

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting and Public Hearing
February 17, 2020
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: February 3, 2020

Approval of Regular Agenda:

3. Request for approval of the following budgets and rates for the Lake Edgewood Sewer, Oak Pointe Water and Oak Pointe Sanitary Sewer as recommended by the utility director:
 - A. Request to amend the Fiscal Year 2020 and approve the Fiscal Year 2021 Operating Budgets for the Lake Edgewood Sewer System, Oak Pointe Sewer System and the Oak Pointe Water System.
 - B. Request to increase the Oak Pointe metered water charges from \$3.80/1,000 gallons to \$3.90/1,000 gallons.
 - C. Request to increase the Oak Pointe Sewer metered charge from \$6.22/1,000 gallons to \$6.25/1,000 gallons, and to increase from \$40 to \$45/quarter for Grinder Pump Maintenance for a total charge of \$140/quarter.
4. Request for approval of the Utility Department amended budget for Fiscal Year ending March 31, 2020 and the proposed budget for Fiscal Year ending March 31, 2021 at the recommendation of the utility director.
5. Request for approval of Project Agreement with the Livingston County Road Commission for the installation of approximately 8,655 feet of crushed limestone on Herbst Road from the end of the pavement to Grand River at a cost not to exceed \$150,000.
6. Request for approval of a lease extension for the Genoa Township athletic fields by Howell Area Parks and Recreation.
7. Request for approval of contracts for the installation of two basketball courts at Genoa Park for the cost of \$105,767.80.

8. Discussion regarding a new LED sign at the entrance of the Genoa Township Hall driveway off Dorr Road.

9. Discussion of the proposed budget for the Fiscal Year 2020/2021.

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: February 17, 2020

TOWNSHIP GENERAL EXPENSES: Thru February 17, 2020	\$323,077.41
February 7, 2020 Bi Weekly Payroll	\$96,325.03
OPERATING EXPENSES: Thru February 17, 2020	\$102,691.78
TOTAL:	<u>\$522,094.22</u>

Check Date	Check	Vendor Name	Amount
Bank FNBACK CHECKING ACCOUNT			
01/27/2020	35793	LIVINGSTON CO. REGISTER OF DEEDS	90.00
01/27/2020	35794	LCAA	70.00
01/27/2020	35795	MICHIGAN ASSOC. OF PLANNING	25.00
01/28/2020	35796	MICHAEL ARCHINAL	500.00
01/28/2020	35797	CONSUMERS ENERGY	476.12
01/28/2020	35798	DTE ENERGY	24.25
01/28/2020	35799	DYKEMA GOSSETT, PLLC	2,430.00
01/28/2020	35800	MICHIGAN OFFICE SOLUTIONS	149.34
01/28/2020	35801	MICHIGAN CAT	391.58
01/28/2020	35802	NEOPOST USA INC	702.03
01/28/2020	35803	TERRY CROFT	55.68
01/28/2020	35804	WELLNESS IQ	500.00
01/31/2020	35805	POSTMASTER	818.80
02/03/2020	35806	DTE ENERGY	2,227.05
02/04/2020	35807	COOPER'S TURF MANAGEMENT LLC	6,060.00
02/04/2020	35808	DELUXE	70.56
02/04/2020	35809	GENOA TWP ROAD PROJECTS #264	150,000.00
02/04/2020	35810	GENOA TWP BUILDING & GROUND FND 271	50,000.00
02/04/2020	35811	LIVINGSTON COUNTY TREASURER ASSOC	10.00
02/04/2020	35812	MASTER MEDIA SUPPLY	318.29
02/04/2020	35813	PERFECT MAINTENANCE CLEANING	565.00
02/04/2020	35814	PFM FINANCIAL ADVISORS LLC	1,100.00
02/04/2020	35815	DEBRA ROJEWSKI	80.98
02/04/2020	35816	KELLY VANMARTER	300.00
02/06/2020	35817	CONTINENTAL LINEN SERVICE	125.87
02/06/2020	35818	DTE ENERGY	84.49
02/06/2020	35819	NETWORK SERVICES GROUP, L.L.C.	125.00
02/06/2020	35820	PRINTING SYSTEMS	2,439.58
02/06/2020	35821	TERRY CROFT	55.20
02/10/2020	35822	ADVANCED DISPOSAL	90,322.20
02/10/2020	35823	AMERICAN AQUA	188.96
02/10/2020	35824	COMCAST	1,340.63
02/10/2020	35825	GO SWATH	7,225.00
		Void Reason: NO ADDRESS ON CHECK VENDOR	V
02/10/2020	35826	MASTER MEDIA SUPPLY	22.80
02/10/2020	35827	PACKERLAND RECORDS MANAGEMENT	25.00
02/11/2020	35828	DYKEMA GOSSETT, PLLC	2,430.00
02/11/2020	35829	GENOA OCEOLA SWR & WTR AUTHORI	7,225.00
02/11/2020	35830	SAFEBUILT STUDIO	1,728.00
02/12/2020	35792		0.00
		Void Reason: MADE OUT TO WRONG VENDOR	V
FNBACK TOTALS:			
Total of 39 Checks:			330,302.41
Less 2 Void Checks:			7,225.00
Total of 37 Disbursements:			323,077.41

Check Register Report For Genoa Charter Township
For Check Dates 02/07/2020 to 02/07/2020

5

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
02/07/2020	FNBCK	13067	RATKE, MARTHA A	100.00	88.10	0.00	Open
02/07/2020	FNBCK	13068	WENNERBERG, VIRGINIA M	246.88	227.99	0.00	Open
02/07/2020	FNBCK	EFT422	FLEX SPENDING (TASC)	826.79	826.79	0.00	Cleared
02/07/2020	FNBCK	EFT423	INTERNAL REVENUE SERVICE	22,898.06	22,898.06	0.00	Cleared
02/07/2020	FNBCK	EFT424	PRINCIPAL FINANCIAL	3,531.00	3,531.00	0.00	Cleared
02/07/2020	FNBCK	EFT425	PRINCIPAL FINANCIAL	2,181.07	2,181.07	0.00	Cleared
Totals:				Number of Checks: 006	29,783.80	29,753.01	0.00
Total Physical Checks:				2		Dir. Dep.	
Total Check Stubs:				4		<u>66,572.02</u>	

96,325.03

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #503			
01/28/2020	4884	GREG TATARA	700.00
01/28/2020	4885	MWEA	250.00
01/30/2020	4886	STATE OF MICHIGAN	13.00
02/07/2020	4887	AARON KORPELA	10.00
02/07/2020	4888	TRACTOR SUPPLY CO.	103.99
02/10/2020	4889	MARK IGNATOWSKI	8.75
02/10/2020	4890	UTILITY ESCROW FUND #103	10,699.29
02/10/2020	4891	WEX BANK	3,443.39
503FN TOTALS:			
Total of 8 Checks:			15,228.42
Less 0 Void Checks:			0.00
Total of 8 Disbursements:			15,228.42

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
02/04/2020	4820	BRIGHTON ANALYTICAL LLC	185.00
02/04/2020	4821	DTE ENERGY	2,046.71
02/04/2020	4822	GENOA TOWNSHIP	335.16
02/04/2020	4823	MHOG UTILITIES	36,139.38
02/05/2020	4824	DTE ENERGY	2,777.44
02/10/2020	4825	AT&T LONG DISTANCE	77.06
592FN TOTALS:			
Total of 6 Checks:			41,560.75
Less 0 Void Checks:			0.00
Total of 6 Disbursements:			41,560.75

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #593			
02/03/2020	3733	MHOG WATER AUTHORITY	24.57
02/05/2020	3734	BRIGHTON ANALYTICAL LLC	67.00
02/05/2020	3735	DTE ENERGY	3,734.87
02/10/2020	3736	CONSUMERS ENERGY	333.08
02/10/2020	3737	LAKE EDGEWOOD	20,000.00
02/10/2020	3738	LAKE EDGEWOOD	21,743.09
593FN TOTALS:			
Total of 6 Checks:			45,902.61
Less 0 Void Checks:			0.00
Total of 6 Disbursements:			45,902.61

Pine Creek Checks
No A/P checks issued for this Board Packet



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February 2020

S	M	T	W	T	F	S
26	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
1	2	3	4	5	6	7

New Balance
\$1,855.82

Minimum Payment Due
\$35.00

Payment Due Date
02/01/20

INK CASH(SM) POINT SUMMARY

Previous points balance	36,646
+ 1 Point per \$1 earned on all purchases	1,856
+ 2Pts/\$1 gas stns, reprints, ofc sply, hm impr	64

Total points available for redemption 38,585

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	\$5,913.03
Payment, Credits	-\$5,913.03
Purchases	+\$1,855.82
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$1,855.82
Opening/Closing Date	12/08/19 - 01/07/20
Credit Limit	\$31,000
Available Credit	\$29,144
Cash Access Line	\$6,200
Available for Cash	\$6,200
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

MAILED

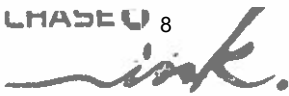
4869 1-17-2020
\$ 1855.82

ALLSYS -503-000-084-000

CITY DEPT
JAN 15 2020
RECEIVED

JTK
01/15/2020

ENTERED JAN 16 2020



ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
12/12	Payment ThankYou Image Check	-5,913.03
01/04	RINGCENTRAL, INC 650-4724100 CA <i>DPW phone</i> GREG TATARA TRANSACTIONS THIS CYCLE (CARD 9507) \$5780.40- INCLUDING PAYMENTS RECEIVED	132.63 ✓
12/21	AWWA.ORG 303-347-6197 CO <i>DPW prof dev.</i>	83.00 ✓
12/23	GEORGE INSTRUMENT ORION MI <i>M406</i> ALEX CHIMPOURAS TRANSACTIONS THIS CYCLE (CARD 2501) \$1681.34	1,598.34 ✓
12/18	LOWES #00779* HOWELL MI <i>Genoa Trwp.</i> JAMES AULETTE TRANSACTIONS THIS CYCLE (CARD 7653) \$41.85	41.85 ✓

2020 Totals Year-to-Date

Total fees charged in 2020	\$0.00
Total interest charged in 2020	\$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	14.74%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	26.49%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	14.74%(v)(d)	- 0 -	- 0 -

31 Days in Billing Period



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February 2020

S	M	T	W	T	F	S
26	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
1	2	3	4	5	6	7

New Balance

\$2,859.50

Minimum Payment Due

\$35.00

Payment Due Date

02/10/20

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.

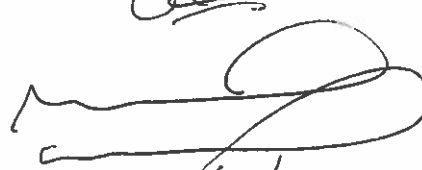
Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, call the number on the back of your card or go to the web site listed above.

ACCOUNT SUMMARY

Account Number: [REDACTED]

Previous Balance	\$278.79
Payment, Credits	-\$278.79
Purchases	+\$2,859.50
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$2,859.50
Opening/Closing Date	12/17/19 - 01/16/20
Credit Limit	\$20,000
Available Credit	\$17,140
Cash Access Line	\$4,000
Available for Cash	\$4,000
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

MAILED
35769 1-24-2020
2859.50

OK

1/21/20



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Customer Service: 1-800-945-2028

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ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
01/04	Payment ThankYou Image Check	-278.79
12/16	STAPLES 00107730 BRIGHTON MI	40.26 <i>OFFICE</i>
01/04	AMZN Mktp US*8Z4U65UO3 Amzn.com/bill WA	89.00 <i>RYM</i>
01/09	MICHIGAN TOWNSHIPS ASS 517-321-6467 MI	1,845.00 <i>COAT</i>
01/10	MICHIGAN TOWNSHIPS ASS 517-321-6467 MI	513.00 <i>COAT</i>
01/14	MICHIGAN TOWNSHIPS ASS 517-321-6467 MI	60.00 <i>COAT</i>
01/14	AMZN Mktp US*E29R39R73 Amzn.com/bill WA	184.80 <i>RYM</i>
01/14	Amazon.com*M18MU1Y40 Amzn.com/bill WA	17.44 <i>RYM</i>
01/15	MSU PAYMENTS 517-355-5023 MI	50.00 <i>COAT</i>
01/15	MACEO 586-5744610 MI	60.00 <i>COAT</i>
	MICHAEL C ARCHINAL	
	TRANSACTIONS THIS CYCLE (CARD 3223) \$2580.71	
	INCLUDING PAYMENTS RECEIVED	

2020 Totals Year-to-Date	
Total fees charged in 2020	\$0.00
Total interest charged in 2020	\$0.00

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

04
[Signature]
1/21/20

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	14.74%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	20.74%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	14.74%(v)(d)	- 0 -	- 0 -

31 Days in Billing Period

(v) = Variable Rate

GENOA CHARTER TOWNSHIP BOARD
Joint Meeting of the Township Board and Planning Commission
February 3, 2020

MINUTES

Supervisor Rogers called the Regular Meeting of the Township Board to order at 6:30 p.m. at the Township Hall. The pledge of Allegiance was then said. The following members of the Township Board were present: Bill Rogers, Jim Mortensen, Robin Hunt, Jean Ledford, Diana Lowe, Polly Skolarus, and Terry Croft. The following members of the Planning Commission were present: Chris Grajek, Eric Rauch, Marianne McCreary, and Jill Rickard. Also present were Township Manager Michael Archinal, Township Attorney Joe Seward, and Brian Borden of Safebuilt Studio. There were five audience members present.

Call to the Public

A Call to the Public was made at 6:31 pm with no response.

Approval of the Consent Agenda

Moved by Lowe and supported by Mortensen to approve the Consent Agenda as requested. The motion carried unanimously.

1. Payment of Bills.

2. Request to Approve Minutes: January 6, 2020

3. Consideration of a request from the Election Commission concerning the appointment of officials to work the March 10, 2020 Presidential Primary and salaries related to those appointments.

4. Request to approve the 2020 instructions for poverty exemption, guidelines for poverty exemption, poverty exemption application, and poverty exemption worksheet as submitted by the assessor.

Approval of Regular Agenda

Moved by Ledford and supported by Lowe to approve the agenda as presented. The motion carried unanimously.

5. Request for approval of Resolution No. 1 (to proceed with the project and direct preparation of the plans and cost estimates) for Challis Court Maintenance Project (Summer 2020).

Archinal advised the board that a corrected version of the resolution is at the Board Member's seats this evening. There was an informational meeting held and there is correspondence from one resident who attended that meeting.

Mortensen questioned if a precedent is being set. This is a neighborhood dispute. There are many subdivisions in this Township where grounds maintenance costs are shared between neighbors. His solution would be that if someone is not abiding by the homeowners association agreement, they should handle it and not come to the Township.

Ledford asked if there is a private road agreement. Mr. Archinal stated that there is.

Skolarus – The Township has been working on this extension since November. The Township has an interest in maintaining the roads in the Township.

Roger Myers, Counsel for Marilyn and Wade Bray who are the property owners who are opposing this resolution, believes that Ms. Skolarus has a conflict of interest and should not be participating in this discussion as she is the petitioner for the resolution. There is currently a road maintenance agreement in place and there was a dispute. If the private parties cannot resolve the dispute, then they should go to court. He noted there is nothing in the statute that allows the Township to impose a special assessment for a private driveway.

Skolarus asked Rogers for approval to address the Board as a resident and not a Board Member and abstaining from any vote.

Skolarus - The Brays and the Flaszas, who are adjoining neighbors, have been in litigation for as many as five years and there are two previous special assessment resolutions approved by the Board and the Bray's disputed the second. Skolarus asked Township Attorney for his comments.

Seward - My understanding is that the Brays and Flaszas do dispute where the private road ends and that the Township has no authority to establish a SAD for the maintenance and improvement of a shared driveway. The statute only allows for construction, maintenance and improvement of a private road. With regard to the conflict question - Under the state statute Mrs. Skolarus does not have a conflict because this was not a direct contract between her or her family and the Township, referencing an Attorney General opinion that the appearance of a conflict should also be a basis to refrain from voting on a particular matter.

Mortensen – I do not believe that the Township should get involved in snow plowing disagreements between neighbors.

Hunt - I do not want the Township to get involved in this, due to many comments made this evening, as well as the pending lawsuit.

Lowe – The previous agreement already addresses the items discussed this evening, road maintenance, snow plowing, etc.

Skolarus – The Bray’s have not paid their assessment for the past 14 years.

Hunt – Should Skolarus recuse herself? Seward - Since it does not directly involve her or a family member she is allowed to participate in the discussion and decision. However, the appearance of impropriety can also be the basis to request that someone recuse themselves from a decision.

Supervisor Rogers stated that the maintenance agreement speaks to the items being discussed in this resolution, and he has expressed his concern with the petition to the Township Clerk.

Moved by Mortensen and supported by Lowe, to reject Resolution No. 1 for the Challis Court Road Maintenance Agreement. The motion carried unanimously with a roll call vote as follows: Ayes Ledford, Croft, Hunt, Lowe, Mortens and Rogers. Skolarus – Abstain.

6. Request for approval of Resolution No. 2 (to approve the project, schedule the first hearing, and direct issuance of statutory notices) for the Challis Court Maintenance project (Summer 2020).

Moved by Ledford and supported by Mortensen to reject Resolution No. 2 for the Challis Court Road Maintenance Agreement. The motion carried with a roll call vote as follows: Ayes Ledford, Croft, Hunt, Lowe, Mortens and Rogers. Skolarus – Abstain.

7. Consideration of a recommendation for approval of a special land use, site plan and environmental impact assessment for outdoor sales, storage and display for Lowe’s. The property in question is located at 1100 S. Latson Road, Howell. The request is petitioned by Lowe’s Home Centers, LLC.

Mr. Todd Simmons, the civil engineer hired by Lowes, was present. He stated they have worked with the Planning Commission and have reached a resolution and received a recommendation from them.

It was noted that the Special Land Use Permit must be reviewed and approved annually by Township staff.

A. Disposition of Special Land Use Application

Moved by Hunt and supported Lowe to approve the Special Land Use Application for Lowe’s because it has been found that the requested use meets the requirements of Section 19.03 and 7.02.02(d) of the Township Ordinance, with the following conditions:

1. The special land use permit is valid for a period of one calendar year with annual renewals to be approved by Township staff provided the site remains in compliance

with the approval granted this evening. Renewals shall be requested in writing by the applicant prior to the expiration of each year's permit.

2. Pursuant to Section 19.02.04 (h) the applicant has 60 days from today's date to submit recorded copies of the cross access and utility easements (2) as shown on the plans and required by the Planning Commission. This is required to demonstrate compliance with the conditions and shall be approved administratively by the Zoning Administrator. If the applicant is unable to demonstrate compliance within the 60 days the submission shall be considered null and void.
3. The special land use permit shall not be issued until item 2 above is completed.

The motion carried unanimously.

B. Disposition of Environmental Impact Assessment (9-24-19)

Moved by Skolarus and supported by Croft, to approve the Environmental Impact Assessment dated September 24, 2019 subject to compliance with the requirements of the Special Land Use permit. The motion carried unanimously.

C. Disposition of Site Plan. (1-14-20)

Moved by Lowe and supported by Croft, to approve the Site Plan with the following conditions:

1. All conditions of the special land use permit approval shall be met.
2. Materials stored in Area B shall not exceed the height of the arborvitae screening.
3. The requirements of the Township Engineer spelled out in their letter dated September 30, 2019 shall be met.
4. The requirements of the Brighton Area Fire Authority's letter dated October 7th shall be met.
5. Signage and/or directional marking on the pavement shall be provided for the pickup and quick load area adjacent to the garden center across from Area B.
6. The applicant shall work with Township staff to ensure this area is adequately defined for the safety of customers, employees and drive aisle traffic.
7. Site plan overage fees shall be paid prior to issuance of a land use permit

The motion carried unanimously.

8. Request for approval of Budget amendments for the F.Y. 2019/2020 as requested by the Township Clerk.

Moved by Mortensen and supported by Hunt, to approve the budget amendments for the F.Y. 2019/2020 budget. The motion carried unanimously.

9. Discussion of S. Latson Versa Development PUD with Planning Commission.

Mr. Todd Wyett of Versa Development and Mr. Brad Strader of MKSK and Mr. Eric Lord with Atwell Hicks were present and addressed the Board and Planning Commission.

Mr. Strader provided a review and showed conceptual drawings of the changes that were made to their plan based on the comments at the last joint meeting, which included:

- Open space concept - sidewalks, entrance sign, lighting and landscaping, buffer plantings, pocket parks, benches, bicycle racks, natural trails, detention ponds, water features, varying the species of street trees, etc.
- Sweet Road access alternatives - the entrance would be slightly south of the Sweet Road intersection.
- Allowable and Prohibited Uses - All of the items discussed at the last meeting have been addressed in the Land Use - Commercial Area (East Area), Commercial Use, and the Prohibited Use tables.
- Building Sizes - Examples of other industrial campus developments were presented to show how there will be a varied amount of building sizes in this proposed development. They would like approval to build up to 200,000-square-foot buildings without a special land use.
- Commercial Area Layout - They have reconfigured this area so that it is further away from the surrounding homes. The distance varies from 500 feet to 1,200 feet from the building to the roadway where residential homes are located.
- Hotel Setback Study - They would like to have 3-5 story hotels, which would be 38-42 or 55 feet high.
- Latson Road - The Livingston County Road Commission is not in favor of the applicant's proposed boulevard on the entrance road; however, they will continue to work with them as they know that the Township is in favor of this design.

Mr. Borden reviewed his letter dated January 30, 2020

- Several of the uses proposed require deviation from the requirements of the zoning Ordinance. This includes allowing some uses that are not otherwise permitted, and allowing certain uses by right where they would otherwise require special land use review/approval.
- He requested the applicant clarify the intent of allowing hotels in both the East and West Areas.
- Child/pet day care uses are shown as a principal use and it was discussed as them being an accessory use.
- Dimensional deviations are requested from the requirements of the Zoning Ordinance.
- Proposed building heights and internal setbacks are subject to approval by the Planning Commission; however, the height restriction for hotels described by the applicant must be clarified in the dimensional table.
- The material standards of the Ordinance are not entirely met by the proposed design guidelines.
- The applicant must confirm that the two access points on the west side of Latson Road are separated by at least 500 feet.
- Easements are required to allow cross-access for vehicular and pedestrian traffic in each of the project areas.
- Prior to formal consideration, the applicant must provide a (revised) draft PUD Agreement.

- Details (uses, dimensions, architecture, etc.) are needed for the North Area.

Strader noted that a stand-alone child or pet care facility would be there to be used by employees who work in the complex.

Board and Planning Commission responses:

- After a discussion and opinions provided by the Board Members and Planning Commissioners, it was decided to allow four stories by right and then a special land use would be needed for anything higher. The applicant will return with what parameters would need to be addressed when allowing a special use for a hotel more than four stories.
- Archinal noted that hotels on both sides of Latson Road were discussed at a meeting with the developer.
- Skolarus questioned the variation from ordinance standards for building materials. She feels that the project should be held to a high standard.
- Grajek stated that the use of premium materials should prevail in this zoning; however, premium materials are not limited to brick facades. An example of premium material in a use that exemplifies this is the 2/42 Community Church, which combines many types of finish and texture on its exterior which are all premium finishes.
- Skolarus questioned the durability of these materials over a 25 or 30 year period.
- Grajek responded that the materials are premium and will last however most commercial developments would hold reserves for renovation in that timeframe and a face-lift to standards prevailing at the time of renovation.
- Rickard asked that the pedestrian amenities be connected and comprehensive.

Correspondence

Skolarus reviewed the letter from the Department of Licensing and Regulatory Affairs regarding a transfer of ownership of a liquor license. There is no action needed by the Board.

The minutes from the Cromaine District Library were provided to the Township Board.

Member Discussion

Archinal played a video from SEMCOG thanking Genoa Township for their continued membership.

Archinal advised there is a proposal at each Trustee's desk from Giffels Webster to update the Township's Master Plan and develop a Recreation Plan for the Township. Having a Recreation Plan in place allows the Township to apply for more grants.

Adjournment

Moved by Hunt and supported by Member Mortensen to adjourn the meeting at 8:25 pm. The motion carried unanimously.



Paulette Skolarus, Clerk

Genoa Charter Township

Patty Thomas, Assistant Recording Secretary



2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Assistant Manager/Community Development Director
DATE: February 12, 2020
RE: **Approval of the minutes – additional text**

Managers Review: _____

Commissioner Grajek would like to suggest your consideration to add the following text in red to the minutes in regard to the S. Latson agenda item (#9) from the February 3rd Board Meeting:

Mr. Todd Wyett of Versa Development, Mr. Brad Strader of MKSK and Mr. Eric Lord with Atwell Hicks were present.

- The material standards of the Ordinance are not entirely met by the proposed design guidelines. Ms. Skolarus questioned the variation from ordinance standards for building materials. She feels that the project should be held to a high standard. Commissioner Grajek indicated that the use of premium materials should prevail in this zoning however, premium materials are not limited to brick facades. An example of premium material in a use that exemplifies this is the 2/42 community church, which combines many types of finish and texture on its exterior which are all premium finishes. Ms. Skolarus questioned the durability of these materials over a 25 or 30 year period. Grajek responded, the materials are premium and will last however, most commercial developments would hold reserves for renovation in that timeframe and a face-lift to standards prevailing at the time of renovation.

Should you have any questions concerning this matter, please do not hesitate to contact me.

Sincerely,

Kelly VanMarter

Assistant Township Manager/Community Development Director

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Michael C. Archinal

Kelly VanMarter

From: Christopher S Grajek <Christopher.S.Grajek@huntington.com>
Sent: Monday, February 10, 2020 9:57 AM
To: Kelly VanMarter
Subject: Joint meeting

Kelly please see below: Additions are in **RED**

There were three including Todd Wyett, Brad Strader and **on other** present.

- The material standards of the Ordinance are not entirely met by the proposed design guidelines. Ms. Skolarus questioned the variation from ordinance standards for building materials. She feels that the project should be held to a high standard. **Commissioner Grajek indicated that the use of premium materials should prevail in this zoning however, premium materials are not limited to brick facades. An example of premium material in a use that exemplifies this is the 2/42 community church, which combines many types of finish and texture on its exterior which are all premium finishes. Ms. Skolarus questioned the durability of these materials over a 25 or 30 year period. Grajek responded, the material are premium and will last however, most commercial developments would hold reserves for renovation in that timeframe and a face-lift to standards prevailing at the time of renovation.**

I probably said more but you get the idea.

See you tonight.

Best Regards,

Christopher S. Grajek, MAI | Review Appraiser, Vice President | Commercial Real Estate Technical Services |
 Phone: 810.768.4705 | Christopher.S.Grajek@huntington.com | huntington.com | The Huntington National Bank 2 Towne Square 5th Floor SOU501, Southfield, MI 48076

Please consider donating to End Cancer. Thank you.



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Kelly VanMarter

From: Kelly VanMarter
Sent: Monday, February 10, 2020 9:14 AM
To: Chris Grajek; Eric Rauch; msmccreary@comcast.net; 'Jill Rickard, M.S., P.E.'
Subject: Review Minutes
Attachments: 020320 Board minutes unapproved.pdf

Good morning Commissioners,

Please review the draft minutes from this past Monday's joint meeting and let me know if there is something you said that you want included. There has been some discussion in the office that the minutes are missing some of the Planning Commission member comments so if there is something you said that you want included please let me know.

Kelly VanMarter, AICP
Assistant Township Manager/Community Development Director

Genoa Charter Township
2911 Dorr Road, Brighton, Michigan 48116
Direct: (810) 588-6900, Phone: (810) 227-5225, Fax: (810) 227-3420
E-mail: kelly@genoa.org, Url: www.genoa.org

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting and Public Hearing
February 3, 2020
6:30 p.m.
MINUTES

Call to Order

Supervisor Rogers called the Regular Meeting of the Township Board to order at 6:30 p.m. at the Township Hall. The following members of the Township Board were present: Bill Rogers, Jim Mortensen, Robin Hunt, Jean Ledford, Diana Lowe, Polly Skolarus, and Terry Croft. The following members of the Planning Commission were present: Chris Grajek, Eric Rauch, Marianne McCreary, and Jill Rickard. Also present were Township Manager Michael Archinal, Township Attorney Joe Seward, and Brian Borden of Safebuilt Studio. There were five audience members present.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Call to the Public

A Call to the Public was made at 6:31 pm with no response.

Approval of the Consent Agenda

Moved by Board Member Lowe, seconded by Board Member Mortensen, to approve the Consent Agenda. **The motion carried unanimously.**

1. Payment of Bills.
2. Request to Approve Minutes: January 6, 2020
3. Consideration of a request from the Election Commission concerning the appointment of officials to work the March 10, 2020 Presidential Primary and salaries related to those appointments.
4. Request to approve the 2020 instructions for poverty exemption, guidelines for poverty exemption, poverty exemption application, and poverty exemption worksheet as submitted by the assessor.

Approval of Regular Agenda

Moved by Board Member Ledford, seconded by Board Member Lowe, to approve the agenda as presented. **The motion carried unanimously.**

5. Request for approval of Resolution No. 1 (to proceed with the project and direct preparation of the plans and cost estimates) for Challis Court Maintenance Project (Summer 2020).

Mr. Archinal advised that a corrected version of the resolution is at the Board Member's seats this evening. There was an informational meeting held and there is correspondence from one resident who attended that meeting.

Commissioner Mortensen questioned if a precedent is being set. This is a neighborhood dispute. There are many subdivisions in this Township where grounds maintenance costs are shared between neighbors. His solution would be that if someone is not abiding by the homeowners association agreement, they should handle it and not come to the Township.

Board Member Ledford asked if there is a private road agreement. Mr. Archinal stated that there is.

Ms. Skolarus stated that the Township has been working on this extension since November. The Township has an interest in maintaining the roads in the Township.

Mr. Roger Myers, Counsel for Marilyn and Wade Bray, who are the property owners who are opposing this resolution. He believes that Ms. Skolarus has a conflict of interest and should not be participating in this discussion as she is the petitioner for the resolution. He agrees with Mr. Mortensen. There is currently a road maintenance agreement in place and there was a dispute. If the private parties cannot resolve the dispute, then they would go to court. He noted there is nothing in the statute that allows the Township to impose a special assessment for a private driveway.

Ms. Skolarus addressed the Board as a resident, and not a Board Member. She advised that the residents have been in litigation for many years. There were two previous special assessment resolutions approved by the Board and the Bray's disputed those at that time.

Mr. Seward stated that the Township has no authority to set a special assessment district for a shared driveway. He noted that there is a significant difference of opinion as to where the roadway ends and the private driveway begins. Ms. Skolarus noted there was already a resolution approved for the private road. Mr. Seward noted that a private road is different than a shared driveway.

Mr. Mortensen does not believe that the Township should get involved in snow plowing disagreements between neighbors.

Ms. Hunt does not want the Township to get involved in this, due to many comments made this evening, as well as the pending lawsuit.

Ms. Lowe stated that the previous agreement already addresses the items discussed this evening, road maintenance, snow plowing, etc. Ms. Skolarus stated that the Bray's have not paid their assessment for the past 14 years.

Ms. Hunt questioned if Ms. Skolarus should recuse herself. Mr. Seward stated that since it does not directly involve her or a family member she is allowed to participate in the discussion and decision. However, the appearance of impropriety can also be the basis to request that someone recuse themselves from a decision.

Supervisor Rogers stated that the maintenance agreement speaks to the items being discussed in this resolution, and he has expressed his concern with the petition to the Township Clerk.

Moved by Board Member Mortensen, seconded by Board Member Lowe, to reject Resolution No. 1 for the Challis Court Road Maintenance Agreement. **The motion carried unanimously with a roll call vote, with Board Member Skolarus abstaining.**

6. Request for approval of Resolution No. 2 (to approve the project, schedule the first hearing, and direct issuance of statutory notices) for the Challis Court Maintenance project (Summer 2020).

Moved by Board Member Ledford, seconded by Board Member Mortensen, to reject Resolution No. 2 for the Challis Court Road Maintenance Agreement. **The motion carried unanimously with a roll call vote, with Board Member Skolarus abstaining.**

7. Consideration of a recommendation for approval of a special land use, site plan and environmental impact assessment for outdoor sales, storage and display for Lowe's. The property in question is located at 1100 S. Latson Road, Howell. The request is petitioned by Lowe's Home Centers, LLC.

- A. Disposition of Special Land Use Application.
- B. Disposition of Environmental Impact Assessment (9-24-19)
- C. Disposition of Site Plan. (1-14-20)

Mr. Todd Simmons, the civil engineer hired by Lowes, was present. He stated they have worked with the Planning Commission and have reached a resolution and received a recommendation from them.

It was noted that the Special Land Use Permit must be reviewed and approved annually by Township staff.

Moved by Board Member Hunt, seconded by Board Member Lowe, to approve the Special Land Use Application for Lowe's because it has been found that the requested use meets the requirements of Section 19.03 and 7.02.02(d) of the Township Ordinance, with the following conditions:

1. The special land use permit is valid for a period of one calendar year with annual renewals to be approved by Township staff provided the site remains in compliance with the approval granted this evening. Renewals shall be requested in writing by the applicant prior to the expiration of each year's permit.
2. Pursuant to Section 19.02.04 (h) the applicant has 60 days from today's date to submit recorded copies of the cross access and utility easements (2) as shown on the plans and required by the Planning Commission. This is required to demonstrate compliance with the conditions and shall be approved administratively by the Zoning Administrator. If the applicant is unable to demonstrate compliance within the 60 days the submission shall be considered null and void.
3. The special land use permit shall not be issued until item 2 above is completed.

The motion carried unanimously.

Moved by Board Member Skolarus, Supported by Board Member Croft, to approve the Environmental Impact Assessment dated September 24, 2019 as submitted subject to compliance with the requirements of the Special Land Use permit.

The motion carried unanimously.

Moved by Board Member Lowe, seconded by Board Member Croft, to approve the Site Plan with the following conditions:

1. All conditions of the special land use permit approval shall be met.
2. Materials stored in Area B shall not exceed the height of the arborvitae screening.
3. The requirements of the Township Engineer spelled out in their letter dated September 30, 2019 shall be met.
4. The requirements of the Brighton Area Fire Authority's letter dated October 7, shall be met.
5. Signage and/or directional marking on the pavement shall be provided for the pickup and quick load area adjacent to the garden center across from Area B.
6. The applicant shall work with Township staff to ensure this area is adequately defined for the safety of customers, employees and drive aisle traffic.
7. Site plan overage fees shall be paid prior to issuance of a land use permit

The motion carried unanimously.

8. Request for approval of Budget amendments for the F.Y. 2019/2020 as requested by the Township Clerk.

Ms. Skolarus stated that the amendments needed for the 2019/2020 budget are marked with an asterisk on the report that is in the packet.

Ms. Skolarus stated that the draft 2020/2021 budget does not need action by the Board this evening; however, if there is anything to discuss, please let her know.

Moved by Board Member Mortensen, seconded by Board Member Hunt, to accept the budget amendments for the F.Y. 2019/2020 budget. The motion carried unanimously.

9. Discussion of S. Latson Versa Development PUD with Planning Commission.

Mr. Todd Wyett of Versa Development and Mr. Brad Strader of MKSK were present.

Mr. Strader provided a review and showed conceptual drawings of the changes that were made to their plan based on the comments at the last joint meeting, which included:

- Open space concept - sidewalks, entrance sign, lighting and landscaping, buffer plantings, pocket parks, benches, bicycle racks, natural trails, detention ponds, water features, varying the species of street trees, etc.
- Sweet Road access alternatives - the entrance would be slightly south of the Sweet Road intersection.
- Allowable and Prohibited Uses - All of the items discussed at the last meeting have been addressed in the Land Use - Commercial Area (East Area), Commercial Use, and the Prohibited Use tables.
- Building Sizes - Examples of other industrial campus developments were presented to show how there will be a varied amount of building sizes in this proposed development. They would like approval to build up to 200,000-square-foot buildings without a special land use.
- Commercial Area Layout - They have reconfigured this area so that it is further away from the surrounding homes. The distance varies from 500 feet to 1,200 feet from the building to the roadway where residential homes are located.
- Hotel Setback Study - They would like to have 3-5 story hotels, which would be 38-42 or 55 feet high. After a discussion and opinions provided by the Board Members and Planning Commissioners, it was decided to allow four stories by right and then a special land use would be needed for anything higher. The applicant will return with what parameters would need to be addressed when allowing a special use for a hotel more than four stories.
- Latson Road - The Livingston County Road Commission is not in favor of the applicant's proposed boulevard on the entrance road; however, they will continue to work with them as they know that the Township is in favor of this design.

Mr. Borden reviewed his letter dated January 30, 2020

- Several of the uses proposed require deviation from the requirements of the zoning Ordinance. This includes allowing some uses that are not otherwise permitted, and allowing certain uses by right where they would otherwise require special land use review/approval.
- He requested the applicant clarify the intent of allowing hotels in both the East and West Areas. Mr. Archinal noted that this was discussed at a meeting with the developer.

- Child/pet day care uses are shown as a principal use and it was discussed as them being an accessory use. Mr. Strader noted that a stand-alone child or pet care facility would be there to be used by employees who work in the complex.
- Dimensional deviations are requested from the requirements of the Zoning Ordinance.
- Proposed building heights and internal setbacks are subject to approval by the Planning Commission; however, the height restriction for hotels described by the applicant must be clarified in the dimensional table.
- The material standards of the Ordinance are not entirely met by the proposed design guidelines. Ms. Skolarus questioned the variation from ordinance standards for building materials. She feels that the project should be held to a high standard.
- The applicant must confirm that the two access points on the west side of Latson Road are separated by at least 500 feet.
- Easements are required to allow cross-access for vehicular and pedestrian traffic in each of the project areas. Ms. Rickard asked that the pedestrian amenities be connected and comprehensive.
- Prior to formal consideration, the applicant must provide a (revised) draft PUD Agreement.
- Details (uses, dimensions, architecture, etc.) are needed for the North Area.

Correspondence

Ms. Skolarus reviewed the letter from the Department of Licensing and Regulatory Affairs regarding a transfer of ownership of a liquor license. There is no action needed by the Board.

The minutes from the Cromaine District Library were provided to the Township Board.

Member Discussion

Mr. Archinal played a video from SEMCOG thanking Genoa Township for their continued membership.

Mr. Archinal advised there is a proposal at each Trustee's desk from Giffels Webster to update the Township's Master Plan and develop a Recreation Plan for the Township. Having a Recreation Plan in place allows the Township to apply for more grants.

Adjournment

Moved by Board Member Hunt, seconded by Board Member Mortensen, to adjourn the meeting at 8:25 pm. **The motion carried unanimously.**

Respectfully submitted,

Patty Thomas, Recording Secretary



MEMO

TO: Honorable Members of the Genoa Charter Township Board

FROM: Greg Tatara, Utility Director

DATE: February 11, 2020

RE: Lake Edgewood Sewer, Oak Pointe Water, and Oak Pointe Sanitary Sewer Budget and Rate Approvals

MANAGER REVIEW: 

.....

For consideration at tonight's Board Meeting are budget and rate approvals for the Lake Edgewood Sanitary Sewer System, the Oak Pointe Water System, and the Oak Pointe Sanitary Sewer System. We have worked with Pfeffer, Hanniford & Palka CPA's to develop the information and rate recommendations for tonight's meeting. In the following sections, we present the current fiscal year budget, the 9-Month Budget to Actual Report, an amended FY 2020 Budget, the proposed FY 2021 Operating Budget, utility rate change recommendations, and historic financial summary tables.

Lake Edgewood Sewer System

Presented as *Attachment 1A* is the budget summary sheet for the Lake Edgewood Sewer System. One year ago, we proposed an original budget for Lake Edgewood that was predicted to finish with a surplus of \$7,846. Through 9-months, we are pleased to report that our revenues have exceeded expenditures by \$32,335. The largest expenses to Lake Edgewood this year have been labor, sludge disposal, and electric. Utilizing our 9-month to actual data, we have developed an amended budget that results in a planned surplus of \$24,489 for the year. This includes higher than projected costs for SCADA Upgrades and tools and supplies. As a result of the completed equalization project approximately 1.5 years ago, we continue to see reduced operational costs. This year and going into next year, we want to upgrade the plant SCADA system to include a new PLC as well as direct radio, rather than cell phone transmission, to our main headquarters at the Genoa-Oceola WWTP.

Presented in *Attachment 1B* is a rate, flow, and financial summary for the Lake Edgewood Sewer System. In 2009, we recommended a 10% rate increase to combat the issue of limited growth in the system and establishing a funding mechanism for the long term viability of this system. You can see from historic rate trends that rates and rate increases have stabilized for the Lake Edgewood System over the past 7 years with rate increases between 0 – 3%. In addition, we have been able to keep revenues just above expenses, to continue to maintain a safe fund balance for the utility. We are recommending no rate increase to Lake Edgewood Sewer Customers.

Oak Pointe Water System

Presented as *Attachment 2A* is the budget summary sheet for the Oak Pointe Water System. One year ago, we proposed an original budget for the Oak Pointe Water system that was predicted to finish with a small surplus of \$3,267. Through 9-months, even with a very wet, cool summer our revenues exceed expenditures by \$17,877. With the final quarter of this fiscal year being our lowest billed quarter, we are anticipating a loss of \$17,238 for this fiscal year. We are pleased to report though that we have completed numerous improvement projects at the WTP and Booster Station, including painting of the plant, installation of new chemical lines, rebuilding of the Operational Control Valve (OCV), installation of a new flow meter, piping improvements (to remove and replace corroded piping from years of chlorine injection). In addition, we have upgraded our PLC Program and interface for improved filter backwash control for iron removal.

For FY 2020, we are requesting a 2.6% rate adjustment to metered water customers. Regarding the line items in FY2020 budget; labor and equipment was increased based on the DPW Budget projection, and the approved allocation percentage. Using an average production value from the past three years, we are projecting that usage will be slightly higher than 2020, and we are projecting a small surplus of \$1,114 with the small rate increase.

Presented in *Attachment 2B* is a rate, flow, and financial summary for the Oak Pointe Water System from 2001 until present day. With variable flow based lawn irrigation associated closely with changing weather conditions through the year, it is difficult to predict precise revenue numbers for the Oak Pointe Water System. Despite the variability of the weather, we are pleased that rates have stabilized over historic numbers and that we have been able to have revenues exceed or fall just slightly below expenses.

Oak Pointe Sewer System

Presented as *Attachment 3A* is the budget summary sheet for the Oak Pointe Sewer System. This is the fifth year we are operating the system following the conversion of the Oak Pointe Wastewater Plant to an equalization pump station to transport flows to the Genoa – Ocoola WWTP.

We budgeted a small deficit this year for the Oak Pointe Sewer System, and through 9 months, we are meeting our budget projections with an operating deficit of \$577. Oak Pointe has 434 Grinder Pumps, and over the past 8 years we have been changing out failed 200 Series Grinders, which are obsolete, with the newer Extreme model pumps. Currently, we only have 102 of the initial 340 200 Series pumps remaining to be upgraded. This past year, we purchased 50 new pumps to aid in those conversions, from our reserve funds. This year, we are projected to end the year with a small loss of \$365.

For FY 2021, we propose to increase the metered sewer rate from \$6.22/1,000 gallons to \$6.25/1,000, a 0.5% increase. For an average customer who uses 15,000 gallons per quarter, this will result in a \$0.42 per month increase, or \$1.68 per year. In addition, we are trying to have the true cost of grinder expenses be the responsibility of properties served with grinder pumps. As a

result, *Attachment 3B* is a spreadsheet we developed last year, and updated this year to look at the true cost associated with maintaining grinder pumps to keep the \$95/quarter for O&M, and charge \$45 / quarter for grinder pump service, maintenance, and replacement. The total quarterly fee will increase to \$140/quarter. We estimate the true cost of grinder pump maintenance to be \$59 per grinder pump, so we intend to recuperate this cost slowly over time. With this change in rates, we are projected a small loss for FY2021 of \$7,905.

Presented in *Attachment 3C* is a rate, flow, and financial summary for the Oak Pointe Sewer System. You can see from historic rate trends that rates and rate increases have stabilized for the Oak Pointe system over the past seven years, with the exception of trying to capture the true cost of grinder pump maintenance and replacement

Budget Recommendations

Based on the above explanation and the attached documents, please consider the following motions to adopt the budget and rate recommendations:

Moved by _____, supported by _____ to amend the FY 2020 and approve the FY 2021 Operating Budgets for the Lake Edgewood Sewer System, the Oak Pointe Sewer System and the Oak Pointe Water System.

Moved by _____, supported by _____ to increase the Oak Pointe metered water charges from \$3.80/1,000 gallons to \$3.90 / 1,000 gallons.

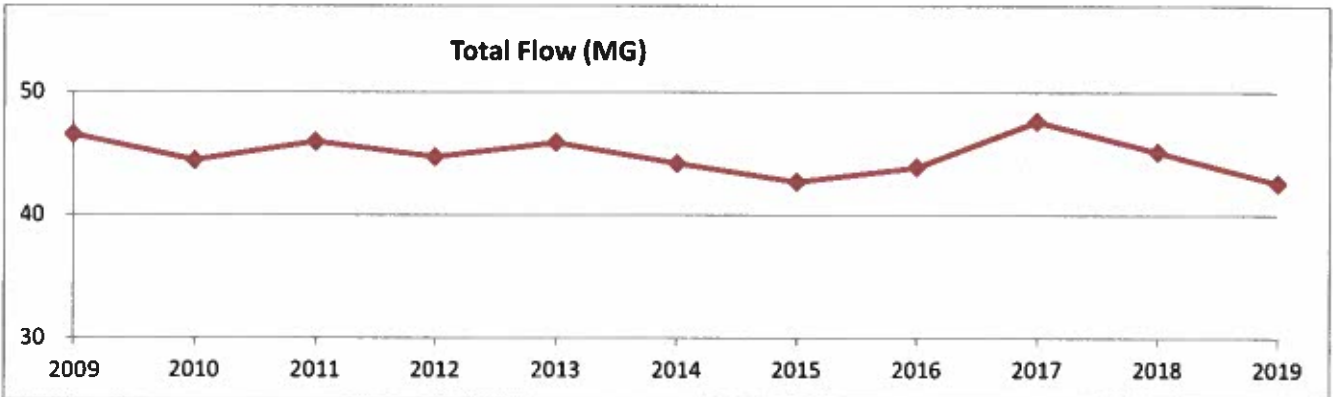
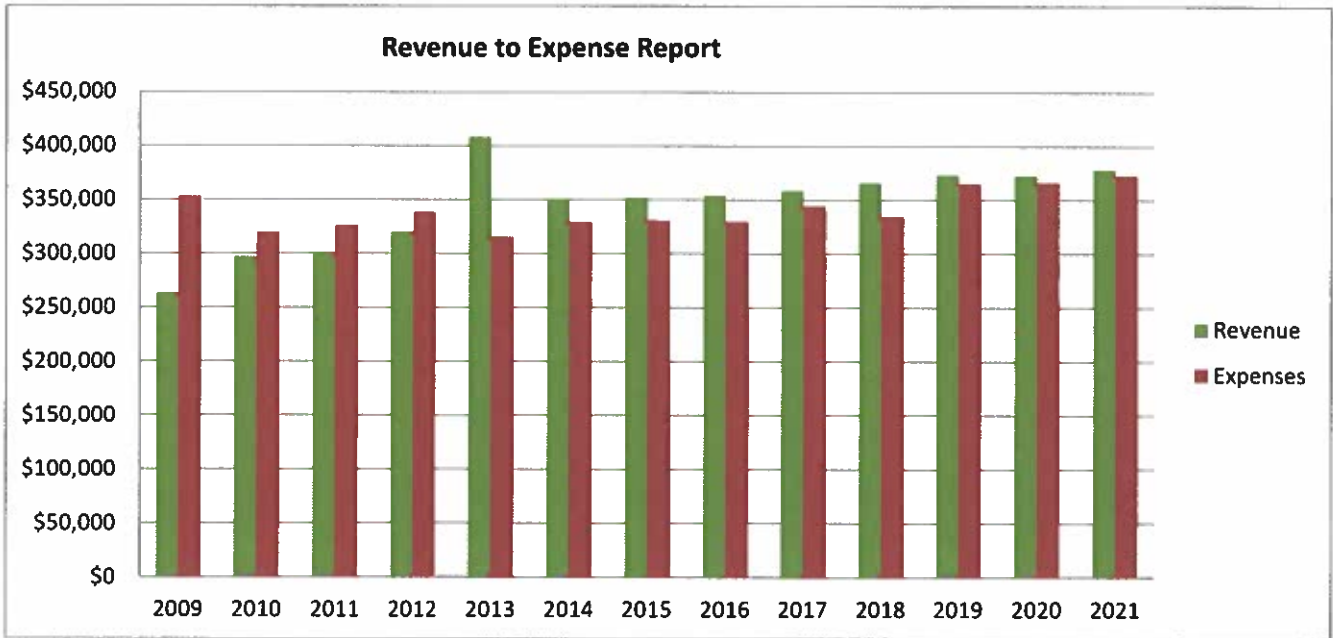
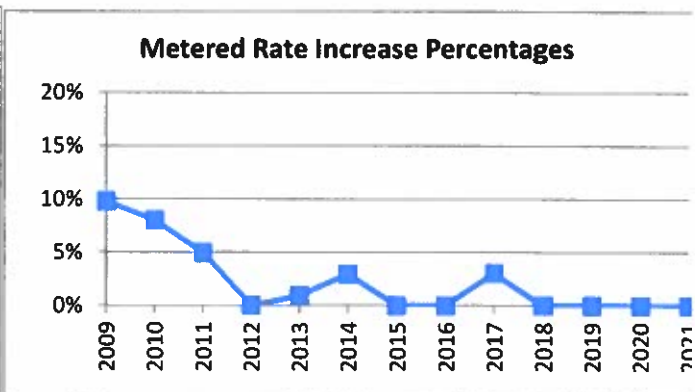
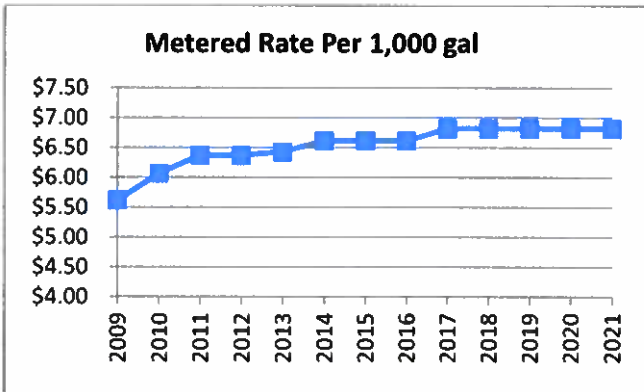
Moved by _____, supported by _____ to increase the Oak Pointe Sewer Metered charge from 6.22/1,000 gallons to \$6.25/1,000 gallons, and to increase the flat rate sewer charge to include \$95/quarter for Operations and Maintenance and \$45/Quarter for Grinder Pump Maintenance for a total charge of \$140/quarter.

CHARTER TOWNSHIP OF GENOA
LAKE EDGEWOOD SEWER SYSTEM
1 YEAR BUDGET ENDING 3/31/20 COMPARED
TO ACTUAL FOR 9 MONTHS ENDING 12/31/19
 Budget Worksheet Amended 3-31-20
 Budget Worksheet Original 3-31-21

ACCT #	DESCRIPTION	SEWER BUDGET FOR THE YEAR ENDING 3/31/20	SEWER ACTUAL FOR 9 MONTHS ENDING 12/31/2019	VARIANCE	SEWER PROPOSED REVISIONS FOR YEAR ENDING 3/31/20	SEWER PROPOSED AMOUNTS FOR YEAR ENDING 3/31/21	NOTES
REVENUES							
000-400-002	Billings - operations	372,128	273,268	(98,860)	368,605	372,592	Current rates: Metered \$6.82; Flat \$133.90; Minimum \$60/REU per qtr
000-407-002	Contributions - other	-	-	-	-	-	Keep rates same for fye 3/31/21
000-420-002	Income - other	500	4,522	4,022	4,522	500	Estimate
000-499-002	Trans - in DPW # 503	1,500	5,101	3,601	5,101	5,000	Estimate
000-500-002	Trans - in LE new user	-	-	-	-	-	
000-664-002	Income - interest	-	-	-	-	-	
	TOTAL INCOME	374,128	282,891	(91,237)	378,228	378,092	
EXPENSES							
500-600-002	Accounting/auditing	6,000	4,000	2,000	6,000	6,000	Keep same
500-609-002	Chemicals	4,000	4,889	(889)	6,500	6,500	Alum to meet PO4 Limit
500-616-002	Capital Project - Tractor	5,000	-	5,000	-	-	Delete Line Item next year
500-627-002	Engineering - general	-	-	-	-	-	No anticipated engineering expenses
500-630-002	Engineering - separate projects	-	896	(896)	896	-	Was left over from equalization project, no planned projects
500-639-002	Insurance	2,500	1,910	590	2,500	2,500	Lake Edgewood Portion of Genoa Township Liability and Property Insurance
500-642-002	Labor, Equipment, & Materials	136,381	102,458	33,923	136,500	143,000	Actual based on DPW Budget and Allocation Percentage
500-648-002	Laboratory costs	8,500	5,858	2,642	7,810	8,000	Genoa-Oceola Laboratory plus Brighton Analytical
500-654-002	Legal fees	500	-	500	-	500	Hold
500-657-002	Licenses, Fees, Permits	6,650	-	6,650	6,650	6,650	Biosolids and Ground Water Permit Fees to EGLE
500-660-002	Miss Dig	500	620	(120)	620	750	Lake Edgewood Portion of Genoa Township MISS DIG Membership
500-663-002	Office expenses	500	-	500	-	500	Hold - Placeholder
500-669-002	Refunds & adjustments	100	-	100	-	100	Hold - Placeholder
500-673-002	R & M - Building	2,500	31	2,469	50	1,000	Estimate
500-675-002	R & M - Grounds	1,000	-	1,000	-	500	Do not anticipate any grounds projects beyond in-house landscaping
500-676-002	R & M - Scada Web Maint. & Cell	3,800	11,076	(7,276)	20,000	39,000	Many Kennedy Repairs for Plant SCADA, Upgr to 3G, purch radio, next year upgrade to radio sys.
500-677-002	R & M - Plant equipment	25,000	3,072	21,928	5,000	15,000	Need new valve actuators at plant
500-678-002	R & M - Grinder pumps repair & replacement	5,000	5,848	(848)	7,800	7,800	Based on number of change ups and extreme pump conversions
500-679-002	R & M - Lines	5,000	1,583	3,417	2,500	2,500	Line Cleaning and Repairs
500-681-002	R & M - Pump stations	25,000	10,806	14,194	15,000	25,000	Possible new pump, station cleaning
500-682-002	R & M - Snowplowing/mowing	5,000	4,503	497	4,503	5,000	Mowing only, plowing done in house
500-684-002	R & M - Generators	6,000	6,100	(100)	6,100	7,500	Generator Repairs
500-686-002	R & M - Sewer line cleaning	2,500	168	2,332	2,500	2,500	Cleaning sewers, particularly Conference Center Drive
500-687-002	R & M - Other	1,000	-	1,000	-	1	Placeholder
500-688-002	R & M - Backups	1	-	1	1	1	Hopefully no back ups- place holder
500-690-002	Sludge disposal	35,000	20,967	14,033	28,900	30,000	Trucking and disposal at G-O facility
500-692-002	Telephone	-	158	(158)	158	-	With radio, no need for phone out there
500-696-002	Tools & supplies	750	-	750	-	750	Hold
500-698-002	Tools & supplies - all systems	1,000	2,090	(1,090)	2,800	3,000	Shared equipment expense
500-700-002	Trans out - Capital Impr. Repl. Reserve	30,000	30,000	-	50,000	10,000	Lower due to two major projects in FY 2021
500-702-002	Utilities - electric	40,000	28,356	11,644	38,000	40,000	Hold
500-703-002	Utilities - water	100	49	51	75	100	Water Usage at Plant
500-704-002	Utilities - gas	3,000	2,320	680	3,500	3,500	Cost to heat buildings, with EQ, keep pump room warmer than when it was storage
500-707-002	Utilities - sewer BTS (Davita)	4,000	2,798	1,202	3,750	3,800	Brighton Township Sewer Charges
	Total expenses	366,282	250,556	115,726	358,113	371,452	
	Net revenues/expenses	7,846	32,335	24,489	20,115	6,640	
	Beginning fund equity	593,125	593,125	-	593,125	613,240	
	Ending fund equity	600,971	625,460	24,489	613,240	619,880	

Lake Edgewood Sewer

Rate, Flow and Financial Summary

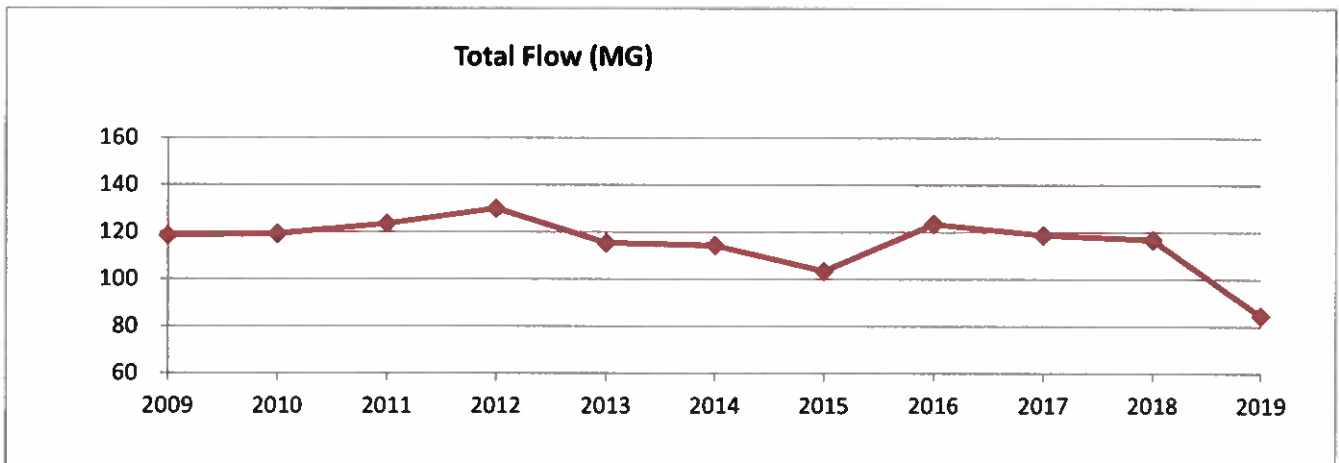
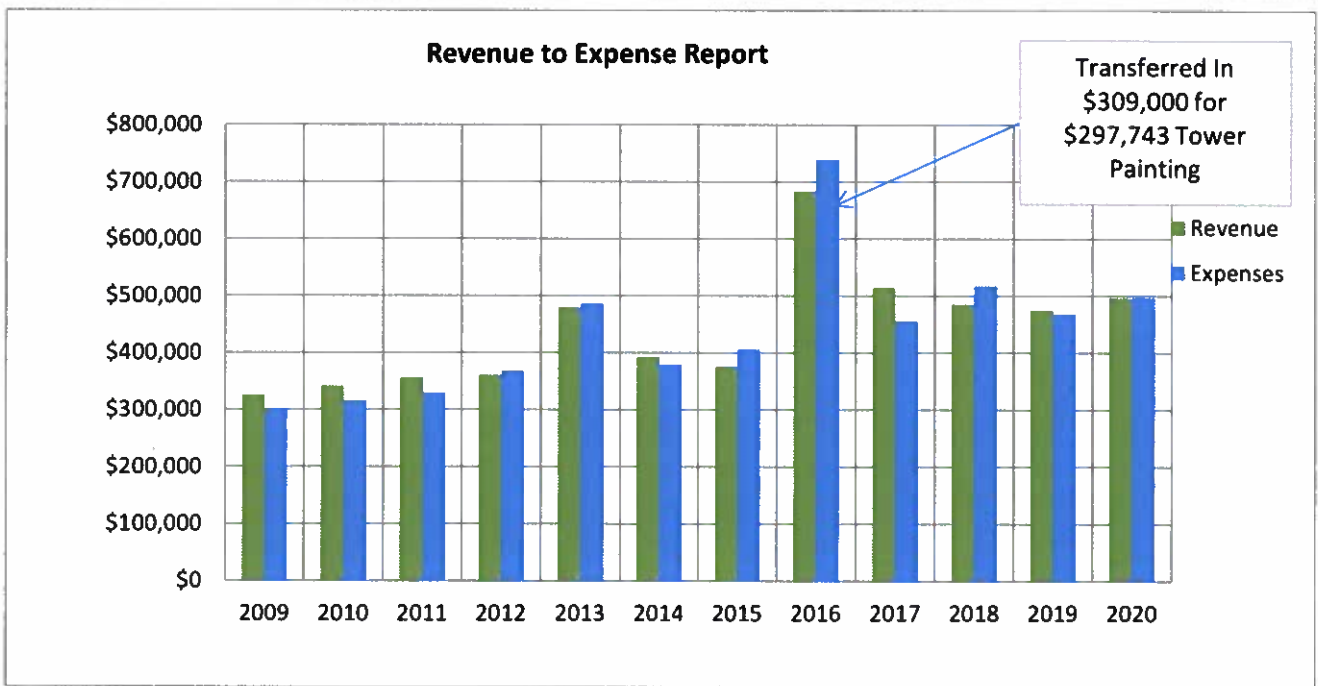
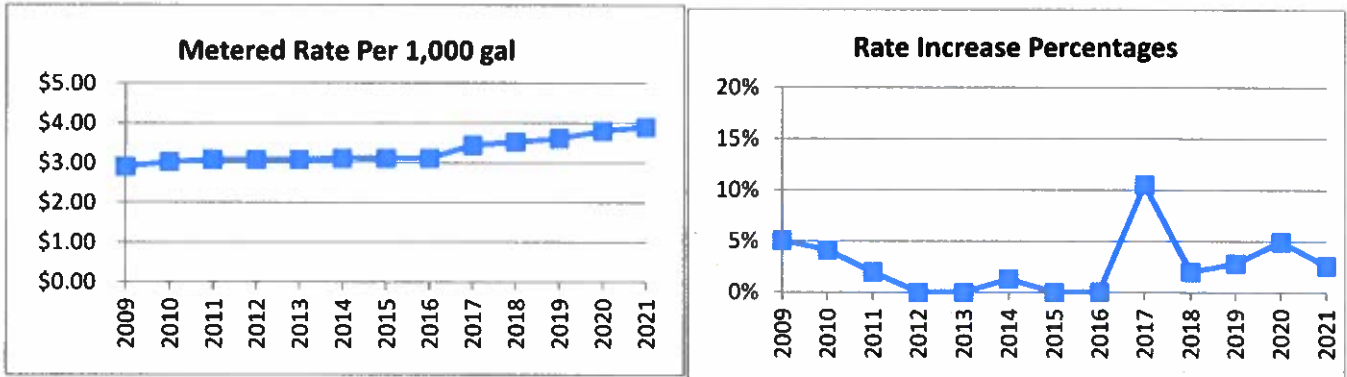


CHARTER TOWNSHIP OF GENOA
OAK POINTE WATER SYSTEM
1 YEAR BUDGET ENDING 3/31/20 COMPARED
TO ACTUAL FOR 9 MONTHS ENDING 12/31/19
 Budget Worksheet Amended 3-31-20
 Budget Worksheet Original 3-31-21

ACCT #	DESCRIPTION	BUDGET FOR THE YEAR ENDING 3/31/20	ACTUAL FOR 9 MONTHS ENDING 12/31/2019	VARIANCE	PROPOSED REVISIONS FOR YEAR ENDING 3/31/2020	PROPOSED AMOUNTS FOR YEAR ENDING 3/31/2021	NOTES
REVENUES							
400	Billings - operations	415,147	290,594	(124,553)	348,061	396,604	Increase metered from \$3.80 to \$3.90/1,000 gal. This is 2.6% increase. Keep RTS at \$9.97.
420	Income - other	-	6,477	6,477	6,477	500	Estimate
423	Income - capital charge (Debt)	63,180	47,411	(15,769)	63,180	63,060	Current rates: Debt \$15/qtr per REU. Keep same for 2021.
424	Income - Cell tower rent	19,200	-	(19,200)	-	-	
425	Trans in - OP new user	-	-	-	-	-	
440	Interest Income	-	-	-	-	-	
446	Meter Sales	-	-	-	-	-	
499	Trans in from DPW #503	3,000	8,535	5,535	8,535	9,000	Estimate
	TOTAL INCOME	500,527	353,017	(147,510)	426,253	469,164	
EXPENSES							
600	Accounting/auditing	5,000	2,360	2,640	5,000	5,000	Keep same
609	Chemicals	27,000	12,704	14,296	17,000	27,000	Unusually Low Water Usage Due to Cool, Wet Summer, Budget Higher for 2021
627	Engineering - general	2,500	-	2,500	-	-	Do not Anticipate any general engineering projects
630	Engineering - separate projects	2,500	12,563	(10,063)	12,563	5,000	Engineering Cost Associated with Paint Inspections for Oak Pointe Water Treatment Plant.
639	Insurance	2,500	2,629	(129)	2,629	2,800	OPW Portion of Genoa Township Liability and Property Insurance
642	Labor, Equipment, & Materials	229,160	171,617	57,543	229,000	237,000	Actual Cost Based on Allocation Percentage and 2021 DPW Budget
648	Laboratory costs	11,000	8,151	2,849	10,900	11,000	MEGLE Lab Cost for requisite samples
654	Legal fees	500	-	500	-	500	Hold, Placeholder
657	Licenses, Fees, Permits	1,500	-	1,500	1,500	1,500	Cost of Drinking Water Permit Through State
660	Miss Dig Expenses	500	-	500	310	350	Shared Cost with OP Sewer for MISS DIG
662	Meters & Supplies	3,000	-	3,000	1,800	3,000	Badger meter change outs
663	Office expenses	1,000	1,020	(20)	1,200	1,000	New countertops, office, computer for SCADA
669	Refunds & adjustments	500	-	500	-	500	Hold, Placeholder
673	R & M - Building	1,000	820	180	1,000	5,000	New Doors on Building
674	R & M - Hydrants	2,000	-	2,000	-	2,000	Possible hydrant repairs
675	R & M - Grounds	500	167	333	167	500	Hold budget for next year
676	R & M - SCADA	2,500	1,821	679	2,500	5,000	Annual calibrations, need a new radio in plant next year.
677	R & M - Plant equipment	55,000	16,477	38,523	25,000	30,000	Painting for 2020. Misc. repairs 2021.
679	R & M - Lines	10,000	5,136	4,864	6,000	10,000	Breaks and repairs
680	R & M - Booster Pump stations	7,500	2,126	5,374	2,500	10,000	New PLC Next Year
684	R & M - Generators	6,500	1,472	5,028	1,472	2,500	Repair and maintenance to plant and booster station generators, oil changes, etc.
685	R & M - Towers	2,500	3,284	(784)	3,500	7,500	Need to power wash ground storage and booster station
687	R & M - Other	500	-	500	-	500	Hold, Placeholder
692	Telephone	2,500	1,113	1,387	1,500	1,500	U-verse and single phone line for dial out of alarms
694	Tools & supplies	500	5	495	50	500	Hold budget for next year
695	Tools & supplies - all systems	4,000	594	3,406	800	800	OP share of common equipment and supply expenses
700	Transfer out - Capital impr Repl. Reserve	20,000	20,000	-	20,000	-	Due to projects and low usage, do not contribute
702	Utilities - electric	27,000	21,377	5,623	28,500	29,000	Raise next year with increased usage
704	Utilities - gas	5,000	2,004	2,996	5,000	5,000	Hold
800	Transfer out - Debt	63,600	47,700	15,900	63,600	63,600	Hold
	Total expenses	497,260	335,140	162,120	443,491	468,050	
	Net revenues/expenses	3,267	17,877	14,610	(17,238)	1,114	
	Beginning fund equity	71,626	71,626	-	71,626	54,388	
	Ending fund equity	74,893	89,503	14,610	54,388	55,502	

Oak Pointe Water

Rate, Flow and Financial Summary



CHARTER TOWNSHIP OF GENOA
OAK POINTE SEWER SYSTEM
1 YEAR BUDGET ENDING 3/31/20 COMPARED
TO ACTUAL FOR 9 MONTHS ENDING 12/31/19
 Budget Worksheet Amended 3-31-20
 Budget Worksheet Original 3-31-21

ACCT #	DESCRIPTION	BUDGET FOR THE YEAR ENDING 3/31/2020	ACTUAL FOR 9 MONTHS ENDING 12/31/2019	VARIANCE	PROPOSED REVISIONS FOR YEAR ENDING 3/31/20	PROPOSED AMOUNTS FOR YEAR ENDING 3/31/21	NOTES
REVENUES							
400	Billings - operations	606,096	459,322	(146,774)	598,483	614,096	Metered rates increase from \$6.22 to \$6.25; Flat operations remain @ \$95 + increase Grinder Pump from \$40 to \$45 per reu for total flat fee of \$140 reu.Min @ \$60 remains same for metered Estimate
420	Income - other	-	11,371	11,371	11,371	500	
422	Income - Grinder pump reimbursement	20,000	14,242	(5,758)	20,000	20,000	Based on planned new grinder pump purchases.
425	Trans in - OP Construction	-	-	-	-	-	
440	Income - interest	-	-	-	-	-	
499	Trans in from DPW #503	3,000	9,859	6,859	9,859	10,000	Estimate
599	Billings - Debt (OP & GO)	420,000	312,324	(107,676)	414,757	415,000	Current rates: \$64/REU + \$1.70/1k gal over 10,000 gal; Flat \$76/REU-keep same
699	Loan proceeds from G/O New User #489	-	-	-	-	-	
TOTAL INCOME		1,049,096	807,118	(241,978)	1,054,470	1,059,596	
EXPENSES							
600	Accounting/auditing	6,000	2,360	3,640	6,000	6,000	Keep same
609	Chemicals	-	-	-	-	-	Place Holder In Case of Odor Control
615	Consent order - groundh20 sodium	15,000	16,174	(1,174)	16,174	20,000	Full Monitor Well Sampling This Year plus Residential Sampling
616	RO System Maint & Replacement	-	-	-	-	5,000	Replacement of RO Filters and
627	Engineering - general	500	-	500	-	500	Hold, place holder
630	Engineering - separate projects	-	-	-	-	500	Hold, place holder
639	Insurance	7,000	6,478	522	6,478	7,000	OP Share of Genoa Township Property and Liability
642	Labor, Equipment, & Materials	273,015	204,459	68,556	272,650	278,000	Actual cost Based on Allocation %'s & 2021 DPW budget
654	Legal fees	-	-	-	-	-	Should not have any legal fees
657	Licenses, Fees, Permits	-	-	-	-	-	Keep Line Item, EGLE coming out with General Permit
660	Miss - Dig Expenses	500	620	(120)	310	400	OP Sewer Share of Miss Dig
663	Office expenses	-	-	-	-	-	No office improvements planned
669	Refunds & adjustments	100	-	100	-	100	Placeholder
673	R & M - Building	2,000	13,757	(11,757)	13,757	8,000	Painted Exterior of Plant in 2020, Paint Interior in 2021
675	R & M - Grounds	7,500	1,379	6,121	1,379	1,500	No Major Grounds Improvements Planned
676	R & M - Scada Web Maint. & Cell	5,000	27,695	(22,695)	28,000	10,000	Kennedy upgr to 3G, accommodate data at 5 G for SCADA, + annual fees, + radio commun with G
678	R & M - Grinder pump repairs	35,000	27,842	7,158	30,000	35,000	Grinder Repair Parts
679	R & M - Lines	10,000	4,019	5,981	6,000	6,000	Repairs to Grinder Lines
680	R & M - Pump stations	35,000	20,100	14,900	35,000	35,000	Need to line Station 56
682	R & M - Snowplowing/mowing	5,000	2,629	2,371	2,629	2,800	Mowing only, all snow removal in house now
684	R & M - Generators	7,500	3,577	3,923	3,750	6,500	Repairs to Stan-by at Plant
686	R & M - Sewer line & pmp station cleaning	7,000	10,939	(3,939)	13,000	15,000	Vactor Truck Expenses
687	R & M - Other	-	-	-	-	-	Placeholder
688	R & M - Sewer backups	1	-	1	1	1	Placeholder
694	Tools & supplies	-	28	(28)	500	1,000	Small budget amount for grinder tools and such
695	Tools & supplies - all systems	5,000	1,918	3,082	2,700	2,700	Oak Point Share of All System Tools and Supplies
700	Trans out - Capital Improv. Repl. Reserves	10,000	10,000	-	10,000	10,000	Hold
701	Trans out - OP Debt Service Fund (OP & GO)	420,000	312,324	107,676	414,757	415,000	Hold, consistent usage
702	Utilities - electric	32,000	23,409	8,591	31,250	32,000	Hold
704	Utilities - gas	4,500	1,548	2,952	4,500	4,500	Temperature Dependent, keep same historic amount
706	Utilities - sewer treatment charges - GO	170,000	116,440	53,560	156,000	165,000	Lower flow this year due to summer, hold amount for next year
Total expenses		1,057,616	807,695	249,921	1,054,835	1,067,501	
Net revenues/expenses		(8,520)	(577)	7,943	(365)	(7,905)	
Beginning fund equity (deficit)		805,718	805,718	-	805,718	805,353	
Ending fund equity (deficit)		797,198	805,141	7,943	805,353	797,448	

**Grinder Pump
Annual Maintenance and Replacement Costs
February 2020**

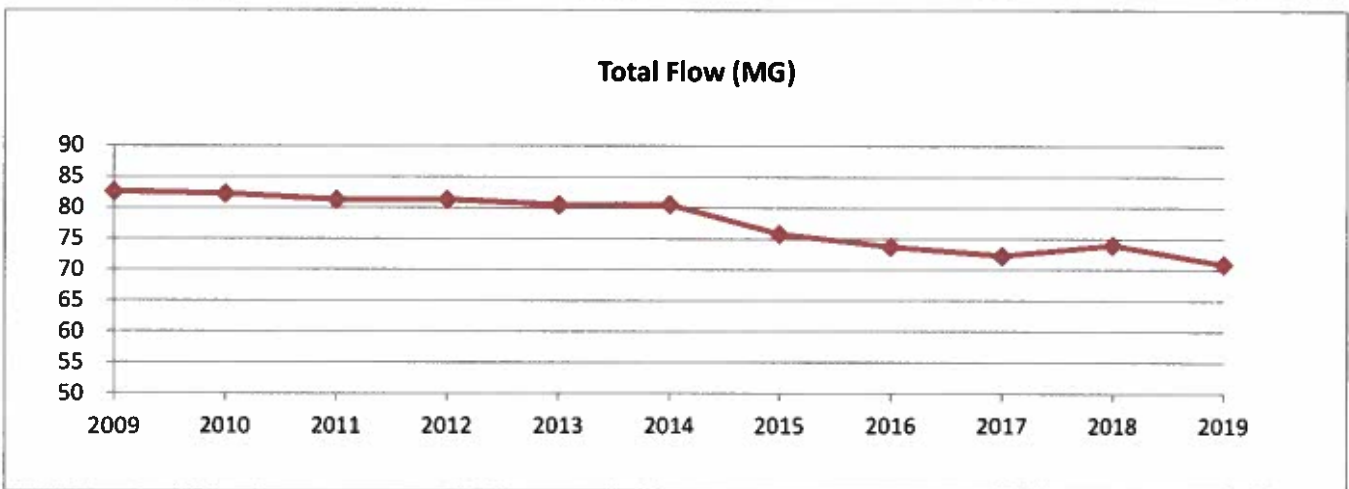
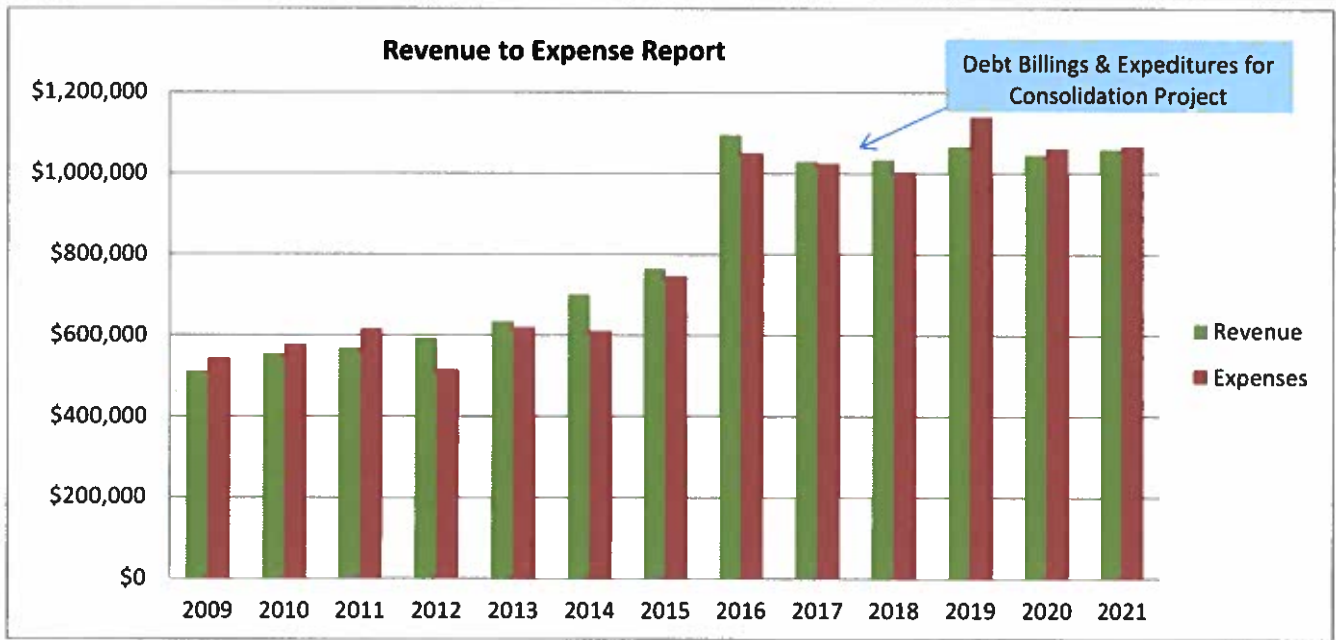
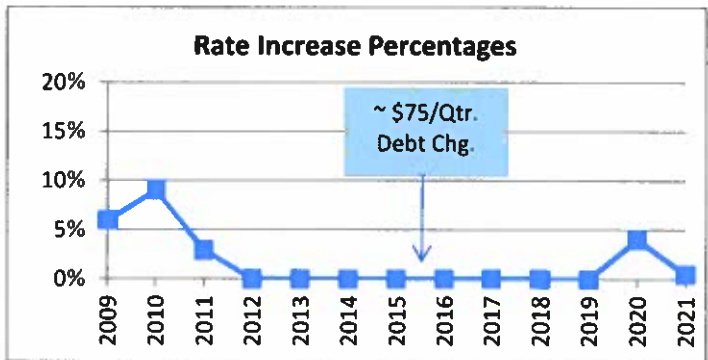
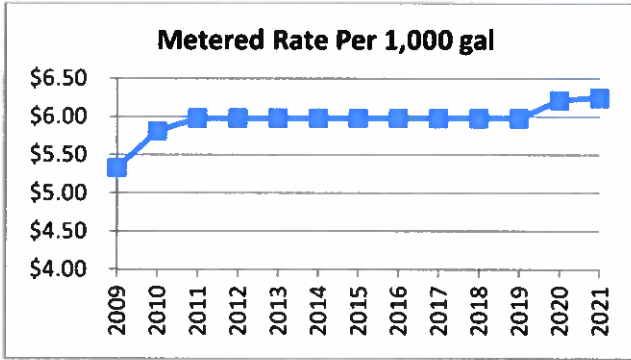
Annual Grinder Pump Costs	
Repair Parts	\$37,224
Employee Service Costs	\$20,772
Service Grinder Van Costs	\$8,240
Rebuild Labor	\$9,200
24 Hour Emergency Line Cost	\$4,500
New Replacement Pumps (5%/Yr)	\$65,100
Total	\$145,036
Oak Pointe (71.26% of Costs)	\$103,352.53
OP Grinder Revenue(\$40/Qtr)	\$69,440
Actual 1/4ly Rate Required (Need To Get Too)	\$59.54

System	Grinder Pump Number	% Owner-Ship	Grinder Pump Failure	Failure %
GOS	98	16.09%	43	43.88%
OPS	434	71.26%	99	22.81%
LES	77	12.64%	15	19.48%
Total	609	100.00%	157	25.78%

Supporting Documentation	
Grinder Service Van	
Gas	\$439.83
Repairs	\$ 2,200.00
Depreciation	\$5,600.00
Annual Total	\$8,239.83
Employee Labor Service	
Employee Hours Per Failure	4
Avg Employee Hourly Rate	\$35
No. Call Outs Per Year	150
Total Labor For Service Calls	\$20,772
Rebuild Labor	
Per Grinder Labor	\$200
No. of Rebuilds per Year (2019)	67
Rebuild Costs	\$13,400
Replacement Pumps (Not 200 Series CO)	
Cost Per Pump	\$1,860
Replacement Per Year (20 Yr. Useful Life)	35
Cost Per Year	\$65,100

Oak Pointe Sewer

Rate, Flow and Financial Summary





MEMO

TO: Honorable Members of the Genoa Charter Township Board

FROM: Greg Tatara, Utility Director

DATE: February 11, 2020

RE: Approval of Utility Department Amended Budget for FY Ending March 31, 2020 and Proposed Budget for FY Ending March 31, 2021

MANAGER REVIEW: 

.....

For consideration at tonight's Board Meeting is the approval of the consolidated utility systems allocation percentage, Ammended Utility Department Budget for fiscal year (FY) ending March 31, 2020 and the proposed Utility Department Budget for the FY Ending March 31, 2021.

The contract between Genoa Township, the Marion, Howell, Oceola, and Genoa (MHOG) Sewer and Water Authority, and the Genoa-Oceola (G-O) Sewer and Water Authority requires that each board approve the annual proposed allocation percentages for the upcoming fiscal year as well as the DPW Budget. A copy of the proposed allocation percentage for the coming year, as compared to last year, is presented in *Attachment 1* a copy of the amended FY 2020 and proposed FY 2021 Budget is presented in *Attachment 2*.

The DPW Budget covers the expenses associated with Genoa Township personnel, who jointly work to operate the two Genoa Utility Systems of Oak Pointe and Lake Edgewood, as well as the G-O and MHOG systems. In conformance with the Intergovernmental Operations Contract, we are pleased to present the amended and proposed DPW Budget for Fiscal Year Ending March 31st, 2020 and 2021, respectively. In preparation of this budget, we have utilized the 9-month to actual figures, estimated the FY-2020 ending amounts, utilized the approved salary range table, and medical expenses previously approved by this board. Following are some key highlights:

- We are projecting that the current fiscal year will finish with a surplus of just over \$117,376, which will be the 9th consecutive year the DPW budget has given a surplus refund to the systems. If this projection holds true, we will have given back over \$681,000 since FY2012.

-
- We are removing car allowances from our budget and providing municipal trucks to the Director and other staff as part of their required duties. This allows all positions to be able to be ready to respond to an emergency with tools and equipment. In addition, based on our tax savings on fuel, State Vehicle Pricing, and low insurance rates, it is actually cheaper for us to offer a vehicle.
 - Overall, the budget for fiscal year ending March 31, 2020, represents a 3.11% increase in proposed expenditures for participating utility systems. There are several items impacting our operation that result in this increase, which are summarized below:
 1. We are able to lower our planned vehicle expenses by 1.48 percent, primarily due to the removal of the car allowance.
 2. We are lowering our professional training line item 5.5% due to historical utilization by staff.
 3. We are lowering GIS by 4.4% due to our consultant having to spend less time maintaining the system.
 4. Insurance costs increased substantially this year, resulting in approximately \$33,000 in increased expenditures, which increased this budget line item by 7.39%.
 5. We are increasing our credit card fees we pay due to increased utilization by our customers.
 6. The largest category expenditure, as would be expected, is salaries for the 25 permanent and two seasonal staff workers that work in the Utility Department. This year we have several staff members due for promotion and we plan to provide salary increases commensurate with our approved salary table. In addition, we have added in the cost for a contract engineer position through Tetra Tech for FY 2021 in lieu of hiring an engineer directly. This results in an increase in this line item of \$56,000 or 3.48%
 7. With the exception of the above listed significant changes, the remainder of the budgeted expenses are close to the previous year's expenditures.

We will be happy to answer any budget questions and we are asking the board to approve the FY-2021 DPW Budget. Based on the above explanation and attached budget document, we respectfully ask the board to consider the motion presented below:

Moved by _____, supported by _____ to approve the 2020 / 2021 System Labor and Equipment Percentage Allocation and the Amended Utility Department Budget for fiscal year (FY) ending March 31, 2020 and the proposed Utility Department Budget for the FY Ending March 31, 2021.

Exhibit 7
FY 2021 System Labor Equipment Percentage Calculation
DRAFT - PROPOSED

System	Billed Connections	%	Mile of Pipe	%	Avg. Daily Flow (2019)	%	Storage / Pump Station with Daily Checks	%	Full Time Staff Equivalents to Operate	%	Annual Budget	%	Grinder Pumps & Hydrants	%	Total Avg.
MHOG	5,502	42.18%	140	48.11%	1,620,849	49.74%	8	38.28%	8.3	33.20%	\$2,743,461	39.52%	1,571	67.19%	45.46%
Genoa-Oceola	4,728	36.25%	92	31.62%	1,194,159	36.65%	6.9	33.01%	7.5	30.00%	\$2,277,016	32.80%	98	4.19%	29.22%
Oak Pointe Sewer	1,364	10.46%	32	11.00%	0	0.00%	2	9.57%	2.5	10.00%	\$1,057,616	15.24%	436	18.65%	10.70%
Oak Pointe Water	936	7.18%	16	5.50%	320,000	9.82%	3	14.35%	3.4	13.60%	\$497,260	7.16%	146	6.24%	9.12%
Lake Edgewood	514	3.94%	11	3.78%	123,525	3.79%	1	4.78%	3.3	13.20%	\$366,282	5.28%	87	3.72%	5.50%
Total	13,044	100.00%	291	100.00%	3,258,533	100.00%	20.9	100.00%	25	100.00%	\$6,941,635	100.00%	2,338	100.00%	100.00%

System	Existing Allocation %	Proposed Percentage	Difference
MHOG	45.57%	45.46%	-0.11%
Genoa-Oceola	29.24%	29.22%	-0.02%
Oak Pointe Sewer	10.77%	10.70%	-0.07%
Oak Pointe Water	9.04%	9.12%	0.08%
Lake Edgewood	5.38%	5.50%	0.12%

Note: Maintain Current Staff Level at End of FY 2021

41
GENOA TOWNSHIP - DPW FUND #503
ORIGINAL BUDGET FOR THE YEAR ENDING 3/31/20
COMPARED TO ACTUAL FOR 9 MONTHS ENDING 12/31/19
PROPOSED AMMENDED BUDGET FY 2020
PROPOSED BUDGET FY 2021


ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS ENDING 12/31/2019	ORIGINAL BUDGET FOR YEAR ENDING 3/31/2020	AMENDED BUDGET FOR YEAR ENDING 3/31/2020	PROPOSED BUDGET FOR YEAR ENDING 3/31/2021	
REVENUES						
000-400-000	FEES - EXCLUDING OPER LABOR					
000-402-000	MARION SEWER (BILLING ONLY)	15,786	21,000	21,048	21,000	
000-404-000	LAKE EDGEWOOD WATER (BILLING ONLY)	3,079	4,150	4,105	4,150	
000-405-000	PINE CREEK WATER/SEWER (BILLING ONLY)	10,669	14,000	14,225	14,000	
	SUBTOTAL - FEES EXCLUDING OPER LABOR	29,534	39,150	39,379	39,150	
000-410-000	FEES - INCLUDING OPER LABOR					
000-410-999	OAK POINTE WATER	171,617	228,822	228,823	237,543	
000-411-000	OAK POINTE SEWER	204,459	272,612	272,612	278,696	
000-412-000	MHOG WATER	865,105	1,153,474	1,153,473	1,184,067	
000-413-000	LAKE EDGEWOOD SEWER	102,458	136,179	136,611	143,255	
000-415-000	GENOA/OCEOLA SEWER	555,095	740,127	740,127	761,074	
	SUBTOTAL - FEES INCLUDING OPER LABOR	1,898,734	2,531,214	2,531,645	2,604,634	
000-418-000	VACTOR TRUCK					
000-418-001	OAK POINTE WATER	1,206	1,555	1,560	1,555	
000-418-002	OAK POINTE SEWER	10,939	14,101	14,146	14,101	
000-418-003	MHOG WATER	9,910	12,775	12,815	12,775	
000-418-004	LAKE EDGEWOOD SEWER	3,165	4,081	4,093	4,081	
000-418-005	GENOA/OCEOLA SEWER	22,445	28,932	29,024	28,932	
	HOWELL TOWNSHIP	-	2,018	2,024	2,018	
	SUBTOTAL - VACTOR TRUCK REVENUE	47,665	63,462	63,662	63,462	
000-420-000	OTHER INCOME	608	5,000	1,000	5,000	
000-431-000	CONSTRUCTION FEES	14,761	20,000	30,000	20,000	
000-664-000	INTEREST INCOME	-	50	50	50	
000-419-000	HOWELL TOWNSHIP	19,123	5,000	24,000	15,000	
	SUBTOTAL - OTHER INCOME	34,492	30,050	55,050	40,050	
	TOTAL REVENUE	2,010,425	2,663,876	2,689,736	2,747,296	
EXPENDITURES						
600-750-500	AUDIT/ACCOUNTING SERVICES	5,000	7,000	7,000	7,000	Keep same
601-700-600	AUTO/TRUCK EXPENSES					
601-700-601	ALLOWANCE	6,300	8,400	7,700	-	No More Allowance, Additional Work Truck
601-700-602	FUEL/WASHING	26,362	33,281	35,000	37,000	Increase due to larger fleet and larger vehicles in the fleet
601-700-603	LOAN PAYBACK	33,750	45,000	45,000	45,000	Keep the same
601-700-604	ROUTINE MAINTENANCE	25,977	34,375	35,000	35,000	Increase slightly for repairs and tires
601-700-605	DEDUCTIBLE/BODY DAMAGE REPAIR	-	2,000	-	2,000	Hold for next fiscal year
601-700-606	AUTO INSURANCE	9,657	14,978	16,200	16,990	About 790 per year for vehicle insurance
601-700-607	VEHICLE PURCHASES	-	-	-	-	Purchase from existing reserve fund
	TOTAL AUTO/TRUCK EXPENSES	102,046	138,034	138,900	135,990	-1.48%
602-700-620	ADMINISTRATIVE EXPENSES					
602-700-621	RECEIPTING	24,394	32,525	24,394	32,525	Hold
602-700-622	OFFICE RENT & SUPPLY	18,896	25,195	18,896	25,670	Small increase
	TOTAL ADMINISTRATIVE EXPENSES	43,290	57,720	43,290	58,195	0.82%
603-700-630	COMPUTER/SW EXPENSES					
603-700-631	COMPUTER HARDWARE EXPENSES	-	2,000	1,310	2,000	New Miss Dig Laptop
603-700-632	COMPUTER SOFTWARE EXPENSES	2,598	2,200	2,598	2,200	Team Viewer and Website Hosting
603-700-653	AIR CARDS/JETPACKS	5,179	6,000	6,905	7,000	Additional Jet Pak for Wireless Communication and Cloud Entry
	TOTAL COMPUTER/SW EXPENSES	7,777	10,200	10,813	11,200	9.80%
604-700-640	PROFESSIONAL DEVELOPMENT					
604-700-641	EMPLOYEE	8,075	13,125	10,800	13,125	Hold, not all employees use their allowance
604-700-642	INTERNAL TRAINING	1,940	5,000	2,600	4,000	First Aid, CPR and Internet Safety Training
	TOTAL PROFESSIONAL DEVELOPMENT	10,015	18,125	13,400	17,125	-5.52%
606-700-660	CONTINGENCY	-	-	-	-	Simple Place Holder
608-700-680	EMPLOYER'S PAYROLL TAXES	85,737	109,273	114,316	112,655	Overtime is Higher This Year, Boost Slightly for Next Year
609-700-690	GIS					
609-700-692	ANNUAL LUCITY DUES	11,250	11,250	11,250	11,250	Keep the Same
609-700-693	ARC GIS ON-LINE LICENSES	-	6,000	9,600	9,600	Keep the Same
609-700-694	ROUTINE GIS MAINTENANCE	20,293	35,000	27,100	29,000	Amount Based on GIS Consultant Fees
609-700-697	HARDWARE (TABLETS)	-	1,500	-	1,500	May need to replace a few tablets this year
	TOTAL GIS	31,543	53,750	47,950	51,350	-4.47%
612-700-700	INSURANCE					
612-700-701	BC/BS MICHIGAN	192,585	255,230	256,780	282,767	Increase for next year based on percent increase
612-700-702	EHIM	40,912	82,233	55,000	82,233	Based on Percent Used This Year, hold for next year
612-700-706	WELLNESS PROGRAM	864	7,529	5,000	9,510	Many people turning in at end of year, next year based on 100% usage
612-700-703	LIFE/DISABILITY	10,926	15,222	14,568	11,681	Reduced due to changing companies
612-700-704	WORKERS COMPENSATION	29,754	38,660	39,672	39,982	Based on Audit and Exposure and Current Industry Rates
612-700-705	PROPERTY/LIABILITY INSURANCE	28,970	23,086	28,970	28,970	Hold
612-700-706	DENTAL INSURANCE	20,325	27,211	27,100	27,211	Hold
	TOTAL INSURANCE	324,336	449,171	427,090	482,354	7.39%
613-700-730	LEGAL FEES	336	1,500	336	1,500	Advice on employee issues
615-700-730	CREDIT CARD FEES	10,699	10,000	14,265	15,000	Based on Customer Usage
616-700-740	EMPLOYEE RECRUITING					
616-700-741	ADVERTISING	-	2,000	-	1,000	Hold for next year
616-700-742	BACKGROUND CHECK	399	500	399	500	Hold for next year

42
GENOA TOWNSHIP - DPW FUND #503
ORIGINAL BUDGET FOR THE YEAR ENDING 3/31/20
COMPARED TO ACTUAL FOR 9 MONTHS ENDING 12/31/19
PROPOSED AMMENDED BUDGET FY 2020
PROPOSED BUDGET FY 2021

ACCOUNT#	ACCOUNT DESCRIPTION	ACTUAL FOR 9 MONTHS ENDING 12/31/2019	ORIGINAL BUDGET FOR YEAR ENDING 3/31/2020	AMENDED BUDGET FOR YEAR ENDING 3/31/2020	PROPOSED BUDGET FOR YEAR ENDING 3/31/2021	
616-700-743	PRE-EMPLOYMENT PHYSICALS/DRUG SCREEN	829	500	829	1,000	Increase slightly for next year, depends on retainage
616-700-744	CDL PHYSICALS AND DRUG TESTING	161	650	300	650	Have one operator by April to take physical
	TOTAL EMPLOYEE RECRUITING	1,389	3,650	1,528	3,150	-13.70%
617-700-751	OFFICE EXPENSES					
617-700-752	FURNITURE/CAPITAL	17,000	17,000	17,000	5,000	Hold. Question what was this one!
617-700-753	SUPPLIES	2,771	9,000	3,700	7,500	Decrease slightly for next year
617-700-754	POSTAGE & SHIPPING	7,678	12,000	10,500	12,000	Hold for next year
	TOTAL OFFICE	27,449	38,000	31,200	24,500	-35.53%
618-700-770	OTHER EXPENSES	-	-	-	-	
630-700-800	SALARIES					
627-700-803	LONGEVITY	-	1,750	-	-	Included under straight time
627-700-790	RETIREMENT	105,569	139,790	140,760	145,381	Increase slightly for next year due to employee raises
630-700-801	STRAIGHT TIME	951,534	1,280,097	1,268,700	1,325,000	Incl. Longevity and Personal/Vacation payout
630-700-806	OVERTIME	84,471	108,526	111,500	123,420	Increase due to painting, facility start up, building construction
630-700-810	CONTRACT ENGINEER	35,998	80,000	46,000	72,384	Updated, based on Tt Proposal
	TOTAL SALARIES	1,177,572	1,610,163	1,566,960	1,666,185	3.48%
640-700-820	SUPPLIES & TOOLS	6,608	3,500	7,000	3,500	Stocking of meter van with additional tools
651-700-830	TELEPHONE					
651-700-832	ANSWERING SERVICE	2,568	4,500	3,500	4,000	Based on Previous Year Call Outs
651-700-833	CELL PHONE ALLOWANCE	16,574	21,930	22,100	21,930	Based on planned employees
651-700-834	CELL PHONES	1,449	2,700	2,000	2,000	Decrease slightly, one less phone, air cards
651-700-836	CUSTOMER LINE	402	500	550	550	Based on actual customer calls
	TOTAL TELEPHONE	20,993	29,630	28,150	28,480	-3.88%
699-700-861	TRANSFERS TO EQUIPMENT RESERVES	30,000	40,000	40,000	40,000	Hold for next year
699-700-862	TRANSFERS TO PERSONNEL RESERVES	750	1,000	1,000	1,000	Hold for next year
705-700-870	UNIFORMS & PROTECTIVE CLOTHING					
705-700-871	UNIFORMS	8,931	6,500	10,000	6,500	Combine all safety clothing in one account except uniforms
705-700-872	PANT/BOOT ALLOWANCE/SAFETY CLOTH	-	4,500	-	18,150	Combine all safety clothing in one account except uniforms
705-700-872.5	SAFETY CLOTHING	1,571	5,700	2,000	-	Combine all safety clothing in one account except uniforms
705-700-873	SAFETY/PPE	2,802	3,000	3,500	-	Combine all safety clothing in one account except uniforms
	TOTAL UNIFORMS & PROTECTIVE CLOTH.	13,304	19,700	15,500	24,650	25.13%
706-700-875	VACTOR TRUCK					
706-700-876	VT - FUEL	2,383	4,500	3,200	4,000	Based on actual usage last couple of years
706-700-877	VT - EQUIPMENT/TOOLS	1,405	1,000	2,000	1,000	Purchased new head, hose, and suction pipe this year
706-700-878	VT - ANNUAL LOAN PAYMENT	38,221	50,962	50,962	50,962	Amount each year, this will be 5th full year of vactor truck
706-700-879	VT - REPAIRS	5,653	7,500	7,500	7,500	Annual maintenance, new starter,
	TOTAL VACTOR TRUCK	47,662	63,962	63,662	63,462	-0.78%
	TOTAL EXPENDITURES	1,946,506	2,664,378	2,572,360	2,747,296	3.11%
	CHANGE IN FUND BALANCE	63,919	(502)	117,376	-	
	BEGINNING FUND BALANCE	152,572	152,572	59,498	59,498	
	REFUNDS TO W/S DISTRICTS	(92,572)	(92,572)	(117,376)	-	
	ENDING FUND BALANCE	123,919	59,498	59,498	59,498	
		12/31/19	3/31/20	3/31/20	3/31/21	



MEMORANDUM

TO: Township Board
 FROM: Michael Archinal 
 DATE: 2/13/2020
 RE: Herbst Road Limestone

Please find attached a Project Agreement for crushed limestone improvements to Herbst Road. LCRC has agreed to install the material, shape the road and provide necessary drainage improvements if Genoa pays for the material. Herbst Road limestone improvements and Pardee/Westphal/Beattie limestone improvements were included in the budget material distributed at your last meeting.

Limestone provides an excellent surface for our dirt roads because the material binds, with proper application of chloride, into a uniform finish. One issue with crushed limestone is that it does not have the structural integrity of natural 22AA aggregate. Over time the carbide tips on the road graders pulverizes the material into fines. It is necessary therefor to append the roads with new material occasionally. Herbst Road originally received crushed limestone improvements in 1999 (East) and 2000 (West). Pardee/Westphal/Beattie originally received crushed limestone in 2008. Without new material the road surface turns into a kind of oatmeal slurry when wet.

We have \$17,000 of remaining budget in FY 2019/2020 that we would like to encumber before the fiscal year ends. LCRC has agreed to work with us and felt the easiest way to accomplish this was to execute a Project Agreement early and have LCRC invoice us for \$17,000 before April 1. The remaining balance will be invoiced in the next fiscal year.


Please consider the following action:

Moved by _____, supported by _____, to approve a Project Agreement with the Livingston County Road Commission for the installation of crushed limestone on Herbst Road at a cost of \$150,000.

Livingston County Road Commission

3535 Grand Oaks Drive • Howell, Michigan 48843-8575
Telephone: (517) 546-4250 • Facsimile: (517) 546-9628
Internet Address: www.livingstonroads.org

January 31, 2020

MEMORANDUM TO: Genoa Township Board of Trustees
FROM: Steven J. Wasylk, Managing Director 
SUBJECT: Project Agreement, Herbst Road

The enclosed project agreement has been prepared for your review and approval. Once approved, please have all copies signed by the Supervisor and Clerk and returned to our office marked for the attention of Cheryl Szaichler, Administrative Assistant.

- **PLEASE DO NOT DATE THE DOCUMENT(S).**

After submittal to the Board of County Road Commissioners for their approval, a dated fully executed copy will be returned to you for your files.

SW/cls

enc:

cc: Trevor J. Bennett, Director of Operations

PROJECT AGREEMENT

JOB NUMBER: _____

This Agreement made and entered into this _____ day of _____, 2020 by and between the TOWNSHIP of GENOA, Livingston County, Michigan, hereinafter referred to as "TOWNSHIP" and the BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF LIVINGSTON, hereinafter referred to as "ROAD COMMISSION."

WITNESSETH

The Township has selected the following road to be improved as described below:

**HERBST ROAD
(END OF PAVEMENT TO GRAND RIVER)
APPROXIMATELY 8,655 FEET
FURNISH AND DELIVERY OF LIMESTONE MATERIAL,
ALTOGETHER WITH THE NECESSARY RELATED WORK**

The parties agree as follows:

1. The Township shall pay the Road Commission 100% of the cost of the project, as follows: \$150,000.
 - A. The balance shall be paid promptly as invoiced.
 - B. The Road Commission shall furnish the Township with a final breakdown of its actual expenses upon completion of the project.
 - C. The Township will not withhold payments because of any set-off, counterclaim, or any other claim which it may have against the Road Commission arising out of this or any other matter. If there is a dispute over the balance due upon completion, the Township will pay the amount claimed by the Road Commission, and such payment shall not be a waiver by the Township of any claims it may have arising from this contract and the completion of the project.
2. All work shall be performed in a good workmanlike manner and in accordance with plans and specifications adopted by the Road Commission.
3. The Road Commission shall hold the Township harmless from any liability arising from the work performed pursuant to this contract.
4. The work will be completed within the current contract year, unless the parties otherwise so agree.
5. In the event the project cannot be completed due to circumstances beyond the control of the Road Commission, and through no fault of the Road Commission, the contract price for later completion will be subject to renegotiation.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date and year first above written.

TOWNSHIP OF GENOA

BY: _____
BILL ROGERS, SUPERVISOR

PAULETTE SKOLARUS, CLERK

**BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF LIVINGSTON**

BY: _____
STEVEN J. WASYLK, MANAGING DIRECTOR

TERRY PALMER, ACCOUNTING SUPERVISOR

PROJECT AGREEMENT

JOB NUMBER: _____

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TOWNSHIP OF GENOA

BY: _____
BILL ROGERS, SUPERVISOR

PAULETTE SKOLARUS, CLERK

**BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF LIVINGSTON**

BY: _____
STEVEN J. WASYLK, MANAGING DIRECTOR

TERRY PALMER, ACCOUNTING SUPERVISOR

FUND #	PROJECT DESCRIPTION	ESTIMATE	TWP. SHARE	COMMENTS
261	Dillon Road and Drainage - State to Brighton	\$ 198,000	\$ 99,000	
261	Chilson Overlay - Latson to Brighton	\$ 182,500	\$ 91,250	
261	Dorr Overlay - I-96 to Grand River	\$ 245,000	\$ 122,500	
261	Herbst 6" Crushed Limestone (material only)	\$ 150,000	\$ 133,000	\$17,000 encumbered in FY 2019/2020
261	Pardee/Westphal/Beattie 2" Crushed Limestone (material only)	\$ 85,000	\$ 85,000	LCRC place and shape
	#261 TOTAL		\$ 530,750	
264	Dillon Area SAD Chip Seal	\$ 69,500	\$ 69,500	5 year special assessment w/0% TWP.
	#264 TOTAL (NEW)		\$ 69,500	
270	Basketball Court Land Baland and Concrete Pad		\$ 94,000	
270	Basketball Hoops/Line Painting and Fencing		\$ 20,000	
270	Recreation Plan		\$ 8,500	
270	MDOT TAP Grant Match G.R. Path Wildwood to Hughes		\$ 134,800	
	#270 TOTAL		\$ 257,300	
GF	Master Plan and Retail Analysis		\$ 56,500	
	TOTAL		\$ 56,500	

**Athletic Fields Lease
Between Genoa Charter Township and
Howell Area Parks & Recreation Authority**

This lease is effective on January 1, 2020 between Genoa Charter Township (Landlord), whose address is 2911 Dorr Rd., Brighton, MI 48116 and the Howell Area Parks & Recreation Authority (Tenant), whose address is 925 W. Grand River Ave., Howell, MI 48843, upon the following terms and conditions:

Premises. Landlord hereby leases to Tenant, real property containing approximately 5 acres of land located in Genoa Township, Livingston County, behind Genoa Township Hall, described in Exhibit A attached hereto and made a part hereof (the "Premises").

Use. Tenant shall use and occupy the premises as athletic fields (soccer, football, lacrosse, or any other lawn sport) and for no other purpose without the prior written consent of Landlord. Tenant shall be solely responsible for the booking and scheduling of games, practices and events on the Premises. When the Tenant is not using the fields for play by teams associated with the Tenant, the fields may be rented by other organizations not associated with Tenant at reasonable rates, with rent being paid to Tenant. Tenant shall ensure that games are properly supervised. Tenant shall not intentionally and knowingly use the premises for any purpose or in any manner in violation of any law, ordinance, rule or regulation adopted or imposed by Genoa Charter Township and any other governmental body.

Common Areas. Landlord shall also make available areas to the Tenant and facilities of common benefit to the Tenant and occupants including parking areas, driveways, sidewalks and ramps, service areas and landscaped area ("common areas"). All common areas shall be under the exclusive control and management of Landlord.

Term. The term of this lease shall be for five (5) years commencing on January 1, 2020, the "commencement date" and shall expire on December 31, 2024.

Rent. Tenant shall pay to landlord as annual rent the sum of one (\$1) dollar.

Landlord's Operating Expenses. The Landlord agrees that it will pay for (a) the cost of cleaning and maintenance of permanent restroom facilities (b) the maintenance and repair of the sprinkling system, (c) the existing lighting of the common areas (d) the electricity for operating of the scoreboards (if constructed). (e) grass seeding or turf replacement if sports fields damaged by public use or use of non-Howell Parks and Recreation affiliated event or activity.

Tenant's Expenses. Tenant shall pay for the following:

- a. Striping of the property for athletic events.
- b. Providing signage for Tenant and for sponsors, if the signs are approved by the Landlord.
- c. Maintenance of the athletic fields including mowing, fertilizing, and aerating
- d. Grass seeding or turf replacement if damaged by rental group or Howell Parks and Recreation Authority Event.

Improvements. Any improvements to the Premises shall be constructed in accordance with all federal and state laws and applicable building codes.

Notification of Adjacent Property Owners. Prior to the first games on the Premises and on a quarterly basis thereafter, Tenant shall notify the adjacent property owners whose property abuts the Genoa Township fields of the dates and times of all activities on the Premises. Tenant shall also provide the name, address and telephone number of a person who may be contacted on behalf of the Tenant by the adjacent property owners with respect to activities.

Notification to Participants. Tenant shall provide all league players and to visiting teams or their leagues a notice containing the following information:

- a. Parking is allowed only within designated parking areas within the township complex.
- b. Athletic facility users must stay within the boundaries of the facility and that trespassing onto the adjacent property shall not be allowed under any circumstances.
- c. Participants must remove all debris from the athletic fields and the surrounding area immediately after the completion of all games.
- d. No alcohol or tobacco usage allowed.
- e. All pets must be leashed.

Waste Collection. Landlord shall provide a sufficient number of waste collection containers to prevent littering on the Premises and shall arrange for trash collection on a regular basis.

No Trespassing. Landlord shall post "No Trespass" notices adequate in size and number on the boundary of the Premises to alert the users of the athletic facility as to the boundary of the Premises and to remind them not to trespass onto the adjacent property.

Parking Control. During any tournaments conducted on the Premises, Tenant shall provide parking controls to ensure that participants park only in the areas designated for parking and do not park on adjacent property.

Meetings. Tenant shall meet with Landlord prior to the anniversary of this lease to discuss renewal of the Lease.

Insurance. The Tenant shall provide insurance coverage for itself, equipment, its employees, and its recreation personnel as it relates to the terms and conditions of this agreement. The Tenant shall indemnify and hold harmless, the Township from any loss or damage that may be claimed to have arisen through the alleged negligent acts or omissions of the Tenant. The Township shall provide insurance coverage for itself, its employees and any other personnel under the terms of this Agreement, holding the Howell Area Parks & Recreation Authority harmless for any loss or damage that may be claimed to have arisen through the alleged negligent acts or omissions of the Township.

Holding Over. If Tenant remain in possession of the premises after the expiration or termination of the Lease and without signing a new Lease, it shall be deemed to be occupying the premises as a Tenant from month to month, subject to all of the conditions, provisions, rent and obligations of this Lease insofar as it can be applicable to a month to month tenancy, cancelable by either party upon sixty (60) days written notice to the other.

The parties hereto understand and agree that this lease contains the entire agreement between them and that no alteration, modification, rescission or cancellation hereof, either in whole or in part, shall be effective or binding unless and until the same be reduced to writing and signed by the party hereto against whom the enforcement of such alteration, modification, rescission or cancellation is sought. Any notice given by any party hereto to any other party hereto shall be sufficient if mailed to the party for whom such notice is intended

at its address set forth herein by first class mail with postage fully prepaid thereon and shall be deemed effective when mailed. This agreement shall be interpreted under the laws of the State of Michigan.

Suspension of Lease. Landlord reserves the right to suspend the Tenants right to use the property when it becomes necessary for Landlord to use the premises as a result of unforeseen circumstances such as, but not limited to, natural disasters and catastrophic events.

The parties hereby represent that the persons executing this agreement have authority by law, charter, or resolution to bind both parties to this agreement.

This agreement is entered as of this ¹⁷~~15~~th day of February ²⁰²⁰~~15, 2016.~~ 

HOWELL AREA PARKS & RECREATION AUTHORITY
A Michigan Municipal Corporation

BY: Sean Dunleavy, Chairman

BY: Timothy Church, Executive Director

GENOA CHARTER TOWNSHIP
A Michigan Municipal Corporation

BY: Bill Rogers, Supervisor

BY: Paulette A. Skolarus, Clerk



MEMORANDUM

TO: Township Board
 FROM: Michael Archinal *[Signature]*
 DATE: 2/13/2020
 RE: Basketball Court

Yes. It is true!

After many months I finally have a proposal to bring before you for the installation of two basketball courts at the Genoa Park. Attached you will find a scope of work and price from San Marino Excavating for land balancing, base preparation and concrete installation. Also attached is correspondence and information from Tim Church with the Howell Area Parks and Recreation Authority for the installation of basketball hoops and line painting.

On May 2, 2019 I placed a proposal before you for the installation of a single court with the site preparation for a second. At that time the proposal included a plastic, interlocking, "Sport Court" surface and fencing. The cost for this scope was \$105,303.60.

My recommendation at this time is to move forward with land balancing and concrete installation as included in the San Marino proposal (Total cost: \$93,797.80) and to direct staff to secure a contract with Mid-States Recreation for the installation of four basketball hoops (Total cost: \$10,970) with line painting (Fosters: \$1,000). The total cost for this scope is Pickle ball nets and striping, tennis nets and striping and fencing can all be added at a later date as we observe usage and receive input from the public. This project is included in the proposed FY 2020/2021 budget.

Please consider the following action:

Moved by _____, supported by _____, to approve contracts for the installation of two basketball courts at Genoa Park with land balancing, concrete installation, hoop installation and line painting for the cost of \$105,767.80.

San Marino Excavating, Inc.

5550 Mitchel Way
 Howell, MI 48843
 Phone (517) 518-8890
 Fax (248) 486-5612
www.sanmarinoexcavating.com

Genoa Charter Township

Attn: Mike C. Archinal
 Email: Mike@genoa.org

January 13, 2020

San Marino Excavating, Inc. has prepared a price for proposed basketball courts at the Genoa Township Hall. The price and scope of work is as follows:

**Price based on plans drawn by Tetra Tech; Project # 20-12736-19002

Scope of Work:

Mobilization.....	\$2,000.00
425 LFT – Silt fence	\$850.00
1 EA – Inlet filter.....	\$120.00
1,032 SFT – remove existing asphalt pathway	\$619.20
1 LS – Remove trees / shrubs in area of construction	\$2,800.00
1 LS – Strip topsoil and use as non-structural fill embankment	\$4,750.00
1 LS – Cut, balance and compact onsite soils in court area	\$3,800.00
1,368 syds – 4” sand subbase.....	\$7,660.80
1,830 syds – Final grade & re-distribute onsite suitable topsoil (3”+ thick).....	\$5,379.00
1,830 syds – Seed, mulch and fertilize.....	\$5,490.00
11,280 sft – 4” thick non-reinforced concrete basketball courts.....	\$55,272.00
1,032 sft – 4” thick non-reinforced concrete pathway	\$5,056.80
<i>**joint saw cut is included**</i>	
Total Price	\$93,797.80

Notes:

**Price is based on area of construction balancing with the cuts and fills. No importing of engineered fill included in proposal.

Exclusions:

- No bonds, permits, or inspection fees, no staking or engineering layout, density testing, unforeseen ground conditions, winter conditions, Frost law restrictions, major traffic control, sprinkler systems, saw cutting / joint sealing concrete courts, court paint striping, basketball nets

Sincerely,

Ryan Callaghan
 Project Manager/Estimator
ryan@sanmarinoexcavating.com

Mike Archinal

From: Tim Church <TChurch@howellrecreation.org>
Sent: Tuesday, February 11, 2020 10:08 AM
To: Mike Archinal
Subject: lining numbers

Fosters:
\$1000 Basketball
\$600 Pickleball
\$300 4 Square

Michigan Recreational Construction
\$1481.00 for all 3

Mike Archinal

From: Tim Church <TChurch@howellrecreation.org>
Sent: Tuesday, February 11, 2020 9:28 AM
To: Mike Archinal
Subject: Fw: Genoa Township
Attachments: PR95UZC.pdf; Tennis& Pickle Ball Systems.pdf

Working on the lining costs

Hi Tim,

2-basket ball hoops the PR95UZC as done behind the hive. \$5960
Install an additional two hoops ADD \$5010.00

2-basketball hoops and 1 tennis system TN10 or a Pickleball PK10XL includes core drilling \$8936.00
Deduct \$400 to go to PK05XL or TN05

2-pickleball or 2 tennis nets or one of each (tennis system TN10 or a Pickleball PK10XL) includes core drilling \$5960.00
Deduct \$800.00 to go to PK05XL or TN05

There will need to be additional concrete poured w/sono tube for the b.ball hoops on the west end of courts as it drops away two feet from court to footing.

If this is not taken into consideration during grading ADD\$500.00

Let me know if you need anything else or a formal quote at the moment.

Thank you,

Brion Kilpela, CPSI
Sales Consultant



Formerly known as Playworld Midstates

**5828 Zarley Street, Ste B
New Albany, Ohio 43054**



614-855-3790

Mobile: 517-295-9899

Email: brionk@midstatesrecreation.com

Web: www.midstatesrecreation.com

Our Products and Services

- Playground Equipment
- Outdoor Musical Equipment
- Shades, Shelters, & Pavilions
- Surfacing Options
- Sports & Fitness
- Site Furnishings
- Solar Lighting
- Splash Pads
- Dog Parks
- Design
- Parts
- Installation
- Playground Inspection

ZipCrank™ Playground Adjustable Systems

The perfect outdoor system for facilities that desire durable adjustable systems at an affordable price • These ZipCrank systems feature clear unbreakable 3/8" polycarbonate backboards, outdoor breakaway goals, 30" safe play area, removable awning style crank handle and textured black powder coat finish • Choose 4" square or 5" square, 1/8" wall direct bury pole each with an easy-to-read rim height indicator • Rim can be adjusted from 7½' to 10'.



Direct Bury Pole

Easy to Read Height Indicator

Easy Height Adjustment

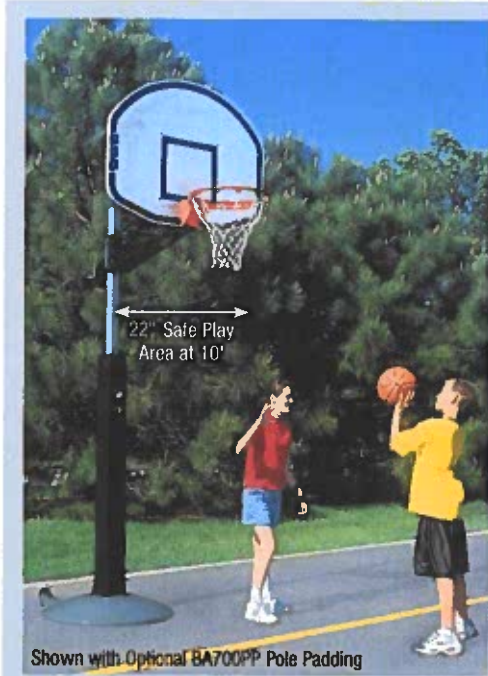


PR95UZC shown with optional pole padding



PR94UZC

Model #	Pole Size	Backboard Size	Backboard Type	Rim	Optional Pole Padding	Optional Backboard Padding	Warranties
PR95UZC	5" Square	36" x 60"	Polycarbonate	BA32 Flex	BA870JRPP	BA60U-BK	Two-Year Limited on Pole and Rim. Lifetime on Backboard
PR94UZC	4" Square	36" x 54"	Polycarbonate	BA32 Flex	BA79UJPP	BA54U-BK	Two-Year Limited on Pole and Rim. Lifetime on Backboard



Shown with Optional BA700PP Pole Padding

QwikChange™ Playground Systems

Popular playground features at a popular price... Heavy galvanized 3½" steel pole • 36" x 48" molded graphite backboard and flex goal adjusts from 7½' to 10' in 6" increments • QwikChange design requires only a pole to change height from the ground • Choose permanent in-ground or portable system • Great for camps, daycares, church parking lots or anywhere kids of all ages gather to play basketball • One year limited warranty.



PR12

PR12 QwikChange™ Permanent

36" ground bury...Optional BA700PP pole safety padding.

BA801 QwikChange™ Portable

Factory installed 350# of ballast...Built-in transport wheels • Order BA801BP and BA700PP for base and pole safety padding.



Tilt and Roll



Easy Height Adjustment

BA801BP Base Padding
Improve safety with this specially designed pad that covers 360° around the base of the BA801 portable...1" thick foam with sewn cover in black vinyl • Velcro attachment.





Modern tennis was first played in Birmingham, England, in approximately 1860 and has grown to worldwide popularity. Tennis can be played on grass, clay or hard surfaced courts. Tennis historians believe that a form of tennis could be traced to the Greeks, Romans or French monasteries. Equipment and rules have changed since the origins of the sport but today's game requires quality equipment regardless of the level of play.

TN500BNP 4' Tennis Player Bench

These 4' portable benches will seat 2 or 3 in style... Forest green 2" x 10" x .08" aluminum seats and backs • All player bench structures are constructed of 2" square aluminum tubing with a black powder coated finish and include rubber feet to allow indoor use without damaging floors and to keep legs from deteriorating in wet grass • Five-year limited warranty.



TN10

TN10 Competition Tennis System

Indoors or outdoors... Competition system for any level • 41' net with 46' coated top cable (TN10N) • 3" round, high tensile aluminum posts with durable green powder coated finish • Chrome plated internal winch to tension top cable • Removable handle • System includes posts, indoor/outdoor official net and center court net hold down strap and anchor • Order optional TN23 or TN235 sockets separately for easy post removal • Consult with a Bison product specialist for replacement systems for existing sockets • Two-year limited warranty.



TN05

TN05 Recreational Tennis System

These 3" diameter 3/16" wall steel posts have 1/4" diameter welded steel net side lacing loops and dome net cable guides for durability... Tennis green powder coated finish • Includes backlash free net cable tensioner, TN10N net and TN10CS center court hold down strap • Use as permanent posts or order optional TN23 or TN235 sockets for easy removal • One-year limited warranty.

TN10N Premium Tennis Net

For net replacement on any tennis court... Use indoor or outdoors • Includes center court net hold down straps and all required net attachment ropes • 40' net with 46' coated top cable • One-year limited warranty.

TN10CS Center Court Hold Down Straps

For net replacement on any tennis court... Replacement center strap assembly • Includes ground anchor.

TN23 Indoor Tennis Floor Socket/Floor Plate

Remove tennis posts with ease... 10" deep socket installs into court surface • Hinged brass floor plate covers socket when posts are removed.

TN235 Outdoor Tennis Ground Socket/Ground Plate

Same as above but made for the outdoor court... 100% removable aluminum cover.



TN10P



TN10P Portable Tennis System

Now you can set up a quality tennis court anywhere with an appropriate playing surface... Popular TN10 style 3" diameter aluminum posts with lacing bars, dome net cable guides and backlash free internal winch • Freestanding post assemblies are connected at the bottom by a three-piece, 42' rigid but lightweight 4" square aluminum tubing spreader • Entire system including posts and spreader bar are assembled and disassembled • Breaks down for easy transport and storage into five pieces, longest piece being 15' • System includes TN10 net and TN10CS center net hold down strap • Three-year limited warranty (excluding net).



Pickleball is the fastest growing net game in sports and combines elements of tennis, badminton and ping pong. Played indoors or outdoors on competition or recreational courts. Great game for players of all ages and skills. Played with paddles and a plastic ball as singles or doubles. Bison systems are available for all levels of play, indoors and outdoors, permanent installation, removable installation or portable.

PK10XL Competition Pickleball System

Can be used indoors or outdoors either permanently installed in concrete or installed in floor/ground sockets • 3" round tempered, extruded aluminum posts with a green powder coated finish • Chrome plated internal winch to tension top cables • Removable handle to reduce vandalism or net theft • Meets all IFP and USAPA rules • System includes posts, indoor/outdoor PK10NXL net and TN10CS court net hold down strap and anchor • Order PK23 or PK235 sockets separately for easy removable installation • Two-year limited warranty.

PK05XL Recreational Pickleball System

3" diameter, 3/16" wall steel standards have 1/4" diameter welded steel net side lacing bar and dome net cable guides • Meets all IFP and USAPA rules • Includes backlash free net cable tensioner, TN10NXL net and TN10CS center court hold down strap • Install for permanent use or order optional PK23 or PK235 sockets for easy removable installation • One-year limited warranty.

PK10NXL Competition Pickleball Net

Official 21'9" x 36" high net with 13/4" mesh • 4mm nylon coated top cable • Meets all IFP and USAPA rules • One-year limited warranty.

PK23 Indoor Pickleball Floor Socket/Cover Plate

Remove pickleball posts with ease • 3" diameter x 10" deep socket installs into court surface • Requires two per system • Hinged brass floor plate covers socket when posts are removed.

PK235 Outdoor Pickleball Ground Sockets/Cover Plate

Same as above but designed for outdoor courts • 100% removable aluminum cover • Requires two per system.



PK10XL

PK05XL

PK10NXL

PK10 PE Pickleball System

Pickleball has grown in popularity and this system can be installed in sockets indoors or outdoors for recreational use by players of all ages • 1 1/16" square aluminum standards have a white powder coated finish and include easy-to-use crankless net tensioning system, a PK10N net and center net hold down weights • Compatible with PK21 floor sockets (sold separately) • Can also be used in existing indoor 3", 3 1/2" or 4" volleyball floor sockets for PE use with adapters shown below • Two-year limited warranty.

PK10P Portable PE Pickleball System

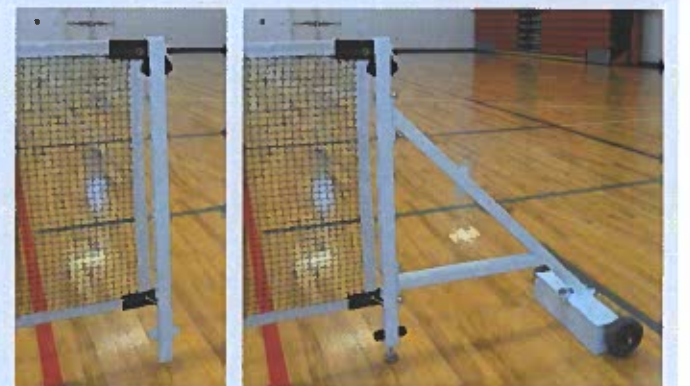
Heavy weighted base with integrated transport wheels makes set up easy and fast in any indoor or outdoor location • System includes 1 1/16" square, white powder coated aluminum uprights, crankless net tensioning system, PK10N net and weighted center net hold downs.

PK10N PE Pickleball Net

20' x 2 1/2' high with white top tape • 90 day limited warranty.

PK21 PE Pickleball Floor Sockets

For installation in all types of playing surfaces • Rust free aluminum sockets with hinged brass floor plate • Requires 2 per system.



PK10

PK10P

PK21
Small Hinged Brass

Weighted Center Hold Down



MEMORANDUM

TO: Township Board

FROM: Michael Archinal 

DATE: 5/2/2019

RE: Basketball Court

Over the last two meetings we have discussed the installation of a basketball court at the Township Hall. I believe the attached quotes reflect the direction given to me. The site will be graded to accommodate two courts. One court will be constructed this year. The court will be lined for basketball and will include hoop systems, pads and ball containment netting on each end. The use of this court will be monitored to determine the future of the second pad.

- Site work is estimated at \$45,000.
- Court installation is estimated at \$60,303.60

Please consider the following action:

Moved by _____, supported by _____, to approve site work and court installation for a basketball court at the Genoa Park as presented at a cost of \$105,303.60.

SUPERIOR SPORTS, LLC
 1250 N. OPDYKE RD.
 AUBURN HILLS, MI 48126



office: 248-342-3828
 fax 248-499-8141
 email jim@sportcourtm.com
 website: www.sportcourtm.com

Client: Mike Archinal
 Address _____
 City/Zip _____
 phone _____

Sales Representative:
 Tim Barnes
 cell # (248) 342-3826

	OPTION #1 60'x94' 6,648 SQ. FT.	OPTION #2 SQ. FT.	OPTION #3 SQ. FT.
COMPONENTS	PRICING	UNITS	UNITS
LIGHT UNITS			
double LED hoop light	600.00		
double LED light fixture	1995.00		
BASKETBALL HOOP SYSTEMS			
ultimate 72" adjustable hoop	1895.00	2	3790.00
ultimate 80" adjustable hoop	1595.00		
BASKETBALL PAD SET	235.00	2	470.00
pole	110.00		
backboard	95.00		
anchor	95.00		
NET ADJUSTMENT SYSTEM	249.00		
NET POLE (ONE POLE)	549.00		
MULTIPURPOSE NETS			
15' or 20' with cable	120.00		
24' with cable	140.00		
30' or 40' with cable	170.00		
tennis net	225.00		
REBOUNDER			
10'x10'	995.00		
10'x20'	1695.00		
BALL CONTAINMENT			
10' ball containment (per LF)	30.00	120	3600.00
4' ball containment (per LF)	24.00		
SPORTS GEAR			
fun pack	359.00		
fun pack with rack	425.00		
hockey set	549.00		
painted shuffle board	439.00		
painted pickleball lines	399.00		
painted tennis lines	525.00		
painted 3 pt and key	230.00		
BATTING CAGE			
12x12x80 batting cage	4000.00		
10x10x60 batting cage	3500.00		
SPORTS SURFACING (PER FT)	4.49		25323.60
COMPONENT SUBTOTAL			33883.60
freight			1500.00
installation			950.00
tax 6%			2033.02
reinforced concrete with rebar	4.25 sq. ft.		23970.00
prep and base			provided
COURT SYSTEM TOTAL			\$ 60,303.60

HOMEOWNER IS RESPONSIBLE FOR ELECTRICAL CONNECTIONS, PERMITS, EASEMENTS AND HOMEOWNER ASSOC. APPROVAL

Customer Signature _____ Date _____
 Sport Court Signature _____ Date _____

GENOA TOWNSHIP, MICHIGAN BASKETBALL COURT

401 S. WOODRUFF ST. HOLLAND
MICHIGAN 49423
PHONE (616) 865-7400 FAX (616) 865-7401
WWW.TETRA-TECH.COM



TETRA TECH

PROJECT LOCATION: GENOA TOWNSHIP, MICHIGAN	CLIENT INFORMATION: GENOA TOWNSHIP
TI PROJECT No.: 200-1274-1002	CLIENT PROJECT No.:
PROJECT DESCRIPTION / NOTES: FOR ALL PARTS OF BASKETBALL COURT AND PARKWAY RELOCATION	

ISSUED:

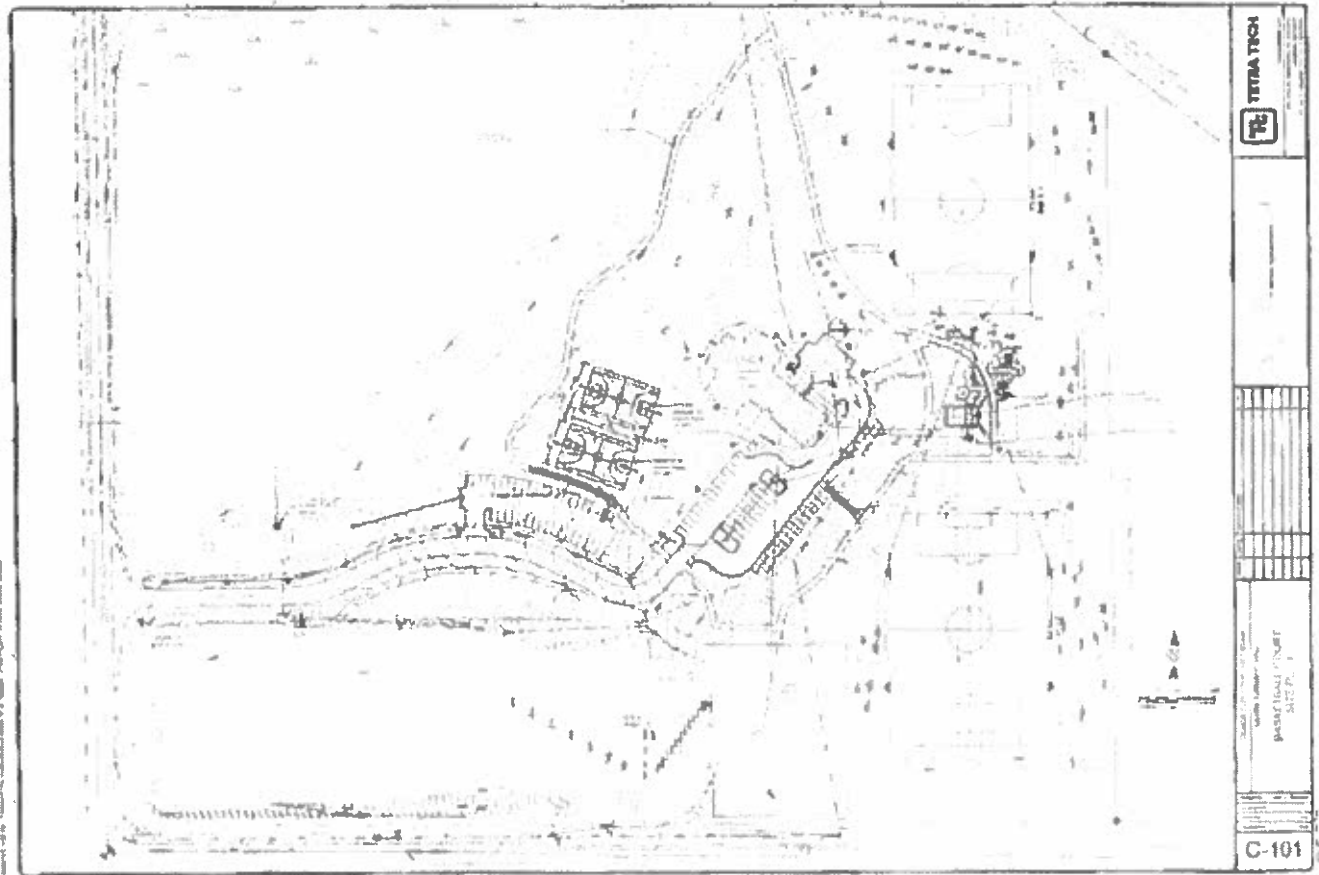


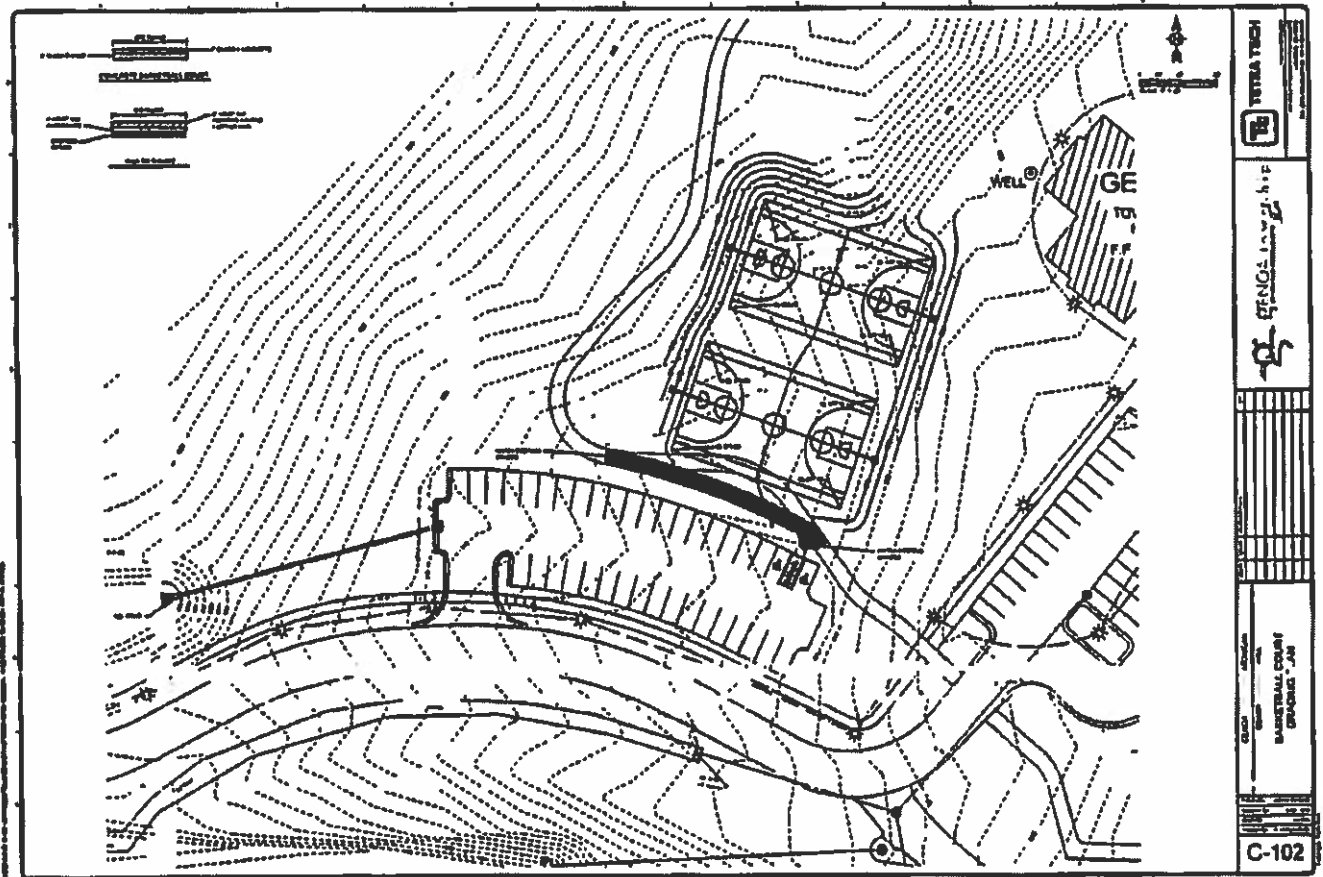
LOCATION MAP

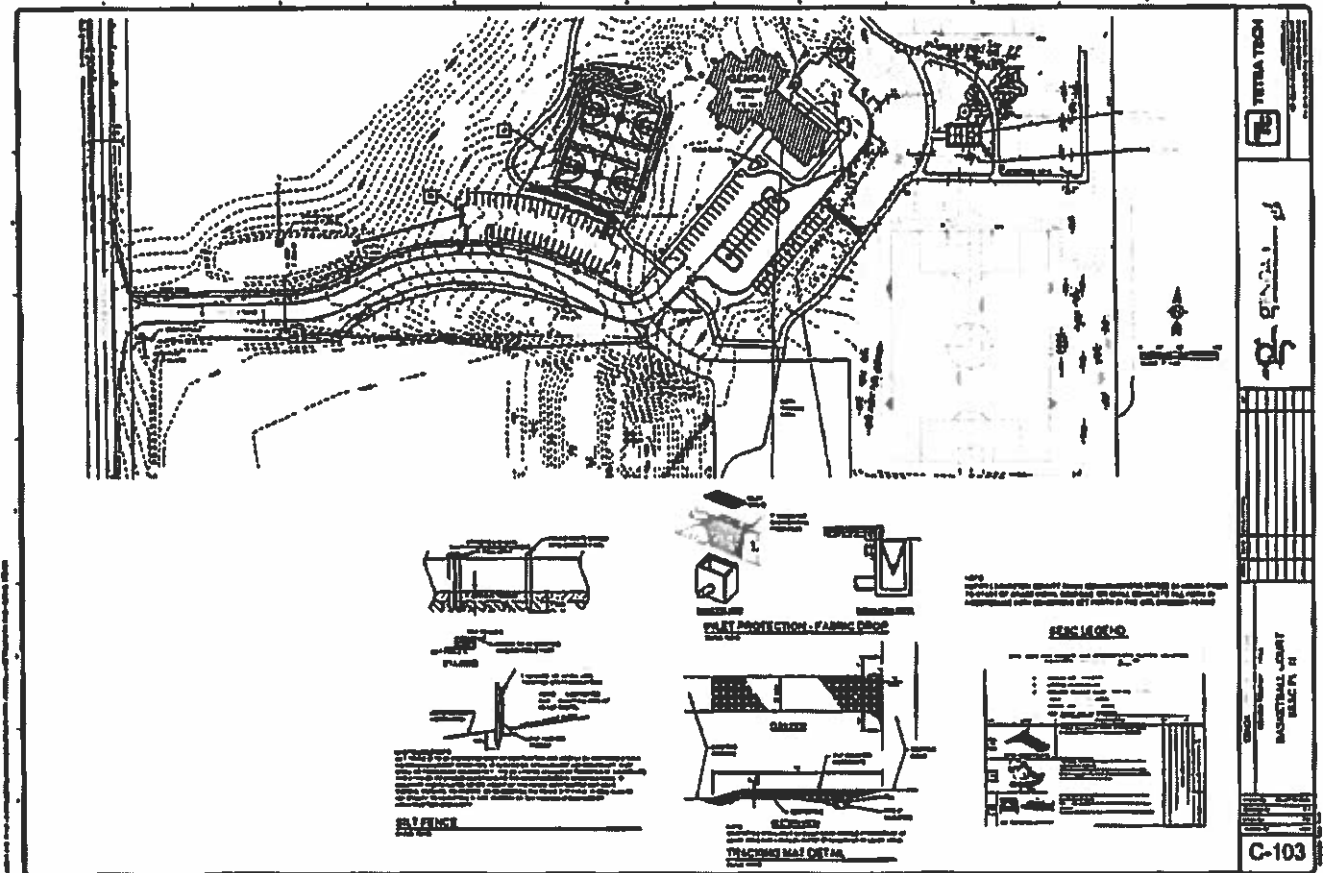


SHEET INDEX

0-001	GENERAL NOTES
0-100	PRO PLAN
0-101	ASPHALT PLAN
0-102	SEWER PLAN



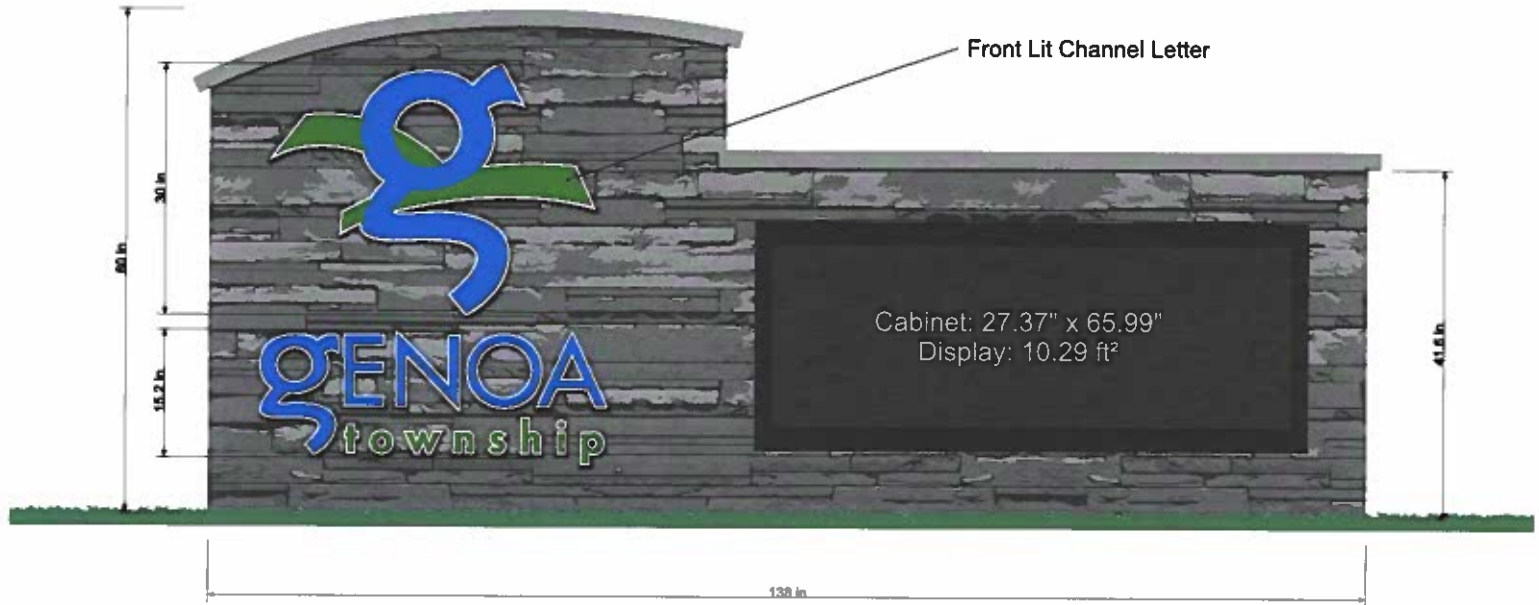




Option #1 | Area 6643 in² | 46.2 ft²



6' Tall Person



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Make changes where noted and reproof _____



Graphics > Signage > Displays

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File Name:	Geona Monument Working.fs		
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Option #2 | Area 6066.0 in² | 42.125 ft²



6' Tall Person



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OK to produce _____

Make changes where noted and reproof _____



Graphics > Signage > Displays

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02/11/2020
1st Draft
Feb. 17, 2020

BUDGET REPORT FOR GENOA TOWNSHIP
General Fund - 101

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ORIGINAL BUDGET	2019-20 ACTIVITY THRU 02/11/2020	2019-20 AMENDED BUDGET	2020-21 RECOMMENDED BUDGET
ESTIMATED REVENUES								
101-000-403-000	CURRENT REAL PROP TAX/INTEREST	858,935	884,853	918,863	885,000	583,966	885,000	900,000
101-000-407-000	DELINQ TAX - PERSONAL & REAL	10,489	2,030	904				
101-000-423-000	COLLECT FEES/EXCESS OF ROLL	322,582	331,536	343,808	350,000	258,041	350,000	350,000
101-000-423-100	COLLECTION FEE - SCHOOLS	25,282	24,945	25,167	26,000	24,900	26,000	25,000
101-000-423-200	SET FEES COLLECTED	195	163					
101-000-476-100	LICENSE/PERMIT/CABLE FRANCHISE	412,994	409,282	404,317	425,000	397,777	425,000	425,000
101-000-477-000	METRO ACT REVENUE	17,697		13,459	13,500	13,918	13,918	15,000
101-000-477-001	LCSA-PPT REIMBURSEMENT	17,418	18,565	7,067		7,782	7,800	8,000
101-000-480-000	TRAILER FEES	5,354	3,577	2,734	3,600	3,049	3,600	3,700
101-000-574-000	STATE SHARED REVENUE	1,590,988	1,687,235	1,764,024	1,750,000	1,514,920	1,800,000	1,835,000
101-000-608-000	CHARGES FOR SERV-APPL FEES	37,739	42,564	69,184	50,000	82,160	90,000	75,000
101-000-631-000	REFUSE COLLECTION FEES	802,947	827,146	929,975	997,575	1,051,619	1,052,000	1,100,000
101-000-664-000	INTEREST	3,928	8,253	5,326	20,000	10,506	15,000	15,000
101-000-676-000	ADMIN FEE/UTILITY-OPERATING	54,100	55,185	56,587	56,000	86,581	56,000	58,800
101-000-676-100	ADM FEE LIQUOR LAW	3,500	3,500	3,500	3,500	3,500	3,500	3,500
101-000-678-300	TAXES ON LAND TRANSFER	148,885	119,945	128,538	120,000	139,362	128,550	130,000
101-000-695-000	OTHER/CEMETERY/ SCHOOLS	1,762				100		
101-000-699-001	MISC/SCHOOL/CEMETERY/ELECTI	69,049	15,784	7,657	50,000	63,040	95,000	10,000
101-000-699-002	MMRMA REIMBURSEMENT	24,658	17,305	14,770	15,000	26,695	26,700	25,000
101-000-699-505	TRANSFER IN FROM SELCRA							
TOTAL ESTIMATED REVENUES		4,408,502	4,451,868	4,695,880	4,765,175	4,267,916	4,978,068	4,979,000

Feb. 17, 2020

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ORIGINAL BUDGET	2019-20 ACTIVITY THRU 02/11/2020	2019-20 AMENDED BUDGET	2020-21 RECOMMENDED BUDGET
APPROPRIATIONS								
101-101-703-000	SALARIES/TRUSTEES	23,436	29,180	31,187	35,000	28,031	35,000	35,000
101-171-703-000	SALARIES/TWP SUPERVISOR	53,400	54,400	55,760	56,980	50,270	56,875	57,844
101-191-703-000	SALARIES/ELECTION	69,353	500	57,076	40,000	34,971	75,000	80,000
101-209-703-000	CONTRACTUAL SALARIES	348,382	357,451	368,738	394,000	328,115	394,000	408,000
101-210-801-000	PROF.CONTR./LEGAL	65,412	59,007	99,099	70,000	97,163	135,000	135,000
101-215-703-000	SALARIES/TWP CLERK	52,400	53,400	54,735	55,935	49,346	55,829	57,502
101-223-801-000	PROF. CONTR. AUDITOR	20,600	22,985	20,100	25,000	15,425	25,000	25,000
101-241-801-000	PROF.CONSULTING/ENG/PLANNING	22,246	17,971	14,914	50,000	9,413	50,000	90,000
101-247-703-000	BD OF REVIEW SALARIES	2,150	1,975	2,375	3,000	450	3,000	3,000
101-247-964-000	REFUNDS & CHARGEBACKS	2,028	697	716	10,000	1,556	10,000	5,000
101-253-703-000	SALARIES/TWP TREASURER	52,400	53,400	54,735	55,935	49,346	55,829	57,502
101-265-775-000	REPAIRS & MAINTENANCE	115,969	147,150	151,803	160,000	133,657	160,000	160,000
101-265-910-000	INSURANCE BC/BS & MCM	281,904	298,212	301,950	362,000	313,122	362,000	405,000
101-265-911-000	WELLNESS IQ REIMBURSE	519	5,254	5,250	10,000	4,255	4,254	5,000
101-265-920-000	UTIL:ELECTRICITY & NAT.GAS	18,624	21,773	15,352	22,000	17,454	22,000	22,000
101-284-703-000	SALARIES	281,503	288,783	358,155	352,000	303,494	370,000	381,000
101-284-704-000	RETIREMENT	83,953	99,933	116,563	120,000	139,886	120,000	125,000
101-284-715-000	EMPLOYER'S SHARE FICA	64,111	72,775	71,519	82,000	61,687	82,000	85,000
101-284-720-000	M.E.S.C.		300		20,000		20,000	20,000
101-284-727-000	PRINTG, POSTAGE, OFC SUPPLIES	79,333	61,893	94,953	95,000	42,230	60,000	95,000
101-284-728-000	ECONOMIC DEVELOPMENT	22,000	22,000	23,305	25,000	22,918	25,000	25,000
101-284-850-000	TELEPHONE	19,756	24,246	29,007	32,000	26,216	32,000	32,000
101-284-861-000	MILEAGE & TRAVEL EXPENSE	11,589	10,902	10,392	15,000	9,162	15,000	15,000
101-284-957-000	DUES	21,236	16,495	23,733	20,000	17,255	20,000	20,000
101-284-958-000	MEETING FEES & MISC. EXPENSES	31,428	13,016	30,106	30,000	22,739	30,000	30,000
101-284-958-001	692 RED OAKS DR	5,335	(565)					
101-284-959-000	APPL FEES EXPENSES	44,613	45,521	41,759	50,000	45,319	70,000	50,000
101-284-959-001	PLANNING /ZBA SALARIES	28,545	26,387	29,282	32,000	26,429	32,000	32,000

Feb. 17, 2020

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ORIGINAL BUDGET	2019-20 ACTIVITY THRU 02/11/2020	2019-20 AMENDED BUDGET	2020-21 RECOMMENDED BUDGET
101-301-703-000	SALARY/ORDINANCE/ ZONING ADMIN	81,725	75,576	81,112	91,000	71,423	91,000	94,500
101-441-803-000	REFUSE MAINTENANCE	956,602	964,542	1,081,606	1,097,381	885,070	1,097,381	1,125,000
101-916-962-000	DRAIN AT LARGE	28,421	32,459	27,584	50,000		50,000	50,000
101-929-977-000	CAPITAL OUTLAY	88,953	117,632	70,134	125,000	31,039	75,000	125,000
101-966-999-010	TRANS OUT FUTURE RD IMPR #261	150,000	500,000	500,000	500,000		750,000	750,000
101-966-999-013	ADV FOR ROAD PROJECTS #264	600,000	150,000	150,000	150,000	150,000	150,000	150,000
101-966-999-027	FUT DEV PARKS & REC.#270	300,000	500,000	500,000	500,000	500,000	500,000	550,000
101-966-999-028	TRANS TO RESERVE BLDG/GRD #271	20,000	50,000	50,000	50,000	50,000	50,000	
101-966-999-110	CONTINGENCIES				50,000		50,000	50,000
TOTAL APPROPRIATIONS		4,047,926	4,195,250	4,523,000	4,836,231	3,537,441	5,133,168	5,350,348
NET OF REVENUES/APPROPRIATIONS - FUND 101		360,576	256,618	172,880	(71,056)	730,475	(202,300)	(440,289)
BEGINNING FUND BALANCE		1,777,795	2,138,369	2,394,985	2,567,865	2,567,865	2,567,865	2,365,565
ENDING FUND BALANCE		2,138,371	2,394,987	2,567,865	2,496,809	3,298,340	2,365,565	1,925,276

01/23/2020
Liquor Law Fund 212
1st Draft

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ORIGINAL BUDGET	2019-20 ACTIVITY 02/11/2020	2019-20 AMENDED BUDGET
ESTIMATED REVENUES							
212-000-570-000	STATE SHARED REV LIQUOR LAW	13,833	14,942	14,034	15,700	16,220	16,220
TOTAL ESTIMATED REVENUES		13,833	14,942	14,034	15,700	16,220	16,220
APPROPRIATIONS							
212-000-956-000	MISC EXPENSE	200					
212-330-702-000	LIQUOR LAW ENF WAGES	8,240	8,240	8,240	9,064	9,064	9,064
212-330-704-000	RETIREMENT	824	824	824	906	906	906
212-330-715-000	EMPLOYER'S SHARE FICA	640	640	640	703	703	703
212-330-716-000	LIQUOR LAW ADM FEE/GENOA TWP.	3,500	3,500	3,500	5,000	3,500	3,500
212-330-716-001	VEHICLE EXPENSE					1,500	1,500
212-330-717-000	AUDITING EXPENSE			200	200	200	200
TOTAL APPROPRIATIONS		13,404	13,204	13,404	15,873	15,873	15,873
NET OF REVENUES/APPROPRIATIONS - FUND 212		429	1,738	630	(173)	347	347
BEGINNING FUND BALANCE		671	1,100	2,837	3,468	3,468	3,468
ENDING FUND BALANCE		1,100	2,838	3,467	3,295	3,815	3,815

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ORIGINAL BUDGET	2019-20 ACTIVITY 02/11/2020	2019-20 AMENDED BUDGET	2020-21 RECOMMENDED BUDGET
ESTIMATED REVENUES								
261-000-664-000	INTEREST	130	1,537	6,081	6,000	7,792	8,500	9,000
261-000-699-000	OPERATING TRANSFER IN	150,000	500,000	500,000	500,000		500,000	750,000
261-000-699-264	TRANS IN FROM 264	500,000						
TOTAL ESTIMATED REVENUES		650,131	501,537	506,081	506,000	7,792	508,500	759,000
APPROPRIATIONS								
261-330-717-000	MISC ROADS/AUDIT			20,000	20,000	400	20,000	20,000
261-441-804-000	DUST CONTROL	56,790	70,484	67,247	70,000	68,447	68,447	70,000
261-471-803-000	GRAND OAKS ROAD IMPROVEMENT	200,000						
261-472-804-000	GOLF CLUB				66,750	75,000	75,000	
261-477-809-000	TRI LAKES	11,714						
261-477-810-000	SUNDANCE TRAIL	30,000						
261-477-811-000	HUGHES ROAD	44,434		193,730				
261-477-813-000	WILDWOOD DRIVE	7,798						
261-477-817-000	LATSON ROAD SIGNAL			143,927				
261-477-818-000	HACKER AND LAWSON		120,372					
261-477-819-000	TIMBERVIEW		49,000					
261-477-820-000	OAK POINTE HONORS		44,000					
261-477-822-000	EARL LAKE					56,488	56,488	
261-477-823-000	DORR ROAD				217,500	175,000	167,500	
261-477-824-000	GRAND RIVER WIDENING					30,000	30,000	
261-477-825-000	EDINBURGH DRIVE					5,000	5,000	
261-477-827-000	DILLION DRAINAGE/ROAD							99,000
261-477-828-000	DORR ROAD							122,500
261-477-829-000	HERBST ROAD-CRUSHED LIMESTONE							133,000
261-477-830-000	CHILSON RD (BRIGHTON-LATSON)							91,250
	BEATTIE/PARDEE/WESTPHAL							85,000
261-906-956-000	MISC EXPENSE/AUDIT	180	580	882	1,000		1,000	1,000
261-966-999-264	TRANS OUT TO 264	500,000		92,250				
TOTAL APPROPRIATIONS		850,916	284,436	518,036	375,250	410,335	423,435	621,750
NET OF REVENUES/APPROPRIATIONS - FUND 261		(200,785)	217,101	(11,955)	130,750	(402,543)	85,065	131,000
BEGINNING FUND BALANCE		1,356,488	1,155,703	1,372,803	1,360,847	1,360,847	1,360,847	1,445,912
ENDING FUND BALANCE		1,155,703	1,372,804	1,360,848	1,491,597	958,304	1,445,912	1,576,912

02/11/2020

BUDGET REPORT FOR GENOA TOWNSHIP

Future Roads/Lakes - Fund 264

1st Draft

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ORIGINAL BUDGET	2019-20 ACTIVITY THRU 02/11/2020	2019-20 AMENDED BUDGET	2020-21 RECOMMENDED BUDGET
ESTIMATED REVENUES								
264-000-665-000	INTEREST/SAD	680	1,826	3,906	2,300	8,421	9,500	10,000
264-000-699-101	TRANSFER IN - FUND # 101	600,000	150,000	150,000	150,000	150,000	150,000	150,000
264-000-699-261	TRANSFER IN- FUND 261	500,000						
264-448-450-000	SAD PRINCIPAL - WHITE PINES LIGHTS	705	767	800	800		800	800
264-470-450-000	SAD PRINCIPAL - FENDT DRIVE W-22	(915)		81,389	81,389		81,389	87,486
264-471-450-000	SAD PRINCIPAL - GRAND OAKS-W-20	138,037	142,649	76,820	76,819	79,661	79,661	73,977
264-471-671-000	OTHER INCOME-GRAND OAKS- LCRC		157,793					
264-472-450-000	SAD PRINCIPAL - RED OAKS-W-22	59,268	59,811	62,775	55,860	13,555	55,860	54,625
264-473-450-000	SAD PRINCIPAL - GLENWAY DRIVE	15,628						
264-474-450-000	SAD PRINCIPAL - SUNRISE PARK-S-20	135,947	130,693	97,892	89,000	92,871	92,244	85,341
264-475-688-000	SAD PRINCIPAL GRAND BEACH-W-20	9,336						
264-476-450-000	SAD PRINCIPAL - TIMBERVIEW-W-22		46,469	33,183	33,000	4,951	33,000	33,000
264-476-699-261	TRANSFER IN # 261 - TIMBERVIEW		49,000					
264-477-450-000	SAD PRINCIPAL - SUNDANCE TR-W-21	37,020	27,323	23,305	23,305	804	23,305	23,305
264-477-687-000	OP HONORS-SAD	178,000						
264-478-450-000	SAD PRINCIPAL- HOMESTEAD TR-W-20	38,333	37,171	34,848	34,800	35,429	34,800	34,800
264-479-450-000	SAD PRINCIPAL- E COON LAKE RD-S-21	26,961	19,608	19,608	19,608	19,608	19,608	19,608
264-480-699-261	TRANSFER IN # 261 - OAK POINTE HONORS		44,000					
264-482-450-000	SAD PRINCIPAL - HILLENDALE-S-20			8,328	7,138	6,738	7,138	7,138
264-483-699-261	TRANSFER IN # 261							
264-484-450-000	EARL LAKE SAD PRIN W25			31,328	22,603	1,632	22,603	19,158
264-484-699-261	EARL LAKE TRANS IN FROM 261			58,000		56,488	56,488	
264-485-450-000	NOVEL ESTATES SAD PRIN W25			15,037	12,844	4,699	12,844	11,904
264-485-699-261	NOVEL ESTATES TRANS IN FROM 261			34,250				
	SAD PRINCIPAL - EDWIN DRIVE						3,544	14,000
264-570-450-000	SAD PRINCIPAL - LAKE CHEMUNG-W21	53,349	118,033	73,029	66,000	6,356	66,000	66,527
264-571-450-000	SAD PRINCIPAL - PARDEE LAKE-W-20	26,000	26,000	27,209	25,395	3,023	25,395	25,395
264-572-450-000	SAD PRINCIPAL - GRAND BEACH WEEDS W2016		9,336	9,603	9,336		9,336	9,205
264-573-450-000	SAD PRINCIPAL- E/W CROOKED LK S-18	19,434	19,161	20,293	20,000	20,471	20,500	19,579
TOTAL ESTIMATED REVENUES		1,837,783	1,039,640	861,603	730,197	508,251	804,015	745,848

	2016-17	2017-18	2018-19	2019-20	2019-20	2019-20	2020-21
	ACTIVITY	ACTIVITY	ACTIVITY	ORIGINAL	ACTIVITY	AMENDED	RECOMMENDED
GL NUMBER	DESCRIPTION			BUDGET	THRU 02/11/2020	BUDGET	BUDGET
APPROPRIATIONS							
264-448-801-000	PROJECT COSTS - WHITE PINES LIGHTS	841	767	707		609	800
264-470-801-000	PROJECT COSTS - FENDT DRIVE W-22			426,321		5,000	5,000
264-471-801-000	PROJECT COSTS - GRAND OAKS	619,730					
264-472-801-000	PROJECT COSTS - RED OAKS		7,110				
264-474-801-000	PROJECT COSTS - SUNRISE PARK	535,114					
264-475-801-000	PROJECT COSTS - MOUNTAIN/MYSTIC/MILRI	508					
264-476-801-000	PROJECT COSTS - TIMBERVIEW		265,698				
264-477-801-000	PROJECT COSTS - SUNDANCE TRAIL	155,742					
264-477-816-000	PINE RIDGE PAVING-EXPENSES	1,007					
264-478-801-000	PROJECT COSTS - HOMESTEAD TRAIL	177,880					
264-479-801-000	PROJECT COSTS - E COON LAKE ROAD	124,405					
264-480-801-000	PROJECT COSTS - OAK POINTE HONORS	660	217,645				
264-481-801-000	PROJECT COSTS PINE RIDGE PAVING						
264-482-801-000	PROJECT COSTS - HILLENDALE		1,519	20,605			
264-483-801-000	PROJECT COSTS						
264-484-801-000	EARL LAKE PROJECT COSTS W-2018			1,260		225,386	225,387
264-485-801-000	NOVEL ESTATES PROJECT COST W 2018			133,320			
264-486-801-000	DILLION/STATE/MISC-SAD					7,712	35,000
264-487-801-000	PROJECT COSTS -EDWIN DR					5,196	18,898
264-488-801-000	PROJECT COSTS-ELMHURST DRIVE/ S2020					2,000	2,000
264-570-801-000	PROJECT COSTS - LAKE CHEMUNG	57,672	29,582	47,517	60,000	58,126	60,000
264-571-801-000	PROJECT COSTS - PARDEE LAKE	24,866	21,952	26,750	28,000	23,280	28,000
264-572-801-000	PROJECT COSTS - GRAND BEACH WEEDS	1,080	9,230	7,479	10,000	9,237	10,000
264-573-801-000	PROJECT COSTS - E/W CROOKED LAKE WEEE	10,920	23,866	46,629	50,000	10,448	50,000
264-574-801-000	PROJECT COSTS - ROUND LAKE		1,619				
264-906-956-000	MISC EXPENSE	3,529	9,310	4,550	4,600	4,050	4,600
264-966-999-261	TRANS OUT TO FUND #261	500,000					
TOTAL APPROPRIATIONS		2,213,954	588,298	715,138	152,600	351,044	439,685
NET OF REVENUES/APPROPRIATIONS - FUND 264		(376,171)	451,342	146,465	577,597	157,207	515,684
BEGINNING FUND BALANCE		1,518,832	1,142,661	1,594,005	1,740,466	1,740,466	2,095,930
ENDING FUND BALANCE		1,142,661	1,594,003	1,740,470	2,318,063	1,897,673	2,611,614

02/11/2020 BUDGET REPORT FOR GENOA TOWNSHIP

Parks and Rec. - Fund 270

1st Draft

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ORIGINAL BUDGET	2019-20 ACTIVITY thur 02/11/2020	2019-20 AMENDED BUDGET	2020-21 RECOMMENDED BUDGET
ESTIMATED REVENUES								
270-000-664-000	INTEREST	1,429	1,519	3,178	1,500	4,731	6,000	6,000
270-000-669-000	INCOME-OTHER		1,000			322	322	
270-000-670-000	CONTRIBUTIONS							
270-000-680-000	RENTAL INCOME	11,450	12,000	8,000				
270-000-699-000	OPERATING TRANSFER IN #101	300,000	500,000		500,000	500,000	500,000	500,000
270-000-699-101	TRANSFER IN-GENERAL FUND			500,000				
TOTAL ESTIMATED REVENUES		312,879	514,519	511,178	501,500	505,053	506,322	506,000
APPROPRIATIONS								
270-241-801-000	ATTORNEY/ENGINEERING	32,690	240					
270-265-775-000	MAINTENANCE	61,556	100,461	76,767	100,000	63,979	100,000	100,000
270-330-694-002	RENTAL HOUSE EXPENSE				5,000			
270-330-695-002	MISC EXPENSE/AUDIT	1,291	529	285	500	250	500	500
270-330-696-002	GENOA TWP ATHLETIC FIELD				134,800			114,000
270-330-697-002	RECREATION BIKE PATH	408,373	2,415	186,597	220,000	255,452	255,452	134,800
270-330-698-002	FILMORE PARK			12,354	5,000		5,000	
270-330-701-000	HOWELL PARKS AND REC	103,225	103,806	100,806	107,500	103,669	107,500	107,500
270-536-972-100	LAND FOR RECREATION				200,000			350,000
TOTAL APPROPRIATIONS		607,135	207,451	376,809	772,800	423,350	468,452	806,800
NET OF REVENUES/APPROPRIATIONS - FUND 270		(294,256)	307,068	134,369	(271,300)	81,703	37,870	(300,800)
BEGINNING FUND BALANCE		793,045	498,789	805,857	940,225	940,225	940,225	978,095
ENDING FUND BALANCE		498,789	805,857	940,226	668,925	1,021,928	978,095	677,295

02/11/2020 BUDGET REPORT FOR GENOA TOWNSHIP

Buildings and Grounds - Fund 271

1st Draft

GL NUMBER	DESCRIPTION	2016-17 ACTIVITY	2017-18 ACTIVITY	2018-19 ACTIVITY	2019-20 ORIGINAL BUDGET	2019-20 ACTIVITY Thru 02/11/2020	2019-20 AMENDED BUDGET	2020-21 RECOMMENDED BUDGET
ESTIMATED REVENUES								
271-000-664-000	INTEREST	132	308	505	500	434	500	500
271-000-695-000	CEMETERY SALES			3,000	3,000		1,200	2,000
271-000-699-000	OPERATING TRANSFER IN #101	20,000	50,000	50,000	50,000	50,000	50,000	
TOTAL ESTIMATED REVENUES		20,132	50,308	53,505	53,500	50,434	51,700	2,500
APPROPRIATIONS								
271-906-956-000	MISC EXPENSE	465			500		500	500
271-906-957-000	CEMETERY PURCHASE	40,440						
271-906-958-000	CEMETERY MAINTENANCE		5,500	750	6,000	4,295	4,295	6,000
271-906-959-000	CHILSON- DORR FIRE STATION			37,360	5,000			
271-929-977-000	CAPITAL OUTLAY/PAVEMENT/PARKIN				10,000	56,205	56,205	35,000
TOTAL APPROPRIATIONS		40,905	5,500	38,110	21,500	60,500	61,000	41,500
NET OF REVENUES/APPROPRIATIONS - FUND 271		(20,773)	44,808	15,395	32,000	(10,066)	(9,300)	11,000
BEGINNING FUND BALANCE		172,537	151,763	196,571	211,966	211,966	211,966	202,966
ENDING FUND BALANCE		151,764	196,571	211,966	243,966	201,900	202,666	213,966