

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
August 21, 2023
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: August 21, 2023
2. Request to approve August 7, 2023 regular meeting minutes.

Approval of Regular Agenda:

3. Public Hearing on the proposed Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024).
 - A. Call to the Property Owners
 - B. Call to the Public
4. Request for approval of **Resolution #3** Approving the Project Cost Estimates, Special Assessment District and causing the Special Assessment Roll to be prepared for the Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024). **(Roll Call)**
5. Request for approval of **Resolution #4** Acknowledging the filing of the Special Assessment Roll, Scheduling the Second Hearing for **September 18, 2023**, and Directing the Issuance of Statutory Notices for the Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024). **(Roll Call)**
6. Consideration of recommendations for approval of a special use application, environmental impact assessment and sketch plan to allow for used vehicle sales. The property in question is located at 7949 Grand River Avenue, located west of Hacker Road. The request is petitioned by Aric Wilson.
 - A. Disposition of Special Use Application
 - B. Disposition of Environmental Impact Assessment (7-19-23)
 - C. Disposition of Sketch Plan (7-19-23)

7. Presentation and request to receive and place on file the Fiscal Year 2022-2023 Township Audit as presented by Maner Costerisan.
8. Request from the Township Clerk for approval of the July 20, 2023 recommendations of the Election Commission for the following:
 - A. Approval of workers for the November 7, 2023 Howell Schools Special Election.
 - B. Approval of the combination of Polling Precincts and Polling Places for elections scheduled in 2024.
 - C. Approval of per diems and hourly rates for temporary election officials.
 - D. Approval to conduct early voting elections for the 2024 election season at the Genoa Township Hall.
9. Request for approval of **Resolution #5B** to amend Resolution #5 for the Pine Creek Ridge Road Improvement Special Assessment District to levy the project on the Summer 2024 tax bill rather than the Winter 2023 tax and to extend the interest free pre-payment period from September 14, 2023 to March 1, 2024 for the Pine Creek Ridge Road Improvement Special Assessment District. (Roll Call)
10. Consideration of a recommendation for approval and adoption of **Ordinance number Z-23-03** to amend Zoning Ordinance Article 11, Section 11.06 entitled “Solar Energy Systems”. (Roll Call)
11. Discussion and review of Waste Management contract renewal.

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: August 21, 2023

All information below through August 15, 2023

TOWNSHIP GENERAL EXPENSES	\$	244,818.99
August 18, 2023 Bi Weekly Payroll	\$	114,673.46
OPERATING EXPENSES DPW (503 FN)	\$	31,229.42
OPERATING EXPENSES Oak Pointe (592FN)	\$	106,831.15
OPERATING EXPENSES Lake Edgewood (593FN)	\$	31,868.62
TOTAL	\$	529,421.64

FNBCK Check Register

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
08/02/2023	38343	COOPER'S TURF MANAGEMENT LLC	1,290.00
08/02/2023	38344	DTE ENERGY	30.09
08/02/2023	38345	FEDERAL EXPRESS CORP	44.95
08/02/2023	38346	GORDON FOOD SERVICE	52.98
08/02/2023	38347	NETWORK SERVICES GROUP, L.L.C.	250.00
08/02/2023	38348	PERFECT MAINTENANCE CLEANING	565.00 V
		Void Reason: BAD SIGNATURE	
08/03/2023	38349	PERFECT MAINTENANCE CLEANING	565.00
08/03/2023	38350	DTE ENERGY	1,035.68
08/03/2023	38351	DTE ENERGY	256.11
08/03/2023	38352	ROCKET ENTERPRISE INC	2,240.00
08/14/2023	38353	ESRI	2,798.40
08/15/2023	38354	AMERICAN AQUA	33.00
08/15/2023	38355	BLUE CROSS & BLUE SHIELD OF MI	51,224.04
08/15/2023	38356	COMCAST	1,364.43
08/15/2023	38357	DTE ENERGY	38.63
08/15/2023	38358	DYKEMA GOSSETT PLLC	5,261.20
08/15/2023	38359	EHIM, INC	8,243.16
08/15/2023	38360	ETNA SUPPLY COMPANY	46,500.00
08/15/2023	38361	US BANK EQUIPMENT FINANCE	2,446.76
08/15/2023	38362	VERIZON WIRELESS	2,500.09
08/15/2023	38363	WASTE MANAGEMENT CORP, SERVICES	72.87
08/15/2023	38364	WASTE MANAGEMENT CORP, SERVICES	118,571.60
FNBCK TOTALS:			
Total of 22 Checks:			245,383.99
Less 1 Void Checks:			565.00
Total of 21 Disbursements:			244,818.99

August 18, 2023 Bi Weekly Payroll

PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP					Page 31 of 31	
Payroll ID: 253						
Pay Period End Date: 08/11/2023 Check Post Date: 08/18/2023 Bank ID: FNBCK						
* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks						
ZBA MINUTES OT	0.00	0.00	0.00	0.00		
ZBA PER DIEM	0.00	0.00	0.00	2,383.26		
Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.	
112,369.39	0.00	33,991.94	78,377.45	1,862,338.67	77,107.04	

Check Register Report For Genoa Charter Township							Page 1 of 1	
For Check Dates 08/18/2023 to 08/18/2023								
Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status	
08/18/2023	FNBCK	13862	RICHARDS, KEVIN J	1,479.23	1,270.41	0.00	Open	
08/18/2023	FNBCK	EFT833	FLEX SPENDING (TASC)	840.38	840.38	0.00	Open	
08/18/2023	FNBCK	EFT834	INTERNAL REVENUE SERVICE	26,962.09	26,962.09	0.00	Open	
08/18/2023	FNBCK	EFT835	PRINCIPAL FINANCIAL	4,876.00	4,876.00	0.00	Open	
08/18/2023	FNBCK	EFT836	PRINCIPAL FINANCIAL	2,347.13	2,347.13	0.00	Open	
Totals:			Number of Checks: 005	36,504.83	36,296.01	0.00		
Total Physical Checks:			1					
Total Check Stubs:			4					

Net Pay This Period \$78,377.45
 Physical Check Amount \$36,296.01
TOTAL \$114,673.46

503FN Check Register

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #233			
08/11/2023	5875	UNITED STATES POSTAL SERVICE	50.00
08/11/2023	5876	WEX BANK	4,894.54
08/14/2023	5877	AUTO-LAB OF LIVINGSTON	129.59
08/14/2023	5878	BLACKBURN MFG. CO	520.07
08/14/2023	5879	CRUISERS	1,066.95
08/14/2023	5880	ESRI	8,395.20
08/14/2023	5881	GIFFELS WEBSTER	1,455.00
08/14/2023	5882	GRAINGER	290.59
08/14/2023	5883	MYERS AUTOMOTIVE	775.44
08/14/2023	5884	NETWORK SERVICES GROUP, L.L.C.	499.00
08/14/2023	5885	PORT CITY COMMUNICATIONS, INC.	335.41
08/14/2023	5886	RED WING BUSINESS ADVANTAGE ACCOUNT	647.99
08/14/2023	5887	SIGN WORKS	150.00
08/14/2023	5888	TETRA TECH INC	4,125.00
08/14/2023	5889	USA BLUEBOOK	1,229.76
08/14/2023	5890	WINDSTREAM	63.06
08/14/2023	5891	VERIZON WIRELESS	689.48
08/15/2023	5892	KIM LANE	25.42
08/15/2023	5893	OCCUPATIONAL HEALTH CENTERS OF MI	225.00
08/15/2023	5894	STERLING	80.00
08/15/2023	5895	TRAINCO, INC	5,230.00
08/15/2023	5896	UNITED STATES POSTAL SERVICE	326.52
08/15/2023	5897	UNITED STATES POSTAL SERVICE	25.40
503FN TOTALS:			
Total of 23 Checks:			31,229.42
Less 0 Void Checks:			0.00
Total of 23 Disbursements:			<u>31,229.42</u>

592FN Check Register

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
07/24/2023	5871	AT&T LONG DISTANCE	71.64
08/02/2023	5872	MHOG UTILITIES	46,252.50
08/11/2023	5873	AT&T LONG DISTANCE	82.21
08/11/2023	5874	DTE ENERGY	1,161.15
08/11/2023	5875	DTE ENERGY	2,139.44
08/14/2023	5876	BYRUM ACE HARDWARE	70.03
08/14/2023	5877	COMPLETE BATTERY SOURCE	377.92
08/14/2023	5878	COOPER'S TURF MANAGEMENT LLC	960.00
08/14/2023	5879	DUBOIS-COOPER	2,415.00
08/14/2023	5880	ETNA SUPPLY COMPANY	523.20
08/14/2023	5881	GENOA TWP GENERAL FUND	25,756.83 V
Void Reason: MADE CHECK OUT TO THE WRONG VENDOR			
08/14/2023	5882	HARTLAND SEPTIC SERVICE, INC.	2,280.00
08/14/2023	5883	HOWELL HARDWARE	79.99
08/14/2023	5884	MICHIGAN CAT	707.00
08/14/2023	5885	OAK POINTE OPERATING S/W	139.63 V
Void Reason: WRONG VENOR USED			
08/14/2023	5886	AT&T	289.81
08/14/2023	5887	BRIGHTON ANALYTICAL LLC	660.00
08/14/2023	5888	COMPLETE BATTERY SOURCE	16.96
08/14/2023	5889	GENOA TOWNSHIP DPW FUND	21,704.92
08/14/2023	5890	HOWELL HARDWARE	6.68
08/14/2023	5891	HYDROCORP	226.87
08/14/2023	5892	K & J ELECTRIC, INC.	105.00
08/14/2023	5893	NELSON TANK ENGINEERING & CONSULTIN	944.00
08/15/2023	5894	GENOA TOWNSHIP DPW FUND	25,756.83
592FN TOTALS:			
Total of 24 Checks:			132,727.61
Less 2 Void Checks:			25,896.46
Total of 22 Disbursements:			<u>106,831.15</u>

593FN Check Register

08/15/2023 03:40 PM
 User: denise
 DB: Genoa Township

CHECK REGISTER FOR GENOA TOWNSHIP
 CHECK NUMBERS 4316 - 6000

Page: 1/1

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #590			
08/02/2023	4316	MHOG UTILITIES	20.00
08/14/2023	4317	ADVANCE AUTO PARTS	179.80
08/14/2023	4318	BRIGHTON ANALYTICAL LLC	201.00
08/14/2023	4319	CONSUMERS ENERGY	99.56
08/14/2023	4320	COOPER'S TURF MANAGEMENT LLC	723.00
08/14/2023	4321	DTE ENERGY	3,809.43
08/14/2023	4322	GENOA TOWNSHIP DPW FUND	11,900.83
08/14/2023	4323	HARTLAND SEPTIC SERVICE, INC.	1,500.00
08/14/2023	4324	TETRA TECH INC	13,435.00
593FN TOTALS:			
Total of 9 Checks:			31,868.62
Less 0 Void Checks:			0.00
Total of 9 Disbursements:			31,868.62

**GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
August 7, 2023**

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, Jean Ledford, Terry Croft, Diana Lowe, and Paulette Skolarus. Absent were Robin Hunt and Jim Mortensen. Also present were Township Manager Kelly VanMarter, Township Attorney Joseph Seward, and 12 persons in the audience.

The Pledge of Allegiance was recited.

The call to the public was opened at 6:31 pm.

Ms. Tracey Pardiac reiterated her objection to the proposal on Latson Road. There are many residents who are joining together to stop this. The Township has zero consideration for the people that they are supposed to be representing.

Mr. Joe Carpenter who lives in Northshore Subdivision expressed his displeasure with the PUD. The traffic study was done with data from 2018 and 2019, referencing Crooked Lake as a dirt road. He would like this updated. There is no sewer system in this area and it appears they are proposing to use the Oak Pointe sewer system. He questioned who will pay for the updates.

Ms. Jeanine Iyer of 2396 Brighton Road is opposed to a big industrial development south of the freeway on Latson Road. She moved here six years ago to get away from the concrete jungle. She lives three miles from this corner. She would like the Board to stay with the Master Plan. This is a community of country living.

The call to the public was closed at 6:34 pm.

Approval of Consent Agenda:

Supervisor Rogers noted that there was a typo on the July minutes. It states the "July" minutes were to be approved and it should be "June".

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

1. Payment of Bills: August 7, 2023

2. Request to approve July 17, 2023 regular meeting minutes, with the change noted above.

Regular Agenda

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

- 3. Consider a request to transfer the November 1, 2021 Agreement to provide Fiber Optic Broadband to unserved and underserved areas of the Township from MiSignal, Inc. to Surf Air Wireless, LLC d/b/a Surf Internet and to approve the August 7, 2023 Revised Agreement.**

Supervisor Rogers stated that Surf Air Wireless, LLC has acquired MiSignal, Inc.

Mr. Adam Bates of Surf Air Wireless stated the rates will remain almost the same. Whoever has already signed up will receive the \$50 per month rate discount for the \$70 per month plan for a limited time; however, new customers will not receive this discount. They will be doing a large kickoff of the change from MiSignal to Surf Air Wireless.

Moved by Lowe, supported by Skolarus, to transfer the November 1, 2021 Agreement to provide Fiber Optic Broadband to unserved and underserved areas of the Township from MiSignal, Inc. to Surf Air Wireless, LLC d/b/a Surf Internet and to approve the August 7, 2023 Revised Agreement. **The motion carried unanimously.**

- 4. Request for an amendment to the Fiscal Year 2023-2024 budget for Fund #202 – Special Assessment Districts, Line item 202-492-801-075 to increase the McNamara Project Expense from \$185,850 to \$192,685.**

Moved by Ledford, supported by Croft, to approve the amendment to the Fiscal Year 2023-2024 budget for Fund #202 – Special Assessment Districts, Line item 202-492-801-075 to increase the McNamara Project Expense from \$185,850 to \$192,685. **The motion carried unanimously.**

- 5. Request for approval of Resolution #1 to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the Crystal Valley Road Improvement Special Assessment Project (Summer 2024). (Roll Call).**

Moved by Lowe, supported by Skolarus, to approve Resolution #1 to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the Crystal Valley Road Improvement Special Assessment Project (Summer 2024). **The motion carried unanimously with a roll called vote (Ledford - yes, Croft - yes, Lowe - yes, Skolarus - yes, and Rogers - yes).**

6. Request for approval of Resolution #2 to Approve the Project, Schedule the First Hearing for August 21, 2023, and Direct Issuance of Statutory Notices for the Crystal Valley Road Improvement Special Assessment Project (Summer 2024). (Roll Call)

Moved by Skolarus, supported by Croft, to approve Resolution #2 to Approve the Project, Schedule the First Hearing for August 21, 2023, and Direct Issuance of Statutory Notices for the Crystal Valley Road Improvement Special Assessment Project (Summer 2024). **The motion carried unanimously with a roll called vote (Ledford - yes, Croft - yes, Lowe - yes, Skolarus - yes, and Rogers - yes).**

7. Request for introduction of proposed Ordinance number Z-23-03 regarding text amendments to Article 11, Section 11.06 entitled “Solar Energy Systems” and set the meeting date for the purpose of considering the proposed ordinance for adoption before the Township Board on Monday, August 21, 2023.

Ms. VanMarter has been working with the Planning Commission to develop this very comprehensive ordinance. The Planning Commission recently approved the proposed changes. It will also be sent to the Livingston County Planning Commission for their review and then return to the Board for their approval.

Moved by Skolarus, supported by Lowe, to introduce proposed ordinance number Z-23-03 and to set the meeting date to consider adoption before the Township Board on Monday, August 21, 2023 for the purpose of considering the proposed ordinance for adoption. **The motion carried unanimously**

8. Review of Fiscal Year 2023-2024 First Quarter (April-June) budget to actual report.

Ms. VanMarter stated that the Township Manager’s Professional Conferences and Dues line items shows that only 47 percent is available, and that is because these are paid near the beginning of the fiscal year. Also, The Board’s Professional Conferences and Dues has spent 75 percent of the budget. This may need to be looked at further as we continue through the fiscal year.

Member Discussion

Ms. Skolarus received a letter from a company selling columbariums. She asked the Board if they were interested in purchasing a columbarium for the Chilson Hills Cemetery. She has received requests recently for columbarium interments. The Board agreed to have Ms. Skolarus research this purchase further.

Ms. Skolarus has information regarding the printing of the return envelopes for absentee ballots. This is the same company that the Livingston County Clerk uses.

Adjournment

Moved by Ledford, supported by Lowe, to adjourn the meeting at 6:59 pm. **The motion carried unanimously.**

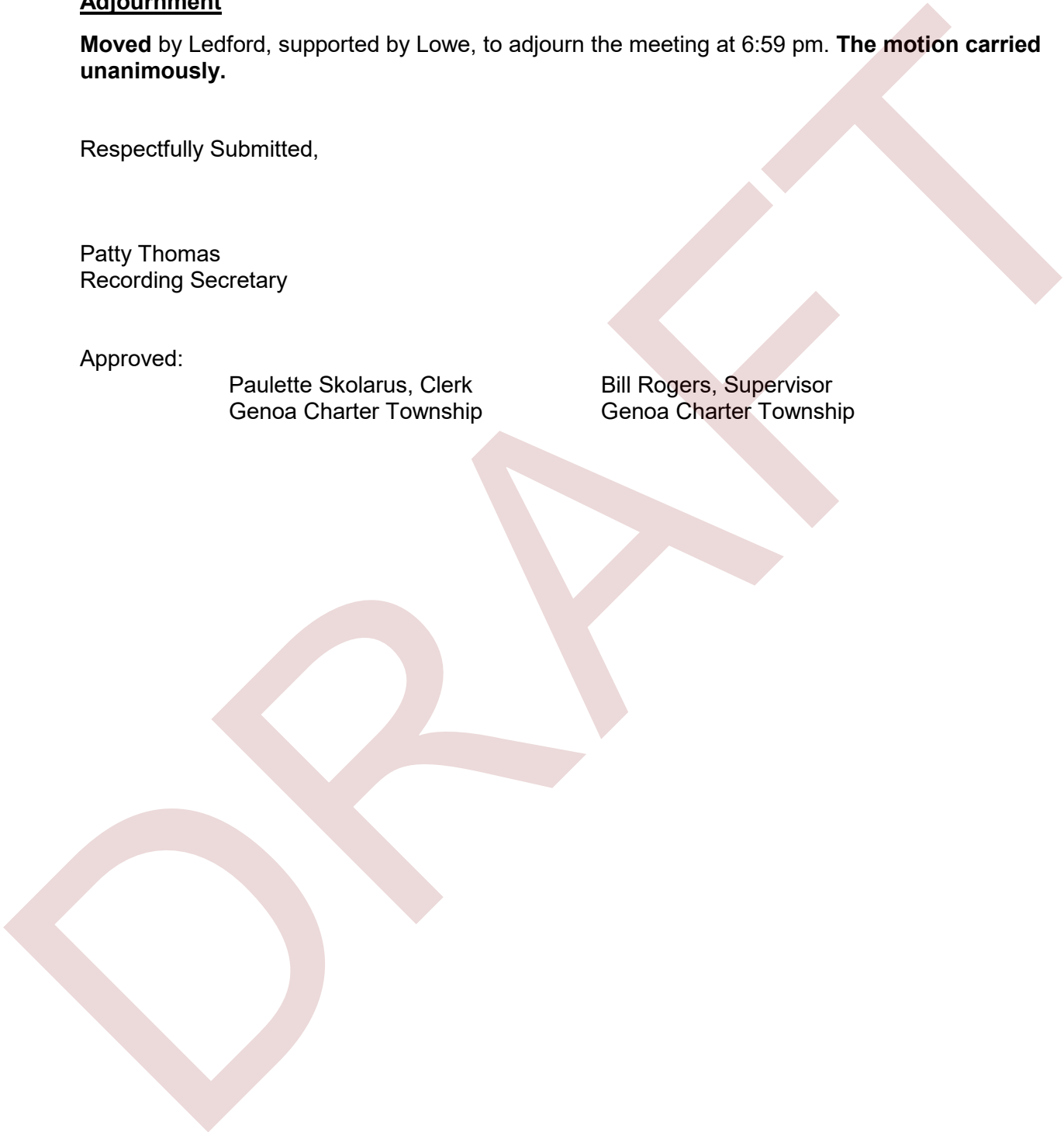
Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved:

Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township



**Resolution #3 – Crystal Valley Subdivision Road Improvement
Special Assessment Project (Summer Tax 2024)**

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of Genoa Charter Township, Livingston County, Michigan, (the "Township") held at the Township Hall on August 21, 2023 at 6:30 p.m., there were

PRESENT:

ABSENT:

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

Resolution Approving Project, Cost Estimates, Special Assessment District and Causing the Special Assessment Roll to be Prepared

WHEREAS, preliminary plans describing the Project and its location in the Township and a preliminary estimate of the cost of the Project, prepared by Larry Brennan with Nagle Paving Company dated 6/30/2023 have been filed with the Township Manager;

WHEREAS, the Township Board has tentatively determined to proceed with the Project as described in Exhibit A and in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, The Board of Trustees of the Township has declared its intention to make the improvement and tentatively designated the special assessment district against which the cost of the Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024) is to be assessed is described in Exhibit B;

WHEREAS, the Township Manager reported that proper notice of the hearing pursuant to the requirements of Act No 188, Michigan Public Acts of 1954, as amended, on these matters had been published in the Livingston County Daily Press & Argus on August 11 and August 18, 2023 and had been mailed by first-class mail to each property owner within the proposed assessment district as shown on the current tax rolls of the Township on August 9, 2023. Affidavits of the publications and mailing of these notices were then filed as part of the record in the office of the Manager;

WHEREAS, on August 21, 2023 a public hearing was held to hear any objections or comments to the proposed Crystal Valley Subdivision Road Improvement Special Assessment Project and to the special assessment district, the petitions for the project, the estimate of costs and to the special assessment district within which costs were to be assessed as described in the notice of the hearing and notice of the hearing was provided pursuant to the requirements of Act No 188, Michigan Public Acts of 1954, as amended;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board approves the plans and cost estimates as prepared by Nagle Paving Company for the Project, which are on file with the Township Manager.
2. The Township Board agrees to complete the improvement in accordance with the plans as prepared by Nagle Paving Company for the Project.

3. The Township Board approves the sufficiency of the Petition for the project.

4. The Township Board determines that the Special Assessment District for the Project shall consist of the parcels identified in Exhibit B. The term of the Special Assessment District shall be for ten (10) years.

5. The Township Board has determined to advance the costs of the Project from Township funds and to use special assessments to raise the money necessary to reimburse the Township for the advance of such funds.

6. The Township Supervisor is directed to prepare the Special Assessment Roll for the Special Assessment District identified in Exhibit B. The Special Assessment Roll shall describe all the parcels of land to be assessed with the names of the respective record owners of each parcel, if known, and the total amount to be assessed against each parcel of land. When the Township Supervisor completes the Special Assessment Roll, he shall affix his certificate to the roll stating that the roll was made pursuant to a resolution of the Township Board adopted on a specified date, and that in making the assessment roll the supervisor, according to his or her best judgment, has conformed in all respects to the directions contained in the resolution and the statutes of the State of Michigan.

7. All resolutions or parts of resolutions in conflict with this resolution are hereby rescinded.

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

YES:

NO:

ABSENT:

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at the August 21, 2023 meeting of the Township Board, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Paulette A. Skolarus, Genoa Charter Township Clerk

EXHIBIT A – THE PROJECT

CRYSTAL VALLEY ROAD IMPROVEMENT PROJECT (SUMMER TAX 2024)

DESCRIPTION OF PROJECT

A TEN-YEAR SPECIAL ASSESSMENT DISTRICT

WITH PROJECTED COSTS AS FOLLOWS:

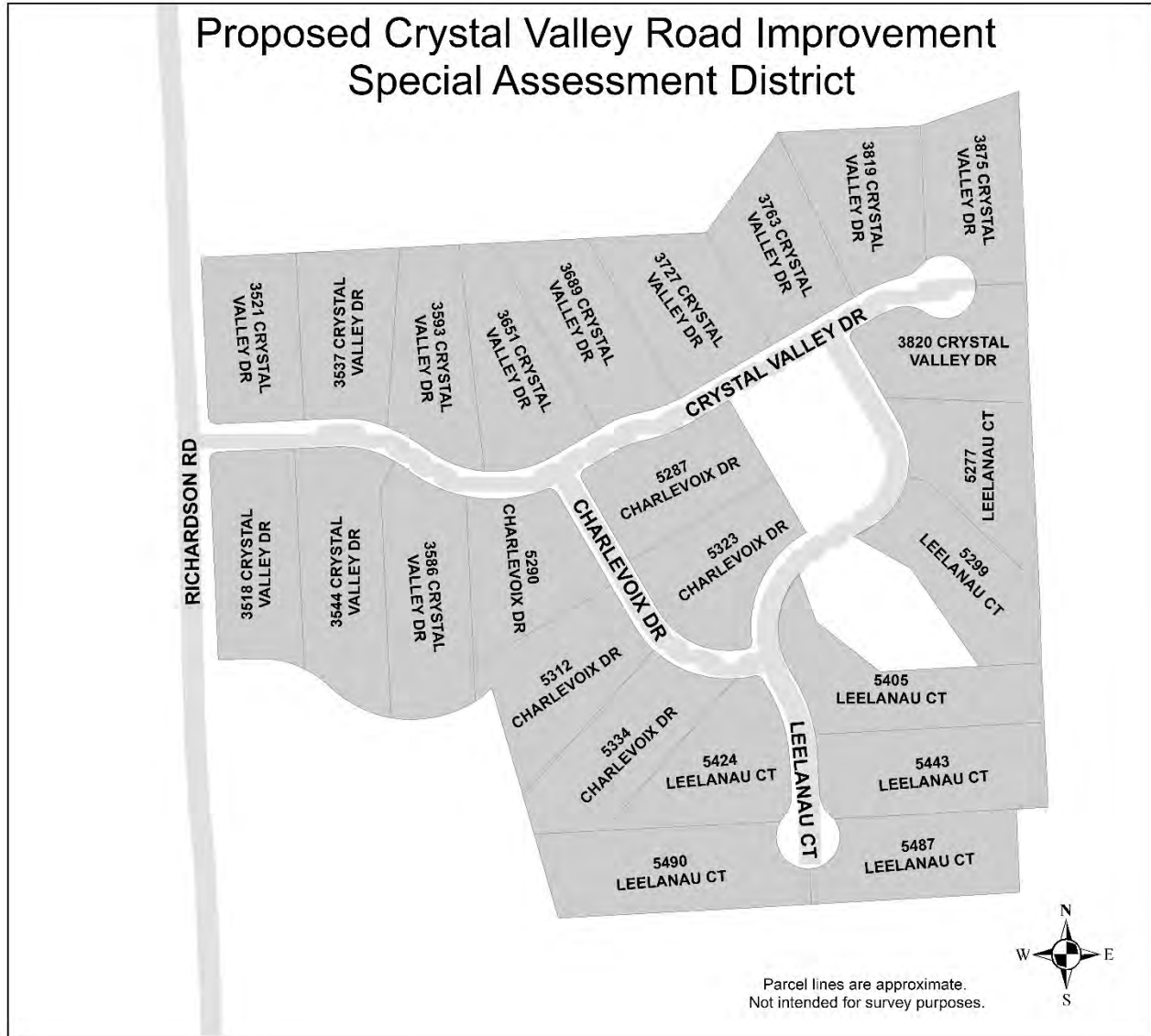
This private road improvement project (the “Project”) involves improvements to Crystal Valley Drive, Charlevoix Drive and Leelanau Court in the Crystal Valley subdivision which is located east of Richardson Road south of Brighton Road in Genoa Charter Township. The project includes the removal of the existing asphalt pavement and placing new hot mix asphalt in two lifts. The proposal is to mill the existing asphalt approximately three to four inches (3-4”), remove the millings, regrade and compact the existing stone base, tuck point two (2) catch basins, replace twenty feet (20’) of concrete pipe, replace ten feet (10’) of concrete curb, and repave with two and a half inches (2.5”) of MDOT 4E1 leveling course followed by one and a half inches (1.5”) of MDOT 5E1 wearing surface. This project benefits the property owners of Lots 1-25 of the Crystal Valley Subdivision in Genoa Charter Township.

The total construction cost of the project provided to the Township is \$367,000. There are twenty-five (25) parcels which front on the roads proposed for improvement. A majority of homeowners representing over 64% of property and 58% of frontage have signed petitions. The interest for the district is 2% and the administrative cost is \$2,000. The total principle cost per parcel is \$14,759.99. The annual principle payment per parcel is \$1,476 with 2% interest applied to the outstanding balance.

EXHIBIT B – The District

The Crystal Valley Road Improvement Subdivision Special Assessment Project (Summer Tax 2024) is being designed to serve the properties in the Special Assessment District, which district is illustrated on the map below and includes the specific properties that are identified by the following permanent parcel numbers:

PARCEL NO.	PROPERTY ADDRESS	PARCEL NO.	PROPERTY ADDRESS3	PARCEL NO.	PROPERTY ADDRESS6
11-32-201-001	3521 CRYSTAL VALLEY DR	11-32-201-010	3820 CRYSTAL VALLEY DR	11-32-201-019	5312 CHARLEVOIX DR
11-32-201-002	3537 CRYSTAL VALLEY DR	11-32-201-011	5277 LEELANAU CT	11-32-201-020	5323 CHARLEVOIX DR
11-32-201-003	3593 CRYSTAL VALLEY DR	11-32-201-012	5299 LEELANAU CT	11-32-201-021	5287 CHARLEVOIX DR
11-32-201-004	3651 CRYSTAL VALLEY DR	11-32-201-013	5405 LEELANAU CT	11-32-201-022	5290 CHARLEVOIX DR
11-32-201-005	3689 CRYSTAL VALLEY DR	11-32-201-014	5443 LEELANAU CT	11-32-201-023	3586 CRYSTAL VALLEY DR
11-32-201-006	3727 CRYSTAL VALLEY DR	11-32-201-015	5487 LEELANAU CT	11-32-201-024	3544 CRYSTAL VALLEY DR
11-32-201-007	3763 CRYSTAL VALLEY DR	11-32-201-016	5490 LEELANAU CT	11-32-201-025	3518 CRYSTAL VALLEY DR
11-32-201-008	3819 CRYSTAL VALLEY DR	11-32-201-017	5424 LEELANAU CT		
11-32-201-009	3875 CRYSTAL VALLEY DR	11-32-201-018	5334 CHARLEVOIX DR		



**Resolution #4 – Crystal Valley Subdivision Road Improvement Special Assessment Project
(Summer Tax 2024)**

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Township of Genoa, Livingston County, Michigan, (the “Township”) held at the Township Hall on August 21, 2023, at 6:30 p.m., there were

PRESENT:

ABSENT:

The following preamble and resolution were offered by _____ and supported by _____:

**Resolution Acknowledging the Filing of the Special
Assessment Roll, Scheduling the Second Hearing for September 18, 2023,
and Directing the Issuance of Statutory Notices**

WHEREAS, the Board of Trustees of the Township has determined to proceed with the Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024) within the Township as described in Exhibit A (the “Project”); in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

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

WHEREAS, the Township Supervisor has prepared the Special Assessment Roll entitled “Special Assessment Roll for the Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024)” (Exhibit B) and has filed the Proposed Roll with the Township Manager and Township Clerk;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Township Board acknowledges that the Township Supervisor has filed the Proposed Roll with the Township Manager and Township Clerk.
2. The Township Board acknowledges that the Township Supervisor has certified that (a) the Proposed Roll was prepared in accordance with the direction of the Township Board and (b) the Proposed Roll was prepared in accordance with the laws of the State of Michigan. (Exhibit C)
3. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing to review and hear objections on the Proposed Roll.

4. The second public hearing will be held on September 18, 2023 at 6:30 p.m. at the offices of Genoa Charter Township, Livingston County, Michigan.

5. The Township Manager is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Manager shall be similar to the notice attached as Exhibit D and shall be mailed by first class mail on or before September 8, 2023. Following the mailing of the notices, the Township Manager shall complete the affidavit of mailing similar to the affidavit set forth in Exhibit E.

6. The Township Manager is directed to publish a notice of the public hearing in the Livingston County Daily Press & Argus, a newspaper of general circulation within the Township. The notice shall be published twice, once on or before September 8, 2023 and September 15, 2023. The notice shall be in a form substantially similar to the notice attached as Exhibit D.

7. All resolutions or parts of resolutions in conflict with this resolution are hereby rescinded.

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

YES:

NO:

ABSENT:

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at the August 21, 2023 meeting of the Township Board, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Paulette A. Skolarus
Genoa Charter Township Clerk

EXHIBIT A – THE PROJECT

CRYSTAL VALLEY ROAD IMPROVEMENT PROJECT (SUMMER TAX 2024)

DESCRIPTION OF PROJECT

A TEN-YEAR SPECIAL ASSESSMENT DISTRICT

WITH PROJECTED COSTS AS FOLLOWS:

This private road improvement project (the “Project”) involves improvements to Crystal Valley Drive, Charlevoix Drive and Leelanau Court in the Crystal Valley subdivision which is located east of Richardson Road south of Brighton Road in Genoa Charter Township. The project includes the removal of the existing asphalt pavement and placing new hot mix asphalt in two lifts. The proposal is to mill the existing asphalt approximately three to four inches (3-4”), remove the millings, regrade and compact the existing stone base, tuck point two (2) catch basins, replace twenty feet (20’) of concrete pipe, replace ten feet (10’) of concrete curb, and repave with two and a half inches (2.5”) of MDOT 4E1 leveling course followed by one and a half inches (1.5”) of MDOT 5E1 wearing surface. This project benefits the property owners of Lots 1-25 of the Crystal Valley Subdivision in Genoa Charter Township.

The total construction cost of the project provided to the Township is \$367,000. There are twenty-five (25) parcels which front on the roads proposed for improvement. A majority of homeowners representing over 64% of property and 58% of frontage have signed petitions. The interest for the district is 2% and the administrative cost is \$2,000. The total principle cost per parcel is \$14,759.99. The annual principle payment per parcel is \$1,476 with 2% interest applied to the outstanding balance.

EXHIBIT B - THE ROLL (Crystal Valley Subdivision Road Improvement Special Assessment Project)

08/02/2023

Tentative Special Assessment Listing for GENOA TOWNSHIP

Page: 1/1

11:30 AM

Population: Special Assessment District (X080723)

DB: Genoa

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-32-201-001	X080723, Crystal Vall	14,759.99	SWANTICK DANIEL & DENISE LTS 9.3 3521 CRYSTAL VALLEY DR
4711-32-201-002	X080723, Crystal Vall	14,759.99	TIDERINGTON LIVING TRUST 3537 CRYSTAL VALLEY DR
4711-32-201-003	X080723, Crystal Vall	14,759.99	RUBY LAURIE & RUBY ERIC & HEATHER 3593 CRYSTAL VALLEY DR
4711-32-201-004	X080723, Crystal Vall	14,759.99	ROY SARAH LTS 9.3 3651 CRYSTAL VALLEY DR
4711-32-201-005	X080723, Crystal Vall	14,759.99	DILDINE ELLEN LIVING TRUST 3689 CRYSTAL VALLEY DR
4711-32-201-006	X080723, Crystal Vall	14,759.99	CONGER, LAWRENCE D. & MARIA T. 3727 CRYSTAL VALLEY DR
4711-32-201-007	X080723, Crystal Vall	14,759.99	MOORE DOUGLAS & TERRI LTS 9.3 3763 CRYSTAL VALLEY DR
4711-32-201-008	X080723, Crystal Vall	14,759.99	WINNIE CURT & TIFFANIE 3819 CRYSTAL VALLEY DR
4711-32-201-011	X080723, Crystal Vall	14,759.99	SHAW JR ROBERT E & DIANE L 5277 LEELANAU CT
4711-32-201-012	X080723, Crystal Vall	14,759.99	BEAUNE ROGER & DRANE 5299 LEELANAU CT
4711-32-201-013	X080723, Crystal Vall	14,759.99	VANSUMEREN JASON D & JENNIFER 5405 LEELANAU CT
4711-32-201-014	X080723, Crystal Vall	14,759.99	BIRK, KEVIN & SHERRY 5443 LEELANAU CT
4711-32-201-015	X080723, Crystal Vall	14,759.99	BROOKINS MICHAEL & AMY 5487 LEELANAU CT
4711-32-201-016	X080723, Crystal Vall	14,759.99	NEWTON, HARRY E. & LORRAINE T. 5490 LEELANAU CT
4711-32-201-017	X080723, Crystal Vall	14,759.99	FORT CHARLES & COLLEEN 5424 LEELANAU CT
4711-32-201-018	X080723, Crystal Vall	14,759.99	ENCOUNTER INTERNATIONAL LLC 5334 CHARLEVOIX DR
4711-32-201-019	X080723, Crystal Vall	14,759.99	JACOBS, ERIC & ANGELA 5312 CHARLEVOIX DR
4711-32-201-020	X080723, Crystal Vall	14,759.99	BOOMER, ROBERT & MARGARET 5323 CHARLEVOIX DR
4711-32-201-021	X080723, Crystal Vall	14,759.99	TEDMAN STEPHANIE 5287 CHARLEVOIX DR
4711-32-201-022	X080723, Crystal Vall	14,759.99	ALLAN ALEXANDER & KATHRYN 5290 CHARLEVOIX DR
4711-32-201-023	X080723, Crystal Vall	14,759.99	JENKINS KEVIN & STACY LTS 9.3 3586 CRYSTAL VALLEY DR
4711-32-201-024	X080723, Crystal Vall	14,759.99	PEZZONI RONALD 3544 CRYSTAL VALLEY DR
4711-32-201-025	X080723, Crystal Vall	14,759.99	FORREST TREVOR & ALLISON 3518 CRYSTAL VALLEY DR
4711-32-201-009	X080723, Crystal Vall	14,759.99	ROGERS STEVE & JANINE LTS 9.3 3875 CRYSTAL VALLEY DR
4711-32-201-010	X080723, Crystal Vall	14,759.99	CLEARY JOHN & CHERYL REV LIV TRUST 3820 CRYSTAL VALLEY DR
# OF PARCELS: 25	TOTALS:	368,999.75	

EXHIBIT C

CERTIFICATE

I, the undersigned, Supervisor of Genoa Charter Township, Livingston County, Michigan (the "Township"), acting pursuant to a resolution duly adopted by the Township Board of the Township on August 21, 2023 (the "Resolution") certify that (1) the attached special assessment roll for the Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024), to which this Certificate is affixed, was made pursuant to the Resolution and (2) in making such a roll, I have, according to my best judgment, conformed in all respects to the directions contained in the Resolution and the statutes of the State of Michigan, including Act No. 188, Public Acts of Michigan, 1954, as amended.

Dated: August 21, 2023

Bill Rogers
Genoa Charter Township Supervisor

**EXHIBIT D – NOTICE OF SECOND PUBLIC HEARING
SEPTEMBER 18, 2023**

**NOTICE OF SEPTEMBER 18, 2023 PUBLIC HEARING ON THE SPECIAL ASSESSMENT ROLL
FOR THE PROPOSED CRYSTAL VALLEY SUBDIVISION ROAD IMPROVEMENT
SPECIAL ASSESSMENT PROJECT (SUMMER TAX 2024)**

PLEASE TAKE NOTICE that the Supervisor has reported to the Township Board and filed in the office of the Manager and Township Clerk for public examination a special assessment roll covering all properties within the Crystal Valley Subdivision Road Improvement Special Assessment Project (Summer Tax 2024). Said assessment roll has been prepared for the purpose of assessing a portion of the costs of the thereto within the aforesaid Crystal Valley Subdivision Road Improvement Special Assessment district. The costs are more particularly shown in the estimate of costs which is on file and available for public inspection in the office of the Manager and Township Clerk. The roll is the total amount of \$369,000 spread over ten (10) years with a proposed special assessment principal payment of \$14,759.99 (\$1,476 annually) per residential parcel for 25 parcels with 2% interest applied to the outstanding balance.

PLEASE TAKE FURTHER NOTICE that the Township Board will hold a Public Hearing on **September 18, 2023 at 6:30 p.m., at the Genoa Charter Township Offices, 2911 Dorr Road, Brighton, Michigan 48116**, to review the special assessment roll, to consider any objections thereto, and to confirm the roll as submitted or revised or amended. The roll may be examined at the office of the Manager or Township Clerk at the Township hall during regular business hours of regular business days until the time of the hearing and may be examined at the hearing. Appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal. Please note that appearances and/or protests filed for the public hearing held on August 21, 2023 will not qualify for appeals to the Tribunal.

Any owner or party in interest, or agent, may appear in person at the hearing to protest the special assessment, or may file an appearance or protest by letter at or before the hearing, and in that event personal appearance shall not be required. The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after the special assessment roll is confirmed.

After the public hearing, the Township Board may confirm the roll as submitted or as revised or amended; may provide for payment of special assessments in installments with interest on the unpaid balance; and may provide by resolution for other matters permitted by law with regard to special assessments.

All interested persons are invited to be present at the hearing to submit comments concerning the foregoing. The Township will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the hearing upon seven (7) days' notice to the Township Manager. Individuals with disabilities requiring such aids or services should contact the Manager at the address or phone number listed below.

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

Dated: September 7, 2023
Publication: Press/Argus on 9/8/23 and 9/15/23

Kelly VanMarter
Genoa Charter Township Manager
2911 Dorr Road, Brighton, MI 48116
Phone: 810-227-5225
Email: kelly@genoa.org

EXHIBIT E

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)

COUNTY OF LIVINGSTON)

Kelly VanMarter, being first duly sworn, deposes and says that she personally prepared for mailing, and did on August 11, 2023, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Genoa; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

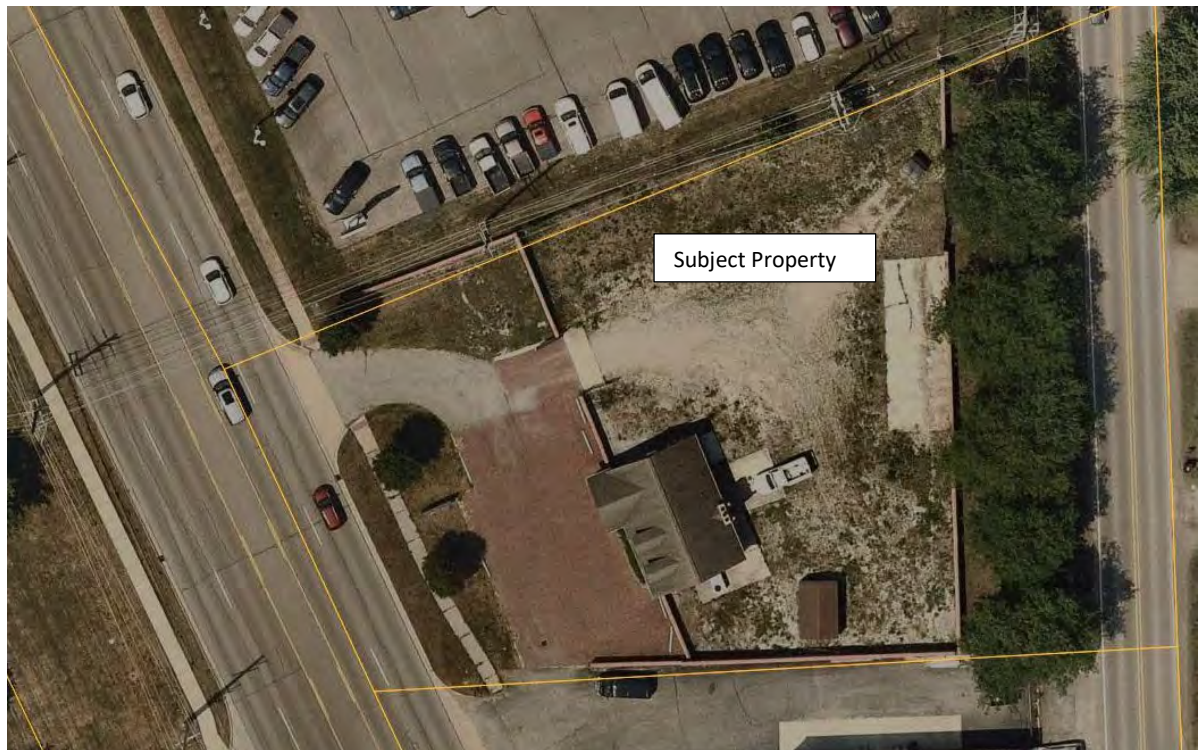
Kelly VanMarter
Genoa Charter Township Manager

MEMORANDUM

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

TO: Honorable Board of Trustees
FROM: Amy Ruthig, Planning Director
DATE: August 16, 2023
RE: Aric’s Auto Sales – 7949 Grand River Avenue
 Special Land Use, Sketch Plan and Impact Assessment

Please find attached the project case file for a special land use and sketch plan review project for Aric’s Auto Sales located at 7949 Grand River Avenue, north of Grand Oaks Drive. The applicant is proposing automobile sales at 7949 Grand River Avenue, which is a previously developed site which included a wholesale brick company, landscaping company, and boat sales. The property is zoned General Commercial District (GCD).



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

Procedurally, the Planning Commission is to review the special land use, sketch 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 August 14, 2023 and the Commission recommended approval. The applicant submitted revised information due to the Planning Commission approval and based on the resubmittal and recommendation from the Planning Commission I offer the following for your consideration:

SPECIAL USE PERMIT

Moved by _____, Supported by _____ to approve the Special Use Application for Aric Wilson to allow for used vehicle sales at 7949 Grand River Avenue, with the following conditions:

- The lighting located on the exterior of the building will be brought into compliance with the township ordinance prior to land use permit issuance.
- The petitioner will meet all requirements of the Brighton Area Fire Authority and Township Engineer.
- There shall be no more than three display vehicles parked in the front lot and on hard surfaces only.
- Petitioner shall ensure that any parking spaces will be in compliance with township ordinance and will be submitted to Township staff for approval prior to land use permit issuance.

ENVIRONMENTAL IMPACT ASSESSMENT

Moved by _____, Supported by _____ to APPROVE the Environmental Impact Assessment dated July 1, 2023 to allow for used vehicle sales at 7949 Grand River Avenue as submitted.

SITE PLAN

Moved by _____, Supported by _____ to APPROVE the sketch plan dated August 16, 2023 with the following conditions:

- Petitioner shall ensure that any parking spaces will be in compliance with township ordinance and will be submitted to Township staff for approval prior to land use permit issuance.
- The fence gate shall be updated so it is opaque and the rear parking lot cannot be seen from the front.
- The lighting located on the exterior of the building will be brought into compliance with the township ordinance prior to land use permit issuance.

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

Best Regards,



Amy Ruthig



GENOA CHARTER TOWNSHIP APPLICATION
Sketch Plan Review

GENOA TOWNSHIP

JUL 19 2023

RECEIVED

TO THE GENOA TOWNSHIP PLANNING COMMISSION:

APPLICANT NAME & ADDRESS: Aric Wilson 1011 Madison St, Brighton, MI 48116

If applicant is not the owner, a letter of Authorization from Property Owner is needed.

OWNER'S NAME & ADDRESS: Cam Family Investments LLC

7949 W Grand River Rd, Brighton, MI 48114

SITE ADDRESS: PARCEL #(s): 471113400025

APPLICANT PHONE: (810) 772-1831

OWNER PHONE: ()

LOCATION AND BRIEF DESCRIPTION OF SITE: Located between existing automotive businesses, 0.96 acre lot surrounded by fence with 1482 sq/ft existing building.

BRIEF STATEMENT OF PROPOSED USE: Used vehicle sales

THE FOLLOWING IMPROVEMENTS ARE PROPOSED: Maintaining existing gravel lot, adding improvements to the existing landscape to increase curb appeal.

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: Aric Wilson

ADDRESS: 1011 Madison Street, Brighton, MI 48116

Contact Information - Review Letters and Correspondence shall be forwarded to the following:
1.) Aric Wilson of Aric's Autos LLC at aricsautos@gmail.com
Name Business Affiliation Email Address

FEE EXCEEDANCE AGREEMENT
All sketch plans are allocated one (1) consultant review 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 for a Land Use Permit. By signing below, applicant indicates agreement and full understanding of this policy.
SIGNATURE: [Signature] DATE: 07/05/2023
Arctic Wilson PHONE: 810-772-1831



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 Aric Wilson 1011 Madison St, Brighton, MI, 48116
Submit a letter of Authorization from Property Owner if application is signed by Acting Agent

APPLICANT PHONE: (810) 772-1831 EMAIL: aricsautos@gmail.com

OWNER NAME & ADDRESS: Celeste Montgomery Trust, 8804 Mariact., Howell, MI 48855

SITE ADDRESS 7949 W Grand River, Brighton, MI 48114 PARCEL #(s): 4711-13-400-025

OWNER PHONE: (517) 540-0613 EMAIL: N/A

Location and brief description of site and surroundings:
The site is located on West Grand River between Safelite Auto Glass and Champion Buick GMC
The site is a 0.96 acre fenced in property including a 1482 Sq/ft building.

Proposed Use:
Used Vehicle Sales

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.

Aric's Autos will strive to not only meet the automotive needs of Genoa Twp but our surrounding communities as well, driving business and traffic to benefit the many other businesses Genoa Twp has to offer.
Our goal is to connect with the community and have a reputation of professionalism in both appearance of our lot and quality of our service.

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.

The site is located directly in between 3 existing automotive businesses and would maintain the character of the general vicinity.
Aric's Autos will be operated efficiently, organized and professionally. The site will be maintained to meet and exceed standards of surrounding businesses and area.

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?

The site has been a commercial rental for many years and meets the requirements to be served by essential public facilities.
Applicant will provide adequate refuse disposal with local waste management company.

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?

No, there will be no automotive repair on site.

This site will be strictly for the sales, storage and display of inventory.

There are no potentially detrimental consequences to this site being utilized for vehicle sales.

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.

(1) Site will be in compliance with State of Michigan standards for used vehicle sales. (3) No vehicles will be displayed on greenbelt area.

(2) Site has both paved and gravel surfaces, current gravel surface will be maintained and will not impact neighboring properties negatively.

(4) Building has 1482sq/ft of office space. (5) Most inventory will be driven in, any unloading will be on site to not disturb traffic.

(6) This property has an existing buffer zone that meets all requirements of surrounding areas.

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

BY: Celeste Agnes Montgomery

ADDRESS: 8804 Maria Ct., Howell, MI 48855

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

Aric Wilson of Aric's Autos LLC at aricsautos@gmail.com
Name Business Affiliation Email

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: Aric Wilson DATE: 07/05/2023

PRINT NAME: Aric Wilson PHONE: 810-772-1831

OPEN PUBLIC HEARING #2...Consideration of a special use application, environmental impact assessment and sketch plan to allow for used vehicle sales. The property in question is located at 7949 Grand River Avenue, located west of Hacker Road. The request is petitioned by Aric Wilson.

- A. Recommendation of Special Use Application
- B. Recommendation of Environmental Impact Assessment (7-19-23)
- C. Recommendation of Sketch Plan (7-19-23)

Mr. Wilson stated would like to open a small used auto dealership. He will be buying and selling specialized vehicles. He believes this is an appropriate location for this business.

Mr. Borden reviewed his letter dated August 10, 2023.

- 1. Special Land Uses (Section 19.03):
 - a. Given the presence of existing auto-oriented businesses in the immediate area, the proposal is generally compatible with the Master Plan classification of Mixed-Use-East Grand River.
 - b. In order to make favorable findings related to compatibility and impacts, the applicant must provide lighting details and the use conditions of Section 7.02.02(c) 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. Use Conditions (Section 7.02.02(c)):
 - a. Pending input from the Township Engineer, the Commission may allow the existing gravel surfacing to remain, or may require that it be paved.
- 3. Sketch Plan Review:
 - a. The Township may require improvement to the existing gravel surfacing.
 - b. The applicant must provide lighting details.
 - c. The site does not fully meet current Ordinance standards with respect to landscaping; they are one tree deficient along the Grand River greenbelt; signage does not meet the 10-foot setback and encroaches into the ROW; and the number of customer parking spaces, barrier-free space striping, and looped striping.
 - d. The Township may require improvement to any additional site deficiencies identified as part of this review process.

Ms. Byrne reviewed her letter dated August 8, 2023.

- 1. The bar scale on the sketch plan is incorrect. The sketch plan is drawn at 1" = 30', but the graphic scale is shown as 1/30"=1'.
- 2. The existing parking spaces are not striped per the Township's Zoning Ordinance. The parking lot and access drive between Grand River Avenue and the existing building is paved, but the area to the east of the existing brick wall is gravel parking lot and vehicle display area. Section 7.02.02 of the Zoning Ordinance requires that outdoor storage areas be hard surface unless approved otherwise. Since the gravel surface is existing and proposed activities are of a low intensity, she has no concern with the vehicle display area being gravel, but the petitioner should consider at least paving the proposed customer parking spaces.
- 3. The two parking spaces shown near the existing gate in the northeast corner of the site are not accessible and should not be considered parking spaces.

4. The sketch plan should include parking calculations based on the parking space numerical requirements in section 14.04 of the Township's Zoning Ordinance.
5. Since the barrier free parking space is not detailed, it is unclear if the space meets the township's requirements. The barrier free parking space needs to be signed and marked.

The Brighton Area Fire Inspector's letter August 3, 2023 states:

1. The building shall include the building address on the building. The address shall be a minimum of 6" high letters of contrasting colors and be clearly visible from the street. The location and size shall be verified prior to installation.
2. The location of a Knox Box shall be indicated on future submittals. The Knox box shall be located adjacent to the main entrance of the structure, in a location coordinated with the fire authority.

Commissioner Rauch stated that if the chain link fence was upgraded so the back of the property is not visible from the front, he would be agreeable to allow the gravel parking lot. He would also like to see improved landscaping on the Grand River greenbelt, such as low lying plantings or flowers, but not trees.

Mr. Wilson will be upgrading the landscaping in the front and is agreeable to upgrading the fence, but it would be open during business hours. In response to the review letters, he will not have lights on overnight; he is willing to paint the parking spaces however, he does not want to paint the existing brick pavers; he will be cleaning up the rear of the lot; and he will plant another tree in the greenbelt if required, but he agrees with Commission Rauch that plants should be installed. The sign and its location are existing. He will comply with the two requirements of the Brighton Area Fire Authority.

Commissioner Rauch agrees with Mr. Wilson regarding not painting the parking spaces on the brick pavers; however, the ADA parking space must be delineated.

Chairman Grajek would like to limit the number of cars that are allowed to be displayed in both the front and rear lots. Mr. Wilson agrees and will abide by the limits set by the township.

The call to the public was made at 9:30 pm

Mr. Doug Hamborsky, who represents Brighton Champion Buick at 7885 Grand River stated they are concerned that a business similar to theirs will be next door to them as this is supposed to be a "mixed use" area, there are deficiencies with the project scope such as stormwater management, customer and staff parking, no building and site details, the drawing is not complete, etc. He provided a hard copy of his list of his concerns to the Planning Commission this evening.

Mr. John Folio, who also represented Brighton Champion Buick, stated there are 10 used car dealerships in the area and there does not need to be another one.

The call to the public was closed at 9:44 pm.

Mr. Borden stated that many of the details that Mr. Hamborsky noted would be needed for a full scale site plan; however, that is not what is required by the township for this project.

Moved by Commissioner Rauch, supported by Commissioner Dhaenens, to recommend to the Township Board approval of the Special Use Application for Aric Wilson to allow for used vehicle sales at 7949 Grand River Avenue, with the following conditions:

- The lighting details will be submitted to staff for review and approval of compliance with the township ordinance.
- The petitioner will meet all requirements of the Brighton Area Fire Authority and Township Engineer.
- There shall be no more than three display vehicles parked in the front lot and on hard surfaces only.
- Petitioner shall update the sketch plan to show the location of three display vehicles parking spots and the location of customer and ADA parking spaces for review and approval by Township staff.

The motion carried unanimously.

Moved by Commissioner Rauch, supported by Commissioner Lowe, to recommend to the Township Board approval of the Environmental Impact Assessment dated July 1, 2023 for Aric Wilson to allow for used vehicle sales at 7949 Grand River Avenue. **The motion carried unanimously.**

Moved by Commissioner Rauch, supported by Commissioner Dhaenens, to recommend to the Township Board approval of the Sketch Plan dated July 19, 2023 for Aric Wilson to allow for used vehicle sales at 7949 Grand River Avenue, with the following conditions:

- Petitioner shall update the sketch plan to show the location of three display vehicles spots and location of customer and ADA parking spaces for review and approval by Township staff.
- The fence gate shall be updated so it is opaque and the rear parking lot cannot be seen from the front.
- Fifteen low line shrubs shall be planted in the Grand River frontage.
- This Planning Commission finds the gravel parking lot to be sufficient with the addition of the opaque gate.

The motion carried unanimously.



August 10, 2023

Planning Commission
Genoa Township
2911 Dorr Road
Brighton, Michigan 48116

Attention:	Amy Ruthig, Planning Director
Subject:	Aric's Auto Sales – Special Land Use and Sketch Plan Review #1
Location:	7949 Grand River Avenue – double frontage lot on Grand River and Hacker Road
Zoning:	GCD General Commercial District

Dear Commissioners:

At the Township’s request, we have reviewed the special land use and sketch plan submittal proposing automobile sales at 7949 Grand River Avenue, which is a previously developed site (sketch plan dated 7/14/23).

A. Summary

1. Special Land Uses (Section 19.03):

- a. Given the presence of existing auto-oriented businesses in the immediate area, the proposal is generally compatible with the Master Plan classification of Mixed-Use – East Grand River.
- b. In order to make favorable findings related to compatibility and impacts, the applicant must provide lighting details and the use conditions of Section 7.02.02(c) 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. Use Conditions (Section 7.02.02(c)):

- a. Pending input from the Township Engineer, the Commission may allow the existing gravel surfacing to remain, or may require that it be paved.

3. Sketch Plan Review:

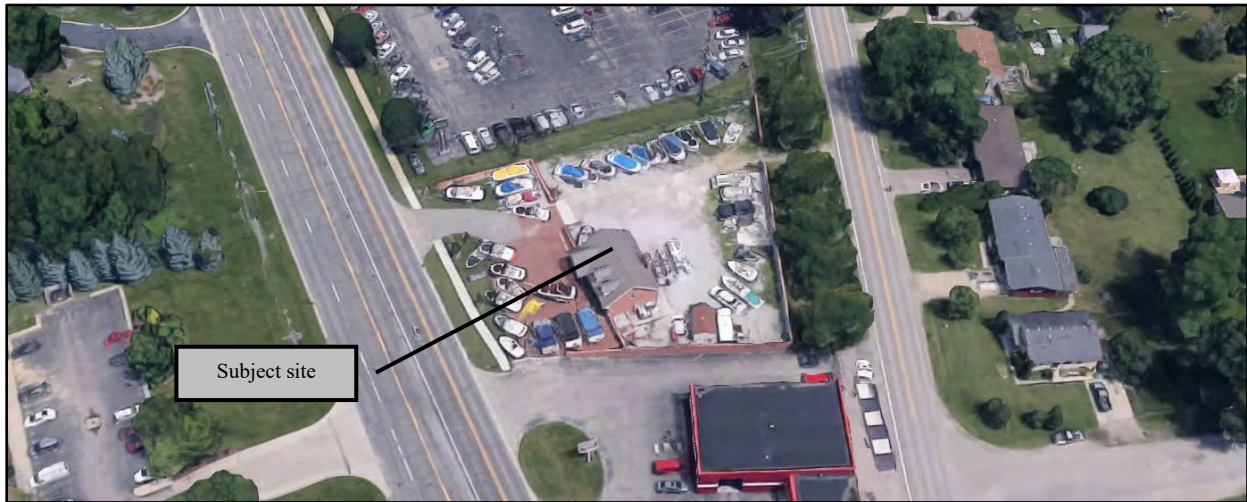
- a. The Township may require improvement to the existing gravel surfacing.
- b. The applicant must provide lighting details.
- c. The site does not fully meet current Ordinance standards with respect to landscaping (Grand River greenbelt), signage (setback/r-o-w encroachment) and parking (number of customer spaces, barrier-free space striping, and looped striping).
- d. The Township may require improvement to any additional site deficiencies identified as part of this review process.

B. Proposal/Process

The applicant proposes to establish automobile sales at the previously developed site.

Table 7.02 lists new and used automobile sales as a special land use in the GCD. Such uses are also subject to the use conditions of Section 7.02.02(c).

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



Aerial view of site and surroundings (looking north)

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 Mixed Use – East Grand River. The Plan states the following as part of its description of this classification: “regional commercial uses, such as auto-oriented uses (including fast-food) are only intended at interchange uses and where otherwise currently existing along Grand River Avenue.”

While the subject site is not an existing auto-oriented use, it is situated amongst other such uses, including a relatively large auto dealership to the north.

Given the existence of auto-oriented uses in the immediate area, we are generally of the opinion that this standard is met.

- 2. Compatibility.** As noted above, the immediate area includes several existing auto-oriented uses, including a relatively large auto dealership; however, it should also be noted that there are residential uses to the east across Hacker Road.

One of the concerns often associated with auto sales is lighting. The sketch plan does not identify any existing or proposed exterior site lighting. As such, we request the applicant provide details of existing or proposed lighting to ensure compliance with current standards and protection of nearby properties from light intrusion.

Additionally, the use conditions of Section 7.02.02(c) are intended to help ensure compatibility. In order to make a favorable finding under this criterion, the use conditions must be met to the Commission’s satisfaction.

- 3. Public Facilities and Services.** As a previously developed site along the major commercial roadway through the Township, we anticipate that necessary facilities and services are already in place.

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

4. **Impacts.** Similar to comments above, the applicant must provide lighting details for review and the use conditions must be met to the Township's satisfaction in order to make a favorable finding under this criterion.
5. **Mitigation.** If further concerns arise as part of the review process, the Township may require additional efforts to mitigate potential adverse impacts.

D. Use Conditions

New and used automobile sales establishments are subject to the use conditions of Section 7.02.02(c), as follows:

1. **Sale space for used mobile homes, recreational vehicles and boats may only be carried on in conjunction with a regularly authorized new mobile home, recreational vehicle or boat sales dealership on the same parcel of land.**

The submittal references only used automobile sales.

2. **All outdoor storage areas shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose storm water 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 sketch plan depicts vehicle display areas in the Hacker Road front yard (functions as the site's rear yard), which contains a mix of paved and gravel surfacing.

Pending input from the Township Engineer, the Commission may allow the gravel surfacing to remain in place, or may require that it be improved to meet this condition.

3. **No storage or display of vehicles shall be permitted in any landscape greenbelt area, provided the Township may permit a display pod for an automobile within the greenbelt area where it is integrated into the landscape design.**

The submittal notes that no vehicles will be stored or displayed in landscape greenbelt areas.

4. **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 existing building contains 1,482 square feet of floor area.

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

The submittal notes that all loading will be accommodated on-site, and that most inventory will simply be driven to the site.

6. **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 site is not adjacent to a residential district, though the vehicle display area is generally screened/enclosed by fencing, masonry walls, and landscaping.

E. Sketch Plan Review

Many of the site development regulations are covered above; however, given the request for a new special land use, the Township may require improvements to bring the site into (or closer to) compliance with current Ordinance standards.

Of note, the Township may require improvements to the gravel surfacing and lighting details (existing or proposed) are needed to ensure compliance with current standards (Section 12.03).

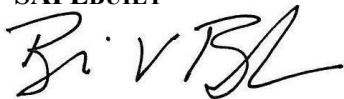
Additionally, we provide the following for the Commission's consideration:

- The sketch plan depicts 3 greenbelt trees along Grand River, though 4 are required;
- The existing sign along Grand River does not provide the required 10' setback (and appears to slightly encroach into the right-of-way);
- 7 customer parking spaces are required, though only 4 are depicted;
- Required ADA striping for the barrier-free parking space is required; and
- Customer parking spaces are required to provide looped (double) striping.

Lastly, the Township may require improvement to any other site deficiencies identified as part of this review process.

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

Respectfully,
SAFE BUILT



Brian V. Borden, AICP
Michigan Planning Manager



August 8, 2023

Ms. Amy Ruthig
Genoa Township
2911 Dorr Road
Brighton, MI 48116

**Re: Aric's Auto Sales
Special Use Sketch Plan Review No. 1**

Dear Ms. Ruthig:

Tetra Tech conducted a review of the special land use and sketch plan submittal for Aric's Auto Sales last dated July 14, 2023. The property is a 0.96-acre site adjacent to both Hacker Road and Grand River Avenue at 7949 Grand River Avenue in Brighton. The Petitioner is proposing to use the existing building with no improvements to the site for Aric's Auto Sales. We offer the following comments:

GENERAL

1. The bar scale on the sketch plan is incorrect. The sketch plan is drawn at 1" = 30', but the graphic scale is shown as 1/30"=1'.
2. The existing parking spaces are not striped per the Township's Zoning Ordinance. The parking lot and access drive between Grand River Avenue and the existing building is paved, but the area to the east of the existing brick wall is gravel parking lot and vehicle display area. Section 7.02.02 of the Zoning Ordinance requires that outdoor storage areas be hard surface unless approved otherwise. Since the gravel surface is existing and proposed activities are of a low intensity, we have no concern with the vehicle display area being gravel, but the Petitioner should consider at least paving the proposed customer parking spaces.
3. The two parking spaces shown near the existing gate in the northeast corner of the site are not accessible and should not be considered parking spaces.
4. The sketch plan should include parking calculations based on the parking space numerical requirements in section 14.04 of the Township's Zoning Ordinance.
5. Since the barrier free parking space is not detailed, it is unclear if the space meets the Township's Requirements. The barrier free parking space needs to be signed and marked.

We recommend the petitioner address the above comments prior to approval. Please call or email if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads 'Shelby Byrne'.

Shelby Byrne, P.E.
Project Engineer



BRIGHTON AREA FIRE AUTHORITY

615 W. Grand River Ave.
Brighton, MI 48116
o: 810-229-6640 f: 810-229-1619

August 3, 2023

Amy Ruthig
Genoa Township
2911 Dorr Road
Brighton, MI 48116

RE: Aric's Auto Sales - **SPECIAL LAND USE**
7949 Grand River Ave.
Genoa Twp., MI

Dear Amy,

The Brighton Area Fire Department has reviewed the above-mentioned site plan. The plans were received for review on July 26, 2023 and the drawings are dated July 14, 2023. The project is based on an existing property and building to be used for used auto sales. The plan review is based on the requirements of the International Fire Code (IFC) 2021 edition.

1. The building shall include the building address on the building. The address shall be a **minimum of 6"** high letters of contrasting colors and be clearly visible from the street. The location and size shall be verified prior to installation.

IFC 505.1

2. The location of a Knox Box shall be indicated on future submittals. The Knox box shall be located adjacent to the main entrance of the structure, in a location coordinated with the fire authority.

IFC 506.1

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 "D Bunge".

Derrick Bunge
Captain Fire Inspector

cc:Amy Ruthig amy@genoa.org

KEY POINTS FOR REJECTION OF SUBMISSION

USE / ZONING

- Existing zoning is 'East Grand River District'.
- Master Plan / Future Land Use Plan shows 'MIXED USE'.
- Use for this property could be 'complimentary' to Automotive, but NOT 'more of the same'.
- Use of an Automotive Used Car lot directly adjacent to an Automotive New and Used car dealership is NON COMPLIANT with the 'Mixed Use' spirit and goals as defined in the Master Plan. THIS USED CAR USE SHOULD NOT BE ALLOWED ON THIS PROPERTY.
- Project scope as submitted is severely incomplete and in many ways is not compliant with zoning ordinance or building code requirements. Plan must be updated to be in FULL compliance to ALL governing requirements.

PROJECT SCOPE DEFICIENCIES

- Required stormwater management NOT shown – must be provided. Existing site is non-compliant for stormwater management.
- Customer parking area must be 100% paved.
- Customer parking is insufficient, not per zoning code. Must be updated to match code.
- Front car display is not shown on the Site Plan. Narrative from Owner states either 5 or 7 cars are to be displayed. Specific location of display cars needs to be shown and be compliant.
- Parking space and maneuvering aisles throughout are not dimensioned and not clear but appear non-compliant.
- Rear lot parking is not functional and not per code requirements for access and circulation.
- Fence / site wall design / details are undefined and unclear.
- Building details are not provided.
- Site lighting is undefined – not shown. Need clear scope for site lighting.
- Confirm entry drive / curb cut meets MDOT standards – not clear.
- Existing non-compliant drive access from back lot to Hacker Road – proposed scope is undefined.
- ADA Parking accommodation is not shown.
- Staff parking is undefined.
- Loading / delivery area is not defined. Likely that this function might occur on the shoulder of Grand River or Hacker roads. Loading area must be defined.

SUBMISSION / DRAWING CONTENT DEFICIENCIES

- Plan provided is severely incomplete and text is illegible.
- No survey provided. Property lines, dimensions and existing improvements are not defined.
- Scale for plan is unclear and inaccurate.
- No North Arrow.
- There is no legend for surface materials.
- Not prepared by a licensed professional.
- Setback dimensions are not provided / not clear.
- Additional dimensions are required to understand all content.
- Landscape scope is undefined. No planting schedule for existing or new.
- There is no site lighting shown. Must be added.
- Signage is undefined. Must provide signage scope.
- Parking, including required ADA space must be updated to be compliant.

Impact Assessment 7949 W Grand River

Aric's Autos LLC

aricsautos@gmail.com

810-772-1831

- a. **Name(s) and address(es) of person(s) responsible for preparation:**
 Aric Wilson, 1011 Madison Street, Brighton, MI 48116
 Aric has nearly a decade of experience in professional automotive sales, with a strong family background in the car business dating back three generations.

- b. **Map(s) and written description/analysis of the project site:**
 Most of the existing features will be used as-is. A portion of the existing brick paver area will be used for customer parking and the display of (+/-) 5 vehicles. There will be a maximum of 5 vehicles on display during normal business hours. The existing brick walls and chain link fence will remain. The existing 20' gate will remain open during normal business hours. Customer parking will remain in front of the existing sales office and an ADA compliant space with an additional customer space will remain in the storage lot near the side entrance to the sales building. The existing concrete apron will remain. In the gravel lot, the 20' x 56' concrete slab will remain, as well as the existing 12'x17' out building which will be used for yard tool and trash receptacle storage. The existing monument sign will be re-used and a sign permit will be obtained per township guidelines if needed.

- c. **Impact on natural features:** All existing trees and greenery will remain. All existing planters will be cleaned, and new annuals and shrubbery will be added. All existing grass buffers will remain and be maintained. All existing gravel areas will be cleaned, maintained, and graded. New gravel will be added as needed. Dust control measures will be implemented as necessary and carried out in a timely manner.

- d. **Impact on stormwater management:** All ground cover is existing and will remain. Current drainage patterns are established and will remain.

- e. **Impact on surrounding land used:** Site will be used to sell and display premium pre-owned vehicles. Business does not plan to rely solely on drive-by sales customers and plans to drive the majority of traffic through online channels. The front paver space will be used for the display and storage of a maximum of 7 vehicles. The rear yard will be used for storage and display of remaining inventory not to exceed 30 vehicles. Vehicles will be arranged to allow vehicular, pedestrian and fire department access if needed. There are currently existing automotive related commercial businesses to the north and south of the property. Proposed automotive sales will be consistent with developmental patterns currently in place. There will be no anticipated increase in light, noise or air pollution.

- f. **Impact on public facilities and services:** Hours of operation will be approximately 9am to 7pm Monday thru Friday and 10 am to 3pm on Saturdays. The business will be closed on Sundays. There will be an estimated maximum of 4 employees with a maximum of 10-12 patrons daily. No further impact on any public facility will be anticipated.

- g. **Impact on public utilities:** Building uses an existing well for fresh water and existing sanitary sewers for waste water. No changes to these systems are anticipated. Drainage

control is established and is to remain. The majority of the site is grass, gravel and stone paver (all permeable surfaces) and are to remain. No impact to these utilities is anticipated.

- h. **Storage and handling of any hazardous materials:** No hazardous materials are to be used or placed on site. Daily trash will be removed and placed in a trash receptacle to be kept in the existing 12' x 17' storage shed. Trash to be removed on a weekly basis by a local waste management company.

- i. **Impact on Traffic and Pedestrians:** The current sidewalk to west of the building exists to aid in pedestrian travel. Vehicles will be displayed on existing pavers not to disrupt any patron traffic into property. Existing patron parking is shown on the plan as well as an ADA compliant space near the side entrance of the sales building. Parking signage will be placed to assist patrons and avoid any confusion. Most inventory will be driven in. In the rare instance that inventory is shipped, all loading will be done on site and the Grand River entrance will be utilized only. The Grand River gate will remain open during regular business hours. Business does not anticipate using the Hacker Rd gate for any purpose. There will be no service work performed on site, as the business plans to use local automotive shops for any mechanical work. Vehicles may be washed on site, using only environmentally friendly products with no acids or anything potentially harmful to the environment. Any heavy exterior detailing will need to be done indoors offsite.

- j. **Special Provisions:** N/A

Prepared by Aric Wilson, President, Aric's Autos LLC
Please call 810-772-1831 or email aricsautos@gmail.com with any questions.

Revised Sketch Plan Submittal
08/16/2023
Aric Wilson
Aric's Autos LLC

Good Afternoon,

Attached you will find a revised sketch plan to show the following:

1. The total amount of customer parking spaces required by the township zoning ordinance along with the location of a striped barrier free ADA compliant spot with a clear path to the entrance of the building. The ADA spot will be striped blue and will have a handicap parking sign secured to existing brick.
2. Three vehicle display spaces have been outlined and noted on the sketch plan; these display spots do not interfere with the greenbelt area and are on hard surfaces only.
3. Lighting locations are shown on sketch plans and attached photos. As mentioned in the hearing on 08/14/2023 these lights will be off at close of business every day. Please see attached photos.
4. The entrance gate to the display lot has been listed on the sketch plan as opaque, please see example in attached photo of commercial chain link privacy slats that Aric's Autos will install.
5. Fifteen low line shrubs will be planted in the greenbelt area along Grand River. After speaking with a local landscape company we will be using a mix of assorted junipers that survive well with our climate and can handle any traffic wind from Grand River.
6. A Knox box will be installed with direction from Brighton Area Fire Authority.

Thank you for your consideration. Please contact me at any time to discuss any revisions or changes that may be needed. We are more than willing to meet the criteria that the planning commission has discussed with us to make this work.

Thank you,

Aric Wilson





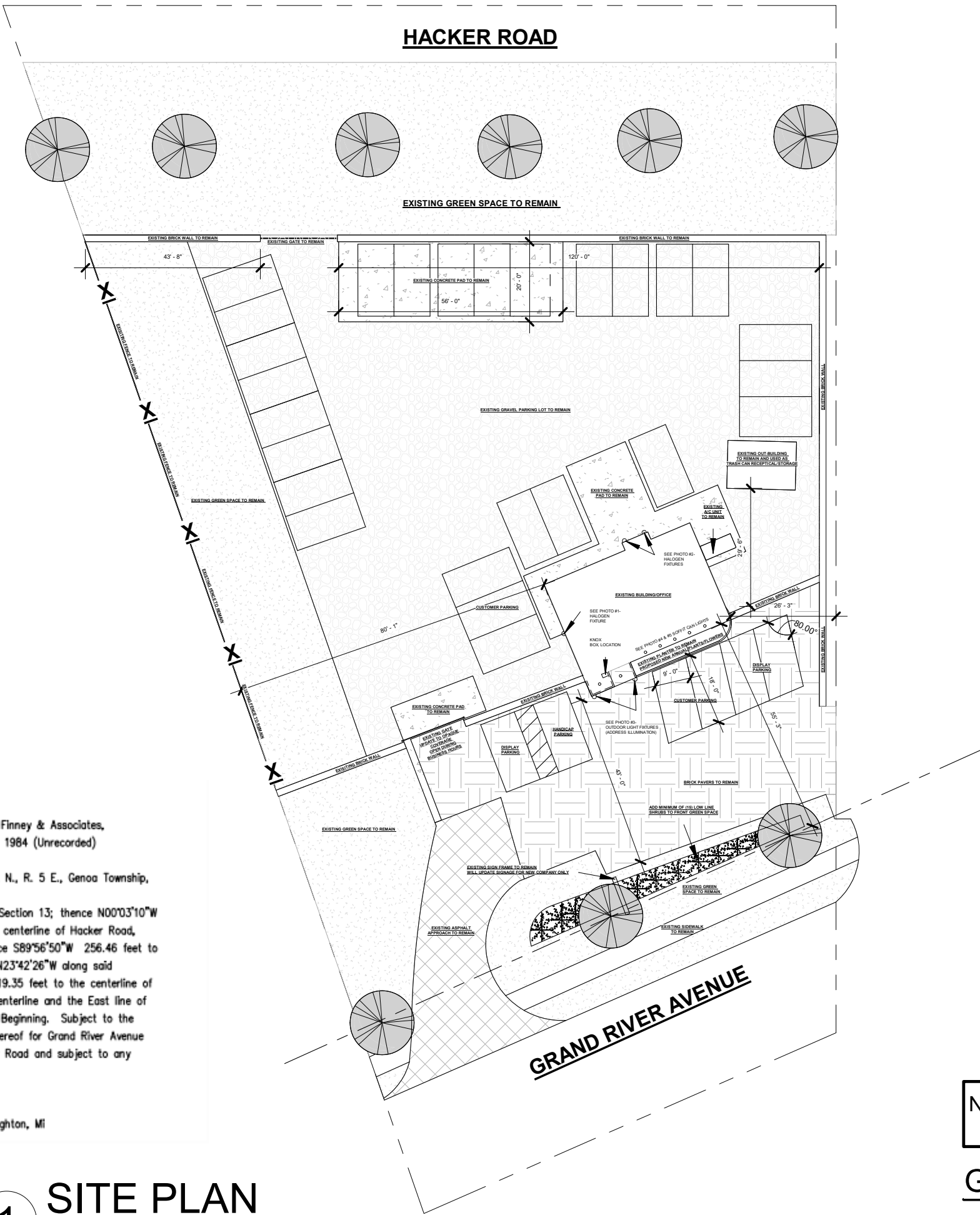




Photo:



HACKER ROAD



LEGAL DESCRIPTION

Reference: Certified Land Survey prepared by Finney & Associates,
Job No. 84-4810, Dated March 7, 1984 (Unrecorded)

Part of the Southeast 1/4 of Section 13, T. 2 N., R. 5 E., Genoa Township, Livingston County, Michigan, described as:
Commencing at the Southeast Corner of said Section 13; thence N00°03'10"W along the East line of said Section 13 and the centerline of Hacker Road, 669.30 feet to the POINT OF BEGINNING; thence S89°56'50"W 256.46 feet to the centerline of Grand River Avenue; thence N23°42'26"W along said centerline, 112.81 feet; thence N70°49'24"E 319.35 feet to the centerline of Hacker Road; thence S00°03'10"E along said centerline and the East line of said Section 13, 207.96 feet to the Point of Beginning. Subject to the rights of the public in the Westerly 50 feet thereof for Grand River Avenue and in the Easterly 33 feet thereof for Hacker Road and subject to any easements of record.

Tax ID No.: 4711-13-400-025
Also known as: 7949 Grand River Avenue, Brighton, MI

1 SITE PLAN
SCALE 1" = 30'-0"

EXISTING/PROPOSED LIGHTING

PHOTO #1 -



PHOTO #2



PHOTO #3



PHOTO #4

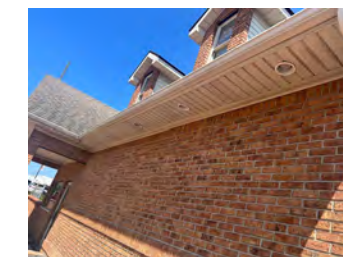
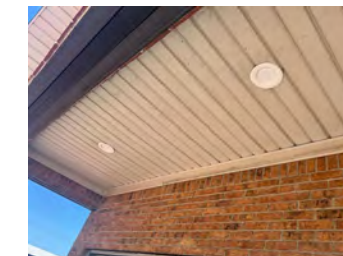


PHOTO #5



NOTE: IF THIS DRAWING IS A REDUCTION, GRAPHIC SCALE MUST BE USED.



ARIC'S AUTO'S LLC
7949 GRAND RIVER AVE
BRIGHTON, MI
SITE PLAN



2425 E. Grand River Ave.,
Suite 1, Lansing, MI 48912
☎ 517.323.7500
📠 517.323.6346

August 14, 2023

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, 2023. 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 to you. 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. As described in Note 11 to the financial statements, the entity adopted Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*, during the year ended March 31, 2023. The application of existing policies was not changed during 2023. 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.

Management's calculation of the rental and interest income related to lease receivable is based on anticipated lease term (including options to renew, terminate, or purchase) and incremental borrowing rate.

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. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

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 August 14, 2023.

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 Costeiran PC

GENOA CHARTER TOWNSHIP
REPORT ON FINANCIAL STATEMENTS
**(with required and other
supplementary information)**
YEAR ENDED MARCH 31 2023



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

Kelly Van Marter

TOWNSHIP ATTORNEYS

Seward Henderson PLLC

TOWNSHIP AUDITORS

Maner Costerisan
Certified Public Accountants

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2425 E. Grand River Ave.,
Suite 1, Lansing, MI 48912
☎ 517.323.7500
📠 517.323.6346

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, 2023, 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, 2023, 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 11%, 6%, and 7%, respectively, of the assets, net position, and revenues of the governmental activities as of March 31, 2023, 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.

Change in Accounting Principle

As discussed in Note 11 to the financial statements, in 2023 the Township adopted new accounting guidance, GASB Statement No. 87, *Leases*. Our opinions are not modified with respect to this matter.

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

August 14, 2023

GENOA CHARTER TOWNSHIP MANAGEMENT'S DISCUSSION AND ANALYSIS

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, 2023. 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 \$64,544,499. This is a \$587,027 increase compared to the net position of \$63,957,472 as of March 31, 2022.

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

Summary of Net Position

	Governmental Activities		Business-type Activities		Total Primary Government	
	2023	2022	2023	2022	2023	2022
ASSETS						
Current and other assets	\$ 16,142,162	\$ 15,367,183	\$ 2,840,415	\$ 3,105,470	\$ 18,982,577	\$ 18,472,653
Capital assets and investment in joint ventures	37,485,050	36,621,859	16,418,639	17,106,691	53,903,689	53,728,550
TOTAL ASSETS	53,627,212	51,989,042	19,259,054	20,212,161	72,886,266	72,201,203
DEFERRED OUTFLOWS OF RESOURCES	171,727	69,494	-	-	171,727	69,494
LIABILITIES						
Current liabilities	2,873,013	1,963,351	506,553	184,982	3,379,566	2,148,333
Long-term liabilities	275,100	248,890	4,420,551	5,809,843	4,695,651	6,058,733
TOTAL LIABILITIES	3,148,113	2,212,241	4,927,104	5,994,825	8,075,217	8,207,066
DEFERRED INFLOWS OF RESOURCES	12,023	46,729	426,254	59,430	438,277	106,159
NET POSITION						
Investment in capital assets, net of related debt	6,536,084	6,192,321	11,670,126	12,045,216	18,206,210	18,237,537
Restricted	2,792,450	2,750,512	1,271,481	1,328,780	4,063,931	4,079,292
Unrestricted	41,310,269	40,856,733	964,089	783,910	42,274,358	41,640,643
TOTAL NET POSITION	\$ 50,638,803	\$ 49,799,566	\$ 13,905,696	\$ 14,157,906	\$ 64,544,499	\$ 63,957,472

Summary of Changes in Net Position

	Governmental Activities		Business-type Activities		Total	
	2023	2022	2023	2022	2023	2022
REVENUE						
Program Revenue						
Charges for service	\$ 6,715,606	\$ 4,715,678	\$ 2,026,726	\$ 1,944,525	\$ 8,742,332	\$ 6,660,203
Operating grants and capital contributions	433,443	69,156	-	52,500	433,443	121,656
Capital grants and capital contributions	462,920	-	-	-	462,920	-
General Revenue						
Intergovernmental	2,387,062	3,015,230	-	-	2,387,062	3,015,230
Property taxes	1,065,143	1,410,905	-	-	1,065,143	1,410,905
Interest income	173,028	18,218	21,302	4,725	194,330	22,943
Other	9,756	315,203	125,179	238,015	134,935	553,218
Transfers	(25,822)	-	25,822	-	-	-
TOTAL REVENUE	11,246,958	9,544,390	2,173,207	2,239,765	13,420,165	11,784,155
PROGRAM EXPENSES						
General government	1,740,222	2,830,183	-	-	1,740,222	2,830,183
Community and economic development	337,971	-	-	-	337,971	-
Public safety	16,855	15,873	-	-	16,855	15,873
Parks and recreation	491,979	412,479	-	-	491,979	412,479
Public works	7,820,694	3,898,788	-	-	7,820,694	3,898,788
Interest on long-term debt	-	1,875	-	-	-	1,875
Water and sewer systems	-	-	2,425,417	2,382,194	2,425,417	2,382,194
TOTAL PROGRAM EXPENSES	10,407,721	7,159,198	2,425,417	2,382,194	12,833,138	9,541,392
Change in net position	839,237	2,385,192	(252,210)	(142,429)	587,027	2,242,763
Beginning net position	49,799,566	47,414,374	14,157,906	14,300,335	63,957,472	61,714,709
Ending net position	\$ 50,638,803	\$ 49,799,566	\$ 13,905,696	\$ 14,157,906	\$ 64,544,499	\$ 63,957,472

The Township's net position of governmental activities increased \$839,237 which is a much smaller increase than the prior year of \$2,385,192. This was due to revenues increasing by \$1.4m and expenditures increasing approximately \$3m because of various water & sewer projects in the two water and sewer Authorities, Genoa-Oceola & Marion-Howell-Oceola-Genoa.

Financial Analysis of the Township's Funds

The Township's General Fund had revenues over expenditures totaling \$1,630,999 before other financing sources and uses (transfers in and transfers out) of \$1,574,575. Thus, the Township's fund balance increased by \$56,424 for the year ended March 31, 2023. 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 ARPA fund for grant revenues reimbursing approved expenditures previously paid from the General Fund.

The Township had six (6) major governmental funds besides the General Fund which were the Reimbursable Projects Fund, Road Improvement Fund and Utilities/DPW fund, ARPA Grant Fund, and Future Development Parks, Paths and Recreation 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 mostly to sizable repairs and maintenance costs because of 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 \$366,894. The budget was amended during the year to account for economic reality.

Capital Asset and Debt Administration

The governmental activities of the Township acquired \$872,577 of new capital assets. Included in these acquisitions are \$383,403 of vehicles used in the DPW department, completed improvements to Parks of \$124,103, sidewalk improvements of \$45,986 around the Township Hall and improvement projects mostly related to the Parks of \$319,085 which were mostly still under construction as of March 31, 2023. The Township also recognized a gain of \$11,000 from the sale of vehicles from the DPW department.

The Township's business-type activities acquired new fixed assets for the water and sewer systems in the amount of \$36,540.

For the year ended March 31, 2023, the business-type activity, Oak Pointe, had \$305,000 of principal paid leaving an outstanding balance of \$4,645,000 as of March 31, 2023

Economic Conditions and Future Activities

The Township continues to benefit from its location in Livingston County with the Grand River Corridor between Brighton and Howell as well as the Latson – I96 interchange. These areas will provide the Township with a solid tax base as well as the industry needed to provide employment for residents of the area. The Township’s tax base continues to steadily increase 4 to 5% annually. Water & Sewer have also played a key role in the Township’s economy. There are currently four water and sewer districts in the Township which are Lake Edgewood, Oak Pointe, Genoa-Oceola Sewer Authority (Township is a 50% member with Oceola Township as the other 50% member) and the Marion-Howell-Oceola-Genoa Water Authority (Township is a 25% member with Oceola, Marion and Howell Townships as the other 75% members). Genoa’s DPW department handles all water and sewer operations for these districts as well as the Howell Township Sewer District.

The Township has decided to use its ARPA funds in the areas of internet services (Broadband), election equipment, recycling disposal activities and infrastructure for water & sewer.

The Township Board has made Parks & Recreation a priority in providing resources to the Township residents. These resources include sidewalks, walking trails, soccer fields, basketball courts, a sledding hill, and a playground for all children.

The Township Board knows their #1 mission is to provide quality services to its residents. In order to do this, proper financial planning is taken very seriously. The Township is in good financial condition and hopes to stay that way for years to come.

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

**GENOA CHARTER TOWNSHIP
STATEMENT OF NET POSITION
MARCH 31, 2023**

	Primary Government		Total
	Governmental Activities	Business-type Activities	
ASSETS			
Cash and cash equivalents	\$ 13,520,804	\$ 1,299,479	\$ 14,820,283
Cash and cash equivalents - restricted	-	1,239,064	1,239,064
Receivables			
Taxes	80,990	-	80,990
Accounts	-	453,381	453,381
Leases	-	379,154	379,154
Special assessments - restricted	996,866	32,417	1,029,283
Inventory	121,896	145,254	267,150
Due from other governments	650,393	-	650,393
Prepaid expenses	62,879	-	62,879
Interfunds	23,566	(23,566)	-
Capital assets			
Non-depreciable	1,774,698	642,019	2,416,717
Depreciable, net of accumulated depreciation	4,761,386	15,776,620	20,538,006
Advances from other funds	684,768	(684,768)	-
Investment in joint venture	30,948,966	-	30,948,966
TOTAL ASSETS	53,627,212	19,259,054	72,886,266
DEFERRED OUTFLOWS OF RESOURCES			
Pension related activities	171,727	-	171,727
LIABILITIES			
Accounts payable	217,242	142,388	359,630
Accrued interest	-	36,203	36,203
Accrued expenditures	56,536	-	56,536
Due to others	289,769	-	289,769
Unearned revenues	2,018,519	-	2,018,519
Net pension liability	254,331	-	254,331
Long-term obligations			
Current	36,616	327,962	364,578
Non-current	275,100	4,420,551	4,695,651
TOTAL LIABILITIES	3,148,113	4,927,104	8,075,217
DEFERRED INFLOWS OF RESOURCES			
Deferred gain on refunding	-	55,185	55,185
Unavailable revenue - leases	-	371,069	371,069
Pension related activities	12,023	-	12,023
TOTAL DEFERRED INFLOWS OF RESOURCES	12,023	426,254	438,277
NET POSITION			
Net investment in capital assets	6,536,084	11,670,126	18,206,210
Restricted			
Public works - water/sewer	-	1,271,481	1,271,481
Road improvement	2,792,450	-	2,792,450
Unrestricted	41,310,269	964,089	42,274,358
TOTAL NET POSITION	\$ 50,638,803	\$ 13,905,696	\$ 64,544,499

See notes to financial statements.

**GENOA CHARTER TOWNSHIP
STATEMENT OF ACTIVITIES
YEAR ENDED MARCH 31, 2023**

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Primary Government Business-type Activities	Total
Governmental activities							
General government	\$ 1,740,222	\$ 2,117,920	\$ -	\$ -	\$ 377,698	\$ -	\$ 377,698
Community and economic development	337,971	-	-	-	(337,971)	-	(337,971)
Public works	7,820,694	4,597,686	433,443	-	(2,789,565)	-	(2,789,565)
Public safety	16,855	-	-	-	(16,855)	-	(16,855)
Parks and recreation	491,979	-	-	462,920	(29,059)	-	(29,059)
Total governmental activities	<u>10,407,721</u>	<u>6,715,606</u>	<u>433,443</u>	<u>462,920</u>	<u>(2,795,752)</u>	<u>-</u>	<u>(2,795,752)</u>
Business-type activities							
Water and sewer system	2,425,417	2,026,726	-	-	-	(398,691)	(398,691)
Total	<u>\$ 12,833,138</u>	<u>\$ 8,742,332</u>	<u>\$ 433,443</u>	<u>\$ 462,920</u>	<u>(2,795,752)</u>	<u>(398,691)</u>	<u>(3,194,443)</u>
General revenues							
Property taxes					1,065,143	-	1,065,143
Intergovernmental					2,387,062	-	2,387,062
Investment earnings					173,028	21,302	194,330
Miscellaneous					35,578	99,357	134,935
Transfers					(25,822)	25,822	-
Total general revenues and transfers					<u>3,634,989</u>	<u>146,481</u>	<u>3,781,470</u>
Changes in net position					839,237	(252,210)	587,027
Net position, beginning of year					<u>49,799,566</u>	<u>14,157,906</u>	<u>63,957,472</u>
Net position, end of year					<u>\$ 50,638,803</u>	<u>\$ 13,905,696</u>	<u>\$ 64,544,499</u>

See notes to financial statements.

**GENOA CHARTER TOWNSHIP
GOVERNMENTAL FUNDS
BALANCE SHEET
MARCH 31, 2023**

	General Fund	Reimbursable Projects Fund	Road Improvement Fund	Utilities/DPW Fund	ARPA Grant Fund	Future Development Parks, Paths and Recreation Fund	Nonmajor Funds	Totals
ASSETS								
Cash and cash equivalents	\$ 4,230,341	\$ 2,786,334	\$ 722,024	\$ 495,458	\$ 1,026,538	\$ 2,069,497	\$ 2,190,612	\$ 13,520,804
Receivables								
Special assessments	-	986,975	-	-	-	-	9,891	996,866
Taxes	80,990	-	-	-	-	-	-	80,990
Due from other funds	312,396	-	-	73,875	4,359	-	53,831	444,461
Due from other governments	530,601	12,741	2	107,049	-	-	-	650,393
Advances from other funds	-	-	-	-	-	-	684,768	684,768
Inventory	117,396	-	-	4,500	-	-	-	121,896
Prepaid expenditures	23,243	-	-	39,636	-	-	-	62,879
TOTAL ASSETS	\$ 5,294,967	\$ 3,786,050	\$ 722,026	\$ 720,518	\$ 1,030,897	\$ 2,069,497	\$ 2,939,102	\$ 16,563,057
LIABILITIES								
Accounts payable	\$ 171,677	\$ 6,625	\$ -	\$ 29,178	\$ -	\$ 9,762	\$ -	\$ 217,242
Accrued expenditures	22,100	-	-	34,436	-	-	-	56,536
Accrued compensated absences	12,694	-	-	23,922	-	-	-	36,616
Unearned revenue	1,006,600	-	-	-	1,011,919	-	-	2,018,519
Due to other funds	54,668	-	-	366,227	-	-	-	420,895
Due to others	250,531	-	-	39,238	-	-	-	289,769
TOTAL LIABILITIES	1,518,270	6,625	-	493,001	1,011,919	9,762	-	3,039,577
DEFERRED INFLOWS OF RESOURCES								
Unavailable revenue	-	986,975	-	-	-	-	9,891	996,866
FUND BALANCES								
Nonspendable								
Prepaid expenditures	23,243	-	-	39,636	-	-	-	62,879
Inventory	117,396	-	-	4,500	-	-	-	121,896
Advances to other funds	-	-	-	-	-	-	684,768	684,768
Restricted for:								
Road improvement	-	2,792,450	-	-	-	-	-	2,792,450
Committed for:								
Broadband expansion	-	-	-	-	18,978	-	-	18,978
Capital improvement	188,437	-	-	-	-	-	2,044,357	2,232,794
Public safety	-	-	-	-	-	-	3,836	3,836
Public works	-	-	722,026	183,381	-	-	196,250	1,101,657
Recreation	-	-	-	-	-	2,059,735	-	2,059,735
Assigned for subsequent years expenditures	575,403	-	-	-	-	-	-	575,403
Unassigned	2,872,218	-	-	-	-	-	-	2,872,218
TOTAL FUND BALANCE	3,776,697	2,792,450	722,026	227,517	18,978	2,059,735	2,929,211	12,526,614
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE	\$ 5,294,967	\$ 3,786,050	\$ 722,026	\$ 720,518	\$ 1,030,897	\$ 2,069,497	\$ 2,939,102	\$ 16,563,057

See notes to financial statements.

**GENOA CHARTER TOWNSHIP
RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE
SHEET TO THE STATEMENT OF NET POSITION
MARCH 31, 2023**

Total fund balance per balance sheet \$ 12,526,614

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 as assets in the governmental funds.

The cost of capital assets is	\$ 11,723,535	
Accumulated depreciation is	(5,187,451)	

Capital assets, net		6,536,084
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Investment in joint ventures are not current financial resources, and therefore, are not reported in governmental funds. 30,948,966

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 governmental funds. 996,866

Governmental funds report actual pension expenditures for the fiscal year, whereas the governmental activities will recognize the net pension liability as of the measurement date. Pension contributions subsequent to the measurement date will be deferred in the statement of net position. In addition, resources related to changes of assumptions, differences between expected and actual experience, and differences between projected and actual pension plan investment earnings will be deferred over time in the government-wide financial statements. These amounts consist of: resources and, therefore, are reported as deferred outflow of resources in the Statement of Net

Deferred outflows of resources related to pension	171,727	
Deferred inflows of resources related to pension	(12,023)	

159,704

Long-term liabilities are not due and payable in the current period and therefore are not reported in the Governmental Funds Balance Sheet. Long-term liabilities at year-end consist of:

Compensated absences	(275,100)	
Net pension liability	(254,331)	

(529,431)

Net Position of Governmental Activities \$ 50,638,803

**GENOA CHARTER TOWNSHIP
GOVERNMENTAL FUNDS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
YEAR ENDED MARCH 31, 2023**

	General	Reimbursable Projects Fund	Road Improvement Fund	Utilities/DPW Fund	ARPA Grant Fund	Future Development Parks, Paths and Recreation Fund	Nonmajor Funds	Total
REVENUES								
Property taxes	\$ 1,477,537	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,477,537
Intergovernmental	2,387,062	-	-	-	433,443	-	-	2,820,505
Special assessments - principal	-	306,811	-	-	-	-	9,891	316,702
Special assessments - interest	-	4,593	-	-	-	-	989	5,582
Licenses and permits	482,329	-	-	-	-	-	16,688	499,017
Charges for services	1,336,097	-	-	3,345,862	-	-	369,429	5,051,388
Interest	67,407	37,785	9,526	-	18,732	21,849	17,729	173,028
Miscellaneous	128,945	-	-	24,202	-	462,920	431	616,498
TOTAL REVENUES	5,879,377	349,189	9,526	3,370,064	452,175	484,769	415,157	10,960,257
EXPENDITURES								
Current								
General government	2,478,588	-	-	-	-	-	-	2,478,588
Public safety	-	-	-	-	-	-	16,773	16,773
Community and economic development	317,929	-	-	-	-	-	-	317,929
Public works	1,433,373	254,949	2,252,259	3,032,234	97,508	-	520,144	7,590,467
Parks and recreation	-	-	-	-	-	428,363	-	428,363
Capital outlay	18,488	-	-	-	112,500	-	372,403	503,391
TOTAL EXPENDITURES	4,248,378	254,949	2,252,259	3,032,234	210,008	428,363	909,320	11,335,511
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	1,630,999	94,240	(2,242,733)	337,830	242,167	56,406	(494,163)	(375,254)
OTHER FINANCING SOURCES (USES)								
Transfers in	275,425	-	1,000,000	-	-	850,000	387,313	2,512,738
Transfers out	(1,850,000)	(51,989)	-	(412,822)	(223,436)	-	(313)	(2,538,560)
TOTAL OTHER FINANCING SOURCES (USES)	(1,574,575)	(51,989)	1,000,000	(412,822)	(223,436)	850,000	387,000	(25,822)
NET CHANGE IN FUND BALANCES	56,424	42,251	(1,242,733)	(74,992)	18,731	906,406	(107,163)	(401,076)
Fund balance, beginning of year	3,720,273	2,750,199	1,964,759	302,509	247	1,153,329	3,036,374	12,927,690
Fund balance, end of year	\$ 3,776,697	\$ 2,792,450	\$ 722,026	\$ 227,517	\$ 18,978	\$ 2,059,735	\$ 2,929,211	\$ 12,526,614

See notes to financial statements.

**GENOA CHARTER TOWNSHIP
RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED MARCH 31, 2023**

Net Change in Fund Balances - Total Governmental Funds \$ (401,076)

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported as expenditures in governmental funds. However, in the statement of activities the cost of those assets are allocated over their useful lives as depreciation expense. In the current period, these amounts are:

Capital outlay	\$	872,577
Depreciation expense		<u>(528,814)</u>

Excess of capital outlay over depreciation expense	343,763
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Investments in joint ventures used in governmental activities are not current financial resources, and therefore are not reported in the governmental funds:	519,428
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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. In the current year, these amounts consist of:

Change in unavailable revenue	430,523
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Some items reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds. These activities consist of:

Change in compensated absences		(26,210)
Change in net pension liability		(164,130)
Change in deferred outflows of resources - pension		102,233
Change in deferred inflows of resources - pension		<u>34,706</u>
		<u>(53,401)</u>

Change in Net Position of Governmental Activities	\$ <u>839,237</u>
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**GENOA CHARTER TOWNSHIP
PROPRIETARY FUNDS
STATEMENT OF NET POSITION
MARCH 31, 2023**

	Oak Pointe Water and Sewer Systems Fund	Lake Edgewood Water and Sewer Systems Fund	Total
ASSETS			
Current assets			
Cash and cash equivalents	\$ 613,918	\$ 685,561	\$ 1,299,479
Accounts receivable	281,488	171,893	453,381
Due from other funds	291	-	291
Leases receivable	379,154	-	379,154
Due from other governments	-	-	-
Inventory	137,054	8,200	145,254
Total current assets	1,411,905	865,654	2,277,559
Restricted assets			
Cash and cash equivalents	900,014	339,050	1,239,064
Special assessment receivable	-	32,417	32,417
Total restricted assets	900,014	371,467	1,271,481
Capital assets			
Non-depreciable	358,855	283,164	642,019
Depreciable, net of accumulated depreciation	11,387,692	4,388,928	15,776,620
Capital assets, net	11,746,547	4,672,092	16,418,639
TOTAL ASSETS	14,058,466	5,909,213	19,967,679
LIABILITIES			
Current liabilities			
Accounts payable	56,532	85,856	142,388
Accrued interest	36,203	-	36,203
Due to other funds	15,974	7,883	23,857
Total current liabilities	108,709	93,739	202,448
Current liabilities (from restricted assets)			
Current portion of long-term obligations	327,962	-	327,962
Long-term liabilities (from non-restricted assets)			
Noncurrent portion of long-term obligations	4,420,551	-	4,420,551
Advance from other funds	684,768	-	684,768
Total long-term liabilities (from non-restricted assets)	5,105,319	-	5,105,319
TOTAL LIABILITIES	5,541,990	93,739	5,635,729
DEFERRED INFLOWS OF RESOURCES			
Deferred gain on refunding	55,185	-	55,185
Unavailable revenue - leases	371,069	-	371,069
TOTAL DEFERRED INFLOWS OF RESOURCES	426,254	-	426,254
NET POSITION			
Net investment in capital assets	6,998,034	4,672,092	11,670,126
Restricted	900,014	371,467	1,271,481
Unrestricted	192,174	771,915	964,089
TOTAL NET POSITION	\$ 8,090,222	\$ 5,815,474	\$ 13,905,696

See notes to financial statements.

**GENOA CHARTER TOWNSHIP
PROPRIETARY FUNDS
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
YEAR ENDED MARCH 31, 2023**

	Oak Pointe Water and Sewer Systems Fund	Lake Edgewood Water and Sewer System Fund	Total
OPERATING REVENUES			
User charges	\$ 1,474,837	\$ 551,889	\$ 2,026,726
OPERATING EXPENSES			
Audit, consulting and legal	8,935	30,704	39,639
Administration	-	4,107	4,107
Capital projects	4,057	-	4,057
Chemicals	32,286	5,276	37,562
Depreciation expense	525,578	199,014	724,592
Engineering	7,584	-	7,584
Groundwater exceedance expenses	47,154	-	47,154
Insurance	10,637	3,837	14,474
Labor, equipment and materials	560,455	133,985	694,440
Laboratory costs	12,356	6,776	19,132
License, fees, permits	-	3,650	3,650
Meters	1,430	-	1,430
Miss Dig	804	402	1,206
Office	894	190	1,084
Repairs and maintenance	184,673	83,853	268,526
Sewer treatment - G/O plant	168,044	-	168,044
Sludge disposal	-	31,871	31,871
Telephone	4,696	-	4,696
Tools and supplies	2,770	1,484	4,254
Water purchases	-	166,459	166,459
Utilities	48,349	51,869	100,218
Total operating expenses	1,620,702	723,477	2,344,179
Operating (loss)	(145,865)	(171,588)	(317,453)
NONOPERATING REVENUES (EXPENSES)			
Grinder pump reimbursement	22,450	-	22,450
Connection fees	29,621	-	29,621
Interest income - special assessments	-	972	972
Interest income - reserves	15,909	4,421	20,330
Interest expense - bonds	(81,238)	-	(81,238)
Rental income	25,602	-	25,602
Transfer in	20,307	5,515	25,822
Other revenue (expense), net	22,560	(876)	21,684
Total nonoperating revenues (expenses)	55,211	10,032	65,243
Change in net position	(90,654)	(161,556)	(252,210)
Net position, beginning of year	8,180,876	5,977,030	14,157,906
Net position, end of year	\$ 8,090,222	\$ 5,815,474	\$ 13,905,696

See notes to financial statements.

**GENOA CHARTER TOWNSHIP
PROPRIETARY FUNDS
STATEMENT OF CASH FLOWS
YEAR ENDED MARCH 31, 2023**

	Major Funds		Non-major Fund	
	Oak Pointe Water and Sewer Systems Fund	Lake Edgewood Water and Sewer Systems Fund	Pine Creek Water and Sewer Systems Fund	Total
CASH FLOW FROM (USED IN) OPERATING ACTIVITIES				
Receipts from customers	\$ 1,511,941	\$ 523,221	\$ -	\$ 2,035,162
Payments to vendors	(1,143,945)	(484,884)	-	(1,628,829)
Net cash from (used in) operating activities	<u>367,996</u>	<u>38,337</u>	<u>-</u>	<u>406,333</u>
CASH FLOW FROM (USED IN) CAPITAL AND RELATED FINANCING ACTIVITIES				
Special assessments collections	-	16,208	-	16,208
Capital asset acquisitions	(13,385)	(23,155)	-	(36,540)
Grinder pump reimbursement	22,450	-	-	22,450
Rental income	23,736	-	-	23,736
Interest received from special assessments	-	972	-	972
Interest received on reserved accounts	9,690	4,421	-	14,111
Connection fee	29,621	-	-	29,621
Repayment of principal on bonds	(305,000)	-	-	(305,000)
Interest expense	(96,987)	-	-	(96,987)
Other revenue (expense)	22,560	(876)	-	21,684
Payment of advance from other funds	(63,600)	-	-	(63,600)
Interfunds	22,961	9,597	(12,796)	19,762
Net cash from (used in) capital and related financing activities	<u>(347,954)</u>	<u>7,167</u>	<u>(12,796)</u>	<u>(353,583)</u>
Net increase (decrease) in cash and cash equivalents	20,042	45,504	(12,796)	52,750
CASH AND CASH EQUIVALENTS, beginning of year	<u>1,493,890</u>	<u>979,107</u>	<u>12,796</u>	<u>2,485,793</u>
CASH AND CASH EQUIVALENTS, end of year	<u>\$ 1,513,932</u>	<u>\$ 1,024,611</u>	<u>\$ -</u>	<u>\$ 2,538,543</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH FROM (USED IN) OPERATING ACTIVITIES				
Operating income (loss)	\$ (145,865)	\$ (171,588)	\$ -	\$ (317,453)
Adjustments to reconcile operating income (loss) to net cash from (used in) operating activities				
Depreciation expense	525,578	199,014	-	724,592
Changes in assets and liabilities				
Accounts receivable	36,776	(28,668)	-	8,108
Due from other governments	328	-	-	328
Inventory	(20,689)	1,500	-	(19,189)
Accounts payable	(28,132)	38,079	-	9,947
Net cash from operating activities	<u>\$ 367,996</u>	<u>\$ 38,337</u>	<u>\$ -</u>	<u>\$ 406,333</u>

See notes to financial statements.

**GENOA CHARTER TOWNSHIP
FIDUCIARY FUNDS
STATEMENT OF FIDUCIARY NET POSITION
MARCH 31, 2023**

	Custodial Funds
ASSETS	
Cash and cash equivalents	\$ 126,933
Accounts receivable	6
TOTAL ASSETS	\$ 126,939
LIABILITIES	
Due to others	\$ 126,939

See notes to financial statements.

**GENOA CHARTER TOWNSHIP
FIDUCIARY FUNDS
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
YEAR ENDED MARCH 31, 2023**

	Custodial Funds
ADDITIONS	
Taxes collected for other entities	\$ 38,269,424
Utility charges for other entities	15,578,584
TOTAL ADDITIONS	53,848,008
DEDUCTIONS	
Taxes paid to other entities	38,269,424
Utility charges paid to other entities	15,578,584
TOTAL DEDUCTIONS	53,848,008
Net change in net position	-
Net position, beginning of year	-
Net position, end of year	\$ -

NOTES TO FINANCIAL STATEMENTS

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Township have been prepared in accordance with accounting principles generally accepted in the United States of America (GAAP) as applied to township governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The Township's more significant accounting policies are described below.

Reporting Entity

As required by accounting principles generally accepted in the United States of America, these financial statements present the financial activities of Genoa Charter Township. The Township has no activities that would be classified as component units.

The inclusion of the activities of various agencies is based on the manifestation of oversight criteria, relying on such guidelines as the selection of the governing authority, the designation of management, the ability to exert significant influence on operations, and the accountability for fiscal matters. The accountability for fiscal matters considers the possession of the budgetary authority, the responsibility for surplus or deficit, the controlling of fiscal management, and the revenue characteristics, whether a levy or a charge. Consideration is also given to the scope of public service. The scope of public service considers whether the activity is for the benefit of the reporting entity and/or its residents and is within the geographic boundaries of the reporting entity and generally available to its citizens.

Based upon the application of these criteria, the financial statements of the Township contain all the funds controlled by the Township Board.

The inclusion of the activities of various agencies is based on the manifestation of oversight criteria.

Joint Ventures

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 Charter Township holds a 25% share of the equity in this joint venture which amounted to \$10,906,147. 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, 2022, (the date financial information was last available) was as follows:

Total assets	\$ 47,192,476
Total liabilities and deferred inflow of resources	3,567,890
Total net position	43,624,586
Total revenues	4,129,890
Total expenses	4,129,368

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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 \$6,103,646. 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, 2022, (the date financial information was last available) was as follows:

Total assets and deferred outflow of resources	\$ 19,846,762
Total liabilities and deferred inflow of resources	1,535,825
Total net position	18,310,937
Total revenues	7,614,112
Total expenses	5,065,990

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 \$13,939,173. 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, 2022, (the date financial information was last available) was as follows:

Total assets	\$ 29,740,212
Total liabilities	1,861,867
Total net position	27,878,345
Total revenues	2,771,612
Total expenses	3,431,766

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Presentation

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The statement of net position and the statement of activities (the government-wide financial statements) present information for the primary government and its component units as a whole. All nonfiduciary activities of the primary government are included (i.e., fiduciary fund activities are not included in the government-wide financial statements). For the most part, interfund activity has been eliminated in the preparation of these statements. Interfund services provided and used are not eliminated in the process of consolidation. 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.

The statement of activities presents the direct functional expenses of the primary government and its component units and the program revenues that support them, demonstrating how governmental functions are either self-financing or supported by general revenues. Direct expenses are specifically associated with a service, program, or department and are therefore clearly identifiable to a particular function. Program revenues are associated with specific functions and include charges to recipients of goods or services and grants and contributions that are restricted to meeting the operational or capital requirements of that function. General revenues include all taxes, interest, unrestricted State revenue sharing payments, and other revenues that are not required to be presented as program revenues.

FUND FINANCIAL STATEMENTS

The fund financial statements present the Township's individual major funds and aggregated nonmajor funds. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

The Township reports the following *Major Governmental Funds*:

- a. 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.
- b. The *Utilities/DPW Special Revenue Fund* accounts for Township sewer/water utility activities.
- c. 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.
- d. 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.
- e. The *ARPA Grant Fund* accounts for the activity of the Township's ARPA grant received.
- f. The *Future Development Parks, Paths, and Recreation Fund* accounts for the activity of township construction and maintenance projects related to parks, paths, and recreation, in which funds are provided by transfers in from the General Fund or contributions.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

The Township reports the following *Major Enterprise Funds*:

- a. *Oak Pointe Water and Sewer System Fund* accounts for the activity associated with operating the utility system at the Oak Pointe development.
- b. *The Lake Edgewood Water and Sewer System Fund* accounts for the activities associated with operating the utility system at the Lake Edgewood development.

Measurement Focus

The government-wide, proprietary fund, and fiduciary fund financial statements are presented using the economic resources measurement focus, similar to that used by business enterprises or not-for-profit organizations. Because another measurement focus is used in the governmental fund financial statements, reconciliations to the government-wide financial statements are provided that explain the differences in detail.

All governmental funds are presented using the current financial resources measurement focus. With this measurement focus, only current assets, deferred outflows of resources, current liabilities, and deferred inflows of resources generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net fund balance.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

All governmental funds are accounted for using the modified accrual basis of accounting. Under this method, revenues are recognized when they become susceptible to accrual (when they become both “measurable” and “available to finance expenditures of the current period”). The length of time used for “available” for purposes of revenue recognition in the governmental fund financial statements is 60 days. Revenues that are considered measurable but not available are recorded as a receivable and unavailable revenue. Significant revenues susceptible to accrual are special assessments and certain intergovernmental revenues. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for interest on long-term debt which is recorded when due.

All proprietary funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. The principal operating revenues of the Enterprise Funds are charges to customers for sales and services. Operating expenses for enterprise funds include the costs of sales and services, administrative expenses, and other costs of running the activity. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Basis of Accounting (continued)

The fiduciary funds financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, except for the recognition of certain liabilities to the beneficiaries of a fiduciary activity. Liabilities to beneficiaries are recognized when an event has occurred that compels the Township to disburse fiduciary resources.

If/when both restricted and unrestricted resources are available for use, it is the Township's policy to use restricted resources first, then unrestricted resources as they are needed.

Budgets and Budgetary Accounting

The General and Special Revenue Funds budgets shown as required supplementary information were prepared on the same modified accrual basis used to reflect actual results. This basis is consistent with accounting principles generally accepted in the United States of America. The Township employs the following procedures in establishing the budgetary data reflected in the financial statements.

- a. On the Township Board meeting date near the end of the fiscal year, the Township Manager submits to Township Board the proposed operating budgets for the fiscal year commencing the following April 1. The operating budgets include proposed expenditures and resources to finance them.
- b. A Public Hearing is conducted to obtain taxpayers' comments.
- c. Prior to the final regular Township Board meeting in March, the budget is legally enacted through passage of a resolution.
- d. The budget is legally adopted at the department level for the General Fund and Special Revenue Funds; however, they are maintained at the account level for control purposes. Violations, if any, in the general fund and major special revenue funds are noted in the required supplementary information section.
- e. The Township does not employ encumbrance accounting as an extension of formal budgetary integration in the governmental funds. Appropriations unused at March 31 are not carried forward to the following fiscal year.
- f. Budgeted amounts are reported as originally adopted or amended by the Township Board during the year. Individual amendments were appropriately approved by the Township Board as required.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Cash and Cash Equivalents

Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Investments are reported at fair value.

State statutes authorize the government to deposit in the accounts of federally insured banks, credit unions, and savings and loan associations, and to invest in obligations of the U.S. Treasury, certain commercial paper, repurchase agreements, bankers' acceptances, and mutual funds composed of otherwise legal investments. The State's Pension Investment Act, as amended, authorizes the pension trust fund to invest in common stocks, real estate, and various other investment instruments, subject to certain limitations.

In accordance with Michigan Compiled Laws, the Township is authorized to invest in the following investment vehicles:

- a. Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- b. Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a bank which is a member of the Federal Deposit Insurance Corporation (FDIC) or a savings and loan association which is a member of the Federal Savings and Loan Insurance Corporation (FSLIC) or a credit union which is insured by the National Credit Union Administration (NCUA), but only if the bank, savings and loan association, or credit union is eligible to be a depository of surplus funds belonging to the State under section 5 or 6 of Act No. 105 of the Public Acts of 1855, as amended, being Section 21.145 and 21.146 of the Michigan Compiled Laws.
- c. Commercial paper rated at the time of purchase within the three (3) highest classifications established by not less than two (2) standard rating services and which matures not more than 270 days after the date of purchase.
- d. The United States government or federal agency obligations repurchase agreements.
- e. Bankers acceptances of United States banks.
- f. Mutual funds composed of investment vehicles, which are legal for direct investment by local units of government in Michigan.
- g. Section 5 or 6 of Act No. 105 of the Public Acts of 1855, as amended, being Section 21.145 and 21.146 of the Michigan Compiled Laws.

Michigan Compiled Laws allow for collateralization of government deposits, if the assets for pledging are acceptable to the State Treasurer under Section 3 of 1855 PA 105, MCL 21.143, to secure deposits of State surplus funds, securities issued by the Federal Loan Mortgage Corporation, Federal National Mortgage Association, or Government National Mortgage Association.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

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.

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, 2023, the Township recognized the property taxes levied December 1, 2022, as revenue.

Taxable Value:	\$ 1,300,439,189
Township Millage Rate:	0.7774

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

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Prepays

Prepaid expenditures in the governmental funds, such as insurance premiums, which are expected to be written off within the next fiscal year, are included in current assets. Reported prepaid expenditures are equally offset by nonspendable fund balance, which indicates they do not constitute "available spendable resources" even though they are a component of fund balance.

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.

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, if 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.

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.

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.

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 noncurrent 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 expendable available financial resources is reported as a fund liability of a governmental fund.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Pension

The Township only offers to continue a defined benefit pension plan to employees hired from other municipalities covered under a defined benefit plan. The Township records a net pension liability for the difference between the total pension liability calculated by the actuary and the pension plan's fiduciary net position. For the purpose 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 pension plan and additions to/deductions from the pension plan's fiduciary net position have been determined on the same basis as they are reported by the pension plan. 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.

Leases

Lessor: The Township is a lessor for noncancelable leases of a cell tower. The Township recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements.

At the commencement of a lease, the Township initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payment received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Key estimates and judgements include how the Township determines (1) the discount rate is used to discount the expected lease receipts to present value, (2) lease term, and (3) lease receipts.

- The Township uses its estimated incremental borrowing rate as the discount rate for leases.
- The lease term includes the noncancellable period of the lease. Lease receipts included in the measurement of the lease receivable is composed of fixed payments from the lessee.

The Township monitors changes in circumstances that would require a remeasurement of this lease and will remeasure the lease receivable and deferred inflows of resources if certain changes occur that are expected to significantly affect the amount of the lease receivable.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Fund Balance Classifications

Fund balance classifications are comprised of 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, 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 the deficit occurs in.

Fund Balance Classification Policies and Procedures

For committed fund balance, the Township's highest level of decision-making authority is the Township Board. Formal action that is required to be taken to establish a fund balance commitment is a resolution of the Township Board.

For assigned fund balance, the Township has not approved a policy indicating who is authorized to assign amounts to a specific purpose. As a result, this authority is retained with the Township Board.

The Township has not adopted a policy that defines the order of usage for fund balance amounts classified as restricted, committed, assigned, or unassigned, therefore restricted resources will be used first, then unrestricted resources if they are needed.

Restricted Net Position

Restrictions of net position shown in the government-wide financial statements indicate restrictions imposed by the funding source or some other outside source, which precludes their use for unrestricted purposes.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Deferred Outflow and Deferred Inflow

In addition to assets and liabilities, the statement of financial position or balance sheet will, when applicable, report separate sections for deferred outflows of resources and deferred inflows of resources. *Deferred outflows of resources*, a separate financial statement element, represents a consumption of net position or fund balance, respectively, that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until that time. *Deferred inflows of resources*, a separate financial statement element, represents an acquisition of net position or fund balance, respectively, that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The Township has several items that qualify for reporting in these categories and are reported in the government-wide financial statement of net position, the governmental funds, or proprietary funds balance sheet/statement of net position.

The Township reports deferred amounts which correspond to the Township's pension benefits and are related to differences between expected and actual experience, changes in assumptions, differences between projected and actual pension plan investment earnings, and contributions made subsequent to the measurement date. These amounts are deferred in the government-wide financial statements and are recognized as an outflow or inflow of resources in the period to which they apply.

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 governmental funds balance sheets.

The Township also reports unavailable revenues from leases. These amounts are recognized as revenue over the term of the lease agreements.

Tax Abatements

The Township's tax revenues have been reduced by tax abatements throughout the Township. Management has determined these amounts to be immaterial to the financial statements.

Use of 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.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 - DEPOSITS AND INVESTMENTS

As of March 31, 2023, the Township had deposits and investments subject to the following risks:

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, 2023, the Township had \$12,173,998 of bank deposits (certificates of deposit, check, and savings accounts) that were FDIC insured; \$4,389,873 of bank deposits that were uninsured and collateralized and \$244,563 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.

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.

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, 2023, 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**

NOTE 2 - DEPOSITS 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, 2023, 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.

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, 2023, the Township’s investment pool was exposed to credit risk as follows:

Investment Type	Fair Value	Weighted Average Maturity (years)	Standard & Poor's Rating
Primary government Michigan CLASS Investment Pool	\$ 323,250	0.0972	AAAm

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, 2023, the fair value, unfunded commitments and redemption rules of those investments are as follows:

	Fair Value	Unfunded Commitments	Redemption Frequency if Eligible	Redemption Notice Period
Michigan CLASS Investment Pool	\$ 323,250	\$ -	No restrictions	None

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 - DEPOSITS AND INVESTMENTS (continued)

The deposits and investments referred to above have been reported as either the cash and cash equivalents or investments captions on the basic financial statements, based upon criteria disclosed in Note 1. The following summarizes the categorization of these amounts as of March 31, 2023.

	Primary Government	Fiduciary Funds	Total
Cash and cash equivalents	\$ 14,820,283	\$ 126,933	\$ 14,947,216
Cash and cash equivalents - restricted	1,239,064	-	1,239,064
	<u>\$ 16,059,347</u>	<u>\$ 126,933</u>	<u>\$ 16,186,280</u>

The primary government 's cash and cash equivalents caption on the basic financial statements include \$200 of imprest cash.

NOTE 3 - CAPITAL ASSETS

Capital asset activity for the year ended March 31, 2023, was as follows:

	Balance 4/1/2022	Additions	Reclassifications/ Deletions	Balance 3/31/2023
Governmental Activities				
Capital assets not being depreciated				
Land	\$ 1,577,513	\$ -	\$ -	\$ 1,577,513
Construction in progress	577,883	319,085	(699,783)	197,185
Total capital assets not being depreciated	<u>2,155,396</u>	<u>319,085</u>	<u>(699,783)</u>	<u>1,774,698</u>
Capital assets being depreciated				
Buildings - Township	2,174,877	45,986	-	2,220,863
Parks	4,531,413	124,103	-	4,655,516
Equipment/vehicles - DPW	1,354,197	383,403	(30,820)	1,706,780
Equipment - Township	640,584	-	699,783	1,340,367
Vehicles - Township	25,311	-	-	25,311
Total capital assets being depreciated	<u>8,726,382</u>	<u>553,492</u>	<u>668,963</u>	<u>9,948,837</u>
Accumulated depreciation				
Buildings - Township	(1,067,526)	(59,563)	-	(1,127,089)
Parks	(2,023,448)	(259,796)	-	(2,283,244)
Equipment/vehicles - DPW	(1,112,457)	(153,678)	30,820	(1,235,315)
Equipment - Township	(471,262)	(50,715)	-	(521,977)
Vehicles - Township	(14,764)	(5,062)	-	(19,826)
Total accumulated depreciation	<u>(4,689,457)</u>	<u>(528,814)</u>	<u>30,820</u>	<u>(5,187,451)</u>
Net capital assets being depreciated	<u>4,036,925</u>	<u>24,678</u>	<u>699,783</u>	<u>4,761,386</u>
Capital assets, net	<u>\$ 6,192,321</u>	<u>\$ 343,763</u>	<u>\$ -</u>	<u>\$ 6,536,084</u>

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 3 - CAPITAL ASSETS (continued)

Depreciation expense was allocated to the following governmental activities:

General Government	\$ 115,340
Public Works/Roads	153,678
Parks and Recreation	<u>259,796</u>
	<u><u>\$ 528,814</u></u>

	Balance 4/1/2022	Additions	Deletions	Balance 3/31/2023
Business-type Activities				
Oak pointe water and sewer systems				
Capital assets not being depreciated				
Land	\$ 358,855	\$ -	\$ -	\$ 358,855
Capital assets being depreciated				
Water system	5,503,311	13,385	-	5,516,696
Sewer system	15,789,364	-	-	15,789,364
Total capital assets being depreciated	<u>21,292,675</u>	<u>13,385</u>	<u>-</u>	<u>21,306,060</u>
Less				
Accumulated depreciation	<u>(9,392,790)</u>	<u>(525,578)</u>	<u>-</u>	<u>(9,918,368)</u>
Net capital assets being depreciated	<u>11,899,885</u>	<u>(512,193)</u>	<u>-</u>	<u>11,387,692</u>
Capital assets, net	<u>\$ 12,258,740</u>	<u>\$ (512,193)</u>	<u>\$ -</u>	<u>\$ 11,746,547</u>
	Balance 4/1/2022	Additions	Deletions	Balance 3/31/2023
Business-type Activities				
Lake edgewood sewer system				
Capital assets not being depreciated				
Land	\$ 260,009	\$ -	\$ -	\$ 260,009
Construction in process	-	23,155	-	23,155
Total capital assets not being depreciated	<u>260,009</u>	<u>23,155</u>	<u>-</u>	<u>283,164</u>
Capital assets being depreciated				
Sewer system	<u>8,563,064</u>	<u>-</u>	<u>-</u>	<u>8,563,064</u>
Less				
Accumulated depreciation	<u>(3,975,122)</u>	<u>(199,014)</u>	<u>-</u>	<u>(4,174,136)</u>
Net capital assets being depreciated	<u>4,587,942</u>	<u>(199,014)</u>	<u>-</u>	<u>4,388,928</u>
Capital assets, net	<u>\$ 4,847,951</u>	<u>\$ (175,859)</u>	<u>\$ -</u>	<u>\$ 4,672,092</u>

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 4 - LONG-TERM OBLIGATIONS

The following is a summary of the Township's debt categorized for governmental and business-type activities for the year ended March 31, 2023:

	Balance 4/1/2022	Additions	Deletions	Balance 3/31/2023	Current Portion
Governmental Activities					
Compensated absences	\$ 286,090	\$ 245,322	\$ (219,696)	\$ 311,716	\$ 36,616
Business-Type Activities					
Other long-term obligations					
Revenue bonds payable	\$ 4,950,000	\$ -	\$ (305,000)	\$ 4,645,000	\$ 320,000
Unamortized bond premium	111,475	-	(7,962)	103,513	7,962
Total Business-type Activities	<u>\$ 5,061,475</u>	<u>\$ -</u>	<u>\$ (312,962)</u>	<u>\$ 4,748,513</u>	<u>\$ 327,962</u>

Significant details regarding outstanding long-term obligations (including current portions) are presented below:

Revenue Bonds

Payable to US Bank, Oak Pointe Sewer System Project, Series 2014. Principal is payable in an annual payment of \$250,000 on November 1, 2023, interest is charged at 3.0% annually. \$ 250,000

Payable to US Bank, Oak Pointe Sewer System Project, Series 2020. Principal is payable in annual installments of \$70,000 to \$380,000 through November 1, 2036, interest is charged from 1.3% to 2.05% annually. 4,395,000

\$ 4,645,000

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.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 4 - LONG-TERM OBLIGATIONS (continued)

The annual requirements to pay the debt principal and interest outstanding for the long-term debt are as follows:

Year Ending March 31,	Business-type Activities	
	Principal	Interest
2024	\$ 320,000	\$ 86,888
2025	330,000	77,988
2026	340,000	71,388
2027	345,000	64,588
2028	355,000	57,688
2029-2033	1,715,000	193,605
2034-2037	1,240,000	60,575
Total	\$ 4,645,000	\$ 612,720

Compensated Absences

In accordance with Township personnel policies and/or contracts negotiated, individual employees have vested rights upon termination of employment to receive payment for unused vacation and sick leave under formulas and conditions specified in their respective personnel policies and/or contracts.

NOTE 5 - INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

Interfund receivables and payables at March 31, 2023, represent short-term borrowings and amounts owed for reimbursements between other funds.

	Due from other funds				Business-type Oak Pointe Water and Sewer Systems Fund	Total
	Governmental			Nonmajor Governmental Funds		
	General Fund	Utilities/ DPW Fund	ARPA Grant Fund			
Due to other funds:						
Governmental						
General fund	\$ -	\$ 50,018	\$ 4,359	\$ -	\$ 291	\$ 54,668
Utilities/DPW fund	312,396	-	-	53,831	-	366,227
Business-type						
Oak pointe water and sewer systems fund	-	15,974	-	-	-	15,974
Lake edgewood water and sewer systems fund	-	7,883	-	-	-	7,883
Total	\$ 312,396	\$ 73,875	\$ 4,359	\$ 53,831	\$ 291	\$ 444,752

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 5 - INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS (continued)

Interfund transfers for the year ended March 31, 2023 were as follows:

	Transfers in:						Total
	Governmental			Business-type			
	General Fund	Reimbursable Projects Fund	Future Development Parks, Paths and Recreation Fund	Nonmajor Governmental Funds	Lake Edgewood Water and Sewer Systems Fund	Oak Pointe Water and Sewer Systems Fund	
Transfers out:							
Governmental							
General fund	\$ -	\$ 1,000,000	\$ 850,000	\$ -	\$ -	\$ -	\$ 1,850,000
Reimbursable projects fund	51,989	-	-	-	-	-	51,989
Utilities/DPW fund	-	-	-	387,000	5,515	20,307	412,822
ARPA grant fund	223,436	-	-	-	-	-	223,436
Nonmajor governmental funds	-	-	-	313	-	-	313
Total	\$ 275,425	\$ 1,000,000	\$ 850,000	\$ 387,313	\$ 5,515	\$ 20,307	\$ 2,538,560

NOTE 6 - ADVANCES TO OTHER FUNDS

Advances for the year ended March 31, 2023, were as follows:

Governmental Fund advances to Proprietary Fund	Balance 4/1/2022	Additions	Deletions	Balance 3/31/2023	Current Portion
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.	\$ 748,368	\$ -	\$ (63,600)	\$ 684,768	\$ 63,600

Repayment of the advance will be payable as follows:

Fiscal Years Ending	Amount
2024	\$ 63,600
2025	63,600
2026	63,600
2027	63,600
2028 - 2032	318,000
2033 - 2034	112,368
Total	\$ 684,768

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 7 - DEFINED CONTRIBUTION PENSION PLAN

The Genoa Charter Township 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 \$276,542 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 8 - DEFINED BENEFIT PENSION PLAN

Plan Description

The Township's defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The Township 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's Legislature under Public Act 135 of 1945 and administered by a nine-member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing MERS website at www.mersofmich.com.

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.

Benefits Provided

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

Benefits provided include plans with multipliers ranging from 1.30% (Division 01) to 2.00% (Division 10).

Vesting period of 10 years.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 8 - DEFINED BENEFIT PENSION PLAN (continued)

Normal retirement age is 60. Early retirement is available with normal benefits at age 55 with 25 years of service for Division 01. Early retirement is available with reduced benefit at age 50 with 25 years of service or age 55 with 15 years of service for both divisions.

Final average compensation is calculated based on five years. There are no member contributions.

Benefit terms, within the parameters established by MERS, are generally established and amended by authority of the Township Board, generally after negotiations of these terms with the affected unions. Benefit terms may be subject to binding arbitration in certain circumstances.

At the December 31, 2022, valuation date, the following employees were covered by the benefit terms:

	Division 01	Division 10
Inactive employees or beneficiaries receiving benefits	1	-
Inactive employees entitled to but not yet receiving benefits	-	-
Active employees	-	1
	1	1

Contributions

Article 9, Section 24 of the State of Michigan constitution requires that financial benefits arising on account of employee service rendered in each year be funded during that year. Accordingly, MERS retains an independent actuary to determine the annual contribution. The employer 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 costs of benefits earned by plan members during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

The actuarially determined rates for the fiscal year ended March 31, 2023, were 0% of eligible wages for Division 01, and 14.41% of eligible wages for Division 10. The Township does not require employees to contribute to the plan.

Payable to the Pension Plan

At March 31, 2023, there were no amounts outstanding by the Township for contributions to the pension plan required for the year ended March 31, 2023.

Net Pension Liability

The Township's net pension liability was measured as of December 31, 2022, and the total pension liability used to calculate the net pension liability was determined by an annual actuarial valuation as of that date.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 8 - DEFINED BENEFIT PENSION PLAN (continued)

Actuarial Assumptions

The total pension liability in the December 31, 2022, annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation: 2.50%

Salary increases: 3.00% plus merit and longevity, 3.00% in the long-term.

Investment rate of return: 7.00%, net of investment and administrative expense including inflation.

Although no specific price inflation assumptions are needed for the valuation, the 3.00% long-term wage inflation assumption would be consistent with a 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 valuation were based on the results of the most recent actuarial experience study of 2014-2018.

Projected Cash Flows

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.

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 weighting 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 geographic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Target Allocation Gross 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%
Administrative expense netted above			<u>0.25%</u>
Investment rate of return			<u>7.25%</u>

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 8 - DEFINED BENEFIT PENSION PLAN (continued)

Discount Rate

The discount rate used to measure the total pension liability is 7.25%. The current discount rate shown for GASB 68 purposes is higher than the MERS assumed rate of return. This is because, for GASB 68 purposes, the discount rate must be gross of administrative expenses, whereas for funding purposes, it is net of administrative expenses. The projection of cash flows 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.

Changes in the net pension liability during the measurement year were as follows:

Changes in Net Pension Liability	Increase (Decrease)		
	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a)-(b)
Balance at 12/31/2021	\$ 726,430	\$ 636,229	\$ 90,201
Changes for the year			
Service cost	12,825	-	12,825
Interest on total pension liability	53,131	-	53,131
Difference between expected and actual experience	63,842	-	63,842
Employer contributions	-	33,068	(33,068)
Net investment income	-	(66,187)	66,187
Administrative expense	-	(1,213)	1,213
Net changes	129,798	(34,332)	164,130
Balance at 12/31/2022	\$ 856,228	\$ 601,897	\$ 254,331

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 Position Liability would be using a discount rate that is 1% point lower (6.25%) or 1% higher (8.25%) than the current rate.

	1% Decrease	Current Discount Rate	1% Increase
Net pension liability at 12/31/22	\$ 366,436	\$ 254,331	\$ 160,273

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 8 - DEFINED BENEFIT PENSION PLAN (continued)

Pension Expenses and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended March 31, 2023, the Township recognized pension expense of \$61,116. The Township reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences in experience	\$ 60,275	\$ 12,023
Differences in assumptions	50,915	-
Net difference between projected and actual earnings on pension plan investments	52,646	-
Contributions subsequent to the measurement date*	7,891	-
Total	\$ 171,727	\$ 12,023

* The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as an addition in the net pension liability for the year ending March 31, 2024.

Amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending	Pension Expense
2024	\$ 32,237
2025	36,829
2026	42,295
2027	31,062
2028	9,390
Thereafter	-
	\$ 151,813

Changes in Assumptions

There were no changes in actuarial assumptions during plan year 2022.

Changes in Benefits

There were no changes of benefit terms during plan year 2022.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 9 - CONTINGENT LIABILITIES

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, 2023, the Township had no expenditures relating to the annual groundwater sampling. The amount of additional costs for April 1, 2023- March 31, 2024 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.

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, 2023, the Township spent approximately \$47,154 to complete groundwater and residential sampling events, and to provide and maintain reverse osmosis systems. The amount of additional costs for April 1, 2023 - March 31, 2024 is estimated to be \$60,000. This cost includes annual monitoring and corrective action activities.

NOTE 10 - 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.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 11 - CHANGE IN ACCOUNTING PRINCIPLE

For the year ended March 31, 2023, the Township implemented the following new pronouncement: GASB Statement No. 87, *Leases*.

Summary:

Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*, was issued by the GASB in June 2017. The objective of this Statement is to increase the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use the underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

The restatement of the beginning of year had no impact on net position. The change in lease receivable and deferred inflows of resources are as follows:

	Business-type Activities	
	Leases Receivable	Unavailable revenue -
Balances as of April 1, 2022, as previously stated	\$ -	\$ -
Adoption of GASB Statement No. 87	369,671	369,671
Balances as of April 1, 2022, as restated	\$ 369,671	\$ 369,671

NOTE 12 - LEASE RECEIVABLES

During the current fiscal year, the Township leased a portion of their cell tower to a third-party. The lease is for 5 automatic renewals of 5 year leases and the Township will receive annual payments ranging from \$9,600 to \$16,790. The District recognized \$9,656 in lease revenue and \$3,040 in interest revenue during the current fiscal year related to this lease. As of March 31, 2023, the Township's receivable for lease payments was \$184,749. Also, the Township has deferred inflow of resources associated with this lease that will be recognized as revenue over the lease term. As of March 31, 2023, the balance of the deferred inflow of resources was \$181,445.

During the current fiscal year, the Township leased a portion of their cell tower to a third-party. The lease is for 5 automatic renewals of 5 year leases and the Township will receive annual payments ranging from \$9,600 to \$16,790. The District recognized \$7,861 in lease revenue and \$3,179 in interest revenue during the current fiscal year related to this lease. As of March 31, 2023, the Township's receivable for lease payments was \$194,405. Also, the Township has deferred inflow of resources associated with this lease that will be recognized as revenue over the lease term. As of March 31, 2023, the balance of the deferred inflow of resources was \$189,624.

**GENOA CHARTER TOWNSHIP
NOTES TO FINANCIAL STATEMENTS**

NOTE 13 - UPCOMING ACCOUNTING PRONOUNCEMENTS

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 during the 2024 fiscal year.

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.

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 during the 2025 fiscal year.

REQUIRED SUPPLEMENTARY INFORMATION

**GENOA CHARTER TOWNSHIP
GENERAL FUND
BUDGETARY COMPARISON SCHEDULE (NON-GAAP BASIS)
YEAR ENDED MARCH 31, 2023**

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
REVENUES				
Taxes	\$ 1,484,000	\$ 1,484,949	\$ 1,477,537	\$ (7,412)
Licenses and permits	511,600	480,589	482,329	1,740
Intergovernmental	2,236,283	2,467,941	2,387,062	(80,879)
Charges for services	1,459,359	1,218,101	1,336,097	117,996
Interest and rents	4,850	58,000	67,139	9,139
Other	24,000	160,600	10,945	(149,655)
TOTAL REVENUES	5,720,092	5,870,180	5,761,109	(109,071)
EXPENDITURES				
Current				
General government				
Township trustees	36,900	50,900	47,415	3,485
Supervisor	67,978	69,493	64,350	5,143
Township manager	187,153	225,218	218,352	6,866
Accounting and finance	106,845	107,726	97,687	10,039
Township clerk	97,610	107,745	103,578	4,167
Information and technology	67,675	74,007	71,176	2,831
Board of review	7,840	11,240	4,280	6,960
Township treasurer	158,643	162,895	158,211	4,684
Assessing department	265,937	275,550	245,101	30,449
Elections	133,250	127,050	119,027	8,023
Building and grounds	270,700	176,800	151,905	24,895
Professional fees	154,900	159,900	128,387	31,513
Human resources	21,600	22,500	18,097	4,403
Unallocated	791,375	815,400	725,164	90,236
Total general government	2,368,406	2,386,424	2,152,730	233,694
Public works				
Drains	50,000	27,900	27,856	44
Refuse collection	1,422,000	1,400,000	1,399,142	858
Cemetery	6,000	6,375	6,375	-
Total public works	1,478,000	1,434,275	1,433,373	902
Community and economic development				
Planning and zoning	421,760	384,715	294,646	90,069
Economic development	27,000	27,000	23,283	3,717
Total community and economic development	448,760	411,715	317,929	93,786
Capital outlay	117,000	57,000	18,488	38,512
TOTAL EXPENDITURES	4,412,166	4,289,414	3,922,520	366,894
EXCESS OF REVENUES OVER EXPENDITURES	1,307,926	1,580,766	1,838,589	257,823
OTHER FINANCING SOURCES (USES)				
Transfers in	-	275,989	275,425	(564)
Transfers out	(2,000,000)	(2,000,000)	(2,000,000)	-
TOTAL OTHER FINANCING SOURCES (USES)	(2,000,000)	(1,724,011)	(1,724,575)	(564)
Net change in fund balance (Budgetary basis)	\$ (692,074)	\$ (143,245)	114,014	\$ 257,259
Budgetary perspective difference			(57,590)	
Net change in fund balance (GAAP basis)			\$ 56,424	

**GENOA CHARTER TOWNSHIP
REIMBURSABLE PROJECT FUND
BUDGETARY COMPARISON SCHEDULE
YEAR ENDED MARCH 31, 2023**

	Budgeted Amounts		Actual	Variance
	Original	Final		Favorable (Unfavorable)
REVENUES				
Special assessments	\$ 276,760	\$ 305,018	\$ 306,811	\$ 1,793
Special assessments - interest	-	66	4,593	4,527
Interest	1,500	35,280	37,785	2,505
TOTAL REVENUES	278,260	340,364	349,189	8,825
EXPENDITURES				
Current				
Public works				
Road, lake, and utility projects				
Lake Chemung weed	78,000	51,000	49,695	1,305
Pardee Lake weed	32,000	32,000	30,459	1,541
Grand Beach weed	10,000	11,418	11,418	-
East West Crooked Lake weed	13,000	20,300	18,316	1,984
White Pines streetlights	800	800	770	30
Edwin Dr road project	2,700	2,700	1,551	1,149
Timberview	-	40,000	37,955	2,045
Homestead	-	96,100	93,993	2,107
Mcnamara	-	2,000	1,695	305
Pine creek	-	2,000	1,320	680
Baetcke lake	-	2,000	1,680	320
Other	-	8,100	6,097	2,003
TOTAL EXPENDITURES	136,500	268,418	254,949	13,469
EXCESS OF REVENUES OVER EXPENDITURES	141,760	71,946	94,240	22,294
OTHER FINANCING SOURCES (USES)				
Transfers in	950,000	-	-	-
Transfers out	-	(51,989)	(51,989)	-
TOTAL OTHER FINANCING SOURCES (USES)	950,000	(51,989)	(51,989)	-
NET CHANGE IN FUND BALANCE	1,091,760	19,957	42,251	22,294
Fund balance, beginning of year	2,750,199	2,750,199	2,750,199	-
Fund balance, end of year	<u>\$ 3,841,959</u>	<u>\$ 2,770,156</u>	<u>\$ 2,792,450</u>	<u>\$ 22,294</u>

**GENOA CHARTER TOWNSHIP
ROAD IMPROVEMENT FUND
BUDGETARY COMPARISON SCHEDULE
YEAR ENDED MARCH 31, 2023**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Interest	\$ 1,300	\$ 7,840	\$ 9,526	\$ 1,686
EXPENDITURES				
Current				
Public works				
Dust Control	75,000	83,803	83,803	-
Road Maintenance	2,300,000	2,167,358	2,167,358	-
Other	120,000	1,300	1,098	202
TOTAL EXPENDITURES	<u>2,495,000</u>	<u>2,252,461</u>	<u>2,252,259</u>	<u>202</u>
EXCESS OF REVENUES (UNDER) EXPENDITURES	<u>(2,493,700)</u>	<u>(2,244,621)</u>	<u>(2,242,733)</u>	<u>1,888</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	1,000,000	1,000,000	1,000,000	-
Transfer out	-	(20,000)	-	20,000
TOTAL OTHER FINANCING SOURCES (USES)	<u>1,000,000</u>	<u>980,000</u>	<u>1,000,000</u>	<u>20,000</u>
NET CHANGE IN FUND BALANCE	(1,493,700)	(1,264,621)	(1,242,733)	21,888
Fund balance, beginning of year	<u>1,964,759</u>	<u>1,964,759</u>	<u>1,964,759</u>	<u>-</u>
Fund balance, end of year	<u>\$ 471,059</u>	<u>\$ 700,138</u>	<u>\$ 722,026</u>	<u>\$ 21,888</u>

**GENOA CHARTER TOWNSHIP
UTILITIES/DPW FUND
BUDGETARY COMPARISON SCHEDULE
YEAR ENDED MARCH 31, 2023**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Charges for services	\$ 3,285,925	\$ 3,351,361	\$ 3,345,862	\$ (5,499)
Other	5,050	5,050	24,202	19,152
TOTAL REVENUES	<u>3,290,975</u>	<u>3,356,411</u>	<u>3,370,064</u>	<u>13,653</u>
EXPENDITURES				
Current				
Public works	<u>3,134,013</u>	<u>3,054,294</u>	<u>3,032,234</u>	<u>22,060</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>156,962</u>	<u>302,117</u>	<u>337,830</u>	<u>35,713</u>
OTHER FINANCING (USES)				
Transfers out	<u>(156,962)</u>	<u>(428,509)</u>	<u>(412,822)</u>	<u>15,687</u>
NET CHANGE IN FUND BALANCE	-	(126,392)	(74,992)	51,400
Fund balance, beginning of year	<u>302,509</u>	<u>302,509</u>	<u>302,509</u>	<u>-</u>
Fund balance, end of year	<u><u>\$ 302,509</u></u>	<u><u>\$ 176,117</u></u>	<u><u>\$ 227,517</u></u>	<u><u>\$ 51,400</u></u>

**GENOA CHARTER TOWNSHIP
ARPA GRANT FUND
BUDGETARY COMPARISON SCHEDULE
YEAR ENDED MARCH 31, 2023**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		<u>(Negative)</u>
REVENUES				
Intergovernmental	\$ 1,082,796	\$ 1,087,130	\$ 433,443	\$ (653,687)
Interest	700	18,200	18,732	532
TOTAL REVENUES	<u>1,083,496</u>	<u>1,105,330</u>	<u>452,175</u>	<u>(653,155)</u>
EXPENDITURES				
Current				
Public works	117,000	99,020	97,508	1,512
Capital outlay	225,000	112,500	112,500	-
TOTAL EXPENDITURES	<u>342,000</u>	<u>211,520</u>	<u>210,008</u>	<u>1,512</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>741,496</u>	<u>893,810</u>	<u>242,167</u>	<u>(651,643)</u>
OTHER FINANCING (USES)				
Transfers out	<u>(220,000)</u>	<u>(223,436)</u>	<u>(223,436)</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	521,496	670,374	18,731	(651,643)
Fund balance, beginning of year	<u>247</u>	<u>247</u>	<u>247</u>	<u>-</u>
Fund balance, end of year	<u>\$ 521,743</u>	<u>\$ 670,621</u>	<u>\$ 18,978</u>	<u>\$ (651,643)</u>

**GENOA CHARTER TOWNSHIP
FUTURE DEVELOPMENT PARKS, PATHS, AND RECREATION FUND
BUDGETARY COMPARISON SCHEDULE
YEAR ENDED MARCH 31, 2023**

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
REVENUES				
Interest	\$ 600	\$ 18,000	\$ 21,849	\$ 3,849
Contribution	300,000	462,920	462,920	-
TOTAL REVENUES	<u>300,600</u>	<u>480,920</u>	<u>484,769</u>	<u>3,849</u>
EXPENDITURES				
Current				
Parks and recreation	<u>1,185,470</u>	<u>437,152</u>	<u>428,363</u>	<u>8,789</u>
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>(884,870)</u>	<u>43,768</u>	<u>56,406</u>	<u>12,638</u>
OTHER FINANCING SOURCES				
Transfer in	<u>850,000</u>	<u>850,000</u>	<u>850,000</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>(34,870)</u>	<u>893,768</u>	<u>906,406</u>	<u>12,638</u>
Fund balance, beginning of year	<u>1,153,329</u>	<u>1,153,329</u>	<u>1,153,329</u>	<u>-</u>
Fund balance, end of year	<u>\$ 1,118,459</u>	<u>\$ 2,047,097</u>	<u>\$ 2,059,735</u>	<u>\$ 12,638</u>

**GENOA CHARTER TOWNSHIP
DEFINED BENEFIT PENSION PLAN
SCHEDULE OF CHANGES IN EMPLOYER'S NET PENSION LIABILITY AND RELATED RATIOS
LAST EIGHT FISCAL YEARS (ULTIMATELY TEN YEARS WILL BE DISPLAYED)
(AMOUNTS WERE DETERMINED AS OF 12/31 EACH YEAR)**

	2022	2021	2020	2019	2018	2017	2016	2015
Total Pension Liability								
Service cost	\$ 12,825	\$ 21,556	\$ 20,681	\$ 19,846	\$ 19,377	\$ 18,799	\$ 19,422	\$ 17,922
Interest	53,131	47,313	40,867	35,598	33,177	31,216	26,674	22,556
Difference in experience	63,842	9,035	1,085	(3,422)	889	(25,787)	10,986	5,769
Change of assumptions	-	36,771	21,735	15,022	-	-	-	13,026
Other changes	-	-	1	1,873	-	-	-	-
Net Change in Total Pension Liability	129,798	114,675	84,369	68,917	53,443	24,228	57,082	59,273
Total Pension Liability, beginning	726,430	611,755	527,386	458,469	405,026	380,798	323,716	264,443
Total Pension Liability, ending	<u>\$ 856,228</u>	<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	\$ 33,068	\$ 29,892	\$ 26,156	\$ 24,466	\$ 24,298	\$ 22,354	\$ 22,061	\$ 19,836
Net investment income (loss)	(66,187)	77,158	61,945	51,786	(15,273)	41,044	29,531	(3,802)
Administrative expenses	(1,213)	(885)	(927)	(893)	(725)	(646)	(580)	(533)
Net Change in Plan Fiduciary Net Position	(34,332)	106,165	87,174	75,359	8,300	62,752	51,012	15,501
Plan Fiduciary Net Position, beginning	636,229	530,064	442,890	367,531	359,231	296,479	245,467	229,966
Plan Fiduciary Net Position, ending	<u>\$ 601,897</u>	<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>
Employer's Net Pension Liability	<u>\$ 254,331</u>	<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	70.30%	87.58%	86.65%	83.98%	80.16%	88.69%	66.00%	75.83%
Covered payroll	\$ 125,118	\$ 251,427	\$ 240,881	\$ 234,022	\$ 228,343	\$ 221,282	\$ 222,122	\$ 215,419
Employer's net pension liability as a percentage of covered payroll	203%	36%	34%	36%	40%	21%	38%	36%

This schedule is presented to illustrate the requirement to show information for ten years. However, until a full ten-year trend is compiled, reporting units should present information for those years for which information is available.

**GENOA CHARTER TOWNSHIP
DEFINED BENEFIT PENSION PLAN
SCHEDULE OF EMPLOYER CONTRIBUTIONS
LAST EIGHT FISCAL YEARS (ULTIMATELY TEN YEARS WILL BE DISPLAYED)
(AMOUNTS WERE DETERMINED AS OF 3/31 EACH YEAR)**

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Actuarial determined contributions	\$ 34,810	\$ 29,892	\$ 26,156	\$ 24,465	\$ 24,298	\$ 22,354	\$ 22,061	\$ 19,836
Contributions in relation to the actuarial determined contribution	<u>34,810</u>	<u>29,892</u>	<u>26,156</u>	<u>24,465</u>	<u>24,298</u>	<u>22,354</u>	<u>22,061</u>	<u>19,836</u>
Contribution (deficiency) excess	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	<u>\$ 244,190</u>	<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>
Contributions as a percentage of covered payroll	14.26%	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 ten years. However, until a full ten-year trend is compiled, reporting units should present information for those years for which information is available.

**GENOA CHARTER TOWNSHIP
NOTES TO THE REQUIRED SUPPLEMENTARY INFORMATION**

NOTE 1 - DEFINED BENEFIT PENSION PLAN

Changes in Assumptions

There were no changes in actuarial assumptions during plan year 2022.

Actuarial cost method:	Entry age
Amortization method:	Level percentage of payroll, open
Remaining amortization period:	2
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%, net of investment and administrative expense including inflation
Normal retirement age:	Normal Age: 60
Mortality:	Rates used were based on a version of Pub-2010 and fully generational MP-2019

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

Changes in Benefits

There were no changes of benefit terms during plan year 2022.

NOTE 2 - BUDGET/GAAP RECONCILIATION

The Township budgets the activities of the Buildings & Grounds Reserve, Deposit Trust Fund, and Trust and Agency Fund separately from the General Fund. For financial reporting purposes and the GAAP-basis basic financial statements, however, the activities of the above-mentioned fund is combined with the General Fund as required by GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. The budgetary perspective difference shown on the General Fund Budgetary Comparison Schedule (Non-GAAP budgetary basis) reconciles the change in fund balance to the GAAP-basis basic financial statements and the detail related to these amounts are as follows:

Net change in fund balance (budgetary basis)	\$ 114,014
Net change in fund balance related to:	
Buildings & Grounds Reserve	<u>(57,590)</u>
Net actual change in fund balance (GAAP basis)	<u><u>\$ 56,424</u></u>

OTHER SUPPLEMENTARY INFORMATION

**GENOA CHARTER TOWNSHIP
GENERAL FUND
COMBINING BALANCE SHEET
MARCH 31, 2023**

	General Fund	Buildings & Grounds Reserve	Deposit Trust Fund	Trust and Agency Fund	Eliminations	Total General Fund
ASSETS						
Cash and investments	\$ 3,841,436	\$ 200,794	\$ 187,890	\$ 221	\$ -	\$ 4,230,341
Taxes receivable	80,990	-	-	-	-	80,990
Due from other governments	530,601	-	-	-	-	530,601
Inventory	117,396	-	-	-	-	117,396
Prepaid expenditures	23,243	-	-	-	-	23,243
Due from other funds	312,396	-	-	122	(122)	312,396
	<u>312,396</u>	<u>-</u>	<u>-</u>	<u>122</u>	<u>(122)</u>	<u>312,396</u>
TOTAL ASSETS	<u>\$ 4,906,062</u>	<u>\$ 200,794</u>	<u>\$ 187,890</u>	<u>\$ 343</u>	<u>\$ (122)</u>	<u>\$ 5,294,967</u>
LIABILITIES						
Accounts payable	\$ 159,320	\$ 12,357	\$ -	\$ -	\$ -	\$ 171,677
Accrued payroll	22,100	-	-	-	-	22,100
Accrued compensated absences	12,694	-	-	-	-	12,694
Unearned revenues	1,006,600	-	-	-	-	1,006,600
Due to other governments	62,298	-	187,890	343	-	250,531
Due to other funds	54,790	-	-	-	(122)	54,668
	<u>54,790</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(122)</u>	<u>54,668</u>
TOTAL LIABILITIES	<u>1,317,802</u>	<u>12,357</u>	<u>187,890</u>	<u>343</u>	<u>(122)</u>	<u>1,518,270</u>
FUND BALANCES						
Nonspendable						
Prepaid expenditures	23,243	-	-	-	-	23,243
Inventory	117,396	-	-	-	-	117,396
Committed - Buildings and grounds	-	188,437	-	-	-	188,437
Assigned for subsequent years expenditures	575,403	-	-	-	-	575,403
Unassigned	2,872,218	-	-	-	-	2,872,218
	<u>2,872,218</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,872,218</u>
TOTAL FUND BALANCE	<u>3,588,260</u>	<u>188,437</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,776,697</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 4,906,062</u>	<u>\$ 200,794</u>	<u>\$ 187,890</u>	<u>\$ 343</u>	<u>\$ (122)</u>	<u>\$ 5,294,967</u>

**GENOA CHARTER TOWNSHIP
GENERAL FUND
COMBINING SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
YEAR ENED MARCH 31, 2023**

	General Fund	Buildings & Grounds Reserve	Deposit Trust Fund	Trust and Agency Fund	Eliminations	Total General Fund
REVENUES						
Taxes	\$ 1,477,537	\$ -	\$ -	\$ -	\$ -	\$ 1,477,537
Intergovernmental	2,387,062	-	-	-	-	2,387,062
Licenses and permits	482,329	-	-	-	-	482,329
Charges for services	1,336,097	-	-	-	-	1,336,097
Interest and rents	67,139	268	-	-	-	67,407
Miscellaneous	10,945	-	118,000	-	-	128,945
TOTAL REVENUES	5,761,109	268	118,000	-	-	5,879,377
EXPENDITURES						
Current						
General government	2,152,730	207,858	118,000	-	-	2,478,588
Public works	1,433,373	-	-	-	-	1,433,373
Community and economic development	317,929	-	-	-	-	317,929
Capital outlay	18,488	-	-	-	-	18,488
TOTAL EXPENDITURES	3,922,520	207,858	118,000	-	-	4,248,378
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	1,838,589	(207,590)	-	-	-	1,630,999
OTHER FINANCING SOURCES (USES)						
Transfers in	275,425	150,000	-	-	(150,000)	275,425
Transfers out	(2,000,000)	-	-	-	150,000	(1,850,000)
TOTAL OTHER FINANCING SOURCES (USES)	(1,724,575)	150,000	-	-	-	(1,574,575)
NET CHANGE IN FUND BALANCES	114,014	(57,590)	-	-	-	56,424
Fund balances, beginning of year	3,474,246	246,027	-	-	-	3,720,273
Fund balances, end of year	<u>\$ 3,588,260</u>	<u>\$ 188,437</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,776,697</u>

**GENOA CHARTER TOWNSHIP
NONMAJOR GOVERNMENTAL FUNDS
COMBINING BALANCE SHEET
MARCH 31, 2023**

	Special Revenue	Capital Project Funds			Debt Service	Totals
	Fund				Fund	
	Liquor Law Enforcement Fund	Genoa Oceola Sewer New User Fund	Grand River New User Fund	Utilities/DPW Reserve Fund	Dorr Road Water and Sewer Debt Service Fund	
ASSETS						
Cash and cash equivalents	\$ 3,836	\$ 1,036,896	\$ 1,007,461	\$ 142,419	\$ -	\$ 2,190,612
Special assessments receivable	-	9,891	-	-	-	9,891
Advances to other funds	-	684,768	-	-	-	684,768
Due from other funds	-	-	-	53,831	-	53,831
TOTAL ASSETS	\$ 3,836	\$ 1,731,555	\$ 1,007,461	\$ 196,250	\$ -	\$ 2,939,102
DEFERRED INFLOWS OF RESOURCES						
Unavailable revenue	\$ -	\$ 9,891	\$ -	\$ -	\$ -	\$ 9,891
FUND BALANCE						
Nonspendable						
Advances to other funds	-	684,768	-	-	-	684,768
Committed						
Capital improvement	-	1,036,896	1,007,461	-	-	2,044,357
Public safety	3,836	-	-	-	-	3,836
Public works	-	-	-	196,250	-	196,250
TOTAL FUND BALANCE	3,836	1,721,664	1,007,461	196,250	-	2,929,211
TOTAL DEFERRED INFLOWS OF RESOURCES AND FUND BALANCE	\$ 3,836	\$ 1,731,555	\$ 1,007,461	\$ 196,250	\$ -	\$ 2,939,102

**GENOA CHARTER TOWNSHIP
NONMAJOR GOVERNMENTAL FUNDS
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
YEAR ENDED MARCH 31, 2023**

	Special	Capital Project Funds			Debt Service	Totals
	Revenue Fund				Fund	
	Liquor Law Enforcement Fund	Genoa Oceoloa Sewer New User Fund	Grand River New User Fund	Utilities/DPW Reserve Fund	Dorr Road Water and Sewer Debt Service Fund	
REVENUES						
Special assessments - principal	\$ -	\$ 9,891	\$ -	\$ -	\$ -	\$ 9,891
Special assessments - interest	-	989	-	-	-	989
Charges for services	-	314,928	54,501	-	-	369,429
Licenses and permits	16,688	-	-	-	-	16,688
Interest and rents	27	13,487	4,122	93	-	17,729
Miscellaneous	-	-	431	-	-	431
TOTAL REVENUES	16,715	339,295	59,054	93	-	415,157
EXPENDITURES						
Current						
Public safety	16,773	-	-	-	-	16,773
Public works	-	510,103	10,000	41	-	520,144
Capital outlay	-	-	270,389	102,014	-	372,403
TOTAL EXPENDITURES	16,773	510,103	280,389	102,055	-	909,320
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(58)	(170,808)	(221,335)	(101,962)	-	(494,163)
OTHER FINANCING SOURCES (USES)						
Transfers in	-	100,214	85,099	202,000	-	387,313
Transfers out	-	-	-	-	(313)	(313)
TOTAL OTHER FINANCING SOURCES (USES)	-	100,214	85,099	202,000	(313)	387,000
NET CHANGES IN FUND BALANCES	(58)	(70,594)	(136,236)	100,038	(313)	(107,163)
Fund balances, beginning of year	3,894	1,792,258	1,143,697	96,212	313	3,036,374
Fund balances, end of year	\$ 3,836	\$ 1,721,664	\$ 1,007,461	\$ 196,250	\$ -	\$ 2,929,211

**GENOA CHARTER TOWNSHIP
FIDUCIARY FUNDS
COMBINING STATEMENT OF FIDUCIARY NET POSITION
MARCH 31, 2023**

	Custodial Funds		
	Utility Escrow Fund	Current Tax Fund	Total
ASSETS			
Cash and cash equivalents	\$ 124,072	\$ 2,861	\$ 126,933
Accounts receivable	6	-	6
TOTAL ASSETS	\$ 124,078	\$ 2,861	\$ 126,939
LIABILITIES			
Due to Others	\$ 124,078	\$ 2,861	\$ 126,939

**GENOA CHARTER TOWNSHIP
FIDUCIARY FUNDS
COMBINING STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
YEAR ENDED MARCH 31, 2023**

	<u>Custodial Funds</u>		<u>Total</u>
	<u>Utility Escrow Fund</u>	<u>Current Tax Fund</u>	
ADDITIONS			
Taxes collected for other entities	\$ -	\$ 38,269,424	\$ 38,269,424
Utility charges for other entities	15,578,584	-	15,578,584
TOTAL ADDITIONS	<u>15,578,584</u>	<u>38,269,424</u>	<u>53,848,008</u>
DEDUCTIONS			
Taxes paid to other entities	-	38,269,424	38,269,424
Utility charges paid to other entities	15,578,584	-	15,578,584
TOTAL DEDUCTIONS	<u>15,578,584</u>	<u>38,269,424</u>	<u>53,848,008</u>
Net change in net position	-	-	-
Net position, beginning of year	-	-	-
Net position, end of year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

To: Genoa Charter Township Board

From: Polly Skolarus, Clerk

Request for approval of recommendations from the Election Commission with reference to the Minutes from July 20, 2023 for the following:

- Approval of workers for the Nov. 7, 2023 Howell School Special Election
- Approval of the combination of Polling Precincts and Polling Places for election scheduled in 2024
- Approval of per diems and hourly rates for temporary election officials
- Approval of a recommendation to conduct early voting elections for the 2024 election season at the Genoa Township Hall

GENOA TOWNSHIP ELECTION COMMISSION

Special Meeting
Thursday July 20, 2023

MINUTES

1. **Call to Order:** Clerk Skolarus called the special meeting of the Election Commission to order at 10:00 a.m. on July 20, 2023. Present were: Polly Skolarus, Jean Ledford and Diana Lowe.
2. **Request for approval of Agenda:** Moved by Ledford and supported by Lowe to approve the Agenda with the addition of a recommendation with regard to early voting at the Genoa Township Hall. The motion carried unanimously.
3. **Request for approval of the Minutes from the March 21, 2023:** Moved by Ledford and supported by Lowe to approve the Minutes of the March 21, 2023 special meeting of the election commission. The motion carried unanimously.
4. **Request for approval of poll workers scheduled to work the Nov. 7, 2023 Howell Schools:** Moved by Lowe and supported by Ledford to approve the workers for the Nov. 7, 2023 election for Howell Schools. The motion carried unanimously.
5. **Public Accuracy test Observance:** The public accuracy test for the Howell School Election will be held at the Township Hall on Oct. 19, 2023 at 10:00 a.m.
6. **Approval of combination of Polling Precincts and Places:**

**Combining of Precincts 2 and 10 to a single polling place remaining at Three Fires Middle School;*

**Combining of Precincts 3 and 12 to a single polling place at @ 2/42 Church and discontinuing the use of Community Bible Church;*

** Combining of Precincts 4 & 8 for Brighton Schools.*

Moved by Lowe and supported by Ledford to recommend to the Genoa Township approval of the request for a reduction in the number of precincts since the legislative change that allows raising the limit from 3,000 to 5,000 electors. The motion carried unanimously.

7. **Consideration of a recommendation to the Township Board to conduct early voting elections at the Genoa Township Hall.**

The commission discussed the pros and cons of the new election law. It was determined that the convenience to our electors was most important and that changing polling places would cause more confusion with the voters.

Moved by Lowe and supported by Ledford to provide election service at the Township Hall. The motion carried unanimously.

8. **Discussion of salaries for the following:** Early voting, Precinct workers and Chairpersons, temporary staff, etc.

Moved by Lowe and supported by Ledford to recommend to the Township Board approval of the attached schedule. The motion carried unanimously.

9. **Adjournment** - Moved by Lowe and supported by Ledford to adjourn the special meeting of the Election Commission at 11:43 p.m.



Paulette A. Skolarus, Clerk
Genoa Charter Township

TENTATIVE
Genoa Township Election Officials
Nov. 7, 2023 Howell School Election
Polly Skolarus (810) 224-5675
Mary Krencicki (810) 588-6895

Pct. 1 Cleary University – 2043 (418) HO

Mary Dubay, Co-Chair – D

Daena Nicholas – R

Sandi Morgan - R

Margery James – R

Mark Gnaster - R

Margaret Withorn - R

Pct. 9 Cleary University – 1656 (392)HO

Joe Nagy, Co-Chair – R

Jack Vettraino, Co-Chair – R

Carol Ann Rossi -D

Deborah Brennan - R

Edith Srokowski -D

Pct. 2 Three Fires School – 1209 (147) HO

Bill Rockwell, Co-Chair – R

Thomas O'Brien – R-

Robert Stuber - D

Melissa Mitchell -R

Richard Luce -D

Pct. 10 Three Fires School – 1694 (464) HO

John Wallbank, Co-Chair – D

Diana Lowe, Co-Chair -R

Lynda Lawrence - R

Mary Nolff -D

Cheryl Colloton - D

Pct. 3 Community Bible Church – 2029 (435) HO

Angela Wylie, Co-Chair – D

Jessica Shoner, Co-Chair – L

John Galleher -D

Karen Wright D

Vicki Strzalkowski – R

Janet Ellis -D

Pct. 5 Chilson Hill – 1065 (210) HO

Bradford Lindberg, Co-Chair – D

Jean Lizak, Co-Chair - R

Denise Thornton - R

Regina Reaume - R

Ashley Keinath - D

Pct. 12 2/42 Church – 865 (184) HO

Jennifer McCauley, Co-Chair – R

Monica Craven, Co-Chair – D

Lou Doucette-R

Deborah Noetzel-D

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7/27/2023

Absent Voter Counting Board

Carolyn Morrison, Co-Chair – R

Marilyn Smyth, Co-Chair – D

Faith Schneirs – D - Comp

Robert Schram – R

Joseph Orczyk – I

Linda Kite - R

Janet Adamski – D

Kathleen Schram – R

Heidi Czerwinski -R

Jessica Buttermore, Co-Chair – L -Comp

Cindy Overby, Co-Chair – R

Colleen Vanderhovel - D

Sandra Ramiller – D

Vic Watson - R

Kay Nicholas -D

Sandra Macut – D

Arnella Park -R

Ralph Hatt – R

Receiving Board

Jenifer Kern

Sue Epp

Office

Sue Epp

Virginia Wennerberg

Linda McIntyre

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**Genoa Township Election Officials
Combining of Precincts
Polly Skolarus (810) 224-5675
Mary Krencicki (810) 588-6895
Sue Epp (810) 227-5225**

Pct. 1 Cleary University – 2043 - Howell

Mary Dubay, Co-Chair – D
Daena Nicholas – R
Sandi Morgan - R
Margery James – R
Mark Gnaster - R
Margaret Withorn - R

Pct. 9 Cleary University – 1656 - Howell

Joe Nagy, Co-Chair – R
Jack Vettraino, Co-Chair – R
Carol Ann Rossi -D
Deborah Brennan - R
Edith Srokowski -D

Pct. 2 & 10 Three Fires School – 2903 Howell - Will become Precinct 2

Bill Rockwell, Co-Chair – R
Thomas O’Brien – R-
Robert Stuber - D
Melissa Mitchell -R
Richard Luce -D

John Wallbank, Co-Chair – D

Lynda Lawrence - R
Mary Nolff -D
Cheryl Colloton - D

Pct. 5 Chilson Hill – 1065 Howell

Jennifer McCauley, Co-Chair – R
Monica Craven, Co-Chair – D
Lou Doucette-R
Deborah Noetzel-D
Ashley Keinath -D

Pct. 7 Chilson Hills – 1209 Brighton/Pinckney

David Kent, Co-Chair - L
Matt Hurley, Co-Chair - R
Paul Sebastian – R
David Koster – D

Pct. 6 Hornung Elementary – 2431 Brighton

Kathy Davis, Co-Chair – R
Kristen Sapienza, Co-Chair – D
Bill Reiber -R
Gary Janareli - R
Richard Garlick -R
Deborah Chavannes -D

Pct. 4 & 8 Church of the Nazarene – 2875 Brighton – Will become Precinct 4

David Tharp, Co-Chair – R
Diane Goodall, Co-Chair - D

James Henne - D
Pam Olech-D

Beverly Hamilton - R
Margaret Mullally-Henne, Co-Chair – D
Elizabeth Hoover - R
Francis Rocheleau - R
Karen Stancombe – D

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Pct. 11 2/42 Church – 783 HA

Tammy Lindberg, Co-Chair – R

Sarah Zachman – Co-Chair - D

Steve Lizak -R

Lois Mould- D

Terri Ladwig - D

Absent Voter Counting Board

Carolyn Morrison, Co-Chair – R

Marilyn Smyth, Co-Chair – D

Faith Schneirs – D - Comp

Robert Schram – R

Joseph Orczyk – I

Linda Kite - R

Janet Adamski – D

Kathleen Schram – R

Heidi Czerwinski -R

Receiving Board

Jenifer Kern

Kathleen Murphy

Mary Krencicki

Sue Epp

Office

Sue Epp

Virginia Wennerberg

Linda McIntyre

Angie Williams

Pct. 3 & 12 2/42 Church – 2894 HO – Will become Precinct 3

Bradford Lindberg, Co-Chair – D

Jean Lizak - R

Denise Thornton - R

Regina Reaume - R

Angela Wylie, Co-Chair – D

Jessica Shoner, Co-Chair – L

John Galleher -D

Karen Wright D

Vicki Strzalkowski – R

Janet Ellis -D

Jessica Buttermore, Co-Chair – L -Comp

Cindy Overby, Co-Chair – R

Colleen Vanderhovel - D

Sandra Ramiller – D

Vic Watson - R

Kay Nicholas -D

Sandra Macut – D

Arnella Park -R

Ralph Hatt – R

Date: Oct. 3, 2022

To: Cindi Overby and Kim Lane

CC: Mary Krencicki

This memo is to advise you of the following changes to per diems for election officials

- All poll Workers will be paid at \$270.00
- All Co-chairs will be paid at \$320.00
- All Scanners will be paid at \$350.00
- Setup and dismantle of the precincts will be paid at \$20.00 per hour – Paul Sebastian, Bill Rockwell, and Matt Hurley or an alternate
- Election Commission members will be paid a per diem of \$150.00
- All experienced persons working at the township office prior to the election (on a temporary/part-time) basis will be paid at \$17.00 per hour
- First time assistants will be paid at \$15.00 per hour
- Receiving Board members will be paid \$200.00 to work the receiving board from 8:00 p.m. until close – P. J. Sapienza, Jenifer Kern, Sue Epp and Kathleen Murphy
- Time and a half for part-time and full-time persons who work Saturday or Sunday before an election as required by law
- Time and a half for part-time and full-time persons who work over eight hours a day related to the election process

Date: August 7, 2023

To: Genoa Township Board

From: Polly Skolarus, Clerk

This memo is to advise you of the following changes to per diems for election officials

- All poll Workers will be paid at \$285.00
- All Co-chairs will be paid at \$335.00
- All Scanners will be paid at \$365.00
- Setup and dismantle of the precincts will be paid at \$20.00 per hour – Paul Sebastian, Bill Rockwell, and Matt Hurley or an alternate
- Election Commission members will be paid a per diem of \$150.00
- All experienced persons working at the township office prior to the election (on a temporary/part-time) basis will be paid at \$20.00 per hour
- First time assistants will be paid at \$18.00 per hour
- Receiving Board members will be paid \$200.00 to work the receiving board from 8:00 p.m. until close
- Receiving board members will be paid \$100.00 Monday through Friday, to work the receiving board from 4:30 p.m. until close during the week and nine days prior to an election with \$125.00 for the Saturdays and Sundays
- Time and a half for part-time and full-time persons who work Saturday or Sunday before an election as required by law
- Time and a half for part-time and full-time persons who work over eight hours a day related to the election process
- Early voting will be paid a per diem of \$250.00 - a nine-hour day for nine days before each election
- Early voting will occur from 8:30 a.m. until 4:30 p.m. daily. Poll workers will work from 8:00 a.m. until 5:00 p.m. on those dates

Date: August 7, 2023

To: Genoa Township Board

From: Polly Skolarus, Clerk

This memo is to advise you of the following changes to per diems for election officials

- All poll Workers will be paid at \$285.00
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- Receiving board members will be paid \$100.00 Monday through Friday, to work the receiving board from 4:30 p.m. until close during the week and nine days prior to an election with \$125.00 for the Saturdays and Sundays
- Time and a half for part-time and full-time persons who work Saturday or Sunday before an election as required by law
- Time and a half for part-time and full-time persons who work over eight hours a day related to the election process
- Early voting will be paid a per diem of \$250.00 - a nine-hour day for nine days before each election
- Early voting will occur from 8:30 a.m. until 4:30 p.m. daily. Poll workers will work from 8:00 a.m. until 5:00 p.m. on those dates

Early Voting Bills:

Section 2 – Definitions

- ID requirements updated.
 - o MI driver's license.
 - o MI personal ID.
 - o Current DL from another state.
 - o Current PID from another state.
 - o Current state government photo ID.
 - o Current US passport or federal government photo ID.
 - o Current military photo ID.
 - o Current tribal photo ID.
 - o Current photo ID issued by a local government.
 - o Current student photo ID issued by an educational institution.

Section 509aa – Change of address notice

- A notice sent under sections 2, 3, or 5 must include a warning to the elector that any prior AV application for all future elections is rescinded and will not be sent an AV ballot unless a new application is submitted.

Section 720e = Municipality conducts early voting.

Section 720f = Municipality conducts early voting with another Municipality.

Section 720g = Municipality conducts early voting with County.

Section 658 – Precinct size

- Election commission by resolution.
- Not more than 5,000 active registered electors.
- 120 days before a primary or election.

Section 661 – Precinct division

- Not later than 210 days before the primary.
- Shall immediately notify county clerk the number of registered electors in each precinct.
- County clerk notifies SOS no later than 200 days if not divided by law.
- Effective not later than 180 days before the primary.
- For census, use only active registered electors.

Section 662 – Polling places and Early voting sites

- Legislative body approves polling locations for election day precincts and early voting site under EV 720e.
- Must be a publicly owned/controlled building, unless not possible. Can not be a building owned or leased by an elected official, an individual who is a candidate, or a person regulated under campaign finance.
- If a C/T cannot provide a polling place, early voting site meeting the requirements of 720a to 720j, they must enter into an agreement (municipal or county).

- Can not establish, move, or abolish a polling place, early voting site, less than **60 days before an election**. Unless damaged or unusable
- Must be accessible and complies with voting accessibility for the elderly and handicapped and the help America vote act of 2002.
- After approval, the appropriate clerk, must provide notice of the location to each registered elector. Applies to permanent and temporary changes.
 - Polling place - notice can be on voter ID card or a separate notice by mail.
 - Early voting site – must be a separate notice by mail and include hours of operation.
 - Who must provide notice:
 - 720e – By the Clerk
 - 720f – By the Clerk of each municipality
 - 720g - By the Clerk of the County
 - Temporary changes within 20 days before election or early voting – post a sign at old location, on the website and department of state’s website.

Section 674 – Election inspectors

- Board of Election Commissioners shall appoint election inspectors at least 21 days before each election, and no later than 5 days before the date of schools of instruction.
 - At least 3 election inspectors and must have an application on file.
 - Shall designate 1 as chairperson.
 - Shall appoint at least 1 from each major political party, and equal number as possible from each major party.
 - May appoint minor parties.
 - Not later than 2 days, notify county chair. For federal and state elections.

Section 720a and 720b – Definitions and Early voting

- Early voting site:
 - Is open for at least 9 consecutive days, second Saturday before a statewide or federal election and ending on the Sunday before the election.
 - Is open at least 8 hours each day.
 - Beginning **January 1, 2026**, early voting may be offered on the Monday before an election but must end by 4 p.m.

Section 720c – Secretary of State

- Secretary of state shall supervise the implementation and conduct of early voting.
 - Issue instructions and procedures.
 - Advise and direct on conducting elections.
 - Develop, acquire, or approve new technology for EV poll book.
 - Create model agreement templates – municipal and county.
 - Create model early voting plans templates - municipal and county.
 - Evaluate new voting system – ballots on demand.
 - Shall provide resources to keep from voting twice.

- Shall provide guidance regarding securing equipment and ballots.
- Shall issue instructions regarding ballots on demand.

Section 720d – Early voting process

- Each municipality shall administer early voting:
 - As a single municipality.
 - Enter into a municipal agreement with other municipalities.
 - Enter into a county agreement.

- Before the first regularly scheduled statewide/federal election in an even year.
 - 155 days or sooner – County clerk shall notify each C/T clerk if the county intends to conduct early voting through a county agreement.
 - 150 days or sooner – C/T clerk shall notify the County clerk if they intend to enter into a municipal or county agreement or go it alone.
 - 125 days or sooner – all agreements must be finalized and signed.
 - 90 days or sooner – for a special statewide/federal

- C/T conducting as a single municipality for a presidential primary no later than April 15 may enter into a municipal or county agreement for the remaining elections.

Section 720e – Single municipality

- Each early voting site:
 - Designate polling place per section 662.
 - Appoint election inspectors per section 674.
 - Must have 1 or more EV sites.
 - May set additional hours for EV sites.
- The legislative body may adopt a resolution to conduct early voting for local elections.
 - Does not have to be 9 days.
 - Does not have to be 8 hours per day.

Section 720f – Municipal agreement

- SOS shall prescribe the provisions of the municipal agreement and must include:
 - Name of each municipality.
 - Number of precincts.
 - Name of the coordinator.
 - Who approves early voting sites per section 662.
 - The board of election commissioners that will appoint election inspectors.
 - Communication strategy for informing electors, publicizing each EV site, and dates and times or EV.
 - Process to inform the SOS of location, date, and times of EV site for their website.
 - Process for EV budget and cost sharing.
 - Process for determining number of tabulators and EV poll books.
 - The board of election commissioners that will conduct testing.
 - Supervision and staffing of EV sites daily.

- How the receiving board/inspectors will canvas the results.
- Process for a participating municipality to withdraw.
- Clerks shall appoint a coordinator to organize and monitor the administration of EV.
 - Must be a clerk or member of the clerk's staff.
- Clerks shall designate a clerk to download the EV poll book.
- The coordinator shall submit each EV site to the legislative body for approval.
- Clerks shall recruit election inspectors.
- Clerks shall appoint a clerk to act as a supervisor for each day of early voting.
- May jointly offer early voting on additional days, no more than 29 days.
- The legislative body may adopt a resolution to conduct early voting for local elections.
 - Does not have to be 9 days.
 - Does not have to be 8 hours per day.
- Agreements are for two general elections.
 - May have no fixed termination date.
 - Parties may withdraw with 30-day notice.
 - May not withdraw beginning 150 days before the first statewide/federal election and ending on the completion of the county canvass.

Section 720g – County agreement

- SOS shall prescribe the provisions of the county agreement and must include:
 - Name of county and each municipality.
 - Number of precincts.
 - Name of the coordinator.
 - Process of determining number and location of EV sites.
 - Process for approving the EV hours and days.
 - Communication strategy for informing electors, publicizing each EV site, and dates and times of EV.
 - Process to inform the SOS of location, date, and times of EV site for their website.
 - Process for EV budget and cost sharing and chargeback.
 - Process for determining number of tabulators and EV poll books.
 - The board of election commissioners that will conduct testing.
 - Supervision and staffing of EV sites daily.
 - How the receiving board/inspectors will canvas the results.
 - Process for a participating municipality to withdraw.
- County clerk shall appoint a coordinator to organize and monitor the administration of EV.
 - May be the county clerk or member of county clerk's staff or a clerk or member of the clerk's staff.
 - Coordinator shall provide oversight.
 - Coordinator shall develop EV plan with clerks.
- County clerk shall designate who (CC or C) will download the EV poll book.
- Clerks shall make available, to extent possible, tabulators, EV poll books, and ballot containers.

- County clerk shall submit each EV site to the board of county election commission for approval per section 662.
 - o EV site may serve all electors, electors in specific municipalities, electors on 1 municipality, or any combination.
- Clerks shall recruit or provide a list of election inspectors at the request of the county clerk.
 - o The county board of election commissioners shall appoint election inspectors per section 674.
- County clerk may appoint a clerk or a member of the county clerk's staff to act as a supervisor for each day of early voting.
 - o The supervisor shall operate as a municipal clerk on election day.
 - o Supervisor may delegate duties to supervisor's staff.
- County clerk may offer early voting on additional days and hours, no more than 29 days.
- The legislative body of a municipality that is a party to a county agreement may adopt a resolution to conduct early voting for local elections under section 720e.
- A county clerk and the legislative body of a municipality may enter into an agreement to conduct early voting for local elections.
 - o Does not have to be 9 days.
 - o Does not have to be 8 hours per day.
- Agreements are for two general elections.
 - o May have no fixed termination date.
 - o Parties may withdraw with 30-day notice.
 - o May not withdraw beginning 150 days before the first statewide/federal election and ending on the completion of the county canvass.

Section 720h – Early voting plans

- 120 days before the first statewide/federal election in even number years.
 - o A single municipality (720e) must file an EV plan with the county clerk.
 - o A coordinator for municipalities (720f) must file an EV plan with the county clerk.
 - o County party to a county agreement (720g) must prepare an EV plan.
- EV plans must include:
 - o What plan covers – 720e, 720f, or 720g.
 - o Name of each clerk.
 - o Number of precincts and registered electors.
 - o Number of EV sites, location and what municipalities are being served.
 - o Name, position, and contact information of coordinator.
 - o Any additional days and hours.
 - o Beginning January 1, 2026 – will EV be offered on Monday before election day.
 - o Communication strategy for informing electors.
 - o Process of informing SOS for their website.
 - o A copy of municipal or county agreement.
 - o Any other information SOS or county clerks considers necessary.
- Each county clerk shall review each EV plan for accurate and complete information.

- Clerks shall promptly respond to a request for information from county clerk.
- 110 days before the first statewide/federal election in even number years.
 - County clerk shall submit to SOS a countywide EV plan, must include:
 - Whether county clerk is participating in a county agreement and with which municipalities, section 720g
 - Which municipalities are conducting EV as a single, section 720e
 - Which municipalities are conducting EV under a municipal agreement, section 720f
 - Process by which each will ensure the SOS has the necessary information to include on their website
 - A copy of each EV plan
 - Any other information the SOS or county clerk considers necessary
- County clerk shall certify that the electors of each municipality in the county are being served by an EV site.

Section 720j – Early voting site

- Ballots must be cast using electronic tabulating equipment.
- County clerk to shall prepare and provide.
 - Programming no later than 45 days before election day.
 - Ballots to be used for testing no later than 45 days before election day.
 - Testing must be complete no later than 5 days before EV starts
- Tabulators and early voting poll books must be configured in the following ways.
 - Clerks shall select a configuration and inform the county clerk no later than 90 days before the election.
 - EV poll book must correspond to the precincts programmed on the tabulator.
 - County clerk shall program to adhere to the configuration set/sets.
- 720e Single municipality.
 - A single configuration set for all precincts.
 - Multiple configuration sets, each set programmed for a unique set of precincts.
- 720f Municipal agreements.
 - A single configuration set for all precincts for all municipalities.
 - Municipal configuration sets, each set programmed for each municipality.
- 720g County agreements.
 - For the entire county, 720e above.
 - For less than the entire county, 720f above.
- EV poll book must be updated before EV starts each day.
- After the close of the first day of EV, election inspectors shall do the following.
 - Verify number of ballots tabulated = number of electors.
 - Note any discrepancy in the poll book.
 - Remove the voted ballots, seal the ballots in a ballot container.
 - Record the seal number on the ballot container certificate.
 - Record the seal number in the poll book.
 - Print a poll list from the EV poll book and add it to the paper poll book.
 - Secure any AV ballots in a locked room.

- Secure each tabulator in locked room.
- Lock the building.
- After the close of each subsequent day, election inspectors shall do the following.
 - Same as above.
 - May use the same ballot container.
 - Previous days seal is removed and put into the ballot container.
 - New seal recorded on the certificate and poll book.
- After the last day of early voting the clerk/supervisor shall deliver all election materials to the clerk who will oversee the closing of the election after the polls close on election day.
- No later than the Friday before election day, each clerk shall post on the municipality's website the location where the precinct canvass for that municipality will take place and time.
- After the poll close on election day.
 - Canvass of the vote as provided in section 801-810.
 - Generate the totals tape and make results available to those present.
 - Complete the statement of results, the ballot summary, and certificate of election inspectors.
 - Ensure ballot container is sealed.
- County clerk shall report EV results as a separate category.
- Retabulate/recount of precinct ballots at the county canvass.
 - Ballot containers can be opened, and sorting must be done at the canvass.
- EV results must not be generated/reported until after 8 p.m. on election day.
 - A felony.

Section 736b,c,d,e – Ballot marking instructions

- Updated Instructions include added headings, do not use any other ink color, if there is a numbered stub, and you may not split your ticket.
- Instructions must be on the ballot secrecy sleeve or in a clear plastic pocket on the front of the sleeve that contains the instructions.

Section 759 – AV ballot applications

- Registered elector may apply of an AV ballot in the following ways.
 - By a written request signed by the elector.
 - On an AV application.
 - On a federal postcard application.
 - An online AV application provided by SOS.
- Registered elector may submit an AV application in the following ways.
 - By mail or email
 - By using the online application provided by SOS.
 - Until 4 p.m. on the day before election day, in person.
 - On election day, in person until 8 p.m. if registering to vote or updating voter registration. Must complete the AV ballot in the clerk's office.
- Elector must sign the AV application.

- The digital image from a MI DL/PID or an image of the physical signature is acceptable.
- AV application submitted before a primary election may be for just the primary or the primary and each election that follows in that year. Including the presidential primary.
- Elector has the right to have an AV ballot sent by submitting a single, signed AV application.
- Individual may submit a voter registration and AV ballot application at the same time.
 - After voter registration is approved the clerk must verify the AV application and issue an AV ballot.
 - On election day must vote the ballot in the clerk's office.
- Clerk must always have AV applications available.
 - Must provide application on verbal or written request, in person, electronically, or by mail.
 - Must have postage prepaid with a postage prepaid return envelope.
 - SOS, county, C/T may provide an AV application.
- Presidential primary
 - PP application must indicate a political party ballot selection.
 - Or a separate form for perm AV voters.
- Elector may request delivery of ballot to non-residential address or a PO box.
- AV applications that are a program participant (confidentiality program) is not subject to FOIA.

Section 759a – Uniformed services voter or overseas

- IF a marked AV MOVE ballot is postmarked on or before election day and the AV ballot is received by mail within 6 days after the election, the C/T shall consider it received timely.
 - If postmark is missing or unclear, the clerk shall deliver the AV ballot to the county clerk, who will determine if it was received timely.
- Not later than the seventh day, the clerk shall, without opening, deliver the AV ballots to the county.
- If the county clerk considers the AV ballots timely, they shall be tabulated by the county clerk in a meeting of the board of canvassers.

Section 759e – Permanent mail ballot voters

- Clerk shall determine, maintain, and track those permanent mail ballot voters.
- Must be issued an AV ballot for all elections.
- Can be rescinded only for:
 - Voter submits a signed request to rescind.
 - Voter is no longer qualified to vote.
 - Reliable information is received that voter has moved out of state.
 - Reliable information is received that voter has moved in-state without updating their registration.
 - Does not vote for 6 consecutive years. Clerk shall rescind.
 - If rescinded, clerk shall send a notice informing voter

Section 759f – Presidential primary ballot selection form

- Must be available in person, by mail, and online and must be able to be submitted the same.
- No later than 60 days before a PP clerk shall send a PP selection form with prepaid postage to all permanent mail ballot voters who have not made a PP selection.
 - o If they do not return the form by the fortieth day before the PP the clerk shall notify the voter by telephone, email, and text message, if available.
- If voter has not made a ballot selection, a ballot without the office of President must be sent out with a notice including.
 - o Voter did not make a ballot selection.
 - o The process for them to get the correct ballot.

Section 761 – AV application/ballot

- Clerk receives an application, must determine if it is theirs and if the signature agrees sufficiently.
- Clerk shall not send by first class mail after 5 p.m. on the fourth day before an election.
- If an application is received after the deadline to mail.
 - o Clerk must immediately notify the applicant the AV application was rejected as not timely received and notify the applicant of alternative methods of voting.
 - Must notify by telephone, email, or text message if available.
 - If the above is not available by US mail.
 - Must be processed for any future elections.
 - If received from another C/T must immediately determine where and send it electronically to the correct C/T.
- Signature on file.
 - o If rejected due to signature comparisons or failed to sign.
 - Applicant must be notified and the opportunity to cure under section 766a.
 - Must be cured by 4 p.m. on the fourth day before the election.
- AV ballots issued before 4 p.m. on the day before the election.
 - o Must present ID.
 - o If no ID, must sign an affidavit.
 - o Clerk shall issue ballot, but not after 4 p.m. unless in line.

Section 761d – Drop boxes

- Each C/T must have at least 1 absent voter drop box for every 15,000 registered electors.
 - o The number of registered electors is determined 150 days before the election.
- SOS shall facilitate the procurement and distribution of drop boxes.
 - o SOS bears the cost of delivery, installation, repair, and video monitoring.
 - o Video monitoring does not include video data storage.
- C/T may have more than what is required.
- Must be distributed equitably throughout the C/T.
- Clerk shall ensure that the SOS has the information to include on the SOS website.

- Absent voter drop box must meet the following requirements.
 - o Be clearly labeled as an AV ballot drop box.
 - o Be securely locked, affixed to the ground or another stationary object and designed to prevent removal of applications and ballots.
 - o Be accessible 24 hours each day during the 40 days before election day and accessible until 8 p.m. on election day.
 - o Be equipped with a slot or mailbox-style lever. And all other openings must be securely locked.
 - o Be located in a publicly accessible, well-lit area with good visibility.
- If installed after October 1, 2020, C/T must use video monitoring during the 75 days before each election and on election day.
- Beginning January 1, 2026, all drop boxes must use video monitoring during the 75 days before each election and on election day.
- Clerk must immediately report to local law enforcement any vandalism or suspicious activity.
- Only C/T clerk, deputy, or sworn staff is authorized to collect.
- 75 days before each election and until election day, must regularly inspect each drop box.
- 35 days before each election and until election day, must collect daily in which the office is open for business.
- Must be transported in a ballot container.
- If drop box is not on grounds of C/T offices, clerk must document each time collected.
 - o The documentation retention is 22 months and contain the following.
 - The date, name of individual, and location of the drop box.

Section 764a – Instructions to Absent Voters

- Must be included with each ballot.
- Renumbered the steps and added steps 3 and 8.
- Updated to include that a voter may take their marked ballot to the polling place or EV site to personally put their ballot into a tabulator to be counted.
- Updated with postage prepaid return envelope.

Section 764b – Absent voter ballot

- Must be delivered to the clerk, or Tabulated at an election day polling place, or EV site.
- Clerk can accept delivery of AV ballots at any location in the C/T.
- If requested, Clerk shall make arrangements to collect ballot if all apply.
 - o Clerk’s office issued ballot.
 - o Upon clerk’s request, AV voter states that they are unable to return it.
 - o Must be before 5 p.m. on the Friday before the election.
 - o AV voter requests the clerk pick up the ballot within the C/T.
- Clerk may appoint assistants to accept delivery of AV ballots.
 - o Appointed for 1 election only.
 - o Shall exhibit credentials if asked.
 - o Shall take oath of office.

- Can not be a candidate or member of immediate family of a candidate on the ballot.
- Clerk shall maintain a list open to the public of the names and address of all assistants.

Section 764c – Ballot tracking

- SOS shall establish, acquire, or approve an electronic tracking system that allows each elector to track, on a website or mobile application their application and ballot.
- Electronic tracking system must indicate all the following.
 - The date the clerk received the application.
 - If the application was accepted, the date of acceptance or rejection.
 - If rejected, the reason, instructions and deadline for curing, and an update if cured.
 - The date the clerk mailed the ballot.
 - If ballot was returned undeliverable.
 - The date the clerk received the ballot.
 - If the ballot was accepted, the date of acceptance or rejection.
 - If rejected, the reason, instructions and deadline for curing, and an update if cured.
- An email address and telephone number are confidential and exempt from FOIA.

Section 764d – Combined absent voter counting board

- Clerks can enter into agreements with other clerks or county to process and count AV ballots.
 - Must be approved by established approval procedures of the governing body.
- Added an alternative, that the clerk may authorize an AVCB limited to only processing and tabulating AV ballots received after 4 p.m. on the day before the election and before 8 p.m. on election day.

Section 765 – Absent voter ballot return envelope

- Shall keep the AV ballot return envelopes sealed in the clerk's office until delivered to a precinct, AVCB, or a team of election inspectors (section 3).
- Clerk shall review each envelope to determine it is approved for tabulation.
 - A precinct board or AVCB must not make any further signature verification.
 - Written/stamped must be date, the time and date if receive on election day, that the AV ballot was received.
 - And a statement by the C/T that the AV ballot is approved for tabulation.
- Section 3 - Clerk that is NOT processing and tabulating before election day shall appoint 1 or more teams of 2 election inspectors to assist the clerk in determining whether the ballots absent uniformed services voters and overseas voters are approved for tabulation.
 - No earlier than 7 days, the team shall assist the clerk with electronically transmitted ballot without the signature on the outside envelope.

- Inspectors shall open the envelope and extract the certificate and make a copy of the certificate then reinsert the certificate and reseal the envelope.
- Clerk shall determine if the AV ballot is approved for tabulation.
- If no AVCB.
 - All AV ballots approved for tabulation shall be delivered to the precinct with the clerk's list.
 - Clerk shall retain the applications in the clerk's office and are open to the public.
- If AVCB.
 - All AV ballots approved for tabulation shall be delivered to the AVCB by the time the election inspectors report for duty on election day.
- AV ballot for uniformed and overseas voters received after the close of polls must be marked with the time and date received.
 - Clerk as soon as practicable, no later than 90 days after the election, shall notify by mail, telephone, or email that the ballot was not tabulated and the reason.
- As close as possible to 8 p.m. on election day, clerk shall collect AV ballots from the post office and processed.
- AV Posting on election day. Federal and state elections only.
 - On or before 8 a.m. the clerk shall post or otherwise make public.
 - Number of AV ballots distributed to AV voters
 - Number of AV ballot return envelopes received before election day and to be delivered to the AVCB
 - As soon as possible after all precincts are processed, the clerk shall post or otherwise make public.
 - Number of AV ballots tabulated.

Section 765a – AVCB and preprocessing.

- Board of election commissioners shall establish an AVCB for each election day precinct.
- Election inspector appointments not less than 21 days before the election.
- Clerk shall determine the number of tabulators and inspectors in the AVCB.
- High-speed tabulators and software may be used.
- Oath to inspectors, challengers, and any other individual in attendance after the processing has begun shall take and sign the oath.
 - Includes "Further, I shall not photograph, or audio or video record, within the counting place, except for posted election results."
- NO LONGER SEQUESTERED.
- AV ballots cannot be left unattended.
- Felony to cause the poll to close or discloses an election result before polls close.
- Board of election commissioners with a population of at least 5,000 may authorize the AVCB to process and tabulate AV ballots between 7 a.m. and 8 p.m. on any 8 days before election day, beginning on the second Monday before the election.
 - Any population can process and tabulate on the Monday immediately before election day.
- If processing before election day.

- Clerk shall submit a written notice to the SOS no later than 28 days before election day.
- Clerk must post on the website and in the clerk's office a notice no later than 18 days before election day.
 - The location
 - The dates and hours of operation
 - The number of election inspectors
- And any changes to the above must be posted by 10 a.m. on the day before the changes.
- AV ballots processed and tabulated same as election day.
 - No results before 8 p.m. on election day
- 1 challenger for every 8 election inspectors per political party and organization.
- Ballots may be added to a ballot container each day.
- Poll book summary shall be completed each day.
 - Must be signed by a Democrat and Republican inspector
- Clerk shall post the number of AV ballots tabulated each day on the website and in the clerk's office.
- Ballots received on the previous day can be processed only. And only after it appears and has been updated on the registration list/QVF.
- Instructions from SOS 40 days or more before a general election.
 - Instructions are available to the public and challengers.
 - Instructions are binding.
- Individual shall not photograph, or audio or video record, in the AVCB.
 - Clerks shall expel them if violated.
 - Exceptions are the results, election officials in their official duties, and if authorized by the person in charge the news media.
- Individual shall not photograph, or video record a ballot or any other election records, other than results.

Section 765b – Spoiling an AV ballot

- Not later than 5 p.m. on the second Friday before an election an elector may submit a signed, written statement for the following.
 - Spoil the ballot.
 - Provide or mail a new ballot.
- Spoiled process.
 - Mark the AV ballot as "spoiled" and retain it, then issue new ballot.
 - Mark it in the QVF.
- An elector that has returned an AV ballot may, before 5 p.m. on the second Friday before an election, appear in person to do the following.
 - Spoil the ballot by submitting a signed, written statement.
 - Vote a new AV ballot.
- Not later than 5 p.m. on the Friday immediately before an election, an elector who has lost their ballot may submit a signed, written statement for the following.
 - Spoil the ballot.

- Provide or mail a new ballot.
- Before 4 p.m. on the day before an election, an elector who has lost or not yet received their ballot, except Sunday or a legal holiday, appear in person may.
 - Spoil the ballot by submitting a signed, written statement.
 - Vote a new ballot in the clerk's office.
- An elector cannot spoil a ballot that has been tabulated.

Section 765c – AV ballot duplication

- Damaged, defective, or wrong precinct ballots must be duplicated.
- Wrong precinct ballots must be duplicated on the correct ballot with only the candidates and proposal that remain the same.
- Each duplicate ballot must be clearly marked “duplicate” and must have a serial number recorded on the damaged ballot.

Section 766 – AV ballot receipt of envelope

- Clerk shall determine whether the ballot is approved for tabulation.
- Clerk shall record in the QVF.
- If rejected, because of signature issue, elector must be permitted to cure until 5 p.m. on the third day following the election.
 - If cured, ballot must be accepted and tabulated.
 - If not cured, remains rejected.
- On receipt of a cure.
 - Not later than the sixth day after the election, the clerk shall deliver the AV return envelope to the county clerk in a ballot container.
 - CC shall tabulate in a meeting of the board of canvassers.

Section 766a – Signature verification process

- Signature is invalid if it differs in significant and obvious respects to what is on file.
 - Slight dissimilarities must be resolved in favor of the elector.
 - Exact signature matches are not required.
- If signature is missing or does not agree on application or envelope.
 - Clerk shall reject the application/envelope.
 - Clerk shall provide notice and provide opportunity to cure in all the following.
 - Nature of deficiency and it has been rejected
 - The need to cure the deficiency to be accepted
 - How to cure the deficiency
 - The deadline to cure
 - The alternative methods of voting
 - Notice by telephone, email, or text message, if available. If not available, by US mail.
- Elector may cure deficiency by completing and submitting a cure form.
 - Can receive cure form electronically, in person, or by mail.
 - Can submit an electronic image of the elector's physical signature in lieu of a signature for a cure form returned electronically.

- If the cure form is rejected, clerk must notify elector of other options and provide alternative methods of voting.

Section 766b – AV applications/ballots received

- Beginning 45 days before an election, an AV application/return envelope received 6 or more calendar days before an election.
 - Clerk must make a reasonable effort to verify/reject by the end of the next business day.
 - If rejected must notify by end of next business day following receipt.
- If received 5 or fewer days before an election or on election day.
 - Clerk must verify/reject by end of day.
 - If rejected must notify by end of day.
- Received date is business day of clerk.

Section 768 – Processing AV ballots

- Board of election inspectors shall verify there is a signature and that the ballot has been approved for tabulation.
 - If missing must immediately contact the clerk.
- Open the AV ballot return envelope, take out the ballot leaving it folded, compare the ballot number on the stub with the ballot number on the face of the return envelope.
 - If it matches, shall detach the perforated stub and tabulate.

Section 768a – Processing AV ballots

- An absent voter may take their marked ballot to their election day precinct or early voting site to personally put their ballot into a tabulator.
 - The marked ballot shall be placed in a secrecy sleeve.
 - Must comply with ID requirements.
 - Election inspectors must note in the poll book that the absent voter returned their ballot, and it was tabulated.
- An AV ballot can still be surrendered and reissued.

Section 769 – Processing AV ballots

- An absent voter may vote in person and does not vote their AV ballot.
- AV voter shall return the AV ballot.
 - If returned, mark “Canceled.”
- AV voter did not receive their AV ballot.
 - Shall sign an affidavit.
- An election official knows that an individual who votes or attempts to vote in person and by AV shall report it to the prosecuting attorney and the SOS.

Section 795b – Ballot labels

- Except ballot on demand ballots must have an attached, numbered, perforated stub.

Section 797a – Ballot instructions

- Elector shall be offered instruction.

- EI matches ballot number stub with poll list.
 - If numbers do not agree, ballot must be marked as “rejected” and elector must not be allowed to vote.
 - EI shall remove and discard the stub.
 - For ballot on demand at early voting this does not apply.
- Missing stub must not be accepted. But can spoil it.
- EI shall not allow stub to be removed by anyone other than EI.

Section 798b – Unofficial results

- County clerk may conduct an unofficial count to provide early unofficial returns to the public.
- Unofficial results after 8 p.m. must be compiled and published.
 - Election day, AVCB, early voting, and totals.

ELECTION BUDGET

2023 - 2024

GL NUMBER DESCRIPTION

APPROVED BUDGET ACTIVITY ACTIVITY ACTIVITY ACTIVITY BALANCE AMENDED

REIMBURSEMENT

	Hartland School			8,302.62					
	Howell School								
	Presidential Primary								
Total Reimbursement				8,302.62					

APPROPRIATIONS

101-262-702-014	SALARIES								
101-262-703-001	WAGES- PART TIME OFFICE WORKERS	50,000.00		2,261.00	496.00			26,061.00	
101-262-703-002	SCANNERS, CHAIRPERSON & POLL WORKERS	45,000.00		1,180.00				44,187.00	
101-262-703-004	TRAINING: \$45<4 HRS - \$90>4 HRS	5,000.00						4,519.00	
101-262-703-005	WAGES - RECEIVING BOARD- \$200 PER DIEM	800.00		200.00				1,200.00	
101-262-751-001	ELECTION OFFICE SUPPLIES/EQUIPMENT	7,950.00		(101.00)				8,249.00	
101-262-791-000	ELECTION PUBLICATIONS	1,500.00						579.00	
101-262-802-001	ELECTION MEETING FEES	1,500.00			450.00			1,350.00	
101-262-802-002	BALLOT TESTING	10,000.00		500.00				6,757.00	
101-262-802-003	LIVINGSTON COUNTY CLERK	9,000.00						8,539.00	
101-262-802-004	CHURCH / SCHOOL CLEANUP/SETUP/ TAKE DOWN	5,425.00		(300.00)				5,545.00	
101-262-802-005	ELECTION BREAKFAST / DINNER	1,700.00		167.00				1,445.00	
101-262-861-001	ELECTION MILEAGE & TRAVEL	575.00		71.00				552.00	
101-262-901-001	POSTAGE FOR APPLICATIONS	4,650.00		290.00				3,190.00	
101-262-901-002	POSTAGE FOR MAILING BALLOTS	4,650.00		(28.00)				1,868.00	
101-262-901-003	POSTAGE FOR MAILING NEW I.D. CARDS	200.00						4,311.00	
101-262-955-000	ELECTION MISCELLANEOUS	1,500.00						675.00	
Total Appropriations		149,450.00		4,690.00				119,027.00	
	All expenses will be completely refunded for these three elections								



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: August 16, 2023
RE: Pine Creek Ridge Road Project – Resolution #5B Amendment

Due to appeals pending with the Michigan Tax Tribunal associated with the Pine Creek Road Improvement Special Assessment district, counsel has recommended a temporary pause of the project. While we await decisions from the Michigan Tax Tribunal staff is requesting a second amendment to Resolution #5 to move the project from the Winter 2023 taxes to the Summer 2024 taxes and to extend the no-interest pre-payment period from September 14, 2023 to March 1, 2024. This change requires a second amendment to Resolution #5 which is included in the following pages for your review. If approved, staff will mail notice to each owner in the district to inform them that the assessment is moved to the Summer 2024 tax bill and that the no interest pre-payment period has been extended.

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

Resolution #5B

**Second Amendment to Resolution No. 5 for the Pine Creek Ridge Road Improvement Project
(Move from Winter 2023 to Summer Tax 2024 and extend pre-payment period to March 1, 2024)**

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Genoa Charter Township, Livingston County, Michigan, (the “Township”) held at the Township Hall on August 21, 2023 at 6:30 p.m., there were:

PRESENT:

ABSENT:

The following preamble and resolutions were offered by _____ and seconded by _____:

Second Amendment to Resolution Confirming Special Assessment Roll

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

WHEREAS, the Township Board adopted its Resolution confirming Special Assessment Roll on April 17, 2023, approving the Special Assessment Roll for the Pine Creek Ridge Road Improvement Project (Winter 2023) (the “Roll”); and

WHEREAS, the Township Board amended the Resolution confirming the Special Assessment Roll on May 15, 2023, to extend the deadline for payments without interest from May 17, 2023 to September 14, 2023; and

WHEREAS, that it is necessary to further modify certain deadlines related to the Roll for the Project.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Amended Roll Confirmed. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Board hereby confirms the Special Assessment Roll for the Pine Creek Ridge Road Improvement Project to be levied on the Summer 2024 tax (the “Roll”) (Exhibit B).

2. Amended Future Installments - Principal. The Township Board determines that each special assessment may be paid in fifteen equal installments. The first installment shall be due July 1, 2024. Each subsequent installment shall be due at intervals 12 months from the due date of the first installment.

3. Amendment to Future Installments – Interest. Special assessments pursuant to the Roll may be paid in full up to March 1, 2024 without interest. Thereafter, unless further amended, all unpaid installments shall bear interest, payable annually on each installment due date, at a rate of one percent (1%) above the highest rate of interest borne by the bonds that are being issued to finance the Project. Prepaid installments shall not bear interest while held by the Township.

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

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

YES:

NO:

ABSENT:

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at the August 21, 2023 meeting of the Township Board, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in the Township Manager's office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Paulette A. Skolarus, Genoa Charter Township Clerk

EXHIBIT A – THE PROJECT

**PINE CREEK RIDGE ROAD IMPROVEMENT PROJECT (SUMMER TAX 2024)
DESCRIPTION OF PROJECT
A FIFTEEN-YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:**

- Total construction cost of the project: \$4,210,000.00
- Total number of parcels: 266
- Homeowners representing over 50% of property and frontage have signed petitions.
- The Lake Villas of Pine Creek are contributing \$58,197.67 which includes a contribution from the Township of \$14,549.52 which is 25% of the project cost to the Lake Villas in accordance with Township policy.
- The Township is contributing \$399,000 to the project which is \$1,500 per parcel in Pine Creek Ridge since this project will improve a public roadway in accordance with established policy.
- The Township will need to sell bonds to finance the project. The estimated interest for the district is 5.5% and the administrative cost is \$144,000.

- Project Cost:

<i>Construction Cost</i>	\$ 4,210,000.00
<i>Administration and Bonding Costs</i>	\$ 144,000.00
<i>TOTAL PROJECT COST</i>	\$ 4,354,000.00
<i>Township Contribution to Pine Creek Ridge (\$1,500 per parcel)</i>	\$ (399,000.00)
<i>Villas contribution including Township portion</i>	\$ (58,197.67)
<i>NET PROJECT COST</i>	\$ 3,896,802.33

- Total Principle Cost per Parcel is \$14,649.63.
- The annual principle payment is \$976.64 with 5.5% interest applied to the outstanding balance.
- The project will consist of:
 - Minor curb repair in areas that impede drainage as needed;
 - Drainage system cleaning and repair as necessary;
 - Reseal drainage structures in curblines from the inside and replace any loose or missing brick;
 - Removal of existing asphalt;
 - Proof roll the base to identify any soft and yielding areas to be addressed prior to placement of the asphalt pavement; and
 - Paving of 4.5 inches of 13A hot mix asphalt installed in 2 lifts with one lift of 2.5” and one of 2”.

EXHIBIT B - PINE CREEK RIDGE ROAD IMPROVEMENT SPECIAL ASSESSMENT ROLL

08/16/2023
11:20 AM

Tentative Special Assessment Listing for GENOA TOWNSHIP

Page: 1/10

Population: Special Assessment District (X3265)

DB: Genoa

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-101-001	X3265, Pine Creek Rd	14,649.63	CHUNN ERIN R & BRADLEY M 5250 HIDDEN PINES DR
4711-36-101-002	X3265, Pine Creek Rd	14,649.63	PROVANCHER REBECCA & JASON 5258 HIDDEN PINES DR
4711-36-101-003	X3265, Pine Creek Rd	14,649.63	DAVIS LIVING TRUST 5266 HIDDEN PINES DR
4711-36-101-004	X3265, Pine Creek Rd	14,649.63	REICHARDT KATHLEEN TRUST 5274 HIDDEN PINES DR
4711-36-101-005	X3265, Pine Creek Rd	14,649.63	FLETCHER JEFFREY & KELLY 5288 HIDDEN PINES DR
4711-36-101-006	X3265, Pine Creek Rd	14,649.63	PURDEA CRISTINA LTS 9.3 5294 HIDDEN PINES CT
4711-36-101-007	X3265, Pine Creek Rd	14,649.63	BUNKELMAN BRANDON & ASHLEE 5300 HIDDEN PINES CT
4711-36-101-008	X3265, Pine Creek Rd	14,649.63	SMITH JAMES & WEST BEVERLY RFT 5306 HIDDEN PINES CT
4711-36-101-009	X3265, Pine Creek Rd	14,649.63	FORTSON CRAIG 5312 HIDDEN PINES CT
4711-36-101-010	X3265, Pine Creek Rd	14,649.63	FRAZEE THOMAS M & LINDA M 5318 HIDDEN PINES CT
4711-36-101-011	X3265, Pine Creek Rd	14,649.63	FAGARAS SABASTIAN & BIT CLAUDIA 5324 HIDDEN PINES CT
4711-36-101-012	X3265, Pine Creek Rd	14,649.63	ZACK ERNIE & JACQUELINE TRUST 5332 HIDDEN PINES CT
4711-36-101-013	X3265, Pine Creek Rd	14,649.63	BAUER VICTORIA TRUSTEE 5366 HIDDEN PINES CT
4711-36-101-014	X3265, Pine Creek Rd	14,649.63	ALEXANDER PAMELA & PETER 5350 HIDDEN PINES DR
4711-36-101-015	X3265, Pine Creek Rd	14,649.63	STRICKLAND JEANNE 5358 HIDDEN PINES DR
4711-36-101-016	X3265, Pine Creek Rd	14,649.63	KOKALIS, GEORGE P. & CAROLYN 5370 HIDDEN PINES DR
4711-36-101-017	X3265, Pine Creek Rd	14,649.63	GELLERMAN JAMES & MAUREEN LTS 9.3 5374 HIDDEN PINES DR
4711-36-101-018	X3265, Pine Creek Rd	14,649.63	ALLEN, JOHN H. & JOANN H. 5382 HIDDEN PINES DR
4711-36-101-019	X3265, Pine Creek Rd	14,649.63	LOVETT PAUL & ANN REV JOINT TRUST 5359 LAKE FOREST BLVD
4711-36-101-020	X3265, Pine Creek Rd	14,649.63	SILLES, VICTOR & JOYCE 5337 LAKE FOREST BLVD
4711-36-101-021	X3265, Pine Creek Rd	14,649.63	DAY SCOTT A & SALLY A 5315 LAKE FOREST BLVD
4711-36-101-022	X3265, Pine Creek Rd	14,649.63	SMITH RAYMOND & REBECCA 5293 LAKE FOREST BLVD
4711-36-101-023	X3265, Pine Creek Rd	14,649.63	HUTCHESON DANIEL & JODIE 5271 LAKE FOREST BLVD
4711-36-101-024	X3265, Pine Creek Rd	14,649.63	CUNNINGHAM JEFFERY & PAMELA 5261 HIDDEN PINES DR
4711-36-101-025	X3265, Pine Creek Rd	14,649.63	PUSKAR JONATHAN & MELISSA TRUST 5269 HIDDEN PINES DR
4711-36-101-026	X3265, Pine Creek Rd	14,649.63	LINGENFELTER, KENNETH 7819 LOCHLIN DR
4711-36-101-027	X3265, Pine Creek Rd	14,649.63	CRAIG SEAN & SARA 5285 HIDDEN PINES DR

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-101-028	X3265, Pine Creek Rd	14,649.63	MICHAELS REV FAMILY TRUST 5293 HIDDEN PINES DR
4711-36-101-029	X3265, Pine Creek Rd	14,649.63	ROTTINGHAUS, STEVEN & KAREN L. 5341 HIDDEN PINES DR
4711-36-101-030	X3265, Pine Creek Rd	14,649.63	FISHER, ALAN R. & JUDITH A. 5349 HIDDEN PINES DR
4711-36-101-031	X3265, Pine Creek Rd	14,649.63	KIMBALL, DAVID & MARGUERITE 5387 LAKE RIDGE DR
4711-36-101-032	X3265, Pine Creek Rd	14,649.63	COLEY RANDALL L 5419 LAKE RIDGE DR
4711-36-101-033	X3265, Pine Creek Rd	14,649.63	SIDOCK WILLIAM TRUST 5451 LAKE RIDGE DR
4711-36-101-034	X3265, Pine Creek Rd	14,649.63	SAWYER ROBERT & DEBORAH 5483 LAKE RIDGE DR
4711-36-101-035	X3265, Pine Creek Rd	14,649.63	MARTABANO JOHN A & EMILY 5515 LAKE RIDGE DR
4711-36-101-036	X3265, Pine Creek Rd	14,649.63	CRISCUOLO DONNA LTS 9.3 8959 BLOOMFIELD BLVD
4711-36-101-037	X3265, Pine Creek Rd	14,649.63	O'CONNOR BRIAN & DONNA LIFE LEASE 5579 LAKE RIDGE DR
4711-36-101-038	X3265, Pine Creek Rd	14,649.63	BELLHORN BRIAN & KUBIAK-SQUASHIC HO 5611 LAKE RIDGE DR
4711-36-101-039	X3265, Pine Creek Rd	14,649.63	PORTA DAVID & AMANDA 5643 LAKE RIDGE DR
4711-36-101-040	X3265, Pine Creek Rd	14,649.63	MEZEL REVOCABLE LIVING TRUST 5675 LAKE RIDGE DR
4711-36-101-041	X3265, Pine Creek Rd	14,649.63	DICKOW ROBERT & FARIAL TRUST 5705 LAKE RIDGE DR
4711-36-101-042	X3265, Pine Creek Rd	14,649.63	POPOV IGOR & KARI 5739 LAKE RIDGE DR
4711-36-101-043	X3265, Pine Creek Rd	14,649.63	LAGERVELD SCOTT & COURTNEY 5771 LAKE RIDGE DR
4711-36-101-044	X3265, Pine Creek Rd	14,649.63	HOPMAN ROBERT S & KATHY L 5803 LAKE RIDGE DR
4711-36-101-045	X3265, Pine Creek Rd	14,649.63	BROWN, JEFFREY M. & MARCI 5810 LAKE RIDGE DR
4711-36-101-046	X3265, Pine Creek Rd	14,649.63	MILETO VINCENT LIVING TRUST 5778 LAKE RIDGE DR
4711-36-101-047	X3265, Pine Creek Rd	14,649.63	LABINE JEFFREY L & JEDYNAK JEAN M 5746 LAKE RIDGE DR
4711-36-101-048	X3265, Pine Creek Rd	14,649.63	LEE ROBERT & JANET LTS 9.3 5714 LAKE RIDGE DR
4711-36-101-049	X3265, Pine Creek Rd	14,649.63	BERG CHARLES&DERUITER LINDA LTS 9.3 5682 LAKE RIDGE DR
4711-36-101-050	X3265, Pine Creek Rd	14,649.63	BIERLEIN JASON W. & HEATHER L. C. 5650 LAKE RIDGE DR
4711-36-101-051	X3265, Pine Creek Rd	14,649.63	REICHARDT STEPHEN & CINNAMON 5622 LAKE RIDGE DR
4711-36-101-052	X3265, Pine Creek Rd	14,649.63	VREELAND-RAPAI KATHRYN RLT 5586 LAKE RIDGE DR
4711-36-101-053	X3265, Pine Creek Rd	14,649.63	RENYOLDS GREGORY & EYDIE LIV TRUST 5554 LAKE RIDGE DR
4711-36-101-054	X3265, Pine Creek Rd	14,649.63	MAHALAK CAROLYN J TRUST 5522 LAKE RIDGE DR

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-101-055	X3265, Pine Creek Rd	14,649.63	RAFFERTY DESMOND & LISA LTS 9.3 5490 LAKE RIDGE DR
4711-36-101-059	X3265, Pine Creek Rd	14,649.63	SPINALE CHARLES & CAROL RLT 5360 LAKE RIDGE DR
4711-36-101-060	X3265, Pine Creek Rd	14,649.63	TEKIELE III BERNARD C & JENNIFER S 5365 HIDDEN PINES DR
4711-36-101-061	X3265, Pine Creek Rd	14,649.63	MARSHALL BRYAN & KAY TRUST 5373 HIDDEN PINES DR
4711-36-101-062	X3265, Pine Creek Rd	14,649.63	NAJJAR SHIRLEY TRUST 5381 HIDDEN PINES DR
4711-36-101-063	X3265, Pine Creek Rd	14,649.63	SLOANE JOSEPH C & LISANNE M 5389 HIDDEN PINES DR
4711-36-101-068	X3265, Pine Creek Rd	14,649.63	TAYLOR TERRY & DARLENE LTS 9.3 5458 LAKE RIDGE DR
4711-36-101-069	X3265, Pine Creek Rd	14,649.63	BECKER RALPH & ELLEN TRUST 5394 LAKE RIDGE DR
4711-36-102-064	X3265, Pine Creek Rd	14,649.63	TEPPER CRAIG D & SHEILA 5417 RIVER RIDGE DR
4711-36-102-065	X3265, Pine Creek Rd	14,649.63	MILLHOUSE JOHN & ROSANNE 5433 RIVER RIDGE DR
4711-36-102-066	X3265, Pine Creek Rd	14,649.63	SAMMUT, VINCENT & JOYCE 5445 RIVER RIDGE DR
4711-36-102-067	X3265, Pine Creek Rd	14,649.63	KLEBBA ELLEN L REV. LIVING TRUST 5457 RIVER RIDGE DR
4711-36-102-068	X3265, Pine Creek Rd	14,649.63	RICE RALPH 5479 RIVER RIDGE DR
4711-36-102-069	X3265, Pine Creek Rd	14,649.63	STACEY ERNEST & VICKIE LTS 9.3 5495 RIVER RIDGE DR
4711-36-102-070	X3265, Pine Creek Rd	14,649.63	DAILY JEFFREY & ANNE 5515 RIVER RIDGE DR
4711-36-102-071	X3265, Pine Creek Rd	14,649.63	RUNYAN DAWN & ROGER 5533 RIVER RIDGE DR
4711-36-102-072	X3265, Pine Creek Rd	14,649.63	GAFOOR DANA 5555 RIVER RIDGE DR
4711-36-102-073	X3265, Pine Creek Rd	14,649.63	BERGMOOSER BRADLEY & KIMBERLY 5573 RIVER RIDGE DR
4711-36-102-074	X3265, Pine Creek Rd	14,649.63	REED FRANK & SUSAN LIFE ESTATE 5591 RIVER RIDGE DR
4711-36-102-075	X3265, Pine Creek Rd	14,649.63	POLLOCK , GREGORY & GINA 5609 RIVER RIDGE DR
4711-36-102-076	X3265, Pine Creek Rd	14,649.63	MARTEL RICHARD & KATHLEEN 7203 RIVER RIDGE CT
4711-36-102-077	X3265, Pine Creek Rd	14,649.63	PILCHAK GARY & THERESE LIFE ESTATE 7215 RIVER RIDGE CT
4711-36-102-078	X3265, Pine Creek Rd	14,649.63	CLIFTON RAPLH REVOCABLE TRUST 7220 RIVER RIDGE CT
4711-36-102-079	X3265, Pine Creek Rd	14,649.63	HAUTAMAKI, DAVID & ROBIN 7200 RIVER RIDGE CT
4711-36-102-080	X3265, Pine Creek Rd	14,649.63	LOVEJOY DANIEL W & KRISTIN 5631 RIVER RIDGE DR
4711-36-102-081	X3265, Pine Creek Rd	14,649.63	URBAN HEATHER LTS 9.3 5632 RIVER RIDGE DR
4711-36-102-082	X3265, Pine Creek Rd	14,649.63	KOSAIAN, PAUL P. & JOANN M. 5610 RIVER RIDGE DR

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-102-083	X3265, Pine Creek Rd	14,649.63	TOMBURRINI, MICHAEL & ROBIN 5588 RIVER RIDGE DR
4711-36-102-084	X3265, Pine Creek Rd	14,649.63	WHITE, RICHARD & LYNDA 5566 RIVER RIDGE DR
4711-36-102-085	X3265, Pine Creek Rd	14,649.63	LIPHARDT MICHAEL & CONSTANCE 5544 RIVER RIDGE DR
4711-36-102-086	X3265, Pine Creek Rd	14,649.63	WAGNER TERRANCE & POPPY KATHRYN 5522 RIVER RIDGE DR
4711-36-102-087	X3265, Pine Creek Rd	14,649.63	KANNISTO RODNEY & CARA REV TRUST 5500 RIVER RIDGE DR
4711-36-102-088	X3265, Pine Creek Rd	14,649.63	WYLIE FAMILY TRUST 5468 RIVER RIDGE DR
4711-36-102-089	X3265, Pine Creek Rd	14,649.63	RUSSELL BRYAN & KRISTIN 5453 HIDDEN PINES DR
4711-36-102-090	X3265, Pine Creek Rd	14,649.63	ANDERSON SHANNON & ALT SAMUEL 5467 HIDDEN PINES DR
4711-36-102-091	X3265, Pine Creek Rd	14,649.63	NAAB THOMAS & MARY ANITA LTS 9.3 5485 HIDDEN PINES DR
4711-36-102-092	X3265, Pine Creek Rd	14,649.63	SHOCK, LARRY & JANICE 5507 HIDDEN PINES DR
4711-36-102-093	X3265, Pine Creek Rd	14,649.63	FITCHETT DANIEL & ANGELA 5523 HIDDEN PINES DR
4711-36-102-094	X3265, Pine Creek Rd	14,649.63	KWAN VINCENT & JANICE 5531 HIDDEN PINES DR
4711-36-102-095	X3265, Pine Creek Rd	14,649.63	PEREIRA FAMILY LIVING TRUST 5553 HIDDEN PINES DR
4711-36-102-096	X3265, Pine Creek Rd	14,649.63	GUBOW MARTIN & COLLEEN 7232 FOREST WAY
4711-36-102-097	X3265, Pine Creek Rd	14,649.63	HAYES, STEVEN M. & CINDY 7204 FOREST WAY
4711-36-102-098	X3265, Pine Creek Rd	14,649.63	SCHOENHERR TOBIAS 7176 FOREST WAY
4711-36-102-099	X3265, Pine Creek Rd	14,649.63	SCHURIG REVOCABLE LIVING TRUST 7148 FOREST WAY
4711-36-102-100	X3265, Pine Creek Rd	14,649.63	KEHOE, STEVEN & BARBARA 7120 FOREST WAY
4711-36-102-101	X3265, Pine Creek Rd	14,649.63	CROUSE BRIAN C & ULLA 7119 FOREST WAY
4711-36-102-102	X3265, Pine Creek Rd	14,649.63	CROUSE BRIAN C & ULLA K 7119 FOREST WAY DR
4711-36-102-103	X3265, Pine Creek Rd	14,649.63	QUINN RYAN & JILL LTS 9.3 5498 HIDDEN PINES DR
4711-36-102-104	X3265, Pine Creek Rd	14,649.63	WOLFE THOMAS & JOANN 5474 HIDDEN PINES DR
4711-36-102-105	X3265, Pine Creek Rd	14,649.63	ALBERTS STEPHEN & SHARON 47 PARAIISO CT
4711-36-102-106	X3265, Pine Creek Rd	14,649.63	STAFFORD JOHN & KRISTA 5450 HIDDEN PINES DR
4711-36-102-107	X3265, Pine Creek Rd	14,649.63	BROWN ELIZABETH & FREDERICK 5383 RIVER RIDGE DR
4711-36-102-108	X3265, Pine Creek Rd	14,649.63	ARIA MARY ELLEN 5388 HIDDEN PINES DR
4711-36-102-109	X3265, Pine Creek Rd	14,649.63	WENDERSKI LEONARD & ANDREA LTS 9.3 5326 LAKE FOREST BLVD

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-203-110	X3265, Pine Creek Rd	14,649.63	POYNTER, RICK E. & MARCIA A. 5242 ARBOR BAY DR
4711-36-203-111	X3265, Pine Creek Rd	14,649.63	MANGINO, DENNIS 5260 ARBOR BAY DR
4711-36-203-112	X3265, Pine Creek Rd	14,649.63	BYERS BRUCE & DEBRA LTS 9.3 5278 ARBOR BAY DR
4711-36-203-113	X3265, Pine Creek Rd	14,649.63	ORLICK FAMILY TRUST 5296 ARBOR BAY DR
4711-36-203-114	X3265, Pine Creek Rd	14,649.63	BIBER MICHAEL 225 E GRAND RIVER AVE STE 203
4711-36-203-115	X3265, Pine Creek Rd	14,649.63	BEAVER, THOMAS A. 5368 ARBOR BAY DR
4711-36-203-116	X3265, Pine Creek Rd	14,649.63	BUSCH, JOHN & JOSEPHINE 5404 ARBOR BAY DR
4711-36-203-117	X3265, Pine Creek Rd	14,649.63	SEGLER, RAPHAEL M. & BETH A. 5428 ARBOR BAY DR
4711-36-203-118	X3265, Pine Creek Rd	14,649.63	GADDAM RAMESH & SHAILAJA 5458 ARBOR BAY DR
4711-36-203-119	X3265, Pine Creek Rd	14,649.63	GASIOR TRUST 5484 ARBOR BAY DR
4711-36-203-120	X3265, Pine Creek Rd	14,649.63	CUCUZ, RANKO & VELINKA 5502 ARBOR BAY DR
4711-36-203-121	X3265, Pine Creek Rd	14,649.63	BOSKOVICH JACQUELINE ROSE TRUST 5520 ARBOR BAY DR
4711-36-203-122	X3265, Pine Creek Rd	14,649.63	SNODGRASS DAVID A & DEBORAH L R 5538 ARBOR BAY DR
4711-36-203-123	X3265, Pine Creek Rd	14,649.63	CARR NEIL & BEVERLEY 5556 ARBOR BAY DR
4711-36-203-124	X3265, Pine Creek Rd	14,649.63	CAMPBELL DOUGLAS & ANDREA TRUST 5572 ARBOR BAY CT
4711-36-203-125	X3265, Pine Creek Rd	14,649.63	KOZA EDWARD M TRUST 5608 ARBOR BAY CT
4711-36-203-126	X3265, Pine Creek Rd	14,649.63	CAPATINA LEE 5621 ARBOR BAY CT
4711-36-203-127	X3265, Pine Creek Rd	14,649.63	HARKER TROY & ANNE 5603 ARBOR BAY CT
4711-36-203-128	X3265, Pine Creek Rd	14,649.63	SPEER, LOUIS & JEANETTE 5585 ARBOR BAY CT
4711-36-203-129	X3265, Pine Creek Rd	14,649.63	JOSEPH LAWRENCE LIVING TRUST 5567 ARBOR BAY CT
4711-36-203-130	X3265, Pine Creek Rd	14,649.63	BORSOS CARLA RLT 5549 ARBOR BAY CT
4711-36-203-131	X3265, Pine Creek Rd	14,649.63	EDWARDS PAUL & CATHERINE LTS 9.3 5531 ARBOR BAY CT
4711-36-203-132	X3265, Pine Creek Rd	14,649.63	SNYDER DALE & SANDRA 5513 ARBOR BAY CT
4711-36-203-133	X3265, Pine Creek Rd	14,649.63	GAZAREK CRAIG & KARA 5495 ARBOR BAY CT
4711-36-203-134	X3265, Pine Creek Rd	14,649.63	JUSTICE GARY & DONNA TRUST 5477 ARBOR BAY CT
4711-36-203-135	X3265, Pine Creek Rd	14,649.63	HAYOSH BRADLEY J & MICHELLE 5459 ARBOR BAY CT
4711-36-203-136	X3265, Pine Creek Rd	14,649.63	ZIMMERMAN, LOREN & BETH 5441 ARBOR BAY CT

Population: Special Assessment District (X3265)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-203-137	X3265, Pine Creek Rd	14,649.63	MCGARRY TRUST 5423 ARBOR BAY CT
4711-36-203-138	X3265, Pine Creek Rd	14,649.63	STEWART BRIAN G & JANET L 5405 ARBOR BAY CT
4711-36-203-139	X3265, Pine Creek Rd	14,649.63	HAIGHT MARIA & JOHN 5430 ARBOR BAY CT
4711-36-203-140	X3265, Pine Creek Rd	14,649.63	HOLTON WADE & JILL 5464 ARBOR BAY CT
4711-36-203-141	X3265, Pine Creek Rd	14,649.63	VULGAMOTT SCHEMM TRUST 5482 ARBOR BAY CT
4711-36-203-142	X3265, Pine Creek Rd	14,649.63	GORMAN NATHANIEL & WICHER JOANNA 5500 ARBOR BAY CT
4711-36-203-143	X3265, Pine Creek Rd	14,649.63	ALAMAT JARED C 5518 ARBOR BAY CT
4711-36-203-144	X3265, Pine Creek Rd	14,649.63	JOLLAY JEFFREY & RENEE 5536 ARBOR BAY CT
4711-36-203-145	X3265, Pine Creek Rd	14,649.63	BEATON, JAMES & MARY 5571 ARBOR BAY DR
4711-36-203-146	X3265, Pine Creek Rd	14,649.63	DAVIES ERIC & COURTNEY 5535 ARBOR BAY DR
4711-36-203-147	X3265, Pine Creek Rd	14,649.63	VANBROUCK, JOHN M. & DONNA M. 5517 ARBOR BAY DR
4711-36-203-148	X3265, Pine Creek Rd	14,649.63	BUCK ERIC & ALEXANDER 5499 ARBOR BAY DR
4711-36-203-149	X3265, Pine Creek Rd	14,649.63	SCRUGGS RAYMOND A & MOLLY K 5467 ARBOR BAY DR
4711-36-203-150	X3265, Pine Creek Rd	14,649.63	KRAUSE ANDREW & DIANE 5449 ARBOR BAY DR
4711-36-203-151	X3265, Pine Creek Rd	14,649.63	ODOM, SONNY L. & CASSIE L. 5431 ARBOR BAY DR
4711-36-301-152	X3265, Pine Creek Rd	14,649.63	HOUGHTON WILLIAM & ELIZABETH LTS 5392 HIDDEN PINES DR
4711-36-301-153	X3265, Pine Creek Rd	14,649.63	LOURIA, MATTHEW A. & LAURIE R. 5347 RIVER RIDGE DR
4711-36-301-154	X3265, Pine Creek Rd	14,649.63	SCHEBEL, JAY & JODI 5325 RIVER RIDGE DR
4711-36-301-155	X3265, Pine Creek Rd	14,649.63	STROHMAIER, ALAN H. & LINDA J. 5303 RIVER RIDGE DR
4711-36-301-156	X3265, Pine Creek Rd	14,649.63	BYRNE BRENDAN & MELISSA 5281 RIVER RIDGE DR
4711-36-301-157	X3265, Pine Creek Rd	14,649.63	HECKMAN PAUL & KAREN REV TRUST 5259 RIVER RIDGE DR
4711-36-301-158	X3265, Pine Creek Rd	14,649.63	SPAHR ADAM & STEPHANIE 52689 TRAILWOOD DR
4711-36-301-159	X3265, Pine Creek Rd	14,649.63	TEPER, RONALD D. & TINA L. 5215 RIVER RIDGE DR
4711-36-301-160	X3265, Pine Creek Rd	14,649.63	KIM JONG YOON & EOM JUNG YOON 5193 RIVER RIDGE DR
4711-36-301-161	X3265, Pine Creek Rd	14,649.63	MILLER, ANGUS & MANDANA 5171 RIVER RIDGE DR
4711-36-301-162	X3265, Pine Creek Rd	14,649.63	MIKA, DAVID & SANDRA 5149 RIVER RIDGE DR
4711-36-301-163	X3265, Pine Creek Rd	14,649.63	EISENHART CHRISTOPHER 5127 RIVER RIDGE DR

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-301-164	X3265, Pine Creek Rd	14,649.63	PMIT REI 2021-A LLC 15480 LAGUNA CANYON RD STE 100
4711-36-301-165	X3265, Pine Creek Rd	14,649.63	HEWITT ROBERT J 5190 RIVER RIDGE DR
4711-36-301-168	X3265, Pine Creek Rd	14,649.63	SANOW DANIEL & KATRINA 5318 WYNDAM LN
4711-36-301-169	X3265, Pine Creek Rd	14,649.63	CRAFT BRYANT & LEAH 5336 WYNDAM LN
4711-36-301-170	X3265, Pine Creek Rd	14,649.63	FINAZZO NICOLO & HOLLY 5354 WYNDAM LN
4711-36-301-171	X3265, Pine Creek Rd	14,649.63	HETHERTON SEAN & JENNIFER 5372 WYNDAM LN
4711-36-301-172	X3265, Pine Creek Rd	14,649.63	TRAPP HEATHER REVOCABLE TRUST 5390 WYNDAM LN
4711-36-301-173	X3265, Pine Creek Rd	14,649.63	OLSEN DANIELLE TRUST 5408 WYNDAM LN
4711-36-301-174	X3265, Pine Creek Rd	14,649.63	GIULIANI MATTHEW & GINA 5426 WYNDAM LN
4711-36-301-175	X3265, Pine Creek Rd	14,649.63	HENGER DOUGLAS J & NANCY S 5444 WYNDAM LN
4711-36-301-176	X3265, Pine Creek Rd	14,649.63	LEBRON ALEJANDRO & JENNIFER LTS 9.3 5479 WYNDAM LN
4711-36-301-177	X3265, Pine Creek Rd	14,649.63	SCHWAB MICHAEL & KELLI RLT 7036 FOREST WAY
4711-36-301-178	X3265, Pine Creek Rd	14,649.63	SPINALE & HORKEY REV LIV TRUST 7064 FOREST WAY
4711-36-301-179	X3265, Pine Creek Rd	14,649.63	TRACY MICHAEL & KAREN LTS 9.3 7092 FOREST WAY
4711-36-301-180	X3265, Pine Creek Rd	14,649.63	COUSINS, CHRISTOPHER & SUSAN 7089 FOREST WAY
4711-36-301-181	X3265, Pine Creek Rd	14,649.63	MEANEY JOSEPH & KAREN REV TRUST 7061 FOREST WAY
4711-36-301-182	X3265, Pine Creek Rd	14,649.63	GREGORY RANDALL & YOUNG CHERI 7033 FOREST WAY
4711-36-301-183	X3265, Pine Creek Rd	14,649.63	DOUGLAS, MICHAEL J. & SHERRY P. 5415 WYNDAM LN
4711-36-301-184	X3265, Pine Creek Rd	14,649.63	FINNEGAN DENNIS & MICHELLE 5397 WYNDAM LN
4711-36-301-185	X3265, Pine Creek Rd	14,649.63	HODGES GLENN 5379 WYNDAM LN
4711-36-301-186	X3265, Pine Creek Rd	14,649.63	DOUGHTERY MAURINE & JAMES 5361 WYNDAM LN
4711-36-301-187	X3265, Pine Creek Rd	14,649.63	HENDERSHOT REVOCABLE TRUST 5327 WYNDAM LN
4711-36-301-188	X3265, Pine Creek Rd	14,649.63	MACFARLANE SCOTT & DELYNNE 5268 RIVER RIDGE DR
4711-36-301-189	X3265, Pine Creek Rd	14,649.63	THOMPSON LESLIE 5290 RIVER RIDGE DR
4711-36-301-190	X3265, Pine Creek Rd	14,649.63	MARLATT MARC R & LESLIE 5308 RIVER RIDGE DR
4711-36-301-191	X3265, Pine Creek Rd	14,649.63	BEITZ, JR., WILLIAM J. 5330 RIVER RIDGE DR
4711-36-301-192	X3265, Pine Creek Rd	14,649.63	BEITZ, JR., WILLIAM & GAIL E. 5330 RIVER RIDGE DR

Population: Special Assessment District (X3265)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-301-193	X3265, Pine Creek Rd	14,649.63	KLEIN CHARLES & SPITZLEY LISA RT 5499 WYNDAM LN
4711-36-301-194	X3265, Pine Creek Rd	14,649.63	DELLICOLLI ANTHONY & ANITA LTS 9.3 5517 WYNDAM LN
4711-36-301-195	X3265, Pine Creek Rd	14,649.63	GORDON IAIN & ELIZABETH 5535 WYNDAM LN
4711-36-301-196	X3265, Pine Creek Rd	14,649.63	BIHLMAYER DANIEL J & JULIE K 5553 WYNDAM LN
4711-36-301-197	X3265, Pine Creek Rd	14,649.63	ROBINSON ANTHONY D & AMY M RLT 5571 WYNDAM LN
4711-36-301-198	X3265, Pine Creek Rd	14,649.63	CHERESKO DANIEL & DONNA 5589 WYNDAM LN
4711-36-301-199	X3265, Pine Creek Rd	14,649.63	CUBR, JAMES & MARY JO 5607 WYNDAM LN
4711-36-301-200	X3265, Pine Creek Rd	14,649.63	DEMERY CHAD E. LAURIE A. 5625 WYNDAM LN
4711-36-301-201	X3265, Pine Creek Rd	14,649.63	BONGERO DAVID & WENDY 33346 GLENDALE ST
4711-36-301-202	X3265, Pine Creek Rd	14,649.63	PETERSON WILLIAM R & SHANNON M 7348 FOREST WAY
4711-36-301-203	X3265, Pine Creek Rd	14,649.63	KOSTER DAVID F & KELLY B 7326 FOREST WAY
4711-36-301-204	X3265, Pine Creek Rd	14,649.63	SOVRAN DANIEL LTS 9.3 7304 FOREST WAY
4711-36-301-205	X3265, Pine Creek Rd	14,649.63	PARRELL ERIC & HEATHER 7280 FOREST WAY
4711-36-301-206	X3265, Pine Creek Rd	14,649.63	SMITH STEPHEN & REBECCA 7256 FOREST WAY
4711-36-301-207	X3265, Pine Creek Rd	14,649.63	LONGSWORTH BLAINE T & SUSAN A 7253 FOREST WAY CT
4711-36-301-208	X3265, Pine Creek Rd	14,649.63	MERCATANTE STEVEN D & DENISE N 7125 FOREST WAY CT
4711-36-301-209	X3265, Pine Creek Rd	14,649.63	MCDONALD CHRISTOPHER & COMBE-DUQUET 7143 FOREST WAY CT
4711-36-301-210	X3265, Pine Creek Rd	14,649.63	SCHOCK HAROLD & MA JIA 7136 FOREST WAY CT
4711-36-301-211	X3265, Pine Creek Rd	14,649.63	VANDERHOVEL JASON 1396 BAYWOOD CIR
4711-36-301-212	X3265, Pine Creek Rd	14,649.63	MASSEY BARBARA 7100 FOREST WAY CT
4711-36-301-215	X3265, Pine Creek Rd	14,649.63	HOUSE KEVIN & SARA 5732 WYNDAM LN
4711-36-301-216	X3265, Pine Creek Rd	14,649.63	HENWOOD, GREGORY J. & CYNTHIA R. 5714 WYNDAM LN
4711-36-301-217	X3265, Pine Creek Rd	14,649.63	OMALLEY BRENDAN & EILEEN 5696 WYNDAM LN
4711-36-301-218	X3265, Pine Creek Rd	14,649.63	ERRER RAYMOND & LORI 5678 WYNDAM LN
4711-36-301-219	X3265, Pine Creek Rd	14,649.63	KIME ELIZABETH & BRIAN 5660 WYNDAM LN
4711-36-301-222	X3265, Pine Creek Rd	14,649.63	WYBO CHRISTOPHER & CHRISTINE LTS9.3 5744 WYNDAM LN
4711-36-301-223	X3265, Pine Creek Rd	14,649.63	KOTRBA CHAD M & LINDSEY M 5749 WYNDAM LN

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-301-224	X3265, Pine Creek Rd	14,649.63	SHACKA RANDY S & REBECCA E 5783 WYNDAM LN
4711-36-301-225	X3265, Pine Creek Rd	14,649.63	LAUINGER PAUL & MARGARET 6000 BARCLAY DR
4711-36-301-226	X3265, Pine Creek Rd	14,649.63	GILLEYLEN TIMOTHY & JERILYN 5988 BARCLAY DR
4711-36-301-227	X3265, Pine Creek Rd	14,649.63	SCHNEIDER KATIE & JASON 5976 BARCLAY DR
4711-36-301-228	X3265, Pine Creek Rd	14,649.63	JAWORSKI, THOMAS S. & MELISSA D. 5964 BARCLAY DR
4711-36-301-229	X3265, Pine Creek Rd	14,649.63	LONGSWORTH, EVELYN A. TRUST 7341 PINE VISTA DR
4711-36-301-230	X3265, Pine Creek Rd	14,649.63	GROVE KENNETH & EVA 214 S 3RD ST
4711-36-301-231	X3265, Pine Creek Rd	14,649.63	CROSKEY, FRANK J. & JANICE G. 5850 HARTFORD WAY
4711-36-301-232	X3265, Pine Creek Rd	14,649.63	DEMATOS MATTHEW & NANCY 5842 HARTFORD WAY
4711-36-301-233	X3265, Pine Creek Rd	14,649.63	SHAMOON KOSAI & SHELLY 5830 HARTFORD WAY
4711-36-301-236	X3265, Pine Creek Rd	14,649.63	OGINSKY DANIEL & ANNA 5853 HARTFORD WAY
4711-36-301-237	X3265, Pine Creek Rd	14,649.63	MARSEE JEFFERY & KOCH-MARSEE DIANA 5861 HARTFORD WAY
4711-36-301-238	X3265, Pine Creek Rd	14,649.63	MCCONEGHY NICHOLAS & ALLISON 5869 HARTFORD WAY
4711-36-301-239	X3265, Pine Creek Rd	14,649.63	PAGE THOMAS & BEVERLY LTS 9.3 5877 HARTFORD WAY
4711-36-301-240	X3265, Pine Creek Rd	14,649.63	HICKEY THOMAS J & MARGARET L 5885 HARTFORD WAY
4711-36-301-241	X3265, Pine Creek Rd	14,649.63	SPEZIA JOSEPH, MONICA, ROBERT PO BOX 884
4711-36-301-242	X3265, Pine Creek Rd	14,649.63	JONES KELLY TRUST 7987 STATE ST
4711-36-301-243	X3265, Pine Creek Rd	14,649.63	JONES KELLY TRUST 7987 STATE ST
4711-36-301-244	X3265, Pine Creek Rd	14,649.63	MIZE JOHN & SEAGRAM LAURA TRUSTS 5917 HARTFORD WAY
4711-36-301-245	X3265, Pine Creek Rd	14,649.63	CONDON MICHAEL & TAYLOR 5929 HARTFORD WAY
4711-36-301-246	X3265, Pine Creek Rd	14,649.63	KENNEDY DAVID L 5937 HARTFORD WAY
4711-36-301-247	X3265, Pine Creek Rd	14,649.63	KENNEDY DAVID L 5937 HARTFORD WAY
4711-36-301-248	X3265, Pine Creek Rd	14,649.63	ZACCAGNI PAUL & MICHELE 5953 HARTFORD WAY
4711-36-301-249	X3265, Pine Creek Rd	14,649.63	HARVILL MARK & ELLIE 5961 HARTFORD WAY
4711-36-301-250	X3265, Pine Creek Rd	14,649.63	FRITSCH LIVING TRUST 5969 HARTFORD WAY
4711-36-301-251	X3265, Pine Creek Rd	14,649.63	HANDELSMAN DENISE L. 5977 HARTFORD WAY
4711-36-301-252	X3265, Pine Creek Rd	14,649.63	SORNSON ROBERT & NANCY 5985 HARTFORD WAY

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-36-301-253	X3265, Pine Creek Rd	14,649.63	GARAGIOLA, STEPHEN E. & CAROL H. 6025 WYNDAM LN
4711-36-301-254	X3265, Pine Creek Rd	14,649.63	BULGER, HAROLD W. & SANDRA A. 6037 WYNDAM LN
4711-36-301-255	X3265, Pine Creek Rd	14,649.63	DIAMANTONI ZACHARY 5980 HARTFORD WAY
4711-36-301-256	X3265, Pine Creek Rd	14,649.63	AMINE, MICHAEL & MARCY ANN 5987 WYNDAM LANE
4711-36-301-257	X3265, Pine Creek Rd	14,649.63	YANALUNAS KYLE & HELEN & MARK 5975 WYNDAM LN
4711-36-301-258	X3265, Pine Creek Rd	14,649.63	CORIC MATTHEW & LISA R 1936 MAGNOLIA DR
4711-36-301-259	X3265, Pine Creek Rd	14,649.63	SCIORE ANTONIO & ROSE 5951 WYNDAM LN
4711-36-301-260	X3265, Pine Creek Rd	14,649.63	KING JOHN 5995 BARCLAY DR
4711-36-301-261	X3265, Pine Creek Rd	14,649.63	GARBACIK, MARK E. & MARY A. 5983 BARCLAY DR
4711-36-301-262	X3265, Pine Creek Rd	14,649.63	DAVIS SPENCER & KRISTIN 5971 BARCLAY DR
4711-36-301-263	X3265, Pine Creek Rd	14,649.63	PARKS BRADLEY & PATRICIA REV TRUST 5959 BARCLAY DR
4711-36-301-264	X3265, Pine Creek Rd	14,649.63	COJOCNEANU, SORIN & CLAUDIA 5906 HARTFORD WAY
4711-36-301-265	X3265, Pine Creek Rd	14,649.63	MESSMANN RICHARD & ROBIN LTS 9.3 5912 HARTFORD WAY
4711-36-301-266	X3265, Pine Creek Rd	14,649.63	SALINE NATALIE 5920 HARTFORD WAY
4711-36-301-267	X3265, Pine Creek Rd	14,649.63	MCGAFFNEY BENJAMIN & LAURA 5934 HARTFORD WAY
4711-36-301-268	X3265, Pine Creek Rd	14,649.63	SHIPMAN DIAR & BETH TRUST 5950 HARTFORD WAY
4711-36-301-269	X3265, Pine Creek Rd	14,649.63	PENNINGTON PHILLIP & CAROLYN 5966 HARTFORD WAY
4711-36-301-271	X3265, Pine Creek Rd	14,649.63	LORENCE JENNIFER REV. TRUST 5300 WYNDAM LN
4711-36-301-274	X3265, Pine Creek Rd	14,649.63	NINER CRAIG 7335 FOREST WAY
4711-36-301-275	X3265, Pine Creek Rd	14,649.63	ROSSER DAVID & JEAN TRUST 7359 FOREST WAY
4711-36-301-276	X3265, Pine Creek Rd	14,649.63	ZDZIEBKO MICHAEL 47064 NORTHUMERLAND ST
4711-36-301-277	X3265, Pine Creek Rd	14,649.63	WILLIAMS DAN & KEENER AMANDA 5756 WYNDAM LN
4711-36-301-280	X3265, Pine Creek Rd	14,649.63	BEAVER FAMILY TRUST 5845 HARTFORD WAY
# OF PARCELS: 266	TOTALS:	3,896,801.58	

EXHIBIT C

WARRANT

TO: Esteemed Treasurer
Genoa Township
Livingston County, Michigan

I certify that attached to this Warrant is a true copy of the special assessment roll for the Genoa Township Pine Creek Ridge Road Improvement Project (Summer Tax 2024) (the "Roll") confirmed by the Township Board on August 21, 2023 (the "Confirming Resolution"). You are hereby directed to proceed to collect the amounts due on such Roll in accordance with this Warrant, the Confirming Resolution and the statutes of the State of Michigan.

Paulette A. Skolarus
Genoa Charter Township Clerk



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: August 16, 2023
RE: Solar Energy Systems Zoning Ordinance Amendments
Ordinance No. Z-23-02

In consideration of the approval recommendation by the Township Planning Commission on July 10, 2023 and the review by the Livingston County Planning Commission on August 16, 2023 please find attached the proposed zoning text amendment for your review and approval. I have made a few minor revisions in response to the comments from the Livingston County Planning Department review. The proposed ordinance involves text amendments to Article 11 General Provisions related to Solar Energy Systems, Section 11.06.

This rezoning was initiated by the Township Board as part of a 6-month moratorium which was adopted on March 20, 2023. As required pursuant to the Zoning Ordinance, the Michigan Zoning Enabling Act (Act 110 of 2006) and the Charter Township Act (Act 359 of 1947) the Board has introduced and staff has published notice of the proposed text amendment. Consideration for adoption is therefore requested. If the Board is in support of the proposed ordinance I offer the following motion for your consideration:

Please note the ordinance requires adoption by a majority of the membership on roll call vote.

Moved by _____, supported by _____ to approve and adopt Ordinance number Z-23-03 to amend Zoning Ordinance Section 11.06 Solar Energy Systems within Article 11 entitled General Provisions.

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

Sincerely,

Kelly VanMarter

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



Livingston County Department of Planning

MEMORANDUM

TO: Livingston County Planning Commission and Genoa Charter Township Board

FROM: Martha Haglund, Principal Planner

DATE: 8/06/2023

SUBJECT: Z-28-23. Amendments to the Zoning Ordinance:

- Replace Sections as follows:
 - 11.06.01: Solar Energy Systems
 - 11.06.02: Private Solar Energy Systems
 - 11.06.03: Ground Mounted Private Solar Energy System
 - 11.05.04: Roof or Building Mounted Private Solar Energy System
- Add New Section 11.06.05: Utility solar Energy System or Facility

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP
Principal Planner

Martha Haglund
Principal Planner

The Genoa Charter Township Planning Commission is proposing to replace several sections of the Township Zoning Ordinance that will add a new section. The additions outline standards for both private and utility scale solar facilities. Genoa Township approved a moratorium on utility solar energy systems on March 20, 2023 and will expire September 20, 2023. Genoa Township has held several work sessions and garnered public input on the proposed ordinance changes.

The Staff has reviewed the proposed amendments for accuracy and compatibility with the existing ordinance language and offers the following summary for your review. Staff comments are written in *italic and underlined* with additions and proposed changes to the ordinance written in red.

ITEM 1: Replace 11.06.01 in its entirety, entitled “Solar Energy Systems,” in its Zoning Ordinance and reads as follows:

11.6.1 General:

(a) **Intent:** The intent of these regulations is to provide suitable locations for Solar Energy Systems to meet a reasonable demonstrated need for renewable energy land uses while providing regulations that limit the impact of these facilities as follows:

- (1) Protect public health, safety, welfare and quality of life by minimizing the potential adverse impacts of a solar energy system.
- (2) To ensure the compatibility of land uses in the vicinity of the solar

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
www.livgov.com

energy system.

- (3) Protect the aesthetic quality of the natural, rural open spaces of the Township and to mitigate adverse impacts to agricultural lands, natural and environmentally-sensitive areas, and developed residential areas; and to preserve scenic views and cultural heritage.
- (4) Protect neighboring property owners from glare, noise and safety impacts.
- (5) Protect native vegetation, wildlife and pollinator habitat.
- (6) To establish standards and procedures by which the siting, design, construction, operation, monitoring, modification, and removal of such systems shall be governed.
- (7) Land considered for utility solar energy systems shall be within reasonable proximity to an electrical substation and electrical transmission lines to limit potential impact on other areas and uses within the Township.

(b) Definitions:

- (1) **Abandonment:** Any solar energy system or facility that is no longer producing power.
- (2) **Building Integrated Photovoltaics (BIPVs):** A private solar energy system that is integrated into the structure of a building (rather than a separate mechanical device), replacing or substituting for an architectural or structural component of the building. Building integrated systems include but are not limited to photovoltaic or hot water solar energy systems that are contained within roofing materials such as solar roof tiles or solar shingles, windows, skylights and awnings.
- (3) **Decommission:** To remove or retire a solar energy system or facility from active service.
- (4) **Ground-Mounted Solar Energy System:** A private or utility solar energy system that is not attached to or mounted on any roof or exterior wall of any principal or accessory building.
- (5) **Height:** The height of a solar energy system, measured vertically from the adjacent grade to its highest point at maximum tilt.
- (6) **Inhabited Structure:** Any existing structure usable for living or non-agricultural commercial purposes, including, but not limited to: working, sleeping, eating, cooking, recreation, office, office storage, or any combination thereof. An area used only for storage incidental to a residential use, including agricultural barns, is not included in this definition. If it is not clear by this definition, the Zoning Administrator shall make a determination of any structure regarding whether or not it is inhabited.
- (7) **Maximum Tilt:** The maximum angle of a solar array (i.e., most vertical position) for capturing solar radiation as compared to the natural or unaltered ground or topography upon which the solar array is installed.
- (8) **Minimum Tilt:** The minimal angle of a solar array (i.e., most horizontal position) for capturing solar radiation as compared to the natural or unaltered ground or topography upon which the solar array is installed.

- (9) **Non-Participating Property:** A property that is not subject to a Utility Solar Energy Facility lease or easement agreement at the time an application is submitted for a Special Land Use for the purposes of constructing a Utility Solar Energy Facility.
- (10) **Participating Property:** A property that participates in a lease or easement agreement, or other contractual agreement, with or that is owned by an entity submitting a Special Land Use Permit application for the purpose of developing a Utility Solar Energy Facility.
- (11) **Photovoltaic Array (PV Array):** A device designed to collect and transform solar energy into electricity.
- (12) **Private Solar Energy System:** A Solar Energy System used exclusively for private purposes with the purpose primarily of generating electricity for the principle use on the site and not used for commercial resale of energy, except for the sale of surplus electrical energy back to the electrical grid.
- (13) **Repowering:** Replacing or upgrading Solar Energy System to increase power rating of panels or Solar Energy System accessory structures within the approved project footprint. This does not apply to regular maintenance.
- (14) **Roof or Building-Mounted Solar Energy System:** A private solar energy system that is attached to or mounted on any roof or exterior wall of any principal or accessory building but excluding BIPVs.
- (15) **Solar Energy System:** Any part of a system or device designed to collect or store solar radiation or energy for the purpose of transforming it into any other form of usable energy or electricity, including the collection and transfer of heat created by solar energy to any other medium by any mean which may include but is not limited to, PV arrays, racks, inverters, transformers, wiring, batteries, and electrical system components.
- (16) **Solar Carport:** A solar energy system of any size that is installed on a structure that is accessory to a parking area, and which may include electric vehicle supply equipment or energy storage facilities. Solar panels affixed on the roof of an existing carport structure are considered a Roof-Mounted SES.
- (17) **Solar Farm:** See Utility Solar Energy Facility.
- (18) **Utility Solar Energy System or Facility:** A Solar Energy System where the principal design, purpose, or use of such system is to provide energy to off-site uses or the wholesale or retail sale of generated electricity to any person or entity.

- (a) **General Provisions:** Solar Energy Systems shall comply with the standards below:
- (1) All Solar Energy Systems shall be permanently and safely attached to the building or structure or to the ground and must conform to the provisions of this Ordinance and all County, State, and Federal regulations, and safety requirements, including applicable building codes and applicable industry standards, including those of the American National Standards Institute (ANSI).
 - (2) Solar Energy Systems shall be installed, maintained and used only in accordance with the manufacturer's directions. Upon request, a copy shall be submitted to the Township or building official prior to installation. The Township may inspect the completed installation to verify compliance.
 - (3) If an applicant or operator of a Solar Energy System fails to comply with this Ordinance, the Township, in addition to any other remedy under this Ordinance, may revoke any approvals after giving the applicant notice and an opportunity to be heard. Additionally, the Township may pursue any legal or equitable action to abate a violation and recover any and all costs, including the Township's actual attorney fees and costs.

Staff Comments

The Intent, Definitions, and General Provisions are are very thorough. The only suggestion being the absent use of the word 'Solar Carport' throughout the proposed changes, although there is a definition. The township may consider being more specific in the definition as to if a new solar carport installation would be categorized as a Ground Mounted SES or a Roof-Mounted SES. Then an applicant could infer the required standards from there.

ITEM 2: Replace 11.06.02 in its entirety, now entitled "Private Solar Energy System," in its Zoning Ordinance and reads as follows:

11.6.2 Private Solar Energy System:

- (a) Private Solar Energy Systems shall be permitted as an accessory use in all zoning districts, subject to the following:
- (1) A land use permit from the Township is required for the installation of any private solar energy system. The applicant is responsible for contacting the building department to determine if a Private Solar Energy System requires a building permit. The application must include:
 - a. A site plan depicting setback, panel size and location, wiring location, lot coverage, location of property lines, buildings, structures, fences, greenbelts, and road right of ways. The site plan must be drawn to scale.
 - b. Photographs of the property's existing condition.

- c. Renderings or catalogue cuts of the proposed solar energy equipment.
 - d. A certificate of compliance demonstrating that the system has been tested and approved by Underwriters Laboratories (UL) or other approved independent testing agency acceptable to Township.
 - e. A copy of the manufacturer's installation directions.
- (2) The exterior surfaces of solar energy systems shall be generally neutral in color and substantially non-reflective of light. A unit may not be installed or located so that sunlight or glare is reflected into neighboring uses or onto adjacent streets.
 - (3) Solar energy systems shall be located in the least visibly obtrusive location where panels would remain functional.
 - (4) Batteries associated with Private Solar Energy Systems must be located within a secured container or enclosure.
 - (5) Solar energy systems that are damaged or are no longer in use for a period of one (1) year shall be replaced or removed by the property owner within six (6) months of the date of damage or abandonment.
 - (6) Signage shall be provided in a visible location with disconnection procedures for emergency first responders.
 - (7) All power transmission lines, wires, or conduits from a ground-mounted Private Solar Energy System to any building or other structure shall be located underground.

ITEM 3: Replace 11.06.03 in its entirety, now entitled "Ground Mounted Private Solar Energy System," in its Zoning Ordinance and reads as follows:

11.6.3 Ground Mounted Private Solar Energy System. Ground Mounted Private Solar Energy Systems are permitted in all zoning districts as an accessory use, subject to the following:

- (a) Ground Mounted Private Solar Energy Systems are subject to special land use review except small residential accessory systems which occupy less than 500 square feet in area are subject to administrative review of a land use permit.
- (b) Location. Ground Mounted Private Solar Energy System shall only be located in the non-required rear or side yard for principal buildings in the zoning district in which it is located. The unit may be located in the front yard only if permitted by the Planning Commission provided that the unit is no less than two-hundred (200) feet from the front lot line.
- (c) Size. The total combined area of all Ground Mounted Private Solar Energy System must not exceed one (1) percent of the size of the lot with a maximum of 2,500 square feet.

- (d) Lot Coverage. The total area of ground-mounted solar energy collectors shall be included in the calculation of maximum permitted lot coverage for impervious surface.
- (e) Height. 16 feet maximum, measured from the natural grade below the unit to the highest point when oriented to maximum tilt.
- (f) All power transmission lines, wires, or conduits from a ground-mounted Private Solar Energy System to any building or other structure shall be located underground.
- (g) Screening. Greenbelt screening is required around any Ground Mounted Private Solar Energy System and around any equipment associated with the system to obscure, to the greatest extent possible, the Solar Energy System from adjacent residences. The greenbelt shall consist of shrubs, trees, and other non-invasive plant species that provide a visual screen. In lieu of a planting greenbelt, a decorative fence may be used if approved by the Planning Commission.

ITEM 4: Replace 11.06.04 in its entirety, now entitled “Building Integrated Photovoltaics (Roof or Building Mounted Private Solar Energy Systems),” in its Zoning Ordinance and reads as follows:

11.6.4 Building Integrated Photovoltaics (Roof or Building Mounted Private Solar Energy Systems). Private solar energy system BIVPs shall be permitted in all zoning districts and shall be subject to the zoning regulations applicable to the structure or building to which they are integrated. BIVP’s must comply with the general provisions of 11.06.01(c).

11.06.04 Roof or Building Mounted Private Solar Energy Systems:

- (a) Weight and Installation: A roof or building mounted unit shall be only of such weight as can safely be supported by the structure. Proof thereof, in the form of certification by a professional engineer or other qualified person, shall be submitted to the Township prior to installation.
- (b) Application: Applications for building and roof mounted solar energy systems must include horizontal and vertical elevation drawings that show the location and height of the system on the building and the dimensions of the system.
- (c) Location: Wall-mounted units shall not be located on the front yard elevation wall of a building.
- (d) Height:
 - (1) Wall-mounted units shall not exceed the height of the building wall to which they are attached.
 - (2) A roof-mounted system shall not project more than three (3) feet above the highest point of the roof and shall not exceed the maximum building height for the zoning district in which it is located.
- (e) Extension: A solar energy collector that is mounted on a building in an area other

than the roof shall not extend vertically beyond the wall on which it is mounted and shall not extend more than twelve (12) inches beyond the wall on which it is mounted and may not extend into a required yard.

Staff Comments: Private Solar Energy Systems

Add Title to 11.06.02 (a) (1)-Administrative Review

May consider adding a sentence to 11.06.02 (a) (5), granting the Zoning Administrator the authority to inspect, any suspected abandoned or damaged SES.

- There needs to be a protocol established for this or subject to existing blight or nuisance ordinances. Protocol would include such things as a timeline for notices, fees, or expense for removal.

11.06.03 (a) Ground Mounted Private Solar Energy Systems are **subject to special land use** review except small residential accessory systems which occupy less than 500 square feet in area are subject to administrative review (see 11.06.02 (a) (1)) of a land use permit.

The Ground Mounted SES (500 sq ft or greater) should be added to the schedule of permitted and special land uses to corresponding zoning districts. Example of residential below:

	AG	CE	RR	LDR	SR	UR	LRR	MDR	HDR	Req.
Residential Dwellings										
Single family detached dwellings	P	P	P	P	P	P	P	P	P	11.03
Two family duplex dwellings	--	--	--	--	--	P	--	P	P	11.03
Townhouses, row houses, and similar attached dwellings with individual entrances and garages	--	--	--	--	--	--	--	P	P	
Multiple-family dwellings, including apartments with up to 24 units in a building, terrace residences and other types of multiple family uses	--	--	--	--	--	--	--	--	P	
Housing for the elderly, including interim care units, extended care units, congregate care and nursing care	--	--	--	--	--	--	--	P	P	
A second single family home or dwelling unit on a site of at least forty (40) acres for use by members of the immediate family or employees of the farm operation	S	--	--	--	--	--	--	--	--	
Accessory Uses										
Accessory home occupations	P	P	P	P	P	P	P	P	P	3.03.02(a)
Accessory uses, buildings and structures customarily incidental to any permitted use	P	P	P	P	P	P	P	P	P	11.04
Bed and breakfast inns	S	S	S	S	S	S	--	--	--	3.03.02(b)
Keeping of pets	P	P	P	P	P	P	P	P	P	3.03.02(g)



Ground Mounted SES 500 sq ft or greater	S	S	S	S	S	S	S	S	S	S
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Staff Comments Private SES continued...

11.06.03 (b) Location. Ground Mounted Private Solar Energy System shall only be located in the **non-required** rear or side yard for principal buildings in the zoning district in which it is located. The unit may be located in the front yard only if permitted by the Planning Commission and maintain 200 ft (or greater) setback from the front lot line. ~~provided that the unit is no less than two hundred (200) feet from the front lot line.~~

Unsure what non-required means.

11.06.03 (g) Screening: Private Ground Mounted systems are often comparable to accessory buildings like pole barns. The required screening seems excessive to require of a private landowner. We recommend that any screening for Ground Mounted Private Solar Energy Systems be comparable to what is required of accessory buildings in the applicable zoning districts. Further, 11.06.02 (a) (3) requires applicants to install SES in the 'least visibly obtrusive location'.

There are two 11.06.04 sections. See ordinance for suggested edits.

ITEM 5: Add new section 11.06.05 entitled” Utility Solar Energy System or Facility” to their zoning ordinance and read as follows:

11.06.05 Utility Solar Energy System or Facility

- (a) Intent and Purpose. The intent and purpose of this Section is to establish standards for the siting, installation, operation, repair, decommissioning, and removal of Utility Solar Energy Systems or Facilities; establish the process for the reviewing and permitting of such facilities; protect the health, welfare, safety, and quality of life of the general public; and ensure compatibility with land uses in the vicinity of the areas affected by such facilities.
- (b) Locational Requirements. Utility Solar Energy Systems or Facilities are permitted by special land use in the Industrial (IND) and Planned Industrial (PID) Districts. Utility solar energy systems and facilities are not permitted on property enrolled in the Farmland and Open Space Preservation Act, being in PA 116, of 1974, now codified in Part 361 of the Natural Resources and Environmental Protection Act, PA 451 of 1974, as amended.
- (c) Application Requirements. An applicant proposing a Utility Solar Energy System or Facility must comply with the Special Land Use requirements of Article 19 and the Site Plan review requirements of Article 18. The information, plans, documents, and other items identified as application requirements in this ordinance, including the site plan and special land use permit, are substantive requirements for obtaining approval for a Utility Solar Energy System or Facility. The Planning Commission will review the sufficiency of the application materials. If the Planning Commission determines that the substance of any application item is insufficient to protect the public health, safety, and welfare, the Planning Commission may deny approval on that basis. In addition, the applicant for a Utility Solar Energy System or Facility shall provide the Township with all of the following:
 - (1) Applicant Identification. The name of the applicant, any parent company or subsidiary of the parent company, along with any “doing business as” of the parent company along with address in full. A statement that the applicant is the owner involved or is acting on the owner's behalf. The address of the property involved in the application (substitution may include a legal description and parcel identifications number(s)), and any additional contact information. Each application for a Utility Solar Energy Facility shall also be dated to indicate the date the application is submitted to the Township.
 - (2) A complete of the agreement including all exhibits and attachments between the applicant and the utility company that will be purchasing electricity from the proposed Utility Solar Energy System or Facility.
 - (3) An affidavit or evidence of an agreement between the lot owner or operator confirming the owner or operator has the permission of the property owner to apply for the necessary permits for construction and operation of Utility Solar Energy System or Facility.

- (4) Parcel Numbers. A list of all parcel numbers that will be used by the Utility Solar Energy System or Facility including applicable attachments, establishing ownership of each parcel, with all lease agreements, easements, or purchase agreements for the subject parcels.
- (5) Project Description. A general description of the proposed project including a legal description of the property or properties on which the project would be located and an anticipated construction schedule.
- (6) Insurance. Proof of the general liability insurance to cover the Utility Solar Energy Facility, the Township, and the Landowner.
- (7) Certifications. Certification that applicant will comply with all applicable state and federal laws and regulations.
- (8) Compliance with the County Building Code and the National Electric Safety Code. Construction of a Utility Solar Energy System or Facility shall comply with the National Electric Safety Code and the County Building Code (as shown by approval by the County) as a condition of any Special Land Use Permit under this section. In the event of a conflict between the County Building Code and National Electric Safety Code (NESC), the NESC shall prevail.
- (9) Operations and Maintenance Agreement. This agreement shall include landscaping upkeep, regular checks, and maintenance with a detailed description of operations and parameters including anticipated regular and unscheduled maintenance and the hours maintenance will take place, the name and contact information of the certified operator, the applicant's equipment maintenance and repair plan, the applicant's inspection protocol, and general safety documentation as well as consequences and penalties for noncompliance. This agreement shall attach copies of manufacturer's directions and/or instruction manuals for installing, maintaining and using the Utility Solar Energy System or Facility.
- (10) Hazardous Waste Plan. A plan for managing hazardous waste shall be provided. This plan shall include Manufacturers' Safety Data Sheets (MSDS) and documentation of the type, quantity and storage procedures of all materials used in the operation of all equipment.
- (11) Environmental Impact: Copy of the Environmental Impact Assessment meeting the requirements of 11.06.05(c)(36)(f) section and those of Section 18.07.
- (12) Sound modeling study including sound isolines extending from the sound sources to the property lines and indicating compliance with the requirements of 11.06.05(c)(36)(h).
- (13) Wildlife Impact: A wildlife impact study, including an analysis of the impact on the properties within one mile of the project and meeting the requirements of 11.06.05(c)(36)(e).

- (14) A ground cover vegetation establishment and management plan shall be provided and shall meet the requirements of 11.06.05(c)(36)(i).
- (15) A groundwater analysis of all parcels in the participating property shall be provided.
- (16) Glare Study: An analysis by a third-party qualified professional acceptable to the Township to determine if glare from the Utility-Scale Solar Energy System will be visible from nearby residents and roadways. If required, the analysis will consider the changing position of the sun throughout the day and year and its influences on the utility-scale solar energy system.
- (17) Stormwater Study: An analysis by a third-party qualified professional acceptable to the Township studying the proposed layout of the Utility-Scale Solar Energy System and how the spacing, row separation, and slope affects stormwater infiltration, including calculations for a 100-year rain event. Percolation tests or site-specific soil information must be provided to demonstrate infiltration on-site without the use of engineered solutions.
- (18) Visual Impact Assessment Analysis. A technical analysis by a third party qualified professional of the visual impacts of the proposed project, including a description of the project, the existing visual landscape, and important scenic resources, plus visual simulations that show what the project will look like (including proposed landscape and other screening measures) a description of potential project impacts, and mitigation measures that would help to reduce the visual impacts created by the project and documented on the site plan.
- (19) Decommissioning and Land Reclamation Plan: This plan shall describe the actions to be taken following the abandonment or discontinuation of the Utility Solar Energy System or Facility, including evidence of proposed commitments with property owners to ensure proper final reclamation, repairs to roads, and other steps necessary to fully remove the system or facility and restore the subject parcels to a native state. This plan shall include the format of a financial security to be applied to the decommissioning process. This plan shall also comply with the requirements of Section 11.06.05(c)(37).
- (20) Complaint Resolution Protocol: A plan for resolving complaints from the public or others concerning the construction and operation of the Utility Solar Energy System or Facility. This plan shall comply with the requirements as provided in Section 11.06.05(c)(38).
- (21) Emergency Action Plan: Copy of a plan for the actions to be taken in event of an emergency. The emergency action plan must include a fire suppression plan, including the technology to be used and the training and equipment to be provided to Township or other firefighters before the facility becomes operational. The emergency action plan must include plans for immediate cleanup and long-term aftermath efforts following an emergency.
- (22) Proof of approval by Livingston County, Road Commission, and Drain

Commission.

- (23) The applicant must also obtain a permit from the Livingston County Road Commission or Michigan Department of Transportation (MDOT) for permission to connect access roads to existing County or State roads and from the Livingston County Drain Commission for any culverts or other drainage facilities.
- (24) Proof that the Applicant and/or its contractor has informed the Livingston County Road Commission (LCRC) and the Township of all the roads they propose to use as haul routes to each construction (including repair and decommissioning) site. This shall be done prior to beginning any construction (or decommissioning) at any site. A third-party road inspector will be retained, with mutual approval of the Township, the Applicant, and the LCRC or the Michigan Department of Transportation (MDOT) if a state highway is involved. The road inspector will determine any precautions to be taken (including videotaping and physical inspections) during the process to determine any damage that may be caused by Applicant's contractor(s), and then determine the appropriate road standards and measures to be taken to repair the damage. The cost of the third-party road inspector and/or any other required third-party assistance, and of all repairs necessitated to restore the roads [and related property which may be damaged by the contractor(s)], shall be the responsibility of the Applicant and/or their contractor, and shall in no case be the responsibility of the Township.
- (25) Anticipated construction schedule including timeline to completion and scope of work.
- (26) A complete description of the proposed technology to include type of solar panel and system, maximum height, fixed mounted versus tracking, number of panels and angles of orientation.
- (27) Current ground and aerial photographs and video of the entire development area prior to construction.
- (28) Proof of environmental compliance, including compliance with Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act; (MCL 324.3101 et. seq.; Part 91, Soil Erosion and Sedimentation Control (MCL 324.9101 et. seq.) and any corresponding County ordinances; Part 301, Inland Lakes and Streams, (MCL 324.30101 et. seq.); Part 303, Wetlands (MCL 324.30301 et. seq.); Part 365, Endangered Species Protection (MCL324.36501 et. seq.); and any other applicable laws and rules in force at the time the application is considered by the Township.
- (29) An attestation that the applicant will indemnify and hold the Township harmless from any costs or liability arising from the approval, installation, construction, maintenance, use, repair, or removal of the Solar Energy System. The Township shall be named as an additional insured for such indemnity under **3.(vi).** (36 (n))?

- (30) Airport Review: Any Solar Energy System must be reviewed using the current Solar Glare Hazard Analysis Tool (SGHAT) available through Sandia National Laboratories or a commercially available equivalent. The SGHAT will be used to ensure that airports and those that use them will not be affected by unwanted visual or ocular impacts. The process is designed to save costs and increase public safety.
- a. The Study shall determine if there are any potential adverse effects on any registered airfield within ten miles of the project. Effects noted, but not exclusively, should include any possible decreased safety and utility.
 - b. In addition, all proposed solar facilities must obtain a Determination of No Hazard (DNH) from the Federal Aviation Administration (FAA). A DNH does not eliminate the need for the SGHAT study nor does it in any way eliminate the standard for glare on roadways or non-participating parcels.
 - c. The DNH must be obtained prior to breaking ground on any portion of the Solar Energy System.
 - d. No Solar Energy System that impacts safety or utility of any registered airfield shall be permitted.
- (31) Any other relevant studies, reports, certificates, or approvals as may be reasonably required by the Planning Commission.
- (32) Site Plan Requirements shall be submitted meeting the requirements of Section 18.04 and in addition, shall also include the following:
- a. The approximate height, and dimensions of all existing structures, existing parcel drainage tile layouts, water bodies, waterways, floodplains, landscaping, and fencing, on the parcels planned for Solar Energy installation including other parcels within one thousand (1000) feet of the project's boundaries.
 - b. Documentation of existing vegetation, floodplains and regulated and/or endangered species.
 - c. Indication of how and where the system will be connected to the power grid.
 - d. Photometric plan meeting the requirements of Section 12.03.07.
 - e. Plan(s) showing the location of proposed Utility Solar Energy System or Facility including panels, equipment, transformers, inverters, fencing, underground and overhead wiring (including the depth of underground wiring), new drainage facilities (if any), access drives (including width), substations and accessory structures, along with a note indicating where any trees measuring over 2.5 feet in diameter within six inches of grade are to be removed.

- f. Plan for ground cover establishment and management.
- g. Plan for providing wildlife corridor that provides access for wildlife to navigate through the project.
- h. Security plan detailing measures to prevent unauthorized trespass and access during the construction, operation, removal, maintenance, or repair of the Utility Solar Energy System or Facility.
- i. Application Fee. Review fees shall be submitted for a Special Use application and Site Plan Review application. If requested by the Planning Commission, the applicant shall provide an escrow fee to the Township in the amount specified by the Zoning Administrator to cover the costs associated with but not limited to independent review by experts.

(33) Site Requirements.

- a. The site shall be at least twenty (20) acres.
- b. The site may consist of a single participating property or multiple participating properties.
- c. The site and all fenced compounds shall have access described below.
 - i. There shall be direct access from a public road or an access easement with a maximum length of one thousand (1,000) feet and a width of at least thirty- three (33) feet.
 - ii. Access drives shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose stormwater without negatively impacting adjacent property. The Township Board, following a recommendation of the Planning Commission and the Township Engineer, may approve a gravel surface for low intensity use drives, upon a finding that neighboring properties and the environment will not be negatively impacted and that the surface is sufficient to support fire apparatus and provide access at all times of the year.
- d. Utility Solar Energy Systems (including all solar panels, components, equipment and related accessory structures) must be set back at least one hundred (100) feet from the property line of any Non-Participating Property at the time of application. If a single Utility Solar Energy System is located on more than one lot, or if the adjacent parcel is owned by the same owner as the property on which the Utility Solar Energy System is located, then the Planning Commission may eliminate the lot-line setbacks of this subsection for the lot lines shared by those lots. All property in the setback areas, shall be maintained as defined in a maintenance setback plan acceptable to the Township.
- e. Utility Solar Energy Systems must be set back at least one hundred (100) feet from the edge of any road or rail right-of-way, wetland, shoreline, river, wellhead

protection area or drain easement. The Planning Commission may increase this setback requirement up to 200 feet if the Planning Commission determines that such a setback is necessary to protect the public health, safety, and welfare.

- f. Utility Solar Energy Systems must be set back at least five hundred (500) feet from non-participating residential dwellings, churches or religious institutions, schools, family or group child day-care homes, bed and breakfast establishments, residential facilities, and any other residence or inhabited structure.
- g. The height of the Utility Solar Energy System and any mounts, buildings, accessory structures, and related equipment must not exceed sixteen (16) feet when oriented at maximum tilt. Lightning rods shall not exceed 20 feet in height and shall not be any greater than necessary to protect the Utility Solar Energy System from lightning.
- h. The ground mounting of panels must be by screw or a similar system that does not require a footing, concrete, or other permanent mounting, to minimize soil compaction. No pounding of panel posts is permitted.
- i. Permits. All required county, state, and federal permits must be obtained before commencement of construction of the Utility Solar Energy System.

(34) Buffer and Screening Requirements. Greenbelt screening is required around any Utility Solar Energy System and around any equipment associated with the system to obscure, to the greatest extent possible. There shall be a landscape buffer at least fifty (50) feet wide along the exterior of the fenced compound with plantings required as described below.

- a. Where adjacent to a residential use or zoning district, the buffer shall include an eight foot tall landscaped berm upon which the required landscaping will be placed.
- b. An evergreen buffer shall contain two rows of staggered evergreen trees planted not less than twelve (12) feet apart trunk to trunk, and the two rows shall be ten (10) ft apart. The buffer shall also include native shrubs planted with spacing of not more than six (6) feet apart on center. The Township may consider an alternative landscape buffer as a part of the special land use approval provided the alternative provides adequate screening.
- c. Evergreen plantings shall be least eight (8) feet tall at time of planting, measured from the top of the root ball to the base of the leader (not including the height of the leader) and must be a species that can reasonably be expected to reach a height of ten (10) feet within three (3) growing seasons.
- d. Native shrub plantings shall be a least two (2) feet tall at the time of planting measured from the top of the root ball to the top of the shrub.
- e. The trees may be trimmed but must maintain a height of at least eighteen (18) feet.
- f. The overall landscape plan shall not contain more than 33% of any one plant species. The use of trees native to the area, and mixture of trees from the same species association, is encouraged.

- g. Good arboricultural techniques shall be followed with respect to vegetation, including but not limited to, proper pruning, proper fertilizing, and proper mulching, so that the vegetation will reach maturity as soon as practical and will have maximum density in foliage. Dead or diseased vegetation shall be removed and must be replanted in a manner consistent with this Section at the next appropriate planting time.

(35) Appearance. The exterior surface of the Utility Solar Energy System must be generally neutral in color and substantially non-reflective of light.

(36) Performance Standards:

- a. Utility Solar Energy Systems or Facilities shall be designed, constructed, operated, and maintained in compliance with all applicable provisions of local, state, and federal laws and regulations.
- b. PV Array Components: PV array components shall be approved by the Institute of Electrical and Electronics Engineers (IEEE), Solar Rating and Certification Corporation (SRCC), Electronic Testing Laboratories (ELL), or other similar certification organization if the similar certification organization is acceptable to the Township.
- c. Fencing: If regulations require fencing, the Utility Solar Energy System or Facility compounds may be completely surrounded by a fence designed to prevent unauthorized access.
 - i. The fence shall be at least seven (7) feet tall without barbed wire and posts shall extend at least thirty-six (36) inches into the ground.
 - ii. Gate posts and corner posts shall have a concrete foundation.
 - iii. The fence shall be a woven agricultural-style fence or other design as approved by the Planning Commission.
 - iv. Gates shall be provided at all access points, unless otherwise permitted or approved. Gates for vehicular access shall be approved by the Fire Authority.
 - v. Gates shall be the same height and constructed of the same material as the fencing. Access, such as knock box, shall be provided for emergency responders.
 - vi. The Township may require or allow a fence design to allow for the passage of wildlife upon a finding that adequate access control and visual screening will be preserved.
 - vii. Alternate fencing may be approved by the Township upon a finding that the alternative provides adequate access control and visual screening.
- d. Safety:

- i. All collection system wiring shall comply with all applicable safety and stray voltage standards.
- ii. All electrical connection systems and lines from the Utility Solar Energy System or Facility to the electrical grid connection shall be located and maintained a minimum of six (6) feet underground within and adjacent to the site.
- iii. All access gates and doors to Utility Solar Energy System or Facility compounds and electrical equipment shall be lockable and kept secured at all times when service personnel are not present.
- iv. The applicant shall be responsible for maintenance of the access roads.
- v. The manufacturers or installer's identification and appropriate warning signs shall be posted on or near solar panels in a clearly visible manner.
- vi. Fire suppression plans and Safety Data Sheets shall be kept on-site and be accessible for emergency responders.
- vii. The applicant will provide an unredacted copy of the manufacturer's safety manual for each component of the Utility Solar Energy System without distribution restraints to be kept at the Township Hall or other locations deemed necessary by Planning Commission or local first responders. The Manual should include standard details for an industrial site such as materials, chemicals, fire, access, safe distances during system or facility failure, processes in emergencies, etc.
- viii. The Township shall have the right upon issuing any Solar Energy System or Facility special use permit to inspect the premises on which each system is located at any reasonable time. The Township may hire a consultant to assist with any such inspections at a reasonable cost to be charged to the operator of the Solar Energy System or Facility.
- ix. Advertising or non-project related graphics shall be prohibited. This exclusion does not apply to signs required by this Ordinance.
- x. Signs shall be posted at entrances to Utility Solar Energy System or Facility compounds containing emergency contact information, operator contact information, and complaint resolution information. The Township may require additional signs with this information on the fence surrounding the compound.
- xi. The Utility Solar Energy System or Facility owner, operator, and property owner shall be responsible, jointly and severally, for mitigating erosion, flooding, and all other environmental impacts resulting from the Utility Solar Energy System or Facility.
- xii. The Utility Solar Energy System or Facility owner, operator, and property owner shall be responsible, jointly and severally, for making

repairs to any public roads, drains, and infrastructure damaged by the construction of, use of, or damage to, a Utility Solar Energy System or Facility. Any solar panel damaged beyond repair or use must be removed from the project site within five days and must be disposed of off-site in accordance with any state or federal requirements.

- xiii. Utility Solar Energy Systems or Facilities shall not have any on-site battery storage systems for the sale of stored energy.
- xiv. Plants or grasses not part of the buffer area shall be maintained not to exceed a height of twelve (12) inches. The Township may approve a taller height upon a finding that it will not result in a nuisance.

e. **Wildlife Impact:**

- i. The applicant shall have a third-party qualified professional, acceptable to the Township, conduct an analysis to identify and assess any potential impacts on wildlife and endangered species. The applicant shall take appropriate measures to minimize, eliminate, or mitigate adverse impacts identified in the analysis. The applicant shall identify and evaluate the significance of any net effects or concerns that will remain after mitigation efforts.
- ii. Sites requiring special scrutiny include wildlife refuges, other areas where birds are highly concentrated, bat hibernacula, wooded ridge tops that attract wildlife, sites that are frequented by federally or state listed endangered species of birds and bats, significant bird migration pathways, and areas that have landscape features known to attract large numbers of raptors.
- iii. At a minimum, the analysis shall include a thorough review of existing information regarding species and potential habitats in the vicinity of the project area. Where appropriate, surveys for bats, raptors, or general avian use should be conducted. The analysis shall include the potential effects on species listed under the federal Endangered Species Act and Michigan's Endangered Species Protection Law. The applicant shall follow all pre-construction and post-construction recommendations of the United States Fish and Wildlife Service.
- iv. The analysis shall indicate whether a post-construction wildlife mortality study will be conducted and, if not, the reasons why such a study does not need to be conducted. Power lines should be placed underground, when feasible, to prevent avian collisions and electrocutions. All above-ground lines, transformers, or conductors should follow any Avian Power Line Interaction Committee (APLIC, <http://www.aplic.org/>) guidelines to prevent avian mortality.

f. **Environmental Impact:**

- i. The applicant shall have a third-party qualified professional, acceptable to the Township, conduct an analysis to identify and assess any potential impacts on the natural environment including, but not limited to, wetlands and other fragile ecosystems, historical and cultural sites, and antiquities. The applicant shall take appropriate measures to minimize, eliminate, or mitigate adverse impacts

identified in the analysis.

- ii. The applicant shall identify and evaluate the significance of any net effects or concerns that will remain after mitigation efforts. The applicant shall comply with applicable parts of the Michigan Natural Resources and Environmental Protection Act (Act 451 of 1994, MCL 324.101 et seq.) including but not limited to Part 31 Water Resources Protection (MCL 324.3101 et seq.), Part 91 Soil Erosion and Sedimentation Control (MCL 324.9101 et seq.), Part 301 Inland Lakes and Streams (MCL 324.30101 et seq.), Part 303 Wetlands (MCL 324.30301 et seq.), Part 323 Shoreland Protection and Management (MCL 324.32301 et seq.), Part 325 Great Lakes Submerged Lands (MCL 324.32501 et seq.), and Part 353 Sand Dunes Protection and Management (MCL 324.35301 et seq.).
- g. Spacing. Utility Solar Energy Systems or Facilities shall be at least two thousand five hundred (2,500) feet from any adjacent, existing Utility Solar Energy System or Facility.
- h. Noise. The noise generated by a utility-scale solar energy system must not exceed the following limits:
 - i. Forty (40) Dba Lmax, as measured at the lot line of the project property.
 - ii. Thirty-Five (35) Dba Lmax, as measured at the lot line of the project property, between the hours of 9:00 p.m. and 7:00 a.m.
 - iii. In addition to the above limitations, a sound barrier of a solid decorative masonry wall or evergreen tree berm, with trees spaced not less than 10 feet apart, must be constructed to reduce noise levels surrounding all inverters. The berm must be no more than ten (10) feet from all inverters, must be at least as tall as all inverters but not more than three (3) feet taller than the height of all inverters.
 - iv. The noise level by a Utility Solar Energy Facility must be inspected every three (3) years, at the operator's expense, by an auditory expert to ensure compliance with these noise requirements.
- i. Groundcover. Utility Solar Energy Facilities shall include the installation of at least one (1) of the following types of dual use perennial ground cover vegetation to promote ecological benefits. The perennial ground cover vegetation shall be maintained for the duration of operation until the site is decommissioned.~~provide~~
 - i. Pollinator habitat with a score of at least seventy-six (76) on the Michigan Pollinator Habitat Planning Scorecard for Solar Sites (www.pollinators.msu.edu);
 - ii. Conservation cover focused on restoring native plants, grasses, or prairie with the aim of protecting specific species, such as bird habitat, or providing specific ecosystem services, such as carbon sequestration or improving soil health;
 - iii. Incorporation of rotational livestock grazing and forage production as part of an overall vegetative maintenance plan; or

- iv. Raising crops for food, fiber, or fuel and generating electricity within the site to maximize land use.
 - v. The Township may approve or require alternative ground cover upon finding it is not feasible to provide groundcover as defined above.
 - vi. All groundcover must be native plants with substantial root system to support soil. Turf grass is not permitted as ground cover.
 - vii. Invasive species and noxious weeds are not permitted and must be removed in a timely manner.
- j) Lighting. Lighting shall be limited to inverter or substation locations only and shall comply with 14.04(E) Lighting.
- k) Emergency Action Plan; Emergency Training. Before the Utility Solar Energy System or Facility is operational, it must provide the necessary training, equipment, or agreements specified in the application to Township or other emergency personnel.
- l) General Liability Insurance; Bonding Requirements; Escrow Requirements.
- i. Utility Solar Energy Systems or Facilities shall have and maintain general liability insurance of at least ten million (\$10,000,000.00) dollars. The Township may require a higher amount for larger projects and may allow for a lesser amount for smaller projects upon a finding that the alternate amount is more consistent with the likely risk.
 - ii. In addition, In order to assure the funds will be available to perform all road repairs required under this ordinance, the Applicant will be required to post financial security acceptable to the Township, in the form of: a) a surety bond from a surety listed as acceptable on the Federal Surety Bond circular 570 of the U.S. Department of Treasury; or b) an acceptable letter of credit; or c) an escrow account established in a financial institution licensed in the State of Michigan. The amount of the security shall be a minimum of one million two hundred fifty thousand dollars (\$1,250,000), but this amount may be increased if the third-party consultant determines the amount needed for road repairs is greater than this amount. The bond (or other security) shall only be released (in whole or part) when the Township Board, in consultation with LCRC and the third-party inspector, determines that all required road work has been completed and approved by LCRC and/or MDOT.
 - iii. General Maintenance Bond. The Township shall require a General Maintenance Bond to guarantee all aspects of this Ordinance are met at all times during the construction and operation of the Utility Solar Energy System. At the time of the Special Use application, the Applicant shall submit two third-party contractor bids for construction of all fencing, landscaping, and drainage improvements associated with the Utility Solar Energy System, and the bond shall be the higher of the two bids. The Township may use the bond to repair any landscaping, fencing, drainage infrastructure (including drainage

tiles), and/or to correct any ongoing violation of this Ordinance, in the event that the facility fails to adequately maintain the required site improvements, or fails to make operational changes to correct an operational violation.

- iv. The Applicant shall be required, as a condition of the operation, to fund an escrow account for investigation of complaints for, but not limited to glare, stray voltage, noise, and signal interference in the amount of \$15,000.00 to be used at the discretion of the Township Board to pay for third party investigative services, the provider of which shall be chosen by the Township. Such funds shall be deposited with the Township Treasurer, or with a third-party fiduciary, at the discretion of the Township. When the escrow account balance is below \$5,000.00 the Township shall notify the Applicant and the Applicant shall replenish the account to the amount of \$15,000.00 within 45 days.
 - m. Repowering or Modifications. Any modifications of an approved site plan that are made after the initial date of approval, including an expansion of project, shall be resubmitted to the Township Planning Commission for review at an additional fee based upon current fee schedule. Any changes of the approved site plan, subject to this Ordinance as it exists at time of application, will require a new site plan application and review, including reconfiguration of arrays, updating current technology, and Solar Energy Facility infrastructure.
 - n. The Applicant must submit an attestation that the Applicant will indemnify and hold the Township harmless from any costs or liability arising from the approval, installation, construction, use, maintenance, repair, or removal of the Utility Solar Energy System. Including indemnity provisions of (29).
 - o. Prior to the start of construction, any existing drain tile must be inspected by robotic camera and the imagery submitted to the township for baseline documentation on tile condition. Any damage shall be repaired, and a report submitted to the landowner and Township. While the facility is in operation, the owner or operator must reinspect the drain tiles every three years by robotic camera for any damage and must repair any damage within 60 days of discovery. The owner or operator must report the inspection, along with any damage and repair, to the Township within 90 days after each three- year deadline. The Township reserves the right to have the Building Inspector or other agent present at the time of repair. Solar panel support structures and/or foundations shall be constructed to preserve any drainage field tile or system.
 - p. Transfer or Sale: In the event of a transfer or sale of the Facility, the new owner or operator must notify the Township in within 30 days, and the Zoning Administrator shall administratively amend the permit to name the new owner or operator. Upon transfer or sale, the cash bond shall be transferred to the new owner or operator and shall be maintained at all times, the estimated costs of decommissioning shall be resubmitted, and the security bond adjusted to account for the new estimate.
- (37) Abandonment and Decommissioning: Following the operational life of the project, the Applicant shall perform decommissioning and removal of the Utility Solar Energy System or Facility and all its components and restore the site to its original conditions.

- a. The decommissioning plan shall be written to provide security to the Township for one hundred twenty-five percent (125%) of the cost to remove and dispose of all panels, wiring, and restoration of the land to its original conditions. The value of decommissioning shall be determined by a third-party financial consultant or engineer selected by the Township and paid for by the developer. The decommissioning security shall be paid in cash to the Township. Once value of decommissioning is determined, it shall be updated on a periodic basis of not less than every three (3) years and additional security may be required on the basis of the average inflation rate of the preceding three (3) years.
- b. All abandonment and decommissioning work must be done when soil is dry or frozen to prevent compaction.
- c. Solar energy systems that are not operated for a continuous period of twelve (12) months shall be considered abandoned and shall be subject to removal proceedings.
- d. Solar energy systems that are damaged shall be replaced or removed within seven (7) days.
- e. The ground must be restored to its original topography within three hundred sixty-five (365) days of abandonment or decommissioning. An extension may be granted if a good faith effort has been demonstrated and any delay is not the result of actions or inaction of the operator. An alternative topography can be approved by the Township as part of the original site plan review or later as part of decommissioning.
- f. If land balancing is required, all top soil will be saved and spread evenly over balanced area.
- g. An annual report shall be provided to the Zoning Administrator showing continuity of operation and shall notify the Zoning Administrator if use is to cease, prior to decommissioning, or abandonment.
- h. Continuing Obligations: Failure to keep any required financial security in full force and effect at all times while a Utility Solar Energy System or Facility exists or is in place shall constitute a material and significant violation of the Special Land Use, Special Use Permit, and this Ordinance, and will subject the Utility Solar Energy System or Facility Applicant, owner, and operator, jointly and severally, to all remedies available to the Township, including any enforcement action, civil action, request for injunctive relief, and revocation of the Special Land Use Permit.
- i. The Applicant shall be responsible for the payment of all attorney fees and other costs incurred by the Township in the event that the structure is not voluntarily removed and the Township has to enforce removal.

(38) Complaint Resolution. Utility Solar Energy Systems or Facilities shall provide a complaint resolution process, as described below.

- a. The site shall have signs posted with contact information to collect complaints related to the Utility Solar Energy System or Facility.
- b. A log shall be kept by the owner or operator of all complaints received and shall be available to Township officials for review, per Township request.
- c. The operator or its agent shall respond to complainants within ten (10) business days and shall provide notification to the Zoning Administrator.
- d. Any resolution shall include lawful and reasonable solutions consistent with the Zoning Ordinance, which shall also be provided to the Zoning Administrator.
- e. The operator or its assigns reserve the right to adjudicate any claims, including residential claims, in a court of competent jurisdiction. An annual report shall be submitted to the Zoning Administrator and the Township Board that details all complaints received, the status of complaint resolution, and actions taken to mitigate complains.

Staff Comments: Utility Solar

11.06.05 (b) Utility Solar energy systems are not permitted in lands under Farmland Preservation Act 116..... *It does not seem this provision is necessary as the permitted, special land use is located in Industrial/Planned Industrial (IN/PID). Where there are no Farmland Preservation 116 parcels.*

11.06.05 (i.) Application Fee: set application fee prior to the enactment of this ordinance.

11.06.05 (c)(29) See section for typo correction.

11.06.05 (33)(f) 500-foot set back from dwellings etc. keep setbacks to property lines because residences can be changed overtime more easily than property lines. Additionally, this is excessive for being in the industrial zone. Setbacks should be similar to other uses in the Industrial Zone.

11.06.05 (34) The Buffer Screening requirements seem excessive especially by the highways. We recommend adjusting these requirements to be similar to other uses in the Industrial District. OR add a line: If approved by the Planning Commission, Buffer and Screening requirements may be modified or waived.

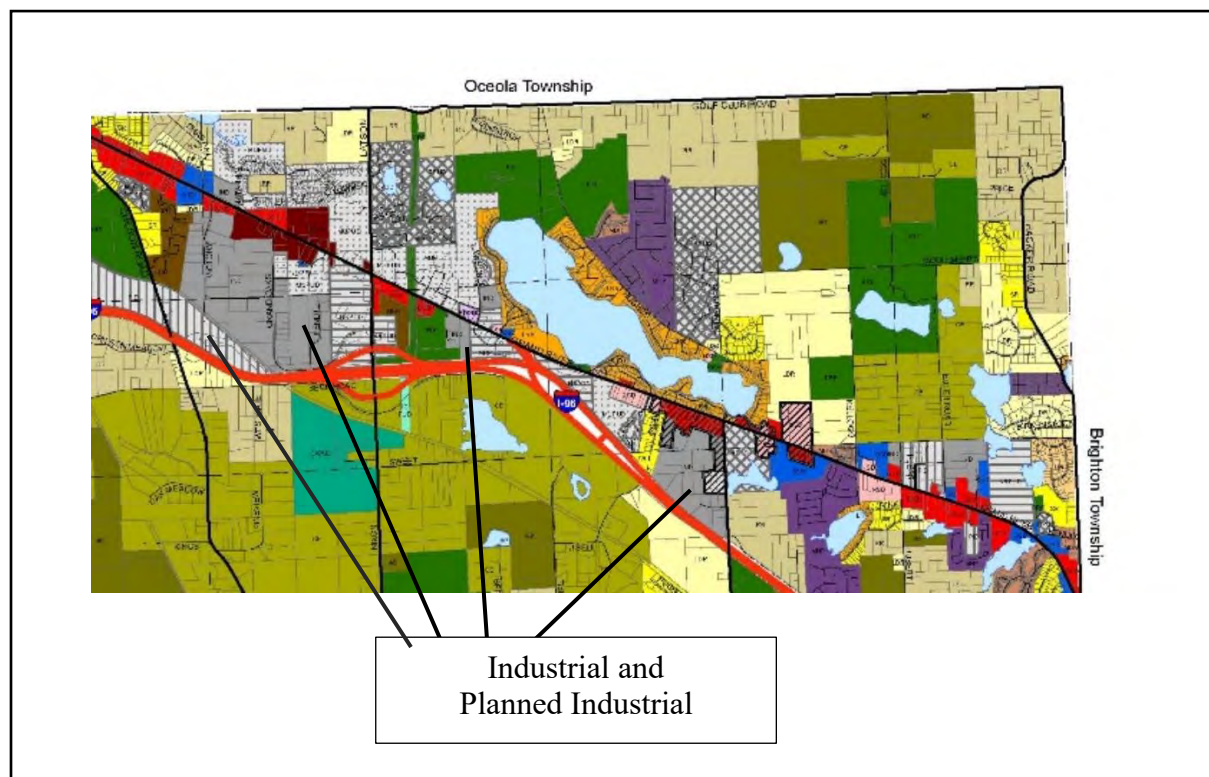
Staff Comments Utility Solar Permitted Use: Industrial and Planned Industrial Zone

There are 4 parcels within the Industrial and Planned Industrial districts that are 20 acres or more. Two of those parcels are developed. That leaves 2 parcels located in sections 6 and 7 of the township, with access from Chilson Rd. Once the 100-foot setback from property lines and 100-foot setbacks for wetlands were applied it leaves approximately 30-40 acres of buildable area for utility solar in the township. This does not consider the proposed setbacks of 500-feet from dwellings. If that fits the townships demonstrated need per 11.06.01 (a), then that may be sufficient area and not considered exclusionary zoning.

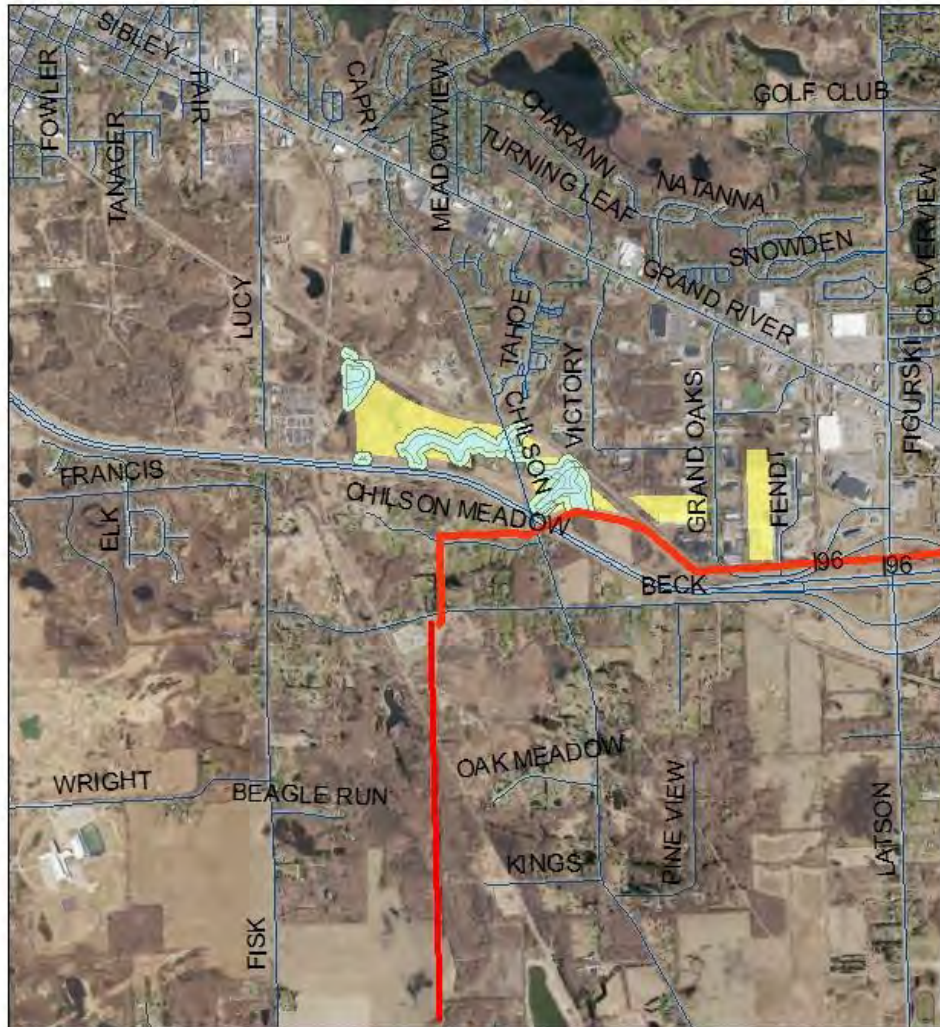
The area is limited and likely to be developed because it is zoned Industrial or Planned Industrial. This may present conflicts in the future if these areas are no longer available for Utility Solar; as it could be considered exclusionary zoning. In anticipating, the industrial parcels being developed for another use other than utility solar, the township may begin contemplating future parcels fitting for the land use. Most likely this would be done during Genoa Township's next Master Plan review.

The areas are within .5 mile of the transmission lines. The areas are unlikely to cause conflict with Residential Zones.

Zoning Map Genoa Township Industrial



Proposed Area for Utility Solar Genoa Township

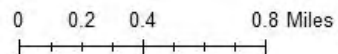


Genoa Township Solar

Permitted Use: Industrial AND Planned Industrial with 20 or more acres

Legend	
	Transmission Lines
	Roads
	Wetlands in Solar
	100ft Setback from Wetlands
	100ft setback
	Genoa Solar

Area measurement
 Segment: 439.041386 Feet
 Perimeter: 7,723.660454 Feet
 Area: 30.24469 Acres



Staff Recommendation:

TOWNSHIP PLANNING COMMISSION RECOMMENDATION: APPROVAL, Genoa Charter Township Planning Commission recommended approval of the proposed amendments at their July 10, 2023, public hearing. The public spoke about the required vegetation cover and another member of the public was happy solar was not on agricultural lands.

RECOMMENDATION: APPROVAL. The solar amendments to the Genoa Charter Township Zoning Ordinance are well written and serve to strengthen the ordinance standards for private and commercial solar energy systems.

Moved by Commissioner Dhaenens, seconded by Commissioner Rauch, to postponed Open Public Hearing #2 for the rezoning, PUD Agreement Amendment, Environmental Impact Assessment dated 6-21-23, and the Conceptual PUD Plan dated 5-31-23 until the September 11, 2023 Planning Commission meeting. **The motion carried unanimously.**

Ms. VanMarter advised the public that since it has been postponed until a date certain, a new notice will not be sent out. She encouraged anyone with questions to reach out to her or Amy Ruthig.

OPEN PUBLIC HEARING #3...Consideration of a Zoning Ordinance Text amendment to Article 11 of the Zoning Ordinance, entitled "Solar Energy Collectors and Commercial Solar Energy Systems".

- A. Recommendation of Zoning Ordinance Amendment to Article 11 entitled "Solar Energy Collectors and Commercial Solar Energy Systems.

Ms. VanMarter reviewed the changes that she made to the ordinance since it was presented to the Planning Commission last month. If recommended for approval, these changes will go to the Livingston County Planning Commission and then to the Township Board.

The call to the public was made at 9:30 pm.

Ms. Marsha Leslie lives on Griffith Drive and is a member of the Brighton Garden Club. She asked the Planning Commission consider requiring perennials planted under the panels when a solar farm is being proposed

Mr. Kevin Wetzel of 390 Natanna Drive appreciates the township not allowing solar farms on agricultural land.

The call to the public was closed at 9:34 pm.

Ms. VanMarter stated that the ordinance does require dual use perennial ground cover vegetation to promote ecological benefits, including native plants with substantial root systems to support soil and that turf grass is not permitted as ground cover.

Moved by Commissioner Dhaenens, seconded by Commissioner Lowe, to recommend to the Township Board approval of the Zoning Ordinance Amendment to Article 11 entitled "Solar Energy Collectors and Commercial Solar Energy Systems", including any minor changes made by the Township Manager and Planner. **The motion carried unanimously.**

ADMINISTRATIVE BUSINESS:

Staff Report

- The Planning Commission approves the deviation for the height of the retaining wall for the detention pond on the northwest corner of Dorr Road and Grand River.
- The petitioner shall work with township staff to understand opportunities to add signage or entry features at the northwest corner of Dorr Road and Grand River.

The motion carried unanimously.

OPEN PUBLIC HEARING #3...Discussion regarding proposed solar ordinance

Mr. Borden presented the proposed amendments to the township's solar energy systems ordinance.

Commissioner Dhaenens understands the township's desire to not have solar panels allowed in the front yard; however, in some cases, the front yard is the only location for it to be effective. Mr. Borden stated there are some conditions and zoning districts where they are allowed in the front yard.

There was a discussion regarding the requirements regarding property size, setbacks, etc. and if any properties in the Township meet them. Commissioners were asked to send their comments to Ms. Ruthig, and Ms. VanMarter so they could address them and return to the Planning Commission with a final draft of the ordinance.

ADMINISTRATIVE BUSINESS:

Staff Report

Ms. Ruthig stated there will be two items on July's meeting agenda.

Approval of the May 8, 2023 Planning Commission meeting minutes

Moved by Commissioner McCreary, seconded by Commissioner Rauch, to approve the minutes of the May 8, 2023 Planning Commission Meeting as presented. **The motion carried unanimously.**

Member Discussion

There were no items to discuss this evening.

Adjournment

Moved by Commissioner Dhaenens, seconded by Commissioner McCreary, to adjourn the meeting at 8:06 pm. **The motion carried unanimously.**

ORDINANCE #Z-23-03

AN ORDINANCE TO AMEND ZONING ORDINANCE SECTION 11.06 SOLAR ENERGY SYSTEMS WITHIN ARTICLE 11 ENTITLED GENERAL PROVISIONS

THE TOWNSHIP OF GENOA ORDAINS:

SECTION 1: SHORT TITLE: This Ordinance shall be known as the “**Section 11.06 Solar Energy Systems Amendment to Zoning Ordinance Article 11 General Provisions**”.

SECTION 2: SUMMARY OF ORDINANCE: Pursuant to the Michigan Zoning Enabling Act (P.A. 110 of 2006), notice is hereby given that an ordinance to amend the Zoning Ordinance regulating the development and use of land in Genoa Charter Township has been adopted by the Township Board on August 21, 2023. The Board conducted the second reading and approved Ordinance #Z-23-03 to adopt the ordinance and amend the Zoning Ordinance of the Charter Township of Genoa by amending Article 11 General Provisions Section 11.06 Solar Energy Systems. The following provides a summary of the regulatory effect of the ordinance.

ARTICLE 11 OF THE ZONING ORDINANCE, ENTITLED GENERAL PROVISIONS, SECTION 11.06 SOLAR ENERGY SYSTEMS IS HEREBY AMENDED TO REPLACE THE EXISTING SECTION AS FOLLOWS:

Sec. 11.06 SOLAR ENERGY SYSTEMS

11.06.01 General:

- (a) **Intent:** The intent of these regulations is to provide suitable locations for Solar Energy Systems to meet a reasonable demonstrated need for renewable energy land uses while providing regulations that limit the impact of these facilities as follows:
- (1) Protect public health, safety, welfare and quality of life by minimizing the potential adverse impacts of a solar energy system.
 - (2) To ensure the compatibility of land uses in the vicinity of the solar energy system.
 - (3) Protect the aesthetic quality of the natural, rural open spaces of the Township and to mitigate adverse impacts to agricultural lands, natural and environmentally-sensitive areas, and developed residential areas; and to preserve scenic views and cultural heritage.
 - (4) Protect neighboring property owners from glare, noise and safety impacts.
 - (5) Protect native vegetation, wildlife and pollinator habitat.
 - (6) To establish standards and procedures by which the siting, design, construction, operation, monitoring, modification, and removal of such systems shall be governed.
 - (7) Land considered for utility solar energy systems shall be within reasonable proximity to an electrical substation and electrical transmission lines to limit potential impact on other areas and uses within the Township.
- (b) **Definitions:**

- (1) **Abandonment:** Any solar energy system or facility that is no longer producing power.
- (2) **Building Integrated Photovoltaics (BIPVs):** A private solar energy system that is integrated into the structure of a building (rather than a separate mechanical device), replacing or substituting for an architectural or structural component of the building. Building integrated systems include but are not limited to photovoltaic or hot water solar energy systems that are contained within roofing materials such as solar roof tiles or solar shingles, windows, skylights and awnings.
- (3) **Decommission:** To remove or retire a solar energy system or facility from active service.
- (4) **Ground-Mounted Solar Energy System:** A private or utility solar energy system that is not attached to or mounted on any roof or exterior wall of any principal or accessory building.
- (5) **Height:** The height of a solar energy system, measured vertically from the adjacent grade to its highest point at maximum tilt.
- (6) **Inhabited Structure:** Any existing structure usable for living or non-agricultural commercial purposes, including, but not limited to: working, sleeping, eating, cooking, recreation, office, office storage, or any combination thereof. An area used only for storage incidental to a residential use, including agricultural barns, is not included in this definition. If it is not clear by this definition, the Zoning Administrator shall make a determination of any structure regarding whether or not it is inhabited.
- (7) **Maximum Tilt:** The maximum angle of a solar array (i.e., most vertical position) for capturing solar radiation as compared to the natural or unaltered ground or topography upon which the solar array is installed.
- (8) **Minimum Tilt:** The minimal angle of a solar array (i.e., most horizontal position) for capturing solar radiation as compared to the natural or unaltered ground or topography upon which the solar array is installed.
- (9) **Non-Participating Property:** A property that is not subject to a Utility Solar Energy Facility lease or easement agreement at the time an application is submitted for a Special Land Use for the purposes of constructing a Utility Solar Energy Facility.
- (10) **Participating Property:** A property that participates in a lease or easement agreement, or other contractual agreement, with or that is owned by an entity submitting a Special Land Use Permit application for the purpose of developing a Utility Solar Energy Facility.
- (11) **Photovoltaic Array (PV Array):** A device designed to collect and transform solar energy into electricity.
- (12) **Private Solar Energy System:** A Solar Energy System used exclusively for private purposes with the purpose primarily of generating electricity for the principle use on the site and not used for commercial resale of energy, except for the sale of surplus electrical energy back to the electrical grid.

- (13) **Repowering:** Replacing or upgrading Solar Energy System to increase power rating of panels or Solar Energy System accessory structures within the approved project footprint. This does not apply to regular maintenance.
 - (14) **Roof or Building-Mounted Solar Energy System:** A private solar energy system that is attached to or mounted on any roof or exterior wall of any principal or accessory building but excluding BIPVs.
 - (15) **Solar Energy System:** Any part of a system or device designed to collect or store solar radiation or energy for the purpose of transforming it into any other form of usable energy or electricity, including the collection and transfer of heat created by solar energy to any other medium by any mean which may include but is not limited to, PV arrays, racks, inverters, transformers, wiring, batteries, and electrical system components.
 - (16) **Solar Farm:** See Utility Solar Energy Facility.
 - (17) **Utility Solar Energy System or Facility:** A Solar Energy System where the principal design, purpose, or use of such system is to provide energy to off-site uses or the wholesale or retail sale of generated electricity to any person or entity.
- (c) **General Provisions:** Solar Energy Systems shall comply with the standards below:
- (1) All Solar Energy Systems shall be permanently and safely attached to the building or structure or to the ground and must conform to the provisions of this Ordinance and all County, State, and Federal regulations, and safety requirements, including applicable building codes and applicable industry standards, including those of the American National Standards Institute (ANSI).
 - (2) Solar Energy Systems shall be installed, maintained and used only in accordance with the manufacturer's directions. Upon request, a copy shall be submitted to the Township or building official prior to installation. The Township may inspect the completed installation to verify compliance.
 - (3) If an applicant or operator of a Solar Energy System fails to comply with this Ordinance, the Township, in addition to any other remedy under this Ordinance, may revoke any approvals after giving the applicant notice and an opportunity to be heard. Additionally, the Township may pursue any legal or equitable action to abate a violation and recover any and all costs, including the Township's actual attorney fees and costs.

11.06.02 Private Solar Energy System:

- (a) Private Solar Energy Systems shall be permitted as an accessory use in all zoning districts, subject to the following:
 - (1) **Administrative Review.** A land use permit from the Township is required for the installation of any private solar energy system. The applicant is responsible for contacting the building department to determine if a Private Solar Energy System requires a building permit. The application must include:

- a. A site plan depicting setback, panel size and location, wiring location, lot coverage, location of property lines, buildings, structures, fences, greenbelts, and road right of ways. The site plan must be drawn to scale.
 - b. Photographs of the property's existing condition.
 - c. Renderings or catalogue cuts of the proposed solar energy equipment.
 - d. A certificate of compliance demonstrating that the system has been tested and approved by Underwriters Laboratories (UL) or other approved independent testing agency acceptable to Township.
 - e. A copy of the manufacturer's installation directions.
- (2) The exterior surfaces of solar energy systems shall be generally neutral in color and substantially non-reflective of light. A unit may not be installed or located so that sunlight or glare is reflected into neighboring uses or onto adjacent streets.
 - (3) Solar energy systems shall be located in the least visibly obtrusive location where panels would remain functional.
 - (4) Batteries associated with Private Solar Energy Systems must be located within a secured container or enclosure.
 - (5) Solar energy systems that are damaged or are no longer in use for a period of one (1) year shall be replaced or removed by the property owner within six (6) months of the date of damage or abandonment.
 - (6) Signage shall be provided in a visible location with disconnection procedures for emergency first responders.
 - (7) All power transmission lines, wires, or conduits from a ground-mounted Private Solar Energy System to any building or other structure shall be located underground.

11.06.03 **Ground Mounted Private Solar Energy System.** Ground Mounted Private Solar Energy Systems are permitted in all zoning districts as an accessory use, subject to the following:

- (a) Ground Mounted Private Solar Energy Systems are subject to special land use review except small residential accessory systems which occupy less than 500 square feet in area are subject to administrative review of a land use permit pursuant to Section 11.06.02(a)(1).
- (b) **Location.** Ground Mounted Private Solar Energy System shall only be located in the non-required rear or side yard for principal buildings in the zoning district in which it is located. The unit may be located in the front yard only if permitted by the Planning Commission provided that the unit is no less than two-hundred (200) feet from the front lot line.
- (c) **Size.** The total combined area of all Ground Mounted Private Solar Energy System must not exceed one (1) percent of the size of the lot with a maximum of 2,500 square feet.

- (d) Lot Coverage. The total area of ground-mounted solar energy collectors shall be included in the calculation of maximum permitted lot coverage for impervious surface.
- (e) Height. 16 feet maximum, measured from the natural grade below the unit to the highest point when oriented to maximum tilt.
- (f) All power transmission lines, wires, or conduits from a ground-mounted Private Solar Energy System to any building or other structure shall be located underground.
- (g) Screening. Greenbelt screening is required around any Ground Mounted Private Solar Energy System and around any equipment associated with the system to obscure, to the greatest extent possible, the Solar Energy System from adjacent residences. The greenbelt shall consist of shrubs, trees, and other non-invasive plant species that provide a visual screen. All landscaping shall be maintained in a healthy, neat and orderly state free from refuse and debris. Any dead or diseased plants shall be removed and replaced within six (6) months. In lieu of a planting greenbelt, a decorative fence may be used if approved by the Planning Commission. Fences shall be installed and maintained free from defects, safety hazards and collapse, and shall be kept in good repair.

11.06.04 **Building Integrated Photovoltaics.** Private solar energy system BIVPs shall be permitted in all zoning districts and shall be subject to the zoning regulations applicable to the structure or building to which they are integrated. BIVP's must comply with the general provisions of 11.06.01(c).

11.06.05 **Roof or Building Mounted Private Solar Energy Systems:**

- (a) Weight and Installation: A roof or building mounted unit shall be only of such weight as can safely be supported by the structure. Proof thereof, in the form of certification by a professional engineer or other qualified person, shall be submitted to the Township prior to installation.
- (b) Application: Applications for building and roof mounted solar energy systems must include horizontal and vertical elevation drawings that show the location and height of the system on the building and the dimensions of the system.
- (c) Location: Wall-mounted units shall not be located on the front yard elevation wall of a building.
- (d) Height:
 - (1) Wall-mounted units shall not exceed the height of the building wall to which they are attached.
 - (2) A roof-mounted system shall not project more than three (3) feet above the highest point of the roof and shall not exceed the maximum building height for the zoning district in which it is located.
- (e) Extension: A solar energy collector that is mounted on a building in an area other than the roof shall not extend vertically beyond the wall on which it is mounted and shall not extend more than twelve (12) inches beyond the wall on which it is mounted and may not extend into a required yard.

11.06.06 Utility Solar Energy System or Facility

- (a) **Intent and Purpose.** The intent and purpose of this Section is to establish standards for the siting, installation, operation, repair, decommissioning, and removal of Utility Solar Energy Systems or Facilities; establish the process for the reviewing and permitting of such facilities; protect the health, welfare, safety, and quality of life of the general public; and ensure compatibility with land uses in the vicinity of the areas affected by such facilities.
- (b) **Locational Requirements.** Utility Solar Energy Systems or Facilities are permitted by special land use in the Industrial (IND) and Planned Industrial (PID) Districts. Utility solar energy systems and facilities are not permitted on property enrolled in the Farmland and Open Space Preservation Act, being in PA 116, of 1974, now codified in Part 361 of the Natural Resources and Environmental Protection Act, PA 451 of 1974, as amended.
- (c) **Application Requirements.** An applicant proposing a Utility Solar Energy System or Facility must comply with the Special Land Use requirements of Article 19 and the Site Plan review requirements of Article 18. The information, plans, documents, and other items identified as application requirements in this ordinance, including the site plan and special land use permit, are substantive requirements for obtaining approval for a Utility Solar Energy System or Facility. The Planning Commission will review the sufficiency of the application materials. If the Planning Commission determines that the substance of any application item is insufficient to protect the public health, safety, and welfare, the Planning Commission may deny approval on that basis. In addition, the applicant for a Utility Solar Energy System of Facility shall provide the Township with all of the following:
 - (1) **Applicant Identification.** The name of the applicant, any parent company or subsidiary of the parent company, along with any “doing business as” of the parent company along with address in full. A statement that the applicant is the owner involved or is acting on the owner's behalf. The address of the property involved in the application (substitution may include a legal description and parcel identifications number(s)), and any additional contact information. Each application for a Utility Solar Energy Facility shall also be dated to indicate the date the application is submitted to the Township.
 - (2) A complete copy of the agreement including all exhibits and attachments between the applicant and the utility company that will be purchasing electricity from the proposed Utility Solar Energy System or Facility.
 - (3) An affidavit or evidence of an agreement between the lot owner or operator confirming the owner or operator has the permission of the property owner to apply for the necessary permits for construction and operation of Utility Solar Energy System or Facility.
 - (4) **Parcel Numbers.** A list of all parcel numbers that will be used by the Utility Solar Energy System or Facility including applicable attachments, establishing ownership of each parcel, with all lease agreements, easements, or purchase agreements for the subject parcels.

- (5) Project Description. A general description of the proposed project including a legal description of the property or properties on which the project would be located and an anticipated construction schedule.
- (6) Insurance. Proof of the general liability insurance to cover the Utility Solar Energy Facility, the Township, and the Landowner.
- (7) Certifications. Certification that applicant will comply with all applicable state and federal laws and regulations.
- (8) Compliance with the County Building Code and the National Electric Safety Code. Construction of a Utility Solar Energy System or Facility shall comply with the National Electric Safety Code and the County Building Code (as shown by approval by the County) as a condition of any Special Land Use Permit under this section. In the event of a conflict between the County Building Code and National Electric Safety Code (NESC), the NESC shall prevail.
- (9) Operations and Maintenance Agreement. This agreement shall include landscaping upkeep, regular checks, and maintenance with a detailed description of operations and parameters including anticipated regular and unscheduled maintenance and the hours maintenance will take place, the name and contact information of the certified operator, the applicant's equipment maintenance and repair plan, the applicant's inspection protocol, and general safety documentation as well as consequences and penalties for noncompliance. This agreement shall attach copies of manufacturer's directions and/or instruction manuals for installing, maintaining and using the Utility Solar Energy System or Facility.
- (10) Hazardous Waste Plan. A plan for managing hazardous waste shall be provided. This plan shall include Manufacturers' Safety Data Sheets (MSDS) and documentation of the type, quantity and storage procedures of all materials used in the operation of all equipment.
- (11) Environmental Impact: Copy of the Environmental Impact Assessment meeting the requirements of 11.06.05(c)(36)(f) section and those of Section 18.07.
- (12) Sound modeling study including sound isolines extending from the sound sources to the property lines and indicating compliance with the requirements of 11.06.05(c)(36)(h).
- (13) Wildlife Impact: A wildlife impact study, including an analysis of the impact on the properties within one mile of the project and meeting the requirements of 11.06.05(c)(36)(e).
- (14) A ground cover vegetation establishment and management plan shall be provided and shall meet the requirements of 11.06.05(c)(36)(i).
- (15) A groundwater analysis performed by a certified hydrogeologist or other qualified environmental expert of all parcels in the participating property shall be provided.

- (16) Glare Study: An analysis by a third-party qualified professional acceptable to the Township to determine if glare from the Utility-Scale Solar Energy System will be visible from nearby residents and roadways. If required, the analysis will consider the changing position of the sun throughout the day and year and its influences on the utility-scale solar energy system.
- (17) Stormwater Study: An analysis by a third-party qualified professional acceptable to the Township studying the proposed layout of the Utility-Scale Solar Energy System and how the spacing, row separation, and slope affects stormwater infiltration, including calculations for a 100-year rain event. Percolation tests or site-specific soil information must be provided to demonstrate infiltration on-site without the use of engineered solutions.
- (18) Visual Impact Assessment Analysis. A technical analysis by a third party qualified professional of the visual impacts of the proposed project, including a description of the project, the existing visual landscape, and important scenic resources, plus visual simulations that show what the project will look like (including proposed landscape and other screening measures) a description of potential project impacts, and mitigation measures that would help to reduce the visual impacts created by the project and documented on the site plan.
- (19) Decommissioning and Land Reclamation Plan: This plan shall describe the actions to be taken following the abandonment or discontinuation of the Utility Solar Energy System or Facility, including evidence of proposed commitments with property owners to ensure proper final reclamation, repairs to roads, and other steps necessary to fully remove the system or facility and restore the subject parcels to a native state. This plan shall include the format of a financial security to be applied to the decommissioning process. This plan shall also comply with the requirements of Section 11.06.05(c)(37).
- (20) Complaint Resolution Protocol: A plan for resolving complaints from the public or others concerning the construction and operation of the Utility Solar Energy System or Facility. This plan shall comply with the requirements as provided in Section 11.06.05(c)(38).
- (21) Emergency Action Plan: Copy of a plan for the actions to be taken in event of an emergency. The emergency action plan must include a fire suppression plan, including the technology to be used and the training and equipment to be provided to Township or other firefighters before the facility becomes operational. The emergency action plan must include plans for immediate cleanup and long-term aftermath efforts following an emergency.
- (22) Proof of approval by Livingston County, Road Commission, and Drain Commission.
- (23) The applicant must also obtain a permit from the Livingston County Road Commission or Michigan Department of Transportation (MDOT) for permission to connect access roads to existing County or State roads and from the Livingston County Drain Commission for any culverts or other drainage facilities.
- (24) Proof that the Applicant and/or its contractor has informed the Livingston County Road Commission (LCRC) and the Township of all the roads they propose to use as haul

routes to each construction (including repair and decommissioning) site. This shall be done prior to beginning any construction (or decommissioning) at any site. A third-party road inspector will be retained, with mutual approval of the Township, the Applicant, and the LCRC or the Michigan Department of Transportation (MDOT) if a state highway is involved. The road inspector will determine any precautions to be taken (including videotaping and physical inspections) during the process to determine any damage that may be caused by Applicant's contractor(s), and then determine the appropriate road standards and measures to be taken to repair the damage. The cost of the third-party road inspector and/or any other required third-party assistance, and of all repairs necessitated to restore the roads [and related property which may be damaged by the contractor(s)], shall be the responsibility of the Applicant and/or their contractor, and shall in no case be the responsibility of the Township.

- (25) Anticipated construction schedule including timeline to completion and scope of work.
- (26) A complete description of the proposed technology to include type of solar panel and system, maximum height, fixed mounted versus tracking, number of panels and angles of orientation.
- (27) Current ground and aerial photographs and video of the entire development area prior to construction.
- (28) Proof of environmental compliance, including compliance with Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act; (MCL 324.3101 et. seq.; Part 91, Soil Erosion and Sedimentation Control (MCL 324.9101 et. seq.) and any corresponding County ordinances; Part 301, Inland Lakes and Streams, (MCL 324.30101 et. seq.); Part 303, Wetlands (MCL 324.30301 et. seq.); Part 365, Endangered Species Protection (MCL324.36501 et. seq.); and any other applicable laws and rules in force at the time the application is considered by the Township.
- (29) An attestation that the applicant will indemnify and hold the Township harmless from any costs or liability arising from the approval, installation, construction, maintenance, use, repair, or removal of the Solar Energy System. The Township shall be named as an additional insured for such indemnity under 11.06.05(c)(36)(l).
- (30) Airport Review: Any Solar Energy System must be reviewed using the current Solar Glare Hazard Analysis Tool (SGHAT) available through Sandia National Laboratories or a commercially available equivalent. The SGHAT will be used to ensure that airports and those that use them will not be affected by unwanted visual or ocular impacts. The process is designed to save costs and increase public safety.
 - a. The Study shall determine if there are any potential adverse effects on any registered airfield within ten miles of the project. Effects noted, but not exclusively, should include any possible decreased safety and utility.
 - b. In addition, all proposed solar facilities must obtain a Determination of No Hazard (DNH) from the Federal Aviation Administration (FAA). A DNH

does not eliminate the need for the SGHAT study nor does it in any way eliminate the standard for glare on roadways or non-participating parcels.

- c. The DNH must be obtained prior to breaking ground on any portion of the Solar Energy System.
 - d. No Solar Energy System that impacts safety or utility of any registered airfield shall be permitted.
- (31) Any other relevant studies, reports, certificates, or approvals as may be reasonably required by the Planning Commission.
- (32) Site Plan Requirements shall be submitted meeting the requirements of Section 18.04 and in addition, shall also include the following:
- a. The approximate height, and dimensions of all existing structures, existing parcel drainage tile layouts, water bodies, waterways, floodplains, landscaping, and fencing, on the parcels planned for Solar Energy installation including other parcels within one thousand (1000) feet of the project's boundaries.
 - b. Documentation of existing vegetation, floodplains and regulated and/or endangered species.
 - c. Indication of how and where the system will be connected to the power grid.
 - d. Photometric plan meeting the requirements of Section 12.03.07.
 - e. Plan(s) showing the location of proposed Utility Solar Energy System or Facility including panels, equipment, transformers, inverters, fencing, underground and overhead wiring (including the depth of underground wiring), new drainage facilities (if any), access drives (including width), substations and accessory structures, along with a note indicating where any trees measuring over 2.5 feet in diameter within six inches of grade are to be removed.
 - f. Plan for ground cover establishment and management.
 - g. Plan for providing wildlife corridor that provides access for wildlife to navigate through the project.
 - h. Security plan detailing measures to prevent unauthorized trespass and access during the construction, operation, removal, maintenance, or repair of the Utility Solar Energy System or Facility.
 - i. Application Fee. Review fees shall be submitted for a Special Use application and Site Plan Review application. If requested by the Planning Commission, the applicant shall provide an escrow fee to the Township in the amount specified by the Zoning Administrator to cover the costs associated with but not limited to independent review by experts.

(33) Site Requirements.

- a. The site shall be at least twenty (20) acres.
- b. The site may consist of a single participating property or multiple participating properties.
- c. The site and all fenced compounds shall have access described below.
 - i. There shall be direct access from a public road or an access easement with a maximum length of one thousand (1,000) feet and a width of at least thirty-three (33) feet.
 - ii. Access drives shall be paved with a permanent, durable and dustless surface and shall be graded and drained to dispose stormwater without negatively impacting adjacent property. The Township Board, following a recommendation of the Planning Commission and the Township Engineer, may approve a gravel surface for low intensity use drives, upon a finding that neighboring properties and the environment will not be negatively impacted and that the surface is sufficient to support fire apparatus and provide access at all times of the year.
- d. Utility Solar Energy Systems (including all solar panels, components, equipment and related accessory structures) must be set back at least one hundred (100) feet from the property line of any Non-Participating Property at the time of application. If a single Utility Solar Energy System is located on more than one lot, or if the adjacent parcel is owned by the same owner as the property on which the Utility Solar Energy System is located, then the Planning Commission may eliminate the lot-line setbacks of this subsection for the lot lines shared by those lots. All property in the setback areas, shall be maintained as defined in a maintenance setback plan acceptable to the Township.
- e. Utility Solar Energy Systems must be set back at least one hundred (100) feet from the edge of any road or rail right-of-way, wetland, shoreline, river, wellhead protection area or drain easement. The Planning Commission may increase this setback requirement up to 200 feet if the Planning Commission determines that such a setback is necessary to protect the public health, safety, and welfare.
- f. Utility Solar Energy Systems must be set back at least five hundred (500) feet from non-participating residential dwellings, churches or religious institutions, schools, family or group child day-care homes, bed and breakfast establishments, residential facilities, and any other residence or inhabited structure.
- g. The height of the Utility Solar Energy System and any mounts, buildings, accessory structures, and related equipment must not exceed sixteen (16) feet when oriented at maximum tilt. Lightning rods shall not exceed 20 feet in height and shall not be any greater than necessary to protect the Utility Solar Energy System from lightning.

- h. The ground mounting of panels must be by screw or a similar system that does not require a footing, concrete, or other permanent mounting, to minimize soil compaction. No pounding of panel posts is permitted.
 - i. Permits. All required county, state, and federal permits must be obtained before commencement of construction of the Utility Solar Energy System.
- (34) Buffer and Screening Requirements. Greenbelt screening is required around any Utility Solar Energy System and around any equipment associated with the system to obscure, to the greatest extent possible. There shall be a landscape buffer at least fifty (50) feet wide along the exterior of the fenced compound with plantings required as described below.
- a. Where adjacent to a residential use or zoning district, the buffer shall include an eight (8) foot tall landscaped berm upon which the required landscaping will be placed.
 - b. An evergreen buffer shall contain two rows of staggered evergreen trees planted not less than twelve (12) feet apart trunk to trunk, and the two rows shall be ten (10) ft apart. The buffer shall also include native shrubs planted with spacing of not more than six (6) feet apart on center. The Township may consider an alternative landscape buffer as a part of the special land use approval provided the alternative provides adequate screening.
 - c. Evergreen plantings shall be least eight (8) feet tall at time of planting, measured from the top of the root ball to the base of the leader (not including the height of the leader) and must be a species that can reasonably be expected to reach a height of ten (10) feet within three (3) growing seasons.
 - d. Native shrub plantings shall be a least two (2) feet tall at the time of planting measured from the top of the root ball to the top of the shrub.
 - e. The trees may be trimmed but must maintain a height of at least eighteen (18) feet.
 - f. The overall landscape plan shall not contain more than 33% of any one plant species. The use of trees native to the area, and mixture of trees from the same species association, is encouraged.
 - g. Good arboricultural techniques shall be followed with respect to vegetation, including but not limited to, proper pruning, proper fertilizing, and proper mulching, so that the vegetation will reach maturity as soon as practical and will have maximum density in foliage. Dead or diseased vegetation shall be removed and must be replanted in a manner consistent with this Section at the next appropriate planting time.
 - h. The Planning Commission may waive or reduce the above requirements if equivalent screening is provided by existing or planned parks, parkways,

recreation areas, or by existing woodlands on the lot, and topographic or other natural conditions.

(35) Appearance. The exterior surface of the Utility Solar Energy System must be generally neutral in color and substantially non-reflective of light.

(36) Performance Standards:

- a. Utility Solar Energy Systems or Facilities shall be designed, constructed, operated, and maintained in compliance with all applicable provisions of local, state, and federal laws and regulations.
- b. PV Array Components: PV array components shall be approved by the Institute of Electrical and Electronics Engineers (IEEE), Solar Rating and Certification Corporation (SRCC), Electronic Testing Laboratories (ELL), or other similar certification organization if the similar certification organization is acceptable to the Township.
- c. Fencing: If regulations require fencing, the Utility Solar Energy System or Facility compounds may be completely surrounded by a fence designed to prevent unauthorized access.
 - i. The fence shall be at least seven (7) feet tall without barbed wire and posts shall extend at least thirty-six (36) inches into the ground.
 - ii. Gate posts and corner posts shall have a concrete foundation.
 - iii. The fence shall be a woven agricultural-style fence or other design as approved by the Planning Commission.
 - iv. Gates shall be provided at all access points, unless otherwise permitted or approved. Gates for vehicular access shall be approved by the Fire Authority.
 - v. Gates shall be the same height and constructed of the same material as the fencing. Access, such as knock box, shall be provided for emergency responders.
 - vi. The Township may require or allow a fence design to allow for the passage of wildlife upon a finding that adequate access control and visual screening will be preserved.
 - vii. Alternate fencing may be approved by the Township upon a finding that the alternative provides adequate access control and visual screening.
- d. Safety:
 - i. All collection system wiring shall comply with all applicable safety and stray voltage standards.

- ii. All electrical connection systems and lines from the Utility Solar Energy System or Facility to the electrical grid connection shall be located and maintained a minimum of six (6) feet underground within and adjacent to the site.
- iii. All access gates and doors to Utility Solar Energy System or Facility compounds and electrical equipment shall be lockable and kept secured at all times when service personnel are not present.
- iv. The applicant or owner shall be responsible for maintenance of the access roads.
- v. The manufacturers or installer's identification and appropriate warning signs shall be posted on or near solar panels in a clearly visible manner.
- vi. Fire suppression plans and Safety Data Sheets shall be kept on-site and be accessible for emergency responders.
- vii. The applicant will provide an unredacted copy of the manufacturer's safety manual for each component of the Utility Solar Energy System without distribution restraints to be kept at the Township Hall or other locations deemed necessary by Planning Commission or local first responders. The Manual should include standard details for an industrial site such as materials, chemicals, fire, access, safe distances during system or facility failure, processes in emergencies, etc.
- viii. The Township shall have the right upon issuing any Solar Energy System or Facility special use permit to inspect the premises on which each system is located at any reasonable time. The Township may hire a consultant to assist with any such inspections at a reasonable cost to be charged to the operator of the Solar Energy System or Facility.
- ix. Advertising or non-project related graphics shall be prohibited. This exclusion does not apply to signs required by this Ordinance.
- x. Signs shall be posted at entrances to Utility Solar Energy System or Facility compounds containing emergency contact information, operator contact information, and complaint resolution information. The Township may require additional signs with this information on the fence surrounding the compound. These signs shall be maintained and the information shall be kept current.
- xi. The Utility Solar Energy System or Facility owner, operator, and property owner shall be responsible, jointly and severally, for mitigating erosion, flooding, and all other environmental impacts resulting from the Utility Solar Energy System or Facility.
- xii. The Utility Solar Energy System or Facility owner, operator, and property owner shall be responsible, jointly and severally, for making

repairs to any public roads, drains, and infrastructure damaged by the construction of, use of, or damage to, a Utility Solar Energy System or Facility. Any solar panel damaged beyond repair or use must be removed from the project site within five days and must be disposed of off-site in accordance with any state or federal requirements.

- xiii. Utility Solar Energy Systems or Facilities shall not have any on-site battery storage systems for the sale of stored energy.
 - xiv. Plants or grasses not part of the buffer area shall be maintained not to exceed a height of twelve (12) inches. The Township may approve a taller height upon a finding that it will not result in a nuisance.
- e. Wildlife Impact:
- i. The applicant shall have a third-party qualified professional, acceptable to the Township, conduct an analysis to identify and assess any potential impacts on wildlife and endangered species. The applicant shall take appropriate measures to minimize, eliminate, or mitigate adverse impacts identified in the analysis. The applicant shall identify and evaluate the significance of any net effects or concerns that will remain after mitigation efforts.
 - ii. Sites requiring special scrutiny include wildlife refuges, other areas where birds are highly concentrated, bat hibernacula, wooded ridge tops that attract wildlife, sites that are frequented by federally or state listed endangered species of birds and bats, significant bird migration pathways, and areas that have landscape features known to attract large numbers of raptors.
 - iii. At a minimum, the analysis shall include a thorough review of existing information regarding species and potential habitats in the vicinity of the project area. Where appropriate, surveys for bats, raptors, or general avian use should be conducted. The analysis shall include the potential effects on species listed under the federal Endangered Species Act and Michigan's Endangered Species Protection Law. The applicant shall follow all pre-construction and post-construction recommendations of the United States Fish and Wildlife Service.
 - iv. The analysis shall indicate whether a post-construction wildlife mortality study will be conducted and, if not, the reasons why such a study does not need to be conducted. Power lines should be placed underground, when feasible, to prevent avian collisions and electrocutions. All above-ground lines, transformers, or conductors should follow any Avian Power Line Interaction Committee (APLIC, <http://www.aplic.org/>) guidelines to prevent avian mortality.
- f. Environmental Impact:

- i. The applicant shall have a third-party qualified professional, acceptable to the Township, conduct an analysis to identify and assess any potential impacts on the natural environment including, but not limited to, wetlands and other fragile ecosystems, historical and cultural sites, and antiquities. The applicant shall take appropriate measures to minimize, eliminate, or mitigate adverse impacts identified in the analysis.
 - ii. The applicant shall identify and evaluate the significance of any net effects or concerns that will remain after mitigation efforts. The applicant shall comply with applicable parts of the Michigan Natural Resources and Environmental Protection Act (Act 451 of 1994, MCL 324.101 et seq.) including but not limited to Part 31 Water Resources Protection (MCL 324.3101 et seq.), Part 91 Soil Erosion and Sedimentation Control (MCL 324.9101 et seq.), Part 301 Inland Lakes and Streams (MCL 324.30101 et seq.), Part 303 Wetlands (MCL 324.30301 et seq.), Part 323 Shoreland Protection and Management (MCL 324.32301 et seq.), Part 325 Great Lakes Submerged Lands (MCL 324.32501 et seq.), and Part 353 Sand Dunes Protection and Management (MCL 324.35301 et seq.).
- g. Spacing. Utility Solar Energy Systems or Facilities shall be at least two thousand five hundred (2,500) feet from any adjacent, existing Utility Solar Energy System or Facility.
- h. Noise. The noise generated by a utility-scale solar energy system must not exceed the following limits:
- i. Forty (40) Dba Lmax, as measured at the lot line of the project property.
 - ii. Thirty-Five (35) Dba Lmax, as measured at the lot line of the project property, between the hours of 9:00 p.m. and 7:00 a.m.
 - iii. In addition to the above limitations, a sound barrier of a solid decorative masonry wall or evergreen tree berm, with trees spaced not less than 10 feet apart, must be constructed to reduce noise levels surrounding all inverters. The berm must be no more than ten (10) feet from all inverters, must be at least as tall as all inverters but not more than three (3) feet taller than the height of all inverters.
 - iv. The noise level by a Utility Solar Energy Facility must be inspected every three (3) years, at the operator's expense, by an auditory expert to ensure compliance with these noise requirements. Copies of the inspection reports shall be provided to the Township.
- i. Groundcover. Utility Solar Energy Facilities shall include the installation of at least one (1) of the following types of dual use perennial ground cover vegetation to promote ecological benefits. The perennial ground cover vegetation shall be maintained for the duration of operation until the site is decommissioned.

- i. Pollinator habitat with a score of at least seventy-six (76) on the Michigan Pollinator Habitat Planning Scorecard for Solar Sites (www.pollinators.msu.edu);
 - ii. Conservation cover focused on restoring native plants, grasses, or prairie with the aim of protecting specific species, such as bird habitat, or providing specific ecosystem services, such as carbon sequestration or improving soil health;
 - iii. Incorporation of rotational livestock grazing and forage production as part of an overall vegetative maintenance plan; or
 - iv. Raising crops for food, fiber, or fuel and generating electricity within the site to maximize land use.
 - v. The Township may approve or require alternative ground cover upon finding it is not feasible to provide groundcover as defined above.
 - vi. All groundcover must be native plants with substantial root system to support soil. Turf grass is not permitted as ground cover.
 - vii. Invasive species and noxious weeds are not permitted and must be removed in a timely manner.
- j. Lighting. Lighting shall be limited to inverter or substation locations only and shall comply with 14.04(E) Lighting.
 - k. Emergency Action Plan; Emergency Training. Before the Utility Solar Energy System or Facility is operational, it must provide the necessary training, equipment, or agreements specified in the application to Township or other emergency personnel.
 - l. General Liability Insurance; Bonding Requirements; Escrow Requirements.
 - i. Utility Solar Energy Systems or Facilities shall have and maintain general liability insurance of at least ten million (\$10,000,000.00) dollars. The Township may require a higher amount for larger projects and may allow for a lesser amount for smaller projects upon a finding that the alternate amount is more consistent with the likely risk.
 - ii. In addition, In order to assure the funds will be available to perform all road repairs required under this ordinance, the Applicant will be required to post financial security acceptable to the Township, in the form of: a) a surety bond from a surety listed as acceptable on the Federal Surety Bond circular 570 of the U.S. Department of Treasury; or b) an acceptable letter of credit; or c) an escrow account established in a financial institution licensed in the State of Michigan. The amount of the security shall be a minimum of one million two hundred fifty thousand dollars (\$1,250,000), but this amount may be increased if the third-party consultant determines the amount needed for road repairs is

greater than this amount. The bond (or other security) shall only be released (in whole or part) when the Township Board, in consultation with LCRC and the third-party inspector, determines that all required road work has been completed and approved by LCRC and/or MDOT.

- iii. General Maintenance Bond. The Township shall require a General Maintenance Bond to guarantee all aspects of this Ordinance are met at all times during the construction and operation of the Utility Solar Energy System. At the time of the Special Use application, the Applicant shall submit two third-party contractor bids for construction of all fencing, landscaping, and drainage improvements associated with the Utility Solar Energy System, and the bond shall be the higher of the two bids. The Township may use the bond to repair any landscaping, fencing, drainage infrastructure (including drainage tiles), and/or to correct any ongoing violation of this Ordinance, in the event that the facility fails to adequately maintain the required site improvements, or fails to make operational changes to correct an operational violation.
- iv. The Applicant shall be required, as a condition of the operation, to fund an escrow account for investigation of complaints for, but not limited to glare, stray voltage, noise, and signal interference in the amount of \$15,000.00 to be used at the discretion of the Township Board to pay for third party investigative services, the provider of which shall be chosen by the Township. Such funds shall be deposited with the Township Treasurer, or with a third-party fiduciary, at the discretion of the Township. When the escrow account balance is below \$5,000.00 the Township shall notify the Applicant and the Applicant shall replenish the account to the amount of \$15,000.00 within 45 days.
- m. Repowering or Modifications. Any modifications of an approved site plan that are made after the initial date of approval, including an expansion of project, shall be resubmitted to the Township Planning Commission for review at an additional fee based upon current fee schedule. Any changes of the approved site plan, subject to this Ordinance as it exists at time of application, will require a new site plan application and review, including reconfiguration of arrays, updating current technology, and Solar Energy Facility infrastructure.
- n. The Applicant must submit an attestation that the Applicant will indemnify and hold the Township harmless from any costs or liability arising from the approval, installation, construction, use, maintenance, repair, or removal of the Utility Solar Energy System.
- o. Prior to the start of construction, any existing drain tile must be inspected by robotic camera and the imagery submitted to the township for baseline documentation on tile condition. Any damage shall be repaired, and a report submitted to the landowner and Township. While the facility is in operation, the owner or operator must reinspect the drain tiles every three years by robotic camera for any damage and must repair any damage within 60 days of discovery. The owner or operator must report the inspection, along with any damage and repair, to the Township within 90 days after each three-year

deadline. The Township reserves the right to have the Building Inspector or other agent present at the time of repair. Solar panel support structures and/or foundations shall be constructed to preserve any drainage field tile or system.

- p. Transfer or Sale: In the event of a transfer or sale of the Facility, the new owner or operator must notify the Township within 30 days of the transfer or sale, and the Zoning Administrator shall administratively amend the permit to name the new owner or operator. Upon transfer or sale, the cash bond shall be transferred to the new owner or operator and shall be maintained at all times, the estimated costs of decommissioning shall be resubmitted, and the security bond adjusted to account for the new estimate.
- (37) Abandonment and Decommissioning: Following the operational life of the project, the Applicant shall perform decommissioning and removal of the Utility Solar Energy System or Facility and all its components and restore the site to its original conditions.
- a. The decommissioning plan shall be written to provide security to the Township for one hundred twenty-five percent (125%) of the cost to remove and dispose of all panels, wiring, and restoration of the land to its original conditions. The value of decommissioning shall be determined by a third-party financial consultant or engineer selected by the Township and paid for by the developer. The decommissioning security shall be paid in cash to the Township. Once value of decommissioning is determined, it shall be updated on a periodic basis of not less than every three (3) years and additional security may be required on the basis of the average inflation rate of the preceding three (3) years.
 - b. All abandonment and decommissioning work must be done when soil is dry or frozen to prevent compaction.
 - c. Solar energy systems that are not operated for a continuous period of twelve (12) months shall be considered abandoned and shall be subject to removal proceedings.
 - d. Solar energy systems that are damaged shall be replaced or removed within seven (7) days.
 - e. The ground must be restored to its original topography within three hundred sixty-five (365) days of abandonment or decommissioning. An extension may be granted if a good faith effort has been demonstrated and any delay is not the result of actions or inaction of the operator. An alternative topography can be approved by the Township as part of the original site plan review or later as part of decommissioning.
 - f. If land balancing is required, all top soil will be saved and spread evenly over balanced area.
 - g. An annual report shall be provided to the Zoning Administrator showing continuity of operation and shall notify the Zoning Administrator if use is to cease, prior to decommissioning, or abandonment.

- h. Continuing Obligations: Failure to keep any required financial security in full force and effect at all times while a Utility Solar Energy System or Facility exists or is in place shall constitute a material and significant violation of the Special Land Use, Special Use Permit, and this Ordinance, and will subject the Utility Solar Energy System or Facility Applicant, owner, and operator, jointly and severally, to all remedies available to the Township, including any enforcement action, civil action, request for injunctive relief, and revocation of the Special Land Use Permit.
 - i. The Applicant shall be responsible for the payment of all attorney fees and other costs incurred by the Township in the event that the structure is not voluntarily removed and the Township has to enforce removal.
- (38) Complaint Resolution. Utility Solar Energy Systems or Facilities shall provide a complaint resolution process, as described below.
- a. The site shall have signs posted with contact information to collect complaints related to the Utility Solar Energy System or Facility.
 - b. A log shall be kept by the owner or operator of all complaints received and shall be available to Township officials for review, per Township request.
 - c. The operator or its agent shall respond to complainants within ten (10) business days and shall provide notification to the Zoning Administrator.
 - d. Any resolution shall include lawful and reasonable solutions consistent with the Zoning Ordinance, which shall also be provided to the Zoning Administrator.
 - e. The operator or its assigns reserve the right to adjudicate any claims, including residential claims, in a court of competent jurisdiction. An annual report shall be submitted to the Zoning Administrator and the Township Board that details all complaints received, the status of complaint resolution, and actions taken to mitigate complaints.

SECTION 3: REPEALOR: All ordinances or parts of Ordinances in conflict herewith are repealed.

SECTION 4: 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.

SECTION 5: 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.

SECTION 6: EFFECTIVE DATE: These ordinance amendments were adopted by the Genoa Charter Township Board of Trustees at the regular meeting held August 21, 2023_ and ordered to be given publication in the manner required by law. This ordinance shall be effective seven days after publication.

On the question: “SHALL THIS ORDINANCE NOW PASS” the following vote was recorded:

Ayes:

Nays:

Absent:

I hereby approve the adoption of the foregoing Ordinance this 21st day of August, 2023.

Paulette Skolarus
Township Clerk

Bill Rogers
Township Supervisor

Township Board First Reading:	August 7, 2023
Date of Posting of Proposed Ordinance:	August 11, 2023
Date of Publication of Proposed Ordinance:	August 13, 2023
Township Board Second Reading and Adoption:	August 21, 2023
Date of Publication of Ordinance Adoption:	
Effective Date:	



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: August 16, 2023
RE: Waste Management Contract Renewal

Our current contract with Waste Management (formerly Advanced Disposal) expires on September 20, 2023. Township staff and officials have been negotiating with representatives of Waste Management to obtain the most favorable renewal terms for our residents. Since the COVID-19 pandemic, environmental service industries have experienced substantial cost increases due to the inflated cost of doing business, supply chain disruptions and the ongoing battle to recruit and retain talent. To minimize cost increases we analyzed different service options and opportunities seeking operational improvements in addition to negotiating the most economical rate. Although we could reduce costs by eliminating or reducing services, we ultimately decided that negotiating the best rate while maintaining existing services was a priority.

For your review, I've provided in the table below a summary of the proposed renewal terms. I have also attached the final renewal offer dated August 4, 2023 on the next page. I am currently working with Waste Management on a revised agreement which will be presented for your approval at the next meeting. The terms of this agreement will also necessitate a discussion regarding the Township's general fund contribution towards these costs for budgetary implications. I hope to have additional information to hand out at Monday's meeting analyzing the costs and budget impacts of this renewal.

2023 Waste Management Contract Renewal Terms:

- 5-year Agreement (improved) between the Township and Waste Management
- Bi-annual Yard Waste Drop-Off Dates INCLUDED
- Township Hall Collection INCLUDED
- Proposed Rate:

RATE (Oct. 1 - Sept. 30)	MONTHLY COST PER PARCEL	PROPOSED % RATE INCREASE
Current 2022-2023	\$16.45	
Proposed 2023-2024	\$18.00	7%
Proposed 2024-2025	\$18.90	6%
Proposed 2025-2026	\$19.85	6%
Proposed 2026-2027	\$20.84	5%
Proposed 2027-2028	\$21.88	5%

If you have questions prior to Monday night's meeting please let me know.

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



Friday, August 4, 2023

Kelly VanMarter
Manager
Genoa Township
2911 Dorr Rd
Brighton, MI 48116

Following conversations in May and July, WM has taken the Township's feedback into consideration and further adjusted the extension proposal. Please see below, noting this is the most competitive pricing and final offer we can extend to Genoa Township.

Renewal Proposal

- For the contract period starting October 1, 2023, and concluding September 30, 2028, Genoa Township will be subject to the below per household rates. **All residential services will remain consistent with the existing collection schedule.**
 - Year 1: \$18.00
 - Year 2: \$18.90
 - Year 3: \$19.85
 - Year 4: \$20.84
 - Year 5: \$21.88
- Provision of two trucks with drivers for yard waste collection events held twice annually, typically in the spring and fall, at no additional cost to the Township.
- Once weekly service of the six-yard frontload dumpster located at Genoa Township Hall at no additional cost to the Township.

WM's operations team at Whitmore Lake Hauling explored addition of a packer truck to service homes on private drives; however, we could not develop a model that would result in little to no price increase for all residents. Knowing cost is the top concern, we excluded provision of any costs for this service in the proposal.

WM is deeply committed to providing best-in-class service to our customers and the communities we call home. Thank you for the opportunity to continue providing high-quality service for Genoa Township. If you have any questions, please contact me directly.

Sincerely,

A handwritten signature in cursive script that reads "Chantell LaForest".

Chantell LaForest
Public Sector Representative, WM Great Lakes Area
clafores@wm.com | 248.534.0152