

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting and Public Hearing
October 21, 2019
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: October 7, 2019
3. Request for approval of a recommendation from the Election Commission for poll workers scheduled to work the November 5, 2019 Special Election for the Brighton and Pinckney School Districts.

Approval of Regular Agenda:

4. Presentation by Tim Church of the Howell Area Parks and Recreation Authority concerning a new recreation center concept and also requesting the proposed budget with Genoa Township participation of \$105,000 for the 2020/2021 Township budget cycle.
5. Request for approval of Resolution #5 [confirming the special assessment roll] for the Elmhurst Drive Road Improvement Project Special Assessment District (Summer 2020).
 - A. Call to the Property owners and the public.
 - B. Request for approval of Resolution #5 [confirming the special assessment roll] for the Elmhurst Drive Road Improvement Project Special Assessment District (Summer 2020).

Correspondence

Member Discussion

Adjournment

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

DATE: October 21 , 2019

TOWNSHIP GENERAL EXPENSES: Thru October 21 , 2019	\$104,767.44
October 18 , 2019 Bi Weekly Payroll	\$92,892.74
OPERATING EXPENSES: Thru October 21 , 2019	\$458,222.88
TOTAL:	<u>\$655,883.06</u>

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
10/02/2019	35540	MICHAEL ARCHINAL	145.86
10/02/2019	35541	DOUGLAS BROWN	214.00
10/02/2019	35542	LIVINGSTON PRESS & ARGUS	480.00
10/02/2019	35543	CHRISTOPHER GRAJEK	183.70
10/02/2019	35544	DIANA LOWE	155.66
10/02/2019	35545	MEI TOTAL ELEVATOR SOLUTIONS	124.38
10/07/2019	35546	BORDINE NURSERY	47.96
10/07/2019	35547	CONTINENTAL LINEN SERVICE	124.68
10/07/2019	35548	DTE ENERGY	198.73
10/07/2019	35549	DTE ENERGY	104.94
10/07/2019	35550	WELLNESS IQ	164.00
10/08/2019	35551	ASA DETROIT CHAPTER	80.00
10/08/2019	35552	COMCAST	707.59
10/08/2019	35553	COOPER'S TURF MANAGEMENT LLC	1,345.00
10/08/2019	35554	GORDON FOOD SERVICE	200.34
10/08/2019	35555	MASTER MEDIA SUPPLY	159.99
10/08/2019	35556	MASTER MEDIA SUPPLY	601.42
10/08/2019	35557		0.00
		Void Reason: DID A DOUBLE CHECK RUN	V
10/08/2019	35558		0.00
		Void Reason: DID A DOUBLE CHECK RUN	V
10/08/2019	35559		0.00
		Void Reason: DID A DOUBLE CHECK RUN	V
10/08/2019	35560		0.00
		Void Reason: DID A DOUBLE CHECK RUN	V
10/08/2019	35561		0.00
		Void Reason: DID A DOUBLE CHECK RUN	V
10/08/2019	35562		0.00
		Void Reason: DID A DOUBLE CHECK RUN	V
10/09/2019	35563	COMCAST	637.20
10/09/2019	35564	TETRA TECH INC	1,435.00
10/09/2019	35565	TRI COUNTY SUPPLY, INC.	143.13
10/15/2019	35566	ADVANCED DISPOSAL	87,720.52
10/15/2019	35567	AMERICAN VIDEO TRANSFER INC	260.00
10/15/2019	35568	K & J ELECTRIC, INC.	5,304.00
10/15/2019	35569	LIVINGSTON COUNTY MUNICIPAL CL	40.00
10/15/2019	35570	OFFICE EXPRESS INC.	58.74
10/15/2019	35571	SAFEBUILT STUDIO	4,130.60
FNBCK TOTALS:			
Total of 32 Checks:			104,767.44
Less 6 Void Checks:			0.00
Total of 26 Disbursements:			104,767.44

Check Register Report For Genoa Charter Township
 For Check Dates 10/18/2019 to 10/18/2019

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
10/18/2019	FNBCK	13006	RUTHIG, JOSHUA	1,424.73	1,118.60	0.00	Open
10/18/2019	FNBCK	EFT385	FLEX SPENDING (TASC)	992.12	992.12	0.00	Open
10/18/2019	FNBCK	EFT386	INTERNAL REVENUE SERVICE	21,768.34	21,768.34	0.00	Open
10/18/2019	FNBCK	EFT387	PRINCIPAL FINANCIAL	3,306.00	3,306.00	0.00	Open
10/18/2019	FNBCK	EFT388	PRINCIPAL FINANCIAL	2,181.07	2,181.07	0.00	Open
Totals:				Number of Checks: 005	29,672.26	29,366.13	0.00
Total Physical Checks:				1		Dir. Dep.	
Total Check Stubs:				4		63,526.61	
						<u>63,526.61</u>	
						<u>\$92,892.74</u>	

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #503			
10/02/2019	4779	ASCENSION MICHIGAN	70.00
10/02/2019	4780	GIFFELS WEBSTER	2,820.00
10/03/2019	4781	GENOA TOWNSHIP	300,000.00 V
Void Reason: Voided Check Range Void Utility			
10/03/2019	4782	GENOA TOWNSHIP	300,000.00
10/08/2019	4783	TRACTOR SUPPLY CO.	128.68
10/08/2019	4784	WINDSTREAM	44.35
10/09/2019	4785	ODEN TRAINING	240.00
10/15/2019	4786	STAPLES CREDIT PLAN	179.97
10/15/2019	4787	TYLER CASTRO	19.54
10/15/2019	4788	US POSTAL SERVICE	1,417.64
503FN TOTALS:			
Total of 10 Checks:			604,920.18
Less 1 Void Checks:			300,000.00
Total of 9 Disbursements:			304,920.18

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
10/02/2019	4701	CONSUMERS ENERGY	99.02
10/07/2019	4702	DTE ENERGY	2,760.03
10/07/2019	4703	DTE ENERGY	585.09
10/09/2019	4704	AT&T LONG DISTANCE	77.96
10/09/2019	4705	BRIGHTON ANALYTICAL , L.L.C.	265.00
10/15/2019	4706	MR.TONY FERLITO	4,095.37
592FN TOTALS:			
Total of 6 Checks:			7,882.47
Less 0 Void Checks:			0.00
Total of 6 Disbursements:			7,882.47

Check Date	Check	Vendor Name	Amount
<hr/> Bank 593FN LAKE EDGEWOOD OPERATING FUND #593 <hr/>			
10/02/2019	3661	CONSUMERS ENERGY	18.40
10/02/2019	3662	GENOA TOWNSHIP D.P.W. FUND	1,027.94
10/07/2019	3663	CHARTER TOWNSHIP OF BRIGHTON	932.50
10/07/2019	3664	DTE ENERGY	3,160.67
10/09/2019	3665	BRIGHTON ANALYTICAL , L.L.C.	134.00
10/09/2019	3666	CITY OF BRIGHTON UTILITY BILL	8,366.64
10/09/2019	3667	CITY OF BRIGHTON UTILITY BILL	19,865.52
10/15/2019	3668	BRIGHTON ANALYTICAL , L.L.C.	67.00
10/15/2019	3669	CONSUMERS ENERGY	90.53
593FN TOTALS:			
Total of 9 Checks:			33,663.20
Less 0 Void Checks:			0.00
Total of 9 Disbursements:			<u>33,663.20</u>

Check Date	Check	Vendor Name	Amount
<hr/> Bank 595FN PINE CREEK OPERATING FUND #595 <hr/>			
10/01/2019	2216	GENOA TOWNSHIP D.P.W. FUND	3,572.84
10/08/2019	2217	CITY OF BRIGHTON UTILITY BILL	108,184.19
595FN TOTALS:			
Total of 2 Checks:			111,757.03
Less 0 Void Checks:			0.00
Total of 2 Disbursements:			<u>111,757.03</u>



November 2019

S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
1	2	3	4	5	6	7

New Balance
\$4,808.93
 Minimum Payment Due
\$48.00
 Payment Due Date
11/01/19

INK CASH(SM) POINT SUMMARY

Previous points balance	17,955
+ 1 Point per \$1 earned on all purchases	4,809
+ 2Pts/\$1 gas stns, reints, ofc sply, hm impr	60
Total points available for redemption	22,814

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay up to a \$39 late fee.
Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, call the number on the back of your card or go to the web site listed above.

ACCOUNT SUMMARY

Account Number: [REDACTED]

Previous Balance	\$890.24
Payment, Credits	-\$890.24
Purchases	+\$4,808.93
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$4,808.93
Opening/Closing Date	09/08/19 - 10/07/19
Credit Limit	\$16,000
Available Credit	\$11,191
Cash Access Line	\$3,200
Available for Cash	\$3,200
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

ALL SYS - 503-000-084-000

UTILITY DEPT
 OCT 12 2019
 RECEIVED

JTA
10/15/19

COPY

ENTERED OCT 16 2019

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
09/17	Payment ThankYou Image Check	-890.24
09/13	AUTOMATIONDIRECT.COM 770-889-7588 GA <i>Co</i>	2,233.95 ✓
09/14	GRAND TRAV RESORT ACME MI <i>DPW - conf</i>	297.60 ✓
09/12	THE STONE OVEN LAKE ANN MI <i>DPW-</i>	25.00 -
09/15	AMZN Mktp US*JW6K95QM3 Amzn.com/bill WA <i>MHO</i>	14.95 ✓
10/03	AUTOMATIONDIRECT.COM 770-889-7588 GA <i>Co</i>	1,363.30 ✓
10/04	RINGCENTRAL, INC 650-4724100 CA <i>DPW phone</i> GREG TATARA TRANSACTIONS THIS CYCLE (CARD 9507) \$3134.59 INCLUDING PAYMENTS RECEIVED	70.03 -
09/06	EGL DW TRAIN AND CERT 517-7533860 MI <i>DPW prof dev.</i>	70.00 ✓
09/06	USPS PO 2545400843 HOWELL MI <i>DPW prof dev</i>	7.00 ✓
09/14	GRAND TRAV RESORT ACME MI <i>DPW prof dev</i>	630.60 ✓
09/27	MIWATERS WATER RESOURCES 517-2845483 MI <i>MHO</i> ALEX CHIMPOURAS TRANSACTIONS THIS CYCLE (CARD 2501) \$784.10	78.50 ✓

2019 Totals Year-to-Date	
Total fees charged in 2019	\$0.00
Total interest charged in 2019	\$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

COPY

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	14.99%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	26.74%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	14.99%(v)(d)	- 0 -	- 0 -

30 Days in Billing Period

- (v) = Variable Rate
- (d) = Daily Balance Method (including new transactions)
- (a) = Average Daily Balance Method (including new transactions)

Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

IMPORTANT NEWS

Your account is a business account, to be used only for business transactions. It is not intended for personal, family or household purposes.



Manage your account online:
www.chase.com/ink

Customer Service:
1-800-945-2028

Mobile: Download the
Chase Mobile® app today

October 2019

S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

New Balance
\$890.24

Minimum Payment Due
\$35.00

Payment Due Date
10/01/19

INK CASH(SM) POINT SUMMARY

Previous points balance	16,944
+ 1 Point per \$1 earned on all purchases	891
+ 2Pts/\$1 gas stns, restrts, ofc sply, hm impr	120

Total points available for redemption 17,955

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay up to a \$39 late fee.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, call the number on the back of your card or go to the web site listed above.

ACCOUNT SUMMARY

Account Number:	[REDACTED]
Previous Balance	\$1,872.72
Payment, Credits	-\$1,872.72
Purchases	+\$890.24
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$890.24
Opening/Closing Date	08/08/19 - 09/07/19
Credit Limit	\$16,000
Available Credit	\$15,109
Cash Access Line	\$3,200
Available for Cash	\$3,200
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

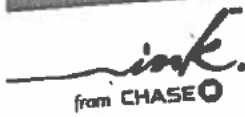
MAILED
9-16-19

ALL SYS.

UTILITY DEPT

SEP 12 2019

RECEIVED



Manage your account online:
www.chase.com/ink

Customer Service:
1-800-945-2028

Mobile: Download the
Chase Mobile® app today

ACCOUNT ACTIVITY

Date of transaction	Merchant Name or Transaction Description	\$ Amount
		41.31 ✓
		445.00
8/08	O'CONNOR'S DELI BRIGHTON MI <i>m hog</i>	
12/04	MI SECTION AWWA 517-2922912 MI DAVE ESTRADA TRANSACTIONS THIS CYCLE (CARD 4124) \$486.31	
		-1,872.72
	Payment ThankYou Image Check	60.00 ✓
08/16	JIMMY JOHNS - 2175 HOWELL MI <i>DPW prof dev</i>	65.00 ✓
08/13	WM SUPERCENTER #1754 HOWELL MI <i>DPW prof dev</i>	195.94 ✓
08/13	JONNAS MARKET HOWELL MI <i>DPW prof dev</i>	15.88 ✓
08/14	COSTCO *PHOTO CENTER 800-956-2292 WA <i>G.O</i>	67.11 -
08/28	RINGCENTRAL, INC 650-4724100 CA <i>DPW phone</i>	
09/04	GREG TATARA TRANSACTIONS THIS CYCLE (CARD 9507) \$1468.79- INCLUDING PAYMENTS RECEIVED	

2019 Totals Year-to-Date	
Total fees charged in 2019	\$0.00
Total interest charged in 2019	\$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	15.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	26.99%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	15.24%(v)(d)	- 0 -	- 0 -

31 Days in Billing Period

(v) = Variable Rate
 (d) = Daily Balance Method (including new transactions)
 (a) = Average Daily Balance Method (including new transactions)
 Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

October 2019						
S	M	T	W	T	F	S
29	30	1	2	3	4	6
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

New Balance
\$734.81
 Minimum Payment Due
\$35.00
 Payment Due Date
10/10/19

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay up to a \$39 late fee.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, call the number on the back of your card or go to the web site listed above.

ACCOUNT SUMMARY

Account Number:	[REDACTED]
Previous Balance	\$3,095.64
Payment, Credits	-\$3,095.64
Purchases	+\$734.81
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$734.81
Opening/Closing Date	08/17/19 - 09/16/19
Credit Limit	\$20,000
Available Credit	\$19,265
Cash Access Line	\$4,000
Available for Cash	\$4,000
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00


MAILED
 35510 9-23-19
 @ 734.81

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
08/27	Payment ThankYou Image Check	-3,095.54
08/23	B2B Prime*MO2OD2PF2 Amzn.com/bill WA	DUES 179.00
09/04	REALCOMP II LTD 248-553-3003 MI	DUES 201.00 ✓
09/05	IN *PROPET DISTRIBUTORS I 407-8884627 FL	KYM 180.90 ✓
09/09	AMZN Mktp US*HA40F9EV3 Amzn.com/bill WA MICHAEL C ARCHINAL TRANSACTIONS THIS CYCLE (CARD 3223) \$2360.73- INCLUDING PAYMENTS RECEIVED	RAM + DPW 173.91

2019 Totals Year-to-Date	
Total fees charged in 2019	\$0.00
Total interest charged in 2019	\$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

OK

 9/20/19

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	15.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	21.24%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	15.24%(v)(d)	- 0 -	- 0 -

31 Days in Billing Period

- (v) = Variable Rate
- (d) = Daily Balance Method (including new transactions)
- (a) = Average Daily Balance Method (including new transactions)

Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

DUES 101-284-957-000 - 380.00
 RAM 101-265-775-000 - 195.80
 DPW 101-000-084-503 159.01
 Samsung Galaxy Tablet

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting and Public Hearing
October 7, 2019

MINUTES

Supervisor Rogers called the Regular Meeting of the Genoa Charter Township Board to order at 6:30 p.m. at the Township Hall with the Pledge of Allegiance. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Jean Ledford, Terry Croft, Jim Mortensen and Diana Lowe. Also present were Township Manager Michael Archinal and seven persons in the audience.

A Call to the Public was made with no response.

Approval of Consent Agenda:

Moved by Lowe and supported by Croft to approve all items listed under the Consent Agenda as requested. The motion carried unanimously.

1. Payment of Bills.

2. Request to Approve Minutes: September 16, 2019

Approval of Regular Agenda:

Moved by Ledford and supported by Lowe to approve for action all items listed under the Regular Agenda. The motion carried unanimously.

3. Public hearing for the Elmhurst Drive Road Improvement Project (Summer 2020).

A Call to the Property Owners and the Public was made with the following response: Kenneth Feucht - I met with the homeowners asking for their support and circulated the petitions.

A. Request for approval of Resolution #3 [approving the project cost estimates, special assessment district and causing the special assessment roll to be prepared] for the Elmhurst Drive Road Improvement Project (Summer 2020).

Moved by Skolarus and supported by Croft to approve Resolution No. 3 as requested. The motion carried by roll call vote as follows: Ayes – Ledford, Croft, Lowe, Mortensen, Skolarus and Rogers Nays – None. Absent – Hunt.

D. Request for approval of Resolution #4 [acknowledging the filing of the special assessment roll, scheduling the second hearing, and directing the issuance of statutory notices] for the Elmhurst Drive Road Improvement Project (Summer 2020).

Moved by Lowe and supported by Ledford to approve Resolution No. 4 as requested. The motion carried by roll call vote as follows: Ayes – Ledford, Croft, Lowe, Mortensen, Skolarus and Rogers Nays – None. Absent – Hunt.

4. Request for approval of Amended and Restated Grant of Storm Water Drainage Easement associated with the Heximer property within the Summerfield Pointe Planned Unit Development Agreement.

Dan Boorstein, purchaser, asked that the language in the easement associated with the Heximer property be clarified with this amendment. Moved by Lowe and supported by Croft to approve the Amended and Restated Grant of Storm Water Drainage as requested. The motion carried unanimously.

5. Request for approval of revised design and construction phase services from Tetra Tech at a cost not to exceed \$76,400.00 for sidewalk construction in spring 2020.

Moved by Lowe and supported by Ledford to approve the revised design from Tetra Tech at a cost not to exceed \$76,400.00. The motion carried unanimously.

Correspondence

Member Discussion:

- Archinal – The scope of work related to engineering design is usually 15% of the project but not more than 20%. With this project additional work is required as a result of the grant received. We will test the market for engineering work on future projects.
- It was the consensus of the board that \$10,000.00 could be saved by closing the bathrooms at the gazebo for the four winter months (December through

March). Archinal will look into the cost of locating two temporary porta pottys near the sled hill for use by residents.

Moved by Croft and supported by Lowe to adjourn the regular meeting and public hearing of the board was adjourned at 6:53 p.m.



Paulette A. Skolarus, Clerk
Genoa Charter Township Board

**Genoa Charter Township Election Officials
November 5, 2019
Brighton Schools and Pinckney Schools
Polly Skolarus (810) 224-5675
Mary Krencicki (810) 588-6895**

Pct. 4 Church of Nazarene-1382 (339) Br

P.J. Sapienza, Co-Chair –D
Cindy Overby, Co-Chair-R
Vonda Belanger-R
Mary Monge-R
Clementine Billel-R

Pct.8 Church of Nazarene-1370 (457) Br

Lee Fogle, Co-Chair-D
Tammy Dunaski, Co-Chair-D
Joseph Donatti-R
Paul Sebastian-R
Janice Bhavsar-R

Pct. 6 Hornung Elem.-2331(833)Br

Bob Assenmacher, Co-Chair-R
Kristen Sapienza, Co-Chair-D
Gary Janareli-R
Marie Guerriero-R
Makayla Sapienza-R
Kathy Davis-R

Pct.7 Chilson Hills-942(251)Br/158(26)Pi

Cynthia Grochowski, Co-Chair-R
Diane Assenmacher, Co-Chair-R
Martin Lerner-R
Jennifer McCauley-R
Carol Godwin-D

AV COUNTING BOARD-(1906)

Sue Epp, Co- Chair-D
Carolyn Morrison, Co-Chair-R
Marilyn Smyth-D
Virginia Wennerberg-R
Tammy Lindberg-D
Bradford Lindberg-D

Receiving Board

Jenifer Kern
Kathleen Murphy
Lindsay Bugeja

Alternate

Bill Rockwell-R

Polly

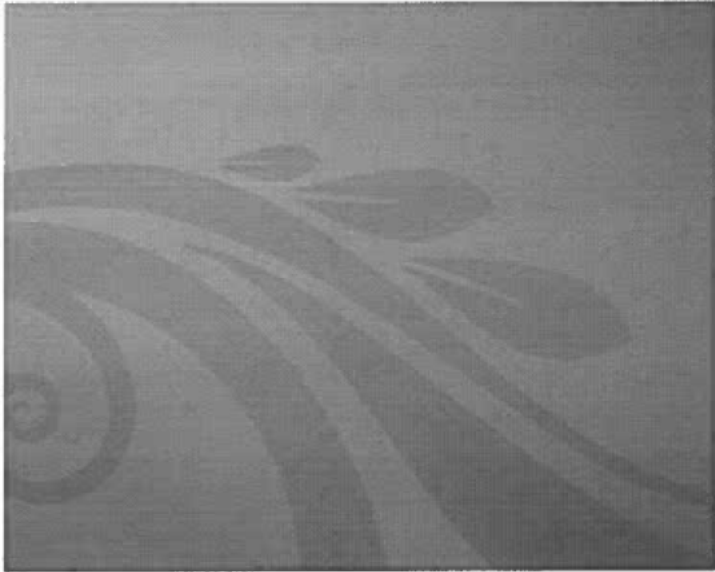
From: Tim Church <TChurch@howellrecreation.org>
Sent: Friday, October 4, 2019 10:06 AM
To: Polly
Subject: HAPRA Budget / New Building Presentation
Attachments: completed 2020 Proposed budgets.pdf; Project_Oceola pt 2.pdf


Hi Polly,

It's that time of year for the HAPRA 2020 budget approval and I was hoping to also add a short presentation to bring the township up to speed on a new recreation center. I would like to be at the October 21st board meeting if that is possible.

Thank you,

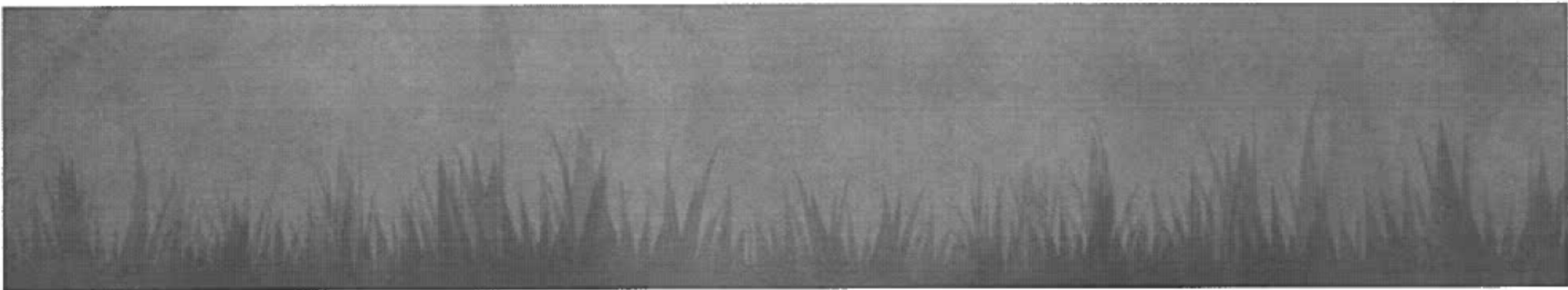
Tim



steps to the future 

Introducing

Oceola Community Center



Enhancing our Community





The NEED

Top 3 questions asked annually...

- 1. Is there a place to walk inside?**
- 2. Is there a place to come shoot hoops with my kids?**
- 3. Are the schools going to allow us to have our adult sports programs this year?**

Current Programs and Limitations

Enrichment

Dance

Karate (2 Days)

Cooking

Art

Music

Fencing

Senior Center

Walking Club

pickle ball

Aerobics Classes (3 days)

Line dancing

Knitting club

Crafts

Card games

- ❖ All the activities above are offered at the Bennett or Oceola Centers and are limited to once a week (unless noted) because of space availability.

Current Programs and Limitations

Sports * (Basketball, Volleyball & Archery)

CURRENT HPS USE

Mondays: 4 gyms (4 staff)

(2 gyms) Youth basketball practices (6-8 PM)

\$35/gym = \$70

Staff costs → \$10.25/hour/person = \$41

(1 gym) Women's volleyball league (6-10 PM)

Gym = \$45

Staff = \$41

(1 gym) Men's drop in basketball (8-10 PM)

Gym = \$45

Staff = \$20.50

TOTAL: \$262.50/each Monday

Gym: \$160

Staff: \$102.50

Tuesdays: 4 gyms (4 staff) – *3 courts and 1 archery space

(3 gyms) Youth basketball practices (6-8 PM)

\$35/gym = \$105

Staff costs → \$10.25/hour/person = \$61.50

(1 gym) Youth archery (6-8 PM)

Currently using The Hive and Jaime is instructor – no site supervisor or building rental fee

TOTAL: \$166.50/each Tuesday

Gym: \$105

Staff: \$61.50

Wednesdays: 2 gyms (2 staff)

(2 gyms) Youth basketball practices (6-8 PM)

\$35/gym = \$70

Staff costs → \$10.25/hour/person = \$41

TOTAL: \$111/each Wednesday

Gym: \$70

Staff: \$41

Thursdays: 3 gyms (3 staff)

(2 gyms) Youth basketball practices (6-8 PM)

\$35/gym = \$70

Staff costs → \$10.25/hour/person = \$41

(1 gym) Men's drop in basketball (8-10 PM)

Gym = \$45

Staff = \$20.50

TOTAL: \$176.50/each Thursday

Gym: \$115

Staff: \$61.50

Fridays: OPEN

Saturdays: 2 gyms (2 staff)

(1 gym) Youth basketball games (9 AM – 1 PM)

\$45/gym

Staff costs → \$10.25/hour/person = \$41

(1 gym) Men's basketball games (9 AM – 1 PM)

\$45/gym + custodial fees (\$25 per hour) = \$145

Staff costs → \$10.25/hour/person = \$41

TOTAL: \$272/each Saturday

Gym: \$190

Staff: \$82

WEEKLY TOTAL: \$988.50

Gym costs: \$640

Staff costs: \$348.50

***HPS is utilized October – May (roughly 25 weeks) = \$16,000 each year for gym rentals**

Current Programs and Limitations

Sports *

- At HPS we are limited to the hours of 6:00-10:00 PM on weekdays and primarily only use their space from 9:00 AM-1:00 PM on weekends .
- Limited to 4 hour time blocks, if we need ever need to add an extra hour , we would pay as though we're using it for 4 hours (we would also be billed for the extra 4 hours of custodial costs rather than 1).
- Custodial Rates are charged even with multiple groups (different organizations) using facility.
- HAPRA Staff at multiple locations (1-10 locations depending on the night) = Lots of staff on payroll only 2-3hr a night working (hard to keep staff around)
- School scheduling: different people schedule each gym, conflicts come up last minute, school closures

Other Facility Needs / Limitations

Bennett

Limitations

- Storage
- Office Space
- Meeting Space
- Room Scheduling

Updates

- Boiler/HVAC
- Roof
- Windows
- Doors
- Bathrooms
- Outside Façade

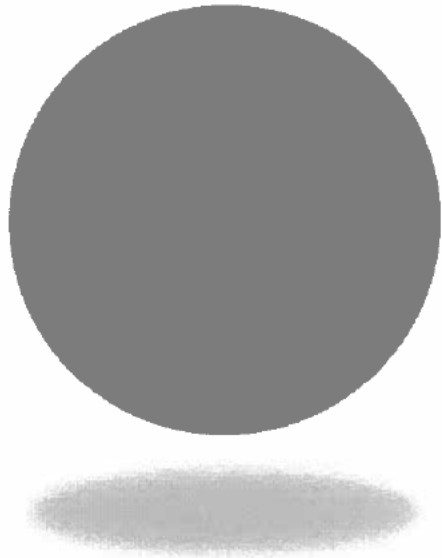
Oceola

Limitations

- Storage
- Space/Room Configurations
- Rentable space

Updates

- Roof
- Siding
- Bathrooms
- Lighting
- Windows
- Flooring
- Renovations for multi-functional space



The IMPACT

Communities coming together to enrich lives 



REVENUE

Rentals	\$35,000	\$45,000
Enrichment Classes	\$61,000	\$79,300
Adult Volleyball	\$4,500	\$4,500
Adult Basketball	\$8,000	\$8,000
Drop in Basketball	\$3,300	\$5,000
Drop in Volleyball(need to rebuild program)	\$500	\$500
Youth Volleyball	\$6,000	\$6,000
Youth Basketball	\$15,000	\$15,000
Drop in Pickleball	\$550	\$1,500
Facility Membership(no instructor)	N/A	\$37,000
Program fees Senior	\$2,500	\$3,250
Program Fees Archery	\$3,000	\$3,000
Sponsorship (banners, equipment)	N/A	\$25,000
Grants	N/A	\$0
Concessions	\$3,000	\$3,000
TOTAL REVENUE	\$142,350	\$236,050

EXPENSE

Electric	\$12,000	\$15,000
Gas	\$7,000	\$10,000
Water	\$2,000	\$6,000
Rubbish	\$1,750	\$1,920
Building Expense(supplies, repairs, etc)	\$13,500	\$17,500
HPS Facility Rental	\$15,000	\$0
Buildings and Grounds (mowing/plowing)	\$12,000	\$12,000
Communications	\$15,000	\$15,000
Staffing***	\$64,100	\$75,000
<i>Equipment Maintenance (future expense)</i>	N/A	\$25,000
<i>Cleaning Service (future expense)</i>	N/A	\$15,000
TOTAL EXPENSES	\$142,350	\$192,420
Difference Rev / Expenses	\$0	+43,630



It's not just about the money, but strengthening

OUR MESSAGE...

“Communities coming together to enrich lives
by promoting active & healthy lifestyles.”

Sports

- Expand current Youth and Adult sports
- Multiple times (Days/Nights) of Drop-In Basketball/ Volleyball
- Multiple Programs running at same time
- Multiple times/ courts of pickleball
- Year round programming
- Intramural style sports/ leagues
- Camps ,clinic, etc.
- Home school / Preschool Gym Program



Program Growth



50 & Beyond

- Daily walking / walking club
- Engages more of the active older adults
- Programs for the working “senior”
- Space for clubs/ new interest groups
- Sports Leagues
- Multiple activities at one time



Program Growth

Rentals

- AAU/Club Tournaments
- Scout Lock-Ins
- Birthday Party Rental
- Multiple Groups + single location
- Concession Sales (Teen Fundraiser)
- Robotic Leagues/ Tournaments
- Private Sports Leagues
- Local HOA Meetings



Program Growth

New Collaborations

Company

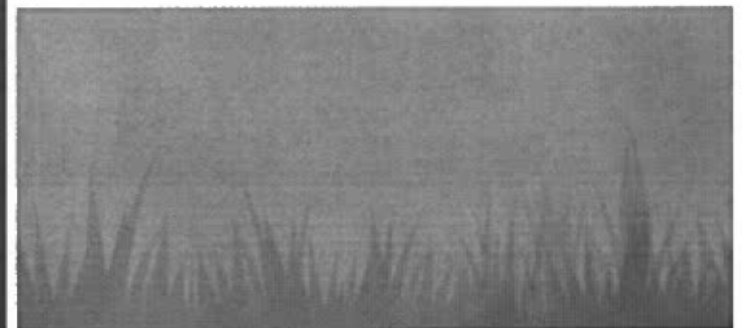
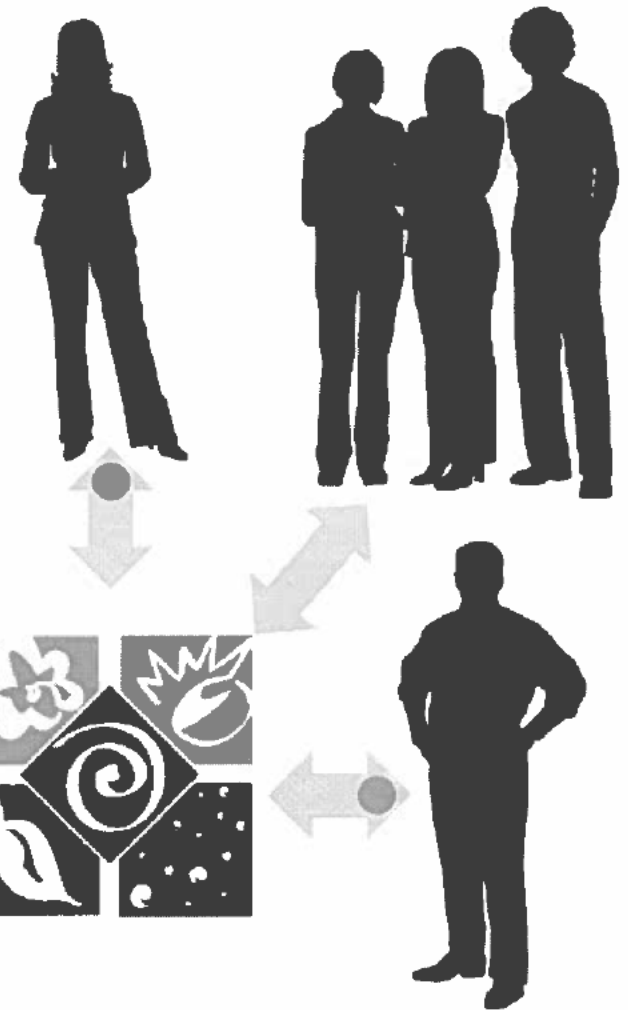
Logo

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Banner Program

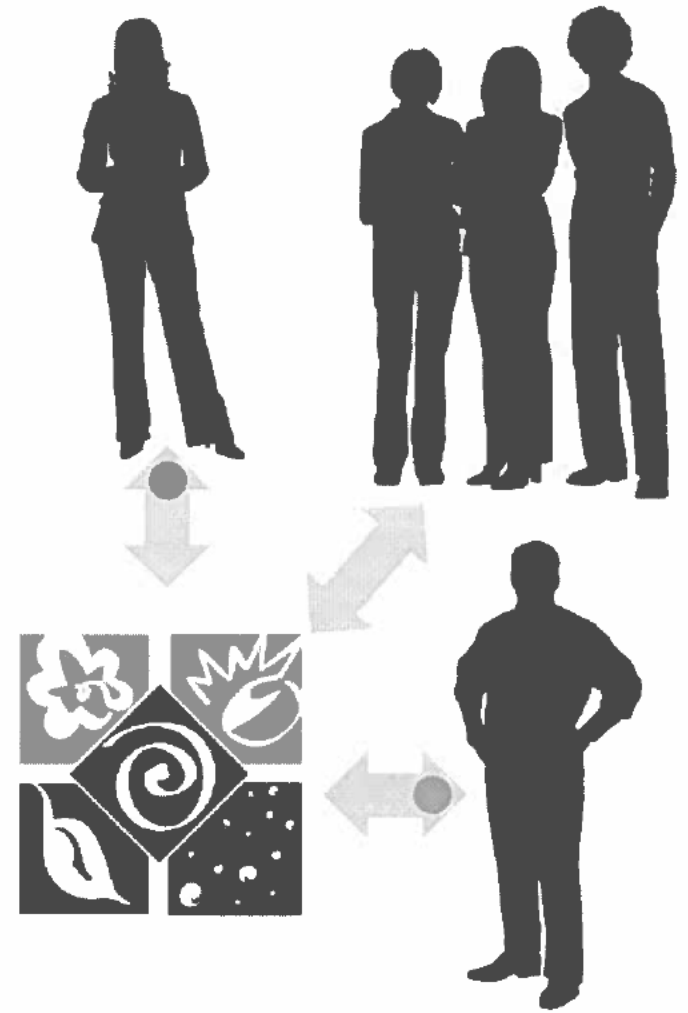
Businesses, Groups,
Families, Etc.

- \$600 1st year
- \$300 renewal
- Track, Fitness Area,
Gym,



New Collaborations

- Non-Resident Program Membership Fee
- AAU/Club Team Tournaments
- Therapy/ Rehabilitation Memberships
- Community Resource

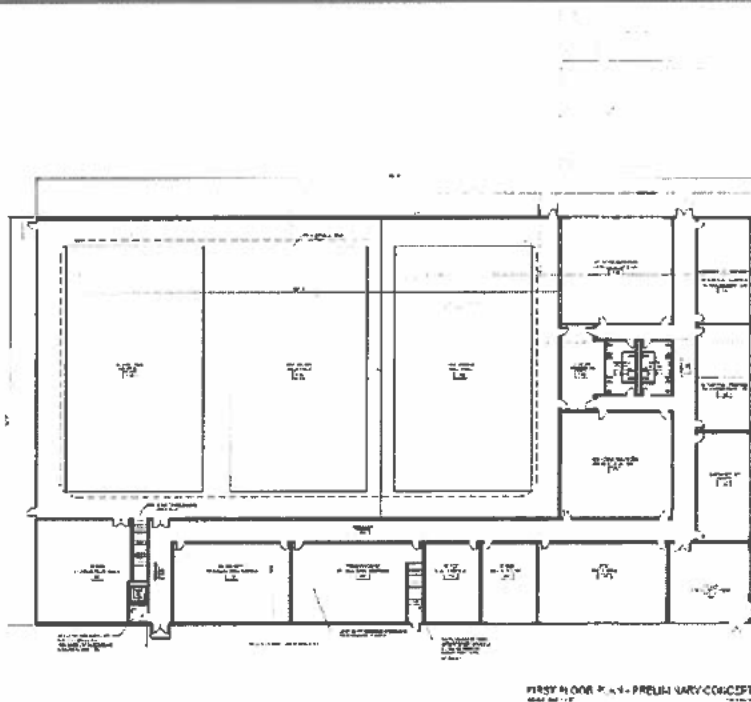




The Look

If WE build it, they will come. 





- 3 Full Size Courts
- Locker Rooms (Men's, Women's & Family)
- 6-8 Multi-purpose Rooms
- Kitchen
- Elevated Walking Track
- Administrative Office/Meeting Space
- Non-Instructional Fitness Space



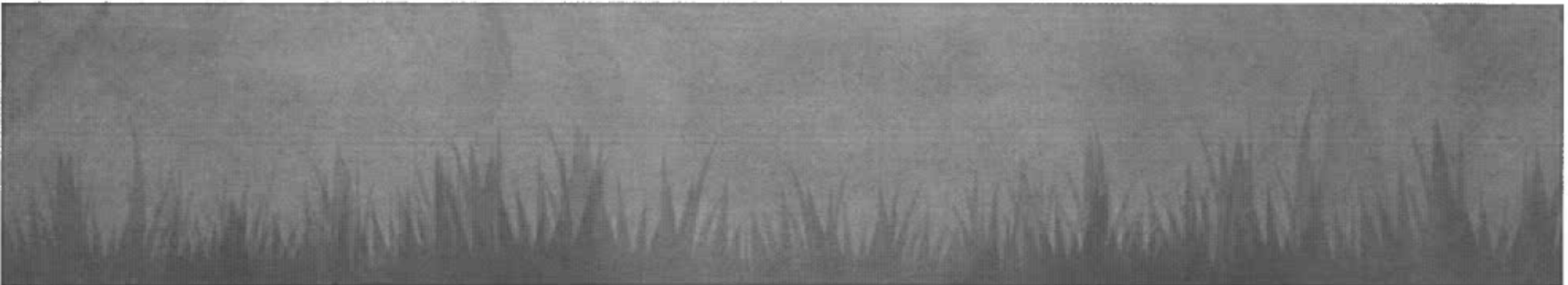
HOWELL AREA PARKS AND RECREATION AUTHORITY



steps to the future ■

Introducing

Oceola Community Center



**2020 HAPRA
COMBINED BUDGET**

2020
PROPOSED
BUDGET

	DESCRIPTION	
REVENUES		
	FUND 208 - ADMINISTRATION	565,050.00
	FUND 213 - AQUATIC CENTER	\$130,500.00
	FUND 214 - YOUTH SPORTS	\$129,660.00
	FUND 215 - ENRICHMENT	\$91,000.00
	FUND 216 - FESTIVALS & EVENTS	\$212,000.00
	FUND 217 - PRESCHOOL	\$55,830.00
	FUND 218 - SENIOR CENTER	\$23,500.00
	FUND 219 - SUMMER CAMP	\$42,500.00
	FUND 220 - BEACH - BOAT LAUNCH	\$53,500.00
	FUND 221 - TEEN CENTER	\$74,150.00
	FUND 223 - DOG PARK	\$13,000.00
	FUND 224 - TRANSPORTATION	\$15,500.00
		\$1,406,190.00
TOTAL Revenues		
Expenditures		
	FUND 208 - ADMINISTRATION	565,050.00
	FUND 213 - AQUATIC CENTER	\$130,500.00
	FUND 214 - YOUTH SPORTS	\$129,660.00
	FUND 215 - ENRICHMENT	\$91,000.00
	FUND 216 - FESTIVALS & EVENTS	\$212,000.00
	FUND 217 - PRESCHOOL	\$55,830.00
	FUND 218 - SENIOR CENTER	\$23,500.00
	FUND 219 - SUMMER CAMP	\$42,500.00
	FUND 220 - BEACH - BOAT LAUNCH	\$53,500.00
	FUND 221 - TEEN CENTER	\$74,150.00
	FUND 223 - DOG PARK	\$13,000.00
	FUND 224 - TRANSPORTATION	\$15,500.00
		\$1,406,190.00
TOTAL Expenditures		\$1,406,190.00
		\$1,406,190.00
TOTAL REVENUES		\$0.00
TOTAL EXPENDITURES		
NET OF REVENUES & EXPENDITURES		

ADMINISTRATION

ENDING DATE 12-31-2020

FUND 208

2020

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
208-751-587.001	PK/RC MARION TWP PARTICIPATION	105,000.00
208-751-587.002	PK/RC GENOA TWP PARTICIPATION	105,000.00
208-751-587.003	PK/RC OCEOLA TWP PARTICIPATION	105,000.00
208-751-587.005	PK/RC HOWELL CITY PARTICIPATION	105,000.00
208-751-587.006	PK/RC HOWELL TOWNSHIP PARTICIPATION	105,000.00
208-751-649.003	PK & REC GUIDE ADVERTISEMENT	0.00
208-751-651.020	BENNETT BUILDING RENTAL FEES	14,500.00
208-751-651.022	OCEOLA BUILDING RENTAL FEES	14,500.00
208-751-651.040	YOUTH SERVICES RENTAL	500.00
208-751-665.000	INVESTMENT INTEREST	300.00
208-751-667.003	RENTAL INCOME - EQUIPMENT	0.00
208-751-671.002	MISC REVENUES	250.00
	BEACH MANAGEMENT FEES	4,000.00
208-751-675.075	DOG PARK MAINTENANCE SERVICES FEES	6,000.00
TOTAL REVENUES		565,050.00
EXPENSES		
208-751-702.001	SALARY & WAGES - DIRECTOR	61,500.00
208-751-702.003	SALARY & WAGES - BUSINESS MANAGER	35,500.00
208-751-702.004	SALARY & WAGES - OPERATIONS MANAGER	28,500.00
208-751-702.024	SALARY & WAGES -MARKETING	37,960.00
208-751-702.030	SALARY & WAGES - FRONT OFFICE	35,000.00
208-751-702.034	SALARY & WAGE - FACILITIES MAINTENANCE	45,000.00
208-751-713.000	EMPLOYER SHARE FICA	18,300.00
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	13,000.00
208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	1,900.00
208-751-714.004	ICMA RETIREMENT	21,000.00
208-751-727.000	OFFICE SUPPLIES	1,500.00
208-751-730.000	POSTAGE	15,000.00
208-751-740.000	OPERATING SUPPLIES - GENERAL	1,500.00
208-751-740.025	OPERATING SUPPLIES - HUMAN RESOURCES	0.00
208-751-740.026	OPERATING SUPPLIES - STAFF SHIRTS/BADGES	2,000.00
208-751-751.000	GASOLINE & DIESEL FUEL	0.00
208-751-801.000	PROFESSIONAL SERVICES	35,000.00
208-751-804.000	CONTRACTUAL SERVICES	500.00
208-751-840.000	DUES, SUBSCRIPTIONS & MEMBERSHIPS	5,000.00
208-751-850.000	COMMUNICATION - TELEPHONES	7,000.00
208-751-850.008	COMMUNICATION - INTERNET & CABLE	2,800.00
280-751-850.008	COMMUNICATIONS - INTERNET & CABLE - YOUTH SERVICES CENTER	2,100.00

208-751-860.000	TRAVEL	5,000.00
208-751-900.000	MARKETING, PRINTING & PUBLISHING	20,000.00
208-751-910.000	INSURANCE	30,000.00
208-751-920.000	UTILITIES - ELECTRICITY - BENNETT CENTER	6,500.00
208-751-920.001	UTILITIES - GAS - BENNETT CENTER	5,500.00
208-751-920.002	UTILITIES - WATER/SEWER - BENNETT CENTER	1,800.00
208-751-920.003	UTILITIES - RUBBISH - BENNETT CENTER	700.00
208-751-920.008	UTILITIES - RUBBISH - BARNARD ST.	0.00
208-751-920.012	UTILITIES - ELECTRICITY - OCEOLA CENTER	4,000.00
208-751-920.013	UTILITIES - GAS - OCEOLA CENTER	2,500.00
208-751-920.014	UTILITIES - WATER/SEWER - OCEOLA CENTER	500.00
208-751-920.015	UTILITIES - RUBBISH - OCEOLA CENTER	600.00
208-751-920.030	UTILITIES - ELECTRICITY - YOUTH SERVICES CENTER	3,500.00
208-751-920.031	UTILITIES - GAS - YOUTH SERVICES CENTER	2,500.00
208-751-920.032	UTILITIES - WATER/SEWER - YOUTH SERVICES CENTER	800.00
208-751-920.033	UTILITIES - RUBBISH - YOUTH SERVICES CENTER	0.00
208-751-930.000	GROUNDS MAINTENANCE - BENNETT CENTER	4,000.00
208-751-930.006	REPAIR & MAINTENANCE - VEHICLES	0.00
208-751-930.014	OCEOLA BUILDING EXPENSE	15,000.00
208-751-930.014	GROUNDS MAINTENANCE - YOUTH SERVICES CENTER	1,500.00
208-751-931.000	BUILDING REPAIRS & MTCE. AND SUPPLIES - BENNETT	8,000.00
208-751-931.014	BUILDING REPAIRS & MTCE. AND SUPPLIES - OCEOLA	3,000.00
208-751-931.040	BUILDING REPAIRS & MTCE AND SUPPLIES - YOUTH	4,000.00
208-751-940.000	EQUIPMENT RENTAL	8,500.00
208-751-940.040	RENT - 214 N. WALNUT	23,000.00
208-751-956.000	MISCELLANEOUS	3,500.00
208-751-956.003	BANK CHARGES & FEES	5,000.00
208-751-957.000	EDUCATION / TRAINING	2,500.00
208-751-970.000	CAPITAL OUTLAY/EQUIPMENT	9,690.00
208-751-970.030	LEASEHOLD IMPROVEMENT - YOUTH SERVICES CENTER	5,000.00
208-751-980.000	OFFICE EQUIPMENT	400.00
208-751-980.004	EQUIPMENT - COMPUTER HARDWARE	2,000.00
208-751-980.005	EQUIPMENT - COMPUTER SOFTWARE	16,000.00
208-751-981.002	VEHICLES	0.00
TOTAL EXPENDITURES		565,050.00
TOTAL REVENUES		565,050.00
TOTAL EXPENDITURES		565,050.00
NET OF REVENUES & EXPENDITURES		0.00

AQUATIC CENTER

ENDING DATE 12-31-2020

FUND 213

2020

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
213-751-650.003	PROGRAM FEES - SPECIAL EVENTS	2,500.00
213-751-650.097	PROGRAM FEES - HEALTHWAYS	5,500.00
213-751-650.098	PROGRAM FEES - FITNESS	4,500.00
213-751-650.098	PROGRAM FEES - OPTUM	2,500.00
213-751-675.003	DONATIONS - GENERAL	0.00
213-751-678.010	SPONSORSHIP FEES	500.00
213-751-680.002	AQUATIC CENTER MANAGEMENT FEE	114,000.00
213-751-680.004	AQUATIC CENTER INCENTIVE	1,000.00
TOTAL REVENUES		130,500.00
EXPENDITURES		
213-751-702.029	SALARY & WAGES - AQUATIC CENTER MANAGER	35,000.00
213-751-702.059	SALARY & WAGES - AQUATIC SUPERVISOR	0.00
213-751-702.060	SALARY & WAGES - AQUATIC COORDINATORS	55,000.00
208-751-713.000	EMPLOYER SHARE FICA	6,900.00
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	10,000.00
208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	1,000.00
213-751-714.004	ICMA RETIREMENT	6,500.00
213-751-740.000	OPERATING SUPPLIES - GENERAL	500.00
213-751-740.003	OPERATING SUPPLIES - T-SHIRTS	0.00
213-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	2,500.00
213-751-740.061	OPERATING SUPPLIES - FITNESS	1,600.00
213-751-740.061	OPERATING SUPPLIES - OPTUM	0.00
213-751-804.008	CONTRACT SERVICES - INSTRUCTORS	8,500.00
213-751-840.000	DUES & MEMBERSHIPS	200.00
213-751-860.000	CONFERENCE /TRANSPORTATION	1,000.00
213-751-900.000	PRINTING & PUBLISHING	0.00
213-751-957.000	EDUCATION / TRAINING	1,500.00
213-751-964.001	PROGRAM REFUNDS	200.00
213-751-980.000	OFFICE EQUIPMENT	100.00
213-751-970.000	CAPITAL OUTLAY	0.00
213-751-980.004	EQUIP / COMPUTER HARDWARE	0.00
213-751-980.005	EQUIP / COMPUTER SOFTWARE	0.00
TOTAL EXPENDITURES		130,500.00
TOTAL REVENUES		130,500.00
TOTAL EXPENDITURES		130,500.00
NET OF REVENUES & EXPENDITURES		0.00

**SPORTS
FUND 214**

ENDING DATE 12-31-2020

2020

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
214-751-650.006	GENOA SOCCER - FIELD RENTALS	14,000.00
214-751-650.050	PROGRAM FEES - VOLLEYBALL	4,000.00
214-751-650.051	PROGRAM FEES - ENRICHMENT	11,660.00
214-751-650.053	PROGRAM FEES - SOCCER	67,000.00
	PROGRAM FEES - SOFTBALL	3,500.00
214-751-650.054	PROGRAM FEES - BASKETBALL	20,000.00
	DROP IN BASKETBALL	2,000.00
	DROP IN VOLLEYBALL	0.00
214-751-651.009	PAGE FIELD RENTAL	6,500.00
214-751-678.095	SPONSORSHIP FEES	1,000.00
TOTAL REVENUES		129,660.00
EXPENDITURES		
214-751-702.080	SALARY & WAGES - SPORTS MANAGER	41,600.00
214-751-702.081	SALARY & WAGES - SPORTS COORDINATORS	9,500.00
214-751-702.083	SALARY & WAGES - FACILITIES COORDINATORS	0.00
214-751-713.000	EMPLOYER SHARE FICA	3,900.00
214-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00
214-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	600.00
214-751-714.004	ICMA RETIREMENT	4,160.00
214-751-730.000	POSTAGE	0.00
214-751-740.000	OPERATING SUPPLIES - GENERAL	2,000.00
214-751-740.080	OPERATING SUPPLIES - VOLLEYBALL	1,200.00
214-751-740.081	OPERATING SUPPLIES - SOCCER	17,000.00
214-751-740.086	OPERATING SUPPLIES - BASKETBALL	3,000.00
214-751-801.017	BACKGROUND CHECKS	750.00
214-751-804.008	CONTRACT SERVICES - INSTRUCTORS	3,500.00
214-751-804.009	CONTRACT SERVICES - OFFICIALS /COACHES	4,500.00
214-751-804.010	CONTRACT SERVICES - FIELD MAINTENANCE	24,000.00
214-751-840.000	DUES & MEMBERSHIPS	200.00
214-751-860.000	CONFERENCE /TRANSPORTATION	1,400.00
214-751-900.000	PRINTING & PUBLISHING	0.00
214-751-940.000	EQUIPMENT RENTAL	0.00
214-751-942.001	PORTA JOHN RENTALS	1,800.00
214-751-957.000	EDUCATION / TRAINING	50.00
214-751-964.001	PROGRAM REFUNDS	500.00
214-751-965.000	HOWELL SCHOOLS REIMBURSEMENT	9,000.00
214-751-970.000	CAPTIAL OUTLAY	0.00
214-751-980.000	OFFICE EQUIPMENT	0.00

TOTAL EXPENDITURES		129,660.00
TOTAL REVENUES		129,660.00
TOTAL EXPENDITURES		129,660.00
NET OF REVENUES & EXPENDITURES		0.00

ENRICHMENT**ENDING DATE 12-31-2020****FUND 215****2020**

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
215-751-650.002	PROGRAM FEES ENRICHMENT	61,000.00
215-751-650.020	PROGRAM FEES TRAVEL	30,000.00
215-751-671.013	MISC REV - SPECIAL EVENTS	0.00
215-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	0.00
TOTAL REVENUES		91,000.00
EXPENDITURES		
215-751-702.034	SALARY & WAGE - FACILITIES	0.00
215-751-702.070	SALARY & WAGES - ENRICHMENT & TRAVEL COORDINATOR	24,000.00
215-751-702.071	SALARY & WAGES - PATRON SERVICES COORDINATOR	9,000.00
215-751-713.000	EMPLOYER SHARE FICA	2,500.00
215-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00
215-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	600.00
215-751-714.004	ICMA RETIREMENT	2,400.00
215-751-730.000	POSTAGE	5.00
215-751-740.031	OPERATING SUPPLIES - ENRICHMENT	100.00
215-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	0.00
215-751-740.070	OPERATING SUPPLIES - TRAVEL	5,955.00
215-751-801.017	BACKGROUND CHECKS	40.00
215-751-804.070	CONTRACT SERVICES - ENRICHMENT INSTRUCTORS	30,000.00
215-751-804.071	CONTRACT SERVICES - TRAVEL	15,000.00
215-751-840.000	DUES & MEMBERSHIPS	0.00
215-751-860.000	CONFERENCE /TRANSPORTATION	0.00
215-751-900.000	PRINTING & PUBLISHING	0.00
215-751-964.001	PROGRAM REFUNDS	400.00
TOTAL EXPENDITURES		91,000.00
TOTAL REVENUES		91,000.00
TOTAL EXPENDITURES		91,000.00
NET OF REVENUES & EXPENDITURES		0.00

FESTIVALS**ENDING DATE 12-31-2020****FUND 216****2020**

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
216-751-650.003	PROGRAM FEES SPECIAL EVENTS	27,000.00
216-751-671.013	MISC REVENUES - SPECIAL EVENTS	0.00
216-751-675.101	FUNDRAISING	0.00
216-751-678.040	SPONSORSHIP FEES - MELON FESTIVAL	45,000.00
216-751-678.041	STREET VENDOR FEES - MELON FESTIVAL	25,000.00
216-751-678.042	FESTIVAL TENT - MELON FESTIVAL	18,000.00
216-751-678.044	MIDWAY - MELON FESTIVAL	9,000.00
216-751-678.045	AD SALES - MELON FESTIVAL	0.00
216-751-678.046	MISC REVENUE - MELON FESTIVAL	500.00
216-751-678.047	SPONSORSHIP FEES - MELON RUN	6,500.00
216-751-678.048	PROGRAM FEES - MELON RUN	22,000.00
216-751-678.049	FOOD VENDOR FEES - MELON FESTIVAL	9,000.00
216-751-678.050	SPONSORSHIP FEES - LEGEND OF SLEEPY HOWELL	14,000.00
216-751-678.051	VENDOR FEES - LEGEND OF SLEEPY HOWELL	1,000.00
216-751-678.052	BOOTH FEES - LEGEND OF SLEEPY HOWELL	0.00
216-751-678.053	MISC REVENUE - LEGEND OF SLEEPY HOWELL	0.00
216-751-678.057	SPONSORSHIP FEES - HEADLESS HORSEMAN RUN	6,000.00
216-751-678.058	PROGRAM FEES - HEADLESS HORSEMAN RUN	22,000.00
216-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	6,000.00
216-751-678.075	PROGRAM FEES - DOC MAY RIDE	1,000.00
TOTAL REVENUES		212,000.00
EXPENDITURES		
216-751-702.001	SALARY & WAGES - FESTIVAL & EVENTS DIRECTOR	44,000.00
216-751-702.004	SALARY & WAGES - OPERATIONS MANAGER	5,000.00
216-751-702.103	SALARY & WAGES - VARIOUS STAFF	10,000.00
208-751-713.000	EMPLOYER SHARE FICA	4,500.00
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	6,250.00
208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	550.00
216-751-714.004	ICMA RETIREMENT	4,400.00
216-751-727.000	OFFICE SUPPLIES	100.00
216-751-730.000	POSTAGE	100.00
216-751-740.000	OPERATING SUPPLIES	100.00
216-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	11,500.00
216-751-740.100	OPERATING SUPPLIES - ENTERTAINMENT MELON	30,000.00
216-751-740.102	OPERATING SUPPLIES - MELON FESTIVAL	15,000.00
216-751-740.104	OPERATING SUPPLIES - FESTIVAL TENT	14,000.00
216-751-740.106	OPERATING SUPPLIES - MELON RUN	8,000.00

216-751-740.107	OPERATING SUPPLIES - MELON RUN - T-SHIRTS	0.00
216-751-740.201	OPERATING SUPPLIES - LEGEND OF SLEEPY HOWELL	6,000.00
216-751-740.203	OPERATING SUPPLIES - HEADLESS HORSEMAN RUN	11,000.00
216-751-740.204	OPERATING SUPPLIES - HEADLESS HORSEMAN RUN - T SHIRTS	0.00
216-751-804.075	CONTRACT SERVICES - SPECIAL EVENTS	2,000.00
216-751-804.112	CONTRACT SERVICES - MELON RUN	2,000.00
216-751-804.113	CONTRACT SERVICES - CITY OF HOWELL MELON FEST	9,500.00
216-751-804.210	CONTRACT SERVICES - LEGEND OF SLEEPY HOWELL	600.00
216-751-804.212	CONTRACT SERVICES - HEADLESS HORSEMAN RUN	2,000.00
216-751/804.114	CONTRACT SERVICES - CITY OF HOWELL LEGEND	8,000.00
216-751-840.000	DUES & MEMBERSHIPS	1,000.00
216-751-850.010	COMMUNICATION RADIOS	0.00
216-751-860.000	CONFERENCE /TRANSPORTATION	2,000.00
216-751-900.000	PRINTING & PUBLISHING	5,000.00
216-751-940.000	EQUIPMENT RENTAL	0.00
216-751-942.001	PORTA JOHN RENTALS	8,000.00
216-751-956.000	MISCELLANEOUS	0.00
216-751-957.000	EDUCATION/TRAINING	100.00
216-751-964.001	PROGRAM REFUNDS	300.00
208-751-970.000	CAPITAL OUTLAY/EQUIPMENT	1,000.00
216-751-980.004	EQUIPMENT - COMPUTER HARDWARE	0.00
216-751-980.005	EQUIPMENT - COMPUTER SOFTWARE	0.00
	TOTAL EXPENDITURES	212,000.00
	TOTAL REVENUES	212,000.00
	TOTAL EXPENDITURES	212,000.00
	NET OF REVENUES & EXPENDITURES	0.00

PRESCHOOL

ENDING DATE 12-31-2020

FUND 217

2020

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
217-751-651.007	REC FEE/PRESCHOOL TUITION	50,400.00
217-751-651.030	REGISTRATION FEE	2,680.00
217-751-651.031	EXTENDED DAY FEE	0.00
217-751-651.032	DROP IN FEE	0.00
217-751-675.015	PRESCHOOL FUNDRAISING	2,750.00
TOTAL REVENUES		55,830.00
EXPENDITURES		
217-751-702.023	SALARY & WAGES - PRESCHOOL	47,500.00
217-751-713.000	EMPLOYER SHARE FICA	3,630.00
217-751-714.000	INSURANCE	1,500.00
217-751-727.000	OFFICE SUPPLIES	100.00
217-751-730.000	POSTAGE	0.00
217-751-740.028	OPERATING SUPPLIES - PRESCHOOL	2,000.00
217-751-801.017	BACKGROUND CHECKS	50.00
217-751-860.000	CONFERENCE /TRANSPORTATION	400.00
217-751-900.000	PRINTING & PUBLISHING	0.00
217-751-957.000	EDUCATION / TRAINING	150.00
217-751-964.001	PROGRAM REFUNDS	0.00
217-751-970.000	CAPTIAL OUTLAY	0.00
217-751-980.000	OFFICE EQUIPMENT	200.00
217-751-980.015	PRESCHOOL EQUIPMENT	300.00
TOTAL EXPENDITURES		55,830.00
TOTAL REVENUES		55,830.00
TOTAL EXPENDITURES		55,830.00
NET OF REVENUES & EXPENDITURES		0.00

SENIOR CENTER**ENDING DATE 12-31-2020****FUND 218****2020**

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
218-751-590.000	GRANTS	1,000.00
218-751-650.030	PROGRAM FEES - ENRICHMENT	4,000.00
218-751-675.009	DONATIONS / PKS & RECS SENIORS	2,500.00
218-751-675.013	UNITED WAY SENIORS	7,500.00
218-751-675.100	FUNDRAISING ENRICHMENT	2,500.00
218-751-678.012	MEMBERSHIP FEES	4,000.00
218-751-678.015	SENIOR NEWSLETTER ADVT	0.00
218-751-678.030	SPONSORSHIP FEES - ENRICHMENT	2,000.00
218-751-678.060	BINGO	0.00
218-751-678.200	PROGRAM FEES - YOUNG AT HEART	0.00
TOTAL REVENUES		23,500.00
EXPENDITURES		
218-751-702.000	SALARY & WAGES - PATRON SERVICES COORDINATOR	0.00
218-751-702.027	SALARY & WAGES - SENIOR CENTER COORDINATOR	18,500.00
218-751-713.000	EMPLOYER SHARE FICA	1,500.00
218-751-727.000	OFFICE SUPPLIES	0.00
218-751-730.000	POSTAGE	700.00
218-751-740.032	OPERATING SUPPLIES - GENERAL	1,000.00
218-751-740.043	OPERATING SUPPLIES - BINGO	0.00
218-751-740.200	OPERATING SUPPLIES - YOUNG AT HEART	0.00
218-751-804.008	CONTRACT SERVICES - INSTRUCTORS	500.00
218-751-804.080	CONTRACT SERVICES - ENTERTAINMENT	900.00
218-751-840.000	DUES & MEMBERSHIPS	200.00
218-751-860.000	CONFERENCE AND TRANSPORTATION	100.00
218-751-900.000	MARKETING PRINTING & PUBLISHING	0.00
218-751-957.000	EDUCATION / TRAINING	100.00
218-751-964.001	PROGRAM REFUNDS	0.00
218-751-967.002	AGING GRANT EXPENSES	0.00
218-751-970.000	CAPITAL OUTLAY	0.00
TOTAL EXPENDITURES		23,500.00
TOTAL REVENUES		23,500.00
TOTAL EXPENDITURES		23,500.00
NET OF REVENUES & EXPENDITURES		0.00

SUMMER DAY CAMP**ENDING DATE 12-31-2020****FUND 219****2020**

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
219-751-651.003	SUMMER CAMP	40,000.00
219-751-651.024	NONREFUNDABLE DEPOSITS	0.00
219-751-651.025	SPECIALTY CAMPS	2,500.00
TOTAL REVENUES		42,500.00
EXPENDITURES		
219-751-702.025	SALARY & WAGES - MANAGER	2,200.00
219-751-702.036	SALARY & WAGE - CAMP SUPERVISOR	4,410.00
219-751-702.037	SALARY & WAGES - CAMP COUNSELOR	24,165.00
208-751-713.000	EMPLOYER SHARE FICA	2,400.00
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	0.00
208-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	0.00
219-751-714.004	ICMA RETIREMENT	0.00
219-751-727.000	OFFICE SUPPLIES	100.00
219-751-730.000	POSTAGE	0.00
219-751-740.003	OPERATING SUPPLIES - TSHIRTS	500.00
219-751-740.033	OPERATING SUPPLIES - GENERAL	1,500.00
219-751-740.041	OPERATING SUPPLIES - SNACKS	1,000.00
219-751-740.042	FIELD TRIPS	6,000.00
219-751-801.017	BACKGROUND CHECKS	125.00
219-751-840.000	DUES & MEMBERSHIPS	0.00
219-751-860.000	CONFERENCE /TRANSPORTATION	0.00
219-751-900.000	MARKETING PRINTING & PUBLISHING	25.00
219-751-957.000	EDUCATION / TRAINING	75.00
219-751-970.000	CAPITAL OUTLAY	0.00
219-751-980.000	OFFICE EQUIPMENT	0.00
	Deficit Elimination 2.7%	
TOTAL EXPENDITURES		42,500.00
TOTAL REVENUES		42,500.00
TOTAL EXPENDITURES		42,500.00
NET OF REVENUES & EXPENDITURES		0.00

CITY PARK/BOAT LAUNCH

ENDING DATE 12-31-2020

FUND 220

2020

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
220-751-649.001	CONCESSION SALES - PARK	8,500.00
220-751-678.021	HOWELL CITY PARK GUARD REIMB	45,000.00
TOTAL REVENUES		53,500.00
EXPENDITURES		
220-751-702.000	SALARY & WAGES - MANAGER	10,800.00
220-751-702.028	SALARY & WAGES - SEASONAL	22,000.00
220-751-702.040	SALARY & WAGES - SUPERVISOR	7,500.00
220-751-713.000	EMPLOYER SHARE FICA	2,200.00
220-751-714.000	EMPLOYEE MEDICAL INSURANCE	0.00
220-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	0.00
220-751-714.004	ICMA RETIREMENT	0.00
220-751-740.000	OPERATING SUPPLIES GENERAL	500.00
220-751-740.035	OPERATING SUPPLIES - SPECIAL EVENTS	0.00
220-751-740.037	CONCESSION SUPPLIES	5,000.00
220-751-801.017	BACKGROUND CHECKS	200.00
220-751-801.018	MANAGEMENT SERVICES	4,000.00
220-751-970.000	CAPITAL OUTLAY/EQUIPMENT	1,300.00
TOTAL EXPENDITURES		53,500.00
TOTAL REVENUES		53,500.00
TOTAL EXPENDITURES		53,500.00
NET OF REVENUES & EXPENDITURES		0.00

**TEEN CENTER
FUND 221**

ENDING DATE 12-31-2020

2020

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
221-751-649.000	CONCESSION SALES TEEN	3,500.00
221-751-650.005	PROGRAM FEES TEENS	7,500.00
221-751-650.100	SUMMER PROGRAM FEES	0.00
221-751-675.010	DONATIONS - TEEN	15,000.00
221-751-675.012	UNITED WAY - TEENS	27,000.00
221-751-675.110	FUNDRAISING	12,000.00
221-751-679.010	KELLOGG FOUNDATION GRANT REVENUE	0.00
221-751-679.025	FREUDENBURG GRANT REVENUE	0.00
221-751-679.100	GRANTS > \$ 1000	9,150.00
TOTAL REVENUES		74,150.00
EXPENDITURES		
221-751-702.026	SALARY & WAGES - YOUTH SERVICES MANAGER	32,800.00
	SALARY & WAGES - TEEN CENTER SUPERVISOR	7,800.00
221-751-702.035	SALARY & WAGES - TEEN CENTER COORDINATOR	18,500.00
213-751-713.000	EMPLOYER SHARE FICA	4,500.00
221-751-714.000	EMPLOYEE MEDICAL INSURANCE	3,500.00
221-751-714.002	EMPLOYEE DISABILITY/LIFE INSURANCE	550.00
221-751-714.004	ICMA RETIREMENT	3,500.00
221-751-727.000	OFFICE SUPPLIES	50.00
221-751-730.000	POSTAGE	0.00
221-751-740.000	OPERATING SUPPLIES	400.00
221-751-740.003	OPERATING SUPPLIES - T-SHIRTS	200.00
221-751-740.015	OPERATING SUPPLIES - CONCESSIONS	1,000.00
221-751-740.036	OPERATING SUPPLIES - TEENS GENERAL	300.00
221-751-840.000	DUES & MEMBERSHIPS	150.00
221-751-860.000	CONFERENCE /TRANSPORTATION	800.00
221-751-900.000	PRINTING & PUBLISHING	100.00
221-751-940.000	EQUIPMENT RENTAL	0.00
221-751-957.000	EDUCATION / TRAINING	0.00
221-751-970.000	CAPITAL OUTLAY EQUIP	0.00
221-751-979.010	KELLOGG FOUNDATION GRANT EXPENSES	0.00
221-751-979.025	FREUDENBURG GRANT EXPENSES	0.00
221-751-980.004	EQUIP / COMPUTER HARDWARE	0.00
TOTAL EXPENDITURES	TOTAL EXPENSES	74,150.00
TOTAL REVENUES	TOTAL REVENUES	74,150.00
TOTAL EXPENDITURES	TOTAL EXPENSES	74,150.00

NET OF REVENUES & EXPENDITURES	NET REV/EXP	0.00
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DOG PARK**ENDING DATE 12-31-2020****FUND 223****2020**

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
223-751-675.071	DOG PK DONATION - CONST	0.00
223-751-675.074	FOB SALES	13,000.00
TOTAL REVENUES		13,000.00
EXPENDITURES		
223-751-740.000	OPERATING SUPPLIES - GENERAL	2,600.00
223-751-801.018	MANAGEMENT SERVICES	6,000.00
223-751-900-000	PRINTING & PUBLISHING	150.00
223-751-910.000	INSURANCE	500.00
223-751-920.002	UTILITIES - WATER	400.00
223-751-930-000	REPAIRS & MAINTENANCE	300.00
223-751-967-071	CONSTRUCTION	500.00
223-751-967.072	GROUNDS MAINTENANCE	2,200.00
223-751-970.000	CAPITAL OUTLAY	350.00
TOTAL EXPENDITURES		13,000.00
TOTAL REVENUES		13,000.00
TOTAL EXPENDITURES		13,000.00
NET OF REVENUES & EXPENDITURES		0.00

TRANSPORTATION

ENDING DATE 12-31-2020

FUND 224

2020

GL NUMBER	DESCRIPTION	PROPOSED
REVENUES		
224-751-675.041	UNITED WAY TRANSPORTATION	10,000.00
224-751-678.031	SPONSORSHIP FEES-TRANSPORTATION	5,500.00
TOTAL REVENUES		15,500.00
EXPENDITURES		
224-751-702.200	SALARY & WAGES DRIVER	0.00
224-751-713.000	EMPLOYER SHARE FICA	0.00
224-751-740.000	OPERATING SUPPLIES	0.00
224-751-751.000	GASOLINE & DIESEL FUEL	0.00
224-751-804.900	CONTRACT SERVICES LETS	8,500.00
224-751-804.905	CONTRACT SERVICES TRANSPORTATION	7,000.00
224-751-930.006	REPAIR & MAINT - VEHICLES	0.00
TOTAL EXPENDITURES		15,500.00
TOTAL REVENUES		15,500.00
TOTAL EXPENDITURES		15,500.00
NET OF REVENUES & EXPENDITURES		0.00

Resolution No. 5 – Elmhurst Drive Road Improvement
Project (Summer 2020)

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 October 21, 2019, at 6:30 p.m., there were

PRESENT:

ABSENT:

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

Resolution Confirming Special Assessment Roll

WHEREAS, the Board of Trustees of the Township has determined to proceed with the Elmhurst Drive Road Improvement Project (Summer 2020) within the Township as described in Exhibit A (the “Project”) and in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Board of Trustees of the Township has determined to advance the costs of the Project from Township funds and to use special assessments to raise the money necessary to reimburse the Township for the advance of such funds;

WHEREAS, the Township Supervisor has prepared the Special Assessment Roll entitled Special Assessment Roll for Elmhurst Drive Road Improvement Project (Summer 2020) (the “Proposed Roll”) and has filed the Proposed Roll with the Township Clerk;

WHEREAS, the Township Board has scheduled a public hearing on the Proposed Roll and notice of the hearing has been properly provided;

WHEREAS, the Township Board conducted the public hearing on the Proposed Roll on October 21, 2019.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Roll Confirmed. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Board hereby confirms the Special Assessment Roll for the Elmhurst Drive Road Improvement Project (Summer 2020) (the “Roll”).
2. Future Installments - Principal. The Township Board determines that each special assessment may be paid in seven installments. The first installment shall be due July 1, 2020.
3. Future Installments - Interest. All unpaid installments shall bear 2 percent interest.

4. Warrant. The Township Clerk is hereby directed to attach a warrant (in the form of Exhibit B to this resolution) to the Roll and to deliver such warrant and the Roll to the Township Treasurer, who shall thereupon collect the special assessments in accordance with the terms of this resolution, the Clerk's warrant and the statutes of the State of Michigan.

5. Inconsistent Prior Resolutions. All previously adopted resolutions that are in conflict with this resolution are repealed to the extent of such conflict.

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

YES:

NO:

ABSENT:

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, 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

ELMHURST DRIVE ROAD IMPROVEMENT PROJECT (Summer 2020)

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

- Total cost of the project: \$59,950.00
- Total parcels: 18
- Homeowners representing 63.39% of road frontage have signed petitions
- Total amount per parcel:

		PER PARCEL	\$3,330.56		
	YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
1	2020	\$542.40	\$66.61	\$475.79	\$2,854.76
2	2021	\$532.89	\$57.10	\$475.79	\$2,378.97
3	2022	\$523.37	\$47.58	\$475.79	\$1,903.17
4	2023	\$513.86	\$38.06	\$475.79	\$1,427.38
5	2024	\$504.34	\$28.55	\$475.79	\$951.59
6	2025	\$494.83	\$19.03	\$475.79	\$475.79
7	2026	\$485.31	\$9.52	\$475.79	\$0.00
		\$3,597.00	\$266.44	\$3,330.56	

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

- Regrade gravel roadway
- Install approximately 100 tons of 21AA crushed concrete to existing gravel surface
- Place 4" of MDOT 1100 asphalt t-2 ½" of base course and 1 ½" of wearing
- Place 2 ft. of asphalt back to drives
- Remove and replace cross culvert
- Adjust structures to grade

Exhibit B

Warrant

WARRANT

TO: Treasurer
Genoa Township
Livingston County, Michigan

I certify that attached to this Warrant is a true copy of the special assessment roll for the Genoa Township Elmhurst Drive Road Improvement Project (Summer 2020) (the "Roll") confirmed by the Township Board on October 21, 2019 (the "Confirming Resolution"). You are hereby directed to proceed to collect the amounts due on such Roll in accordance with this Warrant, the Confirming Resolution and the statutes of the State of Michigan.

Paulette A. Skolarus,
Genoa Charter Township Clerk

Population: Special Assessment District (x091619)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-10-202-001	x091619, Elmhurst Rd	3,330.55	FEUCHT, KENNETH L. 1410 S HUGHES RD
4711-10-202-003	x091619, Elmhurst Rd	3,330.55	CODE TIMOTHY & CHRISTINE 1386 ELMHURST
4711-10-202-004	x091619, Elmhurst Rd	3,330.55	1382 ELMHURST, LLC 1329 COACH HOUSE LANE
4711-10-202-006	x091619, Elmhurst Rd	3,330.55	BIALOWICZ SANDRA 5743 LONG POINTE DR
4711-10-202-008	x091619, Elmhurst Rd	3,330.55	PIZZINO ANDREW F LIVING TRUST 1366 ELMHURST
4711-10-202-009	x091619, Elmhurst Rd	3,330.55	GREEN ROBERT 1362 ELMHURST
4711-10-202-010	x091619, Elmhurst Rd	3,330.55	GROSS GERALD E TRUST 1522 OAK HAVEN DR.
4711-10-202-011	x091619, Elmhurst Rd	3,330.55	SMITH FLORENTINA LTS 9.3 1350 ELMHURST
4711-10-202-012	x091619, Elmhurst Rd	3,330.56	PTASZNIK, GARY R. & KATHRYN J. 1348 ELMHURST
4711-10-202-014	x091619, Elmhurst Rd	3,330.56	HAIGH, HENRY III TRUST 1338 ELMHURST
4711-10-202-020	x091619, Elmhurst Rd	3,330.56	LUCE, RICHARD & DONNA 1314 ELMHURST
4711-10-202-022	x091619, Elmhurst Rd	3,330.56	MARCANTONIO, MARY 1300 S HUGHES RD
4711-10-202-023	x091619, Elmhurst Rd	3,330.56	BAKER LINDA M 1315 ELMHURST
4711-10-202-024	x091619, Elmhurst Rd	3,330.56	BETKE CRAIG 1339 ELMHURST
4711-10-202-031	x091619, Elmhurst Rd	3,330.56	MCFARLAND, BRIAN & SALLY 1369 ELMHURST
4711-10-202-033	x091619, Elmhurst Rd	3,330.56	RECTOR FAMILY TRUST 1353 ELMHURST
4711-10-202-035	x091619, Elmhurst Rd	3,330.56	RICHESON DAVID & MASON KATHLEEN 1330 ELMHURST
4711-10-202-038	x091619, Elmhurst Rd	3,330.56	LONG FAMILY TRUST 1907 CORDERO CT
# OF PARCELS: 18	TOTALS:	59,950.00	

Board Correspondence

Date: Oct. 21, 2019

To: Genoa Township Staff
From: Polly Skolarus & Robin Hunt

For your records the following holidays are scheduled for 2020:

Floating Holiday	Anytime
New Year's Day	January 1, 2020
Martin Luther King Day	January 20, 2020
Good Friday	April 10, 2020
Memorial Day	May 25, 2020
Independence Day	July 3, 2020
Labor Day	September 7, 2020
Columbus Day	October 12, 2020
Veteran's Day	November 11, 2020
Thanksgiving Day	November 26, 2020
Friday following Thanksgiving	November 27, 2020
Christmas Eve	December 24, 2020
Christmas Day Holiday	December 25, 2020
New Year's Eve	December 31, 2020
New Year's Day	January 1, 2021

Policy/holidays 2020

**GENOA TOWNSHIP
SCHEDULE OF MEETINGS
January 1, 2020 thru December 31, 2020**

Meetings will be held at the Genoa Township Hall located at 2911 Dorr Road. The Township Board meets at 6:30 p.m., the Zoning Board of Appeals meet at 6:30 p.m. The Planning Commission meets at 6:30 p.m.

Regular meetings of the Township Board are generally scheduled for the first and third Monday of every month. The Planning Commission generally meets the second and if necessary, the fourth Monday; and the Zoning Board of Appeals usually meets the third Tuesday of each month. Holidays will occasionally disrupt the meeting schedules.

TOWNSHIP BOARD SCHEDULE

January 6, 2020	July 6 & 20, 2020
February 3 & 17, 2020	August 3 & 17, 2020
March 2 & 16, 2020	September 21, 2020
April 6 & 20, 2020	October 5 & 19, 2020
May 4 & 18, 2020	November 2 & 16, 2020
June 1 & 15, 2020	December 7, 2020

PLANNING COMMISSION SCHEDULE

January 13, 2020	July 13, 2020
February 10, 2020	August 10, 2020
March 9, 2020	September 14, 2020
April 13, 2020	October 13, 2020 (Tuesday)
May 11, 2020	November 9, 2020
June 8, 2020	December 14, 2020

ZONING BOARD OF APPEALS SCHEDULE

January 21, 2020	July 21, 2020
February 18, 2020	August 18, 2020
March 17, 2020	September 15, 20120
April 21, 2020	October 20, 2020
May 19, 2020	November 17, 2020
June 16, 2020	December 15, 2020

Signed: Paulette A. Skolarus
Genoa Township Clerk

Notice Posted on Front Display
Nov. 5, 2019 thru Dec. 31, 2020

(Policy/schedule of meetings 2020)