

GENOA CHARTER TOWNSHIP BOARD

Regular Meeting

December 7, 2015

6:30 p.m.

AGENDA

Call to Order:

Pledge of Allegiance:

Call to the Public (Public comment will be limited to two minutes per person)*:

Approval of Consent Agenda:

1. Payment of Bills.

2. Request to Approve Minutes: Nov. 2, 2015

3. Request for approval to enter into agreements to collect 2016 summer property taxes with Brighton Area Schools, Hartland Consolidated Schools, Howell Public Schools and the Livingston Educational Service Agency as submitted by the Township Treasurer.

4. Request approval to adjust special assessment amounts levied on the 2015 Winter Tax Roll as requested by the Township Treasurer.

5. Request for approval of a fireworks display during Mt. Brighton's New Year's Eve Celebration at 9 p.m. on Dec. 31, 2015.

6. Request for approval of a fireworks display at the Wilson Marina Boat Launch, 6095 Grand River, at 5:30 p.m. Dec. 12, 2015 for the employee Christmas party.

7. Request for approval of the 2016 Instructions for poverty exemption, poverty exemption application, and poverty exemption worksheet as submitted by the Assessor.

Approval of Regular Agenda:

8. Discussion and review of the budget related to Howell Parks and Recreation as presented by Paul Rogers.

9. Request for adoption of Resolution 151207 to approve updates to Master Plan Future Land Use Map and Growth Boundary Map.

10. Request for approval of Resolution No. 1 [to proceed and direct the preparation of plans and cost estimates] for the Sunrise Park Improvement Project Special Assessment District Summer 2016.

11. Request for approval of Resolution No. 2 [to approve the project schedule the first hearing and direct the issuance of statutory notices] for the Sunrise Park Road Improvement Project Special Assessment District Summer 2016.

12. Request for approval of the 2016-2021 Utility Department Capital Improvement Plan and the ordering of vactor truck as recommended by the Utility Department Director.

13. 6. Request for approval of amendments to the following budgets: General Fund 101; Road Improvement Fund 261; Road, Lake, Lighting Reimbursement Fund 264; Future Development Parks, Recreation Fund 270; and Building Reserve, Cemetery Fund 271.

14. Request for approval of Policy No. 151207 related to board meeting cancellation and bill payment, as previously discussed by the board.

15. Request to approve the sale of vacant Hughes Road property Tax Parcel ID #4711-11-303-023 to Susan Buck as recommended by the Supervisor.

16. Discussion and possible action regarding Genoa Township participation in SELCRA.

Correspondence
Member Discussion
Adjournment

*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.

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

DATE: December 7, 2015

TOWNSHIP GENERAL EXPENSES: Thru December 7, 2015	\$305,982.05
November 4, 2015 Trustee Per Diem Conference Payroll	\$1,420.19
November 6, 2015 Bi Weekly Payroll	\$78,017.41
November 20, 2015 Bi Weekly Payroll	\$79,402.53
November 25, 2015 Longevity Payroll	\$10,006.09
December 1, 2015 Monthly Payroll	\$11,953.71
December 2, 2015 Longevity Payroll	\$538.25
December 4, 2015 BI Weekly Payroll	\$24,800.03
OPERATING EXPENSES: Thru December 7, 2015	\$261,676.38
TOTAL:	<u>\$773,796.64</u>

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
32189	Allstar	Allstar Alarm LLC	11/02/2015	270.00
32190	AMER PLA	American Planning Association	11/02/2015	500.00
32191	ARCHINAL	Michael Archinal	11/02/2015	528.44
32192	AT&T Fax	AT&T	11/02/2015	68.98
32193	BROWNT	Tara Brown	11/02/2015	40.71
32194	DTE EN	DTE Energy	11/02/2015	134.37
32195	ETNA SUP	Etna Supply Company	11/02/2015	7,107.40
32196	GreenOak	Green Oak Twp Treasurer's Ofc	11/02/2015	15.00
32197	MASTER M	Master Media Supply	11/02/2015	307.72
32198	Matras	Matt Matras	11/02/2015	50.00
32199	PFEFFER	Pfeffer, Hanniford, Palka	11/02/2015	1,750.00
32200	Public	Public Financial Management In	11/02/2015	500.00
32201	USPS	United States Postal Service	10/30/2015	20.15
32202	assenma	Robert Assenmacher	11/03/2015	275.00
32203	ASSEMAC	Diane G. Assenmacher	11/03/2015	275.00
32204	BAYLEY R	Rebecca Bayley	11/03/2015	275.00
32205	Bel	Vonda Belanger	11/03/2015	225.00
32206	BENNETTT	Thomas Bennett	11/03/2015	225.00
32207	Bhavsar	Janice Bhavsar	11/03/2015	225.00
32208	BillelCl	Clementine Billel	11/03/2015	225.00
32209	Binder	Donald Binder	11/03/2015	275.00
32210	BODALSKI	Mary Lynn Bodalski	11/03/2015	275.00
32211	BodalskR	Richard Bodalski	11/03/2015	225.00
32212	Brender	Karen Brender	11/03/2015	225.00
32213	Brenna	Deborah Brennan	11/03/2015	225.00
32214	BRENNAN	Ann Brennan	11/03/2015	275.00
32215	BROWNT	Tara Brown	11/03/2015	275.00
32216	BURGNER	Mary Burgner	11/03/2015	275.00
32217	DespotW	William Despot	11/03/2015	225.00
32218	Doucette	Louis Doucette	11/03/2015	225.00
32219	Dunaski	Jaelyn Dunaski	11/03/2015	225.00
32220	FRASHEC	Cheryl Frasheski	11/03/2015	225.00
32221	FRASHEK	Kenneth Frasheski	11/03/2015	225.00
32222	Goodall	Diane Goodall	11/03/2015	275.00
32223	Grochows	Cynthia Grochowski	11/03/2015	275.00
32224	GUERR	Marie Guerriero	11/03/2015	225.00
32225	HOWARDZ	Zena Howard	11/03/2015	225.00
32226	JANARELI	Gary Janareli	11/03/2015	225.00
32227	JETS PIZ	Jet's Pizza	11/03/2015	347.05
32228	Kawula	Nancy Anne Kawula-Demarco	11/03/2015	225.00
32229	Kolinsk	Miriam Kolinski	11/03/2015	225.00
32230	Larson	Sally Larson	11/03/2015	225.00
32231	LarsonR	Richard Larson	11/03/2015	225.00
32232	LAWRENC	Lynda Lawrence	11/03/2015	225.00
32233	Lewis	Barbara Lewis	11/03/2015	275.00
32234	Lind	Tammy Lindberg	11/03/2015	275.00
32235	Lizak	Jean Lizak	11/03/2015	225.00
32236	LIZAKSTE	Steve Lizak	11/03/2015	225.00
32237	LORR	Mary Jo Lorr	11/03/2015	225.00
32238	McCauley	Jennifer McCauley	11/03/2015	275.00
32239	Mcclure	Cecelia McClure	11/03/2015	275.00
32240	McGrath	Carol McGrath	11/03/2015	225.00
32241	MEMMER	Larry W. Memmer	11/03/2015	225.00
32242	MORRISON	Carolyn Morrison	11/03/2015	225.00
32243	Nagy	Joseph Nagy	11/03/2015	275.00
32244	NAGYC	Catherine Nagy	11/03/2015	275.00
32245	Napper	Dawn Napper	11/03/2015	225.00
32246	OBrien	Thomas O'Brien	11/03/2015	225.00
32247	PRATTG	Genal Pratt	11/03/2015	275.00
32248	Quattro	Terry Quattro	11/03/2015	225.00
32249	RAMILLER	Sandra Ramiller	11/03/2015	225.00
32250	Rockwell	William Rockwell	11/03/2015	275.00

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
32251	RYNICKE	Antoinette Rynicke	11/03/2015	275.00
32252	Sapienza	Kristen Renee Sapienza	11/03/2015	275.00
32253	SapienzP	Paul Sapienza Jr.	11/03/2015	275.00
32254	Saunder	John Saunders	11/03/2015	275.00
32255	Schelosk	Mary Scheloske	11/03/2015	225.00
32256	SCHELOSR	Robert Scheloske	11/03/2015	225.00
32257	Sebastia	Paul Sebastian	11/03/2015	275.00
32258	SLICKER	Victoria Slicker	11/03/2015	275.00
32259	Smyth	Allen Smyth	11/03/2015	225.00
32260	SmythM	Marilynn Smyth	11/03/2015	225.00
32261	WATSON V	Victor Watson	11/03/2015	225.00
32262	WENNERBE	Virginia Wennerberg	11/03/2015	225.00
32263	Wisser	Kathleen Wisser	11/03/2015	275.00
32264	Withorn	Margaret Withorn	11/03/2015	225.00
32265	Woody	Frank Woody	11/03/2015	225.00
32266	WoodyPr	Prudence Woody	11/03/2015	225.00
32267	2/24	2/24 Community Church	11/06/2015	200.00
32268	Chilson	Chilson Hills Baptist Church	11/06/2015	200.00
32269	ChurchNa	Church of the Nazarene	11/06/2015	200.00
32270	CLEARYUN	Cleary University	11/06/2015	200.00
32271	COMM BIB	Community Bible Church	11/06/2015	200.00
32272	Hornung	Hornung Elementary School	11/06/2015	200.00
32273	Three Fi	Three Fires Elementary School	11/06/2015	200.00
32274	Allstar	Allstar Alarm LLC	11/10/2015	100.00
32275	COOPERST	Cooper's Turf Management LLC	11/10/2015	756.00
32276	CRAMPTON	Crampton Electric Co., Inc.	11/10/2015	7,067.87
32277	DTE LAKE	DTE Energy	11/10/2015	1,105.96
32278	Duncan	Duncan Disposal Systems	11/10/2015	79,290.75
32279	LivCTrea	Livingston County Treasurer	11/10/2015	275.69
32280	MDEQNCOM	State of Michigan-MDEQ	11/10/2015	127.21
32281	Mt Plea	Mt. Pleasant Comfort Inn & Sui	11/10/2015	100.98
32282	Perfect	Perfect Maintenance Cleaning	11/10/2015	565.00
32283	ROWELL	Linda Rowell	11/10/2015	273.05
32284	TRI COUN	Tri County Supply, Inc.	11/10/2015	213.35
32285	USBANK	U. S. Bank Equipment Finance	11/10/2015	2,852.70
32286	A T & T	A T & T	11/16/2015	161.53
32287	AmerAqua	American Aqua	11/16/2015	47.40
32288	COMCAST	Comcast	11/16/2015	323.97
32289	CONSUMER	Consumers Energy	11/16/2015	106.61
32290	Postmast	Postmaster	11/16/2015	6.26
32291	StatMi	State of Michigan	11/16/2015	6,273.19
32292	BLUE CRO	Blue Cross & Blue Shield Of Mi	11/20/2015	30,790.32
32293	BullsEye	BullsEye Telecom	11/20/2015	291.70
32294	DTE LAKE	DTE Energy	11/20/2015	44.58
32295	RELIANCE	Reliance Standard Life Insuran	11/20/2015	2,645.00
32296	Unum	Unum Provident	11/20/2015	2,524.10
32297	USBNA	US Bank, N.A.	11/20/2015	1,595.08
32298	VERIZONW	Verizon Wireless	11/20/2015	779.93
32299	EHIM	EHIM, INC	11/23/2015	11,863.85
32300	VERIZONW	Verizon Wireless	11/23/2015	330.11
32301	BODALSKI	Mary Lynn Bodalski	12/07/2015	4.94
32302	BROWNC	Christopher Brown	12/07/2015	137.50
32303	BROWNT	Tara Brown	12/07/2015	26.91
32304	Clearwat	Clearwater Systems	12/07/2015	78.00
32305	CONTINEN	Continental Linen Service	12/07/2015	102.90
32306	Dyk	Dykema Gossett, PLLC	12/07/2015	118.00
32307	ETNA SUP	Etna Supply Company	12/07/2015	55.50
32308	FED EXPR	Federal Express Corp	12/07/2015	76.95
32309	GENOA TW	Genoa Township	12/07/2015	472.29
32310	KernA	Austin Kern	12/07/2015	31.25
32311	KERNE	Erik Kern	12/07/2015	31.25
32312	LSL	LSL Planning, Inc.	12/07/2015	1,265.00

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
32313	Mancuso	Mancuso & Cameron, P.C.	12/07/2015	8,951.50
32314	MASTER M	Master Media Supply	12/07/2015	766.46
32315	mlgma	Michigan Local Gov't Mgmt Asso	12/07/2015	110.00
32316	Net serv	Network Services Group, L.L.C.	12/07/2015	90.00
32317	Northern	Northern Plumbing, Inc.	12/07/2015	585.00
32318	OEX	Office Express Inc.	12/07/2015	209.21
32319	Overbyc	Cindy Overby	12/07/2015	13.80
32320	PETTYCAS	Petty Cash	12/07/2015	165.93
32321	Seward	Seward Peck & Henderson PLLC	12/07/2015	6,314.53
32322	Sitnar	Susan Sitner	12/07/2015	14.03
32323	SKOLAR P	Paulette Skolarus	12/07/2015	99.33
32324	som - dm	State of Michigan	12/07/2015	20.00
32325	SPIRIT L	Spirit Of Livingston	12/07/2015	377.00
32326	StateMI	State Of Michigan	12/07/2015	975.00
32327	TalentWi	TalentWise Inc.	12/07/2015	154.00
32328	WATSON V	Victor Watson	12/07/2015	10.00
32329	WILLIAMS	Angela Williams	12/07/2015	32.20
32330	A T & T	A T & T	11/24/2015	47.10
32331	CARDM	Chase Card Services	11/24/2015	3,297.70
32332	COMC	Comcast	11/24/2015	136.87
32333	DTE EN	DTE Energy	11/24/2015	134.37
32334	KernA	Austin Kern	11/24/2015	50.00
32335	Livinsto	Livingston Cty Assessors Asc	11/24/2015	63.00
32336	MICOM	Michigan.com	11/24/2015	340.00
32337	TASC	Total Administrative Services	11/24/2015	2,575.60
32338	WALMART	Walmart Community	11/24/2015	491.86
32341	ARCHINAL	Michael Archinal	11/25/2015	500.00
32342	Neopost	Neopost USA Inc	11/25/2015	12,126.00
32343	ACCIDENT	Accident Fund Company	12/07/2015	696.00
32344	DEL BUS	Deluxe For Business	12/07/2015	296.24
32345	Duncan	Duncan Disposal Systems	12/07/2015	79,289.20
32346	GREATLA	Greatland Corporation	12/07/2015	92.67
32347	MASTER M	Master Media Supply	12/07/2015	1,103.54
32348	MICHAS	Michigan Assoc. of Planning	12/07/2015	59.00
32349	Perfect	Perfect Maintenance Cleaning	12/07/2015	565.00
32350	PFEFFER	Pfeffer, Hanniford, Palka	12/07/2015	3,300.00
32351	Sitnar	Susan Sitner	12/07/2015	18.52
32352	TRI COUN	Tri County Supply, Inc.	12/07/2015	308.89

Report Total: 305,982.05

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: cindy

Printed: 11/03/2015 - 11:26

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13508	EFT-FED	EFT- Federal Payroll Tax	11/04/2015		144.23
					83.33
					83.33
					19.49
					19.49
					<u>349.87</u>
				Check 13508 Total:	349.87
13509	FIRST NA	First National Bank	11/04/2015		1,070.32
					<u>1,070.32</u>
				Check 13509 Total:	1,070.32
				Report Total:	<u>1,420.19</u>

Genoa Charter Township
User: cindy

Payroll
Computer Check Register

Printed: 10/29/15 12:56
Batch: 606-11-2015

<u>Check No</u>	<u>Check Date</u>	<u>Employee Information</u>	<u>Amount</u>
12135	11/06/2015	Ryan Kellie Ryan	325.95
Total Number of Employees: 1			Total for Payroll Check Run: 325.95

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: CINDY

Printed: 10/29/2015 - 14:47

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13501	EFT-FED	EFT- Federal Payroll Tax	11/06/2015		7,728.80 4,562.06 4,562.06 1,066.96 1,066.96
Check 13501 Total:					18,986.84
13502	EFT-PENS	EFT- Payroll Pens Ln Pyts	11/06/2015		2,823.39 72.53
Check 13502 Total:					2,895.92
13503	EFT-PRIN	EFT-Principal Retirement 457	11/06/2015		1,067.00
Check 13503 Total:					1,067.00
13504	EFT-ROTH	EFT-Principal Roth	11/06/2015		565.00
Check 13504 Total:					565.00
13505	EFT-TASC	EFT-Flex Spending	11/06/2015		1,069.97
Check 13505 Total:					1,069.97
Report Total:					24,584.73
					+ 325.95
					24,910.68
					+ 53,106.73
					78,017.41

Payroll Kelly Ryan

Genoa Charter Township
User: angie

Electronic Clearinghouse
Distribution Report

Printed: 11/02/15 12:16
Batch: 606-11-2015

Account Number	Debit	Credit	Account Description
101-000-002-000	0.00	53,106.73	Cash-checking Account Only
101-000-259-000	53,106.73	0.00	Payroll Direct Deposit
	53,106.73	53,106.73	
Report Totals:	53,106.73	53,106.73	

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: CINDY

Printed: 11/12/2015 - 15:10

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13511	EFT-FED	EFT- Federal Payroll Tax	11/20/2015		8,072.44 4,645.12 4,645.12 1,086.35 1,086.35
Check 13511 Total:					19,535.38
13512	EFT-PENS	EFT- Payroll Pens Ln Pyts	11/20/2015		2,823.39 72.53
Check 13512 Total:					2,895.92
13513	EFT-PRIN	EFT-Principal Retirement 457	11/20/2015		1,067.00
Check 13513 Total:					1,067.00
13514	EFT-ROTH	EFT-Principal Roth	11/20/2015		565.00
Check 13514 Total:					565.00
13515	EFT-TASC	EFT-Flex Spending	11/20/2015		1,069.97
Check 13515 Total:					1,069.97
Report Total:					25,133.27
					<i>11/20/15 Payroll</i> + 54269.26
					<u>379,402.53</u>

Account Number	Debit	Credit	Account Description
101-000-002-000	0.00	54,269.26	Cash-checking Account Only
101-000-259-000	54,269.26	0.00	Payroll Direct Deposit
	54,269.26	54,269.26	
Report Totals:	54,269.26	54,269.26	

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: cindy

Printed: 11/19/2015 - 16:05

Bank Account: 101CII

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13516	EFT-FED	EFT- Federal Payroll Tax	11/25/2015		397.21
					589.00
					589.00
					137.78
					137.78

Check 13516 Total: 1,850.77

Report Total:

1,850.77
+ 12 checks 8155.32
\$ 10,006.09

<u>Check No</u>	<u>Check Date</u>	<u>Employee Information</u>		<u>Amount</u>
12136	11/25/2015	Archinal	Michael Archinal	662.67
12137	11/25/2015	HanusCarol	Carol Hanus	618.82
12138	11/25/2015	HuntR	Robin Hunt	762.01
12139	11/25/2015	Lindberg	Tammy Lindberg	692.62
12140	11/25/2015	McCirie	Gary McCirie	604.91
12141	11/25/2015	Mroczka	Laura Mroczka	396.51
12142	11/25/2015	Rojewski	Debra Rojewski	814.08
12143	11/25/2015	Ruthig	Amy Ruthig	923.50
12144	11/25/2015	SkolarusP	Paulette Skolarus	923.50
12145	11/25/2015	Van Tassel	Adam Van Tassell	602.33
12146	11/25/2015	VanMarter	Kelly VanMarter	692.62
12147	11/25/2015	Williams	Angela Williams	461.75
Total Number of Employees: 12		Total for Payroll Check Run:		8,155.32

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: cindy

Printed: 11/23/2015 - 16:27

Bank Account: 101CII

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13517	EFT-FED	EFT- Federal Payroll Tax	12/01/2015		1,995.59 728.52 728.52 170.39 170.39
Check 13517 Total:					3,793.41
13518	EFT-PENS	EFT- Payroll Pens Ln Pyts	12/01/2015		394.21
Check 13518 Total:					394.21
13519	EFT-ROTH	EFT-Principal Roth	12/01/2015		200.00
Check 13519 Total:					200.00
13520	EFT-TASC	EFT-Flex Spending	12/01/2015		83.33
Check 13520 Total:					83.33
13521	FIRST NA	First National Bank	12/01/2015		7,482.76
Check 13521 Total:					7,482.76
Report Total:					11,953.71

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: cindy

Printed: 12/01/2015 - 14:26

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13528	EFT-FED	EFT- Federal Payroll Tax	12/02/2015		
				1222015	31.00
				1222015	31.00
				1222015	7.25
				1222015	7.25
					<u>76.50</u>
				Check 13528 Total:	76.50
				Report Total:	
				CK#	76.50
				12148	+ 461.75
					<u>538.25</u>

Genoa Charter Township
User: cindy

Payroll
Computer Check Register

Printed: 12/01/15 11:12
Batch: 600-12-2015

<u>Check No</u>	<u>Check Date</u>	<u>Employee Information</u>	<u>Amount</u>
12148	12/01/2015	EstradaD David Estrada	461.75
Total Number of Employees: 1			Total for Payroll Check Run: 461.75

Accounts Payable
Computer Check Register

Genoa Township

2911 Dorr Road
Brighton, MI 48116

(810) 227-5225

User: cindy

Printed: 11/25/2015 - 14:35

Bank Account: 101CH

Check	Vendor No	Vendor Name	Date	Invoice No	Amount
13523	EFT-FED	EFT- Federal Payroll Tax	12/04/2015		7,903.96 4,578.33 4,578.33 1,070.76 1,070.76
Check 13523 Total:					19,202.14
13524	EFT-PENS	EFT- Payroll Pens Ln Pyts	12/04/2015		2,823.39 72.53
Check 13524 Total:					2,895.92
13525	EFT-PRIN	EFT-Principal Retirement 457	12/04/2015		1,067.00
Check 13525 Total:					1,067.00
13526	EFT-ROTH	EFT-Principal Roth	12/04/2015		565.00
Check 13526 Total:					565.00
13527	EFT-TASC	EFT-Flex Spending	12/04/2015		1,069.97
Check 13527 Total:					1,069.97
Report Total:					24,800.03

#592 OAK POINTE WATER/SEWER FUND

Payment of Bills

October 31 through December 7, 2015

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	11/02/2015	3462	CLEARWATER SYSTEMS	DIANE AMATO FAUCET	-995.00
Bill Pmt -Check	11/02/2015	3463	GENOA TWP DPW FUND		-1,690.50
Bill Pmt -Check	11/02/2015	3464	MHOG UTILITIES	July, August, September 2015	-36,261.35
Bill Pmt -Check	11/02/2015	3465	SYNAGRO CENTRAL	Sludge disposal	-5,128.75
Bill Pmt -Check	11/02/2015	3466	Tetra Tech, Inc.	PROJECT #117-1045033	-2,790.61
Bill Pmt -Check	11/02/2015	3467	Watertap Inc.		-6,300.00
Bill Pmt -Check	11/09/2015	3468	CONSUMERS ENERGY	GAS SERVICE	-38.59
Bill Pmt -Check	11/09/2015	3469	DTE ENERGY	Electric bills	-3,946.21
Bill Pmt -Check	11/09/2015	3470	DTE ENERGY	Electric bills	-47.84
Bill Pmt -Check	11/09/2015	3471	STATE OF MICHIGAN	OP public water supply annual fee	-1,197.26
Bill Pmt -Check	11/16/2015	3472	AT&T(2)	Telephone Service 10-8-15 to 11-07-2015	-87.60
Bill Pmt -Check	11/20/2015	3473	Bullseye Telecom	003CA32, 003CACC	-374.22
Bill Pmt -Check	11/23/2015	3474	Genoa Twp Oak Pointe Sewer Bond	Payment on Sewer Bond	-103,717.07
Bill Pmt -Check	12/07/2015	3475	CITY ELECTRIC SUPPLY	10 6W 130V BASE BULBS	-19.90
Bill Pmt -Check	12/07/2015	3476	Complete Battery Source	INVOICE #309077BRI	-298.72
Bill Pmt -Check	12/07/2015	3477	COOPERS TURF MANAGEMENT, LI	Lawn care lift station 50,55,56,57,60	-446.00
Bill Pmt -Check	12/07/2015	3478	DeBottis Development&Asphalt Seal	5025 Club Dr- Oak Pointe Water Plant	-1,650.00
Bill Pmt -Check	12/07/2015	3479	DUBOIS COOPER ASSOCIATES INC	Supplies	-158.90
Bill Pmt -Check	12/07/2015	3480	GENOA TWP DPW FUND		-41,228.02
Bill Pmt -Check	12/07/2015	3481	GRAINGER	SUPPLIES	-1,087.52
Bill Pmt -Check	12/07/2015	3482	HOWELL TRUE VALUE HARDWARE	Supplies	-6.45
Bill Pmt -Check	12/07/2015	3483	Hubbell, Roth & Clark, Inc.	Project # 20150638.07	-4,198.42
Bill Pmt -Check	12/07/2015	3484	M & K Jetting and Televising	Vac'd out lift station #55 & 48	-675.00
Bill Pmt -Check	12/07/2015	3485	NORTHWEST PIPE AND SUPPLY, INC.		-362.70
Bill Pmt -Check	12/07/2015	3486	STANDARD ELECTRIC	Oak Pointe-Repairs and maint.	-469.05
Bill Pmt -Check	12/07/2015	3487	Tetra Tech, Inc.	PROJECT #117-1045033	-2,331.94
Bill Pmt -Check	12/07/2015	3488	TOTAL POOL	25 Magic Lube	-123.75
Bill Pmt -Check	11/25/2015	3489	AT & T	Telephone Internet Service 11-12-15 to 12-1	-65.00
Total					-215,696.37

#503 DPW UTILITY FUND
Payment of Bills
October 31 through December 7, 2015

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	11/02/2015	3403	Advanced Auto Parts		-78.94
Bill Pmt -Check	11/02/2015	3404	Applied Imaging		-897.32
Bill Pmt -Check	11/02/2015	3405	Belle Tire	2011 FORD TRUCK F 250	-793.56
Bill Pmt -Check	11/02/2015	3406	Brighton Ford - Mercury, Inc.	FORD 2011 F 350	-301.43
Bill Pmt -Check	11/02/2015	3407	GfG Instrumentation	REPAIRS	-108.34
Bill Pmt -Check	11/02/2015	3408	Pfeffer-Hanniford-Palka		-750.00
Bill Pmt -Check	11/02/2015	3409	Spirit of Livingston		-2,193.29
Bill Pmt -Check	11/06/2015	3410	Port City Communications, Inc.	11-1-2015 to 11-30-2015	-260.55
Bill Pmt -Check	11/11/2015	3411	WEX Bank		-2,465.60
Bill Pmt -Check	11/11/2015	3412	LOWE'S	Supplies	-2,112.36
Bill Pmt -Check	11/11/2015	3413	PAETEC	3501 S Haggerty Rd Canton Mi	-34.53
Bill Pmt -Check	11/11/2015	3414	Tractor Supply Co.	Supplies	-319.11
Bill Pmt -Check	11/12/2015	3415	U.S. POSTMASTER	O.P.QTR Aug-Oct 2015	-352.52
Bill Pmt -Check	11/16/2015	3416	Chase Card Services		-4,767.40
Bill Pmt -Check	11/16/2015	3417	D&G Equipment, Inc.	TORO 74413	-722.40
Bill Pmt -Check	11/16/2015	3418	Staples Credit Plan	Office supplies	-92.35
Bill Pmt -Check	11/17/2015	3419	U.S. POSTMASTER	Return Addressing Service	-50.00
Bill Pmt -Check	11/20/2015	3420	Verizon Wireless	Phone bill 10-7 to 11-7-15	-287.47
Bill Pmt -Check	12/07/2015	3421	Auto Zone	Ford Ranger-Wiper Blades	-16.58
Bill Pmt -Check	12/07/2015	3422	Brighton Ford - Mercury, Inc.	Truck # 7	-24.74
Bill Pmt -Check	12/07/2015	3423	D&G Equipment, Inc.	Supplies-Safety	-263.37
Bill Pmt -Check	12/07/2015	3424	Jack Doheny Supplies, Inc.		-337.50
Bill Pmt -Check	12/07/2015	3425	Master Media	office Supplies	-59.58
Bill Pmt -Check	12/07/2015	3426	NETWORK SERVICES	Web Design	-5,220.00
Bill Pmt -Check	12/07/2015	3427	NORTHWEST PIPE & SUPPLY	tool	-18.20
Bill Pmt -Check	12/07/2015	3428	Red Wing Shoe Store		-369.99
Bill Pmt -Check	12/07/2015	3429	Roys Autoworks	DPW Truck #9	-904.34
Bill Pmt -Check	12/07/2015	3430	TETRA TECH, INC.	Project # 200-12736-15015	-440.00
Bill Pmt -Check	12/07/2015	3431	Victory Lane Quick Oil Change		-324.86
Bill Pmt -Check	11/25/2015	3432	Greg Tatara	December Car Allowance	-500.00
Bill Pmt -Check	11/25/2015	3433	HUMPHRISS	Monthly Car Allowance December 2015	-250.00
Total					-25,316.33

3:59 PM

#595 PINE CREEK W/S FUND
Payment of Bills
 October 31 through December 31, 2015

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
-------------	-------------	------------	-------------	-------------	---------------

no checks issued

3:56 PM

#593 LAKE EDGEWOOD W/S FUND
Payment of Bills
 October 31 through December 7, 2015

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Bill Pmt -Check	11/02/2015	2851	Brighton Analytical L.L.C.	Laboratory costs	-77.00
Bill Pmt -Check	11/02/2015	2852	GENOA TWP DPW FUND	April 1 through June 30-2015	-602.94
Bill Pmt -Check	11/02/2015	2853	MHOG Utilities	7817 Bendix	-31.83
Bill Pmt -Check	11/02/2015	2854	Tetra Tech Inc.	Project # 117-1045032	-29.70
Bill Pmt -Check	11/09/2015	2855	DTE Energy	Electric Bills	-440.77
Bill Pmt -Check	11/16/2015	2856	Consumers Energy	Gas bills 10-2 to 10-30-2015	-14.20
Bill Pmt -Check	11/16/2015	2857	Cooper's Turf Management	Lawn Care at LE wastewater plant and lift stat	-292.00
Bill Pmt -Check	11/16/2015	2858	DTE Energy	Electric Bills	-2,914.10
Bill Pmt -Check	11/20/2015	2859	BullsEye Telecom	11-10 to 12-9-2015	-297.76
Bill Pmt -Check	12/07/2015	2860	Brighton Analytical L.L.C.		-154.00
Bill Pmt -Check	12/07/2015	2861	Complete Battery Source		-308.93
Bill Pmt -Check	12/07/2015	2862	Fastenal Company	Supplies	-43.09
Bill Pmt -Check	12/07/2015	2863	GENOA TWP DPW FUND		-12,298.95
Bill Pmt -Check	12/07/2015	2864	Genoa/Oceola Sewer Authority	Lake Edgewood Sewer	-395.83
Bill Pmt -Check	12/07/2015	2865	GRUNDY ACE OF HOWELL	supplies	-2.79
Bill Pmt -Check	12/07/2015	2866	Tetra Tech Inc.	Project # 117-1045032	-1,093.60
Bill Pmt -Check	12/07/2015	2867	Utilities Instrumentation Service Inc.	Servies at L/E THROUGH 8-24-15	-1,666.19
Total					-20,663.68

draft

GENOA CHARTER TOWNSHIP BOARD

Regular Meeting
November 3, 2015

MINUTES

Supervisor McCririe called the regular meeting of the board to order at 6:30 p.m. The Pledge of Allegiance was then said. The following board members were present constituting a quorum for the transaction of business: Gary McCririe, Paulette Skolarus, Robin Hunt, Linda Rowell, Jim Mortensen, Todd Smith and Jean Ledford. Also present were: Township Manager Michael Archinal; Township Auditor Frank Mancuso; and approximately 12 persons in the audience.

Call to the Public was made with no response.

Approval of Consent Agenda:

Moved by Rowell and supported by Smith to approve all items listed under the Consent Agenda and moving items 4, 5 and 6 to the regular agenda for discussion. The motion carried unanimously.

1. Payment of Bills.

2. Request to Approve Minutes: Oct. 19, 2015

3. Request to amend the Homestead Drive Road Improvement Special Assessment Roll to remove Parcel # 4711-28-202-032 levied in error.

Approval of Regular Agenda:

Moved by Rowell and supported by Hunt to approve for action all items listed under the Regular Agenda with the addition of a request for approval of terms for officials serving on other committees. The motion carried unanimously.

4. Request for approval of a recommendation from the Election Commission for salaries related to the November 3, 2015 election and those scheduled for 2016.

Moved by Smith and supported by Rowell to approve the recommendation from the Election Commission for the following salaries: Poll workers \$225.00 per diem, Chairpersons \$275.00 per diem, \$12.00 per hour after 10:00 p.m. (prorated on the quarter hour), Staff @ time and a half over 8 hours, Precinct setup at \$12.00 per hour plus mileage, additional part time/temporary and returning help \$13.50 per hour, mandated classes \$25.00, and Election Commission \$150.00 per diem. The motion carried unanimously.

5. Request for approval of a silent auction [Annual Snowflake Festival] sponsored by the Three Fires Elementary PTO on Jan. 29, 2016 from 6-8 p.m.

Moved by Mortensen and supported by Hunt to approve the Annual Snowflake Festival to be held at Three Fires Elementary School on Jan. 29, 2016 as requested. The motion carried unanimously

6. A request for approval terms for officials serving on other committees as recommended by the Supervisor.

Moved by Ledford and supported by Smith to approve the terms for those offices expiring Nov. 20, 2015 as requested by McCrie. The motion carried unanimously.

7. Discussion of a policy related to the payment of bills and public meetings related to a payment of bill policy adopted in December 5, 2011.

Moved by Mortensen and supported by Hunt to table the request until the next regular meeting of the board to allow time to make revisions as discussed. The motion carried unanimously.

8. Consider request from Howell Area Parks and Recreation Authority for a one-time payment of \$20,000 to alleviate a budget deficit.

Mr. Paul Rogers addressed the board on behalf of Howell Parks and Recreation.

Moved by Skolarus and supported by Mortensen to approve the one-time payment with the understanding that Howell Area Park and Recreation will provide a budget for the new calendar year with a contingent plan to offset shortages. The motion carried unanimously.

9. Consider request from Cromaine District Library for placement of a Little Free Library on the Township Hall property.

Cecelia Marlow addressed the board on behalf of Cromaine Library. There were no objections to the request. The Administrative Committee will work with the Library for a suitable place for the Little Free Library.

10. Consider approval of a moratorium on Medical Marijuana Facilities for a period of one year as recommended by VanMarter.

A call to the public was made with the following response: Denise Pollicella (Cannabis Attorneys of Michigan) – I am not opposed to the moratorium, however permitted uses are granted by the State of Michigan. Our State Legislature is considering legislation that will affect local jurisdictions regulating Medical Marijuana. A 16 page document was presented to the board for review.

Moved by Smith and supported by Hunt to approve the request for a moratorium on Medical Marijuana Facilities for a period not to exceed one-year. The motion carried by roll call vote as

follows: Ledford, Smith, Hunt, Rowell, Mortensen and McCririe. Nay – Skolarus. Absent – None.

11. Request to approve purchase of a postage meter at a cost not to exceed \$4,070.00 and a folder/insertor at a cost not to exceed \$7,894.00 from Neopost.

Moved by Skolarus and supported by Mortensen to approve the purchase totaling \$11,964.00. The motion carried unanimously.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:50 p.m.



Paulette A. Skolarus, Clerk
Genoa Charter Township Board

Gary McCririe, Supervisor
Genoa Charter Township Board

GENOA CHARTER TOWNSHIP BOARD SYNOPSIS
MINUTES: 11/03/2015

The following requests were approved by the Township Board at the October 5, 2015 and October 19, 2015 meetings:

- Approved - Payment of Bills
- Approved - Minutes from 10/19/2015
- Approved - An amendment the Homestead Drive Road Improvement Special Assessment Roll to remove Parcel # 4711-28-202-032 levied in error
- Approved – A recommendation from the Election Commission for salaries related to 2015 and 2016
- Approved - A silent auction [Annual Snowflake Festival] sponsored by the Three Fires Elementary PTO on Jan. 29, 2016 from 6-8 p.m.
- Approved – Expiring Terms for officials serving on other committees
- Tabled - A policy related to the payment of bills and public meetings
- Approved – A request from Howell Area Parks and Recreation Authority for a one-time payment of \$20,000 to alleviate a budget deficit
- Discussed - The placement of a Little Free Library on the Township Hall property.
- Approved - A moratorium on Medical Marijuana Facilities for a period of one year
- Approved – The purchase of a postage meter at a cost not to exceed \$4,070.00 and a folder/insertor at a cost not to exceed \$7,894.00 from Neopost

The minutes may be viewed in their entirety at www.genoa.org or call (810) 227-5225 and request a copy if you do not have internet service available to you.

Paulette A. Skolarus, Clerk

Gary McCrie, Supervisor

(Liv. Daily 10/27/2015 monthly publication)

Memo

To: Genoa Township Board

From: Robin Hunt, Treasurer

Date: 11/30/15

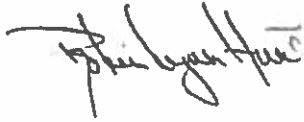
I have placed on the Consent Agenda the following item for your consideration:

- Request for approval to enter into agreements to collect 2016 summer property taxes with Brighton Area Schools, Hartland Consolidate Schools, Howell Public Schools and Livingston Educational Service Agency as submitted by the Township Treasurer.

The agreement with the Hartland and Brighton School Districts is to collect the Operating (Non-Homestead) Levy of their School Tax on the Summer Tax Bill and the agreement with Howell Schools is to collect the Operating (Non-Homestead) Levy as well as half of their Debt Levy to all parcels on the Summer roll. Pinckney Schools does not levy any school tax on the Summer tax roll. Livingston Educational Services Agency (LESA) will collect their full levy for Brighton, Hartland & Howell on the Summer bill and their full levy on the Winter bill for Pinckney Schools.

The agreements, as in the past, will be at a fee of \$3.00 per parcel for this collection.

Please let me know if you have any questions. Thank you!



AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this _____ by and between Brighton Area Schools, with offices located at 125 S. Church St., Brighton, MI 48116 (hereinafter "School District") and _____ with offices located at _____ (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2016.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead operating property taxes as certified by the School District for levy on July 1, 2016 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

3. No later than May 31, 2016 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2016.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
 - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month via electronic transfer (wire transfer, ACH, etc.)

SCHOOL DISTRICT

Signature authorized by Board
of Education Resolution of
_____, 2015

President

Secretary

TOWNSHIP

Signature authorized by Board
of Trustees Resolution of
_____, 2015

Supervisor

Treasurer

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this 16th day of November 2015 by and between Hartland Consolidated Schools, with offices located at 9525 E. Highland Road, Howell MI 48843 (hereinafter "School District") and Genoa Township, with offices located at 2911 Dorr Road, Brighton, MI 48116 (hereinafter "Township"), pursuant to 1976 PA 451, as amended for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2016.

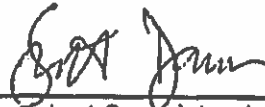
The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes as certified by the School District for levy on July 1, 2016, on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

3. No later than June 15, 2016, the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2016.
4. Summer Tax collection shall be paid to the School District within ten (10) business days from the 1st and 15th of each month, except in October, November, December, January, and March.

School District



Scott Bacon, Assistant Superintendent,
Designee

Signature authorized by Board
of Education Resolution of
November 16, 2015

Township

Supervisor

Signature authorized by Board
of Trustees Resolution of
_____, 2015

Clerk

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this day of , 2016 by and between Howell Public Schools, with offices located at 411 N. Highlander Way, Howell, MI 48843 (hereinafter "School District") and Genoa Township with offices located at 2911 Dorr Road, Brighton, MI 48116 (hereinafter "Township"), pursuant to 1976, PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2016.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes and 50% of the school debt property taxes as certified by the School District for levy on July 1, 2016 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

3. No later than June 15, 2016 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2016.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
 - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month. At your discretion, you may elect to discontinue summer tax disbursements to Howell Public Schools in November, December, January, and March.

SCHOOL DISTRICT

Signature authorized by Board
of Education Resolution of
_____, 2016

President

Secretary

TOWNSHIP

Signature authorized by Board
of Trustees Resolution of
_____, 2016

Supervisor

Clerk

SUMMER TAX COLLECTION AGREEMENT

The Township of Genoa with offices located at 2911 Dorr Rd., Brighton, Michigan (the "township") pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a summer levy of Livingston Educational Service Agency, Michigan (the "Agency") property taxes for the year 2016 and hereafter as provided below:

The Agency and the Township agree as follows:

1. The Township agrees to collect 100% of the total school millage in the summer as certified by the Agency for levy on all taxable property in addition to and not within the K-12 school district summer tax collection, including principal residence and other exempt property not subject to the 18 mill levy within the Brighton Area Schools, Hartland Consolidated Schools and Howell Public School districts.
2. ~~Interest earned on the investment of said taxes collected by the Township prior to the payment to the Agency shall be transferred to the Agency when the taxes are transferred to the Agency.~~
3. All interest and penalties, other than collection fees, that are imposed prior to the date the taxes are returned delinquent and that are attributable to school taxes, shall belong to the Agency.
4. The Agency agrees to pay the Township costs of assessment and collection at \$3.00 per parcel which represents reasonable expenses incurred by the Township in assessing and collecting Agency taxes, to the extent that the expenses are in addition to the expenses of assessing and collecting other taxes at the same time.
5. The Agency shall certify to the Township Treasurer the school millage to be levied on property for summer collection to the Township via a signed L-4029 within 3 weeks of Livingston County Equalization delivering their tax roll information to the Agency, or by June 15, whichever is earlier.
6. The Township Treasurer shall account for and deliver summer school tax collections to the Agency within ten (10) business days from the 1st and 15th of each month via electronic transfer, if and when possible.
7. In the event that state law is amended necessitating changes to this Agreement, the parties agree to negotiate changes to the Agreement in good faith to conform the Agreement to state law. Collection of summer taxes and payment for said collection shall not be disrupted or delayed due to the negotiation of or revision to this Agreement.
8. By execution of this Agreement, both parties certify and represent that the Agreement is authorized by the laws of the State of Michigan, that the individuals responsible for collecting the Agency taxes are and will be in compliance with all laws pertaining to their duties

and responsibilities as a tax collecting agent, and that the signors are authorized by their respective governing bodies to execute this Agreement.

9. This Agreement is effective on the date of its execution and shall twelve months from the effective date.

IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates indicated below.

LIVINGSTON EDUCATIONAL SERVICE AGENCY, MICHIGAN

By 

Its: Deputy Superintendent

Dated: November 23, 2015

TOWNSHIP OF GENOA: _____

By _____

Its _____

Dated _____

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116
810-227-5225

Memo

To: Genoa Township Board
From: Robin L. Hunt, Township Treasurer
Date: 12/2/2015
Re: Correction to 2015 Winter Tax Roll

I am requesting Board Approval to adjust Special Assessment amounts levied on the 2015 Winter Tax Bill with the corresponding administration fee as follows:

Parcel #4711-12-100-004 – Add Refuse for new build

Addition to Tax Roll: X0012 Refuse + \$114.00

Parcel #4711-29-200-032 – Add Refuse for new build

Addition to Tax Roll: X0012 Refuse + \$114.00

Parcel #4711-29-201-001 – Add Refuse for new build

Addition to Tax Roll: X0012 Refuse + \$114.00

Parcel #4711-05-400-062 – Reflect Payoff Received after levied to tax roll

Reduction to Tax Roll: X2675 Sewer/Water Connection Fees – \$60,557.29

Please let me know if you have any questions. Thank you for your consideration.



Mr. Gary McCririe

30 November 2015

Township Supervisor

Genoa Charter Township

2911 Dorr Road

Brighton, MI 48116

Dear Mr. McCririe:

Here is our request and information packet for a Fireworks Display for the Mt. Brighton New Year's Eve Fireworks Celebration.

Attached please find all items requested in your outline sheet, including all applicable licenses, permits, and insurance certificates needed. Please feel free to contact me with any questions or comments you may have. We look forward to yet another great show !

Sincerely,

Michael Freeland, PGI/CI

VP Marketing

ACE Pyro, LLC



MKF/ms/GenoaCVR.doc



Mr. Gary McCririe

30 November 2015

Township Supervisor

Genoa Charter Township

2911 Dorr Road

Brighton, MI 48116

Dear Mr. McCririe:

Per the outline in Genoa Charter Township's Fireworks Display Permit Package for 2015. This letter is to certify that in Regards to the requested permit on 31 Dec 2015, ACE Pyro will have no On-Site storage of 1.3g Fireworks

Any and all unused 1.3g product will be returned to our ATF approved type 4 Magazine(s) in Manchester, MI, immediately following the display.

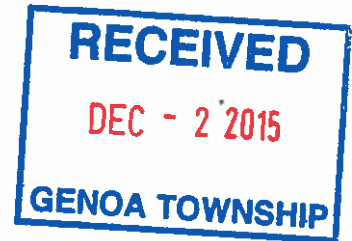
Regards,

Sincerely,

Michael Freeland, PGI/CI

VP Marketing

ACE Pyro, LLC



MKF/ms/GenoaCVR.doc



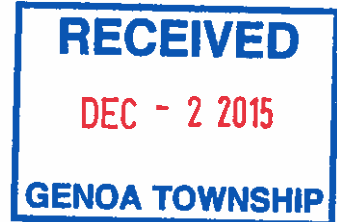
Google earth



350' FALLOUT AREA PER NFPA 1123, CODE FOR
FIREWORKS DISPLAY.

ARE SECURED BY MT. BRIGHTON SKI PATROL
ACE ACE PYRO STAFF.

M. FREEMAN



RECEIVED
 DEC - 2 2015
GENOA TOWNSHIP

Application for Fireworks Other Than Consumer or Low Impact
 Michigan Department of Licensing & Regulatory Affairs
 Bureau of Fire Services
 P.O. Box 30700
 Lansing MI 48909
 (517) 241-8847

Authority: 2011 PA 258
 Compliance: Voluntary
 Penalty: Permit will not be issued

The Department of Licensing & Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

<input type="checkbox"/> Agricultural or wildlife fireworks	<input type="checkbox"/> Articles Pyrotechnic	<input checked="" type="checkbox"/> Display Fireworks
<input type="checkbox"/> Special effects manufactured for outdoor pest control or agricultural purposes	<input type="checkbox"/> Public Display	<input type="checkbox"/> Private Display

NAME OF APPLICANT ACE PYRO, LLC / MICHAEL FREELAND	ADDRESS 13001 E. AUSTIN RD, MANCHESTER MI 48158	AGE (18 or over) 54
--	---	-------------------------------

IF A CORPORATION, NAME OF PRESIDENT ADAM ENZEL	ADDRESS 13001 EAST AUSTIN ROAD, MANCHESTER MI 48158	
--	---	--

IF A NON-RESIDENT APPLICANT, NAME OF MICHIGAN ATTORNEY OR RESIDENT AGENT N/A	ADDRESS N/A	TELEPHONE NUMBER N/A
--	-----------------------	--------------------------------

NAME OF PYROTECHNIC OPERATOR MICHAEL FREELAND	ADDRESS 975 LARVEE, MILFORD, MI 48361	AGE (18 or over) 34
---	---	-------------------------------

NO. YEARS EXPERIENCE 21	NO. DISPLAYS 200+	WHERE MI, OH, IN, WY, ND, IA AND 35+ IN OKLAHOMA COUNTY, MI
-----------------------------------	-----------------------------	---

NAME OF ASSISTANT ERIC RUSSELL	ADDRESS 3416 CLARKE, HIGHWIND, MI 48356	AGE 49
--	---	------------------

NAME OF OTHER ASSISTANT CHRIS RENEMA	ADDRESS 1231 HAWTHORNE, G.P.W. MI 48236	AGE 30
--	---	------------------

EXACT LOCATION OF PROPOSED DISPLAY
HILL #2, MT. BRIGHTON SKI AREA, 4141 BAYLOR RD, BRIGHTON, MI GPS 42°32'20.47N/85°48'32.88' W

DATE OF PROPOSED DISPLAY 31 DEC 2015	TIME OF PROPOSED DISPLAY 2100 - 2115 31 DEC 2015 E. S. T.
--	---

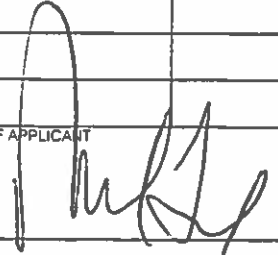
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT

- NO ONSITE STORAGE - DIRECT SHIPMENT FROM ATF TYPE II MAGAZINES

AMOUNT OF BOND OR INSURANCE (To be set by local government) \$5,000,000.00 FIVE MILLION DOLLARS	NAME OF BONDING CORPORATION OR INSURANCE COMPANY THE PARTNERS GROUP, LTD (98004)
---	--

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY
11225 SE 60TH STREET, SUITE #110, BELLEVUE, WA, 98004

NUMBER OF FIREWORKS	KIND OF FIREWORKS TO BE DISPLAYED
144 +	2.5" AERIAL SHELLS
144 +	3.0" AERIAL SHELLS
72 +	4.0" AERIAL SHELLS
10 +	5.0" AERIAL SHELLS
TWO	1.4g LANCEWORK SIGNS
→ NOTHING FOLLOWS ←	

SIGNATURE OF APPLICANT 	DATE 30 NOV 2015
---	----------------------------

Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be made to the legislative body of a city, village or township board. A permit shall be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the issuing political jurisdiction.

1. The Applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in Operator's section.
2. A non-resident applicant shall appoint a Michigan attorney or resident agent in writing to be the applicant's legal representative upon whom all process in any action or proceeding may be served.
3. The pyrotechnic operator is the person in charge of the display. The legislative body shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
4. Indicate the total amount of fireworks proposed for the display or use, such as 10 aerial bombs, 30 aerial rocket bursts, etc.
5. Indicate the manner and place of storage within the political jurisdiction of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.
6. The issuing political jurisdiction shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
7. The application is valid for the year shown at the top right corner of the application.
8. Permit fees shall be established by the legislative body and shall be retained by same.
9. This permit is issued in compliance with 2011, PA 256.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/1/2015

PRODUCER Phone: 425-455-5640 Fax: 425-455-6727
 The Partners Group Ltd
 11225 SE 6th St., Suite 110
 Bellevue WA 98004

INSURED
 Ace Pyro, LLC
 13001 E. Austin Rd
 Manchester MI 48158

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

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: T.H.E. Insurance Company	12866
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES

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

INSR ADD'L LTR INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GENTL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	CPP010442901	11/1/2015	11/1/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$ N/A PRODUCTS - COMP/OP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	CPP010442901	11/1/2015	11/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
A	EXCESS / UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$	ELP001174701	11/1/2015	11/1/2016	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000 \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 The following are Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured, as required by written contract.
 Additional Insured: Mt. Brighton Ski Area, Vail Resorts, Genoa Township, its officers, assigns, and volunteers
 Event Location: Mt. Brighton Ski Area 4141 Bauer Rd Brighton, MI 48116
 Event Date: 12/31/2015, Rain Date: N/A

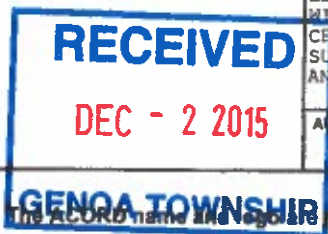
CERTIFICATE HOLDER

Mt. Brighton Ski Area
 4141 Bauer Rd
 Brighton MI 48116

CANCELLATION

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

AUTHORIZED REPRESENTATIVE _____





U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Federal Explosives Licensing Center
244 Needy Road
Martinsburg, West Virginia 25405

901090: CRR/FLS
5400
File Number: 4MI12625

09/18/2014

SUBJECT: EMPLOYEE POSSESSOR LETTER OF CLEARANCE for:

MICHAEL KENNETH FREELAND 05/14/1961 380743733

GENERAL LABOR
(248)676-2305

975 LARIVEE LANE
MILFORD, MI 48381

and is ONLY valid under the following Federal explosives license/permit:

4-MI-161-20-7D-12625

ACE PYRO LLC
73801 E AUSTIN RD
MANCHESTER, MI 48158

Dear MICHAEL FREELAND:

You have been approved to transport, ship, receive or possess explosive materials as an employee possessor under the Federal explosive license or permit indicated above. This clearance is only valid under the license or permit referenced above.

Sincerely,

Christopher R. Reeves
Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
Chief, FELC
Attn.: LOC Correction
244 Needy Road
Martinsburg, West Virginia 25405

Fax: 1-304-616-4401
Chief, FELC
Attn.: LOC Correction

Call toll-free: 1-877-283-3352

WWW.ATF.GOV

MICHAEL KENNETH FREELAND

Employee Possessor Letter of Clearance for:

GENOA TWP BOARD,

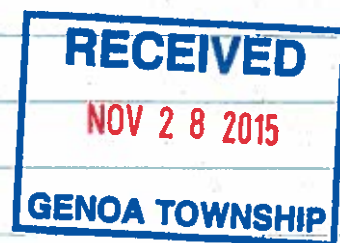
I am requesting A permit for
A Fireworks Display @ 6095 Grand River
Ave, Wilson MARINE'S Boat Launch for
Dec 12th 2015 @ 5:30pm for their
employee Christmas party the show is
small in nature lasting approx 10 min's.
Along with this request are my INS
Cert, BATF license, site MAP and
Contingency ltr of unused product,

Thank you for your consideration
in this matter.

Calvin Heckman Jr RKM Fireworks

Home 810-227-6307

Cell 313-304-0579



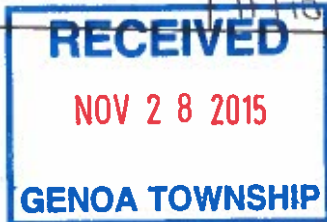
2015

Application for Fireworks Other Than Consumer or Low Impact
 Michigan Department of Licensing & Regulatory Affairs
 Bureau of Fire Services
 P.O. Box 30700
 Lansing MI 48909
 (517) 241-8847

Authority: 2011 PA 258
 Compliance: Voluntary
 Penalty: Permit will not be issued

The Department of Licensing & Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

<input type="checkbox"/> Agricultural or wildlife fireworks		<input type="checkbox"/> Articles Pyrotechnic		<input type="checkbox"/> Display Fireworks	
<input type="checkbox"/> Special effects manufactured for outdoor pest control or agricultural purposes		<input type="checkbox"/> Public Display		<input checked="" type="checkbox"/> Private Display	
NAME OF APPLICANT CALVIN HECKMAN JR		ADDRESS 4263 Clifford Rd	AGE (18 or over) 57		
IF A CORPORATION, NAME OF PRESIDENT		ADDRESS			
IF A NON-RESIDENT APPLICANT, NAME OF MICHIGAN ATTORNEY OR RESIDENT AGENT		ADDRESS	TELEPHONE NUMBER		
NAME OF PYROTECHNIC OPERATOR CALVIN HECKMAN JR		ADDRESS 4263 Clifford Rd	AGE (18 or over) 57		
NO. YEARS EXPERIENCE 15	NO. DISPLAYS 25+	WHERE INDIANA / MICHIGAN			
NAME OF ASSISTANT CALVIN HECKMAN III		ADDRESS SAME	AGE 23		
NAME OF OTHER ASSISTANT		ADDRESS	AGE		
EXACT LOCATION OF PROPOSED DISPLAY 6095 Grand River / Waters Edge Wilson MARINE					
DATE OF PROPOSED DISPLAY SAT DEC 12, 2015		TIME OF PROPOSED DISPLAY 5:30 PM			
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT RKM Fireworks EDWARDSBURG MI					
AMOUNT OF BOND OR INSURANCE (To be set by local government) \$ 1,000,000		NAME OF BONDING CORPORATION OR INSURANCE COMPANY LLOYDS of London			
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY 205 SAN MARIN Dr Suite 5 NOVATO CA 94945					
NUMBER OF FIREWORKS		KIND OF FIREWORKS TO BE DISPLAYED			
50	3" Assorted Ariel Shells				
36	4" " " "				
12	5" " " "				
8	MULTI shot 1.3 CAKES / CLASS C				
SIGNATURE OF APPLICANT Calvin Heckman Jr					DATE 11/10/15





U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Federal Explosives Licensing Center
244 Needy Road
Martinsburg, West Virginia 25405

901090: CRR/FLS
5400
File Number: 4MI00995

11/07/2012

SUBJECT: EMPLOYEE POSSESSOR LETTER OF CLEARANCE for:

CALVIN HECKMAN

09/05/1958 303725001

SHOOTER/ OPERATOR
(810)227-6307

4263 CLIFFORD RD
BRIGHTON, MI 48116

and is **ONLY** valid under the following Federal explosives license/permit:

4-MI-027-51-5L-00995

RKM FIREWORKS CO
27383 MAY ST
EDWARDSBURG, MI 49112

Dear CALVIN HECKMAN:

You have been approved to transport, ship, receive or possess explosive materials as an employee possessor under the Federal explosive license or permit indicated above. **This clearance is only valid under the license or permit referenced above.**

Sincerely,

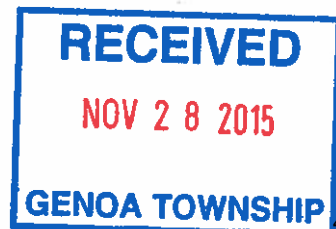
Christopher R. Reeves
Chief, Federal Explosives Licensing Center (FELC)

FELC Customer Service. If you believe that information on your "Letter of Clearance" is incorrect, please return a COPY of the letter to the Chief, Federal Explosives Licensing Center (FELC), with a statement showing the nature of the error. The Chief, FELC, shall correct the error, and return an amended letter to you.

Mail: ATF
Chief, FELC
Attn.: LOC Correction
244 Needy Road
Martinsburg, West Virginia 25405

Fax: 1-304-616-4401
Chief, FELC
Attn.: LOC Correction

Call toll-free: 1-877-283-3352



WWW.ATF.GOV

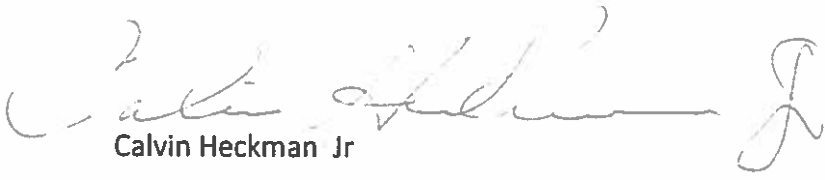
CALVIN HECKMAN

Employee Possessor Letter of Clearance for:

To whom it may concern;

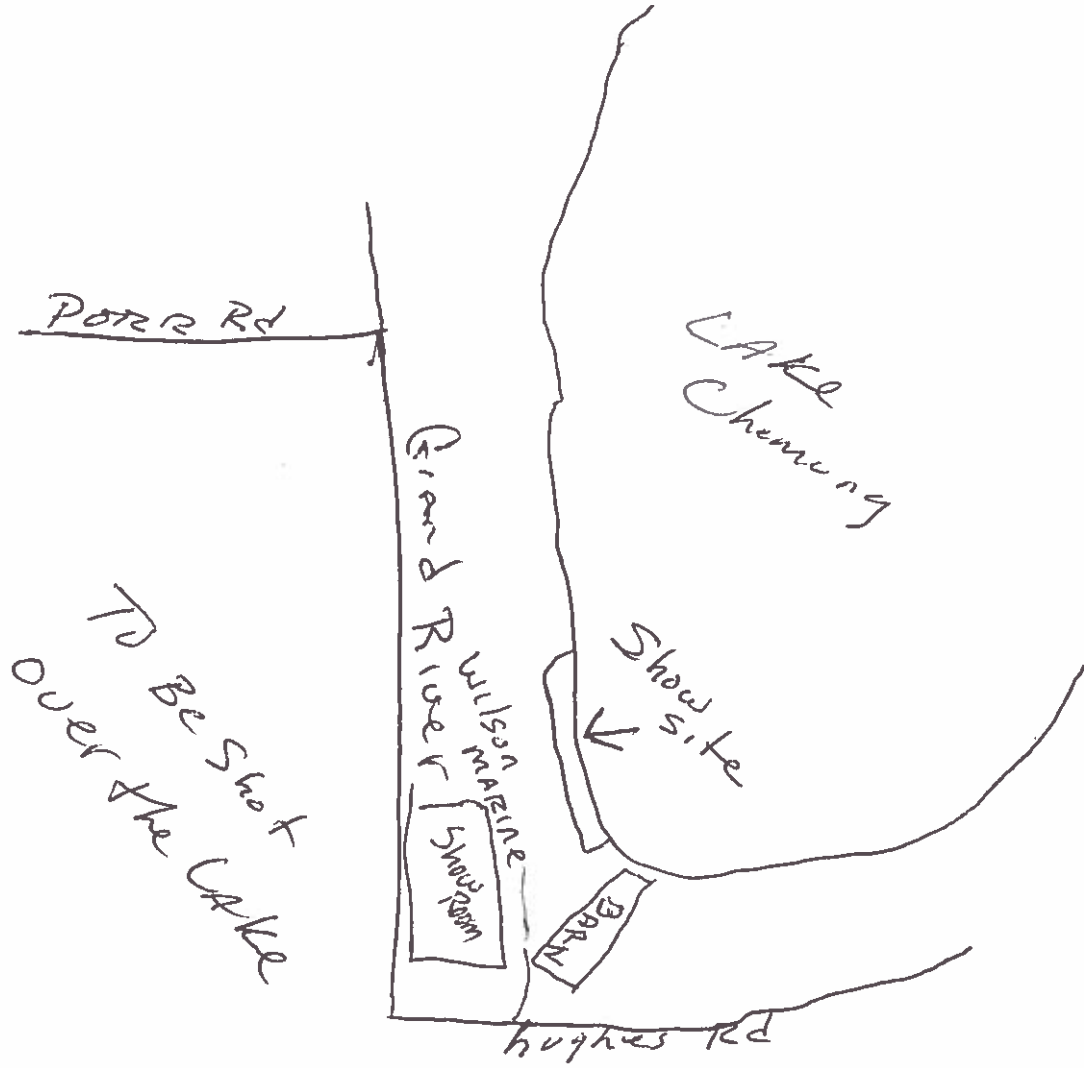
This is a contingency letter for any and all fireworks at the show that do not get used or do not fire for any reason will be transported back to ~~back to~~ the registered bunker they were picked up from RKM fireworks in Edwardsburg Mi.

Sincerely


Calvin Heckman Jr

RECEIVED
NOV 28 2015
GENOA TOWNSHIP

Site Map



RECEIVED
NOV 28 2015
GENOA TOWNSHIP

Certificate of Insurance

8547

Issue Date: 11/11/2015

PRODUCER
 Professional Program Insurance Brokerage
 371 Bel Marin Keys Blvd., Suite #220
 Novato, California 94949

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

INSURERS AFFORDING COVERAGE

INSURED
 RKM Fireworks Company & St. Evans, Inc.
 27383 May Street
 Edwardsburg, MI 49112

INSURER A: Underwriter's at Lloyd's, London

INSURER B:

INSURER C:

INSURER D:

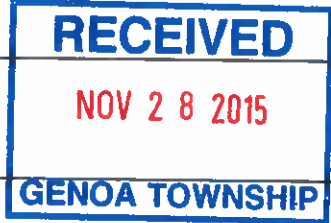
COVERAGES:

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

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (DD/MM/YY)	POLICY EXPIRATION DATE (DD/MM/YY)	LIMITS	
A	GENERAL LIABILITY CLAIMS MADE	PY/15-0157	10/8/2015	10/8/2016	EACH ACCIDENT	\$1,000,000
					MEDICAL EXP (any one person)	
					FIRE LEGAL LIABILITY	\$50,000
					GENERAL AGGREGATE	\$2,000,000
					PRODUCTS-COMP/ OPS AGG	

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
 Certificate holder is additional insured as respects the following:

Date(s) of Display:	12/12/2015
Location:	Wilson Marine 6095 Grand River Ave. Brighton, MI 48114
Additional Insured:	Wilson Marine and Ron Wilson
Rain Date(s):	12/13/2015
Type of Display:	Aerial Fireworks Display



CERTIFICATE HOLDER

Ron Wilson
 6095 Grand River Ave.
 Brighton, MI 48114

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

Susan Oretk
 AUTHORIZED REPRESENTATIVE

2015

Permit for Fireworks Other Than Consumer or Low Impact
Michigan Department of Licensing & Regulatory Affairs
Bureau of Fire Services
P.O. Box 30700
Lansing MI 48909
(517) 241-8847

Authority: 2011 PA 256
Compliance: Voluntary
Penalty: Permit will not be issued

The Department of Licensing & Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only.

Display Fireworks		
ISSUED TO		AGE (18 or over)
ADDRESS		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION		
ADDRESS		
NUMBER AND TYPES OF FIREWORKS		
50 - 3" Asst shells		
36 - 4" Asst shells		
12 - 5" Asst shells		
8 - CLASS C / 1.3 Cakes Multi shot		
EXACT LOCATION OF DISPLAY OR USE		
CITY, VILLAGE, TOWNSHIP	DATE	TIME
BOND OR INSURANCE FILED <input type="checkbox"/> YES <input type="checkbox"/> NO		AMOUNT

Issued by action of the Legislative Body of a

City Village Township of _____ on the _____ day of _____

(Signature and Title of Legislative Body Representative)

THIS FORM IS VALID FOR THE YEAR SHOWN ONLY

Memo

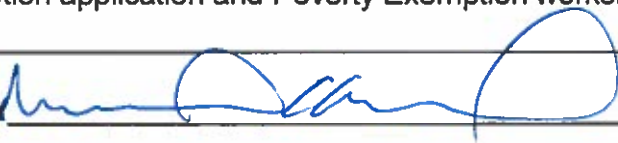
To: Genoa Township Board

From: Debra L. Rojewski

Date: 11/17/2015

Re: Instructions for poverty exemption, guidelines for poverty exemption, Poverty Exemption application and Poverty Exemption worksheet.

Manager Review



I would like the Genoa Township Board to adopt these guidelines for the 2016 Board of Review. The township is required to adopt guidelines that set income levels for our poverty exemption guidelines. The State of Michigan also requires that poverty exemption guidelines are established by the townships local assessing unit and we shall include an asset level test. An asset level test means the amount of cash, fixed assets or other property that could be used or converted to cash for use in payment of property taxes.

The income levels the township is using were supplied by the State of Michigan. I have attached the income levels which are the Federal Poverty Guidelines supplied to us from the State of Michigan. If you have any further questions feel free to contact me.

Please consider the following action:

Moved by _____, supported by _____, to

Approve the 2016 Instructions for poverty exemption, guidelines for poverty exemption, Poverty exemption application and Poverty exemption worksheet as submitted.

**RESOLUTION # 15
GENOA CHARTER TOWNSHIP
COUNTY OF LIVINGSTON, MICHIGAN**

**RESOLUTION ESTABLISHING GUIDELINES FOR GRANTING OF POVERTY
EXEMPTIONS FROM PROPERTY TAXES PURSUANT TO MCL 211.7u AND
ESTABLISHING BEGINNING DATE FOR THE BOARD OF REVIEW**

At a regular meeting of the Board of Trustees of Genoa Charter Township, County of Livingston, State of Michigan, held on December 7, 2015, the following Resolution was moved, supported and adopted.

RECITALS:

WHEREAS, P.A. 390 of 1994, which amended Section 7u of Act 206 of the Public Acts of 1893, as amended by Act 313 of the Public Acts of 1993, being section 211.7u of the Michigan Compiled Laws, requires the governing body of the assessing unit to determine and make available to the public the policy and guidelines for granting of poverty exemptions under MCL 211.70;

NOW, THEREFORE BE IT RESOLVED that to be eligible for a poverty exemption pursuant to MCL 211.7u in the Township of Genoa, a person must be the owner and must occupy the property as a homestead, as defined, for which the exemption is requested; file a completed and notarized application; file copies of federal and state income tax returns for all persons residing in the homestead, including property tax credit forms and/or Statement of Benefits Paid from Michigan Department of Social Services or Social Security Administration; meet local (Genoa Charter Township) poverty income standards;

BE IT FURTHER RESOLVED that the applicant must have an annual household income less than the amounts shown in Attachment A;

BE IT FURTHER RESOLVED that the applicant must have an annual taxable and/or non-taxable dividend income less than \$500;

BE IT FURTHER RESOLVED that the applicant's asset level, excluding the homestead, may not exceed \$10,000;

BE IT FURTHER RESOLVED that the applicant may not have ownership interest in any real estate other than the homestead;

BE IT FURTHER RESOLVED that a poverty exemption may be granted for only one year at a time;

BE IT FURTHER RESOLVED that for the 2016 tax year the Genoa Charter Township Board of Review will begin its proceedings on Tuesday, March 8, 2016;

BE IT FURTHER RESOLVED that the board of review shall request identification of the applicant and/or proof of ownership of the homestead under consideration for poverty exemption;

BE IT FURTHER RESOLVED that the board of review may request from the applicant any supporting documents which may be utilized in determining a poverty exemption request;

BE IT FURTHER RESOLVED that the completed poverty exemption application must be filed after January 1, but before the day prior to the last day of the board of review in the year for which exemption is sought;

BE IT FURTHER RESOLVED that the board of review shall administer an oath wherein the applicant testifies as to the accuracy of the information provided;

BE IT FURTHER RESOLVED that the board of review may deviate from the established policy and guidelines only for substantial and compelling reasons. The applicant will be notified, in writing, the reasons for deviating from the policy and guidelines for poverty exemption;

BE IT FURTHER RESOLVED that to conform with the provisions of P.A. 390 of 1994, this resolution is hereby given immediate effect.

ATTACHMENT A

POVERTY LEVEL GUIDELINES FOR 2016 TAX YEAR

FAMILY UNIT	HOUSEHOLD INCOME
Family of 1:	\$11,770
Family of 2:	\$15,930
Family of 3:	\$20,090
Family of 4:	\$24,250
Family of 5:	\$28,410
Family of 6:	\$32,570
Family of 7:	\$36,730
Family of 8:	\$40,890
For each additional person add:	\$ 4,160

POLICY FOR APPLICANTS REQUESTING CONSIDERATION FOR A POVERTY EXEMPTION

IMPORTANT - PLEASE READ !

1. All applicants must obtain the proper applications from the Assessor's Office. Handicapped or infirmed applicants may call the Assessor's Office to make necessary arrangements for assistance.
2. All applicants must be the property owners & reside therein.
 - A. Must produce a driver's license or other acceptable method of identification.
 - B. Must produce a deed, land contract, or other evidence of ownership if the Assessor requests it.
3. All applicants must fill the application form in its entirety and return it, in person, to this office, except as noted in Item 1 above.
 - A. **Must not sign until returned.**
 - B. **Application must be notarized by the Assessing Office staff.**
4. All applicants must submit **most recent** copies of the following (**this includes EVERYONE IN THE HOUSEHOLDS income**):
 - A. Federal Income Tax Return - 1040 or 1040A
 - B. State of Michigan Income Tax Return
 - C. Homestead Property Tax Claim MI-1040CR
 - D. All statements of Income (W-2's, 1099's)
 - E. 2 Months of **ALL** Bank Account Statements
 - F. 2 Months of **ALL** Credit Card Statements

NOTE: All requested tax returns must be attached upon return to the Assessing Department. Without them the Board of Review will not consider your application.

5. All applications may be filed with this office beginning February 1st. An exemption may be granted for the current year only, and may only be considered by the Board of Review. The Board of Review meets three times per year, each March, July and December.
6. Applications may be reviewed by the Board of Review without applicant being present. However, the Board may request that any or all applicants be physically present to respond to any questions they may have. This means that you could be called to appear on short notice.
7. You may have to answer questions regarding your financial affairs, health, the status of people living in your home, etc. before the Board of Review, at a meeting which is open to and may be attended by the public.

**GENOA CHARTER TOWNSHIP
APPLICATION FOR ONE YEAR HARDSHIP REDUCTION**

COMPLETE ENTIRE APPLICATION AND RETURN IT ALONG WITH THE **MOST RECENT** COPIES OF THE FOLLOWING:

- (1) FEDERAL TAX RETURN
- (2) STATE OF MICHIGAN INCOME TAX RETURN
- (3) MICHIGAN HOMESTEAD PROPERTY TAX CREDIT CLAIM (1040-CR)
- (4) ALL INCOME STATEMENTS ASSOCIATED W/ABOVE RETURNS (1099'S, W-2'S)
- (5) 2 MONTHS OF ALL BANK ACCOUNT STATEMENTS
- (6) 2 MONTHS OF ALL CREDIT CARD STATEMENTS

YOUR APPLICATION WILL NOT BE CONSIDERED WITHOUT ALL OF THIS INFORMATION

PERSONAL DATA

Name: _____ Are you 65 or Older? YES NO
 Address: _____ Phone #: _____
 Social Security #: _____ Are you Disabled? YES NO
 Nature of Disability: _____

List all occupants of the home and their relationship:

NAME	RELATIONSHIP
_____	_____
_____	_____
_____	_____

Attach additional pages if necessary

PROPERTY INFORMATION

Year property was purchased: _____ Purchase Price: _____
 Do you own the property free and clear? YES NO ----> What is your monthly payment? _____
 Are the taxes included in your payment? YES NO
 Are the taxes current? YES NO ----> Amount past due: _____
 Do you own other real estate? NO YES ----> Please list below the location, value and type

LOCATION OF OTHER REAL ESTATE	VALUE	TYPE
_____	_____	_____
_____	_____	_____
_____	_____	_____

Attach additional pages if necessary

EMPLOYMENT STATUS

Are you, your spouse, or other members of the household employed?

Self: NO YES ----> Employer Name & Address: _____
 Spouse: NO YES ----> Employer Name & Address: _____
 Other members in household: NO YES ----> Employer Name & Address: _____

**GENOA CHARTER TOWNSHIP
APPLICATION FOR ONE YEAR HARDSHIP REDUCTION**

INCOME

TOTAL ESTIMATED HOUSEHOLD INCOME DECLARATION

SOURCE	MONTHLY AMOUNT	ANNUAL AMOUNT
Wages / Salaries / Tips	_____	_____
Social Security / SSI	_____	_____
Pension or Retirement	_____	_____
Interest and/or Dividends	_____	_____
Rental Income	_____	_____
Business or Royalty Income	_____	_____
Disability Payments	_____	_____
General Assistance / ADC	_____	_____
Alimony	_____	_____
Child Support	_____	_____
Unemployment Benefits	_____	_____
Other Income from Family	_____	_____
Income from Land Contracts, etc.	_____	_____
Dependents Income	_____	_____
Food Assistance	_____	_____
Assistance with Gas or Electric Bill (OLSHA or Salvation Army Ect.)	_____	_____
Any Other Income (Source)	_____	_____

TOTAL PROJECTED INCOME FOR CURRENT YEAR

ASSETS

Cars	NO	YES ---->	Make: _____	Model: _____
Do you have a savings account?	NO	YES ---->	Balance: _____	Bank: _____
Do you own any time certificates?	NO	YES ---->	Type: _____	Value: _____
Do you own any stocks or bonds?	NO	YES ---->	Type: _____	Value: _____
401K or 457	NO	YES ---->	Type: _____	Value: _____
IRA or ROTH	NO	YES ---->	Type: _____	Value: _____
Recreational Vehicles	NO	YES ---->	Type: _____	Value: _____
Boat, Snowmobile Ect.	NO	YES ---->	Type: _____	Value: _____
Jewelry	NO	YES ---->	Type: _____	Value: _____
ART	NO	YES ---->	Type: _____	Value: _____
Life Insurance	NO	YES ---->	Type: _____	Amount: _____
Other Assets (Electronic, Coin Collection Ect.)			Type: _____	Amount: _____

**GENOA CHARTER TOWNSHIP
APPLICATION FOR ONE YEAR HARDSHIP REDUCTION**

EXPENSE INFORMATION

Average Monthly Expenses: _____
House Pmt (Prin. & Interest) _____
 Association Dues (if applicable) _____
Equity Loan Pmt. (Prin. & Interest) _____
Life Insurance _____
Health Insurance _____
Home Insurance _____
Auto Insurance _____
Taxes (Homestead) _____
Taxes on other Real Estate _____
Car Payment #1 _____ Year Make & Model _____
Car Payment #2 _____ Year Make & Model _____
Utilities: Electric _____
 Gas/Oil/Heat _____
 Telephone _____
 Water _____
 Cable _____
 Cell Phone _____
Child Care _____
Food & Clothing _____
Credit Card #1 _____ Balance _____
Credit Card #2 _____ Balance _____
Credit Card #3 _____ Balance _____
Other Loans _____
Medical Bills (After Insurance) _____
Lawn Care _____
Other (Specify) _____

Do you have any unusual expenses? NO YES----> Please describe:

Is there any other information you feel the Board of Review should consider?

**GENOA CHARTER TOWNSHIP
APPLICATION FOR ONE YEAR HARDSHIP REDUCTION**

**I/WE DECLARE THAT I/WE ARE UNABLE TO PAY THE FULL PROPERTY TAX LEVY ON THE ABOVE DESCRIBED PARCEL AND
HEREBY MAKE APPLICATION FOR PROPERTY TAX RELIEF DUE TO HARDSHIP IN ACCORDANCE WITH SECTION 211.7u
OF MCL. I/WE DECLARE THAT THE STATEMENTS MADE HEREIN ARE COMPLETE, TRUE AND CORRECT. I/WE FURTHER
UNDERSTAND THAT IF ANY INFORMATION CONTAINED HEREIN IS FOUND TO BE FALSE OR INCOMPLETE, ANY AND ALL
RELIEF GRANTED BY THIS APPLICATION WILL BE FORFEITED AND PLACED BACK ON THE ASSESSMENT ROLL WITH
PENALTIES AND INTEREST, AND IS ALSO PUNISHABLE BY PENALTY OF PERJURY**

Applicant _____

Date _____

Applicant _____

Date _____

Witness / Notary _____

AQUATIC CENTER		ENDING DATE 12-31-2016		
FUND 213		2016	2016	2016
GL NUMBER		REQUESTED	PROPOSED	APPROVED
DESCRIPTION				
REVENUES				
213-751-649.002	AQUATIC CENTER CONCESSIONS	1,500.00	1,500.00	1,500.00
213-751-650.003	PROGRAM FEES - SPECIAL EVENTS	7,000.00	7,000.00	7,000.00
213-751-675.003	DONATIONS - GENERAL	0.00	0.00	0.00
213-751-678.010	SPONSORSHIP FEES	2,500.00	2,500.00	2,500.00
213-751-680.002	AQUATIC CENTER MANAGEMENT FEE	108,000.00	108,000.00	108,000.00
213-751-680.004	AQUATIC CENTER INCENTIVE	18,000.00	15,000.00	15,000.00
TOTAL REVENUES		137,000.00	134,000.00	134,000.00
EXPENDITURES				
213-751-702.029	SALARY & WAGES - AQUATIC CENTER MANAGER	40,000.00	36,500.00	36,500.00
213-751-702.060	SALARY & WAGES - AQUATIC COORDINATORS	40,000.00	40,000.00	40,000.00
213-751-714.004	ICMA RETIREMENT	3,650.00	3,650.00	3,650.00
213-751-717.000	FRINGE BENEFITS	35,000.00	28,000.00	28,000.00
213-751-727.000	OFFICE SUPPLIES	0.00	0.00	0.00
213-751-730.000	POSTAGE	0.00	0.00	0.00
213-751-740.000	OPERATING SUPPLIES - GENERAL	100.00	100.00	100.00
213-751-740.003	OPERATING SUPPLIES - T-SHIRTS	1,200.00	1,200.00	1,200.00
213-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	5,000.00	3,000.00	3,000.00
213-751-740.037	CONCESSION SUPPLIES	1,000.00	1,000.00	1,000.00
213-751-740.060	FUNDRAISER PRODUCT PURCHASE	500.00	500.00	500.00
213-751-740.061	OPERATING SUPPLIES - FITNESS	2,000.00	2,000.00	2,000.00
213-751-840.000	DUES & MEMBERSHIPS	0.00	0.00	0.00
213-751-860.000	CONFERENCE /TRANSPORTATION	250.00	0.00	0.00
213-751-900.000	PRINTING & PUBLISHING	200.00	250.00	250.00
213-751-957.000	EDUCATION / TRAINING	250.00	0.00	0.00
213-751-964.001	PROGRAM REFUNDS	200.00	250.00	250.00
213-751-980.000	OFFICE EQUIPMENT	0.00	0.00	0.00
213-751-980.004	EQUIP / COMPUTER HARDWARE	0.00	0.00	0.00
213-751-980.005	EQUIP / COMPUTER SOFTWARE	0.00	0.00	0.00
TOTAL EXPENDITURES		129,350.00	116,450.00	116,450.00
TOTAL REVENUES		137,000.00	134,000.00	134,000.00
TOTAL EXPENDITURES		129,350.00	116,450.00	116,450.00
NET OF REVENUES & EXPENDITURES		7,650.00	17,550.00	17,550.00

DOG PARK		ENDING DATE 12-31-2016		
FUND 223		2016	2016	2016
GL NUMBER		REQUESTED	PROPOSED	APPROVED
DESCRIPTION				
REVENUES				
223-751-675.071	DOG PARK DONATIONS - CONSTRUCTION	1,000.00	1,000.00	1,000.00
223-751-675.072	DOG PARK DONATIONS - MAINTENANCE	1,000.00	1,000.00	1,000.00
223-751-675.074	FOB SALES	9,000.00	9,000.00	9,000.00
223-751-678-010	SPONSORSHIP FEES	0.00	0.00	0.00
TOTAL REVENUES		11,000.00	11,000.00	11,000.00
EXPENDITURES				
223-751-740.000	OPERATING SUPPLIES - GENERAL	500.00	500.00	500.00
223-751-801.018	MANAGEMENT SERVICES	5,000.00	5,000.00	5,000.00
223-751-900-000	PRINTING & PUBLISHING	500.00	500.00	500.00
223-751-910.000	INSURANCE	500.00	500.00	500.00
223-751-930-000	REPAIRS & MAINTENANCE	500.00	500.00	500.00
223-751-967-071	CONSTRUCTION	500.00	500.00	500.00
223-751-967.072	GROUNDS MAINTNANCE	2,000.00	2,000.00	2,000.00
223-751-970.000	CAPITAL OUTLAY	500.00	500.00	500.00
TOTAL EXPENDITURES		10,000.00	10,000.00	10,000.00
TOTAL REVENUES		11,000.00	11,000.00	11,000.00
TOTAL EXPENDITURES		10,000.00	10,000.00	10,000.00
NET OF REVENUES & EXPENDITURES		1,000.00	1,000.00	1,000.00

PRESCHOOL	ENDING DATE 12-31-2016			
FUND 217		2016	2016	2016
GL NUMBER	DESCRIPTION	REQUESTED	PROPOSED	APPROVED
REVENUES				
217-751-651.007	REC FEE/PRESCHOOL TUITION	43,000.00	43,000.00	43,000.00
217-751-651.030	REGISTRATION FEE	1,600.00	1,600.00	1,600.00
217-751-651.031	EXTENDED DAY FEE	3,000.00	3,000.00	3,000.00
217-751-651.032	DROP IN FEE	1,500.00	1,500.00	1,500.00
217-751-675.015	PRESCHOOL FUNDRAISING	600.00	600.00	600.00
217-751-675.040	DONATIONS - GENERAL	0.00	0.00	0.00
TOTAL REVENUES		49,700.00	49,700.00	49,700.00
EXPENDITURES				
217-751-702.023	SALARY & WAGES - PRESCHOOL	35,000.00	35,000.00	35,000.00
217-751-717.000	FRINGE BENEFITS	3,000.00	3,000.00	3,000.00
217-751-727.000	OFFICE SUPPLIES	150.00	150.00	150.00
217-751-730.000	POSTAGE	100.00	100.00	100.00
217-751-740.028	OPERATING SUPPLIES - PRESCHOOL	2,000.00	2,000.00	2,000.00
217-751-801.017	BACKGROUND CHECKS	100.00	100.00	100.00
217-751-840.000	DUES & MEMBERSHIPS	0.00	0.00	0.00
217-751-860.000	CONFERENCE /TRANSPORTATION	500.00	500.00	500.00
217-751-900.000	PRINTING & PUBLISHING	50.00	50.00	50.00
217-751-957.000	EDUCATION / TRAINING	200.00	200.00	200.00
217-751-964.001	PROGRAM REFUNDS	200.00	200.00	200.00
217-751-980.000	OFFICE EQUIPMENT	100.00	100.00	100.00
217-751-980.015	PRESCHOOL EQUIPMENT	650.00	650.00	650.00
TOTAL EXPENDITURES		42,050.00	42,050.00	42,050.00
TOTAL REVENUES		49,700.00	49,700.00	49,700.00
TOTAL EXPENDITURES		42,050.00	42,050.00	42,050.00
NET OF REVENUES & EXPENDITURES		7,650.00	7,650.00	7,650.00

TEEN CENTER		ENDING DATE 12-31-2016		
FUND 221		2016	2016	2016
GL NUMBER		REQUESTED	PROPOSED	APPROVED
DESCRIPTION				
REVENUES				
221-751-649.000	CONCESSION SALES TEEN	2,000.00	2,000.00	2,000.00
221-751-650.005	PROGRAM FEES TEENS	2,500.00	2,500.00	2,500.00
221-751-650.100	SUMMER PROGRAM FEES	6,000.00	6,000.00	6,000.00
221-751-675.010	DONATIONS - TEEN	2,000.00	2,000.00	2,000.00
221-751-675.012	UNITED WAY - TEENS	18,000.00	18,000.00	18,000.00
221-751-675.110	FUNDRAISING	10,000.00	10,000.00	10,000.00
TOTAL REVENUES		40,500.00	40,500.00	40,500.00
EXPENDITURES				
221-751-702.026	SALARY & WAGES YOUTH SERVICES MANAGER	21,760.00	21,760.00	21,760.00
221-751-702.026	SALARY & WAGES TEEN CENTER COORDINATOR	6,650.00	6,650.00	6,650.00
221-751-714.004	ICMA RETIREMENT	2,176.00	2,176.00	2,176.00
221-751-717.000	FRINGE BENEFITS	4,000.00	4,000.00	4,000.00
221-751-727.000	OFFICE SUPPLIES	100.00	100.00	100.00
221-751-730.000	POSTAGE	100.00	100.00	100.00
221-751-740.000	OPERATING SUPPLIES - CONCESSIONS	800.00	500.00	500.00
221-751-740.003	OPERATING SUPPLIES - T-SHIRTS	0.00	0.00	0.00
221-751-740.015	OPERATING SUPPLIES - PROGRAMS	500.00	500.00	500.00
221-751-740.036	OPERATING SUPPLIES - TEENS GENERAL	3,000.00	2,500.00	2,500.00
221-751-860.000	CONFERENCE /TRANSPORTATION	50.00	100.00	100.00
221-751-900.000	PRINTING & PUBLISHING	100.00	250.00	250.00
221-751-940.000	EQUIPMENT RENTAL	200.00	250.00	250.00
221-751-957.000	EDUCATION / TRAINING	50.00	100.00	100.00
221-751-970.000	CAPITAL OUTLAY EQUIP	750.00	500.00	500.00
221-751-980.004	EQUIP / COMPUTER HARDWARE	200.00	0.00	0.00
TOTAL EXPENDITURES		40,436.00	39,486.00	39,486.00
TOTAL REVENUES		40,500.00	40,500.00	40,500.00
TOTAL EXPENDITURES		40,436.00	39,486.00	39,486.00
NET OF REVENUES & EXPENDITURES		64.00	1,014.00	1,014.00

ADMINISTRATION	ENDING DATE 12-31-2016				
	FUND 208		2016 REQUESTED	2016 PROPOSED	2016 APPROVED
GL NUMBER	DESCRIPTION				
REVENUES					
208-751-587.001	PK/RC MARION TWP PARTICIPATION		103,225.00	103,225.00	103,225.00
208-751-587.002	PK/RC GENOA TWP PARTICIPATION		103,225.00	103,225.00	103,225.00
208-751-587.003	PK/RC OCEOLA TWP PARTICIPATION		103,225.00	103,225.00	103,225.00
208-751-587.005	PK/RC HOWELL CITY PARTICIPATION		103,225.00	103,225.00	103,225.00
208-751-587.006	PK/RC HOWELL TOWNSHIP PARTICIPATION		0.00	0.00	0.00
208-751-649.003	PK & REC GUIDE ADVERTISEMENT		3,000.00	3,000.00	3,000.00
208-751-651.020	BENNETT BUILDING RENTAL FEES		11,000.00	8,000.00	8,000.00
208-751-651.022	OCEOLA BUILDING RENTAL FEES		12,500.00	10,000.00	10,000.00
208-751-665.000	INVESTMENT INTEREST		200.00	0.00	0.00
208-751-671.002	MISC REVENUES		200.00	0.00	0.00
208-751-675.003	DONATIONS - GENERAL		0.00	0.00	0.00
208-751-675.075	DOG PARK MAINTENANCE SERVICES FEES		5,000.00	5,000.00	5,000.00
208-751-678.010	SPONSORSHIP FEES		0.00	0.00	0.00
208-751-678.013	YOUTH SCHOLARSHIP FUND		200.00	0.00	0.00
TOTAL REVENUES			445,000.00	438,900.00	438,900.00
EXPENSES					
208-751-702.001	SALARY & WAGES - DIRECTOR		65,000.00	65,000.00	65,000.00
208-751-702.002	SALARY & WAGES - ASST DIRECTOR/HR		0.00	0.00	0.00
208-751-702.003	SALARY & WAGES - BUSINESS MANAGER		30,000.00	25,000.00	25,000.00
208-751-702.004	SALARY & WAGES - OPERATIONS MANAGER		20,000.00	30,000.00	30,000.00
208-751-702.024	SALARY & WAGES - MARKETING		18,000.00	18,000.00	18,000.00
208-751-702.030	SALARY & WAGES - FRONT OFFICE		25,000.00	30,000.00	30,000.00
208-751-702.034	SALARY & WAGE - FACILITIES MAINTENANCE		40,000.00	35,000.00	35,000.00
208-751-714.004	ICMA RETIREMENT		6,500.00	6,500.00	6,500.00
208-751-717.000	FRINGE BENEFITS		40,000.00	35,000.00	35,000.00
208-751-727.000	OFFICE SUPPLIES		2,000.00	2,000.00	2,000.00
208-751-730.000	POSTAGE		15,000.00	15,000.00	15,000.00
208-751-740.000	OPERATING SUPPLIES - GENERAL		1,000.00	1,000.00	1,000.00
208-751-740.025	OPERATING SUPPLIES - HUMAN RESOURCES		100.00	0.00	0.00
208-751-740.026	OPERATING SUPPLIES - STAFF SHIRTS/BADGES		1,000.00	0.00	0.00
208-751-751.000	GASOLINE & DIESEL FUEL		1,500.00	1,800.00	1,800.00
208-751-801.000	PROFESSIONAL SERVICES		32,000.00	35,000.00	35,000.00
208-751-804.000	CONTRACTUAL SERVICES		8,000.00	8,000.00	8,000.00
208-751-840.000	DUES, SUBSCRIPTIONS & MEMBERSHIPS		3,000.00	1,500.00	1,500.00
208-751-850.000	COMMUNICATION - TELEPHONES		9,000.00	9,000.00	9,000.00
208-751-850.008	COMMUNICATION - INTERNET & CABLE		3,000.00	3,000.00	3,000.00
208-751-860.000	TRAVEL		500.00	0.00	0.00
208-751-900.000	MARKETING, PRINTING & PUBLISHING		25,000.00	20,000.00	20,000.00
208-751-910.000	INSURANCE		30,000.00	30,000.00	30,000.00
208-751-920.000	UTILITIES - ELECTRICITY - BENNETT CENTER		10,000.00	10,000.00	10,000.00
208-751-920.001	UTILITIES - GAS - BENNETT CENTER		5,000.00	5,000.00	5,000.00
208-751-920.002	UTILITIES - WATER/SEWER - BENNETT CENTER		1,500.00	1,500.00	1,500.00
208-751-920.003	UTILITIES - RUBBISH - BENNETT CENTER		1,300.00	1,500.00	1,500.00
208-751-920.006	UTILITIES - GAS - BARNARD CENTER		0.00	0.00	0.00
208-751-920.007	UTILITIES - ELECTRICITY - BARNARD CENTER		0.00	0.00	0.00
208-751-920.008	UTILITIES - RUBBISH - BARNARD CENTER		0.00	0.00	0.00
208-751-920.009	UTILITIES - WATER-SEWER - BARNARD CENTER		0.00	0.00	0.00

208-751-920.012	UTILITIES - ELECTRICITY - OCEOLA CENTER	5,000.00	5,000.00	5,000.00
208-751-920.013	UTILITIES - GAS - OCEOLA CENTER	5,000.00	5,000.00	5,000.00
208-751-920.014	UTILITIES - WATER/SEWER - OCEOLA CENTER	500.00	500.00	500.00
208-751-920.015	UTILITIES - RUBBISH - OCEOLA CENTER	800.00	800.00	800.00
208-751-930.000	GROUNDS MAINTENANCE - BENNETT CENTER	3,000.00	2,500.00	2,500.00
208-751-930.006	REPAIR & MAINTENANCE - VEHICLES	4,000.00	4,000.00	4,000.00
208-751-930.013	GROUNDS MAINTENANCE - BARNARD CENTER	0.00	0.00	0.00
208-751-930.014	GROUNDS MAINTENANCE - OCEOLA CENTER	3,000.00	1,500.00	1,500.00
208-751-931.000	BUILDING REPAIRS & MTCE. AND SUPPLIES - BENNETT	4,000.00	3,000.00	3,000.00
208-751-931.003	BUILDING REPAIRS & MTCE. AND SUPPLIES - BARNARD	0.00	0.00	0.00
208-751-931.014	BUILDING REPAIRS & MTCE. AND SUPPLIES - OCEOLA	4,000.00	3,000.00	3,000.00
208-751-940.000	EQUIPMENT RENTAL - COPIERS	5,000.00	3,000.00	3,000.00
208-751-956.000	MISCELLANEOUS	300.00	0.00	0.00
208-751-956.003	BANK CHARGES & FEES	22,000.00	20,000.00	20,000.00
208-751-957.000	EDUCATION / TRAINING	0.00	0.00	0.00
208-751-965.000	FACILITY RENTALS	3,000.00	0.00	0.00
208-751-980.000	OFFICE EQUIPMENT	0.00	0.00	0.00
208-751-980.004	EQUIPMENT - COMPUTER HARDWARE	0.00	0.00	0.00
208-751-980.005	EQUIPMENT - COMPUTER SOFTWARE	0.00	0.00	0.00
208-751-981.002	VEHICLES	0.00	0.00	0.00
TOTAL EXPENDITURES		453,000.00	437,100.00	437,100.00
TOTAL REVENUES		445,000.00	438,900.00	438,900.00
TOTAL EXPENDITURES		453,000.00	437,100.00	437,100.00
NET OF REVENUES & EXPENDITURES		(8,000.00)	1,800.00	1,800.00

CITY PARK/BOAT LAUNCH		ENDING DATE 12-31-2016		
FUND 220		2016 REQUESTED	2016 PROPOSED	2016 APPROVED
GL NUMBER	DESCRIPTION			
REVENUES				
220-751-649.001	CONCESSION SALES - PARK	6,000.00	6,000.00	6,000.00
220-751-678.021	HOWELL CITY PARK GUARD REIMB	35,000.00	35,000.00	35,000.00
220-751-678.100	SPONSORSHIP FEES- SPECIAL EVENTS	5,000.00	5,000.00	5,000.00
TOTAL REVENUES		46,000.00	46,000.00	46,000.00
EXPENDITURES				
220-751-702.000	SALARY & WAGES - MANAGER	10,000.00	10,000.00	10,000.00
220-751-702.028	SALARY & WAGES - SEASONAL PARK	10,000.00	10,000.00	10,000.00
220-751-702.040	SALARY & WAGES - PARK SUPERVISORS	8,000.00	5,000.00	5,000.00
220-751-714.004	ICMA RETIREMENT	0.00	0.00	0.00
220-751-717.000	FRINGE BENEFITS	4,000.00	2,000.00	2,000.00
220-751-727.000	OFFICE SUPPLIES	0.00	0.00	0.00
220-751-740.000	OPERATING SUPPLIES GENERAL	500.00	500.00	500.00
220-751-740.003	OPERATING SUPPLIES - STAFF SHIRTS	0.00	0.00	0.00
220-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	7,000.00	7,000.00	7,000.00
220-751-740.037	CONCESSION SUPPLIES	3,000.00	3,000.00	3,000.00
220-751-931.000	BUILDING MAINTENANCE	500.00	500.00	500.00
220-751-940.000	EQUIPMENT RENTAL	1,000.00	0.00	0.00
TOTAL EXPENDITURES		44,000.00	38,000.00	38,000.00
TOTAL REVENUES		46,000.00	46,000.00	46,000.00
TOTAL EXPENDITURES		44,000.00	38,000.00	38,000.00
NET OF REVENUES & EXPENDITURES		2,000.00	8,000.00	8,000.00

ENRICHMENT		ENDING DATE 12-31-2016		
FUND 215		2016 REQUESTED	2016 PROPOSED	2016 APPROVED
GL NUMBER	DESCRIPTION			
REVENUES				
215-751-650.002	PROGRAM FEES ENRICHMENT	60,000.00	60,000.00	60,000.00
215-751-650.003	PROGRAM FEES SPECIAL EVENTS	27,000.00	27,000.00	27,000.00
215-751-650.020	PROGRAM FEES TRAVEL	55,000.00	55,000.00	55,000.00
215-751-671.012	MISC REVENUES - ENRICHMENT	0.00	0.00	0.00
215-751-671.013	MISC REVENUES - SPECIAL EVENTS	2,000.00	2,000.00	2,000.00
215-751-675.050	DONATIONS - ENRICHMENT	0.00	0.00	0.00
215-751-675.051	DONATIONS - SPECIAL EVENTS	0.00	0.00	0.00
215-751-675.100	FUNDRAISING ENRICHMENT	0.00	0.00	0.00
215-751-675.101	FUNDRAISING - SPECIAL EVENTS	0.00	0.00	0.00
215-751-675.500	DEPOSITS TRAVEL	5,000.00	5,000.00	5,000.00
215-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	7,000.00	7,000.00	7,000.00
TOTAL REVENUES		156,000.00	156,000.00	156,000.00
EXPENDITURES				
215-751-702.001	SALARY & WAGES - FESTIVAL & EVENTS DIRECTOR	6,000.00	5,250.00	5,250.00
215-751-702.004	SALARY & WAGES - OPERATIONS MANAGER	2,250.00	2,250.00	2,250.00
215-751-702.024	SALARY & WAGES -MARKETING	6,500.00	7,600.00	7,600.00
215-751-702.034	SALARY & WAGE - FACILITIES MAINTENANCE	0.00	0.00	0.00
215-751-702.070	SALARY & WAGES - ENRICHMENT COORDINATOR	18,000.00	18,000.00	18,000.00
215-751-702.071	SALARY & WAGES - ENRICHMENT SITE COORDINATORS	14,000.00	14,000.00	14,000.00
215-751-717.000	FRINGE BENEFITS	3,300.00	6,400.00	6,400.00
215-751-727.000	OFFICE SUPPLIES	100.00	100.00	100.00
215-751-730.000	POSTAGE	200.00	200.00	200.00
215-751-740.031	OPERATING SUPPLIES - ENRICHMENT	150.00	150.00	150.00
215-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	15,000.00	12,000.00	12,000.00
215-751-740.070	OPERATING SUPPLIES - TRAVEL	1,500.00	1,000.00	1,000.00
215-751-740.071	OPERATING SUPPLIES - VOLUNTEERS	0.00	0.00	0.00
215-751-804.000	CONTRACTUAL SERVICES	0.00	0.00	0.00
215-751-804.070	CONTRACT SERVICES - ENRICHMENT INSTRUCTORS	30,000.00	30,000.00	30,000.00
215-751-804.071	CONTRACT SERVICES - TRAVEL	38,500.00	35,000.00	35,000.00
215-751-804.075	CONTRACT SERVICES - SPECIAL EVENTS	10,000.00	10,000.00	10,000.00
215-751-840.000	DUES & MEMBERSHIPS	0.00	0.00	0.00
215-751-860.000	CONFERENCE /TRANSPORTATION	0.00	0.00	0.00
215-751-900.000	PRINTING & PUBLISHING	1,500.00	2,000.00	2,000.00
215-751-940.000	EQUIPMENT RENTAL	300.00	1,000.00	1,000.00
215-751-956.000	MISCELLANEOUS	0.00	0.00	0.00
215-751-957.000	EDUCATION / TRAINING	0.00	0.00	0.00
215-751-964.001	PROGRAM REFUNDS	1,500.00	1,500.00	1,500.00
215-751-965.000	HOWELL SCHOOLS REIMBURSEMENT	0.00	0.00	0.00
215-751-970.000	CAPITAL OUTLAY EQUIP	0.00	0.00	0.00
215-751-975.500	DEPOSITS TRAVEL	5,000.00	5,000.00	5,000.00
215-751-980.004	EQUIP / COMPUTER HARDWARE	0.00	0.00	0.00
TOTAL EXPENDITURES		153,800.00	151,450.00	151,450.00
TOTAL REVENUES		156,000.00	156,000.00	156,000.00
TOTAL EXPENDITURES		153,800.00	151,450.00	151,450.00
NET OF REVENUES & EXPENDITURES		2,200.00	4,550.00	4,550.00

SENIOR CENTER	ENDING DATE 12-31-2016			
FUND 218		2016 REQUESTED	2016 PROPOSED	2016 APPROVED
GL NUMBER	DESCRIPTION			
REVENUES				
218-751-590.000	GRANTS	1,000.00	1,000.00	1,000.00
218-751-650.030	PROGRAM FEES - ENRICHMENT	16,000.00	16,000.00	16,000.00
218-751-675.009	DONATIONS / PKS & RECS SENIORS	5,000.00	4,000.00	4,000.00
218-751-675.013	UNITED WAY SENIORS	2,000.00	2,000.00	2,000.00
218-751-678.012	MEMBERSHIP FEES	3,500.00	3,000.00	3,000.00
218-751-678.015	SENIOR NEWSLETTER ADVT	2,000.00	1,500.00	1,500.00
218-751-678.030	SPONSORSHIP FEES - ENRICHMENT	250.00	250.00	250.00
218-751-	BINGO	15,000.00	12,000.00	12,000.00
TOTAL REVENUES		44,750.00	39,750.00	39,750.00
EXPENDITURES				
218-751-702.000	SALARY & WAGES - FACILITY COORDINATOR	2,000.00	2,000.00	2,000.00
218-751-702.001	SALARY & WAGES - FESTIVAL & EVENTS DIRECTOR	7,500.00	5,250.00	5,250.00
218-751-702	SALARY & WAGES - SENIOR COORDINATOR	2,000.00	5,000.00	5,000.00
218-751-702	SALARY & WAGES - MARKETING	2,000.00	2,500.00	2,500.00
218-751-702.027	SALARY & WAGES - ENRICHMENT COORDINATOR	2,500.00	2,500.00	2,500.00
218-751-717.000	FRINGE BENEFITS	2,500.00	4,000.00	4,000.00
218-751-727.000	OFFICE SUPPLIES	200.00	200.00	200.00
218-751-730.000	POSTAGE	500.00	500.00	500.00
218-751-740.032	OPERATING SUPPLIES - GENERAL	6,000.00	6,000.00	6,000.00
218-751	OPERATING SUPPLIES - BINGO	50.00	500.00	500.00
218-751-804.008	CONTRACT SERVICES - INSTRUCTORS	6,000.00	6,000.00	6,000.00
218-751-840.000	DUES & MEMBERSHIPS	200.00	200.00	200.00
218-751-900.000	MARKETING PRINTING & PUBLISHING	3,000.00	3,000.00	3,000.00
218-751-957.000	EDUCATION / TRAINING	300.00	250.00	250.00
218-751-964.001	PROGRAM REFUNDS	1,000.00	0.00	0.00
218-751-980.000	OFFICE EQUIPMENT	1,000.00	0.00	0.00
TOTAL EXPENDITURES		36,750.00	37,900.00	37,900.00
TOTAL REVENUES		44,750.00	39,750.00	39,750.00
TOTAL EXPENDITURES		36,750.00	37,900.00	37,900.00
NET OF REVENUES & EXPENDITURES		8,000.00	1,850.00	1,850.00

YOUTH SPORTS		ENDING DATE 12-31-2016		
FUND 214		2016	2016	2016
GL NUMBER	DESCRIPTION	REQUESTED	PROPOSED	APPROVED
REVENUES				
214-751-650.006	GENOA SOCCER - FIELD RENTALS	8,000.00	8,000.00	8,000.00
214-751-650.050	PROGRAM FEES - VOLLEYBALL	6,000.00	6,000.00	6,000.00
214-751-650.051	PROGRAM FEES - ENRICHMENT	12,000.00	12,000.00	12,000.00
214-751-650.052	PROGRAM FEES - TEEN SPORTS	0.00	0.00	0.00
214-751-650.053	PROGRAM FEES - SOCCER	30,000.00	30,000.00	30,000.00
214-751-650.054	PROGRAM FEES - BASKETBALL	18,000.00	18,000.00	18,000.00
214-751-650.055	PROGRAM FEES - SPECIAL EVENTS	19,000.00	19,000.00	19,000.00
214-751-651.009	PAGE FIELD RENTAL	0.00	0.00	2,000.00
TOTAL REVENUES		93,000.00	93,000.00	95,000.00
EXPENDITURES				
214-751-702.080	SALARY & WAGES - YOUTH SPORTS MANAGER	20,000.00	20,000.00	20,000.00
214-751-702.081	SALARY & WAGES - YOUTH SPORTS COORDINATORS	4,000.00	4,000.00	4,000.00
214-751-702.083	SALARY & WAGES - YOUTH FACILITIES COORDINATOR	4,500.00	4,500.00	4,500.00
214-751-714.004	ICMA RETIREMENT	0.00	0.00	0.00
214-751-717.000	FRINGE BENEFITS	2,500.00	2,500.00	2,500.00
214-751-727.000	OFFICE SUPPLIES	0.00	0.00	0.00
214-751-730.000	POSTAGE	0.00	0.00	0.00
214-751-740.000	OPERATING SUPPLIES - GENERAL	2,000.00	2,000.00	2,000.00
214-751-740.003	OPERATING SUPPLIES - TEEN SPORTS	0.00	0.00	0.00
214-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	0.00	0.00	0.00
214-751-740.080	OPERATING SUPPLIES - VOLLEYBALL SHIRTS	500.00	500.00	500.00
214-751-740.081	OPERATING SUPPLIES - SOCCER SHIRTS	4,500.00	4,000.00	4,000.00
214-751-740.082	OPERATING SUPPLIES - SPECIAL EVENTS SHIRTS	200.00	200.00	200.00
214-751-801.017	BACKGROUND CHECKS	300.00	500.00	500.00
214-751-804.008	CONTRACT SERVICES - INSTRUCTORS	10,000.00	10,000.00	10,000.00
214-751-804.009	CONTRACT SERVICES - OFFICIALS /COACHES	6,000.00	6,000.00	6,000.00
214-751-804.010	CONTRACT SERVICES - FIELD MAINTENANCE	18,000.00	20,000.00	20,000.00
214-751-840.000	DUES & MEMBERSHIPS	0.00	0.00	0.00
214-751-860.000	CONFERENCE /TRANSPORTATION	0.00	0.00	0.00
214-751-900.000	PRINTING & PUBLISHING	0.00	0.00	0.00
214-751-940.000	EQUIPMENT RENTAL	300.00	300.00	300.00
214-751-942.001	PORTA JOHN RENTALS	2,120.00	2,200.00	2,200.00
214-751-957.000	EDUCATION / TRAINING	0.00	0.00	0.00
214-751-964.001	PROGRAM REFUNDS	300.00	500.00	500.00
214-751-965.000	HOWELL SCHOOLS REIMBURSEMENT	16,000.00	16,000.00	16,000.00
214-751-980.000	OFFICE EQUIPMENT	0.00	0.00	0.00
TOTAL EXPENDITURES		91,220.00	93,200.00	93,200.00
TOTAL REVENUES		93,000.00	93,000.00	95,000.00
TOTAL EXPENDITURES		91,220.00	93,200.00	93,200.00
NET OF REVENUES & EXPENDITURES		1,780.00	(200.00)	1,800.00

ADULT SPORTS		ENDING DATE 12-31-2016		
FUND 212		2016	2016	2016
GL NUMBER	DESCRIPTION	REQUESTED	PROPOSED	APPROVED
REVENUES				
212-751-650.090	PROGRAM FEES - VOLLEYBALL	7,000.00	7,000.00	7,000.00
212-751-650.091	PROGRAM FEES - KICKBALL	500.00	500.00	500.00
212-751-650.092	PROGRAM FEES - GOLF	500.00	500.00	500.00
212-751-650.093	PROGRAM FEES - SOCCER	1,000.00	1,000.00	1,000.00
212-751-650.094	PROGRAM FEES - SOFTBALL	3,000.00	3,000.00	3,000.00
212-751-650.095	PROGRAM FEES - BASKETBALL	4,500.00	4,500.00	4,500.00
212-751-650.096	DROP IN BASKETBALL	3,000.00	3,000.00	3,000.00
212-751-651.009	PAGE FIELD RENTAL	20,000.00	25,000.00	25,000.00
TOTAL REVENUES		39,500.00	44,500.00	44,500.00
EXPENDITURES				
212-751-702.082	SALARY & WAGES - ADULT SPORTS MANAGER	10,000.00	10,000.00	10,000.00
212-751-702.083	SALARY & WAGES - ADULT FACILITIES COORDINATOR	5,000.00	5,000.00	5,000.00
212-751-702.084	SALARY & WAGES - ADULT SPORTS COORDINATORS	3,000.00	3,000.00	3,000.00
212-751-714.004	ICMA RETIREMENT	0.00	0.00	0.00
212-751-717.000	FRINGE BENEFITS	1,500.00	1,500.00	1,500.00
212-751-727.000	OFFICE SUPPLIES	0.00	0.00	0.00
212-751-730.000	POSTAGE	0.00	0.00	0.00
212-751-740.000	OPERATING SUPPLIES GENERAL	600.00	600.00	600.00
212-751-740.080	OPERATING SUPPLIES - VOLLEYBALL SHIRTS	0.00	0.00	0.00
212-751-740.081	OPERATING SUPPLIES - SOCCER SHIRTS	300.00	0.00	0.00
212-751-740.083	OPERATING SUPPLIES - KICKBALL SHIRTS	300.00	0.00	0.00
212-751-740.084	OPERATING SUPPLIES - SOFTBALL SHIRTS	0.00	0.00	0.00
212-751-740.085	OPERATING SUPPLIES - BASKETBALL SHIRTS	0.00	0.00	0.00
212-751-804.009	CONTRACT SERVICES - OFFICIALS & COACHES	2,000.00	2,000.00	2,000.00
212-751-804.010	CONTRACT SERVICES - FIELD MAINTENANCE	5,000.00	8,000.00	8,000.00
212-751-840.000	DUES & MEMBERSHIPS	0.00	0.00	0.00
212-751-942.001	PORTA JOHN RENTALS	0.00	0.00	0.00
212-751-956.000	MISCELLANEOUS	100.00	0.00	0.00
212-751-957.000	EDUCATION / TRAINING	0.00	0.00	0.00
212-751-964.001	PROGRAM REFUNDS	400.00	500.00	500.00
212-751-965.000	FACILITY RENTALS HOWELL SCHOOLS	10,000.00	10,000.00	10,000.00
212-751-965.012	FIELD RENTALS	0.00	0.00	0.00
TOTAL EXPENDITURES		38,200.00	40,600.00	40,600.00
TOTAL REVENUES		39,500.00	44,500.00	44,500.00
TOTAL EXPENDITURES		38,200.00	40,600.00	40,600.00
NET OF REVENUES & EXPENDITURES		1,300.00	3,900.00	3,900.00

2016 HAPRA BUDGET				
		2016	2016	2016
		REQUESTED	PROPOSED	APPROVED
	DESCRIPTION	BUDGET	BUDGET	BUDGET
Fund 208 - PARKS & REC AUTHORITY				
REVENUES				
	ADMINISTRATION - FUND 208	\$445,000.00	\$438,900.00	\$438,900.00
	ADULT SPORTS - FUND 212	\$39,500.00	\$44,500.00	\$44,500.00
	AQUATIC CENTER - FUND 213	\$137,000.00	\$134,000.00	\$134,000.00
	BEACH - BOAT LAUNCH - FUND 220	\$46,000.00	\$46,000.00	\$46,000.00
	DOG PARK - FUND 223	\$11,000.00	\$11,000.00	\$11,000.00
	ENRICHMENT - FUND 215	\$156,000.00	\$156,000.00	\$156,000.00
	FESTIVALS - MELON & LEGEND - FUND 216	\$215,000.00	\$214,000.00	\$214,000.00
	PRESCHOOL - FUND 217	\$49,700.00	\$49,700.00	\$49,700.00
	SENIOR CENTER - FUND 218	\$44,750.00	\$39,750.00	\$39,750.00
	SUMMER CAMP - FUND 219	\$31,750.00	\$28,000.00	\$28,000.00
	TEEN CENTER - FUND 221	\$40,500.00	\$40,500.00	\$40,500.00
	YOUTH SPORTS - FUND 214	\$93,000.00	\$93,000.00	\$95,000.00
	TOTAL Revenues	\$1,309,200.00	\$1,295,350.00	\$1,297,350.00
Expenditures				
	ADMINISTRATION - FUND 208	\$453,000.00	\$437,100.00	\$437,100.00
	ADULT SPORTS - FUND 212	\$38,200.00	\$40,600.00	\$40,600.00
	AQUATIC CENTER - FUND 213	\$129,350.00	\$116,450.00	\$116,450.00
	BEACH - BOAT LAUNCH - FUND 220	\$44,000.00	\$38,000.00	\$38,000.00
	DOG PARK - FUND 223	\$10,000.00	\$10,000.00	\$10,000.00
	ENRICHMENT - FUND 215	\$153,800.00	\$151,450.00	\$151,450.00
	FESTIVALS - MELON & LEGEND - FUND 216	\$214,152.00	\$212,400.00	\$212,400.00
	PRESCHOOL - FUND 217	\$42,050.00	\$42,050.00	\$42,050.00
	SENIOR CENTER - FUND 218	\$36,750.00	\$37,900.00	\$37,900.00
	SUMMER CAMP - FUND 219	\$31,260.00	\$27,910.00	\$27,910.00
	TEEN CENTER - FUND 221	\$40,436.00	\$39,486.00	\$39,486.00
	YOUTH SPORTS - FUND 214	\$91,220.00	\$93,200.00	\$93,200.00
	TOTAL Expenditures	\$1,284,218.00	\$1,246,546.00	\$1,246,546.00
Fund 208:				
	TOTAL REVENUES	\$1,309,200.00	\$1,295,350.00	\$1,297,350.00
	TOTAL EXPENDITURES	\$1,284,218.00	\$1,246,546.00	\$1,246,546.00
	NET OF REVENUES & EXPENDITURES	\$24,982.00	\$48,804.00	\$50,804.00

FESTIVALS		ENDING DATE 12-31-2016			
FUND 216			2016 REQUESTED	2016 PROPOSED	2016 APPROVED
GL NUMBER	DESCRIPTION				
REVENUES					
216-751-678.040	SPONSORSHIP FEES - MELON FESTIVAL		55,000.00	55,000.00	55,000.00
216-751-678.041	STREET VENDOR FEES - MELON FESTIVAL		22,000.00	22,000.00	22,000.00
216-751-678.	FOOD VENDOR FEES - MELON FESTIVAL		16,000.00	16,000.00	16,000.00
216-751-678.042	FESTIVAL TENT - MELON FESTIVAL		15,000.00	15,000.00	15,000.00
216-751-678.043	MELON BALL - MELON FESTIVAL		0.00	0.00	0.00
216-751-678.044	MIDWAY - MELON FESTIVAL		2,000.00	2,000.00	2,000.00
216-751-678.045	AD SALES - MELON FESTIVAL		3,000.00	3,000.00	3,000.00
216-751-678.046	MISC REVENUE - MELON FESTIVAL		4,000.00	4,000.00	4,000.00
216-751-678.047	SPONSORSHIP FEES - MELON RUN		8,000.00	10,000.00	10,000.00
216-751-678.048	PROGRAM FEES - MELON RUN		28,000.00	28,000.00	28,000.00
216-751-678.	PROGRAM FEES - DOC MAY RIDE		1,500.00	1,500.00	1,500.00
216-751-678.050	SPONSORSHIP FEES - LEGEND OF SLEEPY HOWELL		16,000.00	15,000.00	15,000.00
216-751-678.051	STREET VENDOR FEES - LEGEND OF SLEEPY HOWELL		6,000.00	6,000.00	6,000.00
216-751-678.052	FOOD VENDOR FEES - LEGEND OF SLEEPY HOWELL		1,500.00	1,500.00	1,500.00
216-751-678.053	MISC REVENUE - LEGEND OF SLEEPY HOWELL		2,000.00	2,000.00	2,000.00
216-751-678.057	SPONSORSHIP FEES - HEADLESS HORSEMAN RUN		7,000.00	8,000.00	8,000.00
216-751-678.058	PROGRAM FEES - HEADLESS HORSEMAN RUN		28,000.00	25,000.00	25,000.00
TOTAL REVENUES			215,000.00	214,000.00	214,000.00
EXPENDITURES					
216-751-702.001	SALARY & WAGES - FESTIVAL & EVENTS DIRECTOR		40,000.00	40,000.00	40,000.00
216-751-702.004	SALARY & WAGES - OPERATIONS MANAGER		3,500.00	3,500.00	3,500.00
216-751-702.024	SALARY & WAGES - MARKETING		12,000.00	11,500.00	11,500.00
216-751-702.100	SALARY & WAGES - FESTIVAL COORDINATOR		0.00	0.00	0.00
216-751-702.101	SALARY & WAGES - RACE MANAGER		0.00	0.00	0.00
216-751-702.102	SALARY & WAGES - SITES MANAGER		0.00	0.00	0.00
216-751-702.103	SALARY & WAGES STAFF		7,000.00	10,000.00	10,000.00
216-751-714.004	ICMA RETIREMENT		5,252.00	4,000.00	4,000.00
216-751-717.000	FRINGE BENEFITS		30,000.00	27,000.00	27,000.00
216-751-727.000	OFFICE SUPPLIES		100.00	100.00	100.00
216-751-730.000	POSTAGE		1,000.00	1,000.00	1,000.00
216-751-740.000	OPERATING SUPPLIES - MELON FESTIVAL		0.00	0.00	0.00
216-751-740.100	OPERATING SUPPLIES - ENTERTAINMENT		26,000.00	25,000.00	25,000.00
216-751-740.102	OPERATING SUPPLIES - MELON FESTIVAL		6,000.00	15,000.00	15,000.00
216-751-740.103	OPERATING SUPPLIES - MELON FESTIVAL - VOLUNTEER T-SHIRTS		2,000.00	2,500.00	2,500.00
216-751-740.104	OPERATING SUPPLIES - FESTIVAL TENT		15,000.00	15,000.00	15,000.00
216-751-740.105	OPERATING SUPPLIES - MELON BALL		0.00	0.00	0.00
216-751-740.106	OPERATING SUPPLIES - MELON RUN		1,000.00	1,000.00	1,000.00
216-751-740.107	OPERATING SUPPLIES - MELON RUN - T-SHIRTS		8,000.00	6,000.00	6,000.00
216-751-740.201	OPERATING SUPPLIES - LEGEND OF SLEEPY HOWELL		5,000.00	4,000.00	4,000.00
216-751-740.202	OPERATING SUPPLIES - LEGEND OF SLEEPY HOWELL - T-SHIRTS		1,000.00	800.00	800.00
216-751-740.203	OPERATING SUPPLIES - HEADLESS HORSEMAN RUN		4,000.00	3,000.00	3,000.00
216-751-740.204	OPERATING SUPPLIES - HEADLESS HORSEMAN RUN - T SHIRTS		11,000.00	6,000.00	6,000.00
216-751-804.112	CONTRACT SERVICES - MELON RUN		3,500.00	4,500.00	4,500.00
216-751-804.210	CONTRACT SERVICES - LEGEND OF SLEEPY HOWELL		500.00	500.00	500.00
216-751-804.212	CONTRACT SERVICES - HEADLESS HORSEMAN RUN		3,500.00	4,500.00	4,500.00
216-751-840.000	DUES & MEMBERSHIPS		0.00	0.00	0.00
216-751-850.010	COMMUNICATION RADIOS		400.00	500.00	500.00
216-751-860.000	CONFERENCE /TRANSPORTATION		0.00	0.00	0.00
216-751-900.000	PRINTING & PUBLISHING		11,000.00	10,000.00	10,000.00
216-751-940.000	EQUIPMENT RENTAL		9,000.00	9,000.00	9,000.00
216-751-942.001	PORTA JOHN RENTALS		7,000.00	8,000.00	8,000.00
216-751-980.004	EQUIPMENT - COMPUTER HARDWARE		1,200.00	0.00	0.00
216-751-980.005	EQUIPMENT - COMPUTER SOFTWARE		200.00	0.00	0.00
TOTAL EXPENDITURES			214,152.00	212,400.00	212,400.00
TOTAL REVENUES			215,000.00	214,000.00	214,000.00
TOTAL EXPENDITURES			214,152.00	212,400.00	212,400.00
NET OF REVENUES & EXPENDITURES			848.00	1,600.00	1,600.00

SUMMER DAY CAMP		ENDING DATE 12-31-2016		
FUND 219		2016 REQUESTED	2016 PROPOSED	2016 APPROVED
GL NUMBER	DESCRIPTION			
REVENUES				
219-751-651.003	SUMMER CAMP	25,000.00	22,000.00	22,000.00
219-751-651.023	AM/PM EXTENDER FEES	2,750.00	2,000.00	2,000.00
219-751-651.024	NONREFUNDABLE DEPOSITS	4,000.00	4,000.00	4,000.00
TOTAL REVENUES		31,750.00	28,000.00	28,000.00
EXPENDITURES				
219-751-702.025	SALARY & WAGES SUMMER CAMP MANAGER	13,600.00	13,600.00	13,600.00
219-751-702.036	SALARY & WAGE SUMMER CAMP SUPERVISOR	0.00	0.00	0.00
219-751-702.037	SALARY & WAGES SUMMER CAMP COUNSELOR	10,000.00	8,000.00	8,000.00
219-751-714.004	ICMA RETIREMENT	1,360.00	1,360.00	1,360.00
219-751-717.000	FRINGE BENEFITS	4,000.00	3,000.00	3,000.00
219-751-727.000	OFFICE SUPPLIES	100.00	100.00	100.00
219-751-730.000	POSTAGE	100.00	100.00	100.00
219-751-740.003	OPERATING SUPPLIES - GENERAL	200.00	200.00	200.00
219-751-740.033	OPERATING SUPPLIES - T-SHIRTS	200.00	300.00	300.00
219-751-740.041	OPERATING SUPPLIES - SNACKS	200.00	250.00	250.00
219-751-740.042	FIELD TRIPS	1,200.00	1,000.00	1,000.00
219-751-850.000	COMMUNICATIONS - TELEPHONES	0.00	0.00	0.00
219-751-860.000	CONFERENCE /TRANSPORTATION	0.00	0.00	0.00
219-751-900.000	MARKETING PRINTING & PUBLISHING	300.00	0.00	0.00
219-751-910.000	INSURANCE	0.00	0.00	0.00
219-751-957.000	EDUCATION / TRAINING	0.00	0.00	0.00
219-751-980.000	OFFICE EQUIPMENT	0.00	0.00	0.00
TOTAL EXPENDITURES		31,260.00	27,910.00	27,910.00
TOTAL REVENUES		31,750.00	28,000.00	28,000.00
TOTAL EXPENDITURES		31,260.00	27,910.00	27,910.00
NET OF REVENUES & EXPENDITURES		490.00	90.00	90.00

ADMINISTRATION		ENDING DATE 12-31-2016		
FUND 208		2016 REQUESTED	2016 PROPOSED	2016 APPROVED
GL NUMBER	DESCRIPTION			
REVENUES				
208-751-587.001	PK/RC MARION TWP PARTICIPATION	103,225.00	103,225.00	103,225.00
208-751-587.002	PK/RC GENOA TWP PARTICIPATION	103,225.00	103,225.00	103,225.00
208-751-587.003	PK/RC OCEOLA TWP PARTICIPATION	103,225.00	103,225.00	103,225.00
208-751-587.005	PK/RC HOWELL CITY PARTICIPATION	103,225.00	103,225.00	103,225.00
208-751-587.006	PK/RC HOWELL TOWNSHIP PARTICIPATION	0.00	0.00	0.00
208-751-649.003	PK & REC GUIDE ADVERTISEMENT	3,000.00	3,000.00	3,000.00
208-751-651.020	BENNETT BUILDING RENTAL FEES	11,000.00	8,000.00	8,000.00
208-751-651.022	OCEOLA BUILDING RENTAL FEES	12,500.00	10,000.00	10,000.00
208-751-665.000	INVESTMENT INTEREST	200.00	0.00	0.00
208-751-671.002	MISC REVENUES	200.00	0.00	0.00
208-751-675.003	DONATIONS - GENERAL	0.00	0.00	0.00
208-751-675.075	DOG PARK MAINTENANCE SERVICES FEES	5,000.00	5,000.00	5,000.00
208-751-678.010	SPONSORSHIP FEES	0.00	0.00	0.00
208-751-678.013	YOUTH SCHOLARSHIP FUND	200.00	0.00	0.00
TOTAL REVENUES		445,000.00	438,900.00	438,900.00
EXPENSES				
208-751-702.001	SALARY & WAGES - DIRECTOR	65,000.00	65,000.00	65,000.00
208-751-702.002	SALARY & WAGES - ASST DIRECTOR/HR	0.00	0.00	0.00
208-751-702.003	SALARY & WAGES - BUSINESS MANAGER	30,000.00	25,000.00	25,000.00
208-751-702.004	SALARY & WAGES - OPERATIONS MANAGER	20,000.00	30,000.00	30,000.00
208-751-702.024	SALARY & WAGES -MARKETING	18,000.00	18,000.00	18,000.00
208-751-702.030	SALARY & WAGES - FRONT OFFICE	25,000.00	30,000.00	30,000.00
208-751-702.034	SALARY & WAGE - FACILITIES MAINTENANCE	40,000.00	35,000.00	35,000.00
208-751-714.004	ICMA RETIREMENT	6,500.00	6,500.00	6,500.00
208-751-717.000	FRINGE BENEFITS	40,000.00	35,000.00	35,000.00
208-751-727.000	OFFICE SUPPLIES	2,000.00	2,000.00	2,000.00
208-751-730.000	POSTAGE	15,000.00	15,000.00	15,000.00
208-751-740.000	OPERATING SUPPLIES - GENERAL	1,000.00	1,000.00	1,000.00
208-751-740.025	OPERATING SUPPLIES - HUMAN RESOURCES	100.00	0.00	0.00
208-751-740.026	OPERATING SUPPLIES - STAFF SHIRTS/BADGES	1,000.00	0.00	0.00
208-751-751.000	GASOLINE & DIESEL FUEL	1,500.00	1,800.00	1,800.00
208-751-801.000	PROFESSIONAL SERVICES	32,000.00	35,000.00	35,000.00
208-751-804.000	CONTRACTUAL SERVICES	8,000.00	8,000.00	8,000.00
208-751-840.000	DUES, SUBSCRIPTIONS & MEMBERSHIPS	3,000.00	1,500.00	1,500.00
208-751-850.000	COMMUNICATION - TELEPHONES	9,000.00	9,000.00	9,000.00
208-751-850.008	COMMUNICATION - INTERNET & CABLE	3,000.00	3,000.00	3,000.00
208-751-860.000	TRAVEL	500.00	0.00	0.00
208-751-900.000	MARKETING, PRINTING & PUBLISHING	25,000.00	20,000.00	20,000.00
208-751-910.000	INSURANCE	30,000.00	30,000.00	30,000.00
208-751-920.000	UTILITIES - ELECTRICITY - BENNETT CENTER	10,000.00	10,000.00	10,000.00
208-751-920.001	UTILITIES - GAS - BENNETT CENTER	5,000.00	5,000.00	5,000.00
208-751-920.002	UTILITIES - WATER/SEWER - BENNETT CENTER	1,500.00	1,500.00	1,500.00
208-751-920.003	UTILITIES - RUBBISH - BENNETT CENTER	1,300.00	1,500.00	1,500.00
208-751-920.006	UTILITIES - GAS - BARNARD CENTER	0.00	0.00	0.00
208-751-920.007	UTILITIES - ELECTRICITY - BARNARD CENTER	0.00	0.00	0.00
208-751-920.008	UTILITIES - RUBBISH - BARNARD CENTER	0.00	0.00	0.00
208-751-920.009	UTILITIES - WATER-SEWER - BARNARD CENTER	0.00	0.00	0.00

208-751-920.012	UTILITIES - ELECTRICITY - OCEOLA CENTER	5,000.00	5,000.00	5,000.00
208-751-920.013	UTILITIES - GAS - OCEOLA CENTER	5,000.00	5,000.00	5,000.00
208-751-920.014	UTILITIES - WATER/SEWER - OCEOLA CENTER	500.00	500.00	500.00
208-751-920.015	UTILITIES - RUBBISH - OCEOLA CENTER	800.00	800.00	800.00
208-751-930.000	GROUNDS MAINTENANCE - BENNETT CENTER	3,000.00	2,500.00	2,500.00
208-751-930.006	REPAIR & MAINTENANCE - VEHICLES	4,000.00	4,000.00	4,000.00
208-751-930.013	GROUNDS MAINTENANCE - BARNARD CENTER	0.00	0.00	0.00
208-751-930.014	GROUNDS MAINTENANCE - OCEOLA CENTER	3,000.00	1,500.00	1,500.00
208-751-931.000	BUILDING REPAIRS & MTCE. AND SUPPLIES - BENNETT	4,000.00	3,000.00	3,000.00
208-751-931.003	BUILDING REPAIRS & MTCE. AND SUPPLIES - BARNARD	0.00	0.00	0.00
208-751-931.014	BUILDING REPAIRS & MTCE. AND SUPPLIES - OCEOLA	4,000.00	3,000.00	3,000.00
208-751-940.000	EQUIPMENT RENTAL - COPIERS	5,000.00	3,000.00	3,000.00
208-751-956.000	MISCELLANEOUS	300.00	0.00	0.00
208-751-956.003	BANK CHARGES & FEES	22,000.00	20,000.00	20,000.00
208-751-957.000	EDUCATION / TRAINING	0.00	0.00	0.00
208-751-965.000	FACILITY RENTALS	3,000.00	0.00	0.00
208-751-980.000	OFFICE EQUIPMENT	0.00	0.00	0.00
208-751-980.004	EQUIPMENT - COMPUTER HARDWARE	0.00	0.00	0.00
208-751-980.005	EQUIPMENT - COMPUTER SOFTWARE	0.00	0.00	0.00
208-751-981.002	VEHICLES	0.00	0.00	0.00
	TOTAL EXPENDITURES	453,000.00	437,100.00	437,100.00
	TOTAL REVENUES	445,000.00	438,900.00	438,900.00
	TOTAL EXPENDITURES	453,000.00	437,100.00	437,100.00
	NET OF REVENUES & EXPENDITURES	(8,000.00)	1,800.00	1,800.00

ADULT SPORTS		ENDING DATE 12-31-2016		
FUND 212		2016	2016	2016
		REQUESTED	PROPOSED	APPROVED
GL NUMBER	DESCRIPTION			
REVENUES				
212-751-650.090	PROGRAM FEES - VOLLEYBALL	7,000.00	7,000.00	7,000.00
212-751-650.091	PROGRAM FEES - KICKBALL	500.00	500.00	500.00
212-751-650.092	PROGRAM FEES - GOLF	500.00	500.00	500.00
212-751-650.093	PROGRAM FEES - SOCCER	1,000.00	1,000.00	1,000.00
212-751-650.094	PROGRAM FEES - SOFTBALL	3,000.00	3,000.00	3,000.00
212-751-650.095	PROGRAM FEES - BASKETBALL	4,500.00	4,500.00	4,500.00
212-751-650.096	DROP IN BASKETBALL	3,000.00	3,000.00	3,000.00
212-751-651.009	PAGE FIELD RENTAL	20,000.00	25,000.00	25,000.00
TOTAL REVENUES		39,500.00	44,500.00	44,500.00
EXPENDITURES				
212-751-702.082	SALARY & WAGES - ADULT SPORTS MANAGER	10,000.00	10,000.00	10,000.00
212-751-702.083	SALARY & WAGES - ADULT FACILITIES COORDINATOR	5,000.00	5,000.00	5,000.00
212-751-702.084	SALARY & WAGES - ADULT SPORTS COORDINATORS	3,000.00	3,000.00	3,000.00
212-751-714.004	ICMA RETIREMENT	0.00	0.00	0.00
212-751-717.000	FRINGE BENEFITS	1,500.00	1,500.00	1,500.00
212-751-727.000	OFFICE SUPPLIES	0.00	0.00	0.00
212-751-730.000	POSTAGE	0.00	0.00	0.00
212-751-740.000	OPERATING SUPPLIES GENERAL	600.00	600.00	600.00
212-751-740.080	OPERATING SUPPLIES - VOLLEYBALL SHIRTS	0.00	0.00	0.00
212-751-740.081	OPERATING SUPPLIES - SOCCER SHIRTS	300.00	0.00	0.00
212-751-740.083	OPERATING SUPPLIES - KICKBALL SHIRTS	300.00	0.00	0.00
212-751-740.084	OPERATING SUPPLIES - SOFTBALL SHIRTS	0.00	0.00	0.00
212-751-740.085	OPERATING SUPPLIES - BASKETBALL SHIRTS	0.00	0.00	0.00
212-751-804.009	CONTRACT SERVICES - OFFICIALS & COACHES	2,000.00	2,000.00	2,000.00
212-751-804.010	CONTRACT SERVICES - FIELD MAINTENANCE	5,000.00	8,000.00	8,000.00
212-751-840.000	DUES & MEMBERSHIPS	0.00	0.00	0.00
212-751-942.001	PORTA JOHN RENTALS	0.00	0.00	0.00
212-751-956.000	MISCELLANEOUS	100.00	0.00	0.00
212-751-957.000	EDUCATION / TRAINING	0.00	0.00	0.00
212-751-964.001	PROGRAM REFUNDS	400.00	500.00	500.00
212-751-965.000	FACILITY RENTALS HOWELL SCHOOLS	10,000.00	10,000.00	10,000.00
212-751-965.012	FIELD RENTALS	0.00	0.00	0.00
TOTAL EXPENDITURES		38,200.00	40,600.00	40,600.00
TOTAL REVENUES		39,500.00	44,500.00	44,500.00
TOTAL EXPENDITURES		38,200.00	40,600.00	40,600.00
NET OF REVENUES & EXPENDITURES		1,300.00	3,900.00	3,900.00



Howell Parks and Recreation Invoice

DATE: 9-Nov-15
INVOICE # 208.1109002

Bill To:

Genoa Township
2911 Dorr Road
Brighton, MI 48116

DESCRIPTION	Office Use Only	AMOUNT
Additional Cash Distribution for 2015 Eliminate Cash Flow Issue	208-751-587.002	20,000.00
TOTAL		\$ 20,000.00

If the invoice is not paid within 30 days, a 15% Service fee will be added.

REMITTANCE

Invoice #:
Date:
Amount Due:
Amount Enclosed:

Please return remittance to Howell Parks and Recreation
925 W. Grand River
Howell, MI 48843

If you have any questions regarding this invoice, please contact us at 517-546-0693

THANK YOU!

OPTIONAL BUDGET CHANGES FOR FISCAL YEAR 2016	2016 BUDGETED	2016 OPTIONAL EXPENSE	POTENTIAL SAVINGS
Approach City of Howell, Oceola & Genoa for 50/50 split on Field Maintenance Cost - NOT LINING	\$40,000.00	\$20,000.00	\$20,000.00
Approach City of Howell & Oceola for 50/50 split on Utility Cost for Bennett & Oceola Center	\$22,000.00	\$11,000.00	\$11,000.00
Approach Howell Schools for 50/50 split on facility rentals for our sports programs	\$35,000.00	\$17,500.00	\$17,500.00
Full Health, Dental, Vision Coverage & HSA Contribution - No Changes	\$81,200.00	\$0.00	\$81,200.00
Health, Dental, Vision Coverage & HSA for Employee & Spouse	\$81,200.00	\$62,200.00	\$19,000.00
Health, Dental, Vision Coverage & HSA for Employee Only	\$81,200.00	\$31,800.00	\$49,400.00
Do Not Provide Health, Dental & Vision Coverage	\$81,200.00	\$0.00	\$81,200.00
Do Not Contribute to ICMA Retirement for 2016	\$19,000.00	\$0.00	\$19,000.00
5% Reduction in Pay Per Employee	\$600,000.00	\$570,000.00	\$30,000.00
10% Reduction in Pay Per Employee	\$600,000.00	\$540,000.00	\$60,000.00
15% Reduction in Pay Per Employee	\$600,000.00	\$510,000.00	\$90,000.00

**RESOLUTION # 151207
GENOA CHARTER TOWNSHIP
COUNTY OF LIVINGSTON, MICHIGAN**

**RESOLUTION APPROVING UPDATES TO THE MASTER PLAN
FUTURE LAND USE MAP AND GROWTH BOUNDARY MAP**

At a regular meeting of the Board of Trustees of Genoa Charter Township, Livingston County, Michigan, held on December 07, 2015, at 6:30 p.m. prevailing local time.

PRESENT:

ABSENT:

The following Preamble and Resolution were offered by Trustee _____ and supported by Trustee _____:

WHEREAS, Genoa Charter Township initiated a process to update the Master Plan for Land Use which was adopted in 2013; and

WHEREAS, the Genoa Charter Township Planning Commission, pursuant to the Michigan Planning Enabling Act (Public Act 33 of 2008, as amended), has studied and prepared recommendations for the use, development and preservation of all lands in the Township; and

WHEREAS, the Planning Commission has developed an update to the Master Plan consisting of research and analyses dealing with land use and utility limitations; and

WHEREAS, the Planning Commission has used the Master Plan analyses to prepare an update to the Future Land Use Map and Growth Boundary Map that allocates land in appropriate amounts for the future development of residential uses in sections 6, 33 and 35; and

WHEREAS, on September 14, 2015, the Planning Commission submitted the plan to the Township Board of Trustees for distribution; and

WHEREAS, on September 21, 2015 the Genoa Charter Township Board of Trustees authorized distribution of the Master Plan as provided by the Michigan Planning Enabling Act (MPEA); and

WHEREAS, the Township complied with required plan development steps of notifying and involving the Livingston County Planning Commission, surrounding communities and outside agencies; and

WHEREAS, the Planning Commission held a public hearing on November 9, 2015, and after giving consideration of all comments and concerns of the public the Commission approved a Resolution to adopt the Updated Master Plan with amendments to the Future Land Use Map and Growth Boundary Map; and

WHEREAS, the Township Board as authorized by the MPEA and by Township Resolution Number 120402 asserts its right to approve or reject the proposed updated Master Plan; and

WHEREAS, the Township Board recognizes that the Master Plan and the Future Land Use and Growth Boundary Maps are guides for public and private decision-making that will keep the Township in motion toward its vision to maintain outstanding quality of life for all residents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Genoa Charter Township hereby approves the updated Master Plan and Maps and resolves to use the Plan and Map together as a guide for the overall development of the Township;

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

CERTIFICATION

Paulette A. Skolarus being the duly elected Clerk of Genoa Charter Township does hereby certify that this Resolution was duly passed at a public meeting of the Genoa Charter Township Board of Trustees held on December 7, 2015 Livingston County, Michigan, at a regular meeting held on December 7, 2015.

Paulette A. Skolarus
December 07, 2015

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
NOVEMBER 9, 2015
6:30 P.M.
MINUTES**

CALL TO ORDER: The meeting of the Genoa Charter Township Planning Commission was called to order at 6:30 p.m. Present were Chairman Doug Brown, Barbara Figurski, Diana Lowe, James Mortensen, Chris Grajek, and Eric Rauch. John McManus was absent. Also present was Kelly VanMarter, Community Development Director/Assistant Township Manager.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA: **Moved** by Commissioner Figurski, seconded by Commissioner Lowe, to approve the agenda as presented. **The motion passed unanimously.**

CALL TO THE PUBLIC: The call to the public was made at 6:31 pm with no response.

OPEN PUBLIC HEARING #1... Review of proposed Master Plan Update.

Mr. Brian Borden of LSL Planning reviewed the proposed changes to the Master Plan related to the Future Land Use Map and Growth Boundary Map.

Commissioner Mortensen has concerns regarding the parcel discussed on the Growth Boundary Map. He is not sure if the correct plan. He noted that this item was not included on any information that was sent to the surrounding communities or in the newspaper advertisement.

Mr. Borden stated that the Master Plan can be amended after review by the surrounding communities.

Ms. VanMarter stated that the developer of the apartment complex to the north of this parcel approach the Township regarding expanding their development into this site during the 42-day Master Plan review process.

Chairman Brown noted that none of the surrounding communities had any concerns with the proposed Master Plan changes and actually, praise was received from some of them.

A call to the public was made at 7:04 pm with no response.

Planning Commission Disposition of Resolution #15-01

- A. Request for Approval of Resolution #15-01 Adopting Updates to the Master Plan related to Future Land Use Map and Growth Boundary Map.

Moved by Commissioner Mortensen, seconded by Commissioner Grajek, to approve Resolution #15-01 adopting updates to the Master Plan Future Land Use and Growth Boundary Maps. **The motion carried unanimously with a roll call vote.**

Administrative Business:

- Staff Report. Ms. VanMarter stated they had a change in personnel at the Township Hall. Amy Ruthig will be working with her and the Planning Commission. She introduced Patty Thomas as new Planning Commission Recording Secretary.

There is one item scheduled to be on the December meeting agenda. It is an amendment to the PUD Agreement for one of the out lots in front of Kohl's.

- Approval of October 26, 2015 Planning Commission meeting minutes: **Moved** by Commissioner Lowe, seconded by Commissioner Mortensen, to approve the minutes from the October 26, 2015 Planning Commissioner Meeting as presented. **The motion carried unanimously.**
- Member Discussion: No members had any items to discuss this evening.
- Adjournment: **Moved** by Commissioner Figurski, seconded by Commissioner Mortensen to adjourn the meeting at 7:12. **The motion carried unanimously.**

RESOLUTION NUMBER 15-01

**RESOLUTION OF THE PLANNING COMMISSION
ADOPTING UPDATES TO THE MASTER PLAN
AND FUTURE LAND USE MAP**

Genoa Charter Township
Livingston County, Michigan

At a regular meeting of the Planning Commission of Genoa Charter Township, Livingston County, Michigan, held on November 9, 2015, at 6:30 p.m. prevailing local time.

PRESENT: Doug Brown, Diana Lowe, Barb Figurski, Eric Rauch, Chris Grajek, and Jim Mortensen

ABSENT: John McManus

The following Preamble and Resolution were offered by Commissioner Mortensen and supported by Commissioner Grajek:

WHEREAS, Genoa Charter Township initiated a process to update the Master Plan for Land Use which was adopted in 2013; and

WHEREAS, the Genoa Charter Township Planning Commission, pursuant to the Michigan Planning Enabling Act (Public Act 33 of 2008, as amended), has studied and prepared recommendations for the use, development and preservation of all lands in the Township; and

WHEREAS, the Planning Commission has developed an update to the Master Plan consisting of research and analyses dealing with land use and utility limitations; and

WHEREAS, the Planning Commission has used the Master Plan analyses to prepare an update to the Future Land Use Map and Growth Boundary Map that allocates land in appropriate amounts for the future development of residential uses in sections 6, 33 and 35; and

WHEREAS, on September 14, 2015, the Planning Commission submitted the plan to the Township Board of Trustees for distribution; and

WHEREAS, on September 21, 2015 the Genoa Charter Township Board of Trustees authorized distribution of the Master Plan as provided by the Michigan Planning Enabling Act (MPEA); and

WHEREAS, the Township complied with required plan development steps of notifying and involving the Livingston County Planning Commission, surrounding communities and outside agencies; and

WHEREAS, the Planning Commission held a public hearing on November 9, 2015, and considered all comments and concerns of the public; and

RESOLUTION NUMBER 15-01

WHEREAS, the Planning Commission recognizes that the Master Plan and Future Land Use Map are guides for public and private decision-making that will keep the Township in motion toward its vision to maintain outstanding quality of life for all residents; and

WHEREAS, the Township Board as authorized by the MPEA has asserted its right to approve or reject the proposed updated Master Plan.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of Genoa Charter Township hereby adopts the updated Future Land Use Map and Growth Boundary Map and resolves to use the Plan and Map together as a guide for the overall development of the Township;

IT IS FURTHER RESOLVED that the Planning Commission wishes to present the Master Plan with an updated Future Land Use Map and Growth Boundary Map as adopted herein to the Township Board for approval or rejection as set forth in Resolution #120402.

AYES: Grajek, Lowe, Figurski, Mortensen, Rauch, Brown


NAYS: None

ABSENT: McManus

ABSTENTIONS: None

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Planning Commission of Genoa Charter Township, Livingston County, Michigan, at a regular meeting held on November 9, 2015.



Douglas Brown

Chairman, Genoa Charter Township Planning Commission

October 30, 2015

Planning Commission
Genoa Township
2911 Dorr Road
Brighton, Michigan 48116

Attention:	Kelly Van Marter, AICP Assistant Township Manager and Planning Director
Subject:	Proposed Amendments to the 2013 Township Master Plan – End of Review Period

The review period is nearing its conclusion for the minor amendment to the Township’s Master Plan. The following changes to maps are proposed for this update. Please see the attached maps for specific locations to be changed.

- On Map 7: Future Land Use, an area has been changed from Small Lot Single Family (2 to 3 units per acre) to Low Density Single Family (1 acre per unit) residential. The corresponding area has also been changed on Map 8: Growth Boundary, from a Primary Growth Area to a Secondary Growth Area.
- On Map 7: Future Land Use, Township staff precipitated a change for the property on Chilson Road (formerly known as Aspen Glen) after internal discussion and meeting with prospective purchasers from MDR to HDR.

Since neither area is referenced specifically in the text, only these two maps have changed and the rest of the plan would remain as adopted in 2013.

During the review period, comments were received from the City of Brighton, Livingston County Planning Commission, City of Howell, and Hartland Township, all of which were supportive of the changes proposed.

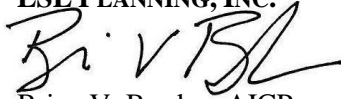
The next steps in the process to adopt this amendment are as follows:

- November 9: Following the 42-day review period, Planning Commission conducts a public hearing, reviews any comments received, adopts the amended plan, and forwards to Township Board for their approval
- December 7: Township Board adopts amended plan.

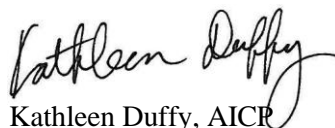
Should you have any questions concerning this matter, please do not hesitate to contact our office. We can be reached by phone at (248) 586-0505, or via e-mail at borden@lsplanning.com and duffy@lsplanning.com.

Sincerely,

LSL PLANNING, INC.

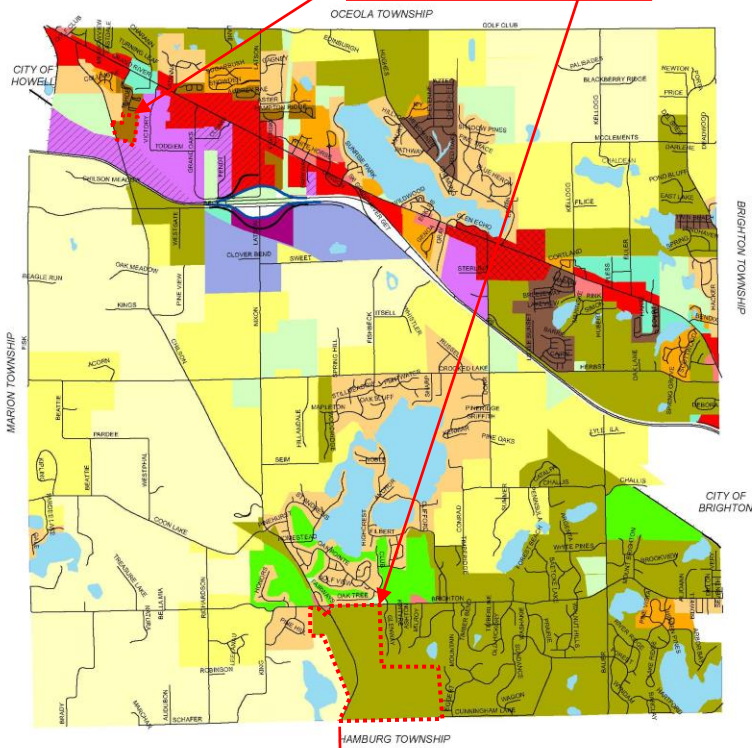


Brian V. Borden, AICP
Principal Planner



Kathleen Duffy, AICP
Project Planner II

Draft Map Amendments



MAP 7
Future Land Use
 Master Plan Update
 Genoa Township
 Livingston County, MI

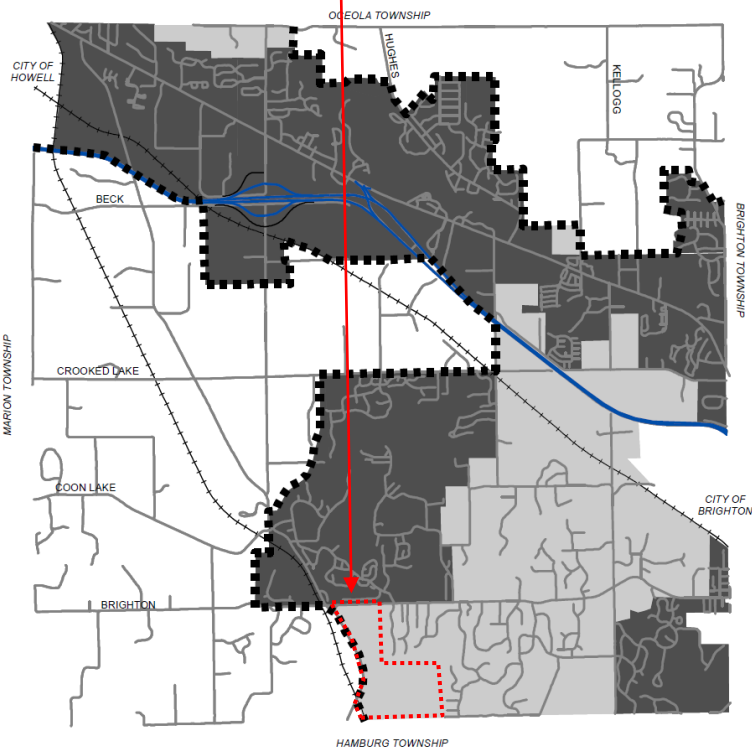
- AGRICULTURE/COUNTRY ESTATE - 5 acres per unit
- LARGE LOT RURAL RESIDENTIAL - 2 acres per unit
- LOW DENSITY RESIDENTIAL - 1 acre per unit
- SMALL LOT SINGLE FAMILY RESIDENTIAL - 2 to 3 units per acre
- MEDIUM DENSITY RESIDENTIAL - 5 units per acre
- HIGH DENSITY RESIDENTIAL - 8 units per acre
- MANUFACTURED HOUSING
- NEIGHBORHOOD COMMERCIAL
- GENERAL COMMERCIAL
- REGIONAL COMMERCIAL
- MIXED-USE TOWN CENTER
- OFFICE
- INDUSTRIAL
- RESEARCH AND DEVELOPMENT
- PUBLIC/INSTITUTIONAL/UTILITIES
- PRIVATE RECREATION
- INTERCHANGE CAMPUS
- INTERCHANGE COMMERCIAL

October 2015

0 0.25 0.5 1 1.5 Miles

Sources: MCGI, Livingston County, Genoa Twp

LSI Planning
 A LSI Group Company



MAP 8
Growth Boundary
 Master Plan Update
 Genoa Township
 Livingston County, MI

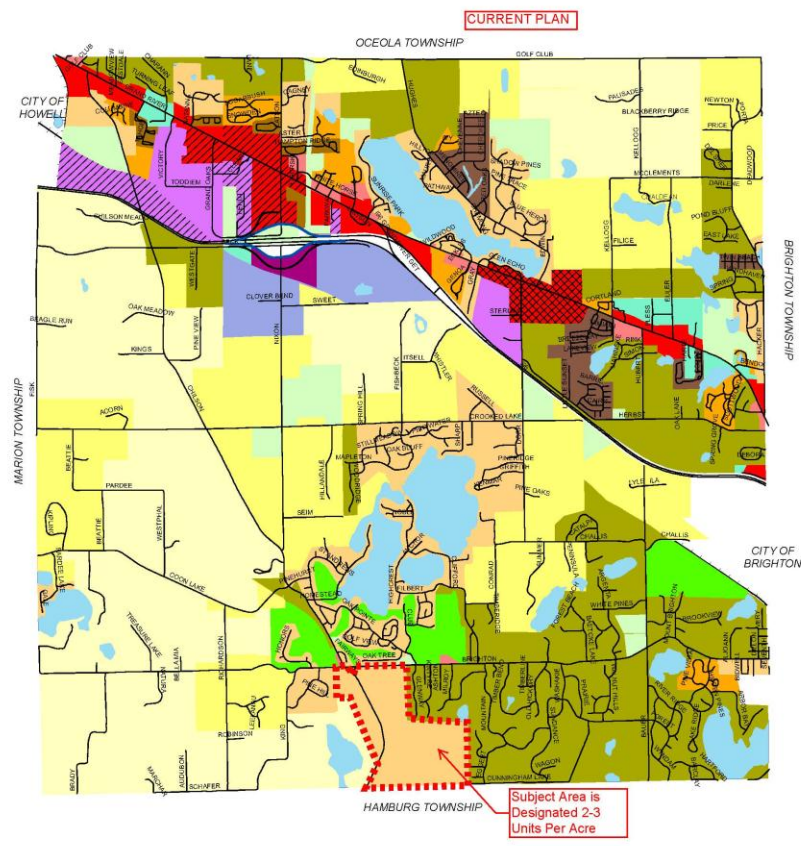
- Growth Boundary
- Primary Growth Areas
- Secondary Growth Areas
- Rural Reserve Areas

August 2015

0 0.25 0.5 1 1.5 Miles

Sources: MCGI, Livingston County, Genoa Twp

LSI Planning, Inc.
 A LSI Group Company



MAP 7
Future Land Use
 Master Plan Update
 Genoa Township
 Livingston County, MI

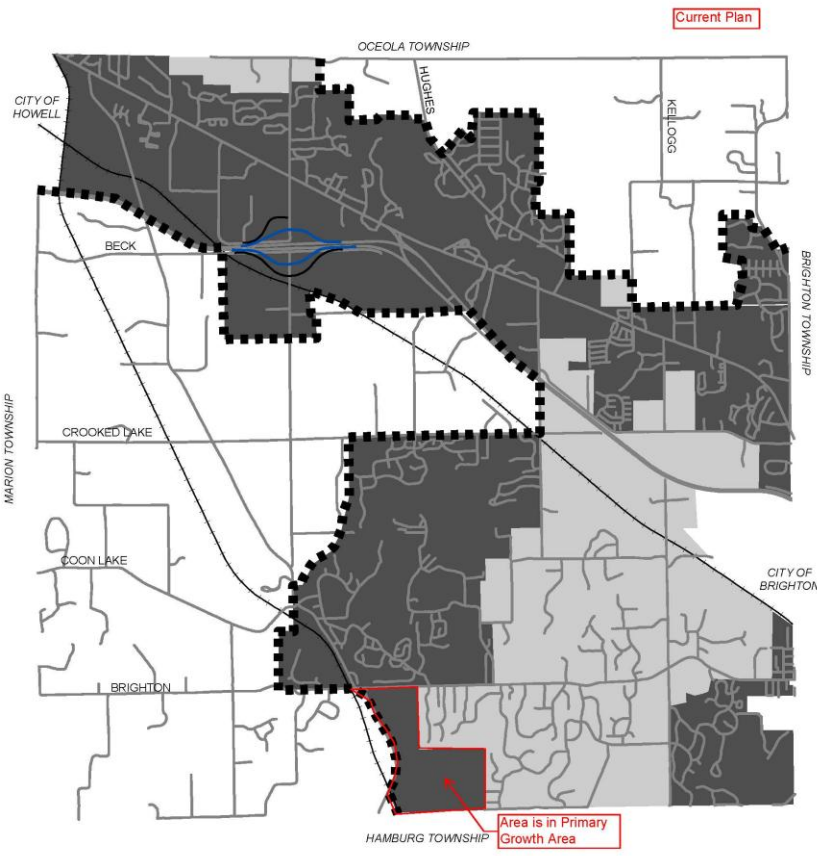
- AGRICULTURE/COUNTRY ESTATE - 5 acres per unit
- LARGE LOT RURAL
- RESIDENTIAL - 2 acres per unit
- LOW DENSITY RESIDENTIAL - 1 acre per unit
- SMALL LOT SINGLE FAMILY RESIDENTIAL - 2 to 3 units per acre
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- RESEARCH AND DEVELOPMENT
- PUBLIC/INSTITUTIONAL/UTILITIES
- PRIVATE RECREATION
- INTERCHANGE CAMPUS
- INTERCHANGE COMMERCIAL

October 2013

0 0.25 0.5 1 1.5 Miles

Sources: MCGI, Livingston County, Genoa Twp

LSI Planning, Inc.



MAP 8
Growth Boundary
 Master Plan Update
 Genoa Township
 Livingston County, MI

- Growth Boundary
- Primary Growth Areas
- Secondary Growth Areas
- Rural Reserve Areas

October 2013

0 0.25 0.5 1 1.5 Miles

Sources: MCGI, Livingston County, Genoa Twp

LSI Planning, Inc.

Resolution #1
Sunrise Park & Newberry-Wise Subdivisions Road Improvement Project
Special Assessment Project (Summer 2016 Tax Roll)

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Genoa Charter Township, Livingston County, Michigan, (the "Township") held at the Township Hall on Dec. 7, 2015, at 6:30 p.m., there were

PRESENT: McCririe, Skolarus, Hunt, Mortensen, Ledford, Smith and Rowell.

ABSENT: None.

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

**Resolution to Proceed with the
Project and Direct
Preparation of the Plans and Cost Estimates**

WHEREAS, the Clerk reported that petitions have been filed with her for the Sunrise Park & Newberry-Wise Subdivisions Road Improvement Project (the "Project") under the authority of Act No 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Supervisor and the Clerk reported that they had checked the signatures on the petitions by record owners of land within the Township contained within the district described above and had prepared and filed a report setting forth the percentage of record owners of lands by frontage within the district who signed the petitions which amounted to more than fifty percent (53%); and

WHEREAS, the creation of a Special Assessment District for the Sunrise Park & Newberry-Wise Subdivisions Road Improvement project is appropriate pursuant to Section 2 of Act No. 188, Michigan Public Acts of 1954;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Supervisor is directed to have plans prepared illustrating the Project, the location of the Project, and an estimate of the cost of the Project.
2. The plans and estimates identified in paragraph 1, when prepared, shall be filed with the Township Clerk.

A vote on the foregoing resolution was taken and was as follows:

YES:

NO:

ABSTAIN:

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board on December 7, 2015, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Paulette A. Skolarus
Genoa Charter Township Clerk

Resolution #2
Sunrise Park & Newberry-Wise Subdivisions Road Improvement Project
Special Assessment Project (Summer 2016)

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Genoa Charter Township of Livingston County, Michigan, (the "Township") held at the Township Hall on December 7, 2015, at 6:30 p.m., there were

PRESENT: McCririe, Skolarus, Hunt, Ledford, Smith, Rowell and Mortensen

ABSENT: None

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

**Resolution to Approve the Project,
Scheduling the First Hearing
and Directing the Issuance of Statutory Notices**

WHEREAS, the Township has received petitions signed by owners of more than fifty percent (50%) of the total frontage within the Sunrise Park & Newberry-Wise Subdivisions Road Improvement Project within the Township in accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and as described in Exhibit A (the "Project"); and

WHEREAS, preliminary plans and cost estimates for the Project have been filed with the Township Clerk;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees of the Township hereby tentatively declares its intent to proceed with the Project.
2. The Board of Trustees of the Township hereby declares its intention to make the improvement and tentatively designates the special assessment district against which the cost of the improvement is to be assessed is described in Exhibit A.
3. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing to hear any objections to the petition, to the improvement and to the proposed Special Assessment District for the Project which is known as the Sunrise Park & Newberry-Wise Subdivisions Road Improvement Project Special Assessment District (Summer 2016).
4. The public hearing will be held on January 4, 2016 at 6:30 p.m., at the offices of Genoa Charter Township, Livingston County, Michigan.
5. The Township Clerk is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last

assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Clerk shall be similar to the notice attached as Exhibit B and shall be mailed by first class mail on or before December 23, 2015. Following the mailing of the notices, the Township Clerk shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit C.

6. The Township Clerk is directed to publish a notice of the public hearing in the Livingston County Daily Press & Argus, a newspaper of general circulation within the Township. The notice shall be published twice, once on or before December 23, 2015 and once on or before December 30, 2015. The notice shall be in a form substantially similar to the notice attached as Exhibit B.

A vote on the foregoing resolution was taken and was as follows:

YES: Ledford, Smith, Hunt, Rowell, Mortensen, Skolarus and McCririe.

NO: None.

ABSTAIN: None.

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board held on December 7, 2015, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Paulette A. Skolarus
Genoa Charter Township Clerk

EXHIBIT A

Sunrise Park & Newberry-Wise Subdivisions
ROAD IMPROVEMENT PROJECT

DESCRIPTION OF PROJECT
A FIVE-YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:

The project (the “Project”) will consist of:

The project will rehabilitate the streets within the Sunrise Park Subdivision, with the exception of the alley north and south of the boat launch. The scope of the paving work will consist of: removing the existing roadway pavement, regrading the existing aggregate base, make necessary sub-grade undercuts/repairs and placement of 3.5” of new asphalt. The project will also include drain repairs/improvements identified as necessary by the Livingston County Drain Commissioner’s Office, on various existing County Drains, at various locations within the subdivision.

Total amount per parcel - \$4,037.27; Amount per year for 5 years - \$807.46

EXHIBIT B

Genoa Charter Township
Livingston County, Michigan

NOTICE OF PUBLIC HEARING
FOR THE PROPOSED SUNRISE PARK & NEWBERRY-WISE SUBDIVISION
ROAD IMPROVEMENT PROJECT (Summer 2016)
AND SPECIAL ASSESSMENT DISTRICT FOR THE PROJECT

NOTICE IS HEREBY GIVEN:

(1) The Township Board of Genoa Charter Township, Livingston County, Michigan, in accordance with the laws of the State of Michigan, will hold a Public Hearing on January 4, 2016, at 6:30 p.m., at the Genoa Charter Township Offices, 2911 Dorr Road, Brighton, Michigan 48116, to review the following proposed special assessment district:

GENOA CHARTER TOWNSHIP
SUNRISE PARK & NEWBERRY-WISE SUBDIVISION
ROAD IMPROVEMENT PROJECT
AND SPECIAL ASSESSMENT DISTRICT (Summer 2016)
(A five-year program with costs as follows)

and to hear any objections to the petition, to the improvement and to the special assessment district. The Township Board may revise, correct, amend or change the plans, estimate of cost, or special assessment district.

The project (the "Project") will consist of:

The project will rehabilitate the streets within the Sunrise Park Subdivision, with the exception of the alley north and south of the boat launch. The scope of the paving work will consist of: removing the existing roadway pavement, regrading the existing aggregate base, make necessary sub-grade undercuts/repairs and placement of 3.5" of new asphalt. The project will also include drain repairs/improvements identified as necessary by the Livingston County Drain Commissioner's Office, on various existing County Drains, at various locations within the subdivision.

Total amount per parcel - \$4,037.27; Amount per year for five years - \$807.46

Note: Periodic redeterminations of cost may be made without a change in the special assessment district and without further notice to record owners or parties in interest in the property. This action is relative to the combining of parcels by property owners within the district.

(2) The Project is being designed to serve the properties in the Special Assessment District, which district is illustrated on the map (included) and includes the specific properties that are identified by the following permanent parcel numbers:

11-04-400-003	11-09-201-058	11-09-201-117	11-09-201-170
11-04-400-006	11-09-201-060	11-09-201-118	11-09-201-171
11-04-400-009	11-09-201-061	11-09-201-119	11-09-201-172
11-04-400-011	11-09-201-062	11-09-201-120	11-09-201-174
11-04-400-012	11-09-201-063	11-09-201-121	11-09-201-175
11-09-201-001	11-09-201-065	11-09-201-122	11-09-201-176
11-09-201-002	11-09-201-066	11-09-201-123	11-09-201-179
11-09-201-003	11-09-201-067	11-09-201-124	11-09-201-186
11-09-201-008	11-09-201-068	11-09-201-125	11-09-201-188
11-09-201-009	11-09-201-069	11-09-201-126	11-09-201-190
11-09-201-010	11-09-201-070	11-09-201-127	11-09-201-193
11-09-201-012	11-09-201-071	11-09-201-128	11-09-201-194
11-09-201-013	11-09-201-072	11-09-201-131	11-09-201-197
11-09-201-014	11-09-201-074	11-09-201-132	11-09-201-210
11-09-201-015	11-09-201-075	11-09-201-133	11-09-201-211
11-09-201-016	11-09-201-076	11-09-201-134	11-09-201-212
11-09-201-018	11-09-201-078	11-09-201-135	11-09-201-213
11-09-201-020	11-09-201-079	11-09-201-136	11-09-201-214
11-09-201-021	11-09-201-080	11-09-201-137	11-09-201-215
11-09-201-025	11-09-201-081	11-09-201-138	11-09-201-216
11-09-201-026	11-09-201-082	11-09-201-139	11-09-201-217
11-09-201-027	11-09-201-083	11-09-201-142	11-09-201-218
11-09-201-028	11-09-201-084	11-09-201-143	11-09-201-222
11-09-201-029	11-09-201-085	11-09-201-144	11-09-201-223
11-09-201-030	11-09-201-086	11-09-201-147	11-09-201-224
11-09-201-031	11-09-201-089	11-09-201-148	11-09-201-227
11-09-201-032	11-09-201-090	11-09-201-149	11-09-201-228
11-09-201-034	11-09-201-091	11-09-201-150	11-09-201-229
11-09-201-035	11-09-201-095	11-09-201-152	11-09-201-230
11-09-201-037	11-09-201-097	11-09-201-153	11-09-201-231
11-09-201-040	11-09-201-100	11-09-201-155	11-09-201-232
11-09-201-041	11-09-201-103	11-09-201-156	11-09-201-233
11-09-201-043	11-09-201-104	11-09-201-157	11-09-201-234
11-09-201-045	11-09-201-105	11-09-201-158	11-09-201-235
11-09-201-046	11-09-201-106	11-09-201-159	11-09-202-001
11-09-201-048	11-09-201-107	11-09-201-161	11-09-202-011
11-09-201-048	11-09-201-111	11-09-201-162	11-09-202-026
11-09-201-051	11-09-201-112	11-09-201-163	11-09-202-027
11-09-201-052	11-09-201-114	11-09-201-166	
11-09-201-055	11-09-201-115	11-09-201-168	
11-09-201-056	11-09-201-116	11-09-201-169	

(3) The Township plans to impose special assessments on the properties located in the Special Assessment District to pay for the costs of the Project.

(4) The preliminary plans and cost estimates for the proposed Project and the boundaries of the Special Assessment District are now on file in the office of the Township Clerk for public examination from the date of this notice until and including the date of the public hearing and may be examined at the hearing.

(5) The Township has received petitions signed by owners of more than fifty percent (53%) of the total frontage within the SUNRISE PARK & NEWBERRY-WISE SUBDIVISIONS Road Improvement Project within the Township in accordance with Act No. 188, Michigan Public Acts of 1954, as amended.

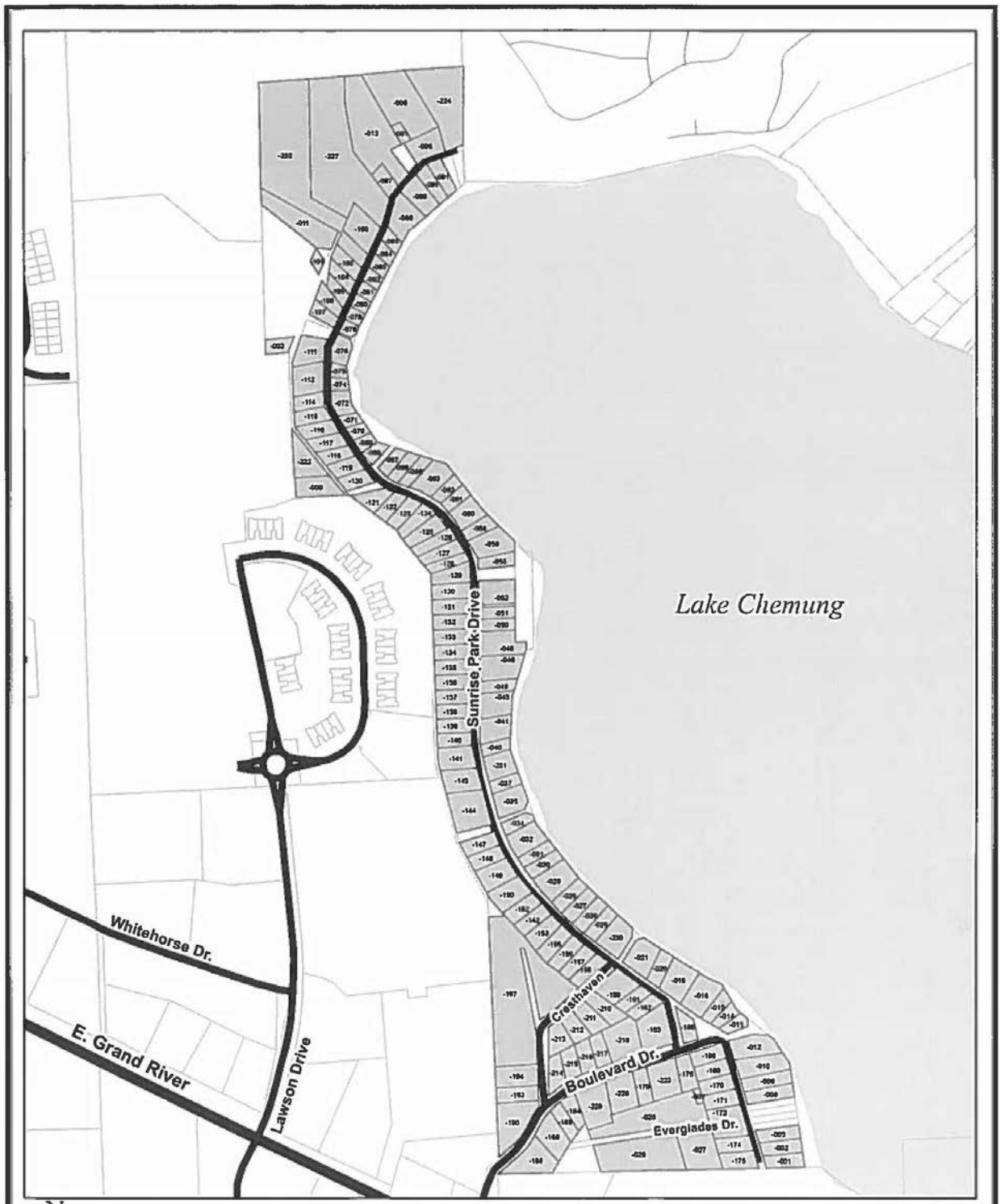
(6) Record owners and any party in interest of land have the right to object in person or to file written objections to the petition, to the improvement and to the special assessment district. Any person objecting in writing to the petition, the improvement, or the proposed special assessment district shall file the objection with the Township Clerk before the close of the January 4, 2016 hearing or within such further time as the Township Board may grant. Appearance and protest at the hearing is required in order to appeal the amount of the special assessment to the state tax tribunal.

This notice is given by order of the Genoa Township Board.

Dated: December 7, 2015

Paulette A. Skolarus
Genoa Township Clerk

(Press/Argus 12/23/2015 & 12/30/2015)



**Sunrise Park Road Improvement
Proposed Special Assessment District**



Parcel lines are approximate. Not intended for survey purposes.

EXHIBIT C

AFFIDAVIT OF MAILING


STATE OF MICHIGAN)
)
COUNTY OF LIVINGSTON)

PAULETTE A. SKOLARUS, being first duly sworn, deposes and says that she personally prepared for mailing, and did on December 23, 2015, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Genoa; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

Paulette A. Skolarus
Genoa Charter Township Clerk



MEMO

TO: Honorable Members of the Genoa Charter Township Board
FROM: Greg Tatara, Utility Director
DATE: December 2, 2016
RE: Approval of DPW Capital Improvement Plan and Procurement of Combination Jet Rodder and Vacuum Truck
MANAGER REVIEW: 

.....

For consideration at tonight's Board Meeting is the approval of the DPW Department 2016 - 2021 Capital Improvement Plan and authorization for the procurement of a combination jet rodder and vacuum truck (vactor truck).

Since operational services were brought in house beginning in April of 2011, we have operated under the business model of continuing to improve our in-house capabilities through staff training and improving our resources when it will result in improved efficiency, increased safety, and/or financial savings in the Utility Department. Since bringing operations in house we have:

- Modified the grinder repair program to complete in house repairs, which included Training staff and constructing a repair shop;
- Purchased a dump trailer to perform backfill and lawn restorations from minor excavations and repairs;
- Purchased a loader for management of vactor truck waste, site grading, and parts and equipment unloading;
- Trained staff to perform backflow inspections internally;
- Purchased a van to pump out grinder cans after hours improving customer service and lowering OT costs;
- Purchased of a sewer camera to televise leads;
- Converted 95% of meters to a radio based read system;
- Improved system administration by adoption of a Master Operating Agreement and Connection Manual;
- Increased staff to account for the added demand in new connections (meter reading and MISS DIG to full time), and;
- Added in-house GIS capabilities.

The DPW Budget is fully funded by the operating funds of each of the utility systems we operate, and all modifications of the original budget are adopted annual by the Utility Authority Boards and the Genoa Township Board. Our in-house operation continues to be affordable to each utility system, and the annual rebate goes back into these funds each year. We are pleased to report that to date \$347,109 has been rebated to the utility systems as shown in *Attachment 1*.

Our current 5 year intergovernmental operations contract will automatically renew on April 1, 2016; and we are looking forward to another 5-years of service to all of our sewer and water customers. In anticipation of this contract renewal, we have developed a 2016-2021 Capital Improvement Plan for the Utility Department (*Attachment 2*) which will allow us to continue to improve the service and efficiency through the next contract term. We have classified each capital improvement project as critical, important, or preferred. A critical project requires immediate attention, has a large financial risk, and/or has the ability to greatly improve system operation and reliability. Projects classified as important are listed secondly. Important projects should be completed; however they do not pose an immediate risk to health, safety, and welfare. In addition, important projects may be funding dependent. Finally, preferred projects are listed, which are projects that are beneficial, but not mandatory, for system operation.

We are requesting approval of the first expenditure, purchase of the vactor truck, at this time due to a 4-6 month construction timeframe when ordering a vactor truck. Currently, this vital piece of service equipment for sewer and water operation is contracted out. Presented in *Attachment 3* are photos showing this piece of equipment and its ability to perform hydro excavations of water main and water service components, underground utility identification, pump station cleaning, and sewer line cleaning.

Presented in *Attachment 4* is a summary of the last two fiscal year contracted costs. Utilizing the quoted lease price from the quotation in *Attachment 5*, *Attachment 4* also shows the annual savings that can be achieved by bringing this piece of equipment in house. Having a vactor in house will provide numerous benefits for improved service, maintenance, and emergency response. For additional benefits refer to the this list on *Attachment 4*.

Our intent is to properly train our staff and maintain the equipment, and the projected annual costs associated with this critical piece of equipment is shown in *Attachment 4*. Finally, it should be noted that the City of Brighton, City of Howell, and Village of Fowlerville all have vactor trucks with systems that are substantially smaller than the consolidated Genoa Township, MHOG, and Genoa-Oceola systems.

The Governing Boards of the Genoa-Oceola and MHOG Sewer and Water Authorities approved the ordering of a vactor truck at their November 18, 2015 meetings. To cover the purchase and maintenance cost, the annual capital and maintenance cost the vactor will be charged to each system based on the percentage of use in that system for the given year. In this manner, we will charge line items such as sewer cleaning, valve box maintenance, and pump stations that are

currently performed with contract services. Given that the anticipated annual capital and operational costs for the vector will be less than we are currently paying, the cost will be small budget savings for each utility system.

Based on the above explanation and attached budget documents, we respectfully ask the board to consider the motion presented below:

Moved by _____, supported by _____ to approve the 2016-2021 Utility Department Capital Improvement Plan and the ordering of vector truck as specified in the Jack Doherty quotation dated November 4, 2015.

**Genoa Township DPW Budget
2015 Return**

ATT. 1

System	FY 2015 Allocation Percentage	Allocation Back to Each System
MHOG	45.04%	\$43,946.88
Genoa-Oceola	26.96%	\$26,305.68
Oak Pointe Sewer	12.31%	\$12,011.24
Oak Pointe Water	9.83%	\$9,591.43
Lake Edgewoods	5.86%	\$5,717.78

Ending Fund Balance FY 2015	\$97,573
Ending Fund Balance FY 2014	\$2,947
Ending Fund Balance FY 2013	\$103,962
Ending Fund Balance FY 2012	\$142,627
 Total Given Back to Systems	 \$347,109

Note: Ending Fund Balance is Money Accumulated Above \$50,000 Base Fund Balance

Utility Department
2016 -2021 Capital Improvement Plan
For Approval

No.	Project	Classification	Justification	Low Budget	High Budget	Anticipated Year	Funding Source
1	Map Based Work Order & Inventory System	Critical	Fiscal Year 2016 Budget Item. Annual financial audits require implementation of an inventory system. Evaluated Lucity and City Works. Work order system will improve system management, supplies tracking, and customer service	\$70,000	\$150,000	2016	Annual DPW Contributions
2	Vactor Truck	Critical	Currently, a vactor truck is used for sewer line cleaning, pump station cleaning, water tower cleaning, hydroexcavation of curb stops and valve boxes and utility location and water removal during repairs. In house versus contract vactor truck would allow improved service to customers, emergency response, safety and preventative maintenance.	\$50,000 /Annually	\$78,400 / Annually	2016-2021	Annual O&M & Reserves
3	Meter Reading Software Improvements	Important	For years we installed Sensus meter systems. Sensus has changed radio read units to different type, in preparation for tower reading system. Now have to have two reading systems. Currently, piloting a cellular system through Metron-Farnier that would not rely on our own reading equipment.	\$20,000	\$300,000	2017	O&M, New Users
4	New Billing Software Upgrade	Important	Currently, Springbrooke is used for billing software. We are due for a major upgrade; several versions behind. Evaluating if we should move toward BS&A software	\$50,000	\$200,000	2018	Annual DPW Contributions
5	Larger Crane Truck	Preferred	Our current crane truck is mounted on a F-350 chassis and is limited in weight and boom length. As a result, it is not capable of pulling larger pumps or pumps from deep stations. A larger service truck could pull larger pumps and tow our heavier equipment.	\$100,000	\$175,000	2016-2021	Annual O&M & Reserves

- Categories:
- Critical** Critical project require immediate attention, have a large financial risk, and/or have the ability to greatly improve system operation and reliability.
 - Important** Important projects should be completed; however they do not pose an immediate risk to health, safety, and welfare and may be funding dependent.
 - Preferred** Preferred projects are beneficial, but not mandatory, for system operation

Pictorial Demonstration of Vector Truck Uses



Single Axle Combination Sewer and Vacuum (Vector) Truck



Hydroexcavation Utilizing Vector Truck

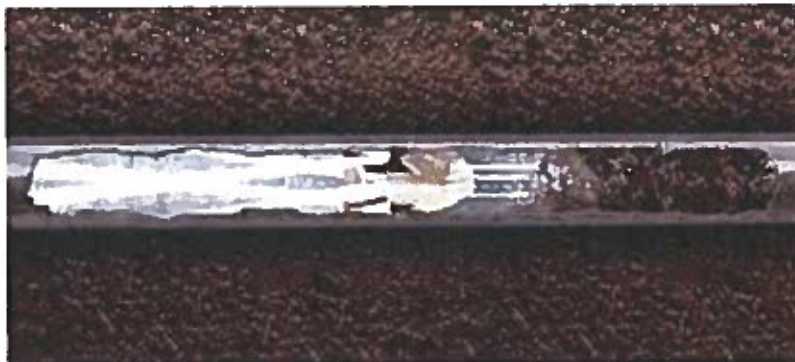
Pictorial Demonstration of Vector Truck Uses



Example of Safe and Effective Hydroexcavation to Expose Utilities



Sanitary Sewer Cleaning



Inline Demonstration of Removing a Sewer Blockage

Vactor Truck Expense Evaluation

System	Vendor	2013/14 Amount	2014/15 Amount
MHOG	M&K	\$21,290.00	\$29,265.00
	Livingston County	\$2,612.12	\$1,997.61
Genoa-Oceola	M&K	\$41,485.00	\$18,533.92
	Livingston County	\$516.26	\$1,035.11
Oak Pointe Sewer and Water	M&K	\$4,325.00	\$12,928.98
Lake Edgewood Sewer	M&K	\$1,386.78	\$12,505.93
Total		\$71,615.16	\$76,266.55

Category	Price
Annual Lease Price	\$50,964
Annual Insurance Cost	\$475
Fuel (10,000 miles/yr. @ 5mpg@ \$3.00/gal)	\$6,000
Maintenance (5 Yr. Average of \$20,000)	\$4,000
Annual Driver DOT Compliance	\$2,000
Total Annual Cost	\$63,439
Average Estimated Annual Savings	\$10,501.69
Total Monthly Cost	\$5,287

Benefits:

In addition to the modest cost savings, the Vactor Truck provides the following benefits:

- 1) Available for Emergencies include Pump Station Failures, Line Plugs, and Water Leaks
- 2) Improved and More Frequent Preventative Maintenance of Pump Stations and Valve Boxes
- 3) Improved regional emergency response capabilities
- 4) Improved customer service (less wait time)
- 5) Improved Safety - ability to hydroexcavate utilities& control ground water duiring excavation repairs



777 DOHENY COURT
PO BOX 609
NORTHVILLE MI 48167
t 248.349.0904
f 248.349.2774

Mr. Greg Tatara
Utility Director
M.H.O.G Sewer and Water Authority
c/o Genoa Charter Township
2911 Dorr Rd.
Brighton, MI 48166

November 4, 2015

Dear Mr. Tatara,

This proposal is for a new Vactor mounted on a 2016 Freightliner FL114 4x2 chassis per attached National Contract Pricing (Build Sheet Attached):

One (1) 2016 VACTOR Model 2110-SE combination sewer vacuum & high pressure jet rodder with centrifugal fan and 10 cubic yard debris hopper capacity, equipped with the following:

Hopper

- 10 Cubic Yard Hopper
- 48" Dump Height
- Exten Steel Construction
- Cylindrical, 1/4" Steel Debris Body
- Double Acting Hydraulic Dump Hoist
- Full Opening Rear Door
- Flat Rear Door w-Hydraulic Locks and Open/Close
- Debris Body Flush Out System
- Debris Body Load Limit Alarm / Light
- Dual Stainless Steel Ball Float Shut-Off Located at Rear
- 6" Knife Valve/Rear Door With Camloc Located 3:00 Position With Fixed Basket Screen
- Submersible Trash Pump - Internal Mounted - Forward Wall In Body / Includes Internal Screen / 2.5 X 25' Drain Hose And Hose Holder
- Internal Perforated Screen for Pump-Off System
- Centrifugal Separator Rear Mounted (Plus Style)
- Folding Pipe Rack / Curbside
- Folding Pipe Rack / Street Side
- Splash Shield - Bolted To Body Flange Rear Door
- Lube Manifold
- Laminated Lube Chart
- Debris Body Vacuum Relief System, at Inlet Of Vacuum Mover
- Debris Inlet Deflector Plate In Debris Body

Water Tank Accessories

Digital GPM Flow Indicator with Low Water Alarm & Light
Digital Water Pressure Gauge
Air Purge System Utilizing Chassis Air System
3" Y-Strainer In Lieu Of 2" At Water Tank Fill
1000 Gallon Water Capacity - Standard On 5, 10, 12 Yd Units
Aluminum Water Tanks
Liquid Float Level Indicator

Vacuum System Accessories

38" Aluminum Centrifugal Fan Compressor - Hydrostatic Drive via 2:1
Stepup Transmission

Boom Accessories

Boom Transport Cradle
8 Ft. Hydraulic Telescopic Boom With 180 Degree Rotation
Remote Push Button Pendant Control With 35' Cable
Joystick Control For Boom Function (1) - Front
T300 Omnex Remote Control Belly Pack: Wired Or Wireless Capability
(Activates All Boom Functions (Up/Down ,Left/Right, In/Out) Vacuum Relief
On/Off, Rodder Pump On/Off, Throttle Up/Down, E-Stop, Hose Reel Pay
In/Pay Out, Hose Reel Speed Control, Water Pressure Control)

High Pressure Water Pump

80 Gpm / 2500 Psi Water System Operating Pressure, rated at the nozzle
end of the hose - ILO 60gpm/2000psi (Use 1" hose)
Upgrade To Extreme Cold Weather Recirculation System – 20 Gpm (Fan
Machines)
Accumulator System For Jet Rodder Water System
3" Y-Strainer @ Water Pump With 3" Drain Valve
Performance Package for Water System: Hydraulic Variable Flow, Dual
PTO's, Dual Hydraulic Pumps
Catch Basin Cleaning Water System: 20 Gpm At 600 Psi
Water Relief Valve, 1" - For Vactor Water Pump
Mid-Ship Handgun Coupler
Front And Rear Handgun Couplers
Hydro Excavation Kit / Retractable Reel W / 50' X 3 / 8" Hose, Handgun &
Plumbing
Side Mounted Water Pump
Fan Flush Out System
Water Flow Meter

Hose Reel Accessories

600' X 1" Piranha Sewer Hose/2500 Psi (In Lieu Of Std Hose)
Indexing-Automatic Hose Level Wind Guide
Hose Footage Counter - Mechanical Roller
Digital Footage Counter and Recorder
Hose Reel Manual Hydraulic Extend or Retract
Hose Reel Chain Cover (Full)

Handgun Hose Reel - Spring Retractable Reel With 50' Hose Assembly
Nozzle Storage Rack
Rodder Pump Drain Valves (2)
Telescoping Rotating Hose Reel With Dual Controls Having 800' x 1" Hose Capacity

Front Station And Controls

Tachometer - Chassis
Tachometer and Hourmeter for Auxiliary Engine
Hourmeter For Water Pump Operation
Hourmeter For PTO Operation

Light Accessories

Vansco-Electronic Package
Color Coded Sealed Electrical System
Circuit Breakers
L.E.D. Split Arrow Traffic Controller-Two Piece 10 Lights - Rear Only
Hand Light With Bumper Plug
DOT 3 - 6 LED Light System - (2) Mirror Mounted, (2) Mid-Ship, (2) Rear
LED-Work Lights (2) On Standard Boom
LED-Work Light At Operator Station (Each)
LED Mid-Ship Turn Signals

Chassis Accessories

1+1 Dealer Vector Manuals
(2) Tow Hooks: Front
(2) Tow Hooks: Rear
Electronic Back-Up Alarm
Safety Cone Storage Rack - Post Type
(2) 16H x 12D x 18W Toolboxes Located At Front Bumper
16W x 30H x 96D Full-Width Aluminum Toolbox Behind Cab
48W x 20H x 12D Aluminum Toolbox Mounted At Fan Inlet
Aluminum Under Engine Toolbox (Weather Proof Lockable)
Aluminum Fenders
Mud Flaps

Paint

Module - Dupont (Wet-On-Wet)
Vector Body Decal-Multi Color
BODY COLOR: White
CAB COLOR: White

Spare Parts And Accessories

(1) 1 In. - 15 Degree Sand Nozzle (#60307)
(1) 1 In. - 15 Degree Penetrator Nozzle (#60308)
1" Nozzle Pipe
(1) Additional 1 in. Leader Hose 25 ft.

Basic Pipe Package:

- (1) 8 In. X 3' Aluminum Pipe
- (2) 8 In. X 5' Aluminum Pipe
- (1) 8 In. X 6'6 In. Catch Basin Tube
- (4) 8 In. Quick Clamps
- (1) Flexible Hose Guide
- (1) Emergency Flare Kit
- (1) 5# Fire Extinguisher
- (1) Catch Basin Handle Assembly
- (1) Hydrant Wrench

Vactor 2100 Series Module Warranty

- Module Warranty: 2-Year Parts and Labor (included per NIPA Contract)
- Water Tanks: 10-Year Parts and Labor
- Debris Tank: 5-Year Parts and Labor
- Rodder Pump Warranty: 2-Year Parts and Labor
- Centrifugal Compressor/Housing Warranty: 5-Year Parts and Labor

Chassis

- 2016 Freightliner 114SD 4x2, Cummins ISL9, 370HP, Allison 3000RDS
- Automatic Transmission
- Freightliner Chassis Warranty: 1-Year / 100,000 Mi.
- Cummins Engine Warranty: 2-Year / 100,000 Mi.
- Allison Transmission Warranty: 3 Year (3000 RDS)
- Operator Safety Training And Maintenance Training

2016 Vactor per Contract Price Schedule: \$ 371,732.00

Please see attached lease payment options

Thank you for your consideration of this proposal.

Sincerely yours,



Dave Snyder
 Municipal Account Manager
 248-939-3223
 DaveSnyder@DohenyCompanies.com

This quotation becomes a contract for delivery and payment of the merchandise listed above only when signed by the customer or one of its officers .

Customer: Genoa Township, Michigan _____

By: _____

Date: _____

Lease Purchase Options

5-YEAR LEASE / PURCHASE W / ANNUAL PAYMENTS	
TOTAL AMOUNT FINANCED	\$ 371,372.00
ANNUAL PAYMENT (IN ADVANCE)	\$ 78,357.98
INTEREST RATE	2.75%*

First payment is due upon delivery and acceptance of equipment of the above Lease/Purchase option.

Genoa Charter Township will own the equipment at the end of the 5-year lease.

Rates and payment factors, while expected firm, are for indication purposes only and are subject to change without notice unless confirmed. Quoted Lease Rates are valid for 30 days from the date of the proposal and are subject to credit approval and Lessor's receipt of mutually acceptable documentation.

Genoa Charter Township must enter into a lease agreement with the leasing corporation.

Prepayment of municipal lease is permitted without penalty on any annual anniversary of delivery with appropriate notice as provided in the agreement.

**The interest rate quoted may be higher than the interest rate that you will receive, pending the date of your lease application.*

5-YEAR DOHENY GUARANTEED LEASE W / ANNUAL PAYMENTS

TOTAL AMOUNT FINANCED	\$371,372.00
ANNUAL PAYMENT (IN ADVANCE)	\$50,964.17
INTEREST RATE	2.75%*
DOHENY GUARANTEED TRADE-IN VALUE	\$148,692.00

First payment is due upon delivery of equipment of the above Lease/Purchase option.

The Trade-In Value is guaranteed by Doheny Supplies and is NOT factored into the principal payment of the lease. At the end of the lease, *Genoa Charter Township* has the option of paying off the lease by paying the trade in value or assigning the trade-in to Doheny Supplies. Doheny Supplies will then pay off the trade in value.

Rates and payment factors, while expected firm, are for indication purposes only and are subject to change without notice unless confirmed. Quoted Lease Rates are valid for 30 days from the date of the proposal and are subject to credit approval and Lessor's receipt of mutually acceptable documentation.

Genoa Charter Township must enter into a lease agreement with the leasing corporation.

Prepayment of municipal lease is permitted without penalty on any annual anniversary of delivery with appropriate notice as provided in the agreement.

**The interest rate quoted may be higher than the interest rate that you will receive, pending the date of your lease application.*

BUDGET FOR FISCAL YEAR ENDING 03/31/2016 G.F. 101

APPROVED: 03/16/2015

1st amendment 07/06/2015

2nd amendment 12/07/2015

ACCT #	ACCOUNT DESCRIPTION	ACTUAL FOR THE YEAR ENDING 3/31/2012	ACTUAL FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR THE YEAR ENDING 3/31/2015	BUDGET FOR THE FISCAL YEAR ENDING 3/31/2016	7/20/2015 1st AMENDMENT BUDGET FOR THE FISCAL YEAR ENDING 3/31/2016	11/16/2015 ACTUAL THE FISCAL YEAR ENDING 3/31/2016	12/7/2015 2ND AMENDMENT BUDGET FOR THE FISCAL YEAR ENDING 3/31/2016
REVENUES									
000-403-000	CURRENT REAL PROP TAXES	821,190.00	834,055	814,616	828,273	845,000	845,000	2,436	845,000
000-423-000	COLLECT FEES/EXCESS OF ROLL/SCHOOLS	318,946.00	315,451	323,767	321,084	350,000	350,000	95,532	350,000
000-476-100	LINCESES AND PERMITS/CABLE FRANCHISE FEES	318,111.00	338,143	351,874	371,686	380,000	380,000	299,686	380,000
000-477-000	METRO ACT FEES	13,500.00	12,268	11,212	9,579	13,000	13,000		13,000
000-480-000	TRAILER FEES	3,301.00	3,307	3,310	2,707	3,500	3,500	2,177	3,500
000-574-000	STATE SHARED REVENUES	1,630,181.00	1,441,910	1,477,501	1,571,139	1,650,000	1,650,000	1,009,370	1,650,000
000-608-000	CHARGES FOR SERVICES - APPLICA. FEES	28,575.00	34,667	28,732	60,727	50,000	50,000	39,184	50,000
000-631-000	REFUSE COLLECTION FEES	731,289.00	761,543	762,623	767,616	800,000	800,000	4,140	800,000
000-664-000	INTEREST INCOME	17,353.00	10,984	7,083	6,671	6,000	6,000	2,209	6,000
000-676-000	ADMIN FEE/DPW FUND	50,000.00	50,000	50,000	51,500	52,500	52,500		52,500
000-676-100	ADMIN FEE/LIQUOR LAW FUND	3,500.00	3,500	3,500	3,500	3,500	3,500	875	3,500
000-678-300	TAXES ON LAND TRANSFER - BRIGHTON/HOWELL	138,732.00	140,755	122,869	127,905	140,000	140,000	5,334	140,000
000-699-001	CEMETERY, SCHOOLS, ELECTIONS, MISC.	15,251.00	4,221	25,004	14,074	10,000	10,000	29,586 x	65,000
000-699-002	TRANSFER IN FROM OTHER FUNDS	79,000.00		1,862					
	TOTAL REVENUES	4,168,929	3,950,804	3,983,953	4,136,461	4,303,500	4,303,500	1,490,529	4,358,500
EXPENDITURES & TRANSFERS OUT TO OTHER FUNDS									
101-703-000	TRUSTEES - SALARIES	20,655.00	23,593	27,705	24,732	35,000	35,000	17,784	35,000
171-703-000	SUPERVISOR - SALARY	49,980.00	49,980	51,479	52,500	53,400	53,400	35,676	53,400
191-703-000	ELECTION - SUPPLIES/SALARIES	20,526.00	67,216	25,046	50,923	30,000	30,000	41,105 x	70,000
209-703-000	CONTRACTUAL - SALARIES	300,696.00	323,366	337,860	338,842	345,000	345,000	230,119	345,000
210-801-000	PROFESSIONAL - LEGAL	88,883.00	128,713	107,757	68,375	100,000	100,000	39,232 x	150,000
215-703-000	CLERK - SALARY	48,980.00	48,980	50,500	51,500	52,400	52,400	34,783	52,400
223-801-000	PROFESSIONAL - AUDITOR	16,850.00	16,800	17,600	21,100	22,500	22,500	11,100	22,500
241-801-000	PROFESSIONAL - ENGR./PLANNING	48,645.00	43,954	42,272	11,304	80,000	80,000	15,507	80,000
247-703-000	BOARD OF REVIEW - SALARIES	4,877.00	2,875	2,675	2,250	10,000	10,000	225	10,000
247-964-000	TAX CHARGEBACKS	20,848.00	19,023	15,682	5,774	20,000	20,000	1,215	20,000
253-703-000	TREASURER - SALARY	48,980.00	48,980	50,500	51,500	52,400	52,400	34,258	52,400
265-775-000	REPAIRS AND MAINTENANCE	83,665.00	93,676	146,599	84,362	125,000	125,000	75,452	125,000
265-910-000	INSURANCE	236,566.00	219,201	259,377	262,143	300,000	300,000	138,075	300,000
265-920-000	UTILITIES - ELECTRIC/GAS	19,356.00	20,425	22,719	19,983	20,000	20,000	11,164	20,000
284-703-000	SALARIES - OTHER	250,861.00	271,043	308,655	313,275	355,000	355,000	188,653	355,000
284-704-000	RETIREMENT	90,162.00	85,069	95,298	92,938	105,000	105,000	49,953	105,000
284-715-000	PAYROLL TAXES - FICA/MEDICARE	62,557.00	56,806	67,604	70,839	75,000	75,000	48,702	75,000
284-720-000	MESC - UNEMPLOYMENT TAXES					20,000	20,000		20,000

GENOA TOWNSHIP - ROAD IMPROVEMENT FUND #261
 BUDGET TO ACTUAL REPORT
 APPROVED 03/16/2015
 AMENDED 07/06/2015
 AMENDED 08/17/2015
 AMENDED 12/07/2015

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR YEAR ENDING 12/31/2012	ACTUAL FOR YEAR ENDING 3/31/2013	ACTUAL FOR YEAR ENDING 3/31/2014	ACTUAL FOR YEAR ENDING 3/31/2015	BUDGET FOR THE YEAR ENDING 3/31/2016	8/17/2015 7/20/2015	Nov. 16, 2015	12/7/2015	TENTATIVE
							1ST AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2016	ACTUAL FOR THE YEAR ENDING 3/31/2016	2ND AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2016	Summer 2016
REVENUES										
000-664-000	INTEREST INCOME	0	900	520	801	1,000		251	1,000	
000-699-000	OPERATING TRANSFER IN (G/F)	200,000	200,000	389,416	250,000	250,000	426,000		426,000	
	TOTAL REVENUES	200,000	200,900	389,936	250,801	251,000	427,000	251	427,000	
EXPENDITURES										
441-968-000	1/96 LATSON INTERCHANGE	277,239	537,703							
906-968-001	COON LAKE OVELAY			283,763						
470-802-000	NORTH SHORE ROAD IMPROVEMENT						14,000	14,000	14,000	
471-803-000	GRAND OAKS ROAD IMPROVEMENT						200,000	x 0	200,000	Grand Oaks
472-804-000	GOLF CLUB						50,500	31,460	50,500	
473-805-000	MCCLEMENTS						18,000	14,268	18,000	
467-801-000	TIMBERVIEW						48,000	x 0	48,000	Timberview
441-804-000	DUST CONTROL						75,000	59,209	75,000	
476-808-000	MT. BRIGHTON						5,000		5,000	
476-808-000	RED OAKS						10,000		10,000	
477-809-000	TRI-LAKES SAD/Received 03/28/2013						139,416	3,561	139,416	
	SUNDANCE TRAIL									30,000
906-956-000	MISC/AUDIT	535	657	718	1,985	2,000	2,000	454	2,000	
	TOTAL EXPENDITURES	277,774	538,360	284,481	1,985	2,000	561,916	122,952	313,916	
	NET REVENUES/EXPENDITURES	(77,774)	(337,460)	105,455	248,816	249,000	(134,916)	(122,701)	113,084	
	BEGINNING FUND BALANCE	1,249,055	1,171,281	833,821	939,276	1,188,092	1,188,092	1,188,092	1,188,092	
	ENDING FUND BALANCE	1,171,281	833,821	939,276	1,188,092	1,437,092	1,053,176	1,065,391	1,301,176	

xx 5/3 BANK CHARGING \$24.00 A MONTH FOR STATEMENT

APPROVED: 03/16/2015
 1st amendment 07/06/2015
 2nd amendment 12/07/2015

ACCT #	ACCOUNT DESCRIPTION	ACTUAL FOR THE YEAR ENDING 3/31/2012	ACTUAL FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR THE YEAR ENDING 3/31/2015	BUDGET FOR THE FISCAL YEAR ENDING 3/31/2016	7/20/2015 1st AMENDMENT BUDGET FOR THE FISCAL YEAR ENDING 3/31/2016	11/16/2015 ACTUAL THE FISCAL YEAR ENDING 3/31/2016	12/7/2015 2ND AMENDMENT BUDGET FOR THE FISCAL YEAR ENDING 3/31/2016
284-727-000	PRTG., POSTAGE, OFFICE SUPPLIES	72,499.00	74,889	86,219	92,493	85,000	85,000	43,816	85,000
284-728-000	ECONOMIC DEVELOPMENT		20,000	20,000	20,000	21,500	21,500	21,591	21,500
284-850-000	TELEPHONE	20,791.00	23,105	21,775	18,056	25,000	25,000	11,869	25,000
284-861-000	MILEAGE & TRAVEL EXPENSES	12,202.00	12,312	17,996	14,435	20,000	20,000	6,755	20,000
284-957-000	DUES	17,726.00	18,855	17,622	19,702	25,000	25,000	14,187	25,000
284-958-000	MTG. FEES & MISC EXPENSES	12,011.00	19,311	13,194	17,791	25,000	25,000	12,257	25,000
284-959-000	APPLICATION FEES EXPENSES	12,275.00	21,227	28,800	42,233	35,000	35,000	52,698 x	75,000
284-959-001	SALARIES - PLANNING COMMISSION/ZBA	27,344.00	27,491	29,754	30,016	32,000	32,000	19,587	32,000
301-703-000	ORDINANCE OFFICER - SALARY	44,710.00	46,035	44,105	50,165	50,000	50,000	40,209	50,000
336-999-001	FIRE SUB STATION EXPENSES	6,861.00	991	359		2,000	2,000	1,435	2,000
441-801-010	ROAD IMPROVEMENT	226,182.00	116,695	194,572	224,362	101,000			
441-803-000	REFUSE COLLECTION	902,699.00	923,332	931,751	970,891	962,000	962,000	633,200	962,000
441-804-000	DUST CONTROL/CHLORIDE	48,806.00	66,307	55,621	55,861	75,000			
441-971-000	WHITE PINES ST. LIGHTING	746.00	751						
751-881-000	RECREATION	68,698.00	64,453	128,324	131,426	135,000			
916-962-000	DRAINS AT LARGE	28,799.00	23,201	24,908	25,912	30,000	30,000		30,000
929-977-000	CAPITAL OUTLAY	27,515.00	64,210	88,266	28,079	90,000	90,000	29,856	90,000
966-999-010	TRANS - OUT FUTURE RD IMPROVEMENT #261	90,031.00	200,000	250,000	250,000	250,000	426,000		426,000
966-999-011	TRANS - OUT SELCRA REIMB. FUND		10,000						
966-999-013	TRANS - OUT ROAD PROJECTS FUND #264	10,000.00	350,000	500,000	250,000	250,000	450,000		450,000
966-999-027	TRANS - OUT PARKS & RECREATION #270	200,000.00	379,000	250,000	350,000	450,000	592,500		592,500
966-999-028	TRANS - OUT BLDG. & GR. CEMETERY #271	725,000.00	-	200,000		50,000	75,000		75,000
966-999-110	CONTINGENCIES	60,000.00				50,000			
	TOTAL EXPENDITURES/TRANSFERS OUT	4,027,982	3,981,865	4,532,594	4,113,762	4,564,200	4,746,700	1,860,463	4,876,700
	REVENUES OVER (UNDER) EXPENDITURES & TRANSFERS OUT	140,947	(31,061)	(548,641)	22,699	(260,700)	(443,200)	(369,934)	(518,200)
	BEGINNING FUND BALANCE	2,452,516	2,593,463	2,562,402	2,013,761	2,036,460	2,036,460	2,036,460	2,036,460
	ENDING FUND BALANCE	2,593,463	2,562,402	2,013,761	2,036,460	1,775,760	1,593,260	1,666,526	1,518,260

BUDGETS FOR THE YEARS ENDING 3/31/2015 & 2016
 APPROVED 03/16/2015 AMENDED 07/06/2015 and 12/07/2015
 Projection for 2016/2017

ACCOUNT NO.	ACCOUNT DESCRIPTION	Expiration	ACTUAL FOR THE YEAR THRU 3/31/2012	ACTUAL FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR THE YEAR ENDING 3/31/2014	ACTUAL FOR THE YEAR ENDING 3/31/2015	PROJECTED BUDGET FOR THE YEAR ENDING 3/31/2016	7/20/2015 1ST AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2016	NOV. 16, 2015 ACTUAL FOR THE YEAR ENDING 3/31/2016	12/7/2016 2ND AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2016	DEFERRED PROJECTION 3/31/2017
REVENUE											
000-664-000	INTEREST INCOME		913	558	918	811	1,000	1,000	458	1,000	
453-672-000	ASSESSMENTS - CHEMUNG WEED	Jul-17	32,614	31,813	58,649	54,395	51,000	51,000	3,466	51,000	
460-672-100	ASSESSMENTS - PARDEE LAKE 2	Dec-15	25,200	28,636	24,055	24,055	24,000	24,000	4,279	24,000	
465-672-000	ASSESSMENTS - CROOKED LAKE WEED	Jul-17		0	21,272	21,136	22,000	22,000	1,363	22,000	
464-672-000	ASSESSMENTS - FENDT DRIVE	Dec-12	37,962	35,463							
468-676-000	GLENWAY	Dec-16		16,186	17,861	15,628	16,000	16,000	558	16,000	
467-675-000	TIMBERVIEW	Dec-20					55,000	61,000	X		
465-673-000	RED OAKS	Dec-23		2,469	69,149	69,143	58,500	58,500	11,348	58,500	
469-677-000	WHITE PINES	N/A			758	892	800	800	43	800	
470-678-000	NORTH SHORE ROADS	Dec-15						12,000		12,000	
470-682-000	NORTH SHORE ROADS ASSOCIATIONS	Jul-15						12,000	11,898	12,000	
471-679-000	GRAND OAKS DRIVE	Dec-20						140,000	X	0	
474-682-000	SUNRISE PARK	Dec-20							X		
475-683-000	HOMESTEAD DRIVE	Dec-20						40,000	X	0	
	SUNDANCE TRAIL	Dec-21									
	EAST COON LAKE TRAIL										
000-699-000	OPERATING TRANS IN FROM GF			350,000	500,000	250,000	250,000	450,000		450,000	
	OPERATING TRANS IN FROM 261										
000-695-000	Other/Misc.			3,500							
	TOTAL REVENUES		96,689	468,625	692,662	436,060	478,300	888,300	33,413	647,300	
EXPENDITURES											
453-801-000	LAKE CHEMUNG WEEDS		52,818	46,616	48,222	43,728	60,000	60,000	48,306	60,000	
460-801-000	PARDEE LAKE WEEDS		19,260	26,360	25,095	30,071	30,000	30,000	16,656	30,000	
465-801-000	EAST AND WEST CROOKED LAKE WEEDS			4,673	47,226	8,906	50,000	50,000	8,351	50,000	
465-802-000	RED OAKS			25,194	740,703						
468-801-000	GLENWAY			107,904							
466-801-000	MOUNTAIN/MYSTIC/MILROY			3,362							
467-801-000	TIMBERVIEW					6,170	305,000	260,000	X	0	260,000
469-801-000	WHITE PINES				700	825	800	800	421	800	
470-802-000	NORTH SHORE ROADS							24,000	22,196	24,000	
471-803-000	GRAND OAKS DRIVE							700,000	421	2,000	700,000
474-806-000	SUNRISE PARK/private 2016 project								1,493	5,000	490,000
475-807-000	HOMESTEAD DRIVE/private							200,000	870	2,000	200,000
	EAST COON LAKE TRAIL (Private)										99,500
	SUNDANCE TRAIL (2016)										222,000
451-695-000	MISC./AUDIT		1,700	2,559	2,638	2,599	3,000	3,000	2,312	3,000	
	TOTAL EXPENDITURES		73,778	216,668	864,584	92,299	448,800	1,327,800	101,026	176,800	
	NET REVENUES/EXPENDITURES		22,911	251,957	(171,922)	343,761	29,500	(439,500)	(67,613)	470,500	
	BEGINNING FUND BALANCE		541,780	564,691	816,648	644,726	988,487	988,487	988,487	988,487	
	ENDING FUND BALANCE		564,691	816,648	644,726	988,487	1,017,987	548,987	920,874	1,458,987	

GENOA TOWNSHIP-FUTURE DEV. PARKS & REC. FUND #270
 BUDGET TO ACTUAL REPORT
 BUDGETS FOR THE YEARS ENDING 3/31/2015 & 3/31/2016
 AMENDED 07/06/2015
 AMENDED 12/06/2015

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR THE YEAR ENDING 3/31/2011	ACTUAL FOR THE YEAR ENDING 3/31/2012	ACTUAL FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR BUDGET ENDING 3/31/2014	ACTUAL FOR BUDGET ENDING 3/31/2015	1ST AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2016	11/16/2015 ACTUAL FOR YEAR ENDING 3/31/2016	12/7/2015 2ND AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2016
REVENUES									
000-664-000	INTEREST INCOME	1,409	2,152	2,561	1,219	1,862	2,000	675	2,000
000-699-000	OPERATING TRANS IN FROM GF	350,000	725,000	379,000	250,000	350,000	592,500		592,500
000-680-000	RENT			9,200	12,750	10,450	11,400	6,650	11,400
000-699-001	MISC REVENUE			30,851			500		500
	TOTAL REVENUES	351,409	727,152	421,612	263,969	362,312	606,400	7,325	606,400
EXPENDITURES									
330-696-000	ATHLETIC FIELD - LIGHTING, PLAY GR EQ	200,470		62,570	91,569	17,000	70,000		70,000
330-697-000	BIKE PATH ADDITIONS	146,426		49,392	1,573	168,258	500,000	29,406	500,000
536-972-200	I-96 INTERCHANGE WALK/CROSSWALK SIGNAL			80,392	391,232				
536-972-100	LAND PURCHASE			206,223			250,000		250,000
330-694-000	HOUSE EXPENSES/TAXES			6,173		1,892	2,000	563	2,000
265-775-000	MAINTENANCE/SNOW REMOVAL/GRASS/RESTROOMS					50,683	50,000	21,913	50,000
241-801-000	ATTORNEY/ENGINEERING					44,289	75,000		75,000
330-701-000	SEL CRA/HOWELL PARKS AND REC						142,500	166,450 X	166,450
330-695-000	MISC/AUDIT	790	1,090	2,047	800		1,500		1,500
	TOTAL EXPENDITURES	347,686	1,090	406,797	485,174	282,122	1,091,000	218,332	1,114,950
	NET REVENUES/EXPENDITURES	3,723	726,062	14,815	(221,205)	80,190	(484,600)	(211,007)	(508,550)
	BEGINNING FUND BALANCE	385,687	389,410	703,227	718,042	496,837	577,027	577,027	577,027
	ENDING FUND BALANCE	389,410	703,227	718,042	496,837	577,027	92,427	366,020	68,477

parks and rec 270/excel

GENOA TOWNSHIP - BLDG RESERVE FUND/CEMETERY #271
 BUDGET TO ACTUAL REPORT
 BUDGETS FOR THE YEARS ENDING 3/31/2016

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR THE YEAR ENDING 3/31/2013	ACTUAL FOR THE YEAR ENDING 3/31/2014	ESTIMATE OF ACTUAL FOR THE YEAR ENDING 3/31/2015	BUDGET FOR THE YEAR ENDING 3/31/2016	7/20/2015 1ST AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2016	11/16/2015 ACTUAL FOR YEAR ENDING 3/31/2016	12/7/2015 2ND AMENDMENT BUDGET FOR THE YEAR ENDING 3/31/2015
REVENUES								
000-664-000	INTEREST INCOME	400	275	84	300	300	34	300
000-699-000	OPERATING TRANS IN FROM GF - RESERVES		200,000		50,000	75,000		75,000
	MISC INCOME	0			0			
	TOTAL REVENUE	400	200,275	84	50,300	75,300	34	75,300
EXPENDITURES								
929-977-000	CAPITAL OUTLAY/PAVEMENT/PARKING	0	118,622	10,882	15,000	85,000	3,433	165,000
906-957-000	CEMETERY PURCHASE					45,000		45,000
906-956-000	OTHER	0	31		250	1,000		1,000
	TOTAL EXPENDITURES	0	118,653	10,882	15,250	131,000	3,433	211,000
	NET REVENUES/EXPENDITURES	400	81,622	(10,798)	35,050	(55,700)	(3,399)	(135,700)
	BEGINNING FUND BALANCE	200,521	200,921	282,543	271,745	271,745	271,745	271,745
	ENDING FUND BALANCE	200,921	282,543	271,745	306,795	216,045	268,346	136,045

DRAFT
151207

Genoa Charter Township Michigan
Board Meeting Cancellation and Bill Payment Policy

1. Introduction:

Pursuant to MCL 41.72a (1), annually, the Township Board provides by resolution the time and place of its regular meetings. If a time set for a regular meeting of the Township Board is a holiday, as designated by the township Board, the regular meeting shall be held at the same time and place on the next day that is not a holiday provided there is no conflict with other scheduled meetings.

MCL 41.75 provides in part that the Township Board shall approve claims against the Township and authorize payment of allowed claims.

2. Purpose:

Genoa Charter Township is committed to the highest standards of Michigan Townships in the payment of bills and invoices.

3. Policy Statement:

- (a) Once the schedule of the time and place of the Township Board meetings is established, meetings will not be cancelled without Board approval except in the case of adverse weather, lack of a quorum, or in the event of an emergency such as a fire, tornado, flood, etc.
- (b) Board approval is required in advance before payment of bills, except in the following circumstances:


- ✓ Only one Board meeting is scheduled in a particular month and/or the Board approves a scheduling change of more than (3) business days later;
- ✓ A meeting is cancelled because of weather, lack of quorum or emergency and cannot be rescheduled and held within three (3) business days;
- ✓ Bills paid under this Policy shall be paid with the signatures of two (2) of the following Township officials: (a) the Treasurer or the Deputy Treasurer; (b) the Clerk or the Deputy Clerk; or the Supervisor and other appointee. These bills shall be dated with the date of payment and post-audited at the Board meeting following payment;
- ✓ The vendor is on the attached pre-approved list:
 - All utilities such as gas, sewer, water, phone, refuse collection and disposal
 - Postage not to exceed \$2000.00
 - Normal and customary payroll and per diems for employees, Boards and elected officials

- Payroll taxes and insurance premiums
- Retirement benefits
- Election workers and expenses for food and beverages
- All contracts authorized previously by motion of the Board
- Special Assessment Districts and Debt Service Funds
- All payments related to taxes
- SELCRA and Howell Parks and Recreation authorized previously by motion of the Board
- Vendors with due dates and penalties
- Purchases directly authorized by motion of the Board
- Emergency purchases to protect people and property

(Policy Board meetings and bill payments)

MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: 2/3/15

RE: Tax Parcel #11-11-303-023

The Township acquired a landlocked vacant piece of property on Hughes Road from the State of Michigan through the tax sale process. We acquired it to preclude an issue over someone trying to develop a landlocked parcel. The adjacent property owner has expressed an interest in the property. The attached aerial photo shows that combining 11-11-303-023 with 11-11-3D2-025 would be the most logical disposition. The Township expended \$330.80 acquiring this property.

Please consider the following action:

Moved by _____, supported by _____, to approve the sale of Tax Parcel 11-11-303-023 to Susan Buck for the amount of \$330.80 plus any additional costs for conveyance.

GENOA TOWNSHIP



**Quit Claim
Governmental Title Transfer Deed – Minerals Conveyed**
Issued under authority of Public Act 206 of 1893, as amended.

No.514471

THIS DEED, made this 30th day of December, 2009 BY AND BETWEEN, the DEPARTMENT OF TREASURY for the STATE OF MICHIGAN, hereafter called "Grantor", by authority of Act 206 of Public Acts of 1893, as amended, MCL 211.78m(8), and

Genoa Township
2911 Don Rd.
Brighton, MI 48116-9438

hereafter called "Grantee".

WITNESS, that the Grantor, acting for and in behalf of the State of Michigan, by authority of Act 206, P.A. 1893, as amended, for no monetary consideration, as required by MCL 211.78m(8), hereby grants, conveys, and quit-claims unto the Grantee and to Grantee's successors and assigns, all the right, title and interest acquired by the State of Michigan in and to the following described land located in the County of Livingston, State of Michigan:

Township of GENOA
Beacon Hills
SEC 11 T2N R5E BEACON HILLS, LOT 22 & S 1/2 LOT 21
4711-11-303-023

Exemption from State Transfer Tax is claimed under authority of Section 6(h)(i), Act 255, P.A. 1994 (MCL 207.526).

Exemption from County Real Property Transfer Fee is claimed under authority of Section 5(h), Act 134, P.A. 1968 (MCL 207.505).

SAVING AND EXCEPTING OUT OF THIS CONVEYANCE and saving and reserving unto the People of the State of Michigan the rights of ingress and egress over and across all of the above mentioned descriptions of land lying along any watercourse or stream, pursuant to the provisions of Part 5, General Powers and Duties, of the Natural Resource and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended, MCL 324.503, as amended. Further, excepting and reserving to the State of Michigan, all aboriginal antiquities including mounds, earth-works, forts, burial and village sites, mines or other relics and also reserving the right to explore and excavate for the same, by and through its duly authorized agents and employees, pursuant to the provisions of Part 761, Aboriginal Records and Antiquities, of the Natural Resource and Environmental Protection Act, Act 451 of the Public Acts of 1994, MCL 324.76101 to 324.76118.

This property is subject to the rights not extinguished by the circuit court's foreclosure judgment vesting title in the State pursuant to MCL 211.78k(5), including future installments of special assessments, visible or recorded easements, private deed restrictions, liens or other governmental interests imposed pursuant to the Natural Resources and Environmental Protection Act, Act 451 of the Public Act of 1998, as amended, rights under a recorded oil or gas lease, or severed oil or gas interests protected from foreclosure under MCL 554.291(3).

The terms of this conveyance shall extend to the heirs, executors, administrators, successors and the assigns of the parties hereto.

IN WITNESS WHEREOF, the Grantor, by its Manager, Foreclosure Services Section, has signed and affixed the seal of the Department of Treasury.

DEPARTMENT OF TREASURY
FOR THE STATE OF MICHIGAN

By: Patricia A. Simon
Patricia A. Simon, Manager
Foreclosure Services Section

STATE OF
MICHIGAN
County of Ingham

} ss.

The foregoing instrument was acknowledged before me this 6th day of January, 2010, by Patricia A. Simon, Manager, Foreclosure Services Section of the Department of Treasury for the State of Michigan.

Roxanne L. Harris
Roxanne L. Harris, Notary Public
State of Michigan, County of Ingham
My Commission Expires: February 21, 2014
Acting in the County of Ingham

Prepared by:
Roxanne L. Harris
FORECLOSURE SERVICES SECTION
MICHIGAN DEPARTMENT OF TREASURY
PO BOX 30760
LANSING MI 48909-8260

MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: 2/3/15

RE: SELCRA

I have communicated with you several times in an attempt to keep you informed regarding the status of SELCRA. Since my last update two meetings have occurred. The first was with the member communities and the second was with the member communities and the Brighton Area School Board held on 11/30/15.

At the 11/30 meeting the School Board indicated a willingness to assimilate under community education the programming role currently provided by SELCRA. They cited common goals of engaging our youth in positive activities and enriching the community. Assimilating under the school system will provide program efficiencies and better schedule coordination.

I have stated previously that I strongly recommend withdrawal or dissolution of SELCRA. Competition from other private, public and quasi-public entities makes the demise of SELCRA in its current form inevitable. The City of Brighton has taken action to withdraw. Green Oak Township at the first meeting did not support dissolution. At the second meeting they indicated that they would consider it. I am unsure of Brighton Township's position on the matter. At the first meeting they expressed staunch opposition to dissolution. Given the discussion at the second meeting I would be surprised if some of their members are not at least considering dissolution.

Pursuant to Article IV of the Articles of Incorporation six months' notice is required for a municipality to withdraw. Please consider the following action:

Moved by _____, supported by _____, to withdraw from SELCRA as provided in the Articles of Incorporation or otherwise support dissolution with concurrence from the other member communities.

Mike Archinal

From: Mike Archinal
Sent: Thursday, October 15, 2015 10:50 AM
To: Jean Ledford; todd@michigangolfshow.com; Linda Rowell; Jim Mortensen; Polly; Gary McCririe; Robin Hunt
Cc: Kelly VanMarter
Subject: SELCRA

Good Morning,

As we discussed at our last Board meeting the SELCRA Board has taken steps to consider dissolution. The Superintendent of Brighton Area Schools has indicated a willingness to assimilate SELCRA's functions under Community Education. If this occurs we would be out of the recreation business for the Brighton side of the Township. Our biggest hurdle is that the Authority really needs a millage to be viable (in my opinion). Under Public Act 321 such a millage election would have to be successful in all member communities. Green Oak and Genoa are significantly divided between recreation authorities. Green Oak is divided between South Lyon and Brighton and Genoa is divided between Brighton and Howell as well as small portions of Pinckney and Hartland. I believe a recreation millage for SELCRA would be extremely difficult to pass in Genoa. If B.A.S. takes over recreation they can ask for a millage along school district boundaries.

The City of Brighton considered this matter before our last meeting and determined that, while they don't want to be the first to withdraw, they would support dissolution if the other communities concurred. I believe that was the tenor of our Board at our last meeting. I have heard dissenting opinions from Green Oak but I believe they would support dissolution along the same lines as Brighton and Genoa. Brighton Township is staunchly opposed to dissolution.

At last night's meeting I made a motion to formally ask the Brighton Area School Board if they would consider assimilating the recreation functions currently provided by SELCRA under Community Education. I also made a motion to ask the SELCRA Director to schedule a joint meeting for November 11 with all the Township Boards and City Council to discuss alternatives including: dissolution and assimilation under Brighton Area Schools, a millage election in the member communities, increased funding from the participating jurisdictions including acquisition of assets for use by SELCRA (e.g. fields, pool, community center), and/or a combination of the above. The motion passed 7-1.

SELCRA does not own any assets except for a defunct skate park behind Meijer's. They are constantly competing for school buildings and fields with school functions, Community Education, Junior Football and a host of other users. In addition to the possibility of a stable funding mechanism a millage would provide, assimilation under Community Education would allow for better coordination with the schools.

The Legacy Center in Green Oak has gutted the SELCRA soccer program. Registrations are down by 60%. There are age groups that only have three teams that play each other over and over throughout the season. Soccer was always the cash cow for the program. Baseball is still strong however the Legacy Center has developed an indoor training facility and construction on a private baseball/softball complex in Hartland is set to begin.

The trend has been for kids to play single sports and to participate in elite travel leagues. As an affluent community parents are willing to spend the money necessary to create the next superstar. House leagues are a dying breed. Over the last three years on the SELCRA Board my perception is that it is dying a slow death.

My strong recommendation is that SELCRA be dissolved and that the recreational programs it currently provides be assimilated under Brighton Area Schools Community Education.

Please let me know if you have any questions.

Michael C. Archinal
Township Manager



GENOA
township

Genoa Charter Township

2911 Dorr Road, Brighton, Michigan 48116

Phone: (810) 227-5225, Fax: (810) 227-3420

E-mail: mike@genoa.org Url: www.genoa.org



MEMORANDUM

TO: SELCRA Board, Municipal Managers
FROM: SELCRA Director
DATE: September 15, 2015
RE: Dissolution of SELCRA

At the September 9, 2015, SELCRA Board meeting a motion was carried to "have Director Smith look into the Articles of Incorporation for steps towards the dissolution of SELCRA." The motion was made following discussion and the intent of SELCRA being 'merged' into Brighton Area Schools/Community Education.

As I interpret the below articles pertaining to dissolution or withdrawal, unless all municipalities concur to the dissolution of the Authority (Article XVII), each municipality would have to (or not) pass a resolution to 'withdraw' from the authority (Article XV) 6 months prior to the end of SELCRA's fiscal year June 30, 2015 (withdraw by December of 2015).

It is my recommendation that each municipality discusses the motion and their Council/ Board of Trustees position regarding the dissolution/withdrawal of SELCRA prior to the Authority's October 14, SELCRA Board meeting. At which time, the SELCRA Board will need to give the SELCRA Administration direction regarding action to be taken pertaining to each municipality and the Authority and Brighton Area School District.

I am available to be in attendance and any and/or all meetings to answers questions regarding the Authority's position, and/or the motion as it pertains to the articles.

If all participating municipalities do not concur to the dissolution:

Per the SELCRA First Amended Articles of Incorporation, January 16, 2012:

Page 7 of 12, ARTICLE XV, WITHDRAWAL OF PARTICIPATING MUNICIPALITY

A participating municipality may withdraw from the Authority by resolution of the municipality's legislative body approving the withdrawal, a certified copy of which resolution shall be provided to the Board not less than six (6) months prior to the end of the fiscal year for the Authority. Such new fiscal year shall serve as the effective date for the withdrawal. A participating municipality shall not withdraw from the Authority during the period that a tax is authorized to be levied by the electors of the Authority. Once the Authority receives a certified copy of the resolution approving the withdrawal of a participating municipality, and continuing until the actual withdrawal, the Authority shall not be allowed to expend funds or incur obligations other than as already budgeted by the Authority in its current fiscal budget, unless both of the withdrawing municipality's representatives to the Board concur in the action.

A participating municipality that withdraws from the Authority shall remain liable for a percentage of the debts and liabilities of the Authority incurred while the participating municipality was a part of the Authority. The percentage of the Authority's debts for which a withdrawing municipality remains liable shall be a) the same percentage as that participating municipality's percentage of the funding of the Authority as set forth

Southeastern Livingston County Recreation Authority
125 S Church St, Brighton, MI 48116
Ph: 810-299-4140 | Fax: 810-299-4210
MRPA Design Award Winning www.selcra.com!





in Article XIII.A.(i), if the participating municipalities at the time of withdrawal are directly funding the Authority's budget; or b) according to the formula arrived at by dividing the state equalized value of the real property in each participating municipality by the state equalized value of all real property in the Authority on the effective date of the withdrawal, if the Authority is funded by a levy.

Any property owned by the Authority, which is in the possession of the withdrawing municipality or in the possession of personnel who will no longer remain with the Authority as a result of the municipality's withdrawal from the Authority, shall be returned to the Authority before the effective date of the withdrawal. The withdrawing municipality shall not be entitled to the return of any credit for any property or money it transferred to or paid to the Authority prior to the withdrawal.

If all participating municipalities do concur to the dissolution:

Per the SELCRA First Amended Articles of Incorporation, January 16, 2012:

Page 8 of 12, ARTICLE XVII, DISSOLUTION OF AUTHORITY

The Authority may be dissolved by the concurring resolution of the governing body of each participating municipality at the time of such dissolution. Prior to dissolution of the Authority any outstanding indebtedness of the Authority shall be paid.

Any real estate, buildings, and/or facilities that were contributed to the Authority by a participating municipality and is maintained, owned or operated by the Authority shall revert back to the originating municipality. Any other real estate owned by the Authority shall be sold and the proceeds distributed according to the 1) formula set forth in Article XIII, if the participating municipalities, at the time of dissolution, are directly funding the Authority's budget; or (2) according to the formula arrived at by dividing the state equalized value of the real property in each participating municipality by the state equalized value of all real property in the Authority on the effective date of the dissolution, if the Authority is funded by a levy.

In the event of a dissolution following a period of property tax levy by the Authority, any funds obtained via levy, and/or real property purchased with such funds, which are subsequently distributed to the participating municipalities pursuant to this Article shall be assigned by the participating municipalities to public purposes consistent with the purposes approved by the electorate for the original levy.

Southeastern Livingston County Recreation Authority
 125 S Church St, Brighton, MI 48116
 Ph: 810-299-4140 | Fax: 810-299-4210
 MRPA Design Award Winning www.selcra.com!



RESOLUTION

Resolution No. __ - __ Adopted December 7, 2015

WHEREAS, Genoa Charter Township, a Michigan Charter Township as defined in Public Act 359 of 1947 as amended, is a public body corporate organized to provide essential government services;

WHEREAS, Genoa Charter Township is a participating member of the Southeastern Livingston County Recreation Authority (“SELCRA”), pursuant to the First Amended and Restated Bylaws of SELCRA, dated January 16, 2012;

WHEREAS, Article XV of the SELCRA Bylaws provides that a participating municipality may withdraw from SELCRA by resolution by resolution of the municipality’s legislative body approving the withdrawal;

WHEREAS, the Genoa Charter Township Board has determined that it is no longer in the best interest of the Township to be a participating municipality in SELCRA;

NOW THEREFORE, the Genoa Charter Township Board does hereby resolve as follows:

- A. The Township Board of Genoa Charter Township hereby resolves that it approves the withdrawal of Genoa Charter Township from SELCRA;
- B. The Township Board further authorizes the Township Manager to transmit this resolution to the Board of SELCRA.

This Resolution was offered by Board Member _____ and seconded by Board Member _____.

Roll county vote as follows:

AYES:

NAYS:

ABSENT:

Resolution adopted on December 7, 2015

Polly Skolarus, Township Clerk

I, Polly Skolarus, Township Clerk of Genoa Charter Township, do hereby certify that the following is a true and complete copy of a Resolution adopted by the Township Board at a regular meeting held on December 7, 2015.

Polly Skolarus, Township Clerk



2700 S. Industrial Highway
Ann Arbor, MI 48104

734.973.6500 Phone
734.973.6338 Fax
TheRide.org Online

November 11, 2015

Gary McCririe
Township Supervisor
Genoa Township
2911 Dorr Road
Brighton, Michigan 48116

Dear Mr. McCririe:

Thanks very much for your recent letter supporting the North-South Commuter Rail (WALLY) Service project. As you may know, I am the new CEO here at AAATA and I am still learning about the many initiatives that are being undertaken by AAATA. Michael Benham has briefed me on the project and it is clear that there has been widespread interest in North-South Commuter Rail service for a long time.

I am delighted to become involved with an organization with the foresight and vision to look well beyond its strict service area for opportunities to address transit needs. With the help of MDOT, and federal funding agencies, we are now well into a feasibility study that will answer critical questions that have been voiced for some time. We expect to develop very good estimates of ridership and costs associated with the N-S Rail proposal, and with that information in hand, I am looking forward to working with all the involved communities to determine next steps.

I understand there will soon be more meetings of the Feasibility Study Steering Committee, on which we both serve. This will give me the opportunity to meet the local representatives from the study corridor - including you - so we can discuss service feasibility issues, and make sure the study effort is producing answers to the communities' questions.

Thanks very much for taking the time to write, and I look forward to getting together in person soon to discuss this important work.

Very Truly Yours,

A handwritten signature in blue ink, appearing to read 'Matt Carpenter', with a large, stylized flourish extending to the right.

Matt Carpenter
CEO



To Board 12/7/2015

November 19, 2015

Polly Skolarus, Clerk
Township of Genoa
2911 Dorr Rd.
Brighton, MI 48116

RE: Important Information—Price Changes

Dear Ms. Skolarus:

We are committed to constantly improving our customers' entertainment and communications experience in Genoa, and we continue to invest in making their services even better. For example, our investment in the X1 user interface has been extremely popular and is helping customers find and enjoy the vast array of content they receive. We continue to bring customers innovative improvements like the X1 voice controlled remote control, the X1 talking guide, X1 Cloud DVR services, and the X1 Sports App. As we make these and other investments, we periodically need to adjust prices due to increases we incur in programming and other business costs. Starting January 1, 2016, new prices will apply to select XFINITY TV services and equipment as reflected in the enclosed notice.

We are committed to providing our customers with a consistently superior experience, including 24/7 customer service and on-time arrival—or we'll credit the customer \$20. We back up our services with the Comcast Customer Guarantee (visit www.comcast.com/guarantee for details).

We know you may have questions about these changes. If I can be of any further assistance, please contact me at 734-254-1888.

Sincerely,

A handwritten signature in cursive script that reads "Frederick G. Eaton".

Frederick G. Eaton
Senior Manager, External Affairs
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170

Enclosure

Schedule of video-related price changes; effective January 1, 2016

VIDEO & OTHER FEES (Monthly unless noted otherwise)	<u>CURRENT PRICE</u>	<u>NEW PRICE</u>
Broadcast TV Fee	\$3.25	\$4.50
Regional Sports Network Fee	\$1.00	\$3.00
Digital Starter- <i>Includes Limited Basic, additional digital channels, a standard definition digital converter and remote for the primary outlet, MoviePlex, access to Pay-Per-View and On Demand programming and Music Choice</i>	\$67.75	\$67.95
Digital Preferred – <i>Includes Digital Starter, additional digital channels, Encore, access to Pay-Per-View and On Demand programming and Music Choice</i>	\$85.70	\$85.90
Digital Preferred Plus- <i>Includes Digital Preferred, Starz, Showtime and The Movie Channel for the primary outlet.</i>	-	\$108.95
Digital Premier - <i>Includes Digital Preferred, HBO, Starz, Showtime and The Movie Channel for primary outlet</i>	-	\$128.95
HBO	\$19.99	\$15.00
Showtime	\$19.99	\$15.00
Starz	\$19.99	\$15.00
Cinemax	\$19.99	\$15.00
The Movie Channel	\$19.99	\$15.00
Digital Adapter Additional Outlet Service	\$2.99	\$3.99
Service Protection Plan	\$4.95	\$5.95
Field Collection Charge – <i>Visit to customer's residence required to collect past due balance or unreturned equipment.</i>	\$25.00	\$30.00

Certain services available separately or as a part of other levels of service. Comcast service is subject to Comcast's standard terms and conditions of service. Unless otherwise specified, prices shown are the monthly charge for the corresponding service, equipment or package. Prices shown do not include applicable taxes, franchise fees, FCC fees, Regulatory Recovery Fee, Public Access fees, other state or local fees or other applicable charges (e.g., per-call toll or international charges). Prices, services and features are subject to change. If you are a video service customer and you own a compatible digital converter or CableCARD device, please call 1-800-XFINITY for pricing information or visit www.comcast.com/equipmentpolicy. ©2015 Comcast. All rights reserved.



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

NICK KHOURI
STATE TREASURER

RICK SNYDER
GOVERNOR

November 2, 2015

Genoa Township
2911 Dorr Rd.
Brighton, MI 48116-9436

Dear Municipality Clerk:

SUBJECT: Tax-Foreclosed Property Title Transfer

Enclosed please find a list of parcels in your jurisdiction, which were foreclosed upon this year under Public Act 206 of 1893; MCL 211.78. The Michigan Department of Treasury has previously offered these parcels at two separate tax-foreclosed real property auctions, as required by statute, and they remain unsold.

In accordance with Public Act 206 of 1893; MCL 211.78m(6), we are providing the enclosed list to you for your consideration. **Title to the enclosed parcels will transfer to your municipality on December 31, 2015 unless you object, in writing, to any or all of them before then. Your objection must be sent to my attention, via U.S. mail, at the address listed in the final paragraph.** If you do not object one or more of the listed parcels in writing, we will send the title transfer deed directly to your county register of deeds office for recording, and will then forward the recorded deed to you, upon its return from the register of deeds' office.

Please verify your jurisdiction name and address as noted in the address line, as it will be used for the grantee information on the deed, unless corrected by you. If you accept the transfer of title, you may indicate such, in writing, at your earliest convenience, to expedite the transfer.

Objections to the transfer of title must be received, in writing, **on or before December 30, 2015** at the Michigan Department of Treasury, Property Services Division, Foreclosure Services Section, P.O. Box 30760, Lansing, Michigan 48909. If you have any questions regarding this matter, please feel free to contact me at 517-335-3113.

Sincerely,

Roxanne L. Harris
Foreclosure Services Section
Property Services Division

Enclosure

LIVINGSTON COUNTY, TOWNSHIP OF GENOA

4711-14-200-011

DnrRef: P2041581/L210165

SEC 14 T2N R5E BEG AT A POINT DISTANT N 00°15'00"W 557.20 FT, N 89°30'56"E 1833.68 FT N 518.76 FT, TH W 175 FT, TH N 462.18 FT, TH N 85°11'00"E 1218.16 FT N 23°47'00"E 500 FT FROM THE W 1/4 COR FOR A POB, TH N 23°47'00"E 150 FT, TH S 66°13'00"E 100 FT, TH S 23°47'00"W 150 FT, TH N 66°13'00"W 100 FT TO THE POB

1

End of Listing

47-LIVINGSTON, T-GENOA-776

GENOA TOWNSHIP

