

<Insert date here>

<developer  
contact  
info  
here>

Dear <developer name>,

The City of Howell is pleased to have hosted your recent investment in our community. We appreciate every project that comes to the City and work to ensure that the process is as streamlined and simple as possible for developers. As part of the Redevelopment Ready Communities program, we evaluate our development process after every project that is completed.

As part of this ongoing evaluation process, I would like to discuss your experience with the City of Howell. Any input you would like to give will be shared, anonymously, with City staff in an effort to further refine our development process. We recognize that there is always room for improvement and speaking frankly with developers who have worked with our Staff recently gives us direct feedback on how we are doing and where we can improve.

I am willing to meet with you at your convenience to discuss your work in the City of Howell. Please contact me by email at [nproctor@cityofhowell.org](mailto:nproctor@cityofhowell.org) to schedule a time and place for our meeting. And thank you again for your investment and support of the City of Howell.

Sincerely,

Nick Proctor  
Mayor, City of Howell

*=Everyday is an Event! =*