

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
November 7, 2022
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: November 7, 2022
2. Request to approve October 17, 2022 regular meeting and October 26, 2022 special meeting minutes
3. Request to amend the Board of Review, Refunds and Chargebacks Budget (101-247-964-000) from \$2000.00 to \$5000.00.

Approval of Regular Agenda:

4. Request for approval of the proposed 2023 employee benefits as presented by Human Resources Manager, Kim Lane.
5. Presentation and request to receive the Fiscal Year 2021-2022 Township Audit as presented by Maner Costerisan.
6. Request for approval of the proposed 2023 Howell Area Parks and Recreation Authority budget presented by Tim Church, HAPRA Director.
7. Consideration of a recommendation for approval of a special use application, environmental impact assessment and site plan for a proposed 3,750 sq. ft. office building with outdoor storage located at 1247 Fendt Drive, north of Grand Oaks Drive. The request is petitioned by Al Halliday, A & J Cartage.
8. Request for introduction of the proposed rezoning ordinance number Z-22-03 and to set the meeting date for the purpose of considering the proposed ordinance for adoption before the Township Board on Monday, November 21, 2022. The request is to rezone approximately 52 acres from the Neighborhood Service District, Medium Density Residential district and the Town Center Overlay district to Residential Planned Unit Development. The property consists of two vacant parcels with a combined total of approximately 52 acres with parcel ID numbers 4711-11-300-014 and 4711-14-100-002 located at the southeast corner of Grand River and Dorr Road.

9. Request for approval to appoint Kelly VanMarter as the FOIA Coordinator for the remainder of the current term, to re-appoint Diana Lowe to the Planning Commission with a term ending 11/20/23, to re-appoint Jean Ledford to the Zoning Board of Appeals with a term ending 11/20/23 and to re-appoint Chris Grajek, Ron Matkin, Marianne McCreary, and Lindsay MacFarlane (alternate) to the Board of Review with terms ending 12/31/24 as recommended by the Township Supervisor.
10. Request for discussion regarding re-negotiating the Settlement Agreement associated with a Consent Order for Case No. 11-26089-CE, Genoa Charter Township vs Paul Lalewicz.
11. Request for discussion regarding Township contributions to the Senior Survivor playground project.
12. Request for approval of the closed session minutes from October 26, 2022.
 - a. If necessary, consider motion to enter into closed session under the Open Meetings Act, MCL 15.268(h) to consider material exempt from discussion or disclosure by state or federal statute. (roll call, requires 2/3 vote)
 - b. Consider motion to adjourn the closed session and reconvene in open session. (roll call)

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.

BOARD PACKET

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

MEETING DATE: November 7, 2022

All information below through November 2, 2022

TOWNSHIP GENERAL EXPENSES	\$	95,655.70
October 28, 2022 Bi Weekly Payroll	\$	119,318.96
November 1, 2022 Election Class Payroll	\$	2,297.70
OPERATING EXPENSES DPW	\$	12,971.01
OPERATING EXPENSES Oak Pointe	\$	117,760.80
OPERATING EXPENSES Lake Edgewood	\$	28,701.77
TOTAL	\$	<u>376,705.94</u>

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
10/14/2022	37784	BLUE CROSS & BLUE SHIELD OF MI	46,007.98
10/14/2022	37785	CONSUMERS ENERGY	187.61
10/14/2022	37786	EHIM, INC	2,372.49
10/14/2022	37787	FEDERAL EXPRESS CORP	249.84
10/14/2022	37788	MICHIGAN OFFICE SOLUTIONS	112.32
10/14/2022	37789	VERIZON WIRELESS	432.27
10/18/2022	37790	ETNA SUPPLY COMPANY	1,190.00
10/18/2022	37791	MICHIGAN OFFICE SOLUTIONS	253.16
10/20/2022	37792	LEO'S CUSTOM SPRINKLER SERVICE INC.	300.00
10/20/2022	37793	LIVINGSTON COUNTY TREASURER	26.55
10/20/2022	37794	DIANA LOWE	1,091.98
10/20/2022	37795	TERRY CROFT	1,136.20 V
		Void Reason: REIMBURSED WRONG AMOUNT	
10/20/2022	37796	TETRA TECH INC	795.00
10/20/2022	37797	US BANK EQUIPMENT FINANCE	2,110.70
10/20/2022	37798	ANGELA WILLIAMS	113.02
10/20/2022	37799	2/42 COMMUNITY CHURCH	300.00
10/20/2022	37800	CHILSON HILLS BAPTIST CHURCH	300.00
10/20/2022	37801	CHURCH OF THE NAZARENE	300.00
10/20/2022	37802	CLEARY UNIVERSITY	300.00
10/20/2022	37803	COMMUNITY BIBLE CHURCH	300.00
10/20/2022	37804	DELTA DENTAL	3,740.67
10/20/2022	37805	DYKEMA	492.00
10/20/2022	37806	HORNUNG ELEMENTARY SCHOOL	300.00
10/20/2022	37807	HOWELL PUBLIC SCHOOLS	300.00
10/20/2022	37808	MUTUAL OF OMAHA	2,332.60
10/20/2022	37809	SMART BUSINESS SOURCE	753.28
10/20/2022	37810	TERRY CROFT	1,126.20
10/24/2022	37811	AMERICAN VIDEO TRANSFER INC	285.00
10/24/2022	37812	CHASE CARD SERVICES	1,068.51
10/24/2022	37813	COMCAST	249.28
10/24/2022	37814	FAHEY SCHULTZ BURZYCH RHODES PLC	12,431.50
10/24/2022	37815	MARIANNE MCCREARY	955.09
10/24/2022	37816	MICHIGAN OFFICE SOLUTIONS	200.79
10/24/2022	37817	PIVOT POINT PARTNERS LLC	3,027.35
10/24/2022	37818	QUADIENT FINANCE USA, INC	1,216.72
10/24/2022	37819	SMART BUSINESS SOURCE	70.54
10/24/2022	37820	TETRA TECH INC	540.00
10/25/2022	37821	BUSINESS IMAGING GROUP	186.68
10/25/2022	37822	CHRISTOPHER GRAJEK	1,017.49
10/25/2022	37823	SPIRIT OF LIVINGSTON	728.00
10/31/2022	37824	CAPITAL ONE	572.02
10/31/2022	37825	DTE ENERGY	27.36
10/31/2022	37826	LIVINGSTON PRESS & ARGUS	350.00
10/31/2022	37827	LEO'S CUSTOM SPRINKLER SERVICE INC.	110.00
10/31/2022	37828	NORTHERN PLUMBING, INC.	1,420.00
10/31/2022	37829	PFEFFER, HANNIFORD, PALKA	5,250.00
10/31/2022	37830	STATE OF MICHIGAN	161.70
FNBCK TOTALS:			
Total of 47 Checks:			96,791.90
Less 1 Void Checks:			1,136.20
Total of 46 Disbursements:			95,655.70

Payroll ID: 225

Pay Period End Date: 10/21/2022 Check Post Date: 10/28/2022 Bank ID: FNBCK

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

TWP MED REIMBUR	0.00	0.00	0.00	0.00
UNIFORM ALLOW	0.00	0.00	0.00	4,325.00
VAC COVID 19	0.00	0.00	0.00	0.00
VACATION MONTAX	0.00	0.00	0.00	0.00
VACATION PAY	217.50	0.00	7,879.88	111,885.06
VACATION PTIME	0.00	0.00	0.00	4,782.15
WELL IQ	0.00	0.00	405.95	3,413.54
ZBA CHAIR	1.00	0.00	205.30	1,818.36
ZBA MINUTES	1.00	0.00	173.00	1,532.28
ZBA MINUTES OT	0.00	0.00	0.00	0.00
ZBA PER DIEM	7.00	0.00	1,356.32	8,122.35

Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.
117,983.61	0.00	34,950.49	83,033.12	2,346,626.01	83,033.12

For Check Dates 10/28/2022 to 10/28/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
10/28/2022	FNBCK	EFT733	FLEX SPENDING (TASC)	807.30	807.30	0.00	Open
10/28/2022	FNBCK	EFT734	INTERNAL REVENUE SERVICE	28,646.90	28,646.90	0.00	Open
10/28/2022	FNBCK	EFT735	PRINCIPAL FINANCIAL	4,476.00	4,476.00	0.00	Open
10/28/2022	FNBCK	EFT736	PRINCIPAL FINANCIAL	2,355.64	2,355.64	0.00	Open

Totals:		Number of Checks:	004	36,285.84	36,285.84	0.00	
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Total Physical Checks:

Total Check Stubs:

4

Net Pay This Period \$83,033.12
 Physical Check Amount \$36,285.84
 Total \$119,318.96

Payroll ID: 226

Pay Period End Date: 10/25/2022 Check Post Date: 11/01/2022 Bank ID: FNBCK

* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks

Grand Totals for Payroll:

Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*
EL_TAXED	0.00	0.00	0.00	1,025.00	FITW	10.00	941.96
ELECT SET-CLEAN	0.00	0.00	0.00	187.50	MEDICARE_EE	1.31	273.87
ELECTION COMMIS	0.00	0.00	0.00	450.00	SITW	38.65	1,100.54
ELECTION MEETIN	0.00	0.00	0.00	560.00	SOCSEC_EE	5.58	1,171.03
ELECTION NO TAX	0.00	0.00	0.00	4,045.32			
PP PER DIEM	0.00	0.00	0.00	775.04			
REGULAR PAY	0.00	0.00	0.00	4,155.75			
TRAIN- PER DIEM	26.50	0.00	1,192.50	1,192.50			
TRUSTEE - DIEM	0.00	0.00	0.00	10,588.96			
ZBA PER DIEM	0.00	0.00	0.00	1,522.39			
Gross Pay This Period					Gross Pay YTD	Dir. Dep.	
1,192.50					24,502.46	0.00	
Deduction Refund							
0.00							
Ded. This Period							
55.54							
Net Pay This Period							
				1,136.96			

Totals:		Number of Checks:	028		1,216.28	1,160.74	0.00
Total Physical Checks:			27				

Net Pay This Period \$1,136.96
 Physical Check Amount \$1,160.74
 Total \$2,297.70

11/02/2022 09:39 AM
User: denise
DB: Genoa Township

CHECK REGISTER FOR GENOA TOWNSHIP
CHECK NUMBERS 5656 - 6000

Page: 1/1

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #233			
10/14/2022	5656	MICHIGAN OFFICE SOLUTIONS	180.40
10/14/2022	5657	UNITED STATES POSTAL SERVICE	1,775.56
10/14/2022	5658	VERIZON WIRELESS	702.51
10/14/2022	5659	CHASE CARD SERVICES	3,128.20
10/17/2022	5660	AUTO-LAB OF LIVINGSTON	165.24
10/17/2022	5661	BYRUM ACE HARDWARE	60.97
10/17/2022	5662	GIFFELS WEBSTER	600.00
10/17/2022	5663	HOWELL TRUE VALUE HARDWARE	14.37
10/17/2022	5664	NETWORK SERVICES GROUP, L.L.C.	400.00
10/17/2022	5665	PORT CITY COMMUNICATIONS, INC.	410.82
10/17/2022	5666	RED WING BUSINESS ADVANTAGE ACCOUNT	212.49
10/17/2022	5667	TETRA TECH INC	3,050.00
10/17/2022	5668	WINDSTREAM	48.14
10/17/2022	5669	BLACKBURN MFG. CO	240.98
10/24/2022	5670	HOME DEPOT CREDIT SERVICES	1,481.33
10/31/2022	5671	PFEFFER, HANNIFORD, PALKA	500.00 V
Void Reason: PRINTED REPORT ON CHECK BY MISTAKE			
10/31/2022	5672	PFEFFER, HANNIFORD, PALKA	500.00
503FN TOTALS:			
Total of 17 Checks:			13,471.01
Less 1 Void Checks:			500.00
Total of 16 Disbursements:			12,971.01

11/02/2022 09:40 AM
User: denise
DB: Genoa Township

CHECK REGISTER FOR GENOA TOWNSHIP
CHECK NUMBERS 5642 - 6000

Page: 1/1

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
10/14/2022	5642	AT&T LONG DISTANCE	76.04
10/14/2022	5643	CONSUMERS ENERGY	94.34
10/14/2022	5644	DTE ENERGY	102.70
10/14/2022	5645	GENOA TOWNSHIP G/O NEW USER FUND	15,900.00
10/18/2022	5646	ADVANCE AUTO PARTS	47.98
10/18/2022	5647	AMERICAN AQUA	1,484.20
10/18/2022	5648	COOPER'S TURF MANAGEMENT LLC	718.20
10/18/2022	5649	DUBOIS-COOPER	1,867.00
10/18/2022	5650	ETNA SUPPLY COMPANY	261.00
10/18/2022	5651	GENOA TOWNSHIP DPW FUND	35,486.12
10/18/2022	5652	GRAINGER	666.07
10/18/2022	5653	TETRA TECH, INC.	28,485.82
10/18/2022	5654	HOWELL TRUE VALUE HARDWARE	5.29
10/18/2022	5655	BRIGHTON ANALYTICAL LLC	1,145.00
10/18/2022	5656	CONSUMERS ENERGY	140.17
10/18/2022	5657	GENOA TOWNSHIP D.P.W. FUND	21,107.83
10/18/2022	5658	GENOA TOWNSHIP DPW FUND	2,222.00
10/18/2022	5659	HAMLETT ENVIRONMENTAL TECHNOLOGIES	1,147.00
10/18/2022	5660	HAVILAND PRODUCTS COMPANY	3,420.00
10/18/2022	5661	HYDROCORP	226.87
10/18/2022	5662	UNITED STATES PLASTIC CORP.	933.26
10/20/2022	5663	AT&T	912.26
10/31/2022	5664	AT&T LONG DISTANCE	61.65
10/31/2022	5665	PFEFFER, HANNIFORD, PALKA	1,250.00
592FN TOTALS:			
Total of 24 Checks:			117,760.80
Less 0 Void Checks:			0.00
Total of 24 Disbursements:			117,760.80

11/02/2022 09:41 AM
User: denise
DB: Genoa Township

CHECK REGISTER FOR GENOA TOWNSHIP
CHECK NUMBERS 4195 - 6000

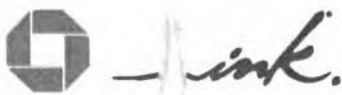
Page: 1/1

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #590			
10/14/2022	4195	CONSUMERS ENERGY	212.64
10/17/2022	4196	BRIGHTON ANALYTICAL LLC	429.00
10/17/2022	4197	CONCRETE CONSTRUCTION, INC.	6,756.00
10/17/2022	4198	COOPER'S TURF MANAGEMENT LLC	711.72
10/17/2022	4199	GENOA TOWNSHIP D.P.W. FUND	12,861.55
10/17/2022	4200	GENOA TOWNSHIP DPW FUND	2,412.00
10/17/2022	4201	HARTLAND SEPTIC SERVICE, INC.	2,550.00
10/17/2022	4202	OAK POINTE OPERATING S/W	1,518.86
10/31/2022	4203	PFEFFER, HANNIFORD, PALKA	1,250.00

593FN TOTALS:

Total of 9 Checks:	28,701.77
Less 0 Void Checks:	0.00
Total of 9 Disbursements:	<u>28,701.77</u>

FNBCK \$12,971.01
592FN \$117,760.80
593FN \$28,701.77
Total \$159,433.58



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November 2022						
S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10

New Balance
\$1,068.51
 Minimum Payment Due
\$213.00
 Payment Due Date
11/10/22

MAILED

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay a late fee, and existing and new balances may become subject to the Default APR.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, go to www.chase.com

ACCOUNT SUMMARY

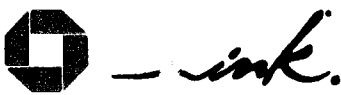
Account Number: [REDACTED]

Previous Balance	\$1,025.15
Payment, Credits	-\$1,025.15
Purchases	+\$1,068.51
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$1,068.51
Opening/Closing Date	09/17/22 - 10/16/22
Credit Limit	\$20,000
Available Credit	\$0
Cash Access Line	\$1,000
Available for Cash	\$0
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

S

YOUR ACCOUNT MESSAGES

Your account is closed and no longer available for use.



ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
09/24	Payment ThankYou Image Check	-1,025.15
09/18	AMZN Mktp US*1M8BL02C1 Amzn.com/bill WA <i>Computer Speakers - cables</i>	89.80 ✓
09/19	Amazon.com*1M9XU39Q1 Amzn.com/bill WA <i>clicker remote</i>	46.43 ✓
09/20	AMZN Mktp US*1M12Q59Y0 Amzn.com/bill WA <i>Electron Storage container</i>	27.69
09/23	MACEO 586-5744610 MI <i>Mini Conf Sharon - Debt enforcement</i>	70.00 ✓
09/23	MEIER FLOWERLAND & GREENH 810-227-3379 MI <i>Josh Roshig Funeral Arrang</i>	167.50 ✓
09/29	AMZN Mktp US*149MG5F30 Amzn.com/bill WA <i>Picture Frame</i>	37.39
10/05	TST* AUBREE'S PIZZERIA & HOWELL MI <i>Mikes Retirement Party.</i>	629.70 ✓
	MICHAEL C ARCHINAL	
	TRANSACTIONS THIS CYCLE (CARD 3223) \$43.36	
	INCLUDING PAYMENTS RECEIVED	

2022 Totals Year-to-Date	
Total fees charged in 2022	\$39.00
Total interest charged in 2022	\$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	16.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	22.24%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	16.24%(v)(d)	- 0 -	- 0 -

30 Days in Billing Period

(v) = Variable Rate

(d) = Daily Balance Method (including new transactions)

(a) = Average Daily Balance Method (including new transactions)

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

101-261-751-000	136.23	Equip Software
101-701-910-000	70.00	Rt2 Pro Dev /Conf / Docs
101-262-751-001	27.69	Electron Supplies
101-261-750-000	667.09	Unallocated Supplies
101-261-955-000	167.50	MISC UNALLOCATED



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November 2022						
S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10

New Balance
\$3,128.20
 Minimum Payment Due
\$40.00
 Payment Due Date
11/01/22

INK CASH(SM) POINT SUMMARY

Previous points balance	2,462
+ 1 Point per \$1 earned on all purchases	3,129
+ 2Pts/\$1 gas stns, rstnts, ofc sply, hm impr	2,016

Total points available for redemption **7,607**

Late Payment Warning: If we do not receive your minimum payment by the due date, you may have to pay a late fee, and existing and new balances may become subject to the Default APR.

Minimum Payment Warning: Enroll in Auto-Pay and avoid missing a payment. To enroll, go to www.chase.com

ACCOUNT SUMMARY

Account Number:	[REDACTED]
Previous Balance	\$1,591.46
Payment, Credits	-\$1,591.46
Purchases	+\$3,128.20
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$3,128.20
Opening/Closing Date	09/08/22 - 10/07/22
Credit Limit	\$36,500
Available Credit	\$33,371
Cash Access Line	\$1,825
Available for Cash	\$1,825
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

All Sys - 233-000-084-990
 UTILITY DEPT.

OCT 14 2022
 RECEIVED



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www.chase.com/cardhelp



Customer Service:
1-800-945-2028



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ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
09/09	HARBOR FREIGHT TOOLS 630 HOWELL MI <i>DPW tools</i> DAVE ESTRADA TRANSACTIONS THIS CYCLE (CARD 4124) \$154.70	154.70 ✓
09/09	SMEDE - SON STEEL - BRIG 813-6379696 MI <i>Howell Twp St. 73</i>	674.41 ✓
09/26	THE UPS STORE 3239 517-5529630 MI <i>G.O</i> JAMES AULETTE TRANSACTIONS THIS CYCLE (CARD 7653) \$721.86	47.45 ✓
09/15	Payment ThankYou Image Check	-1,591.46
09/10	GoToCom*GoToConnect goto.com MA <i>mhog</i>	249.22 ✓
09/15	AMZN Mktg US*1F56M6UW2 Amzn.com/bill WA <i>mhog</i>	998.00 ✓
09/23	MEIER FLOWERLAND & GREENH BRIGHTON MI <i>DPW -</i>	167.50 ✓
10/01	AMZN Mktg US*144TA00C0 Amzn.com/bill WA <i>DPW - truck</i>	43.95 ✓
10/04	RINGCENTRAL INC. 888-898-4591 CA <i>DPW phone</i> GREG TATARA TRANSACTIONS THIS CYCLE (CARD 9747) \$67.06- INCLUDING PAYMENTS RECEIVED	65.73 -
09/17	GRAND TRAV RESORT ACME MI <i>DPW - comp</i>	548.80 ✓
09/19	STAPLES 00107730 BRIGHTON MI <i>DPW office</i>	148.91 ✓
09/23	At-A-Glance US 800-6439923 IL <i>DPW office</i> ALEX CHIMPOURAS TRANSACTIONS THIS CYCLE (CARD 3767) \$727.24	29.53 ✓

2022 Totals Year-to-Date

Total fees charged in 2022	\$0.00
Total interest charged in 2022	\$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	16.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	27.99%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	16.24%(v)(d)	- 0 -	- 0 -

30 Days in Billing Period

(v) = Variable Rate

(d) = Daily Balance Method (including new transactions)

(a) = Average Daily Balance Method (including new transactions)

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

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
October 17, 2022

MINUTES

Supervisor Rogers called the regular meeting of the Genoa Charter Township Board to order at 6:30 pm at the Township Hall. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Jean Ledford, Terry Croft, Jim Mortensen, Diana Lowe and Robin Hunt. Also present were Township Manager Kelly VanMarter, and Township Attorney Joe Seward and one person in the audience.

The Pledge of Allegiance was recited.

Supervisor Rogers welcomed the new Township Manager, Kelly VanMarter, to her first Board Meeting.

The call to the public was opened at 6:31 pm with no response.

Consent Agenda

Moved by Hunt, supported by Mortensen, to approve the Consent Agenda as presented. **The motion carried unanimously.**

1. Payment of Bills: October 17, 2022
2. Request to approve Minutes: October 3, 2022

Regular Agenda

Moved by Lowe, supported by Mortensen, to approve the Regular Agenda as presented. **The motion carried unanimously.**

3. Request to approve water rate adjustments in response to the City of Brighton's revised fee schedule effective December 1, 2022 as recommended by the accountants and Utility Director as follows:
 - a) Increase the Lake Edgewood Conference Center Quarterly Water Fee to \$7.06/1,000 gallons from \$6.43/1,000 gallons
 - b) Increase the Lake Edgewood Other Quarterly water fee to \$6.76/1,000 gallons from \$6.16/1,000 per 1,000 gallons
 - c) Hold the applicable Brighton City water connection fee at \$2,802 per REU and the sewer connection at \$7,198 per REU.

Moved by Ledford, supported by Lowe, to Increase the Lake Edgewood Conference Center Quarterly Water Fee to \$7.06/1,000 gallons from \$6.43/1,000 gallons. **The motion carried unanimously.**

Moved by Skolarus, supported by Croft, to Increase the Lake Edgewood Other Quarterly water fee to \$6.76/1,000 gallons from \$6.16/1,000 per 1,000 gallons. **The motion carried unanimously.**

Moved by Hunt, supported by Lowe, to hold the applicable Brighton City water connection fee at \$2,802 per REU and the sewer connection at \$7,198 per REU. **The motion carried unanimously.**

4. Consideration of a recommendation for approval of an amendment to the Saint Joseph Mercy Health Planned Unit Development Agreement, final PUD site plan and environmental impact assessment to construct a proposed 175,043 sq. ft. 4-story hospital addition to an existing medical building. The project is located at 7575 Grand River Avenue, north side of Grand River Avenue and west of Bendix Road. The request is petitioned by Trinity Health-Michigan.
 - a) Disposition of the Amended and Restated PUD Agreement
 - b) Disposition of the Environmental Impact Assessment (dated 3-30-22)
 - c) Disposition of the Final PUD site plan (dated 9-16-22)

Mr. Tom Tocco, the Executive Director of Facilities and Construction for Trinity Health-Michigan, stated he and his consultants were present this evening to answer any questions from the Board.

Mr. Mortensen asked if the Howell hospital would be closed. Mr. Tocco stated this is a relocation of that hospital. This hospital will open with 56 beds with room to grow. The existing location currently has 40 beds.

Ms. Hunt asked for confirmation that the drainage issues raised by the adjacent residents have been resolved. Mr. Tocco stated they have.

PUD Agreement

Moved by Skolarus, supported by Mortensen to approve the Amended and Restated Planned Unit Development (PUD) Agreement with the following conditions

1. The applicant will revise the Agreement to address the comments of the Planner and Township Manager. Additional detail shall be provided regarding the proposed signage and the applicant shall revise the PUD Agreement as necessary.
2. The Township Attorney shall review and approve the final document prior to execution.
3. The applicant shall ensure that the signed document is property recorded with the Register of Deeds prior to issuance of a land use permit for the project.
4. Any site plan fee exceedances associated with the additional meetings and consultant reviews as indicated on the site plan and PUD applications shall be paid prior to issuance of the land use permit for the project.

The motion carried unanimously.

Environmental Impact Assessment

Moved by Lowe, supported by Mortensen, to approve the Environmental Impact Assessment dated March 30, 2022 as submitted. **The motion carried unanimously.**

Final PUD Site Plan

Moved by Mortensen, supported by Croft, to approve the Final PUD Site Plan dated September 16, 2022. **The motion carried unanimously.**

5. Consideration of a recommendation for approval of an amendment to a previously approved site plan for a climate-controlled indoor commercial storage business located at 2630 E. Grand River Avenue, south side of Grand River, east of Chilson Road. The request is petitioned by Schafer Construction, Inc.

Mr. Stan Schafer stated they are requesting to not pave the front portion of the parking lot at this time as the owner has a potential user for it. He requested an extension of 12-18 months. Ms. VanMarter noted that her memo recommended 12 months; however, the applicant is requesting 12-18 months.

There was a discussion with the applicant regarding the allowable time frame and requiring a performance guarantee. Mr. Shafer agreed to a time frame of 12 months and to provide a performance guarantee.

Moved by Hunt, supported by Lowe, to approve the amendments to the approved Site Plan dated October 4, 2022 with the following conditions:

- The applicant shall be permitted to delay removal of the pavement in the un-improved future outlot area for a period not to exceed 12 months.
- Within 12 months of this approval the applicant must have obtained site plan approval for construction of a principal building in the area of the future lot.
- To ensure adherence to this condition, the applicant shall work with staff and the Township attorney to determine the best legal mechanism to ensure the faithful completion of the removal. This may include provisions for a performance guarantee in accordance with Section 21.03 of the Zoning Ordinance.

The motion carried unanimously.

6. Request for approval of a transfer of a Class C liquor license from NPZ Group LLC at 7749 E. M36, Hamburg Township to CBOCS Properties, Inc. (Cracker Barrel) at 7925 Conference Center Drive, Genoa Township.

Moved by Hunt, supported by Croft, to approve a transfer of a Class C liquor license from NPZ Group, LLC at 7749 E. M36, Hamburg Township to CBOCS Properties, Inc. (Cracker Barrel) at 7925 Conference Center Drive, Genoa Township. **The motion carried unanimously.**

7. Consideration of amendments to the Fiscal Year 2022/2023 Budget for the General Fund, Fund 101 to reflect the impact of the resignation of the Township Manager and the internal promotions to fill the Manager and Planning Director positions as follows:
 - a) Increase Dept. 172 - Township Manager, "Salary" Line Item 101-172-702-014 from \$139,513 to \$166,435.08.
 - b) Decrease Dept. 261 - Unallocated, "Retirement" Line Item 101-261-718-001 from \$121,000 to \$119,505.
 - c) Decrease Dept. 701 - Planning and Zoning, "Planning and Zoning Wages and Salaries" Line Item 101-701-703-000 from \$218,760 to \$176,889.12.

Moved by Hunt, supported by Lowe, to amend the Fiscal Year 2022/2023 Budget for Fund 101, Department 172 - Township Manager, "Salary" Line Item 101-172-702-014 from \$139,513 to \$166,435.08. **The motion carried unanimously.**

Mr. Mortensen stated he will make the motion to decrease the Unallocated "Retirement" line item; however, he requested that Staff revisit the amount being requested as he does not think it is correct.

Moved by Mortensen, supported by Lowe, to amend the Fiscal Year 2022/2023 Budget for Fund 101, Department 261 – Unallocated, "Retirement" Line Item 101-261-718-001 from \$121,000 to \$119,505. **The motion carried unanimously.**

Moved by Mortensen, supported by Ledford, to amend the Fiscal Year 2022/2023 Budget for Fund 101, Department 701 – Planning and Zoning, "Wages and Salary" Line Item 101-701-703-000 from \$218,760 to \$176,889.12. **The motion carried unanimously.**

Supervisor Rogers advised the Board the reason they are seeing so many adjustments throughout the fiscal year due to the new budget system required by the State of Michigan. Ms. Skolarus would like to see these amendments on a quarterly basis. Ms. VanMarter stated the Board will be provided quarterly reports to see the changes that have been made, noting that the first quarter reports were reported to the Board. The new auditors have requested to see these adjustments made and approved by the Board as they occur. She added that this is the first year with the new budget, so it is expected that there will be more adjustments; however, this will not be the case for future years.

Ms. Hunt agrees that the amendments should be presented when they are being done.

8. Consideration of amendments to the Fiscal Year 2022/2023 Budget for the Parks and Recreation Fund, Fund 208 as follows:
 - a) Increase Dept. 751 – Parks & Recreation, "Park Master Plan" Line Item 208-751-934-006 to cover the cost of survey work and wetland delineation for the Township park acquisition parcels from \$10,000 to \$20,850.

- b) Decrease to zero Dept. 751 – Parks & Recreation, Line Item 208-751-934-003 for the Pedestrian Crossing at Grand River and Speedway due to MDOT consideration for the project.
- c) Decrease to zero Dept. 751 – Parks & Recreation, Line Item 208-751-934-009 for the Pedestrian Crossing at Grand River and Golf Club due to MDOT consideration for the project.
- d) Create new Dept. 751 – Parks & Recreation, line item number 208-751-934-012 for the “Grand River Sidewalk Infill design/easement” project with a budget amount of \$55,000.

Moved by Mortensen, supported by Hunt, to amend the Fiscal Year 2022/2023 Budget for Fund 208 Parks and Recreation, Line Item 208-751-934-006 to increase the budget amount from \$10,000 to \$20,850 to cover the cost of survey work and wetland delineation for the Township park acquisition parcels. **The motion carried unanimously.**

Moved by Ledford, supported by Skolarus, to decrease to zero Dept. 751 – Parks & Recreation, Line Item 208-751-934-003 for the Pedestrian Crossing at Grand River and Speedway due to MDOT consideration for the project. **The motion carried unanimously.**

Moved by Skolarus, supported by Lowe, to decrease to zero Dept. 751 – Parks & Recreation, Line Item 208-751-934-009 for the Pedestrian Crossing at Grand River and Golf Club due to MDOT consideration for the project. **The motion carried unanimously.**

Moved by Ledford, supported by Lowe, to amend the Fiscal Year 2022/2023 Budget for Fund 208 Parks and Recreation, to add a new line item with fund number 208-751-934-012 for the Grand River Sidewalk Infill Design & Easement with a budget amount of \$55,000. **The motion carried unanimously.**

Correspondence

Ms. VanMarter reviewed a memo providing answers to questions from the Board regarding the solar charging table.

An email was received from the DNR regarding the grant for the Genoa Township Park Expansion.

Member Discussion

Ms. Skolarus provided photographs of the cleanup that has been started in the cemetery. They will be back in November to do additional work. Then they will do clean ups in the early spring, summer, and fall of 2023. Mr. Mortensen has visited the cemetery and it is vastly improved.

Ms. Lowe asked if she is allowed to work in the Clerk’s Office the Saturday before the election. Mr. Seward stated there is the Incompatible Office Act, which does not allow for a Board Member to work as an election worker when they are on the ballot, but that is not the case with this election and Ms. Lowe. There is a provision in the act that if a community has less than 40,000 residents, the Board can approve it.

The other issue is that there would then be a quorum of the Elections Commission that day if Ms. Lowe is working with Ms. Skolarus, so that would violate the Open Meetings Act. Ms. Skolarus stated this would also apply when both are working in the office together at other times.

Ms. Hunt stated this is putting the Township at risk. Ms. Ledford agrees. Ms. Hunt would have liked to have this discussion on an agenda and provided more information. Ms. VanMarter stated these concerns were discussed with the Clerk prior to the last Board meeting, so there was time to add it to the agenda; however, a request was not made to place it on tonight's agenda.

Mr. Seward stated having Ms. Lowe discuss and vote on this item is a conflict of interest. Ms. Lowe left the meeting room.

Moved by Mortensen, supported by Skolarus, that Trustee Diana Lowe can be employed in the Clerk's Office with work hours that are separate and apart from the existing Clerk for the election on November 8, 2022. **The motion failed (Ledford - no, Croft - yes, Hunt - no, Mortensen - yes, Skolarus - yes, and Rogers - no).**

Ms. Lowe returned to the meeting.

Adjournment

Moved by Hunt, supported by Ledford, to adjourn the meeting at 7:21 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved:

Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township

GENOA CHARTER TOWNSHIP BOARD
Special Meeting
October 26, 2022

MINUTES

Supervisor Rogers called the special meeting of the Genoa Charter Township Board to order at 6:30 pm at the Township Hall. The following members were present constituting a quorum for the transaction of business: Bill Rogers, Paulette Skolarus, Jean Ledford, Terry Croft, Jim Mortensen, Diana Lowe and Robin Hunt. Also present were Township Manager Kelly VanMarter, Township Attorney Joe Seward, and Chad Karsten and Alana Ballantyne of Fahey Schultz Burzych Rhodes Law Firm.

The Pledge of Allegiance was recited.

Regular Agenda

Moved by Lowe, supported by Hunt, to approve the Regular Agenda as presented. **The motion carried unanimously.**

The call to the public was opened at 6:31 pm with no response.

1. Closed session to consider a confidential written legal opinion pursuant to MCL 15.268(1)(h).
 - a. Consider motion to enter into closed session to consider a confidential written legal opinion pursuant to MCL 15.268(1)(h).
 - b. Consider motion to conclude the closed session and return to open session.

Supervisor Rogers explained that this was to review the attorneys' findings from the independent investigation authorized by the Board on June 6, 2022 regarding various issues related to the Clerk.

Moved by Mortensen, supported by Croft, to enter into closed session to consider a confidential written legal opinion pursuant to MCL 15.268(1)(h) at 6:32 pm. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes).**

Moved by Ledford, supported by Lowe, to conclude the closed session and return to open session at 8:35 pm. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - yes, and Rogers - yes).**

Moved by Hunt, seconded by Lowe, that no future township funds or resources be used to review the 2016/2017 payroll issue due to the fact that it was thoroughly reviewed and resolved five years ago and this is a personal matter of the Township Clerk. **The motion carried**

(Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Mortensen - yes, Skolarus - no, and Rogers - yes).

Ms. Skolarus stated she voted no because the question with regard to being paid in advance regarding Gary McCririe has not been answered by either the attorneys here or anyone on this Board.

Moved by Hunt, seconded by Croft, that the Clerk submit her resignation to the Board at or before the next Board Meeting of November 7, 2022. In the absence of a resignation, Township Staff and the attorney shall prepare a censure resolution for the November 21, 2022 Board meeting to protect the Township and its employees. **The motion carried (Ledford - yes, Croft - yes, Hunt - yes, Lowe - no, Mortensen - yes, Skolarus - no, and Rogers - yes).**

Ms. Lowe stated that she voted no because Ms. Skolarus is not going to resign because the Board asked her. Ms. Hunt responded that doing nothing condones the behavior.

Skolarus **moved** that Robin Hunt be reviewed by the same attorney as to whether or not she invested \$1 million of Township funds and withdrew them early with a 10 percent penalty, losing the Township approximately \$70,000. **The motion failed for lack of support.**

Ms. Skolarus stated that when she was found not guilty by the County, not one member of the Board congratulated her.

Mr. Mortensen stated he wanted to support the motion and voted yes because in looking at the whole report, unfortunately, there are a few things that are controversial regarding one individual.

Adjournment

Moved by Lowe, supported by Hunt, to adjourn the meeting at 8:49 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved:

Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township

Memo

To: GENOA TOWNSHIP TRUSTEES

From: DEBRA ROJEWSKI 

Date: 11/7/2022

Re: AMENDMENT TO THE BOARD OF REVIEW BUDGET

I would like to request a change to the Assessing Departments Board of Review Refunds & chargebacks in Dept 247 Board of Review (#101-247-964-000) budget amount. Previously, we had a budget for \$2,000.00. We now have a closer idea to the expense for these publications. We need to change this from \$2,000.00 to \$5,000.00.

IF YOU HAVE ANY FURTHER QUESTIONS OR COMMENTS,
PLEASE FEEL FREE TO CONTACT ME.



2023 BENEFIT SOLUTIONS

REVIEW AND RECOMMENDATIONS

HIGHLIGHTS FOR 2023

- For 2023, Blue Cross Blue Shield has a renewal rate of 10.9% (\$63,547). This renewal cost is largely due to how BCBS rebalanced their costs over the entire state rather than county by county. It also takes into account a 2-3% increase due to the increase in age of the existing workforce.
- We estimated our proposed EHIM costs this year by averaging the costs over the last five years. We are reducing what we budgeted last year by about 17% (-\$21,460)for 2023. Additionally, we are using the surplus in EHIM dollars to establish a reserve for future years to provide the township increased financial security for the self insured portion and also to eventually be able to absorb cost fluctuations. Ultimately, this reserve will help us to balance out our self-funded costs year over year.
- Delta Dental has renewed our coverage at a modest 1.5% (\$638)increase over last year.
- Our life and disability benefits will remain at current rates for 2023 due to the two-year rate guarantee we established last year.
- With all of the above considered, our net increase in health care expenses is expected to be 5.1% (\$41,650)

EMPLOYEE CONTRIBUTIONS AND TOTAL BENEFIT COSTS FOR 2023

- Employee contributions are based on 10% of BCBS and EHIM costs for Single, 2-Person, and Family Plans.
- Delta Dental Increase of 1.5% and no increase for life and disability.

Township Expenses				
	2022 Budget/Fees		2023 Renewal	
Health/Vision	\$584,769		\$648,316	
EHIM	\$123,871		\$102,411	
Delta Dental	\$43,343		\$43,981	
Basic Life Insurance	\$5,570		\$5,570	
Short-Term Disability	\$10,124		\$10,124	
Long-Term Disability	\$7,797		\$7,797	
Opt-Out Cost	\$20,345		\$19,270	
Wellness Program	\$15,000		\$15,000	
Total Cost	\$810,819		\$852,469	
Less Employee Contributions	-\$70,764		-\$75,096	
Net Annual Township Cost	\$740,055		\$777,373	
Percent Increase Prior to EE Contributions			5.14%	
Percent Increase Less EE Contributions			5.10%	
2023 Monthly Composite Rates				
	EEs	BCBS 2023 Rate	2023 EHIM Rate	Total Monthly Health Rate
Single	10	\$668.64	\$105.63	\$774.27
2-Person	7	\$1,604.74	\$253.49	\$1,858.23
Family	18	\$2,005.93	\$316.86	\$2,322.79

Employee Expenses**		
Based on Composite Rates	Current EE Contribution (Monthly)	EE Contribution at 10% BCBS + EHIM (Monthly)
Single	\$73	\$78
2-Person	\$175	\$186
Family	\$219	\$232
Monthly Total (All EE)	\$5,897	\$6,258
Annual Total (All EE)	\$70,764	\$75,096

** Employee Contributions are deducted on a pre-tax basis

Impact on Employees Per Pay			
	Current EE Contribution Per Pay	2023 Contribution Per Pay	Increase Per Pay
Single	\$33.69	\$36.00	+ \$2.31
2-Person	\$80.77	\$85.85	+ \$5.08
Family	\$101.08	\$107.08	+ \$6.00



2425 E. Grand River Ave.,
Suite 1, Lansing, MI 48912
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September 14, 2022

To the Board of Trustees
Genoa Charter Township
Brighton, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Genoa Charter Township for the year ended March 31, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 25, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Genoa Charter Township are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2022. We noted no transactions entered into by the Genoa Charter Township during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information were:

Management's calculation of the depreciation expense is based on the estimated useful lives of the capital assets.

Management's calculation of the accrued compensated absences is based on current hourly rates and policies regarding payment of sick and vacation banks.

The calculation of the net pension liability and related deferred outflows and inflows of resources is based on an actuarial study which utilized certain actuarial assumptions.

We evaluated the key factors and assumptions used to develop these accounting estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The following material misstatements, detected as a result of audit procedures, were corrected by management: Cash, long-term obligations, and deferred inflow of resources.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated September 14, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Genoa Charter Township's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Genoa Charter Township's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on other supplementary information, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the management and members of the Board of Trustees of Genoa Charter Township and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Maney Costeiman PC



2425 E. Grand River Ave.,
Suite 1, Lansing, MI 48912

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September 14, 2022

To the Board of Trustees
Genoa Charter Township

In planning and performing our audit of the financial statements of Genoa Charter Township as of and for the year ended March 31, 2022, in accordance with auditing standards generally accepted in the United States of America, we considered Genoa Charter Township's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, during our audit, we noted certain matters involving the internal control and other operational matters that are presented for your consideration. This letter does not affect our report dated September 14, 2022 on the financial statements of Genoa Charter Township. We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience, perform any additional study of these matters, or assist you in implementing the recommendations. Our comments are summarized as follows:

- During our review of the bank reconciliation process, we noted no documentation of review from either the Treasurer's department or the contracted accountants. We would recommend that bank reconciliations be reviewed by a party independent of the bank reconciliation preparation process, and documentation of that review is retained.
- During our review of the journal entry posting process, we noted no review of journal entries. We recommend a formal review of all journal entries be performed by an individual with appropriate skills, knowledge, and experience. Updated procedures to incorporate a formal review of journal entries has been incorporated into the Township's review process.
- During our review of the payroll process, no reports are generated to verify to the auditors that timesheets were approved by department heads other than the timesheets approved through the payroll process. Through discussions with management, approval of payroll by each department allows the payroll process to move forward. This control weakness is partially mitigated by the Township not being able to continue processing payroll without all timesheets entered and approved but we recommend the approval be documented. In addition, it was noted that contracts are not completed on an annual basis. We noted that salary modification notices are provided which mitigates the control weakness of not having annual contract signed but we recommend that the Township have contracts signed by the Township and employees annually.

- During our testing of accounts payable, we noted an instance in which the Township did not disburse tax collections to the taxing authorities within the required number of days after collections. This was caused by wire transfer issues with the financial banking institution and was corrected by the Township as they became aware of the issue. We recommend that the Township take steps to ensure that tax collections are remitted to the proper authorities within the proper amount of days as required by the General Property Tax Act.

This report is intended solely for the information and use of Genoa Charter Township, management, and others within the Township and is not intended to be, and should not be, used by anyone other than these specified parties.

We appreciate the cooperation we received from your staff during our engagement and the opportunity to be of service.

Very truly yours,

Mary Costeiran PC

GENOA CHARTER TOWNSHIP

Report on Audit of Financial Statements
(with required and other supplementary information)
For the Year Ended March 31, 2022

GENOA CHARTER TOWNSHIP

TOWNSHIP OFFICIALS

Supervisor - Bill Rogers

Clerk - Paulette Skolarus

Treasurer - Robin Hunt

BOARD OF TRUSTEES

Bill Rogers

Paulette Skolarus

Robin Hunt

James Mortensen

Terry Croft

Jean Ledford

Diana Lowe

MANAGER

Michael Archinal

TOWNSHIP ATTORNEYS

Seward, Peck and Henderson

TOWNSHIP AUDITORS

Maner Costerisan

Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Genoa Charter Township
Brighton, MI

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Genoa Charter Township, as of and for the year ended March 31, 2022, and the related notes to the financial statements, which collectively comprise Genoa Charter Township's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Genoa Charter Township, as of March 31, 2022, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

We did not audit the financial statements of Brighton Area Fire Authority, which represent 10%, 11%, and 9%, respectively, of the assets, net position, and revenues of the governmental activities as of March 31, 2022, and the respective changes in financial position. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for Brighton Area Fire Authority, is based solely on the report of the other auditors.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Genoa Charter Township and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Genoa Charter Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions.

Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Genoa Charter Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Genoa Charter Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison information, and pension related schedules, as identified in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Genoa Charter Township's basic financial statements. The other supplementary information, as listed in the table of contents, is presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Maney Costeiran PC

September 14, 2022

MANAGEMENT DISCUSSION AND ANALYSIS

Management Discussion and Analysis

March 31, 2022

Within this section of the Genoa Charter Township's annual financial report, the Township's management is providing a narrative discussion and analysis of the financial activities of the Township for the year ended March 31, 2022. This narrative discusses and analyzes the activity within the context of the accompanying financial statements and disclosures following this section. The discussion focuses on the Township's primary government and, unless otherwise noted, component units reported separately from the primary government are not included.

Overview of the Financial Statements

Management's Discussion and Analysis introduces the Township's basic financial statements. The basic financial statements include government-wide financial statements, fund financial statements, and notes to the financial statements. The Township also includes in this report additional information to supplement the basic financial statements.

Government-wide Financial Statements

The Township's annual reports include two government-wide financial statements. These statements provide both long-term and short-term information about the Township's overall status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting and elimination or reclassification of internal activities.

The first of these government-wide statements is the Statement of Net Position. This is the Township-wide statement of position presenting information that includes all the Township's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Township as a whole is improving or deteriorating. Evaluation of the overall health of the Township may extend to various non-financial factors as well.

The second government-wide statement is the Statement of Activities which reports how the Township's net positions changed during the current fiscal period. The design of this statement is to show the financial reliance of the Township's distinct activities or functions on the revenues generated by the Township.

Both government-wide financial statements distinguish governmental activities of the Township that are principally supported by taxes and revenue sharing from the business-type activities that are intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include such activities as general government, public safety, and planning and zoning departments. Business-type activities include water & sewer system operations. Fiduciary activities such as tax collection are not included in the government-wide statements since these assets are not available to fund Township programs.

The Township's financial reporting includes all the funds of the Township (primary government) and, additionally, organizations for which the Township is accountable (component units). The Township has no component units.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Township uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Township's most significant funds rather than the Township as a whole. Major funds are separately reported while all others are combined into a single, aggregated presentation. Individual fund data for nonmajor funds is provided in the combining statements and individual fund statements later in this report.

The Township has three kinds of funds:

Governmental funds are reported in the financial statements and encompass essentially the same functions as governmental activities in the government-wide financial statements except with a different focus on the financial activity. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of these resources available at the end of the period. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term. Since the focus of the government-wide financial statements includes a long-term view, a reconciliation of these fund balances has been completed to detail its relation to net positions.

Proprietary funds are reported in the fund financial statements and are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

Fiduciary funds are reported in the fiduciary fund financial statements but are excluded from the government-wide statements. Fiduciary fund financial statements report resources that are not available to fund Township activities.

Notes to the financial statements

The accompanying notes to the financial statements provide information essential to a full understanding of both the government-wide and fund financial statements.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Other supplementary information includes detail by fund for receivables, payables, transfers, and payments within the reporting entity.

Major funds are reported in the basic financial statements as discussed. Combining and individual statements and schedules for nonmajor funds are presented in a subsequent section of this report.

Financial Analysis of the Township as a Whole

The Township's overall net position at the end of the fiscal year was \$63,957,472. This is a \$2,242,763 increase compared to the net position of \$62,161,163 as of March 31, 2021, which includes prior period adjustments reducing net position by \$446,454

The following tables provide a summary of the Township's financial activities and changes in net position:

Summary of Net Position

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Totals</u>	
	<u>3/31/2022</u>	<u>3/31/2021</u>	<u>3/31/2022</u>	<u>3/31/2021</u>	<u>3/31/2022</u>	<u>3/31/2021</u>
Assets						
Current and other assets	\$ 15,367,183	\$ 13,836,734	\$ 3,105,470	\$ 3,358,837	\$ 18,472,653	\$ 17,195,571
Capital assets and investment in joint ventures	<u>36,621,859</u>	<u>35,320,187</u>	<u>17,106,691</u>	<u>17,333,267</u>	<u>53,728,550</u>	<u>52,653,454</u>
Total assets	<u>51,989,042</u>	<u>49,156,921</u>	<u>20,212,161</u>	<u>20,692,104</u>	<u>72,201,203</u>	<u>69,849,025</u>
Deferred outflow of resources						
Pension activities	<u>69,494</u>	<u>13,465</u>			<u>69,494</u>	<u>13,465</u>
Liabilities						
Current liabilities	1,963,351	1,696,012	184,982	94,673	2,148,333	1,790,685
Long-term liabilities	<u>248,890</u>	<u>45,000</u>	<u>5,809,843</u>	<u>5,850,642</u>	<u>6,058,733</u>	<u>5,895,642</u>
Total liabilities	<u>2,212,241</u>	<u>1,741,012</u>	<u>5,994,825</u>	<u>5,945,315</u>	<u>8,207,066</u>	<u>7,686,327</u>
Deferred inflow of resources						
Pension related activities	<u>46,729</u>	<u>15,000</u>	<u>59,430</u>		<u>106,159</u>	<u>15,000</u>
Net Position:						
Invested in capital assets, net of related debt	6,192,321	5,671,372	12,045,216	12,294,593	18,237,537	17,965,965
Restricted	2,750,512	2,631,787	1,328,780	1,672,334	4,079,292	4,304,121
Unrestricted	<u>40,856,733</u>	<u>39,111,215</u>	<u>783,910</u>	<u>779,862</u>	<u>41,640,643</u>	<u>39,891,077</u>
Total net position	<u>\$ 49,799,566</u>	<u>\$ 47,414,374</u>	<u>\$ 14,157,906</u>	<u>\$ 14,746,789</u>	<u>\$ 63,957,472</u>	<u>\$ 62,161,163</u>

Summary of Changes in Net Position

	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Totals</u>	
	<u>3/31/2022</u>	<u>3/31/2021</u>	<u>3/31/2022</u>	<u>3/31/2021</u>	<u>3/31/2022</u>	<u>3/31/2021</u>
REVENUES						
Program revenues						
Charges for services	\$ 4,715,678	\$ 3,885,198	\$ 1,944,525	\$ 2,144,659	\$ 6,660,203	\$ 6,029,857
Operating grants and capital contributions	69,156	22,820	52,500		121,656	22,820
General revenues						
Federal grants	728,924				728,924	
State grants	2,286,306	1,910,986			2,286,306	1,910,986
Property taxes	1,410,905	1,380,794			1,410,905	1,380,794
Special assessments		60,740				60,740
Licenses and permits		425,734				425,734
Interest income	18,218	36,950	4,725	7,317	22,943	44,267
Change in investment joint ventures	780,723	2,131,430			780,723	2,131,430
(Loss) on sale of fixed assets		(75,215)				(75,215)
Other	315,203	365,383	238,015	152,762	553,218	518,145
Total revenues	<u>10,325,113</u>	<u>10,144,820</u>	<u>2,239,765</u>	<u>2,304,738</u>	<u>12,564,878</u>	<u>12,449,558</u>
EXPENSES						
General government	3,610,906	3,638,130			3,610,906	3,638,130
Public safety	15,873	15,873			15,873	15,873
Parks and recreation	412,479	410,168			412,479	410,168
Public works	3,532,859	3,542,983			3,532,859	3,542,983
Refuse collection	365,929	389,160			365,929	389,160
Interest on long-term debt	1,875	8,928		433,117	1,875	442,045
Water and sewer systems			2,382,194	2,456,473	2,382,194	2,456,473
Total expenses	<u>7,939,921</u>	<u>8,005,242</u>	<u>2,382,194</u>	<u>2,889,590</u>	<u>10,322,115</u>	<u>10,894,832</u>
Change in net position	2,385,192	2,139,578	(142,429)	(584,852)	2,242,763	1,554,726
Beginning net position	47,414,374	45,274,796	14,746,789	15,331,641	62,161,163	60,606,437
Prior period adjustment			(446,454)		(446,454)	
Ending net position	<u>\$ 49,799,566</u>	<u>\$ 47,414,374</u>	<u>\$ 14,157,906</u>	<u>\$ 14,746,789</u>	<u>\$ 63,957,472</u>	<u>\$ 62,161,163</u>

The Township's net position of governmental activities increased \$2,385,192 due mostly to changes in investment in joint ventures and federal grant funds received for the American Rescue Plan Act (ARPA) grant. For governmental activity reporting purposes, \$525,000 of the expenditures relating to the grant revenue have been capitalized as construction in progress. The business-type funds reported a net loss of \$142,429. This is mostly due to sizable repairs and maintenance costs due mostly to aging infrastructure.

Financial Analysis of the Township's Funds

The Township's General Fund had revenues over expenditures totaling \$1,838,377 before other financing sources and uses (transfers in and transfers out) of \$1,395,988. Thus, the Township's fund balance increased by \$442,389 for the year ended March 31, 2022. Transfers out were made to the Road Improvement Fund and Future Development Parks, Paths and Recreation Fund to finance expansions and improvements. Transfers in were made from the Reimbursable Road Project Fund for SAD interest due to the General Fund and contingent funds from special assessment districts. In addition, a transfer was made from the newly created ARPA fund for grant revenues reimbursing approved expenditures previously paid from the General Fund.

The Township had three (3) major governmental funds besides the General Fund which were the Reimbursable Projects Fund, Road Improvement Fund and Utilities/DPW fund.

The Township's two major business-type funds, Oak Pointe and Lake Edgewood, each had operating losses slightly higher than the prior year due to wet weather conditions reducing usage and subsequent user charges and sizable repairs and maintenance costs due to aging infrastructure.

General Fund Budgetary Highlights

The General Fund adopted its budget prior to the fiscal period in accordance with Public Act 493 of 2000. Total budgeted appropriations exceeded actual expenditures by \$46,686. Expenditures are budgeted by line item, in which several line items exceeded the budgeted appropriations by immaterial amounts. The budget was amended during the year to account for economic reality.

Capital Asset and Debt Administration

The governmental activities of the Township acquired \$1,031,098 of new capital assets. The capital asset additions included the completion of Phase 7 sidewalks at a total cost of \$436,053, of which \$75,976 was paid in the current year. The new basketball courts were completed with current year additions of \$32,404 for a total project cost of \$120,712. Other additions included a new furnace for the Township hall, pavilion and walkway around the Township hall. The Township began two additional construction in progress projects, the Board Room projection screen and a new Broadband expansion project. The projection screen project has an estimated total cost of \$62,198, of which \$52,883 has been paid during the year ended March 31, 2022. The Broadband expansion project has an estimated cost of \$750,000, of which \$525,000 has been paid during the prior fiscal year. This project is funded from ARPA Grant revenues. Both projects are expected to be completed in the upcoming fiscal year.

The Township disposed of soccer equipment with an original value of \$6,192 and net book value of \$0, with no proceeds from disposal.

The Township's business-type activities acquired new fixed assets for the water and sewer systems in the amount of \$482,127, of which \$52,500 was contributed by developers.

For the year ended March 31, 2022, the governmental activities repaid \$45,000 of outstanding debt, which paid the debt in full. The business-type activities recorded a prior period adjustment for a prior year bond refunding. The adjustment resulted in \$720,000 in noncallable bonds outstanding on the original bond issue and \$4,535,000 in refunding bonds. \$230,000 of principal was paid on the original bond issue and \$75,000 of principal was paid on the refunding bond leaving outstanding balances of \$490,000 and \$4,460,000, respectively as of March 31, 2022.

Economic Conditions and Future Activities

The Grand River Corridor tax base continues to benefit the Township in comparison to surrounding municipalities while taxable values continue to increase 2 to 3% annually. The adjustment in state shared revenues because of the population increase also benefitted the Township for the year ending March 31, 2022. The Township incurred additional personal property tax reimbursement from the State of Michigan, which exceeded expectations. Estimates of future year reimbursements are not currently available as the reimbursements are dependent upon State of Michigan sales and use tax collections. The Michigan Legislature is also considering changes to the personal property tax reimbursement process that could greatly impact these revenues.

The building and development activity in the Township continues to moderately increase. Water and sewer rates have increased over the past few years to keep-up with aging systems (repairs and maintenance). Management understands that rates will need to be adjusted over the next few years to keep the aging infrastructure in the various districts in good condition.

Management is reviewing the financial impact to the Township in relation to the Covid-19 pandemic. The impact of the COVID-19 pandemic has actually been positive over the past year. The Township recognized a 21% increase in state shared revenue and 3% increase in tax revenue. In addition, the Township received Federal funding under the ARPA grant program in the amount of \$1,087,155. Of this amount, \$525,000 was spent on Broadband expansion and \$203,924 was spent on recycling under the refuse department. The remaining amount of \$358,231 is listed as unearned revenues under liabilities.

Contacting the Township's Financial Management

This report is designed to provide a general overview of the Township's financial position and comply with finance-related regulations. If you have any further questions about this report or request additional information please contact the Genoa Charter Township at 2911 Dorr Road, Brighton, MI 48116.

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE FINANCIAL STATEMENTS

GENOA CHARTER TOWNSHIP

**STATEMENT OF NET POSITION
MARCH 31, 2022**

	<u>Primary Government</u>		<u>Total</u>
	<u>Governmental Activities</u>	<u>Business-type Activities</u>	
ASSETS			
Cash and cash equivalents	\$ 13,131,151	\$ 1,205,638	\$ 14,336,789
Cash and cash equivalents - restricted		1,280,155	1,280,155
Receivables			
Taxes	74,731		74,731
State shared revenue	611,017		611,017
Accounts		461,489	461,489
Intergovernmental receivables	16,830	(16,830)	
Special assessments - restricted	566,343	48,625	614,968
Inventory	59,755	126,065	185,820
Due from others	101,224	328	101,552
Prepaid expenses	57,764		57,764
Capital assets			
Non-depreciable	2,155,396	618,864	2,774,260
Depreciable, net of accumulated depreciation	4,036,925	16,487,827	20,524,752
Advances	748,368	(748,368)	
Investment in joint ventures	30,429,538		30,429,538
Total assets	<u>51,989,042</u>	<u>19,463,793</u>	<u>71,452,835</u>
DEFERRED OUTFLOW OF RESOURCES			
Pension related activities	69,494		69,494
LIABILITIES			
Accounts payable	185,698	132,441	318,139
Accrued expenditures	104,705		104,705
Accrued interest		39,745	39,745
Due to others	204,948	12,796	217,744
Unearned revenues	1,340,599		1,340,599
Net pension liability	90,201		90,201
Long-term obligations			
Current	37,200	305,000	342,200
Non-current	248,890	4,645,000	4,893,890
Bond premium, net of amortization		111,475	111,475
Total liabilities	<u>2,212,241</u>	<u>5,246,457</u>	<u>7,458,698</u>
DEFERRED INFLOW OF RESOURCES			
Pension related activities	46,729		46,729
Deferred gain on refunding		59,430	59,430
Total deferred inflow of resources	<u>46,729</u>	<u>59,430</u>	<u>106,159</u>
NET POSITION			
Net investment in capital assets	6,192,321	12,045,216	18,237,537
Restricted	2,750,512	1,328,780	4,079,292
Unrestricted	40,856,733	783,910	41,640,643
Total net position	<u>\$ 49,799,566</u>	<u>\$ 14,157,906</u>	<u>\$ 63,957,472</u>

The notes are an integral part of the financial statements.

GENOA CHARTER TOWNSHIP

**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED MARCH 31, 2022**

Functions/Programs	Expenses	Program Revenues		Net (Expenses) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Capital Contributions	Governmental Activities	Business-type Activities	Total
Governmental activities						
General government	\$ (3,610,906)	\$ 569,091	\$	\$ (3,041,815)	\$	\$ (3,041,815)
Refuse collection	(365,929)	1,046,975		681,046		681,046
Parks and recreation	(412,479)			(412,479)		(412,479)
Public safety	(15,873)			(15,873)		(15,873)
Public works/roads	(3,532,859)	3,099,612	69,156	(364,091)		(364,091)
Interest on long-term debt	(1,875)			(1,875)		(1,875)
Total governmental activities	(7,939,921)	4,715,678	69,156	(3,155,087)		(3,155,087)
Business-type activities						
Water and sewer systems	(2,369,398)	1,944,525	52,500		(372,373)	(372,373)
Total	\$ (10,309,319)	\$ 6,660,203	\$ 121,656	(3,155,087)	(372,373)	(3,527,460)
General revenues						
Property taxes				1,410,905		1,410,905
Federal grants				728,924		728,924
State grants				2,286,306		2,286,306
Interest income				18,218	4,725	22,943
Other income (expense)				315,203	238,015	553,218
Disposition of water and sewer system					(12,796)	(12,796)
Change in investment in joint ventures				780,723		780,723
Total general revenues				5,540,279	229,944	5,770,223
Changes in net position				2,385,192	(142,429)	2,242,763
Net position, April 1, 2021				47,414,374	14,746,789	62,161,163
Prior period adjustment					(446,454)	(446,454)
Net position, March 31, 2022				\$ 49,799,566	\$ 14,157,906	\$ 63,957,472

The notes are an integral part of the financial statements.

FUND FINANCIAL STATEMENTS

GENOA CHARTER TOWNSHIP

**BALANCE SHEET
GOVERNMENTAL FUNDS
MARCH 31, 2022**

	Major Funds					Totals
	General Fund	Reimbursable Projects Fund	Road Improvement Fund	Utilities/DPW Fund	Nonmajor Funds	
ASSETS						
Cash and cash equivalents	\$ 3,440,325	\$ 2,827,388	\$ 1,958,146	\$ 1,153,941	\$ 3,751,351	\$ 13,131,151
Receivables						
Special assessments		546,562			19,781	566,343
Taxes	74,731					74,731
State shared revenue	611,017					611,017
Due from other funds	975,544		50,288	68,005	48,031	1,141,868
Due from others		24,732		76,061	431	101,224
Advance to other funds					748,368	748,368
Inventory	55,255			4,500		59,755
Prepaid expenditures	30,656			27,108		57,764
Total assets	\$ 5,187,528	\$ 3,398,682	\$ 2,008,434	\$ 1,329,615	\$ 4,567,962	\$ 16,492,221

GENOA CHARTER TOWNSHIP

BALANCE SHEET (continued)

GOVERNMENTAL FUNDS

MARCH 31, 2022

	<u>Major Funds</u>					<u>Totals</u>
	<u>General Fund</u>	<u>Reimbursable Projects Fund</u>	<u>Road Improvement Fund</u>	<u>Utilities/DPW Fund</u>	<u>Nonmajor Funds</u>	
LIABILITIES						
Accounts payable	\$ 163,285	\$ 61		\$ 22,352		\$ 185,698
Accrued expenditures	47,842			56,863		104,705
Accrued compensated absences	13,278			23,922		37,200
Unearned revenue	982,368				358,231	1,340,599
Due to other funds	55,534	101,860	43,675	923,969		1,125,038
Due to others	204,948					204,948
Total liabilities	<u>1,467,255</u>	<u>101,921</u>	<u>43,675</u>	<u>1,027,106</u>	<u>358,231</u>	<u>2,998,188</u>
DEFERRED INFLOW OF RESOURCES						
Unavailable revenue		546,562			19,781	566,343
FUND BALANCE						
Nonspendable						
Prepaid expenditures	30,656			27,108		57,764
Inventory	55,255			4,500		59,755
Advances to other funds					748,368	748,368
Restricted for:						
Road improvement		2,750,199				2,750,199
Debt service					313	313
Committed for:						
Broadband expansion					247	247
Capital improvement					2,187,587	2,187,587
Public safety					3,894	3,894
Public works				270,901	96,212	367,113
Recreation					1,118,459	1,118,459
Road improvement			1,964,759			1,964,759
Assigned for future budget deficits	669,261				34,870	704,131
Unassigned	2,965,101					2,965,101
Total fund balance	<u>3,720,273</u>	<u>2,750,199</u>	<u>1,964,759</u>	<u>302,509</u>	<u>4,189,950</u>	<u>12,927,690</u>
Total liabilities, deferred inflow of resources and fund balance	<u>\$ 5,187,528</u>	<u>\$ 3,398,682</u>	<u>\$ 2,008,434</u>	<u>\$ 1,329,615</u>	<u>\$ 4,567,962</u>	<u>\$ 16,492,221</u>

The notes are an integral part of the financial statements.

GENOA CHARTER TOWNSHIP

**RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET POSITION OF
GOVERNMENTAL ACTIVITIES
MARCH 31, 2022**

Total fund balance per balance sheet		\$ 12,927,690
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.		
Historical costs	\$ 10,881,778	
Depreciation	<u>(4,689,457)</u>	
Total		6,192,321
Investment in joint ventures are not current financial resources, and therefore, are not reported in the fund financial statements.		30,429,538
Accrued paid time off is not due in the current period, and therefore, is not reported in the fund financial statements.		(248,890)
Pension related activities are not a consumption of current resources and, therefore, are reported as deferred outflow of resources in the Statement of Net Position.		22,765
Pension liabilities, net of pension plan fiduciary net position are not due and payable in the current period and therefore, are not reported in the fund financial statements.		(90,201)
Unavailable revenues were fully recognized as revenue in the government-wide statements at the time the original assessment was initiated. Assessments are income as they are assessed annually for fund accounting.		<u>566,343</u>
Net position of governmental activities		<u><u>\$ 49,799,566</u></u>

The notes are an integral part of the financial statements.

GENOA CHARTER TOWNSHIP
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED MARCH 31, 2022

	<u>Major Funds</u>					<u>Totals</u>
	<u>General Fund</u>	<u>Reimbursable Projects Fund</u>	<u>Road Improvement Fund</u>	<u>Utilities/ DPW Fund</u>	<u>Nonmajor Funds</u>	
REVENUES						
Property taxes	\$ 1,410,905	\$	\$	\$	\$	\$ 1,410,905
Federal Grants					728,924	728,924
State Grants	2,286,306					2,286,306
Special assessments - principal		402,739			9,891	412,630
Special assessments - interest		2,535			1,484	4,019
Licenses and permits	487,093				16,303	503,396
Charges for services	1,112,670			2,855,904	160,118	4,128,692
Interest	7,037	2,429	1,474		3,259	14,199
Miscellaneous	174,353			49,888		224,241
Total revenues	<u>5,478,364</u>	<u>407,703</u>	<u>1,474</u>	<u>2,905,792</u>	<u>919,979</u>	<u>9,713,312</u>
EXPENDITURES						
Current:						
General government	2,168,279					2,168,279
Refuse	1,333,059					1,333,059
Parks and recreation					163,133	163,133
Public safety					15,873	15,873
Public works		204,016	701,251	2,764,973	50,755	3,720,995
Debt service:						
Principal					45,000	45,000
Interest and fees					1,875	1,875
Capital outlay:	138,649				892,449	1,031,098
Total expenditures	<u>3,639,987</u>	<u>204,016</u>	<u>701,251</u>	<u>2,764,973</u>	<u>1,169,085</u>	<u>8,479,312</u>
Excess of revenues over (under) expenditures	<u>1,838,377</u>	<u>203,687</u>	<u>(699,777)</u>	<u>140,819</u>	<u>(249,106)</u>	<u>1,234,000</u>
OTHER FINANCING SOURCES (USES)						
Transfers in	254,012	11,000	900,000		792,000	1,957,012
Transfers (out)	(1,650,000)	(50,088)	(11,000)	(41,000)	(204,924)	(1,957,012)
Total other financing sources (uses)	<u>(1,395,988)</u>	<u>(39,088)</u>	<u>889,000</u>	<u>(41,000)</u>	<u>587,076</u>	
Net changes in fund balance	442,389	164,599	189,223	99,819	337,970	1,234,000
FUND BALANCE, APRIL 1, 2021	3,277,884	2,585,600	1,775,536	202,690	3,040,012	10,881,722
PRIOR PERIOD ADJUSTMENT					811,968	811,968
FUND BALANCE, MARCH 31, 2022	<u>\$ 3,720,273</u>	<u>\$ 2,750,199</u>	<u>\$ 1,964,759</u>	<u>\$ 302,509</u>	<u>\$ 4,189,950</u>	<u>\$ 12,927,690</u>

The notes are an integral part of the financial statements.

GENOA CHARTER TOWNSHIP

**RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED MARCH 31, 2022**

Net change in fund balances - governmental funds		\$ 1,234,000
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlay as expenditures.		
However, in the Statement of Activities the cost of those assets are allocated over their useful lives as depreciation expense.		
Capital outlay	\$ 1,031,098	
Depreciation expense	<u>(510,149)</u>	
Total		520,949
Investments in joint ventures used in governmental activities are not current financial resources, and therefore are not reported in the fund financial statements.		780,723
Repayment of bond and contracts payable is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.		45,000
Changes in accrued sick and vacation time are not a consumption of current resources, and therefore, are reported only on the Statement of Net Position.		(27,348)
Pension related activities are not a consumption of current resources, and therefore, are reported as deferred outflow of resources in the Statement of Net Position.		
Change in net pension liability and related deferred outflow (inflow) of resources		790
Principal received on special assessments are income as they are received annually for governmental funds, but they are income when they are originally levied for the Statement of Activities.		
New assessments and adjustments	243,050	
Principal collected on assessments	<u>(411,972)</u>	
Total		<u>(168,922)</u>
Change in net position of governmental activities		<u><u>\$ 2,385,192</u></u>

The notes are an integral part of the financial statements.

GENOA CHARTER TOWNSHIP

**STATEMENT OF NET POSITION
PROPRIETARY FUNDS
MARCH 31, 2022**

	Major Funds		Nonmajor Fund	Total
	Oak Pointe Water and Sewer Systems Fund	Lake Edgewood Water and Sewer Systems Fund	Pine Creek Water and Sewer Systems Fund	
CURRENT ASSETS				
Cash and cash equivalents	\$ 543,470	\$ 649,372	\$ 12,796	\$ 1,205,638
Accounts receivable	318,264	143,225		461,489
Due from other funds	1,969	43		2,012
Due from other governments	328			328
Inventory	116,365	9,700		126,065
Total current assets	<u>980,396</u>	<u>802,340</u>	<u>12,796</u>	<u>1,795,532</u>
RESTRICTED ASSETS				
Cash and cash equivalents	950,420	329,735		1,280,155
Special assessments receivable		48,625		48,625
Total restricted assets	<u>950,420</u>	<u>378,360</u>		<u>1,328,780</u>
CAPITAL ASSETS				
Land	358,855	260,009		618,864
Water and sewer systems	21,292,675	8,563,064		29,855,739
	21,651,530	8,823,073		30,474,603
Less accumulated depreciation	<u>(9,392,790)</u>	<u>(3,975,122)</u>		<u>(13,367,912)</u>
Capital assets, net	<u>12,258,740</u>	<u>4,847,951</u>		<u>17,106,691</u>
Total assets	<u>14,189,556</u>	<u>6,028,651</u>	<u>12,796</u>	<u>20,231,003</u>
CURRENT LIABILITIES				
Accounts payable	84,664	47,777		132,441
Accrued interest	39,745			39,745
Due to others			12,796	12,796
Due to other funds	14,998	3,844		18,842
Total current liabilities	<u>139,407</u>	<u>51,621</u>	<u>12,796</u>	<u>203,824</u>
CURRENT LIABILITIES (FROM RESTRICTED ASSETS)				
Bonds payable, current portion	<u>305,000</u>			<u>305,000</u>
LONG-TERM LIABILITIES (FROM NON-RESTRICTED ASSETS)				
Bonds payable	4,645,000			4,645,000
Bond premium, net of amortization	111,475			111,475
Advance from other funds	748,368			748,368
Total long-term liabilities (from non-restricted assets)	<u>5,504,843</u>			<u>5,504,843</u>
Total liabilities	<u>5,949,250</u>	<u>51,621</u>	<u>12,796</u>	<u>6,013,667</u>
DEFERRED INFLOW OF RESOURCES				
Deferred gan on refunding	<u>59,430</u>			<u>59,430</u>
NET POSITION				
Net investment in capital assets	7,197,265	4,847,951		12,045,216
Restricted	950,420	378,360		1,328,780
Unrestricted	33,191	750,719		783,910
Total net position	<u>\$ 8,180,876</u>	<u>\$ 5,977,030</u>	<u>\$ 12,796</u>	<u>\$ 14,157,906</u>

The notes are an integral part of the financial statements.

GENOA CHARTER TOWNSHIP

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Major Funds</u>		<u>Nonmajor Fund</u>	<u>Total</u>
	<u>Oak Pointe Water and Sewer Systems Fund</u>	<u>Lake Edgewood Water and Sewer Systems Fund</u>	<u>Pine Creek Water and Sewer Systems Fund</u>	
OPERATING REVENUES				
User charges	\$ 1,427,909	\$ 516,616	\$	\$ 1,944,525
OPERATING EXPENSES	<u>1,615,094</u>	<u>667,537</u>	<u>700</u>	<u>2,283,331</u>
Operating income (loss)	<u>(187,185)</u>	<u>(150,921)</u>	<u>(700)</u>	<u>(338,806)</u>
NON-OPERATING REVENUES AND (EXPENSES)				
Connection fees	54,034	12,100		66,134
Interest income - special assessments	1,855	1,297		3,152
Interest income - reserves	1,033	540		1,573
Interest expense - bonds	(86,626)			(86,626)
Other revenue (expense), net	158,670	11,474	2,296	172,440
Distribution of water and sewer operations			(12,796)	(12,796)
Contributed infrastructure		<u>52,500</u>		<u>52,500</u>
Total non-operating revenues and (expenses)	<u>128,966</u>	<u>77,911</u>	<u>(10,500)</u>	<u>196,377</u>
Net income (loss)	<u>(58,219)</u>	<u>(73,010)</u>	<u>(11,200)</u>	<u>(142,429)</u>
NET POSITION APRIL 1, 2021	8,672,258	6,063,331	11,200	14,746,789
PRIOR PERIOD ADJUSTMENT	<u>(433,163)</u>	<u>(13,291)</u>		<u>(446,454)</u>
NET POSITION MARCH 31, 2022	<u><u>\$ 8,180,876</u></u>	<u><u>\$ 5,977,030</u></u>	<u><u>\$</u></u>	<u><u>\$ 14,157,906</u></u>

The notes are an integral part of the financial statements.

GENOA CHARTER TOWNSHIP

**STATEMENT OF CASH FLOW
PROPRIETARY FUNDS
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Major Funds</u>		<u>Nonmajor Fund</u>	<u>Total</u>
	<u>Oak Pointe Water and Sewer Systems Fund</u>	<u>Lake Edgewood Water and Sewer Systems Fund</u>	<u>Pine Creek Water and Sewer Systems Fund</u>	
CASH FLOW FROM (USED IN)				
OPERATING ACTIVITIES				
Receipts from customers	\$ 1,399,754	\$ 508,136	\$	\$ 1,907,890
Payments to vendors	(1,120,607)	(467,118)	(700)	(1,588,425)
Net cash from (used in) operating activities	<u>279,147</u>	<u>41,018</u>	<u>(700)</u>	<u>319,465</u>
CASH FLOW FROM (USED IN) CAPITAL AND RELATED FINANCING ACTIVITIES				
Special assessment collections	37,375	16,208		53,583
Capital asset acquisitions	(429,627)			(429,627)
Interest received from special assessments	1,855	1,297		3,152
Interest received on reserved accounts	1,033	540		1,573
Connection fee		12,100		12,100
Repayment of principal on bonds	(305,000)			(305,000)
Interest paid on bonds	(94,550)			(94,550)
Other revenue (expense)	214,441	11,474	2,296	228,211
Repayment of notes payable to other funds	(63,600)			(63,600)
Repayment of short term loans to (from) other funds	(1,089)	(1,111)	116	(2,084)
Net cash from (used in) capital and related financing activities	<u>(639,162)</u>	<u>40,508</u>	<u>2,412</u>	<u>(596,242)</u>
Net increase (decrease) in cash and cash equivalents	<u>(360,015)</u>	<u>81,526</u>	<u>1,712</u>	<u>(276,777)</u>
CASH AND CASH EQUIVALENTS AT APRIL 1, 2021	<u>1,853,905</u>	<u>897,581</u>	<u>11,084</u>	<u>2,762,570</u>
CASH AND CASH EQUIVALENTS AT MARCH 31, 2022	<u>\$ 1,493,890</u>	<u>\$ 979,107</u>	<u>\$ 12,796</u>	<u>\$ 2,485,793</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM (USED IN) OPERATING ACTIVITIES				
Operating income (loss)	\$ (187,185)	\$ (150,921)	\$ (700)	\$ (338,806)
Adjustments to reconcile operating income (loss) to net cash from (used in) operating activities				
Depreciation expense	510,564	198,139		708,703
Changes in assets and liabilities				
Accounts receivable	(28,155)	(8,480)		(36,635)
Inventory	(51,865)	300		(51,565)
Payables, net	35,788	1,980		37,768
Net cash from operating activities	<u>\$ 279,147</u>	<u>\$ 41,018</u>	<u>\$ (700)</u>	<u>\$ 319,465</u>

The notes are an integral part of the financial statements.

GENOA CHARTER TOWNSHIP
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
MARCH 31, 2022

ASSETS	
Cash and cash equivalents	<u>\$ 932,685</u>
LIABILITIES	
Due to others	\$ 932,685
NET POSITION	
Restricted	<u> </u>
Total Liabilities and net position	<u>\$ 932,685</u>

The notes are an integral part of the financial statements.

GENOA CHARTER TOWNSHIP
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FIDUCIARY FUNDS
FOR THE YEAR ENDED MARCH 31, 2022

Additions	
Taxes collected for other entities	\$ 35,421,850
Utility charges for other entities	<u>15,717,763</u>
Total additions	<u>51,139,613</u>
Deductions	
Taxes paid to other entities	35,421,850
Utility charges paid to other entities	<u>15,717,763</u>
Total deductions	<u>51,139,613</u>
Net change in net position	
Net Position, Beginning	<u> </u>
Net Position, Ending	<u><u>\$ </u></u>

The notes are an integral part of the financial statements.

NOTES TO FINANCIAL STATEMENTS

GENOA CHARTER TOWNSHIP

NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2022

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting and reporting policies of the Township relating to the funds and account groups included in the accompanying financial statements conform to generally accepted accounting principles applicable to state and local governments. The more significant accounting policies of the Township are described below.

A. BASIC FINANCIAL STATEMENTS

In accordance with GASB Standards, the basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (Statement of Net Position and Statement of Activities) report on the Township as a whole, excluding fiduciary activities. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All activities, both governmental and business-type, are reported in the government-wide financial statements using the economic resources measurement focus and the accrual basis of accounting, which includes long-term assets and receivables as well as long-term debt and obligations. The government-wide financial statements focus more on the sustainability of the Township as an entity and the change in aggregate financial position resulting from the activities of the fiscal period.

Generally, the effect of interfund activity has been removed from the government-wide financial statements. Net interfund activity and balances between governmental activities and business-type activities are shown in the government-wide financial statements.

The government-wide Statement of Net Position reports all financial and capital resources of the Township (excluding fiduciary funds). It is displayed in a format of assets plus deferred outflows of resources, less liabilities and deferred inflows of resources equals net position, with the assets and liabilities shown in order of their relative liquidity. Net positions are required to be displayed in three components: 1) invested in capital assets, net of related debt, 2) restricted, and 3) unrestricted. Invested in capital assets, net of related debt is capital assets net of accumulated depreciation and reduced by outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. Restricted net positions are those with constraints placed on their use by either: 1) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations or other governments, or 2) imposed by law through constitutional provisions or enabling legislation. All net positions not otherwise classified as restricted, are shown as unrestricted. Generally, the Township would first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net positions are available.

The government-wide Statement of Activities demonstrates the degree to which both direct and indirect expenses of the various functions and programs of the Township are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or identifiable activity. Indirect expenses for administrative overhead are allocated among the functions and activities using a full cost allocation approach and are presented separately to enhance comparability of direct expenses between governments that allocate direct expenses and those that do not. Interest on general long-term debt is not allocated to the various functions. Program revenues include: 1) charges to customers or users who purchase, use or directly benefit from goods, services or privileges provided by a particular function or program and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or program. Taxes, unrestricted investment income and other revenues not identifiable with particular functions or programs are included as general revenues. The general revenues support the net costs of the functions and programs not covered by program revenues.

GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Also, part of the basic financial statements are the fund financial statements for governmental funds and proprietary funds. The focus of the fund financial statements is on major funds, as defined by GASB standards. Although this reporting model sets forth minimum criteria for determination of major funds (a percentage of assets, liabilities, revenues, or expenditures/expenses of fund category and of the governmental and enterprise funds combined), it also gives governments the option of displaying other funds as major funds. Other nonmajor funds, are combined in a single column on the fund financial statements.

The Township reports the following major governmental funds:

The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Utilities/DPW Special Revenue Fund. It accounts for Township sewer/water utility activities.

The Road Improvement Fund accounts for the Township's road maintenance activity, in which funds are provided by transfers in from the General Fund and used to pay for road improvements and maintenance.

The Reimbursable Projects Fund accounts for the activity of township construction and maintenance projects in which the costs are partially or fully reimbursed by the residents benefitting.

The Township reports the following major enterprise funds.

Oak Pointe Water and Sewer System Fund accounts for the activity associated with operating the utility system at the Oak Pointe development.

The Lake Edgewood Water and Sewer System Fund accounts for the activities associated with operating the utility system at the Lake Edgewood development.

B. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

The governmental fund financial statements are prepared on a current financial resources measurement focus and modified accrual basis of accounting. To conform to the modified accrual basis of accounting, certain modifications must be made to the accrual method. These modifications are outlined below:

- A. Revenue is recorded when it becomes both measurable and available (received within 60 days after year-end). Revenue considered susceptible to accrual includes: property taxes, sales and use taxes, transient occupancy taxes, licenses, fees and permits, intergovernmental revenues, charges for services, fines, forfeits and penalties, and interest.
- B. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.
- C. Disbursements for the purchase of capital assets providing future benefits are considered expenditures. Bond proceeds are reported as another financing source.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

With this measurement focus, operating statements present increases and decreases in net current assets and unreserved fund balance as a measure of available resources.

This is the traditional basis of accounting for governmental funds and also is the manner in which these funds are normally budgeted. This presentation is deemed most appropriate to: 1) demonstrate legal and covenant compliance, 2) demonstrate the sources and uses of liquid resources, and 3) demonstrate how the Township's actual revenues and expenditures conform to the annual budget. Since the governmental funds financial statements are presented on a different basis than the governmental activities column of the government-wide financial statements, a reconciliation is provided immediately following each fund statement. These reconciliations briefly explain the adjustments necessary to transform the fund financial statements into the governmental activities column of the government-wide financial statements.

The proprietary funds' financial statements are prepared on the same basis (economic resources measurement focus and accrual basis of accounting) as the government-wide financial statements. Therefore, most lines for the total enterprise funds on the proprietary funds financial statements will directly reconcile to the business-type activities column on the government-wide financial statements. Because the Proprietary Funds are combined into a single business-type activities column on the government-wide financial statements, certain interfund activities between these funds are eliminated in the consolidation for the government-wide financial statements but are included in the fund columns in the proprietary funds financial statements.

Enterprise funds (a type of Proprietary Fund) account for operations where the intent of the Township is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Under GASB Statement No. 34, enterprise funds are also required for any activity whose principal revenue sources meet any of the following criteria: 1) any activity that has issued debt backed solely by the fees and charges of the activity, 2) if the cost of providing services for any activity, including capital costs such as depreciation or debt service, must legally be recovered through fees and charges of the activity, or 3) it is the policy of the Township to establish activity fees or charges to recover the cost of providing services, including capital costs.

On the Enterprise Funds' financial statements, operating revenues are those that flow directly from the operations of the activity, i.e. charges to customers or users who purchase or use the goods or services of that activity. Operating expenses are those that are incurred to provide those goods or services. Non-operating revenues and expenses are items such as investment income and interest expense that are not a result of the direct operations of the activity.

Fiduciary funds account for assets held by the Township in a trustee or agency capacity on behalf of others and, therefore, are not available to support Township programs. Fiduciary funds are not included in the government-wide financial statements as they are not an asset of the Township available to support Township programs. The Township currently maintains a custodial fund to account for the monies collected and paid on behalf of developer's escrow accounts and a current tax fund that accounts for taxes collected and distributed to other governments.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. CAPITAL ASSETS

Under GASB standards, all capital assets, whether owned by governmental activities or business-type activities are recorded and depreciated in the government-wide financial statements. No capital assets or depreciation are shown in the governmental funds financial statements.

Capital assets, including public domain infrastructure (e.g., roads, bridges, sidewalks and other assets that are immovable and of value only to the Township) are defined as assets with an initial, individual cost of more than \$5,000 and an estimated useful life greater than one year. Capital assets are recorded at cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the estimated fair market value at the date of donation. Real property is considered capital assets regardless of initial cost.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major improvements are capitalized and depreciated over the remaining useful lives of the related capital assets.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Buildings, structures and improvements	5 to 50 years
Utility plant	5 to 50 years
Machinery and equipment	2 to 40 years
Infrastructure	25 to 50 years

Capital assets transferred between activities are transferred at their net book value (cost less accumulated depreciation), as of the date of the transfer.

E. BUDGETARY DATA

The board of trustees follows the procedures as outlined in the Uniform Budgeting Manual for Local Units of Government in Michigan in the establishment of the various annual budgets.

The clerk and treasurer prepare the annual budgets. The proposed budgets are then submitted for discussion and approved by the Township board. The budgets for the general, special revenue and debt service funds are approved by line item. If and when it becomes necessary to amend certain amounts in the budget, a proposal outlining the desired changes is made to and approved by the Township board at any of their regular meetings. Budget appropriations made, but not expended by year end, lapse with the fiscal year end.

F. CASH EQUIVALENTS

For purposes of the statement of cash flows, demand deposits and short-term investments with a maturity date of three months or less when acquired are considered to be cash equivalents.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

G. PROPERTY TAXES

The Township's property taxes are levied and become a lien on December 1st based on the taxable valuation of property located in the Township as of the preceding December 31st. These taxes are due on February 14th, with the final collection date of February 28th before they are added to the county delinquent tax rolls.

For the year ended March 31, 2022, the Township recognized the property taxes levied December 1, 2021, as revenue.

Taxable Value:	\$ 1,300,439,189
Township Millage Rate:	0.7855

H. INVESTMENTS

Investments are stated at market value.

I. RECEIVABLES

Receivables consist of amounts due from various individuals, governments and businesses related to charges for services, amounts owed to the Township from special assessments, grants and taxes levied that have not been collected

J. INVENTORY

Inventory consists primarily of small items and supplies purchased to be held on hand for use in future maintenance needs. Some items of inventory include meters held to be sold to replace meters or install new meters for properties connecting to the Township sewer and water systems.

K. INTERFUND TRANSACTIONS

During the course of normal operations, the Township has numerous transactions between funds, including expenditure and transfers of resources to provide services, construct assets and service debt. The accompanying financial statements generally reflect such transactions as operating transfers. Transfers between governmental and proprietary funds, in any, are netted as part of the reconciliation to the government-wide financial statements.

The General Fund records administrative charges to various funds as revenue. These funds record payments as operating expenditures/expenses.

L. UNEARNED REVENUE

Unearned revenue consists of grant funds received but not yet earned as well as refuse collection fees received in advance of the services to be provided.

M. COMPENSATED ABSENCES

Township employees are granted personal and vacation leave in varying amounts. Employees who have accrued more than 240 hours of personal leave are paid out 50% of hours above 240 hours at calendar year end. Personal time will be paid out at a rate of 50% of accrued hours at time of termination unless termination is due to gross misconduct. Employees may accrue up to 180 hours of vacation pay, of which unused pay will be paid out at time of termination, except for termination due to gross misconduct or voluntary resignation.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

N. LONG-TERM OBLIGATIONS

Long-term debt and other long-term obligations are recognized as a liability in the government-wide financial statements and proprietary fund types when incurred. The portion of those liabilities expected to be paid within the next year is a current liability, with the remaining amounts shown as long-term liabilities.

Long-term debt is recognized as a liability of a governmental fund when due or when resources have been accumulated for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expandable available financial resources is reported as a fund liability of a governmental fund.

O. NET PENSION LIABILITY

The net pension liability is deemed to be a noncurrent liability and is recognized on the Township's government-wide financial statements.

P. FUND BALANCE CLASSIFICATIONS

Under GASB standards, fund balance classification comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds. The following are the five fund balance classifications:

- Nonspendable – assets that are not available in a spendable form such as inventory, prepaid expenditures, and long term receivables not expected to be converted to cash in the near term. It also includes funds that are legally or contractually required to be maintained intact such as the corpus of a permanent fund or foundation.
- Restricted – amounts that are required by external parties to be used for a specific purpose. Constraints are externally imposed by creditors, grantors, contributors or laws, regulations or enabling legislation.
- Committed – amounts constrained on use imposed by formal action of the government's highest level of decision-making authority (i.e. Board, Council, etc).
- Assigned – amounts intended to be used for specific purposes expressed by the Township Board; or Supervisor, Clerk, and Treasurer; who are authorized by policy approved by the Township Board to make assignments. All current year assignments have been made by the Township Board.
- Unassigned – all other resources; the remaining fund balance after non-spendable, restrictions, commitments, and assignments. This class only occurs in the General Fund, except for cases of negative fund balances. Negative fund balances are always reported as unassigned, no matter which fund they deficit occurs in.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Q. DEFERRED OUTFLOW AND DEFERRED INFLOW

Under GASB standards, the Township is reporting in the Statement of Net Position (Government Wide Statements) and in the Balance Sheet (Fund Statements) Deferred Outflow of Resources (previously called assets) and Deferred Inflow of Resources (previously called liabilities).

These separate financial statement elements which meet the definition of deferred outflow and inflow are no longer considered assets or liabilities.

Deferred outflow of resources represents a consumption of net position that applies to a future period. The element will not be recognized as an expense and (or) expenditure until the time restriction is met.

Deferred inflow of resources represents an acquisition of net position that applies to a future period. The element will not be recognized as revenue until the time restriction is met. The Township has one transaction type which consist of elements considered a deferred inflow of resources listed on the balance sheets of various funds and the Statement of Net Position.

For the year ended March 31, 2022, the Township records deferred outflow and (inflow) of resources on the Government Wide Statement of Net Position relating to pension differences from expected investment returns compared to actual, changes in experience, differences in actuarial assumptions and contributions made subsequent to the Net Pension Liability measurement date for Governmental Activities and deferred (inflow) of resources relating to deferred gain on refunding bonds for Business-type Activities, as found in the Statement of Net Position.

Additionally, the Township records special assessment receivables generally collected over a 20-year period as deferred inflow of resources. Since the revenues are unavailable (not collectable within 60 days of the end of the year) until a future period they are considered a deferred inflow of resources on the Balance Sheets under Fund Accounting.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 2 - DESCRIPTION OF REPORTING ENTITY

In accordance with GASB standards, all funds, agencies, and activities of the Genoa Charter Township as the primary government have been included in the financial statements.

The following potential component units have been evaluated under the criteria established by GASB standards and determined not to be component units based on financial independence and accountability.

1. **Genoa-Oceola Sewer and Water Authority** - Genoa Charter Township appoints two members of the authority's five-member board. The authority is fiscally independent from the Township. The authority is audited as an independent entity in compliance with Public Act 2.
2. **Brighton Area District Library** - This unit is an interlocal agreement between the Charter Township of Brighton, City of Brighton and Genoa Charter Township. A separate audit is conducted for this unit.
3. **Southeast Michigan Council of Governments (SEMCOG)** - SEMCOG is a regional organization of governments located in Livingston, Macomb and Monroe Counties. A separate audit is conducted for this unit.
4. **Marion, Howell, Oceola, Genoa Sewer and Water Authority (MHOG)** - Genoa Charter Township appoints two members of the Authority's eight-member board. The authority is fiscally independent from the Township. The Authority is audited as an independent entity in compliance with Public Act 2.
5. **Brighton Area Fire Authority** - Genoa Charter Township appoints two members of the Authority's seven-member board. The Authority was incorporated July 1, 2000 and is audited as an independent entity in compliance with Public Act 2.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 3 - INVESTMENT IN JOINT VENTURES

As of March 31, 2022, the Township has investments in three joint ventures as follows:

Marion, Howell, Oceola, Genoa Joint Sewer and Water Authority

The Township is a member of the Marion, Howell, Oceola, Genoa Joint Sewer and Water Authority (hereinafter "MHOG"). As the name implies MHOG was incorporated by the Townships of Marion, Howell, Oceola and Genoa. MHOG was formed to operate and maintain a joint water system that serves residents in each member township. Genoa Township holds a 25% share of the equity in this joint venture which amounted to \$10,906,016 as of March 31, 2022. Such amount is recorded in the government-wide statement of net position as total investments in joint ventures.

The Township is unaware of any circumstances that would cause additional benefit or burden to the participating governments of the joint venture in the foreseeable future. Complete financial statements of MHOG can be obtained from the administrative offices of MHOG at 2911 Dorr Road, Brighton, Michigan. Selected financial information of MHOG as of and for the fiscal year ended September 30, 2021, (the date financial information was last available) was as follows:

Total assets	\$ 46,507,163
Total liabilities	\$ 2,883,099
Total net position	\$ 43,624,064
Total revenues	\$ 4,780,262
Total expenses	\$ 4,033,308

Brighton Area Fire Authority

The Township is a member of the Brighton Area Fire Authority (hereinafter "Fire Authority"). The Fire Authority was incorporated by the City of Brighton and the Townships of Brighton and Genoa. The Fire Authority was formed for the purpose of providing fire protection and safety services to the residents of its incorporating members. The Fire Authority operations are funded through a voter approved millage. Genoa Township holds a 33.33% share of the equity in this joint venture which amounted to \$5,254,272 as of March 31, 2022. Such amount is recorded in the government-wide statement of net position as total investments in joint ventures.

The Township is unaware of any circumstances that would cause additional benefit or burden to the participating governments of the joint venture in the foreseeable future. Complete financial statements for the Fire Authority can be obtained from the administrative offices of the Authority at 615 W Grand River Ave, Brighton, Michigan. Selected financial information of the Fire Authority as of and for the fiscal year ended June 30, 2021, (the date financial information was last available) was as follows:

Total assets	\$ 16,416,579
Total liabilities and deferred inflow of resources	\$ 653,764
Total net position	\$ 15,762,815
Total revenues	\$ 7,582,753
Total expenses	\$ 4,748,282

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 3 - INVESTMENT IN JOINT VENTURES (continued)

Genoa-Oceola Sewer and Water Authority

The Township is a member of the Genoa-Oceola Sewer and Water Authority (hereinafter "G/O S&W"). G/O S&W was established by the Livingston County Drain Commission and Townships of Genoa and Oceola. G/O S&W was formed to acquire, own, improve, enlarge, extend, operate, maintain, manage and administer sewage disposal systems, water supply systems, or both. Genoa Township holds a 50% share of the equity in this joint venture which amounted to \$14,269,250 as of March 31, 2022. Such amount is recorded in the government-wide statement of net position as total investments in joint ventures.

The Township is unaware of any circumstances that would cause additional benefit or burden to the participating governments of the joint venture in the foreseeable future. Complete financial statements for G/O S&W can be obtained from the administrative offices of the Authority at 2911 Dorr Road, Brighton, Michigan. Selected financial information of G/O S&W as of and for the fiscal year ended September 30, 2021, (the date financial information was last available) was as follows:

Total assets	\$ 30,433,056
Total liabilities	\$ 1,894,557
Total net position	\$ 28,538,499
Total revenues	\$ 2,582,611
Total expenses	\$ 3,284,289

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 4 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of Federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligation repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Township board has designated thirteen banks and one investment pool for the deposit of Township funds. The investment policy adopted by the board is in accordance with Act 196 PA 1997.

As of March 31, 2022, cash and investments consist of the following:

Cash, cash equivalents and investments

Deposits with financial institutions:

Cash and cash equivalents \$ 16,418,208

Cash equivalent

External investment pool 314,195

Total cash, cash equivalents and investments \$ 16,732,403

Cash, cash equivalents and investments are presented in the financial statements in the following areas:

Statement of Net Position

Cash, cash equivalents and investments 14,336,789

Cash, cash equivalents and investments - restricted 1,280,155

Fiduciary Funds

Cash and cash equivalents 932,685

Total \$ 16,549,629

The difference in the amounts shown above stems from cash on hand of \$100 and outstanding items.

Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. The Township does not have a deposit policy for custodial credit risk. As of March 31, 2022, the Township had \$8,826,059 of bank deposits (certificates of deposit, check, and savings accounts) that were FDIC insured; \$5,236,089 of bank deposits that were uninsured and collateralized and \$2,670,255 of bank deposits and cash equivalents that were uninsured and uncollateralized. The Township believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As a result, the Township evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution. Only those institutions with an acceptable estimated risk level are used as depositories. The Township's investment policy does not address this risk.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 4 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS (continued)

Custodial Credit Risk of Investments

Custodial credit risk is the risk that, in the event of failure of the counterparty, the Township will not be able to recover the value of its investments or collateral securities that are in possession of an outside party. The Township does not have a policy for custodial credit risk of investments.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Township has no policy regarding credit risk. As of March 31, 2022, the Township’s investment pool was exposed to credit risk as follows:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Rating</u>	<u>Rating Agency</u>
Michigan Class Investment Pool	\$ 314,195	AAAm	Standard & Poor's

Investments in Entities that Calculate Net Asset Value per Share

The Township holds shares or interest in the Michigan CLASS Investment pool where the fair value of the investments is measured on a recurring basis using net asset value per share (or its equivalent) of the investment companies as a practical expedient.

The Michigan CLASS investment pool invests in U.S. Treasury obligations, federal agency obligations of the U.S. government, high-grade commercial paper (rated “A1” or better), collateralized bank deposits, repurchase agreements (collateralized at 102 percent by treasuries and agencies) and approved money market funds. The program is designed to meet the needs of Michigan public sector investors. It purchases securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities, and other public agencies.

At the year ended March 31, 2022, the fair value, unfunded commitments and redemption rules of those investments are as follows:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Unfunded Commitments</u>	<u>Redemption Frequency, if Eligible</u>	<u>Redemption Notice Period</u>
Michigan Class Investment Pool	\$ 314,195		No restrictions	None

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government’s investment in a single issuer. The Township’s investment policy requires diversification with a primary focus on safety. However, the policy does not place a fixed percentage limit for any one issuer. As of March 31, 2022, the Township did not have any concentration of credit risk as all amounts were invested in external investment pools and money market type funds.

Foreign Currency Risk

The Township is not authorized to invest in investments which have this type of risk.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 4 - DEPOSITS WITH FINANCIAL INSTITUTIONS AND INVESTMENTS (continued)

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair values of investments. The Township's investment policy does not limit investment maturities as a means of managing its exposure to losses in fair value resulting from a rise in interest rates. As of March 31, 2022, the weighted average maturity of the underlying investments in the external investment pool and money market type funds were less than 60 days. As a result, management does not believe the Township is significantly exposed to interest rate risk.

Investment Type	Fair Value	Weighted Average Maturity (Years)
Michigan Class Investment Pool	\$ 314,195	0.1377

NOTE 5 - CAPITAL ASSETS

Capital asset activity for the governmental funds for the year ended March 31, 2022, was as follows:

	Balance 4/1/2021	Additions	Deletions	Reclassification	Balance 3/31/2022
Capital assets not being depreciated					
Land	\$1,577,513	\$	\$	\$	\$1,577,513
Construction in progress	453,254	686,263		(561,634)	577,883
Total capital assets not being depreciated	2,030,767	686,263		(561,634)	2,155,396
Capital assets being depreciated					
Buildings - Township	2,174,877				2,174,877
Parks	3,716,902	259,069	(6,192)	561,634	4,531,413
Equipment/vehicles - DPW	1,354,197				1,354,197
Equipment - Township	554,818	85,766			640,584
Vehicles - Township	25,311				25,311
Total cost of other capital assets	7,826,105	344,835	(6,192)	561,634	8,726,382
Accumulated depreciation					
Buildings - Township	(1,008,921)	(58,605)			(1,067,526)
Parks	(1,780,294)	(249,346)	6,192		(2,023,448)
Equipment/vehicles - DPW	(950,544)	(161,913)			(1,112,457)
Equipment - Township	(436,039)	(35,223)			(471,262)
Vehicles - Township	(9,702)	(5,062)			(14,764)
Total accumulated depreciation of other capital assets	(4,185,500)	(510,149)	6,192		(4,689,457)
Net capital assets being depreciated	3,640,605	(165,314)		561,634	4,036,925
Governmental activities capital asset, net	\$5,671,372	\$ 520,949	\$	\$	\$6,192,321

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 5 - CAPITAL ASSETS (continued)

Depreciation expense is being recorded in the government-wide statement of activities based upon the activity utilizing the assets. The Township utilizes the straight-line method to depreciate capital assets over their estimated useful lives. Depreciation expense was allocated to the following activities:

General Government	\$	98,890
Public Works/Roads		161,913
Parks and recreation		<u>249,346</u>
Total	\$	<u>510,149</u>

As of March 31, 2022, there was no debt outstanding that was related to the Township’s governmental capital assets.

Business-type Activities Summary of Capital Asset Activity

A summary of proprietary fund type property and equipment as of March 31, 2022, is as follows:

OAK POINTE WATER AND SEWER SYSTEMS					
	Balance 4/1/2021	Additions	Deletions	Reclassification	Balance 3/31/2022
Non-depreciable assets					
Land	\$ 358,855	\$	\$	\$	\$ 358,855
Construction in progress	<u>34,411</u>	<u>183,525</u>		<u>(217,936)</u>	<u>358,855</u>
Total non-depreciable assets	<u>393,266</u>	<u>183,525</u>		<u>(217,936)</u>	<u>358,855</u>
Depreciable assets					
Water system	5,370,652	196,102		(63,443)	5,503,311
Sewer system	<u>15,457,985</u>	<u>50,000</u>		<u>281,379</u>	<u>15,789,364</u>
Total depreciable assets	<u>20,828,637</u>	<u>246,102</u>		<u>217,936</u>	<u>21,292,675</u>
Less					
Accumulated depreciation	<u>(8,882,226)</u>	<u>(510,564)</u>			<u>(9,392,790)</u>
Total assets	<u>\$ 12,339,677</u>	<u>\$ (80,937)</u>	<u>\$</u>	<u>\$</u>	<u>\$ 12,258,740</u>
LAKE EDGEWOOD SEWER SYSTEM					
	Balance 4/1/2021	Additions	Deletions	Reclassification	Balance 3/31/2022
Non-depreciable assets					
Land	\$ 260,009	\$	\$	\$	\$ 260,009
Depreciable assets					
Sewer system	8,510,564	52,500			8,563,064
Less					
Accumulated depreciation	<u>(3,776,983)</u>	<u>(198,139)</u>			<u>(3,975,122)</u>
Total assets	<u>\$ 4,993,590</u>	<u>\$ (145,639)</u>	<u>\$</u>	<u>\$</u>	<u>\$ 4,847,951</u>

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 5 - CAPITAL ASSETS (continued)

	TOTAL ALL ENTERPRISE FUNDS				Balance 3/31/2022
	Balance 4/1/2021	Additions	Deletions	Reclassification	
Non-depreciable assets					
Land	\$ 618,864	\$	\$	\$	\$ 618,864
Construction in progress	34,411	183,525		(217,936)	
Total non-depreciable assets	653,275	183,525		(217,936)	618,864
Depreciable assets					
Water system	5,370,652	196,102		(63,443)	5,503,311
Sewer system	23,968,549	102,500		281,379	24,352,428
Total depreciable assets	29,339,201	298,602		217,936	29,855,739
Less					
Accumulated depreciation	(12,659,209)	(708,703)			(13,367,912)
Total proprietary capital assets, net of depreciation	\$ 17,333,267	\$ (226,576)	\$	\$	17,106,691
			Less: related debt outstanding		(5,061,475)
			Net investment in capital assets		\$ 12,045,216

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 6 - LONG-TERM OBLIGATIONS

The following is a summary of the Township's debt categorized for governmental and proprietary funds for the year ended March 31, 2022:

	<u>Restated Balance 4/1/2021</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 3/31/2022</u>	<u>Current Portion</u>
<u>Governmental Fund Long-Term Debt - General Obligation Bonds</u>					
Payable to Fifth Third Bank, special assessment bonds, Series 2001 Dorr Road Water and Sewer Improvement Project; Genoa-Oceola Sanitary Sewer; dated October 1, 2001, payable in an annual installment \$45,000 through November 1, 2021, and only includes the interest applied to the \$45,000 payment.	\$ 45,000	\$	\$ 45,000	\$	
Total governmental fund long-term debt	<u>\$ 45,000</u>	<u>\$</u>	<u>\$ 45,000</u>	<u>\$</u>	<u>\$</u>
 <u>Proprietary Funds Long-Term Debt - Revenue Bonds Payable</u>					
Payable to US Bank, Oak Pointe Sewer System Project, Series 2014, Principal is payable in annual installments of \$240,000 to \$250,000 through November 1, 2032, interest is charged at 3.0% annually.	\$ 720,000		\$ 230,000	\$ 490,000	\$ 240,000
Payable to US Bank, Oak Pointe Sewer System Project, Series 2020 refunding. Principal is payable in annual installments of \$65,000 to \$380,000 through November 1, 2036, interest is charged at 1.3% to 2.05% annually.	4,535,000		75,000	4,460,000	65,000
<u>Unamortized Bond Discounts and Premiums</u>					
Bond premium coinciding with the US Bank Revenue Bond Payable for the Oak Pointe Sewer System project, Series 2020 refunding, will be amortized over 16 years at a rate of \$7,465 annually.	183,113		71,638	111,475	7,465
Total proprietary long-term debt	<u>5,438,113</u>		<u>376,638</u>	<u>5,061,475</u>	<u>312,465</u>
Total governmental and proprietary debt	<u>\$ 5,483,113</u>	<u>\$</u>	<u>\$ 421,638</u>	<u>\$ 5,061,475</u>	<u>\$ 312,465</u>

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 6 - LONG-TERM OBLIGATIONS (continued)

The Charter Township has issued revenue bonds where the income derived from the debt service charges paid by users of the Charter Township’s Oak Pointe wastewater system. In the event that the revenue from the debt service charges is not sufficient, the Charter Township intends to use the reserve funds and/or the operation and maintenance funds from the Charter Township’s Oak Pointe wastewater system to pay the debt service on the revenue bonds. Additionally, the Charter Township has pledged its limited faith and credits as additional security for the payment of the principal of, and interest on, the bonds.

Proceeds from the bonds provided financing for the construction of various wastewater infrastructure projects.

The following is a schedule of principal and interest payments to service the long-term debt of the Township:

Neither the governmental or proprietary activities had any outstanding contracts payable as of March 31, 2022.

Proprietary activity bonds payable are as follows:

Fiscal Years Ending	Proprietary		
	Principal	Interest	Total
3/31/2023	\$ 305,000	\$ 80,688	\$ 385,688
3/31/2024	320,000	79,388	399,388
3/31/2025	330,000	77,988	407,988
3/31/2026	340,000	71,388	411,388
3/31/2027	345,000	64,588	409,588
3/31/2028 - 2032	1,770,000	223,066	1,993,066
3/31/2033 - 2037	1,540,000	88,800	1,628,800
Total	\$ 4,950,000	\$ 685,906	\$ 5,635,906

As the above schedule shows, the only remaining debt as of March 31, 2022 are bonds payable related to the Oak Pointe Water and Sewer System. Bonds were originally sold in 2014 to finance the cost of connecting the Oak Pointe Sewer System to the Genoa-Oceola Sewer Plant and disconnecting from the Oak Pointe Sewer Plant.

In the fiscal year ending March 31, 2021, refunding bonds, Series 2020, were sold to refinance the 2014 bond issue at a lower interest rate saving the Oak Pointe residents approximately \$500,000 in interest. The proceeds from the refunding bond remain in an escrow account held by the bond custodian. These funds will be used to pay the callable portion of the 2014 Series bonds in the amount of \$4,255,000 in the fiscal year ending March 31, 2023.

As of March 31, 2022, defeased bonds related to the prior year refunding of the 2014 Revenue Bonds were still outstanding in the amount of \$4,255,00. The defeased bond is scheduled to be paid by the escrow agent on November 1, 2022.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 6 - LONG-TERM OBLIGATIONS (continued)

Accrued paid time off

The Township has two forms of accrued paid time off, personal time and vacation time.

All full-time employees are entitled to personal time and vacation time. Personal time is earned at a rate of 8 hours per month. Employees can accrue up to 240 hours of personal time. Personal time pay will be paid at a rate of 50% of accrued hours upon termination for any reason except gross misconduct. In addition, on January 1st of each year, the Township pays employees 50% of personal time hours in excess of the 240 accrued hour limit with the remaining 50% of hours in excess of the limit forfeited.

Vacation hours for full time employees are earned as follows:

- 1 to 5 years of service: 2 weeks of pay or 3.08 hours per pay period
- 6 to 10 years of service: 3 weeks of pay or 4.62 hours per pay period
- 11 years and beyond: 4 weeks of pay or 6.15 hours per paid period

Full-time employees can accrue up to 180 hours of vacation pay. Vacation pay will be paid at 100% of accrued hours upon termination for any reason except gross misconduct or voluntary resignation.

Part-time employees are not entitled to personal time pay. In lieu of vacation pay, part-time employees receive an annual stipend on January 1st of each year equal to their prior year average weekly hours worked multiplied by the eligible number of weeks earned. The eligible number of weeks earned for part-time employees is equivalent to the schedule above for full-time employees.

A summary of accrued paid time off liability balances are below:

	<u>Balance</u> <u>3/31/2021</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>3/31/2022</u>	<u>Current</u> <u>Portion</u>
Governmental Activities					
General Fund	\$ 89,964	\$ 114,710	\$ 89,964	\$ 114,710	\$ 13,278
DPW Fund	131,578	171,380	131,578	171,380	23,922
Total Governmental Activities	<u>\$ 221,542</u>	<u>\$ 286,090</u>	<u>\$ 221,542</u>	<u>\$ 286,090</u>	<u>\$ 37,200</u>

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 7 - INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

Interfund receivables and payables at March 31, 2022, represent short-term borrowings and amounts owed for reimbursements between other funds.

<u>Fund</u>	<u>InterFund Receivable</u>	<u>Fund</u>	<u>InterFund Payable</u>	<u>Purpose</u>
General Fund	\$ 923,969	Utilities/DPW Fund	\$ 923,969	Compensation for DPW labor
General Fund	51,572	Reimbursable Project Fund	51,572	Admin fees and contingent SAD funds payable
General Fund	3	Road Improvement Fund	3	Reimbursement
Road Improvement Fund	50,288	Reimbursable Project Fund	50,288	Reimburse duplicate transfer
ARPA Fund	4,359	General Fund	4,359	Reimburse grant funds received
Genoa-Oceola Sewer New User Fund	40,000	Road Improvement Fund	40,000	Short term loan
Grand River Water New User Fund	3,672	Road Improvement Fund	3,672	Short term loan
Utilities/DPW Fund	50,105	General Fund	50,105	Short term loan
Utilities/DPW Fund	14,998	Oak Pointe Water and Sewer System	14,998	Shared common costs
Utilities/DPW Fund	2,902	Lake Edgewood Sewer System Fund	2,902	Shared common costs
Oak Pointe Water and Sewer System	942	Lake Edgewood Sewer System Fund	942	Repayment of expenses
Oak Pointe Water and Sewer System	1,027	General Fund	1,027	Reimbursement
Lake Edgewood Sewer System Fund	43	General Fund	43	Reimbursement
TOTAL	<u>\$ 1,143,880</u>	TOTAL	<u>\$ 1,143,880</u>	

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 7 - INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS (continued)

Interfund transfers for the year ended March 31, 2022 were as follows:

Fund Providing Resources	Fund Receiving Resources	Purpose	Amount
General Fund	Road Improvement Fund	Reserve funds for road improvements	\$ 900,000
Road Improvement Fund	Reimbursable Road Project Fund	Contribution for road project	11,000
Reimbursable Road Project Fund	General Fund	Interest collected on special assessments	2,535
Reimbursable Road Project Fund	General Fund	Special assessment contingent funds	47,553
General Fund	Future Development Parks, Paths and Recreation Fund	Reserve funds for recreation projects and improvements	750,000
ARPA Fund	General Fund	Reimbursement for grant related expenditures	203,924
Dorr Road Water and Sewer Debt Service Fund	Genoa Oceola Sewer New User Fund	Contribution for debt service	1,000
Utility/DPW Fund	Utility/DPW Reserve Fund	Reserve funds for equipment and personnel	<u>41,000</u>
Total			<u><u>\$ 1,957,012</u></u>

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 8 - ADVANCES TO OTHER FUNDS

The Township Governmental Funds, the Genoa Oceola Sewer New User Fund, advanced funds to the Oak Pointe Sewer and Water System Fund in 2016 in the amount of \$1,207,468. The advance, bearing no interest, is to be repaid at an annual rate of \$63,600.

A summary of the advance to other funds activity is as follows:

<u>Governmental Fund advances to Proprietary Fund</u>	<u>Balance</u> <u>4/1/2021</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>3/31/2022</u>	<u>Current</u> <u>Portion</u>
GO Sewer New User fund advance to Oak Pointe Water and Sewer System fund. Original advance of \$1,207,468. Made in fiscal year 2016. Payable in annual installments of \$63,600.	\$ 811,968	\$	\$ 63,600	\$ 748,368	\$ 63,600

Repayment of the advance will be payable as follows:

<u>Fiscal Years</u>	<u>Amount</u>
<u>Ending</u>	
3/31/2023	\$ 63,600
3/31/2024	63,600
3/31/2025	63,600
3/31/2026	63,600
3/31/2027	63,600
3/31/2028 - 2032	318,000
3/31/2033 - 2034	112,368
Total	\$ 748,368

NOTE 9 - STATEMENT OF CASH FLOWS - ENTERPRISE FUNDS

Pursuant to the GASB standards, a statement of cash flows is presented. The purpose of the statement of cash flows is to explain the change in cash and cash equivalents during the period. The direct method was utilized to present cash flows from operations.

The following is a summary of beginning and ending cash and cash equivalents:

	<u>3/31/2021</u>	<u>3/31/2022</u>
Current assets		
Cash and cash equivalents	\$ 1,192,444	\$ 1,205,638
Restricted assets		
Cash and cash equivalents	1,570,126	1,280,155
Total cash and cash equivalents	\$ 2,762,570	\$ 2,485,793

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 10 - PENSION - DEFINED CONTRIBUTION PLAN

The Township of Genoa has adopted the Principal Financial Group Money Purchase Pension Plan, a defined contribution plan with an effective date of July 1, 1991. The Township is making contributions to the plan on behalf of all eligible employees. Eligible employees are employees who have been employed for one year with a minimum of 1,000 hours of service. The Township contributed \$236,278 to the plan.

A defined contribution pension plan provides pension benefits in return for services rendered, provides an individual account for each participant, and specifies how contributions to the individual's account are to be determined instead of specifying the amount of benefits the individual is to receive. Under a defined contribution pension plan, the benefits a participant will receive depend solely on the amount contributed to the participant's account, the returns earned on investments of those contributions, and forfeitures of other participants' benefits that may be allocated to such participants account. Contributions, required solely by the Township, vest fully after four years of service. An employee who leaves the employment of the Township for reasons other than death, total disability or normal retirement is entitled to the Township's contributions if vesting requirements are satisfied. The Township is required to contribute an amount equal to 10% of the employee's annual compensation.

NOTE 11 – PENSION - DEFINED BENEFIT PLAN

Plan Description

The employer's defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The employer participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine-member Retirement Board. MERS issues a financial report that includes financial statements and required supplementary information. This report may be obtained by accessing the MERS website at www.mersofmich.com and is available to the public.

Summary of Significant Accounting Policies

For the purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Municipal Employees' Retirement System (MERS) of Michigan and additions to/deductions from MERS' fiduciary net position have been determined on the same basis as they are reported by MERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

GENOA CHARTER TOWNSHIP

NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022

NOTE 11 - PENSION - DEFINED BENEFIT PLAN (continued)

Benefits Provided

The defined benefit plan is comprised of two divisions. Division 01 is for the Township Manager while Division 10 is for the Utilities Director.

Benefits shall be paid as a percentage of the final average compensation upon retirement. Retirees are eligible for benefits at a rate of 1.30% and 2.00% of final average compensation multiplied by each year of service performed, with no maximum benefit for Division 01 and Division 10, respectively. Final average compensation is calculated based on the employee's final 5 years wages for all divisions.

Both divisions have a plan vesting period of 10 years, with normal retirement at age 60. Early retirement is available with normal benefits at age 55 with 25 years or service for Division 01. Early retirement is available with reduced benefits at age 50 with 25 years of service or age 55 with 15 years of service for both divisions.

There were no changes in benefit terms during plan year 2021.

Employees covered by benefit terms

At the December 31, 2021 valuation date, the following employees were covered by the benefit terms:

	<u>Division 01</u>	<u>Division 10</u>
Inactive employees or beneficiaries currently receiving benefits		
Inactive employees entitled to but not yet receiving benefits.		
Active employees	<u>1</u>	<u>1</u>
	<u>1</u>	<u>1</u>

Contributions

The Township is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

The actuarially determined rates for the fiscal year ended March 31, 2022, were 12.07% of eligible wages for Division 01, and 12.26% of eligible wages for Division 10. The Township does not require employees to contribute to the plan.

Net Pension Liability

The Total Pension Liability used to calculate the Net Pension Liability was determined by an annual actuarial valuation as of December 31, 2021.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 11 - PENSION - DEFINED BENEFIT PLAN (continued)

Actuarial assumptions

The total pension liability in the December 31, 2021, annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation: 2.5%

Salary Increase: 3.00% in the long term.

Investment rate of return: 7.35%, net of investment expense, including inflation.

Although no specific price inflation assumptions are needed for the valuation, the 3.0% long-term wage inflation assumption would be consistent with price inflation of 3.00-4.00%.

Mortality rates used were based on a version of Pub-2010 and fully generational MP-2019.

The actuarial assumptions used in the valuation were based on the results of the most recent actuarial experience study of 2014 to 2018.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment, and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Expected Real Rate of Return</u>	<u>Long-Term Expected Real Rate of Return</u>
Global Equity	60.00%	4.50%	2.70%
Global Fixed Income	20.00%	2.00%	0.40%
Private Investments	20.00%	7.00%	1.40%
Totals	<u>100.00%</u>		4.50%
Inflation			2.50%
Assumed investment rate of return			7.00%
Administrative expense netted above			0.25%
Investment rate of return			<u>7.25%</u>

Discount Rate

The discount rate used to measure the total pension liability is 7.25% for 2021. The projection of cash flow used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022

NOTE 11 - PENSION - DEFINED BENEFIT PLAN (continued)

Changes in Net Pension Liability

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a)-(b)
Balance at 12/31/2020	\$ 611,755	\$ 530,064	\$ 81,691
Changes for the year			
Service cost	21,556		21,556
Interest on total pension liability	47,313		47,313
Changes in benefits			
Difference between expected and actual experience	9,035		9,035
Changes in assumptions	36,771		36,771
Employer contributions		29,892	(29,892)
Employee contributions			
Net investment income		77,158	(77,158)
Benefit payments, including employee refunds			
Administrative expense		(885)	885
Net changes	<u>114,675</u>	<u>106,165</u>	<u>8,510</u>
Balance at 12/31/2021	<u>\$ 726,430</u>	<u>\$ 636,229</u>	<u>\$ 90,201</u>

Sensitivity of the Net Pension Liability to changes in the discount rate

The following presents the Net Pension Liability of the employer, calculated using the discount rate of 7.25%, as well as what the employer's Net Pension Liability would be using a discount rate that is 1 percentage point lower (6.25%) or 1% higher (8.25%) than the current rate.

	1% Decrease	Current Discount	1% Increase
	6.25%	Rate 7.25%	8.25%
Net Pension Liability at 12/31/2021	\$ 90,201	\$ 90,201	\$ 90,201
Change in Net Pension Liability (NPL) from change in discount rate	<u>104,407</u>		<u>(87,998)</u>
Calculated NPL	<u>\$ 194,608</u>	<u>\$ 90,201</u>	<u>\$ 2,203</u>

Note: The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because for GASB purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes, it is net of administrative expenses.

GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022

NOTE 11 - PENSION - DEFINED BENEFIT PLAN (continued)

Pension Expense and Deferred Outflow/Inflow of Resources Related to Pension

For the year ended March 31, 2022, the Township recognized pension expense of \$29,555. The Township reported deferred outflow and inflow of resources related to pensions from the following sources:

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>	<u>Total</u>
Differences in experience	\$ 513	\$	\$ 513
Differences in assumptions	61,945		61,945
Excess (Deficit) of Investment Returns		(46,729)	(46,729)
Total deferred outflows (inflows) to be amortized	<u>62,458</u>	<u>(46,729)</u>	<u>15,729</u>
Contributions subsequent to the measurement date *	7,036		7,036
Total deferred outflows (inflows)	<u>\$ 69,494</u>	<u>\$ (46,729)</u>	<u>\$ 22,765</u>

* The amount reported as deferred outflows of resources resulting from contributions made subsequent to the measurement date will be recognized as an addition in the net pension liability for the year ending March 31, 2023.

Amounts reported as deferred outflow and inflow of resources related to other pension activities will be recognized in pension expense as follows:

<u>Year Ended March 31,</u>	<u>Expense</u>
2023	\$ 2,572
2024	(6,416)
2025	(1,827)
2026	3,641
2027	8,368
2028 and thereafter	<u>9,391</u>
Total	<u>\$ 15,729</u>

Actuarial Assumptions

The actuarial assumptions were changed during the year as follows:

- Decrease in investment rate of return from 7.35% to 7.00%
- Change in discount rate from 7.60% to 7.25%

Changes in benefits

There were no change of benefit terms during plan year 2021.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 12 - CONTINGENT LIABILITIES

A. Wastewater Treatment System - Lake Edgewood

The Township entered into a Consent Order with the Michigan Department of Environmental Great Lakes & Energy (EGLE) to complete an investigation of the sodium and chloride plume leaving the Wastewater Treatment Plant (WWTP) and to evaluate remedial measures.

In January 2016, the Township submitted a No Further Action Report to the EGLE which summarized remedial actions completed by the Township to reduce the sodium and chloride concentrations in the local aquifer. The EGLE approved the No Further Action Report and termination of the annual groundwater sampling in an April 29, 2016 correspondence.

In the year ending March 31, 2022, the Township had no expenditures relating to the annual groundwater sampling. The amount of additional costs for April 1, 2022- March 31, 2023 is estimated to be minimal. At this time, the state has requested the Township not to abandon any onsite wells. Future expenditures associated with these sites will include well abandonment.

B. Wastewater Treatment System - Oak Pointe

The Township entered into a Consent Order with the Michigan Department of Environmental Great Lakes & Energy (EGLE) to complete an investigation of the sodium and chloride plume leaving the Wastewater Treatment Plant (WWTP) and to evaluate remedial measures. The Consent Order requires a discharge from the plant's effluent of 150 mg/l for sodium and 250 mg/l for chlorides. The plant has not met this limit since 2002. In January 2015, the plant was taken offline, permanently eliminating the source of sodium and chloride at this site.

The EGLE approved Interim Response Activities Designed to Meet Criteria Report (IRDC) in 2005 which requires annual groundwater monitoring and corrective action activities to protect drinking water sources. The Township completed a baseline sampling event in 2015 to document site conditions when the source was eliminated.

The 2015 and 2016 sampling events demonstrated decreasing concentrations at the site. Therefore, in 2017, the Township petitioned the EGLE to reduce to biennial sampling of the monitoring wells. The residential wells are sampled annually to protect drinking water sources.

In the year ending March 31, 2022, the Township spent approximately \$13,510 to complete groundwater and residential sampling events, and to provide and maintain reverse osmosis systems. The amount of additional costs for April 1, 2022 - March 31, 2023 is estimated to be \$18,000. This cost includes annual monitoring and corrective action activities.

GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022

NOTE 13 - MANAGEMENT ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 14 - RISK MANAGEMENT

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Township maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Township. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

NOTE 15 - STATEMENT OF NET POSITION - RESTRICTED NET POSITION

In the Statement of Net position, the restricted net position consists of the following:

	Governmental Activities	Business-Type Activities
Public Works - water/sewer	\$	\$ 1,328,780
Road improvement	2,750,199	
Debt Service	313	
Total	\$ 2,750,512	\$ 1,328,780

NOTE 16 - TAX ABATEMENT

Per Township records, the Genoa Charter Township has not made any commitments or agreements to abate property taxes. The Township is not subject to any tax abatement agreements entered into by other governmental entities.

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 17 - PRIOR PERIOD ADJUSTMENTS

The Township recorded prior period adjustments for the Governmental Genoa Oceola Sewer New User Fund, a nonmajor fund, and the proprietary funds Oak Pointe Water and Sewer Systems fund and Lake Edgewood Water and Sewer Systems fund during the year ended March 31, 2022. The purpose of the prior period adjustment is to restate the beginning fund balance or net position to reflect prior year activity not recorded in the previously issued financial statement.

In prior years, the Township recognized an advance to other funds as a long-term receivable with related deferred inflow of resources, while repayments were recognized as revenue when received. The Township restated the advance, eliminating the deferred inflow of resources and recognizing an adjustment to fund balance of \$811,968.

Governmental fund restated fund balance is as follows:

	Genoa Oceola Sewer New User Fund	Nonmajor Funds
Fund balance, as previously stated	\$ 838,425	\$ 3,040,012
Prior period adjustments		
Deferred inflow of resources	811,968	811,968
Fund balance, as restated	\$ 1,650,393	\$ 3,851,980

In the prior year ending March 31, 2021, there was a bond refunding (discussed earlier in Note 6, Long Term Debt) in the Oak Point Water and Sewer Systems proprietary fund. Bond proceeds deposited into an escrow account, the offsetting bond payable and bond premium liabilities, deferred gain on refunding, and associated bond issuance costs were recorded incorrectly, resulting in a net overstatement of net position of \$433,163 for the prior year.

The Lake Edgewood Water and Sewer Systems propriety fund recognized a prior period adjustment in the amount of (\$13,291) to reflect current year revenue recorded in the prior period.

A summary of restated net position is as follows:

	Oak Pointe Water and Sewer Systems Fund	Lake Edgewood Water and Sewer Systems Fund
Net position, as previously stated	\$ 8,672,258	\$ 6,063,331
Prior period adjustments		
Bond issuance costs	(113,180)	
Interest expense	(286,258)	
Accrued interest	(33,725)	
Operating revenues		(13,291)
Total prior period adjustments	(433,163)	(13,291)
Net position, as restated	\$ 8,239,095	\$ 6,050,040

GENOA CHARTER TOWNSHIP

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 2022**

NOTE 18 - UPCOMING GASB PRONOUNCEMENTS

GASB 87 - LEASES

The Governmental Accounting Standards Board (GASB) issued GASB Standard No. 87, Leases to improve the accounting and financial reporting of leases by governments. This standard requires the recognition of leased assets and liabilities for leases that were previously classified as operating leases and recognized as inflows and outflows of resources based on the payment provisions of the contract. This standard will require a lessee to recognize a lease liability and right-to-use lease asset and a lessor to recognize a lease receivable and a deferred inflow of resources.

The Township is currently assessing the impact that this Standard will have on the Township's financial statements, which will be required to be implemented for the statements for the year ended March 31, 2023.

GASB 96 – SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENTS

In May, 2020, the GASB issued Statement No. 96, Subscription-based Information Technology Arrangements. This Statement provides guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This statement 1) defines a SBITA; 2) establishes that a SBITA results in a right-to-use subscription asset - an intangible asset – and a corresponding subscription liability; 3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and 4) requires note disclosures regarding a SBITA. To the extent relevant, the standards for SBITAs are based on the standards established in Statement No. 87, Leases, as amended. The Township is currently evaluating the impact this standard will have on the financial statements when adopted. The standard is required to be implemented for the Township's statements for the year ended March 31, 2024.

GASB 100 – ACCOUNTING CHANGES AND ERROR CORRECTIONS

In June, 2022, the GASB issued Statement No. 100, *Accounting Changes and Error Corrections - an amendment of GASB Statement No. 62*. This statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period. The Township is currently evaluating the impact this standard will have on the financial statements when adopted during the 2025 fiscal year.

GASB 101 – COMPENSATED ABSENCES

In June, 2022, the GASB Issued Statement No 101, Compensated Absences. This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. The Township is currently evaluating the impact this standard will have on the financial statements when adopted in the 2025 fiscal year.

REQUIRED SUPPLEMENTARY INFORMATION

GENOA CHARTER TOWNSHIP

GENERAL FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Budgeted Amount</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		<u>Favorable (Unfavorable)</u>
REVENUES	\$ 5,043,500	\$ 5,412,122	\$ 5,478,364	\$ 66,242
EXPENDITURES	4,139,658	3,684,673	3,639,987	44,686
Excess of revenues over expenditures	903,842	1,727,449	1,838,377	110,928
OTHER FINANCING SOURCES (USES)				
Transfers in			254,012	254,012
Transfers (out)	(1,650,000)	(1,650,000)	(1,650,000)	
Total other financing(uses)	(1,650,000)	(1,650,000)	(1,395,988)	254,012
Net change in fund balance	(746,158)	77,449	442,389	364,940
FUND BALANCE, APRIL 1, 2021	3,277,884	3,277,884	3,277,884	
FUND BALANCE, MARCH 31, 2022	<u>\$ 2,531,726</u>	<u>\$ 3,355,333</u>	<u>\$ 3,720,273</u>	<u>\$ 364,940</u>

GENOA CHARTER TOWNSHIP

REIMBURSABLE PROJECTS FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Budgeted Amount</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		<u>Favorable (Unfavorable)</u>
REVENUES				
Special assessments	\$ 334,744	\$ 413,809	\$ 402,739	\$ (11,070)
Special assessment - Interest			2,535	2,535
Interest	1,500	2,050	2,429	379
Total revenues	<u>336,244</u>	<u>415,859</u>	<u>407,703</u>	<u>(8,156)</u>
EXPENDITURES				
Current				
Public works				
Road, lake, and utility projects				
Lake Chemung weed		77,875	76,500	1,375
Pardee Lake weed	28,000	31,862	31,862	
Grand Beach weed	10,000	6,420	6,412	8
East West Crooked Lake weed	12,000	12,031	12,031	
White Pines streetlights	800	800	794	6
Edwin Dr road project	69,000	1,825	1,825	
Black Oaks road project		20,000	22,000	(2,000)
Darlene Drive road project		50,220	49,442	778
Other		3,050	3,150	(100)
Total expenditures	<u>119,800</u>	<u>204,083</u>	<u>204,016</u>	<u>67</u>
Excess of revenues over (under) expenditures	<u>216,444</u>	<u>211,776</u>	<u>203,687</u>	<u>(8,089)</u>
OTHER FINANCING SOURCES (USES)				
Transfers in			11,000	11,000
Transfer (out)			(50,088)	(50,088)
Total other financing (uses)			<u>(39,088)</u>	<u>(39,088)</u>
Net change in fund balance	216,444	211,776	164,599	(47,177)
FUND BALANCE, APRIL 1, 2021	<u>2,585,600</u>	<u>2,585,600</u>	<u>2,585,600</u>	
FUND BALANCE, MARCH 31, 2022	<u>\$ 2,802,044</u>	<u>\$ 2,797,376</u>	<u>\$ 2,750,199</u>	<u>\$ (47,177)</u>

GENOA CHARTER TOWNSHIP

ROAD IMPROVEMENT FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Budgeted Amount</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		<u>Favorable (Unfavorable)</u>
REVENUES				
Interest - banks	\$ 1,500	\$ 1,500	\$ 1,474	\$ (26)
EXPENDITURES				
Current				
Public works				
Road improvement projects	925,000	739,000	701,251	37,749
Excess revenues (under)				
expenditures	(923,500)	(737,500)	(699,777)	37,723
OTHER FINANCING SOURCES (USES)				
Transfers in	900,000	900,000	900,000	
Transfers (out)			(11,000)	(11,000)
Total other financing sources	900,000	900,000	889,000	(11,000)
Net change in fund balance	(23,500)	162,500	189,223	26,723
FUND BALANCE, APRIL 1, 2021	1,775,536	1,775,536	1,775,536	
FUND BALANCE, MARCH 31, 2022	<u>\$ 1,752,036</u>	<u>\$ 1,938,036</u>	<u>\$ 1,964,759</u>	<u>\$ 26,723</u>

GENOA CHARTER TOWNSHIP

UTILITIES/DPW FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Budgeted Amount</u>		<u>Actual</u>	Variance
	<u>Original</u>	<u>Final</u>		Favorable (Unfavorable)
REVENUES	\$ 2,829,180	\$ 2,889,468	\$ 2,905,792	\$ 16,324
EXPENDITURES	2,915,600	2,826,095	2,764,973	61,122
Excess of revenues over (under) expenditures	(86,420)	63,373	140,819	77,446
OTHER FINANCING (USES)				
Transfers (out)	(41,000)	(41,000)	(41,000)	
Net change in fund balance	(127,420)	22,373	99,819	77,446
FUND BALANCE, APRIL 1, 2021	202,690	202,690	202,690	
FUND BALANCE, MARCH 31, 2022	<u>\$ 75,270</u>	<u>\$ 225,063</u>	<u>\$ 302,509</u>	<u>\$ 77,446</u>

GENOA CHARTER TOWNSHIP

**REQUIRED SUPPLEMENTARY INFORMATION
DEFINED BENEFIT PENSION PLAN
SCHEDULE OF EMPLOYER CONTRIBUTIONS
FOR THE YEAR ENDED MARCH 31, 2022**

Schedule of Employer Contributions

	For the plan year ended December 31,						
	2021	2020	2019	2018	2017	2016	2015
Actuarial determined contributions	\$ 29,892	\$ 26,156	\$ 24,465	\$ 24,298	\$ 22,354	\$ 22,061	\$ 19,836
Contributions in relation to the actuarial determined contribution	29,892	26,156	24,466	24,298	22,354	22,061	19,836
Contribution (deficiency) excess	\$	\$	\$ 1	\$	\$	\$	\$
Covered employee payroll	\$ 251,427	\$ 240,881	\$ 234,022	\$ 228,343	\$ 221,282	\$ 222,122	\$ 215,419
Contributions as a percentage of covered payroll	11.89%	10.86%	10.45%	10.64%	10.10%	9.93%	9.21%

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, only information for those years for which information is available will be presented.

Notes to the Schedule of Employer Contributions (All divisions)

Actuarial cost method	Entry age
Amortization method	Level percentage of payroll, open
Remaining amortization period:	
Initial unfunded actuarial liability	23 years, both divisions
Gain/(loss) on investments 12/31/2016-2019	19-22 years, both divisions
Assumptions 12/31/2019	19 years, both divisions
Experience, 12/31/2020-2021	17-18 years, both divisions
Asset valuation method	5 year smoothing
Inflation	2.50%
Salary increases	3.00% plus merit & longevity. 3% in the long-term
Investment rate of return	7.00%
Retirement age	Normal Age: 60 Early Retirement: <u>Division 01</u> -Early retirement with normal benefits at age 55 with 25 years of service. -Early retirement with reduced benefits at age 50 with 25 years of service or age 55 with 15 years of service. <u>Division 10</u> -Early retirement with reduced benefits at age 50 with 25 years of service or age 55 with 15 years of service.
Mortality	Rates used were based on a version of Pub-2010 and fully generational MP-2019

Changes in actuarial assumptions

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study of 2014-2018. The actuarial assumptions were changed during the year as follows:

- Decrease in investment rate of return from 7.35% to 7.00%
- Change in discount rate from 7.60% to 7.25%

GENOA CHARTER TOWNSHIP

**REQUIRED SUPPLEMENTARY INFORMATION
DEFINED BENEFIT PENSION PLAN
SCHEDULE OF CHANGES IN NET PENSION LIABILITY AND RELATED RATIOS
FOR THE YEAR ENDED MARCH 31, 2022**

	For the Plan Year Ended December 31,						
	2021	2020	2019	2018	2017	2016	2015
TOTAL PENSION LIABILITY							
Service cost	\$ 21,556	\$ 20,681	\$ 19,846	\$ 19,377	\$ 18,799	\$ 19,422	\$ 17,922
Interest	47,313	40,867	35,598	33,177	31,216	26,674	22,556
Differences in experience	9,035	1,085	(3,422)	889	(25,787)	10,986	5,769
Changes of assumptions	36,771	21,735	15,022				13,026
Other changes	-	1	1,873				
Net change in total pension liability	114,675	84,369	68,917	53,443	24,228	57,082	59,273
TOTAL PENSION LIABILITY - BEGINNING	611,755	527,386	458,469	405,026	380,798	323,716	264,443
TOTAL PENSION LIABILITY - ENDING	<u>\$ 726,430</u>	<u>\$ 611,755</u>	<u>\$ 527,386</u>	<u>\$ 458,469</u>	<u>\$ 405,026</u>	<u>\$ 380,798</u>	<u>\$ 323,716</u>
PLAN FIDUCIARY NET POSITION							
Contributions - employer	\$ 29,892	\$ 26,156	\$ 24,466	\$ 24,298	\$ 22,354	\$ 22,061	\$ 19,836
Net investment income	77,158	61,945	51,786	(15,273)	41,044	29,531	(3,802)
Administrative Expenses	(885)	(927)	(893)	(725)	(646)	(580)	(533)
Net change in plan fiduciary net position	106,165	87,174	75,359	8,300	62,752	51,012	15,501
PLAN FIDUCIARY NET POSITION, BEGINNING	530,064	442,890	367,531	359,231	296,479	245,467	229,966
PLAN FIDUCIARY NET POSITION, ENDING	<u>\$ 636,229</u>	<u>\$ 530,064</u>	<u>\$ 442,890</u>	<u>\$ 367,531</u>	<u>\$ 359,231</u>	<u>\$ 296,479</u>	<u>\$ 245,467</u>
NET PENSION LIABILITY (TOTAL PENSION LIABILITY - PLAN FIDUCIARY NET POSITION)	<u>\$ 90,201</u>	<u>\$ 81,691</u>	<u>\$ 84,496</u>	<u>\$ 90,938</u>	<u>\$ 45,795</u>	<u>\$ 84,319</u>	<u>\$ 78,249</u>
Plan fiduciary net position as a percentage of the total pension liability	<u>87.58%</u>	<u>86.65%</u>	<u>83.98%</u>	<u>80.16%</u>	<u>88.69%</u>	<u>77.86%</u>	<u>75.83%</u>
Covered employee payroll	<u>\$ 251,427</u>	<u>\$ 240,881</u>	<u>\$ 234,022</u>	<u>\$ 228,343</u>	<u>\$ 221,282</u>	<u>\$ 222,122</u>	<u>\$ 215,419</u>
Net pension liability as a percentage of covered employee payroll	<u>35.88%</u>	<u>33.91%</u>	<u>36.11%</u>	<u>39.83%</u>	<u>20.70%</u>	<u>37.96%</u>	<u>36.32%</u>

This schedule is presented to illustrate the requirement to show information for 10 years. However, until a full 10-year trend is compiled, only information for those years for which information is available will be presented.

SUPPLEMENTARY INFORMATION

COMBINING FINANCIAL STATEMENTS

GENOA CHARTER TOWNSHIP

**ALL FUNDS INCLUDED IN GASB 54 GENERAL FUND CONSOLIDATION
COMBINING BALANCE SHEET
MARCH 31, 2022**

	<u>General Fund Pre - GASB 54 Consolidation</u>	<u>Buildings & Grounds Reserve</u>	<u>Deposit Trust Fund</u>	<u>Trust and Agency Fund</u>	<u>Eliminations</u>	<u>Totals Restated General Fund</u>
ASSETS						
Cash and investments	\$ 3,086,689	\$ 246,027	\$ 105,553	\$ 2,056	\$	\$ 3,440,325
Taxes receivable	74,731					74,731
State shared revenue receivable	611,017					611,017
Inventory	55,255					55,255
Prepaid expenditures	30,656					30,656
Due from other funds	977,257				(1,713)	975,544
Total assets	<u>\$ 4,835,605</u>	<u>\$ 246,027</u>	<u>\$ 105,553</u>	<u>\$ 2,056</u>	<u>\$ (1,713)</u>	<u>\$ 5,187,528</u>
LIABILITIES						
Accounts payable	\$ 163,285	\$	\$	\$	\$	\$ 163,285
Accrued payroll	47,842					47,842
Accrued compensated absences	13,278					13,278
Unearned revenues	982,368					982,368
Due to others	99,052		105,553	343		204,948
Due to other funds	55,534			1,713	(1,713)	55,534
Total liabilities	<u>1,361,359</u>		<u>105,553</u>	<u>2,056</u>	<u>(1,713)</u>	<u>1,467,255</u>
FUND BALANCES						
Nonspendable						
Prepaid expenditures	30,656					30,656
Inventory	55,255					55,255
Committed - Buildings and grounds		246,027				246,027
Unassigned	3,388,335					3,388,335
Total fund balance	<u>3,474,246</u>	<u>246,027</u>				<u>3,720,273</u>
Total liabilities, deferred inflow of resources and fund balance	<u>\$ 4,835,605</u>	<u>\$ 246,027</u>	<u>\$ 105,553</u>	<u>\$ 2,056</u>	<u>\$ (1,713)</u>	<u>\$ 5,187,528</u>

GENOA CHARTER TOWNSHIP

**ALL FUNDS INCLUDED IN GASB 54 GENERAL FUND CONSOLIDATION
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE YEAR ENED MARCH 31, 2022**

	General Fund -				Totals
	Pre GASB 54 Consolidation	Buildings & Grounds Reserve	Deposit Trust Fund	Eliminations	General Fund
REVENUES					
Property taxes	\$ 1,410,905	\$	\$	\$	\$ 1,410,905
State grants	2,286,306				2,286,306
Licenses and permits	487,093				487,093
Charges for services	1,112,670				1,112,670
Interest and rents	6,937	100			7,037
Miscellaneous	174,353				174,353
Total revenues	5,478,264	100			5,478,364
EXPENDITURES					
Application fees	11,923				11,923
Capital outlay	165,214				165,214
Drain at large	14,423				14,423
Dues	18,507				18,507
Economic development	22,939				22,939
Insurance	378,875				378,875
Meetings	7,627				7,627
Office supplies	62,399				62,399
Payroll taxes	68,086				68,086
Professional fees	139,585				139,585
Public utilities	20,033				20,033
Refunds and chargebacks	4,919				4,919
Refuse	1,333,059				1,333,059
Repairs and maintenance	151,126				151,126
Retirement/pension	116,514				116,514
Salaries	1,079,796				1,079,796
Telephone	28,252				28,252
Travel	6,722				6,722
Community promotion	2,904				2,904
Miscellaneous	2,329	4,755			7,084
Total expenditures	3,635,232	4,755			3,639,987
Excess of revenues over (under) expenditures	1,843,032	(4,655)			1,838,377
OTHER FINANCING SOURCES (USES)					
Transfers in	254,012	50,000		(50,000)	254,012
Transfers (out)	(1,700,000)			50,000	(1,650,000)
Total other financing sources (uses)	(1,445,988)	50,000			(1,395,988)
Net changes in fund balances	397,044	45,345			442,389
FUND BALANCE, April 1, 2021	3,077,202	200,682			3,277,884
FUND BALANCE, March 31, 2022	\$ 3,474,246	\$ 246,027	\$	\$	\$ 3,720,273

**GENOA CHARTER TOWNSHIP
ALL NON MAJOR FUNDS
COMBINING BALANCE SHEET
MARCH 31, 2022**

	Special Revenue Fund		Capital Project Funds				Debt Service Fund	Total
	Liquor Law Enforcement Fund	ARPA Grant Fund	Genoa Oceaola Sewer New User Fund	Grand River Water New User Fund	Future Development Parks, Paths and Recreation Fund	Utilities/ DPW Reserve Fund	Dorr Road Water and Sewer Debt Service Fund	
ASSETS								
Cash and cash equivalents	\$ 3,894	\$ 354,119	\$ 1,003,459	\$ 1,140,025	\$ 1,153,329	\$ 96,212	\$ 313	\$ 3,751,351
Special assessments receivable			19,781					19,781
Due from others			431					431
Advances to other funds			748,368					748,368
Due from other funds		4,359	40,000	3,672				48,031
Total assets	<u>\$ 3,894</u>	<u>\$ 358,478</u>	<u>\$ 1,812,039</u>	<u>\$ 1,143,697</u>	<u>\$ 1,153,329</u>	<u>\$ 96,212</u>	<u>\$ 313</u>	<u>\$ 4,567,962</u>
LIABILITIES								
Unearned revenues	\$	\$ 358,231	\$	\$	\$	\$	\$	\$ 358,231
DEFERRED INFLOWS OF RESOURCES								
Unavailable revenue			19,781					19,781
FUND BALANCE								
Nonespendable								
Advances to other funds			748,368					748,368
Restricted								
Debt service							313	313
Committed								
Broadband expansion		247						247
Capital improvement			1,043,890	1,143,697				2,187,587
Public safety	3,894							3,894
Public works						96,212		96,212
Recreation					1,118,459			1,118,459
Assigned for future budget deficits					34,870			34,870
Total fund balance	<u>3,894</u>	<u>247</u>	<u>1,792,258</u>	<u>1,143,697</u>	<u>1,153,329</u>	<u>96,212</u>	<u>313</u>	<u>4,189,950</u>
Total liabilities, deferred inflows of resources and fund balance	<u>\$ 3,894</u>	<u>\$ 358,478</u>	<u>\$ 1,812,039</u>	<u>\$ 1,143,697</u>	<u>\$ 1,153,329</u>	<u>\$ 96,212</u>	<u>\$ 313</u>	<u>\$ 4,567,962</u>

GENOA CHARTER TOWNSHIP
ALL NONMAJOR FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED MARCH 31, 2022

	Special Revenue Funds		Capital Project Funds			Debt Service Fund		Totals
	Liquor Law Enforcement Fund	ARPA Grant Fund	Genoa Oceola Sewer New User Fund	Grand River New User Fund	Future Development Parks, Paths and Recreation Fund	Utilities/DPW Reserve Fund	Dorr Road Water and Sewer Debt Service Fund	
REVENUES								
Federal grants	\$	\$ 728,924	\$	\$	\$	\$	\$	\$ 728,924
Special assessments - principal			9,891					9,891
Special assessments - interest			1,484					1,484
Charges for services			137,512	22,606				160,118
Licenses and permits	16,303							16,303
Interest and rents		257	978	1,294	661	68	1	3,259
Total revenues	16,303	729,181	149,865	23,900	661	68	1	919,979
EXPENDITURES								
Current								
Public safety	15,873							15,873
Public works		10	7,000	43,745				50,755
Recreation					163,133			163,133
Capital outlay		525,000			367,449			892,449
Debt service								
Principal							45,000	45,000
Interest							1,875	1,875
Total expenditures	15,873	525,010	7,000	43,745	530,582		46,875	1,169,085
Excess of revenues over (under) expenditures	430	204,171	142,865	(19,845)	(529,921)	68	(46,874)	(249,106)
OTHER FINANCING SOURCES (USES)								
Transfers in					750,000	41,000	1,000	792,000
Transfer (out)		(203,924)	(1,000)					(204,924)
Total other financing sources (uses)		(203,924)	(1,000)		750,000	41,000	1,000	587,076
Net changes in fund balances	430	247	141,865	(19,845)	220,079	41,068	(45,874)	337,970
FUND BALANCE, APRIL 1, 2021	3,464		838,425	1,163,542	933,250	55,144	46,187	3,040,012
PRIOR PERIOD ADJUSTMENT			811,968					811,968
FUND BALANCE, MARCH 31, 2022	\$ 3,894	\$ 247	\$ 1,792,258	\$ 1,143,697	\$ 1,153,329	\$ 96,212	\$ 313	\$ 4,189,950

GENOA CHARTER TOWNSHIP

**FIDUCIARY FUNDS
COMBINING STATEMENT OF FIDUCIARY NET POSITION
MARCH 31, 2022**

	<u>Custodial Funds</u>		
	<u>Utility</u>	<u>Current</u>	
	<u>Escrow Fund</u>	<u>Tax Fund</u>	<u>Total</u>
ASSETS			
Cash and cash equivalents	\$ 67,128	\$ 865,557	\$ 932,685
LIABILITIES			
Due to others	\$ 67,128	\$ 865,557	\$ 932,685
Net Position			
Restricted	_____	_____	_____
Total liabilities and net positoin	<u>\$ 67,128</u>	<u>\$ 865,557</u>	<u>\$ 932,685</u>

GENOA CHARTER TOWNSHIP

**FIDUCIARY FUNDS
COMBINING STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FOR THE YEAR ENDED MARCH 31, 2022**

	Custodial Funds		Total
	Utility	Current	
	Escrow Fund	Tax Fund	
Additions			
Taxes collected for other entities	\$ 35,421,850	\$	\$ 35,421,850
Utility charges for other entities		15,717,763	15,717,763
Total additions	35,421,850	15,717,763	51,139,613
Deductions			
Taxes paid to other entities	35,421,850		35,421,850
Utility charges paid to other entities		15,717,763	15,717,763
Total deductions	35,421,850	15,717,763	51,139,613
Net change in net position			
Net Position, Beginning			
Net Position, Ending	\$	\$	\$

INDIVIDUAL FUNDS

GENERAL FUND

GENOA CHARTER TOWNSHIP
GENERAL FUND (PRE GASB 54 RESTATEMENT)
BALANCE SHEET
MARCH 31, 2022

ASSETS

Cash and cash equivalents	\$ 2,993,878
Accounts receivable	
Taxes receivable	74,731
State shared revenue receivable	611,017
Due from other funds	977,257
Prepaid expenditures	30,656
Total assets	\$ 4,687,539

LIABILITIES

Accounts payable	\$ 158,435
Accrued wages	47,842
Accrued compensated absences	13,278
Due to others	7,011
Due to other funds	4,359
Unearned revenue	982,368
Total liabilities	1,213,293

FUND BALANCE

Nonspendable	
Prepaid expenditures	30,656
Unrestricted	3,443,590
Total fund balance	3,474,246
Total liabilities and fund balance	\$ 4,687,539

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

GENOA CHARTER TOWNSHIP

**GENERAL FUND (PRE GASB 54 RESTATEMENT)
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES	\$ 5,411,622	\$ 5,478,264	\$ 66,642
EXPENDITURES	3,677,748	3,635,232	42,516
Excess of revenues over expenditures	1,733,874	1,843,032	109,158
OTHER FINANCING SOURCES (USES)			
Transfers in		254,012	254,012
Transfers (out)	(1,700,000)	(1,700,000)	
Total other financing (uses)	(1,700,000)	(1,445,988)	254,012
Net changes in fund balance	33,874	397,044	363,170
FUND BALANCE, APRIL 1, 2021	3,077,202	3,077,202	
FUND BALANCE, MARCH 31, 2022	\$ 3,111,076	\$ 3,474,246	\$ 363,170

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

GENOA CHARTER TOWNSHIP

**GENERAL FUND (PRE GASB 54 RESTATEMENT)
STATEMENT OF REVENUES - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Property taxes			
Property taxes	\$ 925,000	\$ 1,018,342	\$ 93,342
Tax collection fees	375,000	388,859	13,859
Trailer fees	3,700	3,704	4
Total property taxes	<u>1,303,700</u>	<u>1,410,905</u>	<u>107,205</u>
State grants			
State shared revenues	2,100,000	2,249,471	149,471
LCSA personal property tax grant	11,296	19,648	8,352
Metro Act	14,787	14,787	
Other state grants	6,759	2,400	(4,359)
Total state grants	<u>2,132,842</u>	<u>2,286,306</u>	<u>153,464</u>
Licenses and permits			
Cable franchise fees	425,000	408,173	(16,827)
Application fees	60,000	78,920	18,920
Total licenses and permits	<u>485,000</u>	<u>487,093</u>	<u>2,093</u>
Charges for services			
Refuse collection fees	1,250,000	1,046,975	(203,025)
Administration fees Special assesments		4,000	4,000
Administration fees - DPW and Liquor Law	62,300	61,695	(605)
Total charges for services	<u>1,312,300</u>	<u>1,112,670</u>	<u>(199,630)</u>
Interest and rents			
Interest - banks	4,900	6,937	2,037
Other			
Land transfer - taxes	150,000	149,103	(897)
Miscellaneous	4,029	6,399	2,370
MMRMA Reimbursement	18,851	18,851	
Total other	<u>172,880</u>	<u>174,353</u>	<u>1,473</u>
Total revenues	<u>\$ 5,411,622</u>	<u>\$ 5,478,264</u>	<u>\$ 66,642</u>

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

GENOA CHARTER TOWNSHIP

**GENERAL FUND (PRE GASB 54 RESTATEMENT)
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
EXPENDITURES			
Salaries - trustees	\$ 35,000	\$ 27,961	\$ 7,039
Salary - supervisor	60,455	59,739	716
Salaries - professional	395,000	394,133	867
Salary - clerk	57,505	57,505	
Salary - treasurer	58,655	58,642	13
Salaries - other	390,148	315,678	74,470
Salaries - board of review	1,000	668	332
Professional services - legal	100,000	103,129	(3,129)
Professional services - auditor	22,605	25,855	(3,250)
Professional services - engineers	15,000	10,601	4,399
Refunds and tax charge backs	2,000	4,919	(2,919)
Repairs and maintenance - Town hall	142,000	151,126	(9,126)
Insurance	400,000	378,875	21,125
Wellness	2,864	2,329	535
Utilities	18,700	20,033	(1,333)
Retirement - pensions	120,000	116,514	3,486
Payroll taxes	85,000	68,086	16,914
Office supplies	64,855	62,399	2,456
Economic development	25,000	22,939	2,061
Telephone	27,900	28,252	(352)
Travel	6,500	6,722	(222)
Dues	22,500	18,507	3,993
Regional meeting fees	8,000	7,627	373
Application fees	14,000	11,923	2,077
Salaries - planning/zoning	66,250	78,857	(12,607)
Salary - ordinance enforcement	87,000	86,613	387
Refuse	1,319,811	1,333,059	(13,248)
Drain at large	15,000	14,423	577
Capital outlay	115,000	165,214	(50,214)
Community promotion		2,904	(2,904)
Total expenditures	<u>\$ 3,677,748</u>	<u>\$ 3,635,232</u>	<u>\$ 42,516</u>

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

REIMBURSABLE PROJECTS FUND

GENOA CHARTER TOWNSHIP

REIMBURSABLE PROJECTS FUND
BALANCE SHEET
MARCH 31, 2022

ASSETS

Cash and cash equivalents	\$ 2,827,388
Due from county	24,732
Special assessments receivable	<u>546,562</u>

Total assets \$ 3,398,682

LIABILITIES

Accounts payable	\$ 61
Due to other funds	<u>101,860</u>

Total liabilities 101,921

DEFERRED INFLOW OF RESOURCES

Unavailable revenue	546,562
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FUND BALANCE

Restricted - road improvement	<u>2,750,199</u>
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Total liabilities, deferred inflow of resources, and fund balance \$ 3,398,682

GENOA CHARTER TOWNSHIP

REIMBURSABLE PROJECTS FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Special assessments	\$ 413,809	\$ 402,739	\$ (11,070)
Special assessments - Interest		2,535	2,535
Interest - banks	2,050	2,429	379
Total revenues	415,859	407,703	(8,156)
EXPENDITURES			
Current			
Public works			
Road, lake and utility projects			
Lake Chemung weed	77,875	76,500	1,375
Pardee Lake weed	31,862	31,862	
Grand Beach weed	6,420	6,412	8
East West Crooked Lake weed	12,031	12,031	
White Pines streetlights	800	794	6
Edwin Dr road project	1,825	1,825	
Black Oaks road project	20,000	22,000	(2,000)
Darlene Drive road project	50,220	49,442	778
Other	3,050	3,150	(100)
Total expenditures	204,083	204,016	67
Excess of revenues over (under) expenditures	211,776	203,687	(8,089)
OTHER FINANCING SOURCES (USES)			
Transfers in		11,000	11,000
Transfer (out)		(50,088)	(50,088)
Total other financing (uses)		(39,088)	(39,088)
Net change in fund balance	211,776	164,599	(47,177)
FUND BALANCE, APRIL 1, 2021	2,585,600	2,585,600	
FUND BALANCE, MARCH 31, 2022	\$ 2,797,376	\$ 2,750,199	\$ (47,177)

ROAD IMPROVEMENT FUND

GENOA CHARTER TOWNSHIP

**ROAD IMPROVEMENT FUND
BALANCE SHEET
MARCH 31, 2022**

ASSETS

Cash and cash equivalents	\$ 1,958,146
Due from other funds	<u>50,288</u>

Total assets	<u>\$ 2,008,434</u>
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LIABILITIES

Due to other funds	\$ 43,675
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FUND BALANCE

Committed - road improvements	<u>1,964,759</u>
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Total liabilities and fund balance	<u>\$ 2,008,434</u>
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GENOA CHARTER TOWNSHIP

ROAD IMPROVEMENT FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	Budget	Actual	Variance Favorable (Unfavorable)
REVENUES			
Interest - banks	\$ 1,500	\$ 1,474	\$ (26)
EXPENDITURES			
Current			
Public works			
Road projects			
Dust control	63,000	62,471	529
Crooked Lake Road paving	70,000	68,380	1,620
Challis Road repaving	94,000	93,770	230
Bauer Road crushed limestone	89,000	88,660	340
Bauer Road repaving	200,000	200,000	
Hubert Road paving	30,000	29,860	140
Kellog Road	110,000	106,141	3,859
Decel Lane park entrance	51,000	50,919	81
Miscellaneous	32,000	1,050	30,950
Total expenditures	739,000	701,251	37,749
Excess revenues (under) expenditures	(737,500)	(699,777)	37,723
OTHER FINANCING SOURCES (USES)			
Transfers in	900,000	900,000	
Transfers (out)		(11,000)	(11,000)
Total other financing sources	900,000	889,000	(11,000)
Net change in fund balance	162,500	189,223	26,723
FUND BALANCE, APRIL 1, 2021	1,775,536	1,775,536	
FUND BALANCE, MARCH 31, 2022	\$ 1,938,036	\$ 1,964,759	\$ 26,723

UTILITIES/DPW FUND

GENOA CHARTER TOWNSHIP

UTILITIES/DPW FUND
BALANCE SHEET
MARCH 31, 2022

ASSETS

Cash	\$ 1,153,941
Due from others	76,061
Due from other funds	68,005
Inventory	4,500
Prepaid expenditures	<u>27,108</u>
Total assets	<u><u>\$ 1,329,615</u></u>

LIABILITIES

Accounts payable	\$ 22,352
Accrued wages	56,863
Accrued compensated absences	23,922
Due to other funds	<u>923,969</u>
Total liabilities	<u>1,027,106</u>

FUND BALANCE

Nonspendable	
Prepaid expenditures	27,108
Inventory	4,500
Committed	<u>270,901</u>
Total fund balance	<u>302,509</u>
Total liabilities and fund balance	<u><u>\$ 1,329,615</u></u>

GENOA CHARTER TOWNSHIP

UTILITIES/DPW FUND

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
REVENUES			
Administration fees	\$ 2,731,787	\$ 2,731,926	\$ 139
Vactor truck fees	65,463	61,295	(4,168)
Construction fees	45,000	62,683	17,683
Miscellaneous	47,218	49,888	2,670
Total revenues	<u>2,889,468</u>	<u>2,905,792</u>	<u>16,324</u>
EXPENDITURES			
Audit and accounting services	10,500	10,500	
Vehicle expenses	145,528	155,736	(10,208)
Administrative expenses	58,195	58,196	(1)
Computer and software	16,900	18,236	(1,336)
Professional development	7,500	7,697	(197)
Payroll taxes	121,433	121,891	(458)
GIS System	38,331	29,554	8,777
Insurance	482,638	407,459	75,179
Legal	209	209	
Credit card fees	17,200	18,295	(1,095)
Employee recruiting	3,150	440	2,710
Office expenses	11,500	11,642	(142)
Retirement	152,000	146,087	5,913
Salaries	1,516,248	1,539,668	(23,420)
Supplies and tools	8,000	7,723	277
Telephone	30,268	29,080	1,188
Uniforms	16,684	13,575	3,109
Vactor truck	62,121	61,295	826
Reimbursements to utility districts	127,690	127,690	
Total expenditures	<u>2,826,095</u>	<u>2,764,973</u>	<u>61,122</u>
Excess of revenues over (under) expenditures	63,373	140,819	77,446
OTHER FINANCING (USES)			
Transfers (out)	(41,000)	(41,000)	
Net change in fund balance	22,373	99,819	77,446
FUND BALANCE, APRIL 1, 2021	<u>202,690</u>	<u>202,690</u>	
FUND BALANCE, MARCH 31, 2022	<u>\$ 225,063</u>	<u>\$ 302,509</u>	<u>\$ 77,446</u>

OAK POINTE - WATER AND SEWER SYSTEMS FUND

GENOA CHARTER TOWNSHIP

**OAK POINTE - WATER AND SEWER SYSTEMS FUND
STATEMENT OF NET POSITION
MARCH 31, 2022**

CURRENT ASSETS

Cash and cash equivalents	\$ 543,470	
Accounts receivable - operations	318,264	
Due from other funds	1,969	
Due from other governments	328	
Inventory	<u>116,365</u>	
Total current assets		\$ 980,396

RESTRICTED ASSETS

Cash and cash equivalents - future improvements	396,774	
Cash and cash equivalents - debt service	<u>553,646</u>	
Total restricted assets		950,420

PROPERTY, PLANT AND EQUIPMENT

Land	358,855	
Water system	5,503,311	
Sewer system	<u>15,789,364</u>	
	21,651,530	
Less accumulated depreciation	<u>(9,392,790)</u>	
Net property, plant and equipment		<u>12,258,740</u>
Total assets		<u><u>\$ 14,189,556</u></u>

CURRENT LIABILITIES

Accounts payable	\$ 84,664	
Accrued interest	39,745	
Due to other funds	<u>14,998</u>	
Total current liabilities		\$ 139,407

LONG-TERM LIABILITIES (from restricted assets)

Capital improvement bonds - sewer plant conversion	4,950,000	
Bond premium payable, net of amortization	<u>111,475</u>	
Total long-term liabilities (from restricted assets)		5,061,475

LONG-TERM LIABILITY (from non-restricted assets)

Advance from other funds		<u>748,368</u>
Total liabilities		5,949,250

Deferred inflow of resources

Deferred gain on refunding		59,430
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NET POSITION

Net investment in capital assets	7,197,265	
Restricted	950,420	
Unrestricted	<u>33,191</u>	
Total net position		<u>8,180,876</u>
Total liabilities, deferred inflows of resources and equity		<u><u>\$ 14,189,556</u></u>

GENOA CHARTER TOWNSHIP
OAK POINTE - WATER AND SEWER SYSTEMS FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED MARCH 31, 2022

OPERATING REVENUE	
User charges	\$ 1,427,909
OPERATING EXPENSES	
Audit, consulting and legal	21,104
Capital projects	999
Chemicals	15,755
Depreciation expense	510,564
Engineering	8,530
Groundwater exceedance expenses	13,510
Insurance	9,448
Labor, equipment and materials	519,120
Laboratory costs	10,087
Meters	740
Miss Dig	1,029
Office	1,722
Repairs and maintenance	267,953
Sewer treatment - G/O plant	155,286
Telephone	3,430
Tools and supplies	7,815
Utilities	68,002
Total operating expenses	<u>1,615,094</u>
Operating income (loss)	<u>(187,185)</u>
NON-OPERATING REVENUES AND (EXPENSES)	
Grinder pump reimbursements	29,721
Connection fees	54,034
Interest income - special assessments	1,855
Interest income - reserved accounts	1,033
Rental income	22,080
Reimbursements	25,308
Interest expense - bonds	(86,626)
Agent fees bonds	(1,737)
Other income	83,298
Total net non-operating revenue (expense)	<u>128,966</u>
Net income (loss)	<u>(58,219)</u>
BEGINNING NET POSITION	8,672,258
PRIOR PERIOD ADJUSTMENT	<u>(433,163)</u>
ENDING NET POSITION	<u><u>\$ 8,180,876</u></u>

GENOA CHARTER TOWNSHIP

**OAK POINTE - WATER AND SEWER SYSTEMS FUND
STATEMENT OF CASH FLOW
FOR THE YEAR ENDED MARCH 31, 2022**

CASH FLOW FROM (USED IN)

OPERATING ACTIVITIES

Receipts from customers	\$ 1,399,754	
Payments to vendors	(1,120,607)	
Net cash from operating activities		\$ 279,147

CASH FLOW FROM (USED IN) CAPITAL AND RELATED FINANCING ACTIVITIES

Special assessment collections	37,375	
Interest received from special assessments	1,855	
Interest received from reserved accounts	1,033	
Net other revenue (expense)	214,441	
Capital asset acquisitions	(429,627)	
Principal paid on bonds	(305,000)	
Interest and fees paid on bonds	(94,550)	
Repayment of notes payable to other funds	(63,600)	
Repayment of short term loans to (from) other funds	(1,089)	
Net cash (used in) capital and related financing activities		(639,162)

Net decrease in cash and cash equivalents		(360,015)
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CASH AND CASH EQUIVALENTS AT APRIL 1, 2021		1,853,905
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CASH AND CASH EQUIVALENTS AT MARCH 31, 2022		\$ 1,493,890
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RECONCILIATION OF OPERATING INCOME (LOSS) TO NET

CASH FROM (USED IN) OPERATING ACTIVITIES

Operating (loss)		\$ (187,185)
Adjustments to reconcile operating (loss) to net cash from (used in) operating activities		
Depreciation expense		510,564
Changes in assets and liabilities		
(Increase) in accounts receivable		(28,155)
(Increase) in inventory		(51,865)
Increase in accounts payable		35,788
Net cash from operating activities		\$ 279,147

GENOA CHARTER TOWNSHIP

**OAK POINTE - WATER AND SEWER SYSTEMS FUND
SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION - OPERATIONS FUND ONLY
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
REVENUES			
Billings - operations	\$ 357,558	\$ 646,428	\$ 1,003,986
Billings - debt service	63,096	360,827	423,923
Interest income		8	8
Rent income		22,080	22,080
Grinder pump income		29,721	29,721
Income - other	3,477	3,301	6,778
Inventory adjustment	25,932	25,933	51,865
Reimbursements	11,645	13,663	25,308
Total income	<u>461,708</u>	<u>1,101,961</u>	<u>1,563,669</u>
EXPENSES			
Accounting and consulting	5,102	5,828	10,930
Capital projects		999	999
Chemicals	15,755		15,755
Consent order - ground water sodium		13,510	13,510
Engineering	8,530	0	8,530
Insurance	3,295	6,153	9,448
Labor, equipment and materials	238,201	280,919	519,120
Laboratory costs	10,087		10,087
Meters	740		740
Miss Dig expenses	507	522	1,029
Office expenses	1,476	246	1,722
Repairs and maintenance	73,322	216,489	289,811
Telephone	1,062	2,368	3,430
Tools and supplies	2,495	5,320	7,815
Transfer to debt service		359,563	359,563
Utilities - electric	31,436	31,069	62,505
Utilities - gas	2,102	3,395	5,497
Sewer treatment - G/O plant		155,286	155,286
Repayment of advances	63,600		63,600
Total expenses	<u>457,710</u>	<u>1,081,667</u>	<u>1,539,377</u>
Net revenues over (under) expenses	3,998	20,294	24,292
BEGINNING NET POSITION	<u>73,318</u>	<u>792,144</u>	<u>865,462</u>
ENDING NET POSITION	<u>\$ 77,316</u>	<u>\$ 812,438</u>	<u>\$ 889,754</u>

This schedule is prepared to present revenues and expenses related to current operations only (excludes tap-in fees and depreciation) and as such does not present the results of operations on the basis of generally accepted accounting principles but is presented for supplemental information.

LAKE EDGEWOOD - WATER AND SEWER SYSTEMS FUND

GENOA CHARTER TOWNSHIP

**LAKE EDGEWOOD - WATER AND SEWER SYSTEMS FUND
STATEMENT OF NET POSITION
MARCH 31, 2022**

CURRENT ASSETS

Cash and cash equivalents	\$ 649,372	
Accounts receivable - operations	143,225	
Due from other funds	43	
Inventory	9,700	
Total current assets		\$ 802,340

RESTRICTED ASSETS

Cash and cash equivalents - future improvements	329,735	
Special assessments receivable	48,625	
Total restricted assets		378,360

PROPERTY, PLANT AND EQUIPMENT

Land	260,009	
Sewer system	8,563,064	
	8,823,073	
Less accumulated depreciation	(3,975,122)	
Net property, plant and equipment		4,847,951
Total assets		\$ 6,028,651

CURRENT LIABILITIES

Accounts payable	\$ 47,777	
Due to other funds	3,844	
Total liabilities		\$ 51,621

Net Position

Net investment in capital assets	4,847,951	
Restricted	378,360	
Unrestricted	750,719	
Total net position		5,977,030
Total liabilities and net position		\$ 6,028,651

GENOA CHARTER TOWNSHIP

LAKE EDGEWOOD - WATER AND SEWER SYSTEMS FUND
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED MARCH 31, 2022

OPERATING REVENUE

User charges \$ 516,616

OPERATING EXPENSES

Audit, consulting and legal 11,480

Administration expenses 4,082

Chemicals 4,146

Depreciation expense 198,139

Insurance 2,891

Labor, equipment and materials 145,732

Laboratory costs 6,910

Licenses, fees and permits 3,650

Miss dig 507

Office expense 237

Repairs and maintenance 62,317

Sludge disposal 22,639

Tools and supplies 1,021

Utilities - electric 40,633

Utilities - other 6,825

Utilities - gas 3,569

Water purchases 152,759

Total operating expenses 667,537

Operating (loss) (150,921)

NON-OPERATING REVENUES

Interest income - special assessments 1,297

Interest income - reserves 540

Connection fees 12,100

Contributed infrastructure 52,500

Other income 4,451

Reimbursement 7,023

Total net non-operating revenues 77,911

Net (loss) (73,010)

BEGINNING NET POSITION 6,063,331

PRIOR PERIOD ADJUSTMENT (13,291)

ENDING NET POSITION \$ 5,977,030

GENOA CHARTER TOWNSHIP

**LAKE EDGEWOOD - WATER AND SEWER SYSTEMS FUND
STATEMENT OF CASH FLOW
FOR THE YEAR ENDED MARCH 31, 2022**

CASH FLOW FROM (USED IN) OPERATING ACTIVITIES

Cash from users	\$ 508,136	
Cash paid to vendors	(467,118)	
Net cash from operating activities		\$ 41,018

CASH FLOW FROM (USED IN) CAPITAL AND RELATED FINANCING ACTIVITIES

Special assessment collections - principal	16,208	
Interest received from special assessments	1,297	
Interest received from reserved accounts	540	
Connection fees	12,100	
Repayment of loans to (from) other funds	(1,111)	
Other income, net of other expenses	11,474	
Net cash from capital and related financing activities		40,508

Net increase in cash and cash equivalents		81,526
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CASH AND CASH EQUIVALENTS AT APRIL 1, 2021		897,581
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CASH AND CASH EQUIVALENTS AT MARCH 31, 2022		\$ 979,107
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RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM (USED IN) OPERATING ACTIVITIES

Operating (loss)		\$ (150,921)
Adjustments to reconcile operating (loss) to net cash from (used in) operating activities		
Depreciation expense		198,139
Change in assets and liabilities		
(Increase) in accounts receivable		(8,480)
Decrease in inventory		300
Increase in accounts payable		1,980
Net cash from operating activities		\$ 41,018

GENOA CHARTER TOWNSHIP

**LAKE EDGEWOOD - WATER AND SEWER SYSTEMS FUND
SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION - OPERATIONS FUND ONLY
FOR THE YEAR ENDED MARCH 31, 2022**

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
REVENUES			
Billings - operations	\$ 152,608	\$ 364,008	\$ 516,616
Interest		8	8
Miscellaneous		4,360	4,360
Reimbursements		7,023	7,023
Total income	<u>152,608</u>	<u>375,399</u>	<u>528,007</u>
EXPENSES			
Auditing, consulting and legal	3,200	6,780	9,980
Administration - billings/meters	4,082		4,082
Chemicals		4,146	4,146
Insurance		2,891	2,891
Labor, equipment and materials		145,732	145,732
Laboratory costs		6,910	6,910
Licenses, fees, permits		3,650	3,650
Miss dig		507	507
Office expense		237	237
Repairs and maintenance		62,317	62,317
Sludge disposal		22,639	22,639
Tools and supplies	119	902	1,021
Transfers to reserves		10,000	10,000
Utilities - electric		40,633	40,633
Utilities - gas		3,569	3,569
Utilities - other		6,825	6,825
Water purchases	152,759		152,759
Total expenses	<u>160,160</u>	<u>317,738</u>	<u>477,898</u>
Net revenues over (under) expenses	(7,552)	57,661	50,109
BEGINNING NET POSITION	19,813	694,088	713,901
PRIOR PERIOD ADJUSTMENT		(13,291)	(13,291)
ENDING NET POSITION	<u>\$ 12,261</u>	<u>\$ 738,458</u>	<u>\$ 750,719</u>

This schedule is prepared to present revenues and expenses related to current operations only (excludes tap-in fees and depreciation) and as such does not present the results of operations on the basis of generally accepted accounting principles but is presented for supplemental information.

HOWELL AREA PARKS AND RECREATION AUTHORITY 2023 BUDGET REPORT

Calculations As Of 12/31/2023

GL Number	Description	2023 BOARD REVIEW
Fund: 208 PARKS & REC AUTHORITY		
Account Category: Estimated Revenues		
208-751-587.001	PK/RC MARION TWP PARTICIPATION	120,000.00
208-751-587.002	PK/RC GENOA TWP PARTICIPATION	120,000.00
208-751-587.003	PK/RC OCEOLA TWP PARTICIPATION	120,000.00
208-751-587.005	PK/RC HOWELL CITY PARTICIPATION	120,000.00
208-751-587.006	PK/RC HOWELL TWP PARTICIPATION	120,000.00
208-751-650.106	FACILITY MEMBERSHIPS	85,000.00
208-751-651.022	OCEOLA BLDG RENTAL FEES	75,000.00
208-751-651.026	GYMANASIUM RENTALS	30,000.00
208-751-665.000	INVESTMENT INTEREST	300.00
208-751-671.002	MISC REVENUES	400.00
208-751-675.026	GIFT CERTIFICATE	1,000.00
208-751-675.075	DOG PARK MAINT SERV FEES	5,000.00
208-751-678.010	SPONSORSHIP FEES	11,000.00
	Estimated Revenues	807,700.00
Account Category: Appropriations		
208-751-702.001	SAL & WAGES DIRECTOR	70,233.39
208-751-702.003	SAL & WAGES - BUSINESS MANAGER	46,000.00
208-751-702.004	SAL & WAGES - OPERATIONS MGR	29,809.68
208-751-702.024	SAL & WAGES -MARKETING	29,183.60
208-751-702.030	SAL & WAGES FRONT OFFICE	90,000.00
208-751-702.034	SAL & WAGE FACILITIES MAINT/COORD	75,000.00
208-751-713.000	EMPLOYER SHARE FICA	26,027.34
208-751-714.000	EMPLOYEE MEDICAL INSURANCE	18,040.00
208-751-714.004	ICMA RETIREMENT	20,510.06
208-751-727.000	OFFICE SUPPLIES	1,500.00
208-751-730.000	POSTAGE	5,000.00
208-751-740.000	OPERATING SUPPLIES - GENL	1,500.00
208-751-740.026	OPERATING SUPPLIES SHIRTS/BADGES	2,500.00
208-751-751.000	GASOLINE & DIESEL FUEL	3,000.00
208-751-801.000	PROFESSIONAL SERVICES	30,000.00
208-751-804.000	CONTRACTUAL SERVICES	7,500.00
208-751-840.000	DUES, SUBSCRIPTIONS & MEMBERSHIPS	3,000.00
208-751-850.000	COMMUNICATION - TELEPHONES	10,000.00
208-751-850.008	COMMUNICATION - INTERNET & CABLE	19,000.00
208-751-860.000	TRAVEL	6,000.00
208-751-900.000	MARKETING, PRINTING & PUBLISHING	15,000.00
208-751-910.000	INSURANCE	40,500.00
208-751-920.000	UTILITIES - ELECTRICITY	6,500.00
208-751-920.001	UTILITIES - GAS	6,500.00

208-751-920.002	UTILITIES - WAT / SEW	2,000.00
208-751-920.003	UTILITIES - RUBBISH	900.00
208-751-920.012	UTILITIES - ELEC/OCEOLA	48,000.00
208-751-920.013	UTILITIES - GAS/OCEOLA	12,000.00
208-751-920.014	UTILITIES - WATER/OCEOLA	1,500.00
208-751-920.015	UTILITIES - RUBBISH/OCEOLA	850.00
208-751-930.000	GROUNDS MAINTENANCE BENNETT	4,000.00
208-751-930.006	REPAIR & MAINT - VEHICLES	2,000.00
208-751-930.014	GROUNDS MAINTENANCE OCEOLA	45,000.00
208-751-931.000	BLDG R&M BENNETT	8,000.00
208-751-931.014	BLDG R &M OCEOLA	10,000.00
208-751-940.000	EQUIPMENT RENTAL	35,000.00
208-751-940.040	FACILITY RENT	24,000.00
208-751-956.000	MISCELLANEOUS	1,045.93
208-751-956.003	BANK CHARGES & FEES	18,000.00
208-751-957.000	EDUCATION / TRAINING	600.00
208-751-980.004	EQUIP / COMPUTER HARDWARE	2,500.00
208-751-980.005	EQUIPMENT/COMPUTER SOFTWARE	30,000.00
Appropriations		807,700.00
Fund 208 - PARKS & REC AUTHORITY:		
TOTAL ESTIMATED REVENUES		807,700.00
TOTAL APPROPRIATIONS		807,700.00
NET OF REVENUES & APPROPRIATIONS:		0

2023
BOARD
REVIEW

GL Number	Description	
Fund: 214 YOUTH SPORTS		
Account Category: Estimated Revenues		
214-751-650.006	GENOA SOCCER FIELD RENTALS	15,000.00
214-751-650.050	PROGRAM FEES - VOLLEYBALL	11,000.00
214-751-650.051	PROGRAM FEES - ENRICHMENT	17,000.00
214-751-650.052	PROGRAM FEES - PICKLEBALL	2,500.00
214-751-650.053	PROGRAM FEES - SOCCER	100,000.00
214-751-650.054	PROGRAM FEES - BASKETBALL	30,000.00
214-751-650.094	PROGRAM FEES - SOFTBALL	2,300.00
214-751-650.102	DROP IN SPORTS	10,000.00
214-751-678.095	SPONSORSHIP FEES - YOUTH SPORTS	4,500.00
	Estimated Revenues	192,300.00
Account Category: Appropriations		
214-751-702.004	SAL & WAGES OPERATION MANAGER	12,423.20
214-751-702.080	SAL & WAGES YOUTH SPORTS MGR	42,848.00
214-751-702.083	SAL & WAGES - YOUTH FACILITIES COOR	25,000.00
214-751-713.000	EMPLOYER SHARE FICA	5,190.37
214-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00
214-751-714.004	ICMA RETIREMENT	4,284.80
214-751-740.000	OPERATING SUPPLIES	3,600.00
214-751-740.080	OPER SUPPLIES/VOLLEYBALL	1,500.00
214-751-740.081	OPER SUPP/ SOCCER	25,000.00
214-751-740.083	OPERATING SUPPLIES - PICKLEBALL	2,000.00
214-751-740.086	OPERATING SUPPLIES - BASKETBALL	5,000.00
214-751-801.017	BACKGROUND CHECKS	750.00
214-751-804.008	CONTRACT SERV - INSTRUCTORS	4,500.00
214-751-804.009	CONTRACT SERV - OFFCL /COACHES	7,000.00
214-751-804.010	CONTRACT SERV - FIELD MAINTENANCE	40,000.00
214-751-840.000	DUES & MEMBERSHIPS	200.00
214-751-860.000	CONFERENCE /TRANSPORTATION	1,000.00
214-751-920.002	UTILITIES - WAT / SEW	3,000.00
214-751-942.001	PORTA JOHN RENTALS	4,000.00
214-751-957.000	EDUCATION / TRAINING	50.00
214-751-970.000	CAPITAL OUTLAY EQUIP	3,953.63
	Appropriations	192,300.00
Fund 214 - YOUTH SPORTS:		
	TOTAL ESTIMATED REVENUES	192,300.00
	TOTAL APPROPRIATIONS	192,300.00
	NET OF REVENUES & APPROPRIATIONS:	0

2023
BOARD
REVIEW

GL Number	Description	
Fund: 216 FESTIVALS		
Account Category: Estimated Revenues		
216-751-650.003	PROGRAM FEES SPECIAL EVENTS	30,000.00
216-751-675.101	FUNDRAISING - SPECIAL EVENTS	1,000.00
216-751-678.039	PROGRAM FEES - MELON FESTIVAL	15,000.00
216-751-678.040	SPONSORSHIP FEES MELON FESTIVAL	32,000.00
216-751-678.041	STREET VENDOR FEES MELON	15,000.00
216-751-678.042	FESTIVAL TENT MELON FEST	18,000.00
216-751-678.047	SPONSORSHIP FEES MELON RUN	10,000.00
216-751-678.048	PROGRAM FEES MELON RUN	17,500.00
216-751-678.049	FOOD VENDOR FEES MELON	10,000.00
216-751-678.050	SPONSORSHIP FEES LEGEND	12,000.00
216-751-678.054	PROGRAM FEES - LEGENDS	2,500.00
216-751-678.057	SPONSORSHIP FEES HORSEMAN RUN	4,000.00
216-751-678.058	PROGRAM FEES HORSEMAN RUN	14,000.00
216-751-678.070	SPONSORSHIP FEES - SPECIAL EVENTS	10,000.00
	Estimated Revenues	191,000.00
Account Category: Appropriations		
216-751-702.001	SAL & WAGES FESTIVAL DIRECTOR	41,600.00
216-751-702.004	SAL & WAGES OPERATIONS MANAGER	7,453.92
216-751-702.103	SALARY & WAGES STAFF	17,400.00
216-751-713.000	EMPLOYER SHARE FICA	5,083.72
216-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00
216-751-714.004	ICMA RETIREMENT	4,160.00
216-751-727.000	OFFICE SUPPLIES	115.00
216-751-730.000	POSTAGE	100.00
216-751-740.000	OPERATING SUPPLIES	1,000.00
216-751-740.035	OPER SUPPLIES - SPECIAL EVENTS	24,500.00
216-751-740.102	OPER SUPP MELON FESTIVAL	47,800.00
216-751-740.106	OPER SUPP MELON RUN	5,800.00
216-751-740.201	OPER SUPP LEGEND OF SLEEPY HOWELL	15,000.00
216-751-740.203	OPER SUPPLIES HEADLESS HORSEMAN RUN	3,500.00
216-751-840.000	DUES & MEMBERSHIPS	200.00
216-751-860.000	CONFERENCE /TRANSPORTATION	1,000.00
216-751-900.000	PRINTING & PUBLISHING	3,500.00
216-751-942.001	PORTA JOHN RENTALS	6,000.00
216-751-957.000	EDUCATION / TRAINING	100.00
216-751-970.000	CAPITAL OUTLAY EQUIP	3,987.36
216-751-980.004	EQUIP / COMPUTER HARDWARE	1,700.00
	Appropriations	191,000.00
Fund 216 - FESTIVALS:		
	TOTAL ESTIMATED REVENUES	191,000.00
	TOTAL APPROPRIATIONS	191,000.00
	NET OF REVENUES & APPROPRIATIONS:	0

2023
BOARD
REVIEW

GL Number	Description	
Fund: 217 PRESCHOOL		
Account Category: Estimated Revenues		
217-751-651.003	PRESCHOOL CAMP TUITION	4,160.00
217-751-651.007	PRESCHOOL TUITION	58,560.00
217-751-675.015	PRESCHOOL FUNDRAISING	1,000.00
	Estimated Revenues	63,720.00
Account Category: Appropriations		
217-751-702.023	SAL & WAGES PRESCHOOL	54,840.00
217-751-713.000	EMPLOYER SHARE FICA	4,195.26
217-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00
217-751-740.028	OPER SUPP/PRESCHOOL	1,500.00
217-751-801.017	BACKGROUND CHECKS	37.00
217-751-840.000	DUES & MEMBERSHIPS	75.00
217-751-860.000	CONFERENCE /TRANSPORTATION	400.00
217-751-957.000	EDUCATION / TRAINING	150.00
217-751-980.015	PRESCHOOL EQUIPMENT	1,522.74
	Appropriations	63,720.00
Fund 217 - PRESCHOOL:		
	TOTAL ESTIMATED REVENUES	63,720.00
	TOTAL APPROPRIATIONS	63,720.00
	NET OF REVENUES & APPROPRIATIONS:	0

2023
BOARD
REVIEW

GL Number	Description	
Fund: 218 SENIOR CENTER		
Account Category: Estimated Revenues		
218-751-590.000	GRANTS	3,000.00
218-751-650.030	PROGRAM FEES - ENRICHMENT	8,000.00
218-751-650.098	PROGRAM FEES - FITNESS	45,000.00
218-751-650.107	TRAVEL	20,000.00
218-751-675.009	DONATIONS / PKS & RECS SENIORS	600.00
218-751-675.013	UNITED WAY SENIORS	5,000.00
218-751-675.100	FUNDRAISING ENRICHMENT	500.00
218-751-678.012	MEMBERSHIP FEES	35,000.00
218-751-678.030	SPONSORSHIP FEES - ENRICHMENT	1,000.00
	Estimated Revenues	118,100.00
Account Category: Appropriations		
218-751-702.024	SAL & WAGES -MARKETING	5,056.80
218-751-702.027	SAL & WAGES SENIORS	41,600.00
218-751-713.000	EMPLOYER SHARE FICA	3,569.25
218-751-714.000	EMPLOYEE MEDICAL INSURANCE	1,000.00
218-751-714.004	ICMA RETIREMENT	4,160.00
218-751-727.000	OFFICE SUPPLIES	100.00
218-751-730.000	POSTAGE	900.00
218-751-740.032	OPER SUPP/SENIORS	4,500.00
218-751-740.061	OPER SUPP/FITNESS	10,000.00
218-751-740.070	OPER SUPP/ TRAVEL	20,000.00
218-751-804.008	CONTRACT SERV - INSTRUCTORS	20,000.00
218-751-840.000	DUES & MEMBERSHIPS	300.00
218-751-860.000	CONFERENCE /TRANSPORTATION	1,000.00
218-751-957.000	EDUCATION / TRAINING	500.00
218-751-967.002	GRANT EXPENSES	3,000.00
218-751-970.000	CAPITAL OUTLAY EQUIP	2,413.95
	Appropriations	118,100.00
Fund 218 - SENIOR CENTER:		
	TOTAL ESTIMATED REVENUES	118,100.00
	TOTAL APPROPRIATIONS	118,100.00
	NET OF REVENUES & APPROPRIATIONS:	0

2023
BOARD
REVIEW

GL Number	Description	
Fund: 219 SUMMER DAY CAMP		
Account Category: Estimated Revenues		
219-751-651.003	SUMMER CAMP	70,000.00
219-751-651.025	SPECIALTY CAMPS	5,000.00
219-751-678.030	SPONSORSHIP FEES - ENRICHMENT	5,000.00
	Estimated Revenues	80,000.00
Account Category: Appropriations		
219-751-702.025	SAL & WAGES SUMMER CAMP MANAGER	4,800.00
219-751-702.036	SAL & WAGE SUMMER CAMP SUPERVISOR	8,820.00
219-751-702.037	SAL & WAGES SUMMER CAMP COUNSELOR	44,000.00
219-751-713.000	EMPLOYER SHARE FICA	4,407.93
219-751-740.003	OPER SUPPLIES/T-SHIRTS	1,500.00
219-751-740.033	OPER SUPP/SUMMER CAMP	5,000.00
219-751-740.041	OPERATING SUPPLIES SNACKS	500.00
219-751-740.042	FIELD TRIPS	10,000.00
219-751-801.017	BACKGROUND CHECKS	180.00
219-751-860.000	CONFERENCE /TRANSPORTATION	150.00
219-751-900.000	MARKETING PRINTING & PUBLISHING	500.00
219-751-957.000	EDUCATION / TRAINING	142.07
	Appropriations	80,000.00
Fund 219 - SUMMER DAY CAMP:		
	TOTAL ESTIMATED REVENUES	80,000.00
	TOTAL APPROPRIATIONS	80,000.00
	NET OF REVENUES & APPROPRIATIONS:	0

2023
BOARD
REVIEW

GL Number	Description	
Fund: 221 TEEN CENTER		
Account Category: Estimated Revenues		
221-751-649.000	CONCESSION SALES TEEN	3,604.33
221-751-650.005	PROGRAM FEES TEENS	26,000.00
221-751-675.010	DONATIONS - TEEN	1,000.00
221-751-675.012	UNITED WAY - TEENS	20,000.00
221-751-675.110	FUNDRAISING	18,000.00
221-751-678.010	SPONSORSHIPS	12,000.00
221-751-679.100	GRANTS > \$1000	40,000.00
	Estimated Revenues	120,604.33
Account Category: Appropriations		
221-751-702.026	SAL & WAGES TEEN MANAGERS	36,648.00
221-751-702.035	SAL & WAGES TEEN COORDINATOR	14,700.00
221-751-702.041	SAL & WAGES - TEEN SUPERVISOR	23,940.00
221-751-713.000	EMPLOYER SHARE FICA	5,759.53
221-751-714.000	EMPLOYEE MEDICAL INSURANCE	5,500.00
221-751-714.004	ICMA RETIREMENT	4,544.80
221-751-727.000	OFFICE SUPPLIES	300.00
221-751-740.003	OPER SUPPLIES/T-SHIRTS	300.00
221-751-740.015	OPER SUPP/CONCESSIONS	1,800.00
221-751-740.036	OPER SUPPLIES - TEENS	3,300.00
221-751-840.000	DUES & MEMBERSHIPS	200.00
221-751-860.000	CONFERENCE /TRANSPORTATION	700.00
221-751-900.000	PRINTING & PUBLISHING	500.00
221-751-970.000	CAPITAL OUTLAY EQUIP	2,412.00
221-751-979.100	GRANTS >\$1000 EXP	20,000.00
	Appropriations	120,604.33
Fund 221 - TEEN CENTER:		
	TOTAL ESTIMATED REVENUES	120,604.33
	TOTAL APPROPRIATIONS	120,604.33
	NET OF REVENUES & APPROPRIATIONS:	0

GL Number	Description	2023 BOARD REVIEW
Fund: 223 DOG PARK		
Account Category: Estimated Revenues		
223-751-675.074	DOG PARK SALES - FOBS	10,550.00
223-751-678.010	SPONSORSHIP FEES	1,000.00
Estimated Revenues		11,550.00
Account Category: Appropriations		
223-751-740.000	OPERATING SUPPLIES	2,200.00
223-751-801.018	MANAGEMENT SERVICES	5,000.00
223-751-910.000	INSURANCE	500.00
223-751-930.000	REPAIR & MAINTENANCE	650.00
223-751-967.072	DOG PARK GROUNDS MAINTENANCE	2,800.00
223-751-970.000	CAPITAL OUTLAY EQUIP	400.00
Appropriations		11,550.00
Fund 223 - DOG PARK:		
TOTAL ESTIMATED REVENUES		11,550.00
TOTAL APPROPRIATIONS		11,550.00
NET OF REVENUES & APPROPRIATIONS:		0

Report Totals:

TOTAL ESTIMATED REVENUES - ALL FUNDS	1,584,974.33
TOTAL APPROPRIATIONS - ALL FUNDS	1,584,974.33
NET OF REVENUES & APPROPRIATIONS:	0

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Amy Ruthig, Planning Director
DATE: October 26, 2022
RE: A&J Cartage – 1247 Fendt Drive, Howell
Special Land Use, Site Plan and Impact Assessment

Please find attached the project case file for a special land use and site plan review project for A&J Cartage located 1247 Fendt Drive, north of Grand Oaks Drive. The applicant is proposing to construct a 3,750 sq. ft. office building with outdoor storage that is intended for 4-6 semi-trailers. The property is Industrial.



Procedurally, the Planning Commission is to review the special land use, site plan and environmental impact assessment, and put forth recommendations to the Township Board following a public hearing. The project was heard before the Planning Commission on March 14, 2022 and the Commission recommended approval. Based on that recommendation I offer the following for your consideration:

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Kelly VanMarter

SPECIAL USE PERMIT

Moved by _____, Supported by _____ to APPROVE the Special Land Use permit for a proposed 3,750 sq. ft. office building with outdoor storage located at 1247 Fendt Drive, north of Grand Oaks Drive. The use is found to convey a high-quality image and is compatible with the Research and Development category of the Master Plan and is also found to comply with Section 19.03 of the Zoning Ordinance.

ENVIRONMENTAL IMPACT ASSESSMENT

Moved by _____, Supported by _____ to APPROVE the Environmental Impact Assessment dated February 23, 2022 as submitted.

SITE PLAN

Moved by _____, Supported by _____ to APPROVE the site plan dated October 12, 2022 with the following conditions:

- The applicant shall comply with the conditions of the Planning Commission.
- The applicant shall comply with the conditions of the Township Engineer’s letter dated March 8, 2022 prior to land use permit issuance. The stormwater comments can be addressed by the Livingston County Drain Commissioner’s Office as part of the SESC review and permit process.
- The applicant shall comply with the conditions of the Brighton Area Fire Authority Fire Marshal’s letter dated March 9, 2022 prior to land use permit issuance.
- Future parking lot lighting shall comply with the Township Exterior Lighting Standards (Section 12.03).
- In order to connect to the public utilities, all REU fees must be paid at land use permit issuance.

If you should have any questions, please feel free to contact me.

Best Regards,



Amy Ruthig



GENOA CHARTER TOWNSHIP
Application for Site Plan Review

TO THE GENOA TOWNSHIP PLANNING COMMISSION AND TOWNSHIP BOARD:

APPLICANT NAME & ADDRESS: Al Halliday 1247 Fendt Dr. Howell, MI
If applicant is not the owner, a letter of Authorization from Property Owner is needed.

OWNER'S NAME & ADDRESS: Same as Above

SITE ADDRESS: 1247 Fendt Dr. Howell, MI PARCEL #(s): 4711-08-201-010

APPLICANT PHONE: (517) 861-0515 OWNER PHONE: () Same

OWNER EMAIL: ajcartage@msm.com

LOCATION AND BRIEF DESCRIPTION OF SITE: site is located within GenTech, an industrial development of Grand Oaks Drive in Howell, MI. The site is currently used for outdoor storage of 4-6 tractor trailers.

BRIEF STATEMENT OF PROPOSED USE: Proposed contractors yard with outdoor storage. A building (3,750 gsf) is also proposed as required by ordinance which will contain office space and intermittent storage of (1) tractor trailer, approx. 20 gal. of motor oil and related truck

THE FOLLOWING BUILDINGS ARE PROPOSED: maintenance equipment and (1) 3,750 gsf building materials. Outdoor storage of 4-6 trailers is also planned.

I HEREBY CERTIFY THAT ALL INFORMATION AND DATA ATTACHED TO AND MADE PART OF THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

BY: Al Halliday

ADDRESS: 1247 Fendt Dr. Howell, MI 4



GENOA CHARTER TOWNSHIP
Special Land Use Application

This application **must** be accompanied by a site plan review application and the associated submittal requirements. (The Zoning Official may allow a less detailed sketch plan for a change in use.)

APPLICANT NAME & ADDRESS: Al Halliday 1247 Fendt Dr. Howell, MI
Submit a letter of Authorization from Property Owner if application is signed by Acting Agent.

APPLICANT PHONE: (517) 861-0515 EMAIL: ajcartage@msn.com

OWNER NAME & ADDRESS: Same As Above

SITE ADDRESS: 1247 Fendt Dr. Howell, MI PARCEL #(s): 4711-08-201-010

OWNER PHONE: () Same As Above EMAIL: Same As Above

Location and brief description of site and surroundings:

Located within GenTech industrial development off Grand Oaks Dr. in Howell, MI. The site is currently used for outdoor storage of 4-6 tractor trailers.

Proposed Use:

Contractors yard with outdoor storage

Describe how your request meets the Zoning Ordinance General Review Standards (section 19.03):

- a. Describe how the use will be compatible and in accordance with the goals, objectives, and policies of the Genoa Township Comprehensive Plan and subarea plans, and will promote the Statement of Purpose of the zoning district in which the use is proposed.

This use is compatible with adjacent uses - tractor trailer storage and daily use by (2) trucks only.

- b. Describe how the use will be designed, constructed, operated, and maintained to be compatible with, and not significantly alter, the existing or intended character of the general vicinity.

Only thing changing on this parcel from existing use is the construction of the ordinance - required office bldg 3,750gsf.

- c. How will the use be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, water and sewage facilities, refuse disposal and schools?

Storm, ^{Electric} Sanitary, and water are existing in the Gen Tech development running adjacent to Fendt Drive which are the essential public facilities required by this project. Electric enters the site at the northeast corner of the parcel.

d. Will the use involve any uses, activities, processes, or materials potentially detrimental to the natural environment, public health, safety, or welfare by reason of excessive production of traffic, noise, vibration, smoke, fumes, odors, glare, or other such nuisance? If so, how will the impacts be mitigated?

approved The proposed use will not add any detrimental nuisance to the area

e. Does the use have specific criteria as listed in the Zoning Ordinance (sections 3.03.02, 7.02.02, & 8.02.02)? If so, describe how the criteria are met.

Driveway entrances are proposed as concrete. No stock piles of materials are expected/planned. Gravel surface of outdoor storage is proposed due to low intensity of activities, no outdoor storage will be in any required setback, an office building is proposed. All loading/unloading will be on skids, berms are located on 3 sides of property with woodlands to east which will all screen outdoor storage.

I HEREBY CERTIFY THAT ALL INFORMATION AND DATA ATTACHED TO AND MADE PART OF THIS APPLICATION ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I AGREE TO DESIGN, CONSTRUCT AND OPERATE, AND MAINTAIN THESE PREMISES AND THE BUILDINGS, STRUCTURES, AND FACILITIES WHICH ARE GOVERNED BY THIS PERMIT IN ACCORDANCE WITH THE STATED REQUIREMENTS OF THE GENOA TOWNSHIP ZONING ORDINANCE, AND SUCH ADDITIONAL LIMITS AND SAFEGUARDS AS MAY BE MADE A PART OF THIS PERMIT.

THE UNDERSIGNED AL HALLIDAY STATES THAT THEY ARE THE FREE OWNER OF THE PROPERTY OF PROPERTIES DESCRIBED ABOVE AND MAKES APPLICATION FOR THIS SPECIAL LAND USE PERMIT.

BY: A. Marek

ADDRESS: 1247 Fendt Dr. Howell, MI

Contact Information - Review Letters and Correspondence shall be forwarded to the following:

Name: Jennifer Austin of Business Affiliation: Boss Engineering at Email: jennifer@bosseng.com

FEE EXCEEDANCE AGREEMENT

As stated on the site plan review fee schedule, all site plans are allocated two (2) consultant reviews and one (1) Planning Commission meeting. If additional reviews or meetings are necessary, the applicant will be required to pay the actual incurred costs for the additional reviews. If applicable, additional review fee payment will be required concurrent with submittal to the Township Board. By signing below, applicant indicates agreement and full understanding of this policy.

SIGNATURE: A. Marek DATE: 1-6-22

PRINT NAME: AL HALLIDAY PHONE: 517-861-0515

- Details on landscape plantings will be provided and approved by Township Staff.
- A site location plan will be provided.
- Township Staff will approve if the Township's standard colors or the recommended ones are used for the sign.

The motion carried unanimously.

OPEN PUBLIC HEARING #2... Consideration of a special use application, environmental impact assessment and site plan for a proposed 3,750 sq. ft. office building with outdoor storage located at 1247 Fendt Drive, north of Grand Oaks Drive. The request is petitioned by Al Halliday, A & J Cartage.

- Recommendation of Special Use Application
- Recommendation of Environmental Impact Assessment (2-23-22)
- Recommendation of Site Plan (2-23-22)

Mr. Scott Tousignant from Boss Engineering, Mr. Al Halliday of A&J Cartage, and Karl Vollmar of Vollmar and Pucci Architects were present.

Mr. Tousignant provided a summary of the topography and current use of the property and what is being proposed. It will be used primarily for truck storage and a small office building. With regard to the engineer and planner's review letters, he does not believe the existing detention basin will need to be revised to meet Livingston County Drain Commissioner's updated standards. They would like to waive the planting and berm requirements. They are not needed because of the industrial use that is adjacent to their property. They also do not feel they need to extend the greenbelt to the south.

Mr. Borden reviewed his letter dated March 8, 2022. He complimented the applicant on the improvements they made from the first submittal to the second.

- Section 19.03 General Special Land Use Standards:
 - If the Commission feels the project conveys "a high-quality image," then it may be viewed as compatible with the Research and Development category of the Master Plan.
 - In order to make favorable findings related to compatibility and impacts, the use conditions of Section 8.02.02(b) need to be met to the Commission's satisfaction.
 - The applicant must address any comments provided by the Township Engineer or Brighton Area Fire Authority regarding public facilities and services.
- Section 8.02.02(b) Use Conditions:
 - The Commission may allow gravel surfacing of the outdoor storage yard, pending a recommendation from the Township Engineer.
 - It is not clear that the height of materials stored outdoors (13.5') will be fully screened along the southerly side lot line.
- Site Plan Review:
 - Building materials and colors are subject to Planning Commission review, and the applicant is to present samples for the Commission's consideration.

- b. Gravel surfacing for part of the driveway requires Planning Commission approval based on input from the Township Engineer.
- c. The Commission may allow existing plantings to remain in lieu of new; however, the site is deficient in terms of the required buffer zones along the side lot lines.
- d. There is sufficient area for additional plantings along the southerly lot line.
- e. We suggest the greenbelt plantings be extended to the south (given the removal of a curb cut).

Commissioner Rauch questioned the need for the screening along the southerly lot line. Mr. Borden stated currently there is no need for the screening due to the current use of the adjacent property; however, that could change so the screening may be needed.

Ms. Byrne reviewed her letter dated March 8, 2022:

1. The Livingston County Drain Commission is in the process of updating their design standards. The proposed detention basin is sized correctly per the current standards but should be updated to the new standard so that it is in compliance at the time of construction. More detail needs to be provided on the proposed detention basin and outlet structures.
2. The Petitioner is proposing to pave the proposed parking spaces and a portion of the drive. Township standards require that the drive and parking be paved with concrete curb and gutter. The remaining drive should be paved, but she has no objections to using gravel for the truck storage area.

The Fire Marshal's letter dated March 9 states that all of his previous concerns have been addressed.

Commissioner Rauch agrees with allowing gravel to remain for the truck storage area. It was noted that the truck storage area cannot exceed past the front of the building. The applicant will make a note on the plans.

The call to the public was made at 7:26 pm with no response.

Moved by Commissioner Rauch, seconded by Commissioner McCreary to recommend to the Township Board approval of the Special Use Application for a proposed 3,750 sq. ft. office building with outdoor storage located at 1247 Fendt Drive, north of Grand Oaks Drive being that this use is found to convey a high-quality image and is compatible with the Research and Development category of the Master Plan. **The motion carried unanimously.**

Moved by Commissioner Rauch, seconded by Commissioner Mortensen, to recommend to the Township Board approval of the Environmental Impact Assessment dated February 23, 2022 for a proposed 3,750 sq. ft. office building with outdoor storage located at 1247 Fendt Drive, north of Grand Oaks Drive. **The motion carried unanimously.**

Moved by Commissioner Rauch, seconded by Commissioner Dhaenens, to recommend to the Township Board approval of the Site Plan dated February 23, 2023 for a proposed 3,750 sq. ft. office building with outdoor storage located at 1247 Fendt Drive, north of Grand Oaks Drive, based on the following conditions:

- No berm is necessary along the south property boundary because the existing berm and vegetation is satisfactory.
- The building materials are satisfactory.
- The greenbelt berm and plantings shall be extended to the south due to the elimination of the curb cut.
- Gravel is an allowable surface for the truck storage area and the storage area shall not exceed into the front yard past the front building line.
- The applicant shall comply with the conditions of the Township Engineer's letter dated March 8, 2022.
- The applicant shall comply with the conditions of the Brighton Area Fire Authority Fire Marshal's letter dated March 9, 2022.

The motion carried unanimously.

OPEN PUBLIC HEARING #3...Consideration of a special use application, environmental impact assessment and site plan for a proposed climate-controlled indoor commercial storage business located at 2630 E. Grand River Avenue, south side of Grand River, east of Chilson Road. The request is petitioned by Schafer Construction, Inc.

- A. Recommendation of Special Use Application
- B. Recommendation of Environmental Impact Assessment (2-24-22)
- C. Recommendation of Site Plan (2-24-22)

Mr. Dan LeClair of Greentech Engineering and Mr. Matt Vetter of Schafer Construction were present. Mr. LeClair provided a review of the project. They are proposing 325 self-storage units. They had originally proposed outdoor storage on the eastern side of the building; however, that plan has been removed. One of the landscape plans in the packet incorrectly shows that plan, so he asked the Commissioners to disregard it.

In response to comments in the planner's letter, they are proposing to refinish the existing building facade. They would like to keep the materials, but change the colors of the block and wood and replace the glass. It is currently 76 percent block, 6 percent glass, and 17 percent wood with some vertical siding. Mr. Vetter showed proposed colored renderings.

Chairman Grajek questioned if the facade could be changed to appear to be more of different storefronts similar to the other portion of this property.

They are proposing some site improvements; specifically, fencing in the parking lot that is to the east side of the building, replacing the parking lot light fixtures with LED lights, and building a fence around the parking lot to the rear. They are seeking a waiver for the installation of the eight-foot wide sidewalk. They would like to provide a performance guarantee to install the

March 8, 2022

Planning Commission
Genoa Township
2911 Dorr Road
Brighton, Michigan 48116

Attention:	Kelly Van Marter, AICP Planning Director and Assistant Township Manager
Subject:	A&J Cartage – Special Land Use and Site Plan Review #2
Location:	1247 Fendt Drive – east side of Fendt Drive, north of Grand Oaks Drive
Zoning:	IND Industrial District

Dear Commissioners:

At the Township’s request, we have reviewed the revised submittal from A&J Cartage for a contractor’s yard with outdoor storage on a vacant 2-acre lot within the GenTech Industrial Park (plans dated 2/23/22).

A. Summary

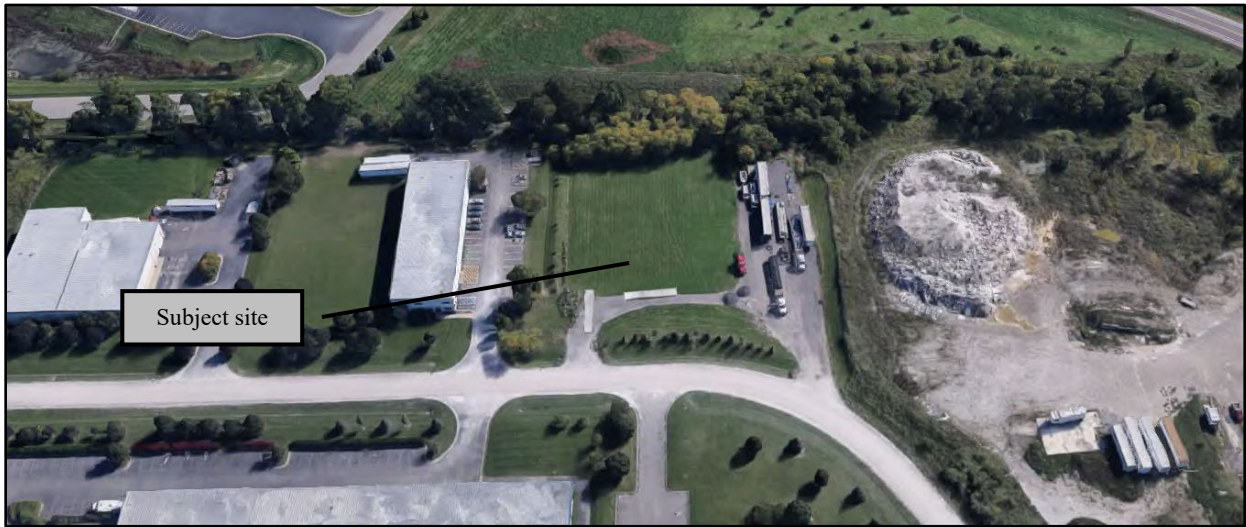
1. Section 19.03 General Special Land Use Standards:
 - a. If the Commission feels the project conveys “a high-quality image,” then it may be viewed as compatible with the Research and Development category of the Master Plan.
 - b. In order to make favorable findings related to compatibility and impacts, the use conditions of Section 8.02.02(b) need to be met to the Commission’s satisfaction.
 - c. The applicant must address any comments provided by the Township Engineer or Brighton Area Fire Authority regarding public facilities and services.
2. Section 8.02.02(b) Use Conditions:
 - a. The Commission may allow gravel surfacing of the outdoor storage yard, pending a recommendation from the Township Engineer.
 - b. It is not clear that the height of materials stored outdoors (13.5’) will fully screened along the southerly side lot line.
3. Site Plan Review:
 - a. Building materials and colors are subject to Planning Commission review, and the applicant is to present samples for the Commission’s consideration.
 - b. Gravel surfacing for part of the driveway requires Planning Commission approval based on input from the Township Engineer.
 - c. The Commission may allow existing plantings to remain in lieu of new; however, the site is deficient in terms of the required buffer zones along the side lot lines.
 - d. There is sufficient area for additional plantings along the southerly lot line.
 - e. We suggest the greenbelt plantings be extended to the south (given the removal of a curb cut).

B. Proposal/Process

The applicant proposes development of a 2-acre site as a contractor’s yard with outdoor storage, which is a special land use in the IND (Table 8.02). The Impact Assessment notes that the storage area is intended to accommodate 4-6 trailers.

Contractor’s yards with outdoor storage are also subject to the use conditions of Section 8.02.02(b).

Procedurally, the Planning Commission is to review the special land use, site plan, and Environmental Impact Assessment, and put forth a recommendation on each to the Township Board following a public hearing.



Aerial view of site and surroundings (looking east)

C. Special Land Use Review

Section 19.03 of the Zoning Ordinance identifies the review criteria for Special Land Use applications as follows:

- 1. Master Plan.** The Township Master Plan identifies the subject site as Research and Development, which is intended to “be developed as a light industrial/R&D/office park.” This classification also states that “high quality building architecture should be utilized to convey a high-quality image.”

Fendt Drive has been developed more as a light industrial park than what would be viewed as an R&D/office park, and we view the proposal as similar to the existing development of this area.

The revised plan provides for an improved building and some additional landscaping that will help enhance the property and area. If the Commission feels the project conveys “a high-quality image,” then it may be viewed as compatible with the Research and Development category.

- 2. Compatibility.** Fendt Drive is developed with light industrial uses, some of which have accessory outdoor storage.

The use conditions of Section 8.02.02(b) are intended to help ensure compatibility. Provided these conditions are met to the Commission’s satisfaction, the proposal is generally expected to be compatible with the surrounding area.

- 3. Public Facilities and Services.** Given that the majority of Fendt Drive is already developed with light industrial uses, we anticipate that necessary public facilities and services are already in place.

However, the applicant must address any comments provided by the Township Engineer and/or Brighton Area Fire Authority related to this criterion.

- 4. Impacts.** Similar to the comment above, the use conditions of Section 8.02.02(b) are intended to limit impacts of the proposal upon the site and surrounding properties.

Provided these conditions are met, surrounding properties are not expected to be adversely impacted by the proposal.

- 5. Mitigation.** If further comments/concerns arise as part of the review process, the Township may require additional efforts to mitigate potential adverse impacts.

D. Use Conditions

Contractor's yards with outdoor storage are subject to the use conditions of Section 8.02.02(b), as follows:

1. Minimum lot area shall be one (1) acre.

The subject site contains 2.02 acres of lot area.

2. Any stockpiles of soils, fertilizer or similar loosely packaged materials shall be sufficiently covered or contained to prevent dust or blowing of materials.

Given the nature of the use and the information contained in the revised submittal, we do not believe the project includes stockpiles of loosely packaged materials.

If these items are included in the future, they must be covered/contained, per this condition.

3. All outdoor storage areas shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose stormwater without negatively impact adjacent property. The Township Board, following a recommendation of the Planning Commission and the Township Engineer, may approve a gravel surface for all or part of the display or storage area for low intensity activities, upon a finding that neighboring properties and the environment will not be negatively impacted.

The applicant proposes to utilize the existing gravel surfacing for the outdoor storage area.

The Commission may use its discretion to permit such, pending a recommendation from the Township Engineer.

4. No outdoor storage shall be permitted in any required yard (setback) of buildings for the district in which the outdoor display, sales or storage use is located. Any approved outdoor sales or display with a parking lot shall meet the required parking lot setback; provided the Planning Commission may require additional landscaping screening or ornamental fencing.

The revised submittal depicts and notes that no items will be stored within a required rear or side yard.

5. The site shall include a building of at least five hundred (500) feet of gross floor area for office use in conjunction with the use.

The proposed development includes construction of a 3,750 square foot building.

6. All loading and truck maneuvering shall be accommodated on-site.

Sheet 6 of the revised site plan includes a truck turning template, depicting on-site maneuvering between the driveway and outdoor storage area.

7. All outdoor storage area property lines adjacent to a residential district shall provide a buffer zone A as described in Section 12.02. A buffer zone B shall be provided on all other sides. The Planning Commission may approve a six (6) foot high screen wall or fence, or a four (4) foot high landscaped berm as an alternative.

The property is not adjacent to a residential district; therefore, a buffer zone B is required along the rear and both sides.

As outlined in our site plan review below, new plantings are proposed along the northerly side yard, while the remainder of the 3 buffer zones are proposed to remain as-is with established vegetation (though the south side entails off-site vegetation as the buffer).

- 8. The height of all material and equipment stored in an outdoor storage area shall not exceed the height of any landscape screening, wall or fence. Boats and recreational vehicles may exceed the height of the fence provided that they are setback from the fence a distance equal to their height. Storage of materials up to the height of the adjacent building wall may be permitted in the rear yard if it is illustrated on the site plan, the rear yard does not abut a residential district or face an expressway, and such storage is confined to within twenty (20) feet of the building.**

The revised submittal states that the trailers stored outdoors are approximately 13.5 feet tall.

This condition is likely met for the north side (existing berm, evergreen trees, and proposed shrubs) and rear (80-foot wide existing wooded area); however, since the screening noted along the south side is on the adjacent property, we do not believe this condition is fully met.

E. Site Plan Review

- 1. Dimensional Requirements.** The project complies with the dimensional requirements of the IND, as noted below:

	Min. Lot Req.		Minimum Yard Setbacks (feet)				Max. Lot Coverage (%)	Max. Height (feet)
	Area (acres)	Width (feet)	Front Yard	Side Yard	Rear Yard	Parking Lot		
IND	1	150	50	25	40	20 front 10 side/rear	40% building 85% impervious	30
Proposal	2	281	74	99 (N) 98 (S)	180	74 front 31 side	4.2% building 31% impervious	18.2

- 2. Building.** Building materials and colors are subject to review and approval by the Planning Commission.

In accordance with the standards of Section 12.01, the revised submittal depicts a building constructed of split-faced concrete block with horizontal bands of smooth-faced block in an earth-toned color palette.

The applicant has also indicated that material and color samples will be presented to the Commission for their consideration.

- 3. Pedestrian Circulation.** Per Section 12.05 and the Township’s Pathway Plan, neither a walk nor path is required along Fendt Drive.

The site plan does include a 5-foot wide concrete sidewalk between the barrier-free parking space and building entrance.

- 4. Vehicular Circulation.** The site currently contains 2 curb cuts to/from Fendt Drive, though the southerly cut will be removed as part of the project.

The area between Fendt Drive and the parking lot will be surfaced with concrete, while the drive in front of the building extending to the outdoor storage area will be gravel.

Proposed dimensions, parking lot striping, and main driveway surfacing all comply with Ordinance standards; however, the gravel drive and storage area are subject to Planning Commission approval, based on a recommendation from the Township Engineer.

The applicant must address any additional comments provided by the Township Engineer and/or the Brighton Area Fire Authority with respect to vehicular circulation.

5. **Parking.** The revised plan provides the 6 spaces required by Ordinance, including 1 barrier-free space. A detail on Sheet 7 depicts double striped spaces, per Ordinance standards.
6. **Landscaping.** The revised landscape plan has been reviewed for compliance with the standards of Section 12.02, as shown in the following table:

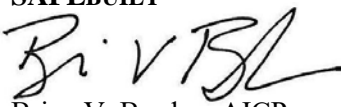
Standard	Required	Proposed	Notes
Front yard greenbelt (project area only)	20' width 7 canopy trees	40' width 3 existing deciduous trees 12 existing evergreen trees	PC may allow existing plantings to serve as greenbelt.
Buffer Zone "B" (north)	20' width 11 canopy trees 11 evergreen trees 42 shrubs 6' wall OR 3' berm	25' width 16 evergreen trees (existing) 3-4' berm (existing) 32 shrubs (proposed)	Deficient by canopy tree and shrub plantings.
Buffer Zone "B" (south)	20' width 11 canopy trees 11 evergreen trees 44 shrubs 6' wall OR 3' berm	25' width	Deficient in terms of plantings and wall/berm. The new lawn area allows for additional plantings. Applicant notes that adjacent property has a landscaped berm.
Buffer Zone "B" (east)	20' width 10 canopy trees 10 evergreen trees 37 shrubs 6' wall OR 3' berm	80' width Existing vegetation	PC may allow existing plantings to serve as buffer.

Given the removal of a curb cut, we suggest that the greenbelt plantings be extended to the southerly lot line. This will help to offset at least some of the deficient plantings elsewhere on the site.

7. **Exterior Lighting.** Sheet 6 includes fixture details and a photometric plan. The plan includes 3 wall mounted light fixtures that are fully cut off, downward directed LEDs. Mounting heights, fixture types, and light intensities all comply with the requirements of Section 12.03.
8. **Waste Receptacle/Enclosure.** The revised submittal states that the minimal waste generated will be disposed of off-site by the owner, and that, if necessary, curbside pickup will be utilized.
9. **Impact Assessment.** The revised Impact Assessment (dated February 23, 2022) notes that the proposed project is not expected to have an adverse impact upon natural features, stormwater, surrounding land, public services/utilities, or traffic and pedestrians.

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

Respectfully,
SAFEBUILT


Brian V. Borden, AICP
Michigan Planning Manager

March 8, 2022

Ms. Kelly Van Marter
Genoa Township
2911 Dorr Road
Brighton, MI 48116

**Re: A&J Cartage
Site Plan Review No. 2**

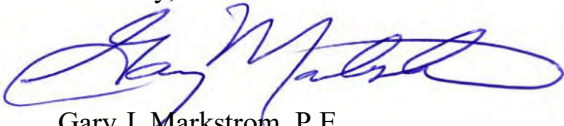
Dear Ms. Van Marter:

Tetra Tech conducted a second review of the proposed A&J Cartage site plan last dated February 23, 2022. The plans and impact assessment were submitted by Boss Engineering on behalf of A&J Cartage. The site is on a 2-acre parcel located on the east side of Fendt Drive. The site includes an existing gravel drive and truck parking area, and the Petitioner is proposing a 3,750 square foot building and drive improvements. We offer the following comments:

1. The Livingston County Drain Commission is in the process of updating their design standards. The proposed detention basin is sized correctly per the current standards but should be updated to the new standard so that it is in compliance at the time of construction. More detail needs to be provided on the proposed detention basin and structures. A draft version of the new standards is attached separately for reference.
2. The Petitioner is proposing to pave the proposed parking spaces and a portion of the drive. Township standards require that the drive and parking be paved with concrete curb and gutter. The remaining drive should be paved, but we have no objections to using gravel for the truck storage area.
3. General notes for the water improvements should be provided on the notes page. A note should be included to indicate that MHOG Sewer and Water Authority be contacted to coordinate the water service connection.
4. Note 37 under "Sanitary Sewers" refers to county storm drains, not sanitary sewer. Note 36 should refer to the GO Sewer and Water Authority rather than MHOG.

We suggest the Petitioner revise the site plan to address the above comments prior to approval. Please call or email if you have any questions.

Sincerely,



Gary J. Markstrom, P.E.
Vice President



Shelby Byrne
Project Engineer

Attachment

March 9, 2022

Kelly VanMarter
Genoa Township
2911 Dorr Road
Brighton, MI 48116

RE: A & J Cartage
1247 Fendt Dr.
Genoa Twp., MI

Dear Kelly:

The Brighton Area Fire Department has reviewed the above-mentioned site plan. The plans were received for review on March 2, 2022 and the drawings are dated January 6, 2022 with latest revisions dated February 23, 2022. The project is based on an existing 2.02-acre parcel currently used for outside storage and the proposed construction of a 3,750 square foot, Type IIB mixed-use Business and Storage Building and associated access drive. The plan review is based on the requirements of the International Fire Code (IFC) 2021 edition.

All previous comments and revisions have been addressed.

Additional comments will be given during the building plan review process (specific to the building plans and occupancy). The applicant is reminded that the fire authority must review the fire protection systems submittals (sprinkler & alarm) prior to permit issuance by the Building Department and that the authority will also review the building plans for life safety requirements in conjunction with the Building Department.

If you have any questions about the comments on this plan review please contact me at 810-229-6640.

Cordially,

A handwritten signature in black ink, appearing to read 'R. Boisvert'.

Rick Boisvert, CFPS
Fire Marshal

cc: Amy Ruthig amy@genoa.org

**IMPACT ASSESSMENT
For
A & J Cartage
GENOA TOWNSHIP
LIVINGSTON COUNTY, MICHIGAN**

Prepared for:

**Applicant
A & J Cartage
1247 Fendt Rd.
Howell, Michigan 48843**

**Owner:
Mr. Al Halliday
1247 Fendt Rd.
Howell, MI, 48843**

Prepared by:



3121 E. Grand River Howell, MI 48843
517.546.4836 fax 517.548.1670
www.bosseng.com

**Jennifer M. Austin, PLA
Boss Engineering
3121 E Grand River
Howell, MI 48843**

Revised February 23, 2022
(January 6, 2022 original submittal)

DISCUSSION ITEMS

A. Name(s) and address(es) of person(s) responsible for preparation of the Impact Assessment and a brief statement of their qualifications.

Prepared by:

Jennifer M. Austin, PLA
Boss Engineering
3121 E Grand River
Howell, MI 48843

Prepared for:

Applicant & Owner:
Al Halliday
1247 Fendt Dr.
Howell, MI 48843

B. Description of the site, including existing structures, man-made facilities, and natural features, all-inclusive to within 10' of the property boundary.

The subject property is part of Tax ID # 4711-08-201-010 in the NW ¼ of Section 8, Genoa Township, Livingston County, MI, and is Unit 10 of the GenTech Industrial Park on Fendt Drive, just off Grand Oaks Drive.

The subject site is bordered:

- North by a parcel occupied by Crash Tool zoned IND, East by a vacant parcel zoned NRPUD, West by UPS zoned IND and South by another parcel zoned IND.

Current zoning of the subject site is IND (Industrial) and has two gravel driveway entrances, and parking for 4-6 tractor trailers. The parcel is wooded along the east property line and has planted berms along the north and west property lines. A screening berm is located along the property line on the adjacent parcel to the south. See Existing Conditions Sheet 2 for an aerial of the parcel with these features noted.

C. Impact on natural features: A written description of the environmental characteristics of the site prior to development, i.e., topography, soils, vegetative cover, drainage, streams, creeks or ponds.

Topography of the parcel is generally flat, soils are classified as loam by the USDA Natural Resources Conservation Service map and is depicted on Sheet 2. The parcel is mostly grass with a wooded area along the east property line that is predominantly Boxelder trees, Ash trees and understory/brush screening. Berms have been constructed previously on the north and west property lines and are planted with various deciduous and evergreen trees ranging in height from 8-20'. A lower area can be found on the east property line at the edge of the woodland.

SPECIFIC OVERVIEW

The soils and natural features throughout the site are specified on the Existing Conditions Sheet 2.

D. Impact on storm water management: description of soil erosion control measures during construction.

A detention basin and forebay have been designed to manage on-site drainage. Sheet flow from the west side of the building and the concrete and gravel surfaces will be directed to the forebay in the front of the site. The remaining parcel drainage will flow to the detention basin on the north side of the site. Discharge from the basin will outlet to the Fendt Drive R.O.W. which then flows north to the 36" storm sewer at the north line of Gen Tech Industrial Park and the regional detention basin.

E. Impact on surrounding land use: Description of proposed usage and other man-made facilities; how it conforms to existing and potential development patterns. Effects of added lighting, noise or air pollution which could negatively impact adjacent properties.

This use is compatible with surrounding Industrial uses as only 4-6 trailers will be stored on site. The project proposes the construction of an office building with intermittent indoor parking/storage of a tractor trailer and related maintenance material/equipment. The south driveway gravel entrance will be removed and restored as grass. The north driveway entrance is proposed as concrete that continues to the parking area. No new impacts to the area are proposed.

F. Impact on public facilities and services: Description of number of residents, employees, patrons, and impact on general services, i.e., schools, police, fire.

A total of two employees use the site currently and are expected to continue. The impact on existing public facilities and services will have a marginal impact.

Normal police and fire protection services should remain unchanged.

G. Impact on public utilities: description of public utilities serving the project, i.e., water, sanitary sewer, and storm drainage system. Expected flows projected in residential units.

The office building will need to be connected to public sanitary and MHOG water which both run along Fendt Drive at the front of the site.

A total of two employees are planned and impact on existing public facilities and services will have a marginal impact.

H. Storage or handling of any hazardous materials: Description of any hazardous materials used, stored, or disposed of on-site.

Approximately 20 gallons of motor oil for routine maintenance of a tractor trailer will be stored in the proposed building, in addition to typical tractor trailer maintenance materials and equipment.

No outdoor storage will be located within the required 25-foot side yard setbacks nor any other required yard setback.

I. Impact on traffic and pedestrians: Description of traffic volumes to be generated and their effect on the area.

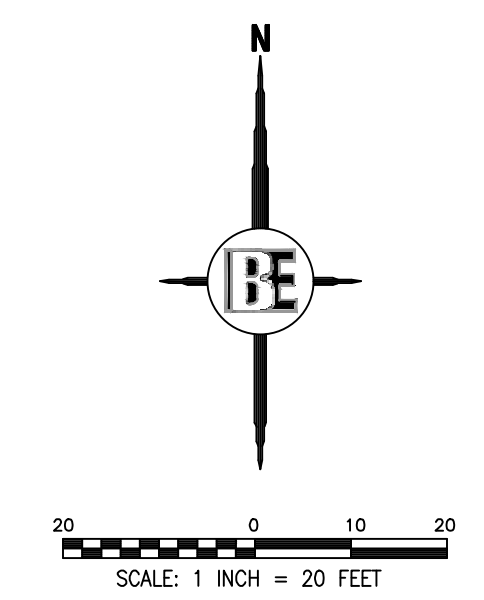
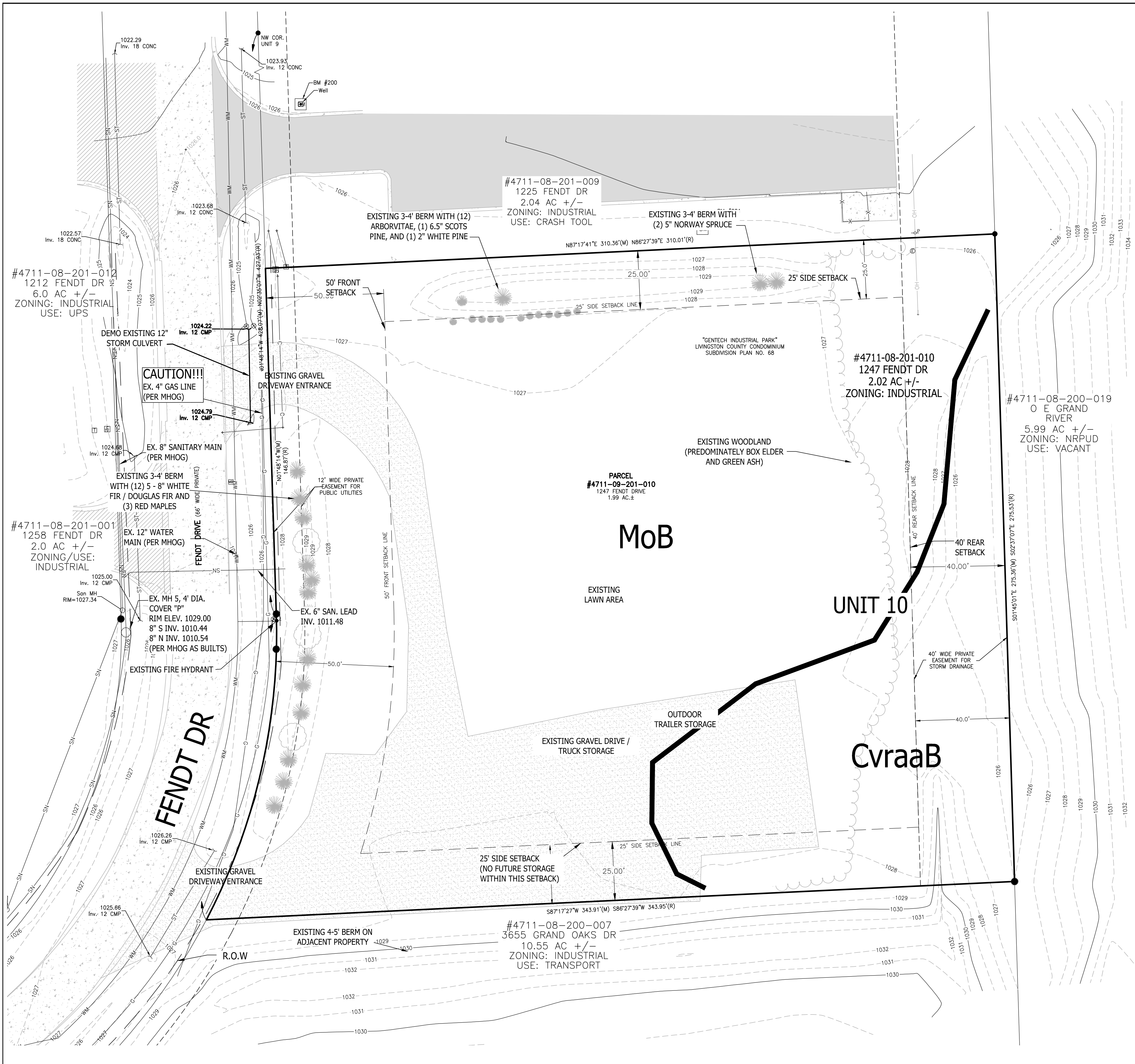
Current traffic volume to the site is minimal with two tractor trailers leaving the site Monday through Friday from 6:00-8:00 a.m. and returning to the site between 6:00-7:00 p.m. No increase in this traffic volume is planned.

J. Special provisions: Deed restrictions, protective covenants, etc.

None.

K. Description of all sources:

- Genoa Township Zoning Ordinance
- Natural Resources Soil Conservation Services, USDA



LEGEND	
PROPOSED (PR)	EXISTING (EX)
FF	FF
T/C	T/C
T/A	T/A
T/W	T/W
F/L	F/L
T/P	T/P
B/P	B/P
RM	RM
INV	INV
MH	MH
IN	IN
CB	CB
RY	RY
ES	ES
OV	OV
HY	HY
UP	UP
SN	SN
SL	SL
FM	FM
PS	PS
ST	ST
WM	WM
WL	WL
FO	FO
OH	OH
C	C
E	E
T	T
D	D
F	F
W	W
S	S
N	N
NS	NS
NSV	NSV
TBR	TBR
SW 1	SW 1
SW 2	SW 2
SW 3	SW 3
SW 4	SW 4
SW 5	SW 5
SW 6	SW 6
SW 7	SW 7
SW 8	SW 8
SW 9	SW 9
SW 10	SW 10
SW 11	SW 11
SW 12	SW 12
SAT	SAT
CONC	CONC
ASPH	ASPH
MOD CURB	MOD CURB
SOIL CLASSIFICATION LINE	SOIL CLASSIFICATION LINE

SOIL NOTES:
 THE PROJECT SITE IS COMPRISED OF THE FOLLOWING SOIL TYPE ACCORDING TO THE USDA NATURAL RESOURCES CONSERVATION SERVICE:
 CvraaB - CONOVER LOAM, 0 TO 4 % SLOPES
 MoB - WAWASEE LOAM, 2 TO 6 % SLOPES

BEBOSS Engineering
 Engineers Surveyors Planners Landscape Architects
 3121 E. GRAND RIVER AVE.
 HOWELL, MI. 48843
 517.546.4836 FAX 517.548.1670

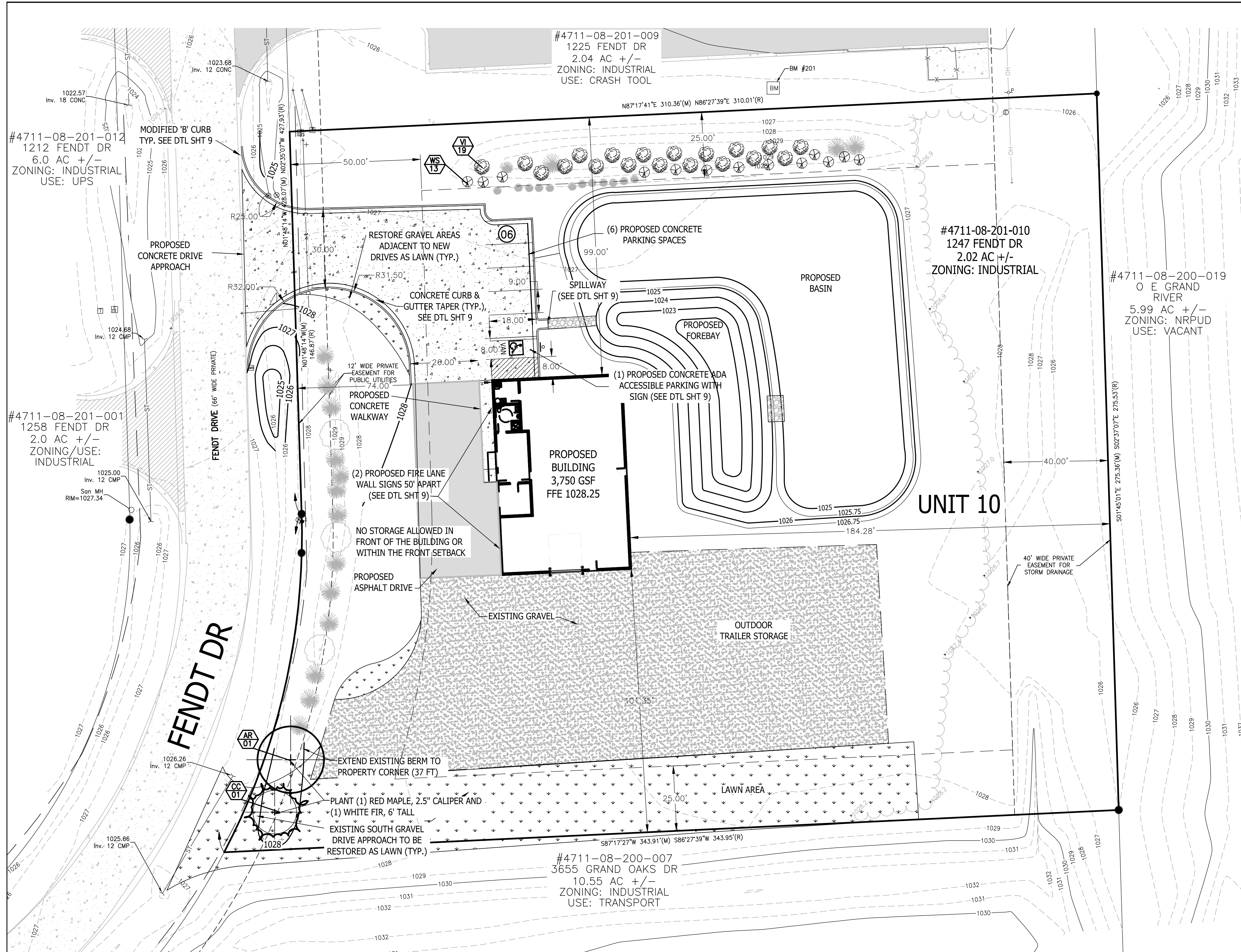
PROJECT: A & J CARTAGE PROPOSED BUILDING
 PREPARED FOR: A & J CARTAGE
 1247 FENDT DRIVE
 HOWELL, MI. 48843
 517.961.9515

NO.	REVISION PER	DATE
1	JA	10/12/2022
2	JA	2/23/2022

DESIGNED BY: JA
 DRAWN BY: JA
 CHECKED BY: BL/ST
 SCALE: 1" = 30'
 JOB NO: 21-581
 DATE: 01/06/2022
 SHEET NO. 2

THE LOCATION AND ELEVATION OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THESE DRAWINGS ARE ONLY APPROXIMATE. NO GUARANTEE IS MADE AS TO THE EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES. THEREFORE, THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY CONFLICTS BEFORE THE LOCATION OR DEPTH DIFFERS SIGNIFICANTLY FROM THE PLAN.

BEBOSS Engineering
 1-800-955-7171
 1-800-955-7171
 1-800-955-7171



LEGEND

PROPOSED (PR)	EXISTING (EX)	DESCRIPTION
---	---	CONTOUR
---	---	SPOT ELEVATION
---	---	FINISHED FLOOR ELEVATION
---	---	FINISHED GRADE ELEVATION
---	---	TOP OF CURB / CONCRETE
---	---	TOP OF ASPHALT
---	---	TOP OF WALK
---	---	FLOW LINE
---	---	TOP OF PIPE
---	---	BOTTOM OF PIPE
---	---	RIM ELEVATION
---	---	INVERT ELEVATION
---	---	MANHOLE STRUCTURE
---	---	INLET STRUCTURE
---	---	CATCHBASIN STRUCTURE
---	---	REAR YARD STRUCTURE
---	---	GATEWAY STRUCTURE
---	---	HYDRANT
---	---	UTILITY POLE
---	---	SANITARY SEWER
---	---	SANITARY LEAD
---	---	FORCE MAIN
---	---	PRESSURE SEWER
---	---	STORM SEWER
---	---	WATER MAIN
---	---	WATER LEAD
---	---	FIBER OPTIC
---	---	OVERHEAD WIRE
---	---	CABLE
---	---	ELECTRIC
---	---	TELEPHONE
---	---	FENCE
---	---	SILT FENCE
---	---	WETLAND BOUNDARY
---	---	LIMITS OF GRADING/CLEARING
---	---	MANHOLE
---	---	INLET / CATCHBASIN
---	---	FLARED END-SECTION
---	---	GATE VALVE
---	---	HYDRANT
---	---	UTILITY POLE
---	---	SIGN
---	---	NOT FIELD VERIFIED
---	---	TO BE REMOVED
---	---	SANITARY SEWER LABEL
---	---	STORM SEWER LABEL
---	---	WATER MAIN LABEL
---	---	SOIL EROSION CONTROL MEASURE (P=PERMANENT, T=TEMPORARY)
---	---	CONCRETE
---	---	ASPHALT
---	---	MODIFIED CURB

LANDSCAPE LEGEND

	EXISTING DECIDUOUS TREE
	PROPOSED DECIDUOUS TREE
	PROPOSED CONIFER TREE
	PROPOSED LARGE DECIDUOUS SHRUB
	PROPOSED DECIDUOUS SHRUB

SITE DATA:

GENOA TOWNSHIP
 PARCEL # 4711-08-201-010
 1247 FENDT DR
 HOWELL, MI 48843
 2.02 AC +/-

ZONING: INDUSTRIAL
 USE: CONTRACTORS YARD WITH OUTDOOR STORAGE
 BUILDING SQUARE FOOTAGE (FOOTPRINT): 3,750 GSF
 MIN. LOT AREA REQUIRED FOR ZONING: 1 ACRE
 TOTAL EX. LOT AREA: 2.02 AC +/- (-87,991.00 SQ. FT.)
 MIN. LOT WIDTH: 150 FT
 TOTAL EX. LOT WIDTH: 281.17 FT
 MAX. LOT COVERAGE: 40% BLDG, 85% IMPERVIOUS
 PROPOSED LOT COVERAGE: 4.2% BLDG, 31% IMPERVIOUS
 (IMPERVIOUS=EXISTING AND PROPOSED GRAVEL,
 PROPOSED CONCRETE PARKING AND SIDEWALK AND
 PROPOSED BUILDING)

MIN. SETBACKS REQUIRED:
 FRONT: 50-FT IF NO PARKING IN FRONT YARD
 REAR: 40-FT
 SIDES: 25-FT

PROPOSED SETBACKS:
 FRONT (WEST): 74 FT
 SIDE (NORTH): 99 FT
 SIDE (SOUTH): 101 FT
 REAR (EAST): 184 FT

PARKING CALCULATION:
 LIGHT INDUSTRIAL = 1.5 SPACE PER EACH 1,000 SF OF
 GROSS FLOOR AREA
 3,750 GSF / 1,000 SF = 3.75 * 1.5 = 5.625 SPACES

SPACES REQUIRED: 6 SPACES
 PROVIDED: 6 SPACES INCLUDING 1 ADA SPACE

SITE PLAN NOTES

- ALL GRAVEL AREAS ADJACENT TO THE NEW CONCRETE DRIVE SHOULD BE RESTORED AS LAWN WITH TOPSOIL, SEED AND MULCH FOR STABILIZATION.
- BUILDING ADDRESS SHALL CONSIST OF A MINIMUM OF 6" HIGH CHARACTERS OF CONTRASTING COLOR AND BE CLEARLY VISIBLE FROM THE STREET. THE FINAL SIZE AND LOCATION OF CHARACTERS SHALL BE VERIFIED WITH THE FIRE MARSHAL PRIOR TO INSTALLATION.
- A KEY BOX/KNOX BOX SHALL BE LOCATED NEAR THE FRONT ENTRY (FINAL LOCATION TO BE DETERMINED BETWEEN THE OWNER & FIRE MARSHAL).
- NOTHING SHALL BE STORED IN FRONT OF THE BUILDING.
- A MINIMUM VERTICAL CLEARANCE OF 13.5' SHALL BE MAINTAINED THROUGHOUT THE SITE FOR EMERGENCY VEHICLE ACCESS.
- ALL DRIVEWAYS AND PARKING LOT AISLES SHALL BE ACCESSIBLE AT ALL TIMES FOR EMERGENCY VEHICLES - REGULAR SNOW REMOVAL. THE HEIGHT OF SEMI-TRAILERS TO BE STORED OUTDOORS ARE TYPICALLY 13.5'.
- SEE LANDSCAPE DETAILS ON SHEET 9.

IMPACT STATEMENT NOTES

- THIS USE IS COMPATIBLE WITH SURROUNDING INDUSTRIAL USES AS ONLY 4-6 TRAILERS WILL BE STORED ON SITE. THE PROJECT PROPOSES THE CONSTRUCTION OF AN OFFICE BUILDING WITH INTERMITTENT INDOOR PARKING/STORAGE OF A TRACTOR TRAILER AND RELATED MAINTENANCE MATERIAL/EQUIPMENT. THE SOUTH DRIVEWAY ENTRANCE WILL BE REMOVED AND REPLACED BY TOPSOIL AND GRASS SEED. THE NORTH DRIVEWAY ENTRANCE IS PROPOSED AS CONCRETE WITH CURB AND GUTTER TO INCLUDE NEW PARKING SPACES. NO NEW IMPACTS TO THE AREA ARE PROPOSED.
- TWO TOTAL EMPLOYEES ARE PLANNED AND IMPACT ON EXISTING PUBLIC FACILITIES AND SERVICES WILL HAVE A MARGINAL IMPACT. NORMAL POLICE AND FIRE PROTECTION SERVICES SHOULD REMAIN UNCHANGED.
- THE OFFICE BUILDING WILL NEED TO BE CONNECTED TO PUBLIC SANITARY AND MHOG WATER WHICH BOTH RUN ALONG THE FRONT OF THE SITE. TWO TOTAL EMPLOYEES ARE PLANNED AND IMPACT ON EXISTING PUBLIC FACILITIES AND SERVICES WILL BE MARGINAL.
- APPROXIMATELY 20 GALLONS OF MOTOR OIL FOR ROUTINE MAINTENANCE OF A TRACTOR TRAILER WILL BE STORED IN THE PROPOSED BUILDING. IN ADDITION TO TYPICAL TRACTOR TRAILER MAINTENANCE MATERIALS AND EQUIPMENT. NO OUTDOOR STORAGE WILL BE WITHIN THE REQUIRED 25-FOOT SIDE YARD SETBACKS NOR ANY OTHER REQUIRED YARD SETBACK.

GENOA TOWNSHIP LANDSCAPE REQUIREMENTS PER ARTICLE 12:

- GREENBELT: 20 FT WIDE GREENBELT ALONG PUBLIC STREET ROW INCLUDING (1) CANOPY TREE FOR EVERY FORTY LINEAR FEET OF FRONTAGE. OR SUBSTITUTE EVERGREEN TREES FOR 50% OF REQUIRED TREES.
 REQUIRED: 7 CANOPY TREES (281 LF /40 LF)
 PROVIDED: BERM WITH 3 CANOPY TREES AND 12 EVERGREEN TREES -- (3) RED MAPLE, (10) WHITE FIR TREES AND (2) DOUGLAS FIR.
- BUFFER: BUFFER ZONE B REQUIRED PER ORDINANCE (3 FOOT HIGH BERM, 20 FT WIDE) ALONG NORTH, EAST AND SOUTH PROPERTY LINES WITH 1 CANOPY TREE, 1 EVERGREEN AND 4 SHRUBS PER EACH 30 LF
 REQUIRED: (NORTH, SOUTH) 309.27 LF - 70' FOR EXISTING WOODLAND = 239.27 LF / 30 = 7.976 TREES
 8 CANOPY TREES, 8 EVERGREEN TREES AND 32 SHRUBS (EAST) 275.52 LF / 30 = 9.184 TREES
 PROVIDED: (NORTH) BERM WITH (16) EXISTING EVERGREENS INCLUDING ARBORVITAE, WHITE PINE, SCOTS PINE AND NORWAY SPRUCE AND (32) SHRUBS. AN EXISTING WOODLAND BUFFER SCREENS 70 LF OF THE EAST END OF THIS PROPERTY LINE.
 (SOUTH) AN EXISTING TALL BERM ON THE ADJACENT PARCEL PROVIDES COMPLETE SCREENING.
 (EAST) THE APPROX. 70' DEEP EXISTING WOODLAND (PREDOMINATELY BOXELDER TREES AND UNDERSTORY/BRUSH THAT PROVIDES SCREENING) ALONG EAST PROPERTY LINE TO BE PRESERVED.
- PARKING LOT: (N/A)

PLANT LIST

KEY	QUAN.	BOTANICAL NAME	COMMON NAME	SIZE	REMARK
DECIDUOUS SHRUBS					
VB	19	Viburnum lantana 'Mohican'	Mohican Viburnum	36" ht./#5	Cont.
WS	13	Weigela x 'Strobe'	Strobe Weigela	24" ht./#3	Cont.
DECIDUOUS TREES					
AR	01	Acer rubrum	Red Maple 'October Glory'	2.5" cal.	B & B
EVERGREEN TREES					
CC	01	Abies concolor	White Fir	6' ht.	B & B

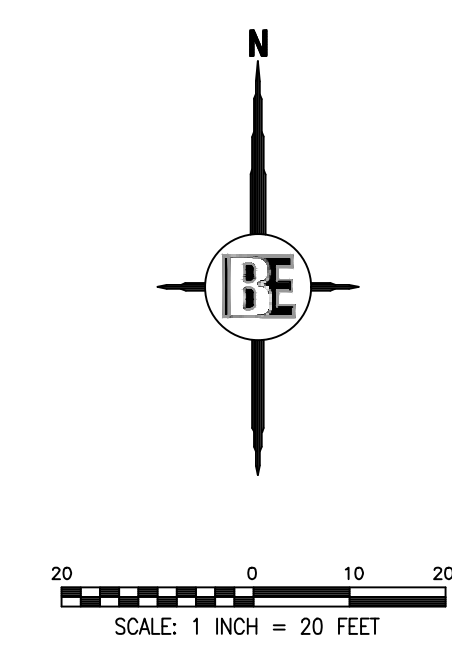
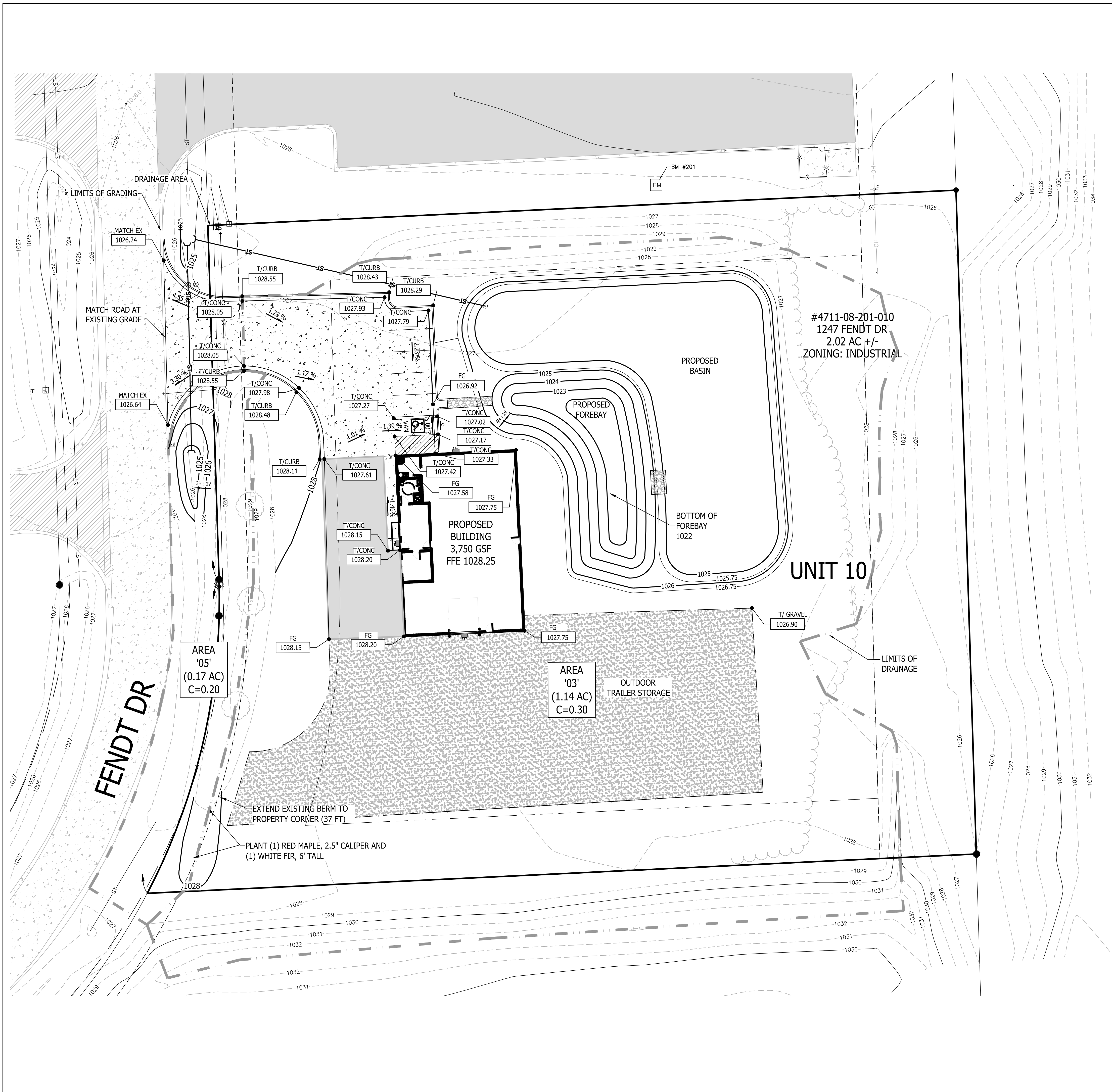
BEBOSS Engineering
 Engineers Surveyors Planners Landscape Architects
 3121 E. GRAND RIVER AVE.
 HOWELL, MI. 48843
 517.546.4836 FAX 517.548.1670

PROJECT: A & J CARTAGE PROPOSED BUILDING
PREPARED FOR: A & J CARTAGE
 1247 FENDT DRIVE
 HOWELL, MI. 48843
 517.986.9515

TITLE: SITE PLAN & LANDSCAPE PLAN

REVISION	PER	DATE	BY
1	JA	10/12/2022	JA
2	BL/ST	2/23/2022	BL/ST

DESIGNED BY: JA
 DRAWN BY: JA
 CHECKED BY: BL/ST
 SCALE: 1" = 20'
 JOB NO: 21-581
 DATE: 01/06/2022
 SHEET NO. 3



LEGEND		
PROPOSED (PR)	EXISTING (EX)	
000 T/C	+922.08	CONTOUR
FF	FF	SPOT ELEVATION
FG	FG	FINISHED FLOOR ELEVATION
T/A	T/A	FINISHED GRADE ELEVATION
T/W	T/W	TOP OF ASPHALT
F/L	F/L	TOP OF CURB / CONCRETE
T/P	T/P	TOP OF WALK
B/P	B/P	FLOW LINE
RM	RM	TOP OF PIPE
INV	INV	BOTTOM OF PIPE
MH	MH	RM ELEVATION
IN	IN	INVERT ELEVATION
CB	CB	MANHOLE STRUCTURE
RY	RY	INLET STRUCTURE
ES	ES	CATCHBASIN STRUCTURE
OV	OV	REARYARD STRUCTURE
HY	HY	END-SECTION
UP	UP	GATEVALVE STRUCTURE
SN	SN	HYDRANT
SL	SL	UTILITY POLE
FM	FM	SANITARY SEWER
PS	PS	PRESSURE SEWER
ST	ST	SANITARY LEAD
WM	WM	FORCE MAIN
WL	WL	PRESSURE SEWER
FO	FO	STORM SEWER
OH	OH	WATER MAIN
C	C	WATER LEAD
W	W	FIBER OPTIC
T	T	OVERHEAD WIRE
L	L	CABLE
X	X	ELECTRIC
+	+	GAS
□	□	TELEPHONE
○	○	FENCE
●	●	SILT FENCE
○	○	WETLAND BOUNDARY
○	○	LIMITS OF GRADING/CLEARING
○	○	MANHOLE
○	○	INLET / CATCHBASIN
○	○	FLARED END-SECTION
○	○	GATE VALVE
○	○	HYDRANT
○	○	UTILITY POLE
○	○	SIGN
○	○	NOT FIELD VERIFIED
○	○	TO BE REMOVED
○	○	SANITARY SEWER LABEL
○	○	STORM SEWER LABEL
○	○	WATER MAIN LABEL
○	○	SOIL EROSION CONTROL MEASURE
○	○	(P=PERMANENT, T=TEMPORARY)
○	○	CONCRETE
○	○	ASPHALT
○	○	MODIFIED CURB

STORMWATER NARRATIVE:
 A DETENTION BASIN AND FOREBAY HAVE BEEN ADDED TO MANAGE ON-SITE DRAINAGE. SHEET FLOW FROM CONCRETE SURFACES AND SOME GRAVEL SURFACES WILL BE DIRECTED TO A FOREBAY AT BACK SIDE OF THE SITE THROUGH A SPILLWAY. THE EAST SIDE OF THE PARCEL DRAINAGE WILL FLOW TO THE DETENTION BASIN ON THE SITE. DISCHARGE FROM THE BASIN WILL OUTLET TO THE FENDT DRIVE R.O.W. WHICH THEN FLOWS NORTH TO THE 36" STORM SEWER AT THE NORTH LINE OF GEN TECH INDUSTRIAL PARK AND THE REGIONAL DETENTION BASIN. A 12" CULVERT IS ALSO BEING INSTALLED IN ORDER TO FACILITATE FLOW UNDERNEATH THE ENTRANCE OF THE SITE IN THE R.O.W.

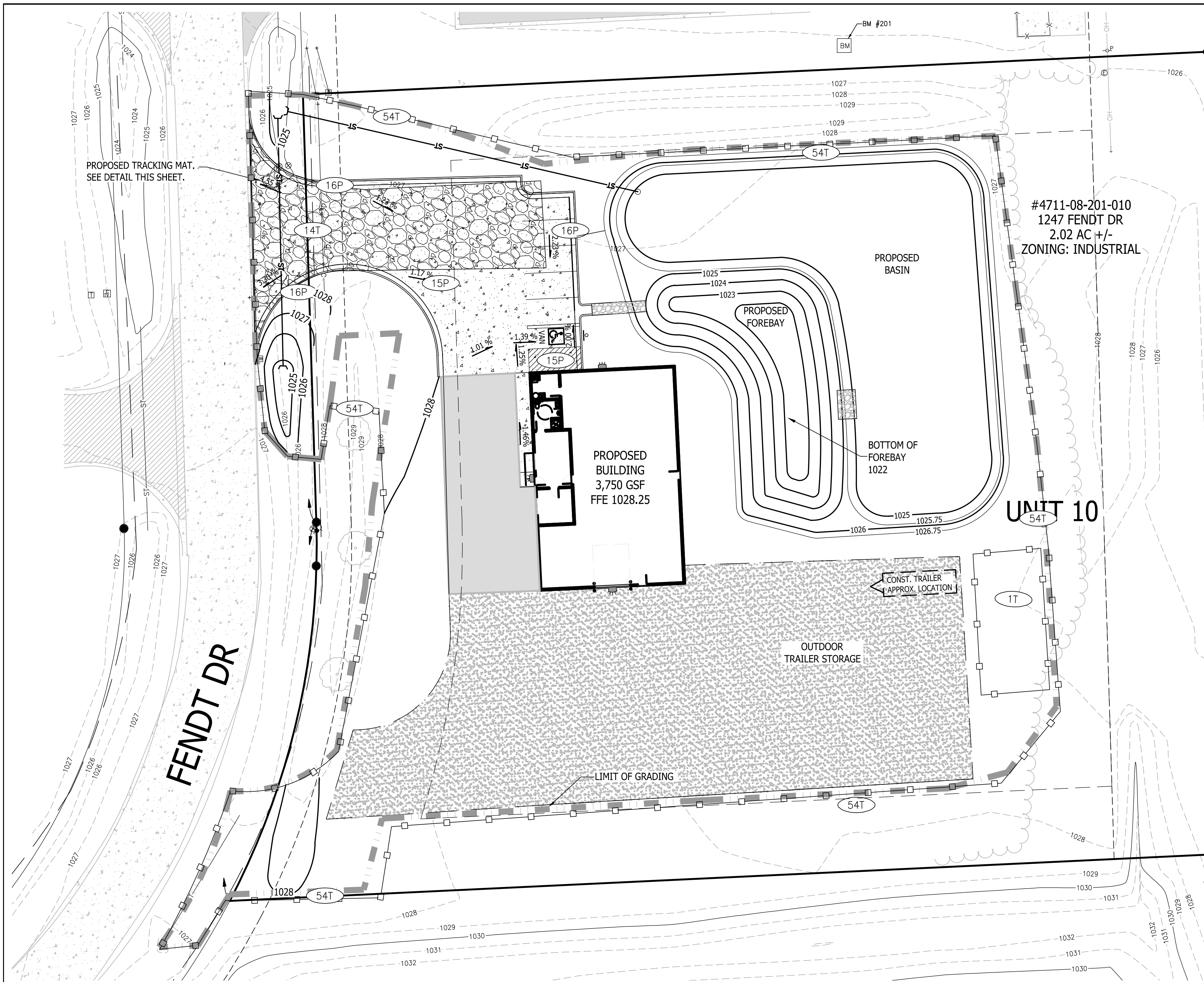
THE LOCATION AND ELEVATION OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THESE DRAWINGS ARE ONLY APPROXIMATE. NO GUARANTEE IS MADE AS TO THE EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES. DETERMINING THE EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES IS THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY CONFLICTS BETWEEN THE LOCATION OR DEPTH OF UTILITIES SHOWN ON THESE DRAWINGS AND THE LOCATION OR DEPTH OF UTILITIES FOUND IN THE FIELD.

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PROJECT: A & J CARTAGE PROPOSED BUILDING
 PREPARED FOR: A & J CARTAGE
 1247 FENDT DRIVE
 HOWELL, MI. 48843
 517.986.1515

NO	BY	DATE	REVISION PER
1	JA	10/12/2022	P.C. REVIEW
2	JA	2/23/2022	REVISION PER TWP

DESIGNED BY: JA
 DRAWN BY: JA
 CHECKED BY: BL/ST
 SCALE: 1" = 20'
 JOB NO: 21-581
 DATE: 01/06/2022
 SHEET NO. 4



LEGEND

PROPOSED (PR)	EXISTING (EX)	DESCRIPTION
---	---	CONTOUR
---	---	SPOT ELEVATION
FF	FF	FINISHED FLOOR ELEVATION
FG	FG	FINISHED GRADE ELEVATION
T/A	T/A	TOP OF ASPHALT
T/C	T/C	TOP OF CURB / CONCRETE
T/W	T/W	TOP OF WALK
F/L	F/L	FLOW LINE
T/P	T/P	TOP OF PIPE
B/P	B/P	BOTTOM OF PIPE
RM	RM	RIM ELEVATION
INV	INV	INVERT ELEVATION
MH	MH	MANHOLE STRUCTURE
IN	IN	INLET STRUCTURE
CB	CB	CATCHBASIN STRUCTURE
RY	RY	REAR YARD STRUCTURE
ES	ES	END-SECTION
OV	OV	GATEVALVE STRUCTURE
HY	HY	HYDRANT
UP	UP	UTILITY POLE
SN	SN	SANITARY SEWER
SL	SL	SANITARY LEAD
FM	FM	FORCE MAIN
PS	PS	PRESSURE SEWER
ST	ST	STORM SEWER
WM	WM	WATER MAIN
WL	WL	WATER LEAD
FO	FO	FIBER OPTIC
OH	OH	OVERHEAD WIRE
C	C	CABLE
E	E	ELECTRIC
T	T	TELEPHONE
X	X	FENCE
---	---	SILT FENCE
---	---	WETLAND BOUNDARY
---	---	LIMITS OF GRADING/CLEARING
---	---	MANHOLE
---	---	INLET / CATCHBASIN
---	---	FLARED END-SECTION
---	---	GATE VALVE
---	---	HYDRANT
---	---	UTILITY POLE
---	---	TO BE REMOVED
---	---	SANITARY SEWER LABEL
---	---	STORM SEWER LABEL
---	---	WATER MAIN LABEL
---	---	SOIL EROSION CONTROL MEASURE (P=PERMANENT, T=TEMPORARY)
---	---	CONCRETE
---	---	ASPHALT
---	---	MODIFIED CURB

UNIT 10

#4711-08-201-010
1247 FENDT DR
2.02 AC +/-
ZONING: INDUSTRIAL

PROPOSED BASIN
PROPOSED FOREBAY
BOTTOM OF FOREBAY 1022

PROPOSED BUILDING
3,750 GSF
FFE 1028.25

CONST. TRAILER APPROX. LOCATION

OUTDOOR TRAILER STORAGE

LIMIT OF GRADING

FENDT DR

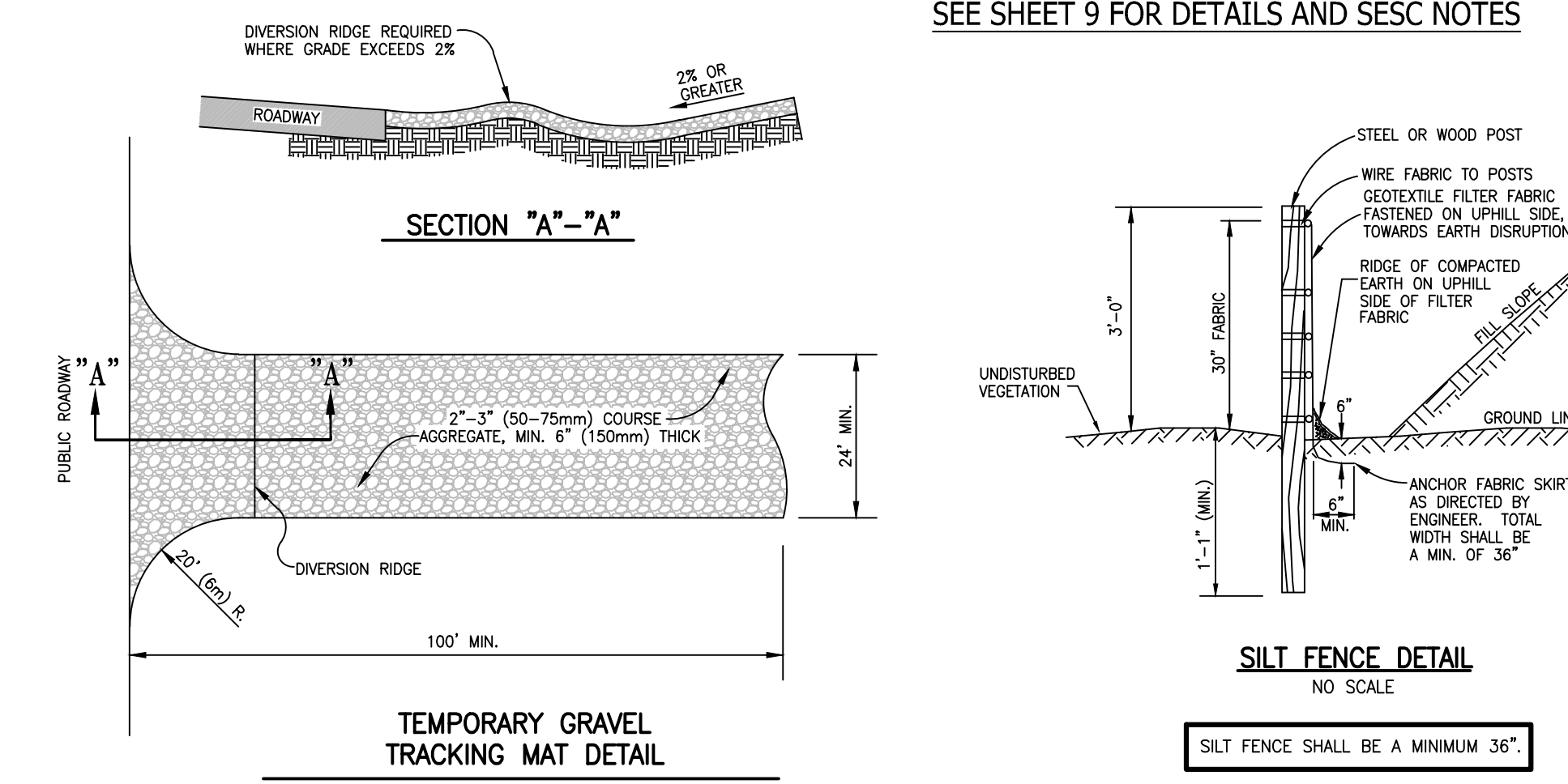
DISTANCE FROM PROJECT SITE TO THE NEAREST...

- COUNTY DRAIN (MARIAN GENOA COUNTY DRAIN S/E SIDE OF GRAND OAKS DR.) IS APPROXIMATELY 1,144 FT TO THE NORTHWEST.
- BASIN IS APPROXIMATELY 565 FEET TO NORTHEAST (AT WALMART/LOWES).
- LAKE CHEMUNG IS APPROXIMATELY 1.00 MILE TO THE NORTHEAST
- WETLAND IS APPROXIMATELY 0.37 MILES NORTHEAST AT PRENTIS ESTATES APARTMENTS, (ACCORDING TO NATIONAL WETLANDS INVENTORY WETLANDS MAPPER), AND
- RIVER (SOUTH BRANCH OF SHIAWASSEE RIVER) IS APPROXIMATELY 4.00 MILES TO THE WEST.

PROPOSED CONST. SCHEDULE FOR THE YEAR 2023

ACTIVITY	MAY	JUN	JUL
CLEAR, GRUB	█		
MASS GRADING	█		
UNDERGROUND UTILITY	█		
FINAL GRADING		█	
CURB & GUTTER		█	
PAVING		█	
SEED & MULCH		█	

- NOTES**
- ACCESS ROAD TO THE SITE SHALL BE PROVIDED AND MAINTAINED DURING CONSTRUCTION AND SHALL BE CONSTRUCTED TO BE CAPABLE OF SUPPORTING THE IMPOSED LOAD OF FIRE APPARATUS WEIGHING AT LEAST 84,000 POUNDS.
 - SOILS DATA CAN BE FOUND ON EXISTING CONDITIONS SHEET 2.



CONTROLS & MEASURES POST CONSTRUCTION SEQUENCE

ACTIVITY	WEEKLY	MONTHLY	AS REQUIRED
MAINTAIN LANDSCAPING, REPLACE MULCH	X	X	X
CLEAN INLETS		X	X
COLLECT LITTER	X		X
SWEEP PARKING LOT			X

CONTROLS & MEASURES NARRATIVE

ACTIVITY	DESCRIPTION
MAINTAIN LANDSCAPING, REPLACE MULCH	COLLECT GRASS, TREE, AND SHRUB CLIPPINGS; DISPOSE IN APPROVED CONTAINER; REPLACE DEAD SOO, TREES AND SHRUBS.
CLEAN INLETS	REMOVE LITTER, SEDIMENT, AND DEBRIS; DISPOSE OF IN APPROVED LANDFILL.
COLLECT LITTER	
SWEEP PARKING LOT	REMOVE MUD, DIRT, GREASE AND OIL WITH PERIODIC SWEEPING
DUST CONTROL	SPRINKLE WATER AS NEEDED

SOIL EROSION CONTROL MEASURES
P=PERMANENT T=TEMPORARY

TOTAL AREA OF DISTURBANCE = 1.33 AC (57,882 SF)

NO.	MEASURE	DESCRIPTION
1	STRIPPING & STOOPLING TOPSOIL	TOPSOIL MAY BE STOCKPILED ABOVE BERM AREAS TO ACT AS AN EROSION SMOOTHER SHOULD BE TEMPORARILY SEED
14	AGGREGATE COVER	STABILIZES SOIL SURFACE, THIS MINIMIZES EROSION. PROMOTES CONSTRUCTION TRAFFIC IN ROADSIDE WEATHER. MAY BE USED AS PART OF PERMANENT BASE CONSTRUCTION OF PAVED AREAS
15	PAVING	PROTECTS AREAS WHICH CANNOT OTHERWISE BE PROTECTED, BUT INCREASES SURFACE VELOCITY. IRREGULAR SURFACE WILL HELP SLOW VELOCITY
16	CURB & GUTTER	KEEPS HIGH VELOCITY RAINFALL ON PAVED AREAS FROM LEAVING PAVED SURFACE. COLLECTS AND CONVEYS RAINFALL TO ENCLOSED DRAINAGE SYSTEM OR PREPARED DRAINAGEWAY
54	SILT FENCE	USES GEOTEXTILE FABRIC AND POST OR POLES. DESY TO CONSTRUCT AND LOCATE AS NECESSARY. (SEE DETAIL THIS SHEET)

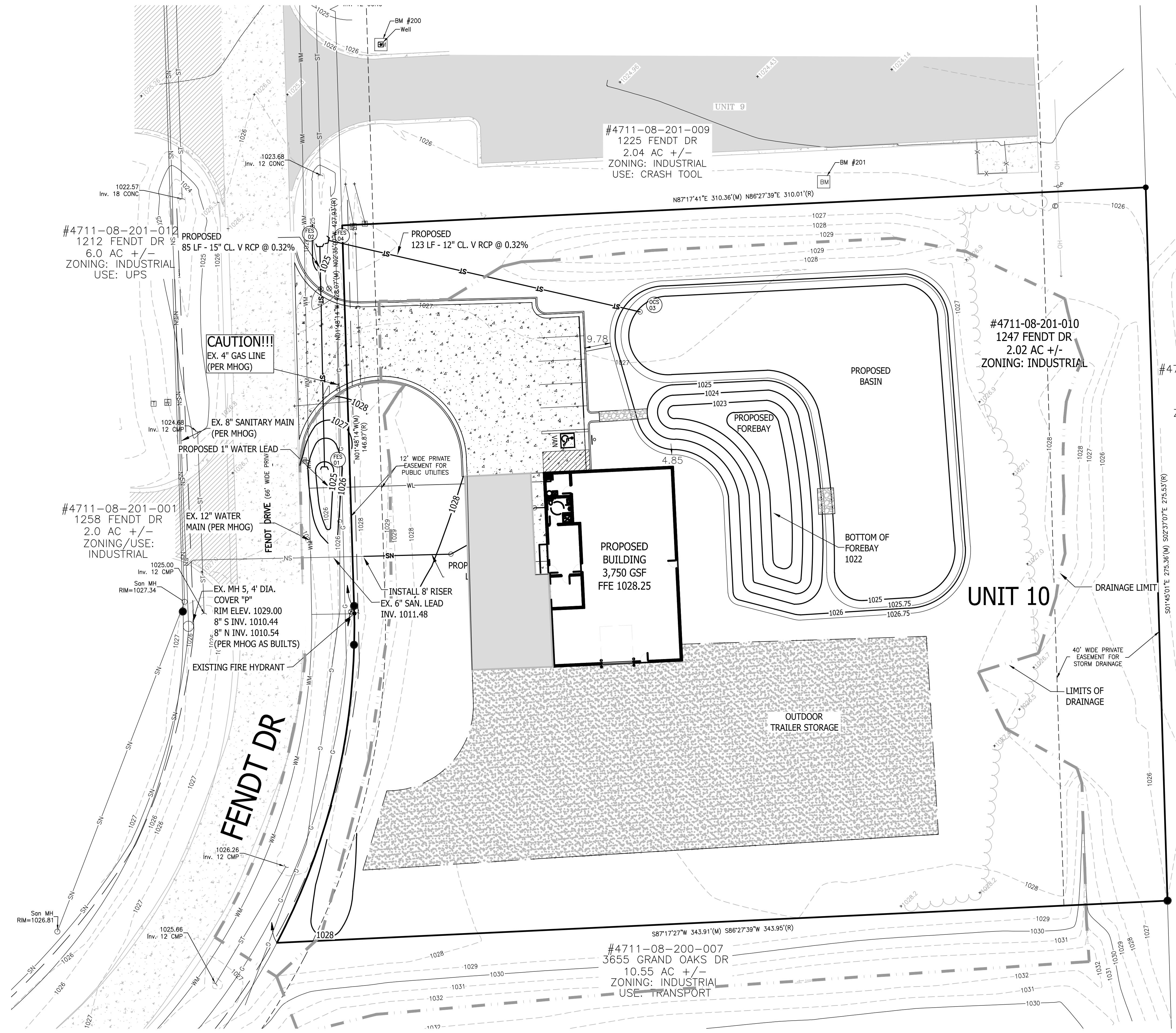
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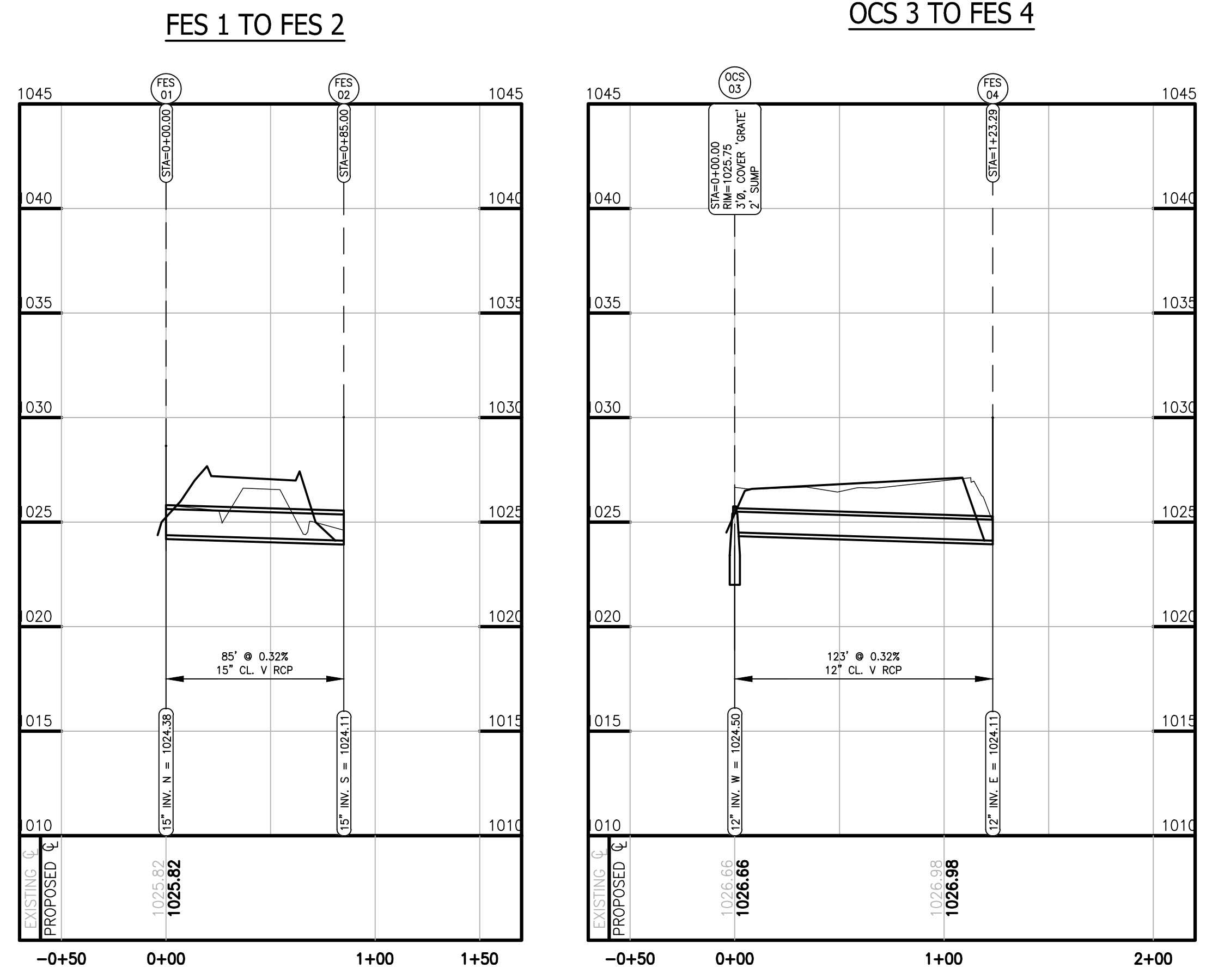
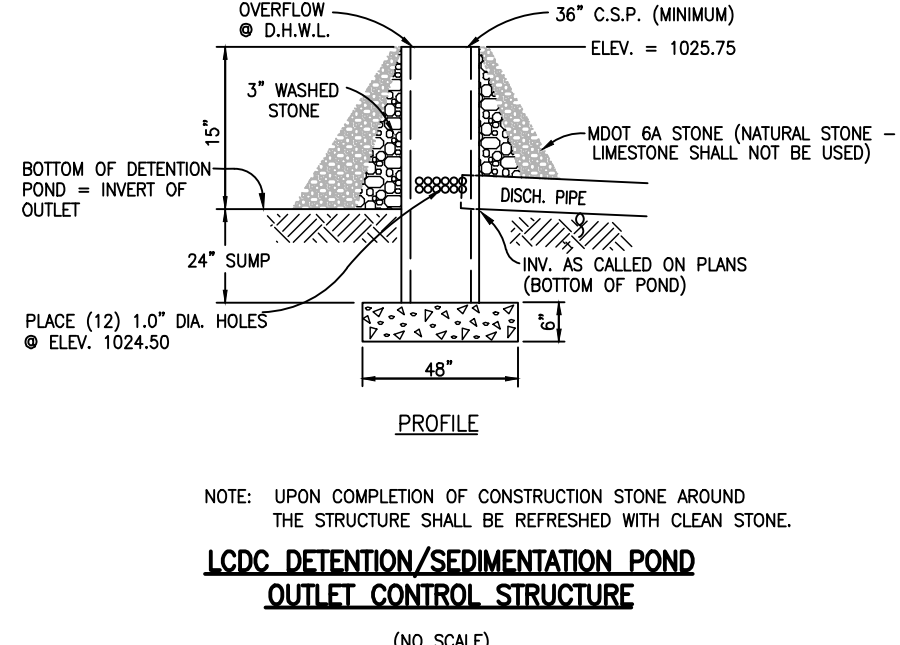
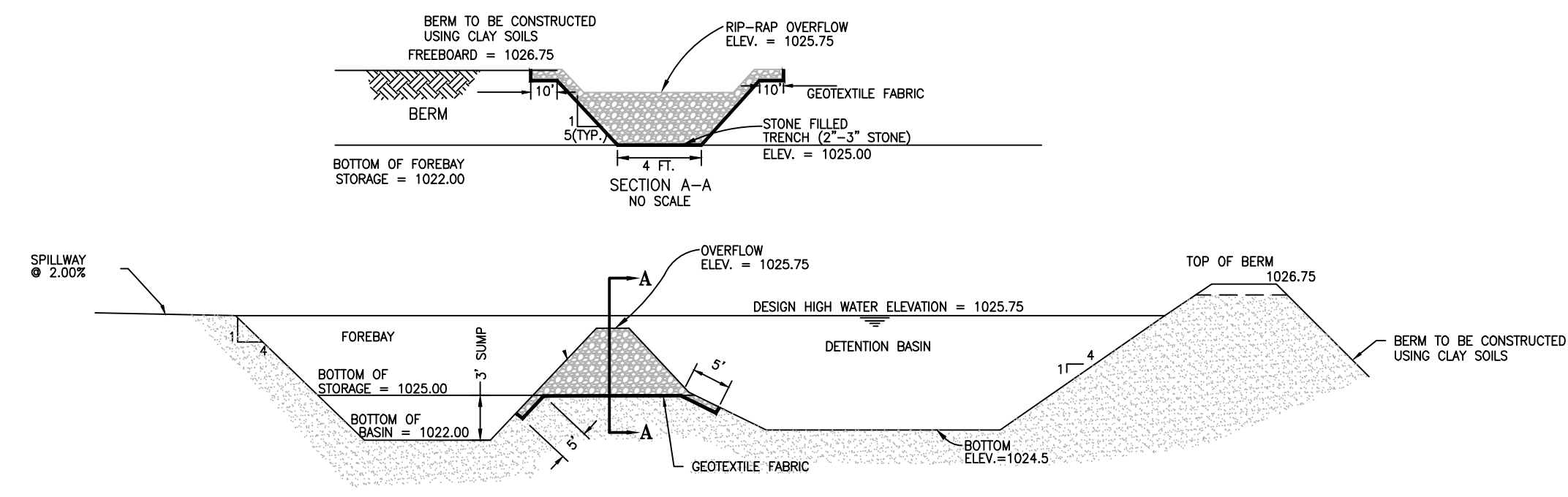
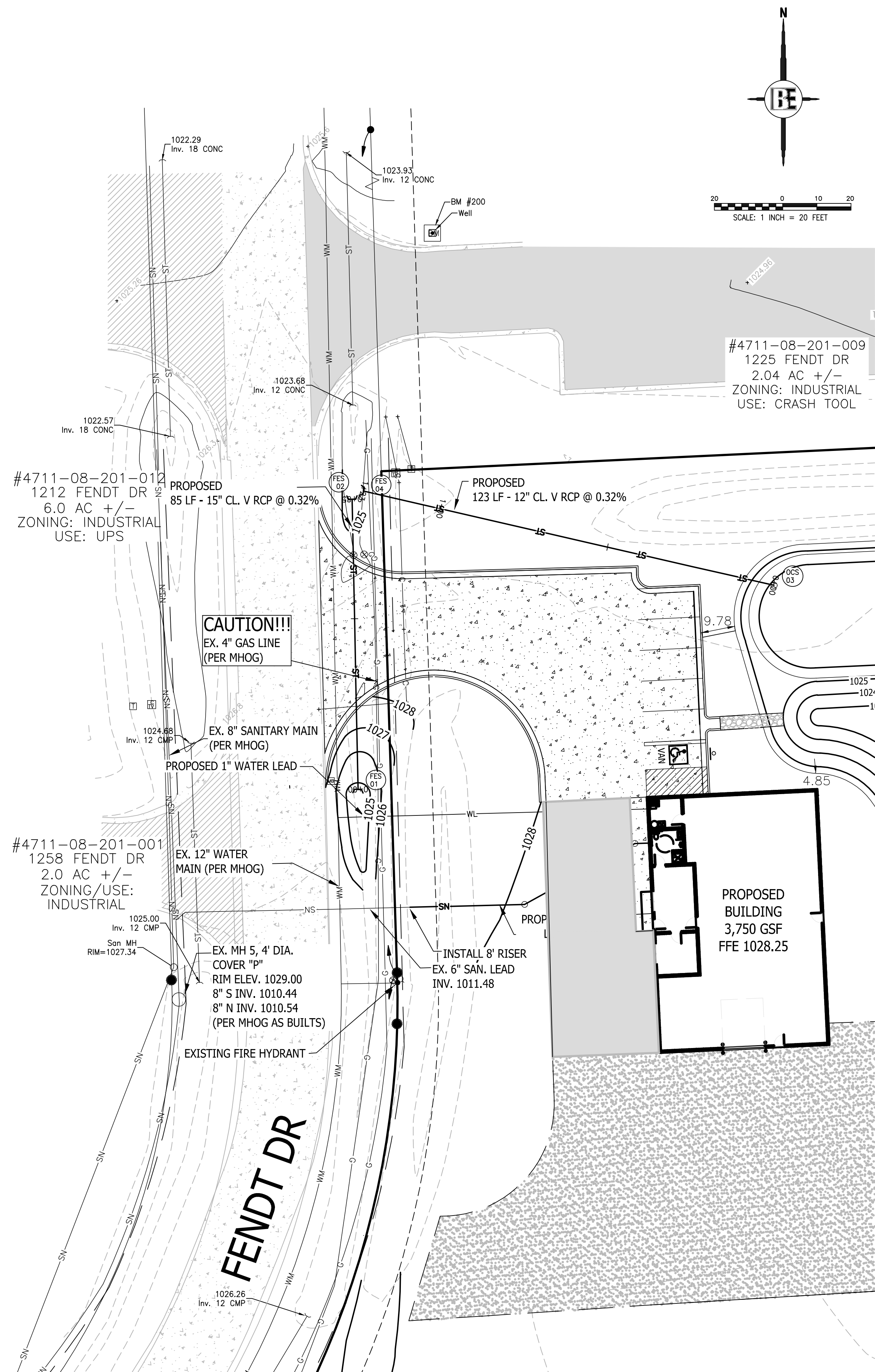
PROJECT: A & J CARTAGE PROPOSED BUILDING
PREPARED FOR: A & J CARTAGE
1247 FENDT DRIVE
HOWELL, MI. 48843
517.981.0515

TITLE: SESC PLAN

NO.	REVISION	DATE	BY
1	ISSUED FOR PERMIT	10/12/2022	JA
2	REVISION PER TWP	2/23/2022	BL/ST

DESIGNED BY: JA
DRAWN BY: JA
CHECKED BY: BL/ST
SCALE: 1" = 20'
JOB NO: 21-581
DATE: 01/06/2022
SHEET NO. 5





LEGEND

PROPOSED (PR)	EXISTING (EX)	CONTOUR
900 T/C	900 T/C	SPOT ELEVATION
FF	FF	FINISHED FLOOR ELEVATION
FG	FG	FINISHED GRADE ELEVATION
T/A	T/A	TOP OF ASPHALT
T/C	T/C	TOP OF CURB / CONCRETE
T/W	T/W	TOP OF WALK
F/L	F/L	FLOW LINE
T/P	T/P	TOP OF PIPE
B/P	B/P	BOTTOM OF PIPE
RM	RM	RIM ELEVATION
INV	INV	INVERT ELEVATION
MH	MH	MANHOLE STRUCTURE
IN	IN	INLET STRUCTURE
CB	CB	CATCHBASIN STRUCTURE
RY	RY	REARYARD STRUCTURE
ES	ES	END-SECTION
OV	OV	GATEVALVE STRUCTURE
HY	HY	HYDRANT
UP	UP	UTILITY POLE
SN	SN	SANITARY SEWER
SL	SL	SANITARY LEAD
FM	FM	FORCE MAIN
PS	PS	PRESSURE SEWER
ST	ST	STORM SEWER
WM	WM	WATER MAIN
WL	WL	WATER LEAD
FO	FO	FIBER OPTIC
OH	OH	OVERHEAD WIRE
C	C	CABLE
E	E	ELECTRIC
G	G	GAS
T	T	TELEPHONE
X	X	FENCE
W	W	WETLAND BOUNDARY
L	L	LIMITS OF GRADING/CLEARING
M	M	MANHOLE
I	I	INLET / CATCHBASIN
G	G	GATE VALVE
V	V	HYDRANT
U	U	UTILITY POLE
S	S	SIGN
N	N	NOT FIELD VERIFIED TO BE REMOVED
SS	SS	SANITARY SEWER LABEL
SSS	SSS	STORM SEWER LABEL
WM	WM	WATER MAIN LABEL
SE	SE	SOIL EROSION CONTROL MEASURE (P=PERMANENT, T=TEMPORARY)
C	C	CONCRETE
A	A	ASPHALT
M	M	MODIFIED CURB

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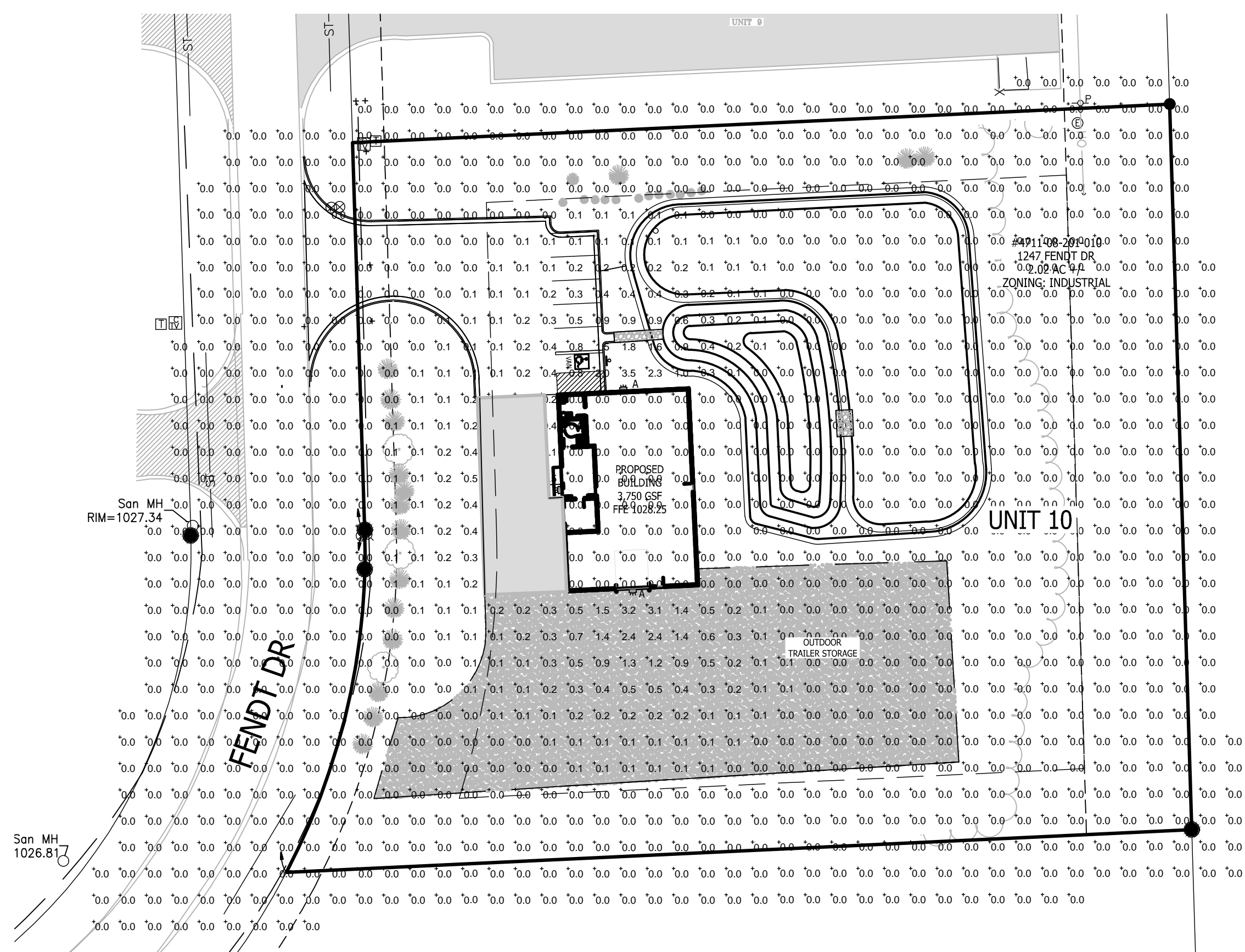
PROJECT: **A & J CARTAGE PROPOSED BUILDING**
PREPARED FOR: **A & J CARTAGE**
1247 FENDT DRIVE
HOWELL, MI. 48843
517-961-0515

TITLE: **STORM PROFILES**

NO.	DATE	REVISION PER	BY
1	10/12/2022	P.C. REVIEW	JA
2	2/23/2022	REVISION PER TWP	ST

DESIGNED BY: JA
DRAWN BY: JA
CHECKED BY: ST
SCALE: 1" = 20'
JOB NO: 21-581
DATE: 01/06/2022
SHEET NO. **7**

LIGHTING PLAN



SITE LIGHTING REQUIREMENTS FOR GENOA TOWNSHIP
 LIGHT LEVELS NO MORE THAN 0.5 FC AT A RESIDENTIAL LOT LINE AND 1.0 AT NON-RESIDENTIAL LOT LINE, MAXIMUM LIGHT LEVEL ON THE SITE IS 10 FC LIGHTS TO BE DOWNWARD DIRECTED AND SHIELDED.

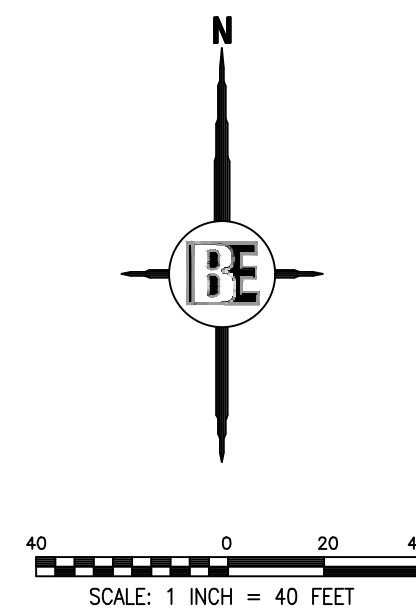
GENERAL LIGHTING NOTES
 1. THE LIGHTING PATTERN REPRESENTS ILLUMINATION LEVELS CALCULATED FROM LABORATORY DATA TAKEN UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY APPROVED METHODS. ACTUAL PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRE MAY VARY DUE TO VARIATION IN ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS.

SITE LIGHTING SUMMARY

AVERAGE LIGHTING LEVEL: 0.1 FC
 MAXIMUM LIGHT LEVEL: 3.5 FC
 MINIMUM LIGHT LEVEL: 0.0 FC

SYMBOL	LABEL	QTY.	DESCRIPTION	CATALOG NUMBER	LAMP	LUMENS	LLF	POLE HGT
	A	03	LITHONIA LIGHTING 11W 50K LED WALL PACK, FULL CUT OFF	WPX1 LED P1 50K DDB	LED	ABSOLUTE .93		16' WALL MOUNTED

ALL LIES FILES PROVIDED BY MANUFACTURER FOR CALCULATION OF LIGHTING LEVEL.



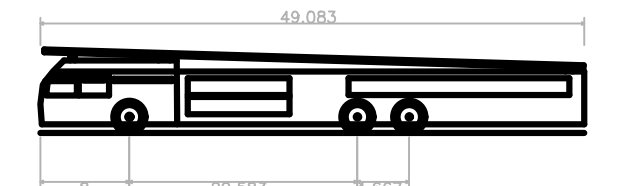
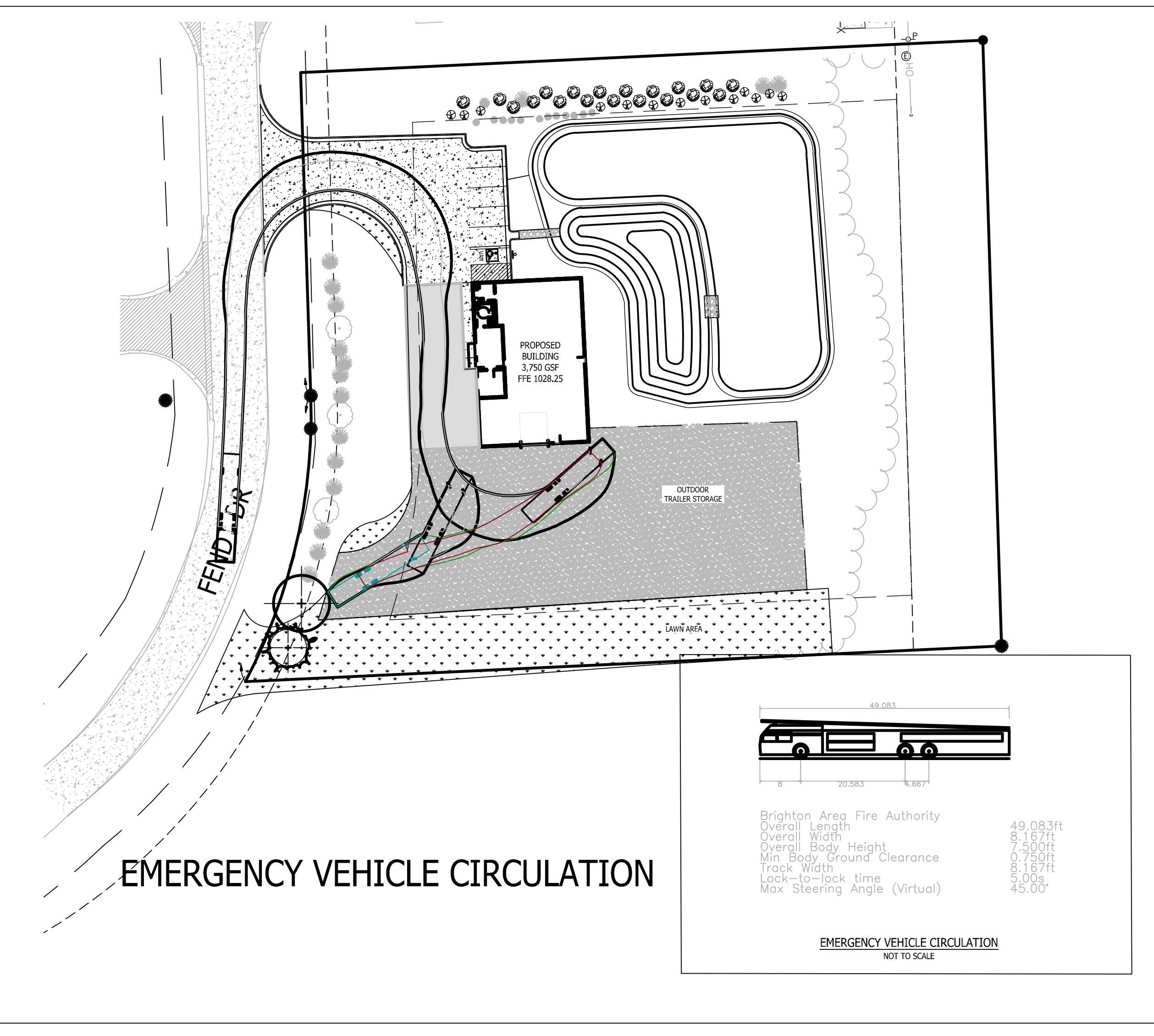
PROPOSED (PR)	EXISTING (EX)	LEGEND
000	+922.08	CONTOUR
T/C		SPOT ELEVATION
XXX.XX		FINISHED FLOOR ELEVATION
FF		FINISHED GRADE ELEVATION
T/A		TOP OF ASPHALT
T/C		TOP OF CURB / CONCRETE
T/W		TOP OF WALK
F/L		FLOW LINE
T/P		TOP OF PIPE
B/P		BOTTOM OF PIPE
RM		RIM ELEVATION
INV		INVERT ELEVATION
MH		MANHOLE STRUCTURE
IN		INLET STRUCTURE
CB		CATCHBASIN STRUCTURE
RY		REARWARD STRUCTURE
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HY		HYDRANT
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WL		WATER LEAD
FO		FIBER OPTIC
OH		OVERHEAD WIRE
C		CABLE
E		ELECTRIC
G		GAS
T		TELEPHONE
X		FENCE
□		SILT FENCE
---		WETLAND BOUNDARY
---		LIMITS OF GRADING/CLEARING
○		MANHOLE
○		INLET / CATCHBASIN
○		FLARED END-SECTION
○		GATE VALVE
○		HYDRANT
○		UTILITY POLE
○		SN
○		NOT FIELD VERIFIED
○		TO BE REMOVED
○		SANITARY SEWER LABEL
○		STORM SEWER LABEL
○		WATER MAIN LABEL
○		SOIL EROSION CONTROL MEASURE (P=PERMANENT, T=TEMPORARY)
○		CONCRETE
○		ASPHALT
○		MODIFIED CURB

THE LOCATION AND ELEVATION OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THESE DRAWINGS ARE ONLY APPROXIMATE. NO GUARANTEE IS MADE FOR THE ACCURACY OF THESE UTILITIES. THE CONTRACTOR SHALL BE EXCLUSIVELY RESPONSIBLE FOR DETERMINING THE EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IN ANY CONFLICTS ARE FOUND. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IN ANY CONFLICTS ARE FOUND. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IN ANY CONFLICTS ARE FOUND.

BEBOSS Engineering
 Engineers Surveyors Planners Landscape Architects
 3121 E. GRAND RIVER AVE.
 HOWELL, MI. 48843
 517.546.4836 FAX 517.548.1670

PROJECT	A & J CARTAGE PROPOSED BUILDING		
PREPARED FOR	A & J CARTAGE 1247 FENDT DRIVE HOWELL, MI. 48843 517-981-0515		
TITLE	LARGE VEHICLE CIRCULATION PLAN & LIGHTING PLAN		
DESIGNED BY:	JA	DATE:	
DRAWN BY:	JA	REVISION PER	DATE
CHECKED BY:	BL/ST	1	10/12/2022
SCALE:	SEE SHEET	2	2/23/2022
JOB NO:	21-581	1	
DATE:	01/06/2022	NO	
SHEET NO.	8		

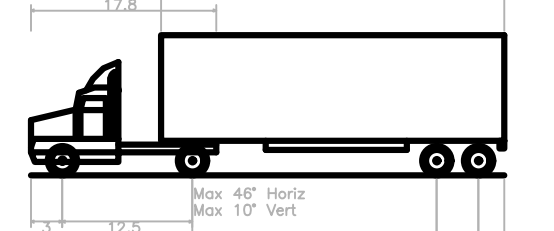
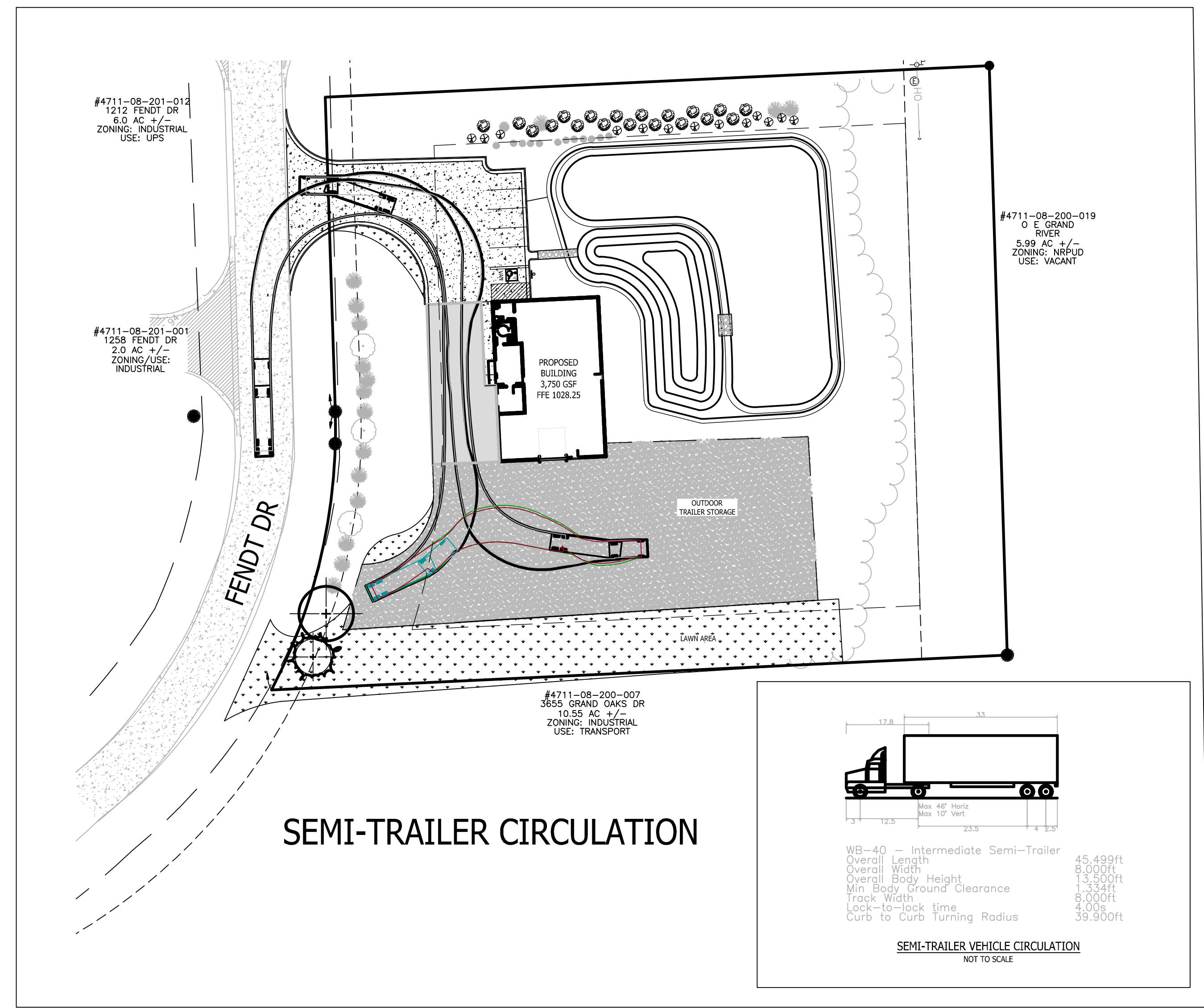
EMERGENCY VEHICLE CIRCULATION



Brighton Area Fire Authority
 Overall Length 49.08ft
 Overall Width 8.16ft
 Overall Body Height 7.50ft
 Min. Body Ground Clearance 0.75ft
 Track Width 8.16ft
 Lock-to-lock time 5.00s
 Max. Steering Angle (Virtual) 45.00°

EMERGENCY VEHICLE CIRCULATION
 NOT TO SCALE

SEMI-TRAILER CIRCULATION



WB-40 - Intermediate Semi-Trailer
 Overall Length 45.49ft
 Overall Width 8.00ft
 Overall Body Height 13.50ft
 Min. Body Ground Clearance 8.00ft
 Track Width 8.00ft
 Lock-to-lock time 4.00s
 Curb to Curb Turning Radius 39.90ft

SEMI-TRAILER CIRCULATION
 NOT TO SCALE

**LIVINGSTON COUNTY SOIL EROSION PERMIT TEMPLATE
TEMPORARY CONTROLS AND SEQUENCE**

- NOTIFY LIVINGSTON COUNTY DRAIN COMMISSIONER'S OFFICE 24 HOURS PRIOR TO START OF GRADE WORK.
- IN ACCORDANCE WITH PUBLIC ACT NO. 53, OF 1974 THE PERMIT HOLDER SHALL CALL MISS DIG FOR STAKING AND LOCATING OF UTILITIES, AT LEAST 72 HOURS IN ADVANCE OF THE START OF ANY WORK.

- PERMITTING STANDARDS
- (IMPORTANT NOTICE) RETENTION/DETENTION PONDS SHALL BE EXCAVATED, TOPSOILED, SEEDED, MULCHED AND TACKED PRIOR TO THE START OF MASSIVE EARTH DISRUPTION. INGRESS/EGRESS MUST HAVE LARGE CRUSHED ROCK TO REDUCE THE TRACKING OF SOIL ONTO THE PUBLIC TRAFFIC AREAS. SEE DETAIL ITEMS BELOW.
 - 36" M.D.O.T SPECIFICATION TYPE SILT FABRIC FENCE AS SHOWN ON PLANS SHALL BE PLACED AND MAINTAINED ALONG PERIMETER ON ALL LOW LYING AREAS OF THE CONSTRUCTION SITE TO FILTER RUNOFF BEFORE LEAVING PROJECT SITE.

- RETENTION PONDS
- RETENTION/DETENTION/SEDIMENTATION PONDS SHALL BE EXCAVATED, TOPSOILED, SEEDED, MULCHED AND TACKED PRIOR TO THE START OF MASSIVE EARTH DISRUPTION.
 - DETENTION POND OUTLETS SHALL BE OF THE STANDPIPE AND STONE FILTER SYSTEM, WITH TRASH SCREEN. OUTLET FLOW SHALL NOT EXCEED 0.20 CUBIC FEET OF WATER PER SECOND/PER ACRE. POND DIKES SHALL HAVE A MINIMUM OF ONE (1) FOOT OF FREEBOARD. AN EMERGENCY SPILLWAY SHALL BE CONSTRUCTED WITHIN THE FREEBOARD LEVEL.
 - THE EMERGENCY SPILLWAY FROM THE DETENTION POND SHALL BE SODDED AND PEGGED, OR RIP RAPPED, 15 FEET PAST THE TOE OF THE SLOPE OF THE BERM.
 - DIKES AND BERMS SHALL BE FREE OF ALL ORGANIC MATTER.
 - RETENTION/DETENTION PONDS SHALL BE FENCED WITH A 4' CHAIN LINK FENCE, INCLUDING A 12' ACCESS GATE FOR MAINTENANCE UNLESS MINIMUM 5 FT. HORIZONTAL TO 1 FT. VERTICAL SIDE SLOPES ARE PROVIDED. THE FENCE SHALL BE INSTALLED AT THE OUTER PORTION OF THE BERM, TO ALLOW FOR MAINTENANCE WORK TO BE DONE INSIDE THE FENCE.
 - ALL UNIMPROVED DISTURBED AREAS SHALL BE STRIPPED OF TOPSOIL WHICH WILL BE STORED ONSITE DURING THE EXCAVATING STAGE. TOPSOIL PILES SHALL BE SEEDED AND MULCHED, OR MATTED WITH STRAW IN THE NON-GROWING SEASON, IMMEDIATELY AFTER THE STRIPPING PROCESS IS COMPLETED, TO PREVENT WIND AND WATER EROSION.
 - SOIL EROSION CONTROLS SHALL BE MONITORED DAILY BY THE ON-SITE ENGINEER, OR CONTRACTOR, WHICHEVER CASE APPLIES.

- SLOPES AND DITCHES
- ON SITE DITCHES SHALL BE OF THE FLAT BOTTOM TYPE MINIMUM WIDTH OF 2' WITH A MINIMUM OF 3 HORIZONTAL TO 1 VERTICAL SIDE SLOPES, 3:1.
 - DITCHES WITH STEEP SLOPES WILL NEED FLOW CHECKS TO PREVENT SCOURING OF THE DITCH BOTTOM. THESE SHALL BE INSTALLED AS DIRECTED BY THE ENGINEER OR INSPECTOR.
 - SLOPES IN EXCESS OF 3 HORIZONTAL TO 1 VERTICAL SHALL NOT BE USED EXCEPT WITH A MECHANICAL DEVICE SUCH AS A RETAINING WALL, TERRACING, OR OTHER PRIOR APPROVED DEVICE.
 - STORM DRAINS
 - ALL STORM WATER STRUCTURES, CATCH BASINS AND/OR MANHOLES, IF BLOCK, SHALL BE PLASTERED ON BOTH THE INSIDE AND OUTSIDE OF THE STRUCTURES. GROUTING AND POINTING WILL BE NECESSARY AT THE CASTING AND STRUCTURE JOINT TO PREVENT LEAKAGE AND THE RESULTING SOIL MOVEMENT, AROUND THE STRUCTURE.

- STORM WATER INLETS SHALL HAVE AS A TEMPORARY CONTROL A STRAW BALE BARRIER AND STONE FILTER INSTALLED AROUND THE INLET DURING CONSTRUCTION. AS AN ALTERNATIVE TO THE STRAW BALE BARRIER, A BURLAP AND PEA STONE FILTER MAY BE USED. THREE LAYERS OF BURLAP FIBER AND A FILTER OF PEA STONE MINIMUM 1 FT. IN DEPTH CAN BE USED. DUE TO THE POROSITY OF THE BURLAP FILTER THE MINIMUM OF 1 FT. OF STONE IS VERY IMPORTANT. THE CONTROL SHALL BE INSTALLED AS SOON AS THE STRUCTURE IS BUILT AND INSPECTED DAILY.
- BURLAP AND PEA STONE FILTERS WILL NEED TO BE CHANGED AFTER EACH RAINFALL.
- COUNTY CODE REQUIRES A MINIMUM PIPE SIZE OF 12" IN DIAMETER. IF SMALLER PIPE IS NEEDED FOR OUTLET PURPOSES THE 12" CAN BE BAFFLED TO THE CORRECT SIZE. ALL PIPE SHALL MEET THE 12" DIAMETER CODE SIZE.
- ALL STORM DRAIN OUTLETS 15" IN DIAMETER OR LARGER SHALL HAVE ANIMAL GUARDS INSTALLED TO PREVENT ENTRANCE TO THE SYSTEM.

- ALL STORM DRAINAGE PIPE 30" IN DIAMETER OR LARGER SHALL BE POINTED, AT THE JOINTS ON THE INSIDE WITH MORTAR, AFTER BACKFILLING.
- ALL STORM DRAIN OUTLETS THAT DO NOT EMPTY INTO THE RETENTION/DETENTION POND SHALL HAVE A TEMPORARY 5'X10'X3' SUMP INSTALLED AT THE TERMINATION OF THE STORM SEWER. UPON COMPLETION OF THE STABILIZATION WORK THE SUMP AREA SHALL BE FILLED AND RIP RAPPED WITH COBBLE STONE. SILT TRAPS SHALL BE INSPECTED AFTER EACH STORM.
- STORM WATER OUTLETS DO DENOTE RIP RAP. ALL OUTLETS SHALL BE RIP RAPPED OVER KEVED FILTER FABRIC WITH A MINIMUM OF 15 SQ. YARDS OF 6" OR LARGER COBBLE STONE.
- RIP RAP AS NOTED ON THE PLAN SHALL BE OF A FUNNEL SHAPE CONSTRUCTION, WIDTH SHALL INCREASE AS DISTANCE FROM THE OUTLET POINT INCREASES AT A 3:1 RATIO.
- RIP RAP SHALL BE OF COBBLE STONE, 6" IN DIAMETER OR LARGER. GROUTING MAY BE NECESSARY, AND SHALL BE A MINIMUM OF 6" IN DEPTH WITH THE COBBLE SET IN THE CEMENT SLURRY.
- STORM WATER OUTLET IS IN NEED OF A SPLASH BLOCK WHICH IS NOT NOTED ON THE PLAN. INSTALL SPLASH BLOCK IF SLOPE OF THE PIPE IS 4% OR GREATER.
- IT WILL BE NECESSARY FOR THE DEVELOPER TO HAVE THE STORM DRAINAGE LINES CLEANED PRIOR TO FINAL INSPECTION BY THE LIVINGSTON COUNTY DRAIN COMMISSIONER'S OFFICE. IF REQUIRED, THIS WORK SHALL BE DONE BY A PROFESSIONAL SEWER CLEANING FIRM AND CERTIFIED IN WRITING BY THE PROJECT ENGINEER. ALL SUMPS AND TEMPORARY SILT TRAPS SHALL ALSO BE CLEANED AT THIS TIME.

- STABILIZATION
- ALL UNIMPROVED DISTURBED AREAS SHALL BE RE-TOP SOILED, WITH A MINIMUM OF 3" OF MATERIAL, SEEDED, MULCHED AND TACKED WITHIN 15 DAYS OF THE COMPLETION OF THE MASSIVE EARTH DISRUPTION. IN THE NON-GROWING SEASON STRAW MATTING WILL SUFFICE. HYDROSEEDING WILL BE AN ACCEPTABLE ALTERNATE FOR MULCHING. EXTREME CARE SHOULD BE EXERCISED IN SPRING AND FALL PERIODS AS A FROST WILL BREAK THE BIND OF THE HYDROSEEDING, WHICH WILL AFFECT THE EFFECTIVENESS OF THIS PROCEDURE.
 - IN THE NON-GROWING SEASON, TEMPORARY STABILIZATION OF MASSIVELY EXPOSED AREAS FOR WINTER STABILIZATION SHALL BE DONE WITH STRAW MATTING.
 - PERMIT FEES DURING THE WINTER PERIOD OF NON-CONSTRUCTION, (DECEMBER 1 THROUGH MARCH 31), SHALL NOT BE IMPOSED IF THE PERMIT HOLDER TEMPORARILY STABILIZES THE EXPOSED AREAS WITH STRAW MATTING, AND OTHER APPROVED CONTROLS, AND OBTAINS A WINTER STABILIZATION CERTIFICATE FROM THIS OFFICE IN ACCORDANCE WITH GOOD HORTICULTURAL PRACTICE. STOCK SHALL EXHIBIT NORMAL GROWTH HABIT AND BE FREE OF DISEASE, INSECTS, EGGS, LARVAE, AND DEFECTS SUCH AS KNOTS, SUN-SCALD, INJURIES, ABRASIONS, OR DISFIGUREMENT. ALL PLANT MATERIAL SHALL BE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT.
 - ALL PLANT MATERIALS SHALL BE BALLED AND BURLAPPED OR CONTAINER STOCK. NO BARE ROOT STOCK IS PERMITTED. ALL PLANT BALLS SHALL BE FIRM, INTACT, AND SECURELY WRAPPED AND BOUND.
 - ALL PLANT BED MATERIALS SHALL BE EXCAVATED OF ALL BUILDING MATERIALS, OTHER EXTRANEUS OBJECTS, AND POOR SOILS TO A MINIMUM DEPTH OF 12-INCHES AND BACKFILLED TO GRADE WITH SPECIFIED PLANTING MIX (SEE BELOW).
 - PLANTING MIXTURE SHALL CONSIST OF 5 PARTS TOPSOIL FROM ON-SITE (AS APPROVED), 4 PARTS COARSE SAND, 1 PART SPHAGNUM PEAT MOSS (OR APPROVED COMPOST), AND 5 LBS OF SUPERPHOSPHATE FERTILIZER PER CU. YD. OF MIX. INGREDIENTS SHALL BE THOROUGHLY BLENDED FOR UNIFORM CONSISTENCY.
 - ALL PLANT BEDS AND INDIVIDUAL PLANTS, NOT OTHERWISE NOTED SHALL BE MULCHED WITH A 4-INCH LAYER OF SHREDDED BARK MULCH. EDGE OF MULCH BEDS AS SHOWN. DECIDUOUS TREES IN LAWN AREAS SHALL RECEIVE A 5-FT DIAMETER CIRCLE OF MULCH AND CONIFER TREES 8-FT (PLANTED CROWN OF TREE) UNLESS OTHERWISE NOTED.
 - LANDSCAPE STONE SHALL BE INSTALLED WHERE NOTED OR INDICATED (HATCHED). STONE SHALL BE 3/4"-1-1/4" WASHED RIVER GRAVEL OR AS SELECTED AND SHALL BE INSTALLED TO A MINIMUM DEPTH OF 3-INCHES.
 - ALL LANDSCAPE BEDS, UNLESS OTHERWISE NOTED SHALL BE INSTALLED OVER WEED BARRIER FABRIC WITH PERMEABLE FILTER FABRIC OF NON-WOVEN POLYPROPYLENE OR POLYESTER FABRIC. FABRIC SHALL BE OF SUITABLE THICKNESS FOR APPLICATION.
 - ALL PLANTS AND PLANT BEDS SHALL BE THOROUGHLY WATERED UPON COMPLETION OF PLANTING AND STAKING OPERATIONS.
 - THE CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF 1 YEAR FROM THE DATE THE WORK IS ACCEPTED, IN WRITING, BY THE LANDSCAPE ARCHITECT. THE CONTRACTOR SHALL REPLACE, WITHOUT COST TO THE OWNER, WITHIN A SPECIFIED PERIOD OF TIME, ALL DEAD PLANTS, AND ALL PLANTS NOT IN A VIGOROUS, THRIVING CONDITION, AS DETERMINED BY THE LANDSCAPE ARCHITECT, DURING AND AT THE END OF THE GUARANTEE PERIOD. REPLACEMENT STOCK SHALL CONFORM TO THE ORIGINAL SPECIFICATIONS.
 - EDGING SHALL BE PROVIDED FOR ALL LANDSCAPE BEDS NOT ADJACENT TO CONCRETE PAVEMENT. EDGING SHALL BE BLACK ALUMINUM EDGING, 3/16"-INCH X 4"-INCH INSTALLED PER MANUFACTURER'S INSTRUCTIONS, ALL EDGING SHALL BE INSTALLED IN STRAIGHT LINES OR SMOOTH CURVES WITHOUT IRREGULARITIES.
 - SOD SHALL BE DENSE, WELL ROOTED TURF, FREE OF WEEDS. IT SHALL BE COMPRISED OF A BLEND OF AT LEAST TWO KENTUCKY BLUE GRASSES AND ONE FESCUE. IT SHALL HAVE A UNIFORM THICKNESS OF 3/4"-INCH AT TIME OF PLANTING, AND CUT IN UNIFORM STRIPS NOT LESS THAN 10-INCHES BY 18-INCHES. SOD SHALL BE KEPT MOIST AND LAID WITHIN 36-HOURS AFTER CUTTING.

- SANITARY SEWERS
- SANITARY SEWER TAP TO THE MHOG SANITARY SEWER SYSTEM, SHALL ONLY BE MADE AFTER SECURING IN WRITING CLEARANCE FROM GENOA TOWNSHIP AND A SEWER TAP PERMIT FROM THE LIVINGSTON COUNTY DEPARTMENT OF BUILDING & SAFETY.
 - A TAP PERMIT WILL BE NEEDED BY THE OWNER/DEVELOPER OF THIS PROJECT TO TAP TO THE LEGALLY ESTABLISHED COUNTY STORM DRAIN. THE OWNER/DEVELOPER SHALL MAKE A WRITTEN REQUEST TO THE DRAIN COMMISSIONER TO REQUEST THE TAP TO THE STORM SEWER. THE FEES FOR SUCH TAP ARE AS FOLLOWS:
 - NON REFUNDABLE ADMINISTRATIVE FEE OF \$50.00, TO BE PAID AT THE TIME OF APPLICATION.
 - INSPECTION FEES ARE BASED ON TIME AND MATERIAL BASIS FROM PORT TO PORT FOR THE ON-SITE INSPECTOR. INSPECTORS RATE, VEHICLE MILEAGE, AND 0.5 HOURS OF REPORT PREPARATION TIME WILL BE CHARGED, AS WELL AS ANY NECESSARY MATERIALS. TIME AND MATERIAL FEES ARE PAID AT THE COMPLETION OF THE TAP INSTALLATION.

- SINGLE FAMILY RESIDENCE CONSTRUCTION
- PRIOR TO THE START OF SINGLE FAMILY RESIDENCES, THE BUILDER OR HOMEOWNER SHALL INSTALL A STRAW BALE BARRIER AND/OR SILT FENCE BEHIND THE CURB, OR BEHIND THE CROWN OF THE ROAD DITCH BACK SLOPE. PRIOR TO THE START OF THE DWELLING, THE HOMEOWNER OR BUILDER SHALL INSTALL THE DRIVEWAY CULVERT AND AGGREGATE MATERIAL TO ALLOW FOR ENTRANCE TO THE LOT.
 - IF THE LIVINGSTON COUNTY HEALTH DEPARTMENT REQUIRES A MOUNDED SEPTIC TANK, THE HOMEOWNER/BUILDER SHALL INSTALL POSITIVE DRAINAGE FROM THE MOUNDED AREA SO AS NOT TO ALLOW EXCESSIVE FLOW ONTO ADJACENT LOTS.
 - DRAINAGE EASEMENTS WITHIN THE SUBDIVISION SHALL NOT BE ENCROACHED UPON. OPEN SWALES SHALL NOT BE FILLED OR ENCROACHED UPON. STRAW BALE BARRIERS OR SILT FENCES SHALL BE INSTALLED BETWEEN THE CONSTRUCTION AND THE OPEN DRAIN TO PREVENT SILTATION OF THE SYSTEM. ENCLOSED DRAINS WILL HAVE PERIODIC CATCH BASINS OR MANHOLES, LOT GRADES SHALL NOT BE RAISED OVER THE ESTABLISHED STRUCTURE TOPS.

- MAINTENANCE SCHEDULE FOR SOIL EROSION CONTROLS
- SILT FENCE SHALL BE INSPECTED WEEKLY AND AFTER EACH MAJOR STORM EVENT. MAINTENANCE SHALL INCLUDE REMOVAL OF ACCUMULATED SILT AND REPLACEMENT OF TORN SECTIONS. SILT FENCE SHALL BE REMOVED WHEN ALL CONTRIBUTING AREAS HAVE BEEN STABILIZED.
 - TRACKING PAD SHALL BE INSPECTED MONTHLY FOR ACCUMULATED DIRT. TRACKING PAD SHALL BE REPLACED WHEN THE STONES ARE CHOKED WITH DIRT. TRACKING PAD SHALL BE REMOVED IMMEDIATELY PRIOR TO THE FIRST COURSE OF ASPHALT BEING LAID.
 - DETENTION/RETENTION POND SHALL BE INSPECTED QUARTERLY ON A PERMANENT BASIS. MAINTENANCE SHALL INCLUDE SEDIMENT REMOVAL, EMBANKMENT STABILIZATION AND MAINTAINING THE OUTLET STRUCTURE IN GOOD CONDITION. NO TREES SHALL BE ALLOWED TO GROW ON THE EMBANKMENT.
 - CATCH BASINS SHALL BE INSPECTED ANNUALLY FOR ACCUMULATION OF SEDIMENT. ALL SEDIMENT MUST BE REMOVED AND DISPOSED OF PROPERLY WHEN THE SUMP IS FULL.
 - COMMON AREAS SHALL BE STABILIZED NO LATER THAN 15 DAYS AFTER GRADE WORK, PURSUANT TO RULE 1709 (5).

GENERAL LANDSCAPE SPECIFICATIONS:

- ALL PLANT MATERIAL SHALL CONFORM TO THE REQUIREMENTS AND SPECIFICATIONS OF THE GOVERNING MUNICIPALITY. ALL STOCK SHALL BE NURSERY GROWN, CONFORMING TO ANSI Z60.1 "AMERICAN STANDARD FOR NURSERY STOCK", AND IN ACCORDANCE WITH GOOD HORTICULTURAL PRACTICE. STOCK SHALL EXHIBIT NORMAL GROWTH HABIT AND BE FREE OF DISEASE, INSECTS, EGGS, LARVAE, AND DEFECTS SUCH AS KNOTS, SUN-SCALD, INJURIES, ABRASIONS, OR DISFIGUREMENT. ALL PLANT MATERIAL SHALL BE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT.
- ALL PLANT MATERIALS SHALL BE BALLED AND BURLAPPED OR CONTAINER STOCK. NO BARE ROOT STOCK IS PERMITTED. ALL PLANT BALLS SHALL BE FIRM, INTACT, AND SECURELY WRAPPED AND BOUND.
- ALL PLANT BED MATERIALS SHALL BE EXCAVATED OF ALL BUILDING MATERIALS, OTHER EXTRANEUS OBJECTS, AND POOR SOILS TO A MINIMUM DEPTH OF 12-INCHES AND BACKFILLED TO GRADE WITH SPECIFIED PLANTING MIX (SEE BELOW).
- PLANTING MIXTURE SHALL CONSIST OF 5 PARTS TOPSOIL FROM ON-SITE (AS APPROVED), 4 PARTS COARSE SAND, 1 PART SPHAGNUM PEAT MOSS (OR APPROVED COMPOST), AND 5 LBS OF SUPERPHOSPHATE FERTILIZER PER CU. YD. OF MIX. INGREDIENTS SHALL BE THOROUGHLY BLENDED FOR UNIFORM CONSISTENCY.
- ALL PLANT BEDS AND INDIVIDUAL PLANTS, NOT OTHERWISE NOTED SHALL BE MULCHED WITH A 4-INCH LAYER OF SHREDDED BARK MULCH. EDGE OF MULCH BEDS AS SHOWN. DECIDUOUS TREES IN LAWN AREAS SHALL RECEIVE A 5-FT DIAMETER CIRCLE OF MULCH AND CONIFER TREES 8-FT (PLANTED CROWN OF TREE) UNLESS OTHERWISE NOTED.
- LANDSCAPE STONE SHALL BE INSTALLED WHERE NOTED OR INDICATED (HATCHED). STONE SHALL BE 3/4"-1-1/4" WASHED RIVER GRAVEL OR AS SELECTED AND SHALL BE INSTALLED TO A MINIMUM DEPTH OF 3-INCHES.
- ALL LANDSCAPE BEDS, UNLESS OTHERWISE NOTED SHALL BE INSTALLED OVER WEED BARRIER FABRIC WITH PERMEABLE FILTER FABRIC OF NON-WOVEN POLYPROPYLENE OR POLYESTER FABRIC. FABRIC SHALL BE OF SUITABLE THICKNESS FOR APPLICATION.
- ALL PLANTS AND PLANT BEDS SHALL BE THOROUGHLY WATERED UPON COMPLETION OF PLANTING AND STAKING OPERATIONS.
- THE CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIALS FOR A PERIOD OF 1 YEAR FROM THE DATE THE WORK IS ACCEPTED, IN WRITING, BY THE LANDSCAPE ARCHITECT. THE CONTRACTOR SHALL REPLACE, WITHOUT COST TO THE OWNER, WITHIN A SPECIFIED PERIOD OF TIME, ALL DEAD PLANTS, AND ALL PLANTS NOT IN A VIGOROUS, THRIVING CONDITION, AS DETERMINED BY THE LANDSCAPE ARCHITECT, DURING AND AT THE END OF THE GUARANTEE PERIOD. REPLACEMENT STOCK SHALL CONFORM TO THE ORIGINAL SPECIFICATIONS.
- EDGING SHALL BE PROVIDED FOR ALL LANDSCAPE BEDS NOT ADJACENT TO CONCRETE PAVEMENT. EDGING SHALL BE BLACK ALUMINUM EDGING, 3/16"-INCH X 4"-INCH INSTALLED PER MANUFACTURER'S INSTRUCTIONS, ALL EDGING SHALL BE INSTALLED IN STRAIGHT LINES OR SMOOTH CURVES WITHOUT IRREGULARITIES.
- SOD SHALL BE DENSE, WELL ROOTED TURF, FREE OF WEEDS. IT SHALL BE COMPRISED OF A BLEND OF AT LEAST TWO KENTUCKY BLUE GRASSES AND ONE FESCUE. IT SHALL HAVE A UNIFORM THICKNESS OF 3/4"-INCH AT TIME OF PLANTING, AND CUT IN UNIFORM STRIPS NOT LESS THAN 10-INCHES BY 18-INCHES. SOD SHALL BE KEPT MOIST AND LAID WITHIN 36-HOURS AFTER CUTTING.

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ESTABLISH A DENSE LAWN OF PERMANENT GRASSES, FREE OF LUMPS AND DEPRESSIONS. ALL SODDED AREAS THAT BROWN-OUT OR HAVE NOT FIRMLY KNITTED TO THE SOIL BASE WITHIN A PERIOD OF 1 MONTH SHALL BE REPLACED BY THE CONTRACTOR, AT NO COST TO THE OWNER.

ALL AREAS OF THE SITE THAT BECOME DISTURBED DURING CONSTRUCTION AND ARE NOT TO BE PAVED, STONED, LANDSCAPED, OR SODDED SHALL BE SEEDED AND MULCHED.

SEE MIXTURE SHALL BE AS FOLLOWS:
 KENTUCKY BLUEGRASS (CHOOSE 3 VARIETIES - ADELPHI, RUGBY, GLADE, OR PARADE) 30%
 RUBY RED OR DAWSON RED FINE FESCUE 30%
 ATLANTA RED FESCUE 20%
 PENNFINE PERENNIAL RYE 20%

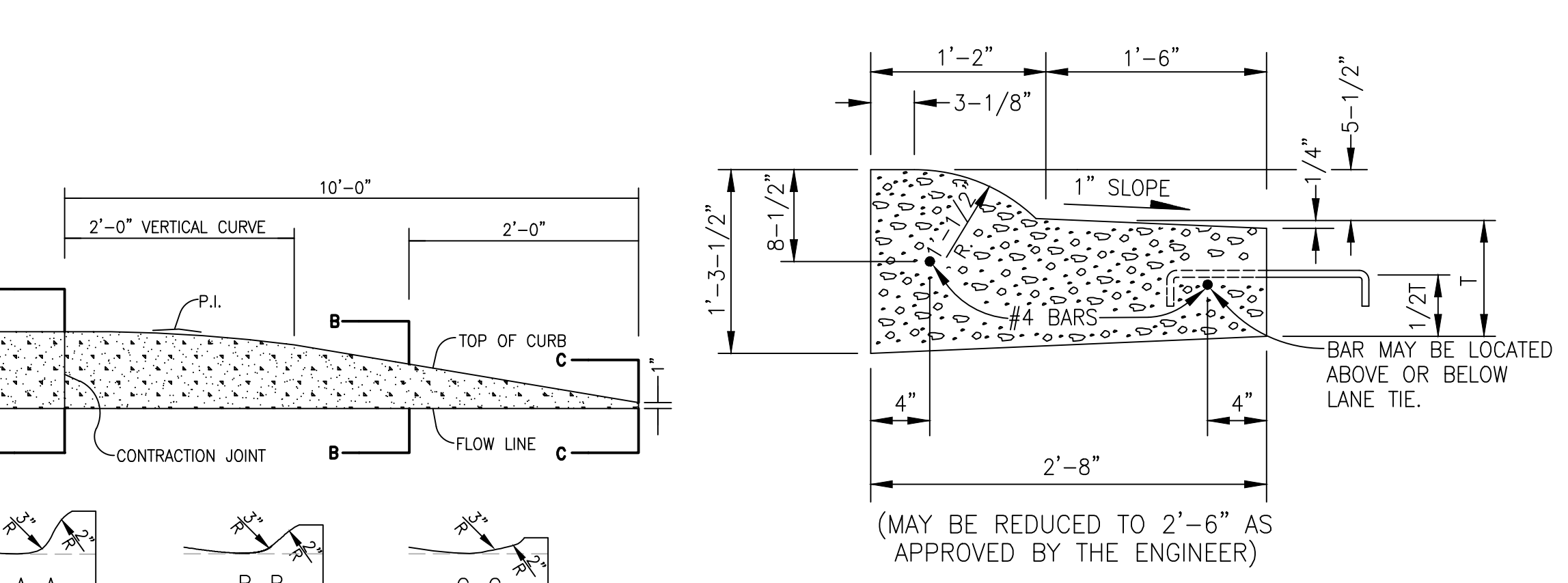
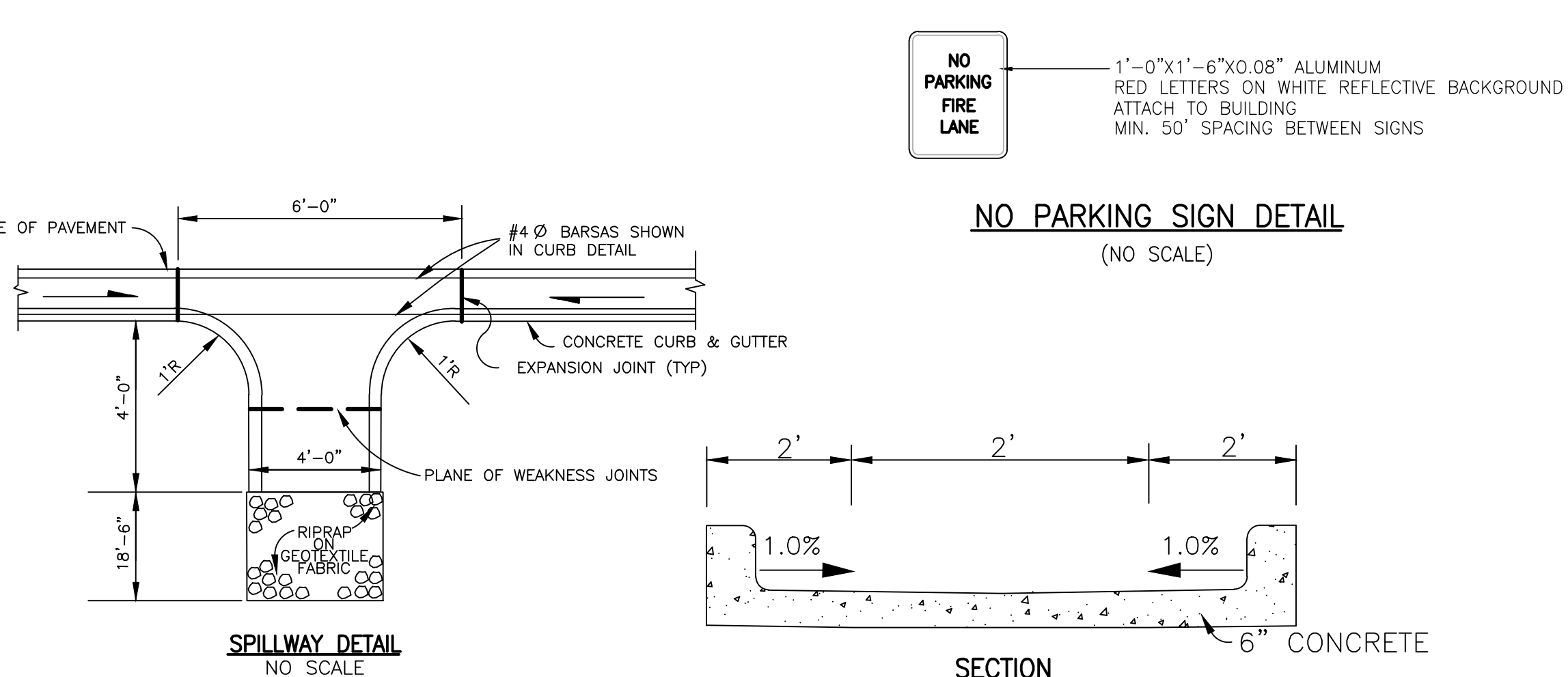
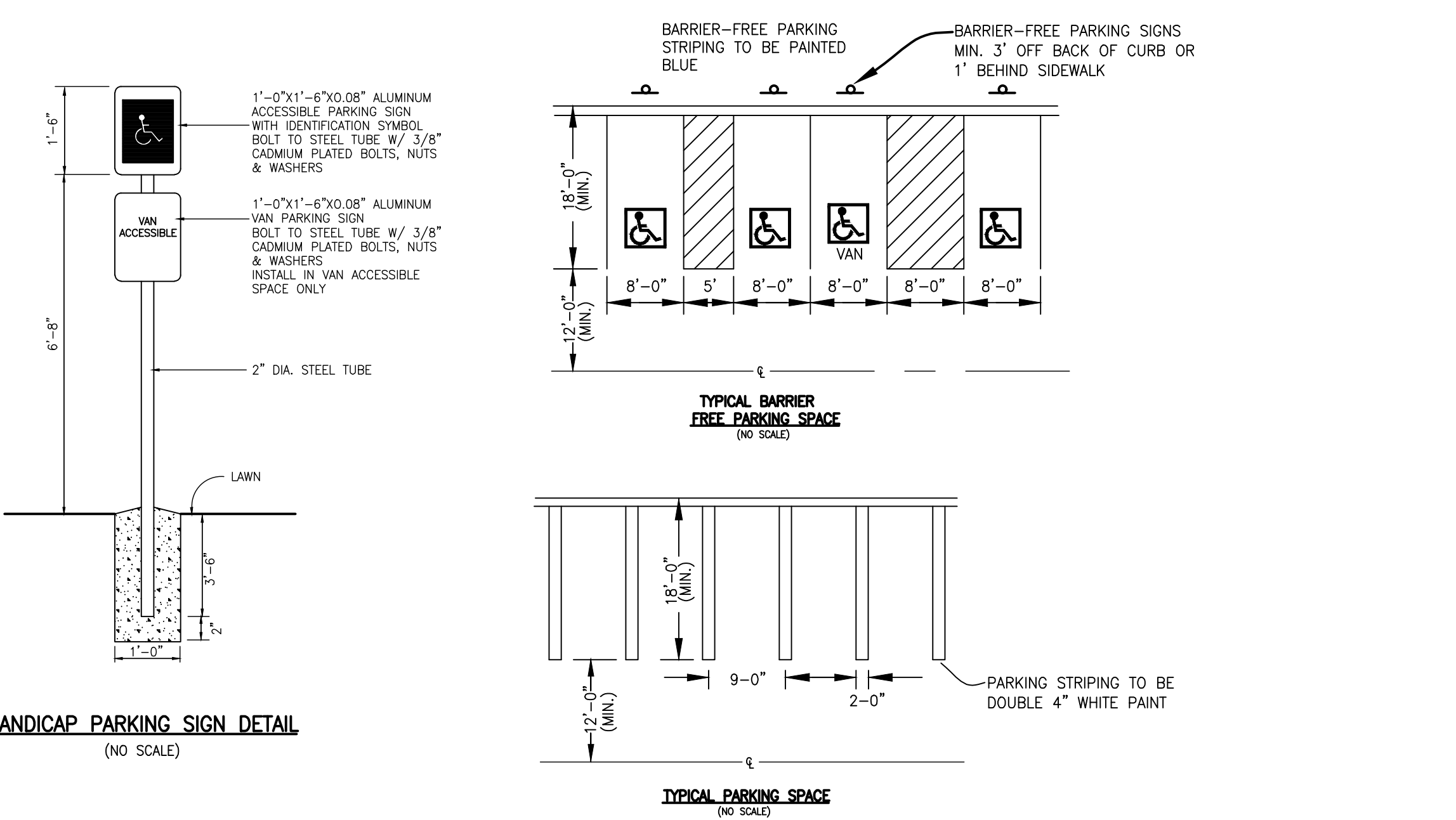
THE ABOVE SEED MIXTURE SHALL BE SOWN AT A RATE OF 250 LBS PER ACRE. PRIOR TO SEEDING, THE TOPSOIL SHALL BE FERTILIZED WITH A COMMERCIAL FERTILIZER WITH A 10-0-10 ANALYSIS:

10% NITROGEN - MIN 25% FROM A UREA FORMALDEHYDE SOURCE
 0 % PHOSPHATE
 10% POTASH - SOURCE POTASSIUM SULFATE OR POTASSIUM NITRATE

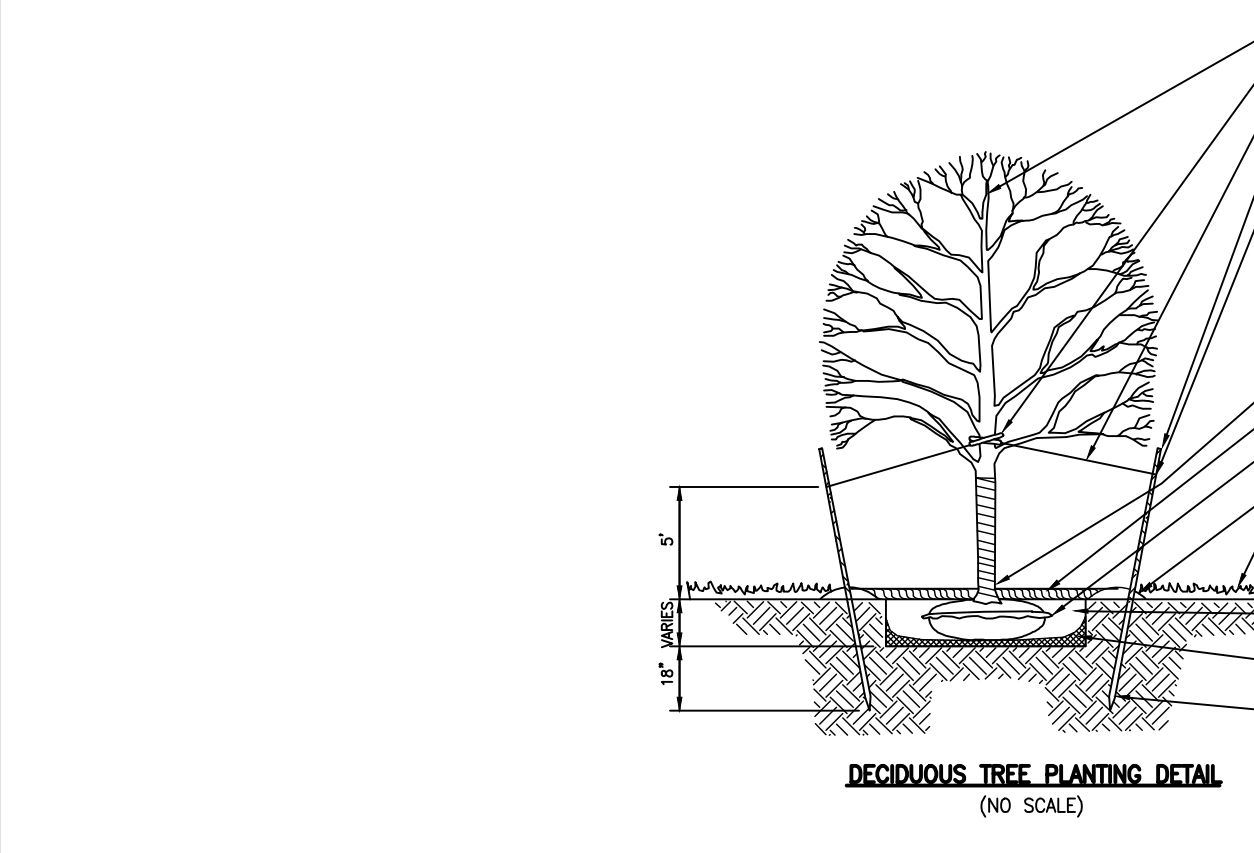
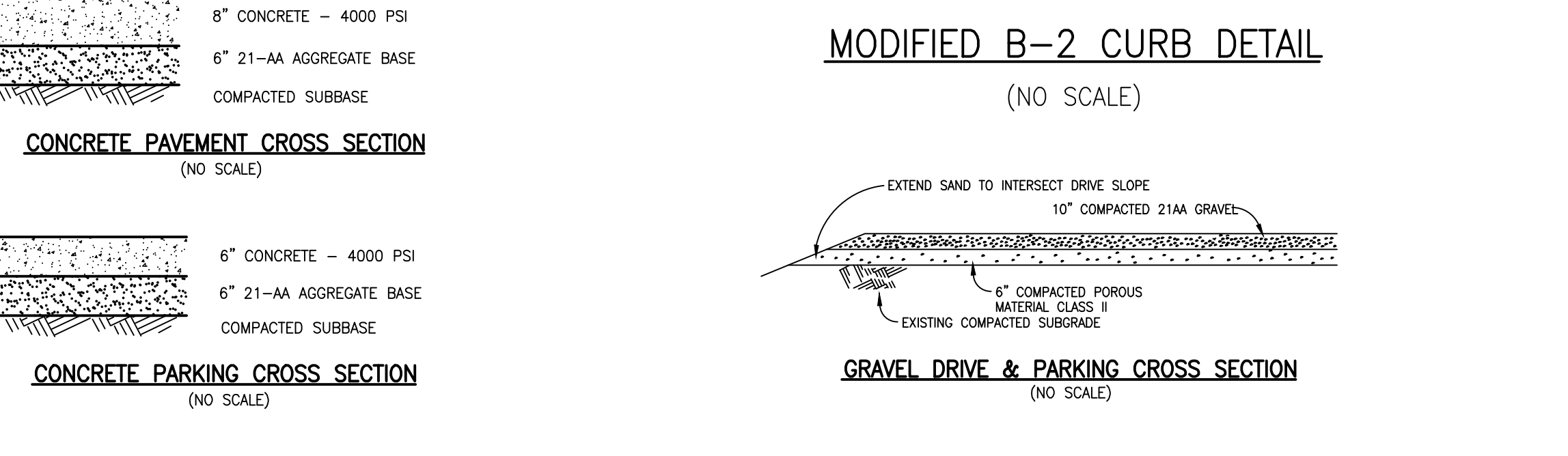
THE FIRST FERTILIZER APPLICATION SHALL BE AT A RATE OF 10 LBS PER 1000 SQ FT OF BULK FERTILIZER.

IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO ESTABLISH A DENSE LAWN OF PERMANENT GRASSES, FREE OF LUMPS AND DEPRESSIONS. ANY PART OF THE AREA THAT FAILS TO SHOW A UNIFORM GERMINATION SHALL BE RE-SEEDED AND SUCH RE-SEEDED SHALL CONTINUE UNTIL A DENSE LAWN IS ESTABLISHED. DAMAGE TO SEEDED AREAS RESULTING FROM EROSION SHALL BE REPAIRED BY THE CONTRACTOR.

- ALL AREAS OF THE SITE SCHEDULED FOR SEEDING OR SODDING SHALL FIRST RECEIVE A 6-INCH LAYER OF CLEAN, FRAGILE TOPSOIL. THE SOIL SHALL BE DISCED AND SHALL BE GRADED IN CONFORMANCE WITH THE GRADING PLAN.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE LOCATION OF ALL UTILITIES AND TO INFORM THE LANDSCAPE ARCHITECT OF ANY CONFLICTS PRIOR TO COMMENCING LANDSCAPING.
- ALL PLANT MATERIAL SHALL BE WATERED BY AN AUTOMATIC UNDERGROUND-PIPED OVERHEAD FIXED-SPRAY-HEAD TYPE IRRIGATION SYSTEM



DETAIL	DIMEN. T	LANE TIES	CONCRETE CU.YD./LIN.FT.
B1	9"	AS SHOWN	0.0900
B2	9"	OMITTED	0.0900
B3	10"	AS SHOWN	0.0941



THE LOCATION AND ELEVATION OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THESE DRAWINGS ARE ONLY APPROXIMATE. NO GUARANTEE IS MADE FOR THE EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES. DETERMINING THE EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY CONFLICTS PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY CONFLICTS PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY CONFLICTS PRIOR TO THE START OF CONSTRUCTION.

BEFORE ANY WORK BEGINS, THE CONTRACTOR SHALL CALL MISS DIG TO LOCATE ALL UTILITIES. MISS DIG CALL: 1-800-482-7171

BEBOSS Engineering
 Engineers Surveyors Planners Landscape Architects
 3121 E. GRAND RIVER AVE.
 HOWELL, MI. 48843
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A & J CARTAGE PROPOSED BUILDING

PROJECT: A & J CARTAGE
 1247 FENOT DRIVE
 HOWELL, MI. 48843
 517-586-10515

PREPARED FOR: A & J CARTAGE

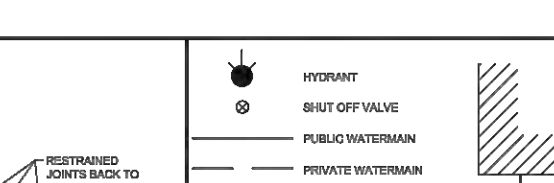
TITLE: CONSTRUCTION DETAIL

NO.	REVISION	DATE
1	DATE	
2	DATE	
3	DATE	
4	DATE	
5	DATE	
6	DATE	
7	DATE	
8	DATE	
9	DATE	
10	DATE	

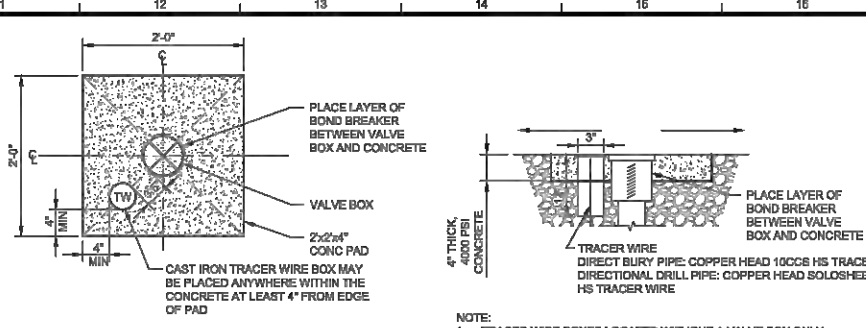
DESIGNED BY: JA
 DRAWN BY: JA
 CHECKED BY: BL/ST
 SCALE: NTS
 JOB NO: 21-581
 DATE: 01/06/2022
 SHEET NO. 9

PIPE RESTRAINT SCHEDULE					
PIPE DIAMETER	TEEL 90° BENDS	45° BENDS	25-10° BENDS	15-10° BENDS	REDUCERS (ONE SIZE REDUCTION)
4	13	4	3	1	40
6	19	6	4	2	50
8	24	8	5	2	70
10	31	11	7	3	100
12	42	15	9	4	130
14	51	19	12	5	160
16	61	23	15	6	200
18	72	28	19	7	240
20	84	33	23	8	280

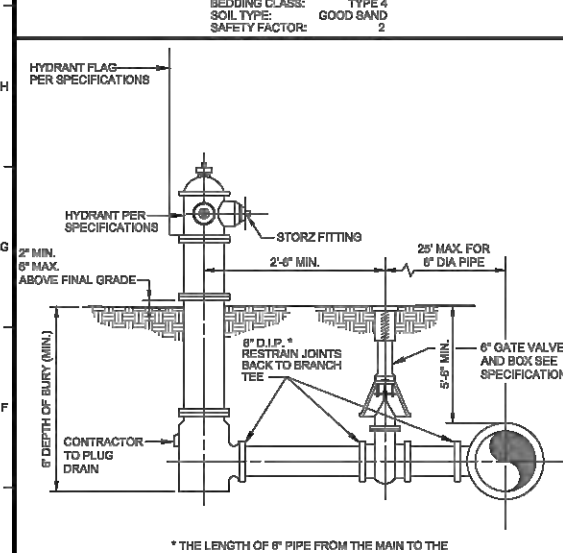
1. LENGTHS OF PIPE RESTRAINT ARE GIVEN IN FEET.
 2. REQUIRED PIPE RESTRAINT IS NOT LISTED IN THIS TABLE, THE NEXT LARGER PIPE DIAMETER SHALL BE USED.
 3. THIS TABLE IS BASED ON A 100' LENGTH OF PIPE. SHORTER LENGTHS OF PIPE SHALL BE PROPORTIONALLY ADJUSTED.
 4. FOR VALVE BOXES, RESTRAINT SHALL BE PROVIDED ON EACH SIDE OF THE VALVE BOX.
 5. RESTRAINT SHALL BE PROVIDED FOR THE ENTIRE LENGTH OF THE PIPE.
 6. RESTRAINT SHALL BE PROVIDED FOR THE ENTIRE LENGTH OF THE PIPE.
 7. RESTRAINT SHALL BE PROVIDED FOR THE ENTIRE LENGTH OF THE PIPE.
 8. RESTRAINT SHALL BE PROVIDED FOR THE ENTIRE LENGTH OF THE PIPE.
 9. RESTRAINT SHALL BE PROVIDED FOR THE ENTIRE LENGTH OF THE PIPE.
 10. RESTRAINT SHALL BE PROVIDED FOR THE ENTIRE LENGTH OF THE PIPE.



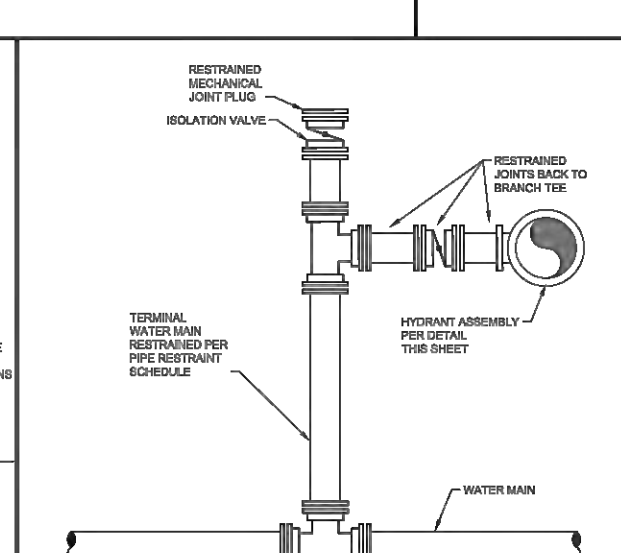
WATER MAIN UTILITY OFFSET



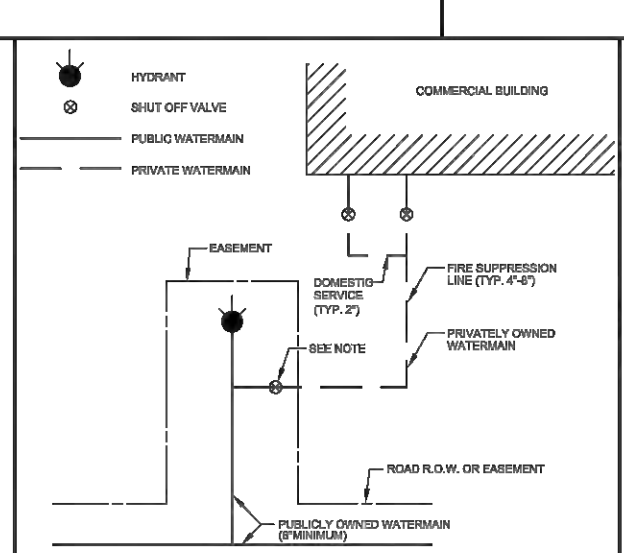
PLAN VALVE/TRACER WIRE BOX IN CONCRETE DETAIL



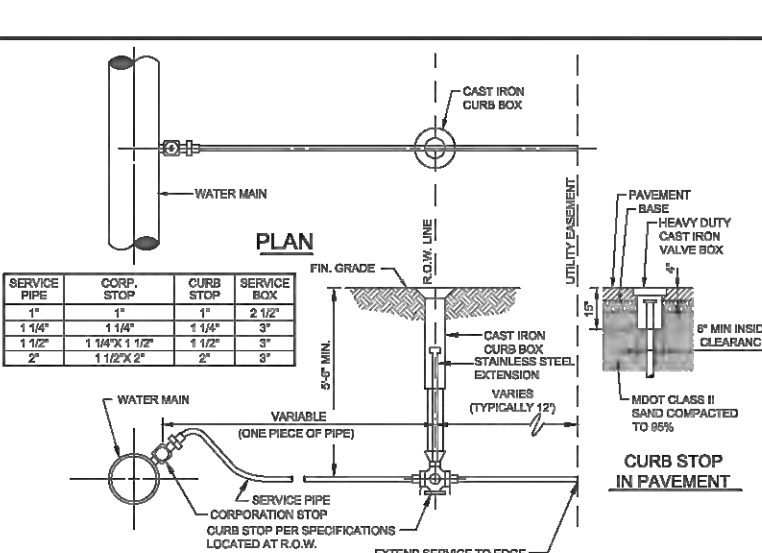
FIRE HYDRANT ASSEMBLY



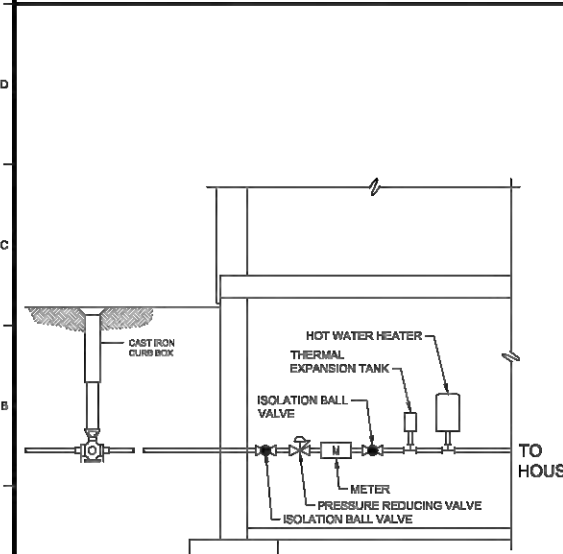
TERMINAL HYDRANT DETAIL



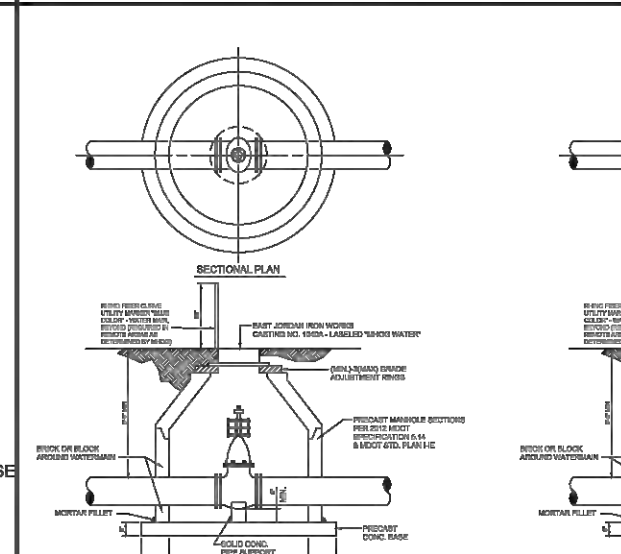
COMMERCIAL BUILDING WATER SERVICE LAYOUT



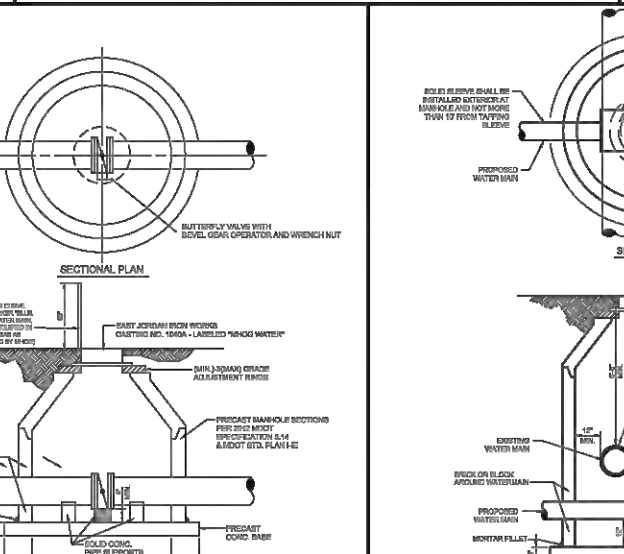
SECTION WATER SERVICE LATERAL



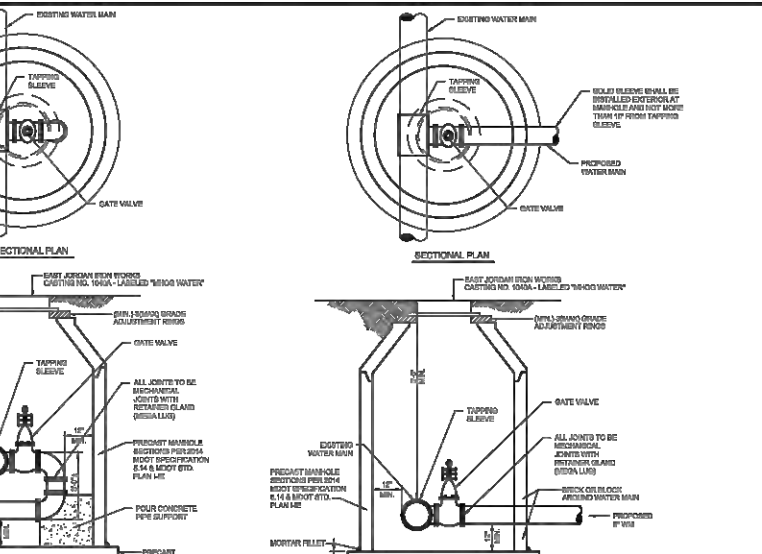
PRIVATE RESIDENCE PRESSURE REDUCING VALVE (PRV)



VALVE AND GATE WELL



BUTTERFLY VALVE AND WELL

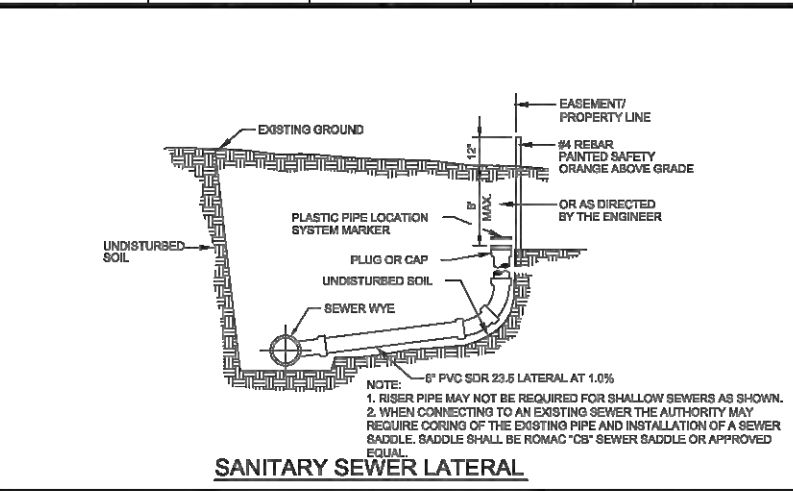


REVERSE TAP GATE WELL

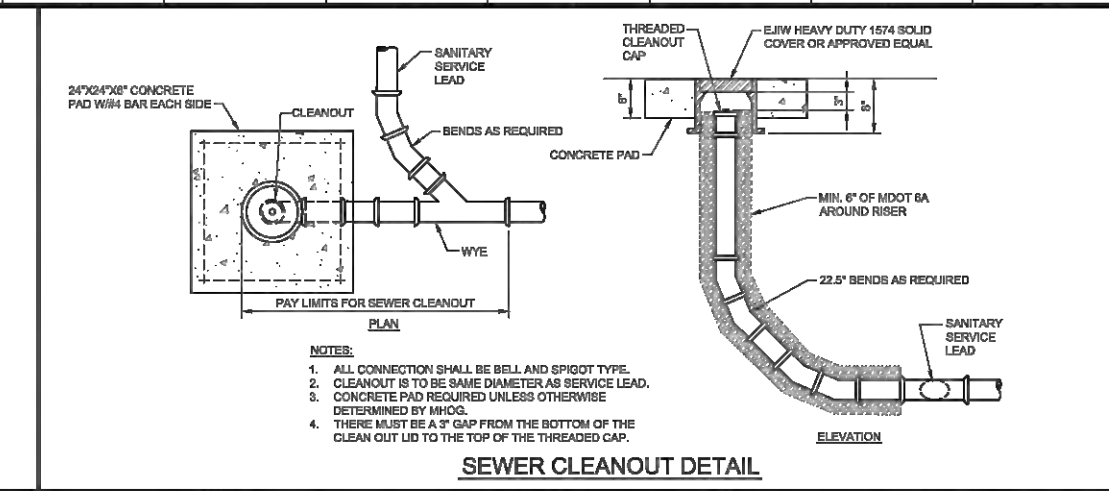


REGULAR TAP GATE WELL

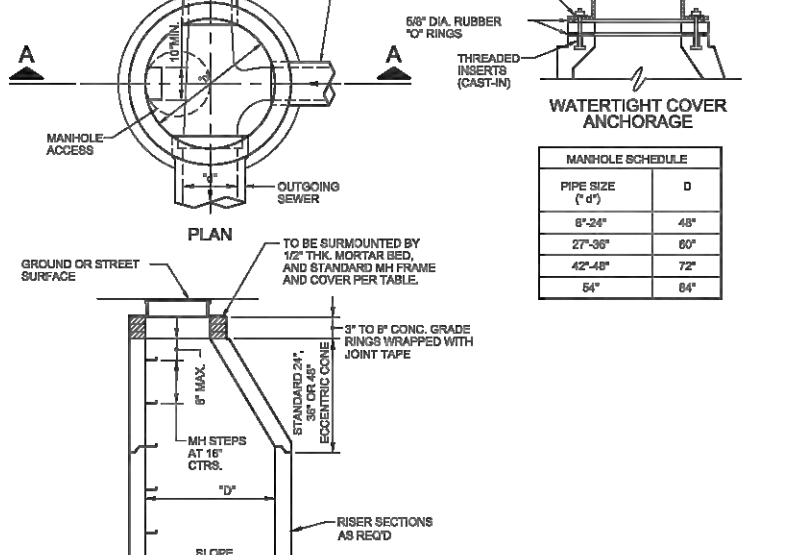
MARION HOWELL OCEOLA, GEORGIA
 Survey and Water Utility
 STANDARD DETAILS



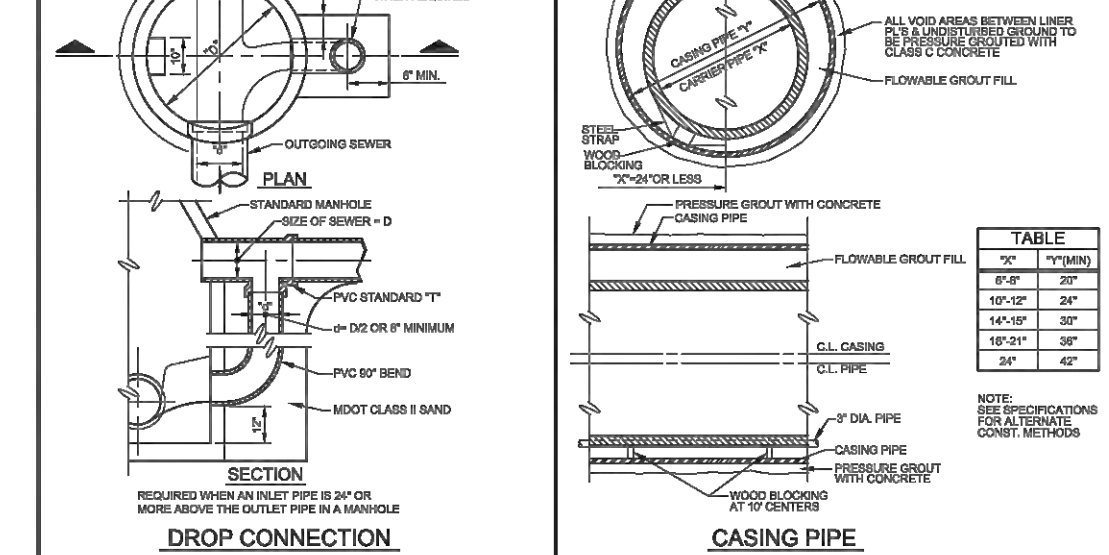
SANITARY SEWER LATERAL



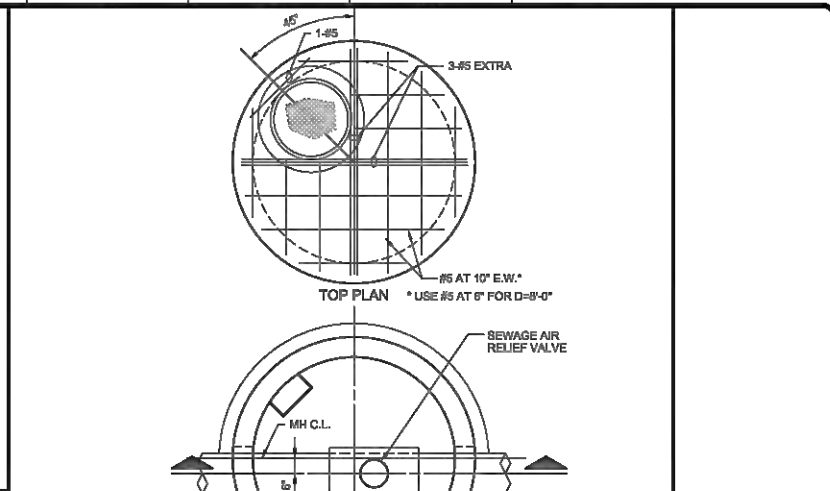
SEWER CLEANOUT DETAIL



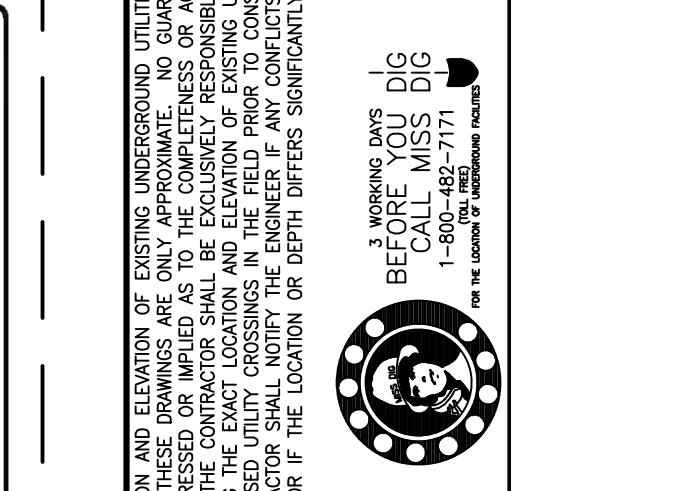
WATER TIGHT COVER ANCHORAGE



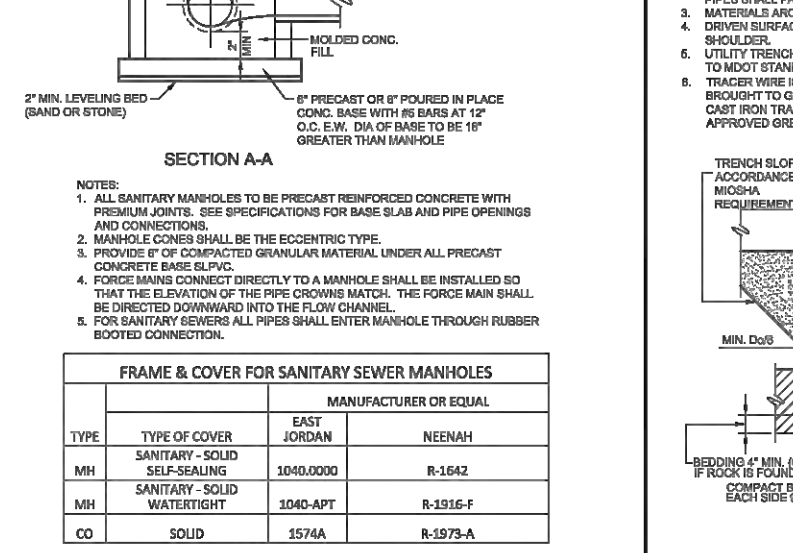
DROP CONNECTION



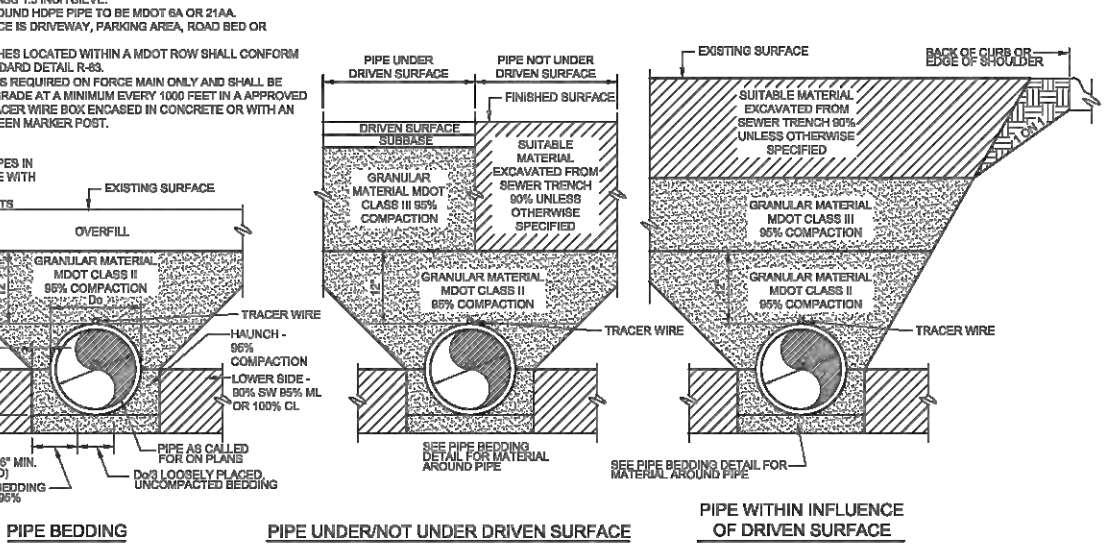
CASING PIPE



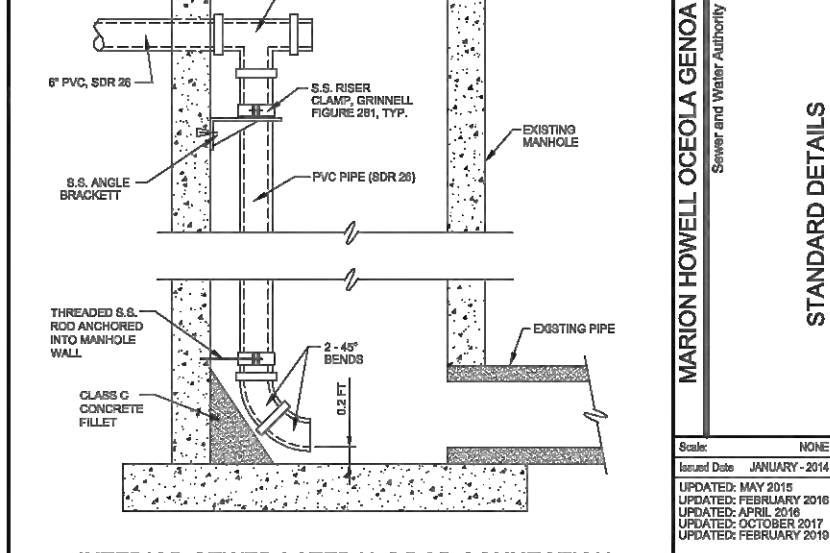
AIR RELIEF STRUCTURE



STANDARD MANHOLE



TRENCH EXCAVATION & PIPE BEDDING



INTERIOR SEWER LATERAL DROP CONNECTION

MARION HOWELL OCEOLA, GEORGIA
 Survey and Water Utility
 STANDARD DETAILS

MARION HOWELL OCEOLA, GEORGIA
 Survey and Water Utility
 STANDARD DETAILS

MARION HOWELL OCEOLA, GEORGIA
 Survey and Water Utility
 STANDARD DETAILS

BEBOSS
 Engineers Surveyors Planners Landscape Architects
 3121 E. GRAND RIVER AVE.
 HOWELL, MI. 48843
 517.546.4836 FAX 517.548.1670

BEBOSS
 Engineers Surveyors Planners Landscape Architects
 3121 E. GRAND RIVER AVE.
 HOWELL, MI. 48843
 517.546.4836 FAX 517.548.1670

A & J CARTAGE PROPOSED BUILDING
 PREPARED FOR
 A & J CARTAGE
 1247 FENOT DRIVE
 HOWELL, MI. 48843
 517.961.0515

MHOG WATER AND SEWER DETAILS

PROJECT: A & J CARTAGE PROPOSED BUILDING
 PREPARED FOR: A & J CARTAGE
 TITLE: MHOG WATER AND SEWER DETAILS

DESIGNED BY: JA
 DRAWN BY: JA
 CHECKED BY: BL/ST
 SCALE: NTS
 JOB NO: 21-581
 DATE: 01/06/2022
 SHEET NO: 10

REVISION PER DATE
 1 - JA 10/12/2022
 2 - JA 2/21/2022

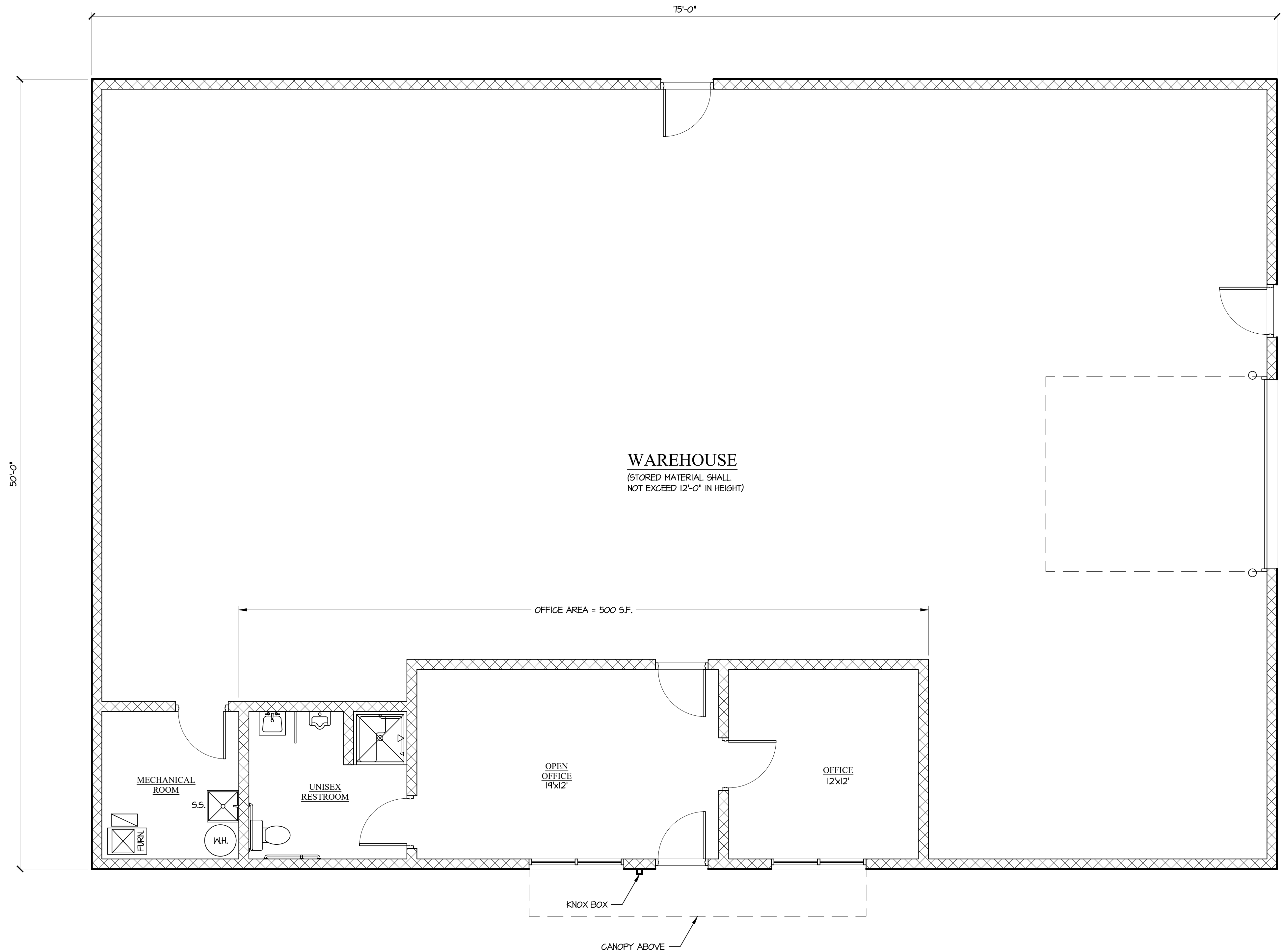
REVISION PER DATE
 1 - JA 10/12/2022
 2 - JA 2/21/2022

CONCRETE CRADLE DETAIL
 SECTION
 ELEVATION

TYPICAL METER HORN INSTALLATION
 SECTION
 ELEVATION

GATE VALVE AND BOX
 SECTION
 ELEVATION

MARION HOWELL OCEOLA, GEORGIA
 Survey and Water Utility
 STANDARD DETAILS



FLOOR PLAN
SCALE: 1/4" = 1'-0" 3,750 GSF



PUCCI + VOLLMAR ARCHITECTS, PC
ARCHITECTURE + DESIGN + PLANNING
508 E. GRAND RIVER AVE., SUITE 100B, BRIGHTON, MI 48116-1566
PHONE (810) 225-2930
www.pv-a.com



PROJECT	SHEET TITLE
A+J CARTAGE 1247 FENDT DRIVE GENOA TOWNSHIP, MICHIGAN	FLOOR PLAN

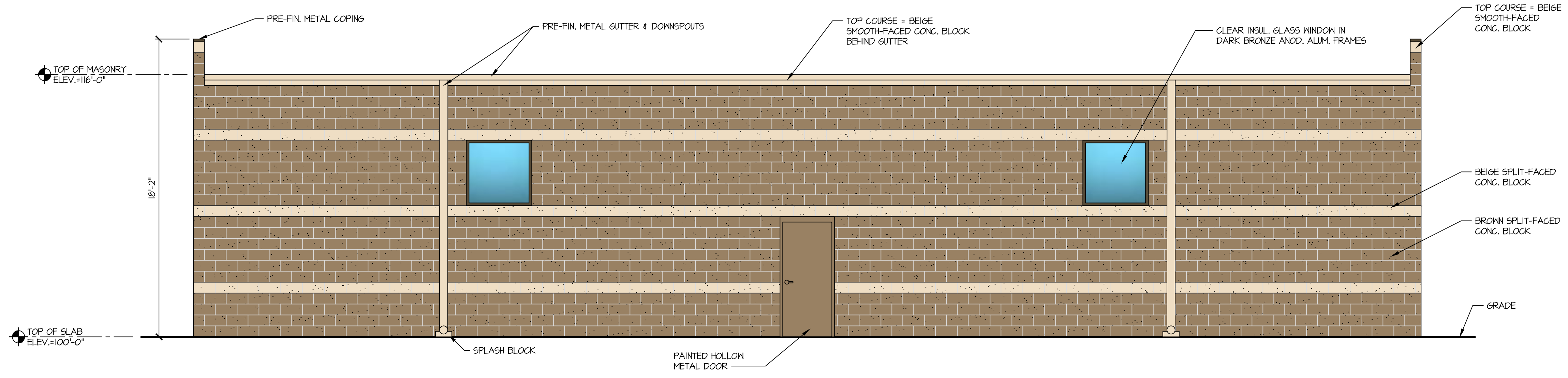
DATE	ISSUED FOR
2-14-2022	REVISED PER TOWNSHIP REVIEW
1-6-2022	SITE PLAN SUBMITTAL
1-9-2022	PER OWNER REVIEW
12-11-2021	OWNER REVIEW

DO NOT SCALE THIS PRINT, USE DIMENSIONS SHOWN ONLY

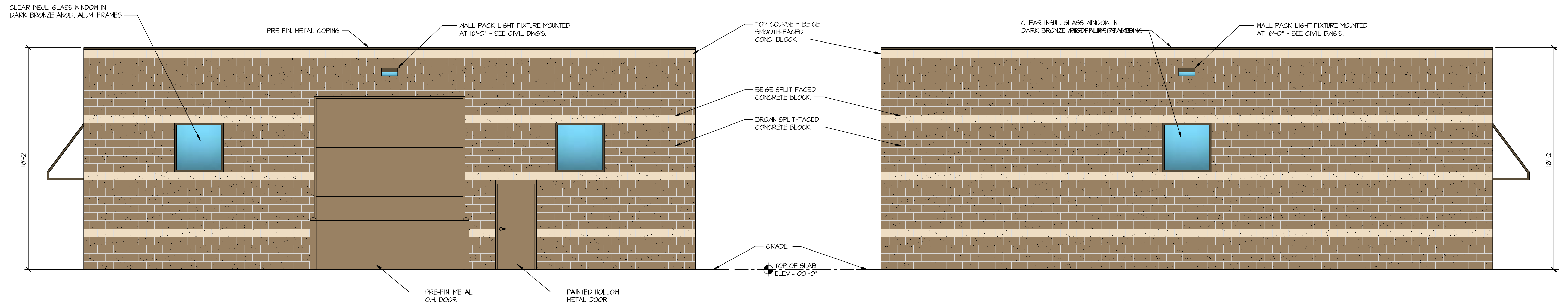
DRAWN BY: KY
APPROVED BY: KY

PROJECT: 2144

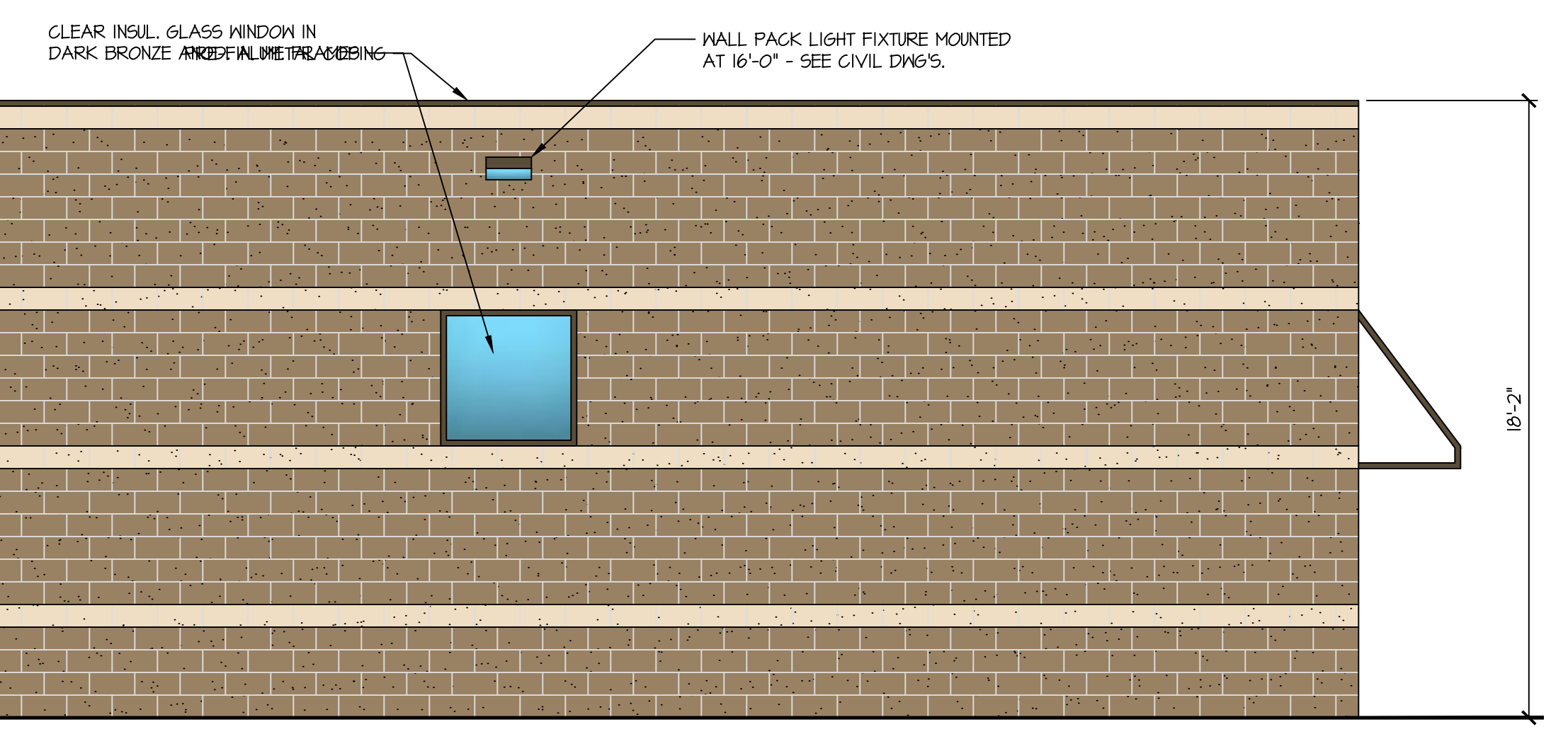
SHEET:
A1



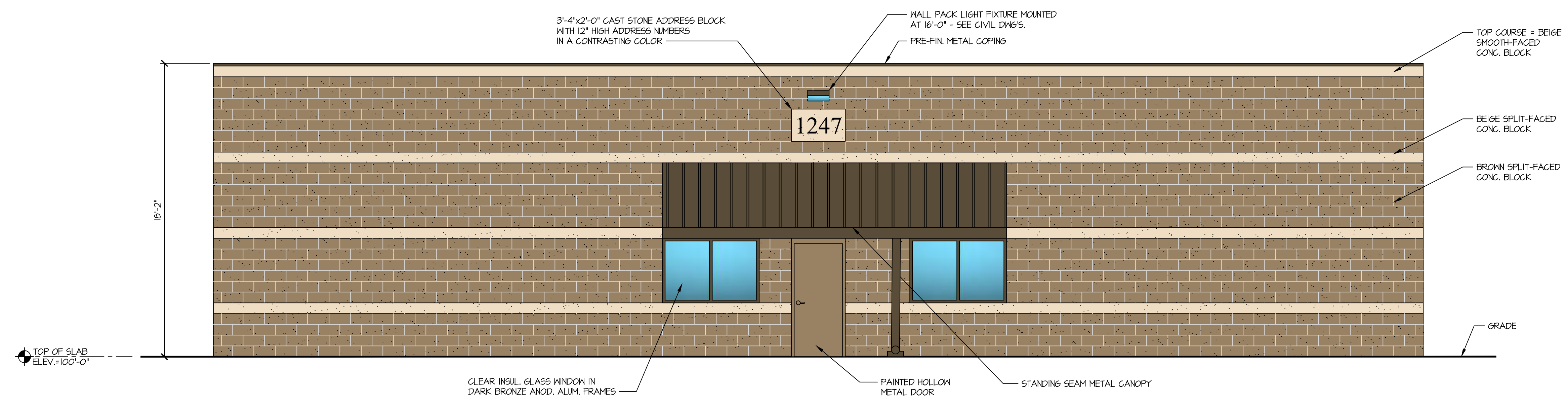
EAST (REAR) ELEVATION
SCALE: 1/4" = 1'-0"



SOUTH (SIDE) ELEVATION
SCALE: 1/4" = 1'-0"



NORTH (SIDE) ELEVATION
SCALE: 1/4" = 1'-0"



WEST (FRONT) ELEVATION
SCALE: 1/4" = 1'-0"

TOWNSHIP REQMT'S.
ZONED: IND
MAX. HEIGHT: 30 FT./2 STORIES
PROPOSED = 18'-2" / 1 STORY
MATERIALS: SPLIT FACED CONCRETE BLOCK
PERCENTAGE = 100% MAX. (COMPLIES)

NOTES
1) THERE WILL NOT BE ANY ROOF TOP MECHANICAL EQUIPMENT.
2) THERE WILL NOT BE ANY SIGNAGE.
3) ALL LIGHTING SHALL BE DIRECTED DOWNWARD AND SHIELDED.



PUCCI + VOLLMAR ARCHITECTS, PC
ARCHITECTURE + DESIGN + PLANNING
508 E. GRAND RIVER AVE., SUITE 100B, BRIGHTON, MI 48116-1566
PHONE: (810) 225-2930
www.pv-a.com



PROJECT: A+J CARTAGE 1247 FENDT DRIVE GENOA TOWNSHIP, MICHIGAN
SHEET TITLE: COLOR EXTERIOR ELEVATIONS

DATE	ISSUED FOR	OWNER REVIEW	PER. OWNER REVIEW	SITE PLAN SUBMITTAL	REVISED PER TOWNSHIP REVIEW
12-11-2023					
09-20-2023					
2-14-2022					

DO NOT SCALE THIS PRINT, USE DIMENSIONS SHOWN ONLY
DRAWN BY: KY
APPROVED BY: KY
PROJECT: 2144
SHEET: **A2**



MEMORANDUM

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

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: October 27, 2022
RE: **Legacy Apartments Rezoning
Ordinance No. Z-22-03**

Please find attached a proposed rezoning ordinance for parcels 4711-11-300-014 and 4711-14-100-002 which are located at the southeast corner of Grand River Avenue and Dorr Road. The rezoning involves two vacant properties consisting of approximately 52 acres. The proposed rezoning is from the Neighborhood Service District (NSD), Medium Density Residential district (MDR) and the Town Center Overlay district (TC) to Residential Planned Unit Development (RPUD). The RPUD proposes a development of 204 apartment units and related facilities.

Subject
properties



This rezoning was recommended for approval by the Township Planning Commission on September 12, 2022 and by the Livingston County Planning Commission on October 19, 2022.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Kelly VanMarter

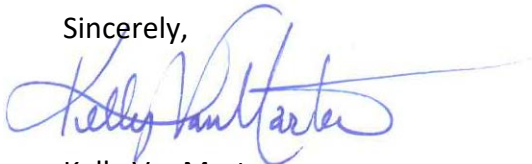
As required pursuant to the Charter Township Act (Act 359 of 1947) the Board is being asked to introduce and conduct the first reading on the proposed rezoning ordinance. Staff is requesting the second reading and consideration for adoption be set for the Monday, November 21, 2022 regularly scheduled meeting. A draft publication as required by law is also attached.

As such please consider the following action:

Moved by _____, supported by _____ to introduce proposed ordinance number Z-22-03 and to set the meeting date to consider adoption before the Township Board on Monday, November 21, 2022 for the purpose of considering the proposed zoning map amendment.

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

Sincerely,



Kelly VanMarter
Township Manager

ORDINANCE NO. Z-22-03

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CHARTER TOWNSHIP OF GENOA BY REZONING PARCELS 4711-11-300-014 AND 4711-14-100-002 FROM NEIGHBORHOOD SERVICE DISTRICT (NSD) AND MEDIUM DENSITY RESIDENTIAL (MDR) WITH TOWN CENTER OVERLAY (TC) TO RESIDENTIAL PLANNED UNIT DEVELOPMENT (RPUD)

THE CHARTER TOWNSHIP OF GENOA HEREBY ORDAINS that the Zoning Map, as incorporated by reference in the Charter Township of Genoa’s Zoning Ordinance, is hereby amended as follows:

Real property consisting of two vacant parcels with a combined total of approximately 52 acres with parcel ID numbers 4711-11-300-014 and 4711-14-100-002 located at the southeast corner of Grand River and Dorr Road more particularly described as follows:

PROPERTY DESCRIPTION:
BEING A PART OF THE SOUTHWEST QUARTER (SW 1/4) OF SECTION 11, AND A PART OF THE NORTHWEST QUARTER (NW 1/4) OF THE NORTHWEST QUARTER (NW 1/4) OF SECTION 14, TOWN 2 NORTH, RANGE 5 EAST, GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN, DESCRIBED AS:
BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 11 SAME BEING THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SAID SECTION 14; THENCE, ALONG THE WEST LINE OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14, SAME BEING THE CENTERLINE OF DORR ROAD (66 FOOT RIGHT OF WAY), SOUTH 00 DEGREES 15 MINUTES 00 SECONDS EAST, A DISTANCE OF 1340.74 FEET TO THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14; THENCE ALONG THE SOUTH LINE OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14, NORTH 89 DEGREES 50 MINUTES 12 SECONDS EAST, A DISTANCE OF 1335.60 FEET TO THE SOUTHEAST CORNER OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14; THENCE ALONG THE EAST LINE OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14, NORTH 00 DEGREES 02 MINUTES 14 SECONDS WEST, A DISTANCE OF 1029.24 FEET TO THE SOUTHEAST CORNER OF A PARCEL DESCRIBED IN WARRANTY DEED RECORDED IN LIBER 777, PAGE 269, LIVINGSTON COUNTY RECORDS; THENCE ALONG THE SOUTHERLY LINE OF SAID PARCEL, SOUTH 86 DEGREES 34 MINUTES 33 SECONDS WEST, A DISTANCE OF 140.24 FEET TO THE SOUTHWEST CORNER OF SAID PARCEL; THENCE ALONG THE SOUTHERLY LINE OF SAID PARCEL DESCRIBED IN WARRANTY DEED RECORDED IN LIBER 2443, PAGE 454, LIVINGSTON COUNTY RECORDS, NORTH 89 DEGREES 56 MINUTES 58 SECONDS WEST, A DISTANCE OF 235.00 FEET TO A POINT BEING 375.00 FEET WEST OF THE EAST LINE OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14; THENCE ALONG A LINE BEING 375.00 FEET WEST OF AND PARALLEL TO THE EAST LINE OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14, NORTH 00 DEGREES 02 MINUTES 14 SECONDS WEST, A DISTANCE OF 315.00 FEET TO A POINT ON THE NORTH LINE OF SAID NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 14 SAME BEING THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11; THENCE ALONG A LINE BEING 375.00 WEST AND PARALLEL TO THE EAST LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, NORTH 00 DEGREES 07 MINUTES 24 SECONDS EAST, A DISTANCE OF 420.56 FEET TO THE SOUTHERLY LINE OF GRAND RIVER AVENUE (100 FOOT RIGHT OF WAY); THENCE ALONG SAID SOUTHERLY LINE, NORTH 68 DEGREES 30 MINUTES 00 SECONDS WEST, A DISTANCE OF 1037.63 FEET TO A POINT ON THE WEST LINE OF SAID SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11 SAME BEING THE CENTERLINE OF SAID DORR ROAD; THENCE ALONG SAID WEST LINE OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 11, SOUTH 00 DEGREES 04 MINUTES 32 SECONDS WEST A DISTANCE OF 800.00 FEET TO THE POINT OF BEGINNING. CONTAINING 2,262,563 +- SQUARE FEET OR 51.941 +- ACRES OF LAND.

shall be rezoned from the Neighborhood Service District (NSD), Medium Density Residential district (MDR) and the Town Center Overlay district (TC) to Residential Planned Unit Development (RPUD). The Township Planning Commission and Township Board, in strict compliance with the Township Zoning Ordinance and with Act 110 of the Public Acts of 2006, as amended, reclassified the Property as Residential Planned Unit Development (RPUD) upon finding that such classification properly achieved the purposes of Section 10.03.01 and 22.04 of the Township’s Zoning Ordinance (as amended).

Repealor: All ordinances or parts of Ordinances in conflict herewith are repealed.

Severability Should any section, subsection, paragraph, sentence, clause, or word of this Ordinance be held invalid for any reason, such decisions shall not affect the validity of the remaining portions of the Ordinance.

Savings: This amendatory ordinance shall not affect violations of the Zoning Ordinance or any other ordinance existing prior to the effective date of this Ordinance and such violation shall be governed and shall continue to be separate punishable to the full extent of the law under the provisions of such ordinance at the time the violation was committed.

Effective Date: This map amendment was adopted by the Genoa Charter Township Board of Trustees at the regular meeting held _____ and ordered to be given publication in the manner required by law. This ordinance shall be effective seven days after publication.

On the motion to adopt the Ordinance the following vote was recorded:

Yeas:

Nays:

Absent:

I hereby approve the adoption of the foregoing Ordinance this ____ day of _____, 2022.

Paulette A. Skolarus
Township Clerk

Bill Rogers
Township Supervisor

Township Board First Reading:	November 7, 2022
Date of Publication of Proposed Ordinance:	November 13, 2022 (proposed)
Township Board Second Reading and Adoption:	November 21, 2022 (proposed)
Date of Publication of Ordinance Adoption:	November 27, 2022 (proposed)
Effective Date:	December 4, 2022 (proposed)

**BOARD OF TRUSTEES
GENOA CHARTER TOWNSHIP,
LIVINGSTON COUNTY, MICHIGAN**

**NOTICE OF PROPOSED ZONING MAP AMENDMENT
NOVEMBER 21, 2022**

Pursuant to Michigan Public Act 359 of 1947, (the Charter Township Act), notice is hereby given that the Genoa Charter Township Board will be considering an ordinance to amend the zoning map of the Charter Township of Genoa at 6:30 p.m. on Monday, November 21, 2022. The parcels proposed for rezoning consists of approximately 52 acres of land and are located at the southeast corner of Grand River Avenue and Dorr Road. There are two vacant parcels with parcel ID numbers are 4711-11-300-014 and 4711-14-100-002. The proposed rezoning is from Neighborhood Service District (NSD), Medium Density Residential district (MDR) and the Town Center Overlay district (TC) to Residential Planned Unit Development (RPUD).

The complete text of the proposed ordinance is available for public inspection at the Township Hall located at 2911 Dorr Road, Brighton, Michigan 48116, Monday through Friday from 9:00a.m. to 5:00p.m.

Kelly VanMarter

Township Manager

(Press/Argus 11/13/22)

Genoa Township Officials
Amended: June 6, 2022
PROPOSED CHANGES FOR 11/7/22

PLANNING COMMISSION (3-year term)

Chris Grajek	06/30/23
Marianne McCreary	06/30/24
Tim Chouinard	06/30/23
Jeff Dhaenens	06/30/25
Diana Lowe (1-year term)	11/20/22 reappoint thru 11/20/23
Glynis McBain	06/30/24
Eric Rauch	06/30/25

ZONING BOARD OF APPEALS (3-year term)

Bill Rockwell	06/30/24
Marianne McCreary	06/30/24
Greg Rassel	06/30/25
Jean Ledford (1-year term)	11/20/22 reappoint thru 11/20/23
Michele Kreutzberg	06/30/23
Craig Fons (alternate)	06/30/25

BOARD OF REVIEW (2-year term)

Chris Grajek	12/31/22 reappoint thru 12/31/24
Ron Matkin	12/31/22 reappoint thru 12/31/24
Marianne McCreary	12/31/22 reappoint thru 12/31/24
Lindsay McFarlane (alternate)	12/31/22 reappoint thru 12/31/24

SEMCOG (4-year term)

Terry Croft	11/20/24
Diana Lowe (alternate)	11/20/24

GENOA/OCEOLA SEWER AND WATER AUTHORITY (4-year term)

Robin Hunt	11/20/24
Bill Rogers	11/20/24

HOWELL PARKS AND RECREATION (4-year term)

Diana Lowe	11/20/24
Terry Croft (alternate)	11/20/24

MHOG (Marion, Howell, Oceola and Genoa) (4-year term)

Robin Hunt	11/20/24
Bill Rogers	11/20/24

FOIA COORDINATOR (4-year term)

Michael Archinal Kelly VanMarter	11/20/24 replace Mike with Kelly VanMarter
---	--

BRIGHTON FIRE AUTHORITY (4-year term)

Bill Rogers	11/20/24
Terry Croft	11/20/24

ELECTION COMMISSION (4-year term)

Diana Lowe	11/20/24
Jean Ledford	11/20/24



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Amy Ruthig, Planning Director
DATE: November 2, 2022
RE: Settlement Agreement – Consent Order
4222 Pardee Lake Road, Paul Lalewicz

The Township Supervisor received the attached letter on September 28, 2022 from Mr. Paul Lalewicz, 4222 Pardee Lake Road, requesting an amendment to a Settlement Agreement that he entered into with the Township on March 15, 2012. The issue was the illegal use of a recreational vehicle for temporary seasonal housing in violation of the Township Zoning Ordinance. This use violates Sections 3.03, 11.02, 11.02.06, 11.03, and 11.03.03 of the ordinance.

Mr. Lalewicz is requesting the Board amend the agreement to allow for him to stay overnight during the months he is allowed to keep a recreational vehicle at the site. To aid in your discussion, I have provided a quick history of the property below with supplemental information in the following pages:

- In June of 2009, notice was sent to the property owner in regards to violation of the Township Zoning Ordinance.
- In July of 2009 and June of 2010, the property owner was cited for the continued violation of the Township Zoning Ordinance.
- In October of 2010, the property owner applied for and was denied by the Zoning Board of Appeals to allow a recreational vehicle for temporary living purposes on a vacant lot. (See attached).
- In June of 2011, the Township filed a complaint with the Circuit Court as the property owner continued to violate the Township Zoning Ordinance.
- In March of 2012, the Township Board and the property owner entered into a Settlement Agreement – Consent Order. (See attached)
- In June of 2013, a notice of violation of the Settlement Agreement was sent to the property owner. (See attached)

Any modifications to the agreement would need to be approved by the Township Board and agreed to by Judge Hatty. If you have any questions, please feel free to contact me.

Best Regards,

Amy Ruthig

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Kelly VanMarter

GENOA TOWNSHIP

SEP 28 2022

RECEIVED

Paul Lalewicz
PO Box 827
Howell, MI 48844
(517) 546-2022

September 24, 2022

Genoa Township
Mr. Bill Rogers – Supervisor
2911 Dorr Road
Brighton, MI 48116

re: settlement agreement 4222 Pardee Lake Road, Howell

Dear Bill,

Thank you for your expressed interest in helping me resolve a hardship I have concerning my Genoa Township property.

This lake property has been owned by me for 30 years and my current use is subject to a settlement agreement between the township and me dated March 15, 2003.

This agreement allows me to park my recreational vehicle at the property from May 1st to September 30th of each year, but that I will not sleep in or occupy the recreational vehicle between midnight and dawn.

My travel is with my recreational vehicle and I now come to Michigan during the summer time. The existing agreement does not allow me to visit, stay, and enjoy my property.

The purpose of this letter is to respectfully request that we modify the existing agreement to remove the midnight to dawn occupancy provision. This would remove the hardship and allow my use and enjoyment of my property for recreational use.

If we can modify the existing agreement to this effect, I would accept your recommendation that the new agreement would specify that the agreed use is for my private personal use and that the agreement would not convey to any future owners of this property.

Your consideration of this matter is greatly appreciated.

Sincerely,


Paul Lalewicz

**GENOA CHARTER TOWNSHIP
ZONING BOARD OF APPEALS
PUBLIC HEARING
OCTOBER 19, 2010
6:30 P.M.
MINUTES**

Chairman Mike Howell called the regular meeting of the Zoning Board of Appeals to order at 6:30 p.m. at the Genoa Township Hall. The Pledge of Allegiance was then said. The following board members were present constituting a quorum for transaction of business: Mike Howell, Barbara Figurski, Marianne McCreary, Steve Wildman and Jeff Dhaenens. Also present was Township staff member Adam VanTassell and 32 persons in the audience.

Moved by Figurski, supported by McCreary to approve the agenda as presented. **Motion carried unanimously.**

10-20...A request by Paul Lalewicz, Section 30, Vacant Pardee Lake Road, for a variance to allow a recreation vehicle for temporary living purposes on a vacant parcel.

Paul Lalewicz and Brian Lavan, attorney 7990 W. Grand River, Brighton, was present for the petitioner. Mr. Lavan stated that Mr. Lalewicz obtained a permit from the Michigan Department of Natural Resources in 1993 for the purposes that he is requesting a variance for tonight. Mr. Lalewicz goes to Bishop Lake State Campground to dispose of the waste from the RV. He keeps the lot nicely kept and is there from May to November, then he heads out west for the remainder of the year.

A call to the public was made with the following response: Cheri MacCarrell- 2050 E. Coon Lake Road, read the following letter: "Our property is located on the north side of a small lake called Gale Lake. We spoke briefly concerning our reservations about the request that Mr. Lalewicz has made to allow his RV to stay on his parcel on Gale Lake. It is our concern that in allowing Mr. Lalewicz to park on Gale Lake for extended periods of time, that the wildlife on and around Gale Lake will suffer. We have personally watched the Red Winged Black birds, crane, swans, geese and heron fly away and circle repeatedly without being able to return to their nests. The repeated circling of their pontoon boat pulling kids tubing around the lake causes waves and noise for extended periods of time. When we first purchased our land, we were told that no motor boats were allowed on this lake and that it was a "no wake" lake. For several weekends the loud circling of the lake created waves and noise that scared the birds away. Please understand that we love to see children enjoying the lake, but not at the expense of causing the wildlife to abandon their habitat.

Another of our concerns is for the proper disposal of the waste from the RV. We are not accusing the owners of anything inappropriate, but we would like some assurances that Gale Lake and the surrounding wetlands are not polluted. Will they have regular trash removal as the rest of the home owners must pay for? We wonder, in allowing this land to be designated as "temporary living", whether this also allows the building of other structures, permanent/portable bathrooms, fuel storage, or the clearing of more wetland. The RV is already parked on the property for quite extended periods of time. By allowing this variance, just how long will the "temporary living" be and whose job will it be to police and enforce the new ordinance? Thank you for your kind consideration."

Tom and Linda Plane, 4095 Pardee Lake Road, stated "A vacant lot is not a camp site. This is a residential area with houses, not RVs and trailers or mobile homes. Living on a vacant lot and not being taxed for a dwelling is not fair for others who pay higher taxes to live on their land. This will lower other property values. This will open the door for others to temporarily live in RVs, trailers, or any other kind of junk on any vacant lot. People will be letting other people to temporarily live or camp out on their vacant lots. People bring in run down RVs, trailers and campers. Ones that leak fluids, have things falling off them or just look bad. This could cause problems with other residents with partying, running generators, or just making noise late into the night when other residents in the area have to get up early to go to work. This would cause a hardship on the Township in regards to making sure they don't stay too long. Would that require Adam having to go out every day to make sure that they are within the 21 days a year of staying, making sure toilet waste is not dumped on vacant lots and making sure contaminants are not leaking on soils or lakes such as engine oils, coolants, fuels, or other things. This would also be a loss of tax money for people living on vacant lots with no dwellings. There would be RVs, trailers, and campers being abandoned or being parked or left there for months or years. I contacted several other townships and cities and they all said no."

Joyce Trudel, 2093 Webster Park Drive, asked "If you are not allowed to do something on your property should that be in your deed? Does the title insurance cover that? Mr. Lalewicz keeps the site well maintained.

Sharon Hoerle, 2066 Webster Park Drive, I lived here for 54 years. I live on Pardee Lake which is the feeder lake for Gale Lake. I was president of the lake association. I see nothing that Mr. Lalewicz is doing to be an inconvenience to anyone.

Debra Loveday, 2223 Webster Park Drive, stated "Mr. Lalewicz does keep it looking nice however I am against it. We bought in a residential district and would like to keep it like that.

Dan Novak, 2061 Webster Park Drive, stated "I pass this lot every day and have lived there for 8 years. It is a beautiful piece of property. There are other vacant lots in the area. I am going to be purchasing one and I don't intend to put a trailer on it. I have seen no parties.

Jim French, 2191 Webster Park Drive, stated "I have lived here for 30 years. I remember when Paul bought the land. Paul has taken a 30 foot strip of land and put in a small storage shed and a nice dock for his little boat. He is not disturbing the wildlife.

Jack Loveday, 2223 Webster Park Drive, stated "Mr. Lalewicz is a nice guy, always smiling and waving. I don't believe this should be a popularity contest. How can we allow this? As for the other campers on the lake, they adhere to the 21 day rule. There are several other pieces of property that some could do the same thing on. I have seen it on other lakes. The zebra mussels would become a problem with more people coming and going on the lake.

John Liss, 2292 Webster Park Drive, stated "Mr. Lalewicz has been there for several years. I don't think that there is someone else asking for this. I don't see a reason to deny him. The water by his dock is clearer than Pardee Lake.

Mr. Butcher, 4285 N. Gale Drive, stated "Mr. Lalewicz is not the only one with a boat on the lake. The wildlife has remained that same and nothing has changed.

Chairman Howell requested that the following letter be inserted into the record: Cheryl Powell, 4088 Pardee Lake Road, "This letter is in regards to the variance request for Paul Lalewicz on Pardee Lake Road. I have several questions regarding this matter. Water is considered temporary if allowed to park trailer on property? I understand it is 21 days. Is someone supposed to monitor this? Where is sewer discharged if they have no septic field? If this variance passes, will it open the windows for trailers to park everywhere on vacant land? Will having these trailers parked on vacant land decrease our property values?"

The following letter was received from Marsha Noble, 2187 Webster Park Drive, "I would like to voice my support for Paul Lalewicz in allowing a recreational vehicle be used as temporary living purposes. He poses no threat to our environment; in fact he has made the area much nicer than it was previously. The motorhome is not a permanent fixture and I do not find it offensive. Paul is a respected member in our community and I would like to see him continue to live and enjoy his property."

The call to the public was closed. There was a brief board member discussion.

Moved by Wildman, Supported by Figurski, to deny case# 10-20 located on Pardee Lake Road due to no practical difficulty associated with the property. Motion approved unanimously.

10-21...A request by Matt Wilson, Sec. 25, 4761 Bauer Road, for a variance to allow a detached accessory structure in the front yard.

A call to the public was made with no response.

Moved by Wildman, supported by Dhaenens, to approve case#10-21 located at 4761 Bauer Road, to allow a detached accessory structure to remain in the front yard upon its removal by July 1, 2011. Motion approved unanimously.

10-22...A request by Barbara Lewis, Sec. 14, 6860 Mahinske, for a side and front yard variance to construct an addition.

A call to the public was made with the following response: Mark Lasagna, 6854 Mahinske, stated that he supports that variance.

Moved by Figurski, supported by Wildman, to table case #10-22 located at 6854 Mahinske, per the petitioner's request. Motion carried unanimously.

10-23...A request by Genoa Township, Sec. 14, 2911 Dorr Road, for a lighting variance at the Genoa Township Athletic fields.

Ms. Kelly VanMarter, Genoa Township Planning Director, was present for the petitioner. Ms. VanMarter gave a brief presentation on the specifications for the variance.

Moved by Wildman, supported by McCreary, to approve case# 10-23, 2911 Dorr Road, for a property line light level variance of .2 foot-candles, a maximum light level variance of 23.8 foot-candles, a light fixture variance to allow for floodlight and a light fixture height variance of 40 feet. The finding of fact is location of the athletic fields due to the placement of wetlands on the property. Conditioned upon the

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF LIVINGSTON

Genoa Charter Township,
a Michigan municipal corporation,

Plaintiff,

vs

Case No. 11-26089-CE
Hon. Michael P. Hatty

Paul Lalewicz, an individual,

Defendant.

Mancuso & Cameron, P.C.
By: Frank J. Mancuso, Jr. (P-49470)
Attorney for Plaintiff
722 E. Grand River
Brighton, Michigan 48116
(810) 225-3300

Halm & Prine, P.C.
By: Thomas A. Halm (P-36748)
Attorney for Defendant
2130 W. Grand River
P.O. Box 686
Howell, Michigan 48844-0686
(517) 548-5310

CONSENT ORDER

At a session of said Court held in the Courtroom,
City of Howell, County of Livingston, and State of
Michigan, on the 16 day of March, 2012.

LIVINGSTON COUNTY CLERK
FILED
2012 MAR 16 PM 4:31

PRESENT: THE HONORABLE MICHAEL P. HATTY, CIRCUIT COURT JUDGE

THIS MATTER having come before this Court upon stipulation and agreement of the parties for entry of this Order pursuant to the settlement agreement reached during the course of Mediation, and the Court being otherwise duly advised in the premises;

IT IS HEREBY ORDERED that this matter is dismissed with prejudice pursuant to the parties' Settlement Agreement entered herein, as attached hereto, without costs or fees assessed to either party.

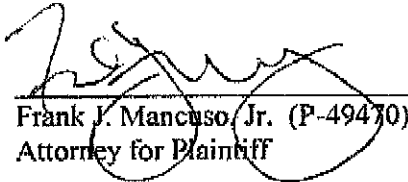
IT IS FURTHER ORDERED that this matter may be reopened solely for the purpose of enforcing the terms set forth in said Settlement Agreement.

**HALM &
PRINE, P.C.**
2130 W. Grand River
P.O. Box 686
Howell, MI 48844-0686
Phone: (517) 548-5310
Fax: (517) 548-5650

This is a final Order and closes this case.

Honorable Michael P. Hatty
Circuit Court Judge

Approved for entry:

 3-14-2012

Frank J. Mancuso, Jr. (P-49470)
Attorney for Plaintiff

Thomas A. Halm (P-36748)
Attorney for Defendant

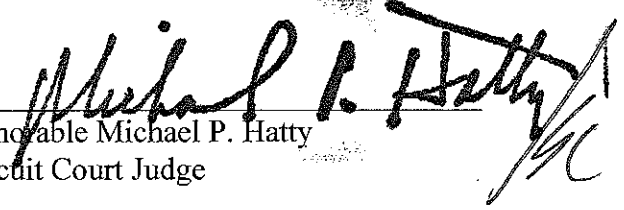
TAH/lml/c6922order

**HALM &
PRINE, P.C.**

2130 W. Grand River
P.O. Box 626
Howell, MI 48844-0626

Phone: (517) 545-5511
Fax: (517) 545-5450

This is a final Order and closes this case.


Honorable Michael P. Hatty
Circuit Court Judge

Approved for entry:

S/ see attached
Frank J. Mancuso, Jr. (P-49470)
Attorney for Plaintiff

Thomas A. Halm 3-14-12
Thomas A. Halm (P-36748)
Attorney for Defendant

TAH/lml/c6922order

**HALM &
PRINE, P.C.**

2130 W. Grand River
P.O. Box 686
Howell, MI 48844-0686

Phone: (517) 548-5310
Fax: (517) 548-5630

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF LIVINGSTON

Genoa Charter Township,
a Michigan municipal corporation.

Plaintiff.

vs

Case No. 11-26089-CE
Hon. Michael P. Hatty

Paul Lalewicz, an individual.

Defendant.

Mancuso & Cameron, P.C.
By: Frank J. Mancuso, Jr. (P-49470)
Attorney for Plaintiff
722 E. Grand River
Brighton, Michigan 48116
(810) 225-3300

Halm & Prine, P.C.
By: Thomas A. Halm (P-36748)
Attorney for Defendant
2130 W. Grand River
P.O. Box 686
Howell, Michigan 48844-0686
(517) 548-5310

SETTLEMENT AGREEMENT

THIS MATTER having come before the Court on the Complaint of Plaintiff, Defendant having answered the Complaint, and the parties having amicably resolved the issues before the Court through Mediation, this Settlement Agreement is hereby made as follows:

1. Defendant may park his recreational vehicle on the driveway of his property located at 4222 Pardee Lake Road, Howell, Michigan (the "Property") from May 1st to September 30th of each year provided that the recreational vehicle is not parked closer than 25 feet to the shoreline of Gale Lake and otherwise conforms to the Genoa Township Ordinances.
2. Defendant shall not use or permit others to use his recreational vehicle for living purposes and shall not sleep in or occupy the recreational vehicle from 12:00 midnight until dawn on days that the recreational vehicle is parked or located on the Property.
3. Defendant shall maintain a Michigan Campground permit at all times Defendant utilizes a State of Michigan campground for disposal of waste from said recreational vehicle.

**HALM &
PRINE, P.C.**


2130 W. Grand River
P.O. Box 686
Howell, MI 48844-0686

Phone: (517) 548-5310
Fax: (517) 548-5650

4. An Order of Dismissal with prejudice shall be filed with this Settlement Agreement as a Final Order, without costs or fees assessed to either party.


5. This Case No. 11-26089-CE may be reopened solely for the purpose of enforcement of this Settlement Agreement.

Dated: March 14, 2012



Frank J. Mancuso, Jr. (P-49470)
Attorney for Plaintiff

Dated: March 15, 202012



Paul Latewicz, Defendant

TAH/lml/Cc6922settlement agreement

**HALM &
PRINE, P.C.**

2130 W. Grand River
P.O. Box 686
Howell, MI 48844-0686

Phone: (517) 548-5310
Fax: (517) 548-5650

MANCUSO & CAMERON, P.C.

ATTORNEYS AND COUNSELORS

FRANK J. MANCUSO, JR.

DOUGLAS D. CAMERON

VICTORIA L. LESNER

June 12, 2013

Mr. Paul Lalewicz
P.O. Box 827
4222 Pardee Lake Road
Howell, MI 48844-0827

RE: NOTICE OF VIOLATION OF SETTLEMENT AGREEMENT
Livingston County Circuit Court Case No. 11-26089-CE

Dear Mr. Lalewicz:

On March 15, 2012 you entered into a Settlement Agreement with Genoa Township in the above referenced lawsuit. The Settlement Agreement provided in part:

1. Defendant [Paul Lalewicz] may park his recreational vehicle on the driveway of his property located at 4222 Pardee Lake Road, Howell, MI (the "Property") from May 1st to September 30th of each year . . ."

2. Defendant shall not use or permit others to use his recreational vehicle for living purposes and shall not sleep in or occupy the recreational vehicle from 12:00 midnight until dawn on days that the recreational vehicle is parked or located on the Property.

3. Defendant shall maintain a Michigan Campground permit at all times Defendant utilizes a State of Michigan campground for disposal of waste from said recreational vehicle.

The Township has received complaints that you have been occupying your RV overnight on several occasions this year. The township has had an opportunity to verify the complaints. Pursuant to the requirements of the Settlement Agreement, I am requesting that you provide me with a copy of your 2013 Michigan Campground Permit.

I am also providing you notice that the above mentioned activities are a violation of the Settlement Agreement and if you continue to violate the terms of the Settlement Agreement, the Township will take enforcement action against you in the Livingston

Paul Lalewicz
June 12, 2013
Page 2

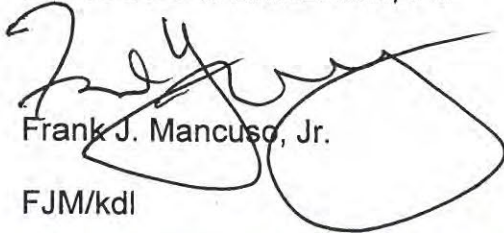
MANCUSO & CAMERON, PC

County Circuit Court and request that the Court find you in contempt and sanction you according to the contempt powers of the Circuit Court.

Thank you for your prompt attention to this matter. If you should have any questions please let me know.

Sincerely,

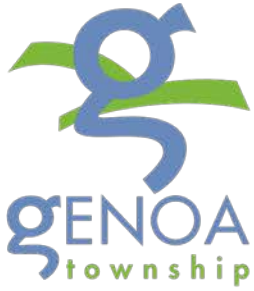
MANCUSO & CAMERON, PC



Frank J. Mancuso, Jr.

FJM/kdl

copy: Ron Akers, Genoa Township, Code Enforcement Officer



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

Memorandum

To: Honorable Board of Trustees
From: Kelly VanMarter, Township Manager
Date: November 3, 2022
Re: Senior Survivor Project Contribution

Howell Public Schools Senior Survivor program and Michigan Recreational Construction, Inc. have been diligently working to finalize the design for the exciting new proposed all-abilities children’s playground to be located at our beautiful Genoa Township park facility. In the following pages you will find the proposed plan with examples of some of the playground amenities included in the design.

With the finalized design, we also have a better idea of the overall project cost. The purpose of this memo is to seek feedback from the Board to increase the Township’s contribution to the project. In addition to helping to fund the full playground, staff is seeking consideration to fund the proposed picnic plaza area that will provide a seating area for both the Senior Survivor Park and Township park visitors. The picnic plaza area has a hatched outline on the attached plan. For the Monday, November 7th meeting I am seeking your input on increasing the Township’s contribution to the project. Specifically, I am requesting your consideration of two options as follows:

OPTION 1 – CONSTRUCT THE FULL PARK WITH PICNIC AREA

TOTAL PROJECT COST INCLUDING PICNIC PLAY AREA	\$814,000.00
SCHOOLS CONTRIBUTION	\$462,069.00
CURRENT TOWNSHIP CONTRIBUTION	\$139,300.00
SHORTFALL	\$212,631.00

TOWNSHIP OPTIONS TO COMPLETE ENTIRE PROJECT	INCREASE CONTRIBUTION
INCREASE FY 22/23 CONTRIBUTION	\$112,631.00
TAKE ON PICNIC PLAZA AS TWP. PROJECT FOR FY 23/24	\$100,000.00

Total Township Contribution	
FY 22/23	\$251,931.00
FY 23/24	\$100,000.00
TOTAL COMBINED TOWNSHIP COSTS	\$351,931.00

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford
 H. James Mortensen
 Terry Croft
 Diana Lowe

MANAGER

Kelly VanMarter

OPTION 2 – ELIMINATE THE PICNIC PLAZA AREA

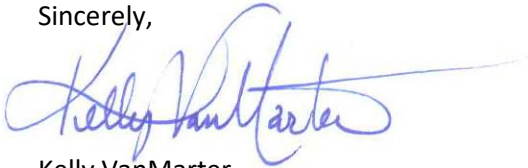
TOTAL PROJECT COST ELIMINATING PICNIC PLAZA AREA	\$721,100.00
SCHOOLS CONTRIBUTION	\$462,069.00
CURRENT TOWNSHIP CONTRIBUTION	\$139,300.00
SHORTFALL	\$119,731.00

TOWNSHIP OPTION TO FUND PARTIAL PROJECT	INCREASE CONTRIBUTION
INCREASE FY 22/23 CONTRIBUTION	\$119,731.00

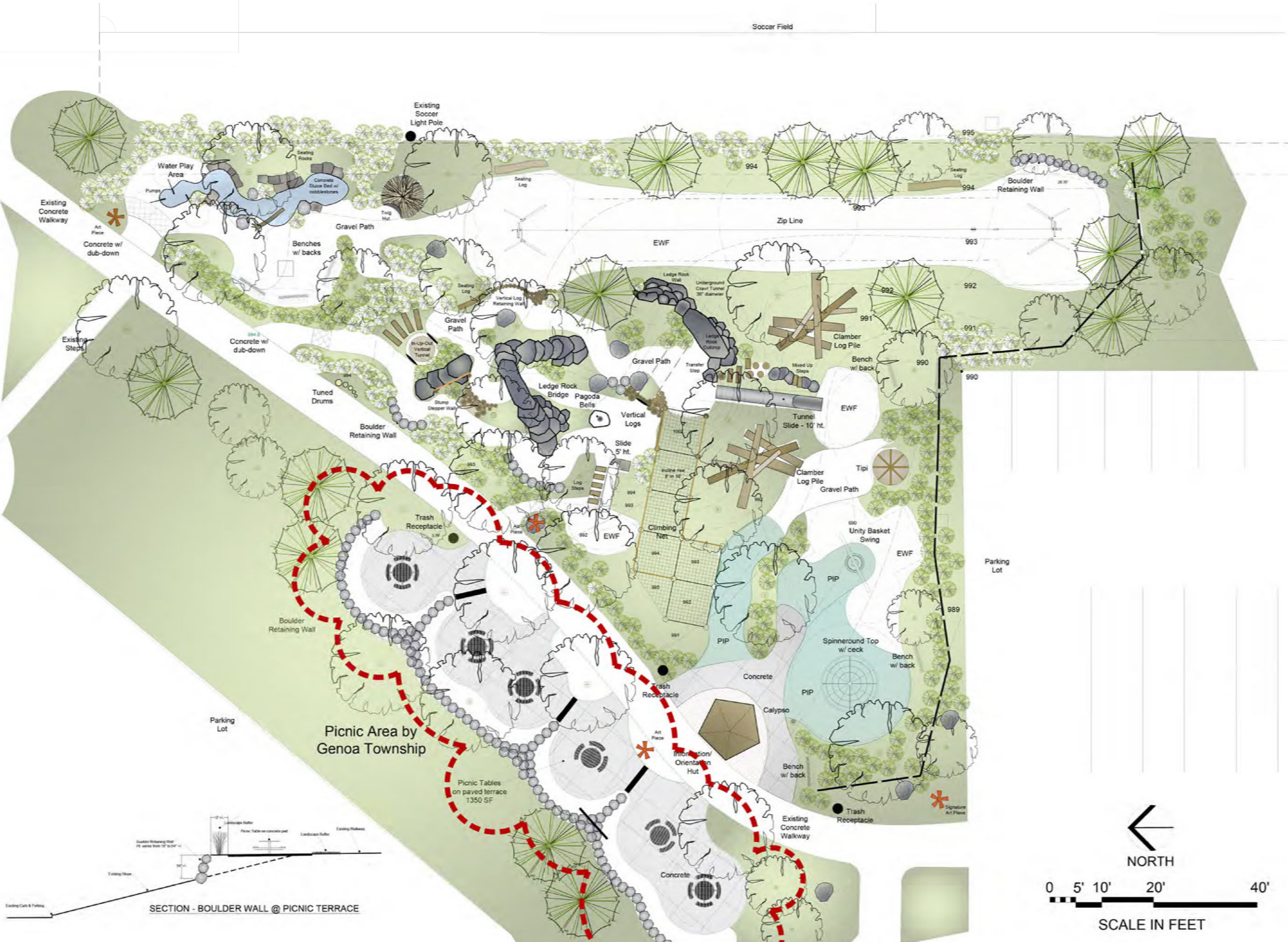
Total Township Contribution	
FY 22/23	\$259,031.00

I look forward to discussing this with you at Monday's meeting. Please let me know if you have any questions.

Sincerely,

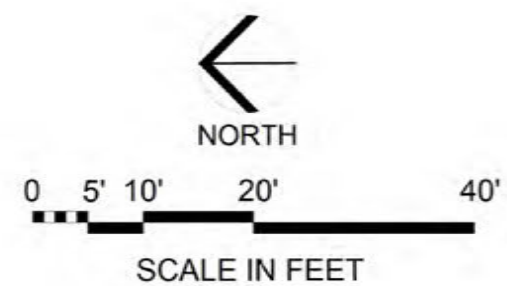


Kelly VanMarter
Township Manager



Soccer Field

SECTION - BOULDER WALL @ PICNIC TERRACE



SURVIVOR PARK
 @ Genoa Township Park
 2911 DORR ROAD, GENOA TOWNSHIP, MI

client
 HHS STUDIO
 1200 W. Grand River Ave.
 Howell, MI 48843
 517.540.8300

issue #	revision	date
REVIEW		01.12.21
REVIEW		07.02.21
REVIEW		02.17.22
REVIEW		05.10.22
PROPOSAL		10.11.22
REVISIONS		10.31.22

date
OCT.31.2022
 project number
 222086A
 sheet name

MASTER PLAN
 sheet number
1 of 90

Senior Survivor Playground

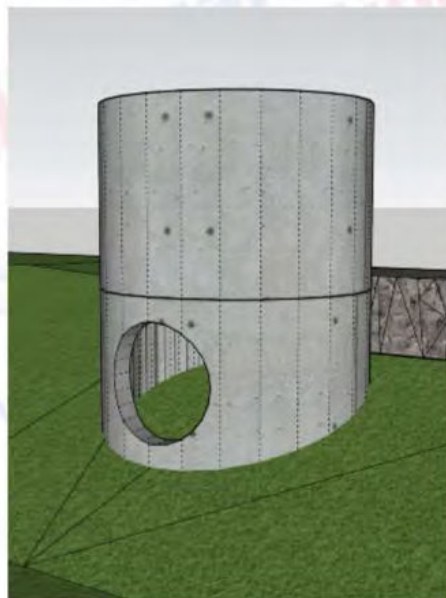


Safety Surfacing



- **Engineered Wood Fiber - EWF**
- **Poured-In-Place Rubber - PIP**

In-Up-Out Vertical Tunnel



Zip Line



Water Play Area



Clamber Log Pile



Spinneround Top



Net Climber



Unity Basket Swing



Musical Play



Stump Climber



Twig Hut



Tunnel Hill Slide, 10'



Comments from Kelly VanMarter,
Township Manager are in red.



PROPOSAL

No: 222086A R1

Date of Estimate: 10/11/2022
Quote Valid Until: 12/11/2022
Payment Terms: Net 30
Estimator: Bradley Sheffer
Email: brad@buildingfun.com

Bill To: Genoa Twp
 2911 Dorr Rd
 Brighton, MI 48114

Project Name: Survivor Playground at Genoa Park
Organization: Genoa Twp.
Address: 2911 Dorr Rd, Brighton, MI 48114
Contact: Kelly VanMartar - Twp. Manager
Phone: 810.227.5225
Email: Kelly@genoa.org

Qty	Item	Item Description	Price Each	Total
	Site Prep	Work to be performed includes: ~ Provide orange snow fencing around the perimeter of the work site. ~ Lay-out, stake and excavate the playground area as needed to prep for construction. ~ Provide fill sand to construct the mound area. ~ Provide sand for sandbox. ~ Provide geotextile fabric as needed.		\$92,400.00
	Aggregate Pathway	Work to be performed includes: ~ Construct the 1,637 SF aggregate pathway as shown on the master plan.		\$4,400.00
	Concrete Flat Work East of Picnic Area	Work to be performed includes: ~ Provide 300 SF of 4"-thick concrete around the Information Hut. ~ Provide 160 SF of 4"-thick concrete dub downs at (3) locations shown on master plan.		\$4,350.00
	Picnic Plaza	Work to be performed includes: ~ Lay-out, stake and excavate the picnic plaza area as needed to prep for construction. ~ Provide 1,480 SF of 4"-thick concrete with concrete steps as shown on the master plan. ~ Provide the boulder retention wall as shown on the master plan. Includes drainage system with 4" perforated pipe. Alternate #1: Furnish and install (6) MyTcoat 46" round picnic tables, (3) MyTcoat 6' benches with backs and (3) MyTcoat trash receptacles. ADD \$34,400.00		\$58,500.00
			Sub - Total:	Continued...

Would the Township consider this as a project for the FY 23/24 budget?

Proposal does not include supply of product, site preparation, drainage, restoration, removing existing structures, safety surface, permits or prevailing wage unless specified in quote.

Accepted by Customer: _____

Date: _____



PROPOSAL

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Address: 2911 Dorr Rd, Brighton, MI 48114
Contact: Kelly VanMartar - Twp. Manager
Phone: 810.227.5225
Email: Kelly@genoa.org

Qty	Item	Item Description	Price Each	Total
	Concrete Sluice	Work to be performed includes: ~ Provide 180 SF of 6"-thick concrete sluice with cobble stones as shown on the master plan. ~ Provide (1) Bison Pump-n-Play Jr and (2) Pump-n-Play Pumps. Includes providing water service to the pumps. ~ Provide 160 LF of drain pipe from sluice drain inlet to the catch basin that is located at the curb of the existing road.		\$49,700.00
	Poured-in-Place Rubber Surface	Work to be performed includes: ~ Provide 630 SF of PIP at a depth of 5" to meet 9' fall height over 4" stone base. Colors: 30% Black / 40% Vine Green / 30% Mineral Blue ~ Provide 215 SF of PIP at a depth of 2.5" to meet 4' fall height over 4" stone base. Colors: 30% Black / 40% Vine Green / 30% Mineral Blue		\$32,500.00
	Engineered Wood Fiber	Work to be performed includes: ~ Provide 3,366 SF of EWF at a depth of 12".		\$6,800.00
	All Ledge Rock Formations	Work to be performed includes: ~ Provide all ledge rock formations over stone base at locations shown on the master plan.		\$57,500.00
	Boulders	Work to be performed includes: ~ Provide boulder retention wall located near Zip Line. ~ Provide all boulders as shown throughout the playground area.		\$9,500.00
			Sub - Total:	Continued...

Proposal does not include supply of product, site preparation, drainage, restoration, removing existing structures, safety surface, permits or prevailing wage unless specified in quote.

Accepted by Customer: _____

Date: _____

Michigan Recreational Construction, Inc.
 18631 Conant St., Detroit MI 48234 OR 1091 Victory Dr., Howell 48834
 Detroit Office: 313.551.0565 Howell Office: 517.545.7122



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Contact: Kelly VanMartar - Twp. Manager
Phone: 810.227.5225
Email: Kelly@genoa.org

Qty	Item	Item Description	Price Each	Total
	Custom Natural Logs	Work to be performed includes: ~ Provide all logs as shown on the master plan. Includes (2) Log Clamber Piles, (14) log steps, (6) log benches, (50) stump steppers and (1) fallen tree.		\$48,600.00
	Information Hut	Work to be performed includes: ~ Construct the Information Hut as shown on the master plan. ~ Provide 200 SF of paver area over stone base.		\$39,750.00
	Custom Net Climb Structure	Work to be performed includes: ~ Construct the custom Net Climb Structure as shown on the master plan. Includes netting lashed in place to galvanized steel cable and hardware support grid attached to Robinia frame posts. Includes vertical log climbing wall and cluster of (10) stump steppers.		\$121,500.00
	Independent Play Equipment	Work to be performed includes: ~ Provide (1) KOMPAN 10' stainless steel embankment tunnel slide, (1) KOMPAN 5' stainless embankment slide and (1) KOMPAN Zipline. ~ Provide (1) Elephant Play Spinneround. ~ Provide (1) PlayWorld Unity Swing ~ Provide (1) Freenotes Harmony Park Calypso, (1) Pagoda Bells and 1-set of (5) Tuned Drums. ~ Provide (1) 20' x 36"-dia corrugated plastic underground tunnel. ~ Provide (1) In-Up-Out Vertical Tunnel w/ handholds attached to interior wall. ~ Provide (1) custom Twig Hut ~ Provide (1) custom Tipi.		\$173,700.00
			Total:	Continued...

Proposal does not include supply of product, site preparation, drainage, restoration, removing existing structures, safety surface, permits or prevailing wage unless specified in quote.

Accepted by Customer: _____

Date: _____

Michigan Recreational Construction, Inc.
 18631 Conant St., Detroit MI 48234 OR 1091 Victory Dr., Howell 48834
 Detroit Office: 313.551.0565 Howell Office: 517.545.7122



PROPOSAL

No: 222086A R1

Date of Estimate: 10/11/2022
Quote Valid Until: 12/11/2022
Payment Terms: Net 30
Estimator: Bradley Sheffer
Email: brad@buildingfun.com

Bill To: Genoa Twp
 2911 Dorr Rd
 Brighton, MI 48114

Project Name: Survivor Playground at Genoa Park
Organization: Genoa Twp.
Address: 2911 Dorr Rd, Brighton, MI 48114
Contact: Kelly VanMartar - Twp. Manager
Phone: 810.227.5225
Email: Kelly@genoa.org

Qty	Item	Item Description	Price Each	Total
	Fencing	Work to be performed includes: ~ Provide PVC split rail fencing at location shown on master plan.		\$4,300.00 \$7,300.00
	Irrigation System	Work to be performed includes: ~ Provide an underground irrigation system to water plants, trees and turf. Includes upgrading existing controller that is currently used on to water the soccer fields. System will primarily use 155-165 pop-up sprays with as well as 9 to 16 rotors.		\$12,700.00
	Landscaping	Work to be performed includes: ~ Provide (28) 2.5" caliper deciduous trees, (15) Evergreen trees ((5) at 5'-tall, (6) at 7'-tall and (4) at 10'-tall). Includes hardwood mulch. ~ Provide (347) ornamental grasses. ~ Provide 9,000 SF of Tall Type Fescue Sod over 2" screened topsoil throughout playground area.		\$58,200.00
	Clean-up / Site Restoration	Work to be performed includes: ~ Clean-up and restore all areas disturbed due to construction		\$14,700.00
	MRC Contribution	MRC's contribution to the construction of the playground. Note: MRC will continue to provide all design services throughout the duration of the project at no charge.		-\$15,000.00
		Replace sand play with seating area		-\$1,800.00
		New Total with PVC fencing & benches/tables/trash cans:		\$814,000
		Total:		\$774,100.00

Proposal does not include supply of product, site preparation, drainage, restoration, removing existing structures, safety surface, permits or prevailing wage unless specified in quote.

Total Project Cost \$814,000 minus Senior Survivor Funds of \$462,069 = \$351,931
 Current Township Contribution budgeted is \$139,300 equals a shortfall of \$212,631.
 Staff is requesting consideration of an increase in the budget for this fiscal year of \$112,631 for a total Township Contribution FY 22/23 of \$251,931.
 Additionally, the Board is being asked to consider taking on the "picnic plaza" portion of the project as a Township project for the next year 23/24 budget at a cost not to exceed \$100,000.

Board Correspondence



October 19, 2022

McNamara Subdivision Property Owner

**RE: Road Improvement Meeting
November 3rd, 2022 at 6:00pm
Genoa Township Hall, 2911 Dorr Road, 48116**

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

Dear resident,

Genoa Township has been contacted regarding helping to finance a paving project in your neighborhood. The roads in the McNamara subdivision are under the jurisdiction of the Livingston County Road Commission. An estimate from T & M Asphalt Paving has been provided to the Township for pulverizing the existing asphalt, adding base material and paving with one two-inch lift of 13A asphalt and one two-inch lift of 36A asphalt. The project area is approximately 42,640 feet and the estimated cost is \$185,850. The Livingston County Road Commission has reviewed the estimate and has found it reasonable. A copy of the estimate is attached to this letter for your review.

The Township’s role in the project is strictly financial support and the Board has full discretion over whether or not to fund the project. Public Act 188 of 1954 allows for the Township, through the special assessment process, to assist residents by providing funding and financing for the cost of the improvement, and then levying and collecting the special assessment to pay off the debt. For road projects improving public roads, the Township Board has established a policy to help support projects by contributing 25% of the project costs or \$1500 per parcel, whichever is less. For this project, the Township contribution would be 25% or \$46,462.

If the Board chooses to support the project, the assessments are spread over a period of time. Although the Township Board ultimately determines the length of the term, the staff has contemplated a 10-year payback. The Township currently charges 2% interest. Based on the information discussed above and the following assumptions, the Township estimates declining annual assessment costs of \$332.68 in year one and \$282.78 in year ten. The spreadsheet showing cost allocation and a map of the project area are also attached for your reference.

McNamara Road Improvement District Assumptions:

- 51 Parcels
- Construction cost estimate of \$185,850
- 10-year payback with 2% interest
- Statutory notice and publication cost of \$2,000
- Township contribution of \$46,462 which is 25% of the project cost.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

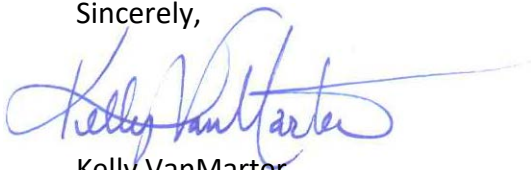
Kelly VanMarter

To formally present this information to the neighborhood, you are invited to attend an informational meeting on **Thursday, November 3rd at 6:00 PM at the Genoa Township Hall** located at 2911 Dorr Road. The contractor will be in attendance to explain the project and the Township will review the special assessment process and answer any questions you may have.

For the project to move forward at least 51% of the property owners must file a petition supporting the project. Petitions will be available at the meeting to distribute and/or sign if there is support for the project. The petitions have very specific language required by state statute. All owners of a property who are listed on the deed must sign the petition for it to be valid for each parcel. For a trust, the Township will need documentation from the trust to verify that the person signing the petition is authorized by the trust to do so.

If you are unable to attend or if you have any questions please feel free to contact me at 810.227.5225 or via email kelly@genoa.org.

Sincerely,



Kelly VanMarter
Manager

Cc: Township Board Correspondence
McNamara Road SAD Project File
Attachments (2): Estimate from T&M Asphalt Paving, Inc. dated 8/23/22
Cost allocation spreadsheet and project area map

McNamara Sub

Proposed Road Improvement SAD 2022

Chemung Drive / Norfolk Dr. / James R. Dr.



Legend

Proposed District Parcels

Parcel lines are approximate. Not intended for survey purposes.

●
1 inch = 150 feet

MCNAMARA ROADS 10-13-22

MCNAMARA ROADS 2023	
PROJECT COST	\$185,850
ADMIN.	\$2,000
TWP. CONTRIB.	(\$46,462) 25% of project cost
TOTAL	\$141,388
INTEREST %	2
PROPERTIES	51

	YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
1	2023	\$16,966.56	\$2,827.76	\$14,138.80	\$127,249.20
2	2024	\$16,683.78	\$2,544.98	\$14,138.80	\$113,110.40
3	2025	\$16,401.01	\$2,262.21	\$14,138.80	\$98,971.60
4	2026	\$16,118.23	\$1,979.43	\$14,138.80	\$84,832.80
5	2027	\$15,835.46	\$1,696.66	\$14,138.80	\$70,694.00
6	2028	\$15,552.68	\$1,413.88	\$14,138.80	\$56,555.20
7	2029	\$15,269.90	\$1,131.10	\$14,138.80	\$42,416.40
8	2030	\$14,987.13	\$848.33	\$14,138.80	\$28,277.60
9	2031	\$14,704.35	\$565.55	\$14,138.80	\$14,138.80
10	2032	\$14,421.58	\$282.78	\$14,138.80	\$0.00
		\$156,940.68	\$15,552.68	\$141,388.00	

PER PARCEL	\$2,772.31
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	YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
1	2023	\$332.68	\$55.45	\$277.23	\$2,495.08
2	2024	\$327.13	\$49.90	\$277.23	\$2,217.85
3	2025	\$321.59	\$44.36	\$277.23	\$1,940.62
4	2026	\$316.04	\$38.81	\$277.23	\$1,663.39
5	2027	\$310.50	\$33.27	\$277.23	\$1,386.16
6	2028	\$304.95	\$27.72	\$277.23	\$1,108.93
7	2029	\$299.41	\$22.18	\$277.23	\$831.69
8	2030	\$293.87	\$16.63	\$277.23	\$554.46
9	2031	\$288.32	\$11.09	\$277.23	\$277.23
10	2032	\$282.78	\$5.54	\$277.23	\$0.00
		\$3,077.27	\$304.95	\$2,772.31	



Contract Proposal

T & M Asphalt Paving, Inc.

AN EQUAL OPPORTUNITY EMPLOYER

4755 OLD PLANK RD. MILFORD, MI 48381 (248) 684-2300



Date: 8/23/2022

Project:
McNamara Subdivision
Howell

Asphalt Milling & Resurfacing - Approx. 42,640 SF

1. Mill existing asphalt 3" to 4" depth, hauling millings offsite and disposing of properly.
2. Fine grade and compact existing aggregate base.
3. Adjust structures as needed in roadways.
4. Provide and install 2" 4E1 Leveling Course Asphalt and compact.
5. Apply a tack coat for adhesion.
6. Provide and install 1.5" 5E1 Wearing Course Asphalt and compact.

Total Cost for the work above is: **\$ 185,850.00**

Included in above cost is inspection fees & testing for the asphalt paving.

Exclusions: Permits, bonds, undercutting, concrete work, ditch work, utility/pipe work, restoration, & landscaping.

Payment for work shall be made within 15 days of presentment of monthly requests for payment.

This is a unit price quotation, with quantities to be verified upon completion. Contract amount shall be determined by extending verified quantities at quoted unit prices, and any modification resulting from change in material prices.

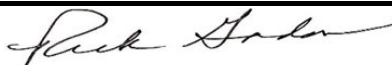
This is a lump sum quotation, except for modification resulting from change in material prices.

A finance charge of 1 1/2% per month will be added each month on all past due accounts, an annual rate of 18%.

ACCEPTED: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. I HAVE

READ AND AGREE TO THE CONDITIONS ON PAGE TWO.

Date _____



 Duly Authorized Signature **Rick Gordon**
Sales Engineer

Accepted _____

Signature _____

GENERAL CONDITIONS

NO ORAL AGREEMENTS:	It is expressly understood that all the terms, agreements and conditions relating to this contract are only those expressed in writing herein, and that there are no oral representations, undertakings, terms, agreements or conditions of any kind.
APPROVAL:	This proposal will not be binding upon Contractor until the signed Acceptance has been received, checked and signed by an officer of Contractor.
PAYMENT OF COSTS:	Customer shall pay to Contractor all costs and expenses including, without limitation, reasonable attorney fees, and the fees of any collection agencies and court costs incurred by Contractor in exercising any of its rights or remedies hereunder when enforcing any of the terms, conditions or provisions hereof.
CHANGES:	No changes or alterations in the specifications shall be allowed except in writing and at prices agreed upon at the time the changes are authorized.
ESTIMATED OR APPROXIMATE QUANTITIES:	Quantities and areas in this proposal are approximate, arrived at for estimating purposes only, and it is understood that payment is to be made on actual quantities of work completed and actual areas covered unless otherwise indicated.
PROPERTY LINES:	Customer shall establish and designate property lines, and Customer shall be obligated to pay for work performed as ordered in the event the property lines established and designated by Customer trespass on other property, and Customer shall also be responsible for any damages caused thereby to the owner of such other property.
DELAYS:	Unless otherwise stated, Customer shall properly prepare and deliver the jobsite to Contractor within 30 days of Contractor's Acceptance of this Proposal. Contractor shall complete the job within a reasonable time but shall not be liable for delays beyond its control. Customer caused delays shall entitle Contractor to delay damages.
PERMITS:	Customer shall obtain and pay for any and all permits or assessments required to perform the work.
WET OR UNSTABLE SUBGRADE:	Customer shall provide a suitable dry and stable subgrade. Customer shall be responsible for resulting costs and expenses due to requiring Contractor to place the materials on an unsuitable subgrade. A suitable subgrade is a condition precedent to the requirement of performance of this contract.
REPRODUCTION OF CRACKS:	When resurfacing concrete, brick or asphalt pavement the Contractor is not responsible for the reproduction of cracks or expansion joints which may occur.
MINIMUM GRADE:	Customer shall provide all lines and grades. Contractor reserves the right to refuse to construct a pavement unless minimum grades of 1% are possible for surface drainage. If the Customer directs contractions with less than a minimum of 1%, it is understood that waterponding may occur and that no warranty attaches to the work as to satisfactory surface drainage. Depressions over 3/4 inch will be filled.
STOCK PILING MATERIALS:	Contractor shall be permitted to stockpile materials necessary to the performance of its work on the property adjacent to the site of the work, without cost.
UNDERGROUND STRUCTURES:	It is the Customer's responsibility to advise Contractor of the existence and location of all underground structures such as sewers, water and gas lines, etc. which might be encountered by Contractor in the performance of its work. Contractor shall be deemed to have notice of the existence of only those structures specifically referred to in this Proposal, and of the location thereof as indicated in this Proposal. If it develops in the performance of the work that the identity or location of the underground structures varies from those specified herein, any extra cost occasioned thereby in moving, protecting or covering the same, or otherwise, shall be borne by the Customer.
SOIL CONDITION:	Should any unusual soil conditions be encountered not specifically referred to in this Proposal, any extra cost in the performance of the work occasioned by such conditions shall be paid by Customer.
TREE ROOTS:	Contractor shall not be responsible for damage to trees occasioned by the damage or removal of tree roots in preparing the road bed, nor shall Contractor be obligated to remove damaged or destroyed trees.
HIDDEN OBJECTS:	Contractor assumes no responsibility for removing hidden objects encountered during the performance of the work. Any costs incurred for the removal and disposal of such hidden objects shall be borne solely by the Customer and Contractor shall be reimbursed accordingly.
ZONING REQUIREMENT & OTHER LOCAL REGULATIONS:	Contractor assumes no responsibility for determining whether Customer has the legal right or authority to pave the property as directed. Notwithstanding that such work might be deemed to violate any ordinance, zoning regulation, or other law. Customer shall, nevertheless, be obligated to pay for work performed as ordered.
PAVEMENT THICKNESS	Contractor's description of pavement and/or aggregate thickness refers to average thickness. Variations in actual thickness may occur. Contractor shall provide sufficient material to achieve the described average thickness.



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

November 2, 2022

Pine Creek Subdivision Property Owner

**RE: Road Improvement Meeting
Thursday, November 10, 2022 at 6:30pm
Northridge Church, 7555 Brighton Road, MI 48116**

Dear resident,

Genoa Township has been contacted to help finance a paving project in your neighborhood. The Township's role in the project is strictly financial support and the Board has full discretion over whether or not to fund the project. Public Act 188 of 1954 allows for the Township, through the special assessment process, to assist residents by providing funding and financing for the cost of the improvement, and then levying and collecting the special assessment to pay off the debt. If the Board chooses to support the project, the assessments are spread over a period of time.

To formally present this information to the neighborhood, you are invited to attend an informational meeting on **Thursday, November 10th at 6:30 PM at Northridge Church** located at 7555 Brighton Road. Representatives of your neighborhood and the Livingston County Road Commission will be in attendance to explain the project and the Township will review the special assessment process and answer any questions you may have.

Questions regarding the scope of the project should be directed to the Pine Creek Ridge road committee via email at BobL54@aol.com. Please include "Pine Creek Road Project" in the subject line. If you have questions regarding the special assessment process please feel free to contact me at 810.227.5225 or via email kelly@genoa.org.

Sincerely,

Kelly VanMarter
Manager

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

MANAGER

Kelly VanMarter