

**GENOA CHARTER TOWNSHIP BOARD**

**Regular Meeting  
November 20, 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 20, 2023
2. Request to approve November 6, 2023 regular meeting minutes.
3. Request to continue the use of the 2|42 Church as a polling place for Precinct 8.

**Approval of Regular Agenda:**

4. Consideration of a request to approve the bid and authorize the Supervisor to sign the contract documents with D'Angelo Brothers Construction, Inc. for the force main installation associated with the Lake Edgewood to Genoa-Oceola Wastewater Treatment Plant Consolidation project as recommended by the Utility Director.
5. Consideration of a recommendation for approval of an environmental impact assessment related to the sketch plan for proposed bike trails located at the Fillmore Park. The park is located at 7075 McClements, northwest corner of McClements and Kellogg Roads. The request is petitioned by the Livingston County Planning Department.
6. Request for introduction of the proposed rezoning ordinance number Z-23-04 and to set the meeting date to consider adoption before the Township Board on Monday, December 4, 2023. The request is 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.
7. Request for approval of the Professional Services Agreement with SAFEbuilt Michigan, LLC for ongoing Planning and Zoning consultant support services.
8. Consideration of amendments to the Fiscal Year 2023/2024 Budget as follows:
  - A. Increase Parks and Recreation Fund 208, Department 536 – “Land for Recreation” Line Item 208-536-972-100 from \$681,000 to \$1,055,018.
  - B. Decrease Road Improvement Fund 401, Department 446 – “Road Projects” to zero (\$0) the gravel and limestone road projects for Kellogg, Euler and McClements Roads (401-446-812-002, 003, 004 & 005).

9. Delivery of the first draft of the 2024/2025 Budget as required by MCL 42.24 as provided by the Township Supervisor. (packet was delivered on 11/16/23)

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 20, 2023

All information below through November 15, 2023

TOWNSHIP GENERAL EXPENSES	\$	209,664.60
November 8, 2023 Election Payroll	\$	19,345.04
November 10, 2023 Bi Weekly Payroll	\$	115,342.31
OPERATING EXPENSES DPW (503 FN)	\$	19,230.78
OPERATING EXPENSES Oak Pointe (592FN)	\$	113,109.66
OPERATING EXPENSES Lake Edgewood (593FN)	\$	47,672.89
TOTAL	\$	524,365.28

FNBCK Check Register

11/15/2023 03:57 PM  
 User: denise  
 DB: Genoa Township

CHECK REGISTER FOR GENOA TOWNSHIP  
 CHECK NUMBERS 38512 - 40000

Page: 1/1

Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
11/02/2023	38512	DTE ENERGY	725.64
11/02/2023	38513	LIVINGSTON COUNTY TREASURER ASSOC	84.00
11/02/2023	38514	PAUL SEBASTIAN	19.65
11/02/2023	38515	TAMMY LINDBERG	189.29
11/06/2023	38516	AMERICAN AQUA	33.00
11/06/2023	38517	DTE ENERGY	132.96
11/06/2023	38518	DTE ENERGY	273.76
11/06/2023	38519	DYKEMA GOSSETT PLLC	130.00
11/06/2023	38520	HOWELL PUBLIC SCHOOLS	838.00
11/06/2023	38521	LINCOLN NATIONAL LIFE INSURANCE CO.	437.44
11/06/2023	38522	SUSAN EPP	52.23
11/06/2023	38523	PRINCIPAL FINANCIAL RETIREMENT	727.50 V
		Void Reason: EFT NOT CHECK	
11/07/2023	38524	DELTA DENTAL	3,958.59
11/07/2023	38525	KATHLEEN MURPHY	31.44
11/07/2023	38526	MUTUAL OF OMAHA	2,618.04
11/07/2023	38527	STATE OF MICHIGAN	171.92
11/09/2023	38528	BUSINESS IMAGING GROUP	1,087.62
11/09/2023	38529	CONTINENTAL LINEN SERVICE	140.45
11/09/2023	38530	COOPER'S TURF MANAGEMENT LLC	1,585.00
11/09/2023	38531	FEDERAL EXPRESS CORP	117.81
11/09/2023	38532	TETRA TECH INC	5,070.00
11/09/2023	38533	WASTE MANAGEMENT CORP, SERVICES	118,620.95
11/09/2023	38534	WASTE MANAGEMENT CORP, SERVICES	72.87
11/15/2023	38535	COMCAST	1,369.81
11/15/2023	38536	COMCAST	637.20
11/15/2023	38537	CONSUMERS ENERGY	358.45
11/15/2023	38538	EHIM, INC	2,436.76
11/15/2023	38539	ETNA SUPPLY COMPANY	66,225.00
11/15/2023	38540	PAUL SEBASTIAN	33.41
11/15/2023	38541	US BANK EQUIPMENT FINANCE	2,213.31
FNBCK TOTALS:			
Total of 30 Checks:			210,392.10
Less 1 Void Checks:			727.50
Total of 29 Disbursements:			<b>209,664.60</b>

November 8, 2023 Election Payroll

11/13/2023 11:07 AM		PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP					Page 12 of 12	
		Payroll ID: 260						
		Pay Period End Date: 11/07/2023 Check Post Date: 11/08/2023 Bank ID: FNBCK						
		* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks						
Grand Totals for Payroll:								
Pay Code Id	Hours	OT Hours	Cur. Amnt.	YTD Amnt.*	Ded/Exp Id	Cur. Amnt.	YTD Amnt.*	
CELL PHONE REIM	0.00	0.00	0.00	863.06	FIW	38.78	42.32	
EL_TAXED	3.00	0.00	955.00	1,225.00	MEDICARE_EE	19.65	790.49	
ELEC RECV BOARD	1.00	0.00	400.00	600.00	SIW	223.09	297.47	
ELEC TAX OT	0.00	0.00	0.00	0.00	SOCSEC_EE	84.01	3,380.02	
ELECT SET-CLEAN	0.00	0.00	0.00	120.00				
ELECTION MEETIN	0.00	0.00	0.00	0.00				
ELECTION NO TAX	28.00	0.00	8,560.00	9,200.00				
G1	0.00	0.00	0.00	38,376.50				
HOLIDAY PAY	0.00	0.00	0.00	2,296.00				
LONGEVITY	0.00	0.00	0.00	0.00				
OVERTIME	0.00	0.00	0.00	132.00				
PERSONAL PAYOUT	0.00	0.00	0.00	0.00				
PERSONAL TIME	0.00	0.00	0.00	1,111.50				
REGULAR PAY	0.00	0.00	0.00	8,861.00				
TRAIN- PER DIEM	0.00	0.00	0.00	0.00				
VACATION PAY	0.00	0.00	0.00	4,536.00				
WELL IQ	0.00	0.00	0.00	54.15				
Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.			
9,915.00	0.00	365.53	9,549.47	67,375.21	0.00			

Net Pay This Period \$9,549.47  
 Physical Check Amount \$9,795.57  
 TOTAL \$19,345.04

November 10, 2023 Bi Weekly Payroll

11/13/2023 11:06 AM		PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP					Page 29 of 29	
		Payroll ID: 259						
		Pay Period End Date: 11/03/2023 Check Post Date: 11/10/2023 Bank ID: FNBCK						
		* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks						
Grand Totals for Payroll:								
Gross Pay This Period	Deduction Refund	Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.			
113,187.08	0.00	34,603.78	78,583.30	2,515,704.63	77,328.13			

11/13/2023 11:09 AM		Check Register Report For Genoa Charter Township					Page 1 of 1	
		For Check Dates 11/10/2023 to 11/10/2023						
Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status	
11/10/2023	FNBCK	13868	MULLALLY-HENNE, MARGARET A	783.00	638.47	0.00	Open	
11/10/2023	FNBCK	13869	SEBASTIAN, PAUL J	700.00	616.70	0.00	Open	
11/10/2023	FNBCK	EFT861	FLEX SPENDING (TASC)	840.38	840.38	0.00	Open	
11/10/2023	FNBCK	EFT862	INTERNAL REVENUE SERVICE	27,168.25	27,168.25	0.00	Open	
11/10/2023	FNBCK	EFT863	PRINCIPAL FINANCIAL	5,111.00	5,111.00	0.00	Open	
11/10/2023	FNBCK	EFT864	PRINCIPAL FINANCIAL	2,384.21	2,384.21	0.00	Open	
Totals:		Number of Checks:	006	36,986.84	36,759.01	0.00		
Total Physical Checks:			2					
Total Check Stubs:			4					

Net Pay This Period \$78,583.30  
 Physical Check Amount \$36,759.01  
 TOTAL \$115,342.31

503FN Check Register

Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #233			
11/06/2023	5953	USA BLUEBOOK	1,229.76
11/08/2023	5954	TRACTOR SUPPLY CO.	193.94
11/14/2023	5955	ADVANCE AUTO PARTS	222.01
11/14/2023	5956	GIFFELS WEBSTER	1,170.00
11/14/2023	5957	HOWELL HARDWARE	25.98
11/14/2023	5958	MYERS AUTOMOTIVE	355.21
11/14/2023	5959	PORT CITY COMMUNICATIONS, INC.	234.12
11/14/2023	5960	RED WING BUSINESS ADVANTAGE ACCOUNT	446.97
11/14/2023	5961	TETRA TECH INC	8,965.00
11/14/2023	5962	UNITED STATES POSTAL SERVICE	319.52
11/14/2023	5963	WEX BANK	6,019.29
11/14/2023	5964	WINDSTREAM	48.98
503FN TOTALS:			
Total of 12 Checks:			19,230.78
Less 0 Void Checks:			0.00
Total of 12 Disbursements:			19,230.78

592FN Check Register

Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
11/08/2023	5959	AT&T LONG DISTANCE	123.52
11/08/2023	5960	DTE ENERGY	1,158.27
11/08/2023	5961	DTE ENERGY	1,986.41
11/08/2023	5962	LIVINGSTON CO. REGISTER OF DEEDS	30.00
11/08/2023	5963	MHOG UTILITIES	44,937.50
11/15/2023	5964	BRIGHTON ANALYTICAL LLC	440.00
11/15/2023	5965	COOPER'S TURF MANAGEMENT LLC	295.00
11/15/2023	5966	GENOA TOWNSHIP DPW FUND	21,953.10
11/15/2023	5967	HYDROCOP	299.25
11/15/2023	5968	STATE OF MICHIGAN	1,618.08
11/15/2023	5969	UIS SCADA	972.00
11/15/2023	5970	AMERICAN AQUA	2,133.30
11/15/2023	5971	BYRUM ACE HARDWARE	26.97
11/15/2023	5972	CONSUMERS ENERGY	284.21
11/15/2023	5973	COOPER'S TURF MANAGEMENT LLC	3,695.00
11/15/2023	5974	EJ USA, INC.	3,863.80
11/15/2023	5975	GENOA TOWNSHIP DPW FUND	25,756.83
11/15/2023	5976	GENOA TOWNSHIP DPW FUND	559.00
11/15/2023	5977	JUSTICE FENCE CO.	2,001.66
11/15/2023	5978	LOREA TOPSOIL & AGGREGATE	196.00
11/15/2023	5979	STANDARD ELECTRIC	19.76
11/15/2023	5980	UIS SCADA	760.00
592FN TOTALS:			
Total of 22 Checks:			113,109.66
Less 0 Void Checks:			0.00
Total of 22 Disbursements:			113,109.66

593FN Check Register

11/15/2023 04:01 PM  
 User: denise  
 DB: Genoa Township

CHECK REGISTER FOR GENOA TOWNSHIP  
 CHECK NUMBERS 4359 - 6100

Page: 1/1

Check Date	Check	Vendor Name	Amount
Bank 593FN LAKE EDGEWOOD OPERATING FUND #590			
11/08/2023	4359	DTE ENERGY	3,788.00
11/08/2023	4360	LIVINGSTON COUNTY TREASURER	362.66
11/08/2023	4361	MHOG UTILITIES	20.00 V
		Void Reason: PAID IN OCTOBER	
11/14/2023	4362	BRIGHTON ANALYTICAL LLC	335.00
11/14/2023	4363	COOPER'S TURF MANAGEMENT LLC	987.00
11/14/2023	4364	DTE ENERGY	186.18
11/14/2023	4365	GENOA OCEOLA SEWER	258.32
11/14/2023	4366	GENOA TOWNSHIP DPW FUND	401.14
11/14/2023	4367	GENOA TOWNSHIP DPW FUND	11,900.83
11/14/2023	4368	HARTLAND SEPTIC SERVICE, INC.	8,100.00
11/14/2023	4369	LANG PLUMBING, INC.	75.00
11/14/2023	4370	MICHIGAN CAT	2,008.48
11/14/2023	4371	PVS NOLWOOD CHEMICALS, INC	2,565.28
11/14/2023	4372	TETRA TECH INC	16,705.00
593FN TOTALS:			
Total of 14 Checks:			47,692.89
Less 1 Void Checks:			20.00
Total of 13 Disbursements:			47,672.89

**GENOA CHARTER TOWNSHIP BOARD  
Regular Meeting  
November 06, 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 five 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:**

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

1. Payment of Bills: November 13, 2023
2. Request to approve October 16, 2023 regular meeting minutes.

**Approval of Regular Agenda:**

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

**3. Consideration of a request for approval of the proposed 2024 Employee Benefit Plan as presented by Human Resources Manager, Kim Lane.**

Ms. Lane provided a review of the details of the renewal rates for township employee benefits. The net increase for benefits for 2024 will be 3.5 percent or \$27,059.

**Moved** by Lowe, supported by Croft, to approve the 2024 Employee Benefit Plan as presented by the Human Resources Manager. **The motion carried unanimously.**

**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)



Ms. Yapici provided a review of her proposed project. She would like to convert her walk out basement into a bed and breakfast.

Ms. Hunt asked how many guests would be there at a time. Ms. Yapici stated one to two.

**Moved** by Skolarus, supported by Lowe, 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.

**The motion carried unanimously.**

**Moved** by Hunt, supported by Lowe, 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. **The motion carried unanimously.**

**Moved** by Hunt, supported by Skolarus, 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.

**The motion carried unanimously.**

**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.**

Ms. Hunt stated both of these appointments begin on November 20, 2023.

**Moved** by Lowe, supported by Hunt, 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. **The motion carried unanimously.**

**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.**

Ms. Skolarus requested to have mileage reimbursement included in the Clerk's office budget as this is what is done for the Supervisor and Treasurer. Ms. Hunt stated that elected officials are not given mileage reimbursement. Ms. VanMarter stated there is a mileage line item in the Clerk's budget for the employees in the Clerk's office. She added that the Travel and Mileage Expenses Policy was recently approved by the Township Board. If mileage is to be added for the Clerk, the policy would need to be changed. Mr. Dhaenens understands that his appointment on the Zoning Board of Appeals and Planning Commission requires him to travel within the county with no reimbursement.

Ms. Skolarus noted that all of the elections will be reimbursed and no money will come out of the Township's funds.

**Moved** by Hunt, supported by Lowe, to approve the amendments to the Fiscal Year 2023-2024 budget 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.

**The motion carried unanimously.**

**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. (roll call).**

Ms. VanMarter displayed a map showing the property that is now owned by the Township and will be preserved as recreational and park property.

**Moved** by Skolarus, supported by Dhaenens, 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. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Dhaenens - yes, Skolarus - yes, and Rogers - yes).**

**8. Request for approval of the 2024 Township Schedule of Meetings and Holiday Schedule.**

**Moved** by Lowe, supported by Skolarus, to approve the 2024 Township Meetings and Holiday Schedule. **The motion carried unanimously.**

**9. Request for approval of Resolution 231106 to establish the 2024 Regular Meeting Dates for the Board of Trustees. (roll call)**

**Moved** by Hunt, supported by Croft, to approve Resolution 231106 establishing the 2024 regular meeting dates for the Board of Trustees. **The motion carried unanimously with a roll call vote (Ledford - yes, Croft - yes, Hunt - yes, Lowe - yes, Dhaenens - yes, Skolarus - yes, and Rogers - yes).**

**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.**

Ms. VanMarter stated the reason for increasing this budget was due to work needed on a culvert. This may decrease the amount of other road maintenance done here in the future.

**Moved** by Lowe, supported by Dhaenens, 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. **The motion carried unanimously.**

**11. Review of Fiscal Year 2023-2024 Second Quarter budget to actual report.**

Ms. VanMarter provided a review of the report.

**Member Discussion**

Ms. VanMarter stated there will be a grand opening and dedication of the Senior Survivor Park on the Wednesday before Thanksgiving. The fence will be removed at that time and will remain down.

**Adjournment**

**Moved** by Ledford, supported by Croft, to adjourn the meeting at 7:04 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas  
Recording Secretary

Approved: Paulette Skolarus, Clerk  
Genoa Charter Township

Bill Rogers, Supervisor  
Genoa Charter Township

Nov. 14, 2023

To: Genoa Township Board

From: Polly Skolarus, Clerk

Request for Clarification of the Polling Places and the combination of precincts for elections scheduled for the calendar year 2024. After further consideration I now believe that we should **not** discontinue the use of 2/42 Church even though there are difficulties with the transmittal of voting tabulations.

This is a facility we have used for many years, and considering the past growth of our township more polling places will be needed in the future. Therefore, I am asking the Election Commission members, who are present at this meeting, to approve the retention of 2/42 Church since a final decision would need to go to the Township Board. 2/42 Church would house Precinct 8 (previously identified as Precinct 11).

Please place this request under the Consent Agenda:

3. Request to continue the use of the 2/42 Church as a polling Place for Precinct 8



# MEMO

2911 Dorr Road  
Brighton, MI 48116  
(810) 227-5225  
(810) 227-3420 fax  
genoa.org

**TO:** Genoa Charter Township Board  
**FROM:** Greg Tatara, Utility Director  
**DATE:** November 15, 2023  
**SUBJECT:** Force Main Construction Bid Award - Lake Edgewood to Genoa-Oceola WWTP Consolidation Project

.....  
For consideration at the November 20, 2023 Board Meeting is approval of the bid received from D’Angelo Brothers, Inc. (D’Angelo) for installation of the force main as part of the Lake Edgewood Wastewater Treatment Consolidation Project with the Genoa-Oceola Wastewater Treatment Plant (WWTP).

As discussed in June of this past year, our staff does an excellent job operating the Lake Edgewood WWTP, and the plant generally remains in compliance with its discharge permit limits. However, as previously presented, looking into the future, the continued operation of Lake Edgewood WWTP has many challenges including: 1) State of Michigan Regulations for PFAS, 2) Financial Sustainability, 3) Licensed Operator Staffing, and, 4) Hospital Expansion Discharges. Having access to the financing plan approved in June of 2023 made this a great time to conduct this project.

Since our presentation in June 2023, we have worked to complete the survey of the route, design the route, size the pipes and pump, work with the Livingston County Road Commission on Right-of-Way Utilization, and identify cost saving measures such as repurposing 1,800 feet of existing 6-inch force main and use of existing sludge storage for a pump station. Additionally, we worked closely with D’Angelo to obtain a workable cost to install the force main. D’Angelo is one of our selected contractor’s for emergency repairs as well as water service and grinder installation. In addition to excavation services, D’Angelo also offers full direction drilling services. D’Angelo has walked the entire site, performed utility locating to identify utility conflicts on the force main route, and developed installation plan approvable by the Livingston County Road Commission to install the force main under the west bound lane of Grand River adjacent to the wetland area between Bordine’s and Cortland Condominiums. We are confident that by using a contractor we are familiar with, who has a vested interest in maintaining our working relationship, and will work cooperatively through the unforeseen utility conflicts to come, that we have achieved the best price to install this force main; a copy of their unit cost breakdown is attached. Additionally, Tetra tech (Tt) has reviewed the bid and provided a recommendation for approval, which is also attached.

**SUPERVISOR**

Bill Rogers

**CLERK**

Paulette A. Skolarus

**TREASURER**

Robin L. Hunt

**TRUSTEES**

Jean W. Ledford

H. James Mortensen

Terry Croft

Diana Lowe

**MANAGER**

Kelly VanMarter

Finally, presented in the third attachment is a table showing the Township's approved funding for the project and a revised total project cost estimate based on the bid from D'Angelo, proposals for Tt, quotations for pump purchase, and allowances for contingency expenditures. As shown, with the updated bids, the project is within the funding authorization.

### **Board Action**

Based on the information presented above and in the attached documents, we are respectfully asking the Genoa Charter Township Board to:

- 1) Approve the Bid for Force Main Installation prepared by D'Angelo Brothers Construction, Inc. of Farmington Hills, MI
- 2) Authorize the Supervisor to sign the contract documents prepared by the Engineer and including contractor Bonds and Insurance.

Thank you for your consideration.

Revised 11/13/23

Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Price
1	Mobilization	LS	1	50,000	50,000
2	Traffic Control	LS	1	15,225	15,225
3	Pre-Construction Audio Visual	LS	1	7,000	7,000
4	Soil Erosion/Sedimentation Control	LS	1	8,225	8,225
5	Field Verify Existing Sewer Service (excludes cleaning)	EA	13	1,200	15,600
6	Force Main, 12" DIP CL 52	LF	120	280	33,600
7	Force Main, 6" HDPE DR 11 DIP, Directionally Drilled	LF	8,200	90	738,000
8	Air Release Structure, 48" Dia.	EA	3	12,850	38,550
9	6" Plug Valve w/ Box	EA	3	6,500	19,500
10	12" Plug Valve w/ Box	EA	1	13,000	13,000
11	12" x 6" Tapping Sleeve and Valve w/ Box	EA	1	8,800	8,800
12	HDPE to DIP Connection	EA	3	1,500	4,500
13	Force Main, Connect to Existing Manhole	EA	1	11,250	11,250
14	Force Main, Connect to Existing Force Main (includes any DIP and fittings required to complete connection)	EA	8	5,000	40,000
15	Force Main, Connection to Existing Sludge Storage Tank	EA	1	11,250	11,250
16	Remove and Replace Sidewalk	SY	45	117	5,265
17	Remove and Replace HMA Drive	SY	95	117	11,115
<b>Total of All Unit Price Bid Items</b>					<b>\$ 1,030,880.00</b>

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

**Total of Lump Sum and Unit Price Bids = Total Bid Price**

**\$ 1,030,880.00**

11/9/2023



November 14, 2023

Mr. Greg Tatara, Utility Director  
Genoa Township  
2911 Dorr Road  
Brighton, MI 48116

**Re: Lake Edgewood Sanitary Force Main Improvements  
Contract 200-12736-23010  
Recommendation of Award**

Dear Mr. Tatara:

On behalf of Genoa Township, a bid was received from D'Angelo Brothers for the subject project. The proposed work will consist of the installation of approximately 8,200 linear feet of sanitary force main via directional drill along the north side of Grand River Avenue between the Lake Edgewood Wastewater Treatment Plant and the Genoa-Oceola SWATH collection system.

The Authority received a bid from D'Angelo Brothers, Inc. on November 10, 2023, for the referenced project. The bids received was for an amount of \$1,030,880.

We have reviewed the received bid and find the provided pricing to be fair. We have worked with D'Angelo Brothers throughout the design process to review constructability and ensure their understanding of the project.

D'Angelo Brothers is experienced in municipal work, including directional drill projects in the state of Michigan and is currently a selected contractor for emergency repair work for Genoa-Oceola SWATH. They are headquartered in Farmington Hills and are currently working with Genoa-Oceola SWATH on other projects. They have sufficient expertise and staff to complete the work as proposed.

Therefore, we recommend that the Township proceed with the project and award it to D'Angelo Brothers. Once the bid is awarded, we will proceed with obtaining contract documents from the contractor for execution.

We look forward to working with D'Angelo Brothers and the Township in the implementation of this project. If you have any questions regarding our recommendation, please call.

Sincerely,

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

Shelby Byrne, P.E.  
Project Engineer

**Tetra Tech**  
3497 Coolidge Road, East Lansing, MI 48823  
Tel 517.316.3930 Fax 517.484.8140 [www.tetrattech.com](http://www.tetrattech.com)



**LE to GO Consolidation Project  
Budget and Funding Plan**

Original Project Financing Plan				
Fund	Current Balance	Portion To Retain	Portion for Project	Category
ARPA Funds	\$531,621	\$0	\$531,621	Cash
LE Reserve/New User	\$339,321	\$125,000	\$214,321	Cash
LE O&M Fund	\$667,000	\$250,000	\$417,000	Cash
<b>Total Cash Available</b>			<b>\$1,162,942</b>	
MHOG Water Reserve/New User	\$1,008,083	\$800,000	\$208,083	Loan
<b>Total Project Budget</b>			<b>\$1,371,025</b>	

**Project Construction Budget**

Task	Amount
FM Installation and Tie-In to EQ Tank (D'Angelo)	\$1,030,880
Tetra TechSurvey, Design and Bidding	\$64,000
HOMA Pumps (Direct Owner Procure)	\$28,500
Mechanical and Electrical Work	\$150,000
Construction Engineering	\$30,000
Subtotal	\$1,303,380
Contingency (5%)	\$65,169.00
<b>Total</b>	<b>\$1,368,549.00</b>



# MEMORANDUM

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

**TO:** Honorable Board of Trustees  
**FROM:** Amy Ruthig, Planning Director  
**DATE:** November 15, 2023  
**RE:** **Bike Trails – Fillmore Park  
Environment Impact Assessment**

Please find attached the project case file for a site plan and environmental impact assessment for proposed bike trails located for the existing Fillmore Park located at 7075 McClements Road, north side of McClements Road, between Kellogg and Hacker Roads. The property is zoned Public and Recreational Facilities District (PRF).



Procedurally, the Planning Commission has review and approval authority over the site plan, and the Township Board has the final approval authority over the Environmental Impact Assessment. The environmental impact assessment was recommended for approval and the site plan was approved by the Planning Commission on November 13, 2023. I offer the following for your consideration:

### ENVIRONMENTAL IMPACT ASSESSMENT

Moved by \_\_\_\_\_, Supported by \_\_\_\_\_ to **APPROVE** the Environmental Impact Assessment dated October 25, 2023 corresponding to proposed bike trails for the existing Fillmore Park located at 7075 McClements Road with the condition that site plan conditions must be met as requested by the Planning Commission.

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

Best Regards,

Amy Ruthig, Planning Director

### **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 APPLICATION**  
~~XXXXXXXXXXXXXXXXXX~~ **Site Plan Review**  
Sketch Plan Review

**TO THE GENOA TOWNSHIP PLANNING COMMISSION:**

APPLICANT NAME & ADDRESS: Livingston County, Planning  
*If applicant is not the owner, a letter of Authorization from Property Owner is needed.*

OWNER'S NAME & ADDRESS: Livingston County, 304 E. Grand River, Howell, MI 48843

SITE ADDRESS: 7075 McClements, Brighton, MI 48114 PARCEL #(s): 4711-02-400-004

APPLICANT PHONE: (517) 540-8734 OWNER PHONE: ( )

LOCATION AND BRIEF DESCRIPTION OF SITE: \_\_\_\_\_

Fillmore County Park, located at McClements and Kellogg

Vacant parcel approximately 89 acres, located on the west side of Kellogg Rd.

BRIEF STATEMENT OF PROPOSED USE: Installation of mountain biking trail  
and obstacle course

THE FOLLOWING IMPROVEMENTS ARE PROPOSED: Trail crossing at Kellogg Rd.  
Mountain bike trail (3 loops), 3 bridges

Obstacle Course: berms and hills, rock features, wood features jumps and ramps

**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: Martha Haglund, Livingston County Principal Planner

ADDRESS: 304 E. Grand River, Howell MI 48843

<b>Contact Information</b> - Review Letters and Correspondence shall be forwarded to the following:		
1.) <u>Martha Haglund</u>	of <u>Livingston County</u>	at <u>mhaglund@livgov.com</u>
Name	Business Affiliation	Email Address

<b>FEE EXCEEDANCE AGREEMENT</b>	
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: <u>Martha Haglund</u>	DATE: <u>10/25/2023</u>
PRINT NAME: <u>MARTHA HAGLUND</u>	PHONE: <u>(517) 540-8734</u>

**Moved** by Commissioner Rauch, supported by Commissioner Lowe, to table Open Public Hearing Item #2 petitioned Kevin Bahnam of 1015 Latson Road, LLC. **The motion carried unanimously.**

The Planning Commission took a five minute break at 8:25 pm.

**OPEN PUBLIC HEARING #3...** Consideration of a sketch plan application, environmental impact assessment and sketch plan for proposed bike trails located at the Fillmore Park. The park is located at 7075 McClements, northwest corner of McClements and Kellogg Roads. The request is petitioned by the Livingston County Planning Department.

A. Recommendation of Environmental Impact Assessment (10-25-23)

B. Disposition of Site Plan. (10-25-23)

Ms. Martha Haglund, Principal Planner with the Livingston County Planning Department, stated they would like to use the western portion of the site to install mountain bike trails. They will be crossing Kellogg Road and have received approval from the Livingston County Road Commission for crossing signage. The work is being done by volunteers so she anticipates it taking 3-4 years to complete.

She has responded to Mr. Borden and Ms. Byrne's review letters.

Mr. Borden reviewed his letter dated November 8, 2023.

1. The submittal does not identify the proposed setbacks; however, the front yard setback requirement is not met at the trail crossing across Kellogg Road. He noted that since this is a trail, it could be considered similar to a sidewalk. Commissioner Rauch agrees; however, having it 50 feet off the road would allow it to be safer.
2. If granted, sketch plan approval is valid for only one year, though the project timeline extends out to 2026. The applicant will need to apply for and obtain extensions to cover the full project, which will be evaluated based on Ordinance standards and may or may not be granted.
4. Ms. Haglund did respond to his comment regarding the internal signs setbacks. They will be less than two square feet so they are exempt from sign regulations.

Additionally, the applicant must address any comments provided by the Township Engineer or Brighton Area Fire Authority regarding public facilities and services.

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

1. The petitioner has already obtained a permit from the Livingston County Road Commission regarding the signage required for the proposed trail crossing and this has been provided to the Township.
2. The petitioner has noted that an EGLE wetland permit will be required for some portions of the proposed trail improvements. This permit should be provided to the Township for their records once it is obtained.

3. The petitioner is proposing to use the existing park parking lot to serve the proposed mountain bike trail. Traffic counts were provided for a weekend of use at the park and the petitioner has stated in their impact assessment that there is adequate existing parking for the additional use.
4. The existing parking lot and site drive is aggregate surface with concrete paved ADA parking spaces. Zoning Ordinance requires the parking lots and drives be hard surface with concrete curbing; however, the aggregate drive and parking lot was previously approved as a Low Impact Development alternative due to the low amount of traffic and intent to not clear snow in the winter. The petitioner should provide more information regarding the proposed additional use of the parking lot and whether it will necessitate snow clearing in the winter. If not, the existing aggregate surface would be acceptable.
5. The proposed mountain bike trail will not include any grading or tree clearing. It appears that the trail will not require any surface modification other than clearing small vegetation, logs, and mowing the path limits.

Ms. Haglund has seen the Brighton Area Fire Authority Fire Marshal's letter and they will be clearing 20 feet at the trailhead and will install a "No Motorized Vehicles Allowed" sign.

Commissioner McCreary would like to see the ongoing records and reports from EGLE during the project. Ms. Haglund agreed to provide them. Mr. Borden noted that trails are exempt from the natural features setback; however, the proposed bridge structures are not exempt and must meet the requirements.

The call to the public was made at 8:51 pm with no response.

**Moved** by Commissioner Rauch, supported by Commissioner Rassel, to recommend to the Township Board approval of the Environmental Impact Assessment dated October 25, 2023 for the mountain bike trails at Fillmore Park. **The motion carried unanimously.**

**Moved** by Commissioner Rauch, supported by Commissioner Rassel, to approve the Site Plan dated October 25, 2023 for the mount bike trails at Fillmore Park, with the following conditions:

- The crossing signs as shown on the plans for Kellogg Road shall be installed as part of Phase 1 trial construction.
- The perpendicular access to the public road is allowed.
- Records from EGLE throughout the construction of the trails shall be submitted to the township.
- Throughout the construction, the trail must be installed within all of the setbacks.

**The motion carried unanimously.**

**OPEN PUBLIC HEARING #4...** Consideration of a site plan application, environmental impact assessment and site plan for additional parking at the Woodland Village senior living facility



November 8, 2023

Planning Commission  
Genoa Township  
2911 Dorr Road  
Brighton, Michigan 48116

<b>Attention:</b>	Amy Ruthig, Planning Director
<b>Subject:</b>	Fillmore Park – Site Plan Review #1
<b>Location:</b>	7075 McClements Road – north side of McClements, between Kellogg and Hacker Roads
<b>Zoning:</b>	PRF Public and Recreational Facilities District

Dear Commissioners:

At the Township’s request, we have reviewed the site plan submitted by Livingston County Planning proposing bike trails for Fillmore Park.

We have reviewed the proposal in accordance with the applicable provisions of the Genoa Township Zoning Ordinance.

**A. Summary**

1. The submittal does not identify the proposed setbacks; however, the requirement is not met at the trail crossing across Kellogg Road.
2. If granted, sketch plan approval is valid for only 1 year, though the project timeline extends out to 2026.
3. The applicant will need to apply for and obtain extensions to cover the full project (which will be evaluated based on Ordinance standards and may or may not be granted).
4. The internal signs must meet setback requirements and be no more than 2 square feet in area to be exempt from the Township sign regulations.
5. The applicant must address any comments provided by the Township Engineer or Brighton Area Fire Authority.

**B. Proposal**

The applicant requests site plan review and approval for a mountain bike trail covering the westerly portion of Fillmore Park. Improvements include a trail, trail crossing, signage, and mountain bike obstacle course.

Public parks are permitted by right in the PRF district. As an established public park, the proposed trail and related features require site plan review/approval by the Planning Commission.

**C. Site Plan Review**

1. **Dimensional Requirements.** The PRF District requires a front yard setback equal to that of the most restrictive adjacent zoning district. In this instance, the most restrictive setback is 75 feet required by the AG District. Side and rear setback requirements are 50 feet for trails.

The submittal does not identify the proposed setbacks; however, the requirement is not met at the trail crossing across Kellogg Road.

Additionally, trails are exempt from the 25-foot nature feature setback; however, if the proposed bridges encroach, we are of the opinion that approval under Section 13.02.04 will be required.



*Aerial view of site and surroundings (looking north)*

- 2. Project Phasing.** The submittal identifies 4 specific project components with anticipated timelines. The applicant should be aware that sketch plan approval is valid for 1 year.

If the Commission grants approval, it will not cover project work in 2025 and 2026, unless extensions are requested and granted. Any such extensions will be evaluated based on the standards of Section 18.09.02 with no guarantee that they are granted.

- 3. Signs.** Several signs are proposed – some are internal to the project area, while others are to be located in the public right-of-way.

So long as the internal signs meet setback requirements and are no larger than 2 square feet, they may be exempt from review as “incidental signs.”

Additionally, the signs in the public right-of-way are exempt as “regulatory, directional and street signs;” however, the applicant must obtain approval from the Livingston County Road Commission for such signage.

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



November 8, 2023

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

**Re: Fillmore Mountain Biking Park  
Sketch Plan Review No. 2**

Dear Ms. Ruthig:

Tetra Tech conducted a second review of the proposed Fillmore Park Mountain Bike Trail sketch plan last dated October 25, 2023. The sketch plan was submitted by Livingston County Planning. The site is located in the northwest quadrant of the Kellogg Road and McClements Road intersection. The Petitioner is proposing to install a 2.5-mile mountain bike trail on the west side of Kellogg Road at Fillmore County Park, which will be accessed from the existing park parking lot located on the east side of Kellogg Road.

We offer the following comments:

**GENERAL**

1. The Petitioner has already obtained a permit from the Livingston County Road Commission regarding the signage required for the proposed trail crossing and this has been provided to the Township.
2. The Petitioner has noted that an EGLE wetland permit will be required for some portions of the proposed trail improvements. This permit should be provided to the Township for their records once it is obtained.
3. The Petitioner is proposing to use the existing park parking lot to serve the proposed mountain bike trail. Traffic counts were provided for a weekend of use at the park and the Petitioner has stated in their impact assessment that there is adequate existing parking for the additional use.
4. The existing parking lot and site drive is aggregate surface with concrete paved ADA parking spaces. Zoning Ordinance requires the parking lots and drives be hard surface with concrete curbing; however, the aggregate drive and parking lot was previously approved as a Low Impact Development alternative due to the low amount of traffic and intent to not clear snow in the winter. The Petitioner should provide more information regarding the proposed additional use of the parking lot and whether it will necessitate snow clearing in the winter. If not, the existing aggregate surface would be acceptable.



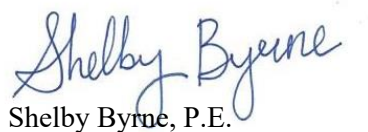
**Ms. Amy Ruthig**  
**Re: Fillmore Mountain Biking Park**  
**Sketch Plan Review No. 2**  
**November 8, 2023**  
**Page 2**

## **DRAINAGE AND GRADING**

1. The proposed mountain bike trail will not include any grading or tree clearing. It appears that the trail will not require any surface modification other than clearing small vegetation, logs, and mowing the path limits.

We recommend the above comments be addressed by the Petitioner to the Township's satisfaction prior to approval. Please call if you have any questions.

Sincerely,



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

November 3, 2023

Amy Ruthig  
Genoa Township  
2911 Dorr Road  
Brighton, MI 48116

RE: Mountain Bike Trail  
7075 McClements Rd  
Genoa Twp., MI

Dear Amy,

The Brighton Area Fire Department has reviewed the above-mentioned site plan. The plans were received for review on October 27, 2023 and the sketches are dated January 1, 2018 (not really sketches) . The project is based on a proposed mountain bike trail installed at the Fillmore Park and adjoining property. The plan review is based on the requirements of the International Fire Code (IFC) 2021 edition.

1. The plan calls for a varying width of 6' to 10' of the trail. The fire authority recommends that the clear access trail width be maintained wide enough for a 4 x 4 pickup truck should access be needed in the event of an emergency. **(Note has been updated that trail clearing will be conducted as provided.)**
2. I recommend signage stating "No Motorized Vehicles Allowed" at the trail crossing and trailhead location. **(This has not been provided and is only a recommendation from the fire authority and would be up to other parties to enforce if desired.)**

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

### Fillmore County Park PRF Impact Assessment

The following impact assessment follows the requirements of Section 18.07 “Written Impact Assessment Requirements” of the Genoa Township Zoning Ordinance.

**a. Preparer.**

Prepared by:  
Kathleen Kline-Hudson,  
Director Livingston  
County Planning  
Department  
Staff Facilitator, Livingston County Parks and Open Space  
Advisory Committee 304 E. Grand River Ave.  
Howell, MI 48843

10/25/2023-Update: Changes noted in RED  
Fillmore Park West: Mountain Bike Trail  
Martha Haglund, Principal Planner  
Livingston County Planning Department  
Staff Facilitator, Livingston County Park and Open Space Advisory Committee

Prepared for: Livingston County Government  
304 E. Grand River Ave.  
Howell, MI 48843

Genoa Charter Township  
2911 Dorr Rd.  
Brighton, MI 48116

**b. Description of the Project Site.**

Fillmore County Park consists of 198 acres located in Sections 1 and 2 of the northeast quadrant of Genoa Charter Township. The land was bequeathed to Livingston County for park purposes by Raymond Fillmore. The site primarily consists of fallow agricultural land with the exception of the Fillmore farmstead located at 7315 McClements. For the near future the county intends to have the farmstead residence occupied by a park caretaker. In the future, this structure may be demolished or used for park purposes such as an interpretative center.



The site is bordered by agriculture and rural residences to the north and west, Camp Chaldean to the south and Del-Sher Estates to the east.

The Livingston County Park and Open Space Advisory Committee (POSAC) is partnering with Motor City Mountain Bike Association (MCMBA) to install a mountain bike trail on the west side of Kellogg Rd. at Fillmore County Park. The MCMBA will be responsible for constructing and maintaining the trail.

The trail will be 2.5 miles long with the potential to install an additional 1.5 miles trail. An obstacle course is also proposed in the southern field portion of the parcel. The mountain bike project does not propose any changes to the existing parking or driveway. The mountain bike trail will be accessed by crossing the Kellogg Rd.

**c. Impact on Natural Features.**

The project site contains three unregulated wetlands of less than 5 acres in size (NWI) (See **Fillmore West below**), three woodland areas totaling approximately 32 acres, and open, fallow agricultural land. The land is generally low- sloped, with gently-rolling topography of 0-12%. Elevations range from a low of 975 feet USGS to a high of 1,000 feet. The USDA Soil Survey of Livingston County indicates that the soils on-site are predominately well-drained Miami Loam, Owosso Miami Sandy Loam and Fox-Boyer Complex. These soils present only slight or moderate limitations for nonfarm use. The site also contains scattered pockets of muck soils.

Livingston County's High-Quality Natural Areas, a 2003 publication of the Livingston County Planning Department, indicates that there are two (2) Priority 2 natural areas located on site. Priority 2 natural areas are usually between 50 and 200 acres and have average scores for bio-diversity. This project is intended to not harm the natural features on-site; to do so would be counter-productive to the park setting.

Natural features on the Fillmore County Park site have been recorded by the Huron River Watershed Council (HRWC) through a Bioreserve Site Assessment. This assessment has been submitted to the Township with the rezoning application. In summary, the HRWC ranked East Fillmore (approx. 120 acres). West Fillmore (approx. 80 acres) for 15 ecological criteria. HRWC rankings place both areas of the park in the lower range for all the Bioreserve Sites in the watershed ranging from 25 to 1244. The main differences between the two areas were that Fillmore East got slightly more points for being better connected to other natural areas and Fillmore West got points for being less ecologically disturbed than Fillmore East (Fillmore East got zero points for this due to former farming of land).

**Fillmore West:** The wetland located within the southwest corner of the 89-acre parcel is larger than first assessed in 2018. A site assessment by EGLE (Department of Environment Great Lakes and Energy) was conducted on (October 19, 2023) and approved the trail corridor in the southwest corner (Loop C). The three proposed bridges/boardwalks will need a General Permit prior to construction estimated to be 2025. The positioning of the trail and installation of approved bridges will have no impact on wetlands.

Mountain bike trail is located on the Fillmore West. No trees are proposed to be removed. The clearing of the trail corridor (approx. 6 by 10 ft) will require the clearing fallen trees, small vegetation, and mowing in the field portion.



**Legend**

- Bridge
- Trail
- Future Trails
- Obstacle Course
- EGLE Wetland Data
- 50 Foot Setback
- Property Lines

**Fillmore Park Mt Bike Trail**

Perimeter 2.5 Miles



LOOP	ESTIMATED CONSTRUCTION TIME	ESTIMATED OPEN TO PUBLIC
A	Fall 2023 & Spring 2024	Fall 2024
B	Fall 2024 & Spring 2025	Fall 2026
C	Fall 2024-Spring 2026	Fall 2027
Obstacle Course	On-Going	2026

**d. Impact on Stormwater Management.**

Grading and construction operations at the site will be very minimal for the entrance drive, parking area, playfield, restroom facility and trail, therefore, there should be little to no impact on stormwater management. The Drain Commissioner is a member of the Livingston County Parks and Open Space Advisory Committee, and his expertise will be sought throughout the construction project.

The project at Fillmore Park West does not propose changes to existing features. A future obstacle course will require minimal grading to construct features such as: berms, hills, and ramps. The obstacle course will have little to no impact on surrounding stormwater management.

**e. Impact on Surrounding Land Use.**

Phase I development of Fillmore County Park will entail the construction of: a park entrance, driveway, parking lot with ADA spaces, a restroom facility with vaulted toilet, a sidewalk that will connect parking to the restroom, a sports playfield and a 5K trail. This construction will primarily occur near the Kellogg/McClements Road intersection.

Each of these permitted uses in the PRF zoning district are compatible with the adjacent recreational land uses and the PRF zoning of Camp Chaldean. Additionally, the future recreational uses of Fillmore County Park will not be detrimental to surrounding residential property values in terms of views, light, noise and other nuisances which could negatively impact adjacent properties. Conversely, use of the park will provide health and welfare benefits to the surrounding residential areas.

Subsequent phases of the park may be planned for the future. A conceptual site plan for park development has been created and can be found in the rezoning application materials. Additionally, the site currently contains the Fillmore farmstead consisting of a residence and outbuildings at 7315 McClements Road.

The Livingston County Parks and Open Space Advisory Committee has kept residents in the immediate area and the facility manager of Camp Chaldean, regularly informed of the plans for the park since February 2014 when a public meeting was held for a Michigan Natural Resources Trust Fund grant that was being submitted by Livingston County at that time. Since the February 2014 public meeting, the committee has maintained communication through periodic visits and e-mail contact, as well as through two (2) liaison Del-Sher Estates residents that attend meetings of the Parks and Open Space Advisory Committee in order to keep informed of the plans for the park so that they can better inform their neighbors.

The mountain bike project at the Fillmore Park West expects no changes to surrounding land use. The neighbor at 724 S. Kellogg Rd. was notified of the project on October 12, 2023.

**f. Impact on Public Facilities and Services.**

The Park will serve the Howell, Brighton and Hartland areas, being centrally located between them. With this ideal location, Fillmore County Park should attract a modest number of visitors, primarily on the weekends. There is no anticipated impact on public schools. County employee presence will be periodic. In collaboration with the Livingston County Parks and Open Space Advisory Committee, the Livingston County Road Commission will provide upkeep of the gravel road and lot, and the Sheriff's Department will patrol the main use area. Letters of support were obtained from both of these entities for the Land and Water Conservation Fund grant that will partially fund park development.

**g. Impact on Public Utilities.**

Fillmore County Park will not be served by municipal utilities, nor are utilities currently requested for this park usage. Sanitary services will be provided to public by a waterless vault toilet in a restroom facility.

The mountain bike trail at Fillmore Park West does not propose any changes to the public utilities.

**h. Storage and Handling of Any Hazardous Materials.**

Hazardous substances will not be used, stored or disposed of on the site.

**i. Impact on Traffic and Pedestrians.**

Access to Fillmore County Park will be from McClements Road, a gravel road on the south side of the property. The park entrance drive will be located approximately 400 feet east of the intersection of Kellogg and McClements Roads, nearest to the areas from which most traffic will arrive. Through park planning it was determined that this is the best point of entry into the park. This entrance location creates a good starting point for future phases of the park, and the location is buffered from neighboring residential areas while establishing good cross access to the neighboring Camp Chaldean.

Based on the Institute of Transportation Engineers (ITE) common trip generation rates at the PM Peak Hour, a County Park of 198 acres generates 17.8 trips (.09 per unit).

The mountain bike trail at Fillmore Park West expects a slight increase in park use with the installation of the mountain bike trail. The existing 20 space, gravel parking and restroom facilities will accommodate new visitors. In August 2021 a traffic counter located in the parking lot entrance calculated a total of 35 visitors from Friday-Sunday. We expect this to be very similar with the installation of the mountain bike trail. The average that weekend was 2 visitors per hour between the hours 1-6:00 PM. This would leave approximately 15 spaces available for additional visitors.

The mountain bike trail will have a trail crossing approximately 560 feet north of McClements with advance crossing signs placed 600 feet north of the crossing providing plenty of warning. All required permits will be acquired in accordance with Livingston Road Commission. The mountain bike trail will also have pedestrian stop signs placed along trail to ensure safe crossing.

**j. Special Provisions.**

The trust agreement of Raymond Fillmore states that Livingston County is to only use the land for recreation purposes as a county park. Therefore, Livingston County is unable to utilize the land for any other purpose.

**Sources:**

- Livingston County Road Commission Traffic Counts
- National Wetlands Inventory Maps
- United States Geological Survey (USGS) Topographic Quadrangle Maps
- United States Department of Agriculture (USDA) Soil Conservation Service, Soil Survey of Livingston County, Michigan
- Livingston County's High-Quality Natural Areas, Livingston County Planning Department 2003
- Huron River Watershed Council, Bioreserve Site Assessment, 2014
- 9<sup>th</sup> Edition ITE Trip Generation Manual



**APPLICATION AND PERMIT**

to construct, operate, maintain  
use and/or remove within a county  
road right-of-way

Permit Number  
MS-2305-11  
Issuance Date  
10/25/23

BOARD OF COUNTY ROAD COMMISSIONERS, of LIVINGSTON COUNTY, MICHIGAN  
ADDRESS: 3535 GRAND OAKS, HOWELL, MICHIGAN 48843-8575  
TELEPHONE: 517-546-4250  
EMAIL: PERMITS@LIVINGSTONROADS.ORG

If applicant hires a contractor to perform the work, BOTH must complete this form and BOTH assume responsibility for the provisions of this Application and Permit

APPLICANT	CONTRACTOR
NAME: <u>LIVINGSTON COUNTY PLANNING DEPT.</u>	NAME: _____
MAILING ADDRESS: <u>304 E. GRAND RIVER</u>	MAILING ADDRESS: _____
CITY, STATE, ZIP: <u>HOWELL, MI 48843</u>	CITY, STATE, ZIP: _____
TELEPHONE NO.: <u>5175408734</u>	TELEPHONE NO.: _____
EMAIL: <u>MHAGLUND@LIVGOV.COM</u>	EMAIL: _____

<input checked="" type="checkbox"/> By checking this box, I am hereby accepting the terms and conditions as outlined on the permit and attached documents. I also agree that this permit may be returned to me via email.	<input type="checkbox"/> By checking this box, I am hereby accepting the terms and conditions as outlined on the permit and attached documents. I also agree that this permit may be returned to me via email.
---	--

FINANCIAL REQUIREMENTS	ATTACHMENTS REQUIRED
Application/Permit Fee <u>NO CHARGE</u>	Proof of Insurance
Receipt Number _____	Insurance Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date _____	Expiration Date: _____
	LCRC File #: _____

**APPLICATION**

Applicant and/or Contractor request a Permit for the purpose indicated in the attached plans and specifications at the following location:

TOWNSHIP GENOA SECTION 1/2  
 NAME OF ROAD KELLOGG Parcel or Lot # \_\_\_\_\_  
 BEGINNING DATE 10/25/23 ENDING DATE 10/25/24

PERMIT TO PLACE TRAIL CROSSING WITHIN THE KELLOGG ROAD RIGHT-OF-WAY FOR THE FILLMORE PARK MOUNTAIN BIKE TRAIL AS DETAILED ON THE ATTACHED PLAN. ALL TRAFFIC SHALL BE MAINTAINED PER THE MMUTCD.

**PERMIT**

*A permit is granted in accordance with the foregoing application for the period stated above, subject to the following terms agreed to by the Permit Holder. When Applicant hires a Contractor the "Permit Holder" is both the Applicant and the Contractor.*

**RECOMMENDED FOR ISSUANCE:**  
KIM HILLER Investigator  
10/25/23 Date      PERMITS & UTILITIES ENGINEER Title

**BOARD OF COUNTY ROAD COMMISSIONERS  
LIVINGSTON COUNTY, MICHIGAN**

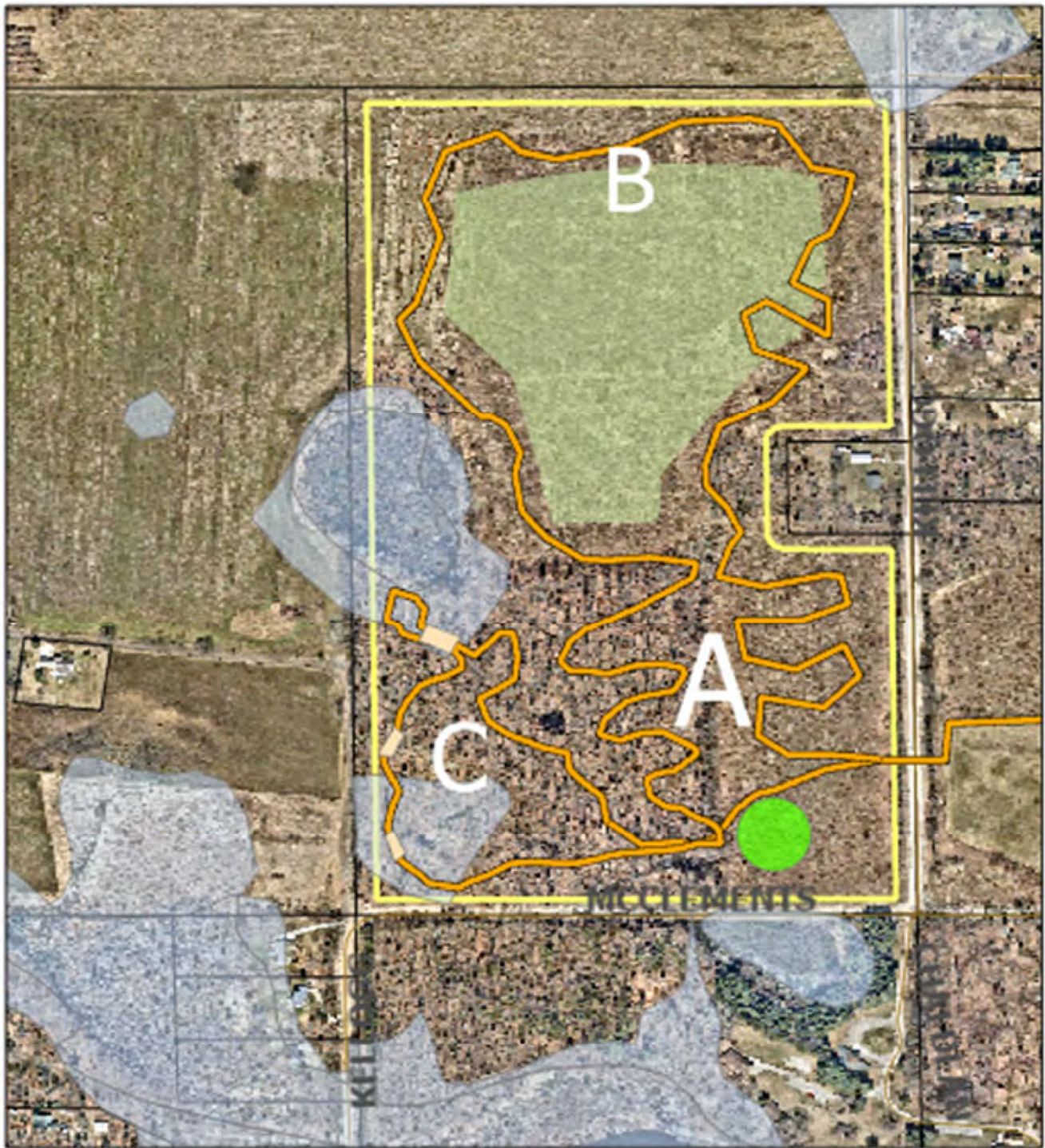
By \_\_\_\_\_

1. All work performed under this permit must be done in accordance with the plans, specifications, maps and statements filed with the Commission and must comply with the Commission's current requirements and specifications on file at its office and M.D.O.T. specifications.
2. **Fees and Costs.**  
Permit Holder shall be responsible for all fees incurred by the Commission in connection with this permit and shall deposit estimated fees and costs as determined by the Commission, at the time the permit is issued.
3. **Bond.**  
Permit Holder shall provide a cash deposit, letter of credit or bond in a form and amount acceptable to the Commission at the time permit is issued.
4. **Insurance.**  
Permit Holder shall furnish proof of liability and property damage insurance in the amount stated on this permit naming the Commission as an insured. Such insurance shall cover a period not less than the term of this permit and shall provide that it cannot be cancelled without ten (10) days advance written notice by certified mail with return receipt required to the Commission.
5. **Indemnification.**  
Permit Holder shall hold harmless and indemnify and keep indemnified the Commission, its officers and employees from all claims, suits and judgments to which the Commission, its officers, or employees may be subject and for all costs and actual attorney fees which may be incurred on account of injury to persons or damage to property, including property of the commission, whether due to the negligence of the Permit Holder or the joint negligence of the Permit Holder and the Commission, arising out of the work under this permit, or in connection with work not authorized by this permit, or resulting from failure to comply with the terms of this permit, or arising out the continued existence of the work product which is the subject of this permit; or any other claim relating to or arising out of the operations, use or continued existence of the work which is the subject of this permit.
6. **Miss Dig.**  
The Permit Holder must comply with the requirements of Act 53 of Public Acts of 1974, as amended. CALL MISS DIG AT (800) 482-7171 AT LEAST THREE (3) FULL WORKING DAYS, BUT NOT MORE THAT TWENTY-ONE (21) CALENDAR DAYS, BEFORE YOU START WORK. Permit Holder assumes all responsibility for damage to or interruption of underground utilities.
7. **Notification of Start and Completion of Work.**  
Permit Holder must notify the Commission at least 48 hours before starting work and must notify the Commission when work is completed.
8. **Time Restrictions.**  
All work shall be performed Mondays through Fridays between 8:00 A.M. and 5:00 P.M. unless written approval is obtained from the Commission, and work shall be performed only during the period set forth in this permit.
9. **Safety.**  
Permit Holder agrees to work under this permit in a safe manner and to keep the area affected by this permit in a safe condition until the work is completed. All work site conditions shall comply with Michigan Manual of Uniform Traffic Control Devices.
10. **Restoration and Repair of Road.**  
Permit Holder agrees to restore the road and right-of-way to a condition equal to or better than its condition before the work began; and to repair any damage to the road right-of-way which is the result of the facility whenever it occurs or appears.
11. **Limitation of Permit.**  
This permit does not relieve Permit Holder from meeting other applicable laws and regulations of other agencies. Permit Holder is responsible for obtaining additional permits or releases which may be required in connection with this work from other government agencies, public utilities, corporations and individuals, including property owners. Permission may be required from the adjoining property owners.
12. **Revocation of Permit.**  
This permit may be suspended or revoked at will, and the Permit Holder shall surrender this permit and alter, relocate or remove its facilities at its expense at the request of the Commission. It is to be understood that the rights granted herein are revocable at the will of this Board and that the Permit Holder acquires no rights in the highway and expressly waives any right to claim damages or compensation in case this permit is revoked. In the event the County Road Commission determines it is in the public interest to widen or make any other improvements to the county road in which this permit is granted, Permit Holder agrees that if, in the course of widening, altering or modifying said road right-of-way and/or the roadbed itself which necessitates changes, modifications, or alterations to the Permit Holder's installation within or outside the existing county road right-of-way, such changes, alterations and modifications will be undertaken promptly upon receipt of a written request from the County Road Commission and without costs or expenses to the County Road Commission. The Permit Holder herein acknowledges that the contents of this paragraph are a substantial portion of the consideration received by the County Road Commission in the issuance of this permit.
13. **Violation of Permit.**  
This permit shall become immediately null and void if Permit Holder violates the terms of this permit and this Commission may require immediate removal of Permit Holder's facilities, or the Commission may remove them without notice at Permit Holder's expense.
14. **Assignability.**  
This permit may not be assigned without the prior approval of the Commission. If approval is granted, the assignor shall remain liable and the assignee shall be bound by all terms of this permit.
15. This permit is subject to supplemental specifications on file with the Road Commission and Act 200 of Public Acts of 1969.
16. **Cooperation With Others.**  
The issuance of this permit does not give the Permit Holder an exclusive right to work within the area covered by this permit. The Permit Holder shall cooperate with others and shall conduct his operations in such a fashion as to cause minimum conflict with and/or inconvenience to others working in area. The work of others does not relieve the Permit Holder of this responsibility to complete the work in accordance with the permit.










Fillmore Mountain Biking  
Trail Crossing Signs  
Kellogg Rd





**Legend**

-  Bridge
-  Trail
-  Future Trails
-  Obstacle Course
-  EGLE Wetland Data
-  50 Foot Setback
-  Property Lines

**Fillmore Park Mt Bike Trail**

Perimeter 2.5 Miles



October 25, 2023



Martha Haglund, Principal Planner  
Livingston County Planning Department  
Staff Facilitator, Livingston County Park and Open Space Advisory Committee.  
304 E. Grand River Ave.  
Howell, MI 48843

Genoa Charter Township  
2911 Dorr Rd.  
Brighton, MI 48116

**Dear Genoa Township,**

The Livingston County Park and Open Space Advisory Committee (POSAC) is partnering with Motor City Mountain Bike Association (MCMBA) under the terms of Memorandum of Understanding dated August 25, 2023; to install a mountain bike trail on the west side of Kellogg Rd at Fillmore County Park. The MCMBA will be responsible for constructing and maintaining the trail. Our Trail Coordinator Neal Glazebrook has years of experience in planning and constructing mountain bike trails and is very knowledgeable of mountain bike trail development guidelines and best practices.

The Sketch Plan Map outlines the trail perimeter. The parcel does have wetlands located in the southwest corner (Loop C) of the property. Genoa Township zoning ordinance 13.02.04 (d) allows for trails to be within the 25 ft setback for regulated wetlands. Additionally, EGLE's on-site assessment dated October 24, 2023, approved the trail corridor through Loop C. The project proposes to install three bridges in the wooded area. EGLE will require one General Permit for the three proposed bridges that can be obtained at the time of construction: estimated to be Fall 2025. No trees are proposed to be removed. The clearing of the trail corridor (approx. 6 by 10 ft) will require the clearing of fallen trees, small vegetation, and mowing. The MCMBA team will create a trail that is interesting and open to all skill levels. Hikers will be permitted on the trail, walking in the opposite direction and appropriate signage will be installed.

Future trail features will include additional trail and an obstacle course with wood, rock, and hill features. The trail pictures in this application are from Settlers Park in Hartland Township and illustrate examples of bridges and obstacle courses that the MCMBA has created and maintained for over 5 years. The Livingston County POSAC envision a similar trail at Fillmore County Park.

The trail will be accessing from the existing parking lot at Fillmore County Park crossing Kellogg Rd. The Livingston County Road Commission (LCRC) has confirmed that is an appropriate area to cross and will install trail crossing signs as needed along Kellogg Rd. prior to the trail opening to the public. The LCRC Sign Permit for the trail crossing is submitted with this application.

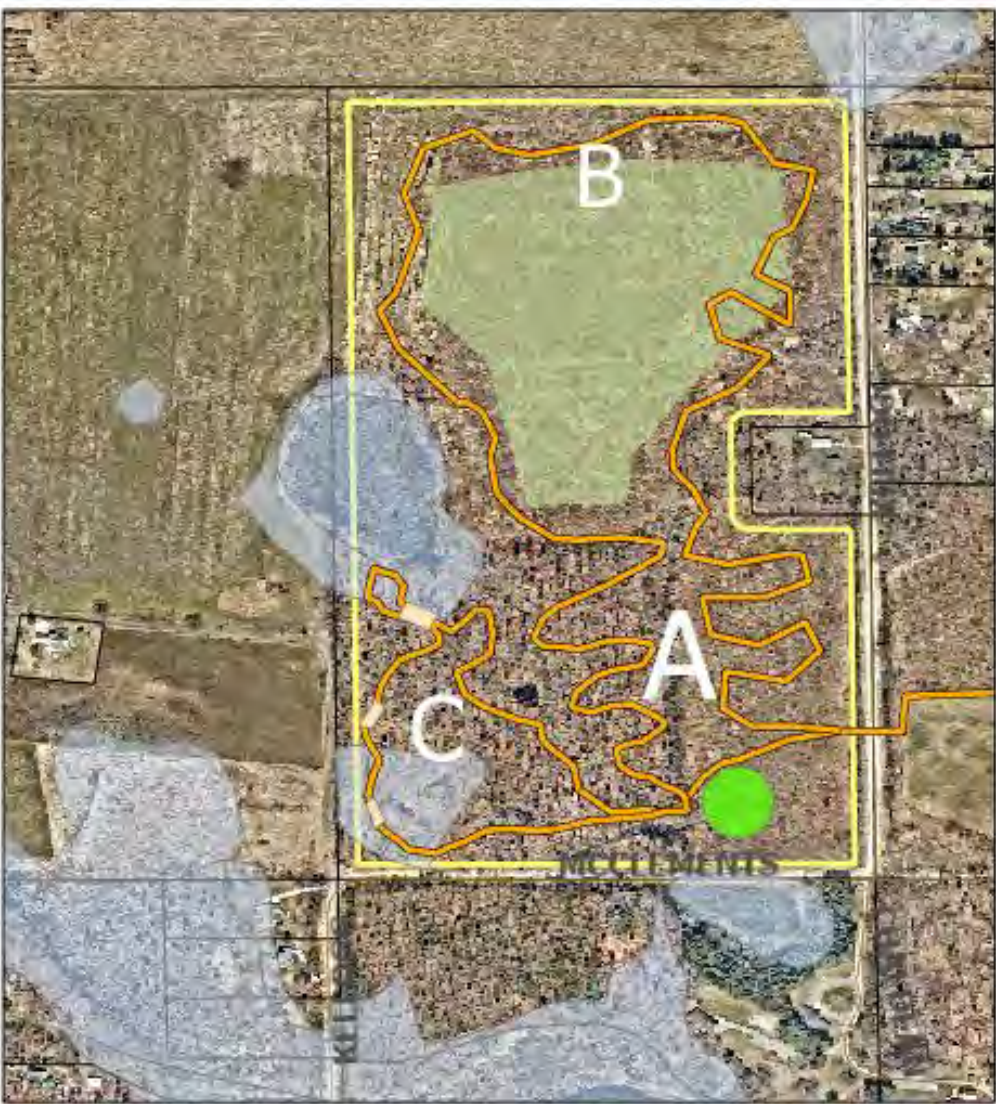
Our goal is to begin trail work November 2023 and to officially open the trail Summer/Fall 2024.

We look forward to answering any questions from the Genoa Township Planning Commission.

Thank you,

*Martha Haglund*

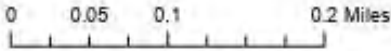




**Legend**

- Bridge
- Trail
- Future Trails
- Obstacle Course
- EGLE Wetland Data
- 50 Foot Setback
- Property Lines

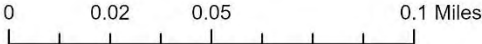
**Fillmore Park Mt Bike Trail**  
Perimeter 2.5 Miles



LOOP	ESTIMATED CONSTRUCTION TIME	ESTIMATED OPEN TO PUBLIC
A	Fall 2023 & Spring 2024	Fall 2024
B	Fall 2024 & Spring 2025	Fall 2026
C	Fall 2024-Spring 2026	Fall 2027
Obstacle Course	On-Going	2026



**Fillmore Mountain Biking  
Trail Crossing Signs  
Kellogg Rd**







### Mountain Bike Trail Features at Settlers Park, Hartland Township



Trail Map/Signs





**Obstacle Course and Rock Feature**



**Wood Features**



**Junior Obstacle Course**



## Motor City Mountain Biking Association

22278 Cascade Dr.

Novi, MI 48375

Established in 1990 as part of the MMBA Southeast chapter, the Motor City Mountain Biking Association chapter of the International Mountain Biking Association is a section 501c3 advocacy organization focused on preserving, protecting, and promoting mountain bike access and diverse riding opportunities on Metropolitan Detroit's public lands through education, communication, and unified action.

Last year our active membership contributed over 4300 hours of service, primarily developing and maintaining area trail systems. The Bureau of Labor calculates volunteer time at an hourly rate of \$28, which means that the MCMBA annually contributes over \$122,000 in direct labor to our local parks and mountain bike trails. Our fund-raising events help support this work by purchasing tools and equipment for our volunteers, providing materials for bridges, kiosks, signs, and other capital improvements for our parks.

Working with our partner organizations, our chapter maintains approximately 100 miles of singletrack mountain bike trails in Oakland and Wayne counties. In addition, we are pursuing development opportunities for new trail systems in several communities.

The Motor City Mountain Biking Association is a member of the [Michigan Mountain Biking Association](#), a federation of mountain biking clubs focused on state-wide advocacy issues.

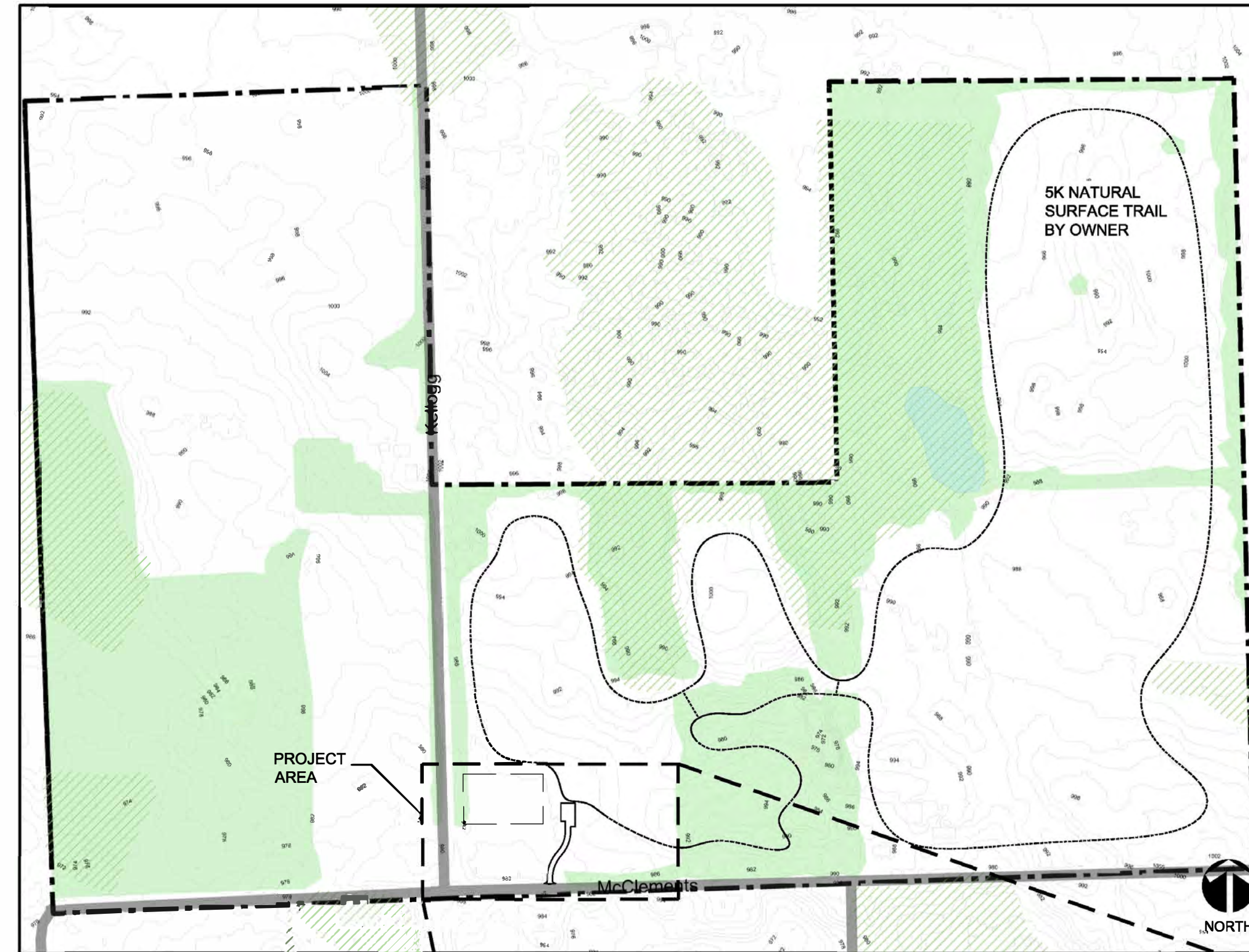
**GENERAL PROJECT NOTES:**

1. ORIGINAL BASE SURVEY PROVIDED BY:  
HUBBELL, ROTH & CLARK, INC. on 06/06/2017  
PH: (248) 454-6300
2. BENCHMARK: DESC. - SEE SHEET C1 - EXISTING CONDITIONS
3. ALL UNITS OF MEASURE ARE IN ENGLISH.
4. THE CONTRACTOR(S) SHALL NOTIFY ALL EXISTING UTILITY COMPANIES PRIOR TO THE START OF CONSTRUCTION.
5. ALL WORK SHALL CONFORM TO THE CURRENT STANDARD SPECIFICATIONS OF ALL STATE AND LOCAL APPLICABLE AUTHORITIES.
6. CONTRACTOR(S) TO NOTIFY LIVINGSTON COUNTY 48 HOURS PRIOR TO THE START OF ANY PHASE OF CONSTRUCTION.
7. THE CONTRACTOR(S) SHALL OBTAIN ANY/ALL NECESSARY PERMITS FROM ALL APPLICABLE AGENCIES, PRIOR TO CONSTRUCTION.
8. THE CONTRACTOR(S) IS RESPONSIBLE FOR MAINTAINING ALL PREVIOUSLY INSTALLED S.E.S.C. MEASURES INCLUDING RESTORATION OF ALL DAMAGED AREAS OUTSIDE OF THE CONSTRUCTION LIMITS. AND INSTALLING AND MAINTAINING ALL NEW S.E.S.C. MEASURES.
9. CONTRACTOR(S) SHALL BE RESPONSIBLE FOR REPLACEMENT OR REPAIR OF ANY EXISTING UTILITIES OR OTHER SITE FEATURES THAT ARE DAMAGED DURING CONSTRUCTION TO THE SATISFACTION AND APPROVAL OF THE APPROPRIATE UTILITY COMPANY. OTHER EXISTING SITE ELEMENTS THAT ARE DAMAGED MUST BE REPAIRED OR REPLACED TO THE SATISFACTION AND APPROVAL OF THE OWNER.
10. NOTIFY MISS DIG AT 811 OR 1-800-482-7171, 72 HOURS PRIOR TO START OF CONSTRUCTION.
11. CONTRACTOR(S) SHALL BE RESPONSIBLE FOR ANY COORDINATION WITH SUBCONTRACTORS OR UTILITY COMPANIES AS REQUIRED TO ACCOMPLISH THEIR CONSTRUCTION OPERATIONS.
12. AS AN AID TO THE CONTRACTOR(S), VARIOUS UTILITIES ARE SHOWN ON THE PLAN. ALL INFORMATION CONCERNING ALL UTILITIES SHOWN ON THE PLAN ARE TAKEN FROM AVAILABLE RECORDS. THE OWNER OR ARCHITECT DOES NOT GUARANTEE THEIR LOCATION AND/OR ELEVATION. THE CONTRACTOR(S) SHALL BE RESPONSIBLE FOR MAKING HIMSELF FAMILIAR WITH THE EXACT LOCATIONS AND/OR ELEVATIONS OF ALL EXISTING UTILITIES AND REFLECT THAT IN THEIR BID.
13. IT IS UNDERSTOOD THAT THE CONTRACTOR(S) SHALL PERFORM ALL WORK UNDER THIS CONTRACT IN ACCORDANCE WITH ALL APPLICABLE PROVISIONS, POLICIES, RULES AND STANDARDS OF THE MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ACT (MIOSHA) BEING ACT 154 OF THE PUBLIC ACTS OF 1974 AND AS AMENDED.
14. ANY QUANTITIES GIVEN WITHIN THESE PLANS AND SPECIFICATIONS ARE APPROXIMATIONS ONLY AND SHOULD NOT BE USED TO DETERMINE COSTS. ALL QUANTITIES SHOULD BE VERIFIED BY THE CONTRACTOR(S) FOR BIDDING PURPOSES. THIS IS A LUMP SUM BID. UNIT PRICES WILL BE TAKEN FOR SPECIFIC ITEMS THAT MAY BE NECESSARY TO ADD OR DELETE DURING PROJECT CONSTRUCTION.
15. CONTRACTOR IS RESPONSIBLE FOR ALL STAKING AND LAYOUT FOR THIS PROJECT. THIS INCLUDES GRADES AND ESTABLISHMENT OF A BENCHMARK.
16. CONTRACTOR TO PROVIDE ALL TRAFFIC CONTROL DURING CONSTRUCTION. ALL TRAFFIC CONTROL SHALL CONFORM TO CURRENT MMUTCD STANDARDS.
17. ANY ITEMS INDICATED TO BE REMOVED ARE TO BE LEGALLY DISPOSED OF OFF-SITE UNLESS OTHERWISE NOTED.
18. ALL PERSONNEL ARE REQUIRED TO WEAR HARD HATS WITHIN WORK ZONES AND COMPLY WITH ALL MIOSHA STANDARDS.
19. CONTRACTOR SHALL PERFORM DAILY CLEAN UP OF MATERIALS AND DEBRIS GENERATED BY THEIR WORK WITHIN THE PROJECT LIMITS AND IN PUBLIC AREAS IN WHICH THEY CREATE DEBRIS AND/OR TRACKING OF SOIL MATERIALS.
20. CONTRACTOR IS RESPONSIBLE FOR SECURITY OF THEIR OWN TOOLS, EQUIPMENT, MATERIALS, ETC. TO GUARD AGAINST FIRE, THEFT, VANDALISM, AND/OR WEATHER DAMAGE.
21. CONTRACTOR TO COORDINATE CONSTRUCTION SCHEDULE AND DISRUPTIONS OF NORMAL ACTIVITIES WITH OWNER.
22. THE CONTRACTOR WILL PROVIDE ALL MATERIAL TESTING.

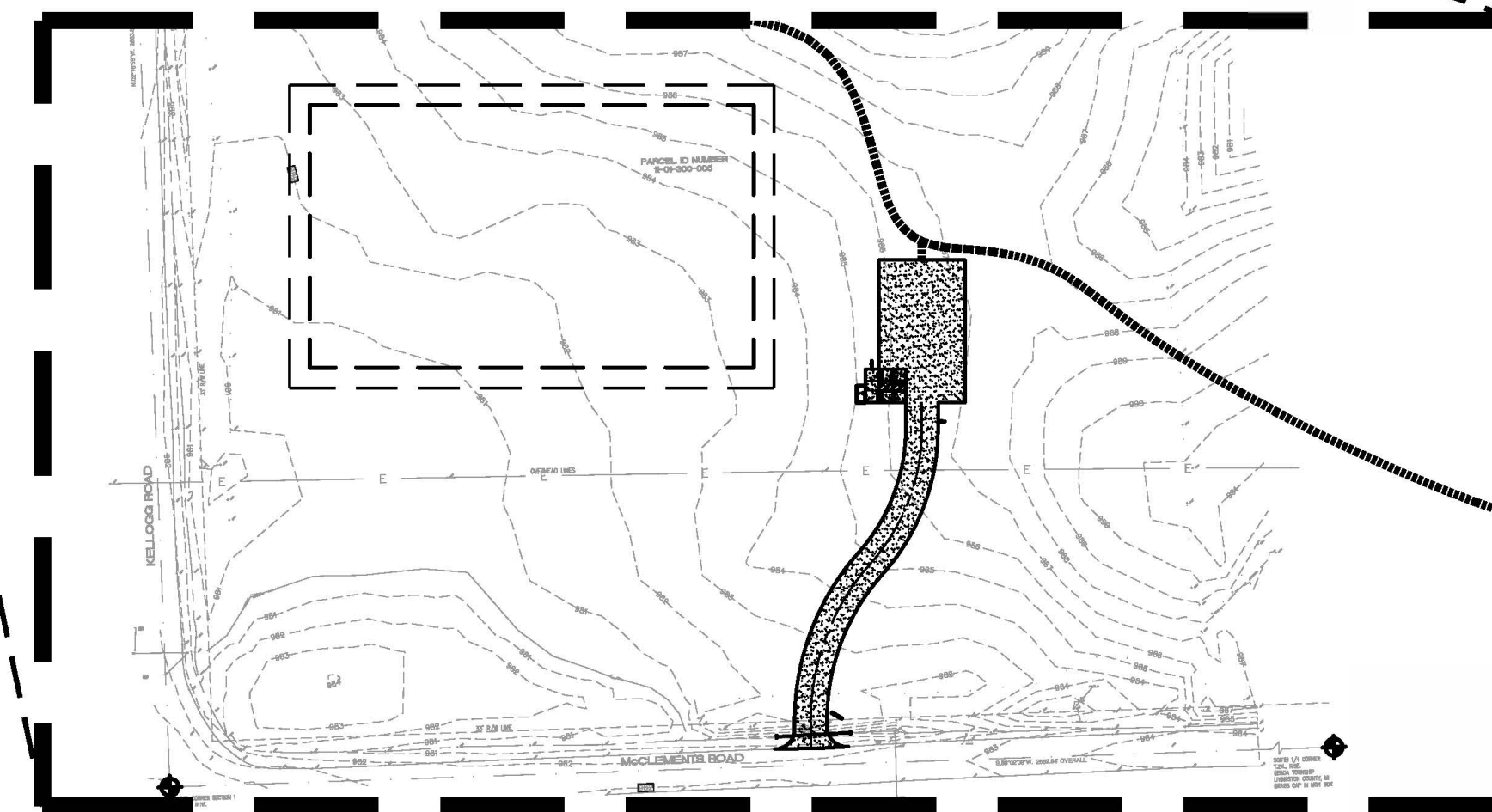
**PREVIOUSLY APPROVED  
SITE PLAN FOR PARCEL  
LOCATED TO THE EAST.**

# FILLMORE COUNTY PARK PHASE 1 IMPROVEMENTS

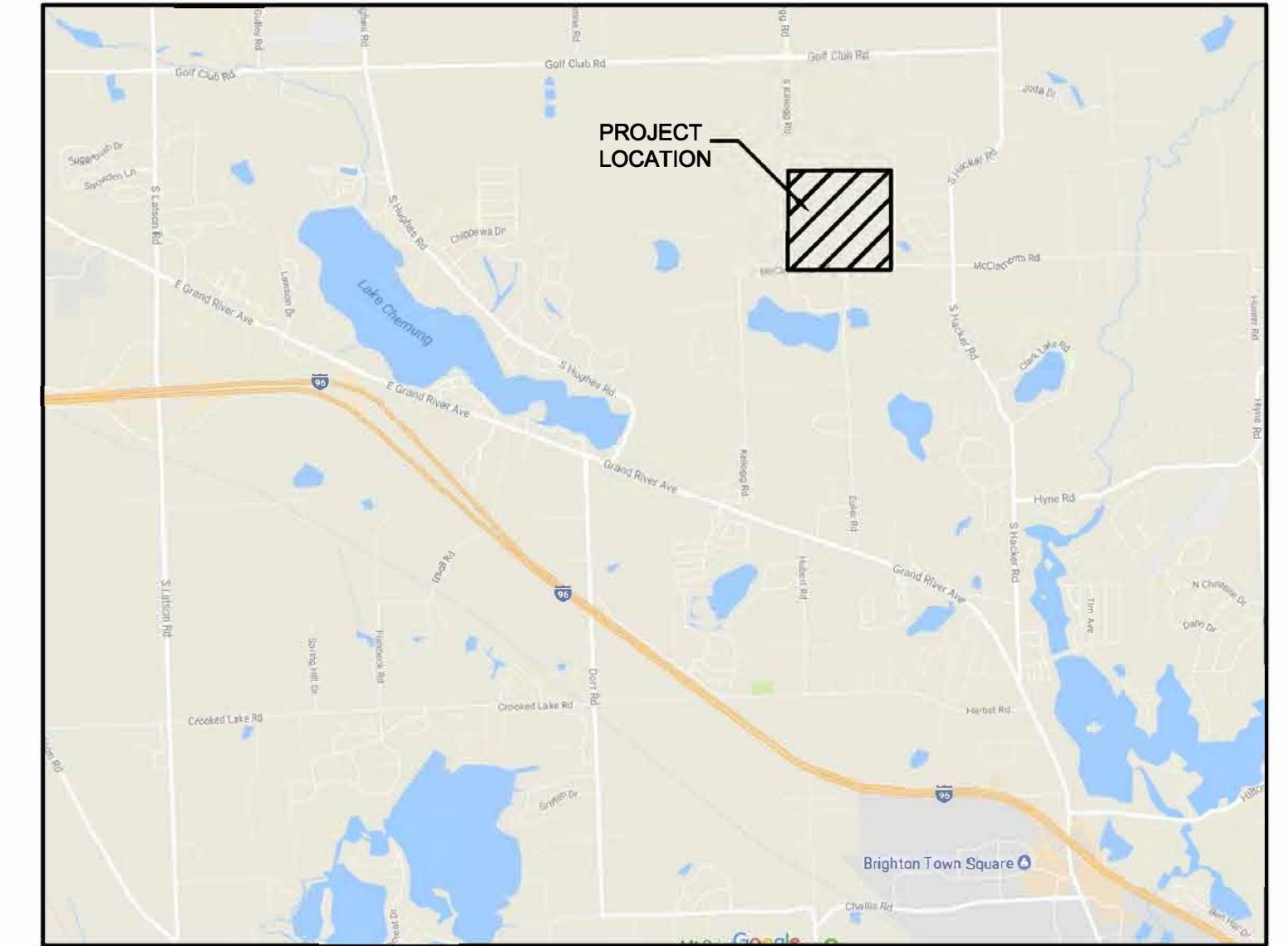
GRANT # 26-01775



**SITE MAP**  
NOT TO SCALE



**PROJECT AREA**  
NOT TO SCALE



**VICINITY LOCATION MAP**

NOT TO SCALE

7315 MC CLEMENTS RD.  
GENOA TOWNSHIP, MI 48114

**PROJECT SHEET INDEX:**

- C0 COVER
- C1 EXISTING CONDITIONS
- C2 SITE PREPARATION PLAN
- C3 SITE LAYOUT
- C3.1 5K TRAIL LAYOUT
- C4 GRADING PLAN
- C5 DETAILS
- C6 DETAILS

**LEGAL DESCRIPTION**

THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 1, T.2N., R.5E., GENOA TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN. SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

**LOCAL UTILITY CONTACTS:**

ELECTRICAL: DTE ENERGY, PAUL GANZ - (313) 702-0571, Paul.Ganz@dteenergy.com

COUNTY DRAIN: LIVINGSTON COUNTY DRAIN COMMISSIONER, (517) 546-0040, drain@livgov.com

**ADDITIONAL POINTS OF CONTACT:**

LIVINGSTON COUNTY  
PH: (517) 546-7555  
CONTACT PERSON: KATHLEEN KLINE-HUDSON  
PLANNING DIRECTOR

LANDSCAPE ARCHITECTS & PLANNERS, INC.  
(517) 485-5500  
CONTACT PERSON: PROJECT MANAGER  
LAP OTHER POC

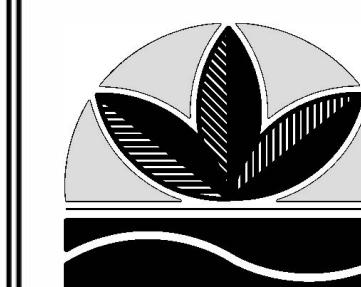
**LIVINGSTON COUNTY  
PLANNING DEPARTMENT**  
304 E. GRAND RIVER AVE. SUITE 206  
HOWELL, MI 48843  
PH: (517) 546-7555 FAX: ----



**SURVEY COMPLETED BY :**

**HRC**  
**HUBBELL, ROTH & CLARK, INC**  
CONSULTING ENGINEERS SINCE 1915

HUBBELL, ROTH & CLARK, INC.  
555 HULET DRIVE, P.O. BOX 824  
BLOOMFIELD HILLS, MI 48303  
PH: (248) 454-6300 FAX: (248) 454-6312  
ON 06/08/2017



**Landscape Architects & Planners, Inc.**

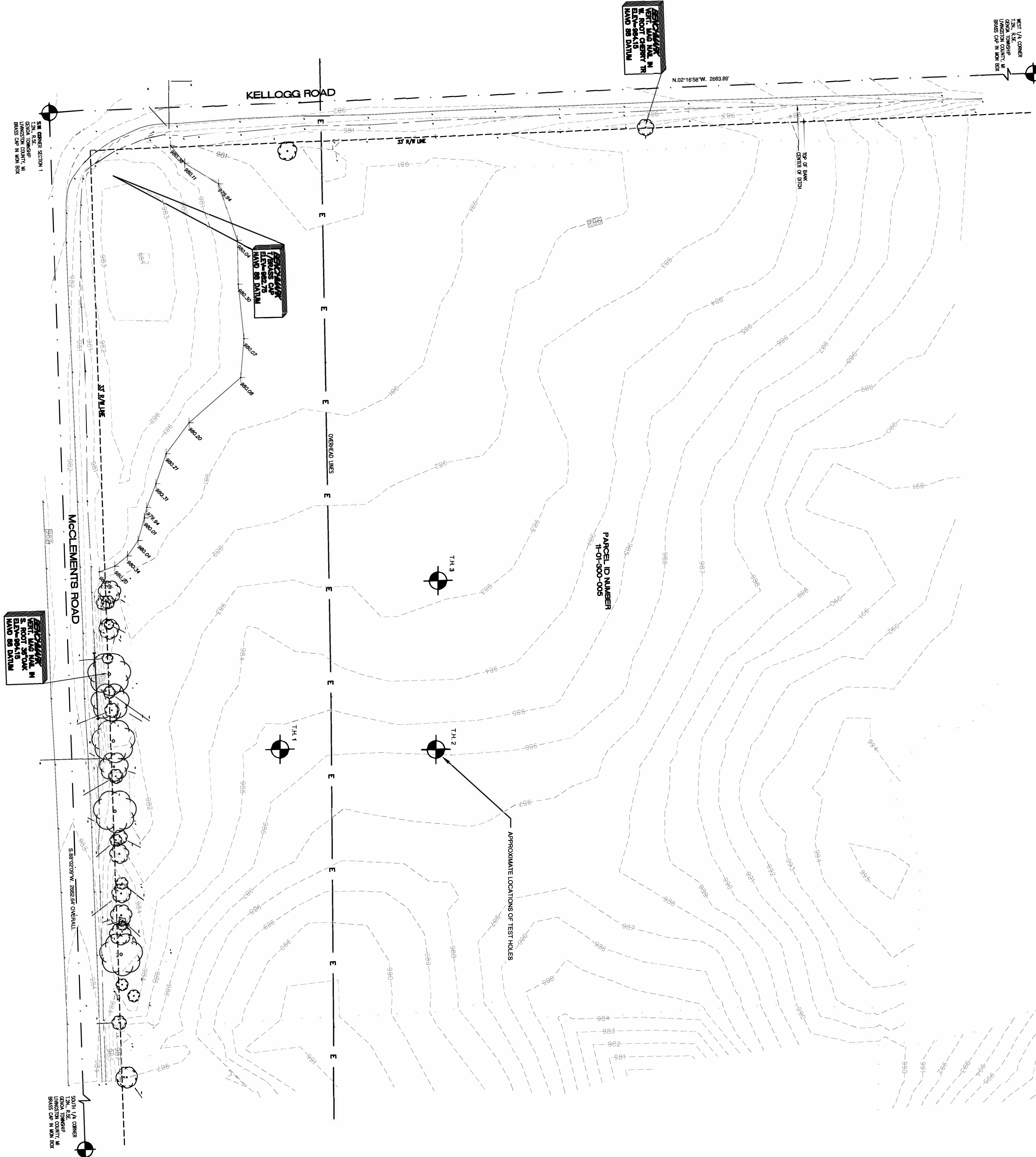
OAKLAND CENTER - 809 CENTER STREET - SUITE 1 - LANSING, MI 48906  
PH: (517) 485-5500 - FAX: (517) 485-5576 - EMAIL: INFO@LAPINC.NET

DATE: 1/24/2018  
DESIGNED BY: ---  
CHECKED BY: ---  
DRAWN BY: NRW  
PROJECT NO: 13040.02

**SHEET  
C0**



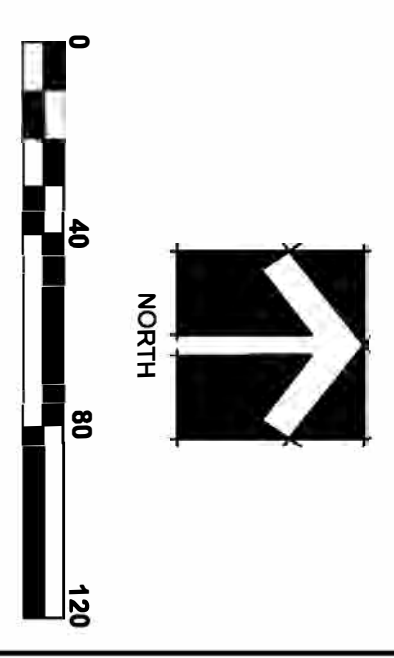
Know what's below.  
Call before you dig.



**TEST HOLES**

- LOCATIONS ARE APPROXIMATE  
- SOIL CHARACTERIZATIONS ARE ACCURATE ONLY AT LOCATIONS SHOWN

- TH1  
0-8" LOAMY TOPSOIL  
8-24" CLAYEY SAND  
STOPPED DIGGING
- TH2  
0-12" LOAMY TOPSOIL  
12"-24" CLAYEY SAND  
STOPPED DIGGING
- TH3  
0-16" LOAMY TOPSOIL  
16"-24" CLAYEY SAND  
STOPPED DIGGING



**811**  
Know what's below.  
Call before you dig.

**SHEET**  
C1

**FILLMORE COUNTY PARK PHASE 1 IMPROVEMENTS**  
**EXISTING CONDITIONS**  
7315 MC CLEMENTS RD. GENOA TOWNSHIP, MI 48114

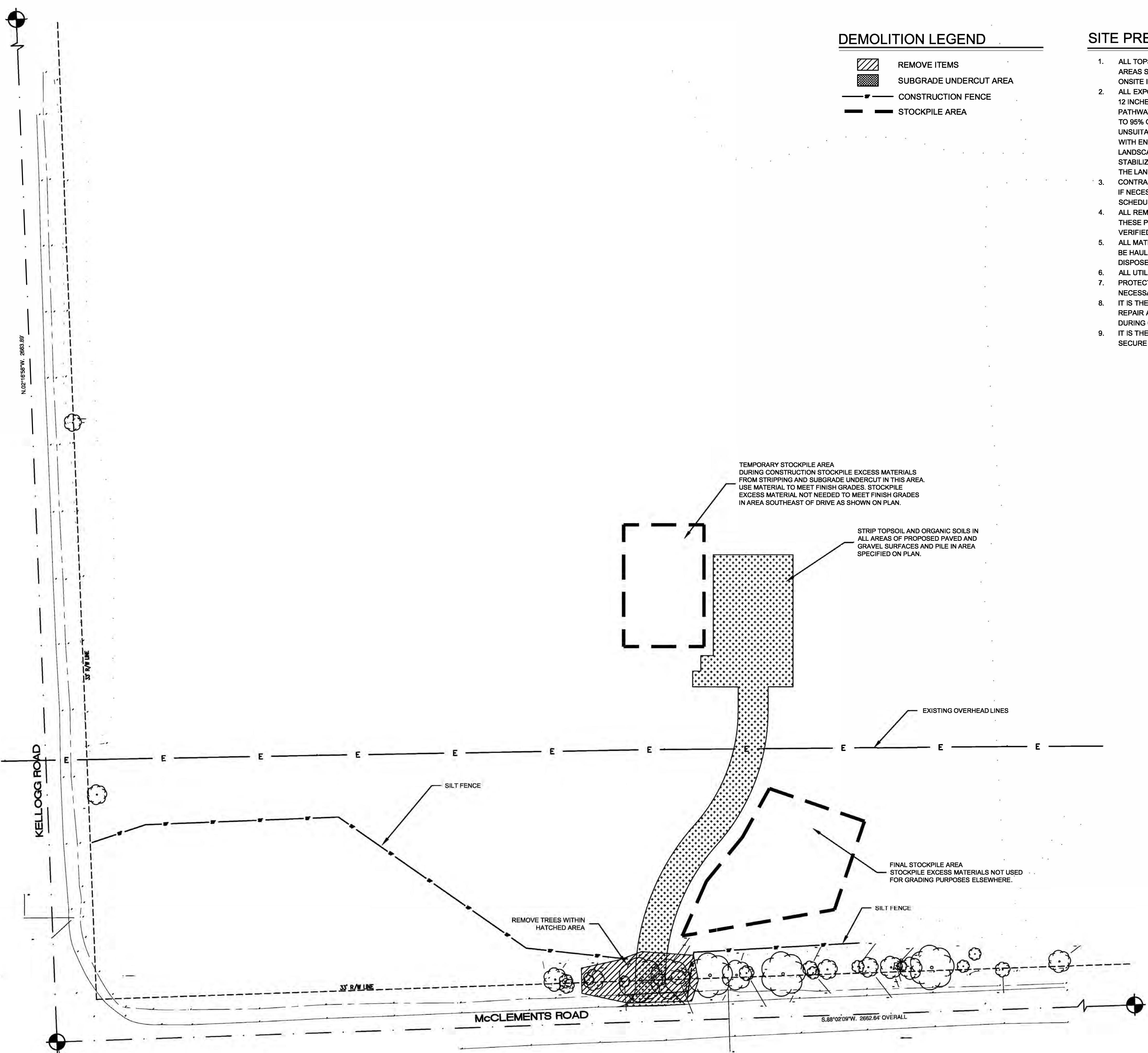
**LIVINGSTON COUNTY**  
PLANNING DEPARTMENT  
304 E. GRAND RIVER AVE. SUITE 206  
HOWELL, MI 48843  
P: (517) 546-7555 F: ---

**REVISIONS**

INITIALS	DATE	COMMENTS

**Landscape Architects & Planners, Inc.**  
OAKLAND CENTER  
809 CENTER STREET  
LANSING, MI 48206  
P: (517) 486-5500  
F: (517) 486-5576  
info@landscape.com

I:\AP-SERV\COM\PROJECTS\PROJECTS 2018\13040.02 LIVINGSTON FILLMORE PARK CONSTRUCTION\8 PAGE LAYOUTS AND PRESENTATION\BOARDS\AUTOCAD\SHETS\DEMOLITION\CONC2 DEMOLITION PLAN.DWG



**DEMOLITION LEGEND**

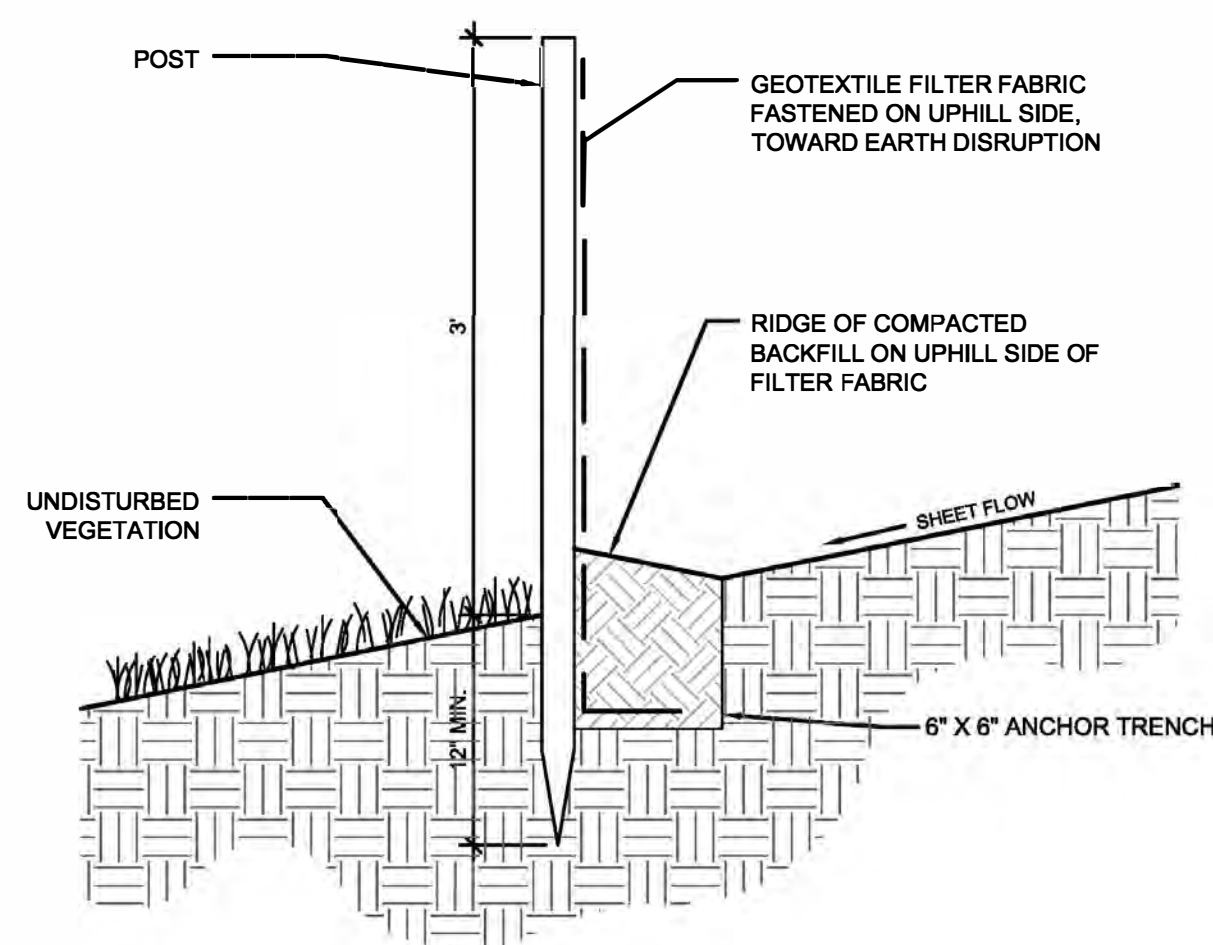
- REMOVE ITEMS
- SUBGRADE UNDERCUT AREA
- CONSTRUCTION FENCE
- STOCKPILE AREA

**SITE PREPARATION NOTES:**

1. ALL TOPSOIL AND ORGANIC SOILS ENCOUNTERED IN AREAS SHOWN SHALL BE STRIPPED AND SPREAD ONSITE IN AN AREA AS SHOWN ON PLAN.
2. ALL EXPOSED GRANULAR SUBGRADE TO A DEPTH OF 12 INCHES SCHEDULED FOR PAVEMENTS OR PATHWAYS OR STRUCTURES MUST BE COMPACTED TO 95% OF THE MAXIMUM DRY DENSITY. ANY UNSUITABLE AREAS MUST BE EXCAVATED AND FILLED WITH ENGINEERED FILL AND BE APPROVED BY THE LANDSCAPE ARCHITECT. ALL SUBGRADE STABILIZATION PRACTICES MUST BE APPROVED BY THE LANDSCAPE ARCHITECT BEFORE PROCEEDING.
3. CONTRACTOR IS RESPONSIBLE FOR ALL DEWATERING IF NECESSARY TO STABILIZE THE SUBGRADE FOR SCHEDULED CONSTRUCTION.
4. ALL REMOVAL QUANTITIES AND AREAS NOTED ON THESE PLANS ARE APPROXIMATE AND SHOULD BE VERIFIED IN FIELD PRIOR TO BIDDING.
5. ALL MATERIALS CALLED OUT TO BE REMOVED SHALL BE HAULED OFF-SITE BY CONTRACTOR AND LEGALLY DISPOSED OF PROPERLY UNLESS OTHERWISE NOTED.
6. ALL UTILITIES TO REMAIN UNLESS OTHERWISE NOTED.
7. PROTECT TREES SCHEDULED TO REMAIN AS NECESSARY.
8. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REPAIR ANY DAMAGE TO THE UTILITIES IN THIS AREA DURING CONSTRUCTION.
9. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO SECURE ALL EQUIPMENT.

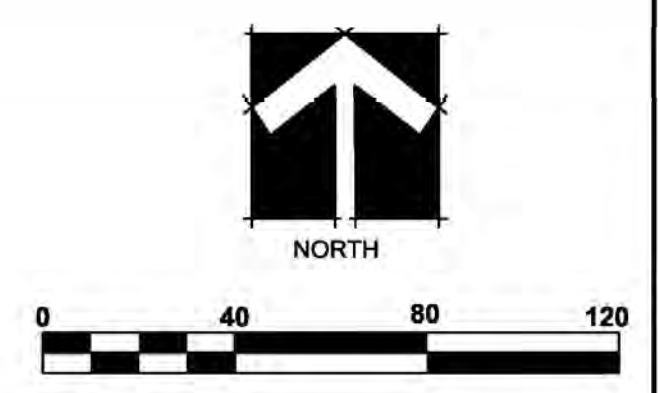
**TREE PROTECTION NOTES:**

1. TREES WILL BE PROTECTED USING PROTECTION FENCE TO DRIPLINE; ORANGE SAFETY SCREEN ON STEEL T-POSTS 1.33 LB / FT. SEE DETAIL 1.
2. IF PROTECTION TO THE DRIPLINE IS NOT FEASIBLE, CONTRACTOR TO SUBMIT ALTERNATE PLAN.
3. TEETH ARE REQUIRED TO BE REMOVED FROM MACHINE BUCKET WHEN REMOVING MATERIALS NEAR TREE DRIPLINES.
4. WHEN REMOVING MATERIAL AROUND DRIPLINE, IT MUST BE PULLED AWAY FROM THE TREE USING HAND METHODS AND WITH EXTREME CAUTION.
5. NOTIFY LANDSCAPE ARCHITECT 24 HOURS PRIOR TO DEMOLITION FOR OBSERVATION TO ENSURE PROTECTION OF TREE FEEDER ROOTS.
6. IF ANY QUESTIONS OR CONCERNS ARISE, CONTACT THE LANDSCAPE ARCHITECT IN ADVANCE.



**SILT FENCE INSTALLATION DETAIL**

SECTION - NOT TO SCALE



Know what's below.  
Call before you dig.

**Landscape Architects & Planners, Inc.**  
 OAKLAND CENTER  
 809 CENTER STREET  
 SUITE ONE  
 LANSING, MI 48906  
 P: (517) 485-5500  
 F: (517) 485-5576  
 info@lapinc.net

REVISIONS	INITIALS	DATE	COMMENTS

**LIVINGSTON COUNTY**  
 PLANNING DEPARTMENT  
 304 E. GRAND RIVER AVE. SUITE 208  
 HOWELL, MI 48843  
 P: (617) 546-7558 F: ---

FILLMORE COUNTY PARK PHASE 1 IMPROVEMENTS  
**SITE PREPARATION PLAN**  
 7315 MC CLEMENTS RD. GENOA TOWNSHIP, MI 48114

DATE: 1/24/2018	DESIGNED BY: ---
CHECKED BY: ---	DRAWN BY: NRW
PROJECT NO: 13040.02	SCALE: N/A
HORIZ: N/A	VERT: N/A



REVISIONS	DATE	COMMENTS

**LIVINGSTON COUNTY**  
PLANNING DEPARTMENT

304 E. GRAND RIVER AVE. SUITE 208  
HOWELL, MI 48843  
P: (617) 546-7556 F: ---

FILLMORE COUNTY PARK PHASE 1 IMPROVEMENTS

**SITE LAYOUT**

7315 MC CLEMENTS RD. GENOA TOWNSHIP, MI 48114

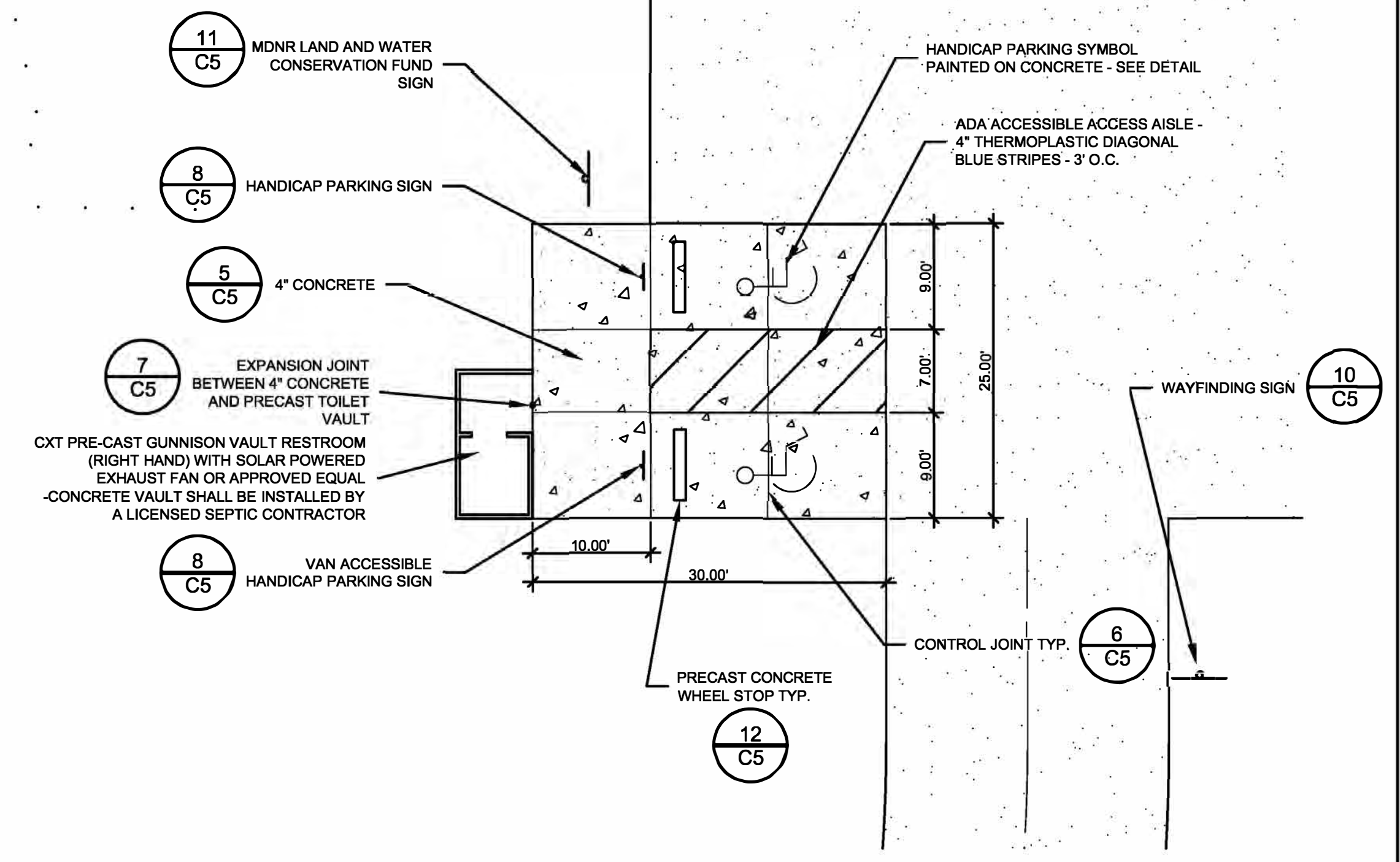
DATE: 1/24/2018  
DESIGNED BY: ---  
CHECKED BY: ---  
DRAWN BY: ---  
PROJECT NO.: 13040.02  
SCALE: ---  
HORIZ: N/A  
VERT: N/A

**SHEET C3**

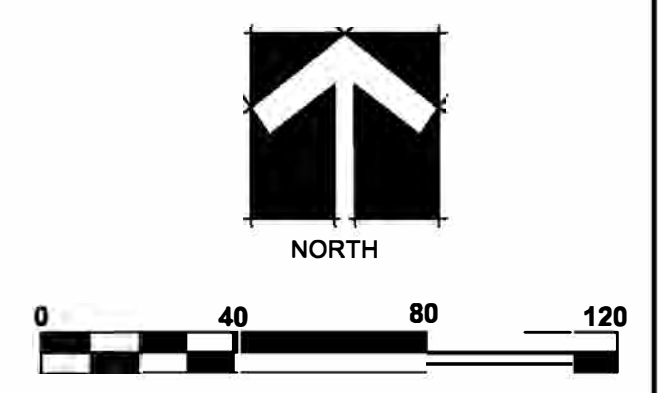
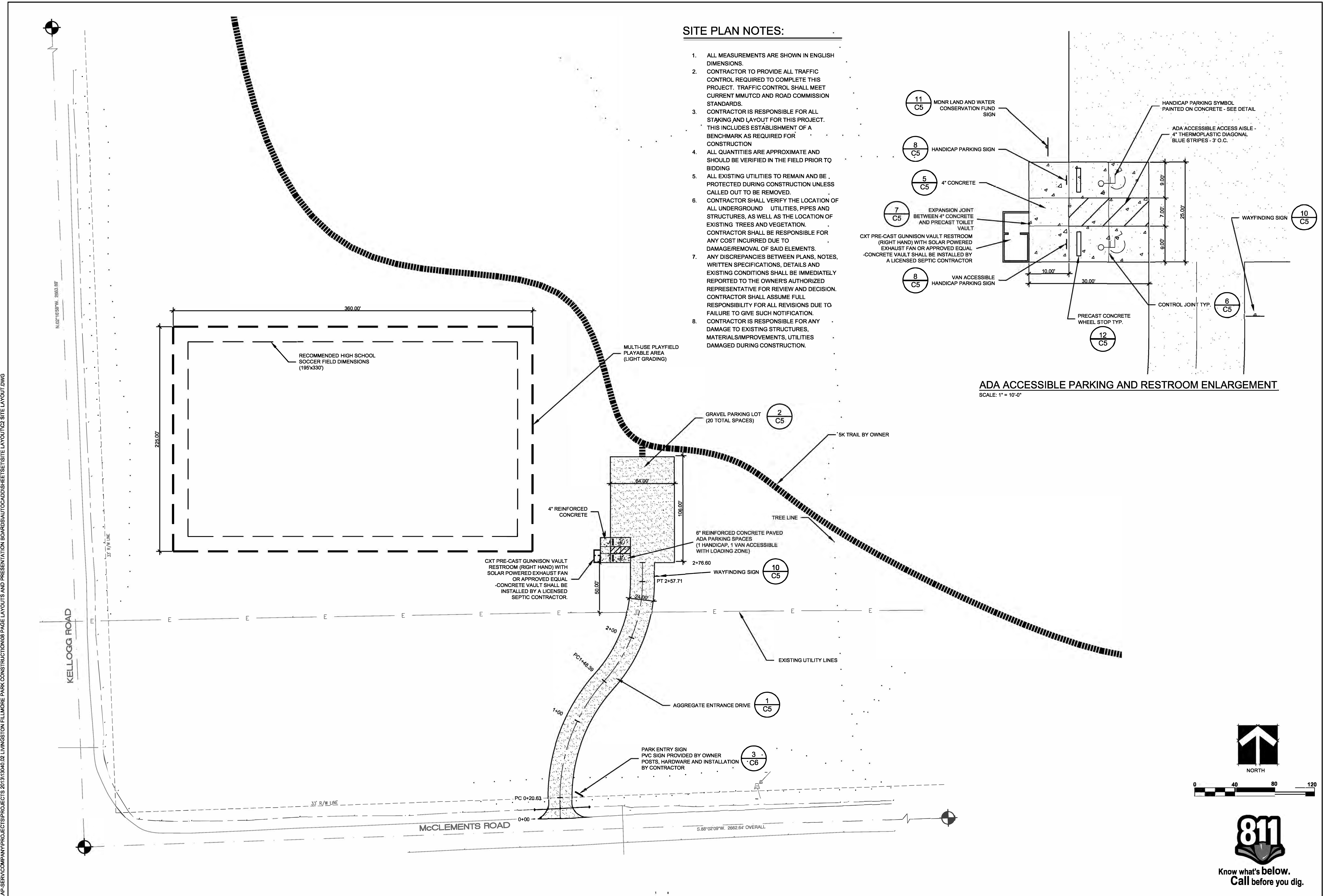
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**SITE PLAN NOTES:**

1. ALL MEASUREMENTS ARE SHOWN IN ENGLISH DIMENSIONS.
2. CONTRACTOR TO PROVIDE ALL TRAFFIC CONTROL REQUIRED TO COMPLETE THIS PROJECT. TRAFFIC CONTROL SHALL MEET CURRENT MMUTCD AND ROAD COMMISSION STANDARDS.
3. CONTRACTOR IS RESPONSIBLE FOR ALL STAKING AND LAYOUT FOR THIS PROJECT. THIS INCLUDES ESTABLISHMENT OF A BENCHMARK AS REQUIRED FOR CONSTRUCTION
4. ALL QUANTITIES ARE APPROXIMATE AND SHOULD BE VERIFIED IN THE FIELD PRIOR TO BIDDING
5. ALL EXISTING UTILITIES TO REMAIN AND BE PROTECTED DURING CONSTRUCTION UNLESS CALLED OUT TO BE REMOVED.
6. CONTRACTOR SHALL VERIFY THE LOCATION OF ALL UNDERGROUND UTILITIES, PIPES AND STRUCTURES, AS WELL AS THE LOCATION OF EXISTING TREES AND VEGETATION. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COST INCURRED DUE TO DAMAGE/REMOVAL OF SAID ELEMENTS.
7. ANY DISCREPANCIES BETWEEN PLANS, NOTES, WRITTEN SPECIFICATIONS, DETAILS AND EXISTING CONDITIONS SHALL BE IMMEDIATELY REPORTED TO THE OWNER'S AUTHORIZED REPRESENTATIVE FOR REVIEW AND DECISION. CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ALL REVISIONS DUE TO FAILURE TO GIVE SUCH NOTIFICATION.
8. CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE TO EXISTING STRUCTURES, MATERIALS/IMPROVEMENTS, UTILITIES DAMAGED DURING CONSTRUCTION.



**ADA ACCESSIBLE PARKING AND RESTROOM ENLARGEMENT**  
SCALE: 1" = 10'-0"



U:\P-SERV\COMPANY\PROJECTS\PROJECTS 2013\13040.02 LIVINGSTON FILLMORE PARK CONSTRUCTION\08 PAGE LAYOUTS AND PRESENTATION BOARDS\AUTOCAD\SS\13040.02 SITE LAYOUT.DWG

U:\P-SERV\COMP\PROJECTS\PROJECTS 2018\13040.02 LIVINGSTON FILLMORE PARK CONSTRUCTION\8 PAGE LAYOUTS AND PRESENTATION\BOARDS\AUTOCAD\SHETS\SITE LAYOUTS\1. 5K TRAIL LAYOUT.DWG

Plot Date: 3/23/2018 4:31 PM

**FILLMORE COUNTY PARK NATURAL TRAIL DESIGN/CONSTRUCTION GUIDELINES**  
LIVINGSTON COUNTY PARKS & OPEN SPACE ADVISORY COMMITTEE

**GENERAL DESIGN CONSIDERATIONS**

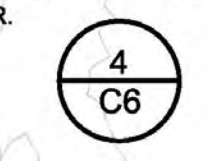
1. MINIMIZE SOIL DISTURBANCE TO AVOID DAMAGE TO PLANTS AND HABITAT.
2. REDUCE OR ELIMINATE THE POTENTIAL FOR EROSION.
3. USE ARBORICULTURALLY-CORRECT PRUNING OR REMOVAL OF TREE LIMBS AND SHRUBS.
4. MINIMIZE DRAINAGE PROBLEMS THROUGH MINIMAL GRADING; AVOID STANDING WATER ON TRAIL.
5. MAINTAIN EXISTING DRAINAGE PATTERNS AND GRADES TO THE GREATEST EXTENT PRACTICABLE. SLOPE TRAIL TO FACILITATE SHEET DRAINAGE.
6. USE SELECT BORROW MATERIAL TO IMPROVE INADEQUATE TRAIL SURFACE AREAS.
7. REMOVE SHARP AND POTENTIALLY INJURIOUS PLANTS FROM CLOSE PROXIMITY TO THE TRAIL.
8. RETAIN DEAD STANDING VEGETATION ALONG THE TRAIL, WHEN SAFETY PERMITS, TO IMPROVE HABITAT.

**GENERAL CONSTRUCTION, MAINTENANCE AND REPAIR GUIDELINES:**

1. STAKE THE ROUTE IN ACCORDANCE WITH THE PLAN; CLEARLY DEFINE THE TRAIL BED AND CLEARING LIMITS. GENERALLY LOCATE THE TRAIL TO KEEP REMOVAL OF TREES AND BRUSH TO A MINIMUM; TO MINIMIZE GRADING AND FILLING OF UNSTABLE AREAS, AND TO AVOID WETLANDS AND SENSITIVE NATURAL AREAS.
2. REMOVE TREES, BRUSH, AND ROCKS AND VEGETATIVE DEBRIS FROM THE TRAIL BED. CUT SHRUBS AND SMALL TREES FLUSH WITH THE GROUND TO PREVENT TRIPPING AND TO REDUCE STUMP GROWTH.
3. REMOVE DEAD OR UNSTABLE OVERHANGING LIMBS AND VEGETATION WHICH MAY BE POTENTIALLY INJURIOUS TO TRAIL USERS.
4. PRUNE OVERHANGING BRANCHES NEATLY AT THE BRANCH COLLAR OF THE TRUNK OR WHERE A BRANCH FORKS TO AVOID RAPID REGROWTH WHERE NECESSARY. REMOVE SMALL TREES RATHER THAN TRIMMING THEM. TRIM EXPOSED ROOTS FLUSH WITH THE SOIL SURFACE.
5. SCATTER REMOVED BRANCHES AND OTHER VEGETATIVE DEBRIS WELL OFF THE TRAIL, OR PILE FOR WILDLIFE COVER.
6. GRADE THE TRAIL BED. DUE TO THE FLAT AND LEVEL CHARACTER OF THE SITE, TRAIL GRADING WILL BE MINIMAL AND, FOR THE MOST PART, UNNECESSARY. SMOOTH OUT RUTTED OR PITTED AREAS THAT MAY CREATE IRREGULAR GROUND SURFACES INJURIOUS FOR PEDESTRIAN USE.
7. AFTER GRADING, PLACE WOOD CHIPS ON THE TRAIL BED IN A SMOOTH, UNIFORM LAYER OF 3" MINIMUM THICKNESS. AVOID UNNECESSARY DISTURBANCE OF THE GROUND SURFACE. PROVIDE A MINIMAL LAYER (E.G. 3" MAXIMUM, TYPICAL) WELL-DRAINING FILL MATERIAL WHERE NECESSARY TO ELEVATE THE TRAIL IN WET AREAS.
8. MOW TRAIL WIDTH (APPROXIMATELY 6' WIDE) A MINIMUM OF 5 TIMES PER YEAR. MOW TRAIL SIDES (APPROXIMATELY 10' WIDE EACH SIDE) A MINIMUM OF 2 TIMES EACH YEAR.



APPROXIMATE LOCATION OF 5K TRAIL BY OWNER. EXACT LOCATION SHALL BE STAKED IN THE FIELD BY OWNER.



NOTE: CONSTRUCTION OF 5K TRAIL IS NOT IN CONTRACT. CONSTRUCTION BY OWNER



REVISIONS	DATE	COMMENTS
INITIALS		

REVISIONS	INITIALS	DATE	COMMENTS

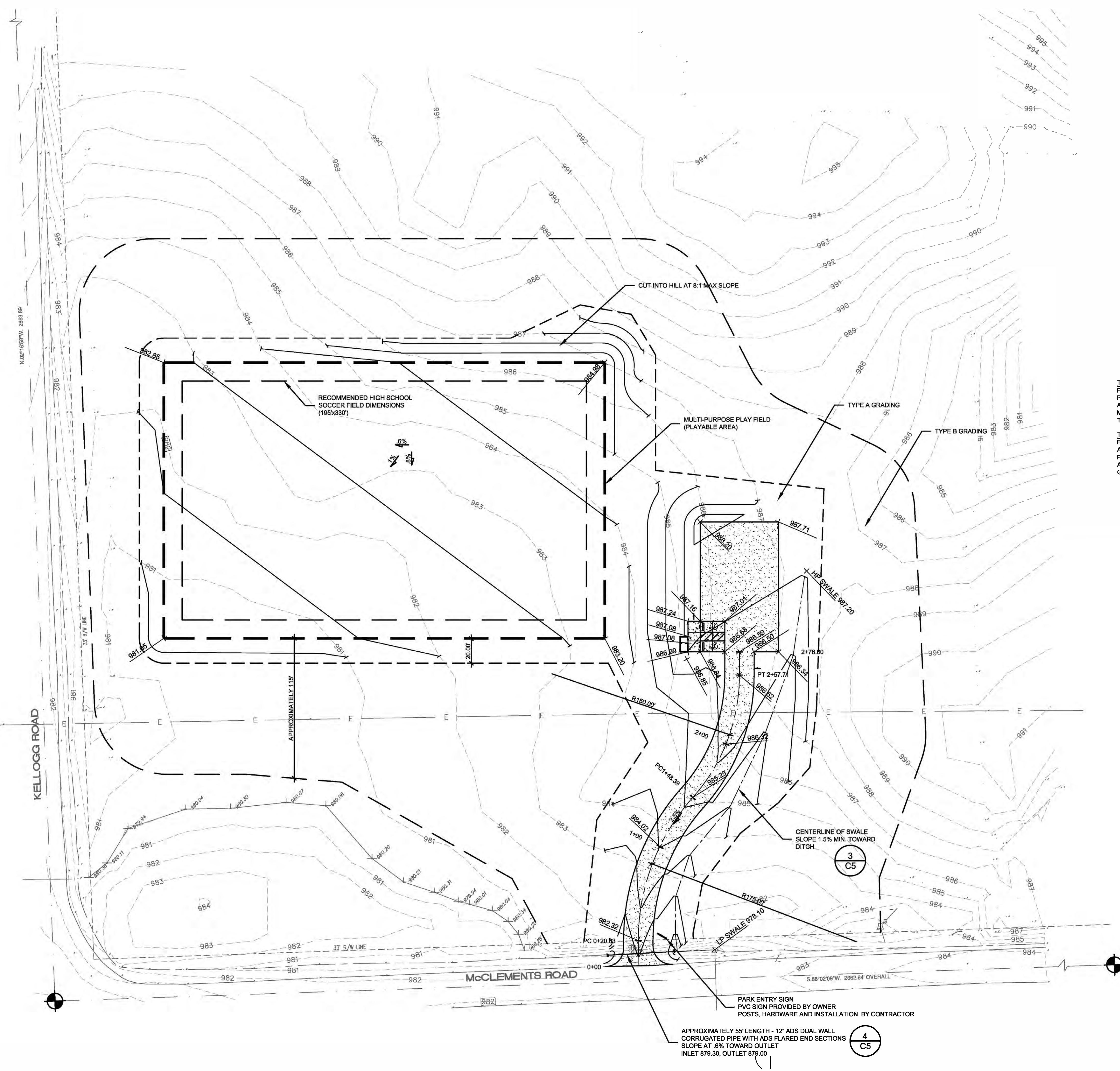
**LIVINGSTON COUNTY**  
PLANNING DEPARTMENT  
304 E. GRAND RIVER AVE. SUITE 208  
HOWELL, MI 48843  
P: (617) 546-7556 F: ---

FILLMORE COUNTY PARK PHASE 1 IMPROVEMENTS  
**GRADING PLAN**  
7315 MC CLEMENTS RD. GENOA TOWNSHIP, MI 48114

DATE: 1/24/2018  
DESIGNED BY: ---  
CHECKED BY: ---  
DRAWN BY: NRW  
PROJECT NO.: 13040.02  
SCALE: ---  
HORIZ: N/A  
VERT: N/A

**SHEET C4**

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**TYPE A GRADING:**  
FINE GRADING TO MEET PROPOSED ELEVATIONS AS SPECIFIED ON PLAN, TO CREATE A UNIFORM SLOPE TO THE STANDARDS OF AN ATHLETIC PLAY FIELD. MECHANICALLY RAKE SOIL SURFACE TO A MINIMUM DEPTH OF 4" WITH YORK RAKE OR SIMILAR EQUIPMENT, TO REMOVE STONES AND DEBRIS LARGER THAN 1-1/2".

**TYPE B GRADING:**  
ELIMINATE ALL DEPRESSIONS. CREATE A UNIFORM GRADE. AREAS NORTHEAST OF PLAYING FIELD AND AREAS EAST OF THE PARKING LOT AND DRIVE SHALL BE GRADED BETWEEN 2% - 8%. ALL OTHER AREAS DESIGNATED AS TYPE B GRADING SHALL BE GRADED BETWEEN 2% - 5%.

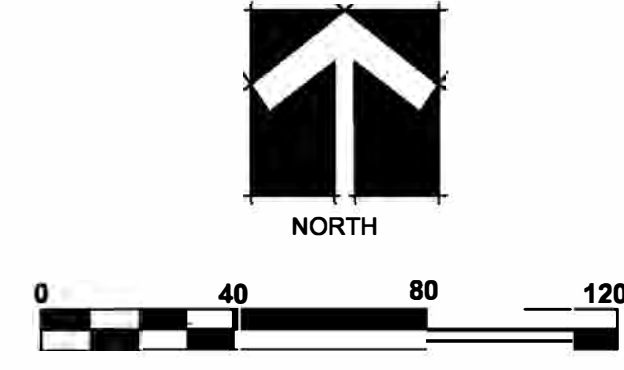
**SEEDING NOTES:**

- SEED ALL NON NATIVE DISTURBED AREAS UNLESS OTHERWISE NOTED WITH:  
EARTH CARPET QUICK TO GROW LAWN SEED MIXTURE  
25% PERENNIAL RYEGRASS  
25% KENTUCKY BLUEGRASS  
25% ANNUAL RYEGRASS  
25% CREEPING RED FESCUE

APPLY AT THE RATE OF 5-6 POUNDS PER 1,000SF  
HERBICIDE TREAT PRIOR TO SEEDING.

**GRADING NOTES**

- ALL PATHWAY CROSS SLOPES SHALL BE BETWEEN 1% AND 2%. RUNNING SLOPE SHALL BETWEEN 1% AND 4.9%. CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR ENSURING SIDEWALK SLOPES ARE WITHIN TOLERABLE LIMITS AND THAT ALL SIDEWALK AND RAMP SLOPES ARE IN COMPLIANCE WITH THE REGULATIONS AS SET FORTH IN THE AMERICANS WITH DISABILITIES ACT.



U:\AP-SERV\COMPANY\PROJECTS\PROJECTS 2013\13040.02 LIVINGSTON FILLMORE PARK CONSTRUCTION\08 PAGE LAYOUTS AND PRESENTATION\BOARDS\AUTOCAD\SS\SET\GRADING\03 GRADING PLAN.DWG



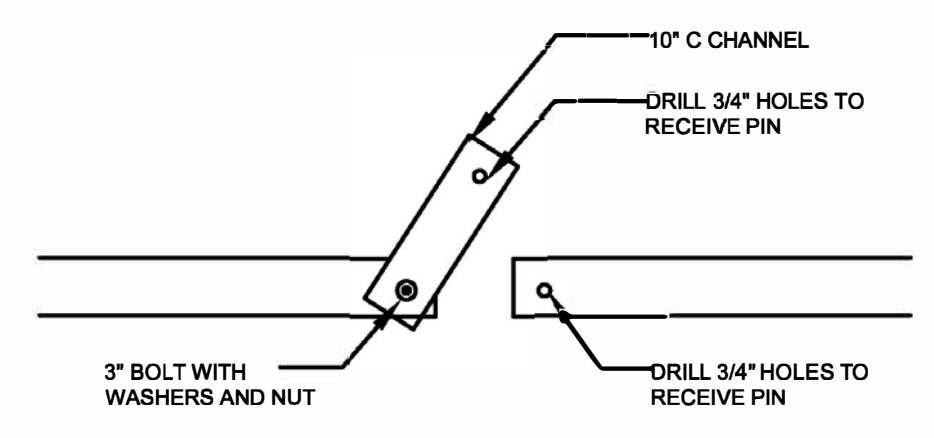
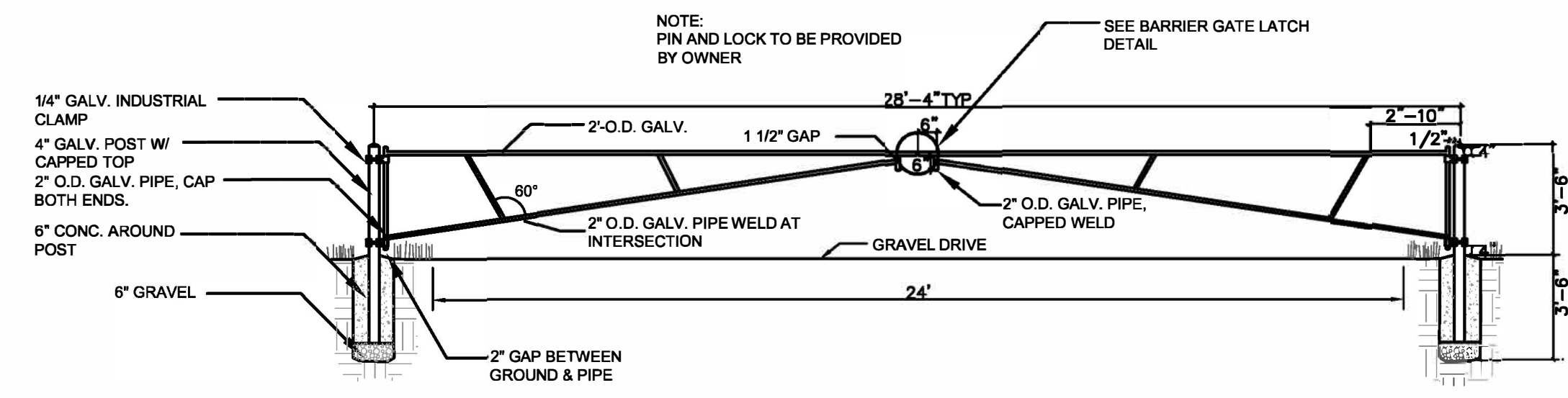
REVISIONS	DATE	COMMENTS

**LIVINGSTON COUNTY**  
 PLANNING DEPARTMENT  
 304 E. GRAND RIVER AVE. SUITE 206  
 HOWELL, MI 48843  
 P: (617) 546-7558 F: ---

FILLMORE COUNTY PARK PHASE 1 IMPROVEMENTS  
**DETAILS**  
 7515 MC CLEMENTS RD. GENOA TOWNSHIP, MI 48114

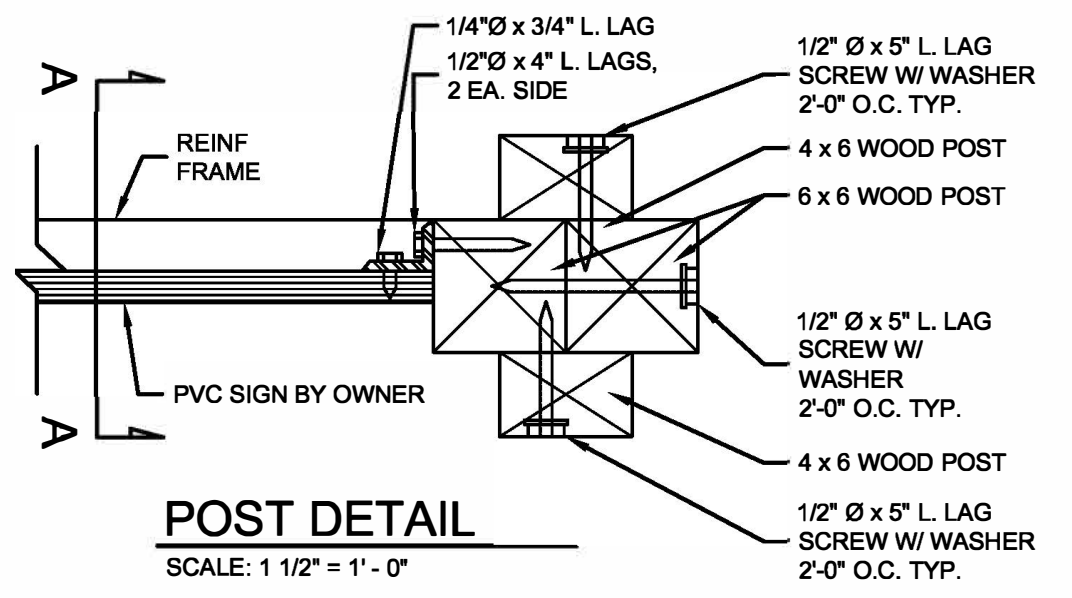
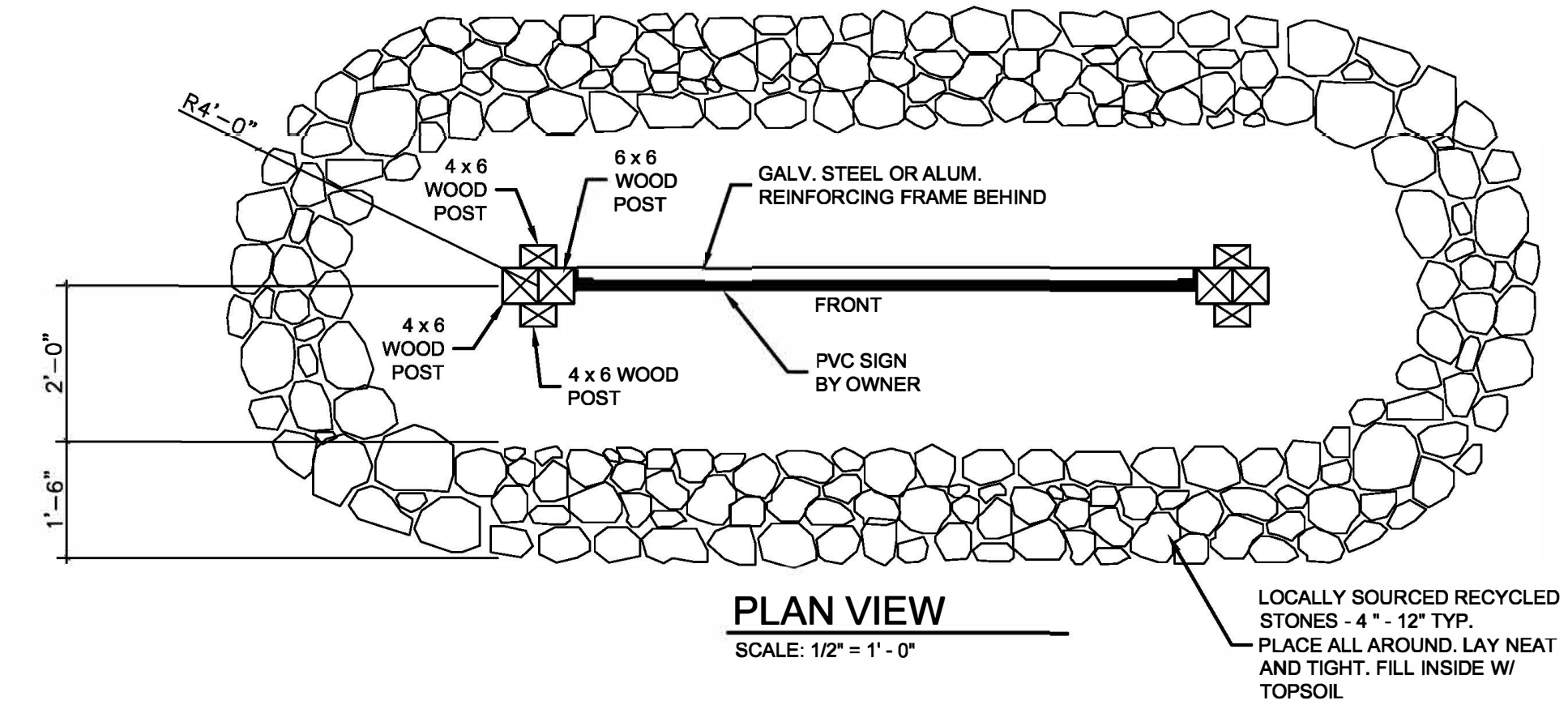
DATE: 1/24/2018  
 DESIGNED BY: ---  
 DRAWN BY: NRW  
 PROJECT NO: 13040.02  
 SCALE: ---  
 HORIZ: N/A  
 VERT: ---

**SHEET C6**



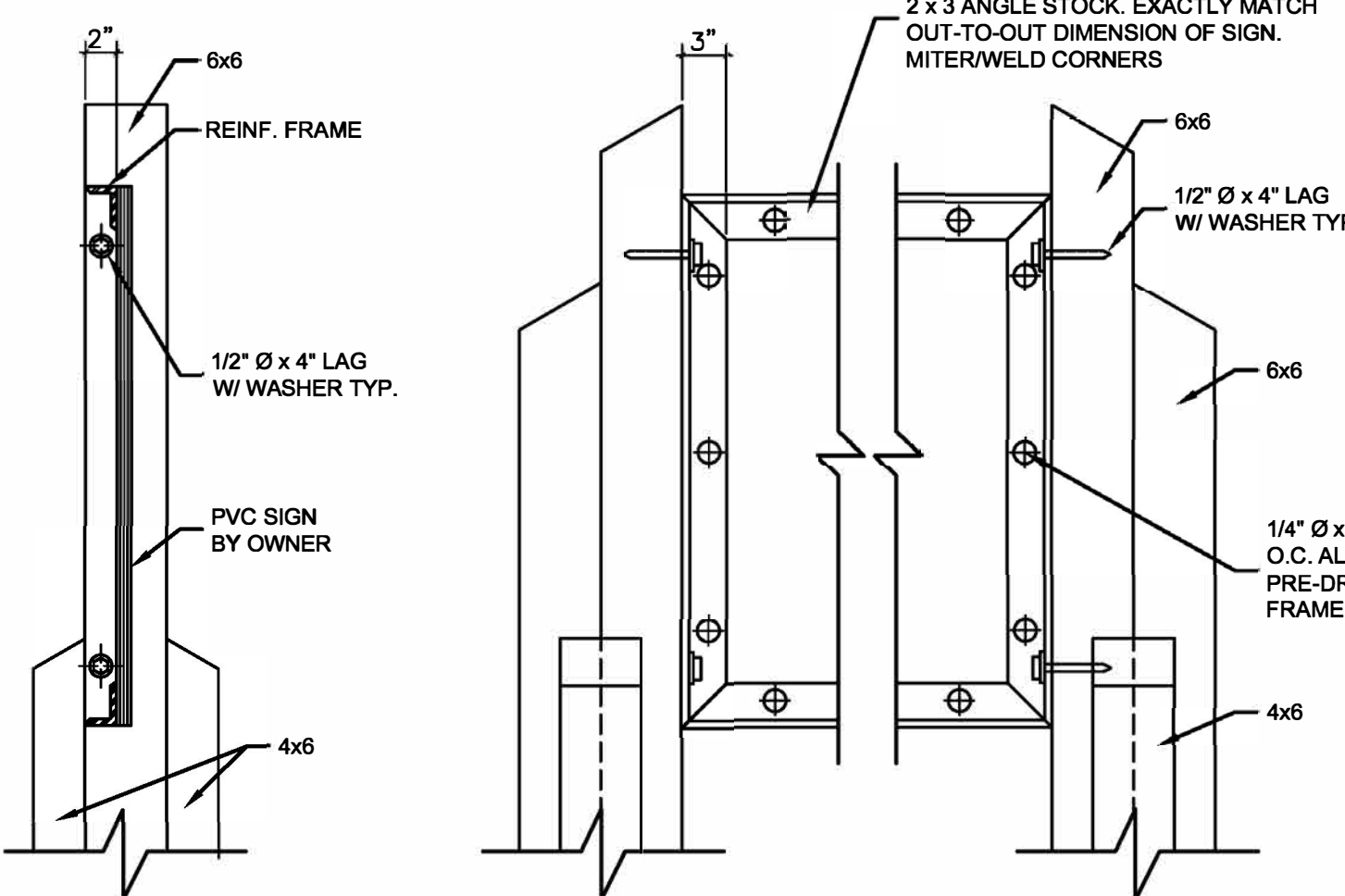
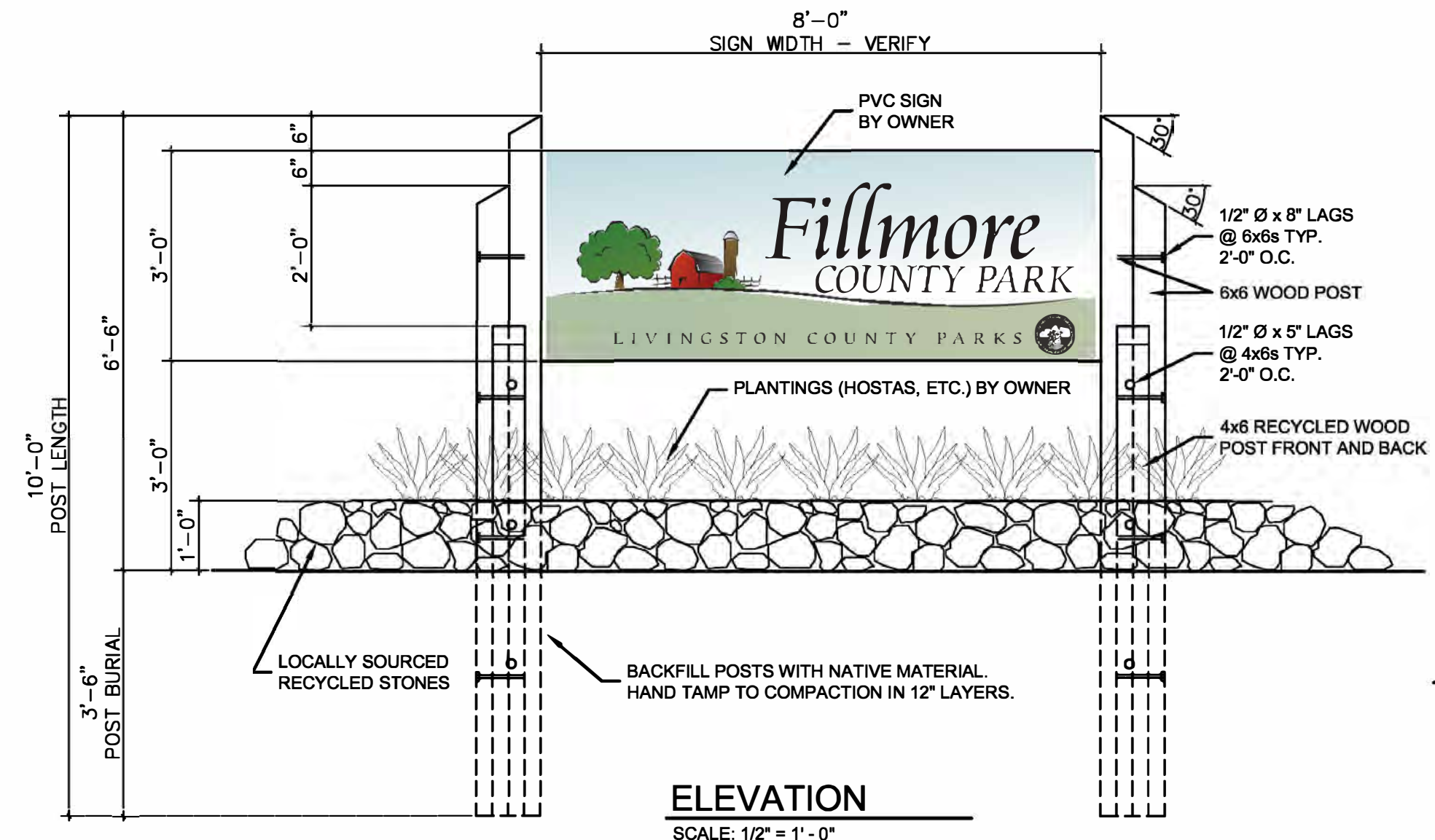
**1 VEHICULAR BARRIER GATE (BY OWNER)**  
 SCALE: NOT TO SCALE

**2 VEHICULAR BARRIER GATE LATCH (BY OWNER)**  
 SCALE: NOT TO SCALE



**PLAN VIEW**  
 SCALE: 1/2" = 1'-0"

**POST DETAIL**  
 SCALE: 1 1/2" = 1'-0"

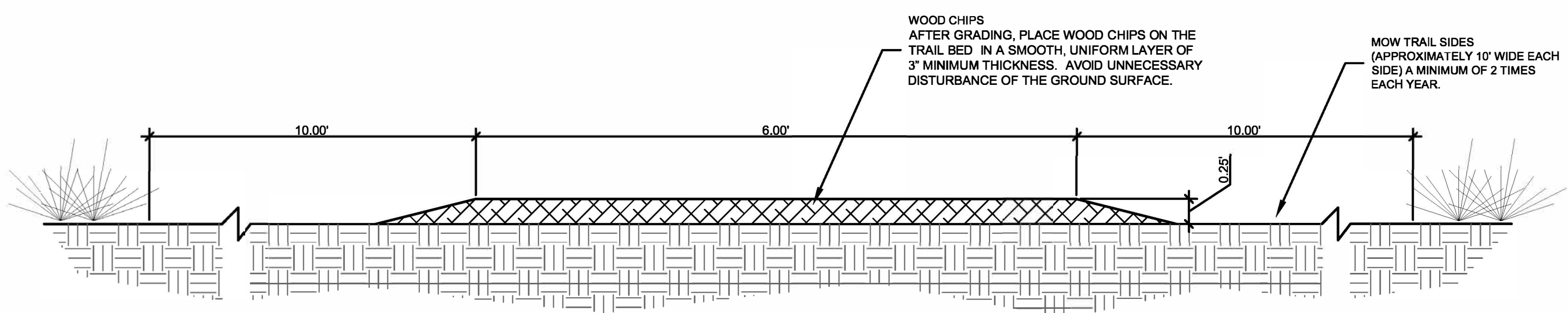


**ELEVATION**  
 SCALE: 1/2" = 1'-0"

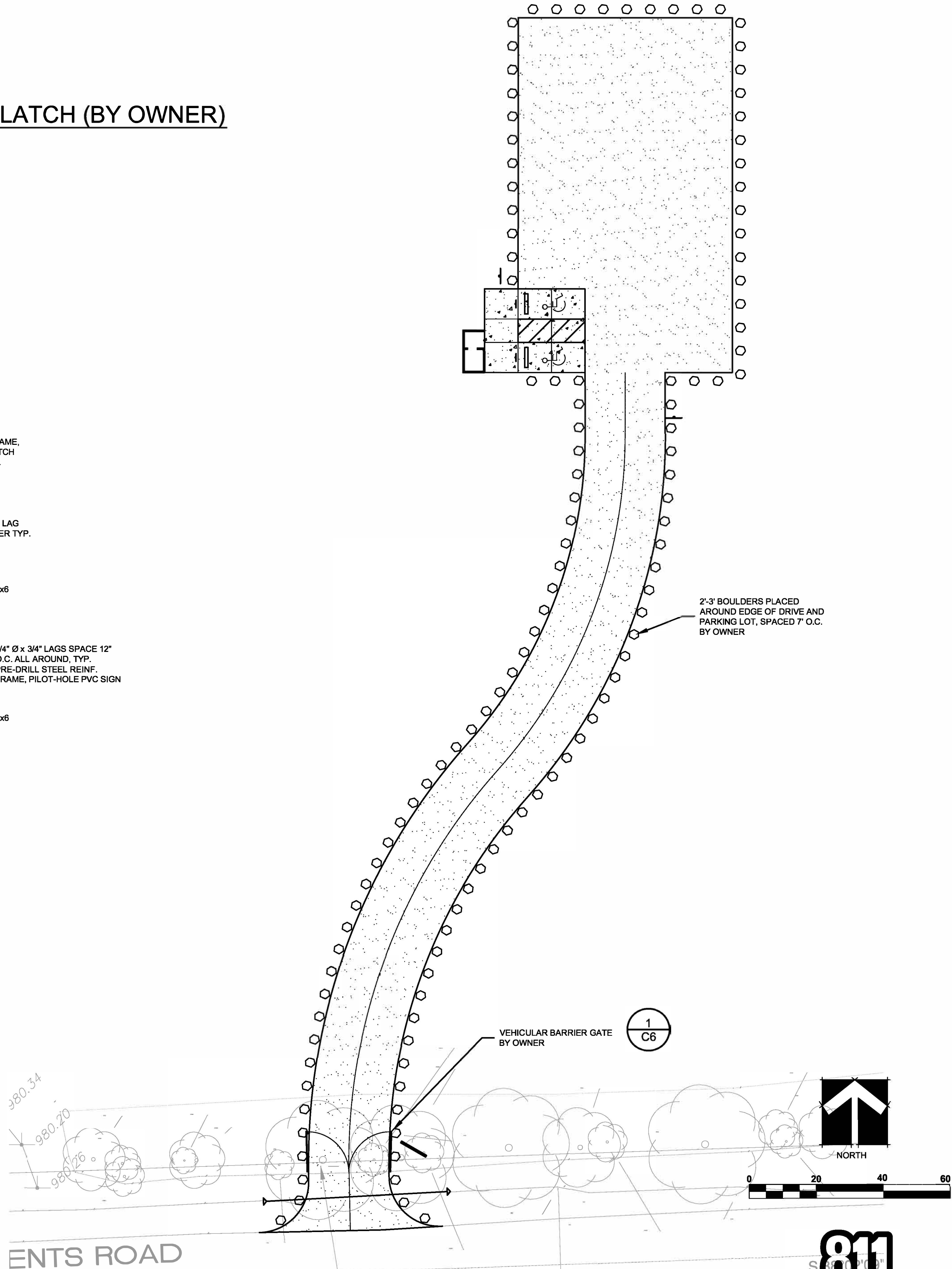
**SECTION A-A**  
 SCALE: 1" = 1'-0"

**SIGN ELEV. (BACK)**  
 SCALE: 1" = 1'-0"

**3 FILLMORE COUNTY PARK ENTRY SIGN**  
 SCALE: 1/2" = 1'-0"



**4 5K TRAIL SECTION**  
 SCALE: 1:1



**5 BOULDER LAYOUT PLAN (BY OWNER)**  
 SCALE: 1" = 20' - 0"



I:\P-SERV\COMPANY\PROJECTS\PROJECTS\2018\13040.02\LIVINGSTON FILLMORE PARK CONSTRUCTION\08 PAGE LAYOUTS AND PRESENTATION\BOARDS\AUTOCAD\SSHEET\DETAILS\C6 DETAILS.DWG



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

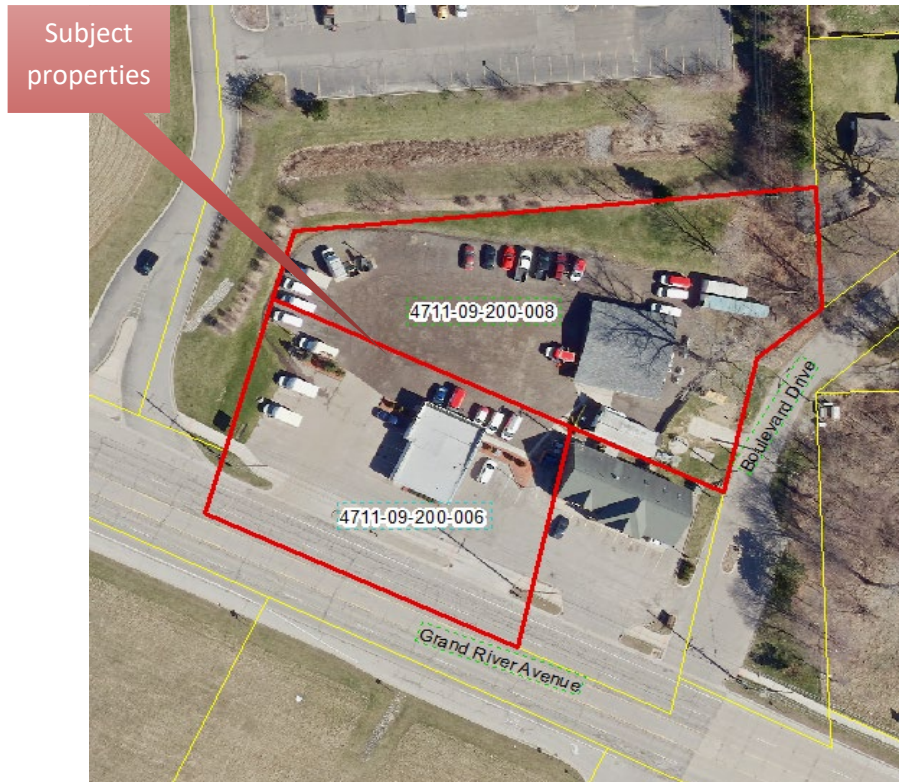
## MEMORANDUM

**TO:** Honorable Board of Trustees  
**FROM:** Amy Ruthig, Planning Director  
**DATE:** November 15, 2023  
**RE:** **4675 Grand River Avenue Rezoning**  
**Parcel#: 4711-09-200-006 and 4711-09-200-008**  
**Ordinance No. Z-23-04**

Please find attached a proposed rezoning ordinance for the following parcels: 4711-09-200-006 and 008 located at 4675 Grand River Avenue on the north side of Grand River Avenue, west of Boulevard Drive. The rezoning consists of approximately 1.35 acres. The proposed rezoning is from the Neighborhood Service District (NSD) to General Commercial District (GCD). The GCD zoning would allow for trailer sales with outdoor storage with special use approval.

This rezoning was recommended for approval by the Township Planning Commission at their October 10, 2023 meeting and the Livingston County Planning Commission is scheduled to hear the rezoning at their November 15, 2023 meeting.

**SUPERVISOR**  
Bill Rogers  
**CLERK**  
Paulette A. Skolarus  
**TREASURER**  
Robin L. Hunt  
**TRUSTEES**  
Jean W. Ledford  
Terry Croft  
Diana Lowe  
Jeff Dhaenens  
**MANAGER**  
Kelly VanMarter



As required pursuant to the Charter Township Act (Act 359 of 1947) the Board is being asked to introduce and conduct the first reading on the proposed rezoning ordinance. Staff is requesting the second reading and consideration for adoption be set for the Monday, December 4, 2023 regularly scheduled meeting. A draft publication as required by law is also attached.

As such please consider the following action:

**Moved by \_\_\_\_\_, supported by \_\_\_\_\_ to introduce proposed ordinance number Z-23-04 and to set the meeting date to consider adoption before the Township Board on Monday, December 4, 2023 for the purpose of considering the proposed zoning map amendment.**

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

Sincerely,

A handwritten signature in blue ink that reads "Amy Ruthig". The signature is written in a cursive style and is positioned above the typed name and title.

Amy Ruthig  
Planning Director

**ORDINANCE NO. Z-23-04**

**AN ORDINANCE TO AMEND THE ZONING MAP OF THE CHARTER TOWNSHIP OF GENOA BY REZONING PARCELS 4711-09-200-006 AND 008 FROM NEIGHBORHOOD SERVICE DISTRICT (NSD) TO GENERAL COMMERCIAL DISTRICT (GCD)**

**THE CHARTER TOWNSHIP OF GENOA HEREBY ORDAINS** that the Zoning Map, as incorporated by reference in the Charter Township of Genoa’s Zoning Ordinance, is hereby amended as follows:

Real property consisting of 2 contiguous parcels approximately 1.35-acres in size for parcel ID numbers 4711-09-200-006 and 008 located at the north side of Grand River Avenue, west of Boulevard Drive more particularly described as follows:

PARCEL# 4711-09-200-006: SEC. 9 T2N, R5E, BEG. AT SW COR. OF SUNRISE PARK, THENCE N'LY. ALONG W SIDE OF PARK ENTRANCE 100 FT., W'LY. PAR TO U. S. 16 100 FT. FOR A PLACE OF BEG., N61\*02'30"W 200 FT. 1 SAME DIRECTION THENCE S20\*44'40"W. PAR TO W. PARK ENTRANCE 150 FT. TO CEN. OF U. S. 16 HWY. S61\*02'30"E. ALONG CEN. LINE OF HWY. 200 FT., N20\*44'40"E 150 FT. TO BEG.

PARCEL#4711-09-200-008: SEC. 9 T2N, R5E, BEG. IN E LINE SUNRISE PARK N OF WHERE IT INT ROAD ON N AS IT ENTERS SUNRISE PARK FOR BEG., S 80 FT., S 52\* 49' W 50.4 FT., S 14\* 51' W 115 FT., TH N61\*W 300 FT., N 10\* 51'E 50 FT., E 323.7 FT. TO BEG. CORR LEGAL 10/07

shall be rezoned from the Neighborhood Service District (NSD) to General Commercial District (GCD) to allow for trailer sales with outdoor storage. The Township Planning Commission and Township Board, in strict compliance with the Township Zoning Ordinance and with Act 110 of the Public Acts of 2006, as amended, reclassified the Property as General Commercial District (GCD) upon finding that such classification properly achieved the purposes of Section 22.04 of the Township’s Zoning Ordinance (as amended).

**Repealor:** All ordinances or parts of Ordinances in conflict herewith are repealed.

**Severability** Should any section, subsection, paragraph, sentence, clause, or word of this Ordinance be held invalid for any reason, such decisions shall not affect the validity of the remaining portions of the Ordinance.

**Savings:** This amendatory ordinance shall not affect violations of the Zoning Ordinance or any other ordinance existing prior to the effective date of this Ordinance and such violation shall be governed and shall continue to be separate punishable to the full extent of the law under the provisions of such ordinance at the time the violation was committed.

**Effective Date:** This map amendment was adopted by the Genoa Charter Township Board of Trustees at the regular meeting held December 4, 2023 and ordered to be given publication in the manner required by law. This ordinance shall be effective seven days after publication.

On the motion to adopt the Ordinance the following vote was recorded:

**Yeas:**  
**Nays:**  
**Absent:**

I hereby approve the adoption of the foregoing Ordinance this 4th day of December, 2023.

\_\_\_\_\_  
Paulette A. Skolarus  
Township Clerk

\_\_\_\_\_  
Bill Rogers  
Township Supervisor

Township Board First Reading: November 20, 2023  
Date of Publication of Ordinance: November 26, 2023 (Proposed)  
Township Board Second Reading and Adoption: December 4, 2023 (Proposed)  
Date of Publication of Ordinance Adoption: December 10, 2023 (Proposed)  
Effective Date: December 18, 2023 (Proposed)



**BOARD OF TRUSTEES  
GENOA CHARTER TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN  
NOTICE OF PROPOSED ZONING MAP AMENDMENT  
DECEMBER 4, 2023**

Pursuant to Michigan Public Act 359 of 1947, (the Charter Township Act), notice is hereby given that the Genoa Charter Township Board will be considering an ordinance to amend the zoning map of the Charter Township of Genoa at 6:30 p.m. on Monday, December 4, 2023. The parcels proposed for rezoning consists of approximately 1.35 acres of land and is located at 4675 Grand River Avenue on north side of Grand River Avenue, west of Boulevard Drive. The rezoning is for the following parcels 4711-09-200-006 and 4711-09-200-008. The proposed rezoning is from Neighborhood Service District (NSD) to General Commercial District (GCD) to allow for trailer sales with outdoor storage.

The complete text of the proposed ordinance is available for public inspection at the Township Hall located at 2911 Dorr Road, Brighton, Michigan 48116, Monday through Friday from 9:00a.m. to 5:00p.m.

Amy Ruthig, Planning Director  
(Press/Argus 11-26-23)



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

## MEMORANDUM

**TO:** Honorable Board of Trustees  
**FROM:** Amy Ruthig, Planning Director  
**DATE:** November 15, 2023  
**RE:** Professional Service Agreement – SAFEbuilt Michigan, LLC.

---

In support of our ongoing partnership with SAFEbuilt and Brian Borden, please find attached a proposed Professional Services Agreement with SAFEbuilt Michigan, LLC for ongoing planning and zoning consultant support services. This agreement sets a base rate of \$155.00 per hour and includes an annual increase per the Consumer Price Index, not to exceed 4% beginning January 1, 2024.

As such please consider the following action:

**Moved by \_\_\_\_\_, supported by \_\_\_\_\_ to approve the Professional Services Agreement with SAFEbuilt Michigan, LLC for ongoing Planning and Zoning consultant support services conditioned upon Attorney review.**

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

Sincerely,

Amy Ruthig  
Planning Director

**SUPERVISOR**  
Bill Rogers  
**CLERK**  
Paulette A. Skolarus  
**TREASURER**  
Robin L. Hunt  
**TRUSTEES**  
Jean W. Ledford  
Terry Croft  
Diana Lowe  
Jeff Dhaenens  
**MANAGER**  
Kelly VanMarter

**PROFESSIONAL SERVICES AGREEMENT  
BETWEEN GENOA TOWNSHIP, MICHIGAN  
AND SAFEbuilt MICHIGAN, LLC**

This Professional Services Agreement (“Agreement”) is made and entered into by and between Genoa Township, Michigan, (“Municipality”) and SAFEbuilt Michigan, LLC, a wholly owned subsidiary of SAFEbuilt, LLC, (“Consultant”). Municipality and Consultant shall be jointly referred to as “Parties”.

RECITALS

WHEREAS, Municipality is seeking a consultant to perform the services listed in Exhibit A – List of Services and Fee Schedule, (“Services”); and

WHEREAS, Consultant is ready, willing, and able to perform Services.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, Municipality and Consultant agree as follows:

1. SCOPE OF SERVICES

Consultant will perform Services in accordance with ordinances adopted by the elected body of Municipality, and state laws and regulations that are applicable to the Services provided under this Agreement. The qualified professionals employed by Consultant will maintain current certifications, certificates, licenses as required for Services that they provide to Municipality. Consultant is not obligated to perform services beyond what is contemplated by this Agreement.

Unless otherwise provided in Exhibit B, Consultant shall provide the Services using hardware and Consultant’s standard software package. In the event that Municipality requires that Consultant utilize hardware or software specified by or provided by Municipality, Municipality shall provide the information specified in Exhibit B. Consultant shall use reasonable commercial efforts to comply with the requirements of Exhibit B and Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with the requirements of Exhibit B.

2. CHANGES TO SCOPE OF SERVICES

Any changes to Services between Municipality and Consultant shall be made in writing that shall specifically designate changes in Service levels and compensation for Services. Both Parties shall determine a mutually agreed upon solution to alter services levels and a transitional timeframe that is mutually beneficial to both Parties. No changes shall be binding absent a written Agreement or Amendment executed by both Parties.

3. FEE STRUCTURE

In consideration of Consultant providing services, Municipality shall pay Consultant for Services performed in accordance with Exhibit A – List of Services and Fee Schedule.

4. INVOICE & PAYMENT STRUCTURE

Consultant will invoice Municipality, on a monthly basis and provide all necessary supporting documentation. All payments are due to Consultant within 30 days of Consultant’s invoice date. Payments owed to Consultant but not made within sixty (60) days of invoice date shall bear simple interest at the rate of one and one-half percent (1.5%) per month. If payment is not received within ninety (90) days of invoice date, Services will be discontinued until all invoices and interest are paid in full. Municipality may request, and Consultant shall provide, additional information before approving the invoice. When additional information is requested, Municipality will identify specific disputed item(s) and give specific reasons for any request. Undisputed portions of any invoice shall be due within 30 days of Consultants invoice date, if additional information is requested, Municipality will submit payment within thirty (30) days of resolution of the dispute.

5. TERM

This Agreement shall be effective on the latest date on which this Agreement is fully executed by both Parties. The initial term of this Agreement shall be twelve (12) months. Agreement shall automatically renew for subsequent twelve (12) month terms until such time as either Party notifies the other of their desire to terminate this Agreement.

6. TERMINATION

Either Party may terminate this Agreement, or any part of this Agreement upon thirty (30) days written notice, with or without cause and with no penalty or additional cost beyond the rates stated in this Agreement. In case of such termination, Consultant shall be entitled to receive payment for work completed up to and including the date of termination within thirty (30) days of the termination.

7. FISCAL NON-APPROPRIATION CLAUSE

Financial obligations of Municipality payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in accordance with the rules, regulations, and resolutions of Municipality, and other applicable law. Upon the failure to appropriate such funds, this Agreement shall be terminated.

8. MUNICIPALITY OBLIGATIONS

Municipality shall timely provide all data information, plans, specifications and other documentation reasonably required by Consultant to perform Services (Materials). Municipality has the right to grant and hereby grants Consultant a fully paid up, non-exclusive, non-transferable license to use the Materials in accordance with the terms of this Agreement.

9. PERFORMANCE STANDARDS

Consultant shall perform the Services using that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services. Consultant represents to Municipality that Consultant retains employees that possess the skills, knowledge, and abilities to competently, timely, and professionally perform Services in accordance with this Agreement.

10. INDEPENDENT CONTRACTOR

Consultant is an independent contractor, and, except as provided otherwise in this section, neither Consultant, nor any employee or agent thereof, shall be deemed for any reason to be an employee or agent of Municipality. Municipality shall have no liability or responsibility for any direct payment of any salaries, wages, payroll taxes, or any and all other forms or types of compensation or benefits to any personnel performing services for Municipality under this Agreement. Consultant shall be solely responsible for all compensation, benefits, insurance and employment-related rights of any person providing Services hereunder during the course of or arising or accruing as a result of any employment, whether past or present, with Consultant.

Consultant and Municipality agree that Consultant will provide similar service to other clients while under contract with Municipality and Municipality acknowledges that Consultant employees may provide similar services to multiple clients. Consultant shall at its sole discretion assign and reassign qualified employees, as determined by Consultant, to perform services for Municipality. Municipality may request that a specific employee be assigned to or reassigned from work under this Agreement and Consultant shall consider that request when determining staffing. Consultant shall determine all conditions of employment for its employees, including hours, wages, working conditions, promotion, discipline, hiring and discharge. Consultant exclusively controls the manner, means and methods by which services are provided to Municipality, including attendance at meetings, and Consultant's employees are not subject to the direction and control of Municipality. Except where required by Municipality to use Municipality information technology equipment or when requested to perform the services from office space provided by the

Municipality, Consultant employees shall perform the services using Consultant information technology equipment and from such locations as Consultant shall specify. No Consultant employee shall be assigned a Municipal email address as their exclusive email address and any business cards or other IDs shall state that the person is an employee of Consultant or providing Services pursuant to a contractual agreement between Municipality and Consultant.

It is the intention of the Parties that, to the greatest extent permitted by applicable law, Consultant shall be entitled to protection under the doctrines of governmental immunity and governmental contractor immunity, including limitations of liability, to the same extent as Municipality would be in the event that the services provided by Consultant were being provided by Municipality. Nothing in this Agreement shall be deemed a waiver of such protections.

11. ASSIGNMENT AND SUBCONTRACT

Neither party shall assign all or part of its rights or obligations under this Agreement to another entity without the written approval of both Parties; consent shall not be unreasonably withheld. Notwithstanding the preceding, Consultant may assign this Agreement in connection with the sale of all or substantially all of its assets or ownership interest, effective upon notice to Municipality, and may assign this Agreement to its parent, subsidiaries or sister companies (Affiliates) without notice to Municipality. Consultant may subcontract any or all of the services to its Affiliates without notice to Municipality. Consultant may subcontract any or all of the services to other third parties provided that Consultant gives Municipality prior written notice of the persons or entities with which Consultant has subcontracted. Consultant remains responsible for any Affiliate's or subcontractor's performance or failure to perform. Affiliates and subcontractors will be subject to the same performance criteria expected of Consultant. Performance clauses will be included in agreements with all subcontractors to assure quality levels and agreed upon schedules are met.

12. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall defend, indemnify, and hold harmless Municipality, its elected and appointed officials, employees and volunteers and others working on behalf of Municipality, from and against any and all third-party claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities ("Claims") alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that any such Claims are caused by the negligence of Consultant or any officer, employee, representative, or agent of Consultant. Consultant shall have no obligations under this Section to the extent that any Claim arises as a result of Consultants compliance with Municipal law, ordinances, rules, regulations, resolution, executive orders or other instructions received from Municipality.

To the fullest extent permitted by law and without waiver of governmental immunity, Municipality shall defend, indemnify, and hold harmless Consultant, its officers, employees, representatives, and agents, from and against any and all Claims alleging personal injury, including bodily injury or death, and/or property damage, but only to the extent that such Claims are caused by (a) the negligence of, or material breach of any obligation under this Agreement by, Municipality or any officer, employee, representative, or agent of Municipality or (b) Consultant's compliance with Municipal law, ordinances, rules, regulations, resolutions, executive orders or other instructions received from Municipality. If either Party becomes aware of any incident likely to give rise to a Claim under the above indemnities, it shall notify the other and both Parties shall cooperate fully in investigating the incident.

13. LIMITS OF LIABILITY

EXCEPT ONLY AS MAY BE EXPRESSLY SET FORTH HEREIN, CONSULTANT EXPRESSLY DISCLAIMS ANY AND ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ERROR-FREE OPERATION, PERFORMANCE, ACCURACY, OR NON-INFRINGEMENT. EXCEPT TO THE EXTENT ARISING FROM MUNICIPALITY'S PAYMENT OBLIGATIONS FOR SERVICES, IN NO EVENT SHALL CONSULTANT OR MUNICIPALITY

BE LIABLE TO ONE ANOTHER FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, EXEMPLARY, OR SPECIAL DAMAGES INCLUDING WITHOUT LIMITATION, DAMAGES FOR LOST PROFITS, LOST REVENUES, LOST DATA OR OTHER INFORMATION, OR LOST BUSINESS OPPORTUNITY, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, INDEMNITY, NEGLIGENCE, WARRANTY, STRICT LIABILITY, OR TORT, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES AND NOTWITHSTANDING THE FAILURE OF ESSENTIAL PURPOSE OF ANY REMAINING REMEDY. EXCEPT WITH RESPECT TO PAYMENT OBLIGATIONS FOR SERVICES, IN NO EVENT SHALL THE LIABILITY OF MUNICIPALITY OR CONSULTANT UNDER THIS AGREEMENT FROM ANY CAUSE OF ACTION WHATSOEVER (REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT OR UNDER ANY OTHER LEGAL THEORY, AND WHETHER ARISING BY NEGLIGENCE, INTENTIONAL CONDUCT, OR OTHERWISE) EXCEED THE GREATER OF THE AMOUNT OF FEES PAID TO CONSULTANT PURSUANT TO THIS AGREEMENT OR THE AVAILABLE LIMITS OF CONSULTANTS INSURANCE (SUCH LIMITS DEFINE MUNICIPAL MAXIMUM LIABILITY TO THE SAME EXTENT AS IF MUNICIPALITY HAD BEEN OBLIGATED TO PURCHASE THE POLICIES).

#### 14. INSURANCE

- A. Consultant shall procure and maintain and shall cause any subcontractor of Consultant to procure and maintain, the minimum insurance coverages listed below throughout the term of this Agreement. Such coverages shall be procured and maintained with forms and insurers acceptable to Municipality. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.
- B. Worker's compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with minimum limits of one million dollars (\$1,000,000) bodily injury each accident, one million dollars (\$1,000,000) bodily injury by disease – policy limit, and one million dollars (\$1,000,000) bodily injury by disease – each employee. Worker's compensation coverage in "monopolistic" states is administered by the individual state and coverage is not provided by private insurers. Individual states operate a state administered fund of workers compensation insurance which set coverage limits and rates. Monopolistic states: Ohio, North Dakota, Washington, Wyoming.
- C. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage, personal injury (including coverage for contractual and employee acts), blanket contractual, independent Consultant's, and products. The policy shall contain a severability of interest provision and shall be endorsed to include Municipality and Municipality's officers, employees, and consultants as additional insureds.
- D. Professional liability insurance with minimum limits of one million dollars (\$1,000,000) each claim and two million dollars (\$2,000,000) general aggregate.
- E. Automobile Liability: If performance of this Agreement requires use of motor vehicles licensed for highway use, Automobile Liability Coverage is required that shall cover all owned, non-owned, and hired automobiles with a limit of not less than \$1,000,000 combined single limit each accident.
- F. Municipality shall be named as an additional insured on Consultant's insurance coverage.
- G. Prior to commencement of Services, Consultant shall submit certificates of insurance acceptable to Municipality.

#### 15. THIRD PARTY RELIANCE

This Agreement is intended for the mutual benefit of Parties hereto and no third-party rights are intended or implied.

#### 16. OWNERSHIP OF DOCUMENTS

Except as expressly provided in this Agreement, Municipality shall retain ownership of all Materials and of all work product and deliverables created by Consultant pursuant to this Agreement. The Materials, work product and deliverables shall be used by Consultant solely as provided in this Agreement and for no other purposes without the express prior written consent of Municipality. As between Municipality and Consultant, all work

product and deliverables shall become the exclusive property of Municipality when Consultant has been compensated for the same as set forth herein, and Municipality shall thereafter retain sole and exclusive rights to receive and use such materials in such manner and for such purposes as determined by it. Notwithstanding the preceding, Consultant may use the Materials, work product, deliverables, applications, records, documents and other materials provided to perform the Services or resulting from the Services, for purposes of (i) benchmarking of Municipality's and other client's performance relative to that of other groups of customers served by Consultant; (ii) improvement, development marketing and sales of existing and future Consultant services, tools and products; (iii) monitoring Service performance and making improvements to the Services. For the avoidance of doubt, Municipality Data will be provided to third parties, other than hosting providers, development consultants and other third parties providing services for Consultant, only on an anonymized basis and only as part of a larger body of anonymized data. If this Agreement expires or is terminated for any reason, all records, documents, notes, data and other materials maintained or stored in Consultant's secure proprietary software pertaining to Municipality will be exported into a CSV file and become property of Municipality. Notwithstanding the preceding, Consultant shall own all rights and title to any Consultant provided software and any improvements or derivative works thereof.

Upon reasonable prior written notice, Municipality and its duly authorized representatives shall have access to any books, documents, papers and records of Consultant that are related to this Agreement for the purposes of audit or examination, other than Consultant's financial records, and may make excerpts and transcriptions of the same at the cost and expense of Municipality.

17. CONSULTANT ACCESS TO RECORDS

Parties acknowledge that Consultant requires access to Records in order for Consultant to perform its obligations under this Agreement. Accordingly, Municipality will either provide to Consultant on a daily basis such data from the Records as Consultant may reasonably request (in an agreed electronic format) or grant Consultant access to its Records and Record management systems so that Consultant may download such data. Data provided to or downloaded by Consultant pursuant to this Section shall be used by Consultant solely in accordance with the terms of this Agreement.

18. CONFIDENTIALITY

Consultant shall not disclose, directly or indirectly, any confidential information or trade secrets of Municipality without the prior written consent of Municipality or pursuant to a lawful court order directing such disclosure.

19. CONSULTANT PERSONNEL

Consultant shall employ a sufficient number of experienced and knowledgeable employees to perform Services in a timely, polite, courteous and prompt manner. Consultant shall determine appropriate staffing levels and shall promptly inform Municipality of any reasonably anticipated or known employment-related actions which may affect the performance of Services. Additional staffing resources shall be made available to Municipality when assigned employee(s) is unavailable.

20. DISCRIMINATION & ADA COMPLIANCE

Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability, national origin or any other category protected by applicable federal or state law. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notice to be provided by an agency of the federal government, setting forth the provisions of Equal Opportunity laws. Consultant shall comply with the appropriate provisions of the Americans with Disabilities Act (the "ADA"), as enacted and as from time to time amended, and any other applicable federal regulations. A signed certificate confirming compliance with the ADA may be requested by Municipality at any time during the term of this Agreement.

21. E-VERIFY/VERIFICATION OF EMPLOYMENT STATUS

Pursuant to FS 448.095, Consultant certifies that it is registered with and uses the U.S. Department of Homeland Security’s E-Verify system to verify the employment eligibility of all new employees hired by Consultant during the term of the Agreement. Consultant shall not knowingly employ or contract with an illegal alien to perform work under this Agreement and will verify immigration status to confirm employment eligibility. If Consultant enters into a contract with a subcontractor to perform work or provide services pursuant to the Agreement, Consultant shall likewise require the subcontractor to comply with the requirements of FS 448.095, and the subcontractor shall provide to Consultant an affidavit stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien. Consultant will maintain a copy of such affidavit for the duration of its contract with owner. Consultant is prohibited from using the E-Verify program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

22. NOTICES

Any notice under this Agreement shall be in writing and shall be deemed sufficient when presented in person, or sent, pre-paid, first class United States Mail, or delivered by electronic mail to the following addresses:

<b>If to Municipality:</b> Kelly VanMarter, Township Manager Genoa Township 2911 Dorr Road Brighton, MI 48116 Email: <a href="mailto:kelly@genoa.org">kelly@genoa.org</a>	<b>If to Consultant:</b> Joe DeRosa, CRO SAFEbuilt, LLC 444 N. Cleveland, Suite 444 Loveland, CO 80537 Email: <a href="mailto:jderosa@safebuilt.com">jderosa@safebuilt.com</a>
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23. FORCE MAJEURE

Any delay or nonperformance of any provision of this Agreement by either Party (with the exception of payment obligations) which is caused by events beyond the reasonable control of such party, shall not constitute a breach of this Agreement, and the time for performance of such provision, if any, shall be deemed to be extended for a period equal to the duration of the conditions preventing such performance.

24. DISPUTE RESOLUTION

In the event a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through negotiation, Parties agree first to try in good faith to settle the dispute by mediation, before resorting to arbitration, litigation, or some other dispute resolution procedure. The cost thereof shall be borne equally by each Party.

25. ATTORNEY’S FEES

In the event of dispute resolution or litigation to enforce any of the terms herein, each Party shall pay all its own costs and attorney’s fees.

26. AUTHORITY TO EXECUTE

The person or persons executing this Agreement represent and warrant that they are fully authorized to sign and so execute this Agreement and to bind their respective entities to the performance of its obligations hereunder.

27. CONFLICT OF INTEREST

Consultant shall refrain from providing services to other persons, firms, or entities that would create a conflict of interest for Consultant with regard to providing the Services pursuant to this Agreement. Consultant shall not offer or provide anything of benefit to any Municipal official or employee that would place the official or employee in a position of violating the public trust as provided under Municipality’s charter and code of ordinances, state or federal statute, case law or ethical principles.



28. GOVERNING LAW AND VENUE

The negotiation and interpretation of this Agreement shall be construed under and governed by the laws of the State of Michigan, without regards to its choice of laws provisions. Exclusive venue for any action under this Agreement, other than an action solely for equitable relief, shall be in the state and federal courts serving Municipality and each party waives any and all jurisdictional and other objections to such exclusive venue.

29. COUNTERPARTS

This Agreement and any amendments or task orders may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. For purposes of executing this Agreement, scanned signatures shall be as valid as the original.

30. ELECTRONIC REPRESENTATIONS AND RECORDS

Parties hereby agree to regard electronic representations of original signatures as legally sufficient for executing this Agreement and scanned signatures emailed by PDF or otherwise shall be as valid as the original. Parties agree not to deny the legal effect or enforceability of the Agreement solely because it is in electronic form or because an electronic record was used in its formation. Parties agree not to object to the admissibility of the Agreement in the form of an electronic record, or a paper copy of an electronic document, or a paper copy of a document bearing an electronic signature, on the ground that it is an electronic record or electronic signature or that it is not in its original form or is not an original.


31. WAIVER

Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right or power arising out of this Agreement shall not be deemed waiver of any other right or power.

32. ENTIRE AGREEMENT

This Agreement, along with attached exhibits, constitutes the complete, entire and final agreement of the Parties hereto with respect to the subject matter hereof, and shall supersede any and all previous agreements, communications, representations, whether oral or written, with respect to the subject matter hereof. Invalidation of any of the provisions of this Agreement or any paragraph sentence, clause, phrase, or word herein or the application thereof in any given circumstance shall not affect the validity of any other provision of this Agreement.

IN WITNESS HEREOF, the undersigned have caused this Agreement to be executed in their respective names on the dates hereinafter enumerated.



Gary Amato, CAO  
SAFEbuilt Michigan, LLC

July 14, 2023

Date

\_\_\_\_\_  
Signature

Genoa Township, Michigan

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title

Genoa Township, Michigan

## EXHIBIT A – LIST OF SERVICES AND FEE SCHEDULE

1. PLANNING AND ZONING SERVICES

On-going Planning and Zoning Consultation on an as-needed basis, including but not limited to:

- ✓ Review of development applications and preparation of reports (rezoning, PUD, special land use, site plan review, etc.)
- ✓ Meeting attendance (Planning Commission, Township Board, Zoning Board of Appeals, office hours, etc.)
- ✓ Special project work (Master Plan, Zoning Ordinance, Park and Recreation Plan, training sessions, etc.)
- ✓ Research, reviews and reports related to planning and zoning matters

2. MUNICIPAL OBLIGATIONS

If requested by the Consultant, Municipality shall furnish at no charge to the Consultant, in a timely manner:

- ✓ Copies of all reports, zoning ordinances and map, code of ordinances and bylaws or rules of procedure plans, maps, drawings, aerial photos, data and similar materials relevant to the performance of the scope of services. Such materials shall be provided at no cost to the Consultant.
- ✓ The Municipality shall be responsible for any professional, legal, engineering or accounting services connected with the project and shall coordinate development reviews with other.
- ✓ The Municipality shall be responsible for scheduling meeting rooms, publication of agendas and notices, and the costs of publication for postings, notices and mailings.
- ✓ A description of all projects "in process" along with current status.
- ✓ A written schedule of submittal dates, due dates of reports and process for acceptance of revision plans for reviews to be mutually established within 60 days and then made available to applicants.
- ✓ If the primary Municipality contact person is changed, the Consultant shall be compensated for time spent on orientation to the new staff person.

3. TIME OF PERFORMANCE

- ✓ Services will be performed on an as-requested basis during normal business hours Monday-Friday, excluding holidays.

4. FEE STRUCTURE

- ✓ Beginning January 01, 2024 and annually thereafter, the hourly rates listed shall be increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI") for the Municipality or, if not reported for the Municipality the CPI for cities of a similar size within the applicable region from the previous calendar year, such increase, however, not to exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.
- ✓ Consultant shall be reimbursed for documented out-of-pocket expenses including but not limited to long distance telephone, mileage to/from meetings, lodging, meals, photography, and document reproduction
- ✓ Consultant fees for Services provided pursuant to this Agreement will be as follows:

Fee Schedule:	
Planning Manager Services	\$155.00 per hour

## EXHIBIT B – MUNICIPAL SPECIFIED OR SAFE BUILT PROVIDED SOFTWARE

1. Consultant shall provide Services pursuant to this Agreement using hardware and Consultant's standard software package, unless otherwise provided below. Use of Consultant's software shall be subject to the applicable terms of service, privacy and other policies published by Consultant with respect to that software, as those policies may be amended from time to time. In the event that Municipality requires that Consultant utilize hardware and/or software specified by and provided by Municipality, Consultant shall use reasonable commercial efforts to comply with Municipal requirements.
  
2. Municipality, at its sole expense, shall provide such technical support, equipment or other facilities as Consultant may reasonably request to permit Consultant to comply with Municipal requirements. Municipality will provide the following information to Consultant.
  - ✓ Municipal technology point of contact information including name, title, email and phone number
  - ✓ List of technology services, devices and software that the Municipality will provide may include:
    - Client network access
    - Internet access
    - Proprietary or commercial software and access
    - Computer workstations/laptops
    - Mobile devices
    - Printers/printing services
    - Data access
    - List of reports and outputs

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# 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 15, 2023  
**RE:** FY 23/24 Budget Adjustments

This memo requests approval of two budget amendments. An explanation of each amendment including a budget impact table and a corresponding motion are presented below.

**#8, Item A. Parks and Recreation Fund 208, Dept. 536 – Land for Recreation**

The recent purchase of the Herbst Family farm homestead necessitates an increase in the “Land for Recreation”, Line item #208-536-972-100 as follows:

BUDGET IMPACT - Fund 208, Dept. 536 – Land for Recreation					
Fund Type	Fund Number	Description	Existing Budget	Change	New Budget
Appropriation	208-536-972-100	Land for Recreation	\$681,000	+\$374,018	\$1,055,108

**#8.A - Moved by \_\_\_\_\_, Supported by \_\_\_\_\_ to amend the Fiscal Year 2023/2024 Budget to Increase Parks and Recreation Fund 208, Department 536 – “Land for Recreation” Line Item 208-536-972-100 from \$681,000 to \$1,055,018.**

**#8, Item B. Road Improvement Fund 401, Dept. 446 – Road Projects**

The limestone and gravel road improvement projects planned for this fiscal year are being moved to next fiscal year so the following budget line items should be zeroed. You will see the projects reflected in the preliminary 2024/2025 Fiscal Year budget. Please consider decreases in the road projects budget as follows:

BUDGET IMPACT - Fund 401, Dept. 446 – Road Projects					
Fund Type	Fund Number 401-446-802	Description	Existing Budget	Change	New Budget
Appropriation	-002	Kellogg – Limestone Golf Club to McClements	\$125,000	-\$125,000	\$0
Appropriation	-003	Kellogg – Gravel Grand River to McClements	\$105,000	-\$105,000	\$0
Appropriation	-004	Euler Road Gravel	\$90,000	-\$90,000	\$0
Appropriation	-005	McClements Road Gravel	\$127,000	-\$127,000	\$0

**#8.B - Moved by \_\_\_\_\_, Supported by \_\_\_\_\_ to amend the Fiscal Year 2023/2024 Budget to Decrease Road Improvement Fund 401, Department 446 – “Road Projects” to zero (\$0) the gravel and limestone road projects for Kellogg, Euler and McClements Roads (401-446-812-002, 003, 004 & 005).**

**SUPERVISOR**

Bill Rogers

**CLERK**

Paulette A. Skolarus

**TREASURER**

Robin L. Hunt

**TRUSTEES**

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

**MANAGER**

Kelly VanMarter

11/15/2023

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 11/15/23	2023-24 AMENDED BUDGET	2023-24 REQUESTED BUDGET
Fund 208 - PARK/RECREATION FUND				
ESTIMATED REVENUES				
Dept 000 - REVENUE				
208-000-665-001	INTEREST	32,246	6,000	6,000
208-000-699-101	TRANSFER IN FROM GF #101 OPERATING	425,000	850,000	850,000
208-000-699-249	DNR ACQUISITION /MATCH	0	138,000	138,000
Totals for dept 000 - REVENUE		457,246	994,000	994,000
TOTAL ESTIMATED REVENUES		457,246	994,000	994,000
APPROPRIATIONS				
Dept 223 - AUDIT				
208-223-801-000	AUDIT	200	500	500
Totals for dept 223 - AUDIT		200	500	500
Dept 536				
208-536-972-100	LAND FOR RECREATION	1,055,108	681,000	1,055,108
Totals for dept 536 -		1,055,108	681,000	1,055,108
Dept 751 - PARKS & RECREATION				
208-751-934-001	SENIOR SURVIVOR PARK PROJECT	796,090	814,000	814,000
208-751-934-006	PARK MASTER PLAN	1,393	30,000	30,000
208-751-934-007	HAPRA	90,000	120,000	120,000
208-751-934-010	B-BALL BENCHES PICNIC TABLE CHARGERS	6,790	19,200	19,200
208-751-934-011	BOARDWALK IMPROVEMENTS	0	15,000	15,000
208-751-934-012	GRAND RIVER SIDEWALK INFILL	0	31,000	31,000
208-751-934-013	SECURITY UPGRADES	0	50,000	50,000
208-751-934-015	REPAIR/REPLACE RUBBER- POUR IN PLACE	118,061	132,000	132,000
208-751-934-060	PATH / PARK MAINTENANCE	82,199	130,000	130,000
Totals for dept 751 - PARKS & RECREATION		1,094,533	1,341,200	1,341,200
Dept 906				
208-906-956-000	MISC EXPENSE	572	600	600
Totals for dept 906 -		572	600	600
TOTAL APPROPRIATIONS		2,150,413	2,023,300	2,397,408
NET OF REVENUES/APPROPRIATIONS - FUND 208		(1,693,167)	(1,029,300)	(1,403,408)
BEGINNING FUND BALANCE		2,059,735	2,059,735	2,059,735
ENDING FUND BALANCE		366,568	1,030,435	656,327

11/15/2023

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2023-24 ACTIVITY THRU 11/15/23	2023-24 AMENDED BUDGET	2023-24 REQUESTED BUDGET
Fund 401 - ROAD IMPROVEMENT FUND				
ESTIMATED REVENUES				
Dept 000 - REVENUE				
401-000-665-001	INTEREST	14,351	6,000	6,000
401-000-699-000	OPERATING TRANSFER IN	0	640,000	640,000
Totals for dept 000 - REVENUE		14,351	646,000	646,000
TOTAL ESTIMATED REVENUES		14,351	646,000	646,000
APPROPRIATIONS				
Dept 223 - AUDIT				
401-223-801-000	AUDIT	200	500	500
Totals for dept 223 - AUDIT		200	500	500
Dept 446 - ROAD PROJECTS				
401-446-804-000	DUST CONTROL/CHLORIDE	89,204	90,000	90,000
401-446-812-001	CHILSON RD - HAMBURG TO BRIGHTON	0	320,000	320,000
401-446-812-002	KELLOGG - LIMESTONE G.C. TO MCCLEMENS	0	125,000	0
401-446-812-003	KELLOGG - GRAVEL G.R. TO MCCLEMENS	0	105,000	0
401-446-812-004	EULER GRAVEL	0	90,000	0
401-446-812-005	MCCLEMENS GRAVEL	0	127,000	0
Totals for dept 446 - ROAD PROJECTS		89,204	857,000	410,000
Dept 906				
401-906-956-000	MISC EXPENSE	350	600	600
Totals for dept 906 -		350	600	600
TOTAL APPROPRIATIONS		89,754	858,100	411,100
NET OF REVENUES/APPROPRIATIONS - FUND 401		(707,673)	(76,024)	(76,024)
BEGINNING FUND BALANCE		722,024	722,024	722,024
ENDING FUND BALANCE		14,351	646,000	646,000

11/14/2023

BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
		As of 11/14/23			
Fund 101 - GENERAL FUND					
ESTIMATED REVENUES					
Dept 000 - REVENUE					
101-000-402-001	CURRENT REAL PROP TAX	1,065,143	35,138	1,200,000	1,220,000
101-000-411-001	DELINQ TAX - PERSONAL & REAL	0	3,099	1,000	1,000
101-000-434-002	TRAILER FEES	3,731	2,174	4,000	3,600
101-000-448-001	COLLECT FEES/EXCESS OF ROLL	382,914	283,714	400,000	430,000
101-000-448-002	COLLECTION FEE - SCHOOLS	24,801	24,573	25,000	25,000
101-000-448-003	SET FEES COLLECTED	949	0	0	0
101-000-451-024	ADMIN FEE/UTILITY-OPERATING	59,359	29,680	59,359	59,359
101-000-452-001	INTEREST-SPECIAL ASSESSMENTS	4,436	0	7,263	15,494
101-000-476-001	CABLE FRANCHISE	385,589	270,923	410,000	390,000
101-000-476-002	LICENSE & PERMITS	21,096	14,510	20,000	20,000
101-000-567-001	CEMETERY REVENUE	0	400	800	400
101-000-572-001	METRO ACT REVENUE	15,084	21,636	15,500	21,700
101-000-573-001	LCSA-PPT REIMBURSEMENT	23,049	19,250	25,500	20,200
101-000-574-002	STATE SHARED REVENUE	2,348,930	1,511,061	2,210,292	2,346,759
101-000-608-000	CHARGES FOR SERV-APPL FEES	75,645	49,778	60,000	60,000
101-000-609-000	CHARGES FOR SERVICES- FOIA/PRINTING	356	332	500	500
101-000-626-032	ADM FEE LIQUOR LAW	3,605	1,803	3,500	3,790
101-000-631-000	REFUSE COLLECTION FEES	1,127,791	40,549	1,270,000	1,348,457
101-000-657-001	ORDINANCE FINES	1,500	700	1,000	1,500
101-000-665-001	INTEREST	67,141	54,400	10,000	70,000
101-000-671-000	OTHER REVENUE	5,745	6,763	1,000	1,000
101-000-672-000	TAXES ON LAND TRANSFER	139,240	143,380	149,000	145,000
101-000-682-000	ELECTION REIMBURSEMENTS	0	8,303	0	0
101-000-698-202	TRANSFER IN - SAD RESIDUAL BALANCE	47,553	0	0	500
101-000-699-249	MMRMA REIMBURSEMENT	9,445	11,327	10,000	10,000
101-000-699-464	TRANSFER IN FROM ARPA FUND #464	223,436	0	0	266,683
Totals for dept 000 - REVENUE		6,036,538	2,533,493	5,883,714	6,460,942
TOTAL ESTIMATED REVENUES		6,036,538	2,533,493	5,883,714	6,460,942

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BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
<b>APPROPRIATIONS</b>					
<b>Dept 101 - TOWNSHIP BOARD</b>					
101-101-702-014	TRUSTEES/SECRETARY WAGES & SALARIES	34,330	20,937	37,575	40,000
101-101-861-000	TRUSTEES MILEAGE & TRAVEL EXPENSE	1,288	1,249	3,800	3,000
101-101-910-000	TRUSTEES PRO DEV/CONFERENCE/DUES	11,797	10,783	15,000	15,000
101-101-955-000	TRUSTEES MISCELLANEOUS	0	0	100	100
<b>Totals for dept 101 - TOWNSHIP BOARD</b>		<b>47,415</b>	<b>32,969</b>	<b>56,475</b>	<b>58,100</b>
<b>Dept 171 - TOWNSHIP SUPERVISOR</b>					
101-171-702-014	TWP SUPERVISOR SALARY	63,901	40,479	65,877	70,000
101-171-861-000	SUPERVISOR MILEAGE & TRAVEL EXPENSE	169	41	500	500
101-171-910-000	SUPERVISOR PRO DEV/CONFERENCE/DUES	280	60	1,000	500
101-171-955-000	SUPERVISOR MISCELLANEOUS	0	0	1,000	500
<b>Totals for dept 171 - TOWNSHIP SUPERVISOR</b>		<b>64,350</b>	<b>40,580</b>	<b>68,377</b>	<b>71,500</b>
<b>Dept 172 - TOWNSHIP MANAGER</b>					
101-172-702-014	TWP MANAGER SALARY	175,114	91,875	151,500	160,000
101-172-703-000	MANAGER DEPT WAGES & SALARIES	41,571	28,004	45,460	48,500
101-172-861-000	MANAGER DEPT MILEAGE & TRAVEL EXPENSE	30	0	1,000	1,000
101-172-910-000	MANAGER DEPT PRO DEV/CONFERENCE/DUES	1,637	2,105	4,000	4,000
101-172-955-000	MANAGER DEPT MISCELLANEOUS	0	0	1,000	1,000
<b>Totals for dept 172 - TOWNSHIP MANAGER</b>		<b>218,352</b>	<b>121,984</b>	<b>202,960</b>	<b>214,500</b>
<b>Dept 191 - ACCOUNTING &amp; FINANCE</b>					
101-191-703-000	ACCT DEPT WAGES & SALARIES	75,489	48,002	85,458	86,000
101-191-801-000	ACCOUNTING CONSULTANT (PHP)	21,150	5,903	30,000	30,000
101-191-801-001	FINANCIAL CONSULTING (PFM)	0	1,000	1,200	1,200
101-191-861-000	ACCT DEPT MILEAGE & TRAVEL EXPENSE	48	0	100	100
101-191-910-000	ACCT DEPT PRO DEV/CONFERENCE/DUES	0	0	500	100
101-191-955-000	ACCT DEPT MISCELLANEOUS	1,000	0	1,000	500
<b>Totals for dept 191 - ACCOUNTING &amp; FINANCE</b>		<b>97,687</b>	<b>54,905</b>	<b>118,258</b>	<b>117,900</b>
<b>Dept 215 - TOWNSHIP CLERK</b>					
101-215-702-014	TWP CLERK SALARY	59,861	35,388	58,755	58,755
101-215-703-000	CLERKS DEPT WAGES & SALARIES	43,526	14,258	44,000	54,000
101-215-861-000	CLERKS DEPT MILEAGE & TRAVEL EXPENSE	107	0	200	200
101-215-910-000	CLERKS DEPT PRO DEV/CONFERENCE/DUES	40	0	100	100
101-215-955-000	CLERKS DEPT MISCELLANEOUS	44	0	100	100
<b>Totals for dept 215 - TOWNSHIP CLERK</b>		<b>103,578</b>	<b>49,646</b>	<b>103,155</b>	<b>113,155</b>
<b>Dept 223 - AUDIT</b>					
101-223-801-000	AUDIT SERVICES (MANOR COSTERISAN)	26,400	30,900	30,900	34,000
<b>Totals for dept 223 - AUDIT</b>		<b>26,400</b>	<b>30,900</b>	<b>30,900</b>	<b>34,000</b>



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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
		As of 11/14/23			
<b>Dept 228 - INFORMATION TECHNOLOGY</b>					
101-228-703-000	IT DEPT WAGES & SALARIES	71,176	45,663	77,000	81,000
101-228-861-000	IT DEPT MILEAGE & TRAVEL EXPENSE	0	0	500	500
101-228-910-000	IT DEPT PRO DEV/CONFERENCE/DUES	0	0	200	200
101-228-955-000	IT DEPT MISCELLANEOUS	0	0	1,000	500
<b>Totals for dept 228 - INFORMATION TECHNOLOGY</b>		<b>71,176</b>	<b>45,663</b>	<b>78,700</b>	<b>82,200</b>
<b>Dept 247 - BOARD OF REVIEW</b>					
101-247-702-014	BOARD OF REVIEW SALARIES	2,785	258	4,410	3,000
101-247-791-000	BD OF REV PUBLICATIONS	840	240	1,000	1,100
101-247-861-000	BD OF REV MILEAGE & TRAVEL EXPENSE	0	0	100	100
101-247-910-000	BD OF REV PRO DEV/CONFERENCE/DUES	101	0	540	540
101-247-955-000	BD OF REV MISCELLANEOUS	168	110	500	500
101-247-964-000	REFUNDS & CHARGEBACKS	386	429	5,000	5,000
<b>Totals for dept 247 - BOARD OF REVIEW</b>		<b>4,280</b>	<b>1,037</b>	<b>11,550</b>	<b>10,240</b>
<b>Dept 253 - TOWNSHIP TREASURER</b>					
101-253-702-014	TREASURER SALARY	63,977	39,736	65,918	69,000
101-253-703-000	TREASURERS DEPT WAGES & SALARIES	93,436	62,976	101,004	109,000
101-253-861-000	TREASURERS DEPT MILEAGE & TRAVEL EXPENSE	687	362	1,000	750
101-253-910-000	TREASURERS DEPT PRO DEV/CONFERENCE/DUES	30	183	500	500
101-253-955-000	TREASURERS DEPT MISCELLANEOUS	81		1,000	500
<b>Totals for dept 253 - TOWNSHIP TREASURER</b>		<b>158,211</b>	<b>103,257</b>	<b>169,422</b>	<b>179,750</b>
<b>Dept 257 - ASSESSING DEPARTMENT</b>					
101-257-702-014	ASSESSING SALARIES	235,026	150,371	253,458	266,000
101-257-703-000	ASSESSING WAGES & SALARIES INTERN	2,400	0	10,000	10,000
101-257-803-000	ASSESSING LEGAL	5,105	0	15,000	15,000
101-257-861-000	ASSESSING MILEAGE & TRAVEL EXPENSE	0	12	500	500
101-257-910-000	ASSESSING PRO DEV/CONFER/DUES/SUB	2,468	904	5,000	5,000
101-257-955-000	ASSESSING MISCELLANEOUS	102	0	1,000	500
<b>Totals for dept 257 - ASSESSING DEPARTMENT</b>		<b>245,101</b>	<b>151,287</b>	<b>284,958</b>	<b>297,000</b>

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
		As of 11/14/23			
<b>Dept 261 - UNALLOCATED</b>					
101-261-703-000	UNALLOCATED WAGES & SALARIES	3,480	0	2,000	2,000
101-261-709-000	EMPLOYER'S SHARE SS & MEDICARE	84,133	47,467	110,000	110,000
101-261-709-001	CELLPHONE REIMBURSEMENT	2,771	1,898	4,000	5,800
101-261-709-002	WORKERS COMP	7,908	7,151	11,000	11,000
101-261-718-001	RETIREMENT	137,937	131,059	201,456	155,000
101-261-718-002	HEALTH/LIFE INSURANCE	304,583	168,971	225,000	225,000
101-261-718-003	WELLNESS	4,261	1,472	8,000	8,000
101-261-718-004	EHIM RESERVE	0	0	50,000	50,000
101-261-750-000	SUPPLIES	56,561	11,749	27,000	25,000
101-261-750-001	POSTAGE	0	10,010	33,000	30,000
101-261-751-000	EQUIP / SOFTWARE / SOFTWARE MAINTENANCE	92,992	77,607	200,000	200,000
101-261-752-000	WEBSITE MAINTENANCE	0	0	0	20,000
101-261-791-000	SUBSCRI/PUBLICATIONS/MEMBERS	1,402	1,729	6,000	6,000
101-261-802-000	CONTRACTUAL SERVICES / CONSULTING	25,300	5,880	35,000	10,000
101-261-802-001	TWP VEHICLE EXPENSES	877	307	2,000	2,000
101-261-861-000	UNALLOCATED MILEAGE & TRAVEL EXPENSE	0	0	100	100
101-261-941-000	CONTINGENCY	0	0	50,000	30,000
101-261-955-000	UNALLOCATED MISCELLANEOUS	2,962	925	1,000	3,000
<b>Totals for dept 261 - UNALLOCATED</b>		<b>725,167</b>	<b>466,225</b>	<b>965,556</b>	<b>892,900</b>
<b>Dept 262 - ELECTIONS</b>					
101-262-703-001	WAGES- PART TIME OFFICE WORKERS	26,061	13,279	50,000	50,000
101-262-703-002	SCANNERS, CHAIRPERSON & POLL WORKERS	44,187	1,180	45,000	60,000
101-262-703-004	TRAINING: \$45<4 HRS - \$90>4 HRS	4,519	0	5,000	4,000
101-262-703-005	WAGES - RECEIVING BOARD- \$200 PER DIEM	1,200	9,830	800	1,600
101-262-751-001	ELECTION OFFICE SUPPLIES/EQUIPMENT	8,249	11,081	15,000	15,000
101-262-791-000	ELECTION PUBLICATIONS	579	0	1,500	1,500
101-262-802-001	ELECTION MEETING FEES	1,350	900	1,500	1,000
101-262-802-002	BALLOT TESTING	6,757	500	10,000	13,000
101-262-802-003	LIVINGSTON COUNTY CLERK	8,539	0	9,000	9,000
101-262-802-004	CHURCH / SCHOOL CLEANUP/SETUP/ TAKE DOWN	5,545	1,200	5,425	2,500
101-262-802-005	ELECTION BREAKFAST / DINNER	1,445	167	1,700	1,700
101-262-861-001	ELECTION MILEAGE & TRAVEL	552	139	575	500
101-262-901-001	POSTAGE FOR APPLICATIONS	3,190	4,523	8,000	1,000
101-262-901-002	POSTAGE FOR MAILING BALLOTS	1,868	2,472	6,000	6,500
101-262-901-003	POSTAGE FOR MAILING NEW I.D. CARDS	4,311	0	200	200
101-262-955-000	ELECTION MISCELLANEOUS	675	25	1,500	1,500
<b>Totals for dept 262 - ELECTIONS</b>		<b>119,027</b>	<b>45,296</b>	<b>161,200</b>	<b>169,000</b>

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
<b>Dept 265 - BUILDING &amp; GROUNDS</b>					
101-265-740-000	INSURANCE - PROP LIAB/VEHICLE	51,738	37,629	54,510	53,000
101-265-802-000	BUILDING & GROUNDS CONTRACTUAL SERVICES	0	0	1,000	1,000
101-265-850-000	PHONE/INTERNT/CABLE/ALARM	25,779	14,729	30,000	30,000
101-265-920-001	UTIL:ELECTRICITY & NAT.GAS	20,784	11,057	25,000	23,000
101-265-934-060	REPAIRS & MAINTENANCE	53,604	38,798	150,000	150,000
101-265-955-000	BUILDING & GROUNDS MISCELLANEOUS	0	0	5,000	5,000
<b>Totals for dept 265 - BUILDING &amp; GROUNDS</b>		<b>151,905</b>	<b>102,213</b>	<b>265,510</b>	<b>262,000</b>
<b>Dept 266 - LEGAL SERVICES</b>					
101-266-803-000	GENERAL TOWNSHIP LEGAL FEES	75,604	6,688	75,000	50,000
101-266-803-001	LITIGATION LEGAL FEES	26,383	38,632	100,000	100,000
<b>Totals for dept 266 - LEGAL SERVICES</b>		<b>101,987</b>	<b>45,320</b>	<b>175,000</b>	<b>150,000</b>
<b>Dept 270 - HUMAN RESOURCES</b>					
101-270-703-000	HR WAGES & SALARIES	18,097	12,045	19,286	20,500
101-270-802-000	HR CONTRACTUAL SERVICES	0	0	2,500	1,500
101-270-861-000	HR MILEAGE & TRAVEL EXPENSE	0	0	100	100
101-270-910-000	HR PRO DEV/CONFERENCE/DUES	0	0	500	500
101-270-955-000	HR MISCELLANEOUS	0	0	1,000	500
<b>Totals for dept 270 - HUMAN RESOURCES</b>		<b>18,097</b>	<b>12,045</b>	<b>23,386</b>	<b>23,100</b>
<b>Dept 445 - DRAINS AT LARGE</b>					
101-445-802-000	CONTRACTUAL SERVICES - LIVINGSTON COUNTY	27,857	0	30,000	25,000
<b>Totals for dept 445 - DRAINS AT LARGE</b>		<b>27,857</b>	<b>0</b>	<b>30,000</b>	<b>25,000</b>
<b>Dept 521 - REFUSE COLLECTION</b>					
101-521-802-000	REFUSE CONTRACTUAL SERVICES	1,399,142	830,297	1,422,000	1,557,576
<b>Totals for dept 521 - REFUSE COLLECTION</b>		<b>1,399,142</b>	<b>830,297</b>	<b>1,422,000</b>	<b>1,557,576</b>
<b>Dept 567 - CEMETERY</b>					
101-567-703-001	CEMETERY PURCHASE	200	0	0	0
101-567-703-002	CEMETERY MAINTENANCE	6,175	6,095	10,000	8,000
<b>Totals for dept 567 - CEMETERY</b>		<b>6,375</b>	<b>6,095</b>	<b>10,000</b>	<b>8,000</b>

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
<b>Dept 701 - PLANNING &amp; ZONING</b>					
101-701-702-014	PLANNING COMMISSION SALARIES	19,798	13,221	26,250	27,563
101-701-702-015	ZONING BOARD WAGES	13,025	7,523	15,750	16,538
101-701-703-000	PLANNING & ZONING WAGES & SALARIES	171,269	80,686	242,000	254,100
101-701-791-000	PLANNING & ZONING PUBLICATIONS	1,265	1,035	3,000	3,000
101-701-802-000	PLANNING & ZONING CONTRACTUAL SERVICES	15,460	17,583	50,000	50,000
101-701-861-000	PLANNING & ZONING MILEAGE & TRAVEL EXP	1,110	1,233	2,500	2,500
101-701-910-000	PLANNING & ZONING PRO DEV/CONFERENCE/DUPE	5,337	5,163	10,000	10,000
101-701-946-001	REVIEW SERVICES - PLANNING	34,418	20,873	35,000	35,000
101-701-946-002	REVIEW SERVICES - ENGINEERING	24,311	21,410	40,000	40,000
101-701-946-003	REVIEW SERVICES - PUBLICATIONS/POSTAGE	3,710	945	3,000	3,000
101-701-946-004	REVIEW SERVICES - ROUTING	1,358	747	2,000	2,000
101-701-946-005	REVIEW SERVICES - LEGAL/RECORDING FEES	3,585	5,985	10,000	10,000
101-701-955-000	PLANNING & ZONING MISCELLANEOUS	0	838	1,000	10,000
<b>Totals for dept 701 - PLANNING &amp; ZONING</b>		<b>294,646</b>	<b>177,242</b>	<b>440,500</b>	<b>463,701</b>
<b>Dept 728 - ECONOMIC DEVELOPMENT</b>					
101-728-880-000	COMMUNITY PROMOTION - CONTRIBUTION	23,283	23,283	26,960	23,284
<b>Totals for dept 728 - ECONOMIC DEVELOPMENT</b>		<b>23,283</b>	<b>23,283</b>	<b>26,960</b>	<b>23,284</b>
<b>Dept 900 - CAPITAL OUTLAY FUNCTION</b>					
101-900-970-000	CAPITAL OUTLAY > \$5,000	12,114	10,000	150,000	50,000
101-900-975-000	CAPITAL OUTLAY < \$5,000	6,374	2,120	15,000	10,000
<b>Totals for dept 900 - CAPITAL OUTLAY FUNCTION</b>		<b>18,488</b>	<b>12,120</b>	<b>165,000</b>	<b>60,000</b>
<b>Dept 965 - TRANSFERS OUT &amp; OTHER FINANCING USES</b>					
101-965-995-208	TRANSFER OUT- FUND #208 - PARKS & REC	850,000	425,000	850,000	850,000
101-965-995-249	TRANSFER OUT- FUND #249 - BLDG RESERVE	150,000	0	300,000	550,000
101-965-995-401	TRANSFER OUT- FUND #401 - ROAD IMPROVE	1,000,000	0	640,000	800,000
<b>Totals for dept 965 - TRANSFERS OUT &amp; OTHER FINANCING USES</b>		<b>2,000,000</b>	<b>425,000</b>	<b>1,790,000</b>	<b>2,200,000</b>
<b>TOTAL APPROPRIATIONS</b>		<b>5,922,524</b>	<b>2,777,364</b>	<b>6,599,867</b>	<b>7,012,906</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 101</b>		<b>114,014</b>	<b>(243,871)</b>	<b>(716,153)</b>	<b>(551,964)</b>
<b>BEGINNING FUND BALANCE</b>		<b>3,474,244</b>	<b>3,588,259</b>	<b>3,588,259</b>	<b>2,872,106</b>
<b>ENDING FUND BALANCE</b>		<b>3,588,258</b>	<b>3,344,388</b>	<b>2,872,106</b>	<b>2,320,142</b>

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Fund 202 - SAD ROADS AND LAKES					
ESTIMATED REVENUES					
Dept 000 - REVENUE					
202-000-452-001	INTEREST	37,786	54,268	15,000	45,000
Totals for dept 000 - REVENUE		37,786	54,268	15,000	45,000
Dept 448 - STREETLIGHTS					
202-448-628-005	WHITE PINES LIGHTING -SAD PRINCIPAL	770	36	735	795
Totals for dept 448 - STREETLIGHTS		770	36	735	795
Dept 470					
202-470-628-005	FENDT DR (W18-22) -SAD PRINCIPAL	87,485	0	87,485	0
Totals for dept 470 -		87,485	0	87,485	0
Dept 472					
202-472-628-005	RED OAKS (W13-22) -SAD PRINCIPAL	52,897	7,847	52,155	0
Totals for dept 472 -		52,897	7,847	52,155	0
Dept 476					
202-476-628-005	TIMBERVIEW (W17-22) -SAD PRINCIPAL	32,534	0	0	0
Totals for dept 476 -		32,534	0	0	0
Dept 478					
202-478-628-005	HOMESTEAD (S22-31) -SAD PRINCIPAL	23,801	294	14,967	13,986
202-478-665-001	HOMESTEAD (S22-31) -INTEREST	3,085	0	2,993	2,238
Totals for dept 478 -		26,886	294	17,960	16,224
Dept 484					
202-484-628-005	EARL LAKE (W18-25) -SAD PRINCIPAL	20,223	710	18,803	18,803
Totals for dept 484 -		20,223	710	18,803	18,803
Dept 485					
202-485-628-005	NOVEL ESTATES (W18-25) -SAD PRINCIPAL	12,217	0	10,964	10,964
Totals for dept 485 -		12,217	0	10,964	10,964
Dept 487					
202-487-628-005	EDWIN DR (S19-23) -SAD PRINCIPAL	3,545	253	3,554	0
Totals for dept 487 -		3,545	253	3,554	0
Dept 489					
202-489-628-005	BLACK OAKS (W21-30) -SAD PRINCIPAL	7,517	0	916	922
202-489-665-001	BLACK OAKS (W21-30) -INTEREST	231	0	165	129
Totals for dept 489 -		7,748	0	1,081	1,051

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<b>Dept 490</b>					
202-490-628-005	DARLENE DR (W21-30) -SAD PRINCIPAL	2,867	0	2,867	2,867
202-490-665-001	DARLENE DR (W21-30) -INTEREST	516	376	516	402
Totals for dept 490 -		3,383	376	3,383	3,269
<b>Dept 491</b>					
202-491-628-005	ELMHURST (S20-26) -SAD PRINCIPAL	7,613	0	7,612	7,612
202-491-665-001	ELMHURST (S20-26) -INTEREST	761	523	761	457
Totals for dept 491 -		8,374	523	8,373	8,069
<b>Dept 492</b>					
202-492-628-005	MCNAMARA (S23-32) -SAD PRINCIPAL	0	2,772	14,139	13,947
202-492-665-001	MCNAMARA (S23-32) -INTEREST	0	0	2,828	2,546
Totals for dept 492 -		0	2,772	16,967	16,493
<b>Dept 494</b>					
202-494-628-005	STILLRIVER (S23-32) -SAD PRINCIPAL	0	3,192	9,575	9,220
202-494-665-001	STILLRIVER (S23-32) -INTEREST	0	0	1,915	1,659
Totals for dept 494 -		0	3,192	11,490	10,879
<b>Dept 495</b>					
202-495-628-005	TIMBERVIEW PRIV (W23-32)-SAD PRINCIPLE	0	0	3,795	3,795
202-495-665-001	TIMBERVIEW PRIV (W23-32)-INTEREST	0	0	759	683
Totals for dept 495 -		0	0	4,554	4,478
<b>Dept 496</b>					
202-496-628-005	CRYSTAL VALLEY (S24-33) - SAD PRINCIPLE	0	0	0	36,900
202-496-665-001	CRYSTAL VALLEY (S24-33) - INTEREST	0	0	0	7,380
Totals for dept 496 -		0	0	0	44,280
<b>Dept 570 - LAKE IMPROVEMENTS</b>					
202-570-628-005	LK CHEMUNG (W23-27) -SAD PRINCIPAL	0	3,028	46,300	48,222
Totals for dept 570 - LAKE IMPROVEMENTS		0	3,028	46,300	48,222
<b>Dept 571</b>					
202-571-628-005	PARDEE LK (W21-25) -SAD PRINCIPAL	22,396	2,604	22,396	22,396
Totals for dept 571 -		22,396	2,604	22,396	22,396
<b>Dept 572</b>					
202-572-628-005	GRAND BEACH (W21-25) -SAD PRINCIPAL	14,125	0	14,125	14,125
Totals for dept 572 -		14,125	0	14,125	14,125
<b>Dept 573</b>					
202-573-628-005	E/W CROOKED LK (S23-27) -SAD PRINCIPAL	18,821	619	18,050	18,414
Totals for dept 573 -		18,821	619	18,050	18,414

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
<b>Dept 575</b>					
202-575-628-005	BAETCKE LK (S23-27) -SAD PRINCIPAL	0	0	7,600	7,600
Totals for dept 575 -		0	0	7,600	7,600
<b>TOTAL ESTIMATED REVENUES</b>		<b>349,190</b>	<b>76,522</b>	<b>360,975</b>	<b>291,062</b>
<b>APPROPRIATIONS</b>					
<b>Dept 223 - AUDIT</b>					
202-223-801-000	AUDIT	0	2,000	5,000	5,000
Totals for dept 223 - AUDIT		0	2,000	5,000	5,000
<b>Dept 448 - STREETLIGHTS</b>					
202-448-801-075	WHITE PINES LIGHTING -PROJECT EXPENSE	770	487	800	895
Totals for dept 448 - STREETLIGHTS		770	487	800	895
<b>Dept 476</b>					
202-476-801-075	TIMBERVIEW (W17-22) -PROJECT EXP	37,955	0	0	0
Totals for dept 476 -		37,955	0	0	0
<b>Dept 478</b>					
202-478-801-075	HOMESTEAD (S22-31) -PROJECT EXPENSE	88,593	0	0	0
202-478-802-000	HOMESTEAD (S22-31) -ANNUAL MAINT. EXP	5,400	13,508	13,508	3,100
Totals for dept 478 -		93,993	13,508	13,508	3,100
<b>Dept 487</b>					
202-487-801-075	EDWIN DR (S19-23) -PROJECT EXPENSE	1,551	4,065	1,500	4,700
Totals for dept 487 -		1,551	4,065	1,500	4,700
<b>Dept 492</b>					
202-492-801-075	MCNAMARA (S23-32) -PROJECT EXPENSE	1,695	192,685	192,685	0
Totals for dept 492 -		1,695	192,685	192,685	0
<b>Dept 493</b>					
202-493-801-075	PINE CREEK -ADMINISTRATIVE FEES	1,320	570	2,000	0
Totals for dept 493 -		1,320	570	2,000	0
<b>Dept 494</b>					
202-494-801-075	STILLRIVER (S23-32) -PROJECT EXPENSE	0	121,548	127,000	0
Totals for dept 494 -		0	121,548	127,000	0

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BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
Dept 496					
202-496-801-075	CRYSTAL VALLEY (S24-33) - PROJECT EXP	0	1,205	369,000	0
Totals for dept 496 -		0	1,205	369,000	0
Dept 570 - LAKE IMPROVEMENTS					
202-570-801-075	LK CHEMUNG (W23-27) -PROJECT EXPENSE	49,695	38,099	55,000	55,000
Totals for dept 570 - LAKE IMPROVEMENTS		49,695	38,099	55,000	55,000
Dept 571					
202-571-801-075	PARDEE LK (W21-25) -PROJECT EXPENSE	30,459	20,449	30,000	22,700
Totals for dept 571 -		30,459	20,449	30,000	22,700
Dept 572					
202-572-801-075	GRAND BEACH (W21-25) -PROJECT EXPENSE	11,418	12,390	11,000	13,508
Totals for dept 572 -		11,418	12,390	11,000	13,508
Dept 573					
202-573-801-075	E/W CROOKED LK (S23-27) -PROJECT EXPENSE	18,316	15,586	15,000	15,000
Totals for dept 573 -		18,316	15,586	15,000	15,000
Dept 575					
202-575-801-075	BAETCKE LK (S23-27) -PROJECT EXPENSE	1,680	7,000	7,000	7,000
Totals for dept 575 -		1,680	7,000	7,000	7,000
Dept 852 - TRANSFER TO OTHER FUNDS					
202-852-995-101	SAD INTEREST TRANSFER OUT TO 101	4,436	0	7,263	8,000
202-852-999-101	TRANSFER OUT TO GENERAL FUND	0	0	0	0
Totals for dept 852 - TRANSFER TO OTHER FUNDS		4,436	0	7,263	8,000
Dept 853 - CAPITAL OUTLAY					
202-853-995-101	SAD RESIDUAL BALANCE TRANS OUT TO 101	47,553	0	0	0
Totals for dept 853 - CAPITAL OUTLAY		47,553	0	0	0
Dept 906					
202-906-956-000	MISC EXPENSE	6,100	350	600	600
Totals for dept 906 -		6,100	350	600	600
TOTAL APPROPRIATIONS		306,941	429,942	837,356	135,503
NET OF REVENUES/APPROPRIATIONS - FUND 202		42,249	(353,420)	(476,381)	155,559
BEGINNING FUND BALANCE		2,750,198	2,792,450	2,792,450	2,316,069
ENDING FUND BALANCE		2,792,447	2,439,030	2,316,069	2,471,628



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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
<b>Fund 208 - PARK/RECREATION FUND</b>					
<b>ESTIMATED REVENUES</b>					
Dept 000 - REVENUE					
208-000-665-001	INTEREST	21,849	32,246	6,000	6,000
208-000-668-001	SENIOR SURVIVOR PARK	462,920	0	0	0
208-000-699-101	TRANSFER IN FROM GF #101 OPERATING	850,000	425,000	850,000	850,000
208-000-699-249	DNR ACQUISITION /MATCH	0	0	138,000	0
Totals for dept 000 - REVENUE		1,334,769	457,246	994,000	856,000
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,334,769</b>	<b>457,246</b>	<b>994,000</b>	<b>856,000</b>
<b>APPROPRIATIONS</b>					
Dept 223 - AUDIT					
208-223-801-000	AUDIT	500	200	500	500
Totals for dept 223 - AUDIT		500	200	500	500
Dept 536					
208-536-972-100	LAND FOR RECREATION	0	1,055,108	681,000	0
Totals for dept 536 -		0	1,055,108	681,000	0
Dept 751 - PARKS & RECREATION					
208-751-934-001	SENIOR SURVIVOR PARK PROJECT	0	796,090	814,000	0
208-751-934-006	PARK MASTER PLAN	18,515	1,393	30,000	30,000
208-751-934-007	HAPRA	115,125	90,000	120,000	124,500
208-751-934-010	B-BALL BENCHES PICNIC TABLE CHARGERS	24,963	6,790	19,200	0
208-751-934-011	BOARDWALK IMPROVEMENTS	116,148	0	15,000	30,000
208-751-934-012	GRAND RIVER SIDEWALK INFILL	23,654	0	31,000	31,000
208-751-934-013	SECURITY UPGRADES	0	0	50,000	50,000
208-751-934-015	REPAIR/REPLACE RUBBER- POUR IN PLACE	0	118,061	132,000	13,200
208-751-934-016	TWP PAVILION RESTROOM EXPANSION/ADDITION	0	0	0	200,000
208-751-934-017	NORTH SOCCER FIELD DRAINAGE REPAIR	0	0	0	60,000
208-751-934-018	PARKING EXPANSION/PICKLEBALL	0	0	0	500,000
208-751-934-019	WAYFINDING SIGNAGE	0	0	0	2,000
208-751-934-060	PATH / PARK MAINTENANCE	128,479	82,199	130,000	136,500
Totals for dept 751 - PARKS & RECREATION		426,884	1,094,533	1,341,200	1,177,200
Dept 906					
208-906-956-000	MISC EXPENSE	979	572	600	1,000
Totals for dept 906 -		979	572	600	1,000
<b>TOTAL APPROPRIATIONS</b>		<b>428,363</b>	<b>2,150,413</b>	<b>2,023,300</b>	<b>1,178,700</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 208</b>		<b>906,406</b>	<b>(1,693,167)</b>	<b>(1,029,300)</b>	<b>(322,700)</b>
BEGINNING FUND BALANCE		1,153,329	2,059,735	2,059,735	1,030,435
ENDING FUND BALANCE		2,059,735	366,568	1,030,435	707,735

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
<b>Fund 212 - LIQUOR LAW ENFORCEMENT</b>					
<b>ESTIMATED REVENUES</b>					
Dept 000 - REVENUE					
212-000-574-001	STATE SHARED REV LIQUOR LAW	16,688	16,817	16,700	16,700
212-000-665-001	INTEREST	27	19	10	20
Totals for dept 000 - REVENUE		16,715	16,836	16,710	16,720
<b>TOTAL ESTIMATED REVENUES</b>		16,715	16,836	16,710	16,720
<b>APPROPRIATIONS</b>					
Dept 330 - LIQUOR LAW ENFORCEMENT					
212-330-702-013	LIQUOR LAW ENF WAGES	9,336	4,668	9,336	9,336
212-330-709-009	EMPLOYER'S SHARE FICA	724	362	724	724
212-330-715-002	RETIREMENT	933	467	933	933
212-330-750-000	SUPPLIES	129	0	0	0
212-330-801-070	AUDITING EXPENSE	500	200	500	500
212-330-803-070	LIQUOR LAW ADM FEE/GENOA TWP.	3,605	1,803	3,605	3,605
212-330-860-070	VEHICLE EXPENSE	1,545	206	1,545	1,545
Totals for dept 330 - LIQUOR LAW ENFORCEMENT		16,772	7,706	16,643	16,643
<b>TOTAL APPROPRIATIONS</b>		16,772	7,706	16,643	16,643
<b>NET OF REVENUES/APPROPRIATIONS - FUND 212</b>		(57)	9,130	67	77
BEGINNING FUND BALANCE		3,894	3,836	3,836	3,903
ENDING FUND BALANCE		3,837	12,966	3,903	3,980

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
<b>Fund 249 - BUILDING AND GROUNDS FUND</b>					
<b>ESTIMATED REVENUES</b>					
Dept 000 - REVENUE					
249-000-665-001	INTEREST	268	888	90	1,440
249-000-699-000	OPERATING TRANSFER IN #101	150,000	0	300,000	550,000
Totals for dept 000 - REVENUE		150,268	888	300,090	551,440
<b>TOTAL ESTIMATED REVENUES</b>		<b>150,268</b>	<b>888</b>	<b>300,090</b>	<b>551,440</b>
<b>APPROPRIATIONS</b>					
Dept 265 - BUILDING & GROUNDS					
249-265-801-000	AUDIT	0	0	250	250
249-265-955-000	MISCELLANEOUS EXP	244	0	0	0
249-265-981-001	TWP HALL CONCRETE REPLACEMENT	45,986	0	0	0
249-265-981-002	TWP HALL DR/PARKING LIGHT REPLACEMENT	122,973	3,945	10,000	0
249-265-981-003	DORR ROAD LED SIGN	2,695	0	0	0
249-265-981-006	TOWNSHIP INTERIOR LIGHTING	14,671	0	0	0
249-265-981-007	ASPHALT REPLACE, REPAIRS & RESEALING	21,290	1,425	10,000	50,000
249-265-981-008	SECURITY UPGRADES	0	1,913	100,000	100,000
249-265-981-009	MISTER REPLACEMENT	0	0	15,000	0
249-265-981-012	TWP BOARD ROOM UPGRADES	0	0	0	50,000
249-265-981-013	TWP HALL CUBICLE/CARPET DESIGN	0	0	0	10,000
249-265-981-014	HERBST HOME OFFICE RENOVATION	0	0	0	400,000
249-265-981-015	WAYFINDING SIGNS	0	0	0	3,000
Totals for dept 265 - BUILDING & GROUNDS		207,859	7,283	135,250	613,250
<b>TOTAL APPROPRIATIONS</b>		<b>207,859</b>	<b>7,283</b>	<b>135,250</b>	<b>613,250</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 249</b>		<b>(57,591)</b>	<b>(6,395)</b>	<b>164,840</b>	<b>(61,810)</b>
BEGINNING FUND BALANCE		246,027	188,436	188,436	353,276
ENDING FUND BALANCE		188,436	182,041	353,276	291,466

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
<b>Fund 401 - ROAD IMPROVEMENT FUND</b>					
<b>ESTIMATED REVENUES</b>					
Dept 000 - REVENUE					
401-000-665-001	INTEREST	9,525	14,351	6,000	22,800
401-000-699-000	OPERATING TRANSFER IN	1,000,000	0	640,000	800,000
Totals for dept 000 - REVENUE		1,009,525	14,351	646,000	822,800
<b>TOTAL ESTIMATED REVENUES</b>		<b>1,009,525</b>	<b>14,351</b>	<b>646,000</b>	<b>822,800</b>
<b>APPROPRIATIONS</b>					
Dept 223 - AUDIT					
401-223-801-000	AUDIT	0	200	500	500
Totals for dept 223 - AUDIT		0	200	500	500
Dept 446 - ROAD PROJECTS					
401-446-804-000	DUST CONTROL/CHLORIDE	83,803	89,204	90,000	95,000
401-446-812-000	HACKER REPACE CLARK LK TO GC	309,085	0	0	0
401-446-812-001	CHILSON RD - HAMBURG TO BRIGHTON	0	0	320,000	0
401-446-812-002	KELLOGG - LIMESTONE G.C. TO MCCLEMENS	0	0	0	130,000
401-446-812-003	KELLOGG - GRAVEL G.R. TO MCCLEMENS	0	0	0	110,000
401-446-812-004	EULER GRAVEL	0	0	0	95,000
401-446-812-005	MCCLEMENS GRAVEL	0	0	0	132,000
401-446-812-006	CHALLIS/BAUER ROUNDABOUT	0	0	0	500,000
401-446-812-007	CHILSON ROAD-BECK TO GRAND RIVER	0	0	0	350,000
401-446-814-000	KING LIMESTONE SCHAFFER TO BRIGHTON	140,000	0	0	0
401-446-826-000	CROOKED LAKE ROAD PAVING	1,500,000	0	0	0
401-446-832-000	CROOKED LAKE	218,273	0	0	0
Totals for dept 446 - ROAD PROJECTS		2,251,161	89,204	410,000	1,412,000
Dept 906					
401-906-956-000	MISC EXPENSE	1,100	350	600	600
Totals for dept 906 -		1,100	350	600	600
<b>TOTAL APPROPRIATIONS</b>		<b>2,252,261</b>	<b>89,754</b>	<b>411,100</b>	<b>1,413,100</b>
<b>NET OF REVENUES/APPROPRIATIONS - FUND 401</b>		<b>(1,242,736)</b>	<b>(75,403)</b>	<b>234,900</b>	<b>(590,300)</b>
BEGINNING FUND BALANCE		1,964,760	722,024	722,024	956,924
ENDING FUND BALANCE		722,024	646,621	956,924	366,624

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GL NUMBER	DESCRIPTION	2022-23 ACTIVITY	2023-24 ACTIVITY As of 11/14/23	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
<b>Fund 402 - PINE CREEK CONSTRUCTION FUND</b>					
<b>ESTIMATED REVENUES</b>					
Dept 000 - REVENUE					
402-000-665-001	INTEREST	0	887	0	700
402-000-671-000	OTHER REVENUE	0	43,949	0	0
Totals for dept 000 - REVENUE		0	44,836	0	700
<b>TOTAL ESTIMATED REVENUES</b>					
		0	44,836	0	700
<b>APPROPRIATIONS</b>					
Dept 906					
402-906-956-000	MISC EXPENSE	0	0	0	0
Totals for dept 906 -		0	0	0	0
<b>TOTAL APPROPRIATIONS</b>					
		0	0	0	0
<b>NET OF REVENUES/APPROPRIATIONS - FUND 402</b>					
		0	44,836	0	700
BEGINNING FUND BALANCE					44,836
ENDING FUND BALANCE		0	44,836	0	45,536

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BUDGET REPORT FOR GENOA TOWNSHIP

GL NUMBER	DESCRIPTION	2022-23 ACTIVITY As of 11/14/23	2023-24 ACTIVITY	2023-24 AMENDED BUDGET	2024-25 REQUESTED BUDGET
Fund 464 - GENOA TOWNSHIP ARPA					
ESTIMATED REVENUES					
Dept 000 - REVENUE					
464-000-501-001	MI DEPT OF TREASURY	433,443	0	0	0
464-000-665-001	INTEREST	18,732	20,661	8,250	1,000
Totals for dept 000 - REVENUE		452,175	20,661	8,250	1,000
TOTAL ESTIMATED REVENUES		452,175	20,661	8,250	1,000
APPROPRIATIONS					
Dept 261 - UNALLOCATED					
464-261-803-001	LAKE EDGEWOOD CONSOLIDATION	0	0	631,621	0
Totals for dept 261 - UNALLOCATED		0	0	631,621	0
Dept 262 - ELECTIONS					
464-262-803-000	ELECTION MACHINE	97,020	36,495	36,495	0
Totals for dept 262 - ELECTIONS		97,020	36,495	36,495	0
Dept 521 - REFUSE COLLECTION					
464-521-802-000	ADDITIONAL RECYCLING EXPENSES	0	0	0	224,000
Totals for dept 521 - REFUSE COLLECTION		0	0	0	224,000
Dept 900 - CAPITAL OUTLAY FUNCTION					
464-900-977-001	BROADBAND	112,500	0	0	112,500
Totals for dept 900 - CAPITAL OUTLAY FUNCTION		112,500	0	0	112,500
Dept 906					
464-906-956-000	MISC EXPENSE	487	350	300	600
Totals for dept 906 -		487	350	300	600
Dept 965 - TRANSFERS OUT & OTHER FINANCING USES					
464-965-995-101	TRANSFER OUT - FUND #101 - GENERAL FUND	223,436	0	0	42,683
Totals for dept 965 - TRANSFERS OUT & OTHER FINANCING US		223,436	0	0	42,683
TOTAL APPROPRIATIONS		433,443	36,845	668,416	379,783
NET OF REVENUES/APPROPRIATIONS - FUND 464		18,732	(16,184)	(660,166)	(378,783)
Bank Balance as of 10/31/2023				1,010,354	
Remaining Expenses for 2023-24				(631,571)	
Remaining Balance for 2024-25 to Close out the Fund				378,783	