business and Financial Operations Occupations	107,350	\$36.96	\$76,880
Life, Physical, and Social Science Occupations	8,910	\$34.28	\$71,300
Arts, Design, Entertainment, Sports, and Media Occupations	29,060	\$27.09	\$56,340
Construction and Extraction Occupations	59,940	\$26.15	\$54,390
Education, Training, and Library Occupations	87,930	\$25.46	\$52,960
Installation, Maintenance, and Repair Occupations	74,980	\$23.83	\$49,560
Community and Social Service Occupations	23,720	\$22.19	\$46,160
Sales and Related Occupations	194,520	\$20.69	\$43,040
Protective Service Occupations	35,000	\$20.56	\$42,770
Production Occupations	190,990	\$20.02	\$41,640
Office and Administrative Support Occupations	287,770	\$18.12	\$37,690
Transportation and Material Moving Occupations	122,670	\$17.78	\$36,970
Healthcare Support Occupations	62,470	\$14.49	\$30,150
Farming, Fishing, and Forestry Occupations	1,150	\$13.45	\$27,980
Building and Grounds Cleaning and Maintenance Occupations	52,950	\$13.27	\$27,610
Personal Care and Service Occupations	57,240	\$12.80	\$26,630
Food Preparation and Serving Related Occupations	172,880	\$11.35	\$23,600

Source: U.S. Bureau of Labor Statistics

Section 8: Supply Analysis and Characteristics

Building Permit Trends

Information concerning the issuance of building permits can be used to analyze trends in building; the tables below illustrate this data within Livingston County, Howell and the state of Michigan. Construction has dropped off since 2005 within all areas, consistent with the slowing housing market across the nation at this time, and with levels remaining well below pre-crisis levels through the latest available data.

Building Permits

Livingston County	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Total Units	1,537	685	369	186	93	178	174	363	704	736	646	660	826	742	651
Units in Single-Family Structures	1,454	679	346	176	93	130	168	307	645	603	597	648	667	638	599
Units in All Multi-Family Structures	83	6	23	10	0	48	6	56	59	133	49	12	159	104	52
Units in 2-unit Multi-Family Structures	6	6	0	0	0	0	2	0	12	0	6	0	0	2	24
Units in 3- and 4-unit Multi-Family Structures	4	0	3	0	0	0	4	8	0	30	7	12	3	39	16
Units in 5+ Unit Multi-Family Structures	73	0	20	10	0	48	0	48	47	103	36	0	156	63	12

Howell	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Total Units	64	10	2	0	0	1	0	0	39	13	11	5	30	33	57
Units in Single-Family Structures	22	10	2	0	0	1	0	0	3	13	8	5	15	28	19
Units in All Multi-Family Structures	42	0	0	0	0	0	0	0	36	0	3	0	15	5	38
Units in 2-unit Multi-Family Structures	6	0	0	0	0	0	0	0	12	0	0	0	0	2	22
Units in 3- and 4-unit Multi-Family Structures	0	0	0	0	0	0	0	0	0	0	3	0	3	3	16
Units in 5+ Unit Multi-Family Structures	36	0	0	0	0	0	0	0	24	0	0	0	12	0	0

Michigan	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Total Units	45,328	29,191	17,767	10,911	6,884	9,075	9,341	11,692	15,757	15,933	18,156	20,377	23,584	19,534	12,084
Units in Single-Family Structures	38,875	24,782	15,195	8,984	6,236	7,755	7,937	10,234	12,915	12,381	13,370	14,503	16,613	15,587	8,302
Units in All Multi-Family Structures	6,453	4,409	2,572	1,927	648	1,320	1,404	1,458	2,842	3,552	4,786	5,874	6,971	3,947	3,782
Units in 2-unit Multi-Family Structures	464	370	260	142	50	100	104	142	350	246	354	532	258	324	134
Units in 3- and 4-unit Multi-Family Structures	525	396	160	233	81	198	140	135	168	263	252	240	438	394	378
Units in 5+ Unit Multi-Family Structures	5464	3643	2152	1552	517	1022	1160	1181	2324	3043	4180	5102	6275	3229	3270

Source: HUD

Local Rental Market Analysis

MAP completed a survey of existing rental projects within the market area in February 2020. Leasing specialists of developments within or near the market area were contacted to identify rental housing trends as well as the most competitive projects within the area. Senior, student only and special needs projects were excluded from the analysis. Additionally, the area was surveyed regarding current developments under construction discussed in greater detail below.

A total of 14 projects responded to the survey; of these, 1 reported operating under LIHTC guidelines for all or a portion of units at an average occupancy of 91.9 percent. The survey encompassed 2,485 units with 384 LIHTC units. The overall occupancy rate for the area was 96.6 percent indicative of strong demand for rental housing throughout the area. The average build year for the surveyed facilities was 1990 while the average build year for LIHTC facilities was 2000. For those facilities providing information, the rental stock was weighted toward two-bedroom units which represent 35 percent of the total housing stock.

Comparable Project Analysis

The subject is new construction in a residential area. The only existing LIHTC project in the area is Lakeshore Village Apartments Phase II and III. Phase II was recently rehabilitated, while Phase III finished construction in 2019. It appears Phase I of this project converted to market rate. It also appears 60 percent LIHTC and market rate units are being marketed at or near identical lease rate at this project. This is supportive of the developers proposed rents which operate at or near market rent. Given the limited number of LIHTC units located, market rate projects offering similar bedroom types (particularly three-bedroom units) are also included in the competitive set. Westbury Apartments is not included in the competitive set as rents at this project are deemed an outlier in the market. Summary information for the competitive set is presented in the following pages. The overall occupancy rate for the competitive set projects is 93.4 percent with one project indicating vacancies but not reporting the specific amount and two projects reporting sub 93 percent occupancy—for Lakeshore Village this project can to some extent still be considered in lease up, however, this suggests caution with regard to the absorption rate of the proposal.

In terms of unit appeal, the subject is assessed as superior condition to other competitive set projects as new construction at market entry but with similar amenities and slightly smaller unit sizes. The site is assessed as generally comparable to other competitive set projects. Considering adjustments, including appeal and location, rents for the proposal appear to be aggressively positioned in the market, given a less than 10 percent discount and positioning relative to existing LIHTC, however, no changes are recommended considering projections to market entry and a market evidence suggesting a smaller discount than typical for LIHTC units.

Competitive Environment

Credit restrictions particularly for lower income buyers, as well as upfront money cost have made purchasing a home outside the reach of potential buyers who would fall within the qualified income range. Thus, competition between rental and ownership options are limited for the subject within the qualified income range, particularly for senior households, making rental housing the most viable option for low to moderate income families. Given the high occupancy evident among the overall market, the subject will have no negative impact on existing housing in the area.

Pipeline Considerations

No comparable projects were located within the market area.

Rental Housing Survey-Competitive Set

Project Name	Program	Year Built (1)	Last Rehab (1)	Tenancy	Occ. Rate	Total Units	0BR	1BR	2BR	3BR	4BR	Heat Inc.	Ele. Inc.	Trash Inc.	Water Inc.	Sewer Inc.	Heat Type
Lakeshore Village Apartments I/II/LIHIC/MRKT		2000	2019	Open	92%	384	0	NA	NA	NA	0	No	No	Yes	Yes	Yes	GAS
Oakbrooke Apartments	MARKET	2002-05	NA	Open	92%	277	0	50	177	50	0	No	No	Yes	Yes	Yes	GAS
Preserve At Mallard Pond	MARKET	2001-15	NA	Open	97%	200	0	NA	NA	NA	0	No	No	Yes	Yes	Yes	GAS
Town Commons	MARKET	2002	NA	Open	96%	100	0	24	72	4	0	No	No	Yes	Yes	Yes	GAS
Totals and Averages:		2001	2019		93.4%	961	0	74	249	54	0	0%	0%	100%	100%	100%	
Subject Project:	LIHIC	New		Open		220	0	70	110	40	0	No	No	Yes	No	No	ELE
LIHIC Averages:		2000	2019		91.9%	384	0	0	0	0	0	0%	0%	100%	100%	100%	
Market Averages:		2002			94.4%	577	0	74	249	54	0	0%	0%	100%	100%	100%	

Project Name	Program	Low Rent		High Rent		Low SQFT		High SQFT		Rent per Square Foot		Low Rent		High Rent		Low SQFT		High SQFT		Rent per Square Foot	
		IBR	IBR	IBR	IBR	1BR	1BR	1BR	1BR	2BR	2BR	2BR	2BR	2BR	2BR	2BR	2BR	2BR	2BR	2BR	2BR
Lakeshore Village Apartments I/II/LIHIC/MRKT		\$899	\$1,024	800	800					\$1.12	\$1.28	\$949	\$1,303	1,050	1,050					\$0.90	\$1.24
Oakbrooke Apartments	MARKET	\$958	\$978	850	865					\$1.13	\$1.13	\$1,058	\$1,088	1,000	1,000					\$1.06	\$1.04
Preserve At Mallard Pond	MARKET	\$945	\$1,045	815	917					\$1.16	\$1.14	\$1,070	\$1,470	1,082	1,082					\$0.99	\$0.91
Town Commons	MARKET	\$995		769						\$1.29		\$1,175	\$1,495	1,033	1,033					\$1.14	\$1.18
Totals and Averages:		\$949	\$1,016	809	891	\$1.17	\$1.14	\$1,063	\$1,339	1,041	1,313	\$1.02	\$1.02								
Subject Project:	LHIC	\$913		675		\$1.35		\$1,060		875		\$1.21									
LHIC Averages:		\$899	\$1,024	800		\$1.12	\$1.28	\$949	\$1,303	1,050		\$0.90	\$1.24								
Market Averages:		\$966	\$1,012	811	891	\$1.19	\$1.14	\$1,101	\$1,351	1,038	1,313	\$1.06	\$1.03								

Union at Oak Grove, Howell, Michigan

Project Name	Program	Low Rent 3BR	High Rent 3BR	Low SQFT 3BR	High SQFT 3BR	Rent per Square Foot	Low Rent 4BR	High Rent 4BR	Low SQFT 4BR	High SQFT 4BR	Rent per Square Foot
Lakeshore Village Apartments I/II/LIHTC/MRKT		\$1,199	\$1,500	1,250		\$0.96					\$1.20
Oakbrooke Apartments	MARKET	\$1,258	\$1,268	1,185	1,235	\$1.06					\$1.03
Preserve At Mallard Pond	MARKET	\$1,400	\$1,800	1,466	1,940	\$0.95					\$0.93
Town Commons	MARKET	\$1,795		1,519		\$1.18					
Totals and Averages:		\$1,413	\$1,523	1,355	1,588	\$1.04					\$0.96
Subject Project:	LIHTC	\$1,176		1,075		\$1.09					
LIHTC Averages:		\$1,199	\$1,500	1,250		\$0.96					\$1.20
Market Averages:		\$1,484	\$1,534	1,390	1,588	\$1.07					\$0.97

Union at Oak Grove, Howell, Michigan

Project Name	Disposal	Dishwasher	Microwave	Central Air	Wall Air	MiniBlinds	Patio/ Balcony	Cabin Op. Laundry	Hook Up Laundry	In-Unit W/D	Clubhouse	Entry Security	Exercise/Fitness Room	Pool	On-Site Management	Carport	Garage (attached)	Garage (detached)
Lakeshore Village Apartme	Yes	Yes	No	Yes	No	Yes	Yes	No	Yes	No	Yes	No	Yes	Yes	Yes	Yes	No	Yes
Oakbrooke Apartments	Yes	Yes	No	Yes	No	Yes	Yes	No	No	Yes	Yes	No	Yes	Yes	Yes	No	No	Yes
Preserve At Mallard Pond	Yes	Yes	Yes	Yes	No	Yes	No	No	No	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	No
Town Commons	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No	Yes	No	Yes	No	No	Yes	No	No	No
Totals and Averages:	100%	100%	50%	100%	0%	100%	75%	0%	25%	75%	75%	50%	75%	50%	100%	50%	25%	50%
Subject Project:	Yes	Yes	Yes	Yes	No	Yes	No	No	No	Yes	No	Yes	Yes	No	Yes	No	No	No
LIHTC Averages:	100%	100%	0%	100%	0%	100%	100%	0%	100%	0%	100%	0%	100%	100%	100%	100%	0%	100%
Market Averages:	100%	100%	67%	100%	0%	100%	67%	0%	0%	100%	67%	67%	67%	33%	100%	33%	33%	33%

Rental Housing Survey-Total Survey

Project Name	Program	Year Built	Last Rehab	Tenancy	Occupancy Rate	Total Units	0BR	1BR	2BR	3BR	4BR	Heat Inc.	Ele. Inc.	Trash Inc.	Sewer Inc.	Water Inc.	Heat Type
Lakeshore Village Apartments	I/II/III LIHTC/MRKT	2000	2019	Open	92%	384	0	NA	NA	NA	0	No	No	Yes	Yes	Yes	GAS
Grand Plaza Apartments	MARKET	970's & 201	NA	Open		162	0	NA	NA	NA	0	Yes	No	Yes	Yes	Yes	GAS
Oakbrooke Apartments	MARKET	2002-05	NA	Open	92%	277	0	50	177	50	0	No	No	Yes	Yes	Yes	GAS
Preserve At Mallard Pond	MARKET	2001-15	NA	Open	97%	200	0	NA	NA	NA	0	No	No	Yes	Yes	Yes	GAS
Town Commons	MARKET	2002	NA	Open	96%	100	0	24	72	4	0	No	No	Yes	Yes	Yes	GAS
The Glens At Rolling Ridge	MARKET	2001	NA	Open	99%	200	0	36	164	0	0	No	No	No	No	No	GAS
Burwick Farms Apartments	MARKET	1989-90	NA	Open	98%	264	0	84	180	0	0	No	No	No	No	No	GAS
Quail Creek Apartments	MARKET	1980	NA	Open	97%	108	0	42	66	0	0	No	No	Yes	Yes	Yes	GAS
Yorkshire Place Apartments	MARKET	1990	NA	Open	99%	192	0	NA	NA	0	0	No	No	Yes	Yes	Yes	GAS
Prentiss Apartments	MARKET	1992	Now	Open	96%	168	0	35	133	0	0	Yes	No	Yes	Yes	Yes	H2O
Village Place Apartments	MARKET	1972	2000	Open	100%	24	0	0	24	0	0	No	No	Yes	Yes	Yes	ELE
Westbury Apartments	MARKET	2002-03	NA	Open	96%	131	0	32	43	56	0	No	No	No	No	No	GAS
Pine Hill Apartments	MARKET	NA	NA	Open	100%	207	0	NA	NA	0	0	Yes	No	Yes	Yes	Yes	GAS
Greenwich Village Apartments	RD	1979	2012	Open		68	0	68	0	0	0	No	No	Yes	Yes	Yes	ELE
Totals and Averages:		1990	2010		96.6%	2485	0	371	859	110	0	21%	0%	79%	79%	79%	79%
Subject Project:	LIHTC	New		Open		220	0	70	110	40	0	No	No	Yes	No	No	ELE
LIHTC Averages:		2000	2019		91.9%	384	0	0	0	0	0	0%	0%	100%	100%	100%	100%
Market Averages:		1990	2000		97.3%	2033	0	303	859	110	0	25%	0%	75%	75%	75%	75%

Project Name	Program	Low Rent		High Rent		Rent per Square Foot		Low SQFT		High SQFT		Rent per Square Foot	
		IBR	IBR	IBR	IBR	1BR	1BR	2BR	2BR	1BR	1BR	2BR	2BR
Lakeshore Village Apartments I/II/III	LHHC/MRKT	\$899	\$1,024	800		\$1.12	\$1.28	\$949	\$1,303	1,050		\$0.90	\$1.24
Grand Plaza Apartments	MARKET	\$778	\$998	694	700	\$1.12	\$1.43	\$798	\$1,133	800	1,099	\$1.00	\$1.03
Oakbrooke Apartments	MARKET	\$958	\$978	850	865	\$1.13	\$1.13	\$1,058	\$1,088	1,000	1,050	\$1.06	\$1.04
Preserve At Mallard Pond	MARKET	\$945	\$1,045	815	917	\$1.16	\$1.14	\$1,070	\$1,470	1,082	1,619	\$0.99	\$0.91
Town Commons	MARKET	\$995		769		\$1.29		\$1,175	\$1,495	1,033	1,269	\$1.14	\$1.18
The Glens At Rolling Ridge	MARKET	\$1,025	\$1,045	796		\$1.29	\$1.31	\$1,155	\$1,230	982	1,042	\$1.18	\$1.18
Burwick Farms Apartments	MARKET	\$954	\$1,040	860	960	\$1.11	\$1.08	\$1,084	\$1,284	1,075	1,175	\$1.01	\$1.09
Quail Creek Apartments	MARKET	\$625		750		\$0.83		\$725		975		\$0.74	
Yorkshire Place Apartments	MARKET	\$850	\$995	850		\$1.00	\$1.17	\$915	\$1,110	950	1,000	\$0.96	\$1.11
Prentis Apartments	MARKET	\$845	\$880	850		\$0.99	\$1.04	\$940	\$1,145	950	1,000	\$0.99	\$1.15
Village Place Apartments	MARKET							\$925		825		\$1.12	
Westbury Apartments	MARKET	\$1,325	\$1,690	961		\$1.38	\$1.76	\$1,550		1,253	1,331	\$1.24	
Pine Hill Apartments	MARKET	\$800	\$825	656	712	\$1.22	\$1.16	\$855	\$895	818	874	\$1.05	\$1.02
Greenwich Village Apartments	RD			575									
Totals and Averages:		\$917	\$1,052	787	831	\$1.17	\$1.27	\$1,015	\$1,215	984	1,146	\$1.03	\$1.06
Subject Project:	LHHC	\$913		675		\$1.35		\$1,060		875		\$1.21	
LHHC Averages:		\$899	\$1,024	800		\$1.12	\$1.28	\$949	\$1,303	1,050		\$0.90	\$1.24
Market Averages:		\$918	\$1,055	805	831	\$1.14	\$1.27	\$1,021	\$1,206	979	1,146	\$1.04	\$1.05

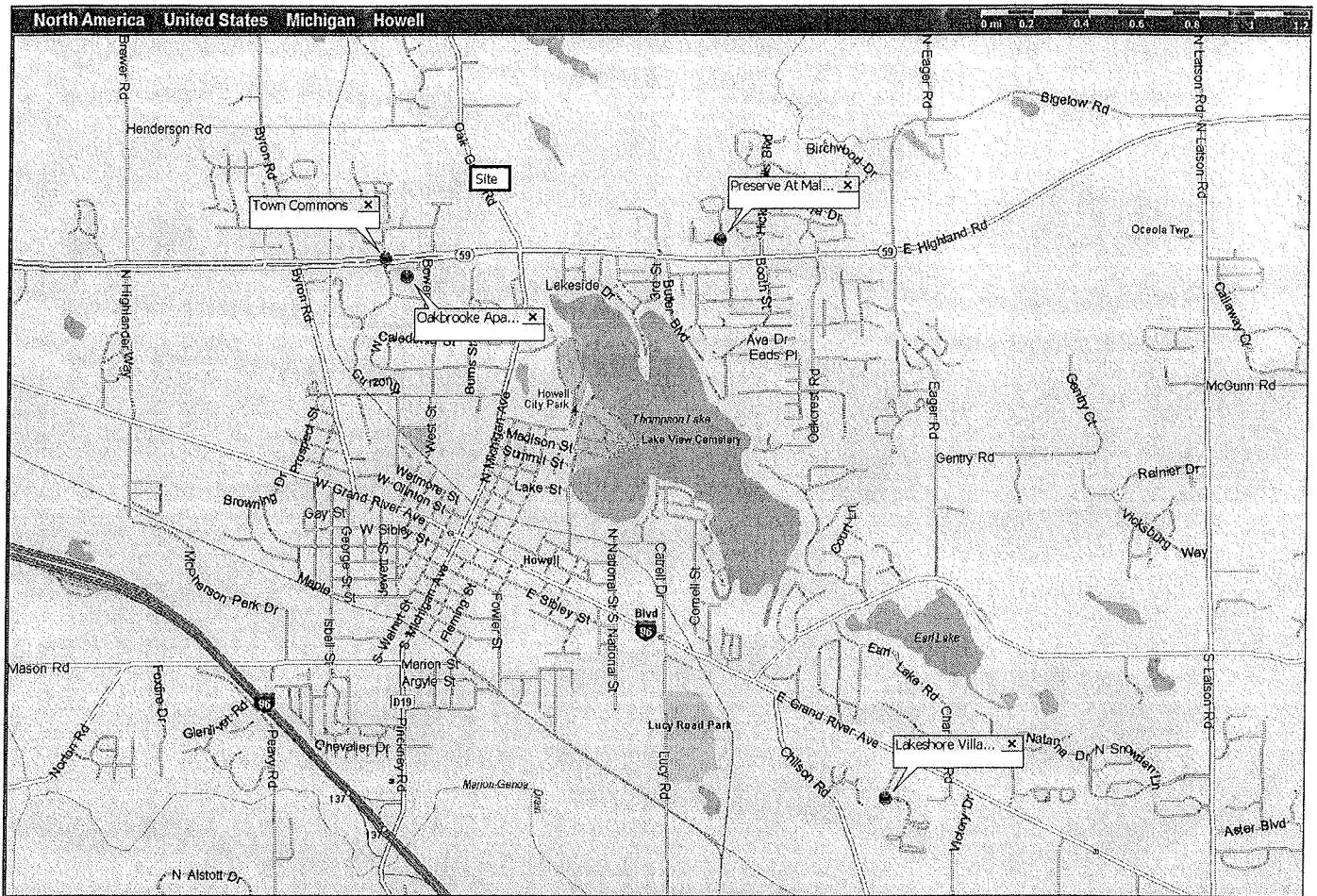
Project Name	Program	Low Rent 3BR	High Rent 3BR	Low SQFT 3BR	High SQFT 3BR	Rent per Square Foot	Low Rent 4BR	High Rent 4BR	Low SQFT 4BR	High SQFT 4BR	Rent per Square Foot
Lakeshore Village Apartments I/II/LIHTC/MRKT		\$1,199	\$1,500	1,250		\$0.96	\$1.20				
Grand Plaza Apartments	MARKET	\$1,368		1,362		\$1.00					
Oakbrooke Apartments	MARKET	\$1,258	\$1,268	1,185	1,235	\$1.06	\$1.03				
Preserve At Mallard Pond	MARKET	\$1,400	\$1,800	1,466	1,940	\$0.95	\$0.93				
Town Commons	MARKET	\$1,795		1,519		\$1.18					
The Glens At Rolling Ridge	MARKET										
Burwick Farms Apartments	MARKET										
Quail Creek Apartments	MARKET										
Yorkshire Place Apartments	MARKET										
Prentis Apartments	MARKET										
Village Place Apartments	MARKET										
Westbury Apartments	MARKET	\$1,665	\$2,449	1,391	1,479	\$1.20	\$1.66				
Pine Hill Apartments	MARKET										
Greenwich Village Apartments	RD										
Totals and Averages:		\$1,448	\$1,754	1,362	1,551	\$1.06	\$1.13				
Subject Project:	LIHTC	\$1,176		1,075		\$1.09					
LIHTC Averages:		\$1,199	\$1,500	1,250		\$0.96	\$1.20				
Market Averages:		\$1,497	\$1,839	1,385	1,551	\$1.08	\$1.19				

Union at Oak Grove, Howell, Michigan

Project Name	Disposal	Dishwasher	Microwave	Central Air	Wall Air	Mini-Blinds	Patio/Balcony	Laundry	Coat Op	Laundry	Hook Up	In-Unit W/D	Clubhouse	Entry Security	Exercise/Fitness Room	Pool	On-Site Management	Carport	Carriage (attached)	Garage (detached)
Lakeshore Village Apartments I/II/I	Yes	Yes	No	Yes	No	Yes	Yes	No	Yes	No	Yes	No	Yes	No	Yes	Yes	Yes	Yes	No	Yes
Grand Plaza Apartments	No	Yes	No	Yes	No	Yes	Yes	No	No	No	No	No	No	Yes	No	Yes	Yes	No	No	No
Oakbrooke Apartments	Yes	Yes	No	Yes	No	Yes	Yes	No	No	No	No	Yes	Yes	No	Yes	No	Yes	No	No	Yes
Preserve At Mallard Pond	Yes	Yes	Yes	Yes	No	Yes	No	No	No	No	No	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	No
Town Commons	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No	No	No	Yes	No	Yes	No	No	Yes	No	No	No
The Glens At Rolling Ridge	Yes	Yes	No	Yes	No	Yes	Yes	No	No	No	No	Yes	Yes	No	Yes	Yes	Yes	No	No	No
Burwick Farms Apartments	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes
Quail Creek Apartments	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	No	No	Yes	No	No	No	Yes	No	No	No
Yorkshire Place Apartments	Yes	Yes	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	No	No	Yes	No	No	No
Prentiss Apartments	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No	Yes	No	No	No
Village Place Apartments	No	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No	No	Yes	No	No	No
Westbury Apartments	Yes	Yes	Yes	Yes	No	Yes	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
Pine Hill Apartments	Yes	Yes	No	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No	No	Yes	No	Yes	Yes	No	Yes	No
Greenwich Village Apartments	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	No	Yes	Yes	No	No
Totals and Averages:	86%	100%	43%	86%	14%	100%	93%	43%	43%	21%	43%	43%	64%	43%	43%	50%	100%	36%	14%	21%
Subject Project:	Yes	Yes	Yes	Yes	No	Yes	No	No	No	No	No	Yes	No	Yes	Yes	No	Yes	No	No	No
LIHTC Averages:	100%	100%	0%	100%	0%	100%	100%	0%	0%	100%	100%	0%	100%	0%	100%	100%	100%	100%	0%	100%
Market Averages:	83%	100%	50%	92%	8%	100%	92%	42%	42%	17%	50%	50%	58%	50%	42%	50%	100%	25%	17%	17%

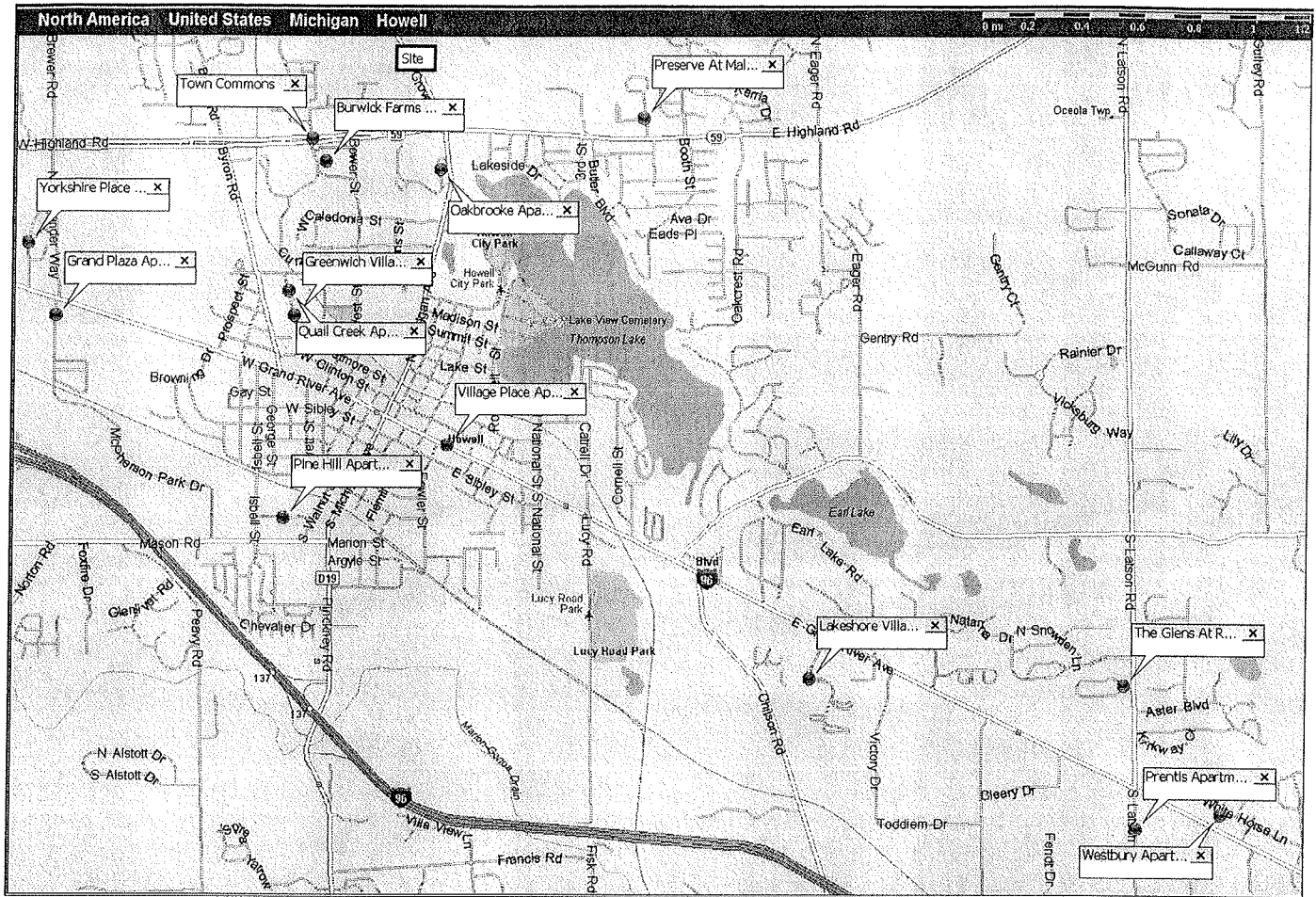
Comparable Project Information

Map: Comparable Projects



Comp ID	Project Name	Program	Address	City	State	Phone
1	Lakeshore Village Apartments I/II/III	LIHTC/MRKT	2812 Ontario Ct	Howell	MI	(517) 546-6567
3	Oakbrooke Apartments	MARKET	1950 Oakbrooke Dr	Howell	MI	(810) 632-4800
4	Preserve At Mallard Pond	MARKET	1575 Mallard Pond Dr	Howell	MI	(517) 540-6156
5	Town Commons	MARKET	1601 Town Commons Dr Ste 104	Howell	MI	(517) 545-5930

Map: Surveyed Rental Projects



Comp ID	Project Name	Program	Address	City	State	Phone	
1	Lakeshore Village Apartments	I/II LIHTC/MRKT	2812 Ontario Ct	Howell	MI	(517) 546-6567	
2	Grand Plaza Apartments	MARKET	401 S Highlander Way	Howell	MI	(517) 546-7773	
3	Oakbrooke Apartments	MARKET	1950 Oakbrooke Dr	Howell	MI	(810) 632-4800	
4	Preserve At Mallard Pond	MARKET	1575 Mallard Pond Dr	Howell	MI	(517) 540-6156	
5	Town Commons	MARKET	1601 Town Commons Dr Ste 1	Howell	MI	(517) 545-5930	
6	The Glens At Rolling Ridge	MARKET	3998 Audrey Rae Ln	Howell	MI	(517) 552-7868	
7	Burwick Farms Apartments	MARKET	525 W Highland Rd	Howell	MI	(517) 548-5755	
8	Quail Creek Apartments	MARKET	527 Greenwich Dr	Howell	MI	(517) 548-3733	
9	Yorkshire Place Apartments	MARKET	1504 Yorkshire Dr	Howell	MI	(517) 546-5900	
10	Prentis Apartments	MARKET	1103 S Latson Rd	Howell	MI	(517) 546-8200	
11	Village Place Apartments	MARKET	125 E Van Riper Rd	Fowle	Howell	MI	(517) 223-7445
12	Westbury Apartments	MARKET	1025 Westbury Blvd	Howell	MI	(517) 545-8100	
13	Pine Hill Apartments	MARKET	307 Holly Hills Dr	Howell	MI	(517) 546-7660	
14	Greenwich Village Apartments	RD	428 Greenwich Dr	Howell	MI	(517) 548-0031	

Comparable Project Summary Sheets

Project Name: Lakeshore Village Apartments I/II/III

Address: 2812 Ontario Ct
 City: Howell
 State: MI
 Zip: 48843
 Phone: (517) 546-6567
 Contact Name: Theresa
 Contact Date: 02/07/20
Current Occupancy: 92%
 Historical Occ.: 100%
 as of Date: 07/15/15

Program: LIHTC/MRKT
Primary Tenancy: Open
Year Built: 2000/2019
 Date of Last Rehab: 2019
 PBRA: 0
 Accept Vouchers: Yes
 # of Vouchers: N/A

Included Utilities:
 Heat: No
 Electric: No
 Trash: Yes
 Sewer: Yes
 Water: Yes
 Heat Type: GAS



Unit	Type	Target	# of Units	Rental Rate		Sq. Feet		# Vacant	Occ. Rate	Wait List	# Wait List
				Low	High	Low	High				
Total			384					31	92%	No	
1BR Summary			N/A					N/A	N/A	No	
1BR 1Bth	Apt	Mrkt	NA	\$1,024			800	Yes	NA	No	
1BR 1Bth	Apt	60	NA	\$899			800	Yes	NA	No	
2BR Summary			N/A					N/A	N/A	No	
2BR 2Bth	Apt	Mrkt	NA	\$1,100	\$1,303		1,050	Yes	NA	No	
2BR 2Bth	Apt	60	NA	\$949			1,050	Yes	NA	No	
3BR Summary			N/A					N/A	N/A	No	
3BR 2Bth	Apt	Mrkt	NA	\$1,199	\$1,500		1,250	Yes	NA	No	
3BR 2Bth	Apt	60	NA	\$1,199			1,250	Yes	NA	No	

Unit Amenities

Yes	A/C - Central			Microwave	Yes	Patio/Balcony
	A/C - Wall Unit			Ceiling Fan		Basement
	A/C - Sleeve Only	Yes		Walk-In Closet		Fireplace
Yes	Garbage Disposal	Yes		Mini-blinds		Internet
Yes	Dishwasher			Draperies	Yes	Individual Entry

Development Amenities

Yes	Clubhouse (separate building)	Yes	Swimming Pool		Sports Courts
	Community Room	Yes	Playground/Tot Lot	Yes	On-Site Mngt.
	Computer Center		Gazebo		Security-Access Gate
Yes	Exercise/Fitness Room		Elevator		Security-Intercom or Camera
Yes	Community Kitchen(ette)	Yes	Storage Units	Yes	Other

Laundry Type

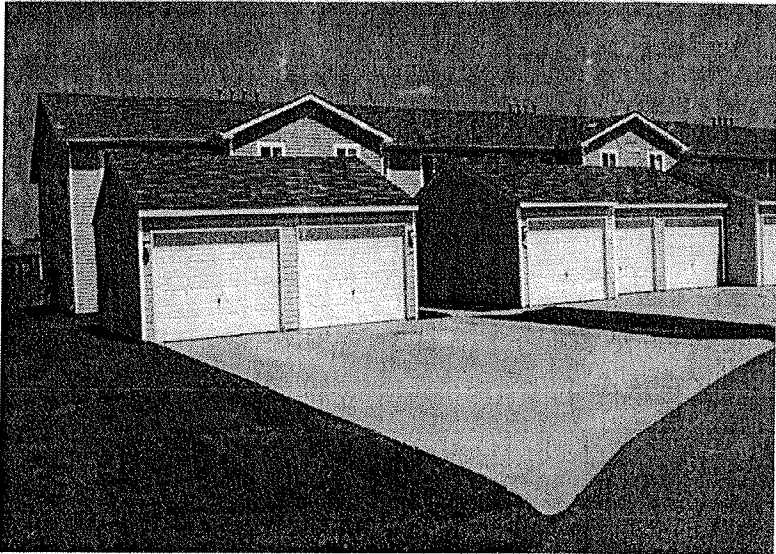
	Coin-Op. Laundry	Yes
Yes	In-Unit Hook-up	Yes
	In-Unit Washer/Dryer	
	None	Yes

Parking Type

	Surface Lot Only (not covered)
	Carport
	Garage (att.)
	Garage (det.)

Project Name: Oakbrooke Apartments

Address: 1950 Oakbrooke Dr
 City: Howell
 State: MI
 Zip: 48843
 Phone: (810) 632-4800
 Contact Name: Jesse
 Contact Date: 02/07/20
 Current Occupancy: 92%
 Historical Occ.: 97%
 as of Date: 07/15/15



Program: MARKET
 Primary Tenancy: Open
 Year Built: 2002-05
 Date of Last Rehab: NA
 PBRA: 0
 Accept Vouchers: Yes
 # of Vouchers: 10

Included Utilities:
 Heat: No
 Electric: No
 Trash: Yes
 Sewer: Yes
 Water: Yes
 Heat Type: GAS

Unit	Type	Target	# of Units	Rental Rate		Sq. Feet		# Vacant	Occ. Rate	Wait List	# Wait List
				Low	High	Low	High				
Total			277					22	92%	Yes	
1BR Summary			50					NA	NA	No	
1BR 1Bth	Apt	Mrkt	50	\$958	\$978	850	865	Yes	NA	No	
2BR Summary			177					NA	NA	No	
2BR 2Bth	Apt	Mrkt	177	\$1,058	\$1,088	1,000	1,050	Yes	NA	No	
3BR Summary			50					NA	NA	Yes	
3BR 2Bth	Apt	Mrkt	50	\$1,258	\$1,268	1,185	1,235	Yes	NA	Yes	2 HHs

Unit Amenities

Yes	A/C - Central		Microwave	Yes	Patio/Balcony
	A/C - Wall Unit	Yes	Ceiling Fan		Basement
	A/C - Sleeve Only		Walk-In Closet		Fireplace
Yes	Garbage Disposal	Yes	Mini-blinds		Internet
Yes	Dishwasher		Draperies	Yes	Individual Entry

Development Amenities

Yes	Clubhouse (separate building)	Yes	Swimming Pool		Sports Courts
	Community Room		Playground/Tot Lot	Yes	On-Site Management
Yes	Computer Center		Gazebo		Security-Access Gate
Yes	Exercise/Fitness Room		Elevator		Security-Intercom or Camera
Yes	Community Kitchen(ette)		Storage Units	Yes	Other

Laundry Type

	Coin-Op. Laundry	Yes	Surface Lot Only (not covered)
	In-Unit Hook-up		Carport
Yes	In-Unit Washer/Dryer		Garage (att.)
	None	Yes	Garage (det.)

Project Name: Preserve At Mallard Pond

Address: 1575 Mallard Pond Dr
 City: Howell
 State: MI
 Zip: 48855
 Phone: (517) 540-6156
 Contact Name: Hannah
 Contact Date: 02/10/20
 Current Occupancy: 97%
 Historical Occ.: 99%
 as of Date: 07/15/15



Program: MARKET
 Primary Tenancy: Open
 Year Built: 2001-15
 Date of Last Rehab: NA
 PBRA: 0
 Accept Vouchers: Yes
 # of Vouchers: 0

Included Utilities:
 Heat: No
 Electric: No
 Trash: Yes
 Sewer: Yes
 Water: Yes
 Heat Type: GAS

Unit	Type	Target	# of Units	Rental Rate		Sq. Feet		# Vacant	Occ. Rate	Wait List	# Wait List
				Low	High	Low	High				
Total			200					6	97%	Yes	10 to 15 Mths
1BR Summary			NA					0	100%	Yes	
1BR 1Bth	Apt	Mrkt	NA	\$945	\$1,045	815	917	0	100%	Yes	
2BR Summary			NA					2	NA	Yes	
2BR 2Bth	Apt	Mrkt	NA	\$1,070	\$1,470	1,082	1,619	2	NA	Yes	
3BR Summary			NA					4	NA	Yes	
3BR 2 or 3Bth	Apt	Mrkt	NA	\$1,400	\$1,800	1,466	1,940	4	NA	Yes	

Unit Amenities

Yes	A/C - Central	Yes	Microwave	Patio/Balcony
	A/C - Wall Unit	Yes	Ceiling Fan	Basement
	A/C - Sleeve Only	Yes	Walk-In Closet	Yes Fireplace
Yes	Garbage Disposal	Yes	Mini-blinds	Internet
Yes	Dishwasher		Draperies	Individual Entry

Development Amenities

Yes	Clubhouse (separate building)		Swimming Pool	Sports Courts
	Community Room	Yes	Playground/Tot Lot	Yes On-Site Management
	Computer Center	Yes	Gazebo	Security-Access Gate
Yes	Exercise/Fitness Room		Elevator	Yes Security-Intercom or Camera
Yes	Community Kitchen(ette)		Storage Units	

Laundry Type

	Coin-Op. Laundry	Yes	Surface Lot Only (not covered)
	In-Unit Hook-up	Yes	Carport
Yes	In-Unit Washer/Dryer	Yes	Garage (att.)
	None		Garage (det.)

Project Name: Town Commons

Address: 1601 Town Commons Dr Ste 104
 City: Howell
 State: MI
 Zip: 48855
 Phone: (517) 545-5930
 Contact Name: Kristen
 Contact Date: 02/11/20
Current Occupancy: 96%
 Historical Occ.: 100%
 as of Date: 07/15/15

Program: MARKET
Primary Tenancy: Open
Year Built: 2002
 Date of Last Rehab: NA
 PBRA: 0

Included Utilities:

Heat: No
 Electric: No
 Trash: Yes
 Sewer: Yes
 Water: Yes
 Heat Type: GAS



Unit	Type	Target	# of Units	Rental Rate		Sq. Feet		# Vacant	Occ. Rate	Wait List	# Wait List
				Low	High	Low	High				
Total			100					4	96%	No	
1BR Summary			24					0	100%	No	
1BR 1Bth	Apt	Mrkt.	24	\$995			769	0	100%	No	
2BR Summary			72					4	94%	No	
2BR 2Bth	Apt	Mrkt	60	\$1,175	\$1,195		1,033	4	93%	No	
2BR 2Bth	TH	Mrkt	12	\$1,395	\$1,495	1,133	1,269	0	100%	No	
3BR Summary			4					0	100%	No	
3BR 2.5Bth	TH	Mrkt	4	\$1,795			1,519	0	100%	No	

Unit Amenities

Yes	A/C - Central	Yes	Microwave	Yes	Patio/Balcony
	A/C - Wall Unit	Yes	Ceiling Fan		Basement
	A/C - Sleeve Only	Yes	Walk-In Closet		Fireplace
Yes	Garbage Disposal	Yes	Mini-blinds		Internet
Yes	Dishwasher		Draperies		Individual Entry

Development Amenities

	Clubhouse (separate building)		Swimming Pool		Sports Courts
	Community Room		Playground/Tot Lot	Yes	On-Site Management
	Computer Center	Yes	Gazebo		Security-Access Gate
	Exercise/Fitness Room		Elevator	Yes	Security-Intercom or Camera
	Community Kitchen(ette)		Storage Units		

Laundry Type

	Coin-Op. Laundry	Yes	Surface Lot Only (not covered)
	In-Unit Hook-up		Carport
Yes	In-Unit Washer/Dryer		Garage (att.)
	None		Garage (det.)

Parking Type

	Surface Lot Only (not covered)
	Carport
	Garage (att.)
	Garage (det.)

Market and Achievable Rent

Market and achievable rents for the subject are illustrated below. These rents were estimated based on competitive positioning of the project in the area. An analysis utilizing both LIHTC and market rents is presented on the following pages to help illustrate the competitive positioning of the subject and its positioning as a hypothetical market rate project and in comparison to similar LIHTC projects. Rents are adjusted based on appeal (including location, amenities and unit design), included utilities, unit size and where applicable by maximum allowable gross and a minimum 10 percent market advantage when evident within the market. Site location, condition and appeal scores are relative to the subject (i.e., the subject is always rated as 5). Rents are not projected to market entry. Based on these analyses, proposed contract rents are slightly aggressive for one- and two-bedroom units, with a less than 10 percent market advantage for these units and aggressive positioning relative to the only existing LIHTC. Given the limited number of LIHTC units, and considering projections to market entry MAP has not recommended a reduction in rents.

Estimated hypothetical market rent represent an assessment of what a comparable unit is receiving within the market. It is not an endorsement of rent at that level as the project was analyzed considering contract rent. Changes in contract rent will impact absorption, demand statistics and competitive positioning of the proposal and would necessitate additional analysis.

	AMI Target	Contract Rent	Est. Achievable LIHTC Rent	Est. Market Rent	Market Advantage
Summary 1 BR					
1 BR-Apt	60%	\$913	\$890	\$976	6%
Summary 2 BR					
2 BR-Apt	60%	\$1,060	\$926	\$1,146	8%
Summary 3 BR					
3 BR-Apt	60%	\$1,176	\$1,174	\$1,349	13%

Rent Derivation

Rent Derivation	Subject	Average Estimates	Lakeshore Village Apartments I/II/III		Oakbrooke Apartments		Preserve At Mallard Pond		Town Commons	
			Data	Adjustments	Data	Adjustments	Data	Adjustments	Data	Adjustments
			LIHTC/MRKT		MARKET		MARKET		MARKET	
Program Type	LIHTC									
Tenancy	Open									
Year Built or Last Rehab	New									
Qualitative Adjustments	Rankings		Rankings		Rankings		Rankings		Rankings	
Appeal	5		5		5		5		5	
Location	5		5		5		5		5	
Condition	5		3	\$40	3	\$40	4	\$20	4	\$20
Amenities and Features	Included		Included		Included		Included		Included	
A/C - Central	Yes		Yes		Yes		Yes		Yes	
Garbage Disposal	Yes		Yes		Yes		Yes		Yes	
Dishwasher	Yes		Yes		Yes		Yes		Yes	
Microwave	Yes		No	\$1	No	\$1	Yes		Yes	
Ceiling Fan	No		No		Yes	-\$2	Yes	-\$2	Yes	-\$2
Patio/Balcony	No		Yes	-\$5	Yes	-\$5	No		Yes	-\$5
Fireplace	No		No		No		Yes	-\$5	No	
Clubhouse	No		Yes	-\$5	Yes	-\$5	Yes	-\$5	No	
Community Room	Yes		No	\$3	No	\$3	No	\$3	No	\$3
Computer Center	Yes		No	\$2	Yes		No	\$2	No	\$2
Exercise/Fitness Room	Yes		Yes		Yes		Yes		No	\$8
Swimming Pool	No		Yes	-\$5	Yes	-\$5	No		No	
Exterior Storage Units	No		Yes	-\$5	No		No		No	
On-Site Management	Yes		Yes		Yes		Yes		Yes	
Entry Security	Yes		No	\$3	No	\$3	Yes		Yes	
In-Unit Hook-up Only	No		Yes	-\$8	No		No		No	
In-Unit Washer/Dryer	Yes		No	\$15	Yes		Yes		Yes	
Carport	Yes		Yes		No	\$3	Yes		No	\$3
Garage (attached)	No		No		No		Yes	-\$10	No	
Garage (detached)	Yes		Yes		Yes		No	\$5	No	\$5
Sum of Amenity Adjustments:				-\$4		-\$7		-\$12		\$14
Avg. Square Feet										
One-Bedroom	675		800	-\$10	858	-\$15	866	-\$15	769	-\$8
Two-Bedroom	875		1,050	-\$14	1,025	-\$12	1,351	-\$38	1,033	-\$13
Three-Bedroom	1,075		1,250	-\$18	1,210	-\$14	1,703	-\$63		
Number of Bathrooms										
One-Bedroom	1.0		1.0		1.0		1.0		1.0	
Two-Bedroom	2.0		2.0		2.0		2.0		2.0	
Three-Bedroom	3.0		2.0	\$16	2.0	\$16				
Included Utilities										
Heat:	No		No		No		No		No	
Electric:	No		No		No		No		No	
Trash:	Yes		Yes		Yes		Yes		Yes	
Sewer:	No		Yes		Yes		Yes		Yes	
Water:	No		Yes		Yes		Yes		Yes	
Heat Type:	ELE		GAS		GAS		GAS		GAS	
Net Utility Adjustments										
One-Bedroom				-\$35		-\$35		-\$35		-\$35
Two-Bedroom				-\$45		-\$45		-\$45		-\$45
Three-Bedroom				-\$60		-\$60				
Total Adjustments										
One-Bedroom				-\$9		-\$17		-\$42		-\$9
Two-Bedroom				-\$23		-\$24		-\$75		-\$24
Three-Bedroom				-\$26		-\$25		-\$115		-\$26
Rent Summary			Unadjusted Rent	Adjusted Rent	Unadjusted Rent	Adjusted Rent	Unadjusted Rent	Adjusted Rent	Unadjusted Rent	Adjusted Rent
Market Rent										
One-Bedroom		\$976	\$1,024	\$1,015	\$968	\$951	\$995	\$953	\$995	\$986
Two-Bedroom		\$1,146	\$1,202	\$1,179	\$1,073	\$1,049	\$1,270	\$1,195	\$1,185	\$1,161
Three-Bedroom		\$1,349	\$1,350	\$1,324	\$1,263	\$1,239	\$1,600	\$1,485		
60% AMI Rent										
One-Bedroom		\$890	\$899	\$890						
Two-Bedroom		\$926	\$949	\$926						
Three-Bedroom		\$1,174	\$1,199	\$1,174						
50% AMI Rent										
One-Bedroom										
Two-Bedroom										
Three-Bedroom										

Section 9: Local Perspective

MAP surveyed local apartment managers in the course of the market study completion and surveyed recent LIHTC allocations within the PMA (summarized in a preceding section)—no comparable projects were located in the market area.

Contact: Carlisle Wortman
Title: Planner
Phone Number: 517-546-3500
Location: Howell

Any multi family rental development under construction or in the pipeline?
There are currently no multi family rental developments under construction or in the pipeline.

Section 10: Demand Analysis

Demand for Rental Units

Utilizing methodology provided by MSHDA, demand estimates for the proposal are outlined in the following pages based on qualified income ranges for the proposal. Income ranges are based on an affordability ratio of 40 percent of income and maximum LIHTC rents. Based on MSHDA methodology, annual demand is measured by movership from existing households as well as new additions to renter households between the current year and time of market entry. Demand estimates are presented for each income target (unduplicated demand estimates) as well as total project demand.

Three ratios are used to quantify potential demand for the proposal. These ratios include the penetration rate which measures the ratio of units at the proposal to income qualified households. The second measure is the capture rate which measures the number of units in the proposal plus comparable pipeline units relative to annual demand as outlined above. Finally, the saturation rate is measured as the ratio of proposed units plus comparable pipeline and existing units over income qualified households. The proposal's demand statistics at the developers' proposed rents are above thresholds rates for the total project. As noted earlier in this report the PMA formulation was conservative and demand statistics should be interpreted accordingly, however, they do suggest caution with regard to both project size and absorption period.

Absorption Rate

Only Lakeshore Village was able to cite absorption information. It appears that preleasing for Phase III began in October 2018, Phase III entered the market in April 2019 and the current occupancy rate implies a Phase III (144 units) lease rate of around 14 months or 10 units per month. The subject would offer 220 units, with a similar lease rate this would imply a 22 month absorption period. However, given increasing market saturation, and demand estimates presented below MAP estimates an absorption of 8 to 10 units per month, resulting in an absorption period of 22 to 31 months.

MSHDA Demand Estimates

Demand Scenario One: Straight MSHDA Requirements: Total HHs	
Area Median Income Targeting	Total LIHTC
Minimum Income (based on lowest rent serving income band)	\$30,870
Maximum Income (based on information from MSHDA)	\$63,900
A. Demand From Existing Renter Households-2020	
1 Number of existing households for current year	20,279
2 Renter percentage based upon most current Census data	18.0%
3 Number of renters for current year	3,658
4 Income-Qualification percentage	30.8%
5 Number of income-qualified renter households	1125
6 Movership rate, the estimated percentage of renter households that move into different	20.0%
7 Estimated annual demand from existing rental households	225
B. Demand from Existing Owner Households	
8 Number of existing households for current year	20,279
9 Owner percentage based upon most current Census data	82.0%
10 Number of owners for current year	16,621
11 Income-qualification percentage	21.1%
12 Number of income-qualified owner households	3,500
13 Movership rate, the estimated percentage of owner households that move into rental units	2.9%
14 Estimated annual demand from existing owner households	102
C. Demand from New Households-2020 to 2022	
15 Number of households projected to exist at market entry	20,641
16 Number of existing households in current year	20,279
17 Number of new households	361
18 Years between current year and market entry	2
19 Annual growth in households	181
20 Renter percentage estimate for market entry year	17.8%
21 Annual growth increment in renter households	32
22 Income qualification percentage	30.8%
23 Number of income-qualified new renters per year	10
D. Total Demand Estimate	336
E. Demand Analysis	
24 Number of Units Proposed	220
25 Penetration Rate (# units proposed/# income qualified HH)	4.7%
26 Number of comparable pipeline units	0
27 Capture Rate (# units proposed+# comparable pipeline units)/demand estimate	65.4%
28 Number of existing comparable units constructed since 2016	144
29 Saturation Rate (# units+# comparable pipeline units+# existing comparable units	7.8%

Future Rental Market and Associated Risks

The development of affordable housing is appropriate based on demand within the area. Demographic growth and the continued success of the most comparable projects are supportive of the demand for additional affordable rental housing. Since MSHDA determines the number of competitive LIHTC projects that come online, risks from future unsustainable development on this front are limited.

Recommendations and Conclusions

Based on the analysis within this report; no changes are recommended for the project, however, demand statistics and the absorption of the most recent LIHTC market entrant as well as current occupancy among the competitive set suggest caution with regard to the absorption rate and total project size. Additionally, rents for one- and two-bedroom units are considered to be positioned aggressively. MAP has not made any recommendations to reduce rents (given projections to market entry) or project size, however, MAP is estimating an absorption period of 24 to 31 months to reach stabilized occupancy for the project, which may negatively impact the financial viability of the proposal. In support of the project size is historical and forecasted household growth in the PMA, recent employment trends, the conservative PMA utilized, the low density of LIHTC housing in the PMA, the high occupancy in the overall area and the wait list at two of the four most competitive projects. Household growth in the PMA was positive between 2000 and 2010, and is forecasted to continue increasing through 2025. Employment has increased in Livingston County each since 2009 with the current unemployment rate at 3.2 percent. Long term growth forecasts for the economy are difficult but continued stability is anticipated. It is anticipated the subject will offer an attractive construction design and amenities, and will be competitively positioned with the most similar projects in terms of unit appeal and rent positioning (considering projections to market entry). As a result, the development of the proposal to more adequately serve the PMA's population is appropriate, however, as indicated a prolonged absorption period for the subject should be anticipated.

Section 11: Other Requirements

Market Study Certification

The undersigned certify that the following is true and correct:

- 1 That the Market Analyst is knowledgeable and experienced in the development of affordable rental properties.
- 2 That the Market Analyst conducted and was the primary author of the attached low income housing tax credit market study report (“Report”) for Union at Oak Grove (“Project”) for MSHDA.
- 3 That the Report was completed on March 2, 2020.
- 4 That to the best of the Market Analyst knowledge, all data contained in the Report is accurate.
- 5 That the Market Analyst has made a physical inspection of the area in which the Project will be located, reviewed all relevant data, and independently established the conclusions for the Report.
- 6 That all projections contained in the Report were based on current professionally accepted methodology.
- 7 That the Market Analyst has no financial interest in the proposed Project.
- 8 That it is the Market Analyst’s unbiased and professional opinion that there is sufficient demand for the Project as of the completion date of the Report.



By: _____

(Authorized Representative-Market Analyst)

Title: Founder

Date: March 2, 2020

Qualifications of the Market Analyst

CHRIS VANCE

EDUCATION:

Michigan State University

Master of Arts, Economics

- Concentration in Industrial Organization
- Doctorate level curriculum

Oakland University

Bachelor of Science, Economics

- Concentrations in Finance and Computer Science
- Graduated with Honors

EMPLOYMENT HISTORY:

MARKET ANALYST PROFESSIONALS, LLC, a real estate market research company

Founder (12/03 to Present)

- Founder
- Custom report development.

COMMUNITY RESEARCH GROUP, LLC, a real estate market research company.

Market Analyst/Consultant (2/00 to 12/03)

- Prepared real estate market feasibility studies considering site characteristics, economic and demographic trends, market forecasts and project guidelines.
- Developed analytical tools and improved methodologies.
- Provided project recommendations based on analysis of market area.
- Gathered information utilizing secondary market research and through personal interviews.

J.D. POWER AND ASSOCIATES, an automotive marketing information firm.

Analyst-Economic Analysis in Forecasting Group (6/98 to 9/99)

Senior Analyst-Economic Analysis in Forecasting Group (9/99 to 2/00)

- Wrote detailed analysis of economic, political and automotive market conditions of global economies for monthly, quarterly and annual reports.
- Developed forecasting models and analytical tools to enhance forecasting capabilities using computer, data collection and analysis skills.
- Analyzed the impact of automotive market dynamics on automotive sales and competition, including pricing and profitability analysis.
- Forecasted economic growth and automotive sales for North and South America and Asia.
- Traveled to Asia and Europe as needed to participate in the company's strategic growth and product positioning decisions.

Bibliography

2000/2010 U.S. Census of Population and Housing, U.S. Census Bureau

2020/2025 Demographic Forecasts, ESRI

American Housing Survey, U.S. Census Bureau and U.S. Department of Housing and Urban Development

Economic information – Bureau of Labor and Statistics

Local roadway maps—Microsoft Streets and Trips 2010

Interviews with local officials, managers and leasing specialists of local rental developments

Union at Oak Grove
Pre-Development Update
March 13, 2020

Project Development

220 Units

24 buildings, 6-12 units per building

2 story design with private entries, balconies, gas heat, washers and dryers in each unit

Unit sizes – 1BR @ 860 sq ft, 2BR @ 1050, 3BR @ 1200 sq ft

Parking – 504 spaces

Sustainability – National Green Building Standards Bronze Energy Efficiency Rating

Development Timeline

April 30th - Submit loan application to MSHDA

June 7th – MSHDA review complete

June 14th – Loan Committee Review

June 25th – MSHDA Board Approval

October 1st – Perm financing close

PILOT Timeline for Township

March 16 Meeting – Discuss these updates and PILOT Agreement timing with board

April 13 Meeting – Approve the PILOT Agreement including agreement to adopt on May 15

April 14 – File required 30 day public notice

May 15 – Town Clerk executed the PILOT Agreement with signature and recording

MSHDA

The Market Study was received March 11. There are updates and demand concerns that we need to discuss with MSHDA. The demand is not as high as anticipated per the report and MSHDA is requiring that we replace some of the 60% AMI units with 50% AMI units to serve households at lower annual income (roughly \$40K-52K) and increase demand. The cap rate is very high and The Annex Group needs to internally discuss the report and assess market feasibility. We will also be talking with MSHDA about the report. With lower rents than we anticipated, the estimated annual PILOT payment would be \$171,000.

PILOT Agreement – The adoption date of May 15 is needed in order to have commitment of this financial incentive prior to the MSHDA loan committee review in late May.

For the April 30th application, we would like to get the April board meeting vote to approve the PILOT.

Market Study Review
 Union at Oak Grove
 Howell, MI
 March 7, 2020

Conditional GO

Project Description:

This proposal calls for the construction of 220 units of general occupancy affordable housing near the city of Howell. The subject will include one-, two- and three-bedroom apartments, all targeted to 60% of AMI. The unit mix and other details are included in the table below:

	AMI Target	# of Units	# of Baths	Type	Average Sq. Footage	Contract Rent	Utility Allowance	Gross Rent	Max Gross Rent	Maximum Income
Total		220								\$63,900
Summary 1 BR		70								\$49,200
1 BR-Apt	60%	70	1.0	Apt	675	\$913	\$116	\$1,029	\$1,152	\$49,200
Summary 2 BR		110								\$55,320
2 BR-Apt	60%	110	2.0	Apt	875	\$1,060	\$174	\$1,234	\$1,383	\$55,320
Summary 3 BR		40								\$63,900
3 BR-Apt	60%	40	3.0	Apt	1,075	\$1,176	\$249	\$1,425	\$1,597	\$63,900

Amenities included in the proposal are in the table on the next page. MAP, the author of the market study, does not call for any changes to the subject's amenity offerings.

Proposed and Recommended Amenities					
Unit Amenities					
Yes	A/C - Central		Yes	Microwave	Patio/Balcony
	A/C - Wall Unit			Ceiling Fan	Basement
	A/C - Sleeve Only		Yes	Walk-In Closet	Fireplace
Yes	Garbage Disposal		Yes	Window - Mini-Blinds	High Speed Internet
Yes	Dishwasher			Window - Draperies	Yes Individual Entry
Development Amenities					
	Clubhouse (separate building)			Swimming Pool	Sports Courts (b-ball, tennis, v-ball, etc.)
Yes	Community Room		Yes	Playground/Tot Lot	Yes On-Site Management
Yes	Computer Center			Gazebo	Secured Entry - Access Gate
Yes	Exercise/Fitness Room		Yes	Elevator	Yes Secured Entry - Intercom or Camera
	Community Kitchen(ette)			Exterior Storage Units	
Laundry Type			Parking Type		
	Coin-Operated Laundry		Yes	Surface Lot	2 PU Number of Spots Total
	In-Unit Hook-up Only		Yes	Carport	Yes Extra Fee ?
Yes	In-Unit Washer/Dryer			Garage (attached)	
	None		Yes	Garage (detached)	Yes Extra Fee ?

General Conclusions:

MAP has determined that **the project should proceed as proposed, despite concerns over rent levels and unit counts.** MAP contends that the rents as proposed will likely be competitive upon market entry, projected for 2022. Second, the number of units leads to a higher capture rate than normal. MAP accounts for this in the absorption period, which he estimates at 24 to 31 months given the experience at the MSHDA-financed third phase of the Lakewood project nearby. While MSHDA generally agrees with these conclusions, Marketing conditions that some units be moved to other income bands to spread out its targeting slightly. Due to the general lack of affordable housing in the state and in Livingston County specifically, moving between 15 and 20 units to the 50% AMI level could help significantly in improving the long absorption forecast. Alternately, the addition of some market-rate units could prove useful as well.

Market Occupancy:

MAP finds that the competitive environment facing the proposal is tight. **Market occupancy, at about 93.4%, is lower than what is generally considered a tight market.** MAP does state that the construction of this project, given household growth rates in the area among other factors, will not impede the ongoing marketing of existing housing alternatives, either affordable or market-rate.

Rents:

Estimated market rents for the project are in the table below:

	AMI Target	Contract Rent	Est. Achievable LIHTC Rent	Est. Market Rent	Market Advantage
Summary 1 BR					
1 BR-Apt	60%	\$913	\$890	\$976	6%
Summary 2 BR					
2 BR-Apt	60%	\$1,060	\$926	\$1,146	8%
Summary 3 BR					
3 BR-Apt	60%	\$1,176	\$1,174	\$1,349	13%

The apartment complexes used as comps for this analysis seem reasonable, as the adjusted rent vs. street rent percentage was within a tolerable range.

Demand and Absorption:

MAP found a total of **336** units of theoretical demand in the market for the project's LIHTC. This level of demand leads to the following MSHDA demand statistics:

Penetration Rate: 4.7%

Capture Rate: 65.4%

Saturation Rate: 7.8%

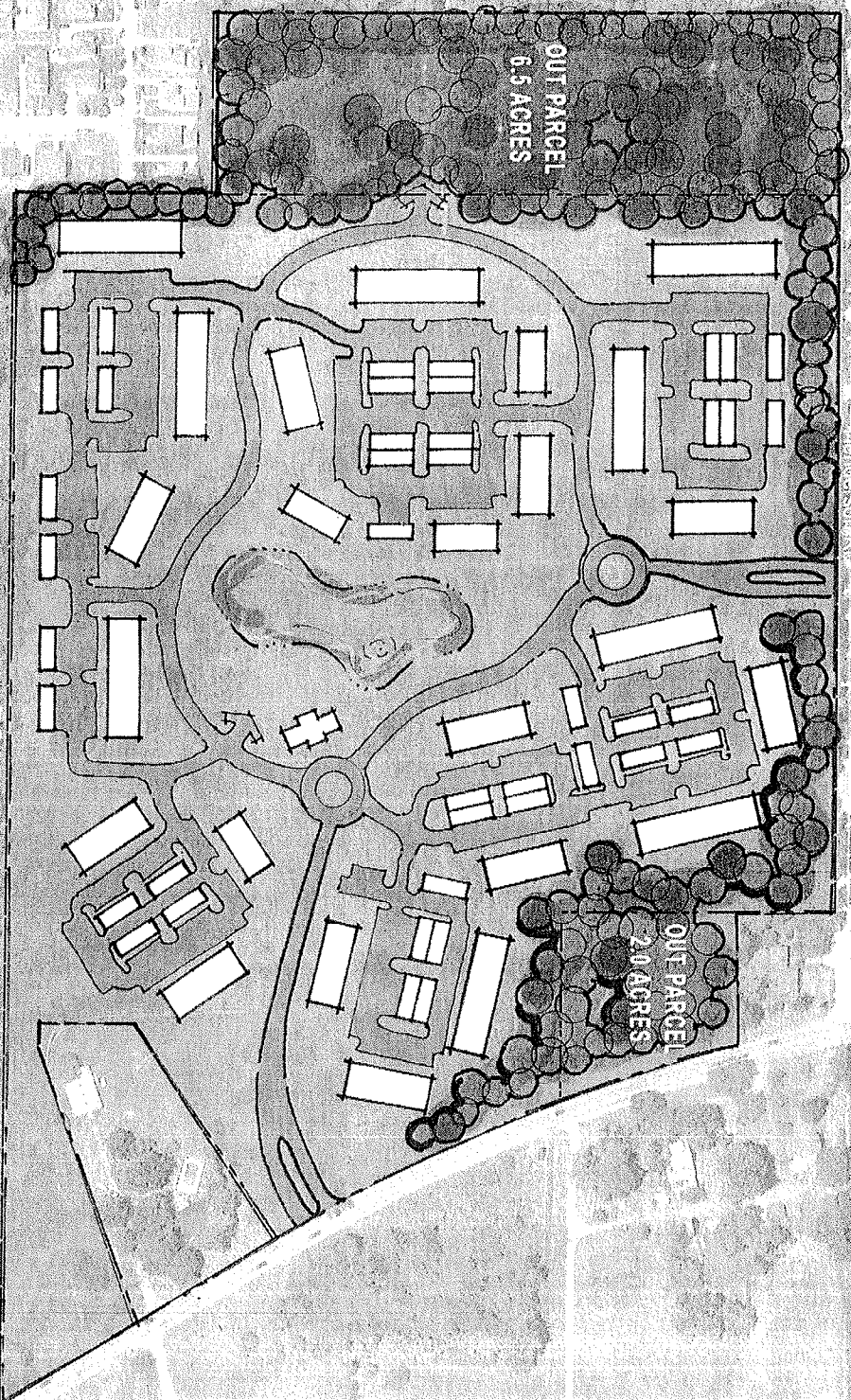
While the saturation rate is within MSHDA tolerances, the capture and penetration rates are higher. This signifies the likelihood of a slower-than-normal absorption rate for the project. MAP's estimate of an absorption period for the subject as proposed is between 24 and 31 months. Moving units to different income bands might ameliorate this rate somewhat.

Recommendation:

MSHDA Marketing recommends that this project proceed as proposed, subject to the following conditions:

- Change the income targeting of the project by some combination of the following:
 - Adding 50% AMI units to the mix (between 15 and 20)
 - Adding some market-rate units to the proposal (between 15 and 20—rents should be set at the estimated market rents presented above).

HOWELL MICHIGAN
 PLANNING BOARD



BLDG. QTY.	BUILDING TYPE	1BR/3BA	2BR/2BA	3BR/2BA
4	(8) 1BR & (4) 3BR	32	0	16
6	(4) 2BR & (4) 3BR	0	24	24
5	(8) 2BR	0	40	0
5	(8) 1BR & (4) 2BR	40	20	0
4	(6) 2BR	0	24	0
TOTAL UNITS		72	108	40
				220

RQAW
 INTERIORS. INNOVATION.

Union at Oak Grove
Pre-Development Update
March 13, 2020

Project Development

220 Units

24 buildings, 6-12 units per building

2 story design with private entries, balconies, gas heat, washers and dryers in each unit

Unit sizes – 1BR @ 860 sq ft, 2BR @ 1050, 3BR @ 1200 sq ft

Sustainability – National Green Building Standards Bronze Energy Efficiency Rating

Development Timeline

April 30th - Submit loan application to MSHDA

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June 14th – Loan Committee Review

June 25th – MSHDA Board Approval

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PILOT Timeline for Township

March 16 Meeting – Discuss these updates and PILOT Agreement timing with board

April 13 Meeting – Approve the PILOT Agreement including agreement to adopt on May 15

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May 15 – Town Clerk executed the PILOT Agreement with signature and recording

MSHDA

The Market Study was received March 11. I will forward. There are updates and demand concerns that we need to discuss with MSHDA.

PILOT Agreement – Targeting an adoption date of May 11 Board Meeting

For the April 30th application, we would like to get the April board meeting vote to approve the PILOT.

AGENDA ITEM

8A

HOWELL TOWNSHIP, LIVINGSTON COUNTY

ORDINANCE NO. _____

TAX EXEMPTION ORDINANCE - UNION AT OAK GROVE

ADOPTED: May 11th, 2020

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 TOWNSHIP OF HOWELL ORDAINS:

SECTION 1. This Ordinance shall be known and cited as the "HOWELL TOWNSHIP TAX EXEMPTION ORDINANCE - UNION AT OAK GROVE."

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 Township 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 Township 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 projects that is constructed or rehabilitated with financing extended in reliance on such tax exemption.

The Township acknowledges that the Sponsor (as defined below) has offered, subject to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority, to construct, own and operate a housing project identified as Union at Oak Grove_ on certain property located at _vacant land at the southwest corner of Henderson Road and Oak Grove Road in the Township to serve low income persons and families, and that the Sponsor has offered to pay the Township 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. Annual Shelter Rent means the total collections during the calendar year in which an annual service charge is due and owing from or paid on behalf of all qualified occupants

of a housing project representing rent or occupancy charges, exclusive of Utilities.

B. Authority means the Michigan State Housing Development Authority.

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 who meet the eligibility criteria defined in Section 11 of the Act and are 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 Union Development Holdings, LLC and any entity that owns or operates the housing development or 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 a housing development owned by a nonprofit housing corporation, consumer housing cooperative, or limited dividend housing corporation for Low Income Persons and Families that are financed with a Mortgage Loan and that is, prior to initial occupancy, subject to covenants running with the land which require that it be maintained as housing for Low Income Persons for 30 years from the date of May 11, 2020 or the first full year of development operations. It is further determined that Union at Oak Grove is of this class.

SECTION 5. Establishment of Annual Service Charge.

The housing project identified as Union at Oak Grove and the property on which it will be located shall be exempt from all *ad valorem* property taxes for all calendar years commencing on the first day of the calendar year in which construction commences. The Township 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 Township agrees to accept payment of an annual service charge for public services in lieu of all *ad valorem* property taxes. The annual service charge shall be equal to the greater of (i) \$175,000.00 or (ii) 7.00% of the Annual Shelter Rents actually collected by the housing project during each operating year plus any payments owed to the Township under Section 7. The Township Treasurer shall provide notice of the annual service charge due to the Township by June 1st of each year.

SECTION 6. Contractual Effect of Ordinance.

Notwithstanding the provisions of section 15a(5) of the Act to the contrary, a contract between the Township 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 set forth in the Ordinance, is created by approval and enactment of this Ordinance.

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

Notwithstanding Section 5, the annual 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. The payment due under Section 7 shall be computed by the Township Assessor using the same assessing techniques and procedure as the Township Assessor would use for any similar tax classified property. The Township Assessor, in arriving at the payment, shall determine the total tax valuable of the entire housing project and then apportion that tax valuable based on the amount of the housing project occupied by other than low income persons or families. The Sponsor shall provide all information available to the Township under Section 8, including non-confidential occupancy records with notations of whether the unit is occupied by Low Income Persons or Families or other than Low Income Persons or Families, and any other information required to comply with this Ordinance no later than April 1st of each year for the preceding calendar year. The Township Assessor shall calculate any payments due under Section 7 by April 30th of each year. Such information shall be provided to the Township Treasurer for calculation of the Annual Service Charge due under Section 5 of the Ordinance.

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 Township and distributed to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year, except the annual payment shall be paid on or before July 1st of each year and distributed accordingly. Failure to pay the service charge on or before July 1st of each year shall result in application of an additional one (1) percent interest per month until paid. If any amount of the annual service charge or accrued interest shall remain unpaid as of December 31 of each year, the amount unpaid shall be a lien upon the real property constituting the housing project upon the Township Treasurer filing a certificate of non-payment of the service charge, together with an affidavit of proof of service of the certificate of non-payment upon the sponsor with the Livingston County Register of Deeds, and collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA206, as amended; MCL211.1.). The Township reserves the right to inspect the records of the housing project at Township's request during normal business hours. The housing project shall make such records available upon such request, no later than ten business days after such request. Such records include, but are not limited to, non-confidential tenant occupancy information, non-confidential tenant information verifying the income status of a tenant, all payments received, and financial records.

SECTION 9. Duration.

This Ordinance shall remain in effect and shall not terminate until the later of thirty (30) years from either May 11, 2020 or the first full year of development operations. Notwithstanding the foregoing, this Ordinance shall automatically terminate if the housing project is no longer subject to income and rent restrictions under the LIHTC Program, qualifies for the LIHTC Program, fails to receive or maintain Authority approval, or the housing project does not commence on or before December of 2020, and is not completed by June of 2022.

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 the day following the date of the publication of the ordinance.

ROLL CALL VOTE:

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

ORDINANCE DECLARED ADOPTED.

Mike Coddington, Supervisor

AFFIDAVIT OF POSTING AND PUBLICATION

I hereby certify that:

1. The above is a true copy of an Ordinance adopted by the Howell Township Board at a duly scheduled and noticed meeting held on _____, 2020.
2. The complete text of the Ordinance was posted at the Township Clerk's office and on the Township's website, <http://howelltownshipmi.org>, on _____, 2020.
3. The attached Notice of Adoption was published in the _____ newspaper, which circulates within Howell Township, on _____, 2020 (within 7 days after adoption).
4. Within 1 week after publication, I recorded the Ordinance in a book of ordinances, including date of adoption, township board members voting, and how each member voted.
5. I filed a copy of the Ordinance with the Livingston County Clerk on _____, 2020.

ATTESTED:

Jean Graham, Howell Township Clerk

AGENDA ITEM

8B & C

This sheet is for
both topics

Howell Township
Property Committee Meeting:
April 23, 2020
9 – 10

Attending: Jean Graham, Jeff Smith, Jonathan Hohenstein, Chris Patterson, Lori Edwards, Ryan Clark, Mary Levine

PILOT Agreement: The Property Committee has been working through the proposed PILOT agreement with the Township attorney and the developer. This meeting was to discuss a few items that concerned the developer especially the lower limit on the PILOT payment requested by the Committee. Developer is proposing payment of 7% annual shelter rent. MSHDA projects range from 4-9% annual shelter rent payments. Committee wanted to set the lower limit on this payment. Developer says anything above \$175,000 makes the project unfeasible. The Township Board will need to review and discuss the PILOT agreement and make a decision for this project to move forward. **Property Committee is split on recommending approval and therefore has no recommendation.**

Earnest Money Deadline: The developer is requesting an extension on the next earnest money deposit, request attached. The contract states that the additional earnest money deposit of \$80,000 is due "upon the earlier of: (i) Purchaser's award and receipt of a tax credit reservation from MSHDA; and (ii) 270 days from the effective date of this Agreement." 270 days from the effective date of the Agreement (October 14, 2019) is July 10th, 2020. Developer is requesting an extension on this payment until September 28, 2020. **Property Committee recommends that the Board deny the extension request as presented.**

Respectfully submitted,

Jonathan Hohenstein

AGENDA ITEM

8B

FIRST AMENDMENT TO LAND
PURCHASE AGREEMENT

THIS FIRST AMENDMENT TO LAND PURCHASE AGREEMENT (the "**Amendment**") is made and entered into as of ~~April~~^{May} _____, 2020, by and between Union Development Holdings, LLC, an Indiana limited liability company, its successors and/or assigns, of 409 Massachusetts Ave., Suite 300, Indianapolis, IN 46204 ("**Purchaser**") and Howell Township, of 3525 Byron Rd, Howell, MI 48855 ("**Seller**").

RECITALS

A. Seller and Buyer are parties to that certain Land Purchase Agreement dated to be effective as of October, 2019 (the "**Agreement**").

B. Seller and Buyer have agreed to amend and modify the Agreement, subject to the terms and conditions hereof.

AGREEMENT:

That in consideration of the promises and covenants hereinafter contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto, intending to be legally bound, mutually agree that the Agreement shall be amended as follows:

1. Seller and Buyer hereby agree that the above and foregoing Recitals are true, correct and complete and are hereby incorporated and made a part of this Amendment as if completely and fully set forth herein. Wherever the term "Agreement" is used in the Agreement, such term shall mean the "Agreement, as amended by this Amendment."

2. The parties hereby agree that Section 3 of the Agreement shall be amended such that the **Initial Earnest Money Deposit** shall become non-refundable on September 28, 2020 if the Purchaser has not terminated the Agreement prior to that date. For clarification purposes the Agreement currently states that the Initial Earnest Money Deposit shall become non-refundable 270-days from the Effective Date of the Agreement.

3. The parties hereby further agree that Section 3 shall be amended such that the **Additional Earnest Money Deposit** shall be made upon the earlier of: (i) Purchaser's award and receipt of a tax credit reservation from the Michigan State Housing Development Authority ("**MSHDA**"); and (ii) September 28, 2020.

4. The parties hereby ratify and confirm the Agreement, as modified by this Amendment. If there is a conflict between the terms of this Amendment and the terms of the Agreement, the terms of this Amendment shall govern. Capitalized terms used in this Amendment and not otherwise defined herein shall have the meanings ascribed to them in the Agreement.

5. This Amendment may be executed in counterparts or by use of counterpart signature pages, each of which may be delivered by electronic means, including without limitation by facsimile or by PDF file sent by electronic mail, with the same force and effect as an original.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the date set forth above.

SELLER:

HOWELL TOWNSHIP,
a General Law Township of Michigan

By: _____

Its: _____

PURCHASER:

Union Development Holdings, LLC,
an Indiana limited liability company

By: _____

Printed: _____

Title: _____

AGENDA ITEM

8C



Office (517) 545-7772 Fax (517) 545-7774
 email: sales@kosinsglass.com
 www.kosinsglass.com

Contractor License: - 2102221669
 Federal Tax ID: 38-3298578

Remit To: 222 W GRAND RIVER AVE, HOWELL, MI 48843-2239

P/O#:	Cust State Tax ID:	Quote: 24002 Date: 5/4/2020
Taken By: Zach	Cust Fed Tax ID:	
Installer:	Ship Via:	
SalesRep:	Adv. Code:	

Bill To: CASH

Sold To: CASH

HOWELL TOWNSHIP HALL
 3525 BYRON RD
 HOWELL, MI 48843

JOE EXT 108

(517) 546-2817

Qty	Part Number	Description	List	Sell	Total
4	TEMP-1/4	(25" x 40") 1/4 CLEAR TEMPERED GLASS W/ FLAT POLISH	\$92.00	\$92.00	\$368.00
5	MISC	30" ALUM POST	\$98.00	\$98.00	\$490.00
1	LABOR	LABOR	\$395.00	\$395.00	\$395.00

Total:

Sub Total: \$1,253.00

Tax: \$0.00

Total: \$1,253.00

**HIGHLAND
HARMON/GLASS DOCTOR
672 N. MILFORD, SUITE 140
HIGHLAND MI 48357
(248)887-1010 Fax:(248)887-1003
Tax# 61-1468379**

Order: 4469-669148

Date: 04/27/2020

Scheduled: 04/29/2020 3:40

Sold To:

CONTACT: JOE DAUS HOWELL TWP.
3525 BYRON RD.
HOWELL MI 48855

H (517)404-0617

Csr: JJ Tech: DS4469 PO Terms: C.O.D

<u>Qty</u>	<u>Part / Description</u>	<u>Item Total</u>
1	134" X 36" TEM1/4CLR - TEMPERED CLEAR 1/4 custom temp SPLIT INTO 5 SECTIONS - FLAT POLISH - ALL HARDWARE INCLUDED - PRICE USING STANDARD 30" POSTS - \$2600.00	3,369.10

Notes: EMAILED QUOTE 5/1/20
GLASS PARTICIAN WALL
12-4 CALL ON THE WAY*****

Job Site: CONTACT: JOE DAUS HOWELL TWP.
3525 BYRON RD.
HOWELL MI 48855

Remit To: Harmon Glass Doctor, 31625 West 8 Mile,
Livonia MI 48152

<u>Tax</u>	<u>Total</u>	<u>Payments</u>	<u>Balance</u>
105.90	3,475.00	0.00	3,475.00

AGENDA ITEM

8D

To: Howell Area Fire Authority Board Members
From: Chief Andrew J. Pless
Date: 02/14/2020
Re: FY-2020/2021 Annual Budget

Members of the Board,

As you are aware, the status of our economy has again slightly improved over the last year. The Fiscal Year 2019/2020 budget projections have proved to be on the mark and we should finish out the year within our budget.

The proposed 2020/2021 budget reflects the need for some forward progress in a few areas.

Key Proposed Budget Requests:

- Proposed wage increases for all employees 2%
- Replacement of Engine 20 (2008) \$520,000. Current E-20 will be placed into reserve status
- Continued Purchase of Portable radios and Pagers
- Addition of 1 Fulltime Firefighter
-

The remainder of the budget allows for slight increases for inflation (electric, fuel, apparatus maintenance, and natural gas). All of these changes can be accomplished while maintaining a well balanced budget.

I would ask that the Board consider the proposed budget for approval at the March 18th, 2020 Howell Area Fire Authority Board Meeting

Respectfully Submitted,

Andrew J. Pless

**HOWELL AREA FIRE AUTHORITY
FY21 PRELIMINARY BUDGET**

	Audited Actual 6/30/19	YEAR TO DATE 1/31/20	% Of Budget Used	FY20 Original Approved Budget	FY20 1st Amended Budget	Preliminary Budget FY21
GENERAL FUND - REVENUES						
TOTAL HAFA GENERAL FUND REVENUES	4,180,609	1,665,560	59.5%	2,799,605	2,799,605	3,115,500
GENERAL FUND EXPENDITURES						
GENERAL ADMINISTRATION EXPENDITURES (336.00)						
PERSONNEL	\$ 1,717,343	\$ 858,656	48.2%	\$ 1,857,220	\$ 1,782,220	\$ 1,958,295
PROFESSIONAL FEES	\$ 49,549	\$ 35,471	41.0%	\$ 66,500	\$ 86,500	\$ 78,000
INSURANCE	\$ 41,210	\$ 20,683	48.1%	\$ 43,000	\$ 43,000	\$ 44,000
SUPPLIES	\$ 29,690	\$ 15,457	33.6%	\$ 46,000	\$ 46,000	\$ 47,000
EQUIPMENT & CAPITAL OUTLAYS	\$ 2,237,111	\$ 28,383	5.1%	\$ 511,927	\$ 566,927	\$ 716,500
COMMUNICATIONS	\$ 13,157	\$ 2,638	15.5%	\$ 17,000	\$ 17,000	\$ 19,500
UNIFORMS	\$ 30,200	\$ 4,202	10.8%	\$ 39,000	\$ 39,000	\$ 43,000
TRAINING	\$ 11,135	\$ 4,110	19.1%	\$ 21,500	\$ 21,500	\$ 21,500
REPAIRS & MAINTENANCE	\$ 46,720	\$ 38,951	56.9%	\$ 68,500	\$ 68,500	\$ 68,500
UNALLOCATED	\$ 31,717	\$ 22,555	45.1%	\$ 50,000	\$ 50,000	\$ 35,200
TOTAL - HAFA GENERAL ADMINISTRATION EXPENDITURES	4,207,831	1,031,105	38.0%	2,710,647	2,710,647	3,031,496
FIRE STATION EXPENDITURES (336.20 - 336.24)						
CENTRAL STATION - #20	29,084	13,571	35.6%	38,101	38,101	39,801
OCEOLA TOWNSHIP STATION - #22	12,182	7,595	42.4%	17,901	17,901	18,501
MARION TOWNSHIP STATION - #23	5,160	3,092	25.8%	12,001	12,001	12,601
COHOCTAH TOWNSHIP STATION - #24	7,817	3,708	28.5%	13,001	13,001	13,101
TOTAL EXPENDITURES (BEFORE ESTIMATED FUND BAL.)	4,262,073	1,059,071	37.9%	2,791,651	2,791,651	3,115,500
FUND 101 - GENERAL FUND						
CHANGE IN FUND BALANCE	\$ (81,464)	\$ 606,489		\$ 7,954	\$ 7,954	\$ -
FUND BALANCE - BEGINNING OF THE YEAR	\$ 2,963,971	\$ 2,882,507		\$ 2,882,507	\$ 2,882,507	\$ 2,890,461
PROJECTED ENDING FUND BALANCE	\$ 2,882,507	\$ 3,488,996		\$ 2,890,461	\$ 2,890,461	\$ 2,890,461
FUND 206 - RESERVES FUND						
TOTAL FIRE FUND RESERVES - REVENUES	\$ 195,994	\$ 520	0.1%	\$ 351,000	\$ 351,000	\$ -
TOTAL HAFA FUND EXPENDITURES (BEFORE EST. FUND BAL.)	\$ 475,597	\$ -	0.0%	\$ -	\$ -	\$ 184,000
CHANGE IN FUND BALANCE	\$ (279,603)	\$ 520		\$ 351,000	\$ 351,000	\$ (184,000)
FUND BALANCE - BEGINNING OF THE YEAR	\$ 824,821	\$ 545,218		\$ 545,218	\$ 545,218	\$ 896,218
PROJECTED ENDING FUND BALANCE	\$ 545,218	\$ 545,738		\$ 896,218	\$ 896,218	\$ 712,218

**HOWELL AREA FIRE AUTHORITY
FY21 PRELIMINARY BUDGET**

	Audited Actual 6/30/19	YEAR TO DATE 1/31/20	% Of Budget Used	FY20 Original Approved Budget	FY20 1st Amended Budget	Preliminary Budget FY21
FUND 296 - BUILDING RESERVES FUND						
<u>BUILDING RESERVE FUND - REVENUES</u>						
TOTAL BUILDING RESERVES FUND - REVENUES	\$ 454	\$ 514	0%	\$ -	\$ -	\$ -
TOTAL BLDG RESERVE EXPENDITURES (BEFORE EST. FUND BAL.)	\$ 881,487	\$ 90	0%	\$ -	\$ -	\$ -
CHANGE IN FUND BALANCE	\$ (881,033)	\$ 424		\$ -	\$ -	\$ -
FUND BALANCE - BEGINNING OF THE YEAR	\$ 890,822	\$ 9,789		\$ 9,789	\$ 9,789	\$ 9,789
PROJECTED ENDING FUND BALANCE	\$ 9,789	\$ 10,213		\$ 9,789	\$ 9,789	\$ 9,789
FUND 298 - RETIREE HEALTH CARE RESERVES FUND						
TOTAL RHCRF RESERVES FUND - REVENUES	\$ 16,932	\$ -	0.0%	\$ 75,000	\$ 75,000	\$ -
TOTAL RHCRF RESERVE EXPENDITURES (BEFORE EST. FUND BAL.)	\$ (350,923)	\$ -	0.0%	\$ -	\$ -	\$ -
CHANGE IN FUND BALANCE	\$ 367,855	\$ -		\$ 75,000	\$ 75,000	\$ -
FUND BALANCE - BEGINNING OF THE YEAR	\$ 251,522	\$ 619,377		\$ 619,377	\$ 619,377	\$ 619,377
PROJECTED ENDING FUND BALANCE	\$ 619,377	\$ 619,377		\$ 694,377	\$ 694,377	\$ 619,377

MEMORANDUM

TO: TOWNSHIP AND CITY COUNCIL BOARD MEMBERS
FROM: ANDREW PLESS, FIRE CHIEF
DATE: MARCH 2ND, 2020
RE: HOWELL AREA FIRE AUTHORITY
FIFTH AMENDED – ARTICLES OF INCORPORATION

Hafa was created in 2003 with the City of Howell and the Townships of Howell, Oceola, Cohoctah and Marion. At that time the Authority was still funded by the individual Municipalities through their general funds. Since FY 2004 the Authority has been Millage Funded and continues to be funded in that manner.

Our current Articles of Incorporation require the Fire Chief to prepare a budget by March 1st of each year. The tax revenues must be determined prior to tax tribunals, which has been difficult at best. The Chief must then take the Budget to the Personnel Committee, Budget Committee, Fire Authority Board, and then out to each of the units for approval before coming back to the Authority Board for final approval. All before June. This process involves sometimes over 9 meetings with many of the same individuals looking at the budget.

Attached is a draft amendment amending Article XII, Section C. This amendment would allow the Fire Authority Board to approve the annual budget as long as the Authority is fully funded by a voter approved millage. Township and City Boards would retain the right to approve the budget should the event occur where the Townships and City were funding the Authority with their General funds.

ACTION REQUESTED:

A motion to approve the Fifth Amended and Restated Articles of Incorporation of The Howell Area Fire Authority.

~~FIFTH~~~~FOURTH~~ AMENDED AND RESTATED
ARTICLES OF INCORPORATION
OF THE
HOWELL AREA FIRE AUTHORITY

THESE ~~FIFTH~~~~FOURTH~~ AMENDED AND RESTATED ARTICLES OF INCORPORATION are adopted by the City of Howell, the Township of Cohoctah, the Township of Marion, the Township of Oceola and the Township of Howell, each a municipal corporation located in the County of Livingston, State of Michigan, for the purposes of creating, establishing and incorporating an authority under and pursuant to the provisions of Act 57, Public Acts of Michigan, 1988, as amended ("Act 57").

ARTICLE I

NAME AND OFFICE

The name of this Authority shall be and is the "Howell Area Fire Authority," hereinafter sometimes referred to as the "Authority." The principal office of the Authority shall be located at 1211 W. Grand River, Howell, Michigan, or at such other location as may be designated by the Board (as defined in Article VIII herein).

ARTICLE II

DEFINITIONS

The terms "authority," "emergency services," "incorporating municipality," "municipal emergency services," and "municipality," as used in these Articles of Incorporation shall be as now or hereafter defined in Section 1 of Act 57.

Other terms shall have such meaning as may be specified in the various provisions of these Articles of Incorporation.

ARTICLE III

INCORPORATING MUNICIPALITIES

The incorporating and creating municipalities of this Authority are the City of Howell, the Township of Cohoctah, the Township of Marion, the Township of Oceola, and the Township of Howell in the County of Livingston, Michigan, which are hereby designated as the “incorporating municipalities.”

ARTICLE IV

PURPOSE

The purpose of this Authority shall be and is to provide fire protection and other emergency health and safety services in accordance with the authorization contained in Act 57, Public Acts of Michigan, 1988, as amended (“Act 57”). The Authority may provide such services within or without its jurisdiction described in Article V hereof as may be authorized pursuant to contract with the Authority by any municipality in accordance with Act 57.

ARTICLE V

POWERS

This Authority shall be a body corporate with power to sue or to be sued in any court in the State of Michigan. Its jurisdiction shall include all of the total territory embraced within the

corporate boundaries of its incorporating municipalities as now constituted or as hereafter expanded through annexation, consolidation or change of municipal identity. The Authority shall possess all of the powers now or hereafter granted by Act 57, or by any other applicable statute of the State of Michigan and by these Articles, and those incident thereto. In addition, it shall possess all powers necessary to carry out its purposes and those incident thereto. The enumeration of any powers herein shall not be construed as a limitation upon its general powers unless the context shall clearly indicate otherwise. The Authority may adopt a corporate seal, and may alter the seal, and use it by causing it or a facsimile thereof to be affixed, impressed, or reproduced in any other manner.

ARTICLE VI

TERM

This Authority shall continue in existence perpetually or until dissolved pursuant to Article XX hereof.

ARTICLE VII

FISCAL YEAR

The fiscal year of the Authority shall commence on the first day of July in each year and shall end on the 30th day of June of the following year.

ARTICLE VIII
GOVERNING BOARD

The Authority shall be directed and governed by a five member Board of Trustees, known as the "Howell Area Fire Authority Board," and hereinafter sometimes referred to as the "Board," which shall be made up of one member selected by the governing both of each incorporating municipality (for a total of five members), each of whom shall be a qualified elector residing within the territorial boundaries of his or her respective municipality and shall be an elected official of such municipality. Each member shall serve as long as they are qualified until replaced by their governing body. The governing body of each incorporating municipality may appoint an alternate member who may attend meetings and vote and otherwise act at such meetings in the absence of the member appointed by such governing body. Such alternate members must meet the requirements of this Article VIII.

A member of the Board shall not be a member of an emergency services entity of any incorporating or nonincorporating municipality at the time the duties of said entity are transferred to or assumed by the Authority. A member of the Board shall not be a member or employee of any emergency service operated by the Authority.

Within thirty (30) days after the effective date of the incorporation of the Authority, the members of the first Board shall qualify by taking the constitutional oath of office and shall meet for the purposes of organization. At such organizational meeting, the Board shall select a Chairperson, a Vice Chairperson and a Secretary, each of whom shall be a member of the Board,

and a Treasurer, who may or may not be a member of the Board. At such organizational meeting, the Board may also select an Assistant Secretary and an Assistant Treasurer, each of whom shall not be a member of the Board. Such officers shall serve until the organizational meeting of the following fiscal year, which shall be held annually in July of each year as designated by the Board, or until their respective successors shall be selected and qualify. No selection to the Board and no selection of an officer of the Board shall be deemed to be invalid because it was not made within or at the time specified in these Articles. Any Board member may be removed at any time for cause or without cause by an action of the governing body of the municipality that such Board member represents.

The Third Restated and Amended Article VIII shall become effective July 1, 2007

ARTICLE IX

COMPENSATION

The members of the Board shall be compensated at the rate provided in the budget for the Authority for each fiscal year. Each member of the Board shall be entitled to reimbursement for all expenditures made by him or her in carrying out official duties as may be approved by the Board and to the extent authorized by the budget for the Authority for each fiscal year. The Assistant Secretary and the Assistant Treasurer, if any, and the Treasurer shall be construed to be members of the Board even though they may not in fact be members of the Board, for purposes of this Article.

ARTICLE X

VACANCY

In the event of a vacancy on the Board, the governing body of the municipality selecting such representative shall fill the vacancy as expeditiously as possible and in no event to exceed ninety (90) days from the date such vacancy occurs. In the event of a vacancy in any office of the Board, such vacancy shall be filled by the Board for the unexpired term. In the case of the temporary absence or disability of any officer, the Board may appoint some person temporarily to act in his or her stead except that in the event of the temporary absence or disability of the Chairperson, the Vice Chairperson shall so act.

ARTICLE XI

MEETINGS

Meetings of the Board shall be held as required and at least quarterly at such time and place as shall be prescribed by resolution of the Board. Each member of the Board shall have one vote. Special meetings of the Board may be called by the Chairperson or any two members thereof, by serving written notice of the time, place and purpose thereof, upon each member of the Board, personally, or by leaving it at his or her place of residence at least twenty-four (24) hours prior to the time of such meeting, or by depositing the same in the United States Post Office or a mail box within the limits of the Authority, at least seventy-two (72) hours prior to the time of such meeting, enclosed in a sealed envelope properly addressed to such member at his or her home or office address with postage fully prepaid. Any meeting of the Board shall be held, and any notice therefore shall be given, in accordance with the provisions of Act 267,

Public Acts of Michigan, 1976, as amended. Any member may waive notice of any special meeting either before or after the holding thereof. At least a majority of the members of the Board shall be required for a quorum. The Board shall act by motion, resolution, or ordinance. A vote of the majority of the members of the Board who are present at any meeting at which a quorum is present and who are authorized to vote on such matters shall be sufficient for passage.

The Board shall have the right to adopt rules governing its procedure which are not in conflict with the terms of any statute of the State of Michigan or of these Articles of Incorporation. The Board shall keep a journal of its proceedings, which journal shall be signed by the Chairperson and open to the public. All votes shall be "Yes" or "No," provided that where the vote is unanimous, it shall only be necessary to so state.

ARTICLE XII

BOARD AND OFFICER DUTIES

A. Board Positions

The Chairperson of the Board shall be the presiding officer thereof. Except as herein otherwise provided, the Chairperson shall not have any executive or administrative functions other than as a member of the Board. In the absence or disability of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson. The Secretary shall be the recording officer of the Board. The Treasurer shall be the custodian of the funds of the Authority and shall give to it a bond conditioned upon the faithful performance of the duties of his or her office. All moneys shall be deposited in a financial institution or financial institutions, to be designated by

the Board, and all checks or other forms of withdrawal therefrom shall be signed by two persons, which persons shall be the Secretary, the Treasurer or the chief administrative employee of the Authority, or their respective designees. All authorized signatories shall give a bond conditioned upon the faithful performance of the prescribed duties. The cost of such bonds shall be paid by the Authority. The officers of the Board shall have such other powers and duties as may be conferred upon them by the Board and Act 57.

B. Budget Process During Periods Not Funded in Whole by Property Tax Levy

For so long as the Authority is not financed in whole by a Property Tax Levy as provided in Section 12 of Act 57 and Article XVI (B) of these articles, the mandates of this paragraph shall apply to the Authority's budgeting process. The Board shall prepare a proposed annual operating and capital budget reflecting the projected revenues and projected expenditures of the Authority for the next fiscal year beginning July 1. The Board shall adopt the proposed budget by a majority vote of the members of the Board in such a manner as to assure submission of the adopted tentative budget to the incorporating municipalities no later than January 1 of each year. After the approval of the proposed budget by the governing bodies of a two-thirds majority of the incorporating municipalities, the Board shall give final approval to the Authority budget for the next fiscal year. The budget may be amended from time to time upon approval by the governing bodies of a two-thirds majority of the incorporating municipalities.

C. Budget Process During Periods Funded in Whole by Property Tax Levy

During any period in which the Authority is financed in whole by a Property Tax Levy as

provided in Section 12 of Act 57 and Article XVI (B) of these Articles, the mandates of this paragraph shall apply to the Authority's budgeting process, and shall supersede the mandates of paragraph (B) of this Article. The Board shall prepare a proposed annual operating and capital budget reflecting the projected revenues and projected expenditures of the Authority for the next fiscal year beginning July 1. The Board shall adopt the proposed budget by a two-thirds majority vote of the members of the Board no later than June 1 of each year. ~~in such a manner as to assure submission of the adopted tentative budget to the incorporating municipalities no later than April 1 of each year. After the approval of the proposed budget by the governing bodies of a two-thirds majority of the incorporating municipalities, the Board shall give final approval to the Authority budget for the next fiscal year. The budget may be amended from time to time upon approval by the governing bodies of a two-thirds majority of the incorporating municipalities.~~ The budget may amended or also be adjusted from time to time by a two-thirds majority vote of the entire Authority Board, ~~provided that said adjustments do not increase the total amount of expenditures in the budget previously approved by the governing bodies of the incorporating municipalities.~~

D. Accounting and Budgeting Practices

The accounting and budgeting practices of the Authority shall conform with standard accounting practices, the Uniform Budgeting and Accounting Act, Act 2, Public Acts of Michigan, 1968, as amended, and all other applicable provisions of law.

ARTICLE XIII

PROPERTY

The Authority shall possess all the powers necessary to carry out the purposes thereof and that incident thereto. It may acquire property by purchase, lease, gift, devise or condemnation, either within or without its corporate limits, and may hold, manage, control, sell, exchange or lease such property. For the purpose of condemnation, it may proceed under the provisions of Act 149, Public Acts of Michigan 1911, as now or hereafter amended, Act 87, Public Acts of Michigan, 1980, as now or hereafter amended, or any other appropriate statute.

As soon as practicable after the effective date of the Authority, the Authority shall acquire the fire protection vehicles and equipment owned by the City of Howell on such date. In lieu of such acquisition, the Authority may lease such vehicles and equipment from the City of Howell. The purchase price and other terms of acquisition or the lease payments and other terms of the lease shall be set forth in an agreement between the City of Howell and the Authority.

ARTICLE XIV

CONTRACTS TO PROVIDE EMERGENCY SERVICE

The Authority may enter into a contract with any incorporating municipality for the provision of emergency services in the incorporating municipality, as authorized and provided in Act 57. The Authority may also enter into contracts with a city, village, or township that is not an incorporating municipality for the provision of emergency services, as authorized and provided in Act 57. No contracts shall be for a period exceeding thirty (30) years.

ARTICLE XV

TRANSFER OF MUNICIPAL EMERGENCY SERVICES

An incorporating municipality may transfer any municipal emergency service to the Authority by contract.

ARTICLE XVI

FINANCING THE AUTHORITY

A. Financial Contribution From Each Incorporating Municipality

The Board shall determine the amount of each incorporating municipality's financial contribution to the approved Authority budget for the following fiscal year, pursuant to a formula accounting for historical usage. The formula shall be based upon the total number of runs made in each incorporating municipality as a percentage of the total number of runs made in all of the incorporating municipalities, according to the most recently completed five fiscal years of report data. For purposes of this paragraph, a "run" shall be defined as the use of personnel, vehicles or other rolling stock by the Authority in connection with a call to provide emergency services.

The contribution of each incorporating municipality shall take into account the projected revenues to be received from other sources, including, but not limited to, revenues to be received from contracts with nonincorporating municipalities pursuant to Article XIV herein. So long as the Authority is not levying a tax pursuant to Section B of this Article, the Authority may account separately for the cost of services provided to any portion of an incorporating municipality that is receiving fire protection services from an entity other than the City of Howell as of the effective date of the Authority.

In applying this formula, the overall percentage cost allocations for each of the incorporating municipalities must together equal 100%.

Each incorporating municipality shall pay to the Authority not less than 1/4th of its total calculated financial contribution for each fiscal year on the first day of July, October, January and April of such fiscal year.

The formula set forth in this Article may be changed if approved by resolution of the governing body of each incorporating municipality and the Board.

B. Property Tax Levy by Authority

Subject to the terms and conditions provided in Section 12 of Act 57, the Authority may levy a tax on all of the taxable property within the limits of the Authority for the purposes provided in Act 57. Such tax, however, shall not be levied without the approval of a majority of the registered electors residing within the limits of the Authority and qualified to vote and voting on such tax at a general or special election conducted in accordance with the provisions of Act 57.

C. Property Tax Levy by Incorporating Municipality or Municipality Granted Taxing Authority Under State Law

Any incorporating municipality or a municipality otherwise granted taxing authority under the laws of the State of Michigan may levy a tax on all of the taxable property within the limits of the political subdivision, and appropriate, grant, or contribute the proceeds of the tax to

the Authority for the purposes of Act 57 or to provide sufficient money to fulfill its contractual obligation to the Authority.

D. Other Sources of Revenue

The sources of revenue for financing the Authority specified herein are non-exclusive. The Authority, the incorporating municipalities and any nonincorporating municipalities may provide for their respective financial contributions to the Authority from all other sources of revenue authorized by law.

ARTICLE XVII

COOPERATIVE AGREEMENTS

The Authority may enter into other agreements with any incorporating municipalities and nonincorporating municipalities, pursuant to Act 57; the Urban Cooperation Act, Act 7, Public Acts of Michigan, 1967, as amended; Act 33, Public Acts of Michigan, 1951, as amended; or any other applicable Michigan law for purposes of, among other things, providing emergency services to such incorporating municipalities and nonincorporating municipalities and their residents and raising funds to pay for such services.

ARTICLE XVIII

FINANCING IMPROVEMENTS

The Authority may acquire, construct, purchase, improve, enlarge or extend buildings for the provision of emergency services, and the necessary sites therefor, together with appurtenant properties and facilities necessary or convenient for the effective use thereof, and furnish and

equip the same.

The incorporating municipalities and nonincorporating municipalities, if any, shall take whatever action is legally necessary for the purpose of obtaining funds to finance the cost of acquiring, constructing, purchasing, improving, enlarging, or extending buildings for the provision of emergency services, and the necessary sites therefor, together with appurtenant properties and facilities necessary or convenient for the effective use therefor, or furnishing or equipping the same, including, but not limited to, any and all action required to establish a joint building authority pursuant to Act 31, Public Acts of Michigan, 1948, as amended. The incorporating municipalities and nonincorporating municipalities, if any, shall, if necessary, pledge their full faith and credit toward the repayment of any obligations incurred to obtain funds to finance the cost of the improvements described in this Article.

ARTICLE XIX

WITHDRAWAL OF INCORPORATING MUNICIPALITY

An incorporating municipality may withdraw from the Authority by resolution of the municipality's legislative body approving the withdrawal, a certified copy of which resolution shall be provided to the Board at least 12 months prior to the beginning of a new fiscal year for the Authority. Such new fiscal year shall serve as the effective date for the withdrawal. A municipality that withdraws from the Authority shall continue to be subject to any tax levied in its jurisdiction under Section 12 of Act 57 for the duration of the period of that tax as determined pursuant to Section 12(3) of Act 57.

A municipality that withdraws from the Authority shall remain liable for a proportion of the debts and liabilities of the Authority incurred while the municipality was a part of the Authority. The proportion of the Authority's debts for which a municipality remains liable as a result of its withdrawal from the Authority shall be determined by dividing the state equalized value of the real property in the municipality by the state equalized value of all real property in the Authority on the effective date of the withdrawal.

Any property owned by the Authority, which is in the possession of the withdrawing municipality or in the possession of personnel who will no longer remain with the Authority as a result of the municipality's withdrawal from the Authority, shall be returned to the Authority before the effective date of the withdrawal. The withdrawing municipality shall not be entitled to the return of any credit for any property or money it transferred to or paid to the Authority prior to the withdrawal except as described in the remainder of this article.

In the event that the Authority has made more than \$200,000.00 in improvements to a fire station owned by a member municipality, that municipality shall, upon withdraw, reimburse the Authority for the actual cost of said improvements, minus a credit to the municipality for the percentage of said improvements to the fire station financed by that municipality. The credit shall be determined as being equal to the percentage of the total Authority's budget, which was contributed by said municipality, as averaged over the prior five years before construction of said improvements.

ARTICLE XX

DISSOLUTION OF THE AUTHORITY

The Authority may be dissolved by the concurring resolution of the governing bodies of a two-thirds majority of the incorporating municipalities of the Authority at the time of such dissolution. Prior to dissolution of the Authority any outstanding indebtedness of the Authority shall be paid. Any assets of the Authority remaining after the payment of any such outstanding indebtedness shall be distributed to the incorporating municipalities of the Authority at the time of the dissolution based upon each incorporating municipality's most recent financing contributions to the Authority, calculated pursuant to the formula provided in Article XVI herein.

Notwithstanding the foregoing, the Authority shall not be dissolved if such a dissolution could or would operate as an impairment in any respect of any its contractual obligations; provided, however, that the Authority may be dissolved where the outstanding indebtedness of the Authority exceeds the assets of the Authority, if the net indebtedness is assumed and paid by the incorporating municipalities then participating in the Authority based upon each incorporating municipality's most recent financing contribution to the Authority, calculated pursuant to the formula provided in Article XVI herein.

ARTICLE XXI

EMPLOYEES

Subject to the terms and conditions provided in Section 10 of Act 57, the Authority may employ such personnel and employees as it may consider desirable and may retain from time to

time the services of attorneys, accountants, and other consultants as the Authority considers necessary to carry out the purpose of the Authority.

Employees of a municipal emergency service whose duties are transferred to the Authority shall be given comparable positions of employment with the emergency service established by the Authority, and shall maintain their seniority status and all benefit rights of the position held with the municipal emergency service before such transfer, subject to the exceptions and provisions of Section 10 of Act 57. The Authority shall have all the powers provided by Section 10 of Act 57, and be subject to all of the provisions, restrictions, and limitations therein with respect to employment.

The Board shall appoint a Fire Chief of the Authority, who shall be the chief administrative employee of the Authority. The Fire Chief shall administer the activities conducted and services provided by the Authority on a daily basis as may be more fully determined by the Board. The fire chief of the City of Howell on the effective date of the Authority shall serve as Fire Chief of the Authority so long as he remains fire chief of the City of Howell.

The Authority shall enter into an agreement with the City of Howell pursuant to which the fire chief of the City of Howell on the effective date of the Authority shall render services to the Authority while remaining an employee of the City of Howell. Pursuant to such agreement, the Authority shall be obligated to reimburse the City of Howell for services provided by such individual, so long as such individual remains as fire chief of the City of Howell, as more fully

set forth in such agreement. The Authority shall not be obligated to obtain services from any other individual employed by the City of Howell except as agreed to in writing by the Authority.

ARTICLE XXII

AUDIT

The Board shall cause an annual audit to be made of the books, records, and financial transactions of the Authority by a certified public accountant. Three copies of the audit report prepared by the certified public accountant shall be furnished to each participating member. The books and records of the Authority shall be open for inspection by any participating member at all reasonable times.

ARTICLE XXIII

FEDERAL OR STATE GRANTS IN AID

The Authority shall have the power to apply for and accept grants, loans, or contributions from the United States of America or any agency or instrumentality thereof, the State of Michigan or other public or private agencies; and to do any and all things necessary or desirable to secure such financial or other aid or cooperation in carrying out any of the purposes of Act 57.

ARTICLE XXIV

INVESTMENT

The Treasurer of the Authority when authorized by resolution of the Board may invest general funds of the Authority. Such investment by the Treasurer shall be made in compliance with the laws of the State of Michigan.

ARTICLE XXV

EXEMPTION FROM TAXATION

The property of the Authority shall be exempt from all taxation and assessment and no writ of attachment or writ of execution shall be levied upon the property of the Authority.

ARTICLE XXVI

PUBLICATION

These Articles shall be published once in a newspaper of general circulation within the territory of the Authority. One printed copy of such Articles of Incorporation, certified as a true copy thereof, with the date of publication, shall be filed with the Secretary of State within thirty (30) days after the execution thereof has been completed.

The Secretary of the Authority is hereby designated as the person to cause these Articles to be published, certified and filed as aforesaid.

ARTICLE XXVII

EFFECTIVE DATE

The Authority shall become effective upon the filing of certified copies of these Articles with the Secretary of State, as provided in the preceding Article.

ARTICLE XXVIII

AMENDMENT

These Articles of Incorporation may be amended at any time so as to permit any county, city, village or township to become an incorporating municipality of the Authority, if such amendment to and the Articles of Incorporation are adopted by the legislative body of such county, city, village or township proposing to become a member, and if such amendment is adopted by the legislative body of each incorporating municipality of which the Authority is composed. Other amendments may be made to these Articles of Incorporation at any time if adopted by the legislative body of each incorporating municipality of which the Authority is composed. Any such amendment shall be endorsed, published, and certified and printed copies thereof filed in the same manner as the original Articles of Incorporation, except that the filed and printed copies shall be certified by the recording officer of the Authority.

ARTICLE XXIX

MISCELLANEOUS

These Articles of Incorporation may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

The captions of these Articles of Incorporation are for convenience only and shall not be considered as part of these Articles of Incorporation or in any way limiting or amplifying the

terms and provisions hereof.

These Articles have been adopted by the City of Howell, the Township of Cohoctah, the Township of Marion, the Township of Oceola, and the Township of Howell, as set forth in the following endorsements, and in witness whereof, the Mayor and the City Clerk of the City of Howell, the Supervisor and the Township Clerk of the Township of Cohoctah, the Supervisor and the Township Clerk of the Township of Marion, the Supervisor and the Township Clerk of the Township of Oceola, and the Supervisor and the Township Clerk of the Township of Howell have endorsed thereon the statement of such adoption.

The foregoing ~~Fifth~~ Amended and Restated Articles of Incorporation were adopted by the township board of the Township of Ocoola, Livingston County, Michigan, at a meeting duly held on the ___ day of _____, ~~2020~~17.

Supervisor, Township of Ocoola

Clerk, Township of Ocoola

The foregoing ~~Fifth~~ Amended and Restated Articles of Incorporation were adopted by the township board of the Township of Howell, Livingston County, Michigan, at a meeting duly held on the ___ day of _____, ~~2020~~17.

Supervisor, Township of Howell

Clerk, Township of Howell

The foregoing ~~Fifth~~ Amended and Restated Articles of Incorporation were adopted by the City of Howell, Livingston County, Michigan, at a meeting duly held on the ___ day of _____, ~~2020~~17.

Mayor, City of Howell

Clerk, City of Howell

The foregoing ~~Fifteenth~~ Amended and Restated Articles of Incorporation were adopted by the township board of the Township of Cohoctah, Livingston County, Michigan, at a meeting duly held on the ___ day of _____, ~~2020~~17.

Supervisor, Township of Cohoctah

Clerk, Township of Cohoctah

The foregoing ~~Fifteenth~~ Amended and Restated Articles of Incorporation were adopted by the township board of the Township of Marion, Livingston County, Michigan, at a meeting duly held on the ___ day of _____, ~~2020~~17.

Supervisor, Township of Marion

Clerk, Township of Marion

AGENDA ITEM

9D

ADDRESS ASSIGNMENT

Permit #	Contractor	Job Address	Fee Total
PA20-004	CHESTNUT DEVELOPMENT	HIGHLAND - VACANT	\$2,225.00
Work Description: 86 ADDRESS FOR CHESTNUT WOODS APARTMENTS. 3 ADDRESS FOR UTILITY METERS FOR BUILDINGS C, G, & L.			

Total Permits For Type: 1
Total Fees For Type: \$2,225.00

Residential Land Use

Permit #	Contractor	Job Address	Fee Total
P20-020	RABY ANDREW AND KELSEY	3008 IVY WOOD CIR	\$50.00
Work Description: 12' X 20' DECK ON REAR OF HOUSE			
P20-021	PARK WILLIAM & MARGARET	437 N BURKHART	\$10.00
Work Description: RE-ROOF, NO STRUCTURAL CHANGES.			

Total Permits For Type: 2
Total Fees For Type: \$60.00

Report Summary

Population: All Records
 Permit.DateIssued Between
 4/1/2020 12:00:00 AM AND
 4/30/2020 11:59:59 PM

Grand Total Fees: \$2,285.00
Grand Total Permits: 3

AGENDA ITEM

9E

Monthly Activity Report for April 2020 – Assessing Dept/Brent Kilpela

MTT UPDATE: (All Cases on hold until at least 5/11/2020)

Amerilodge v Howell Township: Petitioner withdrew appeal. No cost to Township.

Burkhart Ridge v Howell Township: Filed answer to appeal on October 9th. Prehearing General Call set for September 16, 2020 with valuation disclosure due by June 19, 2020.

Chestnut Development LLC v Howell Township: A hearing has been set for May 18th.

SMALL CLAIMS TRIBUNAL: No pending litigation.

ASSESSING OFFICE:

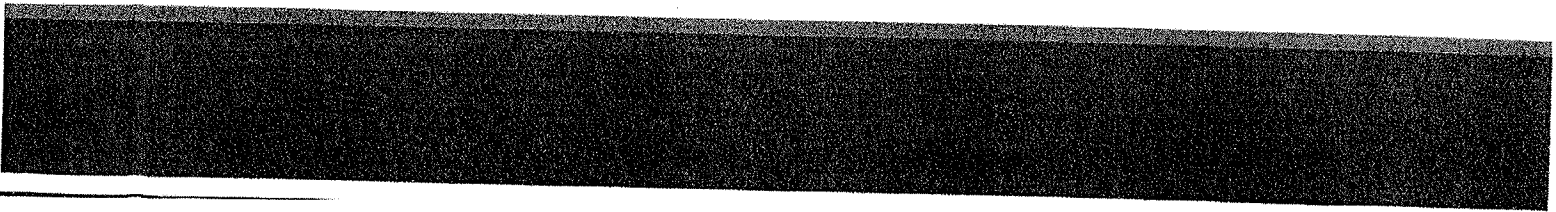
ASSESSOR: Received word from Eagle View that the oblique imagery flyover was underway. The imagery should be available before summer starts. Rolled over the assessing database and started working on the 2021 year.

OTHER: Completed the proposed budget for the 2020-2021 fiscal year.

Howell Township, MI

March 2020 Monthly Report

April 16, 2020



Operations

The treatment plant did not experienced any violations in March.

Collected a low level mercury sample from the plant influent. Will be done quarterly going forward for the mercury reduction plan requirements, in the future influent and effluent samples will be taken on the same day. There was a detectable level in the influent, it is not a violation because parameter limits apply to the effluent. The mercury concentration was 4.12 ng/L. It will not be included in the operations data below, modifications to those report formats are done at a corporate level and it has not done been completed yet. There is also a calculation error for the water use, it should be 100 gallons used on the first, not 9999, I am working on getting the calculation corrected.

To use the new Hach equipment for T Phos and Ammonia we have to develop a lower detection limit, Inframark's lab specialist will be assisting with the process.

A copy of the treatment plant performance data can be found at the end of this report. You can see that all operating parameters were within permit limits for the month.

Maintenance & Repair

A copy of the monthly maintenance report is attached. A total of 100 preventive maintains work orders were completed in March.

A UV module has been shipped to Ultra Tech for rebuilding.

Work on replacing the biolac diffusers will be held off.

A copy of the lift station checks and run time data report is attached. There have been a number of the lift stations that have not had all of the pumps hour meters read. Inframark became aware that some of the panels that were being accessed had open power in the spaces and their policy is for only electrically qualified personel to access such panels based on a safety concern of arc flash. UIS has recently toured the stations to view the panels and make recommendations.

Lift station #8 (Burkhart rd.) had unbalanced run times, with pump 2 running longer. Watched check valves during pump runs, neither valves could be seen moving. Did a draw down and pump 2 was moving more water but not enough to make up for the difference in the totalizer readings.

Lift station #5 (on Oak Grove across from lake). Changed the lead lag switch to put #1 as the lead pump and 1 is now totalizing, it appears to be a failure of the controls for switching the pumps back and forth. The readings for March show readings for only one pump each week as we change the lead pump. UIS has been to the site and the pumps are cycling as they should now. There has been a problem with the starter for number 2 pump failing to start due to a fault, some programming has been completed to correct the problem, if the fault continues it has been suggested that the starter should be replaced.

The lagoon pump has been worked on several times. The first visit Kennedy found loose wiring in the panel, it ran but did not pump, the second time the pump wiring was reversed so the impellar was turning in the wrong direction a third time was a muskrat caught in the pump.

Miss Dig System

71 miss digs were responded to as no potential conflict to the township sewers and 16 locates were marked with paint and flagging.

Howell Township, MI

February 2020 Monthly Report

March 17, 2020

Operations

The treatment plant did not experienced any violations in February.

Flow pacing of the influent sampler was completed February 27th.

The mercury report for 2019 has been submitted.

Began using Colilert 18 on March 2, fecal coliform analysis are now ran in house.

To use the new Hach equipment for T Phos and Ammonia we have to develop a lower detection limit, the company's lab specialist will be assisting with the process.

A copy of the treatment plant performance data can be found at the end of this report. You can see that all operating parameters were within permit limits for the month.

Maintenance & Repair

A copy of the monthly maintenance report is attached. A total of 106 preventive maintains work orders were completed in February.

New furnace has been installed in the administration building.

A UV module has been shipped to Ultra Tech for rebuilding.

Work on replacing the biolac diffusers will be held off until spring

A copy of the lift station checks and run time data report is attached. There have been a number of the lift stations that have not had all of the pumps hour meters read. Inframark became aware that some of the panels that were being accessed had open power in the spaces and their policy is for only electrically qualified personel to access such panels based on a safety concern of arc flash. UIS has recently toured the stations to view the panels and make recommendations.

Grand River lift station was only running one pump. UIS replaced the motor starter on 2/11/2020.

Lift station #8 (Burkhart rd.) had unbalanced run times, with pump 2 running longer. Watched check valves during pump runs, neither valves could be seen moving. Did a draw down and pump 2 was moving more water but not enough to make up for the difference in the totalizer readings.

Lift station #5 (across from lake) Pump #1 was presumed to have a bad totalizer, the totalizer was replaced but is still not totalizing. The pumps were observed to cycle between them and both operated and discharged comparable flows. Changed the lead lag switch to put #1 as the lead pump and 1 is now totalizing, it appears to be a failure of the controls for switching the pumps back and forth.

Several of the lift stations wet wells were cleaned in February, during the cleaning we were also doing the lift station checks. Possibly due to the distraction of the well cleaning number 1 pump at lambert was left in hand and ran an extended period. The operation of the pump was checked and is working good. An anomaly that needs to be looked into further is that pump 1 ran, but pump 2 also ran up the same hours on it's totalizer without running.

AGENDA ITEM

9H

HOWELL TOWNSHIP PLANNING COMMISSION - ELECTRONIC

SYNOPSIS: TUESDAY, APRIL 28, 6:30 P.M. - ZOOM

3525 BYRON RD. HOWELL TOWNSHIP HALL, HOWELL MI 48855 (517-546-2817)

PUBLIC HEARING

REZONING REQUEST – Westview Capital, LLC, File #PC-2020-01, Parcel ID #4706-25-200-046 to be rezoned from “Office and Neighborhood Service Commercial” to “Multiple Family Residential” and Parcel ID #4706-25-200-047 to be rezoned from “Office and Single Family Residential” to “Multiple Family Residential.” Parcels are abutted, located on Oak Grove Road, Howell MI 48855.

- Planner’s Report dated: 04.15.2020
- Present for the Hearing was Dan Larabel, representing Westview Capital, LLC.
- Call to the Public:
 - Rachel Dirmeyer at 1730 Oak Grove Road
 - John Mills at 1750 Oak Grove Road
 - Ann Mack at 1818 Oak Grove Road
 - Amy Koslowski at 1900 Oak Grove Road
- **MOTION PASSED UNANIMOUSLY**, “To table the public hearing on rezoning request #PC-2020-01 until all correspondences from the public are available to Planning Commissioners.”
- **MOTION PASSED UNANIMOUSLY**, “To table the rezoning request #PC-2020-01 until the public hearing is re-visited at the May 26, 2020 Planning Commission Meeting.”

NEW BUSINESS

PRELIMINARY/FINAL SITE PLAN REVIEW – MAS Holdings, LLC, File #PC-2020-02, Parcel ID #4706-28-301-021. Located at 1006 Packard Dr. Howell MI 48855. Special Investment Property Expansion.

- Planner’s Report dated: 04.20.2020, Engineer’s Report dated: 04.15.2020
- Applicants present: Brent LaVanway from Boss Engineering and Michael Struble the property owner.
- **MOTION PASSED UNANIMOUSLY**, “To approve the preliminary and final site plan, File #PC-2020-02, Parcel ID #4706-28-301-021, 1006 Packard Dr. Howell MI 48855, subject to any outside agency approvals, including those mentioned on the Planner’s Report dated 04.20.2020, and Engineer’s Report dated 04.15.2020.”

Meeting adjourned at 7:25 P.M.

AGENDA ITEM

9J

Howell Township
Waste Water Treatment Plant- Electronic Meeting
Meeting: April 23, 2020 10am

Attending: James Soper, Greg Tatara, Jim Aulette, Brent Kilpela, Jean Graham, Jonathan Hohenstein

Please see James's attached reports for details on the plant operation.

Flow: The flow to the plant has remained about the same during the stay at home order, the only noted difference is the flow is lower in organic material than normal. For comparison MHOG/GO are seeing higher organic material but are still within the normal flow range.

Pump Stations: James has had some issues with some pump station equipment. He is working toward resolving the issues, including visits from UIS. Had several issues with lagoon pump, Kennedy has been out several times to look at it. May need to start trapping muskrats again due to muskrat getting caught in the pump.

Biolac Aerators: The rebuilding and replacement of the aerators in the biolac basin will be put on hold until the social distancing requirements are lifted.

Personnel: Sent revised personnel request back to Inframark for their review. If in agreement will work toward updating operating agreement between the two parties.

Respectfully submitted,
Jonathan Hohenstein

AGENDA ITEM

11

Howell Township
Invoice and Check Registers
As of 5/7/2020

User: BRENT KILPELA

DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

517548388803							
18755	AT&T	03/28/2020	04/16/2020	105.05	0.00	Paid	Y
	517 548-3888 FOR APRIL 2020	BRENT KILPELA					04/02/2020
	592-442-850.00			105.05			
	WWTP TELEPHONE EXPENSE						

1564969							
18756	U. S. BANK	03/09/2020	05/01/2020	964,081.25	0.00	Paid	Y
	WNU, S/W#11, S#7	BRENT KILPELA					04/02/2020
	592-420-996.04			25,643.75			
	592-000-300.00			850,000.00			
	592-854-996.11			77,281.25			
	592-853-996.07			11,156.25			
	SEWER 7 BOND INTEREST EXPENSE						

1564978							
18757	U. S. BANK	03/09/2020	04/30/2020	579,443.75	0.00	Paid	Y
	S/W#8	BRENT KILPELA					04/02/2020
	592-852-996.08			49,443.75			
	592-000-300.00			530,000.00			
	SWR/WTR 8 BOND INTEREST EXP						
	SWR/WTR FUND LONG TERM BONDS PAY						

CMVP667							
18758	IRON MOUNTAIN	03/30/2020	04/30/2020	143.99	0.00	Paid	Y
	SHREDDING 2/26/2020 - 3/24/2020	BRENT KILPELA					04/02/2020
	101-265-775.00			143.99			
	TWP HALL OFFICE CLEANING & MAINT EXPENS						

3/22/2020							
18759	COMCAST	03/22/2020	04/12/2020	284.40	0.00	Paid	Y
	APRIL 2020	BRENT KILPELA					04/02/2020
	101-265-850.00			284.40			
	TWP HALL TELEPHONE EXPENSE						

2156537							
18760	CARLISLE WORTMAN ASSOC, INC.	04/09/2020	04/16/2020	105.00	0.00	Paid	Y
	BD Bond Refund	BRENT KILPELA					04/09/2020
	101-000-203.00			105.00			
	BSP20-0002						

2156536							
18761	CARLISLE WORTMAN ASSOC, INC.	04/02/2020	04/13/2020	320.00	0.00	Paid	Y
	GENERAL CONSULTATION	BRENT KILPELA					04/13/2020
	101-400-801.00			320.00			
	PLANNING-CONTRACTED PLANNER EXPENSE						

2156538							
18762	CARLISLE WORTMAN ASSOC, INC.	04/02/2020	04/13/2020	105.00	0.00	Paid	Y
	WESTVIEW CAPITAL REZONING	BRENT KILPELA					04/13/2020
	101-400-801.00			105.00			
	PLANNING-CONTRACTED PLANNER EXPENSE						

4/1/2020							
18763	CAREFREE MAINTENANCE CO.	04/01/2020	04/13/2020	230.00	0.00	Paid	Y
	MARCH CLEANING	BRENT KILPELA					04/13/2020
	101-265-775.00			230.00			
	TWP HALL OFFICE CLEANING & MAINT EXPENS						

200232084235							
18764	DTE ENERGY	04/01/2020	05/11/2020	481.77	0.00	Paid	Y
	STREETLIGHTS	BRENT KILPELA					04/13/2020

User: BRENT KILPELA

DB: Howell Twp

Inv Num Vendor Description GL Distribution Inv Date Entered By Due Date Inv Amt Amt Due Status Jnlized Post Date

597757 101-268-920.00 TWP AT LARGE STREETFIGHT EXPENSE 04/31/2020 BRENT KILPELA 04/30/2020 97.99 0.00 Paid Y 04/13/2020

18765 CULLIGAN WATER WATER DELIVERY 12 JUGS 03/31/2020 BRENT KILPELA 04/30/2020 97.99 0.00 Paid Y 04/13/2020

4/9/2020 101-265-727.00 TWP HALL KITCHEN/BATH SUPPLIES EXPENSE 04/09/2020 BRENT KILPELA 04/13/2020 1,560.00 0.00 Paid Y 04/13/2020

18766 BENEFIT PLAN SERVICES PLAN SERVICES 7/1/18 - 6/30/19 04/09/2020 BRENT KILPELA 04/13/2020 1,280.00 0.00 Paid Y 04/13/2020

6/30/2018 101-265-722.00 RETIREMENT 04/09/2020 BRENT KILPELA 04/13/2020 1,280.00 0.00 Paid Y 04/13/2020

18767 BENEFIT PLAN SERVICES PLAN SERVICES 7/1/17 - 6/30/18 04/09/2020 BRENT KILPELA 04/13/2020 3,022.50 0.00 Paid Y 04/13/2020

52004 101-268-801.01 BURKHARDT ROAD ASSOC 04/03/2020 BRENT KILPELA 04/13/2020 3,022.50 0.00 Paid Y 04/13/2020

18768 FAHEY SCHULTZ BURZYCH RHODES PLC 04/03/2020 BRENT KILPELA 04/13/2020 292.50 0.00 Paid Y 04/13/2020

52005 101-268-801.01 CROSSROADS OUTDOOR LITIGATION 04/03/2020 BRENT KILPELA 04/13/2020 1,755.00 0.00 Paid Y 04/13/2020

18769 101-268-801.01 TWP AT LARGE LEGAL EXPENSE 04/03/2020 BRENT KILPELA 04/13/2020 1,755.00 0.00 Paid Y 04/13/2020

52006 101-253-801.01 FAHEY SCHULTZ BURZYCH RHODES PLC 04/03/2020 BRENT KILPELA 04/13/2020 4,842.50 0.00 Paid Y 04/13/2020

18770 GENERAL TREASURER LEGAL EXPENSE 04/03/2020 BRENT KILPELA 04/13/2020 4,842.50 0.00 Paid Y 04/13/2020

52007 101-268-801.01 FAHEY SCHULTZ BURZYCH RHODES PLC 04/03/2020 BRENT KILPELA 04/13/2020 135.00 0.00 Paid Y 04/13/2020

18771 OAKLAND FACTICAL TWP AT LARGE LEGAL EXPENSE 04/03/2020 BRENT KILPELA 04/13/2020 112.50 0.00 Paid Y 04/13/2020

52008 101-268-801.01 FAHEY SCHULTZ BURZYCH RHODES PLC 04/03/2020 BRENT KILPELA 04/13/2020 112.50 0.00 Paid Y 04/13/2020

18772 RAINBOW TWP AT LARGE LEGAL EXPENSE 04/03/2020 BRENT KILPELA 04/13/2020 112.50 0.00 Paid Y 04/13/2020

52009 101-400-801.01 FAHEY SCHULTZ BURZYCH RHODES PLC 04/03/2020 BRENT KILPELA 04/13/2020 366.05 0.00 Paid Y 04/13/2020

18773 ZONING PLANNING LEGAL EXPENSE 04/03/2020 BRENT KILPELA 04/13/2020 366.05 0.00 Paid Y 04/13/2020

4/1/2020 DTE ENERGY 04/01/2020 BRENT KILPELA 04/23/2020 366.05 0.00 Paid Y 04/13/2020

18774 2571 OAKGROVE APRIL 2020 04/01/2020 BRENT KILPELA 04/23/2020 366.05 0.00 Paid Y 04/13/2020

592-442-920.00 WWTP ELECTRICITY EXPENSE 04/01/2020 BRENT KILPELA 04/23/2020 366.05 0.00 Paid Y 04/13/2020

User: BRENT KILPELA

DB: Howell Twp

Inv Num	Vendor Description	Inv Ref#	GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
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4/2/2020	DTE ENERGY			04/02/2020	04/24/2020	130.92	0.00	Paid	04/13/2020
18775	1009 N BURKHART APRIL 2020			BRENT KILPELA					
	592-442-920.00			WWTW ELECTRICITY EXPENSE		130.92			

4/2/2020	DTE ENERGY			04/02/2020	04/24/2020	157.89	0.00	Paid	04/13/2020
18776	391 N BURKHART APRIL 2020			BRENT KILPELA					
	592-442-920.00			WWTW ELECTRICITY EXPENSE		157.89			

1581454	U. S. BANK			04/09/2020	06/01/2020	344,187.50	0.00	Paid	04/13/2020
18777	S#6 & WWTW			BRENT KILPELA					
	592-000-300.00			SWR/WTR FUND LONG TERM BONDS PAY		320,000.00			
	592-442-996.06			WWTW (SWR 6) BOND INTEREST EXPENSE		24,187.50			

3252595	LIVINGSTON DAILY PRESS & ARGUS			04/01/2020	04/20/2020	90.00	0.00	Paid	04/13/2020
18778	MARCH PUBLICATIONS			BRENT KILPELA					
	101-412-900.00			BOARD OF APPEALS PRINTING & PUBLICTN EX		90.00			

50489	INFRAMARK, LLC			04/14/2020	05/14/2020	25,259.01	0.00	Paid	04/16/2020
18779	APRIL MAINTENANCE			BRENT KILPELA					
	592-442-801.00			WWTW CONTRACTED SERVICES EXPENSE		25,259.01			

2333	HURON CEMETERY MAINT INC			04/16/2020	05/16/2020	425.00	0.00	Paid	04/16/2020
18780	MARLYNN HAYES			BRENT KILPELA					
	101-000-642.01			GEN FUND GRAVE OPENINGS INCOME		425.00			

40	MHOG			04/17/2020	05/17/2020	107,229.16	0.00	Paid	04/20/2020
18781	WATER CONSUMPTION JAN - MAR 2020			BRENT KILPELA					
	592-441-803.00			UTILITY BILLING WATER EXPENSE		107,229.16			

4/9/2020	DTE ENERGY			04/09/2020	05/04/2020	196.55	0.00	Paid	04/20/2020
18782	2700 TOOLEY APR 2020			BRENT KILPELA					
	592-442-920.00			WWTW ELECTRICITY EXPENSE		196.55			

4/9/2020	DTE ENERGY			04/09/2020	05/04/2020	181.00	0.00	Paid	04/20/2020
18783	3888 OAKGROVE RD APR 2020			BRENT KILPELA					
	592-442-920.00			WWTW ELECTRICITY EXPENSE		181.00			

4/9/2020	DTE ENERGY			04/09/2020	05/04/2020	193.77	0.00	Paid	04/20/2020
18784	2559 W GRAND RIVER APR 2020			BRENT KILPELA					
	592-442-920.00			WWTW ELECTRICITY EXPENSE		193.77			

User: BRENT KILPELA
DB: Howell Twp

Inv Num	Vendor Description	Inv Ref#	GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4/9/2020	DTE ENERGY	18785		04/09/2020	05/04/2020	664.70	0.00	Paid	Y 04/20/2020
	1575 N BURKHART APR 2020			BRENT KILPELA					
	592-442-920.00			WTWP ELECTRICITY EXPENSE		664.70			
4/9/2020	DTE ENERGY	18786		04/09/2020	05/04/2020	7,532.81	0.00	Paid	Y 04/20/2020
	1222 PACKARD DR APR 2020			BRENT KILPELA					
	592-442-920.00			WTWP ELECTRICITY EXPENSE		7,532.81			
4/9/2020	DTE ENERGY	18787		04/09/2020	05/04/2020	264.18	0.00	Paid	Y 04/20/2020
	1034 AUSTIN CT APR 2020			BRENT KILPELA					
	592-442-920.00			WTWP ELECTRICITY EXPENSE		264.18			
4/9/2020	DTE ENERGY	18788		04/09/2020	05/07/2020	42.30	0.00	Paid	Y 04/20/2020
	271 E HIGHLAND APR 2020			BRENT KILPELA					
	592-442-920.00			WTWP ELECTRICITY EXPENSE		42.30			
202252130977	CONSUMERS ENERGY	18789		04/09/2020	05/07/2020	18.37	0.00	Paid	Y 04/20/2020
	391 N BURKHART APR 2020			BRENT KILPELA					
	592-442-922.00			WTWP NATURAL GAS EXPENSE		18.37			
206345566479	CONSUMERS ENERGY	18790		04/09/2020	05/07/2020	847.80	0.00	Paid	Y 04/20/2020
	1222 PACKARD DR APR 2020			BRENT KILPELA					
	592-442-922.00			WTWP NATURAL GAS EXPENSE		847.80			
204031960170	CONSUMERS ENERGY	18791		04/13/2020	05/08/2020	88.47	0.00	Paid	Y 04/20/2020
	2571OAKGROVE APR 2020			BRENT KILPELA					
	592-442-922.00			WTWP NATURAL GAS EXPENSE		88.47			
517552195604	AT&T	18792		04/13/2020	05/04/2020	214.27	0.00	Paid	Y 04/20/2020
	517 552-1956 FOR APR 2020			BRENT KILPELA					
	592-442-850.00			WTWP TELEPHONE EXPENSE		214.27			
203676017617	CONSUMERS ENERGY	18793		04/13/2020	05/08/2020	222.02	0.00	Paid	Y 04/23/2020
	APRIL 2020			BRENT KILPELA					
	101-265-922.00			WTWP NATURAL GAS EXPENSE		222.02			
4/9/2020	DTE ENERGY	18794		04/09/2020	05/04/2020	327.52	0.00	Paid	Y 04/23/2020
	TWP HALL APR 2020			BRENT KILPELA					
	101-265-920.00			WTWP ELECTRICITY EXPENSE		327.52			

User: BRENT KILPELA
DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Unlized Post Date
Inv Ref#	Description	Entered By					
	GL Distribution						

4/23/2020	RAINBOW CONSTRUCTION		04/23/2020	40,652.79	0.00	Paid	Y
18795	GARNISHMENT EXCESS	BRENT KILPELA	04/23/2020				
	101-000-205.00	GEN FUND JUDGEMENTS PAYABLE		40,652.79			04/23/2020

82075	MASTER MEDIA		04/13/2020	224.77	0.00	Paid	Y
18796	OFFICE SUPPLIES	BRENT KILPELA	04/23/2020				04/23/2020
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		224.77			

# of Invoices:	42	# Due:	0	Totals:	2,087,915.05	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	

C Agrees with Check Register 3x

Net of Invoices and Credit Memos: 2,087,915.05 0.00

--- TOTALS BY FUND ---

101 - GENERAL FUND	56,710.25	0.00
592 - SMR/WTR	2,031,204.80	0.00

--- TOTALS BY DEPT/ACTIVITY ---

000 - OTHER	1,741,182.79	0.00
253 - TREASURER	1,755.00	0.00
265 - TOWNSHIP HALL	4,370.69	0.00
268 - TOWNSHIP AT LARGE	8,774.27	0.00
400 - PLANNING COMMISSION	537.50	0.00
412 - BOARD OF APPEALS	90.00	0.00
420 - WATER 4 CONNECT	25,643.75	0.00
441 - UTILITY BILLING	107,229.16	0.00
442 - WWTP	60,450.64	0.00
852 - SEWER/WATER 8	49,443.75	0.00
853 - SEWER 7	11,156.25	0.00
854 - SEWER/WATER 11	77,281.25	0.00

Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
04/13/2020	GEN	101001661 (E)	COMCAST	284.40
04/13/2020	GEN	17471	BENEFIT PLAN SERVICES	2,840.00
04/13/2020	GEN	17472	CAREFREE MAINTENANCE CO.	230.00
04/13/2020	GEN	17473	CARLISLE WORTMAN ASSOC, INC.	530.00
04/13/2020	GEN	17474	CULLIGAN WATER	97.99
04/13/2020	GEN	17475	DTE ENERGY	481.77
04/13/2020	GEN	17476	FAHEY SCHULTZ BURZYCH RHODES PLC	10,160.00
04/13/2020	GEN	17477	IRON MOUNTAIN	143.99
04/13/2020	GEN	17478	LIVINGSTON DAILY PRESS & ARGUS	90.00
04/23/2020	GEN	101001662 (E)	CONSUMERS ENERGY	222.02
04/23/2020	GEN	101001663 (E)	DTE ENERGY	327.52
04/23/2020	GEN	17479	HURON CEMETERY MAINT INC	425.00
04/23/2020	GEN	17480	MASTER MEDIA	224.77
04/23/2020	GEN	17481	RAINBOW CONSTRUCTION	40,652.79

GEN TOTALS:

Total of 14 Checks:	56,710.25
Less 0 Void Checks:	0.00
Total of 14 Disbursements:	56,710.25

Bank UTYCK UTILITY CHECKING

04/20/2020	UTYCK	2624	INFRAMARK, LLC	25,259.01
04/20/2020	UTYCK	2625	MHOG	107,229.16
04/20/2020	UTYCK	2626	U. S. BANK	1,887,712.50
04/20/2020	UTYCK	590003095 (E)	AT&T	105.05
04/20/2020	UTYCK	590003096 (E)	AT&T	214.27
04/20/2020	UTYCK	590003097 (E)	CONSUMERS ENERGY	18.37
04/20/2020	UTYCK	590003098 (E)	CONSUMERS ENERGY	847.80
04/20/2020	UTYCK	590003099 (E)	CONSUMERS ENERGY	88.47
04/20/2020	UTYCK	590003100 (E)	DTE ENERGY	366.05
04/20/2020	UTYCK	590003101 (E)	DTE ENERGY	130.92
04/20/2020	UTYCK	590003102 (E)	DTE ENERGY	157.89
04/20/2020	UTYCK	590003103 (E)	DTE ENERGY	196.55
04/20/2020	UTYCK	590003104 (E)	DTE ENERGY	181.00
04/20/2020	UTYCK	590003105 (E)	DTE ENERGY	193.77
04/20/2020	UTYCK	590003106 (E)	DTE ENERGY	664.70
04/20/2020	UTYCK	590003107 (E)	DTE ENERGY	7,532.81
04/20/2020	UTYCK	590003108 (E)	DTE ENERGY	264.18
04/20/2020	UTYCK	590003109 (E)	DTE ENERGY	42.30

UTYCK TOTALS:

Total of 18 Checks:	2,031,204.80
Less 0 Void Checks:	0.00
Total of 18 Disbursements:	2,031,204.80

REPORT TOTALS:

Total of 32 Checks:	2,087,915.05
Less 0 Void Checks:	0.00
Total of 32 Disbursements:	2,087,915.05

(Agrees with Invoice Register)
 BK