

AGENDA ITEM

5A

HOWELL TOWNSHIP BOARD REGULAR MEETING
April 10, 2017
Howell Township Hall
6:30. p.m.

MEMBERS PRESENT:

Mike Coddington Supervisor
Jonathan Hohenstein Treasurer
Jean Graham Clerk
Matthew Counts Trustee
Carolyn Eaton Trustee
Dar Howard Trustee
Harold Melton Trustee

MEMBERS ABSENT:

Also in attendance, Deputy Supervisor Brent Kilpela.

Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called. All rose for the Pledge of Allegiance.

CALL TO THE BOARD:

MOTION by Hohenstein, seconded by Howard, **"TO APPROVE THE APRIL 10, 2017 AGENDA AS PRESENTED."** Motion carried.

APPROVAL OF MINUTES:

MOTION by Howard, seconded by Hohenstein, **"TO APPROVE THE FEBRUARY 13, 2017 REGULAR MEETING MINUTES AS PRESENTED."** Motion carried. (See February 13, 2017 Meeting Minutes) **MOTION** by Hohenstein, seconded by Milton, **"TO APPROVE THE FEBRUARY 13, 2017 CLOSED SESSION MEETING MINUTES AS PRESENTED."** Motion carried.

CORRESPONDENCE:

See List.

CALL TO THE PUBLIC:

Regina Momgaldas who has a building at 1892 Hydraulic Dr. addressed the Board concerning the cannabis industry. Ms. Momgaldas talked on the possibly of engaging in a medicinal cannabis state regulated cultivation facility or caregiver suites. She is requesting that the Board consider allowing this type of business in Howell Township. Supervisor Coddington related that the Board does not have any plan on changing the ordinance at this time.

Ana Roca from Blissfield Michigan who is a Ganga Yoga instructor stated she has been using cannabis and yoga to help her with relief from her ailments.

Jamie Goswick from Grand Haven Michigan, stated that Ms. Roca is her business mentor. Ms. Goswick handed out information to the Board, addressing medical marijuana.

Shawn McIntyre from Howell, Michigan is a patient and a licensed care giver. He stated his many injuries and how medical marijuana has helped him where other pharmaceutical medications has not helped him. He would like to see safe access to regulated, tested and taxed, medical marijuana be available.

Rhonda Scott from Holly Michigan is looking for a home in the Howell area. She states that she was a prescription drug addict because of an accident 40 years ago. She now is a medical marijuana user and is off the prescription narcotic drugs. She stated, she believes there needs to be more places that will allow the growing of legal medical marijuana.

Michael Lumetta from the non-profit Michigan Canvass Development Association, passed to the Board an economic impact report on, "Michigan's new medical marijuana system". He stated he didn't think there were any facilities in Livingston County that allow the growing of medical marijuana at this time. He stated that there are several other counties throughout the state that are in the drafting stages of changing their ordinances to allow it. Adam Dale of Howell Michigan wanted to know what it is that they are asking the Board to do. Mr. Lumetta stated that there are different tiers of licenses and will need to know what the community needs are.

Michael Thue from Traverse City Michigan who specialize in CBD, believes that Livingston communities' is doing a dis-service to their communities by not allowing this type of service.

Ron McIntyre from Howell just wanted to confirm what his son Shawn McIntyre stated earlier how medical marijuana has helped him live a more normal life.

Fred Vanburen, Regina Momquadas' spouse is requesting to allow this type of facility in Howell Township. He believes it is a win situation for the Township because it will gain financially from the tax revenue and licenses.

The group also stated that the State of Michigan will start accepting applications in December. There are many steps in completing the process.

UNFINISHED BUSINESS:

- A. CLERK'S SALARY FOR ADDITIONAL DUTIES – Treasurer Hohenstein stated that at the February Meeting it was discussed that Clerk Graham has taken on extra duties of the former accounting clerk that was let go of her position. A resolution to that effect has been drawn up and if accepted, will supersede the prior Clerk Resolution. **MOTION** by Hohenstein, seconded by Howard, **"ACCEPT RESOLUTION #04.17.424 TO ESTABLISH TOWNSHIP CLERK'S SALARY FOR ADDITIONAL DUTIES."** Discussion followed. A roll-call vote was taken: Graham – yes, Eaton – yes, Counts – yes, Coddington – yes, Hohenstein – yes, Melton – yes, Howard – yes. Motion carries 7 to 0.
- B. SPRING CLEAN-UP DAY – Clerk Graham stated that the clean-up day is May 20, 2017. It was decided not to have having shredding as part of the Clean-Up Day services, as it is too expensive and there are other places where shredding can be done. We are still working on getting someone to take tires. Just about everything else is set.
- C. ROADS CHLORIDE – Treasurer Hohenstein discussed the two bids that were submitted for dust control for 2017. **MOTION** by Howard, seconded by Counts, **"TO CHOOSE CHLORIDE SOLUTIONS FOR DUST CONTROL ON HOWELL TOWNSHIP ROADS FOR 2017."** Discussion followed. Motion carried.
- D. REVISION OF DEFICIT ELIMINATION PLAN – Deputy Supervisor Kilpela went over the plan to eliminate the 592 sewer & water deficit. **MOTION** by Hohenstein, seconded by Counts, **"TO ACCEPT RESOLUTION #04.17.425 TO ELMINATE 592 SEWER & WATER DEFICIT."** Discussion followed. A roll-call vote was taken: Melton – yes, Graham – yes, Coddington – yes, Eaton – yes, Counts – yes, Howard – yes, Hohenstein – yes. Motion carries 7 to 0.

NEW BUSINESS:

- A. FINANCIAL REPORT – Deputy Supervisor Kilpela explained the "Revenue and Expenditure Report", the "Bond Payment Cash Flow Using Budgeted Revenue" and the "Bond Payment Cash Flow Using Historical Average Revenue" reports. The Board thanked Kilpela for his work on these reports.

- B. APPROVAL OF HOWELL AREA FIRE AUTHORITY BUDGET – Supervisor Coddington explained the 2017/2018 Howell Area Fire Authority Budget. **MOTION** by Howard, Seconded by Melton, **TO ACCEPT THE 2017/2018 HOWELL AREA FIRE AUTHORITY ANNUAL BUDGET AS PRESENTED.** Discussion followed. Motion carried.
- C. COMCAST (ORDINANCE 204) – Clerk Graham stated that the Township's contract with Comcast is up. Discussion took place on options and or lack of options for the Township. **MOTION** by Howard, seconded by Hohenstein, **“TO ACCEPT THE UNIFORM VIDEO SERVICE LOCAL FRANCHISE AGREEMENT WITH COMCAST FOR A PERIOD OF 10 YEARS.”** Discussion followed. Motion carried.
- D. AGREEMENT TO EXTEND LAND PURCHASE (60 VACANT LOTS PINEVIEW VILLAGE) – Clerk Graham explained that Chestnut Development, Steve Gronow, would like to extend the Land Purchase Agreement for property identified as 60 vacant parcels, (Pineview Village) from May 6, 2017 until August 6, 2017. **MOTION** by Hohenstein, seconded by Howard, **“TO EXTEND THE TOWNSHIP'S LAND PURCHASE AGREEMENT WITH CHESTNUT DEVELOPMENT, STEVE GRONOW, FOR THE PINEVIEW VILLAGE PROPERTY.”** Discussion followed. Motion carried.
- E. OAK GROVE MEADOWS PUD AND SITE PLAN EXTENSION – Supervisor Coddington explained that Allen Edwin Homes is requesting a 1 year extension of the PUD and Site Plan approvals for Oak Grove Meadows. They are finishing up the Amber Oaks project (located on Oak Grove Rd). Amber Oaks was been done in phases. Oak Grove Meadows will also be done in phases and the developer is ready to start the construction of Phase 1. **MOTION** by Counts, seconded by Howard, **“TO ACCEPT THE REQUEST FROM ALLEN EDWIN HOMES/CBL DEVELOPMENT LLC REGARDING OAK GROVE MEADOWS PUD AND SITE PLAN EXTENSION.”** Discussion followed. Motion carried.
- F. ALTERNATE TO THE PLANNING COMMISSION – Trustee Counts explained that we do not currently have an alternate as Board Representative to the Planning Commission. Trustee Counts is the Board Representative but at times is unable to attend because of other obligation. He is requesting to have an alternate in place for when this circumstance happens. Supervisor Coddington asked if anyone on the Board would like to be the alternate. Trustee Eaton volunteered to take this position on. **MOTION** by Counts, seconded by Howard, **“TO HAVE TRUSTEE EATON BE THE ALTERNATE AS BOARD REPRESENTATIVE TO THE PLANNING COMMISSION.”** Discussion followed. Motion carried.
- G. SEWER DEBT FEE AUDIT – Treasurer Hohenstein stated that the Township has received a complaint from a resident that his neighbor is not paying the Sewer Debt Fee that he is paying. Treasurer Hohenstein would like to see at the next Budget Meeting, how critical the Sewer Debt Fee is to the Sewer Operations. Discussion followed about the amount of feet from the tap-in line a house could be and not be charged the Sewer Debt Fee. It was the consensus of the Board to wait until additional information can be gathered on this subject before taking further action.

REPORTS:

- A. SUPERVISOR:
(Coddington)
 - Stated that nothing out of the unusual to report.

B. TREASURER:
(Hohenstein)

- In the past, the Township has always budgeted a 10% cushion on the road projects. This cushion was not included this year. The Fisher Road project, we have a cost sharing agreement with Oceola Township. Oceola has concerns about the type of gravel being used and is also wanting to replace some culverts that were not included in the original agreement. **MOTION** by Counts, seconded by Graham, **“TO APPROVE A 10% EXPENDITURE TO THE AMOUNT FOR ROAD IMPROVEMENT BUDGET ALREADY IN PLACE.”** Discussion followed. Motion carried.

C. CLERK:
(Graham)

- Livingston County has made the decision to go with Hart for the new election equipment. We do not have the final cost for the new equipment yet.

D. ZONING:
(Prepared by Daus)

- See Land Use Permit Listing.

E. ASSESSING:
(Prepared by Assessor Kilpela)

- See report.

F. FIRE AUTHORITY:
(Coddington)

- Fire Authority Budget. (See item 9B.)
- Discussion on the cost, caused by the wind storm that went through.
- The main station expansion.
- The Retiree Trust Fund.

G. MHOG:
(Howard)

- Paid the bills.
- One of the main well pumps is need of repair.
- Still trying to require land for the Marion Cross County Line.

H. PLANNING COMMISSION:
(Counts) with input from Commissioner Adams and Clerk Graham

- The Kennel Ordinance changes.
- Rezoning from NSC to MFR on a parcel at Burkhart and Mason Rd.
- Rezoning from RSC to MFR on a parcel on Burkhart Rd.
- All three of these are now at the County Planning Commission and then will go the Township Board.

I. ZONING BOARD OF APPEALS (ZBA):
(Howard)

- Approved set-back variance to allow for a barn on Preston Rd.

J. WEBSITE:
(Counts)

- No report.

K. WWTP:
(Hohenstein)

- Submitted a report from the WWTP Meeting with Clerk Graham, Treasurer Hohenstein, Deputy Supervisor Kilpela and Jerry Livernois from the WWTP. The report included issues that need to be fixed at the plant and recommendations how to resolve those issues. **MOTION** by Eaton, seconded by Hohenstein, **“TO APPROVE TO RETRO-FIT THE STATION FOR \$125,000.00 CONTINGENT THAT THE CONTRACT INCLUDES ALL THE COST OF THE UPGRADE.”** Discussion followed. Motion carried 6 to 1.
- Discussion on portable water systems using MHOG, awaiting cost estimates.

L. HAPRA:
(Graham)

- No meeting in March.

CALL TO PUBLIC:

John Mills, 1750 Oak Grove Rd – 1) Stated that he owns 17 properties within Howell Township, Cohoctah Township and Howell City. He would like to know the process of how reassessments are done on properties. (It was recommended to talk with Township Assessor Kilpela.) 2) He would like to know if someone makes an offer on a piece of Township owned property, who deals with that? (The Board.) 3) He addressed his concerns about the property behind 1907 Oak Grove Road. It has a lot of water standing on it. (The drain has been plugged but the drain commission knows about it and is working to clear it.) 4) He wanted to know if the Township has a contact person from Comcast who deals with Preston Road. (Will try to give him a number.) 5) He asked, if an entity comes in and wants to be on the agenda, is there a fee for that? (No, unless they request a Special Meeting. Fee is \$900.00.) He then recommend to the Cannabis group of people, to ask to be placed on the agenda. 6) He also wanted to know about the barge for the WWTP that was discussed at an early meeting.

Michael Lumetta from the non-profit Michigan Canvass Development Association stated that another township that is handling the medical marijuana issue, has the township board and the planning commission working together.

Michael Thue from Traverse City Michigan wanted to reiterate the importance of medical marijuana and dealing with this in a timely matter. The control is in Board's hands. The Planning Commission cannot go forward without the Board's approval. This is potential profit for the Township.

John Mills, 1750 Oak Grove Road says he has seen several people in pain, and that medical marijuana has helped them. The drug companies and their lobbying in Washington are suppressing this medicine. He also stated that the Federal Government and the State Governments need to be on the same page.

Rhonda Scott from Holly Michigan believes that over half of the states have some form of legalization of medical marijuana.

Alex Hansen from Amber Oaks stated that Amber Oaks will be having a sub-wide garage sale on June 8th – 11th and a seconded garage sale in August.

Fred Bender asked what the process of getting on the agenda. (Send a written letter to the Clerk and specify what it is you want on the agenda.)

CLOSED SESSION:

MOTION by Counts, seconded by Hohenstein, **“TO ENTER INTO CLOSED SESSION FOR DISCUSSION OF TOWNSHIP PROPERTIES AT 8:48 P.M.”** A roll-call vote was taken: Graham – yes, Eaton – yes, Howard – yes, Hohenstein – Melton – yes, Coddington – yes, Counts – yes. Motion carried 7 to 0.

RE-ENTER INTO REGULAR SESSION:

MOTION by Eaton, seconded by Howard, **“TO ENTER BACK INTO REGULAR SESSION AT 9:05 P.M.”** Motion carried.

PROPERTY SALE RESOLUTION:

MOTION by Eaton, seconded by Counts, **“TO APPROVE RESOLUTION #04.17.423 FOR THE SALE OF PROPERTY AND SIGNER REGARDING THE CHANGES TO THE PROCEDURE OF PROPERTY SALES AS DISCUSSED IN CLOSED SESSION.”** Discussion followed. A roll-call vote was taken: Melton – yes, Coddington – yes, Graham – yes, Howard – yes, Eaton – yes, Counts – yes, Hohenstein – yes. Motion carried 7 to 0.

DISBURSEMENTS: REGULAR AND CHECK REGISTER:

MOTION by Counts, seconded by Howard, **“TO APPROVE THE REGULAR DISBURSEMENTS THROUGH APRIL 5, 2017 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH.”** Discussion followed. Motion carried.

ADJOURNMENT: **MOTION** by Hohenstein, seconded by Counts, **“TO ADJOURN.”** Motion carried. The meeting adjourned 9:07 p.m.

Approved: _____

Jean Graham
Howell Township Clerk

As Presented: _____

As Amended: _____

As Corrected: _____

Mike Coddington
Howell Township Supervisor

Dated _____

Signed: _____

Debby Johnson,
Recording Secretary

AGENDA ITEM

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CORRESPONDENCE

May 8, 2017

1. **LIVINGSTON COUNTY SENIOR NUTRITION PROGRAM** – May 2017
2. **ENBRIDGE** – Pipeline Safety Information Session (5/9/2017)
3. **AMERICAN FUNDS** – Find balance in the midst of change.
4. **THE PAR PLAN NEWS** – March 2017
5. **FARMTEK** – Agricultural, Growing & Storage Needs
6. **TOWNSHIP FOCUS** – March 2017
7. **CARROT-TOP INDUSTRIES INC** – Government Catalog 2017
8. **PRYO** – Home Sense, Smart & simple ways to enrich your home living
9. **MICHIGAN HISTORIC PRESERVATION NETWORK** – Imagine the Power of Partnership

AGENDA ITEM

8A

"Communities coming together to stretch lives by promoting active and healthy lifestyles"



925 W. Grand River Ave.
Howell, Michigan 48843
517.546.0693
517.546.6018 Fax
www.howellrecreation.org

TO: Howell Township Board of Trustees

FROM: Paul Rogers – Executive Director

SUBJECT: Partnership in Howell Area Parks & Recreation

DATE: October 10, 2016

As the Howell Area Parks & Recreation Authority begins our strategic and master planning for the next five years, we are approaching the trustees of Howell Township to consider becoming a full “participating municipality” of the Howell Area Parks & Recreation Authority. 2016 was the trial year for Howell Township to decide the level of participation going forward as a participating municipality.

This request comes to you as budgets for the Authority and for each of the townships are being developed for the new fiscal year. It also gives us the opportunity as we begin our planning for summer, fall and winter programs to keep your intentions in mind, thereby giving your residents full access to our programs and services at the lowest fees possible.

At the heart of Livingston County, the Howell area continues to grow...with over 1,000 new residents in Howell Township between the 2000 and 2010 census. Those that move here are all looking for quality of life and a unique place to reside that celebrates and promotes a sense of place. Without doubt, we believe that parks and recreation opportunities are an essential component of a strong, vibrant and dynamic community.

Quality parks, recreational facilities and enrichment activities strengthen community pride and sense of place, promote health and wellness, contribute to a healthy economy and preserve natural and cultural resources. Residents in this community have long valued neighborhood and community parks as special natural places where they can relax, walk, meditate, and enjoy family time. Through diverse and innovative programming, and broad partnerships, the Howell Area Parks & Recreation Authority plays an important role in creating a healthy and active community. Below are just a few of the reasons why recreational programs and quality parks are essential to our sense of place and community enhancement:

Recreational programs provide organized, structured, enjoyable activities for all ages. The diverse range of recreational programs offered by the Howell Area Parks & Recreation Authority offers everyone the opportunity to develop the skills necessary to successfully and confidently engage in sports, dance, the arts and other social activities. Public recreation leagues and classes offer seniors, adults and children alike the opportunity to interact with coaches and teachers who often turn into mentors and role models. Quality recreational programs facilitate safety, good sportsmanship and community participation.

Public Parks (i.e. Howell City Park, Genoa and Oceola Township Athletic Fields, and Marion Township Disc Golf Course) provide thousands of residents in our community with the opportunity to be physically active. Physical activity is an essential part of an individual's efforts to stay healthy, fight obesity and prevent chronic conditions. Having close-to-home access to places where one can enjoy recreational activities is one of the most important factors linking whether people will become active and stay that way.

Parks have true economic benefits. Proximity to a developed regional or community park improves property value. The economic benefits of parks and recreation areas are diverse, but one of the most significant is the increase in value of private land adjacent or near protected public land. The proximity of parks to residential areas leads to increased value of private land, a higher tax base and many economic benefits to a community including increased local and regional revenue from heritage tourism, steady jobs, and numerous small business benefits. Park and recreation areas are economic engines that improve the quality of life and make communities livable and desirable for business and homeowners.

Parks and Recreation facilitate social interactions that are critical to maintaining community cohesion and pride. Parks and recreation facilities provide meeting places where community members can develop social ties, and where healthy behavior is modeled and admired. People gather to share experiences, socialize and to build community bonds. These public areas are often the glue that holds the community together and the means to maintaining and improving future positive social interactions.

Leisure activities improve moods, reduce stress and obesity, and enhance a sense of wellness. In an increasingly complex world, more and more people are placing a high value on achieving the feelings of relaxation and peacefulness that contact with nature, recreation and exposure to natural open spaces bring. People go to the park and to recreation facilities to change or uplift their mood, to reinvigorate themselves and to decrease the anxieties of daily life.

Community recreation services provide a refuge of safety for at-risk youth. Many parents are rightfully concerned with the dangers of unstructured "hanging-out" or unsupervised after-school activities. Community recreation programs provide children with a safe refuge and a place to play, which are important in reducing at-risk behavior such as drug use and gang involvement. Recreational programs led by trained leaders offer children healthy role models and give valuable life lessons to help steer youth to a future of promise and opportunity for success.

Authority Background

In 2006, four municipalities (the City of Howell, Oceola, Marion and Genoa Townships) joined forces and created the Howell Area Parks & Recreation Authority. Our goal then as it is now...to provide our community with the very best in recreational programs and leisure time activities. On July 1, 2008 the Howell Area Parks & Recreation Authority took its first steps as a stand-alone organization and transitioned out of a department within the City of Howell and we have re-defined ourselves as a creative, credible and collaborative organization. Now, almost 10 years later, volunteerism is strong, programming is unique and creative, our community events such as the Melon Festival & Legend of Sleepy Howell continue to grow and attract many new visitors and eventually residents to the Howell area. We continue to document close to 75,000 individuals taking advantage of our youth and adult sports leagues, enrichment classes, aquatic classes, beach and boat launch patronage, special events, teen center, senior center, preschool and summer day camp.

As you are aware, our operating budget is supported not only by participation fees but by partner contributions that are currently provided by four municipalities. Since 2013, the City of Howell, Oceola Township, Genoa Township and Marion Township have contributed the full membership amount of \$100,000 annually to the overall operations.

NOTE: The partner contributions are invoiced on a quarterly basis to assist our partners with cash flow and year to year budgeting.

The following is the proposed contribution levels and participant fees provided to the Howell Township Board last year. The HAPRA Board is requesting a decision by Howell Township on proceeding as a "Participating Municipality" of Howell Area Parks & Recreation Authority.

FINANCIAL CONTRIBUTION:

1. First Year (2016) - \$ 50,000 paid quarterly at \$ 12,500 per quarter.
2. Second Year (2017) - \$ 75,000 paid quarterly at \$ 18,750 per quarter.
3. Third Year (2018) - \$ 100,000 paid quarterly at \$ 25,000 per quarter.
4. Fourth Year (2019) – Move to same rate as current participating members, \$ 103,225.

PARTICIPATION FEES:

1. First Year (2016) - Resident Rate + 20%
- Example Boys' Basketball; Resident Rate \$ 55 – Howell Township Rate \$ 66 – Currently \$ 110
2. Second Year (2017) – To be determined by HAPRA Board
3. Third Year (2018) - To be determined by HAPRA Board
4. Fourth Year (2019) – Resident Rate

PARK PASSES:

1. First Year (2016) - One free park pass
Additional; Prevailing rates – 2015 was \$ 20 for resident & \$ 40 for non-resident - \$ 10 daily
2. Second Year (2017) – To be determined by HAPRA Board
3. Third Year (2018) - To be determined by HAPRA Board
4. Fourth Year (2019) – Two free park passes; Additional; Prevailing rates

HAPRA BOARD REPRESENTATION:

Voting Member of Howell Area Parks & Recreation Authority Board

Overall participation numbers for each municipality for YTD 2016.

Programs & activities participation counts – 3437 patron touches

Park & boat launch passes – 326 distributed

Participating Households – 999 out of 2669 parcels – 37.43%

We believe that participation in all of our programs and services will grow significantly by those living in Howell Township when the lower resident rates are put into place so that they can take part in active and healthy lifestyles.

We sincerely hope that you will consider our request to join the City of Howell, Oceola Township, Marion Township and Genoa Township as full participating municipality in the Howell Area Parks & Recreation Authority. The additional annual partner contribution is negligible, compared to the overall benefits and quality of life experiences that will be provided and available to your residents.

ARTICLES OF INCORPORATION
HOWELL AREA PARKS AND RECREATION AUTHORITY
Fourth Amended – Proposed 04/18/2017

ARTICLE I

NAME AND OFFICE

The name of the Authority shall be and is the “Howell Area Parks and Recreation Authority”, hereinafter referred to as the “Authority”. The principal office of the Authority shall be located at 925 W. Grand River Avenue, Howell, Michigan or at such other location as may be designated by the Board of the Authority.

ARTICLE II

DEFINITIONS

The terms “authority,” “board,” “participating municipality,” “park,” “recreational purposes,” “swimming pool,” “and territory of the Authority” as used in these Articles of Incorporation shall be as now or hereafter defined in Section 1 of Michigan Public Act 321 of 2000, as amended (“Act 321”), that being MCL 123.1133, *et seq.* Other terms shall have such meaning as may be specified in the various provisions of these Articles of Incorporation.

ARTICLE III

PARTICIPATING MUNICIPALITIES AND TERRITORY

The participating and creating municipalities of the Authority are the City of Howell, Township of Howell, Township of Marion and the portions of the Charter Township of Genoa Township & Township of Occola containing precinct 1, 2, 3, 5, 9, 10, and the ~~precincts~~ which are contained in the Howell Public School District, in the County of Livingston, Michigan, all of which are hereby designated and referred to in these Articles as the “participating municipalities.” The “territory of the Authority” shall be all of the combined territory of the participating municipalities as stated in this paragraph.

ARTICLE IV

PURPOSE

The purpose of the Authority shall be to construct, operate, maintain and/or improve recreational facilities, including, but not limited to, parks, swimming pools, recreation centers, auditoriums and any other facilities authorized by Section 5 of Act 321, to acquire land for recreation purposes authorized by Section 5 of Act 321, and to provide recreational services as authorized by Act 321.

ARTICLE V

POWERS

The Authority shall be a body corporate with power to sue or be sued in any court in the State of Michigan. Its jurisdiction shall include all of the total territory embraced within the described boundaries of its participating municipalities, as defined in Article III of

ARTICLES OF INCORPORATION
HOWELL AREA PARKS AND RECREATION AUTHORITY
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these Articles, as now constituted or hereafter changed through annexation, detachment, consolidation or change of municipal identity.

The Authority shall possess all of the powers specified in Act 321 and all other laws of the State of Michigan and all the powers necessary to carry out the purposes thereof and those powers incidental thereto. It may acquire property by purchase, lease, grant, gift, devise, land contract or installment purchase contract, either within or outside its corporate limits, and may hold, manage, control, sell (if the assets are owned by the authority), exchange or lease owned property for a system of parks and public recreational facilities including, but not limited to, related buildings, structures, sports fields, apparatus, equipment, pathways, waterways, athletic courts and pools used in connection with the operation of a parks and recreation program. It may acquire, by purchase, lease or otherwise, and succeed to any or all of the rights, obligations and property of the cities or townships, or any parts thereof, toward lands and structures within the territorial limits of the Authority comprising parks and recreational facilities. Upon approval of these Articles of Incorporation, no approval of the electors shall be necessary for the Authority to acquire and/or manage parks and facilities located within or outside the Authority. The Authority may sell or lease owned lands and facilities within or outside the Authority's boundaries. The Authority may exercise all powers in the management and control of Authority property, including the extent of use by persons residing outside the boundaries of the Authority, and in the administration of the Authority, whether such powers are expressly enumerated or not.

ARTICLE VI

TERM

The Authority shall continue in existence perpetually or until dissolved by the majority vote of each of the then participating municipalities. A participating municipality shall not withdraw from the Authority during the period for which the Authority has been authorized to levy a tax by the electors of the Authority.

ARTICLE VII

FISCAL YEAR

The fiscal year of the Authority shall commence on the first day of January in each year and shall end on the last day of December of the same year.

ARTICLE VIII

GOVERNING BOARD

The Authority shall be directed and governed by an odd number Board of Trustees, known as the "Howell Area Parks and Recreation Authority Board" and hereinafter sometimes referred to as the "Board," which shall be made up of one member selected by

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HOWELL AREA PARKS AND RECREATION AUTHORITY
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the governing body of each participating municipality, each of whom shall be an elected official of said participating municipality or the township or city which shall encompass said participating municipality if that participating municipality is a district, ~~and a member selected by the Howell Public Schools Board of Education who shall reside within the Authority's jurisdictional boundaries. The Recreation Authority Board will appoint one resident who shall reside within the Authority's jurisdictional boundaries to the Board, if needed, to meet the required odd number of members. An individual appointed by the Recreation Authority Board under this provision shall not reside in the same municipality as the individual selected by the Howell Public Schools Board of Education. This appointed member shall serve a term of not more than two (2) years and shall be eligible for reappointment. This appointed member shall not be an elected official of any participating municipality.~~ Each member of the Board shall qualify by taking the constitutional oath of office and filing it with the clerk of his or her respective participating municipality, ~~or in the case of the member selected by the Howell Public Schools Board of Education with the Secretary of the Howell Public Schools Board of Education, or in the case of the member selected by the Board, with the Secretary of the Board.~~

The Recreation Authority Board, the governing body of each participating municipality, ~~and the Howell Public Schools Board of Education~~ may appoint an alternate member who shall attend meetings and vote and otherwise act at such meetings in the absence of the member appointed by such governing body. Alternate members must meet the requirements as set forth in this Article VIII.

The Authority shall not employ members of the Board, or members of their immediate families, in any position other than one which is voluntary and unpaid. Each year in ~~July~~ December, the board shall elect officers at an organizational meeting including: Chairman, Vice Chairman, Secretary, and Treasurer. Officers shall serve until the organizational meeting of the following year or until their respective successors shall be selected and qualified. No selection to the Authority and no selection of an officer shall be deemed to be invalid because it was not made with or at the time specified in these Articles. Any Board member may be removed at any time for cause or without cause by action of the governing body that selected such member.

ARTICLE IX

COMPENSATION

Pursuant to the requirements of Act 321, members of the Authority Board shall not be compensated for their service by the Authority. Each member of the Board shall, however, 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.

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ARTICLE X

VACANCY

In the event of a vacancy on the Board, the governing body selecting such representative shall fill the vacancy as expediently as possible.

ARTICLE XI

MEETINGS

Meetings of the Authority 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 (2) members thereof, by written notice to the time, place and purposes 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 U.S. Post Office or 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 address or office address, whichever shall have been designated by the member, with postage fully prepaid. If a member has not designated a mailing address for Board purposes, notice must be mailed to both the member's home and office addresses. 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. (Open Meetings Act.) Any member may waive notice of any special meeting either before or after the holding thereof. At least a majority of the voting members of the Board shall be required for a quorum. The Board shall act by motion or resolution. A vote of the majority of the members of the Board who are present at any meeting, at which a quorum is present, shall be sufficient for passage of any motion or resolution. However, notwithstanding anything herein to the contrary, any vote regarding the annual budget, capital expenditures, projected revenues, projected expenditures, budget and budget amendments, shall only be voted upon by a vote of the majority of the members of the Board, and not the majority which would otherwise constitute a quorum.

The Board shall have the right to adopt rules governing its procedures, 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 record of its proceedings, which record shall be signed by the Secretary and open to the public. All votes shall be "Yes," "No" or "Abstain," provided where the vote is unanimous, it shall only be necessary to so state.

ARTICLE XII

DUTIES OF BOARD AND OFFICERS

The Chairperson of the Board shall be the presiding officer thereof, and shall be permitted, with the consent of the Board, to appoint committees of the Board as

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necessary. Except as herein otherwise provided, the Chairperson and Board Members 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 money shall be deposited in a bank or banks, to be designated by the Board, and all checks or other forms of withdrawal there from shall follow the approved financial policies as accepted by the Board of Trustees. All authorized signatories shall give a bond conditioned upon the faithful performance of the prescribed duties. The Authority shall pay the cost of the bonds.

ARTICLE XIII

REVENUE SOURCES, BUDGETING, AND FINANCING THE AUTHORITY

Revenue Sources

The Authority shall have the power to assess and collect fees, rents, tolls, excises, and service charges; to borrow money and issue revenue bonds in accordance with the provisions of Act 94, Public Acts of Michigan, 1933, as amended; to borrow money and issue bonds on the credit of the Authority a sum not to exceed 2 mills of the taxable value of the taxable property within the territory of the Authority for the purpose of acquiring, owning, purchasing, constructing, maintaining or operating a system of parks and recreational facilities or any combination thereof; and to appropriate money annually for Authority purposes and to lay and collect taxes for Authority purposes in a sum not to exceed one (1) mill provided that it is approved in each participating municipality by a vote of the electorate, as provided in Act 321, and to raise revenue by any other levy or bond issuance authorized by Act 321. The term of any bond, note, land contract, installment purchase contract or other borrowed money shall not extend beyond the last day of the fiscal year of a property tax authorized under Article XIII.

Financing the Authority

A. Financial Contribution From Each Participating Municipality Until Millage Election

Beginning in FY 2017 FY07/08, the participating municipalities of the City of Howell, Charter Township of Genoa, Township of Marion and Township of Ocoola, may choose from will have two different funding levels of either a top participation contribution funding level of \$ 103,225. The Township of Howell and any future participating municipalities will have a first year funding level of \$ 52,000, \$100,000 or \$57,980 year. Starting in the second year of participation FY-08/09 the lower contribution rate will rise by \$ 20,000; in the third year of participation the lower contribution rate will rise by

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\$ 25,000; in the fourth year of participation the lower level contribution will become equal to the top participation contribution level.

The top participation contribution level \$100,000 shall remain the same until the lower contribution rate tier equals the top participation contribution level \$100,000; then all contributions under this formula will rise by the Consumer Price Index for the preceding year.

Residents of municipalities who choose to participate at the top participation contribution level \$100,000 will be entitled to the lowest resident program fee structure. Residents of the Township of Howell and any future participating municipalities municipalities who choose to fund at the with a first year funding level of \$ 52,000 \$57,980 level will generally be assessed a Tier 2 premium program fee equaling 20% higher than the resident program fee. the percentage difference between the \$100,000 level and the lower level for service.

Once the participating contribution rates are equalized to the top participation contribution level \$100,000 then all residents of participating municipalities will be charged the same resident program fees. Any resident of a nonparticipating municipality will be generally charged two times the normal program fee. Annual financial contributions shall be invoiced and paid made quarterly to the Authority.

It is the intent of the participating municipalities and these Articles that the question of a property tax levy as authorized by Section 11 of Act 321 will be put to the electorate with the earliest date of 2018 2010 or at such subsequent time as the board shall determine. In the event said levy shall be approved, the funding mechanism in subsection B will replace the funding mechanism in this subsection. In the event that the levy is not approved by the voters, or any future renewal of such levy is not approved by the voters, it is the intent of these Articles, without further action being required, that the Authority will dissolve, and said dissolution will be conducted in accordance with Article XV of these Articles, unless two-thirds (2/3rds) of the participating municipalities shall, by resolution of their governing bodies within 90 days of the failure of the millage question, determine that the Authority should continue. In the event that two-thirds of the participating municipalities resolve to continue the Authority, all participating members not so resolving will put the question to their governing bodies and resolve to either continue the Authority or withdraw from the Authority. Any withdrawal shall be conducted in accordance with Article XIV of these Articles. In the event two-thirds, or more, participating members shall elect to continue the Authority following the failure of a millage question, the funding pattern set forth in the first paragraph of this section shall be followed unless and until the remaining participating municipalities amend these Articles to state a new funding mechanism and/or formula.

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B. Property Tax Levy

As an alternative to the financial contribution formula in subsection A of this section, the Authority may levy a tax on all taxable property within the territory of the Authority as authorized by Section 11 of Act 321. For so long as the Authority is funded by a levy as authorized by Section 11 of Act 321, the imposition of such a levy shall preclude the Board and/or Authority from requiring any further financial contributions from each participating municipality. Nothing in this paragraph shall be construed as preventing a participating municipality, by action of its governing body, from providing additional contributions to the Authority, for either general or a specific use.

C. Rollover Funding During Initial Operations

In addition to the above sources, the Authority may, during its first year of operations and additionally until the approval of the Property Tax Levy envisioned by this Article, be funded in part or whole via allocation of funds already designated for recreational activities by the participating municipalities. Any funds allocated directly from any participating municipality under this paragraph shall be credited toward that participating municipality's share under any budgetary computations under paragraph A for the first year or part thereof of operations of the Authority.

Prior to commencement of the Property Tax Levy, the Authority Board shall make arrangements for the management and accounting of the Authority's finances by contract or through internal accounting by one of the participating municipalities.

Budgeting

D. Budget Process During Periods Not Funded by Property Tax Levy

For so long as the Authority is not financed by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (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 January 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 participating municipalities no later than November 1 of each year. The proposed budget shall provide for contributions from the member municipalities which are not greater than those which would be arrived at using the formula utilized in subparagraph A of this Article. After the approval of the proposed budget by the governing bodies of a two-thirds majority of the participating 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 participating municipalities. ~~As used herein, the Howell School Board shall not be considered a participating municipality, nor shall its approval be required at any stage of the budget~~

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process:

E. Budget Process During Periods Funded by Property Tax Levy

During any period in which the Authority is financed by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these Articles, the mandates of this paragraph shall apply to the Authority's budgeting process, and shall supersede the mandates of paragraph (D) 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 January 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 that said budget is approved prior to January 1 of the year it is to commence. The Board's approval by majority vote shall be the final approval required for the budget. The budget may be amended from time to time upon approval of a majority of the Board. Nothing in this subsection shall be construed to require a participating municipality to fund the Authority with any general fund monies without the approval of said funding by that participating municipality's governing body, which shall retain the discretion to approve or deny general fund monies to the Authority during the time periods to which this subsection applies. During any period in which the Authority shall cease to be funded by a Property Tax Levy as provided in Section 11 of Act 321 and Article XIII (B) of these Articles, the budget procedure followed shall be that found in Paragraph (D) of this Article, followed shall be that found in Paragraph (D) of this Article, which shall supersede this Paragraph during all such times.

F. Accounting and Budgeting Practices

The accounting and budgeting practices of the Authority shall conform to 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 XIV.

PARTICIPATING MUNICIPALITY WITHDRAWAL

A participating municipality shall not withdraw from the Authority during the period that a tax is authorized to be levied by the electors of the Authority.

A participating municipality may withdraw from the Authority, subject to the limitation in the first paragraph of this Article, by resolution of the participating municipality's legislative body approving the withdrawal, a certified copy of the resolution shall be provided to the Board at least twelve (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. Notwithstanding these requirements, any withdrawal occurring pursuant to subsection A of Article XIII shall be deemed to be effective on the last day of the fiscal year, with the only notice requirement being the Authority's receipt of a resolution of withdrawal enacted by the withdrawing member's governing body on or before 90 days prior to the last day of the fiscal year.

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

ARTICLE XV

DISSOLUTION OF AUTHORITY

The Authority may be dissolved by the concurring resolution of the governing body of each participating municipality of the Authority at the time of such dissolution, or by operation of subsection A of Article XIII following failure of a millage and subsequent failure of the governing bodies of at least two-thirds of the participating members to resolve to continue the Authority. Prior to dissolution of the Authority any outstanding indebtedness of the Authority, including any bonds issued under Section 21 and/or Section 23 of Act 321 shall be paid. Any assets of the Authority remaining after the payment of any such outstanding indebtedness shall be distributed to the participating municipalities of the Authority at the time of the dissolution based upon each participating municipality's most recent financial contribution to the Authority. Any land, buildings, and/or facilities that were contributed to the Authority by a participating municipality and is maintained, owned, or operated by the Authority shall revert back to the originating municipality. Any land purchased by the authority or donated shall be sold and the proceeds distributed according to the 1) the formula in Article XIII, paragraph A, if the participating municipalities, at the time of dissolution, are directly funding the Authority's budget or 2) according to the formula arrived at by dividing the state equalized value of the real property in each participating municipality by the state equalized value of all real property in the Authority on the effective date of the dissolution. In all instances, the participating municipality in which said real estate is located shall be given the right of first refusal on the purchase of said real estate. In the event of a dissolution following a period of property tax levy by the Authority, any funds obtained via levy, and/or property purchased by such funds, which are subsequently distributed to the participating municipalities pursuant to this Article shall be assigned by the participating municipalities to public purposes consistent with the purposes approved by the electorate for the original levy.

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Notwithstanding the above paragraph, in the event that, at the time of dissolution, the Authority is in possession of lands acquired with, or developed with, in whole or in part, grant funds from the Michigan Natural Resources Trust Fund (hereinafter the “MNRTF”), or the Land and Water Conservation Fund (hereinafter the “LWCF”), the following procedure shall control the disposition of said lands. All lands purchased or developed with MNRTF or LWCF funds, in whole or in part, must be maintained as public outdoor recreation land in perpetuity, unless said lands are replaced with land of equivalent fair market value and recreational usefulness, unless said lands, instead of being purchased, are leased for the purpose of developing public outdoor recreation facilities for a period of at least twenty (20) years when assistance is from MNRTF funds or at least twenty-five (25) years when assistance is from LWCF funds. Accordingly, to comply with MNRTF and LWCF mandates in the event of dissolution, the participating municipality in which the lands acquired or developed with MNRTF or LWCF funds are located shall assume title and control of said lands, and shall be required to maintain said lands as public outdoor recreation land in perpetuity, or until the expiration of any lease of the lands from any party to the Authority or its successors whose original period was twenty (20) years or longer, whichever is greater, unless said lands are replaced with land of equivalent fair market value and recreational usefulness. All long-term obligations for the maintenance or public recreation land established by any other recreation grant program that may be offered by the Michigan Department of Natural Resources in the future shall similarly be followed should the Authority receive grant assistance from said future grant program. Said lands shall be transferred to the participating municipality in which the lands are located, and said transfer shall not be credited, set-off, or computed against any other allocation under this Article’s dissolution procedure, nor shall any credit, computation, or set-off be made in recognition of any maintenance costs associated with said lands.

ARTICLE XVI

EMPLOYEES

The Board 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 Board considers necessary to carry out the purpose of the Authority.

The Board shall appoint an Executive Director of Parks and Recreation of the Authority who shall be the chief administrative employee of the Authority, and who shall, as determined by the Board, have sufficient qualifications and experience necessary to serve as the chief administrative officer of the Authority. The Executive Director 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 Executive Director will serve at the pleasure of the Board.

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ARTICLE XVII

AUDIT

The Board shall procure an annual audit, consistent with the requirements of Section 27 of Act 321, 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 municipality. The books and records of the Authority shall be open for inspection by any participating municipality at all reasonable times.

ARTICLE XVIII

STATE, FEDERAL AND PRIVATE GRANTS

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 requirements necessary or desirable to secure such financial or other aid or cooperation in carrying out any of the purposes of Act 321. In the event that any grant, loan or contribution shall require a long term obligation as to the use, maintenance, or operation of a specific piece of property, the approval of the governing body of the participating municipality in which such property is located shall be required prior to the acceptance of the grant, loan, or contribution by the Authority.

ARTICLE XIX

INVESTMENT

The Treasurer of the Authority when authorized by a resolution of the Board may invest general funds of the Authority. The board must approve the treasurer's investment policy. Such investment by the Treasurer shall be made in compliance with the laws of the State of Michigan.

ARTICLE XX

EXEMPTION FROM TAXATION

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

ARTICLE XXI

PUBLICATION

These Articles of Incorporation shall be published not less than once in a newspaper generally circulated within the participating municipalities, before they are adopted. The adoption of these Articles of Incorporation by a participating municipality shall be

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evidenced by an endorsement on these Articles by the clerk of such participating municipality. Upon adoption of these Articles of Incorporation by each of these participating municipalities, a printed copy thereof shall be filed with the Secretary of State.

ARTICLE XXII

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 XXIII

AMENDMENTS

These Articles of Incorporation may be amended at any time so as to permit any county, city, village, ~~or township~~ or school district to become a participating municipality of the Authority, if such amendment to the Articles of Incorporation are adopted by the legislative body of such county, city, village, ~~or township~~ or school district proposing to become a member, and if such amendment is adopted by the legislative body of each participating 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 participating municipality of which the Authority is composed. This requirement shall apply to all amendments to the articles, including those which would otherwise be exempted by paragraph (4) of Section 5 of Act 321. Any such amendment shall be published, endorsed, and certified and printed copies thereof filed in the same manner as the original Articles of Incorporation.

ARTICLE XXIV

REVERSION OF LEASES OF EXISTING PARK LAND

In the event that any land leased to the Authority shall, during the Authority's stewardship and lease of said lands, be improved or developed, in whole or in part, with the assistance of Michigan Natural Resources Trust Fund ("MNRTF") and/or Land and Water Conservation Fund ("LWCF") monies, the Authority shall, throughout the Authority's stewardship and lease of the lands, be responsible for maintaining said lands in accordance with all grant requirements attendant to funding under the MNRTF and/or LWCF requirements. In the event of the dissolution of the Authority, or any other termination of the Authority's lease for any reason, the participating municipality which holds title to the lands shall maintain said lands in accordance with all grant requirements attendant to funding under the MNRTF and/or LWCF requirements, in perpetuity for those obligations occurring pursuant to LWCF requirements, and for the entire period of the grant or original lease of the property, whichever is longer, for those obligations occurring under the MNRTF. The requirements of this paragraph shall not be utilized in any way in determining any calculations, credits, or set-offs in regards to any dissolution arrangements under Article XV of these Articles.

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ARTICLE XXV

MISCELLANEOUS

These Articles of Incorporation may be executed in one 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 in 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 governing bodies of the: City of Howell, the Township of Howell, the Charter Township of Genoa, the Township of Marion and the Township of Oceola, as set forth in the following endorsements, and in witness whereof the Mayor and City Clerk of the City of Howell, Supervisor and Township Clerk of the Township of Howell, Supervisor and Township Clerk of the Charter Township of Genoa, Supervisor and Township Clerk of the Township of Marion and Supervisor and Township Clerk of the Township of Oceola, have endorsed thereon the statement of such adoption.

Mayor, City of Howell

Clerk, City of Howell

The foregoing Articles of Incorporation were adopted by the City Council of the City of Howell, Livingston County, Michigan, at a meeting duly held on the ____ day of _____.

Supervisor, Township of Howell

Clerk, Township of Howell

The foregoing 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 _____.

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Supervisor, Township of Genoa

Clerk, Township of Genoa

The foregoing Articles of Incorporation were adopted by the Township Board of the Charter Township of Genoa, Livingston County, Michigan, at a meeting duly held on the _____ day of _____.

Supervisor, Township of Marion

Clerk, Township of Marion

The foregoing 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 _____.

Supervisor, Township of Oceola

Clerk, Township of Oceola

The foregoing Articles of Incorporation were adopted by the Township Board of the Township of Oceola, Livingston County, Michigan, at a meeting duly held on the _____ day of _____.

ARTICLE 1: MISSION

The Howell Area Parks & Recreation Authority exists to bring communities together to enrich lives by promoting active and healthy lifestyles.

ARTICLE 2: POWERS and AUTHORITY

These by-laws offer further guidance and support to the Articles of Incorporation concerning the governance and operations of the Howell Area Parks & Recreation Authority, hereafter referred to as the Authority. These by-laws are meant to be complimentary and supportive to the Articles of Incorporation. In the event of a conflict between these by-laws and the Articles of Incorporation, the Articles shall prevail.

ARTICLE 3: LOCATION & PARTICIPATING MUNICIPALITIES

- 3.1 PRINCIPAL OFFICE. The principal office of the Authority shall be located at 925 W. Grand River Avenue, Howell, Michigan or such other location as may be designated by the Board of the Authority.
- 3.2 PARTICIPATING MUNICIPALITIES. The participating municipalities of the Authority are the City of Howell, Township of Howell, Township of Marion and the portions of the Charter Township of Genoa Township containing precinct 1, 2, 3, 5, 9, 10, & Township of Occola and the precincts of the Township of Occola which are contained in the Howell Public School District, in the County of Livingston, Michigan. The territory of the Authority shall be all of the combined territory of the participating municipalities.

ARTICLE 4: BOARD OF TRUSTEES

- 4.1 POWERS OF BOARD. The business and affairs of the Authority shall be managed by a Board of Trustees as defined in Article 5 of the Articles of Incorporation, fourth first amended.
- 4.2 NUMBER AND QUALIFICATION. The board shall be directed and governed by an odd number and be made up of one member selected by the governing body of each of the participating municipalities, each of whom shall be an elected official of said participating municipality, and a member selected by the Howell Public Schools Board of Education. Each member of the board shall qualify by taking the constitutional oath of office when they are appointed and filing it with the clerk of his or her respective participating municipality, or in the case of the member selected by the Howell Public Schools Board of Education with the Secretary of the Howell Public Schools Board of Education.
- 4.3 ALTERNATE MEMBERS. The governing body of each participating municipality and the Howell Public Schools Board of Education shall formally appoint an alternate member who shall attend and vote and otherwise act at such meetings in the absence of the member appointed by such governing body.
- 4.34.4 VACANCIES. The governing body which selected the representative shall fill the vacancy as expediently as possible.

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- 4.5 DURATION OF TERM. Members of the board shall hold office for the term which they are appointed and until their successors are assigned and qualified, or until resignation or removal.
- 4.6 RESIGNATION. A trustee may resign by written notice to the Authority. The resignation is effective upon receipt by the Authority or at a later time as stated in the notice.
- 4.7 REMOVAL. A member of the board may be removed by the board for cause, which includes absence from two or more board meetings in any year of the member's term without excuse. A trustee may be removed from office on a majority vote of the remaining trustees in office at a regular or special meeting of the Board of Trustees called for the stated purpose of voting on the removal of such director; however, any director to be removed shall have the right to attend such meeting and to present any evidence which the trustee may wish to present at such meeting.
- 4.8 DUTIES OF THE BOARD. In addition to any other responsibilities of the Board of Trustees under Michigan law, the Authority's Articles of Incorporation or these Bylaws, the Board of Trustees will have the following specific obligations and responsibilities.
- 4.8.1 The Board of Trustees must establish practices and procedures to assure that funds and property received by the Authority are disbursed only for the purpose for which they were received. The Board of Trustees must require a regular accounting of all funds held and disbursed by the Authority.
- 4.8.2 The Board of Trustees will establish and approve policies governing the day-to-day operation of the Authority.
- 4.8.3 The Board of Trustees will recruit, select, evaluate, and replace the paid Executive Director. It will fix the terms of compensation, benefits, duties, and responsibilities of the Executive Director in accordance with a personnel policy approved by the Board of Trustees.
- 4.8.4 The Board of Trustees will require periodic reports on the operations of the Authority from the Executive Director.
- 4.9 COMPENSATION. Trustees shall not be compensated for their services as such, but by resolution of the Board of Trustees, expenses if any, may be allowed for attendance at regular or special meetings of the board.
- 4.10 PARLIMENTARY PROCEDURE. The Board of Trustees will operate under the latest version of Roberts Rules of Order.

ARTICLE 5: MEETINGS OF THE BOARD

- 5.1 REGULAR MEETINGS. Regular meetings of the Board of Trustees shall be held at least quarterly at such time and place as shall be determined by the Board of Trustees.
- 5.2 SPECIAL MEETINGS. Special meetings of the Board of Trustees may be called by the Chairman or upon written request of any two members then in office.
- 5.3 ORGANIZATIONAL MEETING. Each year in ~~December~~ July, the board shall hold an organizational meeting with the sole intent to elect officers of the Authority.
- 5.4 NOTICE OF MEETINGS. Written notice of regular, special or organizational meetings shall be provided all board members not less than 24 hours or more than 30 days before a meeting. The notice of a special meeting shall contain the purpose of the meeting. Notice may be given by mail, fax, e-mail or other electronic means of communication.
- 5.5 QUORUM. A majority of the members of the board then in office constitutes a quorum for the transaction of business at any regular, special or organizational meeting.
- 5.6 VOTING. Each member of the board shall have one vote on any matter to come before the board unless the member has a conflict of interest, as determined by the remaining members at the meeting. The vote of the majority of the directors present at a meeting at which a quorum is present shall be the action of the board.
- 5.7 ADDITIONAL MEETING FORMATS. One or more members of the board, or a board committee, may participate in a meeting by means of a conference telephone or similar communications equipment which allows all persons participating in the meeting to interact with each other. Participation in a meeting in this manner constitutes presence in person at the meeting.

ARTICLE 6: OFFICERS

- 6.1 POSITIONS. The officers of the Authority shall be the chairman, vice chairman, secretary, and treasurer.
- 6.2 TERMS OF OFFICE. Officers shall be elected annually by the Board of Trustees, from among its members, at its ~~December~~ July board meeting. Officers will hold office for one (1) year terms, and until their successors are assigned and qualified, or until resignation or removal.
- 6.3 RESIGNATION. An officer may resign by written notice to the Authority. The resignation is effective upon receipt by the Authority or at a later time stated in the notice.

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- 6.4 REMOVAL. The Board of Trustees may remove an officer with or without cause. An officer may be removed from office on a majority vote of the remaining directors then in office at a special meeting of the Board of Trustees called for the specific purpose of voting on the removal of such officer; however, any officer to be removed shall have the right to attend such special meeting and to present any evidence which (s)he may wish to present at such meeting.
- 6.5 VACANCIES. Vacancies for unexpired terms of office shall be filled by the board from among its current members.
- 6.6 DUTIES OF OFFICERS.
- 6.6.1 CHAIRMAN. The Chairman shall be the chief officer of the Authority, and shall have such powers and duties as are vested in the Chairman of a corporation by law or custom, and as may be determined from time to time by the Board of Trustees, except as otherwise provided by law, the Articles of Incorporation, or these By-laws.
- 6.6.2 VICE CHAIRMAN. The Vice-Chairman shall, in the absence or disability of the Chairman, perform the duties and exercise the powers of the Chairman, and shall perform such other duties as the Chairman or the Board of Trustees may prescribe.
- 6.6.3 SECRETARY. The secretary shall attend meetings of the board and shall record the minutes of the meetings. The secretary shall give or cause to be given notice of all meetings to the members of the board, and shall perform such other duties as may be prescribed by the Chairman or the Board of Trustees.
- 6.6.4 TREASURER. The treasurer shall exercise general supervision over the receipt, custody and disbursement of the corporate funds within the policies determined by the Board of Trustees. The treasurer shall ensure that an accurate accounting of the financial transactions of the Authority is made, and shall report on all such transactions to the board. The treasurer shall have such further powers and duties as may be conferred upon him/her from time to time by the Chairman or the Board of Trustees.

ARTICLE 7: EXECUTIVE DIRECTOR

The board shall select and employ a competent, experienced administrator who shall be its Executive Director in the management of the Authority. The board shall delegate to the Executive Director the necessary authority and responsibility for the administration of the Authority and its activities, subject to policies adopted and orders issued by the board.

ARTICLE 8: COMMITTEES

- 8.1 COMMITTEES. The Board of Trustees may by resolution at any meeting of the board designate and empower standing and/or ad hoc committees to assist with the setting of policy, administering and staffing a function and /or performing other duties which will benefit the mission and purpose of the organization.
- 8.2 COMMITTEE MEMBERSHIP. Each committee shall consist of at least three (3) committee members, at least one, but not more than two, of whom shall be a member of the board. Unless otherwise provided for in these by-laws, the Chairman of each committee shall be appointed by the Chairman of the board. Any standing or ad hoc committee designated by the Board of Trustees may include as full voting members of such committees such persons, whether or not trustees or officers of the Authority, as the Board of Trustees shall determine. Each such committee shall have power to the extent delegated to it by the board, except that no such powers shall be delegated that are inconsistent or adverse to the Authority's Articles of Incorporation. Each committee shall keep minutes of the proceedings and report to the Board of Trustees. At least one (1) member of the management staff of the Authority shall be an ex-officio member on each committee.
- 8.3 COMMITTEE MEETINGS. Committees shall meet on the call of their representative chairs or in the event of their absence or inability to act, on the call of the Chairman of the Board of Trustees or the Executive Director of the Authority. A majority of the members then serving on a committee constitutes a quorum for the meeting of the committee and the vote of a simple majority of those present at a meeting at which a quorum is present, constitutes an action of the committee. Each committee shall determine and schedule the number of regular meetings it will hold each year.

ARTICLE 9: FISCAL YEAR AND FINANCES

- 9.1 FISCAL YEAR. The fiscal year of the Authority shall be from January 1 of each year through December 31 of the same year.
- 9.2 CONTRACTS, CHECKS, BANK ACCOUNTS, ETC. The Board of Trustees is authorized to select such banks or depositories as it shall deem proper for funds of the Authority. The board shall determine who, if anyone, in addition to the Executive Director and the Treasurer shall be authorized from time to time on the Authority's behalf to sign checks, drafts and money orders for the payment of money, acceptances, notes and other evidences of indebtedness, to enter into contracts or to execute and deliver other documents and instruments. All persons having access to the monetary assets of the Authority shall be bonded for such purposes.

By-laws of the Howell Area Parks & Recreation Authority
Proposed 4/18/17

9.3 AUDIT OR FINANCIAL REVIEW. An audit of the Authority accounts shall be performed annually at the end of the fiscal year by a certified public accountant. The annual audit will be presented to the Board of Trustees for approval prior to sending three copies of the annual audit to each participating municipality and placed on file with the State of Michigan.

ARTICLE 10: LIABILITY INSURANCE, INDEMNIFICATION

10.1 LIABILITY INSURANCE. The Authority shall have and maintain liability insurance for the Authority.

10.2 INDEMNIFICATION. The Authority shall indemnify its directors and officers, employees and agents and other persons whom it shall have power to indemnify, as permitted by law, and as determined by the Board of Trustees.

ARTICLE 11: OPEN MEETINGS AND FREEDOM OF INFORMATION PROVISIONS

All meetings of the Authority shall be open to the public and shall be held in a place available to the general public. All deliberations and decisions of the Authority shall be made at a meeting open to the public. A person shall be permitted to address a hearing of the Authority under the rules established by these by-laws. A person shall not be excluded from a meeting of the Authority except for a breach of the peace committed at the meeting. All records, files, publications, correspondence, and other materials are available to the public for reading, copying, and other purposes as governed by the Freedom of Information Act.

ARTICLE 12: BY-LAW AMENDMENT

These by-laws may be amended, repealed or altered in whole or in part by the affirmative vote of two thirds (2/3) of the members of the Board of Trustees then in office, who are present at any regular meeting of the board, except that no such action shall be taken in a manner inconsistent with or adverse to "the Authority's" status. Any proposal to amend these by-laws shall be included with the written notice at least thirty (30) days in advance of the meeting at which the amendment is proposed.

AGENDA ITEM

8B

80

**HOWELL TOWNSHIP -
APPLICATION FOR AMENDMENT TO
ZONING ORDINANCE / MAP**

Fee: \$1000.00

File No: 01.17.01

Date: December 21, 2016

Property ID#: 4706-32 - 400 - 012

1. Applicant: Chestnut Development, LLC-Steve Gronow
Owner: Same as applicant
2. Address: 6253 Grand River Avenue, Suite 800, Brighton, Mi. 48114
3. Telephone No: 810.599.5147 FAX No.: e-mail: steve@chestnutdev.com
4. Date of Application: December 21, 2016
5. Completed Land Use Permit Application: Yes
6. Zoning District: Proposed Multi Family Residential (MFR)
7. Existing Use: Vacant
8. Proposed Use: For Lease Multi Family Development
9. Current Zoning Classification: NSC
10. Proposed Zoning Classification: MFR
11. Legal description of property to be rezoned (attached copy if necessary):
Please see attached
12. Attach list of names and addresses of all occupants of real property
Within 300 feet of the premises to be rezoned: Please see attached

13. Requested change in ordinance: N/A

14. Requested change in zoning map: NSC Zoning to MFR Zoning designation

15. Reason for requested change: The requested rezoning is consistent with adjacent zoning districts and will provide a transition from the existing NSC at the Northwest corner of Mason and Burkhart Roads to the existing residential zonings.

16. Has the Applicant made a previous request to rezone the property? No
If so, state when and decision of the Township Board. _____

Applicant, being first fully sworn, on oath deposes and says that all the above statements in this application and in the accompanying application for Land Use Permit submitted herewith are true.

[Signature]
Applicant

STEVE GRONOW
PRINT NAME

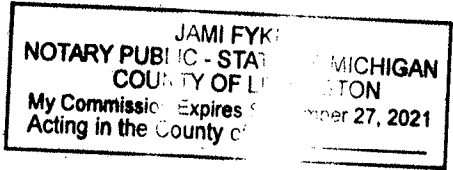
Subscribed and sworn to before me

This 21 day of December, 2016

Jami Fyke
Notary Public

Livingston County, Michigan

My commission expires: 9-27-21



BELOW THIS LINE FOR TOWNSHIP USE ONLY

Zoning Administrator to complete:

1. **Current zoning classification:** _____
2. **Current use:** _____
3. **Has the fee been paid?** _____
4. **Has the Application for Rezoning or change in the ordinance and map been completed?** _____

HOWELL TOWNSHIP ZONING ADMINISTRATOR

Date: _____
BY: Zoning Administrator

TO THE RESIDENTS OF HOWELL TOWNSHIP

Please be notified that the Howell Township Planning Commission will hold the following Public Hearing on February 28, 2017, at 6:30 p.m. at the Howell Township Hall 3525 Byron Road, Howell (517-546-2817), proposed Rezoning for Chestnut Development, LLC-Steve Gronow for Parcel ID #4706-32-400-012, 16.650 Acres. Requests rezoning from NSC "Neighborhood Service Commercial" to MFR "Multi Family Residential".

Legal description as follows:

SEC 32 T3N R4E COM SE COR, TH S 89°55' 08" W 355.60 FT TO POB, TH S 89° 55' 08" W 547.81 FT, TH N 00° 00' 00" E 900.16 FT, TH N 89° 55' 08" E 904.12 FT, TH S 03° 58' 40" E 191.75 FT TH S 00° 58' 00" E 463.92 FT TH S 89° 55' 08" W 377.44 FT, TH S 00° 00' 00" E 245 FT TO POB 16.65 AC M/L SPLIT 9/93 FROM 006 LEGAL CORRECTED 9/22/04

The public is invited to submit written comments on the proposed rezoning request to the Township Clerk at the Howell Township Hall, 3525 Byron Road, Howell, MI., 48855 any time prior to 5:00 pm on February 28, 2017.

Andrew Sloan, Chairperson
Howell Township Planning Commission

(Publish 02/09/2017)



CARLISLE

WORTMAN
associates, inc.

605 S. Main Street, Ste. 1
Ann Arbor, MI 48104

(734) 662-2200
(734) 662-1935 Fax

Date: February 20, 2017

Land Use and Zoning Analysis For Howell Township, Michigan

BACKGROUND INFORMATION

Applicant:	Chestnut Development, LLC-Steve Gronow 6253 Grand River Avenue, Suite 800 Brighton, MI 48114
Project Name:	Chestnut Development Rezoning
Location:	The subject site is located on northwest corner of Burkhart Rd, and Mason Rd. surrounding an existing parcel immediately at the corner.
Zoning:	NCS – Neighborhood Service Commercial
Action Requested:	Rezone property from NCS – Neighborhood Service Commercial to MFR – Multiple Family Residential
Required Information:	As noted in the following review

SITE DESCRIPTION

The applicant proposes to rezone 16.65 acres of undeveloped farmland from NCS – Neighborhood Service Commercial to MFR – Multiple Family Residential. The applicant indicates that the property will be developed as a for-lease multi-family development. Though not an actual component of the rezoning request, the applicant has presented an initial draft site plan to the Planning Commission during the regular January Planning Commission meeting. The site plan is not being reviewed as part of the rezoning petition.

Aerial Image of Subject Site and Vicinity



Source: Livingston County GIS

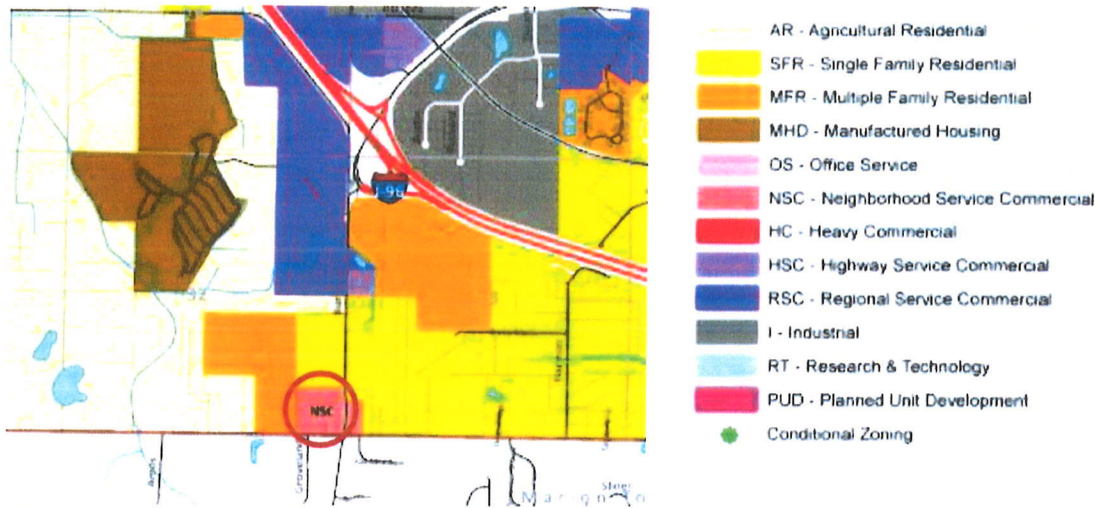
NEIGHBORING ZONING, LAND USE AND MASTER PLAN

Neighboring zoning, land use, and current Master Plan designations are summarized in the following chart:

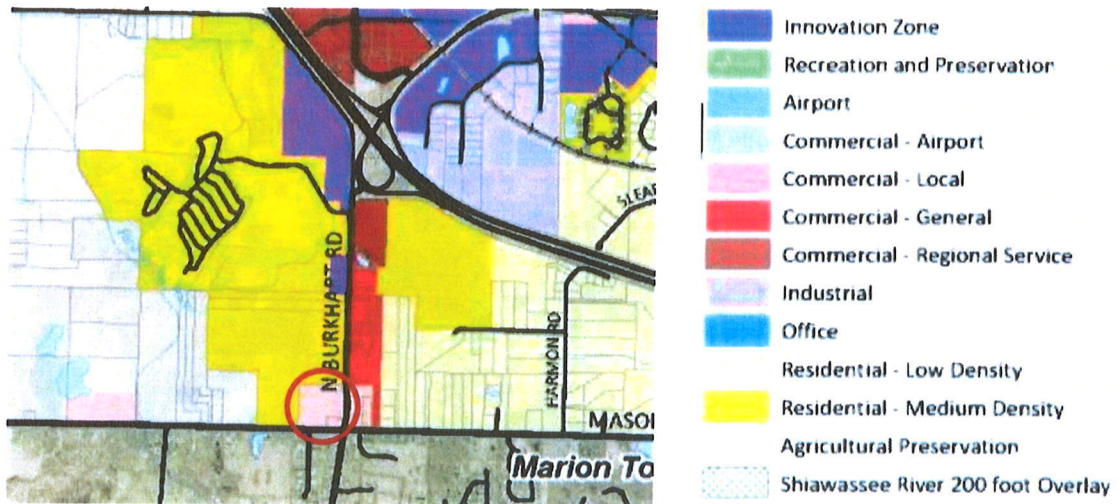
**Table 1
Zoning, Land Use and Master Plan Designations**

	North	South	East	West
Zoning	SFR	ERS-1	SFR	SFR
Land Use	Agricultural/open space	Residential	Large lot Rural residential	Large lot Rural residential
Master Plan	Residential - Medium Density	SSR – Sewered Suburban Residential (Marion TWP)	Urban low to medium density single family residential	Urban low to medium density single family residential

Surrounding land uses include agricultural fields, suburban and large lot rural residential single family homes. The zoning of the land surrounding this property on the same corner does not reflect the current use because they land is undeveloped. The Current zoning of the subject site is NSC.



Existing Zoning Map



Future Land Use Plan

The 2016 Howell Township Master Plan update designates the subject site as neighborhood commercial, with the land surrounding the subject site to the north and west as medium density residential. East of Burkhart Rd. is designated as neighborhood and general commercial. The area to the south, across Mason Road is in Marion Township and is designated at Sewered Suburban Residential.

NATURAL RESOURCES

- Topography:** The site is generally flat. Existing topography and site conditions shall be suitable to the construction of a commercial buildings or multi-family building.
- Woodlands:** There are a number of substantial trees located on the site and one large windrow of mature trees. There may be the edges of woodlands encroaching into the site along the property boundaries.
- Wetlands:** The DEQ wetlands inventory shows a few areas that include identified wetlands or have wetland soils and are potential wetlands on this site. Wetlands must be evaluated as part of any future site development activity.
- Soils:** Per the USDA Web Soil Survey the site contains a number of different soils including primarily; Brookston loam, Conover loam, Conover-Miami loams, Metamora sandy loam, and Minoa-Thetford complex.

Items to be Addressed: None.

DEVELOPMENT POTENTIAL

The purpose of the MFR district is to provide a relatively small and inexpensive type of housing, as well as a broader range of choice of housing types to the people who desire to live in Howell Township in condominium, owner or rental units and their normal accessory uses which are compatibly supportive or convenient to the residents living within such a district. The buildings containing the dwelling units may be in single or group building arrangements having group use facilities held in common to which all residents have equal access and share equally in the financing for operation and maintenance. These developments are of such a density that they are intended to only be developed on public sewer and water systems.

The maximum permitted density in this district is 8 dwelling units per acre.

Uses permitted in the MFR district include Multiple family dwelling structures, including duplexes, triplexes, quadruplexes, garden apartments, townhouses, and other similar types of multi-family dwelling unit buildings.

ESSENTIAL FACILITIES AND SERVICES

The proposed rezoning permits site improvements that will necessitate a more intense use of the essential services and facilities in this area. The higher density residential that is permitted through this MFR zoning will definitely increase traffic on the local roads. Burkhart Rd. and Mason Rd. are paved county road. The Livingston County Road Commission will be responsible to evaluate the capacity of the road for any proposed development.

This area has been planned to be part of the Townships municipal water and sewer system. This site is located in a Sewer and Water District.

There is no public transit in this area. A full review of all essential facilities and services will be performed during the site plan review stage.

ZONING AMENDMENT PROCEDURE / REZONING

Section 23.02 of the Zoning Ordinance outlines the requirements and procedures to review a rezoning petition.

The Planning Commission must hold at least 1 public hearing on the petition. Following the required public hearing (and within 125 days of the petition's filing date), the Planning Commission must transmit a summary of comments received at the hearing and its proposed recommendations for disposition of the petition to the Township Board.

Items to be Addressed: None.

OTHER CONSIDERATIONS

According to Section 23.02 D. 5. Of the Zoning Ordinance, in reviewing an application for the rezoning of land, whether the application be made with or without an offer of conditions, factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

- a) Whether the rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

The Master Plan designates this site as Local Commercial in the Future Land Use Plan. This generally relates to the Neighborhood Service Commercial Zoning District in the Zoning Ordinance. This District has the intent of providing areas wherein retail trade and service outlets can be located in order to satisfy the day to day needs of the residents in the immediate neighborhood.

The Master Plan shows the subject site to be surrounded by varying densities of residential housing. It is located at the intersection of two main county roads and has the potential as a local commercial area to serve a large population of current and future residents. It may be important to maintain some of this area for future local commercial needs.

- b) Whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

The applicant is intending to build multi-family apartment buildings. The MFR Zoning district would allow for multi-family buildings up to five stories or 60 feet tall. The MFR district allows

for up to 8 dwelling units per acre. This is consistent with what is planned for the surrounding area to the north and west, though nothing is currently built to this scale.

- c) Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning; and

The uses allowed under the MFR zoning would not significantly adversely impact public services and facilities. Public utilities are planned for this area, but the Township should determine if the capacity planned for this area included densities of 8 dwelling units per acre.

Burkhart Rd. and Mason Rd. are paved County roads. The site has relatively direct access to I-96. Traffic impact studies that may be done during site development will determine what if any upgrades are necessary for the intersections or interchange areas.


- d) Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.

The area is intended to provide local commercial services to the surrounding existing and planned residential uses. The site was designated as such because of its location at the intersection of two main roadways. While the future use of this site as multifamily residential may be compatible with the uses planned around it, it may be appropriate to maintain a portion, if not all of the site for future local commercial needs.

If they Planning Commission determines that multi-family is appropriate for this site, it may be appropriate to maintain, at a minimum the land that fronts along the public roadways for local commercial uses that would serve the future residential build out of this area.

RECOMMENDATION

The proposed rezoning is not consistent with the existing zoning or plan designation for the site. It is consistent with neighboring surrounding zoning districts and future land use designations of the surrounding lands to the west and north. If the planning commission looks favorably on this petition it may be appropriate to consider a mix of uses for the site that would preserve the area along the roadways for local commercial uses that could serve the existing and planned future residential uses in the area.



CARLISLE/WORTMAN ASSOC., INC.
Paul Montagno, AICP
Associate

#308-1701

cc: Joe Daus, Township Zoning Administrator
Debby Johnson, Township Deputy Clerk
John Enos, Principle CWA



3121 E. Grand River Howell, MI 48843
517.546.4836 fax 517.548.1670
www.bosseng.com

March 21, 2017

Howell Township Planning Commission
3525 Byron Road
Howell, Michigan 48855

Re: Chestnut Development, LLC Rezoning Request, 16.7+/- acres, Mason and
Burkhart Roads

Dear Planning Commission Members,

Thank you for your time taken to hold the public hearing and discuss the above referenced rezoning request. Subsequent to the Planning Commission meeting Steve Gronow, owner of Chestnut Development and I have met with the sub-committee consisting of Mr. Sloan, Mr. Dale, Mr. Montagno and Mr. Daus to continue discussions regarding the challenges of the site remaining commercially zoned and the benefits of the rezoning to Multi Family (MFR) as Chestnut Development has requested.

Mr. Gronow has been in business since the mid 1980's as a developer, investor and residential and commercial real estate broker in Livingston County. Chestnut Development owns numerous properties throughout the county and is very in tuned to the requirements for a successful commercial property.

The Planning Commission had indicated a number of concerns in regard to the requested change in zoning. The concerns focused on 1) loss of commercially zoned property, 2) traffic, and 3) the interchange of M-59 and I-96.

We have analyzed the available commercial property to evaluate potential commercial development properties within the Township boundaries. The attached map indicates over 400 acres of viable development property in locations much more suitable to meeting the criteria for a commercial venture.

In regard to the traffic generated by the development we have compared a commercial development on 16.7 acres versus the proposed concept plan we have submitted to the Township indicating 84 "for lease" ranch style units. According to the Institute of Transportation Engineers Trip Generation Manual , 6th Edition, the traffic generated on a typical weekday for the residential development will total just over 500 trips per day

Howell Township Planning Commission
March 21, 2017

based on 6 trips per unit per day. For a commercial development on 16.7 acres, assuming a 25% building coverage, the site will provide for a total lease space of about 180,000 square feet. At 43 trips per day per 1000 square feet of lease space this totals 7600 vehicles per day, over fifteen times greater traffic generated than the residential development on the same property.

The last concern and topic of discussion at the Planning Commission meeting was the interchange of I-96 and M-59. As you know Burkhart Road, north of the subject site ends at the connector to M-59. This interchange has been a significant topic of conversation between the Burkhart Ridge owner, MDOT and the Livingston County Road Commission. There is no plan in place for improvements to this interchange in the future and the cost of an improvement that would be acceptable to the public agencies is likely out of reach for a private funding option.

Additionally we offer the following information to further our belief that the Multi Family zoning is a higher and better use of the property than the Neighborhood Service Commercial zoning:

The Neighborhood Service Commercial zoning in this location is not viable and will not be in the future. The industry standard for local commercial uses, especially of the size of this property, requires pass by traffic counts of 25,000 vehicles per day. Data pulled from the SEMCOG website indicates counts of approximately 7500 vehicles per day on Burkhart Road and only approximately 6000 on Mason Road for a total of 13,500 vehicles per day. This traffic count falls far short of the minimum threshold for commercial property and probably will forever due to very low density zoning in the adjacent portion of Marion Township to the south.

As a comparison the Michigan Avenue/M-59 intersection where Jonna's Market is located carries a total of over 32,000 vehicles per day. This type of intersection and associated traffic counts is necessary for a successful commercial development to occur and no developer will construct any type of commercial development on the subject property with such low daily traffic counts.

There is a tremendous market demand for attractive, for lease residential product in the Howell area. Chestnut Development is proposing all ranch units with attached two car garages. This style is particularly attractive to empty nesters, young singles and young married couples.

Howell Township Planning Commission
March 21, 2017

In conclusion, we request the Planning Commission consider the additional information presented in this letter when voting on your recommendation to the Township Board. Thank you and we look forward to your next meeting.

Very truly yours,

BOSS ENGINEERING COMPANY

A handwritten signature in black ink, appearing to read "Brent W. LaVanway", written over a horizontal line.

Brent W. LaVanway, P.E.
Director of Engineering

K:/docs/16-331twpletter



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

TO: Planning Commission Subcommittee
FROM: Paul Montagno, AICP, Township Planner
DATE: March 24, 2017
RE: Chestnut Rezoning

We met with the applicant for the Chestnut Development Rezoning on Monday March 13, 2017, to discuss in more detail some of the issues that the Planning Commission recognized with the proposed rezoning from the NCS – Neighborhood Service Commercial to MFR – Multiple Family Residential. The following bullet points are intended to recap the conversation:

- The existing zoning and the planned future land use for the site are local commercial which is intended to provide for the needs of existing or future residents in in the vicinity.
- The applicant noted that based on his expertise and knowledge of the market, the current activity in the area would not support local commercial on that site. There are not enough vehicle trips on the adjacent roads to make a commercial development viable at this time.
- The committee had concern that multi-family residential will create vehicle trips which will add to the safety issues at the interchange.
- Local commercial will not be generating trips, but drawing its business from surrounding residential uses that generate trips that pass by the site.
- The owner of the property indicated that commercial is not viable at this time and will not develop the site for that use.
- The committee noted that the plan represents an appropriate use of that property for the future, and if there is not currently the density in the area to support local commercial then it may not be appropriate for the site to be developed.
- It is important to preserve the planned use of the site for local commercial, because in the future when the planned residential uses are developed, the corner is the appropriate location for local commercial that will provide for the needs of the future residents.

HOWELL TOWNSHIP PLANNING COMMISSION

Howell Township Hall

March 28, 2017

6:30 p.m.

DRAFT

MEMBERS PRESENT:

Andrew Sloan Chairman
Mark Freude Vice Chairman
Wayne Williams Secretary
Adam Dale Commissioner
Peter Manwiller Commissioner

MEMBERS ABSENT:

Carolyn Henry Commissioner
Matthew Counts Board Rep.

Also in attendance: Zoning Administrator Joe Daus
Township Planner Paul Montagno

Chairman Sloan called the meeting to order at 6:30 p.m. The roll was called. All rose for the Pledge of Allegiance.

APPROVAL OF THE AGENDA:

MOTION by Freude, seconded by Williams **“TO APPROVE THE MARCH 28, 2017 AGENDA AS PRESENTED.”** Motion carried.

APPROVAL OF MINUTES:

MOTION by Dale, seconded by Freude, **“TO APPROVE THE FEBRUARY 28, 2017 MEETING MINUTES AS PRESENTED.”** Motion carried. (See February 28, 2017 Meeting Minutes)

CORRESPONDENCE:

Planning & Zoning News.

TOWNSHIP BOARD REPORT:

- No report (No March Township Board Meeting).

ZONING BOARD OF APPEALS REPORT:

(Sloan)

- Approved a variance for placement of a barn on Parcel #4706-02-300-006, 5611 Preston Rd.

ZONING REPORT:

(Daus)

- See Land Use Permit Listing.

UNFINISHED BUSINESS:

- A) **REZONING OF PARCEL #4706-32-400-012, FILE #01.17.01 FROM NSC TO MFR**
– This was tabled from last month’s meeting. Chairman Sloan explained after last month’s meeting at the request of the engineer, a sub-committee was formed (3 Planning Commissioners, Township Planner, Township Zoning Administrator, the petitioner and his engineer) to discuss concerns the Planning Commissioners and the Township Planner had about the project: loss of commercially zoned property, the traffic and the interchange at M59 and I96. Township Planner Montagno

reiterated his report from last month. Director of Engineering, Brent LaVanway, of Boss Engineering submitted a report summarizing their belief that Multi Family Residential is a better use of the property. He also showed a plan showing the proposed project for the area along with the amount of other commercial zoned property available in the area. Chairman Sloan took questions and comments from the Commissioners. He also reminded the Commissioners and the public that the Public Hearing for this rezoning took place on February 28, 2017. Chairman Sloan asked if the public had any questions or comments on this issue and there was no response. Chairman Sloan entertained the options for motion: 1) to approve recommendation to the Board 2) to deny recommendation to the Board 3) to table the decision. **MOTION** by Dale, seconded by Manwiller, **“TO RECOMMEND APPROVAL TO THE TOWNSHIP BOARD AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Freude – yes, Williams – yes, Manwiller – yes, Dale – yes, Sloan – no. Motion carried 4 to 1.

- B) **KENNELS** – Township Planner Montagno stated that the Kennels Ordinance has been ongoing subject for a while but final approval has not yet been given. Several changes/amendments is being made to the ordinance(s) {Modify Article II Definitions, Modify Article IV, Modify Article VII, Modify Article X, Modify Article XI, Modify Article XIV}. **MOTION** by Freude, seconded by Williams, **“TO RECOMMEND TO THE TOWNSHIP BOARD TO ADOPT CHANGES ON KENNELS TO THE ARTICLES AS PRESENTED.”** Motion carried. More discussion followed. With a **FRIENDLY AMENDMENT TO THE MOTION** by Freude, seconded by Williams, **“IN DEFINITIONS UNDER HOUSE HOLD PETS, WHERE IT SAYS [NO MORE THAN 4 SUCH ANIMALS MAY BE KEPT PER DWELLING UNIT] TO [NO MORE THAN 4 SUCH ANIMALS MAY BE KEPT PER DWELLING UNIT, EXCLUDING CAGED ANIMALS].”** Discussion followed. Motion carried.

NEW BUSINESS:

PUBLIC HEARING: REZONING OF PARCEL #4706-32-200-011 FROM “RSC” TO “SFR”. **MOTION** by Freude, seconded by Dale, **“TO OPEN THE PUBLIC HEARING ON REZONING OF PARCEL #4706-32-400-011 AT 7:12 P.M.”** Motion carried. Township Planner Montagno explained that the 1.3 acres of undeveloped land is zoned, “RSC” Regional Service Commercial and the applicant is requesting a rezoning to “SFR” Single Family Residential. This is not a Conditional Rezoning so any uses and arrangement permitted through the Zoning Ordinance in the “SFR” District would be possible if rezoning is granted. Permitted uses in “SFR” are limited to single-family homes and those uses considered to be accessory to single-family homes at a relative density of 4 dwellings units per acre. Chairman Sloan took comments from the applicants. They stated that they have owned the property for several years and are not exactly sure how many homes they plan to build on the site. Questions and comments were taken from the Commissioners. There was no comments from the public and there has been no response submitted to the Township. **MOTION** by Freude, seconded by Dale, **“TO CLOSE THE PUBLIC HEARING ON REZONING OF PARCEL #4706-32-400-011 AT 7:27 P.M.”** Motion carried. **MOTION** by Williams, seconded by Dale, **“TO RECOMMEND APPROVAL OF REZONING PARCEL #4706-32-**

ZONING/MASTER PLAN AMENDMENT FORM

Livingston County Planning Commission, 304 East Grand River, Suite 206, Howell, MI 48843-2323

TOWNSHIP CASE NUMBER 01.17.01 COUNTY CASE NUMBER Z-06-17

The Howell Township Planning Commission is submitting the following amendment for review and comment.

REZONING (MAP AMENDMENT) Property description and location (attach a map of the proposed amendment as required by law).

Size: 16.650 Property tax identifier: 4706-32-400-012
Location: Burkhardt and Mason Roads
Existing Zoning District is: NSC Proposed Zoning District: MFR
Name of Petitioner: Chestnut Development Name of Property Owner: Steve Gronow
Purpose of Change: Multi Family Development
Existing Land Use: Vacant

ZONING ORDINANCE TEXT AMENDMENT The following Article(s) and Section(s) to be amended:

Article Number(s): _____ Article Name(s): _____
Section Number(s): _____ Section Name(s): _____

Please attach a copy of the proposed zoning ordinance changes.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on 2/19/2017 In the H.C.P.
(not less than 15 days before the public hearing)

_____ Newspaper, which has general circulation in the township. The Howell Township Planning

Commission held a public hearing on 2/28/2017 to hear the views of the public on the proposed amendment.

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

MASTER PLAN

Adoption of new or revised plan Amendment (Section/Chapter) _____

Note: For all master plan cases, the municipality must submit a statement signed by the Planning Commission Secretary stating that all of the necessary legislative bodies have been sent notice of the public hearing and copies of the proposed language/map, along with the name and address of each, and date of submittal.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on _____
(not less than 15 days before the public hearing)

in the _____ Newspaper, which has general circulation in the township.

The _____ Township Planning Commission held a public hearing on _____ to hear the views of the public on the proposed amendment.
(date)

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

TOWNSHIP PLANNING COMMISSION ACTION

The recommendation of the Township Planning Commission, at its meeting of March 28, 2017 was:

- Approval Disapproval Approval under the following conditions: (use additional sheets as necessary)

Candice H. [Signature] (Chair Signature) Debra J. Johnson (Secretary Signature) - Recording

LIVINGSTON COUNTY PLANNING COMMISSION ACTION

Date Received April 4, 2017 Date of LCPC Meeting April 19, 2014
The Commission on the above meeting date took the following action:

- Approval Approval with conditions stated in attachment Disapproval No action-encourage further review

[Signature] (Chair Signature) Kathleen A. [Signature] (Director Signature)

TOWNSHIP BOARD ACTION

Date of Meeting _____ The _____ Township Board at a legally constituted

meeting held on the above date PASSED PASSED WITH AMENDED LANGUAGE DID NOT PASS NO ACTION-ENCOURAGE FURTHER REVIEW the recommended change contained herein.

COPIES: White - County Planning Commission, Canary - Township Planning Commission, _____ (Township Clerk)
Pink - Township Clerk, Goldenrod - County Planning Commission

C. Z-06-17: HOWELL TOWNSHIP – REZONING -

Current Zoning: NSC: Neighborhood Service Commercial District
Proposed Zoning: MFR: Multiple-Family Residential District
Proponents: Sections 32: Howell Township

Township Master Plan: The Future Land Use map of Howell Township (Map #3) designates the parcel as **Commercial – Local**.

This designation closely aligns with the existing zoning of the parcel as neighborhood service commercial and is best suited to meet the day to day needs of residents in the immediate area by providing goods and services of a retail nature. The future land use map illustrates the subject parcel surrounded by future land use designations of varying residential intensity with a strong commercial aspect along the east side of Burkhart Road. While rezoning the parcel to multiple-family residential is contrary to the parcel specific designation of commercial, we are not concerned with the change due to proximity of other nearby areas that currently serve neighborhood commercial needs and the surrounding future residential land uses. The Township plan also indicates that one of the future land use goals is to encourage and support residential development patterns of varying style and density in appropriate areas based on existing character and function.

County Comprehensive Plan: The Livingston County Comprehensive Plan designates the site as **Transitional Residential** (page 64). According to the County Comprehensive Plan:

Transitional Residential applies to areas that have already experienced new suburban housing growth, but which retain some of their agricultural characteristics. These areas act as a buffer between more strictly agricultural lands and residential areas. Most of these areas will be on the front lines of residential development pressure over the next two decades. Therefore, it is important to have effective open space and cluster ordinances in place. Public water and sewer are already present in some areas..... (Pages 64-65)

Township Planning Commission Recommendation: Approval. The Howell Township Planning Commission recommended APPROVAL of this request at its March 28, 2017 public hearing. There were no comments at the public hearing.

Staff Recommendation: Approval. Staff is recommending approval of the proposed rezoning from NSC (Neighborhood Service Commercial) to MFR (Multiple Family Residential). The proposed change is consistent with current and future land uses in the immediate and surrounding area.

Commission Discussion: Commissioner Sparks had a general question about the maps provided in the review. Commissioner Prokuda inquired as to the zoning in Marion Township which is across the street from the subject parcel. Principal Planner Barb said it is a sewerred area, similar in nature and character to the proposed site and immediately surrounding parcels.

Public Comment: Mr. Brent LaVanway, Boss Engineering, representing the applicant, did not have any further comments to provide regarding the rezoning at this time.

Commissioner Action: IT WAS MOVED BY COMMISSIONER CLUM TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

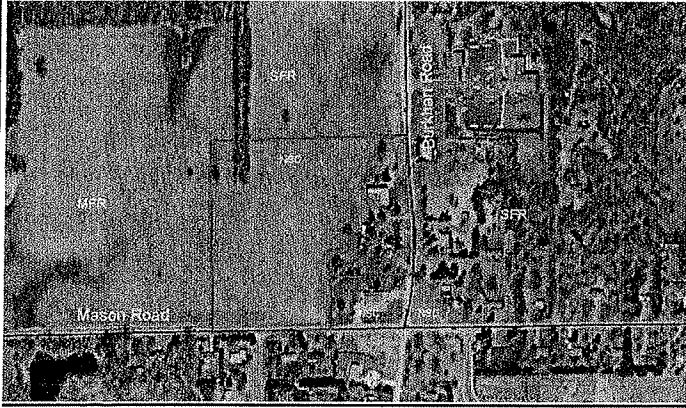

Motion passed. 6-0

D. Z-07-17: HOWELL TOWNSHIP – REZONING -

Current Zoning: RSC: Regional Service Commercial District
Proposed Zoning: SFR: Single-Family Residential District
Proponents: Sections 32: Howell Township

Township Master Plan: The Future Land Use map of Howell Township (Map #3) designates the parcel as part of the **Innovation Zone** – a district that is intended to be flexible with regard to specific use while

LIVINGSTON COUNTY PLANNING DEPARTMENT – ZONING REVIEW

CASE NUMBER: Z-06-17	LOCATION: Howell Township SECTION NUMBER: Section 32 TOTAL ACREAGE: 16.65 acres	APPLICANT/OWNER: Chestnut Development
<u>CURRENT ZONING:</u> NSC Neighborhood Service Commercial <u>PERMITTED/SPECIAL USES (Not all inclusive):</u> Permitted: Retail establishments for groceries, meats, drugs and sundries; restaurants; service establishments including medical, dental, and financial; vehicle service and repair facilities. Special: Automotive gasoline stations; drive in retail; neighborhood shopping centers; non-profit shelters for pets. <u>MINIMUM LOT AREA:</u> With water and sewer minimum lot size is 10,000 sq. ft. 1 acre without utilities.		<u>REQUESTED ZONING:</u> MFR Multiple Family Residential <u>PERMITTED/SPECIAL USES (Not all inclusive):</u> Permitted: Multiple family dwelling structure including duplexes, garden apartments, townhouses; adult foster care small group homes. Special: Adult foster care large group homes; child care centers; adult day care centers. <u>MINIMUM LOT AREA:</u> ½ acre minimum; each multiple family dwelling in addition must have a minimum of 2,000 sq. ft. (efficiency).
<u>ZONING:</u>	<u>LAND USE:</u>	
		
<u>TOWNSHIP PLANNING COMMISSION RECOMMENDATION AND PUBLIC COMMENTS:</u> The Howell Township Planning Commission recommended APPROVAL of this request at its March 28, 2017 public hearing. There were no comments at the public hearing.	<u>ESSENTIAL FACILITIES:</u> SANITARY SEWER: Private Sewer/Public Available. WATER SUPPLY: Private Water Supply/Public Water Avail. ACCESS ROAD(S): Property access is Burkhart and Mason Roads.	

EXISTING CONDITIONS:

The site proposed for the rezoning request is located in Section 32 of Howell Township.

Natural Areas: According to the map "Livingston County's High Quality Natural Areas", there are no high quality natural areas that exist on this site.

Land Use: The existing parcel is predominantly vacant. A home, a barn, and several accessory buildings are located on the east side of the site along Burkhart Road and are vacant.


Soils: The site is predominantly covered with Metamora sandy loam (0-4%) and Minoa-Thetford complex (0-4%). Neither soil types present a problem for building on site with available water/sewer supply.

Wetlands: The National Wetlands Inventory (NWI) indicates that the entire site is classified as uplands with no seasonal or permanent water or hydric soils on site.

Topography: The parcel is generally flat according to the 5 ft. contours on the base map provided by GIS.

Vegetation: The site is in its natural state; open field with some grown up grasses.

CURRENT LAND USE, ZONING, AND MASTER PLANNING MATRIX:

		NORTH	
		<p>Existing Land Use: Agricultural/Open Space</p> <p>Zoning: SFR Single Family Residential</p> <p>Master Plan: Residential – Medium Density</p>	
		SUBJECT SITE	
WEST	<p>Existing Land Use: Large Lot Residential</p> <p>Zoning: SFR Single Fam. Residential</p> <p>Master Plan: Low to Medium Density Residential</p>	<p>Existing Land Use: Agricultural and Residential</p> <p>Zoning: NSC Neighborhood Service Commercial</p> <p>Master Plan: Commercial - Local</p>	EAST
		SOUTH	
		<p>Existing Land Use: Residential</p> <p>Zoning: Existing Residential Subdivision 1 acre</p> <p>Master Plan: Sewered Suburban Residential</p>	

TOWNSHIP MASTER PLAN:

The Future Land Use map of Howell Township (Map #3) designates the parcel as Commercial – Local. This designation closely aligns with the existing zoning of the parcel as neighborhood service commercial and is best suited to meet the day to day needs of residents in the immediate area by providing goods and services of a retail nature. The future land use map illustrates the subject parcel surrounded by future land use designations of varying residential intensity with a strong commercial aspect along the east side of Burkhart Road. While rezoning the parcel to multiple family residential is contrary to the parcel specific designation of commercial, we are not concerned with the change due to proximity of other nearby areas that currently serve neighborhood commercial needs and the surrounding future residential land uses. The Township plan also indicates that one of the future land use goals is to encourage and support residential development patterns of varying style and density in appropriate areas based on existing character and function.

COUNTY COMPREHENSIVE PLAN:

The Livingston County Comprehensive Plan designates the site as **Transitional Residential** (page 64). According to the County Comprehensive Plan:

“Transitional Residential applies to areas that have already experienced new suburban housing growth, but which retain some of their agricultural characteristics. These areas act as a buffer between more strictly agricultural lands and residential areas. Most of these areas will be on the front lines of residential development pressure over the next two decades. Therefore, it is important to have effective open space and cluster ordinances in place. Public water and sewer are already present in some areas..... (Pages 64-65)”

COUNTY PLANNING STAFF COMMENTS:

According to the rezoning application and submitted information, the applicant (Chestnut Development) is proposing a rezoning to MFR to develop 84 ranch style condo/apartment units with attached 2 car garages. The parcel is currently open field with a single home, a barn, and several accessory buildings located on the eastern portion of the property.

This is a highly transitional area of Howell Township due to the emergence of commercial, residential, and industrial related uses at and near the Burkhart and Mason Road intersection. The Township Master Plan has the parcel designated as a commercial property with medium density residential land adjacent to the subject parcel to the north and west. Marion Township properties south of the parcel and Mason Road have been designated as residential in nature with future land uses illustrating a suburban residential plan.

There are no immediate conflicts with the Livingston County Comprehensive Plan with regards to the rezoning of the parcel and believe that the ample commercial opportunities that are planned along the east side of Burkhart Road support rezoning the subject parcel to MFR and will not have any adverse effects on the this area of the Township.

STAFF RECOMMENDATION:

Approval. Staff is recommending approval of the proposed rezoning from NSC (Neighborhood Service Commercial) to MFR (Multiple Family Residential). The proposed change is consistent with current and future land uses in the immediate and surrounding area.

Owells Township NSC to MFR

Open Space

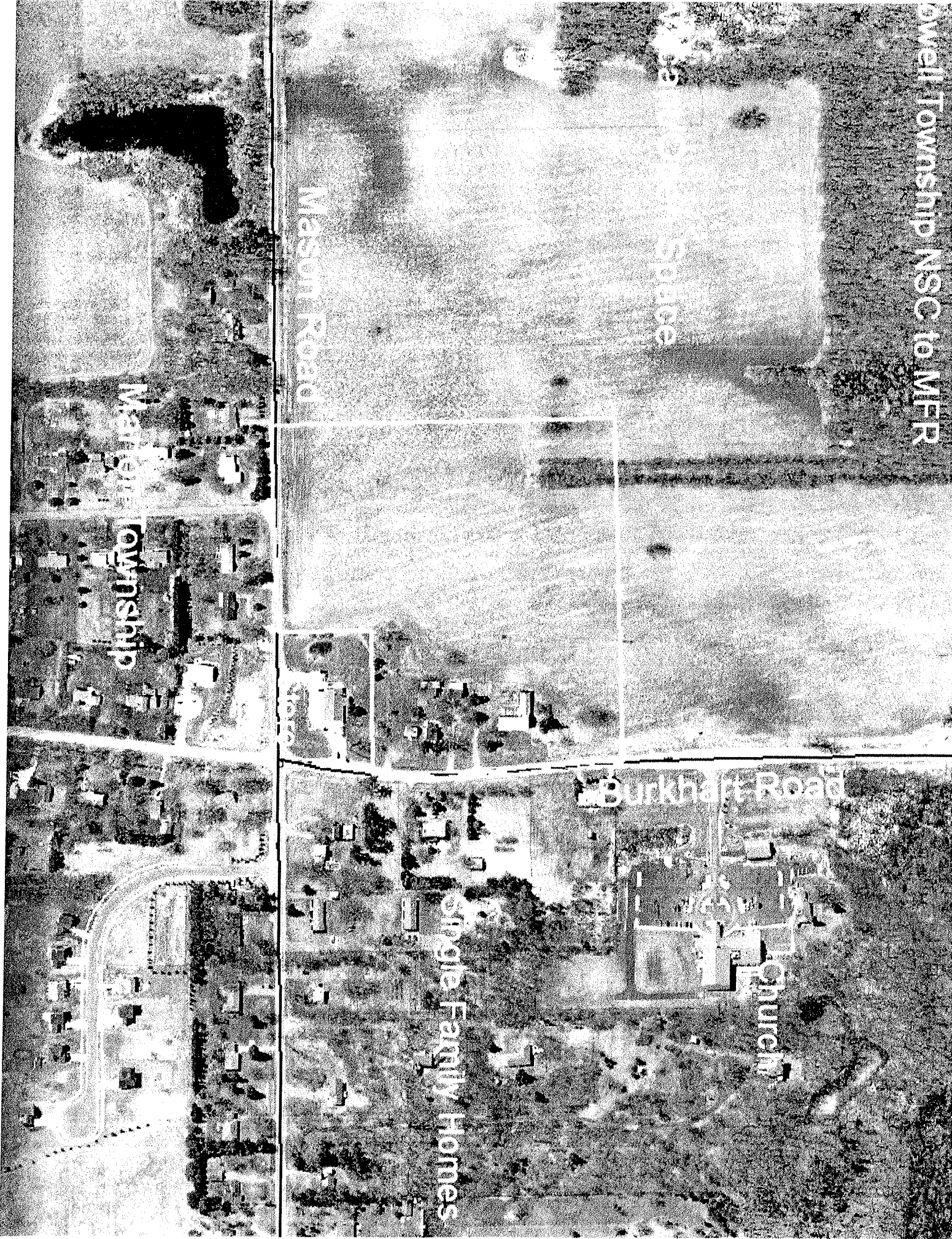
Mason Road

Marion Township

Burkhart Road

Single Family Homes

Quincy



AGENDA ITEM

8C

HOWELL TOWNSHIP
APPLICATION FOR AMENDMENT TO ZONING MAP
CONDITIONAL REZONING

Fee: \$ 1000 — File #: 03, 17, 02 Date: 3/4/17 Parcel # 0632200011

1. Applicant: Russell Cesarz + Sandra Sharp

2. Address: 16479 Belfast Fenton, Mi 48430

3. Telephone Number: 586-612-4672

4. Date of Application: 3/4/17

5. Completed Land Use Permit Application: subject to rezoning

6. Approved Site Plan: subject to rezoning

7. Zoning District: regional service RSC

8. Current Use: vacant land

9. Proposed Use: residential

10. Current Zoning Classification: regional service RSC

11. Proposed Zoning Classification: residential SFR

12. Legal Description of property to be rezoned (attach copy if necessary):

Sec 32 T3N R4E a part of ne 1/4 of sec, comm center of Burkhart Rd at a point 153' N of se corner of ne 1/4 of sec, th N 288' th S 288', then e 200 ft to pob, 1.3 ac m/l.

13. Conditions Offered for Conditional Rezoning (attach copy if necessary):

Not conditional rezoning

14. Requested change in zoning map: change to residential

15. Reason for requested change: surrounded by residential
houses + zoning

16. Has the Applicant made a previous request to rezone the property? no
If so, state when and decision of the Township Board _____

Applicant, being first duly sworn, on oath, disposes and says that all the above statements in this application and in the accompanying application for land use permit submitted herewith are true.

Sandra Sharp
Applicant

Sandra Sharp
Print Name

Subscribed and sworn to before me

This 6 day of March, 2017

Debra J. Johnson
Notary Public
Livingston

Debra J Johnson

County, Michigan

Debra J. Johnson
Notary Public, State of Michigan
County of Livingston
My Commission Expires Mar. 30, 2020
Acting in the County of Livingston

My commission expires: 3/30/2020

BELOW THIS LINE FOR TOWNSHIP USE ONLY

Zoning Administrator to complete:

1. Current zoning classification RSC
2. Current use VACANT
3. Has the fee been paid? YES
4. Has the Application for Conditional Rezoning been completed: N/A

Date: 3/6/2017

By: J. Davis
Howell Township Zoning Administrator



CARLISLE

WORTMAN
associates, inc.

605 S. Main Street, Ste. 1
Ann Arbor, MI 48104

(734) 662-2200
(734) 662-1935 Fax

Date: March 23, 2017

Land Use and Zoning Analysis For Howell Township, Michigan

BACKGROUND INFORMATION

Applicant:	Russell Cesarz and Sandra Sharp
Project Name:	Burkhart Road Rezoning
Location:	The subject site is located on west side of Burkhart Rd. between Mason Rd. and I-96.
Zoning:	RSC – Regional Service Commercial
Action Requested:	Rezone property from RSC – Regional Service Commercial to SFR – Single Family Residential
Required Information:	As noted in the following review

SITE DESCRIPTION

The applicant proposes to rezone 1.3 acres of undeveloped land from RSC – Regional Service Commercial to SFR – Single Family Residential for a parcel of land identified by tax parcel ID number 4706-32-200-011. The applicant did not indicate in their application what they would like to do with the property. This is not a conditional rezoning so any uses and arrangement permitted through the Zoning Ordinance in the SFR district would be possible if the petition is approved. Uses permitted in the SFR district are limited to single-family homes and those uses considered to be accessory to single-family homes at a relative density of 4 dwelling units per acre.

Aerial Image of Subject Site and Vicinity



Source: Google Maps

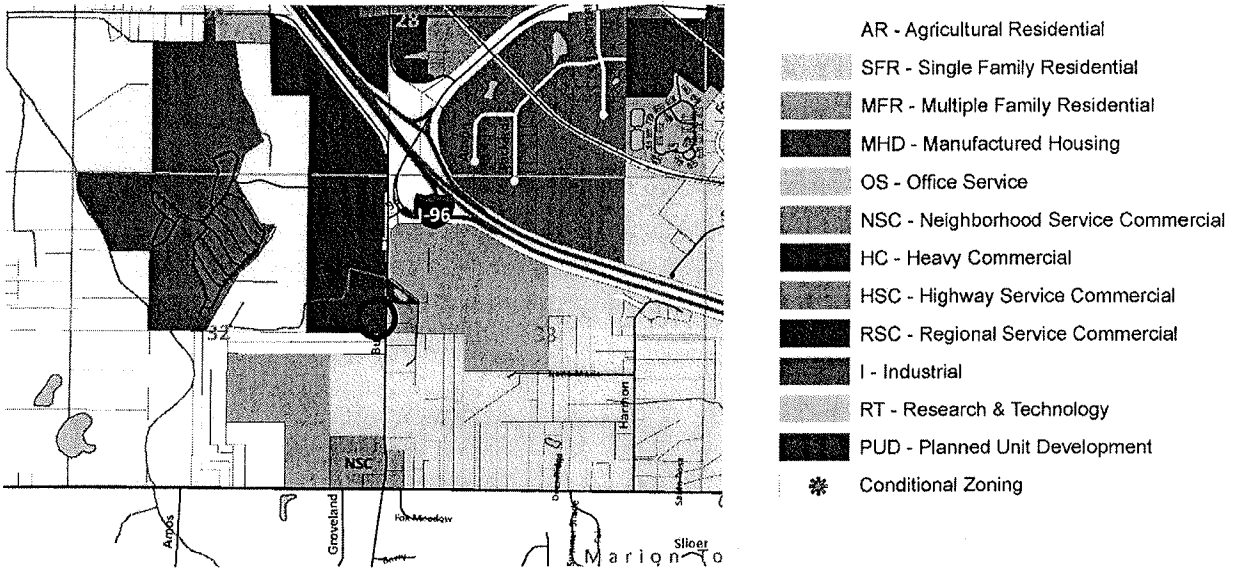
NEIGHBORING ZONING, LAND USE AND MASTER PLAN

Neighboring zoning, land use, and current Master Plan designations are summarized in the following chart:

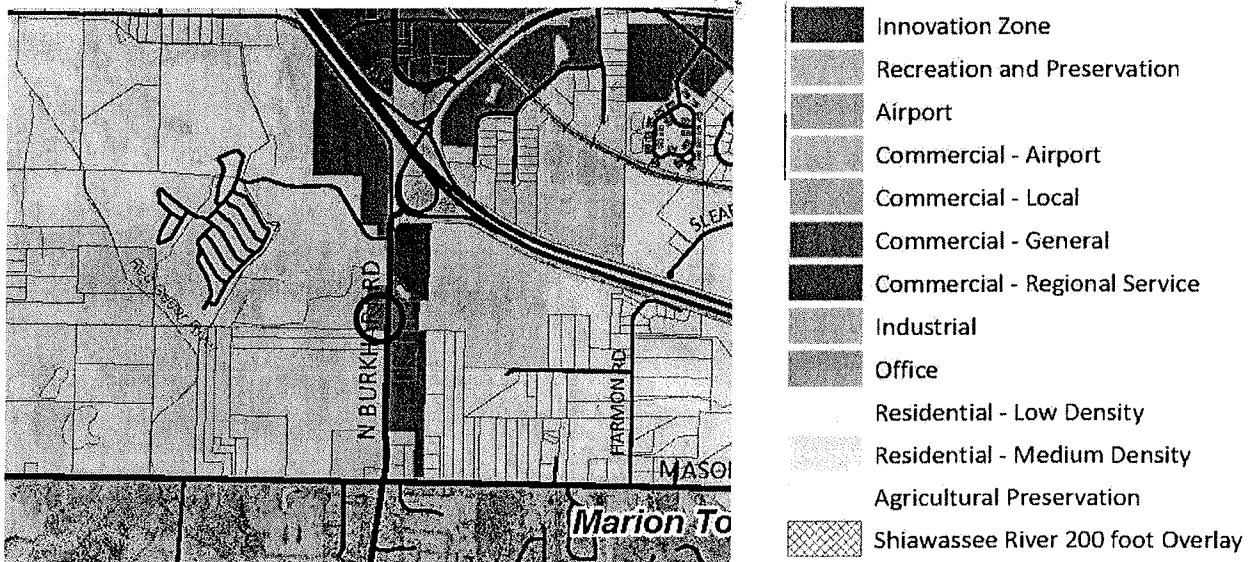
Table 1
Zoning, Land Use and Master Plan Designations

	North	South	East	West
Zoning	RSC	RSC	RSC	HSC
Land Use	Rural Commercial	Residential	Residential	residential
Master Plan	Innovation Zone	Innovation Zone	Innovation Zone	Commercial - Regional Service

Surrounding land uses generally include rural residential lots and undeveloped open space. The property to the north has a single structure that is used as some type of heavy commercial or service use. The zoning of the land surrounding this property is all regional service though the existing uses do not reflect the zoning.



Existing Zoning Map



Future Land Use Plan

The 2016 Howell Township Master Plan designates the subject site as innovation Zone, a planned flexible zoning district that would allow for a number of light industrial or larger scale commercial uses. Beyond the immediate surrounding parcels most of the area on the west side of Burkhardt is planned for medium density residential.

NATURAL RESOURCES

- Topography:** The site is generally flat. Existing topography and site conditions should be suitable to the construction of a single-family buildings.
- Woodlands:** The sight appears to be mostly covered with new growth vegetation and some existing larger trees.
- Wetlands:** The DEQ wetlands inventory does not indicate the presence of wetlands on the site.
- Soils:** Per the USDA Web Soil Survey the site contains Fox sandy loam and Owosso-Miami sandy loam soils.

Items to be Addressed: None.

DEVELOPMENT POTENTIAL

The purpose of this district is to provide for single family housing neighborhoods free from other uses except those which are normally accessory and compatibly supportive and convenient to the residents living within such a district. The lot sizes and densities are intended for the development of residential use that would be serviced by public utilities.

With a minimum lot size of 10,000 square feet per dwelling unit, the district permits a density of just over 4 dwelling units per acre.

Uses permitted in the SFR district include single-family homes and customary accessory uses.

ESSENTIAL FACILITIES AND SERVICES

This area has been planned to be part of the Townships municipal water and sewer system. This site is located in a Sewer and Water District.

If the zoning change was approved the uses permitted would have a negligible effect on public facilities and services.

ZONING AMENDMENT PROCEDURE / REZONING

Section 23.02 of the Zoning Ordinance outlines the requirements and procedures to review a rezoning petition.

The Planning Commission must hold at least 1 public hearing on the petition. Following the required public hearing (and within 125 days of the petition's filing date), the Planning Commission must transmit a summary of comments received at the hearing and its proposed recommendations for disposition of the petition to the Township Board.

Items to be Addressed: *The Planning Commission must make a recommendation to the Board based on their findings and discussion.*

OTHER CONSIDERATIONS

According to Section 23.02 D. 5. Of the Zoning Ordinance, in reviewing an application for the rezoning of land, whether the application be made with or without an offer of conditions, factors that should be considered by the Planning Commission and the Township Board include, but are not limited to, the following:

- a) Whether the rezoning is consistent with the policies and uses proposed for that area in the Township's Master Land Use Plan;

The Master Plan designates this site as Innovation Zone in the Future Land Use Plan. This is a mixed use designation that is intended to support a number of light industrial, office, or commercial uses that require larger interior spaces that don't necessarily attract large numbers of customers at any one time.

The Master Plan shows the subject site and those immediately surrounding as planned for the Innovation Zone with the balance of the land in that section generally being planned for medium density residential.

- b) Whether all of the uses allowed under the proposed rezoning would be compatible with other zones and uses in the surrounding area;

The use of the site for single-family would be consistent with the existing surrounding use.

- c) Whether any public services and facilities would be significantly adversely impacted by a development or use allowed under the requested rezoning; and

The use of this site for single family residents would not significantly affect public utilities.

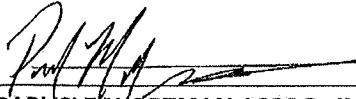
- d) Whether the uses allowed under the proposed rezoning would be equally or better suited to the area than uses allowed under the current zoning of the land.

The development of this site for regional Services would be out of scale and out of character with the current character of the area.

RECOMMENDATION

The proposed rezoning is not consistent with plan designation for the site. It is however consistent with existing neighboring uses and surrounding lands. If the Planning Commission looks favorably on this petition it should be noted that this is down zoning and other uses that are permitted by the surrounding zoning and future planned district may be less compatible.

Burkhart Road Rezoning
3/23/17



CARLISLE/WORTMAN ASSOC., INC.
Paul Montagno, AICP
Associate

#308-1701

cc: Joe Daus, Township Zoning Administrator
Debby Johnson, Township Deputy Clerk
John Enos, Principle CWA

Draft

reiterated his report from last month. Director of Engineering, Brent LaVanway, of Boss Engineering submitted a report summarizing their belief that Multi Family Residential is a better use of the property. He also showed a plan showing the proposed project for the area along with the amount of other commercial zoned property available in the area. Chairman Sloan took questions and comments from the Commissioners. He also reminded the Commissioners and the public that the Public Hearing for this rezoning took place on February 28, 2017. Chairman Sloan asked if the public had any questions or comments on this issue and there was no response. Chairman Sloan entertained the options for motion: 1) to approve recommendation to the Board 2) to deny recommendation to the Board 3) to table the decision. **MOTION** by Dale, seconded by Manwiller, **"TO RECOMMEND APPROVAL TO THE TOWNSHIP BOARD AS PRESENTED."** Discussion followed. A roll-call vote was taken: Freude – yes, Williams – yes, Manwiller – yes, Dale – yes, Sloan – no. Motion carried 4 to 1.

- B) **KENNELS** – Township Planner Montagno stated that the Kennels Ordinance has been ongoing subject for a while but final approval has not yet been given. Several changes/amendments is being made to the ordinance(s) {Modify Article II Definitions, Modify Article IV, Modify Article VII, Modify Article X, Modify Article XI, Modify Article XIV}. **MOTION** by Freude, seconded by Williams, **"TO RECOMMEND TO THE TOWNSHIP BOARD TO ADOPT CHANGES ON KENNELS TO THE ARTICLES AS PRESENTED."** Motion carried. More discussion followed. With a **FRIENDLY AMENDMENT TO THE MOTION** by Freude, seconded by Williams, **"IN DEFINITIONS UNDER HOUSE HOLD PETS, WHERE IT SAYS [NO MORE THAN 4 SUCH ANIMALS MAY BE KEPT PER DWELLING UNIT] TO [NO MORE THAN 4 SUCH ANIMALS MAY BE KEPT PER DWELLING UNIT, EXCLUDING CAGED ANIMALS]."** Discussion followed. Motion carried.

NEW BUSINESS:

PUBLIC HEARING: REZONING OF PARCEL #4706-32-200-011 FROM "RSC" TO "SFR". **MOTION** by Freude, seconded by Dale, **"TO OPEN THE PUBLIC HEARING ON REZONING OF PARCEL #4706-32-400-011 AT 7:12 P.M."** Motion carried. Township Planner Montagno explained that the 1.3 acres of undeveloped land is zoned, "RSC" Regional Service Commercial and the applicant is requesting a rezoning to "SFR" Single Family Residential. This is not a Conditional Rezoning so any uses and arrangement permitted through the Zoning Ordinance in the "SFR" District would be possible if rezoning is granted. Permitted uses in "SFR" are limited to single-family homes and those uses considered to be accessory to single-family homes at a relative density of 4 dwellings units per acre. Chairman Sloan took comments from the applicants. They stated that they have owned the property for several years and are not exactly sure how many homes they plan to build on the site. Questions and comments were taken from the Commissioners. There was no comments from the public and there has been no response submitted to the Township. **MOTION** by Freude, seconded by Dale, **"TO CLOSE THE PUBLIC HEARING ON REZONING OF PARCEL #4706-32-400-011 AT 7:27 P.M."** Motion carried. **MOTION** by Williams, seconded by Dale, **"TO RECOMMEND APPROVAL OF REZONING PARCEL #4706-32-**

200-011 FROM "RSC" TO "SFR". Discussion followed. A roll-call vote was taken: Dale – yes, Manwiller – yes, Sloan – no, Freude – yes, Williams – yes. Motion carries 4 to 1.

OTHER BUSINESS:

None.

CALL TO THE PUBLIC:

A representative from the Michigan Canvass Development Association concerning Medical Marijuana Facilities in Northern Michigan handed out information about property values and proposal of new jobs. The information also included how other area did zoning to allow. It was noted that in February of this year the Board voted to take no action to create a Medical Marijuana Ordinance at this time.

ADJOURNMENT: MOTION by Dale, seconded by Williams, "TO ADJOURN" Motion carried, and meeting adjourned at 7:33 P.M.

Date: _____

Andrew Sloan Chairman

Approved as presented: _____

Approved as Amended: _____

Wayne Williams, Secretary

Approved as Corrected: _____

Signed: _____

Debby Johnson - Recording Secretary

ZONING/MASTER PLAN AMENDMENT FORM

Livingston County Planning Commission, 304 East Grand River, Suite 206, Howell, MI 48843-2323

TOWNSHIP CASE NUMBER 03.17.02 COUNTY CASE NUMBER Z-07-17

The Howell Township Planning Commission is submitting the following amendment for review and comment.

REZONING (MAP AMENDMENT) Property description and location (attach a map of the proposed amendment as required by law).

Size: 1.3 acre Property tax identifier: 4706-32-00-011
Location: N. Burkhardt Rd
Existing Zoning District is: BSC Proposed Zoning District: SFR
Name of Petitioner: Russell Cesar & Sandra Sharp Name of Property Owner: Same
Purpose of Change: Surrounded by residential - possible building up to 4 homes
Existing Land Use: vacant

ZONING ORDINANCE TEXT AMENDMENT The following Article(s) and Section(s) to be amended:

Article Number(s): _____ Article Name(s): _____
Section Number(s): _____ Section Name(s): _____

Please attach a copy of the proposed zoning ordinance changes.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on 3/10/2017 In the L.C.P.
(not less than 15 days before the public hearing)
_____ Newspaper, which has general circulation in the township. The Howell Township Planning
Commission held a public hearing on 3/28/2017 to hear the views of the public on the proposed amendment.

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

MASTER PLAN

Adoption of new or revised plan Amendment (Section/Chapter) _____

Note: For all master plan cases, the municipality must submit a statement signed by the Planning Commission Secretary stating that all of the necessary legislative bodies have been sent notice of the public hearing and copies of the proposed language/map, along with the name and address of each, and date of submittal.

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TOWNSHIP PLANNING COMMISSION ACTION

The recommendation of the Township Planning Commission, at its meeting of _____, was:
(date)
 Approval Disapproval Approval under the following conditions: (use additional sheets as necessary)

Audrey J. Miller _____
(Chair Signature) (Secretary Signature)

LIVINGSTON COUNTY PLANNING COMMISSION ACTION

Date Received April 4, 2017 Date of LCPC Meeting April 19, 2017
The Commission on the above meeting date took the following action:

Approval Approval with conditions stated in attachment Disapproval No action-encourage further review
[Signature] _____ [Signature] _____
(Chair Signature) (Director Signature)

TOWNSHIP BOARD ACTION

Date of Meeting _____ The _____ Township Board at a legally constituted
meeting held on the above date PASSED PASSED WITH AMENDED LANGUAGE DID NOT PASS NO ACTION-ENCOURAGE FURTHER REVIEW the
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COPIES: White - County Planning Commission, Canary - Township Planning Commission, _____ (Township Clerk)
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Commissioner Action: IT WAS MOVED BY COMMISSIONER CLUM TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed. 6-0

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Proponents: Sections 32: Howell Township

Township Master Plan: The Future Land Use map of Howell Township (Map #3) designates the parcel as part of the **Innovation Zone** – a district that is intended to be flexible with regard to specific use while

being more prescriptive with regard to design and quality of development. This designation is intended to foster economic development, create employment opportunities, and increase tax base by promoting the development of land primarily for commercial and industrial uses or provide an attractive transition between residential and non-residential uses.

It is important to note that the Township Master Plan doesn't lend strong support to the proposed change to SFR. While the future land use map designates the parcel as part of an innovation zone, the development density expected along Burkhart Road provides for higher density development.

County Comprehensive Plan: The Livingston County Comprehensive Plan designates the site **Transitional Residential**. According to the County Comprehensive Plan (page 64):

Transitional Residential applies to areas that have already experienced new suburban housing growth, but which retain some of their agricultural characteristics. These areas act as a buffer between more strictly agricultural lands and Residential areas. Most of the Transitional Residential area will be on the front lines of residential development pressure over the next two decades. Therefore, it is important to have effective open space and cluster ordinances in place, in order to keep residential development surrounded by plenty of open space or agricultural land at low to moderate overall densities. Public sewer and water are already present in some Transitional Residential areas, but should not be extended further into them, in order to focus higher density development in more appropriate Residential, City/Village, Settlement, and Primary Growth areas. This will help keep the remaining farmland viable while still allowing some residential growth.

Township Planning Commission Recommendation: Approval. The Howell Township Planning Commission recommended APPROVAL of this request at its March 28, 2017 public hearing. There were no comments at the public hearing.

Staff Recommendation: Approval. Staff is recommending approval of the proposed rezoning from RSC (Regional Service Commercial) to SFR (Single Family Residential). We believe the Township's master plan promotes the general intent of medium to higher density development along this area of Burkhart Road.

Commission Discussion: Commissioner Abramson asked how it had become Innovation Zone. Principal Planner Barb indicated that it possibly was planned this way as a way to extend the commercial/retail character of the nearby Tanger Outlet, for economic reasons. Commissioner Sparks stated that it looks like this parcel is about 80 rods from the other parcel under rezoning consideration this evening (Z-06-17). Principal Planner Barb said that yes it is very close to the other parcel in location and character. Commissioner Prokuda inquired as to the HC Heavy Commercial zoning across the road from this parcel to the east.

Public Comment: None.

Commissioner Action: IT WAS MOVED BY COMMISSIONER SPARKS TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed. 6-0

E. Z-08-17: HOWELL TOWNSHIP, ZONING ORDINANCE AMENDMENTS - Numerous Sections Regarding Kennels



The Howell Township Planning Commission is proposing to amend the Township Zoning Ordinance by modifying several Articles and Sections that address standards for kennels.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed text changes at the March 28, 2017 public hearing. The proposed amendments have been under review by the township planning commission for several months.

LIVINGSTON COUNTY PLANNING DEPARTMENT – ZONING REVIEW

CASE NUMBER: Z-07-17	LOCATION: Howell Township SECTION NUMBER: Section 32 TOTAL ACREAGE: 1.3 acres	APPLICANT/OWNER: Russel Cesarz and Sandra Sharp
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<p><u>CURRENT ZONING:</u> RSC Regional Service Commercial</p> <p><u>PERMITTED/SPECIAL USES (Not all inclusive):</u></p> <p>Permitted: Retail establishments, supermarkets, department stores, home improvement stores, clothing sales, shoes, heavy retail uses; service establishments, real estate, dental, medical, veterinary uses, mini-warehouses.</p> <p>Special: Automotive gasoline and service stations, drive in retail, regional shopping centers.</p> <p><u>MINIMUM LOT AREA:</u> Minimum of 2 acres; with public water and sewer 40,000 sq. ft.</p>	<p><u>REQUESTED ZONING:</u> SFR Single Family Residential</p> <p><u>PERMITTED/SPECIAL USES (Not all inclusive):</u></p> <p>Permitted: Single family homes, child and adult day care homes (6 or fewer), adult and child foster care homes (6 or fewer).</p> <p>Special: Adult and child day care (more than 6), stables for horses and small domesticated animals.</p> <p><u>MINIMUM LOT AREA:</u> Minimum of 10,000 sq. ft. with public sewer; 1 acre with on-site water supply and public sewer.</p>
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<p><u>ZONING:</u></p> 	<p><u>LAND USE:</u></p> 
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<p><u>TOWNSHIP PLANNING COMMISSION RECOMMENDATION AND PUBLIC COMMENTS:</u></p> <p>The Howell Township Planning Commission recommended APPROVAL of this request at its March 28, 2017 public hearing. There were no comments at the public hearing.</p>	<p><u>ESSENTIAL FACILITIES:</u></p> <p>SANITARY SEWER: Private Sewer/Public Available.</p> <p>WATER SUPPLY: Private Water Supply/Public Water Avail.</p> <p>ACCESS ROAD(S): Burkhart Road</p>
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EXISTING CONDITIONS:

The site proposed for the rezoning request is located in Section 32 of Howell Township.

Natural Areas: According to the map "Livingston County's High Quality Natural Areas", there are no high quality natural areas that exist on this site.

Land Use: The existing parcel is vacant.


Soils: The vast majority of the subject parcel is covered with Owosso-Miami sandy loams with a 2 to 6 percent slope. These soils provide fair stability and moderate septic limitations.

Wetlands: The National Wetlands Inventory (NWI) indicates that the entire site is classified as uplands with no seasonal or permanent water or hydric soils on site.

Topography: The parcel is generally flat according to the 5 ft. contours on the base map provided by GIS.

Vegetation: The site is in its natural state; open land with no residential structures or development.

CURRENT LAND USE, ZONING, AND MASTER PLANNING MATRIX:

		NORTH	
		<p>Existing Land Use: Agricultural</p> <p>Zoning: RSC Regional Service Comm.</p> <p>Master Plan: Innovation Zone</p>	
		SUBJECT SITE	
WEST	<p>Existing Land Use: Agricultural</p> <p>Zoning: RSC Regional Service Commercial</p> <p>Master Plan: Med. Density Residential</p>	<p>Existing Land Use: Vacant</p> <p>Zoning: RSC Regional Service Commercial</p> <p>Master Plan: Innovation Zone</p>	EAST
		SOUTH	
		<p>Existing Land Use: Residential</p> <p>Zoning: RSC Regional Service Commercial</p> <p>Master Plan: Sewered Suburban Residential</p>	

TOWNSHIP MASTER PLAN:

The Future Land Use map of Howell Township (Map #3) designates the parcel as part of the Innovation Zone – a district that is intended to be flexible with regard to specific use while being more prescriptive with regard to design and quality of development. This designation is intended to foster economic development, create employment opportunities, and increase tax base by promoting the development of land primarily for commercial and industrial uses or provide an attractive transition between residential and non-residential uses.

It is important to note that the Township Master Plan doesn't lend strong support to the proposed change to SFR. While the future land use map designates the parcel as part of an innovation zone, the development density expected along Burkhart Road provides for higher density development.

COUNTY COMPREHENSIVE PLAN:

The Livingston County Comprehensive Plan designates the site as **Transitional Residential** (page 64). According to the County Comprehensive Plan:

"Transitional Residential applies to areas that have already experienced new suburban housing growth, but which retain some of their agricultural characteristics. These areas act as a buffer between more strictly agricultural lands and residential areas. Most of these areas will be on the front lines of residential development pressure over the next two decades. Therefore, it is important to have effective open space and cluster ordinances in place. Public water and sewer are already present in some areas..... (Pages 64-65)"

COUNTY PLANNING STAFF COMMENTS:

According to the rezoning application and submitted information, the applicant intends to split the parcel into 4 lots for the purpose of building new homes. The division of land will result in parcels approximately .23 acres (10,018 sq. ft.) in size and compatible with the requested SFR district, but is not supported by the current surrounding zoning designations of RSC. The Township Master Plan also designates the subject parcel as an Innovation Zone. The intent of this zone is primarily for the attraction of economic development as stated in the plan with transition between residential and non-residential as a secondary goal.

The proposed change to SFR is compatible with the Livingston County Comprehensive Plan as Burkhart Road will be under constant development pressure for the foreseeable future. We do, however, question the designation of innovation zone for a few parcels along Burkhart Road that are disconnected from other similarly designated zones and placed well within a medium and higher density residential area. A development density map contained in the Township Master Plan supports the change due to planned higher density development along the Burkhart Road corridor.

STAFF RECOMMENDATION:

Approval. Staff is recommending approval of the proposed rezoning from RSC (Regional Service Commercial) to SFR (Single Family Residential). We believe the Township's master plan promotes the general intent of medium to higher density development along this area of Burkhart Road.

Vacant

Burkhardt Road

Vacant

Single Family Homes



AGENDA ITEM

8D

Kennels

Modify Article II. Definitions.

Sec. 2.02. DEFINITIONS.

~~**Kennel.** Any lot or premises on which four (4) or more dogs are kept or boarded temporarily or permanently, for the purpose of breeding, for sale, or otherwise. It shall also include any lot or premises on which other fur-bearing household or domestic pets of like number are bred or sold.~~

Kennel, Commercial. Any combination of buildings and/or land used, designed or arranged for the commercial boarding, breeding, training, and/or care of three (3) or more household pets. This definition shall not be construed to include ~~private kennels,~~ retail pet stores, or veterinary clinics unless boarding occurs in a way that is not incidental to the primary purpose of the operation.

Kennel, Private. Any combination of buildings and/or land used, designed or arranged for private personal breeding and/or care of household ~~pets~~ dogs belonging to the ~~kennel~~ property owner and kept for purposes of sale, show, training, hunting, ~~or as pets,~~ provided that no more than (4) such animals six (6) months old or older are kept on the premises either permanently or temporarily. The keeping of such animals shall be strictly incidental to the principal use of the premises.

House Hold Pets. Any domesticate animal customarily kept as a pet in the home as an incidental accessory to the principal use as a residence. No more than 4 such animals, excluding caged animals, may be kept per dwelling unit.

Modify Article IV. AR Agricultural – Residential District.

Section 4.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

~~B. Kennels for dogs.~~

- ~~1) All dog kennels shall be operated in conformance with all applicable county and state regulations, permits being valid no longer than one (1) year.~~
- ~~2) For dog kennels, the minimum lot size shall be ten (10) acres for the first ten (10) dogs and an additional one-third (1/3) acre for each one (1) additional dog.~~
- ~~3) Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than one hundred (100) feet to any adjacent occupied dwelling or any adjacent building used by the public and shall not be located in any required front, rear or side yard setback area.~~

~~4) Such facilities shall be under the jurisdiction of the Township Planning Commission, and subject to other conditions and requirements of said body deemed necessary to insure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements.)~~

~~5) The owner of an approved dog kennel shall prior to December 1st each year fill out an Annual Dog Kennel Renewal Application and submit it to the Township Clerk for processing. The fee for this annual renewal shall be that specified in the Township Fee Schedule.~~

B. Commercial Kennels subject to Section 14.42.

Section 4.04 PERMITTED ACCESSORY USES

D. Private Kennels.

E. House Hold Pets

Section 4.05 PERMITTED ACCESSORY USES WITH CONDITIONS.

D. Commercial Kennels subject to Section 14.42.

Modify Article VI. SFR Single-Family Residential District.

Section 6.04 PERMITTED ACCESSORY USES

C. Private Kennels.

D. House Hold Pets

Modify Article VII. MFR Multiple-Family Residential District.

Section 7.04 PERMITTED ACCESSORY USES

~~C. Private Kennels.~~

C. House Hold Pets

Modify Article IX. NSC NEIGHBORHOOD SERVICE COMMERCIAL DISTRICT.

Section 9.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

F. Commercial Kennels subject to Section 14.42.

Modify Article X. RSC Regional Service Commercial District.

Section 10.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

D. Commercial Kennels subject to Section 14.42.

Modify Article XI. HSC Highway Service Commercial District.

Section 11.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS

D. Commercial Kennels subject to Section 14.42.

Modify Article XII. HC Heavy Commercial District.

Section 12.03 PERMITTED PRINCIPAL SPECIAL USES WITH CONDITIONS.

E. Commercial Kennels subject to Section 14.42.

Modify Article XIV. Supplemental Regulations.

Section 14.42 COMMERCIAL KENNELS

1. All dog kennels shall be operated in conformance with all applicable county and state regulations, permits being valid no longer than one (1) year.
2. For commercial dog kennels in AR districts, the minimum lot size shall be ten (10) acres for the first ten (10) dogs and an additional one-third (1/3) acre for each one (1) additional dog.
3. For commercial dog kennels in NSC, RSC and HSC districts, the minimum lot size shall comply dimensional requirements of that district.
4. Buildings wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than one hundred (100) feet to any adjacent occupied dwelling or any adjacent building used by the public and shall not be located in any required front, rear or side yard setback area.
5. All animals shall be kept in an enclosed structure, except for walking and outdoor exercise when accompanied and controlled by an employee of the kennel. The Special Use Permit may limit the time during which the animals are permitted out of the building.
6. An operations and maintenance plan shall be submitted that specifically addresses how noise will be attenuated and waste handled.

7. In districts other than Agricultural Districts, facilities must be connected to public utilities where available.
8. Applicant shall include a waste management plan.
9. Such facilities shall be under the jurisdiction of the Township Planning Commission, and subject to other conditions and requirements of said body deemed necessary to insure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements.)
- ~~1.~~10. The owner of an approved dog kennel shall prior to December 1st each year fill out an Annual Dog Kennel Renewal Application and submit it to the Township Clerk for processing. The fee for this annual renewal shall be that specified in the Township Fee Schedule.

reiterated his report from last month. Director of Engineering, Brent LaVanway, of Boss Engineering submitted a report summarizing their belief that Multi Family Residential is a better use of the property. He also showed a plan showing the proposed project for the area along with the amount of other commercial zoned property available in the area. Chairman Sloan took questions and comments from the Commissioners. He also reminded the Commissioners and the public that the Public Hearing for this rezoning took place on February 28, 2017. Chairman Sloan asked if the public had any questions or comments on this issue and there was no response. Chairman Sloan entertained the options for motion: 1) to approve recommendation to the Board 2) to deny recommendation to the Board 3) to table the decision. **MOTION** by Dale, seconded by Manwiller, **"TO RECOMMEND APPROVAL TO THE TOWNSHIP BOARD AS PRESENTED."** Discussion followed. A roll-call vote was taken: Freude – yes, Williams – yes, Manwiller – yes, Dale – yes, Sloan – no. Motion carried 4 to 1.

- B) **KENNELS** – Township Planner Montagno stated that the Kennels Ordinance has been ongoing subject for a while but final approval has not yet been given. Several changes/amendments is being made to the ordinance(s) {Modify Article II Definitions, Modify Article IV, Modify Article VII, Modify Article X, Modify Article XI, Modify Article XIV}. **MOTION** by Freude, seconded by Williams, **"TO RECOMMEND TO THE TOWNSHIP BOARD TO ADOPT CHANGES ON KENNELS TO THE ARTICLES AS PRESENTED."** Motion carried. More discussion followed. With a **FRIENDLY AMENDMENT TO THE MOTION** by Freude, seconded by Williams, **"IN DEFINITIONS UNDER HOUSE HOLD PETS, WHERE IT SAYS [NO MORE THAN 4 SUCH ANIMALS MAY BE KEPT PER DWELLING UNIT] TO [NO MORE THAN 4 SUCH ANIMALS MAY BE KEPT PER DWELLING UNIT, EXCLUDING CAGED ANIMALS]."** Discussion followed. Motion carried.

NEW BUSINESS:

PUBLIC HEARING: REZONING OF PARCEL #4706-32-200-011 FROM "RSC" TO "SFR". **MOTION** by Freude, seconded by Dale, **"TO OPEN THE PUBLIC HEARING ON REZONING OF PARCEL #4706-32-400-011 AT 7:12 P.M."** Motion carried. Township Planner Montagno explained that the 1.3 acres of undeveloped land is zoned, "RSC" Regional Service Commercial and the applicant is requesting a rezoning to "SFR" Single Family Residential. This is not a Conditional Rezoning so any uses and arrangement permitted through the Zoning Ordinance in the "SFR" District would be possible if rezoning is granted. Permitted uses in "SFR" are limited to single-family homes and those uses considered to be accessory to single-family homes at a relative density of 4 dwellings units per acre. Chairman Sloan took comments from the applicants. They stated that they have owned the property for several years and are not exactly sure how many homes they plan to build on the site. Questions and comments were taken from the Commissioners. There was no comments from the public and there has been no response submitted to the Township. **MOTION** by Freude, seconded by Dale, **"TO CLOSE THE PUBLIC HEARING ON REZONING OF PARCEL #4706-32-400-011 AT 7:27 P.M."** Motion carried. **MOTION** by Williams, seconded by Dale, **"TO RECOMMEND APPROVAL OF REZONING PARCEL #4706-32-**

ZONING/MASTER PLAN AMENDMENT FORM

Livingston County Planning Commission, 304 East Grand River, Suite 206, Howell, MI 48843-2323

TOWNSHIP CASE NUMBER _____ COUNTY CASE NUMBER Z-08-17

The Howell Township Planning Commission is submitting the following amendment for review and comment.

REZONING (MAP AMENDMENT) Property description and location (attach a map of the proposed amendment as required by law).

Size: _____ Property tax identifier: _____

Location: _____

Existing Zoning District is: _____ Proposed Zoning District: _____

Name of Petitioner: _____ Name of Property Owner: _____

Purpose of Change: _____

Existing Land Use: _____

ZONING ORDINANCE TEXT AMENDMENT The following Article(s) and Section(s) to be amended:

Article Number(s) II, VII, VIII, XII Article Name(s) Definitions AR District SFR District HC District

Section Number(s) 2.02, 6.04, 4.03, 7.04, 4.04, 10.03, 14.02, 4.01, 12.02 Section Name(s) Definitions, Permitted special uses, Permitted uses, Permitted principal uses/conditions, Permitted principal uses w/conditions

Please attach a copy of the proposed zoning ordinance changes: Permitted principal uses/conditions, Permitted principal uses w/conditions, Commercial kennels

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on 2/8/15 in the LCP Newspaper, which has general circulation in the township. The Howell Township Planning Commission held a public hearing on 2/24/15 to hear the views of the public on the proposed amendment.

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)
a. The meeting minutes are attached.
b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

MASTER PLAN

Adoption of new or revised plan Amendment (Section/Chapter) _____

Note: For all master plan cases, the municipality must submit a statement signed by the Planning Commission Secretary stating that all of the necessary legislative bodies have been sent notice of the public hearing and copies of the proposed language/map, along with the name and address of each, and date of submittal.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on 2/8/15 (not less than 15 days before the public hearing) in the LCP Newspaper, which has general circulation in the township.

The Howell Township Planning Commission held a public hearing on _____ to hear the views of the public on the proposed amendment. (date)

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)
a. The meeting minutes are attached.
b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

TOWNSHIP PLANNING COMMISSION ACTION

The recommendation of the Township Planning Commission, at its meeting of 3/28/2017 (date) was:
 Approval Disapproval Approval under the following conditions: (use additional sheets as necessary)

Andra Hahn (Chair Signature) Debbie Johnson (Secretary Signature) - Recording

LIVINGSTON COUNTY PLANNING COMMISSION ACTION

Date Received April 4, 2017 Date of LCPC Meeting April 19, 2017
The Commission on the above meeting date took the following action:

Approval Approval with conditions stated in attachment Disapproval No action-encourage further review
DL (Chair Signature) Kathleen Kline-Hahn (Director Signature)

TOWNSHIP BOARD ACTION

Date of Meeting _____ The _____ Township Board at a legally constituted meeting held on the above date PASSED PASSED WITH AMENDED LANGUAGE DID NOT PASS NO ACTION-ENCOURAGE FURTHER REVIEW the recommended change contained herein.

COPIES: White - County Planning Commission, Canary - Township Planning Commission, _____ (Township Clerk)
Pink - Township Clerk, Goldenrod - County Planning Commission

being more prescriptive with regard to design and quality of development. This designation is intended to foster economic development, create employment opportunities, and increase tax base by promoting the development of land primarily for commercial and industrial uses or provide an attractive transition between residential and non-residential uses.

It is important to note that the Township Master Plan doesn't lend strong support to the proposed change to SFR. While the future land use map designates the parcel as part of an innovation zone, the development density expected along Burkhart Road provides for higher density development.

County Comprehensive Plan: The Livingston County Comprehensive Plan designates the site **Transitional Residential**. According to the County Comprehensive Plan (page 64):

Transitional Residential applies to areas that have already experienced new suburban housing growth, but which retain some of their agricultural characteristics. These areas act as a buffer between more strictly agricultural lands and Residential areas. Most of the Transitional Residential area will be on the front lines of residential development pressure over the next two decades. Therefore, it is important to have effective open space and cluster ordinances in place, in order to keep residential development surrounded by plenty of open space or agricultural land at low to moderate overall densities. Public sewer and water are already present in some Transitional Residential areas, but should not be extended further into them, in order to focus higher density development in more appropriate Residential, City/Village, Settlement, and Primary Growth areas. This will help keep the remaining farmland viable while still allowing some residential growth.

Township Planning Commission Recommendation: Approval. The Howell Township Planning Commission recommended APPROVAL of this request at its March 28, 2017 public hearing. There were no comments at the public hearing.

Staff Recommendation: Approval. Staff is recommending approval of the proposed rezoning from RSC (Regional Service Commercial) to SFR (Single Family Residential). We believe the Township's master plan promotes the general intent of medium to higher density development along this area of Burkhart Road.

Commission Discussion: Commissioner Abramson asked how it had become Innovation Zone. Principal Planner Barb indicated that it possibly was planned this way as a way to extend the commercial/retail character of the nearby Tanger Outlet, for economic reasons. Commissioner Sparks stated that it looks like this parcel is about 80 rods from the other parcel under rezoning consideration this evening (Z-06-17). Principal Planner Barb said that yes it is very close to the other parcel in location and character. Commissioner Prokuda inquired as to the HC Heavy Commercial zoning across the road from this parcel to the east.

Public Comment: None.

Commissioner Action: IT WAS MOVED BY COMMISSIONER SPARKS TO RECOMMEND APPROVAL. SECONDED BY COMMISSIONER ANDERSON.

Motion passed. 6-0

E. Z-08-17: HOWELL TOWNSHIP, ZONING ORDINANCE AMENDMENTS - Numerous Sections Regarding Kennels

The Howell Township Planning Commission is proposing to amend the Township Zoning Ordinance by modifying several Articles and Sections that address standards for kennels.

Township Planning Commission Recommendation: Approval. There were no comments on the proposed text changes at the March 28, 2017 public hearing. The proposed amendments have been under review by the township planning commission for several months.

Staff Recommendation: Approval. Staff believes the changes are a reasonable addition to the Township Ordinance.

Commission Discussion: Commissioner Clum had questions about definitions and about Article 14, item #2. Principal Planner Barb attempted to clarify the proposed language further. Staff noted in the review that definitions are confusing. Commissioner Clum asked if kennel owners/applicants or the township need to give notice to surrounding residents prior to a kennel becoming operational. Principal Planner Barb stated that neighbors are not required to be served notice of the land use. Principal Planner Barb stated that Staff's preference would be that the township make kennels a special use and develop regulations in that manner, rather than a set of general regulations as it allows for more regulatory flexibility. Principal Planner Barb stated that Staff recommended approval for this case because the township does not have any regulations or standards for kennels currently. Commissioner Sparks had a question on the definition "household pets". Commissioner Sparks did not like the 10-acre rule. There was more general discussion amongst the Commissioners.

Public Comment: None.

Commissioner Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER ANDERSON TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER KENNEDY-CARRASCO. Motion failed: 1-5 (Kennedy-Carrasco, Clum, Prokuda, Abramson, Sparks, Nay)

There was more general discussion amongst the Commissioners.

Commissioner Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER KENNEDY-CARRASCO TO RECOMMEND APPROVAL WITH CONDITIONS, CONDITIONS BEING:
1. Create special use standards specifically for kennels
2. Include compliance and regulation standards
SECONDED BY COMMISSIONER ABRAMSON. Motion passed: 6-0

8. OLD BUSINESS:

- a. 2017 Work Program: Work Program was summarized and briefly discussed.
- b. Visits to local Planning Commission meetings: Schedule of proposed municipal visitation dates and times was discussed. Commissioners confirmed some dates and locations. This will be an on-going process.

9. NEW BUSINESS:

- a. Discussion regarding 2017 County Master Plan chapters 1-3: Commissioners agreed to read and bring questions and be ready to discuss these three chapters at the May Planning Commission meeting.
- b. Planning Commissioner vacancy on Airport Zoning Board of Appeals: Commissioner Anderson agreed to fill this vacancy.



Livingston County Department of Planning

RECEIVED

APR 24 2017

HOWELL TOWNSHIP

MEMORANDUM

Kathleen J. Kline-Hudson
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Scott Barb
AICP, PEM
Principal Planner

TO: Livingston County Planning Commission and the Howell Township Board of Trustees

FROM: Scott Barb, Principal Planner

DATE: April 12, 2017

SUBJECT: Z-08-17. Amendments to Zoning Ordinance: Multiple Articles and Sections regarding Kennels.

The Howell Township Planning Commission is proposing to amend the Township Zoning Ordinance by modifying several Articles and Sections that address standards for kennels. Staff has reviewed the proposed changes for accuracy and compatibility with the Township Zoning Ordinance and offers the following comments for your review. Staff comments are written in *italic and underlined* while Ordinance changes are written in red.

Article II Definitions, Section 2.02 Definitions

Proposed changes to this section include new definitions for the following items:

Kennel, Commercial: Any combination of buildings and/or land used, designed or arranged for the commercial boarding, breeding, training, and/or care of three (3) or more household pets. This definition shall not be construed to include retail pet stores or veterinary clinics unless boarding occurs in a way that is not incidental to the primary purpose of the operation.

Kennel, Private: Any combination of buildings and/or land used, designed or arranged for private personal breeding and/or care of household dogs belonging to the property owner and kept for purposes of sale, show, training, hunting, provided that no more than four (4) such animals six (6) months old or older are kept on the premises either permanently or temporarily. The keeping of such animals shall be strictly incidental to the principal use of the premises.

Household Pets: Any domesticated animal customarily kept as a pet in the home as an incidental accessory to the principal use as a residence. No more than four (4) such animals may be kept per dwelling unit.

Staff comments: The definitions are confusing, but appear to address the intent of the ordinance changes.

Department Information

Administration Building
04 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
co.livingston.mi.us

Article IV AR District, Section 4.03 Permitted Principal Special Uses with Conditions

Section 4.03.B will be deleted and replaced with a new section 4.03.B that reads as follows:

B. Commercial Kennels subject to Section 14.42.

Staff comments: Commercial kennels will still be a special land use and the change directs the reader to section 14.42 that establishes regulations and standards for kennels.

Section 4.04 Permitted Accessory Uses

Section 4.04 will add the following:

D. Private Kennels

E. Household Pets

Staff comments: Private kennels and household pets will be added to the permitted accessory uses list.

Section 4.05 Permitted Accessory Uses with Conditions

Section 4.05 will add the following:

D. Commercial Kennels subject to Section 14.42.

Article VI Single Family District, Section 6.04 Permitted Accessory Uses

Section 6.04 will add the following:

C. Private Kennels

D. Household Pets

Staff comments: The change adds these 2 items to the SFR District as permitted accessory uses.

Article VII MFR District, Section 7.04 Permitted Accessory Uses

Section 7.04 will add the following item:

C. Household Pets

Article IX NSC District, Section 9.03 Permitted Principal Special Uses with Conditions

Section 9.03 will add the following:

F. Commercial Kennels subject to Section 14.42.

Staff comments: The addition directs the reader to the supplemental regulations for kennels in Section 14.42.

Article X RSC District, Section 10.03 Permitted Principal Special Uses with Conditions

Section 10.03 will add the following:

D. Commercial Kennels subject to Section 14.42.

Staff comments: Again, directing the reader to supplemental regulations on kennels in Section 14.42.

Article XII HC District, Section 12.03 Permitted Principal Special Uses with Conditions

Section 12.03 will add the following:

E. Commercial Kennels subject to Section 14.42.

Article XIV Supplemental Regulations, Section 14.42 Commercial Kennels

A new section 14.42 will be created that reads as follows:

1. All dog kennels shall be operated in conformance with all applicable county and state regulations, permits being valid no longer than one (1) year.
2. For commercial dog kennels in AR Districts, the minimum lot size shall be ten (10) acres for the first ten (10) dogs and an additional one-third (1/3) acre for each additional dog.
3. For commercial dog kennels in NSC, RSC, and HSC Districts, the minimum lot size shall comply with the dimension requirements of that district.
4. Building wherein dogs are kept, dog runs, and/or exercise areas shall not be located nearer than one hundred (100) feet to any adjacent occupied dwelling or any adjacent building used by the public and shall not be located in any required front, rear, or side yard setback areas.
5. All animals shall be kept in an enclosed structure, except for walking and outdoor exercise when accompanied and controlled by an employee of the kennel. The Special Use Permit may limit the time during which the animals are permitted out of the building.
6. An operations and maintenance plan shall be submitted that specifically addresses how noise will be attenuated and waste handled.
7. In districts other than Agricultural districts, facilities must be connected to public utilities where available.
8. Applicant shall include a waste management plan.
9. Such facilities shall be under the jurisdiction of the Township Planning Commission, and subject to other conditions and requirements of said body deemed necessary to insure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements).
10. The owner of an approved dog kennel shall prior to December 1st each year fill out an Annual Dog Kennel Renewal Application and submit it to the Township Clerk for processing. The fee for this annual renewal shall be that specified in the Township Fee Schedule.

Staff comments: The supplemental regulations are adequate, but the Township may want to consider creating special use standards specifically for kennels due to the potential sanitary and veterinary uses associated with such facilities.

TOWNSHIP PLANNING COMMISSION RECOMMENDATION: APPROVAL. There were no comments on the proposed text changes at the March 28, 2017 public hearing. The proposed amendments have been under review by the township planning commission for several months.

RECOMMENDATION: APPROVAL. Staff believes the changes are a reasonable addition to the Township Ordinance.

AGENDA ITEM

8F

HOWELL TOWNSHIP
MEMORANDUM

TO: HOWELL TOWNSHIP BOARD
FROM: JEAN GRAHAM, TOWNSHIP CLERK
DATE: MAY 8, 2017
RE: NEW VOTING EQUIPMENT

After a lengthy RFP and evaluation process, the State of Michigan certified 3 voting systems to replace our optical scan equipment purchased with HAVA (Help America Vote Act) funds in 2003. As in 2003, Michigan County Clerks have the role of coordinating the selection of a single system to use for the entire County for the next 10 years. Livingston County Clerk Elizabeth Hundley has selected Hart InterCivic as the vendor to provide our new election equipment after much deliberation and consultation with City/Township Clerks.

The new equipment rollout will take place in 2017 and early 2018 throughout the State of Michigan depending on the municipality's election cycle. The new voting system will be partially funded using remaining HAVA federal funds along with State appropriated dollars. We expect to receive the finalized grant amendment within the next month which will fund the initial purchase of precinct and absentee counting board optical scan tabulators, ADA accessible equipment (1 per polling location) and the maintenance contract for years 1 through 5. The Township will initially be responsible for a portion of the implementation fee (training, rollout, set-up) \$740.76, flash memory card (vDrive) \$45, security token (Verity Key) \$80, 6 unit battery charger (\$540) and a spare tabulator unit (\$5,000) for a total amount of \$6,405.76. We will also be responsible for the maintenance contract for years 6-10 estimated at \$2,880 per year.

Attached are the following documents for your review and consideration:

1. Announcement from Livingston County Clerk Hundley on selection of the new voting system.
2. Quotation from Hart InterCivic for all system components for Livingston County.
3. Equipment allocations per municipality, costs for additional components and maintenance fees.
4. Media Release from Secretary of State Ruth Johnson on the New Voting System.
5. Resolution No05.17.426 authorizing the Howell Township Clerk to sign the finalized grant agreement.
6. Sample grant agreement.

ACTION REQUESTED:

A motion to adopt Resolution No 05.17.426 authorizing the Howell Township Clerk to sign the grant agreement with the Michigan Department of State for the purchase of new voting equipment utilizing Federal HAVA and State appropriated funding.

REVIEWED & APPROVED FOR SUBMISSION:



ELIZABETH HUNDLEY
LIVINGSTON COUNTY CLERK

COUNTY CLERK
200 East Grand River
Howell, Michigan 48843-2399
517-546-0500

CIRCUIT COURT CLERK
204 S. Highlander Way, Suite 4
Howell, Michigan 48843-1953
517-546-9816

E-mail: ehundley@livgov.com

April 3, 2017

Dear City and Township Clerks:

Following many hours of evaluation, deliberation, consideration of your input, comments and concerns, consultation with Joan Runyan and Diane Gregor from the Livingston County IT Department, and negotiations with the three certified vendors, I have selected Hart InterCivic as the vendor that will supply Livingston County with the next-generation voting equipment that Livingston County voters will use for at least the next 10 years.

This decision was not taken lightly. Your input was considered at every step in this process. A rigorous process was conducted to compare critical features of the three certified voting systems. I have made the selection, subject to Board approval, based on available information, which I have determined best meets the needs of the entire county for the next 10 years.

In the coming weeks we will have more information to share regarding the grant agreement, contracts, finalized pricing, and implementation.

I want to thank each of you for your input and partnership throughout this entire process. I look forward to working with you as this is just the first step in this project.

Sincerely,

Elizabeth Hundley

Elizabeth Hundley
Livingston County Clerk



Price Quote for Livingston County, MI

Contents

- Summary
- Quote 1 for Main Components Years 1-5
- Quote 2 for Additional Components Years 1-5
- Quote 3 for Service and Maintenance Years 6-10

Summary

State Funding Available*

Quote 1 - Main Components Years 1-5

Item	Amount	Quantity	Total
Precinct/Absentee Tabulator	\$ 3,913.11	100	\$ 391,311.00
Accessible Voting Device	\$ 3,207.41	51	\$ 163,577.91
Full EMS Software - County	\$ 154,491.84	1	\$ 154,491.84
Accumulation Only Software - County	\$ 35,108.58	0	\$ -
Accumulation Only Software - Local	\$ -	0	\$ -
Security Device (Verity Key)	\$ 56.46	19	\$ 1,072.74
Quote 1 State Funding:			\$ 710,453.49

Quote 2 - Additional Components Years 1-5

Item	Amount	Quantity	Total
High Speed AVCB Tabulator (Precinct Tabulator Reimbursement)	\$ 3,913.11	0	\$ -
Quote 2 State Funding:			\$ -

Total State Funding: \$ 710,453.49

County Quotes**

Description	Contract Price	Discount	Total	State Funding	County Funding
Quote 1 - Main Components Years 1-5	\$ 1,006,735.00	\$ (296,281.51)	\$ 710,453.49	\$ (710,453.49)	\$ -
Quote 2 - Additional Components Years 1-5	\$ 91,560.00	\$ -	\$ 91,560.00	\$ -	\$ 91,560.00
Quote 3 - Service and Maintenance Years 6-10	\$ 423,325.00	\$ (85,550.00)	\$ 337,775.00	N/A	\$ 337,775.00

Payments

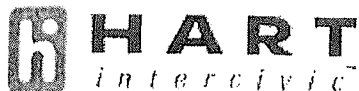
Description	County Funding
Quote 1 - Main Components Years 1-5	\$ -
Quote 2 - Additional Components Years 1-5	\$ 91,560.00
Due from County Year 1	\$ 91,560.00
Quote 3 - Service and Maintenance Years 6-10	\$ 337,775.00
Due Annually from County Years 8-10	\$ 67,555.00

County Total Cost Years 1 - 10

Year 1	\$ 91,560.00
Year 2	\$ -
Year 3	\$ -
Year 4	\$ -
Year 5	\$ -
Year 6	\$ 67,555.00
Year 7	\$ 67,555.00
Year 8	\$ 67,555.00
Year 9	\$ 67,555.00
Year 10	\$ 67,555.00
Total	\$ 429,335.00

*Quote 1 includes Hart's most up-to-date understanding of the quantities that the State of Michigan has agreed to fund for your county. The discount provided on Quote 1 is only valid for the quantities funded by the State and is not transferable to other Quotes. Should those State-funded quantities change, the county will be responsible for funding any excess quantities at the list price provided in Hart's contract with the State of Michigan.

**All discounts provided are valid only if customer takes delivery and completes acceptance of equipment no later than 12/31/17.



Verity Quote 1 - Main Components Year 1-5

Quote Number 00002532
 Account Name Livingston County, MI
 Grand Total \$710,453.49

Item	Description	Unit Price	Quantity	Total Price
Verity Scan	Digital ballot scanner with remote transmission capability	\$5,500.00	100	\$550,000.00
Verity Touch Writer w/ Access	Ballot marking device with accessibility	\$4,500.00	51	\$229,500.00
Verity Data, Build, and Count	Full Election Management System software	\$218,920.00	1	\$218,920.00
vDrive	Flash memory card/audio card for use with Verity devices	\$45.00	151	\$6,795.00
Verity Key	Electronic security token	\$80.00	19	\$1,520.00

Subtotal \$1,006,735.00
 Special Discount (\$296,281.51)
 Grand Total \$710,453.49
 State Funding (\$710,453.49)
 Expected County Expenditure \$0.00

Bill To State of Michigan
 430 W Allegan St., 1st Floor
 Lansing, MI 48933

Ship To 204 S Highlander Way
 Howell, MI 48843

Customer Contact

Contact Name Elizabeth Hundley
 Email ehundley@livgov.com
 Phone (517) 546-8177

General Information

Expiration Date 3/31/2017
 Payment Terms Net 30
 Instructions Please fax with signature to or scan and email to kclakeley@hartic.com to place this order.

Terms and Conditions

Pricing subject to inventory availability at time of quote execution and acceptance.
 Taxes will be calculated in conjunction with the Customer based on the final approved price list.

Hart Approval

Prepared By Karen Clakeley
 Signature 
 Title Director, Strategic Accounts

Customer Approval

Name: _____ Title: _____
 Customer Approval: _____ Date: _____



Verity Quote 2 - Additional Components Years 1-5

Quote Number 00002533
 Account Name Livingston County, MI
 Grand Total \$91,560.00

Item	Description	Unit Price	Quantity	Total Price
Verity Relay	Verity Relay software (server)	\$17,180.00	1	\$17,180.00
Verity Workstation	Workstation for Verity software w/ 5-year warranty	\$3,650.00	2	\$7,300.00
Okidata B431D Printer	Laser printer w/ starter cartridge for report printing	\$325.00	2	\$650.00
Battery Charger, 1 Bay	1-bay charger for Verity voting device battery	\$185.00	19	\$3,515.00
vDrive	Flash memory card/audio card for use with Verity devices	\$45.00	31	\$1,395.00
Verity Key	Electronic security token	\$80.00	19	\$1,520.00
New Implementation Services	Includes training, acceptance testing, project management, and on-site support for the first election on the Verity voting system. Additional services, if required, must be purchased separately.	\$60,000.00	1	\$60,000.00

Subtotal \$91,560.00
 Grand Total \$91,560.00

Bill To 204 S Highlander Way
 Howell, MI 48843

Ship To 204 S Highlander Way
 Howell, MI 48843

Customer Contact

Contact Name Elizabeth Hundley

Email ehundley@livgov.com

Phone (517) 546-8177

General Information

Expiration Date 3/31/2017

Instructions Please fax with signature to or scan and email to kclakeley@hartic.com to place this order.

Payment Terms Net 30

Terms and Conditions

Pricing subject to inventory availability at time of quote execution and acceptance.
 Taxes will be calculated in conjunction with the Customer based on the final approved price list.

Hart Approval

Prepared By Karen Clakeley

Title Director, Strategic Accounts

Signature

Customer Approval

Name: _____

Title: _____

Customer Approval: _____

Date: _____



Verity Quote 3 - Service and Maintenance Years 6-10

Quote Number 00002534
 Account Name Livingston County, MI
 Grand Total Years 6-10 \$337,775.00

Item	Description	Unit Price	Quantity	Total Price
Service and Maintenance - Verity Scan	Annual Service and Maintenance fee for Verity Scan in years 6-10	\$564.00	100	\$56,400.00
Service and Maintenance - Verity Touch Writer w/ Access	Annual Service and Maintenance fee for Verity Touch Writer w/ Access in years 6-10	\$515.00	51	\$26,265.00
Service and Maintenance - Verity Data, Build, and Count	Annual Service and Maintenance fee for Verity Data, Build, and Count in years 6-10	\$2,000.00	1	\$2,000.00
Service and Maintenance - Verity Relay	Annual Service and Maintenance fee for Verity Relay in years 6-10		1	

Annual Total	\$84,665.00
Subtotal License and Support Years 6-10	\$423,325.00
Discount Years 6-10	(\$85,550.00)
Total Years 6-10	\$337,775.00



Verity Quote 3 - Service and Maintenance Years 6-10

Quote Number 00002534
Account Name Livingston County, MI
Grand Total Years 6-10 \$337,775.00

Bill To 204 S Highlander Way
Howell, MI 48843

Ship To 204 S Highlander Way
Howell, MI 48843

Customer Contact

Contact Name Elizabeth Hundley

Email ehundley@livgov.com

Phone (517) 546-8177

General Information

Expiration Date 3/31/2017

Payment Terms Net 30

Instructions Please fax with signature to or scan and email to
kclakeley@hartic.com to place this order.

Terms and Conditions

Discount provided above reflects a \$115.00 discount on the unit price of Verity Scan Service and Maintenance for years
6-10 and a \$110.00 discount on the unit price of Verity Touch Writer w/ Access Service and Maintenance for years 6-10.
The resulting unit prices are as follows:

- Service and Maintenance - Verity Scan; \$449.00
- Service and Maintenance - Verity Touch Writer w/ Access: \$405.00

Pricing subject to inventory availability at time of quote execution and acceptance.
Taxes will be calculated in conjunction with the Customer based on the final approved price list.

Hart Approval

Prepared By Karen Clakeley

Title Director, Strategic Accounts

Signature

[Handwritten signature]

Customer Approval

Name: _____

Title: _____

Customer Approval: _____

Date: _____

Livingston County
 Summary Cost Years 1-10
 Vendor: HART Intercivic

	State Funded Components Yrs 1-5	Additional Components Yrs 1-5	Service & Maint Yrs 6 - 10 PER YEAR COST	Total 5 Year Cost of Service & Maint	Total 10 Year Cost
County Clerk's allocation	\$ -	\$75,440.00	\$3,228.00	\$16,140.00	\$91,580.00
Brighton City allocation	\$ -	\$6,050.74	\$3,684.00	\$18,420.00	\$24,470.74
Howell City allocation	\$ -	\$5,865.56	\$2,880.00	\$14,400.00	\$20,265.56
Brighton Twp. allocation	\$ -	\$2,066.67	\$6,944.00	\$34,720.00	\$36,786.67
Cohoctah Twp. allocation	\$ -	\$495.19	\$804.00	\$4,020.00	\$4,515.19
Conway Twp. allocation	\$ -	\$495.19	\$804.00	\$4,020.00	\$4,515.19
Deerfield Twp. allocation	\$ -	\$5,680.37	\$2,076.00	\$10,380.00	\$16,060.37
Genoa Twp. allocation	\$ -	\$2,897.42	\$9,020.00	\$45,100.00	\$47,997.42
Green Oak Twp. allocation	\$ -	\$2,066.67	\$6,944.00	\$34,720.00	\$36,786.67
Hamburg Twp. allocation	\$ -	\$11,381.48	\$7,324.00	\$36,620.00	\$48,001.48
Handy Twp. allocation	\$ -	\$5,865.56	\$2,500.00	\$12,500.00	\$18,365.56
Hartland Twp. allocation	\$ -	\$1,280.93	\$3,304.00	\$16,520.00	\$17,800.93
Howell Twp. allocation	\$ -	\$5,865.56	\$2,880.00	\$14,400.00	\$20,265.56
Iosco Twp. allocation	\$ -	\$680.37	\$1,608.00	\$8,040.00	\$8,720.37
Marion Twp. allocation	\$ -	\$6,050.74	\$3,304.00	\$16,520.00	\$22,570.74
Oceola Twp. allocation	\$ -	\$11,280.93	\$4,912.00	\$24,560.00	\$35,840.93
Putnam Twp. allocation	\$ -	\$6,050.74	\$3,304.00	\$16,520.00	\$22,570.74
Tyrone Twp. allocation	\$ -	\$11,050.74	\$4,108.00	\$20,540.00	\$31,590.74
Unadilla Twp. allocation	\$ -	\$495.19	\$804.00	\$4,020.00	\$4,515.19
County Totals:	\$ -	\$161,060.00	\$70,432.00	\$352,160.00	\$513,220.00

\$513,220.00

CALCULATIONS WILL CHANGE AS JURISDICTIONS ADD ADDITIONAL TABULATORS

Livingston County
 Tabulator / ADA Allocation - State Funded & Jurisdiction Funded

Jurisdiction	State Funded # of Tabulators	Jurisdiction Funded # of Backup Tabulators	State Funded # of ADA Devices	Jurisdiction Funded # of Backup ADA Devices	Jurisdiction Funded # of Additional vDrives	Jurisdiction Funded # of Verity Keys	High Speed Tabulator	# of Polling Precincts
County Clerk's allocation	1	1	1	0	1	1	0	0
Brighton City allocation	5	1	3	0	1	1	0	4
Howell City allocation	4	1	2	0	1	1	0	3
Brighton Twp. allocation	11	N/A	6	0	3	1	0	9
Cohoctah Twp. allocation	1	N/A	1	0	1	1	0	1
Conway Twp. allocation	1	N/A	1	0	1	1	0	1
Deerfield Twp. allocation	3	1	1	0	1	1	0	2
Genoa Twp. allocation	15	N/A	7	0	5	1	0	13
Green Oak Twp. allocation	11	N/A	6	0	3	1	0	9
Hamburg Twp. allocation	10	1	6	1	3	1	0	8
Handy Twp. allocation	4	1	1	0	1	1	0	3
Hartland Twp. allocation	6	N/A	2	0	2	1	0	5
Howell Twp. allocation	4	1	2	0	1	1	0	3
Iosco Twp. allocation	2	N/A	2	0	1	1	0	2
Marion Twp. allocation	5	1	2	0	1	1	0	4
Oceola Twp. allocation	6	2	4	0	2	1	0	5
Putnam Twp. allocation	5	1	2	0	1	1	0	4
Tyrone Twp. allocation	5	2	3	0	1	1	0	4
Unadilla Twp. allocation	1	N/A	1	0	1	1	0	1
County Totals:	100	53	1	31	19	0	81	

NOTE: Cost per backup tabulator is \$5,000 charged to the ordering jurisdiction.
 N/A: Number of desired backup tabulators not available as of 4/1/2017.

Hart Intercivic

Cost Table 1. Precinct Tabulators and Accessible Voting Systems

	PURCHASE AND INITIAL SERVICE / MAINTENANCE PERIOD (ACQUISITION YEAR + 4 YEARS)				EXTENDED SERVICE / MAINTENANCE PERIOD (ANNUAL PAYMENT – UP TO 5 ADDITIONAL YEARS)		
	(A) Total Units	(B) Per-Unit Purchase Price	(C) OPTIONAL Incentive Program (e.g. quantity discount and/or existing equipment per unit trade-in discount) See Exhibit A Section 1.9*	(D) Per-Unit Purchase Price with Discount**	(E) Statewide Purchase Cost (A) x (D)	(F) Per-Unit Annual Extended Service/Maintenance Price*** (A) x (F)	(G) Statewide Annual Cost Extended Service/Maintenance (A) x (F)
Precinct Tabulators – • 1 at State level (no charge) • 1 per county (83) • 1 per precinct (4850) • AVCB Tabulators (400) • Relay (For Electronic Transmission)	5,333	\$5,501	\$1	\$5,500	\$29,331,500	\$564	\$3,007,812
Accessible Voting System (1 per polling place)	3,800	\$4,501	\$1	\$4,500	\$17,100,000	\$515	\$1,957,000
SUB-TOTAL CONTRACT COST Tabulators/Accessible Devices (Enter the sum of all costs in columns E and G):					\$46,431,500		\$4,964,812
vDrive (Memory Device) - 1 per voting device	9,133	\$45	\$0	\$45	\$410,985	N/A	N/A
Verity Key (Security Device) 1 per jurisdiction	1,603	\$80	\$0	\$80	\$128,240	N/A	N/A
6 Bay Battery Charger - 1 per County / State	84	\$540	\$0	\$540	\$45,360	N/A	N/A
TOTAL CONTRACT COST Tabulators/Accessible Devices/Accessories (Enter the sum of all costs in columns E and G):					\$47,016,085		\$4,964,812

Media Release

From Secretary of State Ruth Johnson



Secretary Johnson announces next-generation voting equipment

-- For immediate release --

Clerks now will choose which system works best locally



Secretary of State Ruth Johnson today announced the approval of contracts for new next-generation voting equipment that all Michigan voters will use over at least the next decade.

The State Administrative Board today approved 10-year contracts with three vendors for optical-scan voting systems that read and tabulate paper ballots marked by voters. Each of Michigan's 83 county clerks now will consult with the city and township clerks in their county to select one of the three vendors.

"The new equipment offers voters all the speed and convenience of the latest ballot-scanning and election-night reporting technology while at the same time featuring a good, old-fashioned paper ballot that we can always go back and look at if we need to," said Johnson, the state's chief elections official.

The three election equipment and software vendors that had contracts approved today are Dominion Voting Systems, Election Systems and Software and Hart InterCivic, which all have systems that are being successfully used in other states.

"Michigan's voting equipment has served us well over the past 12 years, but it is nearing the end of its expected lifespan and needs to be retired," Johnson said. "I thank local clerks for their feedback as we discussed how to replace our aging equipment as well as the support of lawmakers and the governor."

-continued-

The new equipment, which includes ballot tabulators, accessible devices for use by voters with disabilities and election-management and reporting software, could be in use as early as the August 2017 primary local elections, depending on how quickly clerks are ready to implement them. All cities and townships across the state will have the new equipment by August 2018, which is the next scheduled statewide election.

The new systems all use digital optical scan technology, which includes notable improvements and increased ease of use for voters and election administrators. The systems allow for electronic storage of ballot images, a feature that will be useful during post-election audits. Improvements in the election management system software will save county and local clerks time and money in preparing for elections and providing election results. The options available for voters with disabilities are also greatly improved, and contractors will be required to continually assess and improve the systems, based on feedback. The contracts also cover service and maintenance.

A team of Michigan Bureau of Elections staff, local election officials and purchasing agents from the Secretary of State's Office and the Michigan Department of Technology, Management and Budget reviewed the proposals and equipment before recommending approval of a contract with three vendors. Elections staff sought extensive feedback about the systems from local election officials and advocates for Michigan voters with disabilities.

The new equipment will be paid for with \$30 million in federal Help America Vote Act money that the Secretary of State's Office has saved for more than a decade, and with \$10 million approved by the Legislature with the support of Gov. Snyder. This funding will cover most of the up-front cost for the new systems. Cities and townships will pay for the remaining cost, which will vary, depending on which vendor is selected, and for extended service and maintenance, which will begin in the 6th year of the contract period.

The equipment voters used in 2016 was rolled out in 2004 and 2005 when Michigan began using optical-scan voting systems statewide. Michigan is one of the only states with a substantial amount of federal funds still available to assist with the purchase of the next-generation voting systems.

For media questions, please call Fred Woodhams at 517-373-2520.

Accessing Secretary of State Services:

Don't come into a Secretary of State office if you don't have to. We're betting you'd rather be anywhere else.

Save time by taking advantage of our [handy alternatives to waiting in line](#), including renewing by mail. Many customers don't need to visit an office in person so remember to hop online, not in line, at [ExpressSOS.com](#), now with Print 'n Go. It's painless.

You now can make an appointment or hold your spot in line at [Secretary of State MI-TIME Line participating offices](#) by using your phone or the Web.

Customers may call the Department of State Information Center to speak to a customer-service representative at 888-SOS-MICH (767-6424).

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We welcome questions and comments at the [Contact Us](#) page.

RESOLUTION NO. 05.17.426
AUTHORIZATION TO SIGN GRANT AGREEMENT
NEW VOTING SYSTEM

WHEREAS, the Howell Township wishes to apply to the Secretary of State for a grant to purchase a new voting system, which includes precinct tabulators, Absent Voter Counting Board (AVCB) tabulators, and accessible voting devices for use by individuals with disabilities; and,

WHEREAS, partial funding for the new voting system will be provided by the State of Michigan, and will include a combination of Federal Help America Vote Act and State-appropriated funds, as well as local funding obligations detailed in the attached Livingston County quotation from Hart Inter Civic; and,

WHEREAS, the Township of Howell plans to begin implementation of the new voting system in 2018; and,

WHEREAS, the deadline for the Livingston County Clerk to submit the vendor selection to the Bureau of Elections is April 14, 2017.

THEREFORE, BE IT RESOLVED, that the Howell Township Clerk is authorized to sign the Grant Agreement on behalf of the Township of Howell, Livingston County, (sample attached) when available, for the purchase of the new voting system.

Adopted by the Howell Township Board May 08, 2017:

Yes Votes:

No votes:

Absent:

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Resolution No. 05.17.426, adopted by the Howell Township board, Livingston County, Michigan, at a regular meeting held on the 8th day of May, 2017 and that the meeting was held and the minutes therefore were filed in compliance with Act No. 267 of the Public Acts of 1976.

IN WITNESS WHEREOF, I have hereto affixed my official signature this 8th day of May, 2017.

BY: Howell Township Clerk

AGENDA ITEM

8G



April 25, 2017

Mr. Joe Daus
Howell Township
3525 Byron Road
Howell, MI 48855

RE: Recommendation of Contract Award
Warner Road Sewer Crossing

Mr. Daus:

Spicer Group has solicited proposals from contractors for the construction of approximately 56' of 8" sanitary sewer under Warner Rd and one 48" manhole. When the sewer on Warner Road was originally installed on the north side, the owner of three parcels on the south side of the road intended to develop the property, so no leads were placed crossing the road. Now, the three parcels have separate owners who wish to have sanitary sewer service.

By placing a manhole on the south side of Warner Rd and connecting to the existing main, property owners on that side can get sewer service by connecting to the new manhole, rather than each one crossing Warner Rd. Installation of sewer leads is not part of this project, and due to the location of the water main relative to the ROW line, some leads may require easement across private property.

We have only received proposals from two contractors for this project: TLS Construction, of Howell, MI, and Fonson, Inc. of Brighton, MI. Many contractors are either too busy to take on the work or are simply uninterested in projects this type and size. Below is a breakdown of the bids we've recieved:

<u>Contractor</u>	<u>Bid Amount</u>
TLS Construction	\$18,900
Fonson, Inc.	\$32,200

Both are reputable contractors and are qualified for this type of work. It is our recommendation that the Township hire TLS Construction for the Warner Road Sewer Crossing based on cost.

If you have any questions or need additional information, please contact our office.

Sincerely,

Kevin J Wilks, E.I.T.
Design Engineer
SPICER GROUP, INC.
125 Helle Blvd., Suite 2
Dundee, MI 48131

Philip A. Westmoreland, P.E.
Senior Project Manager
SPICER GROUP, INC.
125 Helle Blvd., Suite 2
Dundee, MI 4813

cc: SGI File No. 124652SG2017

AGENDA ITEM

9B

HOWELL TOWNSHIP
RESOLUTION ADOPTING A
GENERAL APPROPRIATIONS ACT

May 8, 2017
05.17._____

WHEREAS the Supervisor has prepared and submitted a recommended annual Budget which includes expenditure and revenue data to the legislative body of Howell Township, a true copy of which is attached hereto and is incorporated herein; and

WHEREAS a public hearing has been noticed and held by the Howell Township Board upon said budget in accordance with Act 621, Public Acts of 1978, as provided and an opportunity given to all present to comment upon the same; and

WHEREAS the Township Board is now satisfied that the Budget as submitted by the Chief Administrative Officer is in the best interest of the government of the Township.

NOW, THEREFORE BE IT RESOLVED that the Township Board of Howell Township hereby adopts the aforementioned Budget, by activity, to govern expenditures of the Township General Fund, Road Fund, Recreation Fund and Capital Improvement Fund for the next fiscal year, subject to such changes as may subsequently be found necessary by said Township Board.

BE IT FURTHER RESOLVED that the Supervisor shall provide a periodic financial report that shall be given to the Township Board on the financial condition of the Township funds.

Motion by _____, seconded by _____ to adopt the foregoing resolution upon a roll call vote:

YES:

NO:

I further certify that the following Members were present at said meeting:

and that the following Members were absent: None.

The Supervisor declared the motion carried and the resolution duly adopted.

By: _____

Attested: _____

Jean Graham
Township Clerk

Mike Coddington
Township Supervisor

Date of Adoption: _____

AGENDA ITEM

9C

HOWELL TOWNSHIP

RESOLUTION APPROVING 2017 TAX LEVY

05.17. _____

The Howell Township Board hereby resolves to adopt a total of .8775 mills for 2017 operating tax millage rate and .9345 for the 2017 road tax millage rate.

Moved by _____, seconded by _____.

Yeas:

Nays:

I hereby affirm this to be a resolution duly approved by the Howell Township Board at a regular meeting held May 8, 2017 to which I add my signature this 8th day of May, 2017.

I further certify that the following Members were present at said meeting:

and that the following Members were absent: _____.

Jean Graham
Howell Township Clerk

AGENDA ITEM

9D

Jean Graham

From: Jonathan Hohenstein
Sent: Thursday, April 13, 2017 2:37 PM
To: Jean Graham; Debby Johnson
Subject: FW: Lifting frame
Attachments: Estimate_1010_from_Tefft_Welding_and_Fabricating.pdf

Please add this email and attachment to the next Board meeting.
Thanks,
Jonathan

From: Livernois, Jerome [mailto:Jerome.Livernois@stservices.com]
Sent: Tuesday, April 11, 2017 11:06 AM
To: Brent Kilpela <assessor@howelltownshipmi.org>; Jonathan Hohenstein <treasurer@howelltownshipmi.org>
Subject: Lifting frame

Good Morning All,

Attached is a quote from Teft Welding to construct a lifting frame for the Micro Strainer which we just finished putting back together. This frame would allow us to be able to lift it out of the channel and inspect a couple times a year. I think it is a good idea to do. Also He will come over this week or next to look at our pontoon boat for modification. As luck would have it, he does all the work for Wonderland Marina on pontoons there.

By the way did I send over the invoice from them for the repair to the strainer basket? They would like to know if there is any thing else you need from them.

Thanks
Jerry

Jerome W. Livernois
Plant Manager
Operating Services US
Howell Township MI
1222 Packard drive
Howell, MI 48843
PH (517) 546-5767
FAX (517) 546-3283
CELL (517) 719-7486
E-mail jerome.livernois@stservices.com
www.severntrentseVICES.com

Tefft Welding and Fabricating

1020 Woodhaven Rd.
Howell, MI 48855 US
517-294-0508
darriantefft@gmail.com

Estimate

ADDRESS
Severn Trent Services

SHIP TO
Severn Trent Services

ESTIMATE #	DATE
1010	04/06/2017

P.O. NUMBER
Quote For Lift

ACTIVITY	QTY	RATE	AMOUNT
Metals Steel 3x3" square tube and I beam to fabricate lifting frame	1	496.88	496.88
Parts Chain hoist 2 ton capacity	1	72.50	72.50
Parts Trolley to mount chain hoist to beam	1	96.50	96.50
labor Labor to create a lift frame for auger	9	75.00	675.00
labor Labor to install lift frame	3	75.00	225.00
labor:delivery delivery of fabricated parts	1	0.00	0.00
TOTAL			\$1,565.88

Accepted By

Accepted Date

AGENDA ITEM

10D

HOWELL TOWNSHIP

LAND USE PERMIT APRIL 2017

<u>NO.</u>	<u>NAME</u>	<u>ISSUED</u>	<u>PARCEL ID</u>	<u>PERMIT TYPE</u>	<u>PROPERTY ADDRESS</u>	<u>FEE</u>
17039	PAWLOWSKI STEPHE	04/26/2017	4706-11-401-016	PORCH / DECK	4190 MARWOOD DR	50
17040	WESTVIEW CAPITAL	04/26/2017	4706-13-301-180	NEW HOME	3687 AMBER OAKS DRIVE	75
17038	ROBINSON DAVID	04/24/2017	4706-16-400-028	REROOF	3072 WARNER	20
17036	KRAUSE KEVIN	04/18/2017	4706-18-400-022	REROOF	3339 FLEMING	20
17037	KROKOSKY JOHN J	04/18/2017	4706-15-400-001	REROOF	3250 BREWER	20
17034	ASPEN REALTY LLC	04/17/2017	4706-28-100-019	ACCES. BLDG.	1650 N BURKHART	250
17035	TANGER PROPERTIE	04/17/2017	4706-29-400-008	SIGN	1475 N BURKHART	175
17033	SCHICK CHRISTOPHE	04/12/2017	4706-16-300-046	WAIVER/TEMP	3718 WARNER	20
17032	WESTVIEW CAPITAL	04/11/2017	4706-13-301-191	NEW HOME	3662 AMBER OAKS DRIVE	75
17031	KALISZEWSKI KAL A	04/11/2017	4706-13-301-157	OTHER	376 VENTURA CT	50
17030	DOUGLAS CRAIG A II	04/10/2017	4706-25-100-027	REMODELING	1907 OAK GROVE RD	50
17028	ZAHRT MICHAEL D	04/03/2017	4706-06-300-017	FENCE	5380 OWOSSO	50
17029	GOULET JOSEPH & J	04/03/2017	4706-24-300-004	WAIVER/TEMP	2204 OAK GROVE RD	20

AGENDA ITEM

10E

Monthly Activity Report for April 2017 – Assessing Dept/Brent Kilpela

MTT UPDATE:

7-Eleven v Howell Township: Pre-hearing general call will be January 2018.

Burkhart Ridge v Howell Township: Pre-hearing general call will be in November of 2017.

SMALL CLAIMS TRIBUNAL:

Shirley Vaccaro v Howell Township: Appealing the Board of Review’s decision to deny the poverty exemption. In her paperwork she declared that her son had moved in with her. There was no proof of income provided for him. All residents must provide proof of income to be considered for the exemption.

ASSESSING OFFICE:

ASSESSOR: Completed the assessment year ending reports for 2017. Balanced with the County and rolled over the BS&A software year to 2018. Purged the assessing files to make room for the new assessment year. On-site inspection of the commercial property at 5010 E Grand River for possible July Board of Review corrections. Fielded various phone calls on the topic of “uncapping” from new township residents. Formulating a plan for the 2018 assessment year field work. The State Tax Commission recommends that 20% of each property class is reviewed each year.

JOE DAUS, FIELD INSPECTOR: Started field work as the weather has improved. Working in section 27.

OTHER: Completed fiscal year 2017-2018 proposed budget.

AGENDA ITEM

12

Howell Township
Invoice and Check Registers

As of 5/3/2017

Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
04/11/2017	GEN	101001365 (E)	COMCAST	340.85
04/11/2017	GEN	101001366 (E)	CONSUMERS ENERGY	384.43
04/11/2017	GEN	101001367 (E)	CULLIGAN WATER	72.49
04/11/2017	GEN	101001368 (E)	FAHEY SCHULTZ BURZYCH RHODES	7,214.00
04/11/2017	GEN	101001369 (E)	MICHIGAN.COM	130.00
04/11/2017	GEN	101001370 (E)	MUTUAL OF OMAHA INSURANCE COMPANY	195.25
04/11/2017	GEN	101001371 (E)	SPICER GROUP	3,211.64
04/11/2017	GEN	16708	CAREFREE MAINTENANCE CO.	230.00
04/11/2017	GEN	16709	CULVER EXCAVATING INC	60,063.44
04/11/2017	GEN	16710	DTE ENERGY	384.69
04/11/2017	GEN	16711	JONATHAN HOHENSTEIN	58.77
04/11/2017	GEN	16712	L.C.A.A.	25.00
04/11/2017	GEN	16713	L.C.A.A.	15.00
04/11/2017	GEN	16714	MASTER MEDIA	285.50
04/24/2017	GEN	101001372 (E)	CINTAS CORPORATION #725	53.09
04/24/2017	GEN	101001373 (E)	DTE ENERGY	22.96
04/24/2017	GEN	101001374 (E)	MUTUAL OF OMAHA INSURANCE COMPANY	195.25
04/24/2017	GEN	16715	CARLISLE WORTMAN	1,325.00
04/24/2017	GEN	16716	CULVER EXCAVATING INC	18,502.30
04/24/2017	GEN	16717	THE DIRT HUNTER L.L.C.	159.00
04/24/2017	GEN	16718	CAROL MAKUSHIK	23.86
04/24/2017	GEN	16719	MASTER MEDIA	498.23

GEN TOTALS:

Total of 22 Checks:	93,390.75
Less 0 Void Checks:	0.00
Total of 22 Disbursements:	93,390.75

Bank T&A TRUST & AGENCY CHECKING

04/10/2017	T&A	3320	HOWELL AREA FIRE AUTHORITY	1,128.93
04/10/2017	T&A	3321	HOWELL CARNEGIE LIBRARY	825.96
04/10/2017	T&A	3322	HOWELL PUBLIC SCHOOLS	2,552.30
04/10/2017	T&A	3323	HOWELL PUBLIC SCHOOLS	312.92
04/10/2017	T&A	3324	LIV EDUC SERVICE AGENCY	97.56
04/10/2017	T&A	3325	LIVINGSTON COUNTY TREASURER	820.48
04/10/2017	T&A	3326	LIVINGSTON COUNTY TREASURER	750.00
04/10/2017	T&A	3327	LIVINGSTON COUNTY TREASURER	121.50

T&A TOTALS:

Total of 8 Checks:	6,609.65
Less 0 Void Checks:	0.00
Total of 8 Disbursements:	6,609.65

Bank UTYCK UTILITY CHECKING

04/11/2017	UTYCK	2163	LAKESIDE EQUIPMENT CORP.	1,578.00
04/11/2017	UTYCK	2164	MCMMASTER-CARR	449.65
04/11/2017	UTYCK	2165	SEVERN TRENT	23,798.59
04/11/2017	UTYCK	2166	TEFFT WELDING AND FABRICATING	150.00
04/11/2017	UTYCK	2167	TRUE VALUE HARDWARE	204.93
04/11/2017	UTYCK	2168	U. S. BANK	1,498,831.25
04/11/2017	UTYCK	2169	USA BLUEBOOK	715.50
04/11/2017	UTYCK	590002237 (E)	AT&T	49.90
04/11/2017	UTYCK	590002238 (E)	AT&T	56.60
04/11/2017	UTYCK	590002239 (E)	AT&T	41.40
04/11/2017	UTYCK	590002240 (E)	AT&T	41.40
04/11/2017	UTYCK	590002241 (E)	AT&T	225.76
04/11/2017	UTYCK	590002242 (E)	AT&T	41.40
04/11/2017	UTYCK	590002243 (E)	AT&T	50.60
04/11/2017	UTYCK	590002244 (E)	AT&T	70.02
04/11/2017	UTYCK	590002245 (E)	AT&T	41.40
04/11/2017	UTYCK	590002246 (E)	CONSUMERS ENERGY	239.44
04/11/2017	UTYCK	590002247 (E)	CONSUMERS ENERGY	667.97
04/11/2017	UTYCK	590002248 (E)	CONSUMERS ENERGY	17.54
04/11/2017	UTYCK	590002249 (E)	DTE ENERGY	129.37
04/11/2017	UTYCK	590002250 (E)	DTE ENERGY	163.68
04/11/2017	UTYCK	590002251 (E)	DTE ENERGY	12.62
04/11/2017	UTYCK	590002252 (E)	KENNEDY INDUSTRIES INC	481.25
04/24/2017	UTYCK	2170	AT&T LONG DISTANCE	10.29
04/24/2017	UTYCK	2171	BUILT RITE RENOVATIONS	800.00
04/24/2017	UTYCK	2172	HOWELL TOWNSHIP	300.00
04/24/2017	UTYCK	2173	M & K JETTING AND TELEVISIONING	675.00
04/24/2017	UTYCK	2174	MCMMASTER-CARR	134.95

Check Date	Bank	Check	Vendor Name	Amount
04/24/2017	UTYCK	2175	TRUE VALUE HARDWARE	29.95
04/24/2017	UTYCK	2176	HOWELL POSTAL SERVICES	1,500.00
04/24/2017	UTYCK	2177	USA BLUEBOOK	84.87
04/24/2017	UTYCK	590002253 (E)	AT&T	46.96
04/24/2017	UTYCK	590002254 (E)	BEST PEST CONTROL	250.00
04/24/2017	UTYCK	590002255 (E)	DTE ENERGY	5,683.80
04/24/2017	UTYCK	590002256 (E)	DTE ENERGY	13.88
04/24/2017	UTYCK	590002257 (E)	DTE ENERGY	361.25
04/24/2017	UTYCK	590002258 (E)	DTE ENERGY	203.94
04/24/2017	UTYCK	590002259 (E)	DTE ENERGY	356.36
04/24/2017	UTYCK	590002260 (E)	DTE ENERGY	682.70
04/24/2017	UTYCK	590002261 (E)	DTE ENERGY	143.61
04/24/2017	UTYCK	590002262 (E)	DTE ENERGY	5.76
04/24/2017	UTYCK	590002263 (E)	DTE ENERGY	50.44
04/24/2017	UTYCK	590002264 (E)	KENNEDY INDUSTRIES INC	397.00
04/24/2017	UTYCK	590002265 (E)	LIVINGSTON MICROGRAPHICS, LLC	1,528.18

UTYCK TOTALS:

Total of 44 Checks:	1,541,317.21
Less 0 Void Checks:	0.00
Total of 44 Disbursements:	1,541,317.21

REPORT TOTALS:

Total of 74 Checks:	1,641,317.61
Less 0 Void Checks:	0.00
Total of 74 Disbursements:	1,641,317.61

Agrees with Invoice
Register BK

05/01/2017 09:37 AM
 User: BRENT KILPELA
 DB: Howell Twp
 Inv Num
 Inv Ref#

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

Vendor Description
 Inv Date Entered By
 Due Date
 Inv Amt
 Amt Due
 Status
 Jrnalized Post Date

4/3/2017	15232	HOWELL CARNEGIE LIBRARY DPPT OCT-MAR 2017 701-000-223.00	TRUST DUE TO HOWELL LIBRARY	04/03/2017 BRENT KILPELA	04/15/2017	825.96	0.00	Paid	Y	04/10/2017
4/3/2017	15233	LIV EDUC SERVICE AGENCY DPPT OCT-MAR 2017 701-000-227.00	TRUST DUE TO LE SA	04/03/2017 BRENT KILPELA	04/15/2017	97.56	0.00	Paid	Y	04/10/2017
4/3/2017	15234	HOWELL AREA FIRE AUTHORITY DPPT OCT-MAR 2017 701-000-234.00	TRUST DUE TO HOWELL FIRE AUTH	04/03/2017 BRENT KILPELA	04/15/2017	1,128.93	0.00	Paid	Y	04/10/2017
4/3/2017	15235	HOWELL PUBLIC SCHOOLS DPPT OCT-MAR 2017 701-000-225.01	TRUST DUE TO HOWELL SCHLS DEBT	04/03/2017 BRENT KILPELA	04/15/2017	2,552.30	0.00	Paid	Y	04/10/2017
4/3/2017	15236	HOWELL PUBLIC SCHOOLS DPPT OCT-MAR 2017 701-000-225.00	TRUST DUE TO HOWELL SCHLS OPER	04/03/2017 BRENT KILPELA	04/15/2017	312.92	0.00	Paid	Y	04/10/2017
4/3/2017	15237	LIVINGSTON COUNTY TREASURER DPPT OCT-MAR 2017 701-000-228.00	TRUST DUE TO COUNTY	04/03/2017 BRENT KILPELA	04/15/2017	820.48	0.00	Paid	Y	04/10/2017
4/4/2017	15238	LIVINGSTON COUNTY TREASURER MOBILE HOME FEES 701-000-239.00	TRUST MOBILE HOME TAX PAYABLE	04/04/2017 BRENT KILPELA	04/15/2017	750.00	0.00	Paid	Y	04/10/2017
4/3/2017	15239	LIVINGSTON COUNTY TREASURER DOG LICENSES 701-000-238.00	TRUST DUE TO COUNTY DOG LICENSE	04/03/2017 BRENT KILPELA	04/15/2017	121.50	0.00	Paid	Y	04/10/2017
0006851821	15240	MICHIGAN.COM MARCH PUBLICATIONS 101-412-900.00	BOARD OF APPEALS PRINTING & PUBLICITN EX	03/27/2017 BRENT KILPELA	04/15/2017	130.00	0.00	Paid	Y	04/11/2017
185314	15241	SPICER GROUP BREWER MEADOWS PLAN REVIEW 101-000-203.11	ENG ESCROW REF BREWER ROAD LLC	03/29/2017 BRENT KILPELA	04/29/2017	2,126.02	0.00	Paid	Y	04/11/2017

05/01/2017 09:37 AM
 User: BRENT KILPELA
 DB: Howell Twp
 Vendor
 Description
 Inv Ref#

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

Inv Num	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlnized Post Date
185302	GL Distribution						
15242	SPICER GROUP 2800 HIGHLAND SANITARY CONNECTION 101-447-801.00	03/29/2017 BRENT KILPELA	04/29/2017	245.25	0.00	Paid	Y 04/11/2017
185312							
15243	SPICER GROUP OAK GROVE MEADOWS REVIEW 101-000-203.09	03/29/2017 BRENT KILPELA	04/29/2017	840.37	0.00	Paid	Y 04/11/2017
76262							
15244	MASTER MEDIA OFFICE SUPPLIES 101-265-727.01	03/29/2017 BRENT KILPELA	04/15/2017	49.15	0.00	Paid	Y 04/11/2017
76235							
15245	MASTER MEDIA KITCHEN SUPPLIES 101-265-727.00	03/27/2017 BRENT KILPELA	04/27/2017	236.35	0.00	Paid	Y 04/11/2017
4/1/2017							
15246	CAREFREE MAINTENANCE CO. MARCH CLEANING 101-265-775.00	04/01/2017 BRENT KILPELA	05/01/2017	230.00	0.00	Paid	Y 04/11/2017
000623831533							
15247	MUTUAL OF OMAHA INSURANCE COMPANY TWP HALL LIFE INSURANCE APRIL 101-265-721.00	04/01/2017 BRENT KILPELA	04/15/2017	195.25	0.00	Paid	Y 04/11/2017
3/22/17							
15248	COMCAST TWP HALL TELEPHONE 101-265-850.00	03/22/2017 BRENT KILPELA	04/12/2017	340.85	0.00	Paid	Y 04/11/2017
3/21/2017							
15249	JONATHAN HOHENSTEIN TREASURER MILEAGE/TWP REPAIRS 101-253-860.00 101-265-930.00	03/21/2017 BRENT KILPELA	04/21/2017	58.77	0.00	Paid	Y 04/11/2017
7408088							
15250	DTE ENERGY STREETLIGHTS 101-268-920.00	03/27/2017 BRENT KILPELA	05/08/2017	384.69	0.00	Paid	Y 04/11/2017
34034							
15251	CULVER EXCAVATING INC MILLET ROAD RE-GRAVEL ROAD 204-000-801.00	03/17/2017 BRENT KILPELA	04/17/2017	60,063.44	0.00	Paid	Y 04/11/2017

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

Inv Num	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlnized Post Date
36258	GL Distribution						
15252	FAHEY SCHULTZ BURZYCH RHODES 7-ELEVEN, INC. (2016) 101-209-801.00	04/03/2017 BRENT KILPELA ASSESSING LEGAL (CONTRACT SVC) EXPENSE	05/03/2017	64.00	0.00	Paid	Y 04/11/2017
36259							
15253	FAHEY SCHULTZ BURZYCH RHODES BURKHARDT RIDGE, LLC 101-209-801.00	04/03/2017 BRENT KILPELA ASSESSING LEGAL (CONTRACT SVC) EXPENSE	05/03/2017	64.00	0.00	Paid	Y 04/11/2017
36260							
15254	FAHEY SCHULTZ BURZYCH RHODES FSG QUALITY LIVING LLC 2016 APPEAL 101-209-801.00	04/03/2017 BRENT KILPELA ASSESSING LEGAL (CONTRACT SVC) EXPENSE	05/03/2017	254.00	0.00	Paid	Y 04/11/2017
36261							
15255	FAHEY SCHULTZ BURZYCH RHODES GENERAL 101-268-801.01	04/03/2017 BRENT KILPELA TWP AT LARGE LEGAL EXPENSE	05/03/2017	1,205.00	0.00	Paid	Y 04/11/2017
36262							
15256	FAHEY SCHULTZ BURZYCH RHODES LUCY ROAD - ORDRINANCE ENFORCEMENT 101-268-801.01	04/03/2017 BRENT KILPELA TWP AT LARGE LEGAL EXPENSE	05/03/2017	38.00	0.00	Paid	Y 04/11/2017
36263							
15257	FAHEY SCHULTZ BURZYCH RHODES RAINBOW 592-852-801.01	04/03/2017 BRENT KILPELA SWR/WTR 8 LEGAL EXPENSE	05/03/2017	5,589.00	0.00	Paid	Y 04/11/2017
201449561491							
15258	CONSUMERS ENERGY TWP HALL APRIL 2017 101-265-922.00	03/30/2017 BRENT KILPELA TWP HALL NATURAL GAS EXPENSE	04/25/2017	384.43	0.00	Paid	Y 04/11/2017
400121							
15259	CULLIGAN WATER 9 WATER BOTTLES 101-265-727.00	03/31/2017 BRENT KILPELA TWP HALL KITCHEN/BATH SUPPLIES EXPENSE	04/30/2017	72.49	0.00	Paid	Y 04/11/2017
4/11/2017							
15260	L.C.A.A. CAROL MAKUSHIK REGISTRATION (NON-M 101-209-720.00	04/11/2017 BRENT KILPELA ASSESSING EDUCATION EXPENSE	04/15/2017	25.00	0.00	Paid	Y 04/11/2017
4/11/2017							
15261	L.C.A.A. BRENT KILPELA REGISTRATION 101-209-720.00	04/11/2017 BRENT KILPELA ASSESSING EDUCATION EXPENSE	04/15/2017	15.00	0.00	Paid	Y 04/11/2017

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

Inv Num	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlnized Post Date
4/5/2017							
15262	DTE ENERGY 391 N BURKHART MARCH 2017 590-442-920.00	04/05/2017 BRENT KILPELA WWTP ELECTRICITY EXPENSE	04/27/2017	129.37	0.00	Paid	Y 04/11/2017
4/4/2017							
15263	DTE ENERGY 1009 N BURKHART MARCH 2017 590-442-920.00	04/04/2017 BRENT KILPELA WWTP ELECTRICITY EXPENSE	04/26/2017	163.68	0.00	Paid	Y 04/11/2017
4/4/2017							
15264	DTE ENERGY 1907 OAK GROVE ROAD MARCH 2017 590-442-920.00	04/04/2017 BRENT KILPELA WWTP ELECTRICITY EXPENSE	04/26/2017	12.62	0.00	Paid	Y 04/11/2017
18755							
15265	SEVERN TRENT WWTP MAINTENANCE APRIL 2017 590-442-801.00	04/01/2017 BRENT KILPELA WWTP CONTRACTED SVCS EXPENSE	05/01/2017	23,798.59	0.00	Paid	Y 04/11/2017
22672094							
15266	MCMMASTER-CARR FITTINGS, PIPE, STEEL/RUBBER SHEET 590-442-930.00	04/05/2017 BRENT KILPELA WWTP EQUIPMENT REPAIR EXPENSE	04/15/2017	449.65	0.00	Paid	Y 04/11/2017
60100363141							
15267	CONSUMERS ENERGY 2571 OAKGROVE MARCH 2017 590-442-922.00	04/03/2017 BRENT KILPELA WWTP NATURAL GAS EXPENSE	04/27/2017	239.44	0.00	Paid	Y 04/11/2017
205098260309							
15268	CONSUMERS ENERGY 1222 PACKARD DR MARCH 2017 590-442-922.00	03/31/2017 BRENT KILPELA WWTP NATURAL GAS EXPENSE	04/25/2017	667.97	0.00	Paid	Y 04/11/2017
17-1232							
15269	LAKESIDE EQUIPMENT CORP. LOWER BEARING BAR 590-442-956.00	04/03/2017 BRENT KILPELA WWTP MISCELLANEOUS EXPENSE	05/03/2017	432.00	0.00	Paid	Y 04/11/2017
17-1217							
15270	LAKESIDE EQUIPMENT CORP. GREEN BRUSH ASSEMBLY 590-442-956.00	04/03/2017 BRENT KILPELA WWTP MISCELLANEOUS EXPENSE	05/03/2017	1,146.00	0.00	Paid	Y 04/11/2017
85492							
15271	TRUE VALUE HARDWARE HOSE CLAMPS/FASTENERS 590-442-956.00	04/07/2017 BRENT KILPELA WWTP MISCELLANEOUS EXPENSE	05/15/2017	23.78	0.00	Paid	Y 04/11/2017

User: BRENT KILPELA
 DB: Howell Twp
 Vendor: GL Distribution
 Inv Num: Description
 Inv Ref#

Inv Num	Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlnized Post Date
85478	TRUE VALUE HARDWARE	04/06/2017	05/15/2017	14.25	0.00	Paid	Y
15272	FASTENERS	BRENT KILPELA					
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		14.25			04/11/2017
85329	TRUE VALUE HARDWARE	03/28/2017	04/15/2017	14.94	0.00	Paid	Y
15273	ELECTRICAL SUPPLIES	BRENT KILPELA					
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		14.94			04/11/2017
85410	TRUE VALUE HARDWARE	04/03/2017	04/15/2017	151.96	0.00	Paid	Y
15274	HOSE, UTIL PUMP, NOZZLE	BRENT KILPELA					
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		151.96			04/11/2017
576019	KENNEDY INDUSTRIES INC	03/27/2017	04/27/2017	481.25	0.00	Paid	Y
15275	SERVICE CALL	BRENT KILPELA					
	590-442-801.00	WWTP CONTRACTED SVCS EXPENSE		481.25			04/11/2017
202339491867	CONSUMERS ENERGY	03/29/2017	04/24/2017	17.54	0.00	Paid	Y
15276	391 N BURKHART MARCH 2017	BRENT KILPELA					
	590-442-922.00	WWTP NATURAL GAS EXPENSE		17.54			04/11/2017
216114	USA BLUEBOOK	03/27/2017	04/27/2017	715.50	0.00	Paid	Y
15277	AUTODIALER	BRENT KILPELA					
	590-442-930.00	WWTP EQUIPMENT REPAIR EXPENSE		715.50			04/11/2017
517540124103	AT&T	03/22/2017	04/13/2017	49.90	0.00	Paid	Y
15278	517 540-1241 FOR APRIL 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		49.90			04/11/2017
517546516003	AT&T	03/22/2017	04/13/2017	56.60	0.00	Paid	Y
15279	517 546-5160 FOR APRIL 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		56.60			04/11/2017
517540695203	AT&T	03/22/2017	04/13/2017	41.40	0.00	Paid	Y
15280	517 540-6952 FOR APRIL 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		41.40			04/11/2017
517540696303	AT&T	03/22/2017	04/13/2017	41.40	0.00	Paid	Y
15281	517 540-6963 FOR APRIL 2017	BRENT KILPELA					
	590-442-850.00	WWTP TELEPHONE EXPENSE		41.40			04/11/2017

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 User: BRENT KILPELA
 DB: Howell Twp
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 Inv Ref#
 Description
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Inv Num	Inv Ref#	Vendor	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlnized Post Date
517546349603								
15282		AT&T	03/22/2017 BRENT KILPELA	04/13/2017	225.76	0.00	Paid	Y 04/11/2017
		517 546-3496 FOR APRIL 2017						
		590-442-850.00	WWTP TELEPHONE EXPENSE		225.76			
517540694703								
15283		AT&T	03/22/2017 BRENT KILPELA	04/13/2017	41.40	0.00	Paid	Y 04/11/2017
		517 540-6947 FOR APRIL 2017						
		590-442-850.00	WWTP TELEPHONE EXPENSE		41.40			
150560912								
15284		AT&T	03/19/2017 BRENT KILPELA	04/09/2017	50.60	0.00	Paid	Y 04/11/2017
		WWTP INTERNET						
		590-442-850.00	WWTP TELEPHONE EXPENSE		50.60			
517548388803								
15285		AT&T	03/28/2017 BRENT KILPELA	04/17/2017	70.02	0.00	Paid	Y 04/11/2017
		517 548-3888 FOR APRIL 2017						
		590-442-850.00	WWTP TELEPHONE EXPENSE		70.02			
517548561903								
15286		AT&T	03/28/2017 BRENT KILPELA	04/17/2017	41.40	0.00	Paid	Y 04/11/2017
		517 548-5619 FOR APRIL 2017						
		590-442-850.00	WWTP TELEPHONE EXPENSE		41.40			
245								
15287		TEFT WELDING AND FABRICATING	04/06/2017 BRENT KILPELA	05/01/2017	150.00	0.00	Paid	Y 04/11/2017
		STAINLESS SHEET REPAIR						
		590-442-930.00	WWTP EQUIPMENT REPAIR EXPENSE		150.00			
434279								
15288		U. S. BANK	03/17/2017 BRENT KILPELA	04/28/2017	621,518.75	0.00	Paid	Y 04/11/2017
		S/W #8 BOND PAYMENT						
		592-000-300.00	SWR/WTR FUND 8 & 11 LONG TERM BONDS PAY		545,000.00			
		592-852-996.08	SWR/WTR 8 BOND INTEREST EXP		76,518.75			
440840								
15289		U. S. BANK	03/22/2017 BRENT KILPELA	05/01/2017	877,312.50	0.00	Paid	Y 04/11/2017
		S#7, S/W#11, WNU BOND PAYMENT						
		590-000-300.07	SEWER 7 LONG TERM BOND PAYABLE		110,000.00			
		590-853-996.07	SEWER 7 BOND INTEREST EXPENSE		15,012.50			
		592-000-300.00	SWR/WTR FUND 8 & 11 LONG TERM BONDS PAY		445,000.00			
		592-854-996.11	SWR/WTR 11 BOND INTEREST EXP		100,156.25			
		591-000-300.00	WATER 4 LONG TERM BONDS PAYABLE		175,000.00			
		591-420-996.04	WATER NEW USER BOND INTEREST EXPENSE		32,143.75			
2/27/2017								
15290		BEST PEST CONTROL	02/27/2017 BRENT KILPELA	04/30/2017	250.00	0.00	Paid	Y 04/19/2017
		PEST CONTROL-WWTP						
		590-442-801.00	WWTP CONTRACTED SVCS EXPENSE		250.00			

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Inv Num	Inv Ref#	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
4/19/2017							
15291		04/19/2017 HOWELL POSTAL SERVICES POSTAGE FOR PERMIT #100 BRENT KILPELA	04/30/2017	1,500.00	0.00	Paid	Y 04/19/2017
576447		590-441-726.00 UTILITY BILLING POSTAGE EXPENSE		1,500.00			
15292		04/13/2017 KENNEDY INDUSTRIES INC SERVICE CALL TO WWTP BRENT KILPELA	05/13/2017	397.00	0.00	Paid	Y 04/19/2017
854006222		590-442-930.00 WWTP EQUIPMENT REPAIR EXPENSE		397.00			
15293		04/06/2017 AT&T LONG DISTANCE BRENT KILPELA	05/06/2017	10.29	0.00	Paid	Y 04/19/2017
4/12/2017							
15294		04/12/2017 DTE ENERGY BRENT KILPELA	05/04/2017	5,683.80	0.00	Paid	Y 04/19/2017
4/11/2017							
15295		04/12/2017 1222 PACKARD DR APRIL 2017 BRENT KILPELA	05/03/2017	13.88	0.00	Paid	Y 04/19/2017
4/11/2017							
15296		04/11/2017 DTE ENERGY BRENT KILPELA	05/03/2017	361.25	0.00	Paid	Y 04/19/2017
4/11/2017							
15297		04/11/2017 2559 W GRAND RIVER APRIL 2017 BRENT KILPELA	05/03/2017	361.25	0.00	Paid	Y 04/19/2017
4/11/2017							
15298		04/11/2017 DTE ENERGY BRENT KILPELA	05/03/2017	203.94	0.00	Paid	Y 04/19/2017
4/11/2017							
15299		04/11/2017 3888 OAKGROVE ROAD APRIL 2017 BRENT KILPELA	05/03/2017	203.94	0.00	Paid	Y 04/19/2017
4/11/2017							
15299		04/11/2017 DTE ENERGY BRENT KILPELA	05/03/2017	356.36	0.00	Paid	Y 04/19/2017
4/10/2017							
15300		04/11/2017 1575 N BURKHART APRIL 2017 BRENT KILPELA	05/03/2017	682.70	0.00	Paid	Y 04/19/2017
4/10/2017							
15300		04/10/2017 DTE ENERGY BRENT KILPELA	05/02/2017	143.61	0.00	Paid	Y 04/19/2017
4/10/2017							
15300		04/10/2017 2700 TOOLEY ROAD APRIL 2017 BRENT KILPELA	05/02/2017	143.61	0.00	Paid	Y 04/19/2017
4/10/2017							
15300		04/10/2017 590-442-920.00 WWTP ELECTRICITY EXPENSE		143.61			

Inv Num	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
2143973 15311	CARLISLE WORTMAN CHESTNUT DEVELOPMENT REZONING 101-400-801.00	04/17/2017 BRENT KILPELA	05/17/2017	405.00	0.00	Paid	Y 04/19/2017
0633200011 15313	HOWELL TOWNSHIP WATER USAGE AT WWTP 590-442-956.00	04/17/2017 BRENT KILPELA	05/07/2017	300.00	0.00	Paid	Y 04/20/2017
4/17/2017 15314	DTE ENERGY 271 E HIGHLAND APRIL 2017 590-442-920.00	04/17/2017 BRENT KILPELA	05/09/2017	50.44	0.00	Paid	Y 04/20/2017
517552195604 15315	AT&T 517 552-1956 FOR APRIL 2017 590-442-850.00	04/13/2017 BRENT KILPELA	05/05/2017	46.96	0.00	Paid	Y 04/20/2017
2236 15316	LIVINGSTON MICROGRAPHICS, LLC 60 UV LAMPS 590-442-956.00	04/14/2017 BRENT KILPELA	05/14/2017	1,528.18	0.00	Paid	Y 04/20/2017
85692 15317	TRUE VALUE HARDWARE 10X3 WD SC BX/100 590-442-956.00	04/20/2017 BRENT KILPELA	05/15/2017	13.99	0.00	Paid	Y 04/20/2017
85703 15318	TRUE VALUE HARDWARE 5 GALLON FAILS/OIL ABSORBENT 590-442-956.00	04/20/2017 BRENT KILPELA	05/15/2017	15.96	0.00	Paid	Y 04/24/2017
76347 15319	MASTER MEDIA OFFICE SUPPLIES 101-265-727.01	04/17/2017 BRENT KILPELA	05/17/2017	498.23	0.00	Paid	Y 04/24/2017
000630431454 15320	MUTUAL OF OMAHA INSURANCE COMPANY TWP HALL MAY 2017 101-265-721.00	04/24/2017 BRENT KILPELA	05/01/2017	195.25	0.00	Paid	Y 04/24/2017
4035 15321	BUILT RITE RENOVATIONS FIX WWTP GATE 590-442-956.00	04/20/2017 BRENT KILPELA	04/24/2017	800.00	0.00	Paid	Y 04/24/2017

INVOICE REGISTER REPORT FOR HOWELL TOWNSHIP

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24527345	MCMMASTER-CARR	04/17/2017	04/27/2017	30.21	0.00	Paid	Y	04/24/2017
15322	A-SECTION V-BELT	BRENT KILPELA						
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		30.21				
231072	USA BLUEBOOK	04/12/2017	05/12/2017	84.87	0.00	Paid	Y	04/24/2017
15323	PUMP SWITCH	BRENT KILPELA						
	590-442-956.00	WWTP MISCELLANEOUS EXPENSE		84.87				

170475	M & K JETTING AND TELEVISION	03/30/2017	05/01/2017	675.00	0.00	Paid	Y	04/24/2017
15324	CLEAN LIFT STATION	BRENT KILPELA						
	590-442-801.00	WWTP CONTRACTED SVCS EXPENSE		675.00				
# of Invoices:	92	# Due:	0	Totals:	1,641,317.61	0.00		
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00		

Net of Invoices and Credit Memos:

1,641,317.61

Agrees with
 Check Register BK

--- TOTALS BY FUND ---

101 - GENERAL FUND	9,236.01	0.00
204 - ROAD FUND	78,565.74	0.00
590 - SEWER FUND	167,492.70	0.00
591 - WATER FUND	207,143.75	0.00
592 - SWR/WTR	1,172,269.76	0.00
701 - TRUST & AGENCY	6,609.65	0.00

--- TOTALS BY DEPT/ACTIVITY ---

000 - OTHER	1,363,147.54	0.00
209 - ASSESSING	422.00	0.00
253 - TREASURER	72.01	0.00
265 - TOWNSHIP HALL	2,447.67	0.00
268 - TOWNSHIP AT LARGE	1,627.69	0.00
400 - PLANNING COMMISSION	1,325.00	0.00
412 - BOARD OF APPEALS	130.00	0.00
420 - WATER 4 CONNECT	32,143.75	0.00
441 - UTILITY BILLING	1,500.00	0.00
442 - WWTP	40,980.20	0.00
447 - ENGINEERING	245.25	0.00
852 - SEWER/WATER 8	82,107.75	0.00
853 - SEWER 7	15,012.50	0.00
854 - SEWER/WATER 11	100,156.25	0.00