

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
November 6, 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: November 6, 2023
2. Request to approve October 16, 2023 regular meeting minutes.

Approval of Regular Agenda:

3. Consideration of a request for approval of the proposed 2024 Employee Benefit Plan as presented by Human Resources Manager, Kim Lane.
4. Consideration of recommendation for approval of special land use application, environmental impact assessment and sketch plan to allow for a proposed Bed and Breakfast located at 7854 Collingwood Drive, just west of Grand River Avenue. The request is petitioned by Nazmiye Yapici.
 - A. Disposition of Special Use
 - B. Disposition of Environmental Impact Assessment (10-31-23)
 - C. Disposition of Sketch Plan (10-31-23)
5. Request for approval to appoint Jeff Dhaenens to the Planning Commission with a term ending 11/20/24 and to re-appoint Jean Ledford to the Zoning Board of Appeals with a term ending 11/20/24 as recommended by the Township Supervisor.
6. Request for amendments to the Fiscal Year 2023-2024 budget for Fund #101 – Elections as requested by the Township Clerk as follows:
 - A. Increase line item 101-262-751-001 for Office Supplies/Equipment from \$7,950 to \$15,000.
 - B. Increase line item 101-262-901-001 for Application Postage from \$4,650 to \$8,000.
 - C. Increase line item 101-262-901-002 for Ballot Postage from \$4,650 to \$6,000.
7. Ratification of the Township Supervisor signing and delegating to the Township Manager the authority to sign all documents to complete the acquisition of parcels 4711-14-300-018; 4711-14-400-006; 4711-23-100-001; and 4711-23-100-002.

8. Request for approval of the 2024 Township Schedule of Meetings and Holiday Schedule.
9. Request for approval of **Resolution 231106** to establish the 2023 Regular Meeting Dates for the Board of Trustees. (roll call)
10. Request for amendment to the Fiscal Year 2023-2024 budget for Fund 202 – SAD Roads and Lakes to increase the Homestead Road annual maintenance expenses line item #202-478-802-000 from \$6,100 to \$13,508 for one-time culvert removal and repair.
11. Review of Fiscal Year 2023-2024 Second Quarter budget to actual report.

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

BOARD PACKET

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

MEETING DATE: November 6, 2023

All information below through November 1, 2023

TOWNSHIP GENERAL EXPENSES	\$	126,938.20
October 27, 2023 Bi Weekly Payroll	\$	123,183.19
OPERATING EXPENSES DPW (503 FN)	\$	21,598.26
OPERATING EXPENSES Oak Pointe (592FN)	\$	75,252.30
OPERATING EXPENSES Lake Edgewood (593FN)	\$	27,656.56
TOTAL	\$	<u>374,628.51</u>

FNBCK Check Register

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
10/12/2023	38471	DIANA LOWE	962.34
10/12/2023	38472	ELECTION SOURCE	229.61
10/12/2023	38473	FEDERAL EXPRESS CORP	102.73
10/12/2023	38474	HURON RIVER WATERSHED COUNCIL	1,126.33
10/12/2023	38475	MICHIGAN.COM	353.02
10/12/2023	38476	TERRY CROFT	787.14
10/13/2023	38477	COMCAST	732.61
10/13/2023	38478	SMART BUSINESS SOURCE	709.60
10/17/2023	38479	CHRISTOPHER GRAJEK	1,086.93
10/17/2023	38480	AMY RUTHIG	443.36
10/17/2023	38481	BLUE CROSS & BLUE SHIELD OF MI	52,465.95
10/17/2023	38482	CONSUMERS ENERGY	143.37
10/17/2023	38483	EHIM, INC	7,660.83
10/17/2023	38484	ETNA SUPPLY COMPANY	33,645.00
10/17/2023	38485	FEDERAL EXPRESS CORP	101.14
10/17/2023	38486	MANER COSTERISAN	1,702.50
10/17/2023	38487	PAULETTE SKOLARUS	11.35
10/17/2023	38488	SAFEBUILT LLC	5,946.76
10/17/2023	38489	TETRA TECH INC	1,450.00
10/17/2023	38490	US BANK EQUIPMENT FINANCE	2,213.31
10/17/2023	38491	VERIZON	406.84
10/23/2023	38492	LIVINGSTON COUNTY TREASURER	93.26
10/23/2023	38493	LIVINGSTON PRESS & ARGUS	845.00
10/23/2023	38494	PAUL SEBASTIAN	11.79
10/23/2023	38495	PAULETTE SKOLARUS	25.00
10/23/2023	38496	SIGNS BY CRANNIE INC	75.00
10/24/2023	38497	AMERICAN AQUA	86.70
10/24/2023	38498	COMCAST	264.49
10/24/2023	38499	MICHIGAN OFFICE SOLUTIONS	230.26
10/24/2023	38500	PIVOT POINT PARTNERS LLC	3,027.35
10/24/2023	38501	SEWARD HENDERSON PLLC	3,629.00
10/27/2023	38502	CAPITAL ONE	535.41
10/27/2023	38503	DTE ENERGY	30.40
10/27/2023	38504	QUADIENT INC.	1,480.41
10/27/2023	38505	STAPLES	287.92
10/30/2023	38506	PERFECT MAINTENANCE CLEANING	565.00
10/30/2023	38507	PM TECHNOLOGIES	1,187.60
11/01/2023	38508	DIANA LOWE	54.50
11/01/2023	38509	LANDSCAPE DESIGN & ASSOCIATES LLC	1,245.00
11/01/2023	38510	MARIANNE MCCREARY	933.39
11/01/2023	38511	NETWORK SERVICES GROUP, L.L.C.	50.00
FNBCK TOTALS:			
Total of 41 Checks:			126,938.20
Less 0 Void Checks:			0.00
Total of 41 Disbursements:			126,938.20

October 27, 2023 Bi Weekly Payroll

10/30/2023 01:44 PM		PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP			Page 34 of 34		
		Payroll ID: 258					
		Pay Period End Date: 10/20/2023 Check Post Date: 10/27/2023 Bank ID: FNBCK					
* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks							
VACATION NONTAX	0.00	0.00	0.00	0.00			
VACATION PAY	122.50	0.00	4,020.22	140,418.85			
VACATION PTIME	0.00	0.00	0.00	2,701.81			
WELL IQ	0.00	0.00	0.00	6,508.65			
ZBA CHAIR	2.00	0.00	431.14	1,909.32			
ZBA MINUTES	1.00	0.00	181.65	1,790.55			
ZBA MINUTES OT	0.00	0.00	0.00	75.00			
ZBA PER DIEM	5.00	0.00	1,017.25	9,009.90			
Gross Pay This Period	119,482.79	Deduction Refund	0.00	Ded. This Period	35,340.21	Net Pay This Period	83,843.48
				Gross Pay YTD	2,436,650.53	Dir. Dep.	81,036.46

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
10/27/2023	FNBCK	13866	MITCHELL, JACOB G	2,934.23	2,309.25	0.00	Open
10/27/2023	FNBCK	13867	SEBASTIAN, PAUL J	565.00	497.77	0.00	Open
10/27/2023	FNBCK	EFT857	FLEX SPENDING (TASC)	840.38	840.38	0.00	Open
10/27/2023	FNBCK	EFT858	INTERNAL REVENUE SERVICE	28,197.10	28,197.10	0.00	Open
10/27/2023	FNBCK	EFT859	PRINCIPAL FINANCIAL	5,111.00	5,111.00	0.00	Open
10/27/2023	FNBCK	EFT860	PRINCIPAL FINANCIAL	2,384.21	2,384.21	0.00	Open
Totals:				Number of Checks: 006	40,031.92	39,339.71	0.00
Total Physical Checks:				2			
Total Check Stubs:				4			

Net Pay This Period \$83,843.48
 Physical Check Amount \$39,339.71
 TOTAL \$123,183.19

503FN Check Register

Check Date	Check	Vendor Name	Amount
11/01/2023 01:05 PM			
User: denise			
DB: Genoa Township			
CHECK REGISTER FOR GENOA TOWNSHIP			
CHECK NUMBERS 5931 - 6500			
Page: 1/1			
Bank 503FN DPW-UTILITIES #233			
10/12/2023	5931	MWEA	95.00
10/12/2023	5932	TRACTOR SUPPLY CO.	99.98
10/12/2023	5933	CHASE CARD SERVICES	4,735.73
10/16/2023	5934	UNITED STATES POSTAL SERVICE	1,687.20
10/16/2023	5935	ADVANCE AUTO PARTS	111.83
10/16/2023	5936	ADVANTAGE	943.51
10/16/2023	5937	AUTO-LAB OF LIVINGSTON	165.07
10/16/2023	5938	BOB'S TIRE & AUTO SERVICE, INC	3,894.66
10/16/2023	5939	BUSINESS IMAGING GROUP	2,614.13
10/16/2023	5940	FIRE PROTECTION PLUS INC	117.60
10/16/2023	5941	GIFFELS WEBSTER	1,007.50
10/16/2023	5942	MYERS AUTOMOTIVE	380.49
10/16/2023	5943	PORT CITY COMMUNICATIONS, INC.	299.46
10/16/2023	5944	RED WING BUSINESS ADVANTAGE ACCOUNT	208.24
10/16/2023	5945	WINDSTREAM	50.00
10/17/2023	5946	RANDY'S SERVICE STATION	1,092.96
10/17/2023	5947	VERIZON WIRELESS	689.76
10/19/2023	5948	DELUXE	572.43
10/19/2023	5949	MWEA	605.00
10/23/2023	5950	HOME DEPOT CREDIT SERVICES	1,877.10
10/23/2023	5951	JEFFERY MEYERS	40.61
10/27/2023	5952	UNITED STATES POSTAL SERVICE	310.00
503FN TOTALS:			
Total of 22 Checks:			21,598.26
Less 0 Void Checks:			0.00
Total of 22 Disbursements:			<u>21,598.26</u>

592FN Check Register

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
10/12/2023	5939	AT&T LONG DISTANCE	132.59
10/12/2023	5940	GENOA TOWNSHIP G/O NEW USER FUND	15,900.00
10/16/2023	5941	AMERICAN AQUA	841.68
10/16/2023	5942	COOPER'S TURF MANAGEMENT LLC	705.00
10/16/2023	5943	EJ USA, INC.	1,970.95
10/16/2023	5944	GENOA TOWNSHIP DPW FUND	25,756.83
10/16/2023	5945	LANG PLUMBING, INC.	75.00
10/16/2023	5946	LKN TREE SERVICE	1,950.00
10/16/2023	5947	MICHIGAN CAT	3,275.84
10/16/2023	5948	AT&T	100.70
10/16/2023	5949	BRIGHTON ANALYTICAL LLC	910.00
10/16/2023	5950	CONSUMERS ENERGY	114.87
10/16/2023	5951	FIRE PROTECTION PLUS INC	58.80
10/16/2023	5952	GENOA TOWNSHIP DPW FUND	21,704.92
10/16/2023	5953	HYDROCORP	299.25
10/16/2023	5954	MICHIGAN CAT	587.00
10/16/2023	5955	STATE OF MICHIGAN	312.00
10/16/2023	5956	STATE OF MICHIGAN	368.00
10/23/2023	5957	CONSUMERS ENERGY	127.22
10/27/2023	5958	AT&T LONG DISTANCE	61.65
592FN TOTALS:			
Total of 20 Checks:			75,252.30
Less 0 Void Checks:			0.00
Total of 20 Disbursements:			75,252.30

593FN Check Register

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #590			
10/13/2023	4347	CONSUMERS ENERGY	125.32
10/13/2023	4348	A&W CONTRACTING, LLC	4,918.50
10/13/2023	4349	BRIGHTON ANALYTICAL LLC	448.50
10/13/2023	4350	COOPER'S TURF MANAGEMENT LLC	723.00
10/13/2023	4351	D'ANGELO BROTHERS INC.	4,917.00
10/13/2023	4352	GENOA OCEOLA SEWER	989.25
10/13/2023	4353	GENOA TOWNSHIP DPW FUND	11,900.83
10/13/2023	4354	LANG PLUMBING, INC.	75.00
10/13/2023	4355	MICHIGAN CAT	3,247.16
10/13/2023	4356	OAK POINTE OPERATING S/W	276.00
10/17/2023	4357	CONSUMERS ENERGY	16.00
10/17/2023	4358	MHOG UTILITIES	20.00
593FN TOTALS:			
Total of 12 Checks:			27,656.56
Less 0 Void Checks:			0.00
Total of 12 Disbursements:			27,656.56



Manage your account online at : www.chase.com/cardhelp

Customer Service: 1-800-945-2028

Mobile: Download the Chase Mobile® app today

November 2023						
S	M	T	W	T	F	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

New Balance
\$4,735.73
 Minimum Payment Due
\$47.00
 Payment Due Date
11/01/23

INK CASH(SM) POINT SUMMARY

Previous points balance	26,171
+ 1 Point per \$1 earned on all purchases	4,736
+ 2Pts/\$1 gas stns, restnts, ofc sply, hm impr	133
Total points available for redemption	31,040

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

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

ACCOUNT SUMMARY

Account Number: 2123 74 1062 3282

Previous Balance	\$3,982.83
Payment, Credits	-\$3,982.83
Purchases	+\$4,735.73
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$4,735.73
Opening/Closing Date	09/08/23 - 10/07/23
Credit Limit	\$45,500
Available Credit	\$40,764
Cash Access Line	\$2,275
Available for Cash	\$2,275
Past Due Amount	\$0.00
Balance over the Credit Limit	\$0.00

All Svs - 233-000-084-990

UTILITY DEPT.

OCT 12 2023 *JK*

RECEIVED *10-12-23*

YOUR ACCOUNT MESSAGES

A new subscription cancellation feature will soon be available. We will soon be introducing a new way to cancel qualifying recurring subscriptions and memberships that you pay for using an eligible Chase credit card. Access Stored Cards within the Chase Mobile® app¹ and on chase.com to check for qualifying transactions. Periodically review our Digital Services Agreement as we'll be updating it to include terms and conditions for use of this new service. All other terms and conditions of the Digital Services Agreement and your applicable account agreements still apply. Please contact us at the number on your statement or the back of your card if you have any questions about these changes or would like additional information.

0000001 FIS33339 C 1 0306

N Z 07 23/10/07

Page 1 of 3

05686 MA DA 28107 28010000010682810701



P.O. BOX 15123
 WILMINGTON, DE 19850-5123
 For Undeliverable Mail Only

Make your payment at
chase.com/paycard

Payment Due Date: 11/01/23
New Balance: \$4,735.73
Minimum Payment Due: \$47.00

Account number:

\$ _____ to _____ Amount Enclosed below:
 Make/Mail Chase Card Services at the address

25107 BEX Z 26023 C
 GREG TATARA
 MHOG SEWER & WATER AUTH
 2911 DORR RD
 BRIGHTON MI 48116-9436



CARDMEMBER SERVICE
 PO BOX 6294
 CAROL STREAM IL 60197-6294



⑆ 5000 160 28⑆ 98 6 9 10 24 4 9 7 4 7 8 ⑆



YOUR ACCOUNT MESSAGES (CONTINUED)

¹Chase Mobile® app is available for select mobile devices. Message and data rates may apply.

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
09/21	SQ *HYDRAULIC TUBE AND HO Howell MI <i>6/10</i>	79.14 ✓
09/21	7-ELEVEN 33394 HOWELL MI <i>Howell Twp</i>	25.96 ✓
09/29	WEINGARTZ ANN ARBOR MI <i>DPW trucks blow</i>	600.20 ✓
10/03	MICHIGAN WATER ENVIORNMEN 517641-7377 <i>MI Prof Dev.</i>	460.00 ✓
JAMES AULETTE TRANSACTIONS THIS CYCLE \$1365.30		
09/15	Payment ThankYou Image Check	-3,982.83
09/09	SHUTTERFLY, INC. 650-610-5200 CA <i>MHO6</i>	58.48 ✓
09/10	GoToCom*GoToConnect goto.com MA <i>MHO6</i>	248.42 ✓
10/04	RINGIER TATARA 888-898-4591 CA <i>including</i>	66.13 -
TRANSACTIONS THIS CYCLE \$3609.80-		
PAYMENTS RECEIVED		
09/15	DOUBLETREE HOTELS PORT HURON MI <i>Pa of Dev.</i>	529.47 ✓
09/22	STAPLES 00107730 BRIGHTON MI <i>MHO6</i>	40.27 ✓
09/22	AMERICAN WATER WORKS ASSO 012-345-6789 CO <i>Prof dev.</i>	87.00 ✓
09/25	AMZN Mktp US*T15744GR0 Amzn.com/bill WA <i>MHO6</i>	158.72 ✓
09/27	TRACTOR-SUPPLY-CO #0316 HOWELL MI <i>DPW - safety</i>	21.99 ✓
09/27	DUNHAMS 051 HOWELL MI <i>DPW - Safety</i>	81.08 ✓
09/29	WWW.NORTHERNSAFETY.COM 800-625-1591 NY <i>DPW trucks</i>	199.50 ✓
10/03	TRACTOR-SUPPLY-CO #0316 HOWELL MI <i>DPW safety</i>	95.39 ✓
10/05	Amazon.com*T96SH4YC0 Amzn.com/bill WA <i>MHO6</i>	213.96 ✓
ALEX CHIMPOURAS TRANSACTIONS THIS CYCLE \$1427.38		
09/07	AMZN Mktp US*TL3C17W40 Amzn.com/bill WA <i>101-261-751-000</i>	28.89 ✓
09/16	WEB*NETWORKSOLUTIONS 888-6429675 FL <i>101-261-751-000</i>	184.95 ✓
09/20	AMZN Mktp US*TX38V0A81 Amzn.com/bill WA <i>101-261-751-000</i>	264.98 ✓
09/21	Amazon.com*T16RU1TR2 Amzn.com/bill WA <i>101-261-751-600</i>	15.17 ✓
09/28	MACEO Warren MI <i>101-701-910-000</i>	70.00 ✓
09/27	AMZN Mktp US*T159S7AR1 Amzn.com/bill WA <i>101-261-751-000</i>	47.77 ✓
10/05	STATE TAX COMMISSION 517-3353429 MI <i>101-257-910-000</i>	175.00 ✓
10/05	AMZN Mktp US*TE9D14T32 Amzn.com/bill WA <i>101-265-751-000</i>	159.73 ✓
10/05	STATE TAX COMMISSION 517-3353429 MI <i>101-257-910-000</i>	175.00 ✓
10/05	STATE TAX COMMISSION 517-3353429 MI <i>101-257-910-000</i>	175.00 ✓
10/05	GILMORE KRAMER CO 401-7815526 RI <i>208-906-956-000</i>	273.53 ✓
KELLY VANMARTER TRANSACTIONS THIS CYCLE \$1570.02		

2023 Totals Year-to-Date	
Total fees charged in 2023	\$0.00
Total interest charged in 2023	\$0.00

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

INTEREST CHARGES

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

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	18.49%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	29.99%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfers	18.49%(v)(d)	- 0 -	- 0 -

**GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
October 16, 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, Robin Hunt, Jean Ledford, Terry Croft, Diana Lowe, Paulette Skolarus and Jeff Dhaenens. Also present were Township Manager Kelly VanMarter, Township Attorney Joseph Seward, and three people in the audience.

The Pledge of Allegiance was recited.

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

Approval of Consent Agenda:

Ms. Hunt advised that the Election Commission meeting was not held yet, so Item #3 will be moved from the Consent Agenda and placed on the Regular Agenda.

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

1. Payment of Bills: October 16, 2023
2. Request to approve October 2, 2023 regular meeting minutes.
3. ~~Request to approve an updated list of poll workers for the Nov. 7, 2023 Howell School Election as recommended by the Election Commission.(moved to Regular Agenda).~~

Approval of Regular Agenda:

Moved by Croft, supported by Dhaenens, to approve the Regular Agenda as amended. **The motion carried unanimously**

3. Request to approve an updated list of poll workers for the Nov. 7, 2023 Howell School Election as recommended by the Election Commission.(moved from Consent Agenda)

Ms. Ledford noted that two married poll workers are working at the same precinct. Ms. Lowe stated married couples are able to work at the same precinct. Ms. Skolarus agreed.

Mr. Croft questioned the disproportionate amount of democrats vs. republicans in one precinct. Ms. Skolarus stated she works to make them as equal as possible, but sometimes there is more of one party than another in a precinct.

Moved by Hunt, supported by Lowe, to approve an updated list of poll workers for the November 7, 2023 Howell School Election as recommended by the Election Commission contingent upon the approval by the Election Commission. **The motion carried unanimously.**

4. Request for approval of the proposed 2024 Howell Area Parks and Recreation Authority budget with a 3.8% CPI increase to the Township contribution from \$120,000 to \$124,500 as presented by Tim Church, HAPRA Director.

Mr. Church stated they are requesting a 3.8 percent increase, which is \$4,500, for 2024. All other budget items will be increased based on basic inflation rates. There are no participation increases proposed.

Mr. Dhaenens questioned if the Howell Schools bond is approved, how will that affect the Howell Area Parks and Recreation Authority. Mr. Church stated approval will not affect them in the short term, but having the new community center could affect them long term and they would like to be part of the process.

He thanked the Township for providing additional recreational opportunities at the township hall site. Ms. VanMarter thanked Kyle for all of his help. He has been a great asset to the township.

Moved by Hunt, supported by Croft, to approve the proposed 2024 Howell Area Parks and Recreation Authority budget with a 3.8% CPI increase to the Township contribution from \$120,000 to \$124,500 as presented by Tim Church, HAPRA Director. **The motion carried unanimously.**

5. Request for review and consideration for approval of the Enhanced Access to Public Records Policy and fee schedule.

Ms. VanMarter stated this is a new policy that was developed by the Assessing Department with regard to public records and fees to provide access to those records.

Moved by Lowe, supported by Dhaenens, to approve the Enhanced Access to Public Records Policy and fee schedule. **The motion carried unanimously.**

6. Request for approval of the Solid Waste Services Agreement dated November 1, 2023 between Waste Management of Michigan, Inc. and Genoa Charter Township.

Supervisor Rogers commended Ms. VanMarter and Ms. Hunt for all of their work on this contract. Ms. VanMarter stated that while the increase is more than what was hoped for, she did work hard to negotiate these rates and services and anticipates the continued great service from Waste Management.

Genoa Charter Township Board Meeting

October 16, 2023

Unapproved Minutes

Moved by Ledford, supported by Croft, to approve the Solid Waste Services Agreement with Waste Management of Michigan, Inc., dated November 1, 2023 subject to final review and approval of the Township Attorney. **The motion carried unanimously.**

7. Request for approval of the purchase of real property (parcel 4711-23-100-002) consisting of 23.05 acres located at 6132 Crooked Lake Road in an amount not to exceed \$450,000 plus closing costs.

Ms. VanMarter provided a review of this proposed purchase, including the history of the property and its owner, the purchase timeline, ideas for revenues to help offset the cost, and some proposed uses for the property.

Moved by Dhaenens, supported by Skolarus, to approve the purchase of real property (parcel 4711-23-100-002) consisting of 23.05 acres located at 6132 Crooked Lake Road in an amount not to exceed \$450,000.00 plus closing costs. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Dhaenens - yes, Skolarus - yes, and Rogers - yes).**

Member Discussion

Ms. Skolarus stated she received correspondence from Patricia and Gary Okerson and Wendy Sit who are opposed to the development on Latson Road.

Adjournment

Moved by Lowe, supported by Hunt, to adjourn the meeting at 7:05 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved:

Paulette Skolarus, Clerk
Genoa Charter Township

Bill Rogers, Supervisor
Genoa Charter Township



MEMO

TO: Members of the Genoa Charter Township Board
FROM: Kim Lane, Human Resources
DATE: November 7, 2023
RE: Approval of Benefit Renewal and Budget for 2024

.....

Dear Members of the Board:

Per the attached presentation, Genoa Township will be experiencing an overall 3.5% increase to our benefit plans in 2024. The overall cost increase for 2024 is \$27,059. This is significantly lower than the increase of \$41,000 we experienced last year.

I am recommending that we keep current benefit plans and vendors the same for 2024. Employee contributions will increase by about 3.4% as well.

Action: 2024 Benefit Plans and Budget

Approve the request for a budget increase of 3.5% for employee health, dental and ancillary benefit plans for 2024.

Moved by _____, supported by _____ to approve the 2024 Employee Benefit Plan as presented by the Human Resources Manager.

2024 BENEFIT SOLUTIONS

REVIEW AND RECOMMENDATIONS

HIGHLIGHTS FOR 2024

- After experiencing a large increase last year, for 2024 our Blue Cross Blue Shield has an overall renewal rate of less than 1%. This is largely due to the changes in our overall demographics of the folks on our health plan.
- For 2023 we experienced a second year of lower than average EHIM costs. Typically, our EHIM costs are about \$110,000. EHIM recommended a budget of \$114,600 and HUB (our brokers) recommended \$126,000. I am recommending we budget \$120,000 in costs for 2024 based on our EHIM averages over the last five years. If we are fortunate enough to experience a third year of low usage, any surplus funds will be added to the reserve fund we established last year. Ultimately, this reserve will help us to balance out our self-funded costs year over year.
- Delta Dental has renewed our coverage at 4.6% , a \$2,100 increase over last year based on our usage and claims over.
- Our Life and Disability rates increased by \$2,358 (10%) over our 2022 rates. This increase is based on the average age of covered individuals as well as the payment of a life claim in 2022. Mutual of Omaha will hold these rates for 2 years.
- With all of the above considered, our net increase in health care expenses is expected to be 3.5% or \$27,059.

EMPLOYEE CONTRIBUTIONS AND TOTAL BENEFIT COSTS FOR 2024

Township Expenses				
	2023 Budget/Fees		2024 Renewal	
Health/Vision	\$633,873		\$639,028	
EHIM	\$100,129		\$120,000	
Delta Dental	\$45,165		\$47,264	
Basic Life Insurance	\$5,570		\$6,271	
Short-Term Disability	\$10,124		\$10,477	
Long-Term Disability	\$7,797		\$9,101	
Opt-Out Cost	\$19,270		\$19,270	
Wellness Program	\$15,000		\$15,000	
Total Cost	\$836,928		\$866,411	
Less Employee Contributions	-\$73,416		-\$75,840	
Net Annual Township Cost	\$763,512		\$790,571	
Percent Increase Prior to EE Contributions			3.53%	
Percent Increase Less EE Contributions			3.55%	
2024 Monthly Composite Rates				
	EEs	BCBS 2024 Rate	2024 EHIM Rate	Total Monthly Health Rate
Single	10	\$674.08	\$126.58	\$800.66
2-Person	5	\$1,617.79	\$303.80	\$1,921.59
Family	19	\$2,022.24	\$379.75	\$2,401.99

Employee Expenses**		
Based on Composite Rates	Current EE Contribution (Monthly)	EE Contribution at 10% BCBS + EHIM (Monthly)
Single	\$78	\$80
2-Person	\$186	\$192
Family	\$232	\$240
Monthly Total (All EE)	\$6,118	\$6,320
Annual Total (All EE)	\$73,416	\$75,840

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

Impact on Employees Per Pay			
	Current EE Contribution Per Pay	2024 Contribution Per Pay	Increase Per Pay
Single	\$36.00	\$37.00	+ \$1.00
2-Person	\$85.85	\$88.75	+ \$2.90
Family	\$107.08	\$110.77	+ \$3.69

- Employee contributions are based on 10% of BCBS and EHIM costs for Single, 2-Person, and Family Plans.



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Amy Ruthig, Planning Director
DATE: October 31, 2023
RE: Bed and Breakfast – 7854 Collingwood Drive
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 a proposed bed and breakfast inn located at 7854 Collingwood Drive, just west of Grand River Avenue. The applicant is proposing a bed and breakfast inn as an accessory use to an existing single-family residential home. The property is zoned Suburban Residential (SR). The request is petitioned by Nazmiye Yapici.



SUPERVISOR
Bill Rogers
CLERK
Paulette A. Skolarus
TREASURER
Robin L. Hunt
TRUSTEES
Jean W. Ledford
Terry Croft
Diana Lowe
Jeff Dhaenens
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 October 10, 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 a bed and breakfast inn as an accessory use at 7854 Collingwood Drive, with the following conditions:

1. Livingston County Health Department requirements will be met prior to land use permit issuance.

ENVIRONMENTAL IMPACT ASSESSMENT

Moved by _____, Supported by _____ to APPROVE the Environmental Impact Assessment dated October 31, 2023 to allow for a bed and breakfast inn as an accessory use at 7854 Collingwood Drive as submitted.

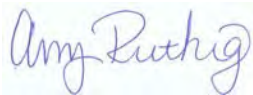
SKETCH PLAN

Moved by _____, Supported by _____ to APPROVE the sketch plan dated October 31, 2023 to allow for a bed and breakfast inn as an accessory use at 7854 Collingwood Drive, with the following conditions:

1. Livingston County Health Department requirements will be met 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

TO THE GENOA TOWNSHIP PLANNING COMMISSION:

APPLICANT NAME & ADDRESS: Nazmiye Yapici & 7854 Collingwood Dr. Brighton, MI, 48114
If applicant is not the owner, a letter of Authorization from Property Owner is needed.

OWNER'S NAME & ADDRESS: Tolga Yapici & 7854 Collingwood Dr. Brighton, MI, 48114

SITE ADDRESS: 7854 Collingwood Dr. Brighton MI PARCEL #(s): SEC 13 T2N R5E BIRKWOOD HILLS LO

APPLICANT PHONE: (906) 281 4520 OWNER PHONE: (906) 281 2967

LOCATION AND BRIEF DESCRIPTION OF SITE: 7854 Collingwood Dr. Brighton.

Single Residence Home with Walk-out basement

BRIEF STATEMENT OF PROPOSED USE: We would like to use basement for bed and breakfast inn.

THE FOLLOWING IMPROVEMENTS ARE PROPOSED: Basement will be updated in order to provide quality, pleasant stay for guests.

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: Nazmiye Yapici

ADDRESS: 7854 Collingwood Dr.

Contact Information - Review Letters and Correspondence shall be forwarded to the following:
1.) Nazmiye Yapici of Business Affiliation at nbyapici@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: 05/16/2023
PRINT NAME: Nazmiye Yapici PHONE: 906 281 4520



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: Nazmiye Yapici & 7854 Collingwood Dr, Brighton, MI, 48114

Submit a letter of Authorization from Property Owner if application is signed by Acting Agent.

APPLICANT PHONE: (906) 2814520 EMAIL: nbyapici@gmail.com

OWNER NAME & ADDRESS: Tolga Yapici & 7854 Collingwood Dr., Brighton, MI, 48114

SITE ADDRESS: 7854 Collingwood Dr, Brighton, MI PARCEL #(s): SEC. 13 T2N, R5E, BIRKWOOD HILLS LOT 44

OWNER PHONE: (906) 2812967 EMAIL: tyapici@gmail.com

Location and brief description of site and surroundings:

Property is in 7854 Collingwood Dr. Brighton, MI, 48114. It has driveway for off-site parking, 1.2 acre land. There are neighbors surrounding to properties land.

Proposed Use:

We would like to use walk-out basement as bed and breakfast inn.

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.

The use is compatible with Master Plan, section 3.03.02 b. Property proposed to be used as bed and breakfast in has its own door.

It has off-street parking. Property is in septic and well. Therefore, it does not require any alteration to existing characteristics, public facilities and services. We do not anticipate any negative impact due to proposed land use.

- 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.

We will update basement to have a nicer look. Then provide space to guests to sleep during their visit and breakfast.

The space will be designed where upto 5 people sleep (means at most two cars) . As described above property characteristics have enough off-street parking. Policies will be in place to prevent existing character and to maintain existing character.

- 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?

Details will be explained in impact statement with calculation regarding traffic. Property is already in septic and well.

Smoke detectors will be installed for fire protection.

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?

Since we are living in the house, we do not anticipate excessive noise due to our guest. However, it might happen sometimes as we heard from other owners. In those cases, best practice to ban those guest to come back. Furthermore, policy and user rules will be in place to prevent those possible situation. However, it is human, hard to control 100%.The worst case police might be needed.

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.

Yes, section 3.03.02 b, Bed and Breakfast Inns. Required parking area is off-street, it will be the driveway of house next to garage. From the public listing, we do not see any bed-and-breakfast closer than 300 feet. Meals and other services will be provided by me.

The property is my primary home so we are in compliance with 3.03.02 (1,2,3,4, 8g1) the rest is not applicable for purpose. We own 1 dog, 2 cats. The place will be pet friendly no more than 2 dogs allowed.

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 Nazmiye Yapici / Tolga Yapici STATES THAT THEY ARE THE FREE OWNER OF THE PROPERTY OF PROPERTIES DESCRIBED ABOVE AND MAKES APPLICATION FOR THIS SPECIAL LAND USE PERMIT.

BY: Nazmiye Yapici / Tolga Yapici

ADDRESS: 7854 Collingwood Dr., Brighton, MI, 48114

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

Nazmiye Yapici of _____ at nbyapici@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: Nazmiye Yapici DATE: 05/14/2023

PRINT NAME: Nazmiye Yapici PHONE: (906) 2814520

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
October 10, 2023**

MINUTES

CALL TO ORDER: Chairman Grajek called the meeting of the Genoa Charter Township Planning Commission to order at 6:30 p.m. Present were Chris Grajek, Diana Lowe, Eric Rauch, Tim Chouinard, Glynis McBain and Greg Rassel. Absent was Marianne McCreary. Also present were Planning Director Amy Ruthig, Brian Borden of Safebuilt, and Shelby Byrne of Tetra Tech.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

Moved by Commissioner Rauch, seconded by Commissioner Rassel, to approve the agenda as presented. **The motion carried unanimously.**

DECLARATION OF CONFLICT OF INTEREST:

None

CALL TO THE PUBLIC:

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

OLD BUSINESS:

OPEN PUBLIC HEARING # 1... Consideration of special land use application, environmental impact assessment and sketch plan to allow for a proposed Bed and Breakfast located at 7854 Collingwood Drive, just west of Grand River Avenue. The request is petitioned by Nazmiye Yapici.

- A. Recommendation of Special Use
- B. Recommendation of Environmental Impact Assessment (9-20-23)
- C. Recommendation of Sketch Plan (9-20-23)

Ms. Yapici would like to use her house for a bed and breakfast. She has addressed the fire department's concerns and made changes to the sketch plan. The health department has approved the well and septic, with some improvements. She will make those if the project is approved by the township.

Mr. Borden reviewed his letter dated September 25, 2023.

1. The special land use standards of Section 19.03 are generally met.
2. He was unable to identify any other bed and breakfast inns within 300 feet of the site.
3. The revised sketch plan has addressed the comments from his initial review letter.

Ms. Byrne stated that once health department approval is obtained, she has no further engineering concerns.

The Fire Marshal's letter dated October 4, 2023 states:

1. The floor plan has been modified to meet the related codes and the applicant has agreed to address the life-safety provisions set forth related to fire extinguisher, smoke alarms, and carbon monoxide alarms.
2. It was noted on this review that the impact statement identifying the number of guests was not updated to match the revised studio floor plan. This should be addressed as it appears only capable of sleeping two persons. Ms. Yapici stated she will make that change

Chairman Grajek noted an email was received from a neighbor who is concerned about noise that she has heard in the early morning coming from this direction; however, she is unsure if it is coming from this home. Mr. Borden stated that the township has ordinances in place to address this type of activity.

The call to the public was made at 6:38 pm. with no response.

Commissioner Rassel will not be voting in favor of this due to the parking. He knows that it meets the requirements, but he has seen situations with this type of use where there are many cars and they end up parked on the road.

Moved by Commissioner Rauch, seconded by Commissioner Lowe, to recommend to the Township Board approval of the special land use to allow for a Bed and Breakfast located at 7854 Collingwood Drive for Nazmiye Yapici, with the following notes:

- The Planning Commission finds the standards found in Section 19.03 of the Township Ordinance are generally met.
- The conditions found in Section 3.03.02(b) of the Township Ordinance are met to this
- Commission's satisfaction
- The requirements of the township engineer, fire marshal and health department shall be addressed and the plans updated as required. **The motion carried (Grajek - yes; Rauch - yes; Chouinard - yes; McBain - yes; Lowe - yes; Rassel - no).**

Moved by Commissioner Rauch, seconded by Commissioner Chouinard, to recommend to the Township Board approval of the Environmental Impact Assessment dated September 20, 2023 to allow for a proposed Bed and Breakfast located at 7854 Collingwood Drive for Nazmiye

Yapici. **The motion carried (Grajek - yes; Rauch - yes; Chouinard - yes; McBain - yes; Lowe - yes; Rassel - no).**

Moved by Commissioner Rauch, seconded by Commissioner Lowe, to recommend to the Township Board approval of the sketch plan dated September 20, 2023 to allow for a proposed Bed and Breakfast located at 7854 Collingwood Drive for Nazmiye Yapici. **The motion carried (Grajek - yes; Rauch - yes; Chouinard - yes; McBain - yes; Lowe - yes; Rassel - no).**

NEW BUSINESS:

OPEN PUBLIC HEARING #2... Consideration of a rezoning application and environmental impact assessment to rezone property at 4675 Grand River Avenue from Neighborhood Service District (NSD) to General Commercial District (GCD) to allow for trailer sales and storage. The property consists of two contiguous parcels (4711-09-200-006 and 008) located on the north side of Grand River Avenue, west of Boulevard Drive. The request is petitioned by Desine, Inc.

- A. Recommendation of Rezoning
- B. Recommendation of Environmental Impact Assessment (9-20-23)

Mr. Wayne Perry of Desine, Inc. and Mr. Edward Copp, the owner, were present. Mr. Perry stated they would like to rezone these two parcels from NSD to GCD and combine them to a total of just over 1.3 acres. The property will be for the future use of AAA Trailers.

Mr. Borden viewed his letter dated October 3, 2023.

1. GCD zoning is generally consistent with the rezoning criteria of Section 22.04.
2. Since the zoning designation intended for the Mixed Use – West Grand River future land use category - has not been created, the Commission may find that GCD is a reasonable option at this time.
3. The request is anticipated to be compatible with environmental conditions and the surrounding area.
4. The two parcels comprising the subject site must be combined to create a conforming property. He noted that due to this type of rezoning, conditions are not able to be placed on approvals.
5. The host of uses permitted in GCD are generally compatible with existing and planned uses in the surrounding area, especially along Grand River.
6. Consideration must be given to any technical comments provided by the Township Engineer, Utilities Director and/or Fire Authority with respect to compatibility/capacity of infrastructure and services.

Chairman Grajek asked if GCD allows for outdoor storage. Mr. Borden stated the “leasing of auto trucks and trailers” are allowed as a special land use in that zoning district.

**GENOA CHARTER TOWNSHIP
PLANNING COMMISSION
PUBLIC HEARING
June 12, 2023**

MINUTES

CALL TO ORDER: Chairman Grajek called the meeting of the Genoa Charter Township Planning Commission to order at 6:40 p.m. Present were Chris Grajek, Diana Lowe, Marianne McCreary, Eric Rauch, Tim Chouinard, Jeff Dhaenens and Glynis McBain. Also present was Planning Director Amy Ruthig, Brian Borden of Safebuilt and Shelby Byrne of Tetra Tech.

Chairman Grajek stated there is an incident on Grand River where the road is closed, so the meeting was delayed to allow one commissioner and any members of the public to arrive who may have been detoured.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

APPROVAL OF AGENDA:

Moved by Commissioner Dhaenens, seconded by Commissioner Lowe, to approve the agenda as presented. **The motion carried unanimously.**

DECLARATION OF CONFLICT OF INTEREST: None

CALL TO THE PUBLIC:

The call to the public was made at 6:41 pm with no response.

OPEN PUBLIC HEARING # 1... Consideration of special land use application, environmental impact assessment and sketch plan to allow for a proposed Bed and Breakfast located at 7854 Collingwood Drive, just west of Grand River Avenue. The request is petitioned by Nazmiye Yapici.

- A. Recommendation of Special Use
- B. Recommendation of Environmental Impact Assessment (5-14-23)
- C. Recommendation of Sketch Plan (5-17-23)

Ms. Yapici stated she would like to change her finished, walk out basement to a bed and breakfast. She has seen the review letters and believes there was a misunderstanding in the Fire Marshal's letter as the building department told her since there is an egress from the basement there does not need to be an egress from the bedroom. She has not spoken to him about the size of the one bedroom. She will comply with the other requirements.

Mr. Borden reviewed his letter dated June 6, 2023.

1. Special Land Uses (Section 19.03):

- a. The special land use standards of Section 19.03 are generally met.
- b. He requests the applicant provide the Township with their policies and rules to help mitigate disruptive guests.
- c. In order to make favorable findings related to compatibility and impacts, the use conditions of Section 3.03.02(b) need to be met to the Commission's satisfaction.
- d. 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 3.03.02(b)):

- a. The applicant must provide information demonstrating that the site can accommodate four parked vehicles outside of the required front yard setback, which is 40 feet.
- b. He was unable to identify any other bed and breakfast inns within 300 feet of the site; however, if there are concerns, the Commission may require additional information from the applicant.
- c. He is requesting the applicant add a statement to the application form or Impact Assessment acknowledging that meals and other services are only available for residents, guests and/or employees.

3. Sketch Plan Review:

- a. He is requesting the applicant explain how refuse removal will be managed.
- b. If the fencing depicted is proposed, he requests the applicant provide details and the applicant will need to obtain a separate fence permit.

Ms. Byrne reviewed her letter dated June 7, 2023.

1. The sketch plan is missing the following required sketch plan contents, such as a legal description of the property, existing building and parking dimensions, and setbacks.
2. The application notes that the new use will use the existing well and septic on site. The petitioner should provide documentation from the County Health Department documenting the suitability of the existing septic system for the increased use.

The Fire Marshal's letter dated June 5, 2023 states:

Unless modification of the proposed plan occurs under the design of an architect, and the residence provides a code compliant habitable space, the fire authority does not recommend approval of this special land use for the following reasons:

1. The interior-most bedroom is too small to be considered a bedroom per code. The minimum square footage is 70 square feet for a habitable room.
2. The basement bedrooms are not provided with required emergency escape and rescue openings as required. There are no escape/rescue openings proposed on the sketch plan.
3. Smoke alarms shall be provided in each of the basement bedrooms as well as the common area outside the bedrooms. The alarms shall be hardwired with battery backup and interconnected the smoke alarms installed in the primary residence.

4. Carbon monoxide alarms shall be installed within the common area of the residence and shall be hardwired with battery backup.
5. A minimum of one 10lbs. ABC dry chemical fire extinguisher shall be provided in the basement for occupant use. It shall be installed in an open and conspicuous location.

Chairman Grajek suggested that the applicant request to have this item tabled this evening due to the many outstanding requirements from the planner, engineer and fire marshal.

Ms. Yapici stated she has updated her application to address many of the planner's concerns. She has information from the health department regarding the septic system.

The call to the public was opened at 7:00 pm.

Mr. Jeff Koziara of 7806 Collingwood Drive asked if this could be a legitimate business in this area. He is not in favor of this. It is currently a quiet neighborhood.

An email was received on June 9, 2023 from David and Lisa Johnson of 7861 Herbst Road stating they are opposed to this request because they feel it will reduce their privacy and decrease the value of their property.

The call to the public was closed at 7:03.

Commissioner Chouinard would like to see more information on the egress window in the bedroom. This is going to be required by the building department and the fire department.

Commissioner Dhaenens asked who Ms. Yapici envisioned to be her customers. She stated there are people who are at the cancer center, the dialysis center, etc. in the area. He agrees with the requirements of the planner, engineer and the fire marshal. These issues must be met at the time this item is before the Commission again.

Commissioner McCreary advised the applicant that the requirements do not have to be completed prior to the next meeting, but there must be a commitment and plan to comply with those requirements.

Moved by Commissioner Lowe, seconded by Commissioner Dhaenens, to table the request for a special land use application, environmental impact assessment and sketch plan to allow for a proposed Bed and Breakfast located at 7854 Collingwood Drive, just west of Grand River Avenue for Nazmiye Yapici until the July 10, 2023 Planning Commission Meeting. **The motion carried unanimously.**

OPEN PUBLIC HEARING #2...Consideration of a Planned Unit Development agreement, final PUD site plan and environmental impact assessment to allow for 204 apartment units. The

From: [Lacey Reedy](#)
To: [Amy Ruthig](#)
Subject: Public Hearing for 7854 Collingwood Dr. Tonight
Date: Tuesday, October 10, 2023 5:06:52 PM

Good afternoon,

We (myself and my husband) are not able to attend the meeting that is being held tonight, but we reside at 7979 Herbst Rd, and received a note in the mail regarding the request to run a Bed & Breakfast at the subject address. I wanted to bring up a couple items that we have concerns about regarding this request.

First, is there already some sort of business going on at or near that address that allows renters in the house? We have had a lot of late night disturbances (loud music, loud voices, etc.) since this summertime coming from that direction. One that's super recent in my memory was being woken up at 3:00AM a couple weeks ago due to loud noises in that vicinity.

The point I am trying to get at, is that if it will be a bed and breakfast, how will they regulate late night noises/lights out hours?

We are not sure if it is that house that is creating the noise, but either way, we want to avoid more of the same, because it has been very disturbing for our family.

Please reach out if you have further questions, and thank you for giving us the opportunity to share our concerns with you.

Thank you,
Lacey Reedy

From: [Lisa Johnson](#)
To: [Amy Ruthig](#)
Subject: Special use permit for Bed and Breakfast
Date: Friday, June 9, 2023 12:07:02 PM

Dear Amy

This is in regards to the letter we received from Genoa Township for the public hearing on June 12 at 6:30 for a special use permit for a Bed and Breakfast at 7854 Collingwood Dr.

We are opposed to this because we feel it will greatly reduce our privacy and decrease the value of our property

Sincerely

David and Lisa Johnson
7861 Herbst Rd
Brighton, MI 48114

Ph# 810-499-0487
[Sent from Yahoo Mail on Android](#)

September 25, 2023

Planning Commission
 Genoa Township
 2911 Dorr Road
 Brighton, Michigan 48116

Attention:	Amy Ruthig, Planning Director
Subject:	Bed and Breakfast Inn – Special Land Use and Sketch Plan Review #2
Location:	7854 Collingwood Drive – south side of Collingwood Drive, west of Grand River Avenue
Zoning:	SR Suburban Residential District

Dear Commissioners:

At the Township’s request, we have reviewed the revised submittal materials requesting special land use and sketch plan review for a new bed and breakfast inn as part of the existing single-family residence at 7854 Collingwood Drive (original SLU application form dated 5/14/23; applicant’s response letter dated 9/18/23).

A. Summary

1. Special Land Uses (Section 19.03):

- a. The special land use standards of Section 19.03 are generally met.
- b. In order to make favorable findings related to compatibility and impacts, the use conditions of Section 3.03.02(b) need to be met to the Commission’s satisfaction.
- c. The applicant must address any comments provided by the Township Engineer or Brighton Area Fire Authority regarding public facilities and services.

2. Use Conditions (Section 3.03.02(b)):

- a. We were unable to identify any other bed and breakfast inns within 300’ of the site.

3. Sketch Plan Review:

- a. The revised sketch plan has addressed the comments from our initial review letter.

B. Proposal/Process

The applicant proposes to establish a bed and breakfast inn within the walkout basement portion of an existing single-family residence.

Table 3.03 lists bed and breakfast inns as a special land use in the SR District. Such uses are also subject to the conditions of Section 3.03.02(b).

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.

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 Low Density Residential, which is intended for “single family residential development located between rural residential areas and the more developed areas of the Township.”



Aerial view of site and surroundings (looking north)

The Plan further states that “these areas are only intended for residential uses or small-scale neighborhood-serving non-residential uses.”

The proposal for a bed and breakfast inn accessory to a single-family residential is generally compatible with this classification.

- 2. Compatibility.** The neighborhood is generally developed with single-family residences on roughly 1-acre lots. The surrounding area includes attached residential to the west and commercial, service, and office uses to the east along Grand River Avenue.

The submittal states that the applicant will still reside in the home and that they will have policies and rules in place to help prevent any disruptions caused by guests. Of note, the applicant has stated they will not allow disruptive or open-invite gatherings, nor will they allow disturbances to the surrounding area, and will observe “quiet hours” from 10pm to 8am.

Additionally, the use conditions of Section 3.03.02(b) are intended to help ensure compatibility. Provided the use conditions are met to the Commission’s satisfaction, we expect the proposal to be compatible with the surrounding area.

- 3. Public Facilities and Services.** The submittal notes that the site has existing well and septic systems that will accommodate the residence and the proposed bed and breakfast inn.

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

- 4. Impacts.** Similar to comments above, provided the use conditions are met to the Township’s satisfaction, surrounding properties are not expected to be adversely impacted by the proposal.
- 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

Bed and breakfast inns are subject to the use conditions of Section 3.03.02(b), as follows:

1. Required parking areas shall be located off-street and shall not be located in any required front yard.

Section 14.04 requires 1 space per guest room, plus 2 spaces. The revised submittal includes only 1 guest room. As such, the revised proposal requires 3 spaces, in addition to the 2 required for the residence.

The 2 spaces required for the residence are accommodated by the existing garage, while the revised materials demonstrate sufficient area for 3 spaces outside of the 40-foot front yard setback.

2. No bed-and-breakfast inn shall be located closer than 300 feet to another bed-and breakfast inn.

The application form states that “from the public listing, we do not see any bed-and-breakfast closer than 300 feet.”

As part of our initial review, we conducted simple internet searches and found no listings of existing bed and breakfast inns within the Township.

As previously discussed, if the Commission is satisfied with the research conducted, they may find this standard to be met.

3. Meals or other services provided on the premises shall only be available to residents, employees and overnight guests of the inn.

The application form states that “meals and other services will be provided by me.”

The revised submittal materials, including the revised Impact Assessment, also include language stating that this condition will be met.

4. The dwelling unit in which the bed and breakfast establishment is located shall be the principal residence of the operator, and said operator shall live on the premises while the establishment is active.

The submittal materials demonstrate that this condition will be met.


E. Sketch Plan Review

Given the nature of the project, there are relatively few site development regulations that apply (beyond the use conditions of Section 3.03.02(b) noted above).

The revised submittal has addressed our comments on parking, refuse removal, and fencing found in our initial review letter.

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



October 4, 2023

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

**Re: Collingwood Drive Bed and Breakfast
Sketch Plan Review No. 2**

Dear Ms. Ruthig:

Tetra Tech conducted a sketch plan review of the Collingwood Drive Bed and Breakfast Special Use application. The sketch plan and application, last dated September 18, 2023, was prepared Tolga and Nazmiye Yapici. The application proposes using the existing basement as a bed and breakfast. No site improvements are proposed. The property is located on the south side of Collingwood Drive, approximately 600-feet west of Grand River Avenue.

The Petitioner has submitted their plan to the Livingston County Health Department for their review and approval and said approval should be provided to the Township for their records. Once approval has been obtained, we have no further engineering related concerns to the proposed special use.

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

October 4, 2023

Amy Ruthig
Genoa Township
2911 Dorr Road
Brighton, MI 48116

RE: Collingwood Dr. Bed & Breakfast
7854 Collingwood Drive
Genoa Twp., MI
SPECIAL LAND USE

Dear Amy,

The Brighton Area Fire Department has reviewed the above-mentioned site plan. The plans were received for review on September 22, 2023. The project is based on a proposed special land use to convert the basement of an existing single-family residential home to be used as a bed and breakfast. The plan now calls for a studio-type unit as opposed to the original two-bedroom as a result of safety concerns raised on previous reviews. The plan review is based on the requirements of the International Fire Code (IFC) 2021 edition.

The floor plan has been modified to meet the related codes and the applicant has agreed to address the life-safety provisions set forth related to fire extinguisher, smoke alarms, and carbon monoxide alarms.

It was noted on this review that the impact statement identifying the number of guests was not updated to match the revised studio floorplan. This should be addressed as it appears only capable of sleeping two persons.

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

Cordially,

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

Rick Boisvert, CFPS
Fire Marshal

Environmental Health Division

Email: health@livgov.com

Applied: 09/12/2023
Issued:

SITE ADDRESS: 7854 COLLINGWOOD
PARCEL NO: 11-13-401-044
TOWNSHIP: Genoa Township
SUBDIVISION: BIRKWOOD HILLS
LOT:

Review - Additions/Modifications

<u>OWNER</u>	<u>CONTRACTOR</u>
TOLGA YAPICI 61025 GREENWOOD DR SOUTH LYON MI 48178 Phone: (906) 281 2967	HOMEOWNER Phone:

Environmental Health Specialist: Aaron Aumock

Work Description: ADDING BEDROOM IN BASEMENT & REMODELING BATHROOM

Type of Use	Residential	Structure Type	Living Space
Water Supply	Residential	Sewage Disposal	Onsite

Conditions:

STATUS: In Process

09/18/2023

REVIEW RESULT: Action Required

Review Concerns/Comments:

Further information needed:

- 1) An evaluation of septic system shall be completed by a certified private entity. The evaluation should show the exact location and size of the existing septic tank and drainfield as well as the condition of each. Report to be submitted to the Livingston County Health Department for review.
- 2) The existing 4" well needs to have the conduit secured to the well cap. Once work completed call for inspection.
- 3) A water test shall be taken from existing well for bacteria, nitrate and arsenic. Water samples shall meet the minimum standards for safe drinking water.

Aaron Aumock
Environmental Health Specialist

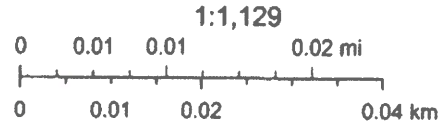
Date Finaled:

Livingston County GIS Map



5/17/2023, 12:58:21 PM

- Tax Parcel
- Subdivision / Condominium
- PLSS Section
- Municipality
- Roads
- Minor Road
- Parcel Dimensions



SEMCOG, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, Livingston County IT/GIS

Livingston County IT/GIS

Map information depicted is not intended to replace or substitute for any official or primary source. Boundary measurements and area calculations are approximate and should not be construed as survey measurements.



718 S. Michigan

Howell, MI 48843

(517) 548-2505

Fax (517) 548-3434

www.watertech-inc.com

WATER ANALYSIS RESULTS

To:
 Fletcher Inspections
 75 E. Henry St.
 Saline, MI 48176

Date Sampled: 1/24/2023 11:00
 Date Received: 1/24/2023
 Collected By: Thomas M
 Sample Point: Laundry Sink

Sample ID:
 7854 Collingwood Dr
 Brighton, MI 48114

Lab Sample Number: 166910-01

Test Parameter	Result	Units	RL	Method	Analysis Date	Analyst	Maximum Desired Limit
Total Coliform	Absent	Pres/Abs.		SM9223B	1/24/2023 16:20	CTM	MCL=Abs. Or 0
Nitrate-N	Not Detected	mg/L.-N	0.1	SM4500NO3	1/24/2023 4:32	CTM	MCL=10
Total Arsenic	Not Detected	mg/L.	0.001	EPA200.8	1/25/2023 0:00	CTM	MCL=0.010

Released By:

Date: 1/25/2023

Laboratory #0023 assigned by the Michigan Department of Environment and Great Lakes (EGLE) for the microbiological and chemical analysis of drinking water.

ABBREVIATIONS:

RL = Lowest reporting level

MCL = Maximum Contaminant Level - The maximum permissible level established by the USEPA and or EGLE for safe drinking water.

SMCL = Secondary Maximum Contaminant Level - Suggested maximum level established by the USEPA for desirable water quality.

CFU/100 ml = Colony Forming Units/100 milliliter sample volume.

mg/l. = Milligrams per liter (= parts per million).

10/30/2023

For application known as 7854 Collingwood Bed and Breakfast:

Dear Planning Committee Members,

1. The floor plan modified to meet code and safety related provisions requested by fire department to provide safe environment for guests, our neighbors and ourselves. We will make the required changes as soon as our application approved.
2. Impact statement is updated as two adults, since there might be people visiting with young children.
3. The sketch plan is updated to clarify parking space and shown set-back measurements to prove available parking will not disturb the neighborhood traffic.
4. House policies provided to explain how to handle disruptive guests.
5. Contacted the Health Department and required information will be provided to Health Department up on approval of project.

Please see attached for:

1. Environmental Impact Statement
2. Site Plan
3. House Policies

Best Regards,



Nazmiye Yapici

**Environmental Impact Statement
FOR
Special Land Use
FOR
'7854 Collingwood Dr. Brighton, MI, 48114'
GENOA TOWNSHIP, LIVINGSTON COUNTY
MICHIGAN**

Prepared by Nazmiye Yapici

**7854 Collingwood Dr.
Brighton, MI 48114
(906)281-4520**

October 31, 2023

INTRODUCTION:

The purpose of this environmental impact statement to show effect of special use request.

LOCATION:

Property is at 7854 Collingwood Dr., Brighton, MI, which is in Genoa Township and Livingston County. Figure 1-Figure 4 shows existing structures and natural features.

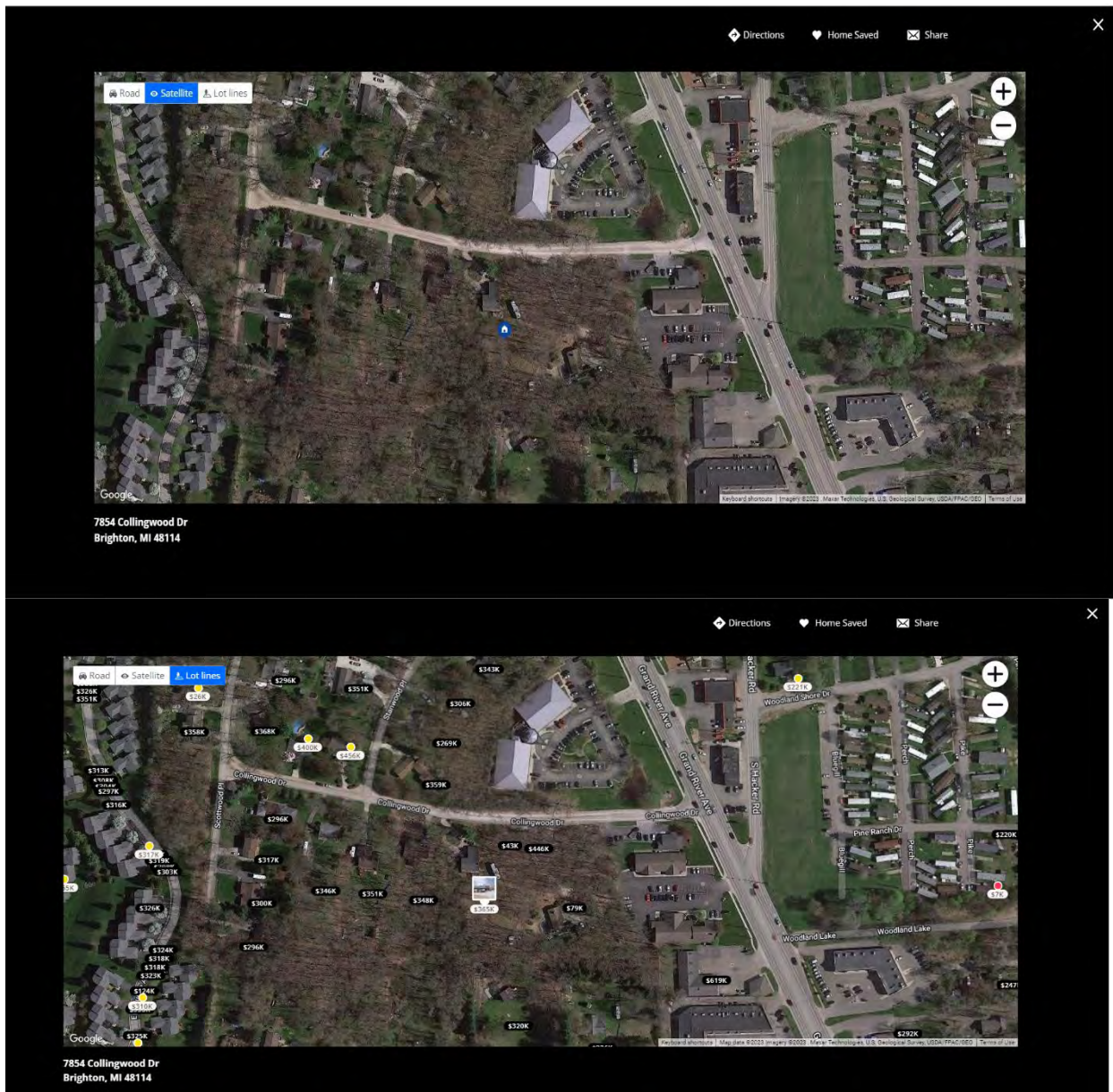


Figure 1. Satellite Top image shows satellite image of property labelled with blue home picture. Bottom image shows lot lines.



Figure 3. Picture of existing off-street parking.



Figure 2. Picture of patio from walk-out basement.



Figure 4 Picture of existing basement living room area with walk-out basement door. This area will be updated.

Impact on natural features:

The property is on 1.2-acre land. Livable area above ground is 2064 sq feet. The livable area underground is 910 sq feet. It is on well water (existing structure). Well water is defined as groundwater that is untreated. Well drillers drilled down to the aquifer, which is an underground layer of permeable rock containing water. Then, a pump system is installed to carry the water up from the ground and into our home. The property has a septic tank. Drain Field: Septic drain fields, also called leach fields or leach drains, are subsurface wastewater disposal facilities used to remove contaminants and impurities from the liquid that emerges after anaerobic digestion in a septic tank. The drain field and septic inspection will be scheduled after approval of this project. Well water has already been tested, it is safe to use and drink. Radon mitigation system installed to basement. There is no wetland in the property. There are mature trees and plants.

Impact on stormwater management:

There won't be any change to existing drainage patterns by activity.

Impact on surrounding use:

Our property is very dark during the night. We plan to install solar lights in the driveway and back yard to increase lighting in our property to feel safer for our own use. Therefore, regardless of use as bed and breakfast, there would be increase in lighting. We do not anticipate an increase in lighting due to its special use.

We will not allow our guests to use our home as party house, quiet hours will be applied between 10 pm to 8 am for ourselves and for our neighbors. Therefore, we do not anticipate any increase in noise that will affect surrounding neighborhoods.

Impact on Public Facilities and Services:

We expect up to 2 adults at our bed and breakfast. Since their visit will be short term, we do not expect any impact on Area Public Schools and very minimal impact on Fire and Police Departments (due to human nature).

We hope to attract people visiting the area for recreational purposes, college student parents who need space during graduation times, patient care takers whose relatives might be in treatment in dialysis area or cancer center.

Impact on Public Utilities:

Currently we are only using public waste containers. We might require an additional dumpster, but we do not know how much waste could be generated due to this operation.

There won't be construction to existing systems therefore, we do not anticipate any impact on septic or well.

Storage and Handling of Any Hazardous Materials:

During minor renovation/update, we need to dispose of some leftover furniture, wood panels, vinyl sheets etc. We will use dumpster companies (such as GFL, Happy Dumpster) to collect all our renovation/remodeling waste. There won't be any hazardous material storage on site in quantities over 55 gallons. We do not plan to store any pesticides over 100 pounds or over 55 gallons.

Traffic Impact Study:

Since there might be only one or two additional cars visiting my home just like regular guest visit and since there is existing off-street parking. The impact on traffic will be minimal. Please see parking lot measurements in the attachment.

Historic and Cultural Resources:

There won't be any alteration to the existing structure exterior, thus no impact on resources.

Special Provisions:

There is no existing deed restrictions.

This Policy is adapted from AIRBNB (air bed and breakfast) platform: Community Disturbance Policy

It is important that those who use our property are respectful of local communities. That respect includes trying to avoid disturbing neighbors with disruptive parties, events, noise, or other disruptive behaviors and actions. This Policy covers our ban on disruptive gatherings and other community disturbances during listing stays or experiences.

Parties and Events

Disruptive gatherings are prohibited, regardless of size.

- What we don't allow:
 - Disruptive gatherings
 - Open-invite gatherings
 - Disturbances to the surrounding community such as:
 - Excessive noise
 - Excessive visitors
 - Excessive trash/littering
 - Smoking nuisances
 - Parking nuisances
 - Trespassing
 - Vandalism
 - Advertising listings as party or event friendly

Unauthorized party intervention

We are committed to safe and responsible travel, and reducing the number of unauthorized parties at our listings is a priority. To help us achieve this, we will take action, and may block certain reservations that we determine to be higher risk for unauthorized parties.

What happens when a guest violates our policies?

We ask our community to work together to help prevent community disturbances and disruptive gatherings. We may take steps up to and including suspending or removing a guest, or listing from the listing advertisement platform if they fail to comply with our policies.

Reporting a disruption

When it's believed our listing is causing a community disturbance—whether that's excessive noise, a disruptive gathering, or unsafe behavior—members of the local community can report it to police department. Once an issue is reported to us, we will send a confirmation email explaining what happens next. We will also provide contact information for police departments, hospitals and fire department.

Ground rules for guests of 7854 Collingwood Dr. Brighton, MI

We require everyone to stick to these simple rules for being a great guest:

- Treat your Host's home like your own
- Follow the Host's house rules
- Communicate promptly with the Host if issues come up

Details of the ground rules

Treat your Host's home like your own

- **Cleanliness:** Guests should not leave the listing in a state that requires excessive or deep cleaning (ex: with moldy dishes, soiled carpets, stains from pets, etc.). Cleaning fees set by Hosts are only meant to cover the cost of standard cleaning between reservations (ex: laundry, vacuuming, etc.).
- **Litter:** Guests should put their trash in designated trash receptacles and be mindful of excessive amounts of trash.
- **Damage:** Where guests cause damage that is beyond normal wear and tear, we expect guests to inform Hosts of the damage as soon as possible and work with the Host to find a reasonable solution. Guests are expected to pay reasonable requests for reimbursement if they're responsible for damage, missing items, or unexpected cleaning costs. Learn more about [getting charged for damage](#).

Follow the Host's rules

- **Approved guests:** Guests should respect the approved number of guests and should ask their Host if they're unsure about the rules for visitors. Disruptive gatherings are always prohibited. Learn more in our [Community Disturbance Policy](#).
- **Check-in time:** Guests should respect their Host's check-in window. Any check-in before or after the designated window should be approved by the Host.
- **Checkout time:** Guests should complete checkout, by the designated checkout time indicated on the reservation, and should not leave belongings at the listing past the designated checkout time for storage or later pickup without prior approval from the Host.
- **Smoking:** Guests should not smoke inside a listing unless they are allowed to do so by the Host. This includes the use of tobacco, cannabis, e-cigarettes, etc.
- **Approvals for pets:** Guests should not bring any pets inside a listing that is designated as "no pets" in the house rules, bring more pets than are approved into a listing, or fail to inform the Host about any pets brought inside the listing. Note that service animals are not considered pets. Learn more about our rules around service animals in our [Accessibility Policy](#).
- **Noise:** Guests should respect designated quiet hours (9 am to 10 pm) and should not disturb the surrounding community with a disruptive level of noise (ex: loud music, shouting, slamming doors, etc.).
- **Commercial film and photography:** Guests should not participate in film or photography that is intended for commercial use or profit, without documented permission from the Host.

Communicate promptly with the Host if issues come up

Good communication between a Host and guest is important for successful stays. When guests are able to (ex: not out of cell phone range, etc.), they should respond to Hosts within 24 hours when a Host is reaching out to resolve an issue.

Reporting a violation

When a Host is dealing with a suspected or actual violation of these ground rules, we plan to:

- Communicate with the guest—this is often the quickest path to resolution.
- Document the issue through an emailed complaint from a neighbor, photos, etc.
- Property will be insured for possible damages by guests.

Holding guests to these ground rules

We are committed to enforcing these ground rules.

Actions we take may include providing information to guests about the policy and issuing warnings. When repeated or severe violations of these ground rules are reported, guests may also be suspended or removed from our community.

Like always, Hosts can also add a written set of additional rules to their standard **house rules**. Hosts' additional rules should specify anything else that's off-limits for guests. If a guest violates any of the standard house rules or additional rules, we'll support the Host if they need to cancel the reservation.

The Sketch Plan:

Legal Description of the Property: SEC13, T2N R5E, LOT44 of Birkwood Hills

Existing building and parking dimensions and setbacks:

House has 2064 sqft above ground, 1032 sqft below ground area. Building dimensions measured from county arial map are shown in arial picture.

As it can be seen from the picture, assuming regular parking lot size is 10*20 ft, 4 additional parking spaces exist on property in addition to two-car garage. 1 additional parking will be enough to meet 2 adult guest's stay. Please see Figure 2 for parking dimensions and setbacks.



Figure 1. Building dimensions. 76 ft from front to back on long side, 11ft,36ft and 23 ft on the other long side, 47 ft on the short side of building.



Figure 2. Parking dimensions. Dimensions are drawn on image. 68 ft+ 10 ft setback to street on one side with 18 ft* 10ft* 18 ft parking pocket where RV was parked next to garage. 10ft setback on the other side with 50 ft+22ft+ 37 ft + 17 ft.

Fence depicted are existing fences.

UTILITIES 1. The application notes that the new use will use the existing well and septic on site. The Petitioner should provide documentation from the County Health Department documenting the suitability of the existing septic system for increased use.

We applied to Livingston County Health Department for inspection of the suitability of existing septic for increased use, plan is partially approved. We will look for third party for septic location after project is approved. Well is already secured, water is tested and does not contain bacteria or else.

Please see figure 3 below, picture obtained from arial map view of Livingston County, property can accommodate 4 parking cars. Also, the property has 78' front yard setback. Furthermore, updated sketch plan will allow only one bedroom (studio), therefore, 1 parking spots will be enough in addition to garage for 2 cars (owners parking space).



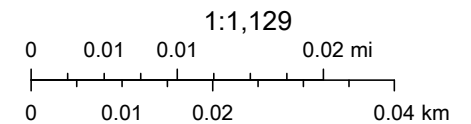
Figure 3. Parking dimensions. Dimensions are drawn on image.78 ft with 10 ft setback to street on one side with 18 ft* 10ft* 18 ft parking pocket where RV was parked next to garage. 10ft setback on the other side with 50 ft+22ft+ 37 ft+ 17 ft.

Livingston County GIS Map



5/17/2023, 12:58:21 PM

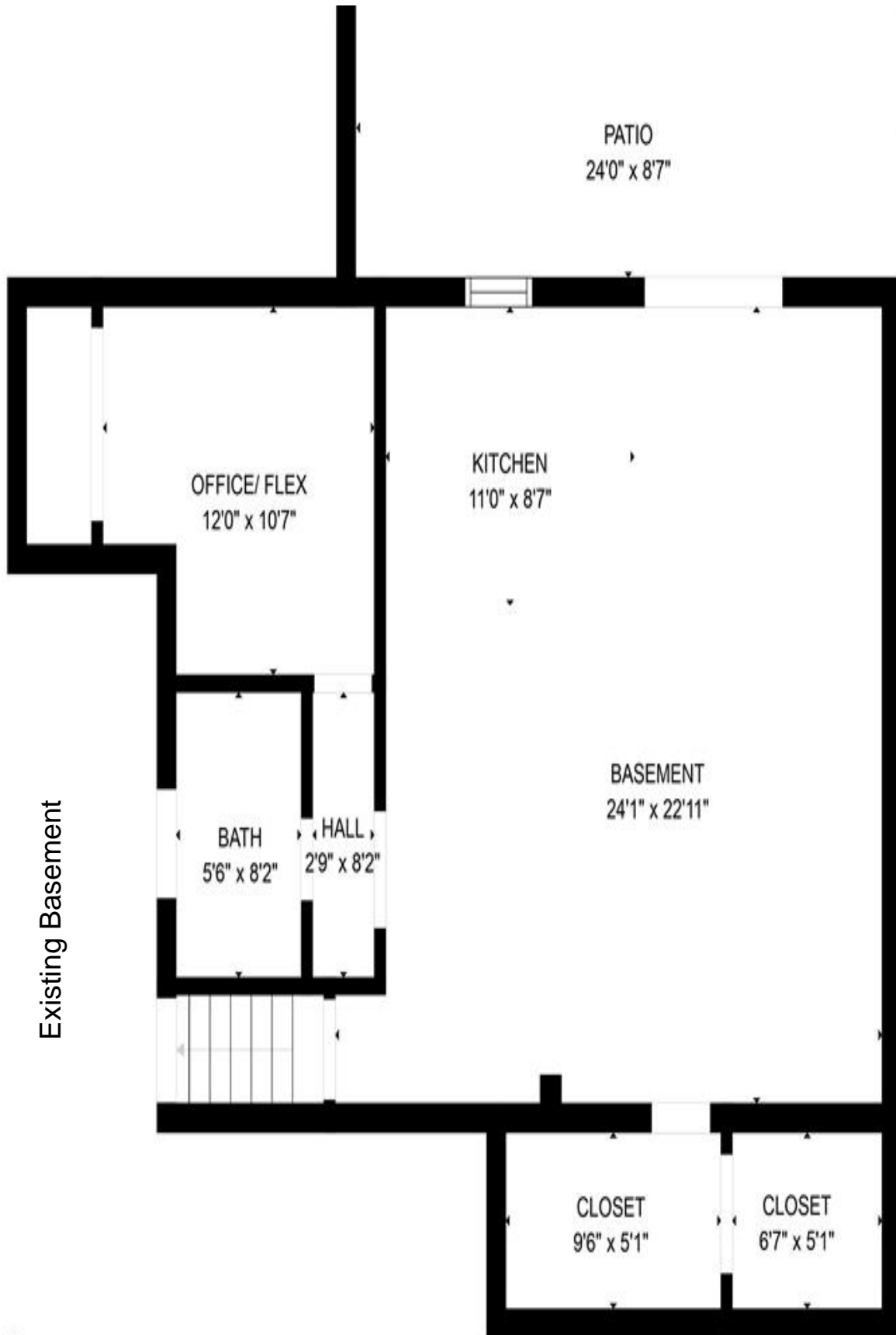
- Tax Parcel
 - Subdivision / Condominium
 - PLSS Section
 - Municipality
 - Minor Road
- Parcel Dimensions Roads



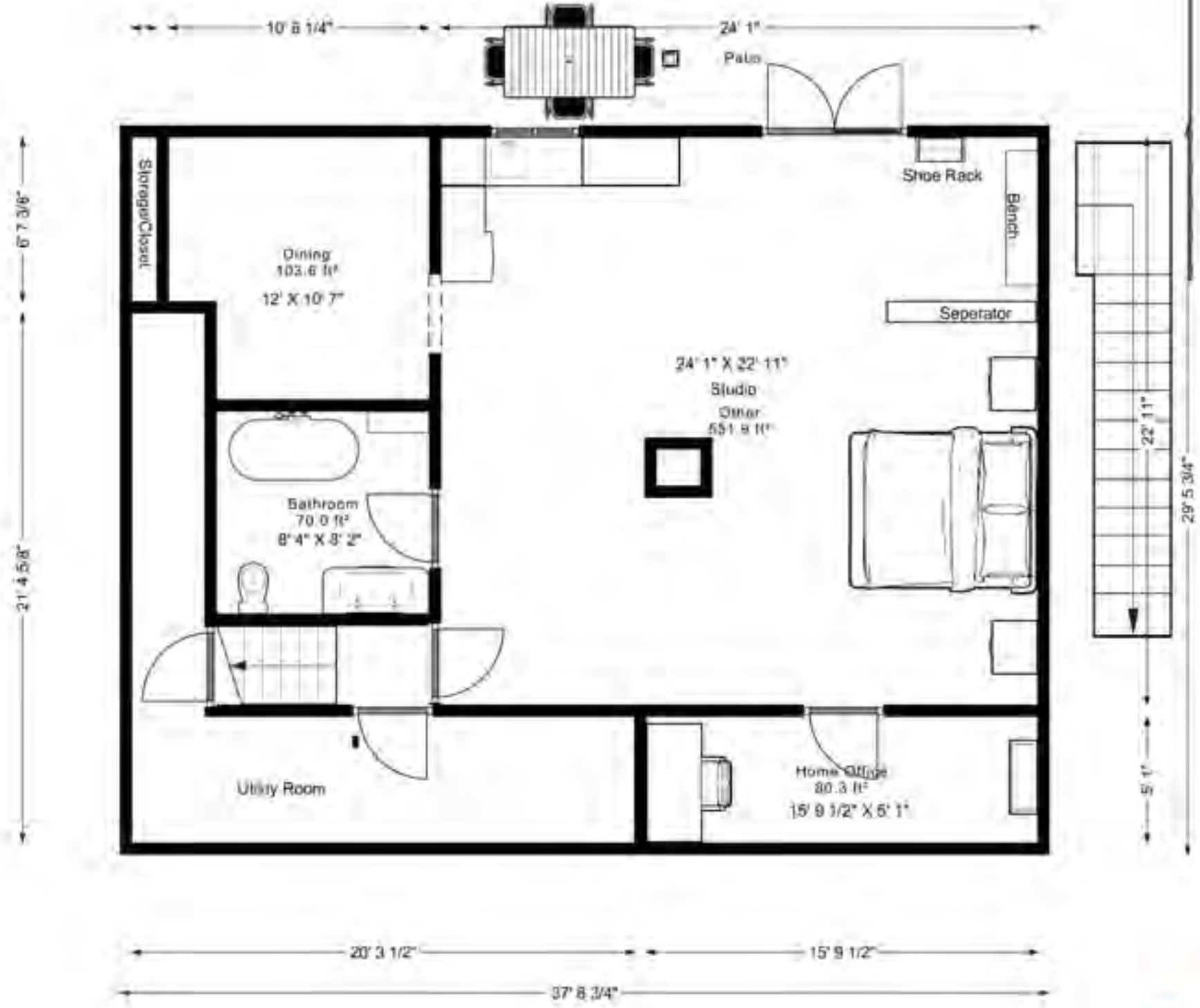
SEMCOG, Esri, HERE, Garmin, GeoTechnologies, Inc., USGS, EPA, Livingston County IT/GIS

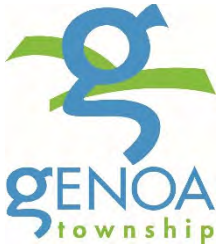
Livingston County IT/GIS

Map information depicted is not intended to replace or substitute for any official or primary source. Boundary measurements and area calculations are approximate and should not be construed as survey measurements.



Proposed
Basement





MEMORANDUM

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

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: November 1, 2023
RE: Ex officio appointments

As required by state law, we must appoint ex officio members to the Planning Commission and Zoning Board of Appeals each year for terms beginning on November 20th. The Township Supervisor is recommending the following appointment motion in this regard for your consideration:

Moved by _____ **and supported by** _____ to appoint Jeff Dhaenens to the Planning Commission with a term ending 11/20/24 and to re-appoint Jean Ledford to the Zoning Board of Appeals with a term ending 11/20/24.

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

Genoa Township Officials

Amended: September 18, 2023

Proposed November 6, 2023

PLANNING COMMISSION (3-year term)

Chris Grajek	06/30/26
Marianne McCreary	06/30/24
Tim Chouinard	06/30/26
Greg Rassel	06/30/25
Jeff Dhaenens Diana Lowe (1-year term)	11/20/23-24
Glynis McBain	06/30/24
Eric Rauch	06/30/25

ZONING BOARD OF APPEALS (3-year term)

Bill Rockwell	06/30/24
Marianne McCreary	06/30/24
Craig Fons	06/30/25
Jean Ledford (1-year term)	11/20/23-24
Michele Kreutzberg	06/30/26
vacant (alternate)	06/30/25

BOARD OF REVIEW (2-year term)

Chris Grajek	12/31/24
Ron Matkin	12/31/24
Marianne McCreary	12/31/24
Joann Fellwock (alternate)	12/31/24

SEMCOG (4-year term)

Terry Croft	11/20/24
Diana Lowe (alternate)	11/20/24

GENOA/OCEOLA SEWER AND WATER AUTHORITY (4-year term)

Robin Hunt	11/20/24
Bill Rogers	11/20/24

HOWELL PARKS AND RECREATION (4-year term)

Diana Lowe	11/20/24
Terry Croft (alternate)	11/20/24

MHOG (Marion, Howell, Oceola and Genoa) (4-year term)

Robin Hunt	11/20/24
Bill Rogers	11/20/24

FOIA COORDINATOR (4-year term)

Kelly VanMarter	11/20/24
-----------------	----------

BRIGHTON FIRE AUTHORITY (4-year term)

Bill Rogers	11/20/24
Terry Croft	11/20/24

ELECTION COMMISSION (4-year term)

Diana Lowe	11/20/24
Jean Ledford	11/20/24

10/27/2023

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 03/31/24	2023-24 AMENDED BUDGET	2023-24 AMENDED 11/6/2023
APPROPRIATIONS				
101-215-702-014	TWP CLERK SALARY	33,176.00	58,755.00	58,755.00
101-215-703-000	CLERKS DEPT WAGES & SALARIES	13,058.00	44,000.00	44,000.00
101-215-861-000	CLERKS DEPT MILEAGE & TRAVEL EXPENSE		200.00	200.00
101-215-910-000	CLERKS DEPT PRO DEV/CONFERENCE/DUES		100.00	100.00
101-215-955-000	CLERKS DEPT MISCELLANEOUS		100.00	100.00
101-262-703-001	WAGES- PART TIME OFFICE WORKERS	10,676.00	50,000.00	50,000.00
101-262-703-002	SCANNERS, CHAIRPERSON & POLL WORKERS	1,180.00	45,000.00	45,000.00
101-262-703-004	TRAINING: \$45<4 HRS - \$90>4 HRS		5,000.00	5,000.00
101-262-703-005	WAGES - RECEIVING BOARD- \$200 PER DIEM	200.00	800.00	800.00
101-262-751-001	ELECTION OFFICE SUPPLIES/EQUIPMENT	10,907.00	7,950.00	15,000.00
101-262-791-000	ELECTION PUBLICATIONS		1,500.00	1,500.00
101-262-802-001	ELECTION MEETING FEES	750.00	1,500.00	1,500.00
101-262-802-002	BALLOT TESTING	500.00	10,000.00	10,000.00
101-262-802-003	LIVINGSTON COUNTY CLERK		9,000.00	9,000.00
101-262-802-004	CHURCH / SCHOOL CLEANUP/SETUP/ TAKE DOW	1,200.00	5,425.00	5,425.00
101-262-802-005	ELECTION BREAKFAST / DINNER	167.00	1,700.00	1,700.00
101-262-861-001	ELECTION MILEAGE & TRAVEL	83.00	575.00	575.00
101-262-901-001	POSTAGE FOR APPLICATIONS	4,523.00	4,650.00	8,000.00
101-262-901-002	POSTAGE FOR MAILING BALLOTS	2,472.00	4,650.00	6,000.00
101-262-901-003	POSTAGE FOR MAILING NEW I.D. CARDS		200.00	200.00
101-262-955-000	ELECTION MISCELLANEOUS	25.00	1,500.00	1,500.00
TOTAL APPROPRIATIONS		32,683.00	149,450.00	161,200.00

Please note that all costs for Hartland, Howell, and the Presidential Primary elections will be reimbursed in full for all three elections this fiscal year.



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: November 1, 2023
RE: Property Purchases

I am pleased to share with you that the Township closed on the Herbst Farm property on Monday, October 30, 2023 as was required in the purchase agreement. Additionally, the closing for the MDNR Natural Resources Trust Fund Acquisition Grant is scheduled for Friday, November 3rd, 2023. To facilitate the closings in a timely manner, the Title Company requested authorization to sign and the Township attorney prepared the attached authorization to sign and complete the purchase. This authorization allowed the Supervisor to delegate his authority to sign all documents for the acquisition to the Manager. The authorization was used for both purchases and it should be ratified by the Board in the recommended motion below:

Moved by _____ **Supported by** _____ to ratify the Township Supervisor signing and delegating to the Township Manager the authority to sign all documents to complete the acquisition of parcels 4711-14-300-018; 4711-14-400-006; 4711-23-100-001; and 4711-23-100-002.

Sincerely,



Kelly VanMarter

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

GENOA CHARTER TOWNSHIP AUTHORIZATION TO SIGN AND COMPLETE
PURCHASE OF CROOKED WATER PROPERTIES, PARCEL TAX NUMBERS 4711-14-
300-018; 4711-14-400-006; & 4711-23-100-001

WHEREAS, the Genoa Charter Township passed a resolution on August 1st, 2022, authorizing the expenditure of funds and to take advantage of the acceptance of MDNR Trust Fund Acquisition Grant number TF21-0040;

WHEREAS, Michigan Compiled Laws 42.5 provides that the Township Supervisor shall be the presiding and executive officer of the Township Board;

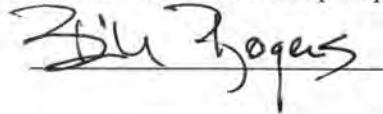
WHEREAS, Michigan Compiled Laws 42.10a allows the Genoa Charter Township to appoint and employ a Township Manager;

WHEREAS, Kelly VanMarter has been and is serving as the Genoa Charter Township manager;

WHEREAS, the Township Supervisor, Bill Rogers, has delegated his authority to sign all documents to complete the acquisition of the above mentioned properties to the Township Manager, Kelly VanMarter;

THEREFORE, I, duly elected Genoa Township Supervisor, Bill Rogers, delegate to Genoa Charter Township Manager Kelly VanMarter the authority to sign all documents necessary to complete the acquisition of those parcels identified in the MDNR Trust Fund Acquisition Grant number TF21-0040; inclusive of parcels tax id number 4711-14-300-018; 4711-14-400-006; & 4711-23-100-001.

Bill Rogers
Genoa Charter Township Supervisor

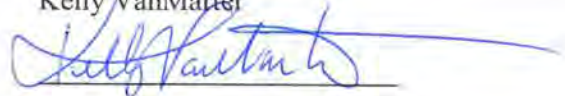


Subscribed and sworn to before me
On this 25 day of October, 2023

Kathleen R. Murphy
Notary Public Kathleen R. Murphy

Livingston County, Michigan
My Commission Expires: June 30, 2028

Accepted by Genoa Charter
Township Manager
Kelly VanMarter



KATHLEEN R. MURPHY

Notary Public, Livingston County, MI

My Commission Expires June 30, 2028



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: November 1, 2023
RE: Agenda Items 8 & 9 - Meeting and Holiday Schedule

Attached please find the proposed Township Holiday and Meeting schedules for the upcoming 2024 year. The Charter Township Act (MCL 42.7) requires that the Board adopt a resolution for the time, date and place of its regular meetings. I have provided the attached Resolution 231106 to fulfil this requirement. I have also provided the schedule of meetings for all Boards and Commissions and a proposed holiday schedule for your approval.

Suggested motion for Item #8:

Moved by _____ **and Supported by** _____ to approve the 2024 Township Meetings and Holiday Schedule.

Suggested motion for Item #9 (Resolution requires ROLL CALL vote):

Moved by _____ **and Supported by** _____ to approve Resolution 231106 establishing the 2024 regular meeting dates for the Board of Trustees. (Roll Call)

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

Sincerely,

Kelly VanMarter

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter



GENOA CHARTER TOWNSHIP
SCHEDULE OF MEETINGS
January 1, 2024 thru December 31, 2024

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

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

TOWNSHIP BOARD SCHEDULE

January 22, 2024* (4 th Monday)	July 1 & 15, 2024
February 5 & 19, 2024	August 5 & 19, 2024
March 4 & 18, 2024	September 16, 2024* (no 1 st meeting)
April 1 & 15, 2024	October 7 & 21, 2024
May 6 & 20, 2024	November 18, 2024 (no 1 st meeting)
June 3 & 17, 2024	December 2 & 16, 2024

PLANNING COMMISSION SCHEDULE

January 8, 2024	July 8, 2024
February 12, 2024	August 12, 2024
March 11, 2024	September 9, 2024
April 8, 2024	October 15, 2024* (Tuesday)
May 13, 2024	November 12, 2024* (Tuesday)
June 10, 2024	December 9, 2024

ZONING BOARD OF APPEALS SCHEDULE

January 23, 2024* (4 th Tuesday)	July 23, 2024* (4 th Tuesday)
February 20, 2024	August 20, 2024
March 19, 2024	September 17, 2024
April 16, 2024	October 22, 2024* (4 th Tuesday)
May 21, 2024	November 19, 2024
June 18, 2024	December 17, 2024

BOARD OF REVIEW SCHEDULE

March 5, 2024	July 16, 2024
March 11 & 12, 2024	Dec. 10, 2024

**denotes meeting date disrupted by a holiday or conflict.*

Notice Posted on Front Display - Dec. 6, 2023 thru Dec. 31, 2024



GENOA CHARTER TOWNSHIP
SCHEDULE OF HOLIDAYS
January 1, 2024 thru December 31, 2024

HOLIDAY	DATE OBSERVED 2024
New Year's Day	January 1, 2024
Martin Luther King Day	January 15, 2024
Good Friday	March 29, 2024
Memorial Day	May 27, 2024
Independence Day	July 4, 2024
Floating Holiday	July 5, 2024
Labor Day	September 2, 2024
Columbus Day	October 14, 2024
Veterans Day	November 11, 2024
Thanksgiving	November 28, 2024
Post-Thanksgiving	November 29, 2024
Christmas Eve	December 24
Christmas Day	December 25
New Year's Eve	December 31

As designated in the Employee Handbook, all regular full time and part time employees receive time off with pay for designated holidays. Temporary employees will receive holiday time off without pay. Part time employees are compensated at a percentage determined by hours worked during the previous year.

The holidays designated in the employee handbook are shown in Table I at right.

If a holiday falls on a Saturday, the preceding day will be recognized as the holiday. If the holiday falls on a Sunday, the following Monday will be recognized as the holiday.

If the preceding Friday or the following Monday is also a holiday, then the preceding Thursday or following Tuesday will be recognized as the holiday, provided, however, by mutual consent of the Township Board or the Township Manager and a majority of the affected employees, the holiday days may be changed to allow the Township Hall to remain open for normal business.

Table I.

HOLIDAY	DATE
New Year's Day	January 1
Martin Luther King Day	Third Monday in January
Good Friday	Friday before Easter
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veterans Day	November 11
Thanksgiving	Fourth Thursday in November
Post-Thanksgiving	Friday after Thanksgiving
Christmas Eve	December 24
Christmas Day	December 25
New Year's Eve	December 31
Election Day or Floating Holiday	Presidential and Gubernatorial

**GENOA CHARTER TOWNSHIP
LIVINGSTON COUNTY, MICHIGAN**

RESOLUTION 231106

At a regular meeting of the Board of Trustees of Genoa Charter Township, Livingston County, Michigan, (the "Township") held at 6:30pm at the Township Hall on Monday, December 5, 2022 there were:

PRESENT:

ABSENT:

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

**RESOLUTION TO ESTABLISH THE MEETING DATES OF GENOA CHARTER TOWNSHIP BOARD OF TRUSTEES FOR
THE YEAR 2024**

NOW THEREFORE, BE IT RESOLVED that the Township Board of Genoa Charter Township, Livingston County, Michigan, does hereby establish that there will generally be two regular meetings per month unless disrupted by a holiday or election, held by the Township Board as follows:

- Meetings will generally be held on the first and third Monday of each month unless the Board meeting falls on a holiday or conflicts with a presidential or gubernatorial election in which case the meeting shall be held at the same location and time on an alternate day as determined by the Board. Meeting dates disrupted by holidays or elections are noted with an asterisk (*) in the schedule below.
- Meetings will be held at the Genoa Township Hall located at 2911 Dorr Road, Brighton, MI 48116 unless capacity concerns cause the meeting to be relocated to a larger venue.
- The Township Board meets at 6:30 p.m.
- All meetings will be held in compliance with the Open Meetings Act.
- Special meetings may be called with proper notice given as prescribed by law.
- The 2024 regular meeting schedule is as follows:

January 22, 2024*(4 th Monday)	July 1 & 15, 2024
February 5 & 19, 2024	August 5 & 19, 2024
March 4 & 18, 2024	September 16, 2024* (no 1 st meeting)
April 1 & 15, 2024	October 7 & 21, 2024
May 6 & 20, 2024	November 18, 2024 (no 1 st meeting)
June 3 & 17, 2024	December 2 & 16, 2024

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

AYES:

NAYS:

ABSENT:

The resolution was declared _____.

CERTIFICATION OF CLERK

The undersigned, being the duly elected Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at a meeting of the Township Board, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records of 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

Dated: November 6, 2023

(Notice Posted in Front Display Case: November 7, 2023 thru Dec. 31, 2024)



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: November 1, 2023
RE: Fund 202 Budget Amendment – Homestead Drive

The Homestead Drive road improvement special assessment district (2022) included provisions for 10 years of annual maintenance. Earlier this summer the homeowners identified an abandoned culvert that was settling and causing deterioration of the pavement. A project to remove the culvert and repair the road was approved as maintenance and the cost of the repair was \$10,608. This project requires a budget amendment which is shown highlighted on the attached and summarized below. The homeowners understand that future maintenance projects may be limited by the balance remaining as a result of this unexpected expense.

Fund 202 – Special Assessment Districts (Roads and Lakes)

Amend budget line item as follows:

HOMESTEAD (S22-31) ANNUAL MAINTENANCE EXPENSE – DEPT. 478				
Fund Type	Fund Number	Description	Current Budget Amount	Amended Budget
Appropriations	202-478-802-000	Annual Maintenance	\$6,100	\$13,508

For your consideration the following motion is suggested:

Moved by _____ **and supported by** _____ to amend the Fiscal Year 2023-2024 budget for Fund 202 – SAD Roads and Lakes to increase the Homestead Road annual maintenance expenses line item #202-478-802-000 from \$6,100 to \$13,508 for one-time culvert removal and repair.

Please let me know if you have any questions or comments.

Sincerely,

Township Manager

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

10/25/2023

BUDGET REPORT FOR GENOA TOWNSHIP
Calculations as of 03/31/2024

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 10/25/23	2023-24 AMENDED BUDGET	2023-24 REQUESTED BUDGET
Fund 202 - SAD ROADS AND LAKES				
APPROPRIATIONS				
Dept 478				
202-478-802-000	HOMESTEAD (S22-31) -ANNUAL MAINT. EXP	10,608	6,100	13,508
Totals for dept 478 -		10,608	6,100	13,508
TOTAL APPROPRIATIONS		426,920	829,948	837,356
NET OF REVENUES/APPROPRIATIONS - FUND 202		(358,589)	(468,976)	(476,381)
BEGINNING FUND BALANCE		2,792,450	2,792,450	2,792,450
ENDING FUND BALANCE		2,433,861	2,323,474	2,316,069



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: November 1, 2023
RE: Q2 Budget to Actual Reports

Attached please find the second quarter budget to actual reports prepared by Township staff. The second quarter report represents the first 6 months of the fiscal year from April 1st through September 30, 2023. If you have questions prior to Monday night's meeting please let me know.

Sincerely,



Kelly VanMarter

SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24	2023-24	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET			
Fund 101 - GENERAL FUND						
Revenues						
Dept 000 - REVENUE						
101-000-402-001	CURRENT REAL PROP TAX	1,200,000.00	1,200,000.00	35,117.66	1,164,882.34	97.07
101-000-411-001	DELINQ TAX - PERSONAL & REAL	1,000.00	1,000.00	3,098.72	(2,098.72)	(209.87)
101-000-434-002	TRAILER FEES	4,000.00	4,000.00	1,861.00	2,139.00	53.48
101-000-448-001	COLLECT FEES/EXCESS OF ROLL	400,000.00	400,000.00	277,741.85	122,258.15	30.56
101-000-448-002	COLLECTION FEE - SCHOOLS	25,000.00	25,000.00	24,573.00	427.00	1.71
101-000-451-024	ADMIN FEE/UTILITY-OPERATING	59,359.00	59,359.00	29,679.50	29,679.50	50.00
101-000-452-001	INTEREST-SPECIAL ASSESSMENTS	7,263.00	7,263.00	0.00	7,263.00	100.00
101-000-476-001	CABLE FRANCHISE	410,000.00	410,000.00	187,657.93	222,342.07	54.23
101-000-476-002	LICENSE & PERMITS	20,000.00	20,000.00	12,030.00	7,970.00	39.85
101-000-567-001	CEMETERY REVENUE	800.00	800.00	400.00	400.00	50.00
101-000-572-001	METRO ACT REVENUE	15,500.00	15,500.00	13,266.39	2,233.61	14.41
101-000-573-001	LCSA-PPT REIMBURSEMENT	25,500.00	25,500.00	19,250.21	6,249.79	24.51
101-000-574-002	STATE SHARED REVENUE	2,210,292.00	2,210,292.00	1,098,242.30	1,112,049.70	50.31
101-000-608-000	CHARGES FOR SERV-APPL FEES	60,000.00	60,000.00	32,228.15	27,771.85	46.29
101-000-609-000	CHARGES FOR SERVICES- FOIA/PRINTING	500.00	500.00	302.00	198.00	39.60
101-000-626-032	ADM FEE LIQUOR LAW	3,500.00	3,500.00	1,803.00	1,697.00	48.49
101-000-631-000	REFUSE COLLECTION FEES	1,175,000.00	1,270,000.00	40,428.65	1,229,571.35	96.82
101-000-657-001	ORDINANCE FINES	1,000.00	1,000.00	500.00	500.00	50.00
101-000-665-001	INTEREST	10,000.00	10,000.00	46,593.49	(36,593.49)	(365.93)
101-000-671-000	OTHER REVENUE	1,000.00	1,000.00	0.00	1,000.00	100.00
101-000-672-000	TAXES ON LAND TRANSFER	149,000.00	149,000.00	0.00	149,000.00	100.00
101-000-682-000	ELECTION REIMBURSEMENTS	0.00	0.00	8,302.62	(8,302.62)	0.00
101-000-699-249	MMRMA REIMBURSEMENT	10,000.00	10,000.00	11,327.04	(1,327.04)	(13.27)
101-000-699-464	TRANSFER IN FROM ARPA FUND #464	224,000.00	0.00	0.00	0.00	100.00
Total Dept 000 - REVENUE		6,012,714.00	5,883,714.00	1,844,403.51	4,039,310.49	68.65
TOTAL REVENUES		6,012,714.00	5,883,714.00	1,844,403.51	4,039,310.49	68.65
Expenditures						
Dept 101 - TOWNSHIP BOARD						
101-101-702-014	TRUSTEES/SECRETARY WAGES & SALARIES	37,575.00	37,575.00	15,830.58	21,744.42	57.87
101-101-861-000	TRUSTEES MILEAGE & TRAVEL EXPENSE	3,800.00	3,800.00	819.55	2,980.45	78.43
101-101-910-000	TRUSTEES PRO DEV/CONFERENCE/DUES	15,000.00	15,000.00	10,743.36	4,256.64	28.38
101-101-955-000	TRUSTEES MISCELLANEOUS	100.00	100.00	0.00	100.00	100.00
Total Dept 101 - TOWNSHIP BOARD		56,475.00	56,475.00	27,393.49	29,081.51	51.49
Dept 171 - TOWNSHIP SUPERVISOR						
101-171-702-014	TWP SUPERVISOR SALARY	65,877.00	65,877.00	32,878.16	32,998.84	50.09
101-171-861-000	SUPERVISOR MILEAGE & TRAVEL EXPENSE	500.00	500.00	40.61	459.39	91.88
101-171-910-000	SUPERVISOR PRO DEV/CONFERENCE/DUES	1,000.00	1,000.00	60.00	940.00	94.00
101-171-955-000	SUPERVISOR MISCELLANEOUS	1,000.00	1,000.00	0.00	1,000.00	100.00
Total Dept 171 - TOWNSHIP SUPERVISOR		68,377.00	68,377.00	32,978.77	35,398.23	51.77
Dept 172 - TOWNSHIP MANAGER						
101-172-702-014	TWP MANAGER SALARY	151,500.00	151,500.00	74,624.99	76,875.01	50.74
101-172-703-000	MANAGER DEPT WAGES & SALARIES	45,460.00	45,460.00	22,736.00	22,724.00	49.99
101-172-861-000	MANAGER DEPT MILEAGE & TRAVEL EXPENSE	1,000.00	1,000.00	0.00	1,000.00	100.00
101-172-910-000	MANAGER DEPT PRO DEV/CONFERENCE/DUES	4,000.00	4,000.00	2,105.00	1,895.00	47.38

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 101 - GENERAL FUND						
Expenditures						
101-172-955-000	MANAGER DEPT MISCELLANEOUS	1,000.00	1,000.00	0.00	1,000.00	100.00
Total Dept 172 - TOWNSHIP MANAGER		202,960.00	202,960.00	99,465.99	103,494.01	50.99
Dept 191 - ACCOUNTING & FINANCE						
101-191-703-000	ACCT DEPT WAGES & SALARIES	85,458.00	85,458.00	39,369.66	46,088.34	53.93
101-191-801-000	ACCOUNTING CONSULTANT (PHP)	30,000.00	30,000.00	4,200.00	25,800.00	86.00
101-191-801-001	FINANCIAL CONSULTING (PFM)	1,200.00	1,200.00	1,000.00	200.00	16.67
101-191-861-000	ACCT DEPT MILEAGE & TRAVEL EXPENSE	100.00	100.00	0.00	100.00	100.00
101-191-910-000	ACCT DEPT PRO DEV/CONFERENCE/DUES	500.00	500.00	0.00	500.00	100.00
101-191-955-000	ACCT DEPT MISCELLANEOUS	1,000.00	1,000.00	0.00	1,000.00	100.00
Total Dept 191 - ACCOUNTING & FINANCE		118,258.00	118,258.00	44,569.66	73,688.34	62.31
Dept 215 - TOWNSHIP CLERK						
101-215-702-014	TWP CLERK SALARY	58,755.00	58,755.00	28,752.49	30,002.51	51.06
101-215-703-000	CLERKS DEPT WAGES & SALARIES	44,000.00	44,000.00	11,320.94	32,679.06	74.27
101-215-861-000	CLERKS DEPT MILEAGE & TRAVEL EXPENSE	200.00	200.00	0.00	200.00	100.00
101-215-910-000	CLERKS DEPT PRO DEV/CONFERENCE/DUES	100.00	100.00	0.00	100.00	100.00
101-215-955-000	CLERKS DEPT MISCELLANEOUS	100.00	100.00	0.00	100.00	100.00
Total Dept 215 - TOWNSHIP CLERK		103,155.00	103,155.00	40,073.43	63,081.57	61.15
Dept 223 - AUDIT						
101-223-801-000	AUDIT SERVICES (MANOR COSTERISAN)	30,900.00	30,900.00	30,900.00	0.00	0.00
Total Dept 223 - AUDIT		30,900.00	30,900.00	30,900.00	0.00	0.00
Dept 228 - INFORMATION TECHNOLOGY						
101-228-703-000	IT DEPT WAGES & SALARIES	77,000.00	77,000.00	37,066.87	39,933.13	51.86
101-228-861-000	IT DEPT MILEAGE & TRAVEL EXPENSE	500.00	500.00	0.00	500.00	100.00
101-228-910-000	IT DEPT PRO DEV/CONFERENCE/DUES	200.00	200.00	0.00	200.00	100.00
101-228-955-000	IT DEPT MISCELLANEOUS	1,000.00	1,000.00	0.00	1,000.00	100.00
Total Dept 228 - INFORMATION TECHNOLOGY		78,700.00	78,700.00	37,066.87	41,633.13	52.90
Dept 247 - BOARD OF REVIEW						
101-247-702-014	BOARD OF REVIEW SALARIES	4,410.00	4,410.00	258.03	4,151.97	94.15
101-247-791-000	BD OF REV PUBLICATIONS	1,000.00	1,000.00	240.00	760.00	76.00
101-247-861-000	BD OF REV MILEAGE & TRAVEL EXPENSE	100.00	100.00	0.00	100.00	100.00
101-247-910-000	BD OF REV PRO DEV/CONFERENCE/DUES	540.00	540.00	0.00	540.00	100.00
101-247-955-000	BD OF REV MISCELLANEOUS	500.00	500.00	110.35	389.65	77.93
101-247-964-000	REFUNDS & CHARGEBACKS	5,000.00	5,000.00	335.81	4,664.19	93.28
Total Dept 247 - BOARD OF REVIEW		11,550.00	11,550.00	944.19	10,605.81	91.83
Dept 253 - TOWNSHIP TREASURER						
101-253-702-014	TREASURER SALARY	65,918.00	65,918.00	32,274.26	33,643.74	51.04
101-253-703-000	TREASURERS DEPT WAGES & SALARIES	101,004.00	101,004.00	51,192.34	49,811.66	49.32
101-253-861-000	TREASURERS DEPT MILEAGE & TRAVEL EXPENSE	1,000.00	1,000.00	172.92	827.08	82.71

User: denise

DB: Genoa Township

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 101 - GENERAL FUND						
Expenditures						
101-253-910-000	TREASURERS DEPT PRO DEV/CONFERENCE/DUES	500.00	500.00	99.00	401.00	80.20
101-253-955-000	TREASURERS DEPT MISCELLANEOUS	1,000.00	1,000.00	0.00	1,000.00	100.00
Total Dept 253 - TOWNSHIP TREASURER		169,422.00	169,422.00	83,738.52	85,683.48	50.57
Dept 257 - ASSESSING DEPARTMENT						
101-257-702-014	ASSESSING SALARIES	253,458.00	253,458.00	121,995.55	131,462.45	51.87
101-257-703-000	ASSESSING WAGES & SALARIES INTERN	10,000.00	10,000.00	0.00	10,000.00	100.00
101-257-803-000	ASSESSING LEGAL	15,000.00	15,000.00	0.00	15,000.00	100.00
101-257-861-000	ASSESSING MILEAGE & TRAVEL EXPENSE	500.00	500.00	0.00	500.00	100.00
101-257-910-000	ASSESSING PRO DEV/CONF/ER/DUES/SUB	5,000.00	5,000.00	904.00	4,096.00	81.92
101-257-955-000	ASSESSING MISCELLANEOUS	1,000.00	1,000.00	0.00	1,000.00	100.00
Total Dept 257 - ASSESSING DEPARTMENT		284,958.00	284,958.00	122,899.55	162,058.45	56.87
Dept 261 - UNALLOCATED						
101-261-703-000	UNALLOCATED WAGES & SALARIES	2,000.00	2,000.00	0.00	2,000.00	100.00
101-261-709-000	EMPLOYER'S SHARE SS & MEDICARE	110,000.00	110,000.00	37,752.80	72,247.20	65.68
101-261-709-001	CELLPHONE REIMBURSEMENT	4,000.00	4,000.00	1,542.32	2,457.68	61.44
101-261-709-002	WORKERS COMP	11,000.00	11,000.00	0.00	11,000.00	100.00
101-261-718-001	RETIREMENT	201,456.00	201,456.00	101,815.54	99,640.46	49.46
101-261-718-002	HEALTH/LIFE INSURANCE	225,000.00	225,000.00	146,012.26	78,987.74	35.11
101-261-718-003	WELLNESS	8,000.00	8,000.00	1,336.84	6,663.16	83.29
101-261-718-004	EHIM RESERVE	50,000.00	50,000.00	0.00	50,000.00	100.00
101-261-750-000	SUPPLIES	27,000.00	27,000.00	9,076.41	17,923.59	66.38
101-261-750-001	POSTAGE	33,000.00	33,000.00	10,010.00	22,990.00	69.67
101-261-751-000	EQUIP / SOFTWARE / SOFTWARE MAINTENANCE	200,000.00	200,000.00	66,586.34	133,413.66	66.71
101-261-791-000	SUBSCRI/PUBLICATIONS/MEMBERS	6,000.00	6,000.00	249.50	5,750.50	95.84
101-261-802-000	CONTRACTUAL SERVICES / CONSULTING	35,000.00	35,000.00	5,880.00	29,120.00	83.20
101-261-802-001	TWP VEHICLE EXPENSES	2,000.00	2,000.00	306.67	1,693.33	84.67
101-261-861-000	UNALLOCATED MILEAGE & TRAVEL EXPENSE	100.00	100.00	0.00	100.00	100.00
101-261-941-000	CONTINGENCY	50,000.00	50,000.00	0.00	50,000.00	100.00
101-261-955-000	UNALLOCATED MISCELLANEOUS	1,000.00	1,000.00	838.55	161.45	16.15
Total Dept 261 - UNALLOCATED		965,556.00	965,556.00	381,407.23	584,148.77	60.50
Dept 262 - ELECTIONS						
101-262-703-001	WAGES- PART TIME OFFICE WORKERS	50,000.00	50,000.00	6,230.75	43,769.25	87.54
101-262-703-002	SCANNERS, CHAIRPERSON & POLL WORKERS	45,000.00	45,000.00	1,180.00	43,820.00	97.38
101-262-703-004	TRAINING: \$45<4 HRS - \$90>4 HRS	5,000.00	5,000.00	0.00	5,000.00	100.00
101-262-703-005	WAGES - RECEIVING BOARD- \$200 PER DIEM	800.00	800.00	200.00	600.00	75.00
101-262-751-001	ELECTION OFFICE SUPPLIES/EQUIPMENT	7,950.00	7,950.00	946.32	7,003.68	88.10
101-262-791-000	ELECTION PUBLICATIONS	1,500.00	1,500.00	0.00	1,500.00	100.00
101-262-802-001	ELECTION MEETING FEES	1,500.00	1,500.00	600.00	900.00	60.00
101-262-802-002	BALLOT TESTING	10,000.00	10,000.00	500.00	9,500.00	95.00
101-262-802-003	LIVINGSTON COUNTY CLERK	9,000.00	9,000.00	0.00	9,000.00	100.00
101-262-802-004	CHURCH / SCHOOL CLEANUP/SETUP/ TAKE DOWN	5,425.00	5,425.00	1,200.00	4,225.00	77.88
101-262-802-005	ELECTION BREAKFAST / DINNER	1,700.00	1,700.00	167.22	1,532.78	90.16
101-262-861-001	ELECTION MILEAGE & TRAVEL	575.00	575.00	70.74	504.26	87.70
101-262-901-001	POSTAGE FOR APPLICATIONS	4,650.00	4,650.00	1,960.71	2,689.29	57.83
101-262-901-002	POSTAGE FOR MAILING BALLOTS	4,650.00	4,650.00	(28.08)	4,678.08	100.60
101-262-901-003	POSTAGE FOR MAILING NEW I.D. CARDS	200.00	200.00	0.00	200.00	100.00
101-262-955-000	ELECTION MISCELLANEOUS	1,500.00	1,500.00	0.00	1,500.00	100.00

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 101 - GENERAL FUND Expenditures						
Total Dept 262 - ELECTIONS		149,450.00	149,450.00	13,027.66	136,422.34	91.28
Dept 265 - BUILDING & GROUNDS						
101-265-740-000	INSURANCE - PROP LIAB/VEHICLE	54,510.00	54,510.00	25,085.70	29,424.30	53.98
101-265-802-000	BUILDING & GROUNDS CONTRACTUAL SERVICES	1,000.00	1,000.00	0.00	1,000.00	100.00
101-265-850-000	PHONE/INTERNT/CABLE/ALARM	30,000.00	30,000.00	12,980.37	17,019.63	56.73
101-265-920-001	UTIL:ELECTRICITY & NAT.GAS	25,000.00	25,000.00	8,599.89	16,400.11	65.60
101-265-934-060	REPAIRS & MAINTENANCE	150,000.00	150,000.00	29,123.31	120,876.69	80.58
101-265-955-000	BUILDING & GROUNDS MISCELLANEOUS	5,000.00	5,000.00	0.00	5,000.00	100.00
Total Dept 265 - BUILDING & GROUNDS		265,510.00	265,510.00	75,789.27	189,720.73	71.46
Dept 266 - LEGAL SERVICES						
101-266-803-000	GENERAL TOWNSHIP LEGAL FEES	75,000.00	75,000.00	2,299.00	72,701.00	96.93
101-266-803-001	LITIGATION LEGAL FEES	100,000.00	100,000.00	36,220.38	63,779.62	63.78
Total Dept 266 - LEGAL SERVICES		175,000.00	175,000.00	38,519.38	136,480.62	77.99
Dept 270 - HUMAN RESOURCES						
101-270-703-000	HR WAGES & SALARIES	19,286.00	19,286.00	9,779.92	9,506.08	49.29
101-270-802-000	HR CONTRACTUAL SERVICES	2,500.00	2,500.00	0.00	2,500.00	100.00
101-270-861-000	HR MILEAGE & TRAVEL EXPENSE	100.00	100.00	0.00	100.00	100.00
101-270-910-000	HR PRO DEV/CONFERENCE/DUES	500.00	500.00	0.00	500.00	100.00
101-270-955-000	HR MISCELLANEOUS	1,000.00	1,000.00	0.00	1,000.00	100.00
Total Dept 270 - HUMAN RESOURCES		23,386.00	23,386.00	9,779.92	13,606.08	58.18
Dept 445 - DRAINS AT LARGE						
101-445-802-000	CONTRACTUAL SERVICES - LIVINGSTON COUNTY	30,000.00	30,000.00	0.00	30,000.00	100.00
Total Dept 445 - DRAINS AT LARGE		30,000.00	30,000.00	0.00	30,000.00	100.00
Dept 521 - REFUSE COLLECTION						
101-521-802-000	REFUSE CONTRACTUAL SERVICES	1,422,000.00	1,422,000.00	592,959.15	829,040.85	58.30
Total Dept 521 - REFUSE COLLECTION		1,422,000.00	1,422,000.00	592,959.15	829,040.85	58.30
Dept 567 - CEMETERY						
101-567-703-002	CEMETERY MAINTENANCE	10,000.00	10,000.00	5,455.00	4,545.00	45.45
Total Dept 567 - CEMETERY		10,000.00	10,000.00	5,455.00	4,545.00	45.45
Dept 701 - PLANNING & ZONING						
101-701-702-014	PLANNING COMMISSION SALARIES	26,250.00	26,250.00	8,362.01	17,887.99	68.14
101-701-702-015	ZONING BOARD WAGES	15,750.00	15,750.00	6,096.18	9,653.82	61.29
101-701-703-000	PLANNING & ZONING WAGES & SALARIES	242,000.00	242,000.00	64,669.45	177,330.55	73.28
101-701-791-000	PLANNING & ZONING PUBLICATIONS	3,000.00	3,000.00	510.00	2,490.00	83.00
101-701-802-000	PLANNING & ZONING CONTRACTUAL SERVICES	50,000.00	50,000.00	14,169.77	35,830.23	71.66

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
		ORIGINAL BUDGET	2023-24 AMENDED BUDGET			
Fund 101 - GENERAL FUND						
Expenditures						
101-701-861-000	PLANNING & ZONING MILEAGE & TRAVEL EXP	2,500.00	2,500.00	0.00	2,500.00	100.00
101-701-910-000	PLANNING & ZONING PRO DEV/CONFERENCE/DUE	10,000.00	10,000.00	2,535.00	7,465.00	74.65
101-701-946-001	REVIEW SERVICES - PLANNING	35,000.00	35,000.00	18,287.32	16,712.68	47.75
101-701-946-002	REVIEW SERVICES - ENGINEERING	40,000.00	40,000.00	14,890.00	25,110.00	62.78
101-701-946-003	REVIEW SERVICES - PUBLICATIONS/POSTAGE	3,000.00	3,000.00	625.00	2,375.00	79.17
101-701-946-004	REVIEW SERVICES - ROUTING	2,000.00	2,000.00	371.71	1,628.29	81.41
101-701-946-005	REVIEW SERVICES - LEGAL/RECORDING FEES	10,000.00	10,000.00	4,826.00	5,174.00	51.74
101-701-955-000	PLANNING & ZONING MISCELLANEOUS	1,000.00	1,000.00	0.00	1,000.00	100.00
Total Dept 701 - PLANNING & ZONING		440,500.00	440,500.00	135,342.44	305,157.56	69.28
Dept 728 - ECONOMIC DEVELOPMENT						
101-728-880-000	COMMUNITY PROMOTION - CONTRIBUTION	26,960.00	26,960.00	23,283.09	3,676.91	13.64
Total Dept 728 - ECONOMIC DEVELOPMENT		26,960.00	26,960.00	23,283.09	3,676.91	13.64
Dept 900 - CAPITAL OUTLAY FUNCTION						
101-900-970-000	CAPITAL OUTLAY > \$5,000	150,000.00	150,000.00	0.00	150,000.00	100.00
101-900-975-000	CAPITAL OUTLAY < \$5,000	15,000.00	15,000.00	2,119.98	12,880.02	85.87
Total Dept 900 - CAPITAL OUTLAY FUNCTION		165,000.00	165,000.00	2,119.98	162,880.02	98.72
Dept 965 - TRANSFERS OUT & OTHER FINANCING USES						
101-965-995-208	TRANSFER OUT- FUND #208 - PARKS & REC	850,000.00	850,000.00	0.00	850,000.00	100.00
101-965-995-249	TRANSFER OUT- FUND #249 - BLDG RESERVE	300,000.00	300,000.00	0.00	300,000.00	100.00
101-965-995-401	TRANSFER OUT- FUND #401 - ROAD IMPROVE	640,000.00	640,000.00	0.00	640,000.00	100.00
Total Dept 965 - TRANSFERS OUT & OTHER FINANCING USES		1,790,000.00	1,790,000.00	0.00	1,790,000.00	100.00
TOTAL EXPENDITURES		6,588,117.00	6,588,117.00	1,797,713.59	4,790,403.41	72.71
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,012,714.00	5,883,714.00	1,844,403.51	4,039,310.49	68.65
TOTAL EXPENDITURES		6,588,117.00	6,588,117.00	1,797,713.59	4,790,403.41	72.71
NET OF REVENUES & EXPENDITURES		(575,403.00)	(704,403.00)	46,689.92	(751,092.92)	93.37

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
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GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 202 - SAD ROADS AND LAKES						
Revenues						
Dept 000 - REVENUE						
202-000-452-001	INTEREST	15,000.00	15,000.00	46,387.27	(31,387.27)	(209.25)
Total Dept 000 - REVENUE		15,000.00	15,000.00	46,387.27	(31,387.27)	(209.25)
Dept 448 - STREETLIGHTS						
202-448-628-005	WHITE PINES LIGHTING -SAD PRINCIPAL	735.00	735.00	35.82	699.18	95.13
Total Dept 448 - STREETLIGHTS		735.00	735.00	35.82	699.18	95.13
Dept 470						
202-470-628-005	FENDT DR (W18-22) -SAD PRINCIPAL	87,485.00	87,485.00	0.00	87,485.00	100.00
Total Dept 470		87,485.00	87,485.00	0.00	87,485.00	100.00
Dept 472						
202-472-628-005	RED OAKS (W13-22) -SAD PRINCIPAL	52,155.00	52,155.00	7,846.52	44,308.48	84.96
Total Dept 472		52,155.00	52,155.00	7,846.52	44,308.48	84.96
Dept 476						
202-476-628-005	TIMBERVIEW (W17-22) -SAD PRINCIPAL	32,534.00	0.00	0.00	0.00	100.00
Total Dept 476		32,534.00	0.00	0.00	0.00	100.00
Dept 478						
202-478-628-005	HOMESTEAD (S22-31) -SAD PRINCIPAL	14,967.00	14,967.00	294.44	14,672.56	98.03
202-478-665-001	HOMESTEAD (S22-31) -INTEREST	2,993.00	2,993.00	0.00	2,993.00	100.00
Total Dept 478		17,960.00	17,960.00	294.44	17,665.56	98.36
Dept 484						
202-484-628-005	EARL LAKE (W18-25) -SAD PRINCIPAL	18,803.00	18,803.00	709.58	18,093.42	96.23
Total Dept 484		18,803.00	18,803.00	709.58	18,093.42	96.23
Dept 485						
202-485-628-005	NOVEL ESTATES (W18-25) -SAD PRINCIPAL	10,964.00	10,964.00	0.00	10,964.00	100.00
Total Dept 485		10,964.00	10,964.00	0.00	10,964.00	100.00
Dept 487						
202-487-628-005	EDWIN DR (S19-23) -SAD PRINCIPAL	3,554.00	3,554.00	253.18	3,300.82	92.88
Total Dept 487		3,554.00	3,554.00	253.18	3,300.82	92.88
Dept 489						

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 202 - SAD ROADS AND LAKES						
Revenues						
202-489-628-005	BLACK OAKS (W21-30) -SAD PRINCIPAL	916.00	916.00	0.00	916.00	100.00
202-489-665-001	BLACK OAKS (W21-30) -INTEREST	165.00	165.00	0.00	165.00	100.00
Total Dept 489		1,081.00	1,081.00	0.00	1,081.00	100.00
Dept 490						
202-490-628-005	DARLENE DR (W21-30) -SAD PRINCIPAL	2,867.00	2,867.00	0.00	2,867.00	100.00
202-490-665-001	DARLENE DR (W21-30) -INTEREST	516.00	516.00	375.96	140.04	27.14
Total Dept 490		3,383.00	3,383.00	375.96	3,007.04	88.89
Dept 491						
202-491-628-005	ELMHURST (S20-26) -SAD PRINCIPAL	7,612.00	7,612.00	0.00	7,612.00	100.00
202-491-665-001	ELMHURST (S20-26) -INTEREST	761.00	761.00	523.37	237.63	31.23
Total Dept 491		8,373.00	8,373.00	523.37	7,849.63	93.75
Dept 492						
202-492-628-005	MCNAMARA (S23-32) -SAD PRINCIPAL	14,139.00	14,139.00	2,772.30	11,366.70	80.39
202-492-665-001	MCNAMARA (S23-32) -INTEREST	2,828.00	2,828.00	0.00	2,828.00	100.00
Total Dept 492		16,967.00	16,967.00	2,772.30	14,194.70	83.66
Dept 494						
202-494-628-005	STILLRIVER (S23-32) -SAD PRINCIPAL	0.00	9,575.00	3,191.67	6,383.33	66.67
202-494-665-001	STILLRIVER (S23-32) -INTEREST	0.00	1,915.00	0.00	1,915.00	100.00
Total Dept 494		0.00	11,490.00	3,191.67	8,298.33	72.22
Dept 495						
202-495-628-005	TIMBERVIEW PRIV (W23-32)-SAD PRINCIPLE	0.00	3,795.00	0.00	3,795.00	100.00
202-495-665-001	TIMBERVIEW PRIV (W23-32)-INTEREST	0.00	759.00	0.00	759.00	100.00
Total Dept 495		0.00	4,554.00	0.00	4,554.00	100.00
Dept 570 - LAKE IMPROVEMENTS						
202-570-628-005	LK CHEMUNG (W23-27) -SAD PRINCIPAL	46,300.00	46,300.00	2,717.61	43,582.39	94.13
Total Dept 570 - LAKE IMPROVEMENTS		46,300.00	46,300.00	2,717.61	43,582.39	94.13
Dept 571						
202-571-628-005	PARDEE LK (W21-25) -SAD PRINCIPAL	22,396.00	22,396.00	2,604.20	19,791.80	88.37
Total Dept 571		22,396.00	22,396.00	2,604.20	19,791.80	88.37
Dept 572						
202-572-628-005	GRAND BEACH (W21-25) -SAD PRINCIPAL	14,125.00	14,125.00	0.00	14,125.00	100.00

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
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GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 202 - SAD ROADS AND LAKES						
Revenues						
Total Dept 572		14,125.00	14,125.00	0.00	14,125.00	100.00
Dept 573						
202-573-628-005	E/W CROOKED LK (S23-27) -SAD PRINCIPAL	18,050.00	18,050.00	619.44	17,430.56	96.57
Total Dept 573		18,050.00	18,050.00	619.44	17,430.56	96.57
Dept 575						
202-575-628-005	BAETCKE LK (S23-27) -SAD PRINCIPAL	7,600.00	7,600.00	0.00	7,600.00	100.00
Total Dept 575		7,600.00	7,600.00	0.00	7,600.00	100.00
TOTAL REVENUES		377,465.00	360,975.00	68,331.36	292,643.64	81.07
Expenditures						
Dept 223 - AUDIT						
202-223-801-000	AUDIT	5,000.00	5,000.00	2,000.00	3,000.00	60.00
Total Dept 223 - AUDIT		5,000.00	5,000.00	2,000.00	3,000.00	60.00
Dept 448 - STREETLIGHTS						
202-448-801-075	WHITE PINES LIGHTING -PROJECT EXPENSE	800.00	800.00	345.01	454.99	56.87
Total Dept 448 - STREETLIGHTS		800.00	800.00	345.01	454.99	56.87
Dept 478						
202-478-802-000	HOMESTEAD (S22-31) -ANNUAL MAINT. EXP	6,100.00	6,100.00	0.00	6,100.00	100.00
Total Dept 478		6,100.00	6,100.00	0.00	6,100.00	100.00
Dept 487						
202-487-801-075	EDWIN DR (S19-23) -PROJECT EXPENSE	1,500.00	1,500.00	3,815.00	(2,315.00)	(154.33)
Total Dept 487		1,500.00	1,500.00	3,815.00	(2,315.00)	(154.33)
Dept 492						
202-492-801-075	MCNAMARA (S23-32) -PROJECT EXPENSE	185,850.00	192,685.00	192,685.00	0.00	0.00
Total Dept 492		185,850.00	192,685.00	192,685.00	0.00	0.00
Dept 493						
202-493-801-075	PINE CREEK -ADMINISTRATIVE FEES	2,000.00	2,000.00	570.00	1,430.00	71.50
Total Dept 493		2,000.00	2,000.00	570.00	1,430.00	71.50
Dept 494						

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 202 - SAD ROADS AND LAKES						
Expenditures						
202-494-801-075	STILLRIVER (S23-32) -PROJECT EXPENSE	0.00	127,000.00	121,548.47	5,451.53	4.29
Total Dept 494		0.00	127,000.00	121,548.47	5,451.53	4.29
Dept 496						
202-496-801-075	CRYSTAL VALLEY (S24-33) - PROJECT EXP	0.00	0.00	960.00	(960.00)	0.00
Total Dept 496		0.00	0.00	960.00	(960.00)	0.00
Dept 570 - LAKE IMPROVEMENTS						
202-570-801-075	LK CHEMUNG (W23-27) -PROJECT EXPENSE	55,000.00	55,000.00	38,098.71	16,901.29	30.73
Total Dept 570 - LAKE IMPROVEMENTS		55,000.00	55,000.00	38,098.71	16,901.29	30.73
Dept 571						
202-571-801-075	PARDEE LK (W21-25) -PROJECT EXPENSE	30,000.00	30,000.00	18,323.50	11,676.50	38.92
Total Dept 571		30,000.00	30,000.00	18,323.50	11,676.50	38.92
Dept 572						
202-572-801-075	GRAND BEACH (W21-25) -PROJECT EXPENSE	11,000.00	11,000.00	12,390.35	(1,390.35)	(12.64)
Total Dept 572		11,000.00	11,000.00	12,390.35	(1,390.35)	(12.64)
Dept 573						
202-573-801-075	E/W CROOKED LK (S23-27) -PROJECT EXPENSE	15,000.00	15,000.00	13,970.05	1,029.95	6.87
Total Dept 573		15,000.00	15,000.00	13,970.05	1,029.95	6.87
Dept 575						
202-575-801-075	BAETCKE LK (S23-27) -PROJECT EXPENSE	7,000.00	7,000.00	7,000.00	0.00	0.00
Total Dept 575		7,000.00	7,000.00	7,000.00	0.00	0.00
Dept 852 - TRANSFER TO OTHER FUNDS						
202-852-995-101	SAD INTEREST TRANSFER OUT TO 101	7,263.00	7,263.00	0.00	7,263.00	100.00
Total Dept 852 - TRANSFER TO OTHER FUNDS		7,263.00	7,263.00	0.00	7,263.00	100.00
Dept 906						
202-906-956-000	MISC EXPENSE	600.00	600.00	300.00	300.00	50.00
Total Dept 906		600.00	600.00	300.00	300.00	50.00
TOTAL EXPENDITURES		327,113.00	460,948.00	412,006.09	48,941.91	10.62

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 202 - SAD ROADS AND LAKES						
Fund 202 - SAD ROADS AND LAKES:						
	TOTAL REVENUES	377,465.00	360,975.00	68,331.36	292,643.64	81.07
	TOTAL EXPENDITURES	327,113.00	460,948.00	412,006.09	48,941.91	10.62
	NET OF REVENUES & EXPENDITURES	50,352.00	(99,973.00)	(343,674.73)	243,701.73	(243.77)

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 208 - PARK/RECREATION FUND						
Revenues						
Dept 000 - REVENUE						
208-000-665-001	INTEREST	6,000.00	6,000.00	28,729.96	(22,729.96)	(378.83)
208-000-699-101	TRANSFER IN FROM GF #101 OPERATING	850,000.00	850,000.00	0.00	850,000.00	100.00
208-000-699-249	DNR ACQUISITION /MATCH	300,000.00	300,000.00	0.00	300,000.00	100.00
Total Dept 000 - REVENUE		1,156,000.00	1,156,000.00	28,729.96	1,127,270.04	97.51
TOTAL REVENUES		1,156,000.00	1,156,000.00	28,729.96	1,127,270.04	97.51
Expenditures						
Dept 223 - AUDIT						
208-223-801-000	AUDIT	500.00	500.00	200.00	300.00	60.00
Total Dept 223 - AUDIT		500.00	500.00	200.00	300.00	60.00
Dept 536						
208-536-972-100	LAND FOR RECREATION	600,000.00	600,000.00	0.00	600,000.00	100.00
Total Dept 536		600,000.00	600,000.00	0.00	600,000.00	100.00
Dept 751 - PARKS & RECREATION						
208-751-934-001	SENIOR SURVIVOR PARK PROJECT	814,000.00	814,000.00	724,245.00	89,755.00	11.03
208-751-934-006	PARK MASTER PLAN	30,000.00	30,000.00	1,207.50	28,792.50	95.98
208-751-934-007	HAPRA	120,000.00	120,000.00	60,000.00	60,000.00	50.00
208-751-934-010	B-BALL BENCHES PICNIC TABLE CHARGERS	19,200.00	19,200.00	6,790.00	12,410.00	64.64
208-751-934-011	BOARDWALK IMPROVEMENTS	15,000.00	15,000.00	0.00	15,000.00	100.00
208-751-934-012	GRAND RIVER SIDEWALK INFILL	31,000.00	31,000.00	0.00	31,000.00	100.00
208-751-934-013	SECURITY UPGRADES	50,000.00	50,000.00	0.00	50,000.00	100.00
208-751-934-015	REPAIR/REPLACE RUBBER- POUR IN PLACE	100,000.00	132,000.00	39,394.55	92,605.45	70.16
208-751-934-060	PATH / PARK MAINTENANCE	130,000.00	130,000.00	51,834.05	78,165.95	60.13
Total Dept 751 - PARKS & RECREATION		1,309,200.00	1,341,200.00	883,471.10	457,728.90	34.13
Dept 906						
208-906-956-000	MISC EXPENSE	600.00	600.00	521.60	78.40	13.07
Total Dept 906		600.00	600.00	521.60	78.40	13.07
TOTAL EXPENDITURES		1,910,300.00	1,942,300.00	884,192.70	1,058,107.30	54.48
Fund 208 - PARK/RECREATION FUND:						
TOTAL REVENUES		1,156,000.00	1,156,000.00	28,729.96	1,127,270.04	97.51
TOTAL EXPENDITURES		1,910,300.00	1,942,300.00	884,192.70	1,058,107.30	54.48
NET OF REVENUES & EXPENDITURES		(754,300.00)	(786,300.00)	(855,462.74)	69,162.74	(8.80)

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 212 - LIQUOR LAW ENFORCEMENT						
Revenues						
Dept 000 - REVENUE						
212-000-574-001	STATE SHARED REV LIQUOR LAW	16,700.00	16,700.00	27.50	16,672.50	99.84
212-000-665-001	INTEREST	10.00	10.00	9.14	0.86	8.60
Total Dept 000 - REVENUE		16,710.00	16,710.00	36.64	16,673.36	99.78
TOTAL REVENUES		16,710.00	16,710.00	36.64	16,673.36	99.78
Expenditures						
Dept 330 - LIQUOR LAW ENFORCEMENT						
212-330-702-013	LIQUOR LAW ENF WAGES	9,336.00	9,336.00	4,668.00	4,668.00	50.00
212-330-709-009	EMPLOYER'S SHARE FICA	724.00	724.00	362.00	362.00	50.00
212-330-715-002	RETIREMENT	933.00	933.00	467.00	466.00	49.95
212-330-801-070	AUDITING EXPENSE	500.00	500.00	200.00	300.00	60.00
212-330-803-070	LIQUOR LAW ADM FEE/GENOA TWP.	3,605.00	3,605.00	1,803.00	1,802.00	49.99
212-330-860-070	VEHICLE EXPENSE	1,545.00	1,545.00	206.00	1,339.00	86.67
Total Dept 330 - LIQUOR LAW ENFORCEMENT		16,643.00	16,643.00	7,706.00	8,937.00	53.70
TOTAL EXPENDITURES		16,643.00	16,643.00	7,706.00	8,937.00	53.70
Fund 212 - LIQUOR LAW ENFORCEMENT:						
TOTAL REVENUES		16,710.00	16,710.00	36.64	16,673.36	99.78
TOTAL EXPENDITURES		16,643.00	16,643.00	7,706.00	8,937.00	53.70
NET OF REVENUES & EXPENDITURES		67.00	67.00	(7,669.36)	7,736.36	.1,346.81)

PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 249 - BUILDING AND GROUNDS FUND						
Revenues						
Dept 000 - REVENUE						
249-000-665-001	INTEREST	90.00	90.00	759.63	(669.63)	(744.03)
249-000-699-000	OPERATING TRANSFER IN #101	300,000.00	300,000.00	0.00	300,000.00	100.00
Total Dept 000 - REVENUE		300,090.00	300,090.00	759.63	299,330.37	99.75
TOTAL REVENUES		300,090.00	300,090.00	759.63	299,330.37	99.75
Expenditures						
Dept 265 - BUILDING & GROUNDS						
249-265-801-000	AUDIT	250.00	250.00	0.00	250.00	100.00
249-265-981-002	TWP HALL DR/PARKING LIGHT REPLACEMENT	10,000.00	10,000.00	3,945.00	6,055.00	60.55
249-265-981-007	ASPHALT REPLACE, REPAIRS & RESEALING	10,000.00	10,000.00	0.00	10,000.00	100.00
249-265-981-008	SECURITY UPGRADES	100,000.00	100,000.00	1,912.50	98,087.50	98.09
249-265-981-009	MISTER REPLACEMENT	15,000.00	15,000.00	0.00	15,000.00	100.00
Total Dept 265 - BUILDING & GROUNDS		135,250.00	135,250.00	5,857.50	129,392.50	95.67
TOTAL EXPENDITURES		135,250.00	135,250.00	5,857.50	129,392.50	95.67
Fund 249 - BUILDING AND GROUNDS FUND:						
TOTAL REVENUES		300,090.00	300,090.00	759.63	299,330.37	99.75
TOTAL EXPENDITURES		135,250.00	135,250.00	5,857.50	129,392.50	95.67
NET OF REVENUES & EXPENDITURES		164,840.00	164,840.00	(5,097.87)	169,937.87	96.91

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 401 - ROAD IMPROVEMENT FUND						
Revenues						
Dept 000 - REVENUE						
401-000-665-001	INTEREST	6,000.00	6,000.00	12,267.26	(6,267.26)	(104.45)
401-000-699-000	OPERATING TRANSFER IN	640,000.00	640,000.00	0.00	640,000.00	100.00
Total Dept 000 - REVENUE		646,000.00	646,000.00	12,267.26	633,732.74	98.10
TOTAL REVENUES		646,000.00	646,000.00	12,267.26	633,732.74	98.10
Expenditures						
Dept 223 - AUDIT						
401-223-801-000	AUDIT	500.00	500.00	200.00	300.00	60.00
Total Dept 223 - AUDIT		500.00	500.00	200.00	300.00	60.00
Dept 446 - ROAD PROJECTS						
401-446-804-000	DUST CONTROL/CHLORIDE	90,000.00	90,000.00	89,203.99	796.01	0.88
401-446-812-001	CHILSON RD - HAMBURG TO BRIGHTON	320,000.00	320,000.00	0.00	320,000.00	100.00
401-446-812-002	KELLOGG - LIMESTONE G.C. TO MCCLEMENS	125,000.00	125,000.00	0.00	125,000.00	100.00
401-446-812-003	KELLOGG - GRAVEL G.R. TO MCCLEMENS	105,000.00	105,000.00	0.00	105,000.00	100.00
401-446-812-004	EULER GRAVEL	90,000.00	90,000.00	0.00	90,000.00	100.00
401-446-812-005	MCCLEMENS GRAVEL	127,000.00	127,000.00	0.00	127,000.00	100.00
Total Dept 446 - ROAD PROJECTS		857,000.00	857,000.00	89,203.99	767,796.01	89.59
Dept 906						
401-906-956-000	MISC EXPENSE	600.00	600.00	300.00	300.00	50.00
Total Dept 906		600.00	600.00	300.00	300.00	50.00
TOTAL EXPENDITURES		858,100.00	858,100.00	89,703.99	768,396.01	89.55
Fund 401 - ROAD IMPROVEMENT FUND:						
TOTAL REVENUES		646,000.00	646,000.00	12,267.26	633,732.74	98.10
TOTAL EXPENDITURES		858,100.00	858,100.00	89,703.99	768,396.01	89.55
NET OF REVENUES & EXPENDITURES		(212,100.00)	(212,100.00)	(77,436.73)	(134,663.27)	63.49

REVENUE AND EXPENDITURE REPORT FOR GENOA TOWNSHIP
 PERIOD ENDING 09/30/2023

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023	AVAILABLE BALANCE	% BDGT REMAIN
Fund 464 - GENOA TOWNSHIP ARPA						
Revenues						
Dept 000 - REVENUE						
464-000-665-001	INTEREST	8,250.00	8,250.00	17,405.72	(9,155.72)	(110.98)
Total Dept 000 - REVENUE		8,250.00	8,250.00	17,405.72	(9,155.72)	(110.98)
TOTAL REVENUES		8,250.00	8,250.00	17,405.72	(9,155.72)	(110.98)
Expenditures						
Dept 261 - UNALLOCATED						
464-261-803-001	LAKE EDGEWOOD CONSOLIDATION	0.00	531,621.00	0.00	531,621.00	100.00
Total Dept 261 - UNALLOCATED		0.00	531,621.00	0.00	531,621.00	100.00
Dept 262 - ELECTIONS						
464-262-803-000	ELECTION MACHINE	36,495.00	36,495.00	36,495.00	0.00	0.00
Total Dept 262 - ELECTIONS		36,495.00	36,495.00	36,495.00	0.00	0.00
Dept 521 - REFUSE COLLECTION						
464-521-802-000	ADDITIONAL RECYCLING EXPENSES	224,000.00	0.00	0.00	0.00	100.00
Total Dept 521 - REFUSE COLLECTION		224,000.00	0.00	0.00	0.00	100.00
Dept 900 - CAPITAL OUTLAY FUNCTION						
464-900-977-001	BROADBAND	112,500.00	112,500.00	0.00	112,500.00	100.00
Total Dept 900 - CAPITAL OUTLAY FUNCTION		112,500.00	112,500.00	0.00	112,500.00	100.00
Dept 906						
464-906-956-000	MISC EXPENSE	300.00	300.00	300.00	0.00	0.00
Total Dept 906		300.00	300.00	300.00	0.00	0.00
TOTAL EXPENDITURES		373,295.00	680,916.00	36,795.00	644,121.00	94.60
Fund 464 - GENOA TOWNSHIP ARPA:						
TOTAL REVENUES		8,250.00	8,250.00	17,405.72	(9,155.72)	(110.98)
TOTAL EXPENDITURES		373,295.00	680,916.00	36,795.00	644,121.00	94.60
NET OF REVENUES & EXPENDITURES		(365,045.00)	(672,666.00)	(19,389.28)	(653,276.72)	97.12
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		8,517,229.00	8,371,739.00	1,971,934.08	6,399,804.92	76.45
NET OF REVENUES & EXPENDITURES		10,208,818.00	10,682,274.00	3,233,974.87	7,448,299.13	69.73
NET OF REVENUES & EXPENDITURES		(1,691,589.00)	(2,310,535.00)	(1,262,040.79)	(1,048,494.21)	45.38