

**GENOA CHARTER TOWNSHIP
REGULAR MEETING
APRIL 5, 2010
6:30 p.m.**

AGENDA

Call to order

Pledge of Allegiance:

Call to the Public:

Approval of Consent Agenda:

1. Payment of Bills
2. Request to approve minutes: 3-15-10
3. Request for approval of an amendment to the Rules and Regulations governing the Chilson Hills Cemetery to limit sales to property owners residing in Genoa Charter Township- noting the General Fund subsidy of the Cemetery Fund.
4. Request for approval of updated Genoa Charter Township Engineering Standards.
5. Request to accept and approve the Howell Area Parks and Recreation Authority fiscal year 2010-2011 budget.
6. Request for approval to purchase an upgrade to the Springbrook Utility Billing and Finance Software.

Approval of Regular Agenda:

7. Receive presentation from Recycle Livingston.
8. Consideration of a request to transfer ownership of a 2009 Class C licensed business with dance entertainment permit, located at 7707 Conference Center, Brighton, MI 48114 Genoa Charter Township, Livingston County from Legendary Events, LLC. To Pure & simple Services, LLC; & transfer location to Johnston Center, Cleary University, 3725 Cleary, Howell, MI 48843, Genoa Charter Township, Livingston County.
9. Request for approval of a "Resolution Providing for the Partial Prepayment of Bonds" as previously issued for the Lake Edgewood West Water and the Lake Edgewood West Sewer Project Special Assessment Bonds, Series 2000 as prepared by Jim Kiefer, Dykema Gossett PLLC.
10. Consider award of a contract to install wind turbines at the Genoa Charter Township Hall.
11. Request to enter into closed session to discuss pending litigation pursuant to Section 8 (e) of the 1976 Open Meetings Act. (Material to be provided)

Correspondence
Member Discussion
Adjournment

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: April 5, 2010

TOWNSHIP GENERAL EXPENSES; Thru April 5, 2010	\$110,684.64
March 19, 2010 Bi-Weekly Payroll	\$35,662.43
March 31, 2010 Quarterly Payroll	\$6,386.99
April 1, 2010 Monthly Payroll	\$11,466.62
April 2, 2010 Bi-Weekly Payroll	\$35,311.22
OPERATING EXPENSES: Thru April 5, 2010	\$102,413.74
TOTAL:	<u>\$301,925.64</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
26036	Administ	Total Administrative Services	03/15/2010	596.12
26037	Equitabl	Equivest Unit Annuity Lock Box	03/15/2010	480.00
26038	WASTE MA	Waste Management	03/16/2010	70,440.00
26039	Zerby	Kenneth Zerby	03/16/2010	345.00
26040	GANNETT	PRESS & ARGUS	03/16/2010	165.00
26041	Administ	Total Administrative Services	04/01/2010	125.00
26042	Equitabl	Equivest Unit Annuity Lock Box	04/01/2010	20.00
26043	StMiSac	State of Michigan-SAC	04/01/2010	329.85
26044	Abovo	Abovo Visual Communications	03/19/2010	1,200.00
26045	ADT	ADT Security Services, Inc.	03/19/2010	366.32
26046	ATT& IL	AT&T	03/19/2010	773.33
26047	BLUE CRO	Blue Cross & Blue Shield Of Mi	03/19/2010	11,609.96
26048	DYKEMA	Dykena Gossett PLLC	03/19/2010	2,431.90
26049	EHIM	EHIM, INC	03/19/2010	2,295.08
26050	Lincoln	Lincoln National Life Ins Co.	03/19/2010	1,194.69
26051	MAGUIRE	Maguire Mailing Systems	03/19/2010	570.76
26052	MASTER M	Master Media Supply	03/19/2010	154.47
26053	MICHAS	Michigan Assoc. of Planning	03/19/2010	85.00
26054	STMIE&LA	STATE OF MICHIGAN	03/19/2010	180.00
26055	TRI COUN	Tri County Cleaning Supply Inc	03/19/2010	112.29
26056	US POSTA	US Postal Service	03/22/2010	1,481.06
26057	Administ	Total Administrative Services	04/02/2010	596.12
26058	Equitabl	Equivest Unit Annuity Lock Box	04/02/2010	480.00
26059	AMER IMA	American Imaging, Inc.	03/29/2010	557.57
26060	ARCHINAL	Michael Archinal	03/29/2010	500.00
26061	AT&TLONG	AT&T Long Distance	03/29/2010	51.77
26062	CARDM	Chase Card Services	03/29/2010	192.97
26063	COMCAST	COMCAST	03/29/2010	94.04
26064	CONTINEN	Continental Linen Service	03/29/2010	75.21
26065	DTE EN	DTE Energy	03/29/2010	176.96
26066	FIRST IM	First Impression Print & Marketing	03/29/2010	2,118.70
26067	HUMPHT	Tesha Humphriss	03/29/2010	500.00
26068	HUNTR	ROBIN HUNT	03/29/2010	41.36
26069	IBEC COM	IBEC, Inc.	03/29/2010	272.45
26070	Mancuso	Mancuso & Cameron	03/29/2010	3,783.00
26071	MASTER M	Master Media Supply	03/29/2010	406.83
26072	SHELL	Shell	03/29/2010	586.10
26073	SKOLAR P	Paulette Skolarus	03/29/2010	38.50
26074	Stanaway	Ronald Stanaway	03/29/2010	150.00
26075	VERIZONW	Verizon Wireless	03/29/2010	320.31
26076	WALMART	Walmart Community	03/29/2010	149.62
26078	BORDINE	Bordine Nursery	03/29/2010	100.00
26079	SOM-TRE	State Of Mich- Dept Of Treasur	03/30/2010	3,469.16
26080	EHIM	EHIM, INC	04/05/2010	988.14
26081	LC MUNIC	Livingston County Municipal Cl	04/05/2010	20.00
26082	SKOLAR P	Paulette Skolarus	04/05/2010	60.00

Report Total:

110,684.64

Accounts Payable
Computer Check Register



User: diane

Printed: 03/12/2010 - 12:15

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
26036	Administ	Total Administrative Services	03/19/2010		596.12
			Check 26036 Total:		596.12
9874	AETNA LI	Aetna Life Insurance & Annuity	03/19/2010		25.00
			Check 9874 Total:		25.00
9875	EFT-FED	EFT- Federal Payroll Tax	03/19/2010		3,744.61 2,099.72 2,099.72 491.07 491.07
			Check 9875 Total:		8,926.19
9876	EFT-PENS	EFT- Payroll Pens Ln Pyts	03/19/2010		427.94
			Check 9876 Total:		427.94
26037	Equitabl	Equivest Unit Annuity Lock Box	03/19/2010		480.00
			Check 26037 Total:		480.00
9877	FIRST NA	First National Bank	03/19/2010		300.00 2,667.18 22,240.00

Check 9877 Total:

25,207.18

Report Total:

35,662.43

**First National
Direct Deposit
MARCH 19, 2010
Bi-Weekly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
Adam Van Tassell		\$1,059.22
Amy Ruthig		\$923.87
Angela Williams		\$762.57
Carol Hanus		\$1,349.42
Caleb Klebig		\$566.72
Dave Estrada		\$1,015.61
Debbie Hagen		\$524.21
Deborah Rojewski		\$2,354.04
Diane Zerby		\$475.09
Genoa Township	\$25,207.18	
Greg Tatara		\$2,437.10
Judith Smith		\$1,155.68
Karen J. Saari		\$946.39
Kelly VanMarter		\$2,073.81
Laura Mroczka		\$1,635.37
Michael Archinal		\$2,745.73
Renee Gray		\$953.99
Robin Hunt		\$1,245.04
Tammy Lindberg		\$1,001.27
Tesha Humphriss		\$1,982.05
Total Deposit		<u><u>\$25,207.18</u></u>

Accounts Payable
Computer Check Register



User: diane

Printed: 03/24/2010 - 09:28

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
9883	EFT-FED	EFT- Federal Payroll Tax	03/31/2010		347.83 347.83 81.35 81.35
Check 9883 Total:					858.36
9884	FIRST NA	First National Bank	03/31/2010		2,270.08
Check 9884 Total:					2,270.08
Report Total:					3,128.44
					+ 2844.46
5 checks					\$5972.90
11911-11915					414.09
6 checks					\$6386.99
11916-11921					

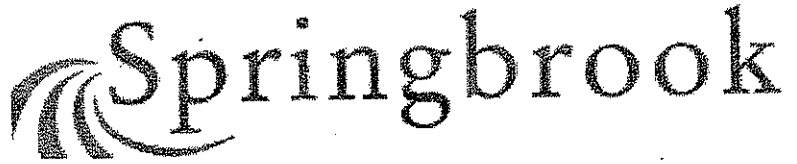
Township of Genoa
User: diane

Payroll
Computer Check Register

Printed: 03/23/10 16:41
Batch: 604-03-2010

<u>Check No</u>	<u>Check Date</u>	<u>Employee Information</u>		<u>Amount</u>
11911	03/31/2010	KirshJohn	John Kirsch	550.99
11912	03/31/2010	LupiRobert	Robert Lupi	567.04
11913	03/31/2010	MatkinRona	Ronald Matkin	668.53
11914	03/31/2010	PetratPat	Patricia Petrat	580.38
11915	03/31/2010	TengelC	Carol Tengel	477.52
Total Number of Employees: 5		Total for Payroll Check Run:		2,844.46

—Accounts Payable
Computer Check Register



User: diane

Printed: 03/30/2010 - 11:22

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
9889	EFT-FED	EFT- Federal Payroll Tax	03/31/2010		24.16
					24.16
					5.65
					5.65

Check 9889 Total:

59.62

Report Total:

6 checks) ^{59.62}
+ 354.47
414.09
Quarterly
Payroll

Township of Genoa
User: diane

Payroll
Computer Check Register

Printed: 03/30/10 11:14
Batch: 605-03-2010

Check No	Check Date	Employee Information	Amount
11916	03/31/2010	FigurskiB Barbara Figurski	49.01
11917	03/31/2010	KirshJohn John Kirsch	73.47
11918	03/31/2010	LupiRobert Robert Lupi	63.01
11919	03/31/2010	MatkinRona Ronald Matkin	73.47
11920	03/31/2010	PetratPat Patricia Petrat	44.08
11921	03/31/2010	TengelC Carol Tengal	51.43
Total Number of Employees: 6			Total for Payroll Check Run: 354.47

**First National
Direct Deposit
Quarterly Payroll
March 31, 2010**

<u>Employee Name</u>	<u>Credit Amount</u>	<u>Debit Amount</u>
Barb Figurski	\$497.03	
John McManus	\$295.52	
Dean Tengel	\$295.52	
Diana Lowe	\$147.76	
Doug Brown	\$457.13	
H.J. Mortensen	\$295.52	
Laura Brookins	\$281.60	
Genoa Township		\$2,270.08
Total Deposit	<u><u>\$2,270.08</u></u>	

EFT #: _____
Internet: _____
Date: _____

Accounts Payable
Computer Check Register



User: diane

Printed: 03/17/2010 - 12:27

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
26041	Administ	Total Administrative Services	04/01/2010		125.00
Check 26041 Total:					125.00
9878	EFT-FED	EFT- Federal Payroll Tax	04/01/2010		1,664.51 693.47 693.47 162.19 162.19
Check 9878 Total:					3,375.83
9879	EFT-PENS	EFT- Payroll Pens Ln Pyts	04/01/2010		212.66
Check 9879 Total:					212.66
26042	Equitabl	Equivest Unit Annuity Lock Box	04/01/2010		20.00
Check 26042 Total:					20.00
9880	FIRST NA	First National Bank	04/01/2010		7,353.28 50.00
Check 9880 Total:					7,403.28
26043	StMiSac	State of Michigan-SAC	04/01/2010	04/01/2010	329.85

Check 26043 Total:

329.85

Report Total:

11,466.62

**First National
Direct Deposit
APRIL 1, 2010
Monthly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
Genoa Township	\$7,403.28	
Adam Van Tassel		\$522.73
Gary McCririe		\$2,178.11
H.J. Mortensen		\$498.69
Jean Ledford		\$775.88
Paulette Skolarus		\$3,111.07
Steve Wildman		\$316.80
Total Deposit		<u><u>\$7,403.28</u></u>

Accounts Payable
Computer Check Register



User: diane

Printed: 03/26/2010 - 11:53

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
26057	Administ	Total Administrative Services	04/02/2010		596.12
			Check 26057 Total:		596.12
9885	AETNA LI	Aetna Life Insurance & Annuity	04/02/2010		25.00
			Check 9885 Total:		25.00
9886	EFT-FED	EFT- Federal Payroll Tax	04/02/2010		3,669.20 2,078.64 2,078.64 486.15 486.15
			Check 9886 Total:		8,798.78
9887	EFT-PENS	EFT- Payroll Pens Ln Pyts	04/02/2010		427.94
			Check 9887 Total:		427.94
26058	Equitabl	Equivest Unit Annuity Lock Box	04/02/2010		480.00
			Check 26058 Total:		480.00
9888	FIRST NA	First National Bank	04/02/2010		300.00 2,667.18 22,016.20

Check 9888 Total:

24,983.38

Report Total:

35,311.22

**First National
Direct Deposit
APRIL 2, 2010
Bi-Weekly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
Adam Van Tassell		\$1,059.22
Amy Ruthig		\$923.87
Angela Williams		\$747.86
Carol Hanus		\$1,349.42
Caleb Klebig		\$384.56
Dave Estrada		\$1,015.61
Debbie Hagen		\$475.04
Deborah Rojewski		\$2,354.04
Diane Zerby		\$539.77
Genoa Township	\$24,983.38	
Greg Tatara		\$2,437.10
Judith Smith		\$1,155.68
Karen J. Saari		\$946.39
Kelly VanMarter		\$2,073.81
Laura Mroczka		\$1,635.37
Michael Archinal		\$2,745.73
Renee Gray		\$953.99
Robin Hunt		\$1,245.04
Tammy Lindberg		\$958.83
Tesha Humphriss		\$1,982.05
Total Deposit		\$24,983.38

11:22 AM
03/31/10

#595 PINE CREEK W/S FUND
Payment of Bills
March 10 - 31, 2010

Type	Date	Num	Name	Memo	Amount
Check	03/23/2010	2056	GENOA-TWSP-ADMIN FEES	Utility billing Dec 1, 09 - Feb 28, 10	-3,439.65
TOTAL					-3,439.65

11:24 AM
03/31/10

#592 OAK POINTE -Water/Sewer Fund
Capital Improvement
Payment of Bills
March 10 - 31, 2010

Type	Date	Num	Name	Memo	Amount
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no checks issued

11:23 AM
03/31/10

#592 OAK POINTE WATER/SEWER FUND
Payment of Bills
March 10 - 31, 2010

Type	Date	Num	Name	Memo	Amount
Check	03/15/2010	1702	BRIGHTON ANALYTICAL	Inv #'s 0210-66722, 66748, 66850	-268.00
Check	03/15/2010	1703	EVERGREEN OUTDOOR, INC	Inv #'s 5195, 5183, 5210, 5221, 5232	-750.00
Check	03/15/2010	1704	PVS Noiwood Chemicals, Inc	Inv 300541 & Credit 89701	-834.60
Check	03/15/2010	1705	GENOA TWP -ADMINISTRATIVE FEES	Utility billing from 11/1/09 - 01/31/10	-10,089.89
Check	03/15/2010	1706	PRESS & ARGUS	Ad # 487631 - Rate change for water & sewer	-70.00
Check	03/19/2010	1707	AT & T	Feb 2 - March 7, 2010	-399.59
Check	03/19/2010	1708	GRUNDY ACE OF HOWELL	Inv # 67350	-61.96
Check	03/19/2010	1709	BRIGHTON ANALYTICAL	Inv #'s 0210-66798, 0310-66813, 66851, 66881	-268.00
Check	03/19/2010	1710	EVERGREEN OUTDOOR, INC	Inv #'s 5260, 5271, 5281, 5249	-430.00
Check	03/19/2010	1711	DUBOIS COOPER ASSOCIATES INCORPORATE	Inv 117702	-900.40
Check	03/19/2010	1712	FASTENAL	Inv MIBRG53906	-31.79
Check	03/19/2010	1713	K & J Electric, INC	Inv #'s 5113 & 5118	-280.00
Check	03/19/2010	1714	TETRA TECH, INC.	Inv #'s 50337293, 7304, 7306	-2,711.72
Check	03/23/2010	1715	SEVERN TRENT ENVIRONMENTAL SERVICES,	Inv #'s STES 2045817 & 2045819	-30,194.96
Check	03/23/2010	1716	Genoa Township G/O New User Fund	Capital Improvement Charges May - Oct 09	-16,408.57
Check	03/25/2010	1717	U.S. POSTMASTER	Mailing of irrigation brochures	-257.25
Check	03/31/2010	1718	AT & T	Feb 20 - March 19, 2010	-201.05
Check	03/31/2010	1719	BRIGHTON ANALYTICAL	Inv #'s 0310-66980, 66953, 67085, 67086	-268.00
Check	03/31/2010	1720	Fisher Scientific	Inv 1509989	-1,313.34
Check	03/31/2010	1721	FONSON, INC.	Inv 8860	-2,922.70
Check	03/31/2010	1722	PVS Noiwood Chemicals, Inc	Inv 302643	-1,114.60
Check	03/31/2010	1723	SEVERN TRENT ENVIRONMENTAL SERVICES,	Inv STES 2045846	-2,752.86
Check	03/31/2010	1724	HOWELLTRUE VALUE HARDWARE	Inv 044361	-3.98
Check	03/31/2010	1725	STANDARD ELECTRIC	Inv 1767166-00	-122.22
TOTAL					-72,655.48

11:19 AM
03/31/10

#504 DPW RESERVE FUND
Payment of Bills
March 10 - 31, 2010

Type Date Num Name Memo Amount

no checks issued

11:18 AM
03/31/10

#503 DPW UTILITY FUND
Payment of Bills
March 10 - 31, 2010

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	03/15/2010	1417	U.S. POSTMASTER	LE & PC Quarterly billing Dec 09 - Feb 10	-151.41
Check	03/15/2010	1418	LOWE'S	February 2010 Invoices	-907.41
Check	03/19/2010	1419	FASTENAL COMPANY	Reference # MIBRG54003	-71.55
Check	03/19/2010	1420	Carol Hanus	Toll-free # and Internet Service	-101.37
Check	03/19/2010	1421	LAB SAFETY SUPPLY	Inv 1015074663	-209.91
Check	03/19/2010	1422	USABlueBook	Inv #s 998961 & 100453	-1,569.06
Check	03/23/2010	1423	TESHA HUMPHRISS	Expenses - ASCE Class	-1,036.91
Check	03/23/2010	1424	Verizon Wireless	Invoice 2372306840	-286.76
Check	03/26/2010	1425	Mancuso & Cameron	RE: Delinquent Utilities Matter	-262.50
Check	03/26/2010	1426	FASTENAL COMPANY	Inv MIBRG54022	-210.37
Check	03/26/2010	1427	SEVERN TRENT ENVIRONMENTAL SERVICES	Inv # STES 2045846	-725.40
Check	03/26/2010	1428	TETRA TECH, INC.	inv 50340974	-1,000.00
TOTAL					-6,532.65

11:21 AM
03/31/10

593 LAKE EDGEWOOD W/S FUND
Payment of Bills
March 10 - 31, 2010

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	03/15/2010	1700	PRESS & ARGUS	Ad # 487635 - Rate change	-60.00
Check	03/19/2010	1701	AT&T	Feb 8 - March 7, 10	-244.94
Check	03/19/2010	1702	Consumers Energy	Service from 2/6/10 - 03/9/10	-1,360.31
Check	03/23/2010	1703	GENOA TOWNSHIP-ADMIN FEES	Utility billing Dec 1, 09 - Feb 28, 2010	-2,428.28
Check	03/23/2010	1704	GEOTRANS, INC.	Inv 50335290	-3,893.59
Check	03/23/2010	1705	SEVERN TRENT ENVIRONMENTAL SERVICES,	Inv STES 2045818	-7,997.97
Check	03/26/2010	1706	AT&T	Feb 14 - March 13, 2010	-43.14
Check	03/26/2010	1707	Brighton Analytical L.L.C.	March 3 - 18, 2010 Invoices	-2,667.00
Check	03/26/2010	1708	PVS NOLWOOD CHEMICALS, INC	Inv 302209 & Credit 90077	-939.60
Check	03/26/2010	1709	STANDARD ELECTRIC COMPANY	Inv 1767312-00	-131.53
Check	03/26/2010	1710	SEVERN TRENT ENVIRONMENTAL SERVICES,	Inv STES 2045846	-19.60
TOTAL					-19,785.96

GENOA CHARTER TOWNSHIP
Public Hearing and Regular Meeting
March 15, 2010
6:30 p.m.

MINUTES

Moved by Wildman, supported by Skolarus, to appoint Todd Smith acting Chairman of the Board in lieu of the absence of McCririe. The motion carried unanimously.

Trustee Smith called the public hearing and regular meeting of the Genoa Charter Township Board to order at 6:30 p.m. The Pledge of Allegiance was then said. The following persons were present constituting a quorum for the transaction of business: Paulette Skolarus, Robin Hunt, Todd Smith, Jean Ledford, Steve Wildman and Jim Mortensen. Also present were Township Manager Michael Archinal and three persons in the audience.

A Call to the Public was made with the following response: Paul Rogers – I am running for the State Senate as a Republican and wanted to introduce my self to the township board as a long time Howell resident.

Approval of Consent Agenda:

Moved by Ledford, supported by Wildman, to approve all items listed under the consent agenda as requested. The motion carried unanimously.

1. Payment of Bills

2. Request to approve minutes: 3-1-10

Approval of Regular Agenda:

Moved by Skolarus, supported by Mortensen, to approve for action all items listed under the regular agenda. The motion carried unanimously.

3. Consideration of approval of the General Fund Budget for fiscal 4/1/2010 thru 3/31/2011 as previously discussed.

A call to the public was made with no response. Moved by Skolarus, supported by Mortensen, to approve the budget for the General Fund for fiscal year 04/01/2010 thru 03/31/2011 as presented. The motion carried unanimously.

4. Request for approval of the miscellaneous budgets as follows: Liquor Law #212, Road Improvement Fund #261, Road Lake Reimbursement #264, Future Development Parks and Recreation #270, Building Reserve #271, DPW Fund #503 and DPW Reserve #504.

Moved by Ledford, supported by Hunt, to approve all township budgets as requested. The motion carried unanimously.

5. Request for approval of an amendment to the General Fund Budget of the Township for fiscal 2009/2010.

Moved by Ledford, supported by Wildman, to approve the amendment to the General Fund Budget for fiscal 2009 thru 2010 as requested. The motion carried unanimously.

6. Request for approval of the debt service funds as follows: 854 thru 860, 862, 864 thru 870, 872, 873, 875, 876 provided by Treasurer Hunt.

Moved by Mortensen, supported by Ledford, to approve the debt service fund budgets as requested. The motion carried unanimously.

7. Request of approval of implementation of contract with SAFEbuilt, Inc. as recommended by the administrative committee.

Moved by Hunt, supported by Wildman, to approve the implementation of a contract with SAFEbuilt, Inc. The administrative committee will negotiate the contact with SAFEbuilt and bring a final draft of that agreement to the board at the next regular meeting of the board. Further, to establish an appeal procedure with township control and an annual review of competitive fees. The motion carried unanimously.

8. Request for approval of articles to use in the spring newsletter.

Moved by Ledford, supported by Mortensen, to approve the publication of the March newsletter as requested. The motion carried unanimously.

9. Staff update regarding Energy Efficiency Community Development Block Grant.
No formal action was taken by the board.

10. Request to enter into closed session to discuss pending litigation pursuant to section 8 (e) of the 1976 Open Meeting Act.

Moved by Skolarus, supported by Hunt, to move to closed session of the board at 6:55 p.m. to discuss pending litigation. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Wildman, Mortensen and Skolarus. Nays – None. Absent – McCrie.

The regular meeting of the board was again called to order at 7:00 p.m.

Moved by Skolarus, supported by Wildman, to approve the consent judgment concerning the case of John Beauchamp and John Nagel v. Genoa Township – Claim No. 140970. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Wildman, Mortensen and Skolarus. Nays – None. Absent – McCrie.

GENOA CHARTER TOWNSHIP – Public Hearing and Regular Meeting – 03/15/2010

Ledford provided the board with an update on the SELCRA program which included the audit, and the winter recreation guide.

Correspondence was received from Michigan municipal Risk Management Authority which states a premium increase of approximately 10% for the 2010-2011 fiscal year.

The public hearing and regular meeting of the board was adjourned at 7:10 p.m.



Paulette A. Skolarus
Genoa Township Clerk

(Press/argus 03/19/2010)

**Genoa Charter Township Rules and Regulations
Governing the Chilson Hills Cemetery
Adopted: September 19, 1994
Amended: September 7, 1999
Amended: August 3, 2009
Amended: April 5, 2010**

The following rules and regulations shall govern the Chilson Hills Cemetery; owned, managed and controlled by Genoa Charter Township and adopted pursuant to the Genoa Charter Township Cemetery Ordinance.

1. A person authorized by the Township and known as the Sexton will install all monuments and make arrangements for all burials. All monuments will need a foundation. The Township must be notified before any stone is placed.
2. Only the remains of one person shall be allowed within the same grave with the following exceptions: One regular burial in addition to the remains of one cremation or the remains of two cremations if no regular burial.
3. Markers shall be placed at the head of a grave as platted. No marker shall be placed nearer than four inches to a lot line. No more than one marker shall be placed on any one grave. The Township Manager shall first approve the location of a marker.
4. No tree will be removed or pruned except with the consent of the Township Manager.
5. Vaults will be required. The minimum standard will be a concrete grave liner to allow maintenance of the cemetery grounds and prevent skinning. Caskets less than four feet in length, usually for children, will not require a concrete grave as long as the burial is in a combination casket/vault.
6. Grave sites may be purchased for \$400.00 each. Cremain sites near the fence may be purchased for \$200.00.
7. Sales are limited to property owners residing in Genoa Charter Township.

(Policy/cemetery rules and regulations)

Memo

To: Honorable Members of the Genoa Township Board
From: Tesha Humphriss, Engineer
Date: March 29, 2010
Re: Engineering Standards Updates

Genoa Charter Township has Engineering Standards that are used to direct proposed development within the Township. The current Engineering Standards were prepared by Tetra Tech and adopted by the Township in April 2001. The Engineering Standards address the following site development topics:

- Storm Sewers and Stormwater Detention
- Site Grading and Soil Erosion Control
- Municipal Utilities (Sanitary Sewer and Water)
- Streets and Pavement

Overall these standards were designed to address subdivision development. For instance, there was a lot of detail put into the private road section but very little detail on private parking lots. As you are aware, the Township experiences a lot of commercial development, and for the past nine years we have been using subdivision standards to review commercial developments. In addition, procedures and standards have been updated in the past nine years. For example, the Township Zoning Ordinance has been updated to allow underground detention systems in certain instances, but the current Engineering Standards have no design criteria for underground detention systems. Lastly, the Township Engineering Standards, just like the Township Zoning Ordinance, are a living document, and should be updated every few years. Therefore, since I started working here in June 2008 I have been tracking recommended updates to the Township Engineering Standards. I have worked with Tetra Tech to prepare an updated set of Engineering Standards and I am requesting the Township Board consider adoption of the updated Engineering Standards. In addition, the Township Planning Director, Kelly VanMarter, and I reviewed the Township Zoning Ordinance revisions that were recently adopted to ensure that the revised Township Engineering Standards complement the Zoning Ordinance.

To review the entire document please download it off the Township intranet site, located in the same location as your Board packets. For your use I have summarized the changes below:

Storm Water Management System

Overall, this section had the most updates. The existing Standards only had two pages dedicated to stormwater management. As the Township, not the Drain Commission, regulates private stormwater systems, it is important that this section of our Engineering Standards is comprehensive. The following is a summary of the overall changes to this section:

- Added a section on the procedure for plan review.
- Added a stormwater conveyance section
 - Encourages the use of low impact development standards (ditches, swales)
 - Allows for the use of plastic storm sewer pipe (existing standards only allow concrete)

- Added a Trench Excavation and Backfill standard detail
- Added a detention basin section
 - Expanded on the outlet sizing calculation requirements
 - Added Appendices with sample calculations
 - Added a standard detention pond/outlet structure detail
- Added a retention basin section
 - Outlined standards that must be met for retention ponds
- Added an underground containment system section
 - Specifies the allowable types of underground systems
 - Specifies the design parameters for underground systems

Site Grading and Soil Erosion Control

This section had two modifications:

- A section was added regarding retaining wall requirements.
- The maximum slope for a non-paved area was revised from four feet horizontal to one foot vertical (4:1) to three feet horizontal to one foot vertical (3:1).

Municipal Utilities

- The Genoa Oceola (GO) Sanitary Sewer Standards and Marion Howell Oceola Genoa (MHOG) Water standards have been updated multiple times since 2001, the most recent update occurring in July 2008.
- To avoid having the same standard in multiple places, which could lead to one being updated and not the other, we have revised the Municipal Utility Section to a one page document that refers to the most recent GO and MHOG Standards.

Parking Lot Design

- As mentioned above, parking lots are inadequately represented in the current Engineering Standards. This section was added to provide detail on parking lot cross sections, circulation, and driveway access.

Private Road Design

- As mentioned above, this section is very detailed in the current Engineering Standards, and as such only minimal changes are proposed to this section.
- The section regarding intersections was expanded upon to specify intersection angles, horizontal curve radii, and entrance drive offset requirements.
- The remaining changes to this section were clean up items.

Please consider the following motion:

Moved by _____, supported by _____, to approve the updated Genoa Charter Township Engineering Design Standards dated April 2010 as presented

Thank you, Debbie. This request will be on the April 5, 2010 consent agenda. Polly

From: Debbie Mikula [mailto:dmikula@howellrecreation.org]
Sent: Wednesday, March 17, 2010 4:52 PM
To: Polly
Cc: Todd Smith
Subject: Budget and Budget Memo for Genoa Township consideration

Polly - here is the budget memo and the budget for the Howell Area Parks & Recreation Authority for your 1st meeting in April. I've also attached the participation counts for 2009 for your perusal. Todd asked that this be put on the consent agenda. Let me know if you need anything else from me.

Debbie

Deborah E. Mikula
Director
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517/546-0693 ext. 7702
Cell: 517/404-3533
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Howell Area Parks & Recreation Authority - 2009 Program Participation Counts

WINTER 2008/2009 (Dec., Jan, Feb., March, April)	Marion Township	City of Howell	Oreola Township	Genoa Township	Non-Residents	Drop In or Free Programs	Total
"Fido Manners" Dog Obedience			1	1	1		3
"Love Your Pet" Photo Contest	15	18	12	16	55		116
"My Snowman & Me" Photo Contest		2	1		2		5
April Late Night at Teen Center						27	27
Aqua Patrol			1				1
Babysitting Training	1	5	1	1			8
Ballroom Dancing	10	8	9	1	4		32
Basics of Digital Photography	5	1			1		7
Basics of Digital Photography	1	1	3	2			7
Beginning Watercolor	1	2	3	2			8
Belly Dance Class	4				7		11
Boater Safety	4	1	4	6	1		16
Bridge Lessons	6	10	7	4	20		47
Bridge Lessons				1			1
Classic Film - Breakfast at Tiffany's						99	99
Classic Film - Christmas in Connecticut						94	94
Classic Film - Dr. Zhivago						104	104
Classic Film - Maltese Falcon						77	77
Classic Film - True Grit						47	47
Computer Classes		1			2		3
Computer Classes	5	1			1		7
CPR Class	3	2		1	2		8
Daddy/Daughter Dance	117	82	112	53	49		413
Dance Classes	2	4	1	1	1		9
DIA-Norman Rockwell Trip	5	4	2	4	6		21
Dog First Aid			1		1		2
Downtown Historic Walking Tour	2	1		1	8		12
Drop In Basketball						267	267
Drop In Volleyball						93	93
Fencing	3	4	7	1			15
Fencing	3	1	6	3			13
Fencing	1	1	5				7
Fido Manners	1	1					2
Greektown Casino Trip	7	5	1	5	5		23
Gymnastics	4	6	7	2			19
Gymnastics		2	2	1			5
Hamburg Historical Museum	1	1		2	2		6
Holiday In the Park - December 2008 attendance	394	995	401	259	404		2453
Holiday in the Park - Trees Sold	5	16	2	1	10		34
Holland Tulip Festival Trip	5	7		8	2		22
Hoop Shoot Challenge						37	37
Indoor Garage Sale	7	1	1	1	5		15
Intro to Computers	3	1					4
Intro to Guitar "Be a Guitar Hero"	2		1	1			4
Introduction to Horses		1	1				2
Just Breathe Classes	6	5	1	1	1		14
Kil's Martial Arts Classes	2	11	10	9	1		33
Learn to Skate	3	1					4
Legos & Lunch	2	7	3	3	4		19
Moon Glow/ Marshmallow Drop	61	110	59	62	114		406
Movie Extra Introduction					2		2
Mystery Shopping 101		1	4				5
Ohana Karate	5	6	9	1	4		25
One Stroke Painting	1	3			1		5
Organizing for the New Year			5				5
ORV Safety Training	4	3	1	2	3		13
Pom Pom Class	6	15	11	2	2		36
Preschool Skate & Play			2				2
Sanchin-Ryu Karate	6	18	11	5	17		57
Santa Calling	49	31	41	43	46		210
Senior Tai Chi- Drop In		18	3	15	19		55
Senior Tai Chi-Drop In	7	11		9	8		35
Snowmobile Safety	6	3	4	3	2		18
Sweet Eats		4		1	1		6
Tae Kwon Do Beginners	3	9	2	3	16		33
2009 Yearly Teen Center Daily Participation						5243	5243
Teen Late Night May						27	27
Tiger Party	6	8		4	4		22
Top Secret Piano-For Hopelessly Busy People	5	3	1	1			10
Trip to Ann Arbor Comedy Showcase	2	4		6	1		13
Trip to Caesars Windsor	7	3	2	1	2		15
Trip to Hines Drive for Holiday Light Tour	9	5		4	5		23
Trip to Little River/Soaring Eagle Casino Trip					2		2
Village Manor Senior Trip	3	1		2			6
Walking Club 12/08	7	3		1	8		19

Walking Club 1/09	12	12		11	19		54
Walking Club 2/08	5	9		3	1		18
Walking Club 2/09	8	16		2	3		29
Walking Club 3/08	22	29	6	5	34		96
Walking Club 4/08	1	2		1	50		54
Walking Club 5/08		1		1	26		28
Walking Club 6/08				1	4		5
Walking Club 7/08					1		1
Walking Club 8/08		1			3		4
Walking Club 9/08					10		10
Youth Dance Classes	8	9	7	1	1		26
Indoor Soccer Training	6	4	5	1	3		19
TOTAL WINTER PARTICIPATION	879	1551	779	582	1007	6315	10913

SPRING/SUMMER 2009 (May, June, July, August)	Marion Twp	City of Howell	Occola Twp	Genoa Twp	Non-Residents	Drop-In or Free Programs	Total
"Cycle Howell" Bike the Parks & Bike Safety Day	25	41	4	7	19		96
Aquathlon	5	5	7	8	99		124
AttentionPlease! Getting Your Dog to Listen	1	1	1				3
Babysitter Training	6	4	2	3	4		19
Ballroom Dancing		6	5				11
Basics of Digital Photography	1	2	1	2			6
Beach 5/22-5/25	54	558	218	52	69		951
Beach 5/26-5/31	27	217	82	15	13		354
Beach 6/1-6/6	6	470	209	29	20		734
Beach 6/7-6/13	8	606	237	38	48		937
Beach 6/14-6/20	66	1416	663	93	362		2600
Beach 6/21-6/25	127	1973	1094	215	238		3647
Beach 6/26-7/4	64	788	428	48	136		1464
Beach 7/5-7/11	69	1431	637	107	145		2389
Beach 7/12-7/18	91	1240	636	73	186		2226
Beach 7/19-7/25	52	831	423	35	87		1428
Beach 7/28-8/3	44	812	592	75	189		1712
Beach 8/2-8/8	58	659	422	39	68		1246
Beach 8/10-8/16	75	1068	688	118	194		2143
Beach 8/17-8/22	74	539	326	57	118		1114
Beach 8/23-8/29	10	350	182	51	15		608
Beach 8/30-9/7	39	468	213	31	32		774
Belly Dancing	2	2		2	10		16
Billiards		2	1	1			4
Boater Safety		1	4	1	1		7
Boater Safety	1		3	2			6
Boater Safety	2		3	1	3		9
Cardio Kick & Tone	1	2	3	1			7
Challenger Soccer Camp						33	33
Cinco de Mayo							0
Circus Magic at the Howell City Park	1		4	6	25		36
Classic Film & Lunch Series - May "From Here to Eternity"						27	27
Classic Film & Lunch Series - June "Citizen Kane"						10	10
Classic Film & Lunch Series - July "Robin Hood"						15	15
Classic Film & Lunch Series - August "West Side Story"						26	26
Computer Classes	3	10	2	7	4		26
CPR					1		1
Crosstown Kids Triathlon	6	8	5	10	47		76
Detroit Tiger Trip & Buffalo Wild Wings Trip	4	8	13	5	20		50
Detroit Tiger Trip (Seniors)	5	7		5	5		22
Dog Tricks for Film		2	1		1		4
Downtown Howell Historic Tour	2	2	2	4	3		13
Drop In Tai Chi	29	41	4	23	34		131
Early Childhood Enrichment	2	2	2	2	2		10
Field of Tulip Painting Class		4					4
Flag Football League	28	15	49	18	12		122
Flip-n-Flop	29	48	39	15	46		177
Free Movies at the Top of the Park						300	300
Golf/Beginners	1	3	3	1			8
Greektown Casino Trip	1	2	1	2	7		13
Gymnastics		2	7				9
Horseback Riding Fun		2					2
Howell at the Moon Astronomy at the Beach						55	55
Hunter Safety	14	6	10	3	26		59
Junior Golf Lessons	7	7	13	4	1		32
Just Breathe Classes	5	3	14	2	1		25
Kil's Tae Kwon Do	2	6	9	1			18
Last Day Breakaway	15	52	25	5	52		149
Legos & Lunch	3	3	4	2	4		16
Legos & Lunch	3	2		1	1		7
Lion's Football Camp						78	78
Melon Festival - Doc May Commemorative Bike Ride						75	75
Melon Festival Volley Ball Tournament						28	28
Melon Run - 32nd Annual	101	104	102	100	595		1002

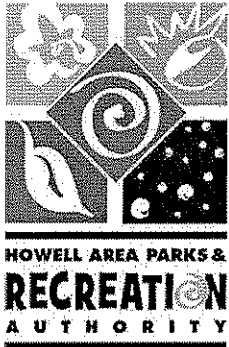
MLB Pitch Hit & Run	34	30	40	18	29		151
Movie Extra Introduction				2			2
Ms. Judi's Art, Music & Stories Class	1		4	2			7
Ohana Karate	1		1				2
One Stroke Painting-Kids	2		2				4
Preschool Ballet	3	2	6		1		12
Puppy Socialization	1		1				2
Sanchin Ryu Karate	1	24	8	1	13		47
Senior Computer Classes	1	1		7	4		13
Senior Prom with Medlodge						20	20
Senior Tigers Trip	4	6	1	7	4		22
Skaters Advocate Camp	7	10	9	9		2	37
Skating	5	3	1	1	2		12
Soccer - Men's 30 & Over	10	5		8	37		68
Soccer - Women's 30 & Over	5	2	2	12	76		97
Spring Soccer	129	143	180	113	70		635
Stage For A Quick Sale					1		1
Summer Horse Camp	1	3	3				7
T-Ball Clinic	7	11	16	8	3		45
Teen Center Late Night						24	24
Teen Center Tigers Game						24	24
Tennis Lessons	5	2	4	3	1		15
Tennis Lessons Session 2	5	3	4	3	0		15
The Beach Bar Trip	7	1	2	5	1		16
Tiny Tot Track & Field	13	32	23	9	23		100
Twilight Tours of Lakeview Cemetery - May	25	67	9	12	67		180
UK Soccer Camp		4	5	3			12
Walk Michigan	8	21	8	23	10		70
Watercolor Painting	2		1				4
Wet & Wild Inflatable Day at the Howell City Park Beach						60	60
Total Spring/Summer Participation	1437	1420	7723	1564	3285	718	28988

	Marion Twp	City of Howell	Oceola Twp	Genoa Twp	Non-Residents	Drop-In or Free Programs	Total
FALL 2009 Participation (Sept., October, Nov)							
2nd Annual Buck Pole	3	2		2	2	300	309
3rd Annual Turkey Stroll	5	17	8	9	11		50
Abundant Life Pancake Breakfast						20	20
Autumn Skate Jam (Monson Yack rescheduled)	3	4	5	1	15		28
Babysitting Training	3	1	1		1		6
Ballroom Dancing		1	8	4			12
Basics of Selling on Ebay		1		1	1		3
Basketball League - Men 30 & Over	6	15	4	7	37		69
Beginner Ballet	3	3	3	2	3		14
Bellydance	5	1	7	2	9		24
Bike the Parks	25	55	4	9	24		117
Bridge Lessons	4	10	4	3	14		35
Brunch & Lunch	3	5	3		6		17
Christmas Brunch and Health Bingo	9	9	5	3	8		34
Christmas Shopping in Ann Arbor	2			4	1		7
Classic Film & Lunch Series - September						16	16
Classic Film & Lunch Series - October							
Classic Film & Lunch Series - November						13	13
Computer Classes	2	2		2	3		9
Creative Movement Exercise	2	4			2		8
Cut-Rate Cruise		2	1	1			4
Dinner with Dean	28	25	7	22	19		101
Estate Planning Basics	2	2	2				6
Fall Gardeners Exchange						10	10
Fall Flag Football	10	5	15	8	4		42
Fall Soccer	58	56	90	54	51		309
Fido Manners "Four on the Floor"	1	2	3	2			8
Fire Keepers Casino Trip	4	4	4	6	11		29
Fitness Consulting	2	8	2		1		13
Flu Shots - Seniors	9	13	3	1	13		39
Girls Basketball	29	19	41	25	6		120
Glass Etching	1		3	1			5
Gymnastics	14	7	6	3	3		33
Harvest Family Square Dance	10	10	12	10	2		44
Headless Horseman	20	37	20	14	225		316
Horseback Riding Fun		1	1				2
How to Apply for Social Security		1	5	2	1		9
How to Start an internet Business		1					1
Howell Recreation Preschool	8	9	8	3	5		33
Hunter Safety	8	11	17	8	13		57
Indoor Garage Sale	1	5	3	5	1		16
Intro to Karate for Teens					1		1
Just Breathe Exercise	10	5	4	2	1		22
Kil's Tae Kwon Do	1	5	6	2	1		15
Kindermusik	1	2	1	1	1		6
Learn to Skate			1				1

Legal Aid		3	3	2			8
Legos & Lunch	1	1	3	3	2		10
Marion Oaks Fall Horse Trail Riding	15		9	4	26		54
Mid Michigan Color Tour	8	8		6	6		28
Mystery Shopping	2	2		1			5
Ohana Karate		1			1		2
One-Stroke Painting	1	3	1				5
Pom-Poms	5	12	7	9	6		39
Preschool Skate		1					1
Punt, Pass & Kick						60	60
Pup Idol	5	9	1	4	1		20
RECreation RECOgnition RECEPTION						120	120
Roundabout and Lunch	5	3	1	1	1		11
Sanchin-Ryu Karate	2	2	1	1	5		11
Santa Calling	18	10	22	27	22		99
Selling on Ebay		1	1	1			3
Senior Brunch	5	7		1		10	13
2009 Yearly Senior Center Member Participation	1183	1698	230	826	1089		5026
2009 Yearly Senior Center Non-member Participation	86	554	121	118	295		1174
Snowmobile Safety	8	3	4	4	10		29
Summer Camp	17	67	39	32	11		166
Tae Kwon Do for Beginners		8	2	4	14		28
Tai Chi Drop-In	22	92	39		13		166
Teen Center - Lke Night Kick off - September						40	40
Teen Center Costume Bash - October						33	33
Teen Center Late Night - November						25	25
The Truth About Estate Planning		1		1			2
Top Secret Piano	2		6	2			10
Trick or Treating						300	300
Twilight Tours of Lakeview Cemetery	15	61	38	28	110		252
VA Aid and Assistance Pension Benefit					2		2
Volleyball - Co-ed	18	6		13	10		47
Volleyball - Women's	8	8	11	2	23		52
Walking Club	28	38			1		67
Watercolor Painting	6	1	2	1	3		13
Aquatics - Star Fish-Lessons	12	5	19	1	11		48
Aquatics - Queen Angel Fish-Lessons	16	14	14	10	16		70
Aquatics - Parrot Fish-Lessons	4	13	8	10	25		60
Aquatics - Lion Fish-Lessons	20	14	20	6	21		81
Aquatics - Blow Fish-Lessons	3	2	3	4	5		17
Aquatics - Level- IV-V Split-Lessons	1	2	8	1	7		19
Aquatics - Level- IV-V Split-Lessons	6	1	8	1	3		19
Total Fall Participation	1814	3011	928	1343	2235	947	10267

TOTAL 2009 Participation	4130	18763	9430	3489	6527	7780	50119
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Participation without Beach attendance	25792						
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Howell Area Parks & Recreation Authority

2010-2011 Proposed Budget Memorandum

It is my pleasure to submit for your consideration the 2010-2011 Proposed Budget for the Howell Area Parks & Recreation Authority. We believe that the budget we have prepared is based on realistic expectations of our programming and operational goals with necessary reductions in our administration that will hopefully stabilize our organization for the future.

NOTE: This budget was unanimously accepted by the trustees of the Howell Area Parks & Recreation Authority at their regular meeting on March 9, 2010 and we now must secure 2/3 affirmative vote of the municipalities that make up the Recreation Authority.

The importance and value of the programs and services provided by the Howell Area Parks & Recreation Authority cannot be underestimated. Although the August 2006 millage to fund the Howell Area Parks & Recreation Authority failed, each of the municipalities that entered into the Authority decided that rather than scrap the concepts of shared recreational services and dissolve the organization that they would fund the organization through general fund allocations from each participating municipality. The proposed budget continues current service levels and maintains contribution levels from The City of Howell at \$100,000, Oceola Township at \$100,000, and decreases by -.3% cpi the Marion Township and Genoa Township contribution to \$61,740 each.

The Howell Area Parks & Recreation Authority will continue to take on the responsibility for the maintenance of the Bennett Recreation Center and the Barnard Community Center which have been leased to us for \$1/year from the City of Howell. In turn, we will be responsible for the utilities and upkeep of these buildings including interior maintenance and snow removal and grass cutting.

We will also be taking on the continued field maintenance and scheduling of athletic fields in Genoa and Oceola Township. These fields have been leased to us for \$1/year as well and we have secured a 3 years lease with Genoa Township and a 5 year lease with Oceola.

The proposed budget recommends that staffing levels be maintained at 3 full-time salaried employees which includes the Director, the Enrichment Director and the Sports Director. In addition, we will continue to employ our core part-time staff including our Preschool Director/Lead Teacher, two individuals in our front office with duties in general administration and marketing, Administrative Assistant for the Senior Center, and our Teen Center Director. We will also supplement this staff with between 10-12 additional part-time employees who will take on

building/site supervision, custodial, and assist the core staff by providing support services (including our Preschool support teacher, our Teen Center Supervisors, and Summer Camp counselors.) We have found it necessary within the proposed budget to include a 5% decrease for all staff salaries to accommodate a balanced budget, eliminate morning custodial duties (and hand this over to our evening shifts), and reduce the overlap time of front office staffing by 4 hours each week.

To round out our staffing, we will also continue to contract with the City of Howell in administrative areas including financial, human resources, and technology. The fee for this service has been decreased for FY2010-2011 to \$10,000 as we have taken over the majority of the bookkeeping services. We continue to also use outside contracts for payroll and field maintenance areas including lining, mowing, and fertilizing.

We have also reduced our budget for marketing allocations. We have allocated \$20,000 for our seasonal program guide, our flyers and newsletters. This year we will be combining our spring/summer program guide and our fall/winter program guide which will save us close to \$12,000 from last year's budget for printing and mailing costs. We will continue to direct mail this publication to our constituents in our service area which has generated much more knowledge of our organization and the programs we provide.

The following program initiatives are included in the budget:

1. **Sports Leagues, Lessons, Clinics, Workshops and Classes:** We will continue to provide and add new programs to our sports program which is budgeted to generate \$125,000. Many of our sports leagues and activities use space – courts, fields, etc. -- that are leased from the Howell Public Schools. As a government entity, we are given priority scheduling after all school requests are filled.
2. **Enrichment Classes and programs:** We will continue to program enrichment classes in gymnastics, dance, music, horseback riding, skating, adult education, exercise, pompoms, babysitting, and other areas, as well as revamp our day and extended travel program. We will add new programs based on need. Our enrichment classes will generate \$65,000 in revenue.
3. **Special Events:** We will program approximately 15 special events during 2010-2011 including the Melon Run; Holiday in the Park; Aquathlon; Punt, Pass & Kick; MoonGlow, Twilight Tours of Lakeview Cemetery, Mother/Son and Father/Daughter Dances; Headless Horseman 5K, Crosstown Kids Triathlon, and others. These events give us the perfect opportunity to solicit corporate sponsors and we will need to direct much of our attention on building a core sponsor base. We have outlined a sponsorship budget of \$12,500 for these events and participation fees that include \$55,000.
4. **Summer Day Camp** – We continue to hold a 10 week summer day camp program for children 5-10. It was so successful in its first 2 years, that we are again holding it at the Barnard Community Center and Howell City Park this coming summer. The summer camp should recognize revenues of close to \$34,000. To save expenses this year, we will employ our sports director to take on the added duties of the Summer Day Camp Director. We will also employ 4 part-time seasonal counselors. We have budgeted for 25 children each week.

5. **Howell Recreation Preschool & Learning Center** – We will continue to provide a traditional preschool morning program (MWF) and an extended day program (TTH) for ages 3 - 5 at the Bennett Recreation Center. We are allowed to enroll 17 children in each of the programs and can provide the care needed with 2 staff members including a director and lead teacher; and support staff person.
6. **Howell Teen Center** – We will continue to provide a Monday – Friday 3-6 p.m. program at the Barnard Community Center for area teens that is funded partially by a grant from the Livingston County United Way. For the past 4 years we have received between \$8,000 - \$9,000 for this program which funds 2 part-time staff members and operating supplies. Currently we serve 40-50 teens daily and the Center remains free of charge to area teens. Programming fees are charged and budgeted at \$1,500 this year for Late Night events on Friday evenings and field trips to area hot spots.
7. **Howell Senior Center** – We will continue to provide a venue for area seniors, age 50 and over, for their social, recreational, health, and educational enrichment. Over a year ago we instituted a yearly membership rate of \$20 for residents and \$30 for non-residents and now have approximately 300 active members of the Howell Senior Center. Additional free and fee based programs will be added to the daily schedule to entice seniors to stay longer at the Center and to participate in active and healthy lifestyles. A grant of \$10,500 was allocated last year from the United Way to support the activities of the Senior Center and while we have requested an increase over last years allocation, we have budgeted the amount as last year.
8. **Aquatic Center** – A management agreement for the Howell Aquatic Center is also included within the budget for \$105,000. We have successfully managed the Aquatic Center for the past year and are looking forward to continuing this relationship with the Howell Public Schools.
9. **Beach/Boat Launch** – A management agreement has been reached with the City of Howell to manage the beach/boat launch and pavilion rentals for the summer of 2010 in the amount of \$45,200.

As you can see, 2010-2011 will be challenging for us as we continue to find creative and credible ways to move forward. We feel that we have outlined a realistic budget with reductions that will keep our core programs intact and will support an administrative and organizational structure that will lead to our continued success and stability.

If you have any questions, please do not hesitate to contact me at 517/546-0693 ext. 7702 or by e-mail at dmikula@howellrecreation.org

Respectfully Submitted,



Deborah E. Mikula
Director

Howell Area Parks & Recreation Authority
Proposed Budget 2010-2011

INCOME

Dept. 751 - Recreation Department

Account Number	Description	Year End 2008-2009	Projected Year End	
			Budget 2009-2010	PROPOSED Budget 2010-2011
587.001	Marion Township Participation*	59,314	61,925	61,740
587.002	Genoa Township Participation*	59,314	61,925	61,740
587.003	Oceola Township Participation	100,000	100,000	100,000
587.005	City of Howell Participation	100,000	100,000	100,000
649.000	Teen Center Concession Sales	5,105	5,000	5,000
649.001	Amusement Park Ticket Sales	4,191	0	0
649.002	Aquatic Center Concession Sales	0	1,000	1,000
680.000	Beach and Park Concession Sales	3,882	6,000	6,000
649.003	Brochure Advertisement	1,487	1,500	1,500
650.001	Program Fees SPORTS	122,767	125,000	125,000
650.002	Program Fees ENRICHMENT	63,990	65,000	65,000
650.003	Program Fees SPECIAL EVENTS	43,129	55,000	55,000
650.004	Program Fees SUMMER CAMP	32,637	34,000	34,000
650.005	Program Fees TEEN	570	1,500	1,500
650.006	Genoa Soccer Field Rentals	1,255	1,000	1,000
651.004	Building Rental Fees	25,859	28,500	28,000
651.005	Program Fees/Membership SENIORS	5,472	6,270	6,270
651.007	Preschool Tuition & Program Fees	43,144	47,000	47,000
665.000	Investment Interest	810	500	500
671.002	Misc. Revenue	237	1,000	1,000
675.003	Donations GENERAL	3,999	4,000	1,000
675.009	Donations SENIORS	1,624	1,500	1,500
675.010	Donations TEENS	19,031	1,000	1,000
675.012	United Way TEENS	8,650	8,200	8,200
675.013	United Way SENIORS	11,000	10,500	10,500
675.015	Preschool Fundraising	723	0	0
676.006	Senior Postage Reimbursement	25	0	0
677.003	Senior Travel Fees	2,030	0	1,000
678.010	Sponsorship Fees	14,100	15,000	12,500
678.012	Membership Fees	580	530	500
678.013	Youth Scholarship Fund	670	500	2,500
678.015	Senior Newsletter Advertising	600	1,000	1,000
678.020	Genoa Township Maintenance Reimbursement (SELCRA)	242	1,500	1,500
680.002	Aquatic Center Management Fee	0	105,000	105,000
678.021	Beach/Boat Launch Management Fee	17,200	43,000	43,000
		\$ 753,637	\$ 893,850.00	\$ 890,450.00

*Recognizes a -.3% CPI

EXPENSE

Dept. 751 - Recreation Department

Account Number	Description	Projected Year End		PROPOSED
		Year End 2008-2009	Budget 2009-2010	Budget 2010-2011
702.000	Salary & Wages - BUILDING/SITE SUPERVISORS	52,358	52,500	49,875
702.001	Salary & Wages - PROGRAMMING & MANAGEMENT	203,028	203,000	192,850
702.023	Salary & Wages - PRESCHOOL	31,119	31,000	29,450
702.025	Salary & Wages - SUMMER CAMP	19,792	20,000	13,585
702.026	Salary & Wages - TEEN	13,180	14,000	13,300
702.027	Salary & Wages - SENIOR	7,674	8,000	7,600
702.028	Salary & Wages - BEACH/BOAT LAUNCH	17,378	43,000	43,000
702.029	Salary & Wages - AQUATIC CENTER	0	70,000	80,000
714.004	ICMA Retirement	14,913	15,000	15,000
717.000	Fringe Benefits	73,972	75,000	75,000
727.000	Office Supplies	5,743	6,000	6,000
730.000	Postage	11,784	16,000	15,000
740.000	Operating Supplies - GENERAL	8,346	2,000	2,000
740.003	Operating Supplies - T-SHIRTS	10,144	15,000	17,500
740.016	Operating Supplies - AMUSEMENT PARK TICKETS	4,049	0	0
740.028	Operating Supplies - PRESCHOOL	2,588	2,500	2,500
740.030	Operating Supplies - SPORTS	3,789	4,000	4,000
740.031	Operating Supplies - ENRICHMENT	3,978	3,000	3,000
740.032	Operating Supplies - SENIORS	2,118	3,000	3,000
740.033	Operating Supplies - SUMMER CAMP	3,208	3,000	3,000
740.035	Operating Supplies - SPECIAL EVENTS	32,583	45,000	45,000
740.036	Operating Supplies & Concessions- TEENS	6,092	4,500	4,500
740.037	Concession Supplies - BEACH	2,407	3,500	3,500
740.039	Concession Supplies - AQUATIC CENTER	0	1,000	1,000
740.040	Concession Supplies - Teens	0	0	0
751.000	Gasoline	944	1,000	1,000
801.000	Professional Services	29,755	25,000	15,000
804.000	Contractual Services	6,993	3,500	3,500
804.008	Contractual Services - INSTRUCTORS	30,130	32,500	32,500
804.009	Contractual Services - OFFICIALS/REFEREES	6,887	7,000	7,000
804.010	Contractual Services - FIELD MAINTENANCE	10,565	15,000	15,000
840.000	Dues, Subscriptions & Memberships	2,347	2,000	2,000
850.000	Telephone	7,801	9,000	9,000
850.008	Internet & Cable	1,707	2,500	2,500
860.000	Travel	5,636	6,000	5,000
860.001	Senior Travel Expense	0	0	0
900.000	Printing, Publishing & Marketing	36,053	25,000	20,000
910.000	Insurance	12,624	16,250	16,250
920.000	Utilities/Electricity - BENNETT	9,347	9,500	9,500
920.001	Utilities/Gas - BENNETT	7,086	7,000	7,000
920.002	Utilities/Water-Sewer - BENNETT	971	1,000	1,000
920.003	Utilities/Rubbish - BENNETT	1,502	1,500	1,500
920.006	Utilities/Gas - BARNARD	6,316	6,300	6,300
920.007	Utilities/Electricity - BARNARD	5,366	5,300	5,300
920.008	Utilities/Rubbish - BARNARD	1,162	1,000	1,000
920.009	Utilities/Water-Sewer - BARNARD	1,260	1,250	1,250
930.000	Grounds Maintenance - BENNETT & BARNARD	4,640	5,000	5,000
931.000	Building Repair, Maintenance & Supplies	8,776	11,000	12,500
940.000	Equipment Rental & Maintenance	3,776	3,750	3,750
942.001	Portajohn Rental	678	2,000	2,000
956.000	Miscellaneous	139	250	250
956.003	Online Credit Card Charges & Fees for software maintenance	9,908	9,000	9,000
957.000	Education/Trainings	1,462	1,750	1,750
960.002	Purchases from Donations - SENIORS	380	1,500	1,500
960.005	Purchases from Donations - TEENS	15,469	1,000	1,000
960.007	Purchases from Fundraising - PRESCHOOL	0	0	0
964.001	Program Refunds	3,232	3,000	3,000
965.000	Facility Rentals (Howell Public Schools & other venues)	14,121	13,000	13,000
980.000	Office Equipment	448	0	0
980.004	Computer Hardware	3,791	4,000	5,300
980.005	Computer Software	403	0	0
	Surplus Fund Balance	0	21,000	
		\$ 781,918	\$ 893,850.00	\$ 849,310.00

Revenue over Expenses

(\$28,281.00)	0	\$	39,140.00
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MEMO

TO: Honorable Members of the Genoa Charter Township Board
FROM: Greg Tatara, Utility Director
DATE: March 24, 2010
RE: Upgrade to Springbrook® Utility Billing and Finance Software from V6.0 to V6.07

For consideration at the April 5, 2010 Board Meeting is the proposed upgrade to the Springbrook® Utility Billing and Finance Software from V6.0 to V6.07.

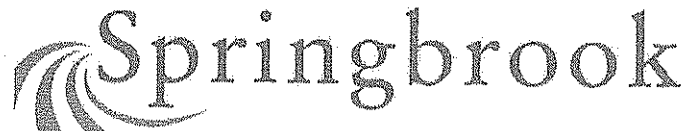
Genoa Township purchased the original 6.0 Version of Springbrook® software to perform Utility Billing and Receipting, Payroll, and Finance (General Ledger, Accounts Payable, Account's Receivable) Functions for the Township in 2001. Actual use of the software began in April 2002, and we have had only minor updates to the system since that time. As with most software systems, Springbrook® is no longer supporting the original V6.0 platform.

Staff has reviewed carefully the requested upgrades, has participated in web seminars with Springbrook®, and looks forward to these upgrades as they will improve our service to customers. Please find attached a cover letter and Upgrade Agreement for this software. Following is a summary of the breakdown of the shared cost of the \$13,200 upgrade between the Utility Department (DPW Budget) and Genoa Township. Additionally, due to cash flow concerns, Springbrook® has agreed to spread the cost of the upgrade to equal payments over two years, without interest.

Application Product	Genoa Township		DPW Budget	
	2010	2011	2010	2011
Finance Suite	\$1,200	\$1,200		
Payroll	\$900	\$900		
Central Cash Management	\$300	\$300		
Utility Billing Suite			\$1,800	\$1,800
Springbrook® Upgrade Management Services	\$800	\$800	\$1,600	\$1,600
Yearly Total	\$3,200	\$3,200	\$3,400	\$3,400
Grand Total	\$6,400		\$6,800	

Based on the above explanation and the attached documents, please consider the following motion:

Moved by _____, supported by _____ to purchase the V6.07 Springbrook® Upgrade.



September 10, 2009

Carol Hanus
Utility Billing
Genoa Township
2911 Dorr Road
Brighton, MI 48116

Dear Carol,

Thank you again for visiting with me regarding the township's interest in securing pricing for an upgrade to Springbrook Software's most current client-server offering; Version 6.07. This correspondence, along with the accompanying information packet, contains all the information for the upgrade.

On the following page, we have included pricing for turn-key projected project costs for an upgrade from V6.00 to V6.07. The newest version is compatible with Microsoft's VISTA operating system and has been optimized to "run faster". Additionally, we will upgrade the township's custom Utility Billing programs in accordance with your Software Maintenance Agreement. V6.07 contains many enhancements that are outlined in detail within the accompanying information packet. The training that we are proposing will ensure that township staff is able to properly utilize the many new features we've introduced since Version 6.0.

After reviewing the proposal, I would like to visit with you over the phone to answer any questions the Township may have on pricing. If there are specific questions pertaining to the information contained in the information packet or scheduling, Liz Burnell, Upgrade Project Manager will be happy to assist and she may be reached at 866-777-0069 or at liz.burnell@sprbrk.com.

In closing, we thank you for your continued business and look forward to helping the Township fully utilize the new software for the benefit of all stakeholders of your organization.

Respectfully,

A handwritten signature in cursive script that reads "Jim Nelson". The signature is enclosed in a simple rectangular box.

Jim Nelson
Jim.nelson@sprbrk.com
866-256-7661 ext. 6294

Attachments:

V6.00 to V6.07 Information packet & V6.07 Hardware Specifications



V6.0 to V6.07 Upgrade Pricing for: Genoa Township, MI

Application/Products	Bdgt for Custom Code Rewrite	Onsite Training* & Consulting
Finance Suite (GL, AP, ACH, Bank Rec, Bdg)	n/a	\$2,400
Extended Budgeting & Forecasting		
Standard Federal/State Reporting		
AP Electronic Check Signature		
Payroll	n/a	\$1,800
PR Electronic Check Signature		
Central Cash Management/Point Of Sale	n/a	\$600
Utility Billing Suite	Included	\$3,600
Service Order Request Management	Included	\$0
Meter Inventory and History	Included	\$0
Hosted Web UB Payments & Inquiry	n/a	\$0
Total	\$0	\$8,400
Springbrook Upgrade Management Services	\$4,800	
<i>(Please refer to Upgrade Packet for list of Services we provide)</i>		
Total Other	\$4,800	
Total Estimated Project Costs	\$13,200	

*Pricing includes 56 hours of prep and training time for instructor - see note below

6 - Existing V9 Progress Licenses will be upgraded to V10 Named User Licenses (Application Server) at no charge.A49

Progress V10 database now optionally offers the ability for "Casual User" Licenses as well - See Information Packet

Pricing is valid for 180 days

Pricing is based on standard contract - deviation from standard contract terms may result in modified prices.

Training Estimate does not include travel time or expenses. Only the amount of time a trainer spends preparing for and conducting the training will be invoiced. Additional onsite training is available at \$150/hr.

Monthly Rental and Leasing Options are available

Optional Pricing Proposal for Genoa Township, MI

Application/Products	Application License Fees	Training & Consulting	Project Management	Annual Maintenance (ea.)
Add'l App. Server Tier Licenses - "Heavy" Users	\$600/ea.	n/a	n/a	\$150.00
Access Agent for "Casual" Users - Up to 100 Licenses	\$1,750	n/a	n/a	\$437.50
<i>See accompanying information packet for add'l information</i>				

Prices valid for 90 days



Once we receive this signed authorization, we will generate an invoice for a 50% deposit (\$6,600) for the Training, Consulting, Project Management and Technical Services outlined herein. Upon receipt of deposit, a Springbrook Software Project Manager in our Implementations Department will be assigned who will schedule and oversee the entire project.

Acceptance of Upgrade Agreement

By signature below, you are accepting the terms of this proposal in its entirety and have authorization rights for entering into such an agreement on behalf of Genoa Township. Please fax this signed page back to Char Baumgardner at Springbrook at the following number: 503-820-4537 for immediate processing.

Client Signature

Printed Name Date

Client Signature

Printed Name Date

Springbrook Software Signature

Char Baumgardner

Printed Name Date



Michigan Department of Labor & Economic Growth
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
7150 Harris Drive, P.O. Box 30005
Lansing, Michigan 48909-7505

FOR MLCC USE ONLY

Request ID # 534513

Business ID # 223109

LOCAL APPROVAL NOTICE

[Authorized by MCL 436.1501]

FEBRUARY 26, 2010

TO: GENOA CHARTER TOWNSHIP BOARD
ATTN: CLERK
2911 DORR ROAD
BRIGHTON, MI 48116-9436

APPLICANT: PURE & SIMPLE SERVICES LLC

Home Address and Telephone No. or Contact Address and Telephone No.:

STEVEN DAVID CASE, 9681 BRANDI LANDE, FOWLerville, MI 48836, H (248) 807-4861 / B (248) 807-4861
CONTACT: SCOTT D. EDWARDS, (CARLIN, EDWARDS, BROWN & HOWE, PLLC), 2855 COOLIDGE HWY., SUITE 203, TROY, MI 48084, PHONE: (248) 816-3205, FAX: (248) 816-5115.

The MLCC cannot consider the approval of an application for a new or transfer of an on-premises license without the approval of the local legislative body pursuant to the provisions of MCL 436.1501 of the Liquor Control Code of 1998. For your information, local legislative body approval is also required for DANCE, ENTERTAINMENT, DANCE-ENTERTAINMENT AND TOPLESS ACTIVITY PERMITS AND FOR OFFICIAL PERMITS FOR EXTENDED HOURS FOR DANCE AND/OR ENTERTAINMENT pursuant to the provisions of MCL 436.1916 of the Liquor Control Code of 1998.

For your convenience a resolution form is enclosed that includes a description of the licensing application requiring consideration of the local legislative body. The clerk should complete the resolution certifying that your decision of approval or disapproval of the application was made at an official meeting. **Please return the completed resolution to the MLCC as soon as possible.**

If you have any questions, please contact Unit 3 of the Retail Licensing Division at (517) 636-0204.

**PLEASE COMPLETE ENCLOSED RESOLUTION AND RETURN
TO THE LIQUOR CONTROL COMMISSION AT ABOVE ADDRESS**

rlb

RESOLUTION

At a _____ meeting of the _____
(Regular or Special) (Township Board, City or Village Council)

called to order by _____ on _____ at _____ P.M.

The following resolution was offered:

Moved by _____ and supported by _____

That the request to TRANSFER OWNERSHIP OF 2009 CLASS C LICENSED BUSINESS WITH DANCE-ENTERTAINMENT PERMIT, LOCATED AT 7707 CONFERENCE CENTER, BRIGHTON, MI 48114, GENOA TOWNSHIP, LIVINGSTON COUNTY FROM LEGENDARY EVENTS, LLC TO PURE & SIMPLE SERVICES LLC; & TRANSFER LOCATION TO JOHNSON CENTER, CLEARY UNIVERSITY, 3725 CLEARY, HOWELL, MI 48843, GENOA TOWNSHIP, LIVINGSTON COUNTY

be considered for _____
(Approval or Disapproval)

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

It is the consensus of this legislative body that the application be:

_____ for issuance
(Recommended or Not Recommended)

State of Michigan _____)

County of _____)

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
(Township Board, City or Village Council) (Regular or Special)

meeting held on _____
(Date)

(Signed) _____
(Township, City or Village Clerk)

SEAL

(Mailing address of Township, City or Village)

GENOA CHARTER TOWNSHIP

At a meeting of the Township Board of the Genoa Charter Township, Livingston County, Michigan (the "Township") held in the Township Offices on April __, 2010, at 7:00 p.m., there were:

PRESENT: _____

ABSENT: _____

The following preamble and resolution were offered by _____ and supported by _____.

Resolution Providing for the Partial Prepayment of Bonds

WHEREAS, Genoa Charter Township has previously issued its Lake Edgewood Water Project Special Assessment Bonds, Series 2000 (Limited Tax General Obligation) dated May 1, 2000 (the "Lake Edgewood Water Bonds");

WHEREAS, Livingston County, through its Department of Public Works (the "County DPW"), at the request of and on behalf of the Township has previously issued the Livingston County Sanitary Sewer Improvement Project Bonds, Genoa Township (Lake Edgewood), Series 2000 (Limited Tax General Obligation) dated May 1, 2000 (the "Lake Edgewood Sewer Bonds");

WHEREAS, the Township has determined that it would be beneficial to prepay a portion of the outstanding Lake Edgewood Water Bonds and a portion of the outstanding Lake Edgewood Sewer Bonds;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP BOARD AS FOLLOWS:

1. The Township Board hereby confirms that it intends to make a payment to the County DPW in the amount of \$530,000 with instructions for the County DPW to in turn provide for the prepayment of a corresponding amount of the Lake Edgewood Sewer Bonds on May 1, 2010.
2. The Township Board hereby ratifies the mailing of the Notice to the County DPW attached as Exhibit A.
3. The Township Board hereby confirms that it intends to prepay \$170,000 of the outstanding Lake Edgewood Water Bonds on May 1, 2020.
4. The Township Board hereby ratifies the mailing of the Notice to the Paying Agent for the Lake Edgewood Water Bonds attached as Exhibit B.

5. Any resolutions, or portions thereof, that are in conflict with the foregoing are hereby rescinded.

YEAS: _____

NAYS: _____

THE RESOLUTION WAS DECLARED ADOPTED.

Clerk's Certificate

The undersigned, being the duly qualified and acting Clerk of Genoa Charter Township, Livingston County, Michigan, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a regular meeting, at which meeting a quorum was present and remained throughout, (2) the original thereof is on file in the records in my office, (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended) and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Polly Skolarus
Township Clerk

Exhibit A

Notice Regarding the Lake
Edgewood Sewer Bonds

Genoa Township
2911 Dorr Road
Brighton MI 48116-9436

Memorandum

To: Livingston County Department of Public Works
Attention: Brian Jonckheere and Russ Potter

From: Robin Hunt, Treasurer of Genoa Charter Township (the "Township")

Re: Prepayment of Outstanding Bonds

Date: March 24, 2010

The purpose of this memorandum is to provide formal notice to the Livingston County Department of Public Works (the "DPW") of the Township's request that the DPW prepay on May 1, 2010, \$530,000 of the outstanding bonds entitled "Livingston County Sanitary Sewer Improvement Project Bonds, Genoa Township (Lake Edgewood), Series 2000." In connection with the prepayment, the Township agrees to transfer \$530,000 to the DPW prior to the time that the amounts are due to the Paying Agent for such Bonds for the May 1, 2010 prepayment.

The Township also requests that the DPW send the enclosed Direction to Redeem Bonds to U.S. Bank Corporate Trust, which is the Paying Agent for the Bonds.

Please let me know if you have any questions regarding this request.

cc: Gary McCririe
Ken Palka
Jim Kiefer



**DIRECTION TO REDEEM BONDS TO
U.S. BANK CORPORATE TRUST**

WHEREAS, Livingston County has previously issued its Livingston County Sanitary Sewer Improvement Project Bonds, Genoa Township (Lake Edgewood), Series 2000 (Limited Tax General Obligation) dated May 1, 2000 (the "Bonds");


WHEREAS, it has been determined that the Bonds maturing in the years 2011 through and including 2012 (the "Bonds To Be Redeemed") should be called for optional redemption on May 1, 2010; and

WHEREAS, U.S. Bank Corporate Trust is the current transfer and paying agent with respect to the Bonds To Be Redeemed;

NOW, THEREFORE, the following direction is given to U.S. Bank Corporate Trust:

1. You are hereby directed to mail, by first-class mail, postage prepaid on or before April 1, 2010, a notice of redemption, substantially in the form set forth in Exhibit A hereto, to the registered owners of the Bonds To Be Redeemed.
2. The Bonds To Be Redeemed are not subject to a redemption premium.

Livingston County, acting through its
Department of Public Works

By: 
Brian Nonckheere
Its: Director of Public Works

Dated: March 25, 2010

Exhibit A

Form of Notice of Redemption

NOTICE OF REDEMPTION

COUNTY OF LIVINGSTON
STATE OF MICHIGAN
LIVINGSTON COUNTY SANITARY SEWER IMPROVEMENT PROJECT
BONDS, GENOA TOWNSHIP (LAKE EDGEWOOD), SERIES 2000
(LIMITED TAX GENERAL OBLIGATION)
Dated May 1, 2000

NOTICE IS HEREBY GIVEN that Livingston County has called for redemption prior to maturity the outstanding Livingston County Sanitary Sewer Improvement Project Bonds, Genoa Township (Lake Edgewood), Series 2000 (Limited Tax General Obligation) maturing on May 1 in the years and in the amounts as set forth in the table below (the "Bonds To Be Redeemed"), at a redemption price of 100% of their principal amounts. The maturity dates and aggregate principal amounts of the Bonds To Be Redeemed are:

<u>MATURITY DATE</u>	<u>PRINCIPAL AMOUNT</u>
05/01/2011	\$265,000
05/01/2012	\$265,000

The Bonds To Be Redeemed will cease to bear interest from and after May 1, 2010, whether or not the Bonds To Be Redeemed are presented for redemption.

Payment of the principal amount of, accrued interest and premium on, the Bonds To Be Redeemed will be made on and after May 1, 2010, upon presentation of the Bonds To Be Redeemed at the corporate trust offices of U.S. Bank Corporate Trust.

U.S. Bank Corporate Trust

By: _____

Title: _____

Dated: March __, 2010

Exhibit B

Notice Regarding the Lake
Edgewood Water Bonds

LAN01214216.2
IDJPK - 070280/0027

Exhibit B

**DIRECTION TO REDEEM BONDS TO
U.S. BANK CORPORATE TRUST**

WHEREAS, Genoa Charter Township has previously issued its Lake Edgewood Water Project Special Assessment Bonds, Series 2000 (Limited Tax General Obligation) dated May 1, 2000 (the "Bonds");

WHEREAS, it has been determined that the Bonds maturing in the year 2011 (the "Bonds To Be Redeemed") should be called for optional redemption on May 1, 2010; and

WHEREAS, U.S. Bank Corporate Trust is the current transfer and paying agent with respect to the Bonds To Be Redeemed;

NOW, THEREFORE, the following direction is given to U.S. Bank Corporate Trust:

1. You are hereby directed to mail, by first-class mail, postage prepaid on or before April 1, 2010, a notice of redemption, substantially in the form set forth in Exhibit A hereto, to the registered owners of the Bonds To Be Redeemed.
2. The Bonds To Be Redeemed are not subject to a redemption premium.

Genoa Charter Township

By: _____


Robin L. Hunt
Its: Treasurer

Dated: March 24, 2010

Exhibit A

Form of Notice of Redemption

NOTICE OF REDEMPTION

COUNTY OF LIVINGSTON
STATE OF MICHIGAN
GENOA CHARTER TOWNSHIP
LAKE EDGEWOOD WATER PROJECT SPECIAL ASSESSMENT BONDS, SERIES 2000
(LIMITED TAX GENERAL OBLIGATION)
Dated May 1, 2000

NOTICE IS HEREBY GIVEN that Genoa Charter Township has called for redemption prior to maturity the outstanding Genoa Township Lake Edgewood Water Project Special Assessment Bonds, Series 2000 (Limited Tax General Obligation) maturing on May 1 in the year and in the amount as set forth in the table below (the "Bonds To Be Redeemed"), at a redemption price of 100% of their principal amounts. The maturity dates and aggregate principal amounts of the Bonds To Be Redeemed are:

<u>MATURITY DATE</u>	<u>PRINCIPAL AMOUNT</u>
05/01/2011	\$170,000

The Bonds To Be Redeemed will cease to bear interest from and after May 1, 2010, whether or not the Bonds To Be Redeemed are presented for redemption.

Payment of the principal amount of, accrued interest and premium on, the Bonds To Be Redeemed will be made on and after May 1, 2010, upon presentation of the Bonds To Be Redeemed at the corporate trust offices of U.S. Bank Corporate Trust.

U.S. Bank Corporate Trust


By: _____

Title: _____

Dated: March __, 2010

MEMORANDUM

TO: Township Board

FROM: Mike Archinal 

DATE: 4/1/10

RE: Wind Turbine Contract Award

Attached you will find three proposals for the installation of wind turbines per our successful EECDBG grant application. The invitation to bid asked for bidders to explain what additional amenities they could provide for the lump-sum grant amount. Of the three proposals one (Geo-Renew Systems) offers an alternative design for a single large router type installation. This proposal is significantly different from the grant application and may put funding at risk.

The other two (Contractor's Building Supply and Solar Works) are viable proposals that are compliant with the terms of the grant. As the bids are lump sum we are left with a somewhat subjective decision which we can discuss on Monday evening.

Please consider the following action:

Moved by _____, supported by _____, to award a contract to _____ for the installation of wind and solar apparatus in the amount of \$94,919

GENOA CHARTER TOWNSHIP
INVITATION TO BID

PROJECT:

WIND ENERGY CONVERSION SYSTEM INSTALLATION

DESCRIPTION OF WORK:

GENOA CHARTER TOWNSHIP IS SEEKING BIDS FOR THE INSTALLATION OF AT LEAST FIVE (5) 50' TALL MARIAH POWER WINDSPIRE WIND ENERGY CONVERSION SYSTEMS OR EQUAL. BIDS SHALL INCLUDE THE INSTALLATION OF ALL COMPONENTS FOR THE WIND ENERGY CONVERSION SYSTEM AS DESCRIBED ON THE ATTACHED "GENOA CHARTER TOWNSHIP PROPOSAL FOR MULTI-PURPOSE GRANT FOR NON-ENTITLEMENT LOCAL GOVERNMENTS." BIDS MUST INCLUDE ALL UNDERGROUND (FOUNDATIONS AND TRENCHING, CONCRETE AND ELECTRICAL WORK) AND RESTORATION NECESSARY FOR A COMPLETE JOB.

BIDS MUST ALSO INCLUDE A LINK TO A COMPUTER WORKSTATION IN THE TOWNSHIP HALL FOR THE PURPOSE OF SHOWING REAL-TIME AND HISTORIC POWER GENERATION.

BIDDERS MUST AGREE TO COMPLY WITH THE CONDITIONS SET FORTH IN THE ATTACHED, "GENOA CHARTER TOWNSHIP PROPOSAL FOR MULTI-PURPOSE GRANT FOR NON-ENTITLEMENT LOCAL GOVERNMENTS."

BIDDERS MUST AGREE TO COMPLY WITH ALL FEDERAL AND STATE GRANT REQUIREMENTS.

THE AGREEMENT WILL BE FOR A LUMP SUM PROJECT COST OF \$94,919. BIDDERS MUST SPECIFY WHAT ADDITIONAL ITEMS OR SERVICES THEY WILL PROVIDE FOR THE LUMP SUM AMOUNT. ITEMS MAY INCLUDE (BUT ARE NOT LIMITED TO) ADDITIONAL WIND CONVERSION UNITS, SOLAR PANELS, OR SOFTWARE ENHANCEMENTS

MATERIAL COUNTRY OF ORIGIN:

BIDS MUST DISCLOSE THE COUNTRY OF ORIGIN FOR ALL CONSTRUCTION MATERIALS INCLUDING BUT NOT LIMITED TO STEEL AND ALUMINUM.

WASTE MATERIALS:

BIDS MUST DESCRIBE HOW WASTE MATERIALS ARE TO BE PROCESSED INCLUDING ANY RECYCLING OPPORTUNITIES. DISTURBED AREAS ARE TO BE RESTORED, SEEDED AND MULCHED OR HYDROSEDED.

PREVAILING WAGE REQUIREMENTS:

BIDDERS MUST AGREE TO COMPLY WITH DAVIS-BACON REQUIREMENTS. ALL CONTRACTORS AND SUBCONTRACTORS ARE SUBJECT TO PREVAILING MICHIGAN WAGES. WEEKLY CERTIFIED PAYROLLS WILL BE REQUIRED.

LOCATION:

GENOA CHARTER TOWNSHIP HALL LOCATED AT 2911 DORR ROAD, BRIGHTON, MI, 48116. UNITS WILL BE INSTALLED ON THE NORTH (I-96) SIDE OF THE HALL AS DESCRIBED IN THE GRANT INFORMATION. A PORTION OF THE EMPLOYEE PARKING WILL BE PROVIDED FOR CONTRACTOR PARKING AND STAGING OF MATERIALS. PARKING AND STORAGE WILL BE COORDINATED WITH THE TOWNSHIP MANAGER.

PROJECT PERSONNEL:

CONTACT THE TOWNSHIP MANAGER; MIKE ARCHINAL AT (810) 227-5225 OR mike@genoa.org WITH ANY QUESTIONS.

INSURANCE:

A COPY OF YOUR GENERAL LIABILITY INSURANCE CERTIFICATION OF INSURANCE WITH GENOA CHARTER TOWNSHIP LISTED AS ADDITIONAL INSURED SHALL BE PROVIDED WITH THE BID.

BONDS:

THE CONTRACTOR SHALL FURNISH PERFORMANCE AND PAYMENT BONDS IN AN AMOUNT EQUAL TO THE CONTRACT PRICE, AND THESE BONDS SHALL REMAIN IN EFFECT AT LEAST ONE YEAR AFTER THE DATE WHEN FINAL PAYMENT BECOMES DUE.

WARRANTY:

THE BID SHALL INCLUDE A ONE YEAR WARRANTY ON ALL WORK INSTALLED AS PART OF THIS CONTRACT.

STATEMENT OF QUALIFICATIONS

THE BID SHALL INCLUDE A DESCRIPTION OF THE CONTRACTOR'S EXPERIENCE IN THE INSTALLATION OF WIND ENERGY CONVERSION SYSTEMS.

PERMITS:

CONTRACTOR SHALL OBTAIN AND PAY FOR ALL CONSTRUCTION PERMITS AND LICENSES. OWNER SHALL ASSIST CONTRACTOR, WHEN NECESSARY, IN OBTAINING SUCH PERMITS AND LICENSES.

BID SCHEDULE:

BIDS WILL BE RECEIVED UNTIL 4:00 PM E.S.T.; MARCH 25, 2010. THE SUCCESSFUL BIDDER WILL BE NOTIFIED BY MARCH 30, 2010. AN AGREEMENT WILL BE EXECUTED BETWEEN GENOA CHARTER TOWNSHIP AND THE SUCCESSFUL BIDDER ON APRIL 5, 2010. ALL PRICES SHALL BE VALID FOR NO LESS THAN 30 CALENDAR DAYS FROM THE DATE OF SUBMITTAL.

PROJECT SCHEDULE:

THE BID SHALL CONTAIN LANGUAGE THAT STATES THE WORK WILL BE COMPLETED AND READY FOR FINAL PAYMENT ON OR BEFORE JUNE 30, 2010. THE TOWNSHIP WILL PAY THE CONTRACTOR WITHIN 20 DAYS OF APPROVING THE CONTRACTORS PAYMENT APPLICATION.

AGREEMENT:

AN AGREEMENT WILL BE EXECUTED BETWEEN THE SUCCESSFUL BIDDER AND GENOA CHARTER TOWNSHIP. THE BID SHALL INCLUDE A STANDARD AGREEMENT, SUCH AS AIA OR CONSENSUS DOCS.

PROPOSALS:

BIDS SHOULD BE DELIVERED TO THE ATTENTION OF THE TOWNSHIP MANAGER; GENOA CHARTER TOWNSHIP, 2911 DORR ROAD, BRIGHTON MI 48116. GENOA CHARTER TOWNSHIP RESERVES THE RIGHT TO SELECT THE PROPOSAL IT DEEMS MOST ADVANTAGEOUS TO ITS INTERESTS.



Contractors Building Supply, Inc.

Michigan Distribution Center • A Green Company

16880 Front Street • P.O. Box 7 • Copemish, Michigan 49626

231-378-2936 • Fax 888-854-9552

www.windowwindandsolar.com

March 22, 2010

GENOA TOWNSHIP

Genoa Township
2911 Dorr Rd.
Brighton, MI 48116
Mike Archinal, Manager

MAR 23 2010

RECEIVED

Dear Mike,

Contractors Building Supply is pleased to submit our detailed bid for \$94,919.00 to Genoa Township for 5 Windspire systems. This letter will serve as our introduction to your township.

CBS has over 50 years of wind and renewable energy experience in Michigan and the Midwest. We have installed hundreds of wind energy systems and worked with countless residents, schools and universities on WES applications throughout Michigan.

Currently we are the main distributor center for Mariah Power Corporation and their 1.2KW Windspire products. We have installed many Windspires since Michigan production started in early 2009. Products installed include single units, multiple units and micro hybrids which combine Windspires with solar electric.

The enclosed quote includes 5 Windspire units and 5 micro hybrid units. In addition, we have provided manufacturer's warranty, performance specifications, a CAD rendering of the proposed project and other related materials.

Please review the documents we have supplied. If you have any questions, please refer to the contact information below.

Sincerely,

Allan O'Shea

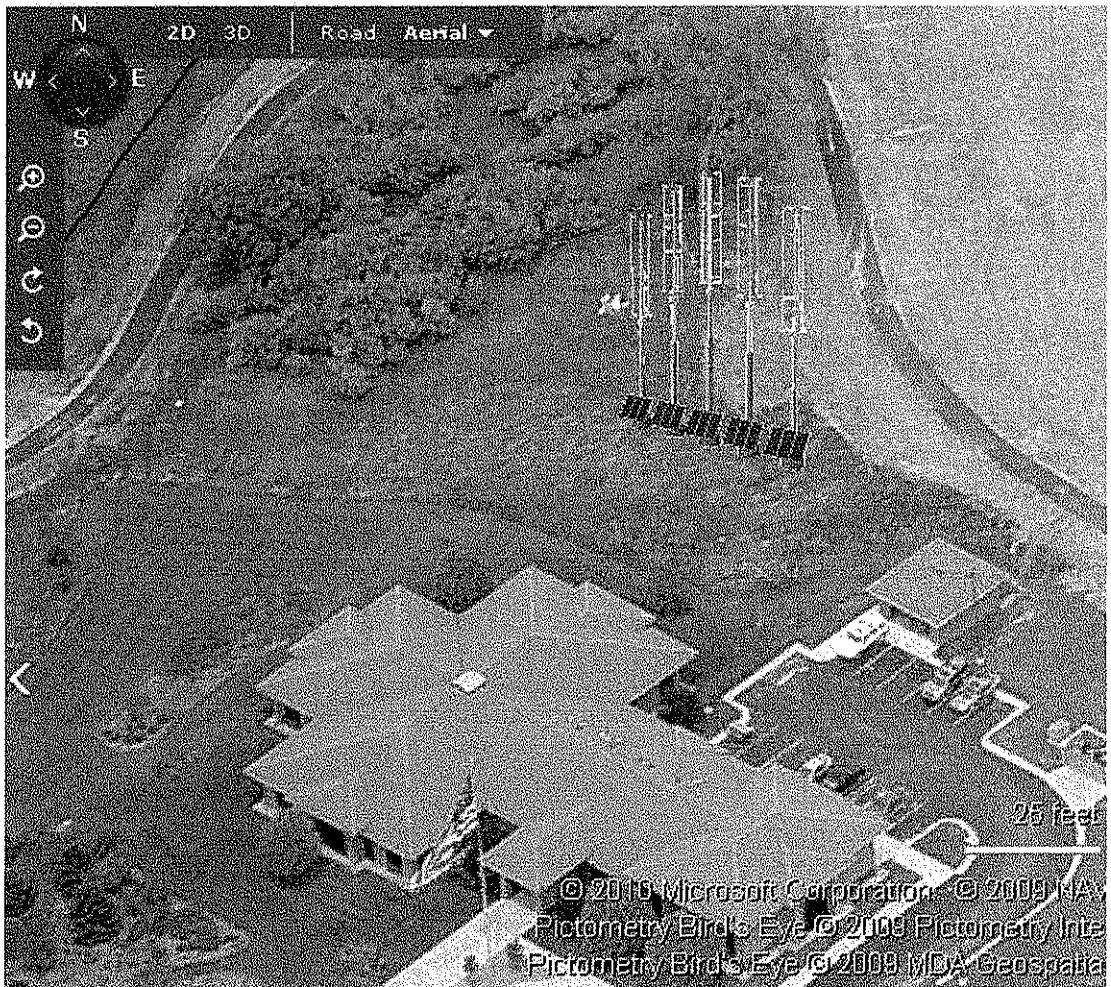
Wind and Solar Coordinator

231-378-2936



Alumalock Vinyl Windows & Patio Doors







Office: 231-378-2936

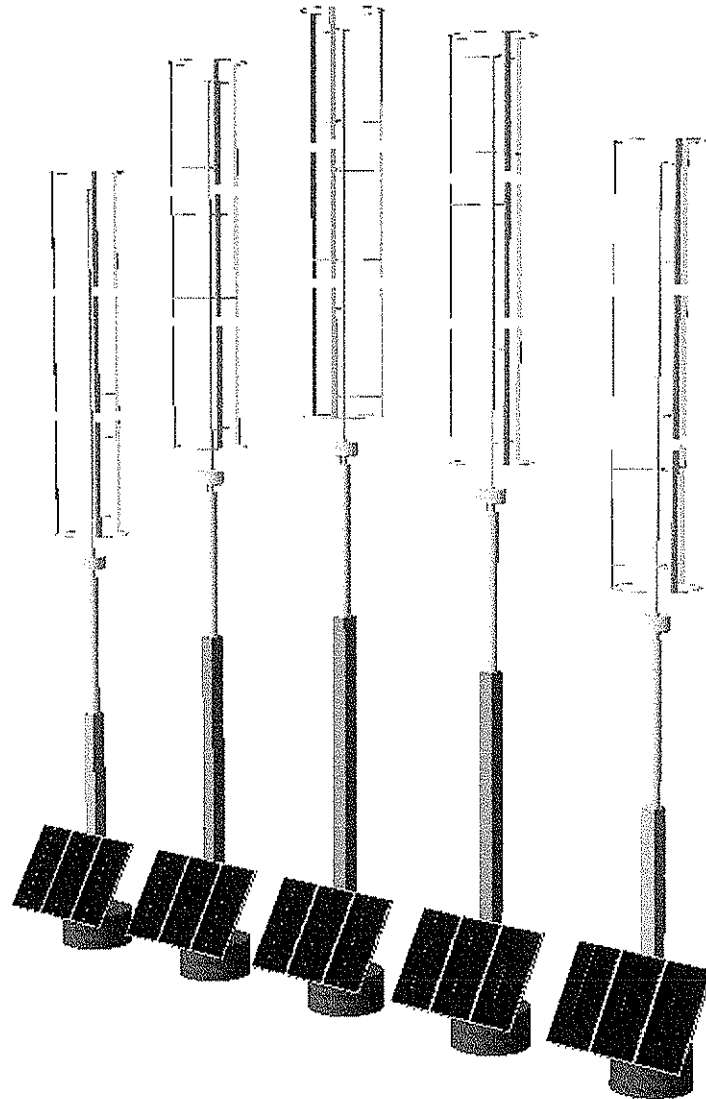
Fax: 888-854-9552

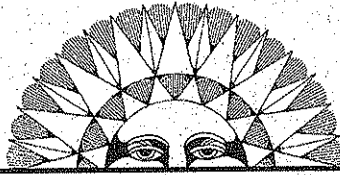
www.windowwindandsolar.com

Contractors Building Supply, Inc.

A Green Company

Windspire HyBRID





Contractors Building Supply, Inc.

Michigan Distribution Center • A Green Company

16880 Front Street • P.O. Box 7 • Copemish, Michigan 49625
231-378-2936 • Fax 888-854-9552

PROJECT: Wind Energy Conversion System with Hybrid Photovoltaic Installation with grid tied interface for Genoa Charter Township.

DESCRIPTION OF WORK: Contractors Building Supply Inc. of Copemish, Michigan hereby submits its bid for the installation of 5 Mariah Power Windspires. The installation includes an integrated 3.5 KW photovoltaic system. Bid includes all underground foundations, electrical trenching, concrete, electrical work including restoration of the site.

Our bid includes complete monitoring to a computer workstation in the township hall. The purpose of the monitoring will show 'real time' power production and historic power production for Genoa Township and its residents. In addition the system display will include and provide an educational backdrop for the township hall. Signage, posters and additional information will be provided to enhance the informational experience. Contractors Building Supply agrees to comply with the "Genoa Charter Township Proposal for the multi-purpose grant for non-entitlement local governments". In addition we agree to comply with all federal and state grant requirements for this project.

The lump sum project cost will be for \$94,919 and include additional solar photovoltaic, monitoring, demonstrational signage and educational displays for the specific site designated by the township. An educational Power point will also be provided for presentation and education purposes.

MATERIAL COUNTRY OF ORIGIN: Windspire systems are all Michigan components and made in Michigan from recycled steel and aluminum. All sub-contractors are Michigan Companies. Primary materials such as rebar, conduit, wiring and electronics will also be USA manufactured. Some components (rare earth magnets are mined in china). Records will be kept for document purposes.

WASTE MATERIALS: Any end cut and or other waste materials such as wire and re-rod components will be recycled. Disturbed areas will be restored after site work and installation is complete. Disturbed areas will be restored, seeded and mulched.

PREVAILING WAGE: Contractors Building Supply Inc. will comply with Davis-Bacon requirements. All contractors and sub-contractors will comply and be subject to prevailing Michigan wages. Weekly certified payrolls will be submitted and available for inspection.



Thermolock Vinyl Windows & Patio Doors



2)

LOCATION: 2911 Dorr road, Brighton, Michigan 48116

PROJECT PERSONNEL: Contractors Building Supply, Inc. 16880 Front Street
Copemish, Michigan 49625 1-888-378-3160 or fax 1-888-854-9552.

General Project Manager- Tyson O'Shea 1-231-383-3626 cbstyson@gmail.com

Project Engineer and Renewable Energy Manager- Devon O'Shea 1-231-735-1292
devongreencontractor@gmail.com

INSURANCE: A copy of our certificate of Insurance has been provided in this bid.

BONDS: If deemed the successful bidder Contractors Building Supply, Inc. will provide performance and payment bonds in an amount equal to the contract price.

WARRANTY: Contractors Building Supply, Inc. hereby provides a one year warranty on all labor and materials for all work installed as part of this contract.

STATEMENT OF QUALIFICATIONS: We hereby submit as part of this bid package a list of project personnel, related wind and solar references and as stated in our cover letter.

PERMITS: Contractors Building Supply, Inc. and its agents will provide and pay for all construction permits, grid tie applications and any other documents as may be needed to complete this project. Assistance will be given by Owner where applicable.


BID SCHEDULE: As noted 4:00 EST March 25, 2010

PROJECT SCHEDULE: A project schedule has been provided with completion noted on or before June 30, 2010.

AGREEMENT: A contract has been provided by Contractors Building Supply, Inc. and a agreement will be executed between Contractors and Genoa. An agreement will be executed between Genoa Charter Township and Contractors Building Supply if we are the successful bidder.

PROPOSALS: Bid will be delivered to the attention of the township manager; Genoa Charter Township, 2911 Dorr Road, Brighton Mi 48116

Submitted 3/22/10


Allan O'Shea- Wind and Solar Coordinator



Contractors Building Supply, Inc.

A Green Company

PROPOSAL

DATE

PROPOSAL # GT031810A3

CUSTOMER:

GENOA TOWNSHIP
2911 DORR RD. BRIGHTON MI 48116
810-277-5225
WINDSPIRE/PV HYBRID

ITEM #	DESCRIPTION	QUANTITY	COST	TOTAL
WSYC	WIND SYNC	1	\$ 240.00	\$ 240.00
WS1.2KW	WINDSPIRE 1.2KW WIND TURBINE	5	\$ 7,500.00	\$ 37,500.00
WSTESQ	TOWER EXTENSIONS	1	\$ 11,130.00	\$ 11,130.00
EXC.	EXCAVATION	1	\$ 1,300.00	\$ 1,300.00
FOUND.	FOUNDATIONS-SONA TUBE/REBAR/CONCRETE	5	\$ 975.00	\$ 4,875.00
WIRE	WIRE/CONDUITE/DISCONNECTS - TO BE TRENCHED TO UTILITY GARAGE	1	\$ 1,950.00	\$ 1,950.00
CRANE	CRANE RENTAL	1	\$ 1,040.00	\$ 1,040.00
SEED	RE-SEEDING / LANDSCAPING	1	\$ 1,300.00	\$ 1,300.00
PV2	PV PANELS 230W (3.5KW RATED ARRAY)	15	\$ 796.95	\$ 11,954.25
MI2	MICRO INVERTERS	15	\$ 297.85	\$ 4,467.75
MR.	MOUNTING RACK	15	\$ 475.39	\$ 7,130.78
MC	MC CABLES	10	\$ 53.30	\$ 533.00
MONITOR	PV PANEL MONITORING	1	\$ 390.00	\$ 390.00
PERMITS	PERMITS	1	\$ 500.00	\$ 500.00
RENT	EQUIPMENT RENTAL	1	\$ 305.50	\$ 305.50
STID.	SYSTEM TRAINING/INFORMATION DOCUMENTS -- INCLUDED	1	\$ -	\$ -
SHIPPING	PRODUCT SHIPPING	1	\$ 852.60	\$ 852.60
LABOR	PREP SITE, MECHANICAL ASSEMBLY, ELECTRICAL ASSEMBLY, COMMISSION	1	\$ 8,850.00	\$ 8,850.00
ALL CHANGE ORDERS MUST BE APPROVED BY CUSTOMER AND CONTRACTOR BEFORE AUTHORIZATION.				
NO SALES TAX -- MUNICIPALITY				
SUB TOTAL				\$ 94,918.88
FINAL TOTAL				\$ 94,918.88
DOWNPAYMENT *				\$ 47,459.44

CONTRACTORS BUILDING SUPPLY RENEW. DIV
16880 FRONT ST. COPEMISH MI 49625
P: 231-378-2936 F: 888-854-9552
www.windowwindandsolar.com

ACORD CERTIFICATE OF LIABILITY INSURANCE

OP ID RC DATE (MM/DD/YYYY)
 CES---1 03/19/10

PRODUCER Bear Lake Insurance Agency Inc 12141 US 31 PO Box 267 Bear Lake MI 49614-0267 Phone: 231-864-3373 Fax: 231-864-3431	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Contractors Building Supply PO Box 7 Copenish MI 49625-0007	INSURER A: Michigan Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR/ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	X	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	CPP 0021047 02	01/21/10	01/21/11	EACH OCCURRENCE \$ 100000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 10000 MED EXP (Any one person) \$ 500 PERSONAL & ADV INJURY \$ 100000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMP/OP AGG \$ 2000000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	CPP 0021047 02	01/21/10	01/21/11	WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ 50000 E.L. DISEASE - EA EMPLOYEE \$ 50000 E.L. DISEASE - POLICY LIMIT \$ 50000
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Additional Insured: Genoa Charter Twp.
 2911 Dorr Rd.
 Brighton, MI 48116

CERTIFICATE HOLDER

Genoa Charter Township
 Mike Archinal
 2911 Dorr Rd
 Brighton MI 48116

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
 Alexander F Zaccagnelli

PROJECT PERSONNEL

Devon O'Shea-Project Coordinator

Devon is one of the members of the younger generation who is determined to make a difference.

Devon graduated from Central Michigan University with a degree in Mechanical Technical Engineering. Devon applies his formal training as a technical engineer designing and installing renewable energy systems throughout the state of Michigan.

Taking the lead from his father, Devon is active in his community and serves as chair for the Marilla Township Zoning Board of Appeals.

Devon will take his knowledge and experience overseas to Copenhagen for the 2009 Climate Change conference in December 2009.

Devon strives to educate dealers and consumers in renewable energy solutions. Devon's goal is for CBS to become involved in larger projects and to lead CBS to an international presence.

Tyson O'Shea

Tyson knows the importance of service, especially customer service. Tyson served 8 years in the US Navy maintaining and servicing jet fuel systems.

Upon Tyson's return to civilian life he served as Manufacturing/Service Supervisor at Thermolock Manufacturing in Copemish, MI. In this position, Tyson was directly responsible for all Manufacturing operations and all warranty service field work for a four state area in the midwest. Tyson became a master field repair technician.

In 2003 Tyson relocated to Cincinnati, OH to become Production Manager for Vinylmax/Thermolock Windows.

In 2007 Tyson was promoted to Manufacturing Services Liason/Product Manager providing technical support for 180 distributors and warranty service work in a 27 state area.

In November 2009, Tyson returned to Copemish and currently heads up the CBS Window Division where he strives for service excellence.

Allan O'Shea

Allan has been a driving force in renewable energy and conservation for decades. As the first president and founding member of AWEA, Allan began to raise awareness of alternative methods to sustain families, businesses and the economy.

In recent years Allan helped with the formation of the Michigan Energy Fair, a premier event in Michigan that teaches the average homeowner about conservation, renewable energy systems and bio-fuels as well as how to make the important changes in their lives and to reduce energy costs in the 21st century.

Allan has devoted himself to his local community, serving as Marilla Township Supervisor for 9 years before becoming a county commissioner. Allan has served as commissioner for 8 years and currently chairs the Mainstee County commission.

As a small business person, Allan calls on his experience to help lead new dealers to success as they develop and expand their business models into the renewable energy field.

McGraw-Bigelow

Mary came to CBS with a variety of life experiences and a passion to become involved in renewable energy and green, energy efficient building practices.

Mary applies a BS in science with technology and customer service skills to assist businesses as they adopt renewable energy in their business model. Mary does this by providing dealer support, marketing materials and field training in site evaluations and sales training.

Mary has been certified by the USGBC as a LEED Green Associate and is working on her LEED for Homes Specialty certification. Mary is an active volunteer for the West Michigan USGBC Chapter and facilitates their LEED for Homes Group.

Mary believes education is the key that will lead to the US adopting widespread conservation and renewable energy technologies so our grandchildren find the world in a better condition than we found it.

Lynda O'Shea

Lynda O'Shea has always been an innovator. This was demonstrated back in the seventies when Lynda worked her way through the ranks at Ford to become a parts expeditor. Very few women held that high ranking position at that time.

Lynda is well known to CBS clients and customers. As an experienced office manager, she has led CBS Window and Renewable Energy Companies since the 1990's.

Lynda is currently General Office manager of CBS and works with many Window customers. With Lynda at the helm, our customers are assured their deliveries and service work will be taken care of promptly.

Lynda is also involved with her community. She served 14 years on the Kaleva Norman Dickson school board.

Lynda has raised her family on organic foods, wind and solar for 30+ years.

Pam Paige

Pam has not only lived in Copemish for 16 years, she has also been involved in the community many of those years. Pam served as trustee on the village board for 4 years before being elected as clerk. She has served as Village Clerk for 6 years and is very involved in community activities.

Pam began her career with CBS in the spring of 2008. Pam does a variety of administrative duties in the renewable energy division.

Pam has become the resident expert in zoning, permitting, and interconnect agreements with utilities. Pam has an uncommon ability to work through issues that arise, pleasantly!

Pam assists in dealer support and is responsible for purchasing for the renewable energy division.

Pam is the voice of CBS taking care of staff, customers and dealers.

WIND REFERENCES

Herb Russell-Gaylord, MI Hybrid, Windspire PV 989-732-2721

Northwest Michigan College-Traverse City, MI 231-995-1701
Bergey 10KW

Unity Christian High School-Hudsonville, MI 616-669-1820
Windspire 1.2kw

Words of Hope-Grand Rapids, MI 616-459-6181
Windspire 1.2kw

North Central Michigan College-Petoskey, MI 888-298-6605
Windspire 1.2kw

Richard Schwallier-Conklin, MI Hybrid, Windspire PV 616-299-9680

Wayne & Jolene Kamps-Coppersville, MI 616-837-6365

PROJECT SCHEDULE

- | | |
|-------------|---|
| April 1-15 | Technical assessment (site walk by CBS engineers), design and structural drawing, subcontractor evaluation and due diligence. |
| April 15-30 | Permitting and grid tie application, commence footing and electrical work. |
| May 1-15 | Pour footings, run electrical. |
| May 16-31 | Clean up site, curing time for footings. |
| June 1-15 | commission 5 Windspire systems. |
| June 16-30 | Final detailing and completion. |



Mariah Power Limited Warranty

Warranty Coverage

Mariah Power, Inc. ("MPI"), warrants the Windspire® and all components of the Windspire® generating system to be free from defects in material and/or workmanship for a 5-year warranty period, beginning on the date of delivery. This warranty covers the generating equipment against breakdown or degradation of electrical output of not more than 10% from the originally rated output. Should any of the above components fail during the specified warranty period, MPI will, upon prompt notice and at no cost to the CUSTOMER, diagnose and repair or replace the malfunctioning component of the Windspire® or, at the discretion of MPI, repair or replace the entire Windspire® structure.

This warranty extends to the original purchaser and to any subsequent purchasers or owners at the same location during the warranty period. For the purpose of this warranty, the terms "purchaser," "subsequent owner," and "purchase" include a lessee, assignee of a lease, and a lease transaction.

Warranty Limitations

1. This warranty will become void if:
 - a. The Windspire® is not lowered and protected during extreme wind storms with gusts reaching 105 mph or more;
 - b. The Windspire® is not installed, operated, maintained, or repaired in accordance with manufacturer's specifications and instructions;
 - c. Any other structures, other than those sold or recommended by MPI, are installed on the top of the unit or are otherwise attached to the unit in such a manner as to alter, modify, or stress the structure;
 - d. The Windspire® has been subjected to abnormal physical, thermal, or electrical stress, misuse, negligence, or accident.
 - e. The Windspire® is lowered and raised excessively, meaning more than 10 times in any one calendar year.
 - f. The Windspire® is moved from its original place of installation.

2. This warranty does not apply to:
 - a. Damage, malfunction, or degradation of electrical output caused:
 - i. by failure to properly operate or maintain the system in accordance with the printed instructions provided with the system.
 - ii. by any repair or replacement using a part or service not provided or authorized in writing by the warrantor.
 - iii. by installation of the product by CUSTOMER, reseller, or third party installer, other than if it is installed directly by MPI.
 - iv. by abuse, accident, alteration, improper use, negligence or vandalism, or from ground movement (from any source), earthquake, fire, flood, lightening, tornado, hurricane, volcano, tsunami, or other acts of God.

3. Other than the express warranty contained herein, MPI provides no warranty, express or implied, either in fact or by operation of law, by statute or otherwise, and other than as expressly set forth above MPI specifically disclaims any implied warranty of quality, warranty of merchantability, warranty of fitness for a particular purpose or warranty of non-infringement. No dealer or other person has the authority to make any warranties or representations concerning Mariah Power products. Accordingly, MPI is not responsible for any such warranties or representations.
4. MPI assumes no liability for lost electricity production due to product failure, or any extra cost of electricity associated therewith. MPI assumes no liability for lost time, interruption of business, lost profits, lost data, inconvenience, incidental expenses such as telephone calls, labor, or material charges incurred in connection with the removal or replacement of the equipment, or any other special, incidental or consequential damages.
5. MPI assumes no liability for any damage or loss to any items or products connected to, powered by, or otherwise attached to the Windspire®. The total cumulative liability to CUSTOMER, from all causes of action and all theories of liability, will be limited to and will not exceed the purchase price of the product paid by the CUSTOMER.
6. Defects or failures resulting from mistreatment or neglect by buyer, or warranty claims that are deemed invalid for any reason, may be repaired or serviced at the discretion of MPI and at CUSTOMERS expense.

Warranty Procedures

In order to obtain the benefits of this warranty, the CUSTOMER must:

1. Register the product within 60 days of the purchase date;
2. Notify MPI in writing as soon as possible following discovery of the defect, but no later than the expiration date of the warranty period for the component, as listed in this warranty, and obtain a Return Authorization number. Notification must include a statement describing the problem, the manner in which the wind generator was used, the serial number, the original date of purchase, delivery, and completion of installation, and the complete name, address, and telephone number of the party requesting warranty service.
3. Return the defective part(s), as determined in the Return Authorization, at the expense and risk of the CUSTOMER, within 60 days of the issuance of the Return Authorization number. The Return Authorization will become void if the part(s) have not been shipped within 60 days of its issuance. The CUSTOMER is responsible for adequate packaging and insurance during shipping.
4. Returned part(s) that are replaced shall become the property of MPI on the date that the replacement is shipped back to the CUSTOMER.

Contact information for Mariah Power Warranties
Customer Service Department
Phone/Fax: 775-857-4888
5450 Louie Lane, Reno, NV 89511
www.mariahpower.com

Important Information for your Warranty

We highly recommend that you to register your product online at www.mariahpower.com.

Please also keep a record of the following information:

Windspire® model: _____

Windspire® serial number: _____

Date of Purchase (complete payment): _____

Name of Reseller, if applicable: _____

Contact information for Reseller: _____

Date of Delivery: _____

Date of Completion of Installation: _____

Name of Installer(s) (company name): _____

Installer(s) contact information: _____

Address of Original Installation: _____

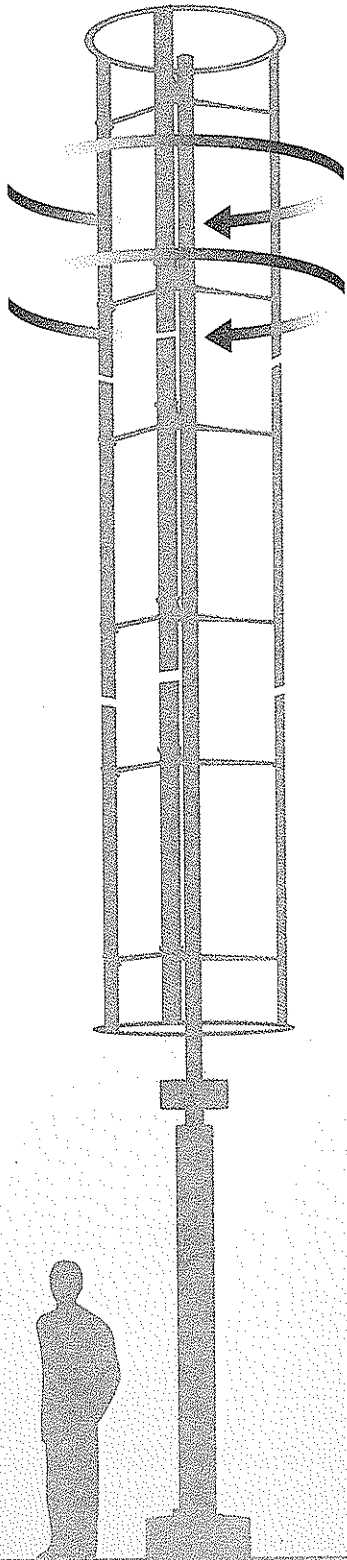
Description of Installation Location within Property:



Clean. Simple. Smart.

Standard 1.2 kW

FREQUENTLY ASKED QUESTIONS



What is the difference between Energy and Power?

At wind speeds greater than 8 mph, the Windspire will begin producing power, which is measured in Watts (W) or kilowatts (kW). Power output jumps up and down as quickly as the wind changes speed, so the industry measures output over time in kilowatt-hours (kWh) which is how many watts of power are consumed over a full hour. Your electric company charges you for energy usage based on a rate/kWh. Over the course of a year, the 1.2kW Windspire will produce approximately 2000 kWh in 12 mph average winds to help offset the energy you require from the electric company. This is approximately one-quarter of the energy usage of an average home.

How Much Does a Windspire® Cost?

In the US, a complete Windspire® wind turbine typically costs between \$9000 and \$12,000, fully installed. After rebates the cost can be as low as \$3800.

Are There Tax Credits Available?

The Federal Government provides a 30 percent tax credit for the total cost of the unit, including installation. Many state and local municipalities also offer rebates, as do local power companies.

Is it Safe for Birds?

The Windspire® rotates at a lower speed than most wind turbines and is more visible to flying birds. So far, we have had no reports of collisions – and we have had one report of a nest built under an active unit.

Are There Specific Requirements for Potential Customers?

A Windspire® site requires land with unobstructed wind and adequate space for installation. The Windspire® also needs at least class two winds – ideally class three (an average of 12 mph).

Is the Windspire a Grid-Tie or Off-Grid Product?

The Windspire® is available with a grid-tie, which requires the unit to be tied into the local utility grid. It is also available as an off-grid system that utilizes a special battery charging system that charges battery banks.

Can I sell electricity back to the grid?

Some utilities offer net metering agreements that allow credit for, or in a few places the sale of excess power back to the grid using feed-in tariffs.

Is the Windspire® Independently Tested and Certified?

The Windspire® is independently tested at Windward Engineering in Spanish Forks, Utah. This testing allows customers to know what level of power production to expect from specific wind ranges. The Windspire® received ETL certification as of March 2008 for the U.S. and Canada, which includes UL and IEEE testing.

What Is the Maintenance?

The Windspire® requires no scheduled maintenance, with moving parts designed for a 20+ year life and ball bearings that are greased for life. Durable construction enables it to produce power for 20+ years. A dual-layer paint coat, rust proof spray, and zinc plating are applied for weather protection.



Clean. Simple. Smart.

Standard 1.2 kW

The Windspire® wind turbine is an aesthetically designed vertical axis wind turbine that operates quietly while generating electricity for immediate use in your home or business.

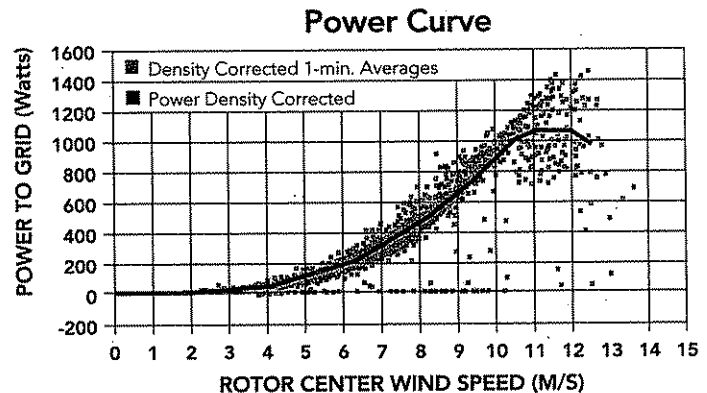
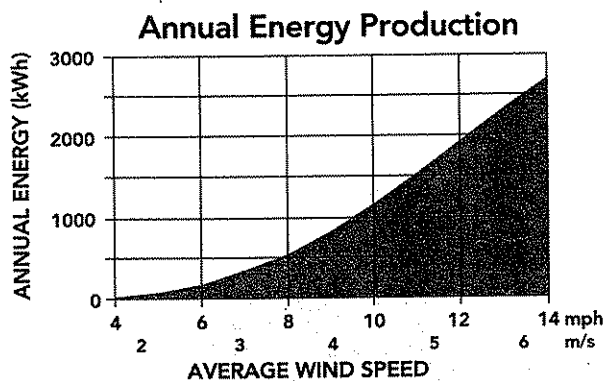
The Windspire is also the lowest priced alternative energy appliance within the one kilowatt range on the market. And it's made in the USA.

Windspire invites everyone to explore the potential of clean energy from the natural power of the wind.

WINDSPIRE® SPECIFICATIONS - STANDARD 1.2 KW UNIT

Annual Energy Production (AEP)	2000 kWh ¹	General	
Instantaneous Power Rating (IPR)	1.2 kW (1200 watts) ²		
Standard Unit Height	30 ft 9.1 m (pole extension options available)		
Total Weight	624 lb 283 kg		
Unit color	Soft Silver		
Sound output	6 dBA above ambient (15 mph wind, 6 ft from base)		
Warranty	5 Year Limited		
Rotor Type	Vertical Axis - Low Speed Giromill		Rotor
Rotor Height / Diameter	20 ft 6.1 m / 4 ft 1.2 m		
Swept Area	80 sq ft 7.43 sq m		
Max Rotor Speed	400 RPM ³		
Tip Speed Ratio	2.3	Electronics	
Speed Control	Redundant Electronic		
Wind Tracking	Instantaneous		
Generator	High Efficiency Brushless Permanent Magnet		
Inverter	Inverter Custom Integrated Grid Tie 120 VAC 60 Hz		
Inverter Certification	Meets IEEE 1547.1; UL 1741		
Performance Monitor	Integrated Wireless Zigbee Modem		
Cut-in Wind Speed	8 mph 3.6 m/s		Ratings
AEP Average Wind Speed	12 mph 5.4 m/s		
IPR Rated Wind Speed	25 mph 11.2 m/s		
Survival Wind Speed	105 mph 47 m/s		
Foundation	Poured Concrete	Construction	
Foundation Size	2 ft diameter by 6 ft base ⁴		
Rotor Material	Recycled Aircraft Grade Extruded Aluminum		
Monopole/Structure Material	Recycled High Grade Steel		
Paint	2 Coats, Corrosion-Resistant Industrial Grade Paint		
Coatings	Rust Veto & Zinc Olive Drab		

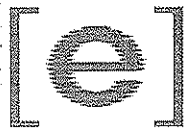
Notes: 1: AEP is based on the power curve and standard assumptions including a Rayleigh wind distribution and sea level air density. 2, 3: Performance is based on initial field test data. Final testing is currently underway. 4: Foundation size may vary for non-standard soil conditions or non-standard heights.



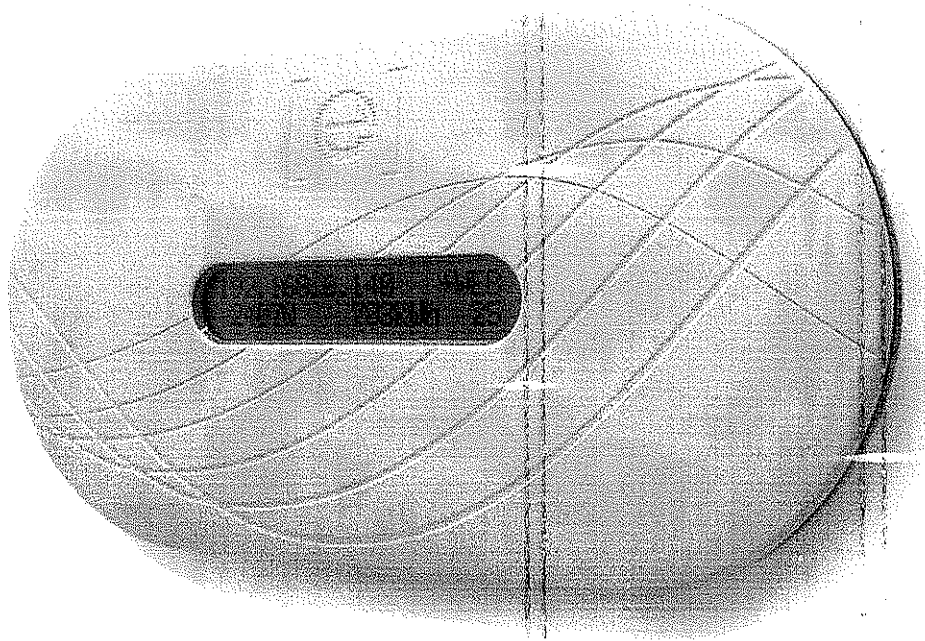
MADE IN USA



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ENPHASE ENVOY COMMUNICATIONS GATEWAY



The Enphase Microinverter continuously monitors itself and the performance of its associated PV module. This data is communicated over the existing power line to the Enphase Envoy communications gateway.


Enphase Envoy may be plugged into any AC wall socket and connected using a standard ethernet cable to a broadband router, making it a true plug-and-play communications solution. Data collected by Enphase Envoy is then transmitted to the Enphase Enlighten website for monitoring and analysis.

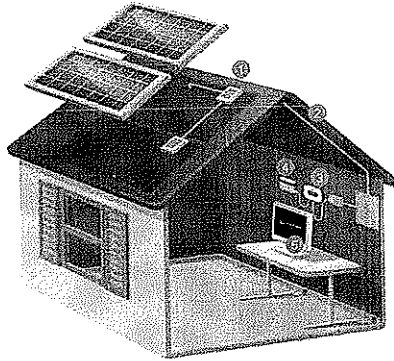
ENPHASE ENVOY TECHNICAL DATA

Interface	
Powerline LAN	Enphase Proprietary 10/100 Auto-sensing, Auto-negotiating
Power Requirements	
AC Outlet Power Consumption	120 Vac, 60 Hz, 100mA 5 Watts
Mechanical Data	
Dimensions (WxHxD) in Inches	8.8" x 4.4" x 1.7"
Weight	12 oz (340g)
Ambient Temperature Range	-40°C to +65°C (-40° to +149° F)
Cooling	Natural Convection - No Fans
Enclosure Environmental Rating	Indoor - NEMA 1
Features	
Standard Warranty Term	1 Year
Compliance	UL 60950, EN 60950 FCC Part 15 Class B

Enphase Energy, Inc.

201 1st Street, Suite 300, Petaluma, CA 94952
877 797 4743 enphaseenergy.com

 Printed on 100 percent recycled paper.



- 1 Enphase Micro-inverter system
 - installed on the racking beneath each solar module
 - maximizes energy harvest
- 2 AC power is sent via AC wiring to the load center
 - performance data is also sent via the AC wiring
 - plug and play communications
- 3 Envoy Communications Gateway
 - plugs into any AC outlet
 - collects information via the AC wiring
 - transmits data through a standard ethernet router to the internet
- 4 Standard Ethernet Router
 - information collected by Enphase Envoy is then transmitted to Enlighten in 5-minute intervals
- 5 Enphase Enlighten Monitoring
 - provides monitoring and analysis
 - performance information can be viewed from any web browser

Plug-and-Play Installation

Enphase Energy's per-module monitoring technology is integrated into the Enphase Microinverter System which means that you do not need to purchase or install a bolt-on or stand-alone third-party monitoring tool.

The Enphase Envoy (EMU) communications gateway plugs into any standard AC outlet and collects micro-inverter performance information over the existing power line. No additional wiring is required.

By plugging the Ethernet cable of the Envoy into a broadband router, performance data is automatically transmitted to Enlighten using the site's existing internet connection, further simplifying installation.

About Enphase Energy

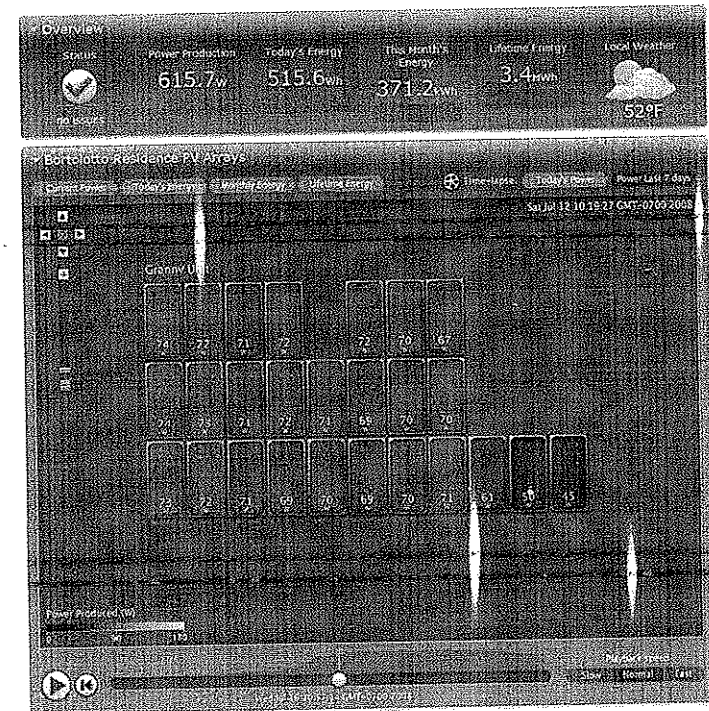
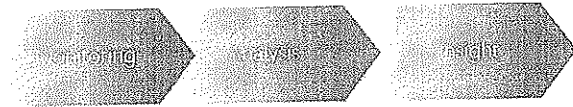
Enphase Energy provides solar energy management systems for residential and commercial markets. The company offers a networked system, which includes high-efficiency micro-inverters, communications and web-based analytics. The systems increase energy harvest, increase system reliability, and simplify design, installation and management. Founded in 2006 and based in Northern California, the company is led by veterans from the solar and high tech industries and backed by industry leaders. For more information, please visit www.enphaseenergy.com or call (707) 763-4784.

Enphase Energy, Inc.
201 1st Street, Suite 300, Petaluma, CA 94952
877 797 4743 enphaseenergy.com

100% recycled paper

[e] enphase
ENERGY

ENLIGHTEN™
Per-Module Monitoring and Analysis



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877 797 4743 enphaseenergy.com

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Per-Module Monitoring

The Enphase 24/7 per-module monitoring service ensures optimal uptime. System owners and installers can rest assured that Enlighten is monitoring their installation and will notify them of any issues that need attention.

Monitoring



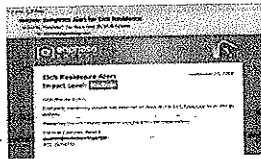
Enlighten constantly monitors every module and compares its performance to each of its neighboring modules to identify any production issues.

Analysis



Using its built-in analysis algorithms, Enlighten analyzes production shortfalls, establishes a possible cause and suggests solutions to remedy the situation.

Insight



Enlighten promptly sends an alert to the system owner or installer per the user-defined preferences established at installation.

Enlighten™ Website

Enphase Enlighten enables a new level of performance, reliability and management for solar energy installations. Enlighten is integrated into the Enphase Microinverter System and provides unprecedented visibility into the performance of every solar module.

Upon logging in, installers get an at-a-glance view of the status of all their systems via the Enlighten console as well as a visual alert for installations that require attention.



The overview pane provides system-level information for each installation.

The aerial view provides visualization of the array as it is physically configured at the site.

Additional information is gathered and displayed to enable analysis of energy harvest deviations.

Environmental benefits are automatically calculated.

NEWS & MEDIA | BLOG

- ▶ Buy Or Reserve
- ▶ Architect/Engineer Toolbox
- ▶ Download Center
- ▶ FAQs

MARIAH POWER | DI

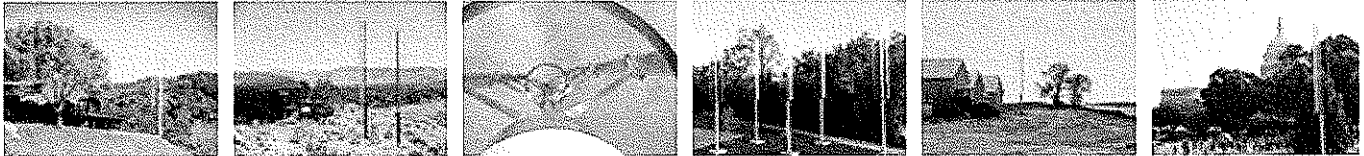


Windspire Overview

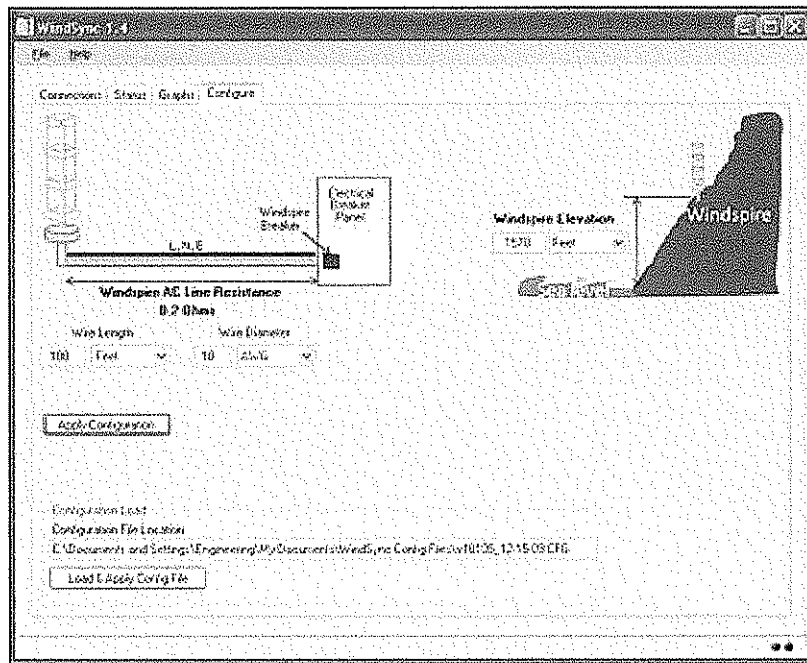
Technical Info

Buying Guide

Windspires In Action



WindSync™ is an energy monitoring program that allows customers to see how much power their Windspire any given time, and how much energy it has produced since monitoring began. The program also has diag into it, to assist in any trouble-shooting. Customers can download WindSync software and instructions below



WindSync software operates by taking data that is sent out by a wireless transmitter built into your Winds picked up by a USB dongle that you plug into your computer. A dongle looks similar to a flash drive, but it receiver.

The transmitter and software are free and included in the price of the Windspire system. Please contact sal at 775-857-4888 to order your dongle.

GENOA TOWNSHIP

MAR 25 2010

RECEIVED

PROPOSAL WIND AND PV* PROJECT

GENOA CHARTER TOWNSHIP



SOLAR WORKS LLC
DAMON DOTSON
8895 KEARNEY RD
WHITMORE LAKE, MI 48189
517-404-8803
SOLAROWORKSLLC@GMAIL.COM

Solar Works LLC copyright 2010 Genoa Township Wind and PV Project March 21, 2010

WIND AND PV PROJECT PROPOSAL

GENOA CHARTER TOWNSHIP

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EXECUTIVE SUMMARY

Solar Works LLC is pleased to respond to the invitation by Genoa Charter Township for sourcing and installation of wind and solar energy demonstration systems with monitoring software/hardware on site at the Genoa Charter Township grounds. Installation of all electrical to be installed at the NW garage building at Genoa Charter Township. Genoa Charter Township will need to work in conjunction with DTE Energy. Genoa Charter Township intends to install two forms of alternative energy generation devices at the Township.

The goal:

- Genoa Charter Township will demonstrate green energy practices
- Visitors will see how wind and solar energy devices work
- Visitors will be encouraged to create their own green power practices in their homes and businesses

The opportunity for public education: Solar Works LLC proposes a combination of systems which will impart to visitors the concept that renewable energy systems are viable alternatives for their homes and businesses. We propose to demonstrate this concept by incorporating systems that are typically found in homes and small businesses. As such, visitors will not need to stretch their imaginations to visualize the systems in their own homes and businesses. The combination of systems proposed by Solar Works LLC will also demonstrate through working displays and real-time monitoring that renewable energy sources will save consumers money. The project will also demonstrate that renewable energy boosts the economy and creates jobs, both of which are vital to Michigan during this time in history.

QUALIFICATIONS

Company Details

Damon Dotson
Solar Works, LLC
8895 Kearney
Whitmore Lake, MI 48189
517-404-8803 (phone)
734-449-9982 (fax)
solarworksllc@gmail.com (e-mail)
Website: <http://www.solarworksllc.com>

PRINCIPAL AND PROJECT MANAGER

Solar Works LLC is a full service residential and commercial renewable energy company and a Residential Builder and maintenance & alteration contractor. We sell, design, install and maintain renewable energy products including solar thermal, solar electric (PV) and wind energy systems. Damon Dotson (President) and Yvonne Dotson (Managing Administrator) form the management team. Both principals participate in projects so the company is selective about the projects that will be undertaken at any given time. This allows the company to commit full resources to active projects. Solar Works LLC has formed strategic alliances with the Genoa Charter Township project. Dan Del Zoppo is a master electrician with a focus on the installation of renewable energy systems. Dan has committed to contract with Solar Works LLC throughout the process of project design and budgeting, permitting, construction, installation and project completion of the proposed solar and wind system for Genoa Charter Township. Solar Works LLC has also teamed with Dave Collins, of BSI Foundations, a construction labor support company. Dave has committed to contract with Solar Works LLC, all foundation and trenching and restoration work. This partnership gives Solar Works LLC and a trained base of installers to select from for the Genoa Charter Township project.

PAST PROJECTS BY TEAM MEMBERS

1. Link Residence, Petersburg, Michigan
 - 2760W Solar Electric System
 - Solar Hot Water System
 - Contact: Jeff Link 734-854-4467
 - Damon Dotson – project design and installation

2. Pettinga Residence, Howell, Michigan
 - 2050W Solar Electric System
 - Contact: Don Pettinga: (517) 545-9355
 - Damon Dotson – project designer and installer

3. Huron High School, Ann Arbor, Michigan
 - 768W Solar Electric System with Tracker
 - Contact: David Wright 734-333-6312
 - Dan Del Zoppo - electrician

4. Barclay Residence, Whitmore Lake, Michigan
 - 3.2kW Solar Electric System with Tracker
 - Contact: Joshua Barclay 734-449-5889
 - Dan Del Zoppo - electrician

5. Kaufman Residence
 - 4kW Solar Electric Fixed Array System
 - Contact: Peter Kaufman 734-428-8152
 - Dan Del Zoppo - electrician

6. Leslie Science Center, Ann Arbor, Michigan
 - 5kW Solar Electric System
 - Dan Del Zoppo – electrician
 - Damon Dotson - installation

7. Motor City Casino
 - Back fill for the pool deck
 - Dave Collins – Foundation

8. John Carlo Nation wide company Projects
 - Foundation work DTE underground dock storage
 - Foundation work Renaissance center
 - Boyne mountain vacation home foundations
 - Car washes
 - Commercial CVS stores

KEY PERSONNEL QUALIFICATIONS

1) **Project Manager** - Damon Dotson, Solar Works LLC

- Installation of Photovoltaic, wind turbines, solar hot water systems – installed and assisted in 14 systems since 2007
- Custom design and fabrication of mobile solar units
- Design and installation of photovoltaic systems, wind turbines, solar hot water systems
- Maintenance of renewable energy systems
- 19 + years property management, maintenance and energy upgrades
- Maintenance Supervisor 19+ years heavy trucks and equipment
- Procurement
- Residential builders and maintenance & alteration contractor

2) **Project Electrician** - Dan Del Zoppo, Dan Del Zoppo Electric

- Master Electrician
- Contract electrical work for renewable energy systems
- Electrical estimating and consulting
- Notable projects: Leslie Science Center, Huron High School

3) **Project Foundation** – Dave Collins, BSI Foundations

- Foundations of all types poured concrete foundations
- Panelized construction
- Trenching, Block all types of foundations
- Water proofing
- Cell phone towers
- Residential and commercial

SUPPORTING PERSONNEL

4) **Project Administrator** – Yvonne Dotson, Solar Works LLC

- Renewable energy system sales and procurement
- Clinical Coordinator
- Accounting / Billing
- 19+ years property management

KEY PERSONNEL RESPONSIBILITIES

1) Project Manager - Damon Dotson, Solar Works LLC

- Oversee all aspects of project
- Scheduling
- Manage day to day operational aspects of project and scope
- Monitor and coordinate work performed by field staff and contractors
- Manage project budget
- Participate in installation
- On-going maintenance of system
- On call person for maintenance/service calls

2) Project Electrician - Dan Del Zoppo, Dan Del Zoppo Electric

- Master Electrician
- Coordinate with design team on electrical
- Install and oversee electrical connections, conduit, inverters, meters
- On-going maintenance of system
- On call person for maintenance / service calls

4) Project Administrator – Yvonne Dotson, Solar Works LLC

- Maintain communication between key project team members, Genoa Township
- Invoicing
- Procurement

5) Educational Coordinators – Damon Dotson, Solar Works LLC, Yvonne Dotson, Solar Works LLC, Dan Del Zoppo, Dan Del Zoppo Electric

CURRENT WORKLOAD

We have assembled a team with expertise in the renewable energy industry to perform the installation of the Genoa Charter Township renewable energy systems. Our combined experience and the variety of professionals involved, positions our team to work with Genoa Charter Township on this project. The configuration of the team is structured to permit the most efficient and logical use of each team member's company resources. All team members are currently configured to permit pre-project and project scheduling that conforms to the requirements of the project established by Genoa Charter Township. Final workload and scheduling requirements will be assessed in such a manner as to ensure a full team throughout all stages of the project. Solar Works LLC will provide a full time project manager, Damon Dotson, will be dedicated to Genoa Charter Township for the length of the project. The project schedule as outlined by the goals set forth in the Genoa Charter Township request: March 2010 Initial construction meeting. Construction completion June 30, 2010.

COST AND BUDGET

Proposed Project Summary

The project summary for Genoa Charter Township defines the primary project goal:

The project will help diversify our local economy
and grow Michigan's alternative energy sector.

"inspire and encourage visitors to create their own
green power practices in their homes and businesses."

Solar Works LLC proposes a combination of systems which will accurately demonstrate renewable energy systems feasible for residential and small business sites. This approach will provide education demystifying the products available in the market with real time and historical data.

Solar Works LLC will be using all local contractors on the Genoa Charter Township project. All contractors do comply with the Davis-Bacon Requirements. Waste material will be recycled or disposed of with Waste Management.

COMPONENT 1: WIND TURBINE

Due to zoning ordinances and size limitations, most residential and small business systems are limited in choice of wind energy systems. There are a variety of wind turbines on the market that serve these groups. Most fall in the category of HAWT (Horizontal Axis Wind Turbine) or VAWT (Vertical Axis Wind Turbine.) Our proposal includes the following wind generators: Windspire™ by Mariah Power, The Windspire™ is a true Made in Michigan product. Mariah Power formed a partnership with Michigan based MasTech in 2008 and operates a manufacturing facility in Manistee Michigan. Mariah Power has committed to purchasing 98% of their components from Michigan suppliers. The Windspire™ is an aesthetically pleasing vertical axis unit designed for residential and small business markets. The key feature of the Windspire™ is the height of the unit. The Windspire™ comes at a standard height of 30 foot. The national building code is 35 foot so the Windspire falls within most ordinances without problems making it feasible for small urban sites. The Windspire™

We propose to add a two 10 foot extension on the standard tower to create greater public visibility while placing the generator higher to capture more wind.

COMPONENT 2: PV ARRAY

As with wind generators, there are a variety of solar electric systems and components in the market that would provide solutions for the homeowner and small business owner. Solar Works LLC proposes to employ a combination of systems. Solar Works LLC proposes the Genoa Charter Township install one separate solar array pole mounted which will include six (6) 200W Solon solar panels. In this manner the array would provide 1200W giving a total rated output of 7200W for the complete system. The enphase inverter is a very important component of a solar array, sometimes referred to as the heart or the muscle of the solar system. This is the component that changes the direct current (DC) electricity produced by the solar array into alternating current (AC) for use with home appliances and to feed the electric grid. There are currently many manufacturers of inverters in the market. Solar Works LLC proposes the array utilize a different inverter allowing the project at Genoa Charter Township to glean data and compare systems.

MONITORING

It was impressed upon our team at the site evaluation, that the intent of this project is public education. Recently renewable energy has become a catch phrase in the media and it is creating a buzz among consumers. The real problem is most consumers don't know which way to turn or how to interpret the many messages with which they are inundated with daily. The proposal by Solar Works LLC is designed to clarify these mixed signals for the public. Our proposed system is designed with components that are only ideal for the consumer. The unique system we have put together will serve to dissipate several of the myths surrounding renewable energy installation for the average consumer: 1. Renewable Energy costs too much. Each individual system we have designed, can be installed as an individual component, it can be installed in a residence for less than \$14,000. Renewable energy systems have seemed out of the reach for the average consumer for years because they believe they need to go big. Our companies educate consumers that renewable energy begins in their own homes and lifestyles with conservation. We also educate that conservation does not mean starvation or sacrifices. There are many adjustments the average consumer can make in their lifestyles and in home efficiency that will give them greater gains when combined with renewable energy. This is a goal of our educational program. This goal will coordinate well with much of the outreach DTE is currently performing in the Michigan markets. 2. Solar doesn't work in Michigan this is a common misconception. We have designed two separate systems for the Genoa Charter Township. These systems were designed with the average homeowner in mind.



Proposal/Contract

Solar Works LLC

8895 Kearney Rd

Whitmore Lake, MI 48189

Phone: 517-404-8803 Fax: 734-449-9828

dydotson@sbcglobal.net

Proposal No.

DATE March 20, 2010

CUSTOMER ID

ACCOUNT

SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE
Company Truck	FOB	see project schedule

QTY	ITEM #	DESCRIPTION	JOB	UNIT PRICE	LINE TOTAL
5.00	100	Windspire 1.2W Wind Generator		14000.00	70000.00
	100-1	Generator, Tower, Bolt Kit			
	100-2	Foundation work			
	100-3	Wiring/Trenching/Erection			
	100-4	Grid Tied System			
1.00	200	1200W Photovoltaic System		14000.00	14000.00
6.00	200-1	Solon Panels			
6.00	200-2	Enphase Invertor			
	200-3	Wiring/Trenching/Setup			
	200-4	Foundation work			
	200-5	Grid Tied System			
1.0	300	Landscaping and restoration			
	300-1	Disposal			
	300-2	Monitoring IEMU-02			
					\$10919.00

SUBTOTAL

SALES TAX

TOTAL

\$94919.00

SYSTEM WARRANTY

The warranty proposed for Genoa Charter Township project will be a combination of manufacturers warranty on equipment and 12 month on installation warranty by Solar Works LLC.

Manufacturer Warranty for system components:

Windspire™

5 year

Solar Modules

25 year limited

This warranty includes a one year maintenance schedule to perform system review and maintenance.

Upon acceptance of this contract we will provide liability insurance certification and furnish performance and payment bond equal to the contract price.

Genoa Charter Township is incorporating not only wind and solar, but the effect renewable energy has on job creation in Michigan and will show the effects green and energy efficient remodeling will have on their own economics

We have manufacturing facilities sitting empty. We have highly skilled workers out of work. We send too many dollars over state lines to purchase the energy we use. Together, we can make a conscious decision to have a positive effect on our economy and a positive effect on the people who live in our community and state.

It is easy to put wind in your back yard and solar panels on a roof. It is hard to explain why. With the acceptance of this proposal Genoa Charter Township will retain an acceptance of using alternative energy. Genoa Township will bring visitors to the community to see the wind turbines turning or to watch a monitor showing how much electricity has been produced.

Thank you for this opportunity,

Solar Works, LLC

3045 Grange Hall Road Suite #7
Holly MI 48442
(248) 531-0325 Telephone
(248) 531-0326 Fax
www.georenew.com



Fax

To: Karen @ Genoa Twp From: Geo-Renew Systems
Fax: 810-227-3420 Pages: 7 (including cover)
Phone: 248-~~807~~⁵³¹-0325 Date: March 25, 2010
Re: Wind energy proposal cc:

Urgent For Review Please Comment Please Reply Please Recycle

• Comments:

GENOA TOWNSHIP
MAR 25 2010
RECEIVED

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Genoa Charter Township
Township Manager
2911 Dorr Rd.
Brighton, MI 48116

Geo-Renew Systems, Inc
3045 Grange Hall Rd.
Holly, MI. 48442
248-531-0325

Attn. Mr. Michael Archinal

Re: Wind Energy Conversion System

Description of Work

We are hereby submitting an alternative proposal to the wind energy conversion system installation project. Our proposal is for one 10kw wind turbine in lieu of five 1.2 kw units. The single unit we are proposing is mounted on a 100' tower, it produces 10kw, includes a hydraulic hoisting unit for serviceability, it includes a web based software system that continuously monitors wind speed, energy production, as well as.....

The included software system allows for web based monitoring system. This obviously will allow any one with access to the internet an opportunity to view the performance of the system. The software also allows the manufacturer to monitor performance of the unit and adjust the operation of the unit remotely for maximum output. This aids in performance and maintenance of the system.

Installing a single unit will reduce the area of land required to construct, thus reduces the required area to be restored.

Utilizing a single unit will reduce the maintenance from five units to one. The proposed unit is built per industrial specification in lieu of those associated with residential applications. Installation of a 100' unit should be considerably more efficient than the proposed 50' towers.

The unit cost is \$84,000.00 including all foundations, electrical connections, monitoring software ect. It can produce 10kw of electrical power. A financially comparable Windspire system, at the proposed cost indicated in the bid request, would include 6 units. These six units would only produce 7.2 kw of electricity. Thus 28% less energy production which extends the payback time accordingly.

**Geo- Renew Systems, Inc. 3045 Grange Hall Road Suite #7 Holly MI 48442
248-531-0325 Office 248-531-0326 Fax www.georenew.com**

Material Country of Origin

The only limiting factor that we see to this unit is that it is manufactured in Canada. This unit, along with its integrated software system, is far superior in performance, maintenance and provides unequaled monitoring access for both service and educational awareness.

Waste Material

The waste material generated from this project will be minimal. All Packing materials will be separated and recycled at the township facilities. The soil protection systems will be used in the final mulching and site restoration process.

Prevailing Wage, Insurance, Bonds, Warranty, Qualifications

Upon acceptance of this proposal we will be happy to provide the required wage certification, insurance certificates, bonds, warranty acknowledgements pursuant to the bid request. Please reference our attached proposal and letter of qualifications.

Project Schedule

The required schedule deadlines will be adhered to.

We would happy to meet with you in person to discuss this system in more detail. We appreciate the opportunity to submit this proposal.

**Geo- Renew Systems, Inc. 3045 Grange Hall Road Suite #7 Holly MI 48442
248-531-0325 Office 248-531-0326 Fax www.georenew.com**



Geo-Renew Systems Inc.
3045 Grange Hall Rd.
Holly, MI 48442
248-531-0325

March 23, 2010

Genoa Charter Township
Township Manager
2911 Dorr Rd.
Brighton, MI. 48116

Re: Wind Energy Conversion System Installation

10kw Re Driven wind turbine on a 100' pole **\$85,000.00**

Excavation & restoration of the construction area
Foundations
Turbine installation
Electrical connection to the existing service panel (250' total distance)
Permits, Insurance, Bonds, Warranty

Upgrade the existing electrical panel – (allowance) **\$9,919.00**

Price – Total cost for the work detailed above is **\$94,919.00.**

Thank you for your consideration.

Respectfully,

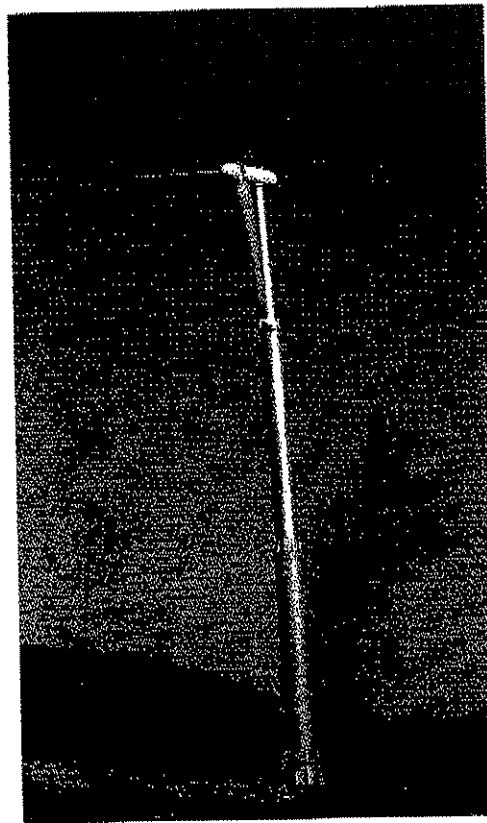
Geo Renew Systems, Inc

Geo- Renew Systems, Inc. 3045 Grange Hall Road Suite #7 Holly MI 48442
248-531-0325 Office 248-531-0326 Fax www.georenew.com



ReDriven 10 kW

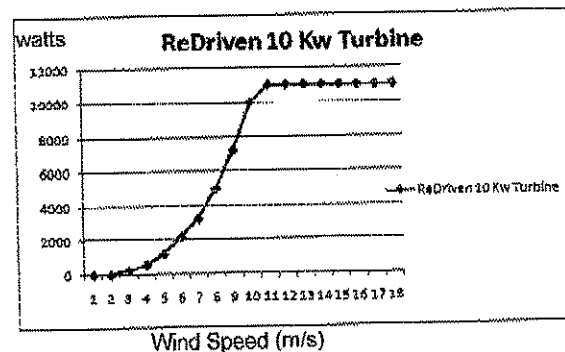
- Rated Power: 10000W
- Rated Output Voltage: 240v 60hz. 1 phase
- Start up wind speed: 2 m/s (4.4mph)
- Cut out speed: 18 m/s (40.3 mph)
- Survival speed: 40 m/s (90 mph)
- Rated Wind speed: 10m/s (22mph)
- Blade material: Fiber Glass
- Tower Options to 120'
- 4meter (13 feet) blades
- Nacelle Wt: 450kg(990 lbs)
- Blades Wt: 141 kg (310 lbs)
- Blade sweep is 26' 5"
- Direct Drive System
- Electric Active Yaw
- Rotor RPM (max): 200
- Sound at 12m (22.4 feet): 59.4 dBI



The ReDriven 10 kw wind turbine system is our most popular unit for a typical home, small farm or ranch. Paired with our hydraulic tower the 10 kw allows for an easier installation and years of satisfactory operation.

This turbine has the ability to supply the average North American home with sufficient power to virtually make your electricity bill disappear.

Our turbines carry a incredible 5 year warranty on everything...Blades, controllers, turbine head, etc.



ReDriven Power Inc

24 Bath Road, Suite A, Iroquois, Ontario, Canada, K0E 1K0

sales@redriven.ca

(866) 330-0007

www.redriven.net



Geo-Renew Systems Inc. is a Michigan based company that specializes in Renewable Energy Systems. We market and install systems for residential, agricultural, commercial and industrial applications. We specialize in the three following areas:

Geothermal Heating and Cooling: We sell and install 300% to 500% efficient heating and cooling systems which replace or coincide with a current furnace system. We carry such brands as **GeoComfort®** open and closed water loop systems and **Earthlinked®** direct exchange closed loop systems. We are one of the few companies in Michigan that does all aspects of an installation. In fact we have a unique advantage over most geo contractors with our ability to vertically drill in very confined spaces using our compact drill rig. With around a \$600 annual operating cost for both heating and cooling (on average) our installed systems have a return on investment generally within 3 to 5 years.

Wind Energy Systems: We are a Southwest Wind Power dealer of the **Skystream®** model 3.7 Wind Turbine. The Skystream® turbine at 2.4KW is the premier grid-tied wind generation system for residential use. With a variety of installation heights and the units ability to produce AC current right at the turbine it is the most sought after generator on the market. With its grid tying capability we eliminate battery banking and send the electricity right into the home. The excess electricity not being utilized by the home is sent directly out of the home back into the power grid eliminating the need for storage. The electricity is then banked by your utility company as a kilowatt hour credit which can be utilized at a later date when there is no wind for production. We also now carry the **Redriven®** Wind Turbines in 2Kw, 5Kw, 10Kw, and 20KW turbine for residential and commercial applications.

Solar Energy Systems: When it comes to solar energy systems, we do both thermal solar and solar photo-voltaic systems. **Heliodyne®** is our premier thermal solar (hot water) manufacturer. They make systems for many applications, including domestic hot water, radiant heat, and pool heating applications. **Ready Solar®** is our premier solar PV (electricity) manufacturer. We install panel inverted systems starting from 2KW on up. These systems are also grid tied, just like our wind systems eliminating the need for costly and volatile battery storage.

We welcome the opportunity to assist all with creating a greener, renewable, self sustaining world. Please feel free to check us out on the web or contact us for any further information you may need.



Geo-Renew Systems, Inc. 3045 Grange Hall Road Suite #7 Holly MI 48442
248-531-0325 Office 248-531-0326 Fax
www.georenew.com



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/25/2010

PRODUCER (260)482-6900 FAX: (260)482-7305
 ISU Stewart, Brimmer, Peters & Company
 3702 Rupp Drive
 P.O. Box 5577
 Fort Wayne IN 46895

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
 Geo-Renew Systems, Inc
 3045 Grange Hall Rd
 Suite 7
 Holly MI 48442

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: State Automobile Mutual Ins.	25135
INSURER B: Accident Fund Company	10166
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADDL LTR INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	80C2366425	11/11/2009	11/11/2010	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	BAF2166768	2/21/2010	2/21/2011	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below Y/N <input type="checkbox"/>	WCV6015399	12/15/2009	12/15/2010	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

Genoa Charter Township
 2911 Dorr Road
 Brighton, MI 48116

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
 S. M. Stewart/DT1

Stephen M. Stewart

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To Board 4/5/10



STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES & ENVIRONMENT
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

REBECCA A. HUMPHRIES
DIRECTOR

TO: Campground Owners/Operators
FROM: Ben G. McGeachy, P.E., Chief
Campgrounds & Pools Unit
Groundwater Division
Environmental Protection Bureau
DATE: February 26, 2010
SUBJECT: Structures on Licensed Campground Sites

This correspondence is to provide information and to request your assistance in addressing the issue of structures on campground sites. In accordance with Rule 6 (4) of the administrative rules for campgrounds adopted pursuant to 1978 PA 368, as amended, "A campground owner shall ensure that a permanent structure requiring footings is not located on a campsite." Many of Michigan's campgrounds have structures placed on campsites such as sheds, decks, porches, or three-season rooms in addition to the recreational unit, as defined in the act and rules. There has been some confusion as to whether such structures violate this rule and what action will be taken if they are a violation.

Simply stated, a structure(s) may be placed on a campground site when it is not over 400 square feet and when a footing is **not** required. The Michigan Residential Building Code defines when a footing is required for various types and sizes of structures. The local building authority or building inspector has the knowledge and authority to address questions under this code and to make a decision on footing requirements for specific applications.

- For structures placed on campground sites **BEFORE 2010**, the assistance of campground owners/operators is required. Please submit a list of sites that have a structure(s) and briefly indicate the type and size of structure(s). For example, Site 18 can be listed as *12 foot by 30 foot deck and 12 foot by 8 foot three-season room*. You do not need to determine whether a footing is required for these structures. Your list will be used as the baseline in determining future compliance issues.

If you have sites that contain a permanent structure requiring footings, it will be considered a nonconforming use and will not be required to be removed until there is a change or transfer in ownership, the recreational unit is removed from the site, the structure is considered a safety hazard or nuisance, or the structure creates a violation of the required 4-foot wide unobstructed path completely around the unit.

Please return your complete listing of sites with structures to the Department of Natural Resources and Environment, Campgrounds & Pools Unit, P.O. Box 30273, Lansing, Michigan 48909-7773, by September 30, 2010.

- For structures proposed on campground sites **AFTER 2009**, the campground owner/operator is responsible for contacting the local building authority to determine if the proposed structure requires a footing. **If footings are required, the structure cannot be placed on the site, and must be removed if already in place.** It is suggested you maintain a written log listing the date, name of the building official you contacted, the size and type of the proposed structure, and site number.
- The Michigan Residential Building Code does allow certain structures greater than 400 square feet in area but less than 600 square feet to be placed without a footing. In those cases where there is ample room on a campground site for such a structure, the campground owner/operator may submit a scaled plan of the site showing the RV, all structures including the proposed structure, stored items or area, parking area, and site improvements (such as fire pits) to the local health department for review and possible approval. **The need for a plan review applies to proposed structures and not to existing structures placed prior to 2010.**

As a final note, campground owners/operators may establish rules that prohibit all or certain types of structures on campground sites, as long as the owner/operator rules are more stringent than this document or the Campground Act and Rules, 1978 PA 368, as amended. Please contact the Campgrounds & Pools Unit, DNRE, at 517-241-1351, if you have any questions.

Summary Table
Adapted from Michigan Residential Code Requirements
For Structures on Campground Sites

Structure Type and Code Reference	Size	Footing Required	Building Permit Required	Comments for Compliance with Campground Act and Rules.
Accessory structures - Sheds R 105.2	Less than 200 square feet	Not Required	Not Required	Allowed
Accessory structures - Sheds R 403.1.4.1 Exception 1	Greater than 201 square feet and less than 600 square feet	Not Required	Required	Allowed up to 400 square feet
Accessory structures - Sheds R 403.1.4	Greater than 601 square feet	Required	Required	Not allowed on campground sites
Deck, Porch, Three-Season Room, not attached to RV (free standing) R 403.1.4.1 Exception 3		Not Required	Required	Where the size exceeds 400 square feet, structures are not allowed. Waiver possible with plan review from local health department.
Stand alone structure such as cabana or occupyable spaces R 101.2		Required	Required	Not allowed on campground sites

cc: Local Health Department, Environmental Health Directors
 Mr. John Tisdale, Building Division, DELEG
 Mr. Wayne Purchase, ARVC Michigan
 Mr. William Sheffer, MARVAC
 Ms. Brenda Curtis, DNRE
 Mr. Harold Herta, DNRE

JOHNSON ROSATI

LABARGE, ASELTINE & FIELD, P.C.

34405 W. Twelve Mile Road, Suite 200 ~ Farmington Hills, Michigan 48331-5627

Phone: 248.489.4100 / Fax: 248.489.1726

GENOA TOWNSHIP

www.johnsonrosati.com

MAR 22 2010

RECEIVED

Marcelyn A. Stepanski
mstepanski@jrlaf.com

March 16, 2010

Ms. Paulette Skolarus, Township Clerk
Township of Genoa
2911 Dorr Road
Brighton, MI 48116

PERSONAL AND CONFIDENTIAL
ATTORNEY/CLIENT PRIVILEGE

Status Report

Re: Dewey Thomas vs. Township of Genoa
MMRMA Occurrence No. 2007-38305-001 GPDZ
MMRMA Claim No. 131283
Date of Loss: 7/01/2006

Dear Ms. Skolarus:

I am writing to update you with good news on the above matter. As you may recall, this case has been pending in the Michigan Court of Appeals following the Plaintiff's appeal from the circuit court's grant of summary disposition in favor of the Township. Enclosed please find a copy of the Court of Appeals Opinion **affirming** summary disposition in favor of the Township.

With respect to the Plaintiff's taking claim, the Court of Appeals rejected the Plaintiff's argument that the Court should ignore the underlying consent judgment and decide his claim based solely on the property's zoning classification. The Court observed that the consent judgment allowed Thomas to use the property in ways otherwise not permitted by the LDR classification. Given that, the Plaintiff was unable to demonstrate either a "categorical" taking, where the property has economic value as it is currently being utilized, or a "balancing test" taking, where the three factors to consider weighed in favor of the Township. First, considering "the character of the government's action," Plaintiff was not forced to bear a greater portion of a regulatory burden than other properties. In fact, the Court recognized that through the consent judgment, his property was less burdened than most other LDR zoned parcels. Second, "the economic effect of the regulation" did not strip the Plaintiff of all economically viable use of the land. The Court noted that the Plaintiff was able to generate revenue from the property's use as a drive-thru coffee and donut shop and that an expert appraiser testified that the property has substantial value for use as permitted under the consent judgment. Third, the Court held that Plaintiff lacked "investment backed expectations" that he would be able to use the property as a gas station, as desired. The evidence demonstrated that he knew when he acquired the property that it was zoned LDR and was governed by a consent judgment. His market study was conducted years *after* he gained an ownership interest in the

March 16, 2010

Page 2

property and he failed to show that his proposed plan would comport with traffic flow standards and ingress and egress requirements.

As to the Plaintiff's substantive due process claim, the Court observed that although the Township did not review Thomas' rezoning application because of the consent judgment, it did consider his request to modify the consent judgment. As such, the Township afforded him the opportunity to seek a remedy with the same potential effect. Furthermore, the Court concluded that Thomas failed to demonstrate that the Township's reasons for denying the request were arbitrary or irrational or did not advance legitimate governmental interests. The Township offered a number of reasons for rejecting Plaintiff's proposal and supported those reasons with evidence.

Plaintiff has 21 days from the date of the decision to file a Motion for Reconsideration in the Court of Appeals or 42 days from the date of the decision to file an Application for Leave to Appeal to the Michigan Supreme Court. If Plaintiff fails to pursue either option, we will close our file on this matter.

In the meantime, if you have any questions or comments, please do not hesitate to call.

Very truly yours,

JOHNSON, ROSATI, LaBARGE,
ASELTINE & FIELD, P.C.


Marcelyn A. Stepanski

MAS/mbm

cc: Michael Archinal, Township Manager
Gary McCririe, Township Supervisor
Richard Heikkinen, Township Attorney
Louise Duchesneau, MMRMA Claims
Joseph F. Galvin, Esq.

STATE OF MICHIGAN
COURT OF APPEALS

DEWEY THOMAS,

Plaintiff-Appellant,

v

GENOA TOWNSHIP,

Defendant-Appellee.

UNPUBLISHED

March 11, 2010

No. 289434

Livingston Circuit Court

LC No. 06-22391-CZ

Before: Talbot, P.J. and Whitbeck and Owens, JJ.

PER CURIAM.

In this zoning case, plaintiff appeals as of right from the trial court's grant of defendant's motion for summary disposition under MCR 2.116(C)(10). We affirm.

I. Facts

Plaintiff, Dewey Thomas, owns a 1.6 acre triangular piece of real property located in Genoa Township (the Township). The property is bordered by roads on all sides and is zoned Low Density Residential (LDR) under the Township's zoning ordinance. However, plaintiff is currently operating a drive-thru coffee and donut shop on the property under the terms of a consent judgment.

II. Standard of Review

We review de novo the trial court's grant of summary disposition pursuant to MCR 2.116(C)(10). *Dressel v Ameribank*, 468 Mich 557, 561; 664 NW2d 151 (2003). "A trial court tests the factual support of a plaintiff's claim when it rules upon a motion for summary disposition filed under MCR 2.116(C)(10)." *Skinner v Square D Co*, 445 Mich 153, 161; 516 NW2d 475 (1994). "The court's task is to review the record evidence, and all reasonable inferences therefrom, and determine whether a genuine issue of material fact exists to warrant a trial." *Harrison v Olde Financial Corp*, 225 Mich App 601, 605; 572 NW2d 679 (1997). Documentary evidence submitted by the parties is viewed in the light most favorable to the nonmoving party. *Greene v AP Products, Ltd*, 475 Mich 502, 507; 717 NW2d 855 (2006). In addition, the proper interpretation and application of a statute presents a question of law that this Court considers de novo. *Eggleston v Bio-Medical Applications of Detroit, Inc*, 468 Mich 29, 32; 658 NW2d 139 (2003).

III. Government Taking

Plaintiff argues that the trial court improperly granted defendant's motion for summary disposition of plaintiff's takings claim. We disagree.

Plaintiff urges this Court to completely ignore the consent judgment and decide this case based solely on the property's zoning classification of LDR. We decline to do so. Although the property is zoned as LDR, the consent judgment is still in effect, and the zoning requirements for defendant's property are found within that document. The consent judgment modifies the zoning classification of plaintiff's property and allows him to use the property in ways that would be impermissible under the LDR classification. There is no legal reason, and it is contrary to common sense, to ignore this legal document and treat the property as strictly LDR.

Plaintiff argues that defendant's conduct perpetrates an unconstitutional taking. Both the United States and Michigan constitutions prohibit the taking of private property for public use without just compensation. US Const, Am V; Const 1963, art 10, § 2; *Dorman v Clinton Twp*, 269 Mich App 638, 645; 714 NW2d 350 (2006). A taking can occur when the government overburdens property with regulations. *K & K Constr, Inc v Dep't of Natural Resources*, 456 Mich 570, 576, 575 NW2d 531 (1998). "[T]he general rule at least is, that while property may be regulated to a certain extent, if regulation goes too far it will be recognized as a taking." *Id.*, quoting *Pennsylvania Coal Co v Mahon*, 260 US 393, 415; 43 S Ct 158; 67 L Ed 322 (1922). There are two types of takings resulting from regulations denying an owner economically viable use of land: a "categorical" taking, where the owner is deprived of "all beneficial or productive use of land," *Lucas v South Carolina Coastal Council*, 505 US 1003, 1015; 112 S Ct 2886; 120 L Ed 2d 798 (1992); or a taking recognized on the basis of the application of the traditional "balancing test" established in *Penn Central Transportation Co v New York City*, 438 US 104, 98 S Ct 2646, 57 L Ed 2d 631 (1978).

"In the former situation, the categorical taking, a reviewing court need not apply a case-specific analysis, and the owner should automatically recover for a taking of his property." *K & K Constr*, 456 Mich at 577. "A person may recover for this type of taking in the case of a physical invasion of his property by the government . . . , or where a regulation forces an owner to 'sacrifice all economically beneficial uses [of his land] in the name of the common good . . .'" *Id.*, quoting *Lucas*, 505 US at 1019 (emphasis in original). "In the latter situation, the balancing test, a reviewing court must engage in an 'ad hoc, factual inquiry,' centering on three factors: (1) the character of the government's action, (2) the economic effect of the regulation on the property, and (3) the extent by which the regulation has interfered with distinct, investment-backed expectations." *Id.*, citing *Penn Central*, 438 US at 124.

A. Categorical Taking

To show a categorical taking, plaintiff must prove that the property is unsuitable for use as zoned or unmarketable as zoned. *Bevan v Brandon Twp*, 438 Mich 385, 403; 475 NW2d 37 (1991). An ordinance effects a regulatory taking if it precludes the use of the land for any purposes to which it is reasonably adapted. *Troy Campus v City of Troy*, 132 Mich App 441, 450-451; 349 NW2d 177 (1984). Thus, where a permitted use can be constructed on the property, the plaintiff cannot show that the property is unsuitable as zoned. *Bevan*, 438 Mich at 404. Plaintiff argues that his property is zoned LDR and that the property would be much less

valuable were it utilized solely as residential. However, we find that, in this situation, “as zoned” encompasses both the zoning classification of LDR, and the legal non-conforming use outlined in the modifications of that classification contained in the consent judgment.

The manner in which the property is currently being used, and which it may continue to be used under the consent judgment, allows plaintiff economically viable use of his property. Plaintiff has been able to generate revenue from the operation of the coffee shop on the property. Furthermore, plaintiff’s own market analysis indicated that the land had some value when zoned residential and that it would be even more valuable if used commercially. While the report concluded that a gasoline station would provide “highest and best use” of the property, it nonetheless noted that any commercial use of the property would be more valuable than residential use. Therefore, while it is unclear exactly how much, if any, actual “profit” plaintiff is earning from his coffee shop at this location, the evidence established that the property, as currently being utilized, has economic value. Plaintiff has failed to establish a genuine issue of material fact that he has been deprived of all beneficial or productive use of his land. *Lucas*, 505 US at 1015. Thus, plaintiff failed to establish a categorical taking.

B. *Penn Central*

1. Character of the Government’s Action

The trial court properly determined that the first prong of the *Penn Central* test favors defendant. “The relevant inquiries are whether the governmental regulation singles plaintiffs out to bear the burden for the public good and whether the regulatory act being challenged here is a comprehensive, broadly based regulatory scheme that burdens and benefits all citizens relatively equally.” *K & K Constr, Inc v Dep’t of Environmental Quality*, 267 Mich App 523, 559, 705 NW2d 365 (2005). Plaintiff’s land has not been forced to bear a greater portion of the regulatory burden, nor has it received fewer benefits than other parcels in the Township. Indeed, it appears that through the consent judgment, plaintiff’s property is actually less burdened than most other LDR zoned properties.

In addition, the trial court concluded that the Township’s initial denial of plaintiff’s rezoning request was based upon its belief that such a request was barred by the consent judgment. This belief was in no way arbitrary or capricious and did not exhibit any animosity toward plaintiff. It was merely based upon a belief that the only way to change the zoning classification of plaintiff’s property was through modification of the consent judgment. When the Township did, in fact, review the request for a modification of the consent judgment, it denied the request for a multitude of seemingly logical and legitimate reasons. There was no evidence that plaintiff was in any way singled out or subject to any sort of personal animus.

2. Economic Effect of the Regulation

Next, the trial court properly concluded that the second *Penn Central* factor also favored defendant. “The Taking Clause does not guarantee property owners an economic profit from the use of their land.” *Paragon Properties Co v City of Novi*, 452 Mich 568, 579 n 13; 550 NW2d 772 (1996). Moreover, the Township is not required to zone property for its most profitable use. *Dorman*, 269 Mich App 647. Plaintiff was never ousted from his property, none of his property was required to be dedicated to public use, and plaintiff was not denied all economically viable

use of his land. The denial of plaintiff's request to put a gasoline station on the property did not render it without value.

To establish a taking, "a property owner must prove that the value of his land has been destroyed by the regulation or that he is precluded from using the land as zoned." *Bevan*, 438 Mich at 403. The mere fact that a regulation reduces the value of the regulated property is insufficient to establish a compensable regulatory taking. *K & K Const*, 267 Mich App at 553. Plaintiff's business tax records indicate that his use of the property generated revenue. Furthermore, an expert appraiser testified that the property has substantial value for use as permitted under the consent judgment. So, this factor does not support finding defendant effected a regulatory taking of plaintiff's property requiring just compensation. 'Government hardly could go on if to some extent values incident to property could not be diminished without paying for every such change in the general law[.]' *Penn Central*, 438 US at 124, quoting *Pennsylvania Coal Co*, 260 US at 413.

3. Investment-Backed Expectations

Finally, the trial court properly determined that the third *Penn Central* factor also favored defendant. Although a person's knowledge of a regulatory enactment does not act as an absolute bar to a takings claim based on the regulation, a "key factor" in determining whether a regulation has interfered with investment backed expectations "is notice of the applicable regulatory regime[.]" *K & K Const*, 267 Mich App 555. Plaintiff was aware, when he acquired an interest in the property, that it was zoned LDR and that it was governed by the consent judgment. Such notice "should . . . be taken into account" and "does . . . shape the analysis of whether plaintiff's expectations were reasonable." *Id.* at 555, 557. Plaintiff argues that the market study he commissioned provided a reasonable basis for an investment-backed expectation that a gas station would be permitted. However, the study was done several years after plaintiff gained an ownership interest in the property and after he had already attempted to negotiate changes to the property's zoning classification. Plaintiff had already been involved in litigation regarding the zoning of this property through his power of attorney on behalf of his sister even before he gained an ownership interest. He had no reason to believe that the zoning of this parcel would change, or even that the consent judgment would be modified simply because he acquired an interest in the property. Furthermore, the Township had already accommodated a non-conforming use of the property in an attempt to make the unusually situated land more usable. Although he has shown that a gasoline station might be profitable, he has not shown that such a plan would comport with traffic flow standards or ingress and egress requirements. Thus, he had no legitimate investment-backed expectation to use the property as a gasoline station.

IV. Substantive Due Process

Next, plaintiff argues that the trial court improperly granted defendant's motion for summary disposition of plaintiff's substantive due process claim. We disagree.

Both the Michigan and United States Constitutions guarantee that no person shall be deprived of life, liberty, or property without due process of law. US Const, Am XIV; Const 1963, art 1, § 17. A plaintiff who alleges an unconstitutional taking as a result of a zoning ordinance may also challenge the validity of the zoning ordinance as a violation of substantive due process. *Dorman*, 269 Mich App at 650. "The essence of a claim of a violation of

substantive due process is that the government may not deprive a person of liberty or property by an arbitrary exercise of power.” *Landon Holdings, Inc v Grattan Twp*, 257 Mich App 154, 173; 667 NW2d 93 (2003). (emphasis in original)

While the bulk of Michigan jurisprudence relating to substantive due process claims in land use cases frames the question as a “challenge to a zoning ordinance,” see, e.g., *Kropf v Sterling Heights*, 391 Mich 139, 157; 215 NW2d 179 (1974); *Yankee Springs v Fox*, 264 Mich App 604, 609; 692 NW2d 728 (2004), further examination reveals that the same standards are applied to cases in which a landowner challenges the denial of a rezoning request, see *A & B Enterprises v Madison*, 197 Mich App 160, 161-162; 494 NW2d 761 (1992) (explicitly applying same framework to challenge of denial of rezoning). Moreover, there is no substantive difference between these kinds of claims. In either case, the landowner is asserting that the existing zoning classification is not reasonable and justified, whether the unreasonableness is manifested as the original creation of the classification or the subsequent affirmation of the classification by the municipality’s denial of a rezoning request. Further, in either case, the landowner is seeking to demonstrate that *another* classification is more appropriate for the land. In *A & B Enterprises*, 197 Mich App at 162, this Court wrote:

In order to successfully challenge a zoning ordinance, a plaintiff must prove (1) that there is no reasonable governmental interest being advanced by the present zoning classification, or (2) that the ordinance is unreasonable because of a purely arbitrary, capricious and unfounded exclusion of other types of legitimate land use from the area under consideration. . . .

Judicial review of a substantial due process challenge requires application of three rules: (1) the ordinance is presumed valid; (2) the challenger has the burden of providing that the ordinance is an arbitrary and unreasonable restriction upon the owner’s use of the property . . . ; and (3) the reviewing court gives considerable weight to the findings of the trial judge.

Further, this Court has recently emphasized that “[t]o sustain a substantive due process claim against municipal actors, the governmental conduct must be so arbitrary and capricious as to shock the conscience.” *Mettler Walloon LLC v Melrose Twp*, 281 Mich App 184, 198; 761 NW2d 293 (2008). Moreover, the Due Process Clause “is not a guarantee against incorrect or ill-advised [governmental] decisions.” *Bishop v Wood*, 426 US 341, 350; 96 S Ct 2074; 48 L Ed 2d 684 (1976). In disputes over municipal actions, including the issuance of building permits, only the most egregious official conduct can be considered arbitrary in the constitutional sense. *City of Cuyahoga Falls, Ohio v Buckeye Community Hope Foundation*, 538 US 188, 198-199; 123 S Ct 1389; 155 L Ed 2d 349 (2003).

This Court in *Mettler Walloon* surveyed numerous federal decisions that addressed substantive due process claims in the context of enforcement of land use regulations and concluded that, “under federal law, even a violation of state law in the land use planning process does not amount to a federal substantive due process violation.” *Mettler Walloon*, 281 Mich App at 203. This Court quoted *Koscielski v City of Minneapolis*, 435 F3d 898, 902 (CA 8, 2006), in turn quoting *Anderson v Douglas Co*, 4 F3d 574, 577 (CA 8, 1993), opining that “[d]ue process claims involving local land use decisions must demonstrate the “government action complained

of is truly irrational, that is something more than . . . arbitrary, capricious, or in violation of state law.’

Here, plaintiff argues that the Township violated his right to substantive due process when it totally failed to review his rezoning application because it believed such a review was precluded by the consent judgment. However, plaintiff was able to seek a remedy with the same potential effect by requesting a modification of the consent judgment. Had the Township totally refused to hear his request in any form, perhaps that could be considered “irrational.” However, here, the Township considered plaintiff’s request, and reviewed and rejected it for a variety of reasons, all of which fall short of “truly irrational.” The Township’s reasons included:

1. The action is contrary to the consent judgment.
2. The site is rural in nature and not in agreement with the Township master plan.
3. The existing land use is appropriate for neighborhood service area.
4. Traffic is a concern at this intersection.
5. The area is not appropriate for regional service commercial; which is better located along the Grand River corridor.
6. There would be intense light and noise problems with the establishment of a gas station in this residential area.
7. The number of persons who signed the petitions indicates that the business as it is established is flourishing.

Thus, the Township’s action was based upon planning principles, and advanced legitimate Township interests. The Township presented evidence to the trial court in support of the reasons listed above. Plaintiff, on the other hand, has not presented evidence that the Township’s decision was so arbitrary and capricious as to shock the conscience, or that it was irrational. There is simply no evidence that this denial rises to the level of a substantive due process violation under the standard set forth in *Mettler Walloon*, 281 Mich App at 198. Thus, the trial court properly concluded that no genuine issue of material fact existed with regard to plaintiff’s substantive due process claim.

Affirmed.

/s/ Michael J. Talbot
/s/ William C. Whitbeck
/s/ Donald S. Owens