

**GENOA CHARTER TOWNSHIP**  
**Board of Trustees**  
**Regular Meeting**  
**March 4, 2013**  
**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: February 18, 2013.
3. Request for approval of the purchase of 1 ARCVIEW concurrent use License for the Township at a cost of \$3,150.00.
4. Request for approval of agreement regarding an additional voting member of the Genoa-Oceola Sewer and Water Authority.
5. Request for approval of second amendment to the Utility Services Agreement.

**Approval of Regular Agenda:**

6. Review and Discussion of the FY 2013/2014 Budgets and schedule Budget Review Public Hearing for March 18, 2013.
7. Discussion regarding organizational structure changes.
8. Discussion regarding the concept of a street bond issue.
9. Consider request to enter into closed session for discussion pending litigation pursuant to Section 8(e) of the 1976 Open Meetings Act.

Correspondence  
Member Discussion  
Adjournment

<p>*Citizen's Comments- In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, opportunity to comment on individual agenda items may be offered by the Chairman as they are presented.</p>
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CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: March 4, 2013

TOWNSHIP GENERAL EXPENSES: Thru March 4, 2013	\$315,756.44
March 1, 2013 Bi Weekly Payroll	\$68,283.40
March 1, 2013 Monthly Payroll	\$12,242.42
OPERATING EXPENSES: Thru March 4, 2013	\$46,527.20
TOTAL:	<u>\$442,809.46</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
29462	AmerAqua	American Aqua	02/14/2013	128.75
29463	BLUE CRO	Blue Cross & Blue Shield Of Mi	02/14/2013	23,282.54
29464	CONSUMER	Consumers Energy	02/14/2013	499.17
29465	COOPERST	Cooper's Turf Management LLC	02/14/2013	7,110.00
29466	EHIM	EHIM, INC	02/14/2013	3,812.03
29467	GENOA TW	Genoa Township	02/14/2013	2.52
29469	LivCTrea	Livingston County Treasurer	02/14/2013	1,810.23
29470	Mancuso	Mancuso & Cameron, P.C.	02/14/2013	10,056.00
29471	MI TW AS	Michigan Township Assoc	02/14/2013	304.00
29472	PFEFFER	Pfeffer, Hanniford, Palka	02/14/2013	2,450.00
29473	TRI COUN	Tri County Cleaning Supply Inc	02/14/2013	178.08
29474	Liv Cty	Livingston Cty Treasurers Assn	02/14/2013	10.00
29475	SOM-TRE	State Of Mich- Dept Of Treasur	02/15/2013	5,708.05
29476	AT&TLONG	AT&T Long Distance	02/20/2013	9.47
29477	AT& IL	AT&T	02/20/2013	110.42
29478	BullsEye	BullsEye Telecom	02/20/2013	1,063.89
29479	CARDM	Chase Card Services	02/20/2013	721.00
29480	Clearwat	Clearwater Systems	02/20/2013	48.00
29481	DTE EN	DTE Energy	02/20/2013	203.99
29482	FED EXPR	Federal Express Corp	02/20/2013	49.78
29483	GANNETT	Livingston Press & Argus	02/20/2013	675.00
29484	GENOA FU	Genoa Twp Future Roads #261	02/20/2013	100,000.00
29485	GENOA RO	Genoa Twp Road Projects #264	02/20/2013	150,000.00
29486	GENOA TW	Genoa Township	02/20/2013	377.28
29487	Lincoln	Lincoln National Life Ins Co.	02/20/2013	2,175.48
29488	LINDHOUT	Lindhout Associates Architects	02/20/2013	533.00
29489	MASTER M	Master Media Supply	02/20/2013	848.49
29490	Net serv	Network Services Group, L.L.C.	02/20/2013	45.00
29491	SHELL	Shell	02/20/2013	85.60
29492	SPIRIT L	Spirit Of Livingston	02/20/2013	499.50
29493	VERIZONW	Verizon Wireless	02/20/2013	793.82
29494	WALMART	Walmart Community	02/20/2013	184.48
29495	windspir	Windspire Energy, LLC	02/20/2013	1,320.87
29497	Equitabl	Equivest Unit Annuity Lock Box	03/01/2013	660.00

**Report Total: 315,756.44**

Accounts Payable  
Computer Check Register

**Genoa Township**

2911 Dorr Road  
Brighton, MI 48116

(810) 227-5225

User: diane

Printed: 02/22/2013 - 12:55

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
11050	AETNA LI	Aetna Life Insurance & Annuity	03/01/2013		25.00
Check 11050 Total:					25.00
11051	EFT-FED	EFT- Federal Payroll Tax	03/01/2013		7,132.41 3,946.12 3,946.12 922.90 922.90
Check 11051 Total:					16,870.45
11052	EFT-PENS	EFT- Payroll Pens Ln Pyts	03/01/2013		1,914.76
Check 11052 Total:					1,914.76
11053	EFT-TASC	EFT-Flex Spending	03/01/2013		871.10
Check 11053 Total:					871.10
29497	Equitabl	Equivest Unit Annuity Lock Box	03/01/2013		660.00
Check 29497 Total:					660.00
11054	FIRST NA	First National Bank	03/01/2013		275.00 2,715.00 44,047.29 75.00

Check 11054 Total:

47,112.29

Report Total:

	67,453.60
+ 1 check	+ 829.80
# 12034	<u>          </u>
	\$68,283.40

Genoa Charter Township  
User: diane

Payroll  
Computer Check Register

Printed: 02/22/13 12:41  
Batch: 604-02-2013

<u>Check No</u>	<u>Check Date</u>	<u>Employee Information</u>	<u>Amount</u>
12034	03/01/2013	Galinac Kristina Galinac	829.80
Total Number of Employees: 1		Total for Payroll Check Run:	829.80

**First National  
Direct Deposit  
MARCH 1, 2013  
Bi-Weekly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
<b>Genoa Township</b>	<b>\$47,112.29</b>	
Aaron Korpela		\$1,045.59
Adam Van Tassell		\$1,055.95
Alex Chimpouras		\$1,922.47
Amy Ruthig		\$1,061.51
Angela Williams		\$796.53
Ashley Repke		\$1,207.18
Caitlin Nims		\$1,053.12
Carol Hanus		\$1,210.14
Craig Bunkoske		\$1,701.14
Daniel Schlack		\$1,457.59
Dave Estrada		\$1,191.09
David Miller		\$1,869.16
Deborah Rojewski		\$1,540.71
Diane Zerby		\$556.20
Erin Daksiewicz		\$891.56
Greg Tatara		\$3,577.73
Jacob Mitchell		\$873.51
James Aulette		\$1,579.45
Jeffrey Meyers		\$1,166.83
Jenifer Kern		\$679.82
Jonathan Morton		\$1,106.17
Judith Smith		\$1,205.00
Karen J. Saari		\$971.69
Kelly VanMarter		\$2,044.94
Kimberly MacLeod		\$881.78
Kristen Sapienza		\$538.00
Kyle Mitchell		\$956.54
Laura Mrocza		\$1,669.73
Martin Reich		\$1,568.52
Michael Archinal		\$2,726.27
Robin Hunt		\$1,337.13
Scott Lowe		\$0.00
Steven Anderson		\$1,560.24
Susan Sitner		\$288.89
Tammy Lindberg		\$980.66
Tesha Humphriss		\$2,839.45
<b>Total Deposit</b>		<b><u><u>\$47,112.29</u></u></b>

Accounts Payable  
Computer Check Register

**Genoa Township**

2911 Dorr Road  
Brighton, MI 48116

(810) 227-5225

User: diane

Printed: 02/20/2013 - 10:37

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
11046	EFT-FED	EFT- Federal Payroll Tax	03/01/2013		1,746.27 737.81 737.81 172.55 172.55
Check 11046 Total:					3,566.99
11047	EFT-PENS	EFT- Payroll Pens Ln Pyts	03/01/2013		235.37
Check 11047 Total:					235.37
11048	EFT-TASC	EFT-Flex Spending	03/01/2013		88.43
Check 11048 Total:					88.43
11049	FIRST NA	First National Bank	03/01/2013		8,301.63 50.00
Check 11049 Total:					8,351.63
Report Total:					12,242.42



**First National  
Direct Deposit  
MARCH 1, 2013  
Monthly Payroll**

<u>Employee Name</u>	<u>Debit Amount</u>	<u>Credit Amount</u>
<b>Genoa Township</b>	<b>\$8,351.63</b>	
<b>Adam Van Tassel</b>		<b>\$536.43</b>
<b>Gary McCririe</b>		<b>\$2,198.68</b>
<b>H.J. Mortensen</b>		<b>\$917.61</b>
<b>Jean Ledford</b>		<b>\$474.16</b>
<b>Linda Rowell</b>		<b>\$485.25</b>
<b>Paulette Skolarus</b>		<b>\$3,240.26</b>
<b>Todd Smith</b>		<b>\$499.24</b>
<b>Total Deposit</b>		<b><u><u>\$8,351.63</u></u></b>

2:26 PM

### #595 PINE CREEK W/S FUND

## Payment of Bills

February 13 - 25, 2013

Type	Date	Num	Name	Memo	Amount
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no checks issued

12:04 PM

### #503 DPW UTILITY FUND

## Payment of Bills

February 13 - 25, 2013

Type	Date	Num	Name	Memo	Amount
Check	02/13/2013	2350	Bob Maxey Ford of Howell	Inv 63775	-5,378.42
Check	02/13/2013	2351	Creative Windows	Remaining balance on Inv 0020027-IN	-340.50
Check	02/13/2013	2352	Tesha Humphriss	Reimbursement for luncheon	-51.92
Check	02/13/2013	2353	LOWE'S	Acct 9900 6416418 Jan 2013	-1,774.21
Check	02/13/2013	2354	Michigan Municipal League	Inv 8140	-47.80
Check	02/13/2013	2355	Pfeffer-Hanniford-Palka	Prof services from 1/1/13 - 2/10/13	-1,600.00
Check	02/13/2013	2356	Tractor Supply Co.	Acct 6035301203240252	-169.89
Check	02/13/2013	2357	U.S. POSTMASTER	Oak Pte billing Nov, Dec 12 & Jan 13	-310.23
Check	02/15/2013	2358	Chase Card Services	Acct 5582 5086 3893 2167	-2,757.81
Check	02/15/2013	2359	Staples Credit Plan	Acct 6035 5178 6145 0400	-626.58
Check	02/15/2013	2360	Press & Argus	Ad in Press & Argus for WW Treat Operator	-135.68
Check	02/21/2013	2361	Advanced Auto Parts	Transaction # 8082234641173	-34.97
Check	02/21/2013	2362	Brighton Ford - Mercury, Inc.	Inv 65152	-41.55
Check	02/21/2013	2363	Monroe Truck Equipment, Inc.	Inv 715669	-335.55
Check	02/21/2013	2364	Pollardwater.com - East	Inv 1344693-IN	-187.26
Check	02/21/2013	2365	Port City Communications, Inc.	Inv # 444402012013	-496.98
Check	02/21/2013	2366	Shell Fleet Plus	Acct 065-332-306	-4,410.66
Check	02/21/2013	2367	SWANN'S CLOTHING STORE	Inv 7000	-16.98
Check	02/21/2013	2368	Verizon Wireless	Inv 2871629068	-231.03
Check	02/21/2013	2369	Victory Lane Quick Oil Change	Inv 23095	-35.48
<b>Total</b>					<b>-18,983.50</b>

12:27 PM

**#593 LAKE EDGEWOOD W/S FUND****Payment of Bills**

February 13 - 25, 2013

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	02/14/2013	2312	Consumers Energy	Jan 19, 13 - Feb 5, 2013 billing	-757.48
Check	02/21/2013	2313	Brighton Analytical L.L.C.	Inv #'s 0113-79911, 0213-79965	-154.00
Check	02/21/2013	2314	Bullseye Telecom	Inv # 15813836	-474.99
Check	02/21/2013	2315	Cooper's Turf Management	Inv 10483	-50.00
Check	02/21/2013	2316	S W Controls, Inc.	Inv 0036765	-608.70
<b>Total</b>					<b>-2,045.17</b>

12:29 PM

**#592 OAK POINTE WATER/SEWER FUND****Payment of Bills**

February 13- 25, 2013

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Check	02/14/2013	2618	DTE ENERGY	4335 Crooked Lake Rd	-50.00
Check	02/14/2013	2619	Mancuso & Cameron	RE: Verizon Inv dated 2/4/2013	-56.25
Check	02/21/2013	2620	AT&T	Acct 810-227-4883 026 3	-104.59
Check	02/21/2013	2621	BRIGHTON ANALYTICAL, LLC	Inv #'s 0113-79912, 0213-79978	-268.00
Check	02/21/2013	2622	Bullseye Telecom	Inv # 15826535	-684.93
Check	02/21/2013	2623	DUBOIS COOPER ASSOCIATES INCORP	Inv 152734	-412.00
Check	02/21/2013	2624	Dykema Gossett PLLC	Inv 1497771	-2,226.84
Check	02/21/2013	2625	Northern Pump & Well	Inv # 13J154	-19,970.15
Check	02/21/2013	2626	PVS Nolwood Chemicals, Inc	Inv 394857, CM's 109720, 109019, 10	-577.00
Check	02/21/2013	2627	STANDARD ELECTRIC	Inv # 1734753-00	-638.77
Check	02/21/2013	2628	Tetra Tech, Inc.	Inv # 50647193	-510.00
<b>Total</b>					<b>-25,498.53</b>

**GENOA CHARTER TOWNSHIP BOARD**  
**Regular Meeting and Public Hearing**  
**February 18, 2013**

**MINUTES**

Supervisor McCririe called the regular meeting and public hearing 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 for the transaction of business: Gary McCririe, Paulette Skolarus, Robin Hunt, Todd Smith, Jean Ledford, Jim Mortensen and Linda Rowell. Also present were Township Manager Michael Archinal, Township Attorney Frank Mancuso and approximately 20 persons in the audience.

A Call to the Public was made with no response.

**Approval of Consent Agenda:**

Moved by Ledford and supported by Smith to approve all items listed under the consent agenda as requested. The motion carried with Rowell abstaining.

**1. Payment of Bills.**

**2. Request to approve minutes: February 4, 2013.**

**3. Request for approval of the Tetra Tech proposal for engineering for Mountain & Mystic as recommended by Archinal.**

**Approval of Regular Agenda:**

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

**4. Call to the public for the Lake Chemung Aquatic Weed Control Improvement Project.**

Skolarus advised the board that two letters were received with reference to this petition. The first was from John Hull asking the township to proceed with the project. The second letter was from Katie Pasciolla asking the board to consider a different act that would allow parcels with large lots to pay more.

Pam Tynning of Progressive Engineering addressed the board on behalf of Lake Chemung. Tynning – in response to the township's concerns, the reason for the increase is due to the fact that the cost for services has been fixed for the last five years because the contract that was in effect was a five year contract that did not include a mechanism for any cost increases during the life of the contract. Over the past five years the costs for the various herbicides that we apply to the lake have substantially increased and it has become necessary to use Sonar (a much more costly herbicide to treat for Eurasian Watermilfoil) on a more frequent basis (every three year). Plus, the types of aquatic vegetation in the lake have changed (we now have Stoney Starwort in the lake- a very difficult plant to control) and this has resulted in the need for more aggressive lake management. And, lastly, the costs for our contractors to provide their services have increased

and there is a need to increase the costs we pay to them. And, it has become necessary to include an additional cost in the assessment to maintain the lake management services that the LCRA provides (voluntary membership has declined to the point that the LCRA can no longer maintain their web site, lake monitoring, etc.) so we are including a small fee in the SAD so that we can continue with LCRA necessary services.

A call to the property owners and the public was made with the following response: Michael Durfee – Why are we poisoning our lake? There is a declining fish population and the weeds are caused by fertilizer. McCririe – those concerns need to be raised with your Lake Association. Michael Suciu – I am supportive of this program and would like to see it continue. Randy Williams – I am concerned that the people who live off the lake are charged the same as those on the lake. There used to be two accesses but now one is not there. I feel like I don't belong. Mancuso – The court has ruled that there is still access. Reference was made to the 1920's plat. Smith – I have been mowing that property for 23 years and the access is 35' wide. Skolarus – Do you boat on the lake? Williams – I have a small fishing boat. Dan Goebel – I am concerned with the additional chemicals. This district is not like the original petition. It is a lot of money to spend that does more harm than good. McCririe – The D.E.Q. regulates what can be put into the lake. Please contact your association for more information. Skolarus – I will check with the assessor's office to determine the benefit in the case of Mr. Williams. Archinal was asked to provide a copy of the court case referenced by Mancuso and a copy of the plat at the next regular meeting of the board.

**5. Request for approval of Resolution #3 (Resolution Approving Project, Cost Estimates, Special Assessment District and Causing the Special Assessment Roll to be Prepared) for the Lake Chemung Aquatic Weed Control Improvement Project.**

Moved by Ledford and supported by Skolarus to approve Resolution #3 as presented. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Rowell, Mortensen, Skolarus and McCririe. Nays – None. Absent – None.

*Note: Archinal will provide a copy of the plat and court ruling for the next regular meeting of the board.*

**6. Request for approval of Resolution #4 (Resolution Acknowledging the Filing of the Special Assessment Roll, Scheduling the Second Hearing, and Directing the Issuance of Statutory Notices) for the Lake Chemung Aquatic Weed Control Improvement Project.**

Moved by Smith and supported by Ledford to approve resolution #4 with the addition of paragraph 5 in the notices to residents. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Rowell, Mortensen, Skolarus and McCririe. Nays – None. Absent – None.

**7. Request for approval of an amendment to the General Fund 101, Future Road Fund 261, Road/Lake Reimbursement Fund 264, and Future Development Parks and Rec Fund 270 for the fiscal year ending March 31, 2013 and review of budgets for the General Fund 101, Future Road Fund 261, Road/Lake Reimbursement Fund 264, Future Development Parks and Rec Fund 270 and Liquor Law 212 for the fiscal year ending March 31, 2014.**

A. Moved by Mortensen and supported by Hunt to approve the amendment to the General Fund budget for the fiscal year ending 03/31/2013. The motion carried unanimously.

B. Moved by Mortensen and supported by Ledford to approve the amendment to the Future Road Fund budget for the fiscal year ending 03/31/2013. The motion carried unanimously.

C. Moved by Mortensen and supported by Hunt to approve the amendment to the Road/Lake Reimbursement Fund budget for the fiscal year ending 03/31/2013. The motion carried unanimously.

D. Moved by Mortensen and supported by Smith to approve the amendment to the Parks and Recreation Fund budget for the fiscal year ending 03/31/2013. The motion carried unanimously.

**8. Review and receipt of nine month analysis of all funds as submitted by Palka.**

The board received the analysis. No formal action was taken.

**9. Request for approval of Resolution 130218 authorizing publication of Notice of Intent to issue bonds and allowing for the reimbursement of certain expenditures from bond proceeds.**

Utility Director Greg Tataro addressed the board with the following summary:

- The existing treatment technology for the Oak Pointe WWTP is antiquated
- There are numerous violations, primarily associated with Sodium & Chloride Violations
- Remove a source of groundwater contamination impacting Township residents
- The Township does not wish to inspect individual residences or enforce water softener restrictions on individual homes
- This project has been a goal of the Township since 2005
- This project will consolidate 2 wastewater treatment plants into one, which has support from the State, is an opportunity to consolidate energy, labor, and services, and improve the quality of treated wastewater effluent discharged in the Township.

A call to the public was made with the following response: Jim Delcamp – There are other viable options with regard to this project. Please review the Eco Water System and look at Hamburg Township's method of enforcement and inspection program. A 12 page letter defining Mr. Delcamp's plan was provided in the board packet.

McCririe – We did try to enforce going into the homes of our residents and have been denied access. We are concerned with the contamination impacting our residents and need to address this matter with a permanent solution.

Moved by Skolarus and supported by Ledford to approve Resolution 130218 as requested by Tataro. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Rowell, Mortensen, Skolarus and McCririe. Nays – None. Absent – None.

**10. Request for approval of the 2013/2014 System Labor and Equipment Percentage Allocation and the DPW Budget for FY Ending 2014.**

Moved by Smith and supported by Mortensen to approve the System Labor and Equipment percentage and the DPW budget for the fiscal year ending 03/31/2014 as requested by Tataro. The motion carried unanimously.

**11. Request for approval of the FY 2014 Operating Budgets for the Lake Edgewood Sewer System, the Oak Pointe Sewer System and the Oak Pointe Water System.**

Moved by Smith and supported by Mortensen to approve the Operating Budgets for the Lake Edgewood Sewer System, Oak Pointe Sewer System and Oak Point Water System as requested by Tatara. The motion carried unanimously.

**12. Request for approval of 1% rate increase to the Lake Edgewood Sewer System effective date of June 1, 2013.**

Moved by Smith and supported by Skolarus to approve a 1% increase to the Lake Edgewood Sewer System as Requested. The motion carried unanimously.

**13. Consider funding from the Howell Area Parks Recreation Authority.**

Moved by Smith and supported by Ledford to fully fund (\$100,000.00 annually) Howell Area Parks and Recreation Authority with a 1-year contract and to reserve the rights to withdraw should the authority seek millage, further, with the understanding that the Recreation Authority will mail brochures offering recreational programs to all township residents. The motion carried unanimously.

Moved by Smith and supported by Rowell to send a formal letter to SELCRA asking for inclusion in the authority under guidelines to be determined by the board after an invitation is received. The motion carried as follows: Ayes – Ledford, Smith, Hunt, Rowell, Mortensen and McCririe. Nay – Skolarus.

**14. Consider request to enter into closed session for discussion pending litigation pursuant to Section 8(e) of the 1976 Open Meetings Act.**

Moved by Smith and supported by Hunt to move to closed session to discuss pending litigation at 8:33 p.m. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Rowell, Mortensen, Skolarus and McCririe. Nays – None. Absent – None.

The closed session was adjourned and the regular meeting was opened at 8:45 p.m.

Moved by Skolarus and supported by Smith to direct Attorney Mancuso to dismiss the lawsuit pending against the Mr. Wagoner. The motion carried unanimously.

The regular meeting and public hearing of the board was adjourned at 8:50 p.m.



Paulette A. Skolarus  
Genoa Charter Township Clerk

(Press/argus 02/22/2013)

**Memorandum**

TO: Genoa Township Board

FROM: Adam VanTassell

DATE: March 4, 2013

RE: Additional GIS concurrent use license proposal

Manager Review:



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**CONSIDER APPROVAL OF THE PURCHASE OF 1 ARCVIEW  
CONCURRENT USE LICENSE FOR THE TOWNSHIP AT THE  
COST OF \$3, 150.00**

Due to the increased use of the Township GIS system with the addition of the GIS intern, Staff is proposing an additional concurrent license use to allow for an additional user to utilize the GIS system which would bring the total capacity to 6 users at a time. The GIS system currently sees daily use from the Utility Department (4 users), Planning and Zoning (3 users) and Assessing (2 users).

Currently the Utility Department has purchased 3 GIS licenses while the remaining 2 were purchased through the General Fund.

**MOVE TO APPROVE THE PURCHASE OF 1 ARCVIEW  
CONCURRENT USE LICENSE FOR THE TOWNSHIP AT THE  
COST OF \$3, 150.00**





### Quotation # 20420451

Date: February 11, 2013

**ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.**  
380 New York St  
Redlands, CA 92373-8100  
Phone: (800) 447-9778 Fax: 909-307-3049  
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

**Customer # 292612 Contract # 2011MPA7115**

TOWNSHIP OF GENOA  
PLANNING DEPT  
2911 DORR RD  
BRIGHTON, MI 48116

*To expedite your order, please attach a copy of this quotation to your purchase order.*  
**Quote is valid from: 02/11/2013 To: 05/12/2013**

ATTENTION: Adam VanTassell  
PHONE: (810) 227-5225  
FAX: (810) 227-3420

Material	Qty	Description	Unit Price	Total
87143	1	ArcGIS for Desktop Basic (formerly ArcView) Concurrent Use License	3,150.00	3,150.00
			Item Total:	3,150.00
			Subtotal:	3,150.00
			Sales Tax:	0.00
			Estimated Shipping & Handling(2 Day Delivery) :	0.00
			Contract Pricing Adjust:	0.00
			<b>Total:</b>	<b>\$3,150.00</b>

This quote is subject to the terms and conditions of the State of Michigan contract # 071B1300270, Esri contract # 2011MPA7115. Please reference the contract on your Purchase Order; no other terms shall apply.

Once your order is processed, you will receive an e-mail with your software authorization number along with instructions on how to download the software and complimentary data & maps from customers.esri.com.

Please note that there are extensions available to add additional functionality to your core ArcGIS for Desktop licenses (esri.com/extensions). ArcGIS instructor-led and self-paced training courses are available (esri.com/training). Feel free to contact me for further information or a revised quotation.

\* Please indicate on your purchase order if this purchase is funded through the American Recovery and Reinvestment Act, and whether Esri is a Prime Recipient, Sub-recipient, or Vendor for reporting purposes.

**For questions contact: Tanya Emershy Email: [temershy@esri.com](mailto:temershy@esri.com) Phone: (800) 447-9778 x2717**

Acceptance of this quotation is limited to the Esri License Agreement and the Quotation Terms and Conditions  
This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.

**If sending remittance, please address to: Esri, File No. 54630, Los Angeles, Ca 90074-4630**

# Genoa-Oceola Sewer & Water Authority

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2911 Dorr Road  
Brighton, MI 48116  
810-227-5225

## MEMORANDUM

**TO:** Honorable Members of the Genoa Charter Township Board  
**FROM:** Greg Tatara, Utility Director  
**DATE:** February 27, 2013  
**RE:** Agreement Regarding Additional Voting Member of the Genoa-Oceola Sewer and Water Authority

**MANAGER REVIEW:** \_\_\_\_\_  


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For consideration at tonight's Board Meeting is approval of an intergovernmental agreement which will allow the existing members of the Genoa-Oceola Sewer and Water Authority to add a 5<sup>th</sup> voting member of the Genoa-Oceola Sewer and Water Authority Board.

### Background

The Genoa-Oceola Sewer and Water Authority formed in 1988 as a collaborative venture between Genoa Township, Oceola Township, and the Livingston County Drain Commissioner's Office. The Drain Commissioner's Office was involved to provide the full faith and credit of Livingston County for the financing of the original bonds for this project, through Chapter of 20 of the Drain Code of 1956. A contract was drafted between the Authority and County in 1991 that ratified this relationship and provided that when the original bonds were paid off, the system would revert from County ownership to Authority ownership. This agreement also gave the Livingston County Drain Commissioner a voting seat on the Authority Board.

In February of 2013, the ownership of the Genoa-Oceola System was relinquished to the Authority, and as a result there is no longer a 5<sup>th</sup> voting member on the Authority Board, as the relinquishment terminated the 1991 agreement with the County. As a result, the Authority Board is currently comprised of two members of the each Township Board, the Supervisor and an additional appointed member. The attached agreement will allow the appointed Authority Board (as stipulated by the Articles of Incorporation) to appoint a 5<sup>th</sup> voting member to the Authority Board through a majority vote. This member will provide for the appointment of a member with expertise in the area of sewer system operation and provide a potentially important impartial vote in the event of a tie between townships. This member will serve an appointed term of 1 year.

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

Moved by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the Agreement Regarding Additional Voting Member of the Genoa-Oceola Sewer and Water Authority

**Agreement Regarding Additional Voting Member  
of the Genoa-Oceola Sewer and Water Authority**

This Agreement (the "Agreement") is made as of March \_\_, 2013 by and among (i) Genoa Charter Township ("Genoa Township") the address of which is 2911 Dorr Road, Brighton, Michigan 48116; (ii) Oceola Township ("Oceola Township") the address of which is 1577 North Latson Road, Howell, Michigan 48843; and (iii) the Genoa-Oceola Sewer and Water Authority (the "G-O Authority") the address of which is 2911 Dorr Road, Brighton, Michigan 48116.

**Background**

WHEREAS, the G-O Authority has been organized as a public body corporate pursuant to Act 233, Michigan Public Acts of 1955;

WHEREAS, the Articles of Incorporation for the G-O Authority, as amended, provide in part as follows, with respect to the governing body of the G-O Authority:

The governing body of the Authority shall be a Commission which shall be made up of two (2) representatives from each of the constituent municipalities which representatives shall be a member of the legislative body of each constituent municipality. The elected supervisor or the supervisor's designated representative (which shall be an elected township board member of the Township Board of the respective township and said designee shall be appointed at the sole discretion of the respective supervisor) of each constituent municipality shall be a representative of the Commission and each constituent municipality shall appoint one (1) other member from its Township Board to serve on the commission.

In addition to the four (4) representatives serving on the Commission, each constituent municipality shall select one (1) alternate representative from its Township Board to serve as an alternate to the two (2) Commission members of that respective constituent municipality. Said alternate is to serve upon the death, disability or unavailability of any one of the two (2) commission members from the constituent municipality from which the alternate is chosen.

WHEREAS, pursuant to the Genoa-Oceola Sewage Disposal System Contract dated April 3, 1991 (the "1991 Agreement"), the Chairman of the Genoa-Oceola Sanitary Sewer Drain No. 1 Drainage District Board, or his designee, serves as a voting members of the G-O Authority's Commission, pursuant to the following language in Section 8 of the 1991 Agreement:

The Chairman of the Genoa-Oceola Sanitary Sewer Drain No. 1 Drainage District Board, or his alternate designated by the Genoa-Oceola Sanitary Sewer Drain No. 1 Drainage District Board, shall be a voting member of the Genoa-Oceola Sewer

and Water Authority, the public corporation established by the LOCAL UNITS under the provisions of Act 233, Public Acts of Michigan, 1955, as amended. The lease by the Genoa-Oceola Sanitary Sewer Drain No. 1 Drainage District with the AUTHORITY, shall contain the prior provision with respect to the Chairman, or his alternate, being a member of the AUTHORITY. The term or time of tenure of the Chairman or his alternate being a voting member of the Genoa-Oceola Sewer and Water Authority shall be contemporaneous with the term or tenure of being a Chairman or designated alternate as a member of the Genoa-Oceola Sanitary Sewer Drain No. 1 Drainage District Board.

WHEREAS, the parties have recently agreed to terminate the 1991 Agreement;

WHEREAS, the parties desire to have the option to appoint a fifth voting member of the Commission of the G-O Authority;

Now, therefore, it is agreed as follows:

1. **Agreement to have a Fifth Voting Member of the Commission.** The parties agree that the option of having a fifth voting member of the G-O Authority Commission should be available.

2. **Appointment of the Fifth Voting Member of the Commission.** While this Agreement remains in effect, the four voting members of the G-O Authority Commission are authorized, but not required, to appoint a fifth voting member of the G-O Authority Commission through a majority vote, which person shall be referred to in this Agreement as the "Appointed Commission Member." Such appointment shall be made on an annual basis, but such Appointed Commission Member (i) may resign at any time, or (ii) may be removed by the majority vote of the other four voting members of the G-O Authority Commission.

3. **Voting Rights and Other Matters Related to the Appointed Commission Member.** The Appointed Commission Member shall be entitled to vote on matters in the same manner as the other four voting members of the G-O Authority Commission, shall receive all notices, mailings and other material provided to the other four voting members of the G-O Authority Commission, and shall be paid the same per diem compensation and expense reimbursement as the other four voting members of the G-O Authority Commission.

4. **Termination of this Agreement.** This Agreement may be terminated by Genoa Township or by Oceola Township by providing ninety (90) days prior written notice of termination to the other two parties to this Agreement. Following the expiration of such ninety (90) days, this Agreement shall no longer be in effect and the Appointed Commission Member shall after that time no longer be a voting member of the G-O Authority Commission.

5. **General Terms.**

a. **Entire Agreement.** This Agreement sets forth the entire understanding of the parties hereto with respect to the subject matter of this Agreement.

**b. Amendment.** No amendment or modification of this Agreement shall be binding upon the parties hereto unless such document is a written document signed by all of the parties to this Agreement.

**c. No Third-Party Beneficiaries.** This Agreement does not create, and is not intended to create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit or any other right in favor of any person other than the parties to this Agreement.

**d. Governing Law.** This Agreement shall be governed by the laws of the State of Michigan.

**e. Counterparts.** This Agreement may be executed in one or more counterparts, and the execution of this Agreement in such counterparts shall not affect the legality of this Agreement.

IN WITNESS WHEREOF the parties have caused this Agreement to be executed by their authorized officer.

Oceola Township

Genoa Township

By: \_\_\_\_\_  
William J. Bamber  
Its: Supervisor

By: \_\_\_\_\_  
Gary McCririe  
Its: Supervisor

By: \_\_\_\_\_  
Kathleen E. McLean  
Its: Clerk

By: \_\_\_\_\_  
Paulette Skolaris  
Its: Clerk

Genoa-Oceola Sewer and  
Water Authority

By: \_\_\_\_\_  
Gary McCririe  
Its: Chairman

By: \_\_\_\_\_  
Lance Schuhmacher  
Its: Secretary



# MEMO

**TO:** Honorable Members of the Genoa Charter Township Board

**FROM:** Greg Tatara, Utility Director

**DATE:** February 27, 2013

**RE:** Second Amendment to the Utility Services Agreement

**MANAGER REVIEW:**



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For consideration at tonight's Board Meeting is the approval of the Second Amendment to the Utility Services Agreement between Genoa Charter Township, the Marion, Howell, Oceola, and Genoa (MHOG) Sewer and Water Authority, and the Genoa-Oceola (G-O) Sewer and Water Authority. At the February 18, 2013 Genoa Township Board Meeting, the Township approved the 2014 DPW Budget and the revised allocation percentage. These documents were subsequently approved on February 20, 2013 by the participating Authorities. This amendment formalizes the incorporation of the new budget and allocation percentage into the Utility Services Agreement, as well as acknowledges the addition of Geographic Information Services (GIS) to each participating utility system.

Based on the above summary, please consider the following motion:

Moved by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the Second Amendment to the Utility Services Agreement between Genoa Charter Township, the Marion, Howell, Oceola, and Genoa (MHOG) Sewer and Water Authority, and the Genoa-Oceola (G-O) Sewer and Water Authority.

**SECOND AMENDMENT**

Effective as of April 1, 2013

to

**UTILITY SERVICES AGREEMENT**

Dated as of February 22, 2011 among

**MARION HOWELL OCEOLA AND GENOA SEWER AND WATER AUTHORITY**

**and**

**GENOA-OCEOLA SEWER AND WATER AUTHORITY**

**and**

**GENOA CHARTER TOWNSHIP**

## SECOND AMENDMENT TO UTILITY SERVICES AGREEMENT

This Second Amendment to Utility Services Agreement (this "Second Amendment") is effective as of April 1, 2013 and is entered into among Marion Howell Ocoola and Genoa Sewer and Water Authority ("MHOG"), the Genoa-Ocoola Sewer and Water Authority ("G-O"), and Genoa Charter Township ("Township").

**WHEREAS**, the parties hereto previously entered into a Utility Services Agreement regarding sewer and water system operation dated as of February 22, 2011 **WHEREAS**, the parties hereto desire to enter into this Second Amendment to amend and supplement certain provisions of the Utility Services Agreement; and

**WHEREAS**, the parties hereto desire this Second Amendment to be effective as of the date of this Second Amendment;

**NOW, THEREFORE**, by this Second Amendment, the parties hereto amend the Utility Services Agreement as follows:

**Section 1.1 Amendment of Article III – Scope of Services.** Section 3.6 of the Utility Services Agreement is hereby added effective April 1, 2013 to read as set forth below.

**Section 3.6 – Geographic Information Services Integration and Maintenance.** During the term of this Agreement, the Township Utility Department agrees to provide Geographic Information Services (GIS) to each participating utility system. These services will include:

- 1) Maintaining special location of water and sanitary sewer pipes, structures, and other appurtenances
- 2) Maintain electronic copies of conforming to construction record drawings for each system
- 3) Maintain the above records for the purpose of MISS Dig location of utilities
- 4) Maintain parcel, road, state highway, and aerial photography records (as provided by Livingston County) in relation to the sanitary sewer and water locations.

**Section 1.2 Amendment of Section 5.1 of the Utility Services Agreement.** Section 5.1 of the Utility Services Agreement is hereby amended effective April 1, 2013 to read as set forth below.

**Section 5.1. DPW Fund Budget.** During the term of this Agreement, and each subsequent year, the Township shall maintain a separate DPW Fund Budget (the "DPW Fund Budget") to track revenues and expenses associated with the staff, vehicles, supplies, materials and other expenses required to perform the administrative, operational, maintenance and billing services outlined in this Agreement. The fiscal operating year for the 2013-14 DPW Fund Budget presented in **Exhibit 1** to this amendment is April 1 through March 31<sup>st</sup>.



This DPW Fund Budget shall be established annually and shall balance. The fund balance in the DPW Fund at the end of each fiscal year shall not exceed \$50,000 following the annual audit of the fund, with the exception of the reserve funds. To the extent that the DPW Fund has a balance of more than \$50,000, then the amount exceeding \$50,000 shall be returned to the parties hereto based on the same allocations on which such funds were paid to the DPW Fund.

The Township auditor shall prepare quarterly budget to actual reports for presentation to System's governing boards on a quarterly basis. Failure to present quarterly reports shall constitute a default of this Agreement.

a. Revenue

Revenue to the DPW Fund shall include receipted funds collected from the billing of additional systems for which full operational services are not performed. These additional systems, for which billing services are provided, and the fees for those services, are presented in **Exhibit 1** to this agreement. Revenues shall also include receipted funds from the Systems for providing administrative, operational, and billing services. Finally, revenues will also include interest income and other miscellaneous revenue streams not otherwise described.

b. Expenses

Expenses to the DPW Fund shall include the payments made from the fund for labor costs for Township Utilities Department employees (direct costs, benefits and indirect costs), insurance, taxes, fuel, repairs, vehicle purchases, employee vehicle use, outside consultants, computers, software, equipment, tools, GIS Integration and Maintenance, and other items required to properly provide the services described in this Agreement, as well as any litigation costs related to employees of the Township Utilities Department or services provided by the Township Utilities Department to the Systems pursuant to this Agreement.

**Section 1.3 Amendment to Section 5.2 of the Utility Services Agreement.** Section 5.2 of the Utility Services Agreement is hereby amended effective April 1, 2013 to read as follows:

**Section 5.2 Calculation of Labor and Equipment Compensation.** Beginning on April 1, 2013, and in each subsequent year, the allocation percentage calculation shall be based on the formula presented in **Exhibit 2**. In December of 2013 and in December of each subsequent year, the Utilities Staff will re-evaluate the System allocations based on changes in the number of customers, piping, pump stations, consolidation of systems, as illustrated in the formula. The Utilities Staff will then present the revised allocation to the governing boards of the Systems in January of each year and such revised allocation shall be considered for approval by the governing board of each System prior to the end of February of each year. In the event that the revised allocation is not approved by the governing board of each System as set forth above, then the then current allocation shall remain in effect for the fiscal year beginning on the following April 1.

**Section 1.4 Amendment to Section 5.8 of the Utility Services Agreement.** Section 5.8 of the Utility Services Agreement is hereby amended effective April 1, 2013 to add Section 5.8.3 as follows:

**Section 5.8.3 Personnel Reserve Funds.** As part of the DPW Budget, the Township shall maintain a segregated personnel reserve fund. This fund shall be used for unforeseen risks associated with personnel management including un-employment compensation and / or potential lawsuits from dismissal or harassment, or a disability claim. During the initial term of the Agreement, the fund balance in the personnel reserve fund shall not exceed \$50,000.

**Section 1.5 Short Title.** This amendment shall be known as and may be designated by the short title "Second Amendment."

**Section 1.6 Definitions.** All words and phrases defined in Utility Services Agreement shall have the same meaning in this Second Amendment, except as otherwise amended or defined in this Second Amendment.

**Section 1.7 First Amendment Construed with Utility Services Agreement.** All of the provisions of this Second Amendment shall be deemed to be construed as part of the Utility Services Agreement to the same extent as if fully set forth therein.

**Section 1.8 Utility Services Agreement.** Except as amended and supplemented by this Second Amendment, the Utility Services Agreement shall remain in full force and effect.

**Section 1.9 Execution in Counterparts.** This Second Amendment may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same instrument.

**Section 1.10 Severability.** If any section, paragraph, clause or provision of this Second Amendment shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Second Amendment.

**Section 1.11 Governing Law.** This Second Amendment shall be construed in accordance with the laws of the State of Michigan.

IN WITNESS WHEREOF, the parties have caused this Second Amendment to be executed and delivered, by their respective duly authorized officers, all as of the date specified above.

MARION, HOWELL, OCEOLA AND GENOA  
SEWER AND WATER AUTHORITY

Date: \_\_\_\_\_

\_\_\_\_\_  
By: William Bamber  
Secretary

GENOA-OCEOLA SEWER AND WATER  
AUTHORITY

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Lance Schuhmacher  
Secretary

GENOA CHARTER TOWNSHIP

Date: \_\_\_\_\_

\_\_\_\_\_  
By: Gary McCrie  
Its: Supervisor

**Proposed  
2013/2014 System Labor Equipment Percentage Calculation**

System	Billed Connections	%	Mile of Pipe	%	Avg. Daily Flow (10/1/11 - 9/30/12)	%	Storage / Pump Station with Daily Checks	%	Full Time Staff Equivalents to Operate	%	Annual Budget	%	Grinder Pumps & Hydrants	%	Total Avg.
MHOG	4,295	39.24%	126	45.49%	1,694,000	51.10%	7	34.31%	8	34.78%	\$2,226,073	41.85%	1,411	65.63%	44.63%
Genoa-Oceola	4,097	37.43%	90	32.49%	950,000	28.65%	6.4	31.37%	5	21.74%	\$1,780,551	33.47%	89	4.14%	27.04%
Oak Pointe Sewer	1,230	11.24%	34	12.27%	172,000	5.19%	2	9.80%	4	17.39%	\$592,047	11.13%	420	19.53%	12.37%
Oak Pointe Water	828	7.56%	15	5.42%	377,000	11.37%	4	19.61%	3	13.04%	\$390,559	7.34%	144	6.70%	10.15%
Lake Edgewood	496	4.53%	12	4.33%	122,310	3.69%	1	4.90%	3	13.04%	\$330,215	6.21%	86	4.00%	5.82%
<b>Total</b>	<b>10,946</b>	<b>100.00%</b>	<b>277</b>	<b>100.00%</b>	<b>3,315,310</b>	<b>100.00%</b>	<b>20.4</b>	<b>100.00%</b>	<b>23</b>	<b>100.00%</b>	<b>\$5,319,445</b>	<b>100.00%</b>	<b>2,150</b>	<b>100.00%</b>	<b>100.00%</b>

System	Existing Allocation %	Proposed Percentage	Difference
MHOG	43.46%	44.63%	1.17%
Genoa-Oceola	27.21%	27.04%	-0.17%
Oak Pointe Sewer	12.70%	12.37%	-0.33%
Oak Pointe Water	10.65%	10.15%	-0.50%
Lake Edgewood	5.98%	5.82%	-0.16%

GENOA TOWNSHIP - DPW FUND #503  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/13 COMPARED TO ACTUAL FOR THE  
 9 MONTHS ENDING 12/31/12

ACCOUNT#	ACCOUNT DESCRIPTION	ORIGINAL BUDGET FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR THE 9 MONTHS ENDING 12/31/2012	PROJECTED REVENUES/EXPENSES THE YEAR ENDING 3/31/2013	PROPOSED BUDGET FOR THE YEAR ENDING 3/31/2014
<b>REVENUES</b>					
400	FEES - EXCLUDING OPER LABOR				
401	GENOA TWP.	23,000	6,771	6,800	5,000
402	MARION SEWER (BILLING ONLY)	14,500	11,364	14,500	15,000
403	PINE CREEK WATER/SEWER (BILLING ONLY)	14,000	10,349	14,000	14,000
404	LAKE EDGEWOOD WATER (BILLING ONLY)	4,100	3,004	4,100	4,100
	SUBTOTAL - FEES EXCLUDING OPER LABOR	55,600	31,488	39,400	38,100
410	FEES - INCLUDING OPER LABOR				
411	OAK POINTE WATER/SEWER	437,574	328,182	437,574	431,836
412	MHOG WATER	814,431	610,823	814,431	855,811
413	LAKE EDGEWOOD SEWER	112,064	84,042	112,064	111,602
415	GENOA/OCEOLA SEWER	509,910	382,432	509,910	518,510
	SUBTOTAL - FEES INCLUDING OPER LABOR	1,873,979	1,405,479	1,873,979	1,917,760
420	OTHER INCOME	500	5,411	5,500	500
440	INTEREST INCOME	0	0		0
	SUBTOTAL - OTHER INCOME	500	5,411	5,500	500
	TOTAL REVENUE	1,930,079	1,442,378	1,918,879	1,956,360
<b>EXPENDITURES</b>					
600	AUDIT/ACCOUNTING SERVICES	7,000	3,250	7,000	7,000
601	AUTO/TRUCK EXPENSES				
601.1	ALLOWANCE	13,200	9,950	13,500	15,200
601.2	GASOLINE	48,000	38,301	51,068	55,000
601.3	LOAN PAYBACK	64,147	48,111	64,147	64,147
601.4	REPAIRS/MAINTENANCE	10,000	6,359	13,000	14,000
	TOTAL AUTO/TRUCK EXPENSES	135,347	102,721	141,715	148,347
602	ADMINISTRATIVE EXPENSES				
602.1	RECEIPTING	30,000	22,500	30,000	30,000
602.2	OFFICE RENT & SUPPLY	20,000	15,000	20,000	20,000
	TOTAL ADMINISTRATIVE EXPENSES	50,000	37,500	50,000	50,000
603	COMPUTER/SW EXPENSES	10,000	14,968	16,000	20,000
604	CONFERENCES & DUES	10,000	5,417	7,500	10,000
606	CONTINGENCY	5,000	0	0	5,000
608	EMPLOYER'S PAYROLL TAXES				
608.1	ADMINISTRATION	21,657	20,735	27,149	25,321
608.2	OPERATORS	66,283	40,644	57,511	61,207
	TOTAL EMPLOYER'S PAYROLL TAXES	87,940	61,379	84,661	86,528
609	GIS	0	0	0	30,000
612	INSURANCE				
612.1	EMPLOYEES - ADMIN (HEALTH INS)	44,760	31,943	45,766	56,712
612.11	EMPLOYEES - ADMIN (LIFE, DISABILITY INS)	3,240	1,940	2,587	2,700
612.12	EMPLOYEES - ADMIN (WORKERS COMP)	1,843	1,754	2,339	2,658
612.2	EMPLOYEES - OPERATORS (HEALTH INS)	198,640	138,618	182,481	183,018
612.21	EMPLOYEES - OPERATORS (LIFE, DISABILITY INS)	18,360	7,343	9,651	10,000
612.22	EMPLOYEES - OPERATORS (WORKERS COMP INS)	34,976	20,860	27,673	40,389
612.3	VEHICLES & LIABILITY INS	8,000	8,000	8,000	9,500
	TOTAL INSURANCE	309,819	210,458	278,496	304,977
613	LEGAL FEES	1,500	881	1,000	1,500
615	CREDIT CARD FEES	10,000	9,882	13,176	14,000
616	EMPLOYEE HEALTH/BACKGROUND/RECRUITING	2,400	479	1,000	1,200
617	OFFICE EXPENSES	4,000	6,542	7,000	4,000
618	OTHER EXPENSES	1,000	351	500	1,000
619	POSTAGE & SHIPPING	7,000	4,258	5,677	6,000
627	RETIREMENT				
627.1	ADMINISTRATION	27,072	22,414	30,959	31,651
627.2	OPERATORS	80,329	54,348	71,803	74,863
	TOTAL RETIREMENT	107,401	76,762	102,762	106,515
630	SALARIES				
630.1	SALARIES - ADMIN	270,718	200,979	287,536	316,514
630.8	SALARIES - OPERATIONS - STRAIGHT TIME	742,328	508,485	713,772	693,600
630.91	SALARIES - OPERATIONS - OVERTIME	86,205	39,908	64,583	71,488
	TOTAL SALARIES - OPERATIONS	828,533	548,393	778,355	765,088
	TOTAL SALARIES - ADMIN & OPERATIONS	1,099,251	749,372	1,065,891	1,081,602
640	SUPPLIES & TOOLS	5,000	4,903	6,537	7,000
651	TELEPHONE				
652	CUSTOMER LINE	2,000	422	600	1,000
653	ANSWERING SERVICE	2,700	1,979	3,000	3,000
654	MOBILE PHONES	18,000	10,317	14,600	15,000
	TOTAL TELEPHONE	22,700	12,718	18,200	19,000
700	TRANSFERS TO EQUIPMENT RESERVES	30,000	30,000	30,000	30,000
701	TRANSFERS TO PERSONNEL RESERVES	10,000	10,000	10,000	10,000
705	UNIFORMS & PROTECTIVE CLOTHING	15,000	8,629	10,000	12,000
	TOTAL EXPENDITURES	1,930,358	1,350,470	1,857,114	1,955,668
	CHANGE IN FUND BALANCE	(279)	91,908	61,765	692
	BEGINNING FUND BALANCE	202,627	202,627	202,627	121,765
	REFUNDS TO W/S DISTRICTS	(142,627)	(142,627)	(142,627)	
	ENDING FUND BALANCE	59,721	151,908	121,765	122,457
		3/31/2013	12/31/2012	3/31/2013	41,729

GENOA TOWNSHIP - GENERAL FUND #101  
 BUDGET TO ACTUAL REPORT  
 BUDGETS FOR THE YEARS ENDING 3/31/2013 and 03/31/2014  
 Mtg/ Date 02/18/2013

ACCT #	ACCOUNT DESCRIPTION	ACTUAL FOR THE YEAR ENDING 3/31/2012	BUDGET FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR 2/4/2013	11/19/2012 1ST AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2013	2/18/2013 2ND AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2013	PROPOSED BUDGET FOR THE YEAR ENDING 3/31/2014
<b>REVENUES</b>							
000-403-000	CURRENT REAL PROP TAXES	821,190.00	815,000	431,500	815,000	815,000	830,000
000-423-000	COLLECT FEES/EXCESS OF ROLL/SCHOOLS	318,946.00	332,200	25,115	332,200	332,200	335,000
000-476-100	LICENSES AND PERMITS/CABLE FRANCHISE FEES	318,111.00	323,000	256,597	323,000	323,000	323,000
000-477-000	METRO ACT FEES	13,500.00	13,500	10,891	13,500	13,500	13,500
000-480-000	TRAILER FEES	3,301.00	4,000	2,475	4,000	4,000	4,000
000-574-000	STATE SHARED REVENUES	1,630,181.00	1,325,000	1,195,604	1,325,000	1,325,000	1,325,000
000-608-000	CHARGES FOR SERVICES - APPLICA. FEES	28,575.00	33,500	25,491	33,500	33,500	33,500
000-631-000	REFUSE COLLECTION FEES	731,289.00	780,000	387,095	780,000	780,000	780,000
000-664-000	INTEREST INCOME	17,353.00	10,000	3,786	10,000	10,000	10,000
000-676-000	ADMIN FEE/DPW FUND	50,000.00	50,000	25,000	50,000	50,000	50,000
000-676-100	ADMIN FEE/LIQUOR LAW FUND	3,500.00	3,500	1,819	3,500	3,500	3,500
000-678-300	TAXES ON LAND TRANSFER - BRIGHTON/HOWELL	138,732.00	145,000	140,755	145,000	145,000	145,000
000-699-001	ELECTIONS - SCHOOLS, PRIMARY, MISC.	15,251.00	8,730	31,480	30,000	31,500	35,000
	TRANSFER IN FROM OTHER FUNDS	79,000.00					
	TOTAL REVENUES	4,168,929	3,843,430	2,537,608	3,864,700	3,866,200	3,887,500
<b>EXPENDITURES &amp; TRANSFERS OUT TO OTHER FUNDS</b>							
101-703-000	TRUSTEES - SALARIES	20,655.00	31,620	20,930.00	31,620	31,620	35,000
171-703-000	SUPERVISOR - SALARY	49,980.00	49,980	45,815.00	49,980	49,980	52,500
191-703-000	ELECTION - SUPPLIES/SALARIES	20,526.00	60,000	67,763.00	62,000	67,800	30,000
209-703-000	CONTRACTUAL - SALARIES	300,696.00	310,000	270,610.00	310,000	325,000	335,000
210-801-000	PROFESSIONAL - LEGAL	88,883.00	75,000	112,989.00	125,000	140,000	125,000
215-703-000	CLERK - SALARY	48,980.00	48,980	44,898.00	48,980	48,980	51,500
223-801-000	PROFESSIONAL - AUDITOR	16,850.00	18,000	17,100.00	18,000	18,000	20,000
241-801-000	PROFESSIONAL - ENGR./PLANNING	48,645.00	50,000	34,933.00	50,000	50,000	50,000
247-703-000	BOARD OF REVIEW - SALARIES	4,877.00	12,000	625.00	12,000	12,000	12,000
247-964-000	TAX CHARGEBACKS	20,848.00	20,000	6,124.00	20,000	20,000	20,000
253-703-000	TREASURER - SALARY	48,980.00	48,980	41,445.00	48,980	48,980	51,500
265-775-000	REPAIRS AND MAINTENANCE	83,665.00	75,000	80,197.00	75,000	90,000	90,000
265-910-000	INSURANCE	236,566.00	350,000	205,375.00	250,000	250,000	265,000
265-920-000	UTILITIES - ELECTRIC/GAS	19,356.00	20,000	15,674.00	20,000	20,000	20,000
284-703-000	SALARIES - OTHER	250,861.00	255,000	245,267.00	255,000	290,000	270,000
284-704-000	RETIREMENT	90,162.00	98,000	47,113.00	98,000	98,000	98,000
284-715-000	PAYROLL TAXES - FICA/MEDICARE	62,557.00	75,000	51,657.00	75,000	75,000	75,000
284-720-000	MESC - UNEMPLOYMENT TAXES		20,000		20,000	20,000	20,000
284-727-000	PRTG., POSTAGE, OFFICE SUPPLIES	72,499.00	75,000	61,232.00	75,000	75,000	75,000
284-728-000	ECONOMIC DEVELOPMENT		18,000	20,000.00	20,000	20,000	20,000
284-850-000	TELEPHONE	20,791.00	21,000	18,734.00	21,000	21,000	21,000
284-861-000	MILEAGE & TRAVEL EXPENSES	12,202.00	20,000	11,661.00	20,000	20,000	20,000
284-957-000	DUES	17,726.00	25,000	18,775.00	25,000	25,000	25,000
284-958-000	MTG. FEES & MISC EXPENSES	12,011.00	20,000	19,575.00	20,000	25,000	25,000
284-959-000	APPLICATION FEES EXPENSES	12,275.00	15,000	18,707.00	20,000	25,000	25,000
284-959-001	SALARIES - PLANNING COMMISSION/ZBA	27,344.00	28,000	21,384.00	28,000	30,000	32,000
301-703-000	ORDINANCE OFFICER - SALARY	44,710.00	46,000	39,715.00	46,000	46,000	48,000
336-999-001	FIRE SUB STATION EXPENSES	6,861.00	8,000	758.00	8,000	8,000	2,000
441-801-010	ROAD IMPROVEMENT	226,182.00	270,000	116,694.00	270,000	125,000	200,000
441-803-000	REFUSE COLLECTION	902,699.00	900,000	761,610.00	900,000	900,000	900,000
441-803-100	REFUSE BULKY ITEM DISPOSAL		10,000	7,710.00	10,000	10,000	10,000
441-804-000	DUST CONTROL/CHLORIDE	48,806.00	50,000	66,307.00	67,000	67,000	70,000

GENOA TOWNSHIP - GENERAL FUND #101  
 BUDGET TO ACTUAL REPORT  
 BUDGETS FOR THE YEARS ENDING 3/31/2013 and 03/31/2014  
 Mtg/ Date 02/18/2013

ACCT #	ACCOUNT DESCRIPTION	ACTUAL FOR THE YEAR ENDING 3/31/2012	BUDGET FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR 2/4/2013	11/19/2012 1ST AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2013	2/18/2013 2ND AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2013	PROPOSED BUDGET FOR THE YEAR ENDING 3/31/2014
441-971-000	WHITE PINES ST. LIGHTING	746.00	800	626.00	800	800	800
751-881-000	RECREATION	68,698.00	85,000	64,453.00	85,000	85,000	85,000
	WATER/SEWER/BLDG/DEPT.	28,799.00					
916-962-000	DRAINS AT LARGE	27,515.00	35,000		35,000	35,000	35,000
929-977-000	CAPITAL OUTLAY	90,031.00	85,000	43,875.00	85,000	85,000	75,000
966-999-010	TRANS - OUT FUTURE RD IMPROVEMENT #261		200,000	100,000.00	200,000	200,000	250,000
966-999-011	TRANS - OUT SELCRA REIMB. FUND	10,000.00	10,000	10,000.00	10,000	10,000	10,000
966-999-013	TRANS - OUT ROAD PROJECTS FUND #264	200,000.00	100,000	100,000.00	350,000	350,000	500,000
966-999-027	TRANS - OUT PARKS & RECREATION #270	725,000.00	379,000	200,000.00	379,000	379,000	250,000
966-999-028	TRANS - OUT BLDG. & GR. - RESERVES - #271	60,000.00	0		0	0	0
966-999-110	CONTINGENCIES		50,000		40,000	40,000	40,000
	TOTAL EXPENDITURES/TRANSFERS OUT	4,027,982	4,068,360	3,010,331	4,284,360	4,237,160	4,339,300
	REVENUES OVER (UNDER) EXPENDITURES & TRANSFERS OUT		(224,930)	(472,723)	(419,660)	(370,960)	(451,800)
	BEGINNING FUND BALANCE	2,452,516	2,593,463	2,593,463	2,593,463	2,593,463	2,222,503
	ENDING FUND BALANCE	2,593,463	2,368,533	2,120,740	2,173,803	2,222,503	1,770,703

GENOA TOWNSHIP - LIQUOR LAW FUND #212  
 BUDGET TO ACTUAL REPORT  
 BUDGETS FOR THE YEARS ENDING 3/31/2012 & 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/11

ACCOUNT#	ACCOUNT DESCRIPTION	PROPOSED BUDGET FOR THE YEAR ENDING 3/31/2013	12/31/2012 ACTUAL FOR THE YEAR ENDING 3/31/2013	PROPOSED BUDGET FOR THE YEAR ENDING 3/31/2014
<b>REVENUES</b>				
000-570-000	STATE SHARED REVENUE	13,000	12,747	13,000
000-664-000	INTEREST INCOME	0		0
000-695-000	OTHER INCOME	0		0
	<b>TOTAL REVENUES</b>	<b>13,000</b>	<b>12,747</b>	<b>13,000</b>
<b>EXPENDITURES</b>				
000-956-000	MISC. EXPENSE/AUDIT	500	350	500
330-702-000	LIQUOR LAW ENFORCEMENT WAGES	8,000	6,000	8,240
330-704-000	RETIREMENT	800	600	824
330-715-000	PAYROLL TAXES	640	480	700
330-716-000	LIQ. LAW ADMIN FEES - GENOA	3,500	2,625	3,500
	<b>TOTAL EXPENDITURES</b>	<b>13,440</b>	<b>10,055</b>	<b>13,764</b>
	<b>NET REVENUES/EXPENDITURES</b>	<b>(440)</b>		
	<b>BEGINNING FUND BALANCE</b>	<b>2,599</b>	<b>2,599</b>	<b>(764)</b>
	<b>ENDING FUND BALANCE</b>	<b>5,291</b>	<b>2,159</b>	<b>1,395</b>

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GENOA TOWNSHIP - ROAD IMPROVEMENT FUND #261  
 BUDGET TO ACTUAL REPORT  
 BUDGETS FOR THE YEARS ENDING 3/31/2012 & 3/31/2013 & 3/31/2014

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR YEAR ENDING 12/31/2012	ORIGINAL BUDGET FOR THE YEAR ENDING 3/31/2013	1ST AMENDMENT FOR BUDGET ENDING 3/31/2013	ACTUAL FOR YEAR ENDING 2/11/2013	2ND AMENDMENT FOR BUDGET ENDING 3/31/2013	BUDGET FOR THE YEAR ENDING 3/31/2014
<b>REVENUES</b>							
000-664-000	INTEREST INCOME	0	1,000	1,000	653	1,000	1,000
000-699-000	OPERATING TRANSFER IN (G/F)	200,000	200,000	200,000	200,000	200,000	250,000
	<b>TOTAL REVENUES</b>	<u>200,000</u>	<u>201,000</u>	<u>201,000</u>	<u>200,653</u>	<u>201,000</u>	<u>251,000</u>
<b>EXPENDITURES</b>							
441-968-000	1/96 LATSON INTERCHANGE	277,239	200,000	500,000	537,702	538,000	
906-956-000	MISC	535	1,500	1,500	596	1,500	1,500
	TRANSFERS OUT	0	0	0		0	
	<b>TOTAL EXPENDITURES</b>	<u>277,774</u>	<u>201,500</u>	<u>501,500</u>	<u>538,298</u>	<u>539,500</u>	<u>1,500</u>
	<b>NET REVENUES/EXPENDITURES</b>	<u>(77,774)</u>	<u>(500)</u>	<u>(300,500)</u>	<u>(337,645)</u>	<u>(338,500)</u>	<u>249,500</u>
	<b>BEGINNING FUND BALANCE</b>	<u>1,249,055</u>	<u>1,171,281</u>	<u>1,171,281</u>	<u>1,171,281</u>	<u>1,171,281</u>	<u>832,280</u>
	<b>ENDING FUND BALANCE</b>	<u>1,171,281</u>	<u>1,170,781</u>	<u>870,781</u>	<u>833,636</u>	<u>832,781</u>	<u>1,081,780</u>

GENOA TOWNSHIP - ROAD/LAKE REIMBURSEMENT FUND #264  
 BUDGET TO ACTUAL REPORT  
 BUDGETS FOR THE YEARS ENDING 3/31/2013, 2014, 2015

ACCOUNT DESCRIPTION			BUDGET FOR THE YEAR ENDING 3/31/2013	ACTUAL THRU 2/8/2013	PROPOSED 1ST AMENDED BUDGET FOR THE YEAR ENDING 3/31/2013	PROPOSED BUDGET FOR THE YEAR ENDING 3/31/2014	PROPOSED BUDGET FOR THE YEAR ENDING 3/31/2015
<b>REVENUES</b>							
	INTEREST INCOME		1,000	340	1,000	1,000	1,000
	ASSESSMENTS - CHEMUNG WEED	Jul-17	32,180	29,539	32,180	51,000	51,000
	ASSESSMENTS - PARDEE LAKE 2	Dec-15	25,200	3,436	25,200	25,200	25,200
	ASSESSMENTS - CROOKED LAKE WEED	Jul-17	0		0	21,000	21,000
	ASSESSMENTS - FENDT DRIVE	Dec-12	35,462		35,462		
	GLENWAY	Dec-16		558	16,186	16,186	16,186
	TIMBERVIEW	Dec-18				42,400	42,400
	RED OAKS	Dec-23		2,470		61,250	61,250
	OPERATING TRANS IN FROM GF	Dec-16	100,000		350,000	500,000	300,000
	Other			3,500	3,500		
	<b>TOTAL REVENUES</b>		<b>193,842</b>	<b>39,843</b>	<b>463,528</b>	<b>718,036</b>	<b>518,036</b>
<b>EXPENDITURES</b>							
	LAKE CHEMUNG WEEDS		55,000	43,217	46,000	60,000	55,000
	PARDEE LAKE WEEDS		22,000	25,060	26,000	26,000	26,000
	EAST AND WEST CROOKED LAKE WEEDS			4,673	5,000	50,000	20,000
	RED OAKS			12,129	20,000	780,000	
	GLENWAY			107,904	108,000		
	MOUNTAIN/MYSTIC/MILROY				25,000	120,000	
	TIMBERVIEW					300,000	
	MISC./AUDIT		2,500	2,028	2,500	2,500	2,500
	<b>TOTAL EXPENDITURES</b>		<b>79,500</b>	<b>195,011</b>	<b>232,500</b>	<b>1,338,500</b>	<b>103,500</b>
	<b>NET REVENUES/EXPENDITURES</b>		<b>114,342</b>		<b>231,028</b>	<b>(620,464)</b>	<b>414,536</b>
	BEGINNING FUND BALANCE		564,691		564,691	820,719	175,255
	<b>ENDING FUND BALANCE</b>		<b>679,033</b>		<b>795,719</b>	<b>200,255</b>	<b>589,791</b>

GENOA TOWNSHIP - FUTURE DEV. PARKS & REC. FUND #270  
 BUDGET TO ACTUAL REPORT  
 BUDGETS FOR THE YEARS ENDING 3/31/2012 & 3/31/2013

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR THE YEAR ENDING 3/31/2011	ACTUAL FOR THE YEAR ENDING 3/31/2012	BUDGET FOR THE YEAR ENDING 3/31/2013	2/8/2013 ACTUAL FOR THE YEAR ENDING 3/31/2013	1ST AMENDMENT FOR THE YEAR ENDING 3/31/2013	PROPOSED BUDGET FOR THE YEAR ENDING 3/31/2014
<b>REVENUES</b>							
000-664-000	INTEREST INCOME	1,409	2,152	1,000	1,710	2,000	2,000
000-699-000	OPERATING TRANS IN FROM GF RENT	350,000	725,000	379,000	200,000	379,000	250,000
000-699-001	MISC REVENUE	0		500	29,851	30,000	500
	<b>TOTAL REVENUES</b>	<b>351,409</b>	<b>727,152</b>	<b>380,500</b>	<b>237,261</b>	<b>418,500</b>	<b>260,000</b>
<b>EXPENDITURES</b>							
330-696-000	ATHLETIC FIELD - LIGHTING, PLAY GR EQ	200,470		55,000	60,465	60,500	60,000
330-697-000	BIKE PATH ADDITIONS	146,426		225,000	49,392	50,000	225,000
536-972-200	I-96 INTERCHANGE WALK	0		455,000	26,737	30,000	425,000
	LAND PURCHASE			230,000	205,879	206,000	250,000
	HOUSE EXPENSES				4,656	5,000	5,000
330-695-000	MISCELLANEOUS	790	1,090	1,500	2,047	2,500	1,500
	<b>TOTAL EXPENDITURES</b>	<b>347,686</b>	<b>1,090</b>	<b>966,500</b>	<b>349,176</b>	<b>354,000</b>	<b>966,500</b>
	<b>NET REVENUES/EXPENDITURES</b>	<b>3,723</b>	<b>726,062</b>	<b>(586,000)</b>	<b>(111,915)</b>	<b>64,500</b>	<b>(706,500)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>385,687</b>	<b>389,410</b>	<b>703,227</b>	<b>703,227</b>	<b>703,227</b>	<b>767,727</b>
	<b>ENDING FUND BALANCE</b>	<b>389,410</b>	<b>703,227</b>	<b>117,227</b>	<b>591,312</b>	<b>767,727</b>	<b>61,227</b>

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GENOA TOWNSHIP - GENERAL FUND #101  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

ACCT #	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS 12/31/2012	APPR 11/19/12 1ST AMENDED BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING	% OF REMAINING EXPENSE BUDGET
REVENUES					
000-403-000	CURRENT REAL PROP TAXES	5,146	815,000	(809,854)	
000-407-000	DELINQUENT TAXES - REAL/PER	0	0	0	
000-423-000	COLLECT FEES/EXCESS OF ROLL	24,555	330,000	(305,445)	
000-423-100	COLLECTION FEES - SCHOOLS	0	0	0	
000-445-000	PENALTIES & INTEREST ON TAXES	510	2,200	(1,690)	
000-475-000	ORDINANCE FINES	0	0	0	
000-476-000	LICENSES & PERMITS	10,531	13,000	(2,469)	
000-476-100	CABLE FRANCHISE FEES	241,543	310,000	(68,457)	
000-477-000	METRO ACT FEES	0	13,500	(13,500)	
000-480-000	TRAILER FEES	2,200	4,000	(1,800)	
000-501-000	GRANT - WIND TURBINE	0	0	0	
000-574-000	STATE SHARED REVENUES	952,067	1,325,000	(372,933)	
000-608-000	CHARGES FOR SERVICES - APPLICA. FEES	25,188	33,500	(8,312)	
000-631-000	REFUSE COLLECTION FEES	578,125	780,000	(201,875)	
000-664-000	INTEREST INCOME	3,786	10,000	(6,214)	
000-676-000	ADMIN FEE/DPW FUND (RENT)	37,500	50,000	(12,500)	
000-676-100	ADMIN FEE/LIQUOR LAW FUND	2,625	3,500	(875)	
000-678-300	TAXES ON LAND TRANSFER - BRIGHTON/HOWELL	140,755	145,000	(4,245)	
000-678-700	WHITE PINES/STREET LIGHTING	0	0	0	
000-695-000	OTHER MISC REVENUE	2,642	0	2,642	
000-699-001	ELECTIONS - SCHOOLS, PRIMARY	29,769	30,000	(231)	
000-700-000	TRANS -IN BUILDING RESERVE FUND	0	0	0	
	TOTAL REVENUES	2,056,942	3,864,700	(1,807,758)	

GENOA TOWNSHIP - GENERAL FUND #101  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

ACCT #	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS 12/31/2012	APPR 11/19/12 1ST AMENDED BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING	% OF REMAINING EXPENSE BUDGET
<b>EXPENDITURES &amp; TRANSFERS OUT TO OTHER FUNDS</b>					
101-703-000	TRUSTEES - SALARIES	14,963	31,620	16,657	52.68%
171-703-000	SUPERVISOR - SALARY	37,485	49,980	12,495	25.00%
191-703-000	ELECTION - SUPPLIES/SALARIES	67,215	62,000	(5,215)	-8.41%
209-703-000	CONTRACTUAL - SALARIES	230,922	310,000	79,078	25.51%
210-801-000	PROFESSIONAL - LEGAL	106,807	125,000	18,193	14.55%
215-703-000	CLERK - SALARY	36,735	48,980	12,245	25.00%
223-801-000	PROFESSIONAL - AUDITOR	14,350	18,000	3,650	20.28%
241-801-000	PROFESSIONAL - ENGR./PLANNING	28,995	30,000	1,005	3.35%
241-802-000	PROFESSIONAL - IN HOUSE ENGR	6,771	20,000	13,229	66.15%
247-703-000	BOARD OF REVIEW - SALARIES	625	12,000	11,375	94.79%
247-964-000	TAX CHARGEBACKS	6,124	20,000	13,876	69.38%
253-703-000	TREASURER - SALARY	36,735	48,980	12,245	25.00%
265-775-000	REPAIRS AND MAINTENANCE	63,483	75,000	11,517	15.36%
265-910-000	INSURANCE	199,620	250,000	50,380	20.15%
265-920-000	UTILITIES - ELECTRIC/GAS	14,404	20,000	5,596	27.98%
284-703-000	SALARIES - OTHER	215,468	255,000	39,532	15.50%
284-704-000	RETIREMENT	69,279	98,000	28,721	29.31%
284-715-000	PAYROLL TAXES - FICA/MEDICARE	44,144	75,000	30,856	41.14%
284-720-000	MESC - UNEMPLOYMENT TAXES	0	20,000	20,000	100.00%
284-727-000	PRTG., POSTAGE, OFFICE SUPPLIES	61,128	75,000	13,872	18.50%
284-728-000	ECONOMIC DEVELOPMENT	20,000	20,000	0	0.00%
284-850-000	TELEPHONE	16,934	21,000	4,066	19.36%
284-861-000	MILEAGE & TRAVEL EXPENSES	10,664	20,000	9,336	46.68%
284-957-000	DUES	17,284	25,000	7,716	30.86%
284-958-000	MTG. FEES & MISC EXPENSES	14,555	20,000	5,445	27.23%

GENOA TOWNSHIP - GENERAL FUND #101  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

ACCT #	ACCOUNT DESCRIPTION	APPR 11/19/12 1ST AMENDED BUDGET FOR			% OF REMAINING EXPENSE BUDGET
		ACTUAL FOR 9 MONTHS 12/31/2012	THE YEAR ENDING 3/31/2013	BUDGET REMAINING	
284-959-000	APPLICATION FEES EXPENSES	17,059	20,000	2,941	14.71%
284-959-001	SALARIES - PLANNING COMMISSION/ZBA	21,050	28,000	6,950	24.82%
301-703-000	ORDINANCE OFFICER - SALARY	34,853	46,000	11,147	24.23%
336-999-001	FIRE SUB STATION EXPENSES	758	8,000	7,242	90.53%
441-801-010	ROAD IMPROVEMENT	116,695	270,000	153,305	56.78%
441-803-000	REFUSE COLLECTION	685,161	900,000	214,839	23.87%
441-803-100	REFUSE BULKY ITEM DISPOSAL	6,990	10,000	3,010	30.10%
441-804-000	DUST CONTROL/CHLORIDE	66,307	67,000	693	1.03%
441-971-000	WHITE PINES ST. LIGHTING	626	800	174	21.75%
751-881-000	RECREATION	64,453	85,000	20,547	24.17%
916-962-000	DRAINS AT LARGE	0	35,000	35,000	100.00%
929-977-000	CAPITAL OUTLAY	42,922	85,000	42,078	49.50%
966-999-010	TRANS - OUT FUTURE RD IMPROVEMENT #261	200,000	200,000	0	0.00%
966-999-011	TRANS - OUT SELCRA REIMB. FUND	10,000	10,000	0	0.00%
966-999-013	TRANS - OUT ROAD PROJECTS FUND #264	0	350,000	350,000	100.00%
966-999-027	TRANS - OUT PARKS & RECREATION #270	200,000	379,000	179,000	47.23%
966-999-028	TRANS - OUT BLDG. & GR. - reserves - #271	0	0	0	
966-999-110	CONTINGENCIES	0	40,000	40,000	100.00%
TOTAL EXPENDITURES/TRANSFERS OUT		2,801,564	4,284,360	1,482,796	
REVENUES OVER (UNDER) EXPENDITURES & TRANSFERS OUT		(744,622)	(419,660)	(324,962)	
BEGINNING FUND BALANCE		2,593,463	2,593,463	0	
ENDING FUND BALANCE		1,848,841	2,173,803	(324,962)	
		12/31/12	3/31/2013		

GENOA TOWNSHIP - LIQUOR LAW FUND #212  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS 12/31/2012	Appr. 3/19/12 ORIGINAL BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING
<b>REVENUES</b>				
000-570-000	STATE SHARED REVENUE	12,747	13,000	(253)
000-664-000	INTEREST INCOME	0	0	0
000-695-000	OTHER INCOME	0	0	0
	<b>TOTAL REVENUES</b>	<u>12,747</u>	<u>13,000</u>	<u>(253)</u>
<b>EXPENDITURES</b>				
000-956-000	MISC. EXPENSE	350	500	150
330-702-000	LIQUOR LAW ENFORCEMENT WAGES	6,000	8,000	2,000
330-704-000	RETIREMENT	600	800	200
330-715-000	PAYROLL TAXES	480	640	160
330-716-000	LIQ. LAW ADMIN FEES - GENOA	2,625	3,500	875
	<b>TOTAL EXPENDITURES</b>	<u>10,055</u>	<u>13,440</u>	<u>3,385</u>
	<b>NET REVENUES/EXPENDITURES</b>	2,692	(440)	3,132
	<b>BEGINNING FUND BALANCE</b>	<u>2,599</u>	<u>2,599</u>	<u>0</u>
	<b>ENDING FUND BALANCE</b>	<u>5,291</u>	<u>2,159</u>	<u>3,132</u>
		12/31/2012	3/31/2013	

GENOA TOWNSHIP - ROAD IMPROVEMENT FUND #261  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS 12/31/2012	Appr. 6/4/12 AMENDED BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING
<b>REVENUES</b>				
000-664-000	INTEREST INCOME	737	1,000	(263)
000-699-000	OPERATING TRANSFER IN (G/F)	200,000	200,000	0
	<b>TOTAL REVENUES</b>	<b>200,737</b>	<b>201,000</b>	<b>(263)</b>
<b>EXPENDITURES</b>				
441-968-000	I/96 LATSON INTERCHANGE	537,702	500,000	(37,702)
906-956-000	MISC	596	1,500	904
	TRANSFERS OUT	0	0	0
	<b>TOTAL EXPENDITURES</b>	<b>538,298</b>	<b>501,500</b>	<b>(36,798)</b>
	<b>NET REVENUES/EXPENDITURES</b>	<b>(337,561)</b>	<b>(300,500)</b>	<b>(37,061)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>1,171,281</b>	<b>1,171,281</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>833,720</b>	<b>870,781</b>	<b>(37,061)</b>
		<u>12/31/2012</u>	<u>3/31/2013</u>	



GENOA TOWNSHIP - ROAD/LAKE REIMBURSEMENT FUND #264  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS 12/31/2012	Appr. 3/19/12 ORIGINAL BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING	FINAL YEAR ASSESSED
<b>REVENUES</b>					
000-664-000	INTEREST INCOME	340	1,000	(660)	
453-672-000	ASSESSMENTS - CHEMUNG WEED	129	32,180	(32,051)	DEC. 2012
460-672-100	ASSESSMENTS - PARDEE LAKE 2	3,436	25,200	(21,764)	DEC. 2015
460-672-125	ASSESSMENTS - CROOKED LAKE WEED	0	0	0	
464-672-000	ASSESSMENTS - FENDT DRIVE	0	35,462	(35,462)	DEC. 2015
465-673-000	ASSESSMENTS - RED OAKS	2,469	0	2,469	
468-676-000	ASSESSMENTS - GLENWAY DRIVE	558	0	558	
000-699-000	OPERATING TRANS IN FROM GF	0	100,000	(100,000)	
	OTHER INCOME	3,500	0	3,500	
	<b>TOTAL REVENUES</b>	<b>10,432</b>	<b>193,842</b>	<b>(183,410)</b>	
<b>EXPENDITURES</b>					
453-801-000	LAKE CHEMUNG WEEDS	43,217	55,000	11,783	
451-695-000	MISC.	2,025	2,500	475	
460-801-000	PARDEE LAKE WEEDS	25,060	22,000	(3,060)	
463-802-000	CROOKED LAKE WEEDS	0	0	0	
465-801-000	EAST/WEST CROOKED LAKE WEED	653	0	(653)	
465-802-000	RED OAKS ROADS	5,128	0	(5,128)	
468-801-000	GLENWAY DRIVE ROAD	105,946	0	(105,946)	
999-999-000	TRANSFER OUT - GF	0	0	0	
	OTHER ROADS	0	2,000	2,000	
	OTHER LAKES	0	2,000	2,000	
	<b>TOTAL EXPENDITURES</b>	<b>182,029</b>	<b>83,500</b>	<b>(98,529)</b>	
	<b>NET REVENUES/EXPENDITURES</b>	<b>(171,597)</b>	<b>110,342</b>	<b>(281,939)</b>	
	<b>BEGINNING FUND BALANCE</b>	<b>564,691</b>	<b>564,691</b>	<b>0</b>	
	<b>ENDING FUND BALANCE</b>	<b>393,094</b>	<b>675,033</b>	<b>(281,939)</b>	
		12/31/2012	3/31/2013		

GENOA TOWNSHIP - FUTURE DEV. PARKS & REC. FUND #270  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS 12/31/2012	Appr. 10/15/12 AMENDED BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING
<b>REVENUES</b>				
000-664-000	INTEREST INCOME	1,942	1,000	942
000-699-000	OPERATING TRANS IN FROM GF	200,000	379,000	(179,000)
000-700-000	REVENUE - RENT HOUSE	5,750	0	5,750
000-699-001	MISC REVENUE	29,851	500	29,351
	<b>TOTAL REVENUES</b>	<b>237,543</b>	<b>380,500</b>	<b>(142,957)</b>
<b>EXPENDITURES</b>				
330-694-000	RENTAL EXPENSES - HOUSE	4,656	0	(4,656)
330-696-000	ATHLETIC FIELD - LIGHTING, PLAY GR EQ	59,189	55,000	(4,189)
330-697-000	BIKE PATH ADDITIONS	49,392	225,000	175,608
New	BIKE PATH - NIXON RD PATHWAY	0	454,000	454,000
536-972-100	LAND FOR RECREATION	205,879	230,000	24,121
536-972-200	I-96 INTERCHANGE WALK	13,314	455,000	441,686
330-695-000	MISCELLANEOUS	1,051	1,500	449
	<b>TOTAL EXPENDITURES</b>	<b>333,481</b>	<b>1,420,500</b>	<b>1,087,019</b>
	<b>NET REVENUES/EXPENDITURES</b>	<b>(95,938)</b>	<b>(1,040,000)</b>	<b>944,062</b>
	<b>BEGINNING FUND BALANCE</b>	<b>703,227</b>	<b>703,227</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>607,289</b>	<b>(336,773)</b>	<b>944,062</b>
		<u>12/31/2012</u>	<u>3/31/2013</u>	

GENOA TOWNSHIP - BLDG RESERVE FUND #271  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS 12/31/2012	Appr. 3/19/12 ORIGINAL BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING
<b>REVENUES</b>				
000-664-000	INTEREST INCOME	303	650	(347)
000-699-000	OPERATING TRANS IN FROM GF - RESERVES	0	0	0
	MISC INCOME	0	0	0
	<b>TOTAL REVENUE</b>	<b>303</b>	<b>650</b>	<b>(347)</b>
<b>EXPENDITURES</b>				
	OPERATING TRANS OUT - GF			
	CAPITAL OUTLAY/REPLACEMENTS	0	0	0
	OTHER	0	250	250
	<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>250</b>	<b>250</b>
	<b>NET REVENUES/EXPENDITURES</b>	<b>303</b>	<b>400</b>	<b>(97)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>200,521</b>	<b>200,521</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>200,824</b>	<b>200,921</b>	<b>(97)</b>
		<u>12/31/2012</u>	<u>3/31/2013</u>	

GENOA TOWNSHIP - DPW FUND #503  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/13 COMPARED TO ACTUAL FOR THE  
 9 MONTHS ENDING 12/31/12

APPROVED  
 3/19/2012

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR THE 9 MONTHS ENDING 12/31/2012	BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING	% EXPENSE BUDGET REMAINING
<b>REVENUES</b>					
400	FEES - EXCLUDING OPER LABOR				
401	GENOA TWP. (ENGR. ONLY)	6,771	23,000	(16,229)	
402	MARION SEWER (BILLING ONLY)	11,364	14,500	(3,136)	
403	PINE CREEK WATER/SEWER (BILLING ONLY)	10,349	14,000	(3,651)	
404	LAKE EDGEWOOD WATER (BILLING ONLY)	3,004	4,100	(1,096)	
	SUBTOTAL - FEES EXCLUDING OPER LABOR	<u>31,488</u>	<u>55,600</u>	<u>(24,112)</u>	
410	FEES - INCLUDING OPER LABOR				
411	OAK POINTE WATER/SEWER	328,182	437,574	(109,392)	
412	MHOG WATER	610,823	814,431	(203,608)	
413	LAKE EDGEWOOD SEWER	84,042	112,064	(28,022)	
415	GENOA/OCEOLA SEWER	382,432	509,910	(127,478)	
	SUBTOTAL - FEES INCLUDING OPER LABOR	<u>1,405,479</u>	<u>1,873,979</u>	<u>(468,500)</u>	
420	OTHER INCOME	5,411	500	4,911	
440	INTEREST INCOME	0	0	0	
	SUBTOTAL - OTHER INCOME	<u>5,411</u>	<u>500</u>	<u>4,911</u>	
	<b>TOTAL REVENUE</b>	<u>1,442,378</u>	<u>1,930,079</u>	<u>(487,701)</u>	
<b>EXPENDITURES</b>					
600	AUDIT/ACCOUNTING SERVICES	<u>3,250</u>	<u>7,000</u>	<u>3,750</u>	<u>53.57%</u>
601	AUTO/TRUCK EXPENSES				
601.1	ALLOWANCE	9,950	13,200	3,250	
601.2	GASOLINE	38,301	48,000	9,699	
601.3	LOAN PAYBACK	48,111	64,147	16,036	
601.4	REPAIRS/MAINTENANCE	6,359	10,000	3,641	
	TOTAL AUTO/TRUCK EXPENSES	<u>102,721</u>	<u>135,347</u>	<u>32,626</u>	<u>24.11%</u>

GENOA TOWNSHIP - DPW FUND #S03  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/13 COMPARED TO ACTUAL FOR THE  
 9 MONTHS ENDING 12/31/12

APPROVED  
 3/19/2012

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR THE 9 MONTHS ENDING 12/31/2012	BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING	% EXPENSE BUDGET REMAINING
602	ADMINISTRATIVE EXPENSES				
602.1	RECEIPTING	22,500	30,000	7,500	
602.2	OFFICE RENT & SUPPLY	15,000	20,000	5,000	
	TOTAL ADMINISTRATIVE EXPENSES	37,500	50,000	12,500	25.00%
603	COMPUTER/SW EXPENSES	14,968	10,000	(4,968)	-49.68%
604	CONFERENCES & DUES	5,417	10,000	4,583	45.83%
606	CONTINGENCY	0	5,000	5,000	100.00%
608	EMPLOYER'S PAYROLL TAXES				
608.1	ADMINISTRATION	20,735	21,657	922	
608.2	OPERATORS	40,644	66,283	25,639	
	TOTAL EMPLOYER'S PAYROLL TAXES	61,379	87,940	26,561	30.20%
612	INSURANCE				
612.1	EMPLOYEES - ADMIN (HEALTH INS)	31,943	44,760	12,817	
612.11	EMPLOYEES - ADMIN (LIFE, DISABILITY INS)	1,940	3,240	1,300	
612.12	EMPLOYEES - ADMIN (WORKERS COMP)	1,754	1,843	89	
612.2	EMPLOYEES - OPERATORS (HEALTH INS)	138,618	198,640	60,022	
612.21	EMPLOYEES - OPERATORS (LIFE, DISABILITY INS)	7,343	18,360	11,017	
612.22	EMPLOYEES - OPERATORS (WORKERS COMP INS)	20,860	34,976	14,116	
612.3	VEHICLES & LIABILITY INS	8,000	8,000	0	
	TOTAL INSURANCE	210,458	309,819	99,361	32.07%
613	LEGAL FEES	881	1,500	619	41.27%
615	CREDIT CARD FEES	9,882	10,000	118	1.18%
616	EMPLOYEE HEALTH/BACKGROUND/RECRUITING	479	2,400	1,921	80.04%
617	OFFICE EXPENSES	6,542	4,000	(2,542)	-63.55%
618	OTHER EXPENSES	351	1,000	649	64.90%
619	POSTAGE & SHIPPING	4,258	7,000	2,742	39.17%

GENOA TOWNSHIP - DPW FUND #503  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/13 COMPARED TO ACTUAL FOR THE  
 9 MONTHS ENDING 12/31/12

APPROVED  
 3/19/2012

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR THE 9 MONTHS ENDING 12/31/2012	BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING	% EXPENSE BUDGET REMAINING
627	RETIREMENT				
627.1	ADMINISTRATION	22,414	27,072	4,658	
627.2	OPERATORS	54,348	80,329	25,981	
	TOTAL RETIREMENT	76,762	107,401	30,639	28.53%
630	SALARIES				
630.1	SALARIES - ADMIN	200,979	270,718	69,739	25.76%
630.8	SALARIES - OPERATIONS - STRAIGHT TIME	508,485	742,328	233,843	
630.91	SALARIES - OPERATIONS - OVERTIME	39,908	86,205	46,297	
	TOTAL SALARIES - OPERATIONS	548,393	828,533	280,140	33.81%
	TOTAL SALARIES - ADMIN & OPERATIONS	749,372	1,099,251	349,879	31.83%
640	SUPPLIES & TOOLS	4,903	5,000	97	1.94%
651	TELEPHONE				
652	CUSTOMER LINE	422	2,000	1,578	
653	ANSWERING SERVICE	1,979	2,700	721	
654	MOBILE PHONES	10,317	18,000	7,683	
	TOTAL TELEPHONE	12,718	22,700	9,982	43.97%
700	TRANSFERS TO EQUIPMENT RESERVES	30,000	30,000	0	0.00%
701	TRANSFERS TO PERSONNEL RESERVES	10,000	10,000	0	0.00%
705	UNIFORMS & PROTECTIVE CLOTHING	8,629	15,000	6,371	42.47%
	TOTAL EXPENDITURES	1,350,470	1,930,358	579,888	30.04%
	CHANGE IN FUND BALANCE	91,908	(279)	92,187	
	BEGINNING FUND BALANCE	202,627	202,627	0	
	REFUNDS TO W/S DISTRICTS	(142,627)	(142,627)	0	
	ENDING FUND BALANCE	151,908	59,721	92,187	
		12/31/2012	3/31/2013		

GENOA TOWNSHIP - DPW RESERVE FUND #504  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 COMPARED TO ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

APPROVED  
 3/19/2012


ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS 12/31/2012	ORIGINAL BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING	PROPOSED AMENDED BUDGET FOR THE YEAR ENDING 3/31/2012
<b>REVENUES</b>					
400	TRANS IN FROM DPW #503 - EQUIP RESERVES	30,000	30,000	0	30,000
404	TRANS IN FROM DPW #503 - PERSONNEL RESERVES	10,000	10,000	0	10,000
420	OTHER INCOME	0	0	0	0
440	INTEREST INCOME	61	30	31	70
	TOTAL REVENUE	<u>40,061</u>	<u>40,030</u>	<u>31</u>	<u>40,070</u>
<b>EXPENDITURES</b>					
500	CAPITAL OUTLAY	12,872	14,000	1,128	14,000
501	EQUIPMENT	0	0	0	0
502	VEHICLE - TRUCK	0	0	0	0
505	PERSONNEL	3,870	0	(3,870)	5,000
	TOTAL EXPENDITURES	<u>16,742</u>	<u>14,000</u>	<u>(2,742)</u>	<u>19,000</u>
	NET CHANGE IN FUND BALANCE	23,319	26,030	(2,711)	21,070
	BEGINNING FUND BALANCE	<u>30,384</u>	<u>30,384</u>	<u>0</u>	<u>30,384</u>
	ENDING FUND BALANCE	<u>53,703</u>	<u>56,414</u>	<u>(2,711)</u>	<u>51,454</u>
		12/31/2012	3/31/2013		3/31/2013

GENOA TOWNSHIP - BLDG RESERVE FUND #271  
 BUDGET TO ACTUAL REPORT  
 BUDGET FOR THE YEAR ENDING 3/31/2013  
 ACTUAL FOR THE 9 MONTHS ENDING 12/31/12

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS 12/31/2012	Appr. 3/19/12 ORIGINAL BUDGET FOR THE YEAR ENDING 3/31/2013	BUDGET REMAINING
<b>REVENUES</b>				
000-664-000	INTEREST INCOME	303	650	(347)
000-699-000	OPERATING TRANS IN FROM GF - RESERVES	0	0	0
	MISC INCOME	0	0	0
	<b>TOTAL REVENUE</b>	<b>303</b>	<b>650</b>	<b>(347)</b>
<b>EXPENDITURES</b>				
	OPERATING TRANS OUT - GF			
	CAPITAL OUTLAY/REPLACEMENTS	0	0	0
	OTHER	0	250	250
	<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>250</b>	<b>250</b>
	<b>NET REVENUES/EXPENDITURES</b>	<b>303</b>	<b>400</b>	<b>(97)</b>
	<b>BEGINNING FUND BALANCE</b>	<b>200,521</b>	<b>200,521</b>	<b>0</b>
	<b>ENDING FUND BALANCE</b>	<b>200,824</b>	<b>200,921</b>	<b>(97)</b>
		<u>12/31/2012</u>	<u>3/31/2013</u>	



## MEMORANDUM

TO: Township Board  
FROM: Michael Archinal   
DATE: February 28, 2013  
RE: Organizational Structure

The majority of Township employees are funded by user fees related to the Lake Edgewood, Oak Pointe, Genoa/Oceola and Marion/Howell/Oceola/Genoa water and sewer authorities. Not including elected officials Genoa Charter Township currently has 11.5 F.T.E. (Full Time Equivalents) supported by the General Fund. When I started with the Township in 1998 we had 13 F.T.E. funded by the General Fund.

Our current structure is depicted on an attached organizational chart. We have utilized part time employees and technology to maintain a high level of customer service with reduced staffing. Our current non-utility staffing is as follows:

TITLE	HEALTH INSURANCE	F.T.E.
Manager	Yes	1
Asst. Manager	Yes	1
Assessor	\$5k in lieu of	1
Dept. Assessor	Yes	1
Code Enforcement	Yes	1
Receptionist	Yes	1
Assessing Clerical	Yes	1
Deputy Treasurer	Yes	1
Treasurer Clerical	Yes	1
Assistant to Manager	Yes	1
Deputy Clerk	No	.5
Payroll/A.P.	No	.5
Clerk Clerical	No	.5
TOTAL		11.5

The Deputy Treasurer position (Renee Gray) was vacated last June and was temporarily filled with a part time employee (Kristen Sapienza). The Treasurer Clerical position (Judi Smith) will retire March. The Assistant to the Township Manager (Amy Ruthig) will become the full time Deputy at that time and Kristen Sapienza will assume the Treasurer Clerical position.

With the Latson Interchange project, increased population and overall uptick in the economy the Assistant Township Manager and I have had a difficult time keeping up with several projects we need to be working on. With an extremely lean administrative structure we simply do not have the horsepower a progressive community of 20,000 should have. For example a recent lawsuit occupied approximately 90% of our time for two months. We are not doing enough with regards to high importance long term projects such as grants, Capital Improvements, recreational planning, master planning, roads and economic development.

Technology has allowed us to reduce the number of clerical employees focused on customer service. In the late 1990's realtors and appraisers used to line up to get field cards from the Assessing Department. Now all of that

information is accessed online. The IT function was adopted by the Code Enforcement Officer (Adam VanTassell) almost by default. A majority of the Code Enforcement Officer's time is now spent on IT. A significant portion of his IT effort involves Utilities. The DPW Fund pays the General Fund \$50,000 per year for administrative support including IT. His position is largely underwritten by Utilities but his time has been drawn away from code enforcement and zoning. The following table describes changing his title to Technical Services Director.

The Administrative Committee has discussed the changes that have occurred in our organization and are recommending the addition of .5 FTE by adding a full-time Planner position bringing us to 12 General Fund F.T.E.. The Planner will assume zoning and code enforcement responsibilities including permit issuance. This will allow the Technical Services Director position to focus on the website, general technical needs such as phones, social media initiatives, and audio visual assets in the Board Room. The IT position will also be tasked with facilities management for the Township Hall and surrounding park property and the two fire substations. The Planner position will also allow the Assistant Township Manager and Township Manager to focus on larger projects.

Because of the increased use of technology we are recommending that the two full time employees in the Treasurer's Department be replaced with one full time and one part time employee. The Assistant to the Township Manager (Amy) will become the Deputy Treasurer creating a vacancy in my department. This vacancy will be filled by two part-time employees. Recommended staffing would be as follows:

TITLE	HEALTH INSURANCE	F.T.E.
Manager	Yes	1
Asst. Manager	Yes	1
Assessor	\$5k in lieu of	1
Dept. Assessor	Yes	1
Planner	Yes	1
Technical Services Dir.	Yes	1
Receptionist	Yes	1
Assessing Clerical	Yes	1
Deputy Treasurer	Yes	1
Treasurer Clerical	No	.5
Manager P.T. Clerical	No	.5
Manager P.T. Clerical	No	.5
Deputy Clerk	No	.5
Payroll/A.P.	No	.5
Clerk Clerical	No	.5
TOTAL		12

*This recommendation results in the addition of .5 FTE with no additional employees covered by health insurance.*

We have posted classified ads for the two part-time clerical positions. A detailed job description for the Planner position will be before you at your next meeting as well as a more detailed synopsis of how duties and responsibilities will be spread among the organization. The purpose of this agenda item is to ask for your review, solicit your input and answer any questions you may have.

No action is requested. I look forward to discussing this matter with you on Monday evening.

Voters

Supervisor

Board

Clerk

Treasurer

Manager

Water & Sewer Authorities

Deputy Clerk

Election Workers

Deputy Treasurer

Assessor

Deputy Assessor

Assistant Manager

Clerical (part time)

I.T./Facilities

Accounts Payable Clerical (part time)

Accounts Receivable Clerical (part time)

Assessing Clerical

Planner I

Planning Assistant (Part time)

Receptionist

Intern

Utility Director

Dept. Wastewater

Dept. Water

Billing Specialist

Engineer

Human Resources

Collection

Treatment

Water Dist.

Water Treatment

Billing Assistant

Utility Tech

Special Projects Engineer

Tech

Tech

Tech

Tech

Tech

Tech

Tech

Tech

Tech

Tech

Tech

Billing Assistant

Utility Tech

Special Projects Engineer

## MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: February 28, 2013

RE: Road Millage Discussion

Last fall Green Oak Township was successful in passing a road bond issue. Some of you have discussed with me the possibility of asking the voters this question in Genoa Township. Green Oak was successful, I believe, because they clearly identified what projects would be done if the bond issue passed. I have done some very preliminary review to identify some critical road projects in Genoa. I would like the Board to discuss this concept and offer some direction to staff.

# Usage Statistics for genoa.org

Summary Period: February 2013  
Generated 28-Feb-2013 00:27 EST

[\[Daily Statistics\]](#) [\[Hourly Statistics\]](#) [\[URLs\]](#) [\[Entry\]](#) [\[Exit\]](#) [\[Sites\]](#) [\[Referrers\]](#) [\[Search\]](#) [\[Agents\]](#) [\[Locations\]](#)

Monthly Statistics for February 2013		
Total Hits	218375	
Total Files	137002	
Total Pages	72446	
Total Visits	12749	
Total kB Files	6658165	
Total kB In	4	
Total kB Out	210	
Total Unique Sites	5112	
Total Unique URLs	3743	
Total Unique Referrers	1374	
Total Unique User Agents	1344	
	Avg	Max
Hits per Hour	324	1694
Hits per Day	7799	15267
Files per Day	4892	8937
Pages per Day	2587	4859
Visits per Day	455	575
kB Files per Day	237792	791286
kB In per Day	0	1
kB Out per Day	8	44
Hits by Response Code		
Undefined response code	86	
Code 200 - OK	137002	
Code 206 - Partial Content	202	
Code 301 - Moved Permanently	432	
Code 302 - Found	1052	
Code 304 - Not Modified	62854	
Code 400 - Bad Request	4	
Code 403 - Forbidden	5	
Code 404 - Not Found	16738	

## Daily usage for February 2013

Daily Statistics for February 2013																
Day	Hits		Pages		Visits		Sites		kB In		kB Out					
1	8478	3.88%	5550	4.05%	3508	4.84%	494	3.87%	358	7.00%	307914	4.62%	0	0.00%		
2	4550	2.08%	3932	2.87%	2102	2.90%	404	3.17%	297	5.81%	162847	2.45%	0	0.00%		
3	3288	1.51%	2972	2.17%	1501	2.07%	401	3.15%	274	5.36%	151472	2.27%	0	0.00%		
4	12035	5.51%	5791	4.23%	3121	4.31%	513	4.02%	409	8.00%	278626	4.18%	0	0.00%		
5	10777	4.94%	5135	3.75%	2668	3.68%	511	4.01%	361	7.06%	213664	3.21%	0	0.00%		
6	8147	3.73%	4777	3.49%	2147	2.96%	570	4.47%	399	7.81%	278639	4.18%	1	22.22%	44	20.92%
7	8381	3.84%	5293	3.86%	3447	4.76%	474	3.72%	333	6.51%	211066	3.17%	1	16.67%	34	16.39%
8	8717	3.99%	5184	3.78%	2574	3.55%	507	3.98%	362	7.08%	218305	3.28%	0	0.00%	0	0.00%
9	3741	1.71%	3318	2.42%	1691	2.33%	393	3.08%	276	5.40%	107306	1.61%	0	0.00%	0	0.00%
10	3041	1.39%	2756	2.01%	1275	1.76%	389	3.05%	266	5.20%	115101	1.73%	0	0.00%	0	0.00%
11	8996	4.12%	4863	3.55%	2386	3.29%	423	3.32%	333	6.51%	170878	2.57%	0	0.00%	0	0.00%
12	11223	5.14%	6156	4.49%	4195	5.79%	413	3.24%	295	5.77%	399816	6.00%	0	0.00%	0	0.00%
13	11581	5.30%	5582	4.07%	3032	4.19%	528	4.14%	372	7.28%	216516	3.25%	0	0.00%	0	0.00%
14	5391	2.47%	4628	3.38%	2536	3.50%	448	3.51%	334	6.53%	166805	2.51%	0	0.00%	0	0.00%
15	6479	2.97%	5235	3.82%	2584	3.57%	575	4.51%	422	8.26%	249489	3.75%	0	0.00%	0	0.00%
16	3827	1.75%	3420	2.50%	1863	2.57%	432	3.39%	284	5.56%	179396	2.69%	0	0.00%	0	0.00%
17	4030	1.85%	3635	2.65%	1963	2.71%	481	3.77%	355	6.94%	194356	2.92%	0	0.00%	0	0.00%
18	8118	3.72%	6885	5.03%	3880	5.36%	571	4.48%	387	7.57%	791286	11.88%	0	0.00%	0	0.00%
19	10817	4.95%	5052	3.69%	2690	3.71%	498	3.91%	369	7.22%	368185	5.53%	1	16.67%	35	16.40%
20	11770	5.39%	4956	3.62%	2578	3.56%	455	3.57%	349	6.83%	311546	4.68%	0	11.11%	28	13.50%
21	7172	3.28%	4039	2.95%	2025	2.80%	457	3.58%	312	6.10%	145932	2.19%	1	16.67%	34	16.39%
22	6075	2.78%	3892	2.84%	1653	2.28%	441	3.46%	325	6.36%	223339	3.35%	0	0.00%	0	0.00%
23	6425	2.94%	6166	4.50%	4859	6.71%	364	2.86%	263	5.14%	208974	3.14%	0	0.00%	0	0.00%
24	5220	2.39%	4802	3.51%	3115	4.30%	448	3.51%	318	6.22%	197774	2.97%	0	0.00%	0	0.00%
25	9871	4.52%	5883	4.29%	2808	3.88%	555	4.35%	433	8.47%	219401	3.30%	0	0.00%	0	0.00%
26	15267	6.99%	8937	6.52%	2977	4.11%	497	3.90%	352	6.89%	284418	4.27%	1	16.67%	35	16.40%
27	14911	6.83%	8118	5.93%	3238	4.47%	562	4.41%	379	7.41%	283992	4.27%	0	0.00%	0	0.00%

28	47	0.02%	45	0.03%	30	0.04%	11	0.09%	12	0.23%	1123	0.02%	0	0.00%	0	0.00%
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## Hourly usage for February 2013

Hourly Statistics for February 2013																		
Hour	Hits			Pages			kBT		kBT In		kBT Out							
	Avg	Total	%	Avg	Total	%	Avg	Total	Avg	Total	Avg	Total						
0	159	4462	2.04%	102	2878	2.10%	74	2082	2.87%	5036	141014	2.12%	0	1	16.67%	1	35	16.40%
1	141	3975	1.82%	86	2435	1.78%	67	1892	2.61%	4713	131954	1.98%	0	1	16.67%	1	34	16.39%
2	185	5198	2.38%	129	3627	2.65%	109	3075	4.24%	6778	189789	2.85%	0	1	16.67%	1	34	16.39%
3	176	4937	2.26%	123	3445	2.51%	108	3032	4.19%	6847	191726	2.88%	0	0	0.00%	0	0	0.00%
4	144	4058	1.86%	92	2576	1.88%	77	2168	2.99%	4148	116153	1.74%	0	0	0.00%	0	0	0.00%
5	150	4222	1.93%	94	2639	1.93%	69	1953	2.70%	4619	129325	1.94%	0	0	0.00%	0	0	0.00%
6	180	5041	2.31%	122	3424	2.50%	88	2476	3.42%	6459	180850	2.72%	0	0	0.00%	0	0	0.00%
7	212	5942	2.72%	140	3936	2.87%	74	2091	2.89%	7284	203938	3.06%	0	0	11.11%	1	28	13.50%
8	336	9430	4.32%	240	6727	4.91%	134	3757	5.19%	17458	488826	7.34%	0	0	0.00%	0	0	0.00%
9	484	13568	6.21%	296	8288	6.05%	124	3495	4.82%	11371	318382	4.78%	0	0	0.00%	0	0	0.00%
10	591	16549	7.58%	345	9666	7.06%	157	4406	6.08%	17902	501243	7.53%	0	0	0.00%	0	0	0.00%
11	589	16514	7.56%	319	8949	6.53%	134	3765	5.20%	14305	400547	6.02%	0	1	33.33%	2	69	32.79%
12	606	16970	7.77%	323	9052	6.61%	149	4178	5.77%	17541	491137	7.38%	0	0	0.00%	0	0	0.00%
13	570	15978	7.32%	304	8519	6.22%	138	3891	5.37%	11132	311697	4.68%	0	0	0.00%	0	0	0.00%
14	513	14391	6.59%	287	8048	5.87%	142	3995	5.51%	14386	402803	6.05%	0	0	0.00%	0	0	0.00%
15	481	13488	6.18%	315	8847	6.46%	144	4057	5.60%	12874	360461	5.41%	0	0	0.00%	0	0	0.00%
16	485	13587	6.22%	276	7731	5.64%	133	3735	5.16%	12006	336177	5.05%	0	0	0.00%	0	0	0.00%
17	293	8224	3.77%	221	6194	4.52%	96	2707	3.74%	12232	342487	5.14%	0	0	0.00%	0	0	0.00%
18	292	8195	3.75%	211	5925	4.32%	110	3101	4.28%	13654	382306	5.74%	0	0	0.00%	0	0	0.00%
19	289	8109	3.71%	213	5971	4.36%	112	3152	4.35%	7686	215220	3.23%	0	0	0.00%	0	0	0.00%
20	262	7351	3.37%	190	5336	3.89%	96	2711	3.74%	9483	265516	3.99%	0	0	0.00%	0	0	0.00%
21	243	6812	3.12%	173	4853	3.54%	86	2425	3.35%	7153	200286	3.01%	0	0	5.56%	0	10	4.53%
22	224	6277	2.87%	160	4505	3.29%	82	2303	3.18%	8926	249928	3.75%	0	0	0.00%	0	0	0.00%
23	182	5097	2.33%	122	3431	2.50%	71	1999	2.76%	3800	106398	1.60%	0	0	0.00%	0	0	0.00%

Top 30 of 3743 Total URLs									
#	Hits	kBT	kBT In	kBT Out	URL				
1	9954	4.56%	11301	0.17%	0	0.00%	0	0.00%	/css/style.css
2	9897	4.53%	3458	0.05%	0	0.00%	0	0.00%	/js/headersearch.js
3	9882	4.53%	3754	0.06%	0	0.00%	0	0.00%	/js/roundtabs.js

4	9880	4.52%	5000	0.08%	0	0.00%	0	0.00%	/js/dropdowns.js
5	9870	4.52%	3765	0.06%	0	0.00%	0	0.00%	/css/print.css
6	9766	4.47%	92383	1.39%	0	0.00%	0	0.00%	/js/wymeditor/jquery.wymeditor.pack.js
7	9700	4.44%	69618	1.05%	0	0.00%	0	0.00%	/js/jquery/jquery.js
8	7752	3.55%	45510	0.68%	0	0.00%	0	0.00%	/
9	4784	2.19%	26498	0.40%	0	0.00%	0	0.00%	/admin/searchreview
10	3014	1.38%	21067	0.32%	0	0.00%	0	0.00%	/robots.txt
11	1894	0.87%	7094	0.11%	0	0.00%	0	0.00%	/departments/assessing/data
12	1469	0.67%	2023	0.03%	0	0.00%	0	0.00%	/img/favicon.ico
13	842	0.39%	6253	0.09%	0	0.00%	0	0.00%	/meetings/minutes
14	835	0.38%	3351	0.05%	0	0.00%	0	0.00%	/articles/article/billpay
15	728	0.33%	7576	0.11%	0	0.00%	0	0.00%	/meetings/boardminutes/1
16	659	0.30%	3338	0.05%	0	0.00%	0	0.00%	/favicon.ico
17	642	0.29%	5557	0.08%	0	0.00%	0	0.00%	/government/boards/board
18	550	0.25%	7420	0.11%	0	0.00%	0	0.00%	/government/boards/planningcommission
19	540	0.25%	1846	0.03%	0	0.00%	0	0.00%	/admin
20	530	0.24%	6523	0.10%	0	0.00%	0	0.00%	/government/boards/zoningboard
21	516	0.24%	3134	0.05%	0	0.00%	0	0.00%	/departments/utilities/watersewer
22	490	0.22%	4636	0.07%	0	0.00%	0	0.00%	/meetings/boardminutes/2
23	466	0.21%	4384	0.07%	0	0.00%	0	0.00%	/meetings/boardminutes/3
24	376	0.17%	3399	0.05%	0	0.00%	0	0.00%	/government/ordinances/ordinance-zoning
25	375	0.17%	3611	0.05%	0	0.00%	0	0.00%	/departments/assessing
26	356	0.16%	1962	0.03%	0	0.00%	0	0.00%	/government/contact
27	340	0.16%	2509	0.04%	0	0.00%	0	0.00%	/government/employment
28	326	0.15%	1350	0.02%	0	0.00%	0	0.00%	/departments/treasurer/billpay
29	326	0.15%	6262	0.09%	0	0.00%	0	0.00%	/news/bulletins
30	324	0.15%	1788	0.03%	0	0.00%	0	0.00%	/search

View All URLs

Top 10 of 3743 Total URLs By kB F									
#	Visits	URL	Visits	URL	kB Out	URL	Visits	URL	URL
1	87	0.04%	718656	10.79%	0	0.00%	0	0.00%	/contentfiledata/download/1345
2	85	0.04%	213142	3.20%	0	0.00%	0	0.00%	/contentfiledata/download/1341
3	68	0.03%	203298	3.05%	0	0.00%	0	0.00%	/contentfiledata/download/61
4	20	0.01%	195151	2.93%	0	0.00%	0	0.00%	/contentfiledata/download/1346
5	27	0.01%	108707	1.63%	0	0.00%	0	0.00%	/contentfiledata/download/1351
6	30	0.01%	105431	1.58%	0	0.00%	0	0.00%	/contentfiledata/download/1319
7	134	0.06%	100868	1.51%	0	0.00%	0	0.00%	/newsbulletinfiledata/download/38
8	9766	4.47%	92383	1.39%	0	0.00%	0	0.00%	/js/wymeditor/jquery.wymeditor.pack.js
9	41	0.02%	86286	1.30%	0	0.00%	0	0.00%	/newsbulletinfiledata/download/41
10	54	0.02%	80441	1.21%	0	0.00%	0	0.00%	/contentfiledata/download/540

Top 10 of 2287 Total Entry Pages					
#	URL	Visits	URL	URL	
1	7752	3.55%	3113	24.86%	/
2	1894	0.87%	371	2.96%	/departments/assessing/data
3	516	0.24%	240	1.92%	/departments/utilities/watersewer
4	375	0.17%	160	1.28%	/departments/assessing



5	260	0.12%	143	1.14%	/articles/article/park
6	326	0.15%	115	0.92%	/departments/treasurer/billpay
7	326	0.15%	111	0.89%	/news/bulletins
8	291	0.13%	105	0.84%	/departments/utilities/refuse
9	308	0.14%	103	0.82%	/articles/article/platmaps
10	835	0.38%	100	0.80%	/articles/article/billpay

Top 10 of 1732 Total Exit Pages					
#	Hits		Visits		URL
1	7752	3.55%	413	8.92%	/
2	1894	0.87%	152	3.28%	/departments/assessing/data
3	842	0.39%	75	1.62%	/meetings/minutes
4	835	0.38%	53	1.14%	/articles/article/billpay
5	516	0.24%	31	0.67%	/departments/utilities/watersewer
6	340	0.16%	29	0.63%	/government/employment
7	728	0.33%	29	0.63%	/meetings/boardminutes/1
8	308	0.14%	26	0.56%	/articles/article/platmaps
9	247	0.11%	24	0.52%	/community/links
10	326	0.15%	24	0.52%	/news/bulletins

Top 30 of 5112 Total Sites																
#	Hits		KB In		KB Out		Visits	Hostname								
1	3942	1.81%	3866	2.82%	768957	11.55%	0	0.00%	0	0.00%	290	2.27%	crawl-66-249-73-38.googlebot.com			
2	2748	1.26%	2738	2.00%	64223	0.96%	0	0.00%	0	0.00%	2	0.02%	173.199.116.195.ahrefs.com			
3	2091	0.96%	2080	1.52%	416780	6.26%	0	0.00%	0	0.00%	210	1.65%	208.115.113.82			
4	2063	0.94%	2057	1.50%	32357	0.49%	0	0.00%	0	0.00%	1	0.01%	static.140.95.4.46.clients.your-server.de			
5	2019	0.92%	2005	1.46%	371080	5.57%	0	0.00%	0	0.00%	179	1.40%	208.115.113.92			
6	1002	0.46%	993	0.72%	229888	3.45%	0	0.00%	0	0.00%	5	0.04%	loft8414.serverloft.de			
7	981	0.45%	956	0.70%	109085	1.64%	0	0.00%	0	0.00%	21	0.16%	hosted-by.leaseweb.com			
8	855	0.39%	837	0.61%	2511	0.04%	0	0.00%	0	0.00%	14	0.11%	static.66.51.9.5.clients.your-server.de			
9	779	0.36%	776	0.57%	43475	0.65%	0	0.00%	0	0.00%	54	0.42%	i60-36-84-49.s43.a014.ap.plala.or.jp			
10	717	0.33%	714	0.52%	4009	0.06%	0	0.00%	0	0.00%	323	2.53%	123.151.148.176			
11	684	0.31%	681	0.50%	9394	0.14%	0	0.00%	0	0.00%	16	0.13%	173.208.165.178			
12	681	0.31%	675	0.49%	6484	0.10%	0	0.00%	0	0.00%	22	0.17%	s1.960.clients.serverdeals.org			
13	650	0.30%	610	0.45%	7320	0.11%	0	0.00%	0	0.00%	40	0.31%	99-20-60-55.light-speed.brhmmi.sbcglobal.net			
14	586	0.27%	585	0.43%	11315	0.17%	0	0.00%	0	0.00%	14	0.11%	173.208.165.90			
15	567	0.26%	561	0.41%	5497	0.08%	0	0.00%	0	0.00%	44	0.35%	hn.kd.ny.adsl			
16	566	0.26%	566	0.41%	12270	0.18%	0	0.00%	0	0.00%	17	0.13%	173.199.119.59.ahrefs.com			
17	561	0.26%	549	0.40%	4907	0.07%	0	0.00%	0	0.00%	18	0.14%	46.165.197.141			
18	551	0.25%	546	0.40%	5516	0.08%	0	0.00%	0	0.00%	1	0.01%	crawl-81-144-138-34.wotbox.com			
19	546	0.25%	540	0.39%	73337	1.10%	0	0.00%	0	0.00%	141	1.11%	spider-199-21-99-125.yandex.com			
20	545	0.25%	541	0.39%	95818	1.44%	0	0.00%	0	0.00%	188	1.47%	spider-100-43-83-129.yandex.com			
21	510	0.23%	480	0.35%	5745	0.09%	0	0.00%	0	0.00%	30	0.24%	ec2-50-18-33-160.us-west-1.compute.amazonaws.com			
22	453	0.21%	179	0.13%	47298	0.71%	0	0.00%	0	0.00%	11	0.09%	136.181.195.13			
23	445	0.20%	394	0.29%	53340	0.80%	0	0.00%	0	0.00%	12	0.09%	adsl-99-150-165-28.dsl.sfldmi.sbcglobal.net			
24	432	0.20%	424	0.31%	1294	0.02%	0	0.00%	0	0.00%	5	0.04%	static.55.112.9.5.clients.your-server.de			
25	432	0.20%	424	0.31%	1295	0.02%	0	0.00%	0	0.00%	10	0.08%	static.68.51.9.5.clients.your-server.de			

26	424	0.19%	377	0.28%	4604	0.07%	0	0.00%	0	0.00%	16	0.13%	email.only-remax.net
27	423	0.19%	398	0.29%	13272	0.20%	0	0.00%	0	0.00%	27	0.21%	msnbot-65-55-213-73.search.msn.com
28	412	0.19%	141	0.10%	1461	0.02%	0	0.00%	0	0.00%	18	0.14%	67-36-21-177.co.livingston.mi.us
29	403	0.18%	277	0.20%	4070	0.06%	0	0.00%	0	0.00%	19	0.15%	173-13-4-210-michigan.hfc.comcastbusiness.net
30	400	0.18%	261	0.19%	32074	0.48%	0	0.00%	0	0.00%	22	0.17%	12.168.4.36

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Top 10 of 5112 Total Sites By kB F													
#	Hits		kB F		kB In		kB Out		Visits		Hostname		
1	3942	1.81%	3866	2.82%	768957	11.55%	0	0.00%	0	0.00%	290	2.27%	crawl-66-249-73-38.googlebot.com
2	2091	0.96%	2080	1.52%	416780	6.26%	0	0.00%	0	0.00%	210	1.65%	208.115.113.82
3	2019	0.92%	2005	1.46%	371080	5.57%	0	0.00%	0	0.00%	179	1.40%	208.115.113.92
4	1002	0.46%	993	0.72%	229888	3.45%	0	0.00%	0	0.00%	5	0.04%	loft8414.serverloft.de
5	981	0.43%	956	0.70%	109085	1.64%	0	0.00%	0	0.00%	21	0.16%	hosted-by.leaseweb.com
6	545	0.25%	541	0.39%	95818	1.44%	0	0.00%	0	0.00%	188	1.47%	spider-100-43-83-129.yandex.com
7	546	0.25%	540	0.39%	73337	1.10%	0	0.00%	0	0.00%	141	1.11%	spider-199-21-99-125.yandex.com
8	275	0.13%	188	0.14%	73018	1.10%	0	0.00%	0	0.00%	24	0.19%	76-203-248-175.lightspeed.livnmi.sbcglobal.net
9	2748	1.26%	2738	2.00%	64223	0.96%	0	0.00%	0	0.00%	2	0.02%	173.199.116.195.ahrefs.com
10	445	0.20%	394	0.29%	53340	0.80%	0	0.00%	0	0.00%	12	0.09%	adsl-99-150-165-28.dsl.sfdmi.sbcglobal.net

Top 30 of 1374 Total Referrers			
#	Hits	%	Referrer
1	51115	23.41%	- (Direct Request)
2	1756	0.80%	http://www.google.com/url
3	433	0.20%	https://www.google.com/
4	328	0.15%	http://www.bing.com/search
5	294	0.13%	http://www.google.com/search
6	205	0.09%	http://search.yahoo.com/search
7	86	0.04%	+
8	72	0.03%	http://genoa.org
9	52	0.02%	http://www.mml.org/classifieds/results2.php
10	47	0.02%	http://search.comcast.net/
11	36	0.02%	http://www.google.com/webhp
12	32	0.01%	http://us.yhs4.search.yahoo.com/yhs/search
13	31	0.01%	http://image.baidu.com/i
14	31	0.01%	http://yandex.ru/yandsearch
15	27	0.01%	http://translate.googleusercontent.com/translate_c
16	23	0.01%	http://www.google.com/m
17	20	0.01%	http://search.aol.com/aol/search
18	19	0.01%	http://ifsearch.avg.com/search
19	19	0.01%	http://publicrecords.netronline.com/state/MI/county/livingston/
20	19	0.01%	http://varmdomorsan.se/2008/march/
21	18	0.01%	http://linoleumshop.ru/
22	18	0.01%	http://stavkisport.ru/
23	18	0.01%	http://www.google.com
24	17	0.01%	http://co.livingston.mi.us/municipalities/genoa.htm
25	17	0.01%	http://search.yahoo.com/mobile/s

26	17	0.01%	<a href="http://search.yahoo.com/tablet/s">http://search.yahoo.com/tablet/s</a>
27	17	0.01%	<a href="http://www.genoa.org">http://www.genoa.org</a>
28	16	0.01%	<a href="http://filmachev.ru/">http://filmachev.ru/</a>
29	16	0.01%	<a href="http://www.sax-sex.com/">http://www.sax-sex.com/</a>
30	15	0.01%	<a href="http://intimhot.ru/">http://intimhot.ru/</a>
<a href="#">View All Referrers</a>			

Top 20 of 666 Total Search Strings			
#	Hits		Search String
1	358	19.79%	genoa township
2	152	8.40%	genoa township mi
3	64	3.54%	mhog
4	60	3.32%	genoa township assessor
5	54	2.99%	genoa township michigan
6	39	2.16%	genoa twp mi
7	27	1.49%	www.genoa.org
8	26	1.44%	genoa.org
9	17	0.94%	mhog utilities
10	13	0.72%	genoa capital
11	13	0.72%	genoa twp
12	11	0.61%	genoa
13	9	0.50%	duncan garbage service in michigan
14	9	0.50%	mhog water
15	8	0.44%	genoa township assessing
16	8	0.44%	genoa township hall
17	8	0.44%	genoa township livingston co platt
18	8	0.44%	genoa township mi assessor
19	7	0.39%	genoa township treasurer
20	7	0.39%	howell michigan sewer reu assessment
<a href="#">View All Search Strings</a>			

Top 15 of 1344 Total User Agents			
#	Hits	User Agent	
1	62464	28.60%	Mozilla/5.0 (Windows NT 6.1; AppleWebKit/537.17 (KHTML, like Gecko) Chrome/24.0.1312.57 Safari/537.17
2	13186	6.04%	Mozilla/5.0 (compatible; MSIE 9.0; Windows NT 6.1; WOW64; Trident/5.0)
3	10746	4.92%	Mozilla/5.0 (compatible; MJ12bot/v1.4.3; http://www.majestic12.co.uk/bot.php?+)
4	8880	4.07%	Mozilla/5.0 (Windows NT 6.1; rv:18.0) Gecko/20100101 Firefox/18.0
5	4706	2.16%	Mozilla/5.0 (Windows NT 6.1; WOW64) AppleWebKit/537.17 (KHTML, like Gecko) Chrome/24.0.1312.57 Safari/537.17
6	4381	2.01%	Mozilla/5.0 (compatible; bingbot/2.0; +http://www.bing.com/bingbot.htm)
7	4110	1.88%	Mozilla/5.0 (compatible; Ezooms/1.0; ezooms.bot@gmail.com)
8	3772	1.73%	Mozilla/5.0 (compatible; AhrefsBot/4.0; +http://ahrefs.com/robot)
9	3609	1.65%	Mozilla/5.0 (compatible; Googlebot/2.1; +http://www.google.com/bot.html)
10	3465	1.59%	Mozilla/4.0 (compatible; MSIE 8.0; Windows NT 6.1; Trident/4.0; SLCC2; .NET CLR 2.0.50727; .NET CLR 3.5.30729; .NET CLR 3.0.3
11	3254	1.49%	Mozilla/5.0 (Windows NT 6.1; WOW64; rv:18.0) Gecko/20100101 Firefox/18.0
12	2918	1.34%	Mozilla/5.0 (iPad; CPU OS 6_1 like Mac OS X) AppleWebKit/536.26 (KHTML, like Gecko) Version/6.0 Mobile/10B141 Safari/8536.25
13	2819	1.29%	Mozilla/4.0 (compatible; MSIE 8.0; Windows NT 6.1; WOW64; Trident/4.0; SLCC2; .NET CLR 2.0.50727; .NET CLR 3.5.30729; .NET CL
14	2592	1.19%	Mozilla/5.0 (Windows NT 6.1) AppleWebKit/537.17 (KHTML, like Gecko) Chrome/24.0.1312.56 Safari/537.17
15	2585	1.18%	Spiceworks/6.1.01074

## Usage by Location for February 2013

Top 30 of 79 Total Locations											
#	Hits		Locs		kB In		kB Out		Location		
1	84241	38.58%	19224	14.03%	633291	9.51%	0	0.00%	0	0.00%	Non-Profit Organization
2	56204	25.74%	47418	34.61%	1996252	29.98%	0	0.00%	0	0.00%	Network
3	39701	18.18%	35973	26.26%	2089214	31.38%	0	0.00%	0	0.00%	US Commercial
4	17741	8.12%	15025	10.97%	1239379	18.61%	0	0.00%	0	0.00%	United States
5	6772	3.10%	6677	4.87%	342982	5.15%	0	0.00%	0	0.00%	Germany
6	3999	1.83%	3892	2.84%	71859	1.08%	0	0.00%	0	0.00%	Unresolved/Unknown
7	3514	1.61%	3415	2.49%	71122	1.07%	0	0.00%	0	0.00%	China
8	961	0.44%	950	0.69%	48849	0.73%	0	0.00%	0	0.00%	Japan
9	801	0.37%	587	0.43%	11367	0.17%	0	0.00%	0	0.00%	US Educational
10	643	0.29%	638	0.47%	20936	0.31%	0	0.00%	0	0.00%	Ukraine
11	422	0.19%	361	0.26%	17897	0.27%	0	0.00%	0	0.00%	India
12	373	0.17%	370	0.27%	9542	0.14%	0	0.00%	0	0.00%	Norway
13	313	0.14%	303	0.22%	17185	0.26%	0	0.00%	0	0.00%	Russian Federation
14	234	0.11%	224	0.16%	7055	0.11%	0	0.00%	0	0.00%	Poland
15	233	0.11%	196	0.14%	5918	0.09%	0	0.00%	0	0.00%	Italy
16	193	0.09%	187	0.14%	1787	0.03%	0	0.00%	0	0.00%	Netherlands
17	190	0.09%	77	0.06%	22891	0.34%	0	0.00%	0	0.00%	US Government
18	152	0.07%	146	0.11%	4959	0.07%	0	0.00%	0	0.00%	Czech Republic
19	132	0.06%	131	0.10%	1319	0.02%	0	0.00%	0	0.00%	France
20	123	0.06%	109	0.08%	1690	0.03%	0	0.00%	0	0.00%	Pakistan
21	114	0.05%	107	0.08%	1584	0.02%	0	0.00%	0	0.00%	Old style Arpanet (arpa)
22	95	0.04%	47	0.03%	1900	0.03%	0	0.00%	0	0.00%	Romania
23	92	0.04%	91	0.07%	1554	0.02%	0	0.00%	0	0.00%	Israel
24	73	0.03%	67	0.05%	1103	0.02%	0	0.00%	0	0.00%	Great Britain (UK)
25	68	0.03%	64	0.05%	1299	0.02%	0	0.00%	0	0.00%	Belgium
26	68	0.03%	65	0.05%	910	0.01%	0	0.00%	0	0.00%	Brazil
27	66	0.03%	50	0.04%	1178	0.02%	0	0.00%	0	0.00%	US Military
28	61	0.03%	59	0.04%	1457	0.02%	0	0.00%	0	0.00%	Canada
29	57	0.03%	52	0.04%	1207	0.02%	0	0.00%	0	0.00%	Philippines
30	56	0.03%	53	0.04%	784	0.01%	0	0.00%	0	0.00%	United Kingdom