Pledge of Allegiance

Roll Call

Moment of Silence - Gloria Rowland

1. Approve Agenda

2. City Council Minutes
   a. Regular Meeting of January 7, 2020

3. Presentations
   a. Certificate of Thank you to the Historical Society for their work on
      Holiday Night at the Museum

4. Business License and Permits
   a. Approval of a 2019-2020 Materials Recovery Facility License at Wayne Car &
      Truck Parts, 34939 Brush St. (T. Stanke)

5. Ordinances and Amendments
   a. First Reading of Ordinance 2020-01, Amendment to Chapter 894, to provide for
      a Service Charge in lieu of taxes for Attwood Gardens (L. Gouin)

6. Appointments to Boards, Commissions and Committees
   a. Approval of reappointment of Virginia Cesarz to the Wayne Library Board until
      February 2024 (T. Stanke)

   b. Approval of appointment of Claudia Buckalew, Parkview Dr., to fill an unexpired
      term to the Wayne Historical Commission until July 2020 (T. Stanke)
7. Communications and Reports
   a. Revenue and Expenditure Report for Period Ending December 2019
   b. Investment Report for Quarter Ending December 31, 2019

8. General Items
   a. Approval of Resolution for City of Wayne 2020 Poverty Exemption
      (J. Nieman-Stamper)
   b. Approval of Commercial Rehabilitation District Certificate for the property
      known as 31720 Van Born (L. Gouin)
   c. Approval of Street Vacation at Hubbard St. between E. Michigan Ave. and the
      Rail Road tracks (L. Gouin)
   d. Approval of emergency HVAC repair for the Museum in the amount of
      $8,193.00. The Historical Commission previously approved the funding to
      come from Historical Museum Budget (E. Queen)
   e. Approval of emergency repair of the Street Sweeper in the amount of
      $8,073.77 to be paid from the City Property Budget (E. Queen)

9. Administration Reports

   Public Comments for Matters Not on the Agenda – Pursuant to the Michigan
   Open Meetings Act and the enacted procedures and rules of City Council, now is
   the time for public comment.

   Any questions will not be answered this evening, but the appropriate person will
   make their best effort to respond by the next Council meeting or as soon as
   possible, provided you state or leave your contact information with the City Clerk.

   Approach the podium and state your name. Please limit your comments to three
   (3) minutes.

10. Items for next Agenda

11. Consent Calendar
   a. Wayne Downtown Development Authority minutes of November 13, 2019
   b. Wayne Planning Commission minutes of December 10, 2019
   c. Wayne Historical Commission minutes of January 13, 2020
COMMENTS FROM MEMBERS OF THE CITY COUNCIL

12. Closed Session

   a. Adjourn to closed session to consider a personnel evaluation of an employee
      under MCL 15.268a

Respectfully Submitted,

[Signature]

Tina M. Stanke
City Clerk

The City of Wayne will provide necessary auxiliary aids and services (i.e. signers and audio tapes) to individuals with disabilities attending meetings or hearings. A two week notice is required. For assistance contact the City Clerk's Office at 734-722-2204 or 734-722-2000.
A regular meeting of the Wayne City Council was held on Tuesday, January 7, 2020, at 8:00 p.m. at the Wayne City Hall, 3355 South Wayne Road.

Mayor Rhaesa called the meeting to order at 8:00 p.m. State Representative Kevin Coleman led the Council and the audience in the Pledge of Allegiance to the Flag.

Members Present: Mayor John P. Rhaesa, Mayor Pro Tem Thomas E. Porter, Anthony W. Miller, Jeremiah Webster, Kevin J. Dowd, Kelly S. Skiff, Phillip A. Wagner

Members Absent: None

Also Present: Lisa Nocerini, City Manager, Michael L. Bosnic, City Attorney, Tina M. Stanke, City Clerk

A moment of silence was held for Chief Ted Scott, Bernice Millar, and Larry Stockwell

01-20-0001 Motion by Webster, seconded by Wagner, and unanimously carried, it was resolved to approve the agenda with the amendment of adding State Representative Kevin Coleman to the beginning of Presentations.

01-20-0002 Motion by Webster, seconded by Porter, and unanimously carried, it was resolved to approve the minutes of the Regular Meeting of December 17, 2019.

City Council heard updates from State Representative Kevin Coleman.

Finance Director Katie Sample gave presentations to City Council regarding Bonds and Pension and OPEB Liability.

The City Council presented United Methodist Church and Hill Crest Bible Church with certificates of Thank you for their work on Holiday Night at the Museum.
01-20-0003 Motion by Skiff, seconded by Porter and unanimously carried, the following resolution was adopted:

RESOLUTION

WHEREAS, Requests for qualifications and proposals were requested by the Building and Engineering Department to provide snow and/or ice removal, and

WHEREAS, three bids were received, opened and publicly read by the City Clerk at 11:00 a.m. on Thursday, December 26, 2019

<table>
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<tr>
<th>Bidder</th>
<th>Amount</th>
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<tr>
<td>Scooby’s Lawn Care, LLC., Westland, MI</td>
<td>$2,075.00</td>
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<tr>
<td>A1 Lawn &amp; Snow Services, Dearborn, MI</td>
<td>$4,250.00</td>
</tr>
<tr>
<td>Alastra Construction, Wyandotte, MI</td>
<td>$5,975.00</td>
</tr>
</tbody>
</table>

WHEREAS, the bids were reviewed by Stantec Engineering and recommendation has been received; and

NOW THEREFORE IT BE RESOLVED that the bid by Scooby’s Lawn Care, LLC., Westland, MI for $2,075.00 to be paid for by General Fund-Ordinance be accepted with the approval subject to a written contract acceptable to both the City and Vendor.

01-20-0004 Motion by Wagner, seconded by Dowd and unanimously carried, it was resolved to approve the Resolution to the Michigan Department of Transportation (MDOT) authorizing Ed Queen and Michael Buiten to apply for permits to work within MDOT rights-of-way.

01-20-0005 Motion by Porter, seconded by Webster, and unanimously carried, it was resolved to approve the Proposed 2020 Snow and/or Ice Removal Fees.

01-20-0006 Motion by Skiff, seconded by Webster, and unanimously carried, it was resolved to approve the Modification of the Subcontractor Agreement between Conference of Western Wayne and the City of Wayne Youth Assistance until September 30, 2020.

01-20-0007 Motion by Miller, seconded by Dowd and unanimously carried, it was resolved to approve the Proclamation in support of Marth Luther King Jr. Day.

The City Manager read the Martin Luther King Jr. Day Proclamation.

01-20-0008 Motion by Miller to schedule a Study Session for Council to discuss Recreational Marijuana, the motion failed due to lack of support.
There were no new items for the next agenda.

**01-22-0009** Motion by Porter, seconded by Wagner, and unanimously carried, it was resolved to accept the consent calendar as follows:

a. Wayne Public Library minutes of November 13, 2019.

b. Wayne Public Library minutes of December 3, 2019.

**01-20-0010** Motion by Wagner, seconded by Skiff, and unanimously carried, it was resolved to adjourn the meeting at 9:49 p.m.

John P. Rhaesa  
Mayor

Tina M. Stanke, CMC  
City Clerk

Date: January 17, 2020

TO: Lisa Nocerini, City Manager

FROM: Tina M. Stanke, City Clerk

SUBJECT: Application for Materials Recovery Facility License
Wayne Car & Truck Parts, 34939 Brush St.

The necessary approvals required for a Materials Recovery Facility License for the above location have been received in the Clerk’s Office. The license will be issued upon Council approval.

Thank you.
CITY OF WAYNE
3355 S. Wayne Road
Wayne, MI 48184
734-722-2204

025189
DATE 5-29-19

RECEIVED FROM Wayne Car & Truck Parts LLC $ 300.00
three hundred dollars 00/100 DOLLARS
FOR Miliary Recovery Facility Lic. Appl

AMOUNT OF ACCOUNT
 THIS PAYMENT
 BALANCE DUE

☐ CASH ☐ CHECK ☐ CREDIT CARD ☐ MONEY ORDER

BY Angie Garmann

THANK YOU
CITY OF WAYNE
MATERIALS RECOVERY FACILITY LICENSE APPLICATION
In accordance with Chapter 832 of Codified Ordinances

New ☐ Renewal √ Date 4-30-19

Business Name Wayne Car and Truck Parts LLC
Name & Title of Applicant Hassan Farhat owner
Address of Business 34939 Bush Street
Property Tax ID No. 02-3147691 Present Zoning
Business Owner Hassan Farhat Telephone 313-243-4965
Home Address 26533 Sheahan City Dearborn Heights
Co-Owner's Names Telephone
Home Address City
Owner of Premises Telephone
Home Address City
Holder of Lease on Premises Telephone
Home Address City
Description of activity to be conducted Junkyard, wholesale Dealer, part sales

LICENSE FEE: $300.00

I hereby certify that the information given is correct and true.

[Signature - Owner of Business]

This affidavit shall be signed by owner of the property:
I hereby consent to the proposed use as stated by the above applicant.

[Signature - Property Owner]

STATE OF MICHIGAN, COUNTY OF WAYNE
SUBSCRIBED AND SWORN BEFORE ME THIS 11th DAY OF
My commission expires 5/21/2023

[Signature - Notary Public]

FOR OFFICE USE ONLY

Building Dept. __________________________

Fire Dept. __________________________

Police Dept. 0703MC 0011319
MEMO

To: Lisa Nocerini, City Manager

From: Lori B. Gouin, Community Development/Planning Director

Date: 1-9-2020

RE: PILOT Amendment (first reading of Ordinance 2020-01)

Wallick Communities has received feedback from their latest funding application submitted to MSHDA in November of 2019. The 16 year time frame for the PILOT did not meet their requirements for direct lending. They are requiring 30 years. The Underwriting Department at MSHDA has indicated that a 4% as opposed to 7% PILOT would be looked at favorably. Per MSHDA’s recommendation, Wallick is requesting a 30 year time frame with a 4% PILOT. They have also suggested that the PILOT begin at the end of construction.

All of these amendments should be looked upon favorably by the Loan Committee for approval. This is a formal request for the first reading of Ordinance 2020-01 and amendment to Ordinance 2019-08. Please place this item on the January 21, 2020 agenda. Should you or any members of the Council have any questions, please feel free to contact me.
December 20, 2019

Ms. Lori Gouin
City of Wayne
3355 S. Wayne Road
Wayne, MI 48184

RE: Attwood Gardens Apartments: Request for a revision to the PILOT Maturity Term

Ms. Gouin,

MSHDA has provided their initiate review of our latest funding application submitted in November 2019 in relation to our proposed new construction of Attwood Gardens Apartments. In that regard, MSHDA has stated for their direct lending program the current PILOT term of 16-years is not acceptable. Per the attached email, MSHDA has required a PILOT maturity term of at least 30-years.

Therefore please consider this letter our formal request to revise the term of the Attwood Gardens Apartments PILOT from the current maturity term of 16-years to a new maturity term of 30-years. The start of this PILOT term would commence upon construction completion and receipt of the certificate of occupancy from the City.

Thank you for your attention to this request and we appreciate your continued effort to support us in our endeavor to bring new, quality multifamily housing to the City of Wayne. If you have any questions, please feel free to contact me directly.

Very Sincerely,

Joe Hall
Vice President of Development
Wallick Communities

Enclosure

cc: Ms. Tamera Kiger via email
CITY OF WAYNE
PUBLIC NOTICE
ORDINANCE NO. 2020-01

AN ORDINANCE TO AMMEND CHAPTER 894 OF THE WAYNE CITY CODE TO PROVIDE FOR A
SERVICE CHARGE IN LIEU OF TAXES FOR ATTWOOD GARDENS, A LOW-INCOME SENIOR
HOUSING PROJECT, TO BE FINANCED WITH A FEDERALLY AIDED MORTGAGE LOAN
PURSUANT TO THE PROVISIONS OF THE STATE HOUSING DEVELOPMENT AUTHORITY ACT
OF 1966.

SECTION 1. That Chapter 894 of the Wayne City Code is hereby revised to provide as
follows:

CHAPTER 894.01 – INTENT AND DEFINITIONS

A. Intent.

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

The City of Wayne acknowledges that the Sponsor (as defined below) has offered, subject
to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development
Authority, to construct, own and operate a housing project identified as Attwood Gardens on certain
property located on the campus at 5454 Venoy Road in the City of Wayne to serve low-income
seniors, and that the Sponsor has offered to pay the City on account of this housing project an annual
service charge for public services in lieu of all ad valorem property taxes.

B. Definitions. The following words, terms and phrases, when used in this ordinance,
shall have the meanings ascribed to them, except where the context clearly indicates a different
meaning:

A. Authority means the Michigan State Housing Development Authority.
B. **Annual Shelter Rent** means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of Utilities.

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

D. **Low Income** means persons and families eligible to move into a housing project.

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

F. **Senior(s)** means individuals who are at least fifty-five years of age.

G. **Sponsor** means The Senior Alliance and Wallick Communities and any entity that receives or assumes a Mortgage Loan.

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

**CHAPTER 894.02 – CLASS OF HOUSING PROJECT**

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

**CHAPTER 894.03 – ESTABLISHMENT OF ANNUAL SERVICE CHARGE**

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

**CHAPTER 894.04 – CONTRACTUAL EFFECT OF ORDINANCE**

Notwithstanding the provisions of section 15(a)(5) of the Act to the contrary, a contract between the City and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.
CHAPTER 894.05 – LIMITATION ON THE PAYMENT OF ANNUAL SERVICE CHARGE

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

CHAPTER 894.06 – PAYMENT OF SERVICE CHARGE

The annual service charge in lieu of taxes as determined under this Ordinance shall be payable in the same manner as general property taxes are payable to the City and distributed to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year. The annual payment for each operating year shall be paid on or before September 15th of the following year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MCL 211.1, et seq).

CHAPTER 894.07 – DURATION

This Ordinance shall remain in effect and shall not terminate so long as a Mortgage Loan remains outstanding and unpaid and the housing project remains subject to income and rent restrictions under the LIHTC Program, but not to exceed 30 years, commencing upon the completion of construction.

SECTION 2. Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

SECTION 3. Repeal. All other Ordinances inconsistent with the provisions of this Ordinance are, to the extent of such inconsistencies, hereby repealed.

SECTION 4. Publication. The City Clerk shall cause this Ordinance Revision to be published in the manner required by law.

SECTION 5. Effective Date. This Ordinance shall become effective ten days after enactment and upon publication thereof.
January 13, 2020

To: Lisa Nocerini, City Manager
From: Tina Stanke, City Clerk
Re: Wayne Library Board Reappointment

Virginia Cesarz, Westridge Ct., has expressed an interest in serving another term on the Wayne Library Board. This term will expire February 2024 and Council Approval is respectfully requested.

Thank you.
January 13, 2020

To: Lisa Nocerini, City Manager

From: Tina Stanke, City Clerk

Re: Wayne Historical Commission Appointment

Claudia Buckalew, Parkview Dr., has expressed an interest in serving an unexpired term on the Wayne Historical Commission. This term will expire July 2020 and Council Approval is respectfully requested.

Thank you.
Date: January 14, 2020

To: Lisa Nocerini, City Manager

From: Kathryn Sample, Finance Director

Re: January 21, 2020 Agenda Item

Revenue and Expenditure Report for Period Ending December 2019.

Please include this communication in the next council packet for the December 2019 Revenue and Expenditure Report.

If you or any members of Council have any questions, please do not hesitate to contact me.
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<th>ACCOUNT PROJECT DESCRIPTION</th>
<th>END BALANCE 06/30/2019 L (ABNORMAL)</th>
<th>2019-20 ORIGINAL BUDGET/DED</th>
<th>YTD BALANCE 12/31/2019 BUDGET/(ABNORMAL)</th>
<th>% BUDG. USED</th>
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<td>Fund 101 - GENERAL FUND</td>
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<td>Fund 101 - GENERAL FUND:</td>
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<tr>
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<td>14,934.00</td>
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<td>Fund Code</td>
<td>Fund Name</td>
<td>Total Revenues</td>
<td>Total Expenditures</td>
<td>Net of Revenues &amp; Expenditures</td>
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<tr>
<td>271</td>
<td>LIBRARY OPERATIONS FUND</td>
<td>770,833.45</td>
<td>603,538.42</td>
<td>167,295.03</td>
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<tr>
<td></td>
<td><strong>Fund 271 - LIBRARY OPERATIONS FUND:</strong></td>
<td></td>
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<tr>
<td></td>
<td>TOTAL REVENUES</td>
<td>770,833.45</td>
<td>603,538.42</td>
<td>167,295.03</td>
</tr>
<tr>
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<td>TOTAL EXPENDITURES</td>
<td>791,551.00</td>
<td>694,975.00</td>
<td>196,576.00</td>
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<td>5,799.00</td>
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<td></td>
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<td>544,558.20</td>
<td>355,459.97</td>
<td>189,098.23</td>
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<td>275</td>
<td>COMMUNITY DEVELOPMENT GRANT</td>
<td>95,468.71</td>
<td>115,432.97</td>
<td>19,963.36</td>
</tr>
<tr>
<td></td>
<td><strong>Fund 275 - COMMUNITY DEVELOPMENT GRANT:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TOTAL REVENUES</td>
<td>95,468.71</td>
<td>115,432.97</td>
<td>19,963.36</td>
</tr>
<tr>
<td></td>
<td>TOTAL EXPENDITURES</td>
<td>20,000.00</td>
<td>18,666.00</td>
<td>1,334.00</td>
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<td>NET OF REVENUES &amp; EXPENDITURES</td>
<td>18,462.71</td>
<td>18,666.00</td>
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<td>276</td>
<td>COMMUNITY DEV PROGRAM INCOME</td>
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<td>20.00</td>
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<td></td>
<td><strong>Fund 276 - COMMUNITY DEV PROGRAM INCOME:</strong></td>
<td></td>
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<td>TOTAL REVENUES</td>
<td>9.52</td>
<td>20.00</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>TOTAL EXPENDITURES</td>
<td>20.00</td>
<td>20.00</td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>NET OF REVENUES &amp; EXPENDITURES</td>
<td>9.52</td>
<td>20.00</td>
<td>0.00</td>
</tr>
<tr>
<td>277</td>
<td>YOUTH GRANT PROGRAMS</td>
<td>299,074.00</td>
<td>338,489.90</td>
<td>39,415.90</td>
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<tr>
<td></td>
<td><strong>Fund 277 - YOUTH GRANT PROGRAMS:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TOTAL REVENUES</td>
<td>299,074.00</td>
<td>338,489.90</td>
<td>39,415.90</td>
</tr>
<tr>
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<td>TOTAL EXPENDITURES</td>
<td>385,640.00</td>
<td>385,640.00</td>
<td>9,740.00</td>
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<td></td>
<td>NET OF REVENUES &amp; EXPENDITURES</td>
<td>395,380.00</td>
<td>143,667.32</td>
<td>(1,594.67)</td>
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<tr>
<td>494</td>
<td>DOWNTOWN DEVELOPMENT AUTHORITY</td>
<td>1,224,566.22</td>
<td>1,359,128.92</td>
<td>133,562.70</td>
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<td><strong>Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY:</strong></td>
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<td></td>
</tr>
<tr>
<td></td>
<td>TOTAL REVENUES</td>
<td>1,224,566.22</td>
<td>1,359,128.92</td>
<td>133,562.70</td>
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<tr>
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<td>TOTAL EXPENDITURES</td>
<td>1,213,900.00</td>
<td>1,244,890.00</td>
<td>962,566.09</td>
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<td>NET OF REVENUES &amp; EXPENDITURES</td>
<td>1,213,900.00</td>
<td>1,427,648.66</td>
<td>35,932.77</td>
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<td>592</td>
<td>WATER AND SEWER FUND</td>
<td>10,598,628.98</td>
<td>10,150,446.08</td>
<td>448,182.90</td>
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<tr>
<td></td>
<td><strong>Fund 592 - WATER AND SEWER FUND:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>TOTAL REVENUES</td>
<td>10,598,628.98</td>
<td>11,130,682.00</td>
<td>49,010.00</td>
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<tr>
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<td>TOTAL EXPENDITURES</td>
<td>11,712,384.00</td>
<td>10,977,109.00</td>
<td>384,198.77</td>
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<td>NET OF REVENUES &amp; EXPENDITURES</td>
<td>11,841,384.00</td>
<td>5,123,469.67</td>
<td>1,239.75</td>
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<td>448,182.90</td>
<td>3,360.00</td>
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<td><strong>Fund 711 - CEMETERY PERPETUAL CARE FUND:</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
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<td>TOTAL REVENUES</td>
<td>3,360.00</td>
<td>581,702.00</td>
<td>3,360.00</td>
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<td>TOTAL EXPENDITURES</td>
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<td>864,275.00</td>
<td>1,520.00</td>
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<td>NET OF REVENUES &amp; EXPENDITURES</td>
<td>0.00</td>
<td>1,520.00</td>
<td>100.00</td>
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<tr>
<td></td>
<td>TOTAL REVENUES - ALL FUNDS</td>
<td>35,084,174.16</td>
<td>34,169,049.95</td>
<td>915,124.21</td>
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<td>TOTAL EXPENDITURES - ALL FUNDS</td>
<td>33,381,538.00</td>
<td>33,691,375.00</td>
<td>(209,837.00)</td>
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<td>NET OF REVENUES &amp; EXPENDITURES</td>
<td>33,517,278.00</td>
<td>33,792,211.86</td>
<td>(274,933.86)</td>
</tr>
</tbody>
</table>
Date: January 14, 2020

To: Lisa Nocerini, City Manager

From: Kathryn Sample, Finance Director

Re: January 21, 2020 Agenda Item

Investment Report Communication

The City of Wayne invests funds in accordance with its current investment policy originally adopted in 1991 as amended. This report qualifies as our Public Act 20 of 1943 Investment Report. If you or any members of Council have any questions, please do not hesitate to contact me.

The following schedule shows the total interest earnings for Fiscal Year 2017, 2018, and 2019:

<table>
<thead>
<tr>
<th></th>
<th>FY 06/30/18</th>
<th>FY 06/30/19</th>
<th>FY 06/30/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>July - September</td>
<td>$3,904.79</td>
<td>$7,543.01</td>
<td>$14,768.86</td>
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<tr>
<td>October - December</td>
<td>4,193.64</td>
<td>8,194.76</td>
<td>31,026.47</td>
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<tr>
<td>January - March</td>
<td>4,973.80</td>
<td>8,585.40</td>
<td>-</td>
</tr>
<tr>
<td>April - June</td>
<td>6,067.28</td>
<td>8,588.40</td>
<td>-</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$19,139.51</strong></td>
<td><strong>$32,911.57</strong></td>
<td><strong>$45,795.33</strong></td>
</tr>
</tbody>
</table>
MEMORANDUM

To:       Tina Stanke, Clerk
From:     Jennifer Nieman-Stamper, Assessor
Date:     January 10, 2020
Subject:  Council Agenda Item
          Exemption of Principal Residence by Reason of Poverty

Michigan Compiled Laws 211.7u requires local units to annually adopt a policy, including an asset test, to be used by the Board of Review to approve or deny poverty exemptions.

I am respectfully requesting that the City Council approve the attached “Resolution for City of Wayne 2020 Poverty Exemption for”.

I have also attached State Tax Commission Bulletin 14 of 2019 which provides the federal poverty guidelines for use in setting poverty exemption guidelines for 2020 assessments on pages 1 and 2.

Thank you.
Resolution for City of Wayne 2020 Poverty Exemptions

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council; and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Wayne, Wayne County adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible under this section, a person shall do all of the following on an annual basis”:

- Be an owner of and occupy as a principal residence the property for which an exemption is requested.

- P.A. 390 of 1994 requires that all persons residing in the household MUST submit copies of the following SIGNED documents:
  
  City of Wayne Poverty Exemption Application  
  Federal Income Tax Returns  
  State Income Tax Returns  
  Homestead Property Tax Credit Claim Form (MI-1040CR)

Also include copies of ALL supporting documentation (i.e. W-2 forms, 1099's, schedules, etc.). The Board of Review shall consider income from all sources and from all occupants of the homestead when determining whether an applicant meets poverty exemption requirements as adopted by the City Council.

A Poverty Exemption Affidavit (Department of Treasury Form 4988) must be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year.

- The combined assets of all person residing the household (minus the value of the principal residence) MUST NOT exceed $20,000. Assets include but are not limited to: real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.

- Produce a valid driver’s license or other form of identification if requested.

- Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.

- Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services.

- The following are the 2020 federal poverty income guidelines with are updated annually by the United States Department of Health and Human Services. The annual income includes income for all person residing in the household. The total household income must be less that or equal to the guidelines below in order to be considered for this type of exemption.

  Family of 1.................$ 12,490  
  Family of 2.................$ 16,910  
  Family of 3.................$ 21,330  
  Family of 4.................$ 25,750  
  Family of 5.................$ 30,170  
  Family of 6.................$ 34,590  
  Family of 7.................$ 39,010  
  Family of 8.................$ 43,430  
  For each add’l person.......$ 4,420
The applicant(s) MAY NOT have ownership interest in any other real estate other than the homestead property.

If home has been purchased within the previous 2 years, all closing documentation must be included.

The Board of Review may require a home audit and inspection done by the Department of Assessment as part of the application process.

The City of Westland allows for partial poverty exemptions to be granted. A partial poverty exemption is an exemption of a percentage of the taxable value of the principal residence rather than the entire taxable value. The formula for calculating partial exemptions is as follows: under no circumstances shall the Board of Review reduce the taxable value lower than that which produce an annual ad valorem tax equal to 3.5% of an applicant’s income plus any property tax credit refund payable by the State of Michigan.

It should be recognized that the poverty exemption reduction is a form of temporary assistance for those who are undergoing a difficult financial time. Any relief granted is for the current year only.

The Board of Review may reject any application where the information contained in it appears fraudulent, misleading, inaccurate, or incomplete. Failure to complete all sections of the application and/or failure to submit signed copies of all tax forms or other required documentation will result in the poverty exemption application being denied. The board of review must have complete, accurate data in order to review this appeal.

In certain instances, the Board of Review may consider extenuating circumstances as a basis of a poverty exemption where the total household income exceeds the established income guidelines.

Due Dates: The application for exemption shall be filed after January 1, but one day prior to the last day of the December Board of Review during the year in which the exemption is requested. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption, unless the Board of Review determines that there are substantial and compelling reasons why there should be deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

Approved by the Wayne City Council on January 22, 2020
GUIDELINES AND INSTRUCTIONS FOR POVERTY EXEMPTION - 2020

General Information and Instructions for Applying for Poverty Exemption

If granted an exemption, it is for the current year only. If your situation warrants an exemption in years following, a new application must be submitted for review. The Low/Limited Income exemption is meant to be a temporary form of assistance.

Per, MCL 211.7u(3), the application for consideration must be received by the Assessor's Office at least one day prior to the last session of the Board of Review. **Board of Review dates are posted annually and may also be found at www.ci.wayne.mi.us or by calling (734) 722-2000.** By resolution of the Wayne City Council, application can be made by mail.

The application must be filled out in its entirety and all requested documentation must be attached. If an area does not apply to the applicant, "N/A" must be used. If the application is not complete or requested documentation is not included, the Board of Review will deny the exemption. All pages included with this application must be returned when the application is submitted for review.

MCL 211.7u(5) allows the Board of Review to deviate from the established guidelines if there are "substantial and compelling" reasons. It is required that all substantial and compelling reasons be documented.

Per MCL 211.7u(6), a person who files a claim for Poverty exemption IS NOT prohibited from also appealing the assessment on the property to the Board of Review in the same year.

If the applicant qualifies for Poverty Exemption, the Board of Review may grant a complete exemption from property taxes, a partial reduction in property taxes, or no reduction as set forth in these guidelines. Approval of the application does not automatically warrant a complete exemption from property taxes. Under no circumstances shall the Board of Review reduce the taxable value lower than that which produces an annual tax equal to 3.5% of an applicant's income plus any property tax credit refund payable by the State of Michigan (1040CR) so as not to reduce applicant's following years income tax refund.

**Required Documentation to be Attached to Poverty Exemption Application**

Federal and State income tax returns for all persons residing in the household must be included with the application. The Homestead Property Tax Credit Claim Form (MI-1040CR) must also be included. The tax returns may be from the current or preceding tax year. If any person in the household is not required to file federal or state tax returns, the included affidavit must be completed by each person that does not file taxes.

The most recent statement for all bank accounts, investments, IRAs, CDs, 401Ks, money market, annuities, etc. The statement submitted must be complete with no missing pages and submitted for all persons residing in the home.

Proof of income/assets from the Social Security Administration, Veterans Administration, Medicare, Medicaid, Bridge Card, and any College/University scholarships for all persons residing in the home.

The most recent mortgage statement of the primary residence under review, including any reverse mortgages.

If applicant is requesting the Board of Review to deviate from the established income and asset guidelines, substantial and compelling documentation must be provided. These can include, but are not limited to, medical documentation stating a disability and the degree of disability, medical bills the applicant is responsible for and other documentation to support a deviation.

If primary residence being sought for exemption was purchased within the past two years of this application, homeowner's closing statements must be submitted with application.
Common Reasons for Denial of Poverty Exemption Application

Below are common reasons (but not an exhaustive list) of why a claim for Poverty Exemption is denied:

- Failure to fill out all areas of the application, including "N/A" in areas not applicable to the applicant or signing the application.
- Failure to include State and Federal income taxes or Michigan 1040CR for current or one preceding year for all persons residing in the home. **Please note that the State of Michigan 1040 CR is required to be filed with this application. It can still be filed with the State of Michigan even if the applicant does not file income taxes.**
- Failure to include complete banking/investment account and mortgage statements for all persons residing in the home. All pages must be submitted.
- Failure to document "substantial and compelling" reason why Poverty Exemption should be granted if applicant is over income/asset guidelines.

**If you are not satisfied with the determination of the Board of Review on the application, you may further your appeal to the Michigan Tax Tribunal (MTT) by contacting them at (517) 373-4400. Appeals must be made by July 31 for applications submitted to the March Board of Review, and within 30 days of the Board of Review’s decision on applications submitted to the July and December Board.**

**Poverty Exemptions are governed under Michigan Compiled Law (MCL) 211.7u which states the following:**

1. The principal residence of persons who, in the judgment of the supervisor and board of review, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption in whole or in part from taxation under this act. This section does not apply to the property of a corporation.
2. To be eligible for exemption under this section, a person shall do all of the following on an annual basis:
   a. Be an owner of and occupy as a principal residence the property for which an exemption is requested.
   b. File a claim with the supervisor or board of review on a form provided by the local assessing unit, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year. If a person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year, an affidavit in a form prescribed by the state tax commission may be accepted in place of the federal or state income tax return. The filing of a claim under this subsection constitutes an appearance before the board of review for the purpose of preserving the claimant’s right to appeal the decision of the board of review regarding the claim.
   c. Produce a valid driver’s license or other form of identification if requested by the supervisor or board of review.
   d. Produce a deed, land contract, or other evidence of ownership of the property for which an exemption is requested if required by the supervisor or board of review.
   e. Meet the federal poverty guidelines updated annually in the federal register by the United States Department of Health and Human Services under authority of section 673 of subtitle B of title VI of the Omnibus Budget Reconciliation Act of 1981, Public Law 97-35, 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit provided the alternative guidelines do not provide income eligibility requirements less than the federal guidelines.
3. The application for an exemption under this section shall be filed after January 1 but before the day prior to the last day of the
4. The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines the local assessing unit uses for the granting of exemptions under this section. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and total household income and assets.
5. The board of review shall follow the policy and guidelines of the local assessing unit in granting or denying an exemption under this section unless the board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and guidelines and the substantial and compelling reasons are communicated in writing to the claimant.
5. A person who files a claim under this section is not prohibited from also appealing the assessment on the property for which that claim is made before the board of review in the same year.
6. As used in this section, "principal residence" means principal residence or qualified agricultural property as those terms are defined in section 7dd.
INCOME GUIDELINES FOR POVERTY EXEMPTION *

<table>
<thead>
<tr>
<th>Number in Family</th>
<th>Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 member</td>
<td>$12,490</td>
</tr>
<tr>
<td>2 members</td>
<td>$16,910</td>
</tr>
<tr>
<td>3 members</td>
<td>$21,330</td>
</tr>
<tr>
<td>4 members</td>
<td>$25,750</td>
</tr>
<tr>
<td>5 members</td>
<td>$30,170</td>
</tr>
<tr>
<td>6 members</td>
<td>$34,590</td>
</tr>
<tr>
<td>7 members</td>
<td>$39,010</td>
</tr>
<tr>
<td>8 members</td>
<td>$43,430</td>
</tr>
<tr>
<td>For each additional person</td>
<td>$4,420</td>
</tr>
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</table>

According to the US Census Bureau, "income" includes:
- Money, wages, and salaries before any deductions
- Net receipts from non-farm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for business expenses.)
- Net receipts from farm self-employment. (The same provisions as above for self-employment.)
- Regular payments from social security, railroad retirement, unemployment, worker's compensation, veteran's payments and public assistance.
- Alimony, child support, and military family allotments.
- Private pensions, governmental pensions, and regular insurance or annuity payments.
- College or university scholarships, grants, fellowships, and assistantships.
- Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.

ASSET LEVEL GUIDELINES FOR POVERTY EXEMPTION
The Asset Level does not include the primary residence for which exemption is being sought. It does include, but is not limited to:
- A second home, additional land not associated with the primary residence, or other buildings other than the primary residence being sought for exemption.
- Vehicles and other recreational vehicles such as motor homes, campers, ATVs, boats, and motorcycles.
- Jewelry, antiques, artwork, equipment, and other personal property of value.
- Bank accounts, stocks, bonds, and investments. This also includes the money received from the sale of stocks, bonds, investments, cars, and houses unless a person is in the specific business of selling such property.
- Withdrawals of bank accounts and borrowed money.
- Gifts, loans, lump-sum inheritances, and one-time insurance payments.
- Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.
- Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.

The total interest income in all accounts (checking, savings, CDs, IRAs, 401Ks, money market, annuities, etc.) CANNOT exceed $1,500 in the prior calendar year.

The applicant shall not have ownership interest in any real estate other than the primary residence being considered for exemption.

The maximum amount in banking/investment accounts is $10,000 per each person residing in the household with a maximum of $20,000 for the total household.

Maximum total allowed assets, including amounts in banking/investment accounts may not exceed $25,000 for the entire household. See above for what is considered an asset.
Parcel Number: 55

APPLICATION FOR LOW/LIMITED INCOME APPEALS - 2020

Name of Applicant: ____________________________ Age: ______

Property Address: ____________________________________________

Phone Number: ____________________________

Date home was acquired: ____________
If purchased within previous 2 years of application, closing documentation is required.

Is there a mortgage, land contract, or reverse mortgage on this home? No Yes

If you answered, "yes", please list the monthly payment (excluding taxes and insurance) and include current statement.

Monthly Payment: $ __________________
Number of payments remaining: __________________

If you answered, "no" and home was purchased within the previous 5 years of application, please explain how home was financed/paid off.

<table>
<thead>
<tr>
<th>OCCUPANT</th>
<th>AGE</th>
<th>EMPLOYED?</th>
<th>ANNUAL INCOME</th>
<th>FILED INCOME TAX?</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
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<tr>
<td>3.</td>
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</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If more than 5 additional occupants in household, please list on a separate sheet of paper.

* All household occupants must be claimed as a dependent on someone’s income tax or file their own tax returns. If not, form 4988 (included with this application) must be completed and signed by occupant.

Are you over the income and asset guidelines but wish to have the Board of Review deviate from the guidelines for other reasons? No Yes

If you answered "yes" to the above question, please explain why the Board of Review should deviate from the established guidelines. Remember that documentation must be submitted to support your claim.

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________

__________________________________________________________
<table>
<thead>
<tr>
<th>Details</th>
<th>Methodology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Include all forms of income received for all residing in household within the past 12 months.</td>
<td></td>
</tr>
<tr>
<td>Remember income includes: Money, wages, and salaries before deductions. Net receipts from all self employment. Regular payments from Social Security, railroad retirement, unemployment, worker's compensation, veteran's payments, and public assistance. Alimony, child support, and military family allotments. Private pensions, government pensions, and regular insurance or annuity payments. College or university scholarships, grants, fellowships, and assistantships. Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.</td>
<td></td>
</tr>
</tbody>
</table>

**Attached additional sheets if necessary**

**Money, wages, and salaries before any deductions:**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Who receives?</th>
<th>Amount</th>
<th>Who receives?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td></td>
<td>$</td>
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<tr>
<td>$</td>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**Unemployment or Worker's Compensation:**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Who receives?</th>
<th>Amount</th>
<th>Who receives?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td></td>
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<tr>
<td>$</td>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**Social Security, Railroad Retirement, Veteran's Payments, Military Family Allotment, or Public Assistance:**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Who receives?</th>
<th>Amount</th>
<th>Who receives?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td></td>
<td>$</td>
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<td>$</td>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**Alimony or Child Support:**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Who receives?</th>
<th>Amount</th>
<th>Who receives?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td></td>
<td>$</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>$</td>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**Gambling or lottery winnings:**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Who receives?</th>
<th>Amount</th>
<th>Who receives?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td></td>
<td>$</td>
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</tr>
<tr>
<td>$</td>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**Net receipts from self employment:**

<table>
<thead>
<tr>
<th>Amount</th>
<th>Who receives?</th>
<th>Amount</th>
<th>Who receives?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td></td>
<td>$</td>
<td></td>
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</tr>
<tr>
<td>$</td>
<td></td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>
Income, Continued

<table>
<thead>
<tr>
<th>$</th>
<th>Who receives?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>Who receives?</td>
</tr>
<tr>
<td>$</td>
<td>Who receives?</td>
</tr>
</tbody>
</table>

College or University scholarships, grants, fellowships, and assistantships:

<table>
<thead>
<tr>
<th>$</th>
<th>Who receives?</th>
</tr>
</thead>
<tbody>
<tr>
<td>$</td>
<td>Who receives?</td>
</tr>
<tr>
<td>$</td>
<td>Who receives?</td>
</tr>
<tr>
<td>$</td>
<td>Who receives?</td>
</tr>
</tbody>
</table>

INCLUDE ALL FORMS OF ASSETS FOR ALL RESIDING IN HOUSEHOLD WITHIN THE PAST 12 MONTHS

Remember Assets includes: A second home, additional land not associated with the primary residence, or other buildings other than the primary residence being sought for exemption. Vehicles and other recreational vehicles such as motor homes, campers, ATVs, boats, and motorcycles. Jewelry, antiques, artwork, equipment, and other personal property of value. Bank accounts, stocks, bonds, and investments. This also includes the money received from the sale of stocks, bonds, investments, cars, and houses unless a person is in the specific business of selling such property. Withdrawals of bank accounts and borrowed money. Gifts, loans, lump-sum inheritances, and one-time insurance payments. Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms. Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.

Additional Home, Land, Building, or Property Owned

<table>
<thead>
<tr>
<th>Address</th>
<th>Who owns?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Vehicles, including other recreational vehicles as described above

<table>
<thead>
<tr>
<th>Make and Model</th>
<th>Year</th>
<th>Who owns?</th>
<th>Approx. Value: $</th>
<th>Monthly Payment: $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Make and Model</td>
<td>Year</td>
<td>Who owns?</td>
<td>Approx. Value: $</td>
<td>Monthly Payment: $</td>
</tr>
<tr>
<td>Make and Model</td>
<td>Year</td>
<td>Who owns?</td>
<td>Approx. Value: $</td>
<td>Monthly Payment: $</td>
</tr>
</tbody>
</table>
### Assets, Continued

**Bank accounts, stocks, bonds, and investments (including money received from the sale of these things)** Remember to include proof of value.

<table>
<thead>
<tr>
<th>Type of Account</th>
<th>Type of Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>Who owns?</td>
<td>Who owns?</td>
</tr>
<tr>
<td>Total Value: $</td>
<td>Total Value: $</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Type of Account</th>
<th>Type of Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>Who owns?</td>
<td>Who owns?</td>
</tr>
<tr>
<td>Total Value: $</td>
<td>Total Value: $</td>
</tr>
</tbody>
</table>

**Gifts, loans, lump-sum inheritances, and one-time insurance payments**

<table>
<thead>
<tr>
<th>Explain</th>
<th>Explain</th>
</tr>
</thead>
<tbody>
<tr>
<td>To who paid?</td>
<td>To who paid?</td>
</tr>
<tr>
<td>Total Value: $</td>
<td>Total Value: $</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Explain</th>
<th>Explain</th>
</tr>
</thead>
<tbody>
<tr>
<td>To who paid?</td>
<td>To who paid?</td>
</tr>
<tr>
<td>Total Value: $</td>
<td>Total Value: $</td>
</tr>
</tbody>
</table>

**Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches**

<table>
<thead>
<tr>
<th>Explain</th>
<th>Explain</th>
</tr>
</thead>
<tbody>
<tr>
<td>To who paid?</td>
<td>To who paid?</td>
</tr>
<tr>
<td>Annual Value: $</td>
<td>Annual Value: $</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Explain</th>
<th>Explain</th>
</tr>
</thead>
<tbody>
<tr>
<td>To who paid?</td>
<td>To who paid?</td>
</tr>
<tr>
<td>Annual Value: $</td>
<td>Annual Value: $</td>
</tr>
</tbody>
</table>

**Withdrawals from bank accounts, stocks, or borrowed money**

<table>
<thead>
<tr>
<th>Type of Account</th>
<th>Type of Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>To who paid?</td>
<td>To who paid?</td>
</tr>
<tr>
<td>Total Value: $</td>
<td>Total Value: $</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Type of Account</th>
<th>Type of Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>To who paid?</td>
<td>To who paid?</td>
</tr>
<tr>
<td>Total Value: $</td>
<td>Total Value: $</td>
</tr>
</tbody>
</table>
### Assets, Continued

<table>
<thead>
<tr>
<th>Jewelry, antiques, artwork, equipment, and other personal property of value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explain</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>Who owns?</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>Approx. Value: $</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>Explain</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>Who owns?</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>Approx. Value: $</td>
</tr>
<tr>
<td>---</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Food or housing in lieu of wages (including in-home care workers/aids)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explain</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>To who paid?</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>Value: $</td>
</tr>
<tr>
<td>---</td>
</tr>
</tbody>
</table>

I certify that all statements made in this petition are true and correct. I also understand that failure to provide all requested documentation will result in a denial of my appeal. I further understand that if any information is found to be false or incomplete, any relief granted will be forfeited and placed back on the assessment roll with penalties and interest in accordance with Section 211.119 of Michigan Compiled Laws.

Signature of Owner(s):

Date: ______________

---

**For Office Use Only - Do Not Write Below This Line**

| Staff - initial next to all requirements as it relates to the application/applicant. |
|---|---|---|
| Does the applicant appear as taxpayer of record of property in question? | Yes | No |
| If not, has documentation proving ownership been provided? | Yes | No |
| Are all areas on the application complete with either an answer or "N/A"? | Yes | No |
| Are all pages of the guidelines/application included with the applicant's submission? | Yes | No |
| Does the applicant reside at the property in question? | Yes | No |
| Are copies of the Federal and State income tax returns and the MI-1040 CR for the current of preceding year attached for all persons residing in the household? | Yes | No |
| If not, is the affidavit stating the person is not required to file income taxes completed? | Yes | No |
| If home was purchased within in past 2 years of date of this application, is closing statements provided? | Yes | No |
| Is a copy of the most current mortgage statement, including a reverse mortgage if applicable, attached? | Yes | No |
| Are copies of the most recent bank/investment statements for all residing in the household attached with all pages included? | Yes | No |
| If applying for medical reasons/deviation from the guidelines, is documentation attached? | Yes | No |

Approved by City Council Resolution on 01-21-2020
Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer’s Application for Poverty Exemption filed with the supervisor of the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current of preceding tax year.

I, ____________________________________________________________________________, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence
__________________________________________________________

__________________________________________________________

Signature of Person Making Affidavit ___________________________ Date ___________________
GUIDELINES AND INSTRUCTIONS FOR POVERTY EXEMPTION 2020

For Office Use Only

Parcel Number: 55
Property Address: ______________________________
Applicant's Name: ______________________________
Year: _______
Age: _______
Taxable Value on Roll: ________________________

Is applicant over income/asset guidelines and asking for consideration from the Board of Review to deviate from the guidelines?

Yes ______ No ______

If no, complete the following:

Poverty Exemption Worksheet

a. Total Household Income from Information Provided

$ __________________

b. Multiply line a (income) by 3.5%

$ __________________

c. Age 65 or older?

Yes ______ No ______

If yes, and applicant does NOT supply MI 1040CR use chart at right to determine credit. If no, and applicant does NOT supply MI 1040CR multiple line b by 60%

$ __________________

d. Refund Amount from MI 1040CR if supplied

$ __________________

e. Total Tax Obligation (add lines b, c, d)

$ __________________

f. **2019 PRE Millage Rates**
Wayne/Westland - 82160 0.0543821

Appropriate Millage Rate

MI-1040CR TABLE A —
SENIOR CREDIT REDUCTION

<table>
<thead>
<tr>
<th>Total Household Resources</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>$10,000 - $20,000</td>
<td>10% (1.20)</td>
</tr>
<tr>
<td>$21,000 - $22,000</td>
<td>94% (0.94)</td>
</tr>
<tr>
<td>$22,000 - $23,000</td>
<td>92% (0.92)</td>
</tr>
<tr>
<td>$23,000 - $24,000</td>
<td>88% (0.88)</td>
</tr>
<tr>
<td>$24,000 - $25,000</td>
<td>84% (0.84)</td>
</tr>
<tr>
<td>$25,000 - $26,000</td>
<td>80% (0.80)</td>
</tr>
<tr>
<td>$26,000 - $27,000</td>
<td>76% (0.76)</td>
</tr>
<tr>
<td>$27,000 - $28,000</td>
<td>72% (0.72)</td>
</tr>
<tr>
<td>$28,000 - $29,000</td>
<td>68% (0.68)</td>
</tr>
<tr>
<td>$29,000 - $30,000</td>
<td>64% (0.64)</td>
</tr>
<tr>
<td>$30,000 - above</td>
<td>60% (0.60)</td>
</tr>
</tbody>
</table>

g. Poverty Taxable Value (divide line e by line f)

$ __________________

For Board of Review Use Only - Do Not Write Below This Line

_______ Appeal Denied

1. Does not qualify based on guidelines

2. Application not complete, missing information

3. Did not furnish proper documentation

4. Other: ______________________________

Initiats of Board Members: ____________________________

_______ Reduction Granted

Taxable Value
As on Roll $ __________________

Revised $ __________________

Date: __________________

If you are not satisfied with the determination of the Board of Review on the application, you may further your appeal to the Michigan Tax Tribunal (MTT) by contacting them at (517) 373-4400. Appeals must be made by July 31 for applications submitted to the March Board of Review, and within 30 days of the Board of Review’s decision on applications submitted to the July and
TO: Assessing Officers and County Equalization Directors

FROM: State Tax Commission

SUBJECT: Procedural Changes for the 2020 Assessment Year

The purpose of this Bulletin to provide information on statutory changes, procedural changes and reminders for the 2020 assessment year.

A. Inflation Rate Used in the 2020 Capped Value Formula

The inflation rate, expressed as a multiplier, to be used in the 2020 Capped Value Formula is 1.019.

The 2020 Capped Value Formula is as follows:

2020 CAPPED VALUE = (2019 Taxable Value – LOSSES) X 1.019 + ADDITIONS

The formula above does not include 1.05 because the inflation rate multiplier of 1.019 is lower than 1.05.

B. Federal Poverty Guidelines Used in the Determination of Poverty Exemptions for 2020

MCL 211.7u, which deals with poverty exemptions, was significantly altered by PA 390 of 1994 and was further amended by PA 620 of 2002.

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels shall not be set lower by a city or township than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons shall not be set lower than $21,330 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than $21,330. Following are the federal poverty guidelines for use in setting poverty exemption guidelines for 2020 assessments:
<table>
<thead>
<tr>
<th>Size of Family Unit</th>
<th>Poverty Guidelines</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$12,490</td>
</tr>
<tr>
<td>2</td>
<td>$16,910</td>
</tr>
<tr>
<td>3</td>
<td>$21,330</td>
</tr>
<tr>
<td>4</td>
<td>$25,750</td>
</tr>
<tr>
<td>5</td>
<td>$30,170</td>
</tr>
<tr>
<td>6</td>
<td>$34,590</td>
</tr>
<tr>
<td>7</td>
<td>$39,010</td>
</tr>
<tr>
<td>8</td>
<td>$43,430</td>
</tr>
<tr>
<td>For each additional person</td>
<td>$4,420</td>
</tr>
</tbody>
</table>

**Note:** PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit **shall** also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 6 of 2017 for more information on poverty exemptions.

**Note:** P.A. 135 of 2012 changed the requirements for filing documentation in support of a poverty exemption to allow an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This does include the owner of the property who is filing for the exemption.

**C. Sales Studies**

Equalization study dates are as follows for 2020 equalization:

- Two Year Study: April 1, two years prior through March 31, current year
- Single Year Study: October 1, preceding year through September 30, current year

For 2019 studies for 2020 equalization the dates are as follows:

- Two Year Study: April 1, 2017 through March 31, 2019
- Single Year Study: October 1, 2018 through September 30, 2019

Note that the time period revisions apply to all equalization studies, that is: sales ratio studies, land value studies and economic condition factor studies for appraisals. Also note that the revised time period for two year studies applies to all real property classifications.

Please be advised that the above sale study dates **are not** the same as the valuation date used in appeals before the Michigan Tax Tribunal. Evidence presented in a Tax Tribunal appeal should reflect the value of the property as of tax day (December 31). This means that sales occurring after March 31, 2019 and September 30, 2019 should still be considered and included when submitting evidence in a Tax Tribunal appeal involving the 2020 tax year.

**D. Property Classification**

The State Tax Commission reminds assessors that classification is to be determined annually and is based upon the use of the property **and not** highest and best use of the property.
Commission is aware that some assessors are still classifying property according to highest and best use and/or are not classifying property on an annual basis. The Commission asks that all assessors take the necessary steps to ensure that all real and personal property is properly classified according to MCL 211.34c.

E. Public Act 660 of 2018, Property Assessing Reform

At their meeting on May 28, 2019 the State Tax Commission approved the Property Assessing Reform Proposal Frequently Asked Questions. The FAQ reflects changes to the General Property Tax Act as a result of PA 660 of 2018, and includes information about Property Assessing Reform, the designated assessor, boards of review and villages. A copy of the FAQ is available on the Commission’s website at www.michigan.gov/statetaxcommission.

The State Tax Commission will be continuously updating its website with information regarding Property Assessing Reform, including bulletins, guidance and any required forms. Information on Property Assessing Reform is available on the State Tax Commission’s website under the “What’s New” section.

The Commission has also established a dedicated email for submitting questions related to Property Assessing Reform. Any questions concerning Property Assessing Reform should be directed to AssessingReformQuestions@michigan.gov.

F. Village Waiver

The State Tax Commission at their meeting on August 20, 2019 approved Form 5689 Application for State Tax Commission Approval of Village Assessment. MCL 211.10d(7) provides that a village that is located in more than 1 assessing district may, in a form and manner prescribed by the state tax commission, request state tax commission approval that the assessment of property within the village be combined with the assessment of property in 1 of those assessing districts.

The completed Form, with the required resolution and all other attachments, must be submitted to the State Tax Commission, PO Box 30471, Lansing, Michigan 48909.

Form 5689 and additional information for Villages is available on the State Tax Commission’s website at www.michigan.gov/statetaxcommission under the Property Assessing Reform link.

G. Consolidating Boards of Review

PA 660 of 2018 allows Boards of Review across two or more contiguous local units to be combined. The governing bodies of each local unit may enter into an agreement to appoint a single board of review to serve as the board of review for each of the contiguous local units. PA 660 further states that the already existing requirements in MCL 211.28(1) – (5) should serve as a guide in determining the size, composition, and manner of appointment of a board of review. Those requirements are:

- At least 2/3 of the members must be property taxpayers of the township.
- Members appointed to the board of review shall serve for terms of 2 years beginning at noon on January 1 of each odd-numbered year.
A member of the township board is not eligible to serve on the board or to fill any vacancy. A spouse, mother, father, sister, brother, son, or daughter, including an adopted child, of the assessor is not eligible to serve on the board or to fill any vacancy.

At least 2 members of a 3-member board of review shall be present to conduct any business or hearings of the board of review.

The township board may appoint 3, 6, or 9 electors of the township, who will constitute a board of review for the township. If 6 or 9 members are appointed as provided in this subsection, the membership of the board of review must be divided into board of review committees consisting of 3 members each.

A township board may appoint not more than 2 alternate members for the same term as regular members of the board of review. The size, composition, and manner of appointment of the board of review of a city may be prescribed by the charter of a city.

Any questions concerning consolidating boards of review should be directed to AssessingReformQuestions@michigan.gov.

H. Tax Tribunal Small Claims Division Hearings

Assessors should carefully read all notices, orders and other correspondence sent by the Tax Tribunal. Assessors should pay special attention to the Notice of Hearing and ensure they are available at the date and time of the scheduled hearing. It is important to appear at the hearing and to timely file with the Tax Tribunal and serve a copy to the taxpayer of all evidence and documentation you wish to be considered at the hearing.

Assessors representing their local unit in Tax Tribunal hearings need to submit evidence to support the value of the property under appeal. If the assessor is relying on the property record card as evidence of value, the property record card must be for the year(s) being appealed. The complete property record card, including all calculations should be provided; do not submit a property record card that states “calculations too long” and then fail to include the additional calculations. Also, it is important to submit the studies prepared that support the economic condition factor and land value on the record card. Assessors should also be able to explain at the Tax Tribunal hearing how the value shown on the property record card was calculated. More information regarding the Michigan Tax Tribunal, including Tribunal Rules, forms and instructions is available at www.michigan.gov/taxtrib.

Assessors are also reminded that any change in contact information, including a change in email address, must be submitted to the Tax Tribunal to ensure that all case notifications are received.

I. Changes to Personal Property Tax

On December 27, 2018, Public Acts 505 and 541 of 2018 were signed into law. These Acts make changes related to filing and payment dates for the ESA. Although the August 15th deadline to certify and pay ESA and the September 15th deadline to amend a previously certified ESA statement remain, P.A. 541 and 505 change the date by which ESA liability and late payment penalty must be paid in full to April 15th of the year immediately following the assessment year. If full payment of ESA liability and late payment penalty is not received by April 15th of the year immediately following the assessment year, the Department of Treasury must rescind the Eligible Manufacturing Personal Property (EMPP) exemption no later than the first Monday in June of that year. The deadline for taxpayers to appeal an assessment, penalty,
or rescission to the Michigan Tax Tribunal December 31st of the tax year in which the assessment, penalty or rescission was issued.

In addition to the extended deadlines, the acts increase the late payment penalty of any ESA statement that is not paid in full by August 15th to 3% of unpaid liability per month or part of a month. Penalty is not to be prorated based on the day of the month that the late payment is received.

There are no changes to the February 20th deadline to claim the EMPP exemption by filing the Combined Document (Form 5278) with the assessor of the local governmental unit in which the personal property is located nor the ability to file the Combined Document (Form 5278) late, directly with the March Board of Review of the same local unit.

More information is available in the Assessors Guide to EMPP and ESA are available online at www.michigan.gov/propertytaxexemptions.

Further information and guidance on the Eligible Manufacturing Personal Property (EMPP) Exemption, Special Acts and the Essential Services Assessment (ESA) is available at www.michigan.gov/ESA. Additional questions should be sent via email to ESAQuestions@michigan.gov.

J. Principal Residence Exemption

Public Act 633 of 2018 was signed into law on December 28, 2018. This Act amends MCL 211.7cc regarding the principal residence exemption. This Act allows an owner of property who previously occupied and claimed the property as a principal residence, but has vacated the property due to damage or destruction by an accident, act of God, or act of another person without the owner’s consent, to retain the principal residence exemption on that property for the tax year in which the damage or destruction occurred and the two immediately succeeding tax years. In order to retain the exemption, the owner must meet specific criteria regarding his/her intent to return to the property. The owner must satisfy all of the following conditions to demonstrate an intent to return to the property:

1. The owner continues to own the property while absent due to the damage or destruction;
2. The owner has not established a new principal residence;
3. The owner provides for reconstruction of the principal residence for purposes of occupying the reconstructed dwelling upon its completion; and
4. The property is not occupied, leased, or used for any business or commercial purpose.

Owners who have vacated the property due to damage or destruction and meet these four criteria regarding an intent to return may retain the principal residence exemption on the property.

More information can be found on the PRE website at www.michigan.gov/PRE. Treasury staff is available to assist and answer questions regarding this Act or other PRE-related questions. The following are key contacts:

- PRE Unit Phone Number: (517) 335-7487
- PRE Program E-mail Address: PRE@michigan.gov
K. Omitted or Incorrectly Reported Property (MCL 211.154)

Assessors are reminded that when submitting 154 petitions it is necessary to include complete copies of the property record cards for every year a change is being requested on the petition. For example, if a 154 petition requests a change for 2017 and 2018, the property record card for 2017 and the property record card for 2018 should be submitted. In addition, assessor must submit the calculations and documents needed to understand the reasons for the change and the amount of the requested change in the assessment and taxable values. Additionally, the 154 petition must contain an original signature. The Commission cannot accept electronic signatures or scanned signatures on petitions.

For 154 petitions involving removal of personal property, staff may request verification that the assessor inspected personal property location or otherwise confirmed that the personal property was disposed and was not located in the local unit on the applicable tax day. Additionally, staff may inquire as to the extent of the assessor’s communication with the taxpayer in order to confirm that personal property was reported in the new location.

Questions can be directed to the staff at Treas-154petitions@michigan.gov. Additional information, including Bulletin 2 of 2018 and copies of the approved forms, are available online at www.michigan.gov/154petitions.

L. Authority of July and December Boards of Review

The State Tax Commission has become aware of a significant number of instances where Boards of Review are acting outside their statutory authorities. MCL 211.53b specifies: The board of review meeting in July and December shall meet only for the purpose described in subsection (1) (Qualified Errors) and to hear appeals provided for in sections 7u (Poverty Exemption), 7cc (Principal Residence Exemption), 7ee (Qualified Agricultural Exemption), 7jj (Qualified Forest Exemption), and 9o (Small Business Taxpayer Exemption). Assessors should carefully review the Board of Review FAQ on the Commission’s website to ensure their Boards of Review are acting within their statutory authorities.
MEMO

To: Lisa Nocerini, City Manager

From: Lori B. Gouin, Community Development/Planning Director

Date: 1-10-2020

RE: Approval of CRD Exemption Certificate

On December 17, 2019 the City Council approved a Resolution approving a Commercial Rehabilitation District for the property known as 31720 Van Born.

This is a formal request to issue a Commercial Rehabilitation Exemption Certificate on behalf of Meshulam Martin, North Empire LLC, the owner of the property. A request has been made for a 5 year time frame.

The petitioner will be converting the existing structure into 87 multifamily housing units. They anticipate on starting the renovations in May of 2020 if approved. The projected development costs are between $7.3 and $10 Million.

Public Act of 210 of 2005 encourages the rehabilitation of Commercial property by abating the property taxes generated from the new investment. This is a very successful Economic Development tool that has been used in many communities. By approving this request, the developer’s taxable value will freeze for 5 years at the pre-renovation amount.

If you could please place this item on the January 21, 2020 Council agenda for approval I would appreciate it.
December 19, 2019

City of Wayne

To whom it may concern:

After being granted permission for building 31270 Van Born Road to be recognized as a commercial rehabilitation district, we are asking to have the taxes held at the current assessed tax value for the next five years. This new development’s project cost is estimated to be 7.3-10 million.

We appreciate you taking the time to review our request. If you have any additional questions, please feel free to reach out to myself at: (586) 944-4438 or via email at: kristen@northempirellc.com.

Sincerely,

Kristen Fiore
Vice President of Property Operations
Application for Commercial Rehabilitation Exemption Certificate

Issued under authority of Public Act 210 of 2005, as amended.

Read the instructions page before completing the form. This application should be filed after the commercial rehabilitation district is established. The applicant must complete Parts 1, 2 and 3 and file one original application form (with required attachments) and one additional copy with the clerk of the local governmental unit (LGU). Attach the legal description of property on a separate sheet. This project will not receive tax benefits until approved by the State Tax Commission (STC). Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the STC.

PART 1: OWNER / APPLICANT INFORMATION (applicant must complete all fields)

Applicant (Company) Name (applicant must be the owner of the facility) 
Van Born RE LLC

Facility's Street Address 
31720 Van Born Road

City Wayne

State MI

ZIP Code 48184

Name of City, Township or Village (taxing authority) 
Wayne

County Wayne

School District Where Facility is Located Wayne Westland

Date of Rehabilitation Commencement (mm/dd/yyyy) 
May 1st 2020

Planned Date of Rehabilitation Completion (mm/dd/yyyy) 
8/31/2021

Estimated Cost of Rehabilitation 
$7,650,000

Number of Years Exemption Requested (1-10) 
5 (five)

Expected Project Outcomes (check all that apply)

☐ Increase Commercial Activity

☒ Create Employment

☐ Retain Employment

☐ Prevent Loss of Employment

☐ Revitalize Urban Areas

☒ Increase Number of Residents in Facility's Community

No. of jobs to be created due to facility's rehabilitation 

No. of jobs to be retained due to facility's rehabilitation 

No. of construction jobs to be created during rehabilitation 

PART 2: APPLICATION DOCUMENTS

See attached

Prepare and attach the following items:

☒ General description of the facility (year built, original use, most recent use, number of stories, square footage)

☐ Statement of the economic advantages expected from the exemption

☒ Description of the qualified facility's proposed use

☐ Legal description

☒ Description of the general nature and extent of the rehabilitation to be undertaken

☐ Description of the "underserved area" (Qualified Retail Food Establishments only)

☐ Descriptive list of the fixed building equipment that will be a part of the qualified facility

☐ Commercial Rehabilitation Exemption Certificate for Qualified Retail Food Establishments (Form 4753) (Qualified Retail Food Establishments only)

☐ Time schedule for undertaking and completing the facility's rehabilitation

PART 3: APPLICANT CERTIFICATION

Name of Authorized Company Officer (no authorized agents) 
Michael Martin

Telephone Number 845 262-0311

Fax Number

E-mail Address Mark@northernempirellc.com

Street Address 873 Route 45, Suite 101

City New City

State NY

ZIP Code 10956

I certify that, to the best of my knowledge, the information contained herein and in the attachments is truly descriptive of the property for which this application is being submitted. Further, I am familiar with the provisions of Public Act 210 of 2005, as amended, and to the best of my knowledge the company has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local governmental unit and the issuance of a Commercial Rehabilitation Exemption Certificate by the State Tax Commission.

I further certify that this rehabilitation program, when completed, will constitute a rehabilitated facility, as defined by Public Act 210 of 2005, as amended, and that the rehabilitation of this facility would not have been undertaken without my receipt of the exemption certificate.

Signature of Authorized Company Official (no authorized agents) 

Title President

Date 1/1/2020
MEMO

To: Lisa Nocerini, City Manager

From: Lori B. Gouin, Community Development/Planning Director

Date: 1-15-2020

RE: Street Vacation Approval

The City of Wayne Planning Commission will held a public hearing on Tuesday, January 14, 2020 at 7:00 p.m. to consider a request from Jim Bohnwagner, CHI (32413 Michigan Ave) to vacate Hubbard Street between E. Michigan Ave. and the Rail Road tracks. This will be an outright vacation.

The Planning Commission has recommended approval. Please place this item on the January 21, 2020 Council Agenda for approval.
CITY OF WAYNE  
3355 S. WAYNE RD  
WAYNE, MI 48184  

APPLICATION FOR STREET, EASEMENT OR ALLEY VACATION  

Applicant's Name: James Behnwagner  

Site Address: 32413 Mt Rue  

Applicants' Contact Number: 734-366-0739  

Applicant's E-mail Address: info@chiraeiding.com  

Description of property requested to be vacated:  
- VACATE MURRANO ST.  

Reason for request:  
- Expanding property.  

11-27-19  
Date  
Applicant's Signature  

STATE OF MICHIGAN  
COUNTY OF WAYNE  

On the 27th day of November, 2019, before me personally appeared the above named applicant who, being first duly sworn, stated that he/she circulated this application and obtained the signatures on the accompanying petition and that he/she saw the parties affix their signatures thereto, and knows the signatures to be those of the parties  

Catherine Broge  
Notary Public - State of Michigan  
County of Wayne  
My Commission Expires May 2, 2023  
Acting in the County of Wayne  

Date filed with the City of Wayne Planning Commission: __________________________  

Commission Expiration Date
October 28, 2019

To Whom It May It Concern;

Certified Home Improvement desires to vacate the property on Hubbard St to the east of 32413 Michigan Ave, Wayne MI 48184 60' wide from Michigan Ave to the railroad tracks.

Sincerely

James S. Bohnwagner Owner
October 14, 2019

To Whom It May Concern:

I, T. H. Patel, agree to relinquish all interest in the property adjacent to my property at 32351 Michigan Ave Wayne MI 48184.

Sincerely,

[Signature]

Travellog Motel
32351 Michigan Ave.
Wayne, MI 48184
(734) 727-0319
January 16, 2020

M E M O

TO: Lisa Nocerini, City Manager
FR: Ed Queen, Asst. Director DPW
RE: Emergency Museum Furnace Repair

The HVAC at the Museum, that is a rooftop unit, needed immediate repair as it was not working. The old one was removed with a crane, and a new one installed along with the necessary parts. This repair was voted on by the Historical Commission to pay Mechanical Heating & Cooling $8,193.00 out of the Historical Museum Budget.
MEMO

TO: Lisa Nocerini, City Manager
FR: Ed Queen, Assistant Director DPW
RE: Emergency Repair of Street Sweeper

It was necessary to get the street sweeper repaired on an emergency basis as it is the only sweeper DPW has. The cross member and other parts needed to be repaired which took a significant amount of labor. I recommend we pay Bell Equipment Co. for labor and materials for this repair in the amount of $8,073.77 out of the City Property Budget.
Members Present: Steinhauer, Rhaesa, White-Jenkins, Gocaj, Morrow and Bender

Members Absent: Demmer and Law

Also Present: Lori Gouin, Lisa Nocerini, Katlin Riley and Rachel Gocaj

Chairman Steinhauer called the meeting to order at 6:08 p.m.

A motion was made by Gocaj, supported by White-Jenkins to approve the agenda. Motion carried unanimously.

A motion was made by Gocaj and supported by Rhaesa to approve the minutes of the October 9, 2019 meeting. Motion carried unanimously.

A motion was made by Gocaj and supported by White-Jenkins to ratify payment of the following bills: Highland Landscape- $10,772.00, Wayne Main Street- $1,000.00 and $1,000.00, City of Wayne DPW- $1,278.09, $292.63, $795.81. Motion carried unanimously.

The Revenue and Expenditure report with the date ending 10/31/19 was reviewed. Gouin pointed out the increase in the projected income from the PPT reimbursement.

Morrow arrived at 6:15 p.m.

Gouin reported that the requested budget amendment was approved by the City Council. It will show on the next R&E report.

Gouin reported that the previously approved amount of $4,000.00 for the Holiday Marketing Campaign would remain unchanged. She also gave an update on what Main Street is planning for the Campaign. Members of the Board are concerned about how the campaign budget has been unevenly balanced between SBS and the Marketing Campaign.
Directors Report: Gouin informed the members of the Board that the required DDA Informational meetings would be held at the first and second Council meetings in December.

Main Street: Katlin Riley member of the Wayne Main Street Board reported that so far their search for an Executive Director had been unsuccessful. She indicated that 3 out of 4 applicants withdrew their names for consideration based upon the salary.

Board Member Comments:

Steinhauer presented members of the Board with a summary of the total yearly allocation for Wayne Main Street. He indicated that while he is a big supporter of Main Street, he has some concerns about the direction of the organization. After much discussion between all of the members of the Board, it was determined that Main Street should put a proposal together indicating how they plan on using the $25,000.00 allocated for this fiscal year. The other Sponsorship money will be discussed prior to each event. Steinhauer requested that Main Street facilitate a meeting between Michigan Main Street, Wayne Main Street and members of the DDA Board. The purpose would be to discuss the future makeup of the relationship of Wayne Main Street and the DDA.

A motion was made Gocaj and supported by Rhaesa to adjourn at 7:50 p.m.
A regular meeting of the City of Wayne Planning Commission was called to order by Chairman Pugh on Tuesday, December 10, 2019 at Wayne City Hall, 3355 S. Wayne Rd., Wayne, MI at 7:00 P.M.

Members present: Robert Pugh, Merle Baum, David Story, Robert Boertje, Bev Shackelford, Pat Rice and Michael Smith.

Member Absent: Donald Quarles and Deborah Wass

Others present: Community Development/Planning Director, Lori Gouin, Mayor, John P. Rhaesa, Mayor Pro-Tem Porter.

Based on a motion by Smith, supported by Shackelford the agenda was accepted as presented. Motion carried unanimously.

Based on a motion by Smith, supported by Baum, the minutes of the meeting held on November 12, 2019 were amended to add Shackelford under members absent. Motion carried unanimously.

Based on a motion by Smith supported by Baum, a Public Hearing was called for Tuesday, January 14, 2019 to consider the street Vacation of Hubbard between Michigan Ave and the rail road tracks. Motion carried unanimously.

Gouin reported that Ford Motor Company would be investing $756 Million and adding 2,700 new jobs to the Michigan Assembly Plant. She also gave an update on the progress of the Master Plan.

Mayor Rhaesa thanked members of the Planning Commission for their Service and presented them all with a City of Wayne lapel pin.

Next Scheduled Meeting – Tuesday, January 14, 2020 at 7:00 p.m.

There being no further business, based on a motion by Boertje supported by Smith, the meeting was adjourned at 7:17 p.m.
Wayne Historical Commission

January 13, 2020

Minutes

Present: Albert Damitio, John Mills, Lois VanStipdonk, Lynn Scott (remote access)

Excused: Sharon Arthur, Ann Zimmerman

Also Present: Tyler Moll

The meeting was called to order at 10:15 A.M. by Albert Damitio.

**Lynn Scott moved, seconded by John Mills to approve the minutes of the October 14, 2019 meeting. Motion carried.**

**New Business:**

A minute of silence was held in memory of deceased commissioner Gloria Rowland. Possible candidates to be submitted to the City Council to fill her seat were discussed.

**Upcoming MainStreet and Historical Society events at the Museum:** Since a new director of MainStreet has not yet been selected, there is no list of MainStreet activities to be held at the Museum. A list of proposed activities sponsored by the Historical Society for the upcoming year is attached to the minutes.

**Heating and Cooling Units at the Museum:** The new equipment was installed on Friday January 10, 2020. President Damitio thanked all the members of the Commission and the City for their quick responses.

**Budget Review:** Albert distributed a copy of the budget information from the City. No revenue from the City was shown; Albert will check on this. The De-accession account is not to be used for operating, but for future purchases.

**Old Business:**

**Maintenance Updates:** Albert reported that there were no bids requested for repair of the roof. Anecdotally, it was reported that more repairs were needed than previously thought and that past Museum Manager Maxwell Cameron had halted the process. Albert gave the City Engineer the names of two roofing companies: one that had replaced the roof at the Library and one that had repaired the roof at St. Mary’s Church. There is still a leak by the bathroom; more frequent cleaning of the drains on the flat roof might help stop that leaking.

**Purchases from the Artifact Sales Fund:** Tyler showed the Commissioners artifacts that had been purchased using the De-Accession funds; approximately $300 was spent in the last quarter. Special emphasis was placed on securing yearbooks from various schools to complete the collection. **John Mills moved, seconded by Lynn Scott to approve the expenditure of up to $1,000 for the next quarter. Motion carried.**
Deacce$$on List Update: Nothing has been sold lately. It was discussed taking items to be deaccessed to Dearborn’s annual yard sale and also Romulus’ yard sale.

IT Improvements at the Museum:

Albert will talk to Jeff, the City IT person about options for technology improvements. Tyler suggested that Albert ask if the Museum could store some electronic records on the City’s server. Tyler had more information about Past Perfect software; Albert will talk to the finance director about using city funds for annual fees.

Lynn Scott and Tyler Moll will attend the next City Council meeting with an attendance update and information about publication of a brochure on the Graham-Paige Body Plant which Tyler assisted with and in which he is highlighted and pictures from the Museum collection were used.

The next meeting will be April 13, 2020 at 10:00 A.M. at the Historical Museum.

Lois VanStipdonk moved, seconded by John Mills to adjourn the meeting at 11:10 A.M.

Notes taken by Lois VanStipdonk