

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
May 19, 2025
6:30 p.m.

AGENDA

Call to Order:

Invocation:

Pledge of Allegiance:

Roll Call:

Call to the Public (Public comment must be addressed to the Chairperson and will be limited to three minutes per person) *:

Approval of Consent Agenda:

- 1) Payment of Bills: May 19, 2025
- 2) Request to approve the May 5, 2025 meeting minutes

Approval of Regular Agenda:

- 3) Consideration of a request for approval and adoption of **Ordinance Number 250519A** for the Genoa Charter Township Cemetery Ordinance as requested by the Township Clerk.
- 4) Request for approval of **Resolution #5A**– to amend the Special Assessment Roll for the **Lakewood Knoll Road Rehabilitation** Special Assessment Project to reduce the assessment amount to reflect construction cost savings (Winter tax). (Roll Call)
- 5) Request for approval of **Resolution 250519B** establishing the 2025 instructions for poverty exemption, guidelines for poverty exemption, poverty exemption application, and poverty exemption worksheet as submitted by Assessor Debra Rojewski. (Roll Call)
- 6) Request for approval of an application for a Public Display of Fireworks permit for Lake Trust Stadium on Friday, June 6, 2025 as submitted by Cleary University.
- 7) Consideration of a request for approval of budget amendments to Fund 202 “SAD Roads and Lakes” for the Fiscal Year 2025-2026 budget as follows:
 - a) Reduce Lakewood Knoll Department 498 “SAD Principle” revenue line item 202-498-628-005 from \$54,183 to \$38,836 and “Interest” revenue line item 202-498-665-001 from \$15,171 to \$10,874.

- b) Increase Edwin Drive Department 487, “SAD Principle” revenue line item 202-487-628-005 from \$0 to \$4,235, increase “Interest” revenue line item 202-487-665-001 from \$0 to \$423, and increase “Project Expense” appropriation line item 202-487-801-075 from \$2,081 to \$3,655.

Correspondence
Member Updates
Board Comments
Adjournment

*Citizen’s Comments- In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, opportunity to comment on individual agenda items *may* be offered by the Chairman as they are presented.

BOARD PACKET

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING
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MEETING DATE: May 19, 2025

All information below through May 14, 2025

May 9, 2025 Bi Weekly Payroll	\$	127,542.55
TOWNSHIP GENERAL EXPENSES	\$	127,412.64
OPERATING EXPENSES DPW (503 FN)	\$	5,175.43
OPERATING EXPENSES Oak Pointe (592FN)	\$	4,319.38
OPERATING EXPENSES Lake Edgewood (593FN)	\$	2,033.69
TOTAL	\$	266,483.69

May 9, 2025 Bi Weekly Payroll

05/12/2025 12:25 PM		PAYROLL REGISTER REPORT FOR GENOA CHARTER TOWNSHIP				Page 31 of 31	
		Payroll ID: 315					
		Pay Period End Date: 05/02/2025 Check Post Date: 05/09/2025 Bank ID: FNBCK					
* YTD values reflect values AS OF the check date based on all current adjustments, checks, void checks							
<hr/>							
ZBA PER DIEM		0.00	0.00	0.00	1,057.90		
ZO		80.00	0.00	2,673.08	22,630.77		
<hr/>							
Gross Pay This Period		Deduction Refund		Ded. This Period	Net Pay This Period	Gross Pay YTD	Dir. Dep.
126,747.09		0.00		36,855.67	89,891.42	1,259,022.83	89,891.42

05/12/2025 12:26 PM		Check Register Report For Genoa Charter Township					Page 1 of 1	
For Check Dates 05/09/2025 to 05/09/2025								
Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status	
05/09/2025	FNBCK	EFT1047	FLEX SPENDING (TASC)	1,122.48	1,122.48	0.00	Open	
05/09/2025	FNBCK	EFT1048	INTERNAL REVENUE SERVICE	29,727.48	29,727.48	0.00	Open	
05/09/2025	FNBCK	EFT1049	PRINCIPAL FINANCIAL	4,761.00	4,761.00	0.00	Open	
05/09/2025	FNBCK	EFT1050	PRINCIPAL FINANCIAL	2,040.17	2,040.17	0.00	Open	
Totals:			Number of Checks: 004	37,651.13	37,651.13	0.00		
Total Physical Checks:								
Total Check Stubs:			4					

Direct Deposit \$89,891.42
Physical Check \$37,651.13
TOTAL \$127,542.55

FNBCK Check Register

05/14/2025 09:55 AM		CHECK REGISTER FOR GENOA TOWNSHIP	Page: 1/1
User: denise		CHECK NUMBERS 39566 - 40000	
DB: Genoa Township			
Check Date	Check	Vendor Name	Amount
Bank FNBCK CHECKING ACCOUNT			
04/29/2025	39566	DELTA DENTAL	8,520.08
04/29/2025	39567	GANNETT MICHIGAN LOCALIQ	909.69
04/29/2025	39568	MUTUAL OF OMAHA	3,457.99
04/29/2025	39569	MUTUAL OF OMAHA	3,436.75
04/29/2025	39570	SECURE TECH GROUP	247.50
04/29/2025	39571	STAPLES	368.82
05/05/2025	39572	AMERICAN AQUA	85.20
05/05/2025	39573	BRIGHTON ANALYTICAL LLC	35.00
05/05/2025	39574	COOPER'S TURF MANAGEMENT LLC	1,145.00
05/05/2025	39575	DTE ENERGY	33.80
05/05/2025	39576	FASTEST LABS OF BRIGHTON	45.00
05/05/2025	39577	FOSTER SWIFT COLLINS & SMITH PC	41.91
05/05/2025	39578	NETWORK SERVICES GROUP, L.L.C.	55.00
05/05/2025	39579	TODD WALKER	67.20
05/05/2025	39580	WALMART COMMUNITY	107.12 V
Void Reason: MADE OUT TO THE WRONG VENDOR			
05/08/2025	39581	BRIGHTON ANALYTICAL LLC	35.00
05/08/2025	39582	CAPITAL ONE	107.12
05/08/2025	39583	DTE ENERGY	1,100.83
05/08/2025	39584	DTE ENERGY	302.56
05/08/2025	39585	MI ASSOCIATION OF PLANNING	835.00
05/08/2025	39586	SAFEBUILT LLC	2,235.12
05/13/2025	39587	TOSHIBA AMERICAN BUSINESS SOLUTIONS	20,121.58
05/13/2025	39588	BLUE CROSS & BLUE SHIELD OF MI	60,413.24
05/13/2025	39589	COMCAST	677.15
05/13/2025	39590	CONTINENTAL LINEN SERVICE	156.60
05/13/2025	39591	COOPER'S TURF MANAGEMENT LLC	305.00
05/13/2025	39592	EHIM, INC	15,847.42
05/13/2025	39593	GOTO GROUP, INC	1,094.47
05/13/2025	39594	NETWORK SERVICES GROUP, L.L.C.	281.25
05/13/2025	39595	NETWORK SERVICES GROUP, L.L.C.	4,715.00
05/13/2025	39596	TOSHIBA AMERICAN BUSINESS SOLUTIONS	601.96
05/13/2025	39597	TODD WALKER	134.40
FNBCK TOTALS:			
Total of 32 Checks:			127,519.76
Less 1 Void Checks:			107.12
Total of 31 Disbursements:			127,412.64

503FN Check Register

05/14/2025 09:52 AM		CHECK REGISTER FOR GENOA TOWNSHIP	Page: 1/1
User: denise		CHECK NUMBERS 6326 - 6500	
DB: Genoa Township			
Check Date	Check	Vendor Name	Amount
Bank 503FN DPW-UTILITIES #233			
05/05/2025	6326	LINDSAY BUGEJA	59.72
05/07/2025	6327	FASTEST LABS OF BRIGHTON	850.00
05/12/2025	6328	MONIQUE SPRINGBORN	40.50
05/13/2025	6329	WEX BANK	4,225.21
503FN TOTALS:			
Total of 4 Checks:			5,175.43
Less 0 Void Checks:			0.00
Total of 4 Disbursements:			5,175.43

592FN Check Register

05/14/2025 09:51 AM		CHECK REGISTER FOR GENOA TOWNSHIP	Page: 1/1
User: denise		CHECK NUMBERS 6339 - 6500	
DB: Genoa Township			
Check Date	Check	Vendor Name	Amount
Bank 592FN OAK POINTE OPERATING FUND #592			
05/07/2025	6339	DTE ENERGY	1,747.90
05/07/2025	6340	DTE ENERGY	2,197.10
05/12/2025	6341	AT&T LONG DISTANCE	123.96
05/13/2025	6342	AT&T	250.42
592FN TOTALS:			
Total of 4 Checks:			4,319.38
Less 0 Void Checks:			0.00
Total of 4 Disbursements:			4,319.38

593FN Check Register

05/14/2025 09:50 AM		CHECK REGISTER FOR GENOA TOWNSHIP		Page: 1/1
User: denise		CHECK NUMBERS 4614 - 4700		
DB: Genoa Township				
Check Date	Check	Vendor Name	Amount	
Bank 593FN LAKE EDGEWOOD OPERATING FUND #590				
05/07/2025	4614	DTE ENERGY	608.16	
05/12/2025	4615	DTE ENERGY	1,200.31	
05/13/2025	4616	CONSUMERS ENERGY	225.22	
593FN TOTALS:				
Total of 3 Checks:			2,033.69	
Less 0 Void Checks:			0.00	
Total of 3 Disbursements:			2,033.69	

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
May 5, 2025

MINUTES

Call to Order

Supervisor Spicher called the regular meeting of the Genoa Charter Township Board to order at 6:31 pm at the Township Hall.

Invocation

Supervisor Spicher led the invocation for the Board and the members of the public.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

The following members were present constituting a quorum for the transaction of business: Kevin Spicher, Janene Deaton, Candie Hovarter, Robin Hunt, Bill Reiber, Rick Soucy, and Todd Walker.

Also present was Township Manager Kelly VanMarter and 18 people in the audience.

Call to the Public

The call to the public was opened at 6:32 pm with no response.

Mr. Jeff Dhaenens of 5494 Sharp Drive thanked Supervisor Spicher and Ms. VanMarter for addressing the issue on Hughes Road, he hopes Summerfield is approved this evening, he doesn't agree with updating the Master Plan now, he agrees with the proposed changes to drive through's, and the information that Ms. VanMarter provided regarding Crooked Lake is worth the read.

The call to the public was closed at 6:36 pm.

Approval of Consent Agenda:

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

- 1. Payment of Bills: May 5, 2025**
- 2. Request to approve the April 21, 2025 regular meeting minutes**

Approval of Regular Agenda:

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

3. Public Hearing on the proposed Special Assessment Roll for the Edwin Drive Road Maintenance Special Assessment Project.

A) Call to the Property Owners

B) Call to the Public

The call to the property owners was opened at 6:37 pm.

Mr. Mike Refalo of 1619 Edwin met with the homeowners who had concerns at the last meeting. They have the support of all of the residents except one.

The call to the property owners was closed at 6:38 pm.

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

4. Request for approval of Resolution #5 – Confirming the Special Assessment Roll for the Edwin Drive Road Maintenance Special Assessment Project (Summer tax 2025). (Roll Call)

Moved by Walker, supported by Deaton, to approve Resolution #5 – Confirming the Special Assessment Roll for the Edwin Drive Road Maintenance Special Assessment Project (Summer tax 2025). **The motion carried unanimously with a roll call vote (Hunt - yes; Reiber - yes; Walker - yes; Hovarter - yes; Soucy - yes; Deaton - yes; Spicher - yes)**

5. Public hearing and consideration of recommendations for final approval of the amendment to the Summerfield Pointe Planned Unit Development agreement, final condominium site plan and environmental impact assessment for 12 attached condominiums and 102 detached single family homes. The project is located on Lawson Drive, north of Grand River Avenue. The request is petitioned by Healy Homes of Summerfield, LLC.

A) Call to the Public

B) Disposition of amendment to the PUD Agreement.

C) Disposition of Environmental Impact Assessment (2-14-25)

D) Disposition of amended Final Condominium PUD plan (2-14-25)

The call to the public was opened at 6:40 pm.

Ms. Jamie Schingeck of 4441 Aster Boulevard lives in the development abutting this project. She thanked the Planning Commission, former Board of Trustees, and Mr. Healy for addressing her concerns regarding the differences in lifestyles and having the lawns mowed one day a

week. She is still concerned with allowing play structures and fire pits, which will make it difficult for one lawn service to maintain all of the yards one day a week.

Ms. Maria Belcher of 4082 Hampton Ridge has lived here for 13 years, and she thanked the Board for listening to the neighbors' concerns. She is concerned with the dates that are listed in the bylaws regarding maintaining oak trees. They should only be cleared from January through March.

Ms. Judy Decia of 4648 Summer Ridge, president of the Summerfield Pointe Association, learned that there will be three associations in this location. She does not want the new condominiums to be allowed to have boats. She would like these to mirror the existing ones. She asked when they will start building.

The call to the public was closed at 6:49 pm.

Mr. Wayne Perry of Desine Inc. and Mr. Garret Steel, representing the developer, were present. Mr. Perry provided a review of the proposal, what is being requested this evening, and how they have addressed the neighbors' concerns. Addressing the concerns at the call to the public, they will have the lawns mowed one day a week and the company will need to mow and trim around play structures, etc., they will change the dates of the oak tree maintenance, and the master deed and by-laws for the new condominiums prohibit the parking of trailers or boats. They will begin construction as soon as they can obtain all of their permits, which is approximately four months.

Ms. Deaton suggested having a public play structure to alleviate the lawn company from having to maintain around many different ones. She suggested play structures and fire pits not be allowed. Supervisor Spicher does not agree with limiting what people can do with their private property. Ms. Hunt agrees.

Mr. Reiber asked if there will be any traffic control improvements made at Grand River and Lawson Drive. Mr. Perry stated there were required to make upgrades to this intersection and Healy Homes has made those. He also asked if there will be stop signs throughout the development. Mr. Perry stated there will be stop signs at all of the T-intersections and the roads are designed to slow traffic. There was a discussion regarding installing stop signs at all corners at the one four-way intersection.

Ms. Deaton **moved** to approve the amended PUD Agreement with staff and attorney comments incorporated and the addition of the following language:

1. The Master Deed and Bylaws for Summerfield Pointe Estates and Summerfield Pointe Attached Condominiums shall be responsible for maintaining the lawn and sprinkler system, yard area located on each Co-Owner's Unit, and the general common element lawn and landscaping. The Master Deed and Bylaws shall limit the lawn cutting to a common single day for lawn mowing by a single service provider.
2. If future owners of the unit's desire to install a water softener system on their individual unit, each owner shall be required to install a dry well system to accommodate all water softener

discharge. Such dry-well systems shall be maintained, repaired, and replaced by the individual owners.

3. Amendments to the Master Deed and Bylaws for each shall be approved by the Township.
4. The Master Deed and Bylaws for Summerfield Pointe Estates shall include the following: Trash disposal is provided by the Township. If the Township discontinues this service, Association will contract with a disposal contractor in conjunction with the adjacent Association to provide trash disposal on the same day.
5. The Master Deed shall contain language that Co-Owners are prohibited from altering the wetlands or Open Space Areas contained within the condominium, including within the 25-foot natural features buffer. To the extent that a future co-owner of a unit in the Condominium violates the terms by removing, trimming or damaging the vegetation and/or tree(s) from the regulated Open Space Areas or natural features buffer areas of the Condominium, without the prior written approval of the Township, such co-owner will be in violation of this Agreement and the Master Deed and will be subject to the provisions of Section 21.04 of the Zoning Ordinance, including the assessment of penalties and fines as set forth therein.
6. The developer shall provide prospective purchasers of Units in the development with notice regarding the potential existence of radon in all residential developments and referring prospective purchasers to investigate the risks associated with radon exposure and the methods available to detect, measure and mitigate radon exposure.
7. Play structures and fire pits shall not be allowed to make it consistent with the condominiums.
8. Oak Trees shall only be cleared between January and March.

The motion failed for lack of support.

Moved by Soucy, supported by Reiber, to approve the amended PUD Agreement with staff and attorney comments incorporated and the addition of the following language:

1. The Master Deed and Bylaws for Summerfield Pointe Estates and Summerfield Pointe Attached Condominiums shall be responsible for maintaining the lawn and sprinkler system, yard area located on each Co-Owner's Unit, and the general common element lawn and landscaping. The Master Deed and Bylaws shall limit the lawn cutting to a common single day for lawn mowing by a single service provider.
2. If future owners of the unit's desire to install a water softener system on their individual unit, each owner shall be required to install a dry well system to accommodate all water softener discharge. Such dry-well systems shall be maintained, repaired, and replaced by the individual owners.
3. Amendments to the Master Deed and Bylaws for each shall be approved by the Township.
4. The Master Deed and Bylaws for Summerfield Pointe Estates shall include the following: Trash disposal is provided by the Township. If the Township discontinues this service, Association will contract with a disposal contractor in conjunction with the adjacent Association to provide trash disposal on the same day.

5. The Master Deed shall contain language that Co-Owners are prohibited from altering the wetlands or Open Space Areas contained within the condominium, including within the 25-foot natural features buffer. To the extent that a future co-owner of a unit in the Condominium violates the terms by removing, trimming or damaging the vegetation and/or tree(s) from the regulated Open Space Areas or natural features buffer areas of the Condominium, without the prior written approval of the Township, such co-owner will be in violation of this Agreement and the Master Deed and will be subject to the provisions of Section 21.04 of the Zoning Ordinance, including the assessment of penalties and fines as set forth therein.
6. The developer shall provide prospective purchasers of Units in the development with notice regarding the potential existence of radon in all residential developments and referring prospective purchasers to investigate the risks associated with radon exposure and the methods available to detect, measure and mitigate radon exposure.
7. The association shall follow the current Township tree ordinance, allowing for oak trees to be maintained only between January and March.

The motion passed with a roll call vote (Hovarter - no; Soucy - yes; Deaton - no; Spicher - yes; Hunt - yes; Reiber - yes; Walker - yes)

Moved by Hunt, supported by Soucy, to approve the Environmental Impact Assessment dated February 14, 2025 with the following conditions:

1. Traffic from construction for the site development and the homes will not use the cross access to Hampton Ridge.
2. Language shall be added to include that snow does not block the cross-access gate in the wintertime.

The motion carried with Ms. Deaton voting no.

Moved by Hunt, supported by Soucy, to approve the Final PUD Plan dated February 14, 2025 with the following conditions:

1. Prior to land use permit issuance, site plan exceedance fees must be paid in full.
2. The requirements of the Brighton Area Fire Authority and the Livingston County Drain Commissioner shall be met prior to the issuance of a land use permit.
3. Summerfield Pointe Attached Condominium Master Deed shall incorporate the following language: The private roads as shown on the condominium plan will be maintained (including, without limitation, snow removal), replaced, repaired, and resurfaced as necessary by the Association. It is the Association's responsibility to work in conjunction with the neighboring Summerfield Pointe Association to inspect and to perform preventative maintenance of the project roadways on a regular basis in order to maximize their useful life and to minimize repair and replacement costs. The costs of the foregoing maintenance, repair, replacement and resurfacing shall be assessed to the co-owners in the same pro-rata basis based on the number of units in Summerfield Pointe and Summerfield Pointe Attached Condominiums.

4. Master Deed and Bylaws and PUD agreement shall be submitted with all required revisions prior to land use permit issuance.
5. An additional 2 rows of coniferous trees of different varieties at least 6 feet height shall be located in the open space adjacent to the existing Hampton Ridge development. Final quantity and location to be approved by Township staff.
6. Signage shall be added to the emergency access gate stating, "No Piling of Snow" and "No Parking".

The motion carried with Ms. Deaton voting no.

6. **Consideration of a request for approval of an updated proposal dated April 16, 2025 from Giffels Webster to include an additional \$2,800 for public engagement including a project website, community survey and joint meeting and to include a \$3,680 contingency budget from General Fund, Planning & Zoning, Contractual Services Fund #101-701-802-000.**

Ms. VanMarter stated the previous approval did not include public engagement. Giffels Webster developed a plan for this at a cost of \$2,800 with a \$3,680 contingency.

Ms. Deb Beattie of 3109 Pineview Trail asked who decides the questions that will be on the survey. Supervisor Spicher stated the Planning Commission, the Board and Giffels Webster will work together.

Moved by Hunt, supported by Walker, to approve an updated proposal dated April 16, 2025 from Giffels Webster to include an additional \$2,800 for public engagement including a project website, community survey and joint meeting and to include a \$3,680 contingency budget from General Fund, Planning & Zoning, Contractual Services Fund #101-701-802-000. **The motion carried unanimously.**

7. **Request for the introduction of proposed Ordinance Number 250519 and to set the meeting date for considering the proposed ordinance for adoption before the Township Board on Monday, May 19, 2025 for the purpose of considering a Genoa Charter Township Cemetery Ordinance as requested by the Township Clerk.**

Ms. Deaton stated the township's current cemetery ordinance is small and vague, so she is proposing a new one. The Board agreed to place this on agenda for the next board meeting.

8. **Second reading and consideration of recommendations for approval and adoption of proposed Ordinance Number Z-25-05 regarding Zoning Ordinance text amendments in Article 7 entitled "Commercial and Service Districts", Article 14 entitled "Parking and Loading-Unloading Standards", and Article 18 entitled "Site Plan Review" as related to Drive-Through Restaurants.**

Mr. VanMarter reviewed the proposed changes.

Moved by Soucy, supported by Walker, to approve and adopt Ordinance Number Z- 25-05 amending Zoning Ordinance Section 7.02 Schedule of Commercial Uses and Section 7.02.02 Permitted and Special Land Uses within Article 7 entitled Commercial and Service District, Section 14.06 Off-Street Parking Space Design Standards and Setback Requirements within Article 14 entitled Parking and Loading-Unloading Standards and article 18.07.09 Traffic Impact Study within Article 18 entitled Site Plan Review as related to Drive-Through restaurants. **The motion carried unanimously with a roll call vote. (Soucy - yes; Hovarter - yes; Walker - yes; Reiber - yes; Hunt - yes; Speicher - yes; Deaton - yes)**

- 9. Request for approval of a renewal of the Uniform Video Service Local Franchise Agreement with Comcast Cable Communications Management, LLC (Comcast) with an annual video service provider franchise fee of 5% and a public, education and government (PEG) access fee of 2% for a ten-year term beginning May 5, 2025 and ending May 5, 2035.**

Ms. VanMarter has worked with special counsel and Comcast regarding this agreement. The only change is to increase the PEG access fee from 0.2 percent to 2 percent, which will increase the township's revenue from \$11,900 to \$123,000.

Moved by Hunt, supported by Soucy, to approve renewal of the Uniform Video Service Local Franchise Agreement with Comcast Cable Communications Management, LLC (Comcast) with an annual video service provider franchise fee of 5% and a public, education and government (PEG) access fee of 2% for a ten-year term beginning May 5, 2025 and ending May 5, 2035. **The motion carried unanimously.**

- 10. Consideration of a request to accept the resignation of Trustee Reiber and to approve appointing Trustee Rick Soucy as the alternate representative to the Brighton Area Fire Authority Board with a term ending November 20, 2028 as requested by the Township Supervisor.**

Mr. Reiber stated that his employment has changed so he will be unable to attend these meetings.

Moved by Walker, supported by Reiber, to accept the resignation of Trustee Reiber and to approve appointing Trustee Rick Soucy as the alternate representative to the Brighton Area Fire Authority Board with a term ending November 20, 2028 as requested by the Township Supervisor. **The motion carried unanimously.**

11. Consideration of a request for amendments to the Fiscal Year 2025-2026 budget required by Emergency Management Resolution 250407 to create a new General Fund transfer-out appropriation line item #101-965-995-250 in the amount of \$250,000 and to establish a new Disaster Contingency Fund #250 with transfer-in line item #250-000-699-000 to receive the \$250,000.

Ms. VanMarter stated the Resolution that was passed on April 7, 2025 requires that a fund be established for the Disaster Contingency.

Moved by Reiber, supported by Hovarter, to approve amendments to the Fiscal Year 2025-2026 budget required by Emergency Management Resolution 250407 to create a new General Fund transfer-out appropriation line item #101-965-995-250 in the amount of \$250,000 and to establish a new Disaster Contingency Fund #250 with transfer-in line item #250-000-699-000 to receive the \$250,000. **The motion carried unanimously.**

Items for Discussion

12. Discussion regarding planning and zoning educational opportunities for citizens.

Ms. VanMarter stated that she and Supervisor Spicher are recommending that the Township pursue hosting a forum for township residents to learn the basics of Planning and Zoning regulations, which will allow them to understand how the process works and why it matters.

The Board agreed to have Ms. VanMarter research this further and return to the Board with information.

Items for Discussion

Mr. Reiber stated there is a proposal to develop the site across from where Hobby Lobby is moving into and next to the Speedway gas station on Grand River with a Good Will, bank, and another drive thru businesses.

Mr. Soucy stated that the Zoning Board of Appeals is discussing proposed changes they would like to see in the revised Master Plan.

Mr. Walker stated the Brighton Area Fire Authority will be voting on purchasing additional automatic CPR equipment.

Mr. Walker stated that he attended the public hearing on PA 233 and House Bill 4027 and 4028 representing the Township in support of the bills. Representative Woolford was also there and spoke in support. The two bills passed the House. The vote was along party lines. Now it has to go to the Senate. He encouraged all of the residents to get involved.

Genoa Charter Township Board Meeting

May 5, 2025

Unapproved Minutes

Ms. Hovarter stated that she, Ms. VanMarter, and Supervisor Spicher met with Trevor Bennett of the Livingston County Road Commission. She spoke to them about chloride application on dirt roads. After that meeting her roadway was treated so she thanked them for listening to her concerns.

Board Correspondence

Ms. VanMarter provided the Board with “Little Crooked Lake History” from 1948 that was shared to her by Craig Lesley. She would like to add this to the community history page on the Township website.

Adjournment

Moved by Walker, supported by Soucy, to adjourn the meeting at 8:31 pm. **The motion carried unanimously.**

Respectfully Submitted,

Patty Thomas
Recording Secretary

Approved: Janene Deaton, Clerk
Genoa Charter Township

Kevin Spicher, Supervisor
Genoa Charter Township

CEMETERY ORDINANCE 250519A (proposed)
GENOA CHARTER TOWNSHIP CEMETERY ORDINANCE

An ordinance to protect the public health, safety and general welfare by establishing regulations relating to the operation, control, and management of cemeteries owned by the Genoa Charter Township (herein after referred to as "Township"), Livingston County, Michigan; to provide penalties for the violation of said ordinance, and to repeal all ordinances or parts of ordinances in conflict therewith.

GENOA CHARTER TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN, ORDAINS:

Section 1: Title

This ordinance shall be known and cited as the Genoa Charter Township Cemetery Ordinance under the care and custody of the Township Board of Trustees.

Section 2: Purpose and Intent

The Genoa Charter Township Board recognizes and concludes that the proper and reasonable maintenance, appearance and use of the cemetery or cemeteries owned or controlled by the Township is an important function of the government of the Township. It is also important that burials, disinterments and other matters associated with a municipal cemetery are handled in a respectful and proper way in order to promote the safety, public health and general welfare of the community. The Township Board finds that the adoption and enforcement of this Ordinance is in the best interests of the property owners and residents of the Township.

Section 3: Definitions

- (a) "Burial site" - Burial sites shall consist of a land area four (4) feet wide and ten (10) feet in length sufficient to accommodate one burial space for one deceased person. Exceptions may be made with Township permission to accommodate infant burial or the burial of cremains.
- (b) "Infant" - Infant means someone who is two years or younger at the time of death.
- (c) "Sexton" – The Sexton is appointed by the Township Clerk and is responsible for cemetery maintenance, grounds keeping and burials.
- (d) "Clerk" – Shall be the elected Clerk of Genoa Charter Township and whom maintains records and sells plots.

Section 4: Sale of Plots

Hereafter, cemetery plots shall be sold only to residents or taxpayers of the Township and/or their immediate family which is described as follows: spouse, parent, grandparent, children, grandchildren, step-children and foster children of the original plot owners. The term also includes "great" to the above where applicable for the purpose of the burial of such purchaser or his or her heirs at law or next of kin.

No sale shall be made to funeral directors or others than as heretofore set forth. The Township Clerk, however, is hereby granted the authority to vary the aforesaid restriction on sales where the purchaser discloses sufficient personal reason for burial within the Township through previous residence in the Township or relationship to persons interred therein.

All such sales shall be made on a form approved by the Township Board, which grants a right of burial only and does not convey any other title to the plot or burial space sold. Such form shall be executed by the Township Clerk.

Section 5: Transfer of Burial Right

Burial rights may only be transferred to those persons eligible to be original purchasers of cemetery plots or burial spaces within the Township and may be effective only by an endorsement of an assignment of such burial permit upon the original burial permit form issued by the Township Clerk, approved by said Clerk, and entered upon the official records of said Clerk. Upon such assignment, approval and record, said Clerk shall issue a new burial permit to the assignee and shall cancel and terminate upon such records, the original permit thus assigned.

Section 6: Purchase Price

Grave sites may be purchased for \$400.00 each for residents and \$600.00 for non-residents. Cremation sites may be purchased for \$200.00. Transfer price \$100.00.

From time to time, the Township Board of Trustees shall determine the purchase price and transfer fees and in setting such fees should consider the need to accommodate all costs and needed reserve funds for cemetery maintenance and acquisition. The required charges shall be paid to the Township Treasurer and shall be deposited in the cemetery fund for the particular cemetery involved in the sale or transfer.

Section 7: Grave Opening Charges

Opening and closing of any burial plot, prior to and following a burial therein, and including the interment of ashes, shall be at a cost to be determined by the grave-digger who serves the Township and sets the fees related to his or her service. A minimum of 3 business days advance notice shall be given of any funeral to allow for the opening of the burial plots.

All caskets shall be installed in an approved grave liner so that the grave will not sink and shall be within a standard concrete or metal vault installed or constructed within each burial plot before interment. Wood rough boxes will not be allowed for any burial.

Cremation remains shall be interred within an approved container.

No burial plots shall be opened and closed except under the direction and control of the Sexton and Clerk. This provision shall not apply to proceedings for the removal and re-interment of bodies and remains, which matters are under the supervision of the local health department.

All fees prior to and following a burial, including the interment of ashes, shall be paid in advance to the Township.

Section 8: Markers or Memorials

The Sexton and Clerk must be notified before any stone is placed.

Monuments will not exceed 30" height x 40" in width per site, or 30" height x 60" width if two sites adjacent to each other are purchased.

All markers, monuments, or memorials must be of stone or other equally durable composition and shall be approved by the Clerk.

Markers shall be located as follows:

- At the head of the grave as platted; No nearer than four (4) inches from a plot; Inscriptions shall read from the same direction and shall be facing the same direction as the markers and memorials around them.
- No more than one marker shall be placed at any one grave or one marker or memorial in total where two adjoining spaces share that one marker or memorial. No marker shall embrace 2 or more graves, except on a 2 or 3 grave plot and then a double or triple grave marker is permitted.
- One (1) flag holder is allowed for each grave of a veteran.
- One in ground flush mount floral vase is allowed per burial site.
- No Mausoleums shall be allowed.
- Grave Curbing is expressly prohibited.
- Grave ledgers are prohibited.

The use of traditional monuments or markers is mandated and will maintain the existing character of the cemetery. Any large upright monuments must be located upon a suitable foundation to maintain the same in an erect position. All foundations will be placed with approval of the Sexton and Clerk. The footing or foundation upon which any monument, marker or memorial must be placed shall be constructed in accordance with Township approval and at cost to the owner of the burial right.

Payment must be made in advance of work commencing. Those persons engaged in placing monuments and markers shall provide planking adequate to protect turf and shall remove materials and equipment immediately upon completion of work. The site shall be left in a clean, orderly condition. Markers and monuments will not be permitted to be delivered to plots until a proper order for a foundation installation has been placed.

The maintenance, repair and upkeep of a cemetery memorial, marker, urn or similar item is the responsibility of the heirs or family of the person buried at that location. The Township has no responsibility or liability regarding the repair, maintenance or upkeep regarding any such marker, memorial, urn or similar item.

Section 9: Interment Regulations

Unless otherwise provided herein, only one (1) person shall be buried in a burial space, except for a parent and infant child or two (2) infants buried at the same time when approved by the Township. A single grave site will provide for the remains of one person (full burial) and a cremation. A single grave site may also provide for the remains of two cremations.

The appropriate permit for the burial space involved, together with appropriate identification of the person to be buried therein, where necessary, shall be presented to either the Sexton or the Clerk prior to interment. Where such permit has been lost or destroyed, the Sexton and Clerk shall be satisfied, from his or her records, that the person to be buried in the burial space is an authorized and appropriate before any interment is commenced or completed.

All graves shall be located in an orderly and neat appearing manner within the confines of the burial space involved.

Section 10: Ground Maintenance

Grading, leveling, or excavating upon burial space is strictly prohibited without the permission of the Sexton and Clerk.

The planting of hedges is strictly prohibited. Existing hedges will be removed whenever they become unsightly or encroach upon an adjoining plot or path.

No flowers, shrubs, trees or vegetation of any type shall be planted without the approval of the Sexton and Clerk. Any of the foregoing items planted without such approval may be removed by the Township or those providing perpetual care of the cemetery without notice.

Fresh Cut flowers are permitted only in approved receptacles installed flush with the lawn surface.

No elevated mounds shall be built over graves and shall not be filled above the grade established by the Township which hinder the free use of a lawn mower or other gardening apparatus are prohibited.

The Township or those providing perpetual care shall have the right and authority to remove and dispose of any and all growth, emblems, displays or containers therefor that through decay, deterioration, damage or otherwise become unsightly, a source of litter or a maintenance problem.

- The following items are prohibited: Roping, fences, curbing, steps, benches, steps, any structure made of wood;
- Artificial flowers, toys, dolls, or other man-made objects used as grave decorations;
- Glass jars or bottles as receptacles;
- Surfaces other than earth or sod are prohibited.

Arches for hanging baskets and urns are permitted only if properly installed adjacent to head stone and/or monument.

Winter decorations must be removed from graves no later than April 15th following the winter holidays. All grave decorations shall be consistent with the character of the existing cemetery and any decorations inconsistent with the character of the cemetery maybe removed without notice. All refuse of any kind or nature including dried flowers, wreaths, papers, and flower containers may be removed without notice.

Section 11: Forfeiture of Vacant Cemetery Plots or Burial Spaces

Cemetery plots sold and remaining vacant 50 years from the date of their sale shall automatically revert to the Township upon occurrence of the following events:

- (a) Notice shall be sent by the Clerk by first class mail to the last known address of the last owner of record informing of the expiration of the 50-year period and that all rights with respect to said plots will be forfeited if he/she does not affirmatively indicate in writing to the Clerk within 60 days from the date of mailing of the within notice his/her desire to retain said burial rights.
- (b) Provided that no written response to said notice indicating a desire to retain the cemetery plots in question is received by the Township Clerk from the last owner of record of said plots, or his/her heirs or legal representative, within 60 days from the date of mailing of said notice the cemetery plot shall automatically revert to the Township.

Section 12: Repurchase of Plots or Burial Spaces

The Township will repurchase any cemetery plots from the owner for the original price paid to the Township upon written request of said owner or his/her legal heirs or representatives provided that the original "Right of Burial" is returned or other documents showing the person identified in section 3 has been or will be buried in a different location.

Section 13: Records

The Township Clerk shall maintain records concerning all burials, issuance of Right of Burial permits, separate and apart from any other records of the Township and the same shall be open to public inspection at all reasonable business hours. Genoa Township does not keep track of cemetery plots that St. George Lutheran Church maintains.

Section 14: Cemetery Hours

The cemetery shall be open to the general public from dawn to dusk each day. No person shall be permitted in the Township cemeteries at any time other than the foregoing hours, except upon permission of the Sexton or Clerk. Possession or use of alcoholic beverages, including beer and wine is prohibited.

Section 15: Trespass

Any person entering upon or loitering within a Township cemetery at any time other than the stated open hours, except with permission of the cemetery Sexton or the Clerk, shall be deemed guilty of trespass on restricted property and shall be subject to penalties for that offense as allowed by law.

Section 16: Vandalism

Any person willfully damaging or destroying markers, monuments, memorials or any improvements to a Township cemetery shall be deemed guilty of vandalizing public property and shall be subject to penalties for that offense as allowed by law.

Section 17: Penalties

Any person, firm or corporation who violates any of the provisions of the within ordinance shall be guilty of a civil infraction, punishable by a fine of up to \$100.00. Each day that a violation exists, or continues to exist, shall constitute a separate offense. Any proceedings thereunder shall not prevent civil proceedings for abatement and termination of the activity complained of.

Section 18: Severability

The provisions of the within ordinance are hereby declared to be severable and should any provision, section or part thereof be declared invalid or unconstitutional by any court of competent jurisdiction, such decision shall only affect the particular provision, section or part thereof involved in such decision and shall not affect or invalidate the remainder of such ordinance which shall continue in full force and effect.

Section 19: Disclaimer of Township Liability and Responsibility

Every person who enters, remains in and travels within a Township Cemetery does so at their own risk. The Township is not responsible for any injury, accident or other calamity that might occur to any person present in a Township Cemetery. Furthermore, the Township is not responsible for any damage or vandalism to, theft of or deterioration of any burial monument, headstone, flower urn or other item placed at or near a cemetery plot, burial site or anywhere in a Township cemetery. Repair and/or replacement is the responsibility of the family of the deceased.

The purchaser or transferee of any cemetery plot or the equivalent (and all subsequent transferees, assigns, heirs, or beneficiaries) hereby releases, waives, indemnifies and holds harmless the Township for, from and against an injury, damages, causes of action, claims, costs and expenses associated with, relating to the cemetery involved. Such waiver, release and hold harmless provision shall apply not only to the Township, but also as to the Sexton/Clerk and any Township employee, officer, official or agent.

Section 20: Effective Date

This ordinance shall take effect on _____, 2025. All ordinances or parts of ordinances or Rules and Regulations in conflict herewith are hereby repealed. This ordinance supersedes any previous ordinances.

The above Ordinance was offered for adoption by _____ and supported by _____

Yeas:

Nays:

Absent:

Certification

I hereby declare that the above is a true copy of an ordinance adopted by the Genoa Charter Township Board at a regular meeting held on _____, 2025 at 6:30 p.m. at the Genoa Township Hall, pursuant to required statutory procedures

Signed: _____ Date _____

Janene Deaton, Clerk
Genoa Charter Township

Cemetery – Ordinance no 250519A



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

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: May 13, 2025
RE: Resolution #5A Amendment – Lakewood Knoll Special Assessment
Reduced Project Cost

The Livingston County Road Commission has completed the Lakewood Knoll road rehabilitation project. The final construction cost came in at \$743,104.14 which is \$266,895.86 under the original \$1,010,000 estimate. The reduced final construction cost is attributable to good soils, curb conditions and excellent gravel base which allowed for many existing driveway approaches to remain untouched.

In response to the reduced cost, I have provided a revised Resolution #5A adjusting the assessment roll to reflect the decreased cost. The amended roll is attached as Exhibit A to the Resolution and it reflects a reduction of per parcel cost by \$2,751.50 from \$8,953.60 to \$6,202.10. For any property owners who have paid off the assessment, a refund will be issued by the Treasurer for the amount paid over the new assessment. I've provided a graphic on the following page showing the original amount compared to the revised amount. There is also a budget amendment on Monday's agenda to reduce the budget amounts commensurate with the project costs. If approved by the Board, the Treasurer and I will prepare and mail a notice to the property owners of the reduced amount. I offer the following motion for your consideration:

Agenda Item – Lakewood Knoll Resolution #5A (Requires Roll Call)

Moved by _____ and supported by _____ to approve
Resolution #5A – Confirming the amended Special Assessment Roll for the Lakewood Knoll Road Rehabilitation Special Assessment Project.

Sincerely,

SUPERVISOR

Kevin Spicher

CLERK

Janene Deaton

TREASURER

Robin L. Hunt

TRUSTEES

Rick Soucy

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

REVISED ASSESSMENT							ORIGINAL ASSESSMENT						
Lakewood Knoll Road Improvement Project (15 years)							Lakewood Knoll Road Improvement Project (15 years)						
PROJECT COST			\$	743,104.14		*Final Cost Revision	PROJECT COST			\$	1,010,000.00		
ADMINISTRATIVE COSTS			\$	4,000.00			ADMINISTRATIVE COSTS			\$	4,000.00		
TOWNSHIP CONTRIBUTION *			\$	(145,500.00)		*	TOWNSHIP CONTRIBUTION *			\$	(145,500.00)		*
TOTAL			\$	601,604.14			TOTAL			\$	868,500.00		
INTEREST %			2				INTEREST %			2			
NUMBER OF PROPERTIES			97				NUMBER OF PROPERTIES			97			
TOTAL PER PARCEL			\$	6,202.10			TOTAL PER PARCEL			\$	8,953.60		
YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING		YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING			
1 2024	\$ 656.60	\$ 59.69	\$ 596.91	\$ 5,605.19		1 2024	\$ 656.60	\$ 59.69	\$ 596.91	\$ 8,356.69			
2 2025	\$ 512.48	\$ 112.10	\$ 400.37	\$ 5,204.81		2 2025	\$ 764.04	\$ 167.13	\$ 596.91	\$ 7,759.78			
3 2026	\$ 504.47	\$ 104.10	\$ 400.37	\$ 4,804.45		3 2026	\$ 752.10	\$ 155.20	\$ 596.91	\$ 7,162.88			
4 2027	\$ 496.46	\$ 96.09	\$ 400.37	\$ 4,404.08		4 2027	\$ 740.16	\$ 143.26	\$ 596.91	\$ 6,565.97			
5 2028	\$ 488.45	\$ 88.08	\$ 400.37	\$ 4,003.71		5 2028	\$ 728.23	\$ 131.32	\$ 596.91	\$ 5,969.07			
6 2029	\$ 480.45	\$ 80.07	\$ 400.37	\$ 3,603.34		6 2029	\$ 716.29	\$ 119.38	\$ 596.91	\$ 5,372.16			
7 2030	\$ 472.44	\$ 72.07	\$ 400.37	\$ 3,202.97		7 2030	\$ 704.35	\$ 107.44	\$ 596.91	\$ 4,775.26			
8 2031	\$ 464.43	\$ 64.06	\$ 400.37	\$ 2,802.60		8 2031	\$ 692.41	\$ 95.51	\$ 596.91	\$ 4,178.35			
9 2032	\$ 456.42	\$ 56.05	\$ 400.37	\$ 2,402.23		9 2032	\$ 680.47	\$ 83.57	\$ 596.91	\$ 3,581.44			
10 2033	\$ 448.41	\$ 48.04	\$ 400.37	\$ 2,001.86		10 2033	\$ 668.53	\$ 71.63	\$ 596.91	\$ 2,984.54			
11 2034	\$ 440.40	\$ 40.04	\$ 400.37	\$ 1,601.48		11 2034	\$ 656.59	\$ 59.69	\$ 596.91	\$ 2,387.63			
12 2035	\$ 432.40	\$ 32.03	\$ 400.37	\$ 1,201.11		12 2035	\$ 644.65	\$ 47.75	\$ 596.91	\$ 1,790.72			
13 2036	\$ 424.39	\$ 24.02	\$ 400.37	\$ 800.74		13 2036	\$ 632.72	\$ 35.81	\$ 596.91	\$ 1,193.81			
14 2037	\$ 416.38	\$ 16.01	\$ 400.37	\$ 400.37		14 2037	\$ 620.78	\$ 23.88	\$ 596.91	\$ 596.91			
15 2038	\$ 408.37	\$ 8.01	\$ 400.37	\$ -		15 2038	\$ 608.84	\$ 11.94	\$ 596.91	\$ -			
	\$ 7,102.54	\$ 900.46	\$ 6,202.09				\$ 10,266.76	\$ 1,313.19	\$ 8,953.60				
* \$1500 PER PARCEL							* \$1500 PER PARCEL						

**Resolution No. 5A
Lakewood Knoll Subdivision Road Rehabilitation
Special Assessment Project**

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of the Genoa Charter Township, Livingston County, Michigan, (the “Township”) held at the Township Hall on May 19, 2025 at 6:30 p.m., there were

PRESENT:

ABSENT:

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

Resolution Amending the Special Assessment Roll

WHEREAS, the Board of Trustees of the Township has determined to proceed with the Lakewood Knoll Road Rehabilitation Special Assessment Project within the Township in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Township Board adopted its Resolution confirming the Special Assessment Roll on July 15, 2024, approving the Special Assessment Roll for the Lakewood Knoll Road Rehabilitation Special Assessment Project (the “Roll”); and

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

WHEREAS, the Special Assessment Roll for the Lakewood Knoll Road Rehabilitation Special Assessment Project was assessed over 15 years beginning on the winter 2024 tax rolls; and

WHEREAS, the Livingston County Road Commission completed the project and construction cost savings were realized due to good soils, curb conditions and excellent gravel base which allowed for many existing driveway approaches to remain untouched; and

WHEREAS, as a result of the reduced construction costs, the Township Board has determined that the final cost to the residents was \$266,895.86 less than estimated; and

WHEREAS, that it is necessary to modify the project cost amount related to the Roll for the Project.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Amended Roll Confirmed. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Board hereby confirms the amended Special Assessment Roll for the Lakewood Knoll Road Rehabilitation Special Assessment Project (the “Amended Roll”) (Exhibit A).

2. The Completed Road Improvement Project. The completed road improvement project will now be amended with the revised total assessment per parcel in the amount of \$6,202.10.

3. Future Installments - Principal. The Township Board determines each special assessment may be paid in fifteen (15) equal installments. The first of the installments was due December 1, 2024. Each subsequent installment shall be reduced to reflect the revised total assessment cost and each installment shall be due at intervals 12 months from the due date of the first installment.

4. Future Installments - Interest. All unpaid installments shall bear interest, payable annually on each installment due date, at a rate of two percent (2%).

5. Warrant. The Township Clerk is hereby directed to attach a warrant (in the form of Exhibit B to this resolution) to the Roll and to deliver such warrant and the Roll to the Township Treasurer, who shall thereupon collect the special assessments in accordance with the terms of this resolution, the Clerk's warrant and the statutes of the State of Michigan.

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

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

YES:

NO:

ABSENT:

RESOLUTION DECLARED _____.

CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of a resolution duly adopted by the Township Board at the May 19, 2025 meeting of the Township Board, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in the Township Manager's office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Janene Deaton, Genoa Charter Township Clerk

05/13/2025

Population: Special Assessment District (X3293)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-04-100-026	X3293, Lakewood Knoll	6,202.10	FAULKWOOD SHORES SINGH LLC 7125 ORCHARD LAKE RD STE 200
4711-04-301-001	X3293, Lakewood Knoll	6,202.10	DEROY RICHARD & KATHLEEN LTS 9.3 4180 ASTER BLVD
4711-04-301-002	X3293, Lakewood Knoll	6,202.10	WYATT, ROGER & CYNTHIA 4166 ASTER BLVD
4711-04-301-003	X3293, Lakewood Knoll	6,202.10	SHURTLEFF THOMAS & MARY ANN LTS 9.3 4148 ASTER BLVD
4711-04-301-004	X3293, Lakewood Knoll	6,202.10	VIGNEUX JOHN & MARY 4130 ASTER BLVD
4711-04-301-005	X3293, Lakewood Knoll	6,202.10	MORAN MARVIN & KAREN 4112 ASTER BLVD
4711-04-301-006	X3293, Lakewood Knoll	6,202.10	DOERING JASON & STARR 4090 ASTER BLVD
4711-04-301-007	X3293, Lakewood Knoll	6,202.10	HAGLUND, ERIC & BETHANY 4076 ASTER BLVD
4711-04-301-008	X3293, Lakewood Knoll	6,202.10	ISENOGLE, GERALD M. & BRENDA M. 4058 ASTER BLVD
4711-04-301-009	X3293, Lakewood Knoll	6,202.10	FENRICH MICHAELINE 4040 ASTER BLVD
4711-04-301-010	X3293, Lakewood Knoll	6,202.10	DOTY JONATHAN & SARA 4022 ASTER BLVD
4711-04-301-011	X3293, Lakewood Knoll	6,202.10	RENDER BENJAMIN 4021 ASTER BLVD
4711-04-301-012	X3293, Lakewood Knoll	6,202.10	KRAMER KEITH & ARLENE 4039 ASTER BLVD
4711-04-301-013	X3293, Lakewood Knoll	6,202.10	RISHA ANTHONY LTS 9.3 4057 ASTER BLVD
4711-04-301-014	X3293, Lakewood Knoll	6,202.10	KYPKE DEAN 4075 ASTER BLVD
4711-04-301-015	X3293, Lakewood Knoll	6,202.10	GREEN MICHAEL & MARGARET 4089 ASTER BLVD
4711-04-301-016	X3293, Lakewood Knoll	6,202.10	BARTH DONNA LTS 9.3 4111 ASTER BLVD
4711-04-301-017	X3293, Lakewood Knoll	6,202.10	SIPPLE GARY LTS 9.3 4127 ASTER BLVD
4711-04-301-018	X3293, Lakewood Knoll	6,202.10	HAMPTON RICHAD & TAN SIOK REV TRUST 4145 ASTER BLVD
4711-04-301-019	X3293, Lakewood Knoll	6,202.10	WHITE WAYNE & NANCY 4153 ASTER BLVD
4711-04-301-020	X3293, Lakewood Knoll	6,202.10	DUNN MELONIE 4152 BROOKSTONE CT
4711-04-301-021	X3293, Lakewood Knoll	6,202.10	BORG SR PHILIP&WILLIAMSON GWEDNOLYN 4144 BROOKSTONE CT
4711-04-301-022	X3293, Lakewood Knoll	6,202.10	SEPTAK, JOSEPH III & KERRI 4128 BROOKSTONE CT
4711-04-301-023	X3293, Lakewood Knoll	6,202.10	EVANS, ROBERT & JENNIFER 4110 BROOKSTONE CT
4711-04-301-024	X3293, Lakewood Knoll	6,202.10	DAVIDSON KEVIN & LISA 4088 BROOKSTONE CT
4711-04-301-025	X3293, Lakewood Knoll	6,202.10	HURLEY, MATTHEW 4070 BROOKSTONE CT
4711-04-301-026	X3293, Lakewood Knoll	6,202.10	QUINN, TIMOTHY & COLEEN 4042 BROOKSTONE CT

Population: Special Assessment District (X3293)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-04-301-027	X3293, Lakewood Knoll	6,202.10	RUSSO KATHLEEN M 4028 BROOKSTONE CT
4711-04-301-028	X3293, Lakewood Knoll	6,202.10	OHRT, JOHN H. & MACK, LYNNE 4027 BROOKSTONE CT
4711-04-301-029	X3293, Lakewood Knoll	6,202.10	ALEXANDER REBECCA 4041 BROOKSTONE CT
4711-04-301-030	X3293, Lakewood Knoll	6,202.10	URBANIAK BARBARA & KIMBERLEY 4069 BROOKSTONE CT
4711-04-301-031	X3293, Lakewood Knoll	6,202.10	BISSENETTE MARK 4087 BROOKSTONE CT
4711-04-301-032	X3293, Lakewood Knoll	6,202.10	GRISOM EMMA M 4109 BROOKSTONE CT
4711-04-301-033	X3293, Lakewood Knoll	6,202.10	SHAPER SCOTT H & KAREN L 4131 BROOKSTONE CT
4711-04-301-034	X3293, Lakewood Knoll	6,202.10	STINEDURF STEPHEN & LINDA LTS 9.3 4147 BROOKSTONE CT
4711-04-301-035	X3293, Lakewood Knoll	6,202.10	BUSHEY RODNEY P 4155 BROOKSTONE CT
4711-04-301-036	X3293, Lakewood Knoll	6,202.10	SHELLDON ROBERT 579 CLOVERVIEW LN
4711-04-301-037	X3293, Lakewood Knoll	6,202.10	HANDLEY JOSEPH 553 CLOVERVIEW LN
4711-04-301-038	X3293, Lakewood Knoll	6,202.10	WITKOWSKI JEFFREY & KIMBERLY A 525 CLOVERVIEW LN
4711-04-301-039	X3293, Lakewood Knoll	6,202.10	SEGUIN THERESA 509 CLOVERVIEW LN
4711-04-302-040	X3293, Lakewood Knoll	6,202.10	OPPERMAN JEFFREY J & JENNIFER 493 CLOVERVIEW LN
4711-04-302-041	X3293, Lakewood Knoll	6,202.10	HALONEN JESSE & KAITLIN 477 CLOVERVIEW LN
4711-04-302-042	X3293, Lakewood Knoll	6,202.10	SACKMAN AARON 461 CLOVERVIEW LN
4711-04-302-043	X3293, Lakewood Knoll	6,202.10	SLIWA THOMAS & ASHLEY 445 CLOVERVIEW LN
4711-04-302-044	X3293, Lakewood Knoll	6,202.10	IAMARINO DANNIELLE LTS 9.3 429 CLOVERVIEW LN
4711-04-302-045	X3293, Lakewood Knoll	6,202.10	RYDZEWSKI, MICHAEL & JEAN 413 CLOVERVIEW LN
4711-04-302-046	X3293, Lakewood Knoll	6,202.10	BATTISTA, MICHAEL & JULIE 397 CLOVERVIEW LN
4711-04-302-047	X3293, Lakewood Knoll	6,202.10	NESTLE, PAUL & CYNTHIA 381 CLOVERVIEW LN
4711-04-302-048	X3293, Lakewood Knoll	6,202.10	BROWN AARON & JESSICA 365 CLOVERVIEW LN
4711-04-302-049	X3293, Lakewood Knoll	6,202.10	HERNADEZ JR RITO & CHRISTINE 349 CLOVERVIEW LN
4711-04-302-050	X3293, Lakewood Knoll	6,202.10	SPISAK AMY & ANTHONY 340 CLOVERVIEW LN
4711-04-302-051	X3293, Lakewood Knoll	6,202.10	VINCENTINI VINCENT J & DEBORAH 356 CLOVERVIEW LN
4711-04-302-052	X3293, Lakewood Knoll	6,202.10	HIEBER BRIAN & CHARLENE 372 CLOVERVIEW LN
4711-04-302-053	X3293, Lakewood Knoll	6,202.10	RIES KAREN REVOCABLE LIVING TRUST 388 CLOVERVIEW LN

Population: Special Assessment District (X3293)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-04-302-054	X3293, Lakewood Knoll	6,202.10	REVENAUGH TRUST 404 CLOVERVIEW LN
4711-04-302-055	X3293, Lakewood Knoll	6,202.10	CRUSE, TIMOTHY & SUSAN 420 CLOVERVIEW LN
4711-04-302-056	X3293, Lakewood Knoll	6,202.10	DRAKOS ROBERT & ANNE 436 CLOVERVIEW LN
4711-04-302-057	X3293, Lakewood Knoll	6,202.10	BUSHOR REV LIVING TRUST 452 CLOVERVIEW LN
4711-04-302-058	X3293, Lakewood Knoll	6,202.10	LESOWYK JACOB & LESOWYK SUSAN 468 CLOVERVIEW LN
4711-04-302-059	X3293, Lakewood Knoll	6,202.10	BUELL, JAMES & MEADIE 323 CLOVERVIEW LN
4711-04-302-060	X3293, Lakewood Knoll	6,202.10	LEWIS STACEY 315 CLOVERVIEW CT
4711-04-302-061	X3293, Lakewood Knoll	6,202.10	SEITER GERARD & GENE RT 303 CLOVERVIEW CT
4711-04-302-062	X3293, Lakewood Knoll	6,202.10	PEZON RONALD & DEBORAH LTS 9.3 289 CLOVERVIEW CT
4711-04-302-063	X3293, Lakewood Knoll	6,202.10	ONDERKO KURTIS J & RUBY FAITH M 273 CLOVERVIEW CT
4711-04-302-064	X3293, Lakewood Knoll	6,202.10	WHITE LENN W 250 CLOVERVIEW CT
4711-04-302-065	X3293, Lakewood Knoll	6,202.10	CALANDRA SCOTT 266 CLOVERVIEW CT
4711-04-302-066	X3293, Lakewood Knoll	6,202.10	BODO, JOHN & NANCY, O'BRIEN-BO 300 CLOVERVIEW CT
4711-04-302-067	X3293, Lakewood Knoll	6,202.10	DANFORTH KEITH 312 CLOVERVIEW CT
4711-04-302-068	X3293, Lakewood Knoll	6,202.10	BRIGHT, GENE M. & MARY B. 4129 CAGNEY LN
4711-04-302-069	X3293, Lakewood Knoll	6,202.10	QUALLS SHAWN 4111 CAGNEY LN
4711-04-302-070	X3293, Lakewood Knoll	6,202.10	MALTBY, DOUGLAS H. 4093 CAGNEY LN
4711-04-302-071	X3293, Lakewood Knoll	6,202.10	CECELON JOSEPH J & KATHLEEN 4075 CAGNEY LN
4711-04-302-072	X3293, Lakewood Knoll	6,202.10	HAMMET, BRET & KAREN 4055 CAGNEY LN
4711-04-302-073	X3293, Lakewood Knoll	6,202.10	GREEN BRENT & KELLY 324 CLOVERVIEW LN
4711-04-302-074	X3293, Lakewood Knoll	6,202.10	VAUGHT BRIAN & KIMBERLY R 4118 CAGNEY LN
4711-04-302-075	X3293, Lakewood Knoll	6,202.10	HARRIS JOHN LTS 9.3 4084 CAGNEY LN
4711-04-302-076	X3293, Lakewood Knoll	6,202.10	WHITE BRENDA & DAVID 4072 CAGNEY LN
4711-04-302-077	X3293, Lakewood Knoll	6,202.10	GRUNWALD JASON P & KAREN L 385 CONOVER CT
4711-04-302-078	X3293, Lakewood Knoll	6,202.10	JAMES CHERYL L 397 CONOVER CT
4711-04-302-079	X3293, Lakewood Knoll	6,202.10	HEBERT DAVID & MICHELLE LTS 9.3 409 CONOVER CT
4711-04-302-080	X3293, Lakewood Knoll	6,202.10	SIMPSON ROBERT D TRUST 390 CONOVER CT

05/13/2025
03:02 PM

Tentative Special Assessment Listing for GENOA TOWNSHIP

Page: 4/4
DB: Genoa

Population: Special Assessment District (X3293)

PARCEL	ASSESSMENT NAME	ASSESSMENT	OWNER ADDRESS
4711-04-302-081	X3293, Lakewood Knoll	6,202.10	ROTTINGHAUS STEVEN 5341 HIDDEN PINES DR
4711-04-302-082	X3293, Lakewood Knoll	6,202.10	WATKINS DALEY JR & HARRIET FAYE 360 CONOVER CT
4711-04-302-083	X3293, Lakewood Knoll	6,202.10	JOHNSON JEFFREY & STEPHANIE 348 CONOVER CT
4711-04-302-084	X3293, Lakewood Knoll	6,202.10	MUNSON JAMES & DANA 336 CONOVER CT
4711-04-302-085	X3293, Lakewood Knoll	6,202.10	JEFFERSON LOUIS & CALLIE 324 CONOVER CT
4711-04-302-086	X3293, Lakewood Knoll	6,202.10	CARTER ROBERT & CATHERINE 312 CONOVER CT
4711-04-302-087	X3293, Lakewood Knoll	6,202.10	KASHINSKY, JAMES & DONNA 300 CONOVER CT
4711-04-302-088	X3293, Lakewood Knoll	6,202.10	PINOZZI JEFFERY & LAURA 288 CONOVER CT
4711-04-302-089	X3293, Lakewood Knoll	6,202.10	GREENE, STEVEN E. & JULIE M. 276 CONOVER CT
4711-04-302-090	X3293, Lakewood Knoll	6,202.10	BELDING STANLEY LTS 9.3 264 CONOVER CT
4711-04-302-091	X3293, Lakewood Knoll	6,202.10	SIROIS, JOHN E. & LORI L. 252 CONOVER CT
4711-04-302-092	X3293, Lakewood Knoll	6,202.10	MOWERY MATTHEW & ROBERTS ANGELA 263 CONOVER CT
4711-04-302-093	X3293, Lakewood Knoll	6,202.10	COMER CHRISTA 271 CONOVER CT
4711-04-302-094	X3293, Lakewood Knoll	6,202.10	PETSCH, DARYL & MANIFOLD, PEGG 285 CONOVER CT
4711-04-302-095	X3293, Lakewood Knoll	6,202.10	O'BRIEN, RICHARD J. & PAULINE A. 303 CONOVER CT
4711-04-302-096	X3293, Lakewood Knoll	6,202.10	HALFMANN PAUL LTS 9.3 341 CONOVER CT
# OF PARCELS: 97	TOTALS:	601,603.70	

Amortization Table
Special Assessment: X3293 Lakewood Knoll Rd Imp. Year Started: 2024
Info for 4711-04-302-096, Declining Balance Method
Current Principal: 5,605.19, APR Interest: 2.0000000

Period	Payment	Toward Interest	Toward Principal	Outstanding
2025	512.47	112.10	400.37	5,204.82
2026	504.47	104.10	400.37	4,804.45
2027	496.46	96.09	400.37	4,404.08
2028	488.45	88.08	400.37	4,003.71
2029	480.44	80.07	400.37	3,603.34
2030	472.44	72.07	400.37	3,202.97
2031	464.43	64.06	400.37	2,802.60
2032	456.42	56.05	400.37	2,402.23
2033	448.41	48.04	400.37	2,001.86
2034	440.41	40.04	400.37	1,601.49
2035	432.40	32.03	400.37	1,201.12
2036	424.39	24.02	400.37	800.75
2037	416.39	16.02	400.37	400.38
2038	408.38	8.01	400.38	0.00
	6,445.96	840.78	5,605.19	

** THIS AMORTIZATION TABLE DISPLAYS A SCHEDULE OF PAYMENTS BASED ON THE NUMBER OF YEARS,
** STARTING YEAR, AND INTEREST RATE OF SPECIAL ASSESSMENT DISTRICT X3293 (Lakewood Knoll Rd Imp).
** IT DOES NOT TAKE INTO CONSIDERATION PAYOFFS OR ADVANCE PAYMENTS

EXHIBIT B

WARRANT

TO: Esteemed Treasurer
Genoa Township
Livingston County, Michigan

I certify that attached to this Warrant is a true copy of the amended special assessment roll for the Lakewood Knoll Road Rehabilitation Special Assessment Project (Winter Tax) (the "Amended Roll") confirmed by the Township Board on May 19, 2025 (the "Confirming Resolution"). You are hereby directed to proceed to collect the amounts due on such Roll in accordance with this Warrant, the Confirming Resolution and the statutes of the State of Michigan.

Janene Deaton
Genoa Charter Township Clerk

Memo

To: Genoa Township Board

From: Debra L. Rojewski

Date: 5/19/2025

Re: Instructions for poverty exemption, guidelines for poverty exemption, Poverty Exemption application and Poverty Exemption worksheet.

In order to be compliant for the State of Michigan Audit the board needs to re-adopt this corrected Poverty Exemption application and Poverty Exemption worksheet with the corrections the State of Michigan has requested to be removed from our application and asset guidelines. The following items have been removed to meet the State of Michigan requirements:

1. The Clause “may not have ownership interest in any other real estate other than the homestead” (page 1, the third “Be it further resolved” & also listed as #5, in the Asset Guidelines)
2. The clause “may not be entitled to a poverty exemption if the reason is self-imposed, even if the applicant meets the income requirement” (page 1, fifth “Be it further resolved” & #7, in the Asset Guidelines (may not qualify for the exemption if mortgage and /or home equity payment is >90 in arrears)

The township is required to adopt guidelines that set income levels for our poverty exemption guidelines. The State of Michigan also requires that poverty exemption guidelines are established by the township’s local assessing unit and we shall include an asset level test. An asset level test means the amount of cash, fixed assets or other property that could be used or converted to cash for use in payment of property taxes.

The poverty exemption is only for one year and must be applied for annually.

I have attached the income levels which are the Federal Poverty Guidelines supplied to us from the State of Michigan. If you have any further questions feel free to contact me.

Please consider the following action:

Moved by _____, supported by _____, to

Approve the 2025 Instructions for poverty exemption, guidelines for poverty exemption, Poverty exemption application and Poverty exemption worksheet as submitted.

RESOLUTION #250519B
GENOA CHARTER TOWNSHIP
COUNTY OF LIVINGSTON, MICHIGAN

ESTABLISHING GUIDELINES FOR GRANTING OF POVERTY EXEMPTIONS
FROM PROPERTY TAXES PURSUANT TO MCL 211.7u AND
ESTABLISHING BEGINNING DATE FOR THE BOARD OF REVIEW

At a regular meeting of the Board of Trustees of Genoa Charter Township, County of Livingston, State of Michigan, held on May 19, 2025 the following was moved, supported and adopted.

RECITALS:

WHEREAS, P.A. 390 of 1994, which amended Section 7u of Act 206 of the Public Acts of 1893, as amended by Act 313 of the Public Acts of 1993, being section 211.7u of the Michigan Compiled Laws, requires the governing body of the assessing unit to determine and make available to the public the policy and guidelines for granting of poverty exemptions under MCL 211.7u;

NOW, THEREFORE BE IT RESOLVED that to be eligible for a poverty exemption pursuant to MCL 211.7u in the Township of Genoa, a person must be the owner and must occupy the property as a homestead, as defined, for which the exemption is requested; file copies of federal and state income tax returns for **ALL** persons residing in the homestead, including property tax credit forms and/or Statement of Benefits Paid from Michigan Department of Social Services or Social Security Administration; meet local (Genoa Charter Township) poverty income standards;

BE IT FURTHER RESOLVED that the applicant must have an annual household income less than the amounts shown in Attachment A;

BE IT FURTHER RESOLVED that the applicant's asset level, excluding the homestead, may not exceed \$15,000;

BE IT FURTHER RESOLVED that a poverty exemption may be granted for only one year at a time;

BE IT FURTHER RESOLVED that for the 2025 tax year the Genoa Charter Township Board of Review will begin its proceedings on Tuesday, March 4, 2025;

BE IT FURTHER RESOLVED that the board of review shall request identification of the applicant and/or proof of ownership of the homestead under consideration for poverty exemption

BE IT FURTHER RESOLVED that the board of review may request from the applicant any supporting documents which may be utilized in determining a poverty exemption request;

BE IT FURTHER RESOLVED that the completed poverty exemption application must be filed after January 1, but ten (10) days prior to the last day of the board of review in the year for which exemption is sought;

BE IT FURTHER RESOLVED that the board of review may administer an oath wherein the applicant testifies as to the accuracy of the information provided;

BE IT FURTHER RESOLVED that to conform with the provisions of P.A. 390 of 1994, this resolution is hereby given immediate effect.

ATTACHMENT A

POVERTY LEVEL GUIDELINES FOR TAX YEAR 2025

FAMILY UNIT	HOUSEHOLD INCOME
Family of 1:	\$15,060
Family of 2:	\$20,440
Family of 3:	\$25,820
Family of 4:	\$31,200
Family of 5:	\$36,580
Family of 6:	\$41,960
Family of 7:	\$47,340
Family of 8:	\$52,720
For each additional person add:	\$5,380

Clerk's Certificate

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

Janene Deaton, Clerk
Genoa Charter Township

May 19, 2025



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

The following enclosure states the guidelines and instructions for Poverty Exemptions as set forth by Genoa Charter Township. An application for "One Year Poverty Exemption" for your completion and execution is provided.

PLEASE READ ALL INSTRUCTIONS CAREFULLY

Even if you were granted an exemption for poverty in previous years you are still required to **answer all questions in their entirety and submit copies of all requested documentation along with your application.** You may use additional sheets for explanation when it is necessary. A submission that is incomplete or does not meet the standards required by Genoa Charter Township's Assessor may affect the determination by the Board of Review.

Please return your application and the required documentation to the Assessor's Office by the specified date. A personal appearance before the Board is **NOT** necessary to have your application considered. However, on short notice the Board of Review may request an applicant to appear.

Any resident needing assistance in preparing and filling out the Poverty application or has questions on the required documentation please contact the Assessor's Office.

All information accompanying and contained in this application shall be considered public record. By submitting this application and all supporting documentation you hereby waive all rights and expectations of confidentiality. All Board of Review proceedings and documentation are subject to the provisions of the Michigan Open Meetings Act.

Sincerely,
Genoa Charter Township Assessor

SUPERVISOR

Kevin Spicher

CLERK

Janene Deaton

TREASURER

Robin L. Hunt

TRUSTEES

Rick Soucy

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

RESOLUTION #250519B
GENOA CHARTER TOWNSHIP
COUNTY OF LIVINGSTON, MICHIGAN

ESTABLISHING GUIDELINES FOR GRANTING OF POVERTY EXEMPTIONS FROM
PROPERTY TAXES PURSUANT TO MCL 211.7U

POVERTY EXEMPTION, as defined by the Michigan Compiled Laws, is as follows:

Section 211.7u: (1) The homestead of persons who, in the judgment of the board of review, by reason of poverty, are unable to contribute toward the public charge is eligible for exemption in whole or in part from taxation under this act. This section does not apply to the property of a corporation.

Please be aware that as an applicant for Poverty Exemption you must also comply with the following section of the Michigan Compiled Laws:

Section 211.118: Perjury: Any person, who, under any of the proceedings required or permitted by this act shall willfully swear falsely, will be found guilty of perjury and subject to its penalties.

Section 211.119: Willful Neglect: Penalty- . a person who willfully neglects or refuses to perform a duty imposed upon that person by this act, when no other provision is made in this act, is guilty of a misdemeanor, punishable by imprisonment for not more than 6 months, or a fine of not more than \$300 dollars, and is liable to a person injured to the full extent of the injury sustained.

The members of the Board of Review analyze all properly submitted applications for Hardship/Poverty Exemptions, according to amended P.A. 390 of 1994, section 211.7u of the Michigan Compiled Laws (MCL). Each taxpayer will be treated the same, and the items to be considered and the manner in which they will be analyzed are listed under the following guidelines.

STATE LAW GUIDELINES:

- 1.) The application for the exemption must be completed in its entirety on an annual basis.
- 2.) The property **must** be owned and occupied by the applicant. A principal residence exemption must be on file confirming the property is their principal residence.
- 3.) Per MCL 211.7u(2b) provide current Income Tax Returns, both Federal and State, (1, 2 or 3) for ALL PERSONS residing in the homestead. Documentation for all income sources including but not limited to credits, claims, Social Security income, child support, alimony income, and all other income sources must be provided at time of application.
- 4.) Applicant must provide a copy of their driver's license or state issued I.D (Front and Back)
- 5.) The applicant must meet federal poverty standards or the alternative guidelines as established by Genoa Charter Township Board.
- 6.) Meet asset level test as set by Genoa Charter Township Board Asset Guidelines.
- 7.) The Board of Review shall follow all guidelines.

Asset Guidelines Used in the Determination of Hardship/Poverty Exemptions for 2025

Applicants shall follow all State Law Guidelines with these additional Township exceptions:

All owners and occupants, 18 years of age and older, of the subject property shall complete, and supply to the Assessing Department, the completed poverty application accompanied by the required copies of current Income Tax Returns must be signed and dated to be eligible (for calendar year 2025 - submit 2024 tax returns). Proof of gross annual income from **all sources** shall be provided. Provide a copy of current pay stubs for all persons residing in the home. The determination of the size of the family unit shall be reflective of Michigan income tax procedures in general. The allowance for a family unit shall consider:

- Applicant shall be entitled to one “allowable exemption” for each verified household member.
- An additional “allowable exemption” may be granted for:
- Any household member who is 65 years old or older.
- Any household member who is a paraplegic or quadriplegic.
- Or any qualified disability according to the State of Michigan
- Exemption amount is equal to the amount of exemptions allowed on MI Income Tax return for the immediately preceding year.

According to the U.S. Census Bureau, "income" includes, but is not limited to:

- Money, wages, and salaries before any deductions.
- Net receipts from non-farm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for business expenses.)
- Regular payments from social security, railroad retirement, unemployment, and worker's compensation, veteran's payments and public assistance.
- Alimony, child support, and military family allotments.
- Private pensions, governmental pensions, and regular insurance or annuity payments.
- College or university scholarships, grants, fellowships, and assistantships.
- Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.
- Additional income sources:
- Gifts, loans, lump-sum inheritances, borrowed money, (i.e. from friends and/or family), one-time insurance, Reverse Mortgage Payments
- Money received from the sale of property such as stocks, crypto/ bit-coin, bonds, and a house.

Applicants must, in accordance with PA 390 of 1994, meet the "Asset Guidelines" as adopted by the Genoa Charter Township Board. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes.

All asset information, as requested in the Application for the Hardship/Poverty Exemption, must be provided in its entirety. The Board of Review may request additional information and verification of assets if they determine it to be necessary and may reject any application if the assets are not completely or properly identified.

Liquid assets may include, but are not limited to:

Bank accounts, stocks and bonds, IRA's, Roth's, other investment accounts, pensions, money received from the sale of property such as stocks, bonds, a house or car, or gifts and borrowed money, inheritance, etc. Savings

and other liquid assets not listed above are limited to \$5,000.

Additional total assets may include, but are not limited to any of these either owned or leased:

A second home, vacant or excess land, rental property, extraordinary automobiles, recreational vehicles, including snowmobiles, boats, campers, travel trailers, motor homes, jet ski, motorcycles, off road vehicles, additional buildings other than residence, equipment, jewelry, antiques, artwork, livestock, performance animals, other personal property of value, and any food or housing received in lieu of wages. Total household non-liquid assets other than the principal residence cannot exceed a cash value of \$15,000.

- 1.) All applications need to be received at the Assessing Department ten (10) full business days prior to the Board of Review. All applications will be processed by the Assessing staff and presented on the taxpayer's behalf to the Board of Review. You may be contacted by a staff member to verify information or to do an interior and exterior field inspection of your property.
- 2.) It is the applicant's responsibility to complete all items on the application and give thorough explanations of information that are not self-explanatory. If the applicant's circumstances do not meet the guidelines, an explanation of the reasons must be submitted in writing or the application will be denied. Any additional information to be presented to the Board must be in writing and attached to the application.
- 3.) If your expenses (excluding property taxes) exceed your income, a written explanation will be required.
- 4.) A written affidavit is required for all household members over the age of 18 who are not cited as contributing to the household income. Attendance in college or any other schooling above high school is not considered a compelling reason for not contributing to necessary household expenses.
- 5.) Copies of the last three (3) months of all bank statements and credit card statements for all persons residing in household must be included with application; all statements shall be submitted in their entirety. Poverty exemptions are limited by \$5,000 in savings and other liquid assets and real estate holdings of the homestead (Principal Residence) only.
- 6.) As approved by the Township Board of Trustees, Resolution #250519B, to be eligible for the exemption, persons must meet the above asset guidelines, whereas total household non-liquid assets other than the principal residence cannot exceed a cash value of \$15,000. Savings and other liquid assets not listed above are limited to \$5,000.

INCOME GUIDELINES

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels shall not be set lower than the annual federal poverty guidelines. The Genoa Charter Township Board established the following income guidelines in accordance with MCL 211.7u and shall be adhered to. In general, these guidelines shall assist the Board of Review in their decision making.

POVERTY STANDARD GUIDELINES AS ESTABLISHED BY GENOA CHARTER TOWNSHIP

<u>FAMILY UNIT</u>	<u>HOUSEHOLD INCOME</u>
Family of 1:	\$15,060
Family of 2:	\$20,440
Family of 3:	\$25,820
Family of 4:	\$31,200
Family of 5:	\$36,580
Family of 6:	\$41,960
Family of 7:	\$47,340
Family of 8:	\$52,720
Additional Persons:	\$5,380

Annual applications and guidelines are available after the first meeting of the Township Board each year and shall be filed with the Genoa Charter Township Board of Review ten (10) days prior to the last day of the March, July or December Board of Review to the address listed below. It is recommended to file applications sooner if possible to avoid incomplete applications being submitted to the Board of Review. Applications may be submitted in person, by mail, or by e-mail to:

Board of Review
c/o Genoa Charter Township Assessing Office
2911 Dorr Rd
Brighton MI 48116
Phone: 810.227.5225
Fax: 810.227.3420
E-mail: duffy@genoa.org, laura@genoa.org or Jessica@genoa.org

Decisions of the March Board of Review may be appealed in writing to the Michigan Tax Tribunal by July 31 of the current year. July or December Board of Review denials may be appealed to Michigan Tax Tribunal within 35 days of the denial. A copy of the Board of Review decision must be included with the filing.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909
Phone: 517.373.4400
Fax: 517.373.4493
E-mail: taxtrib@michigan.gov

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.					
Petitioner's Name				Daytime Phone Number	
Age of Petitioner	Marital Status		Age of Spouse	Number of Legal Dependents	
Property Address of Principal Residence			City	State	ZIP Code
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit			Amount of Homestead Property Tax Credit		
PART 2: REAL ESTATE INFORMATION					
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.					
Property Parcel Code Number			Name of Mortgage Company		
Unpaid Balance Owed on Principal Residence		Monthly Payment		Length of Time at this Residence	
Property Description					
PART 3: ADDITIONAL PROPERTY INFORMATION					
List information related to any other property owned by you or any member residing in the household.					
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.				Amount of Income Earned from other Property	
1	Property Address		City	State	ZIP Code
	Name of Owner(s)		Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid
2	Property Address		City	State	ZIP Code
	Name of Owner(s)		Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid

Continue on Page 2

PART 4: EMPLOYMENT INFORMATION — List your current employment information.

Name of Employer			
Address of Employer	City	State	ZIP Code
Contact Person	Employer Telephone Number		

PART 5: INCOME SOURCES

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

PART 7: LIFE INSURANCE — List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

PART 8: MOTOR VEHICLE INFORMATION

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

Continue on Page 3

PART 9: HOUSEHOLD OCCUPANTS — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

PART 10: PERSONAL DEBT — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

PART 11: MONTHLY EXPENSE INFORMATION

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

Continue and sign on Page 4

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person was not required to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

☐ The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date
--------------	-----------	------

This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909

Phone: 517-335-9760
E-mail: taxtrib@michigan.gov

Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date

Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty

This form is issued under the authority of Public Act 253 of 2020.

This form is to be used to affirm ownership, occupancy, and income status. MCL 211.7u(2) provides that, to be eligible for exemption under this section, a person shall, subject to subsection (6) and (8), annually affirm that the applicant owns and occupies, as a principal residence, the property for which an exemption is requested.

PART 1: OWNER INFORMATION — Enter information for the person owning and occupying the residence.			
Owner Name		Owner Telephone Number	
Mailing Address	City	State	ZIP Code
PART 2: LEGAL DESIGNEE INFORMATION (Complete if applicable.)			
Legal Designee Name		Daytime Telephone Number	
Mailing Address	City	State	ZIP Code
PART 3: HOMESTEAD PROPERTY INFORMATION — Enter information for property in which the exemption is being claimed.			
City or Township (check the appropriate box and enter name) <input type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village		County	
Name of Local School District			
Parcel Identification Number		Year(s) Exemption Previously Granted by Board of Review	
Homestead Property Address	City	State	ZIP Code
PART 4: AFFIRMATION OF OWNERSHIP, OCCUPANCY, AND INCOME STATUS (Check all boxes that apply.)			
<input type="checkbox"/> I own the property in which the exemption is being claimed.			
<input type="checkbox"/> The property in which the exemption is being claimed is used as my homestead. Homestead is generally defined as any dwelling with its land and buildings where a family makes its home.			
<input type="checkbox"/> After establishing initial eligibility for the exemption, my income and asset status has remained unchanged and/or I receive a fixed income solely from public assistance that is not subject to significant annual increases beyond the rate of inflation, such as federal Supplemental Security Income or Social Security disability or retirement benefits.			
PART 5: CERTIFICATION			
I hereby certify to the best of my knowledge that the information provided on this form is true and I am eligible to receive an exemption from property taxes by reason of poverty pursuant to Michigan Compiled Law, Section 211.7u.			
Owner or Legal Designee Name (print)		Signature of Owner or Legal Designee	
		Date	
Designee must attach a letter of authority.			
LOCAL GOVERNMENT USE ONLY (DO NOT WRITE BELOW THIS LINE)			
<input type="checkbox"/> Approved <input type="checkbox"/> Denied (Attach appeal instructions and provide to owner.)		Tax Year(s) exemption will be posted to tax roll	
CERTIFICATION — I certify that, to the best of my knowledge, the information contained in this form is complete and accurate.			
Assessor Signature		Date Certified by Assessor	

Genoa Charter Township Application for MCL 211.7u Poverty Exemption: Additional Information

Part 1: Personal Information	
Petitioner's E-mail Address: _____	
Are you currently Incarcerated? Yes _____ No _____	If yes, what is your anticipated release date? _____
Have you requested (or are currently) receiving other government assistance	Yes _____ No _____
If yes, please detail the monetary assistance received.	Amount _____ Type _____
If you have college aged children, are you contributing to their college costs?	Amount _____ Frequency(Monthly, Yearly, ETC) _____
Are you or members of your household recently unemployed?	Yes _____ No _____
If yes, please indicate when first placed on unemployment	Month _____ Day _____ Year _____
How long is the unemployment assistance expected to last?	Weeks _____

Part 2: Real Estate Information	
Is any part of the property being leased or used for business purposes?	
Yes _____ No _____	
Do you own the property free and clear? Yes _____ No _____	
Are property taxes included in monthly mortgage payment? Yes _____ No _____ N/A _____	
Are property taxes current? Yes _____ No _____	
If no, amount that is past due \$ _____	
Tax Year(s) Past Due: _____	
Season: Winter _____ Summer _____ Both _____	
Have any improvements, changes, or additions been made to the property in the last two (2) years?	
Yes _____ No _____	
Improvement(s) made: _____	
Cost: _____	

Part 3: Additional Employment Information	
Name of Employer: _____	
Complete Address: _____	
Contact Person: _____	Employer Phone Number: _____



BRIGHTON AREA FIRE AUTHORITY

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

May 14, 2025

Janene Deaton
Genoa Township
2911 Dorr Road
Brighton, MI 48116

RE: Approval for Public Fireworks Display
Cleary University 3750 Cleary Dr.
Saturday, June 6, 2025 9:10 -9:30 pm

Pyrotechnic: Dueling Dragons
3298 E. Allen Road
Howell, MI 48855

Janene,

The Brighton Area Fire Authority has reviewed the request to provide a public fireworks display scheduled for Friday, June 6, 2025 at Cleary University Cougar Stadium.

We understand that Genoa has received the proposal to approve the Display Fireworks Permit as of May 5th and that the largest shell will be **1.75"** in diameter. The application included a site map showing proper separation distance from the launch site to the shoreline. This separation meets the requirements of NFPA 1123, Code for Fireworks Display, and it will be sufficient as long as there is a means provided to maintain the viewing public this distance away from the launch site. It is recommended that some form of visual and physical barrier be provided to assist with crowd control along with responsible staff to monitor.

The fire authority will visit and inspect the display set-up prior to the scheduled launch time while you are setting it up. We will also review the safety & emergency plan at this time.

Please feel free to contact me to discuss any questions or concerns that you may have, (810)229-6640.

Cordially,

A handwritten signature in black ink, appearing to read "Arthur Slavik".

Arthur Slavik
Lieutenant Fire Inspector

cc:Kelly VanMarter/Amy Ruthig

**FOR USE BY LEGISLATIVE BODY
OF CITY, VILLAGE OR TOWNSHIP
BOARD ONLY**

The **LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD** will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

☐ Agricultural or Wildlife Fireworks ☐ Articles Pyrotechnic ☐ Display Fireworks

☒ Public Display ☐ Private Display

☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT Cleary University		ADDRESS OF APPLICANT 3750 Cleary Drive, Howell Mi 48843	AGE OF APPLICANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER George Horn		ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER 420 East Rolston Road, Linden Mi 48451	
IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)		ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)	TELEPHONE NUMBER 248-910-0766
NAME OF PYROTECHNIC OPERATOR Paul V. Brown		ADDRESS OF PYROTECHNIC OPERATOR 3298 East Allen Road Howell Mi 48855	AGE OF PYROTECHNIC OPERATOR 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NO. YEARS EXPERIENCE 40+	NO. DISPLAYS 6per year Average	WHERE Flint, Howell, Olivet, Mott Lake, Metamora, BSA	
NAME OF ASSISTANT Laura C Masters		ADDRESS OF ASSISTANT 515 West Highland Rd. Howell Mi 48843	AGE OF ASSISTANT 18 YEARS OR OLDER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
NAME OF OTHER ASSISTANT		ADDRESS OF OTHER ASSISTANT	AGE OF OTHER ASSISTANT 18 YEARS OR OLDER <input type="checkbox"/> YES <input type="checkbox"/> NO

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY
1304 Southpoint Blvd. #101, Petaluma California, 94954

[illegible]

May 1st 2025

Application for Fireworks Other Than Consumer or Low Impact

[illegible]

Instructions for Application for Fireworks Other Than Consumer or Low Impact

Applications shall be submitted to the legislative body of a city, village or township board. A permit may be issued as a result of official action by the legislative body. A permit shall be valid only for use within the limits of the jurisdiction of the legislative body of a city, village or township board.

1. Type of Permit – check all boxes that may apply to the type of permit needed. You may select several permit types depending on your fireworks display. You may check with your legislative body of a city, village or township board for assistance when making your selection. Please review the following definitions to determine which type of permit to select:
 - Agricultural or Wildlife Fireworks – devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the US Department of Interior or Michigan DNR.
 - Articles Pyrotechnic – 1.4G fireworks for professional use only that is classified as UN0431 or UN0432.
 - Display Fireworks – 1.3G fireworks for professional use only
 - Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes – devices with a combination of chemical elements or compounds capable of burning independently of the oxygen of the atmosphere and designed and intended to produce an audible, visual, mechanical or thermal effect for pest or animal control.
 - Public Display – a fireworks display that is open to all persons for viewing.
 - Private Display – a fireworks display that is not open to the general public for viewing.
2. Name of applicant – list the name of the applicant. The applicant may be a person representing an organization, group, firm or corporation, or self. If the applicant is also the operator, enter the same name in the operator's section.
3. Address of applicant – complete the address of the applicant; include the street address, city, state and zip code.
4. Name of person or resident agent representing corporation, LLC, DBA or other – list the name of the person or resident agent that represents the corporation, LLC, DBA or other.
5. Address of person or resident agent that represents the corporation, LLC, DBA or other – list the address of the person or resident agent representing the corporation, LLC, DBA or other.
6. Non-resident applicant – list the name of the non-resident applicant. A non-resident applicant shall appoint a Michigan attorney or Michigan resident agent in writing to be the applicant's legal representative upon whom all service of process in any action or proceeding may be served.
7. Name of pyrotechnic operator – list the name of the pyrotechnic operator. The pyrotechnic operator is the person in charge of the display. The legislative body of a city, village or township board shall rule on the competency and qualifications of the operator before granting a permit and may require an affidavit from the applicant as to the operator's experience, former pyrotechnic accidents, criminal record, sobriety, etc.
8. Address of pyrotechnic operator – list the address of the pyrotechnic operator; include the street address, city, state and zip code.
9. Age of the pyrotechnic operator – list the age of the pyrotechnic operator; the operator must be 18 years of age or older.
10. Name of assistant – list the name of the assistant to the pyrotechnic operator;
11. Address of assistant – list the address of the assistant; include the street address, city, state and zip code. If there is more than one assistant, please list additional assistants on a separate sheet and include the address and age of those additional assistants.
12. Age of assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
13. Name of other assistant – list the name of other assistant to the pyrotechnic operator.
14. Age of other assistant – list the age of the assistant to the pyrotechnic operator; the assistant must be 18 years or older.
15. Exact location of proposed display – list the address of the exact location of the proposed fireworks display.
16. Date of proposed display – indicate the date of the proposed fireworks display; only one display date can be used per application.
17. Time of proposed display – indicate the time of the proposed fireworks display.
18. Manner and place of storage - indicate the manner and place of storage within the legislative body of a city, village or township board of fireworks that are ready for display, just prior to the display in the area of exhibition. The legislative body of a city, village or township board shall obtain approval from the local fire authorities of the manner and place of storage before any permit is issued.

19. Amount of bond or insurance - the issuing legislative body of a city, village or township board shall set the amount of and proof of bond or insurance for the protection of the public to satisfy claims for damages to property or personal injuries arising out of any act or omission on the part of the person, firm or corporation, or any agent or employee of the applicant. The applicant shall assure the bond or insurance required is provided.
20. Name of bonding corporation or insurance company – provide the name of the bonding corporation or insurance company for which the bond was issued through.
21. Address of bonding corporation or insurance company – list the address of the bonding corporation or insurance company; include the street address, city, state and zip code.
22. Number of fireworks and kind of fireworks to be displayed– indicate the total amount of fireworks proposed for the display or use and a description of the type of fireworks for display; such as 10 aerial bombs, 30 aerial rocket bursts, etc.
23. The application is valid for the calendar year in which the application was received and permit was issued.
24. Permit fees shall be established by the legislative body of a city, village or township board and shall be submitted to and retained by legislative body of a city, village or township board.
25. Permitting will be in compliance with the [Michigan Fireworks Safety Act, PA 256 of 2011](#), [MCL 28.466, Section 16](#).
26. **Mail the application to the legislative body of a city, village or township board within the location jurisdiction of the display.** DO NOT mail the application to the Bureau of Fire Services (BFS). If mailed to the BFS, it will be returned to the sender.

C-Cue	Type	Ign	Qty	Description	Type	Cnt
				Opening - 3Positions Cabled		
C1-01	PB01	10	1	M-25 Air Burst (FL)	Cake3	25
C1-01	PB02	10	1	M-25 Air Burst	Cake3	25
C1-01	PB03	10	1	M-25 Air Burst	Cake3	25
C1-02	PB01	10	1	Tidal Wave (FR)	Fan2	16
C1-02	PB02	10	1	Tidal Wave	Fan2	16
C1-02	PB03	10	1	Tidal Wave	Fan2	16
C1-03	PB01	10	1	Umped Up (FR)	Cake2	16
C1-03	PB02	10	1	Umped Up	Cake2	16
C1-03	PB03	10	1	Umped Up	Cake2	16
C1-04	PB04	10	1	Fly Fishin (FR next to 100)	Cake2	16
C1-04	PB05	10	1	Fly Fishin	Cake2	16
C1-04	PB06	10	1	Fly Fishin	Cake2	16
C1-05	PB04	10	1	Bourbon Street (FR)	Cake2	16
C1-05	PB05	10	1	Bourbon Street	Cake2	16
C1-05	PB06	10	1	Bourbon Street	Cake2	16
C1-06	PB04	10	1	PE-25 Red White Blue (FL)	Cake3	25
C1-06	PB05	10	1	PE-25 Red White Blue	Cake3	25
C1-06	PB06	10	1	PE-25 Red White Blue	Cake3	25
				Act One - 2Positions Cabled		
C1-07	PB07	10	1	M-25 Gold Willow (FL) chk house	Cake3	25
C1-07	PB08	10	1	M-25 Gold Willow	Cake3	25
C1-08	PB07	10	1	M-25 Blue Willow (FL)	Cake3	25
C1-08	PB08	10	1	M-25 Blue Willow	Cake3	25
C1-09	PB07	10	1	M-25 Red Chrysanthemum (FL)	Cake3	25
C1-09	PB08	10	1	M-25 Red Chrysanthemum	Cake3	25
C1-10	PB09	15	1	Mad Slasher (BC or LS)	Fan5	176
C1-11	PB09	15	1	Carnival of Chaos (BC)	Fan5	24
C1-12		15	1	Burn The Sky (LSFlr ontop EGATE)	Cake5	31
				Act Two - 2Positions		
C2-01		15	1	Flying Aerial Circus	Zipper5	60
C2-01		15	1	Flying Aerial Circus	Zipper5	60
C2-02	PB13	15	1	Neon Nights (PO)	Cake5	24
C2-02	PB14	15	1	Neon Nights	Cake5	24
C2-03	PB15	15	1	Neon Screamer (RM)	W Fan5	18
C2-03	PB16	15	1	Neon Screamer	W Fan5	18
C2-04	PB13	15	1	Midnight Howler (PO)	Cake5	36
C2-04	PB14	15	1	Midnight Howler	Cake5	36
				Mid Show - 2Positions		
C2-05		15	1	Man Cave (BR or RS)	Cake5	36
C2-05		15	1	Man Cave	Cake5	36
C2-06	PB19	15	1	Kronos (BC)	Cake5	16
C2-06	PB20	15	1	Kronos	Cake5	16

C2-07	PB19	15	1	Imminent Threat (LS)	Cake5	12
C2-07	PB20	15	1	Imminent Threat	Cake5	12
C2-08	PB21	15	1	Sea Demon (PO)	Cake5	28
C2-08	PB22	15	1	Sea Demon	Cake5	28
C2-09		15	1	Alien 3" (BL)	Noab	9
C2-09		15	1	Predator 3" (BL)	Noab	9
C2-10		15	1	Neon Crushin It (BC)	V Fan5	25
C2-10		15	1	Neon Crushin It	V Fan5	25
				Act Three - 2Positions		
C2-11	PB15	15	1	Screamin Demon (PO)	W Fan5	62
C2-11	PB16	15	1	Screamin Demon	W Fan5	62
C2-12		15	1	High Riser (BC Top)	Zipper5	42
C2-12		15	1	High Riser	Zipper5	42
C2-13		15	2	Sprinkle Donuts (BR on Man Cav)	Cake5	10
C2-14		15	2	Girls Best Friend (BR)	Cake5	8
C2-15		15	1	Light Chasers (BC nxt Sky Shred)	Cake5	33
C2-16		15	1	Chromatic (BL on Flr)	Cake5	50
				Pre Finale - 2Positions		
C3-01		15	1	Neon Graffiti (RS)	Zipper5	110
C3-01		15	1	Neon Graffiti	Zipper5	110
C3-02		15	1	Chroma Chameleon Premium (RS)	Zipper5	99
C3-02		15	1	Chroma Chameleon Premium	Zipper5	99
C3-03		15	1	Sky Shredder (BC)	V Fan5	36
C3-03		15	1	Sky Shredder	V Fan5	36
C3-04		15	1	Destroyer of Worlds 3" (BL crner)	Noab	9
C3-04		15	1	Destroyer of Worlds 3"	Noab	9
C3-05		15	1	Neon Spectrum (BR crner or RS)	Zipper5	115
C3-05		15	1	Neon Spectrum	Zipper5	115
				Finale - 1Positions		
C3-06		15	3	The Undertaker (PO)	Finale	108
C3-07		15	3	The Green Widow (PO)	Finale	108
C3-08		15	1	The Dark Side of the Moon (PO)	MOAB	9
C3-08		15	1	The Dark Side of the Moon	MOAB	9
C3-08		15	1	The Dark Side of the Moon	MOAB	9
C3-09	PF01	15	6	RDX Explosion Shells	Shell	6
C3-10	PF02	15	6	RDX Explosion Shells	Shell	6
C3-11		15	3	Navy Seals (PO)	Finale	150
C3-12		15	3	American Bad Ass (PO)	Finale	180
C3-13		15	1	M-100 Air Burst (CF)	Cake5	100
C3-14		15	1	Wicked Waterfall (LS or H)	Cake5	30
C3-14		15	1	Wicked Waterfall	Cake5	30
			97	Show Duration = 18m35s		3043

Kubinec Strapping Solutions

NFPA 1123
Site Plan 5.1.2.2

Harbor Freight Tools
Hardware store

Belle Tire
Tire shop

Howellwater tower/
Genoa Township

Staging Area

Lake Trust Stadium

Duncan
Chiropractic Group

The Johnson Center
at Cleary University

Cleary
University

Discharge
Site

Google Cleary Dr

Cleary Dr

Cleary Dr

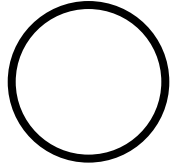
Cleary Dr

Cleary Dr

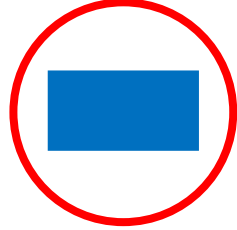
Fit By C

Display Site:

42°58'North 83°83"West Elevation < than 25'
Approximate size 235Dia 44,000sq ft
NFPA 1123 Table 5.1.3 Min Safe Distance = 210'
Fallout area is 358' Diameter per A.3.3.11

**Discharge Sites:**

Approximate 42°58'North 83°83' West
A - Approximate size = 40' x 15' 600sq ft

**Music Venue:**

42°35'13.7"North 83°52'59.0"West
440' to Bleachers / Spectators
238' to Stadium Seating / Spectators

**Structures:**

538' to Cleary Drive/Johnson Center
255' to Harbor Freight
461' to Duncan Chiropractic Group

**Parking:**

405' to Cleary Drive/Johnson Center
480' to Harbor Freight
410' to Duncan Chiropractic Group

**Note:**

1. All mortars used in this display are 1.75"ID or less
2. All Mortars are constructed of Fiberglass and fall under NFPA 1123 Table A.4.3.8d for Adequate Wall Thickness

Control Site:

42° 58"N 83°88"W Approximate
250' to Discharge Site Center



Proposed Discharge Site:
West Side of Lake Trust Stadium Past Outfield Fence
Overhead View @ 100meters
A = 2500 Sq Ft
B = NA
C = NA
Total = 2500 Sq Ft



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05-05-2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER PROFESSIONAL PROGRAM INSURANCE BROKERAGE DIVISION OF SPG INSURANCE SOLUTIONS, LLC 1304 SOUTHPPOINT BLVD., #101 PETALUMA CA, 94954		CONTACT NAME: PHONE (A/C, No. Ext): 415-475-4300 FAX (A/C, No): 415-475-4304 E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Certain Underwriters at Lloyd's, London	
		NAIC # AA-1128623	
INSURED Dueling Dragons LLC 3298 E Allen Road Howell, MI 48855		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

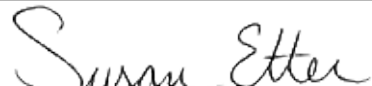
INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			PY/25-0088	06/02/2025	06/02/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		X				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	UMBRELLA LIAB EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N		N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Cleary University; Genoa Charter Township are Additional Insured as respects the Class C Aerial Fireworks display(s) on 6/6/2025 located at 3750 Cleary Drive, Howell MI 48843. This policy provides a two-year extended reporting period from the date of the display. 30-day notice of cancellation applies; 10-day notice for non-payment. Location: 3298 East Allen Road Howell MI 48855

CERTIFICATE HOLDER

CANCELLATION

Cleary University; Genoa Charter Township 3750 Cleary Drive Howell MI 48843	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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POLICY NUMBER: PY/25-0088

PYROTECHNIC LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED

Underwriter's at Lloyd's, London: Referred to in this endorsement as either the "Insurer" or the "Underwriters"

This endorsement modifies insurance provided under the following:

SECTION III. PERSONS INSURED

In consideration of the premium charged for the Policy, it is hereby understood and agreed that the following entity(ies) as shown in the schedule below is an additional insured pursuant to Section III.

Primary and Non-Contributory

The insurance provided to the Additional Insured scheduled below shall be primary and not contributory with any other insurance maintained by the Additional Insured where this is required by way of a written contract with **Named Insured**.

Waiver of subrogation

The **Named Insured** waives any right of subrogation the **Named Insured** may have against any person or organization, where required by the Insured's written contract with the Additional, because of payments made by the **Named Insured** for **Damages** and **Claims Expenses** arising out of the **Named Insured's** operations in accordance with the written contract.

Additional Insured:
Cleary University; Genoa Charter Township 3750 Cleary Drive Howell MI 48843

All other terms, exclusions and conditions of this Policy remain unchanged.



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

SUPERVISOR

Kevin Spicher

CLERK

Janene Deaton

TREASURER

Robin L. Hunt

TRUSTEES

Rick Soucy

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: May 14, 2025
RE: Fund 202 - Budget Amendments

The recently adopted **Edwin Drive Road Maintenance** renewal special assessment district and the amended assessment roll to reduce costs for the **Lakewood Knoll Road Rehabilitation** district require budget amendments which impact Fund 202, SAD Roads and Lakes. To assist in your review, please find attached a copy of the fund budgets with the requested changes highlighted. A summary of these amendments is provided below for your consideration.

Fund 202 – SAD Roads and Lakes

The reduced construction costs for the Lakewood Knoll special assessment project necessitates the following budget amendments to Fund 202:

AMEND DEPARTMENT #498 – LAKEWOOD KNOLL (WINTER 2024-2038)				
Fund Type	Fund Number	Description	Existing	Proposed Amendment
Revenue	202-498-628-005	SAD Principle	\$54,183	\$38,836
Revenue	202-498-665-001	Interest	\$15,171	\$10,874

Following approval of Resolution #5 for the Edwin Drive Road Maintenance project the following amendments are necessary to the budget.

AMEND DEPARTMENT #487 – EDWIN DRIVE MAINTENANCE (SUMMER 2025-2029)				
Fund Type	Fund Number	Description	Existing	Proposed Amendment
Revenue	202-487-628-005	SAD Principle	0	\$4,235
Revenue	202-487-665-001	Interest	0	\$423
Appropriation	202-487-801-075	Project Expense	\$2,081	\$3,655

For your consideration in this regard, I offer the following motion:

Moved by _____, **supported by** _____, to approve the budget amendments to Fund 202 as presented.

I look forward to discussing this with you at the meeting. Please let me know if you have any questions.

Sincerely,


Kelly VanMarter

SNAPSHOT OF BUDGET AMENDMENTS PROPOSED

05/07/2025

BUDGET AMENDMENT REQUEST

INCREASE

BOARD MEETING DATE 5/19/25

DECREASE

2025-26

2025-26

2025-26

ACTIVITY

APPROVED

AMENDMENT

GL NUMBER

DESCRIPTION

BUDGET

REQUEST

Fund 202 - SAD ROADS AND LAKES

REVENUE

Dept 487

202-487-628-005	EDWIN DR (S25-29) -SAD PRINCIPAL	-	-	4,235
202-487-665-001	EDWIN DR (S25-29) -INTEREST	-	-	423
Totals for dept 487 -		-	-	4,658

Dept 498

202-498-628-005	LAKEWOOD KNOLL (W24-38) -SAD PRINCIPLE	0	54,183	38,836
202-498-665-001	LAKEWOOD KNOLL (W24-38) -INTEREST	0	15,171	10,874
Totals for dept 498 -		0	69,354	49,710

TOTAL REVENUE

- 69,354 54,368

Dept 487

202-487-801-075	EDWIN DR (S25-29) -PROJECT EXPENSE		2,081	3,655
Totals for dept 487 -		-	2,081	3,655

TOTAL APPROPRIATIONS

- 2,081 3,655

NET OF REVENUES/APPROPRIATIONS - FUND 202

67,273 50,713

FULL 202 BUDGET WITH AMENDMENTS

05/07/2025

BUDGET AMENDMENT REQUEST

INCREASE

BOARD MEETING DATE 5/19/25

DECREASE

GL NUMBER

DESCRIPTION

2025-26

2025-26

2025-26

ACTIVITY

RECOMMENDED

AMENDMENT

BUDGET

REQUEST

Fund 202 - SAD ROADS AND LAKES

ESTIMATED REVENUES

Dept 000 - REVENUE

202-000-452-001 INTEREST

0

25,000

25,000

202-000-699-000 TRANSFER IN - FUND # 101

0

200,000

200,000

Totals for dept 000 - REVENUE

0

225,000

225,000

Dept 448 - STREETLIGHTS

202-448-628-005 WHITE PINES LIGHTING -SAD PRINCIPAL

0

995

995

Totals for dept 448 - STREETLIGHTS

0

995

995

Dept 478

202-478-628-005 HOMESTEAD (S22-31) -SAD PRINCIPAL

0

13,986

13,986

202-478-665-001 HOMESTEAD (S22-31) -INTEREST

0

1,958

1,958

Totals for dept 478 -

0

15,944

15,944

Dept 484

202-484-628-005 EARL LAKE (W18-25) -SAD PRINCIPAL

0

18,803

18,803

Totals for dept 484 -

0

18,803

18,803

Dept 485

202-485-628-005 NOVEL ESTATES (W18-25) -SAD PRINCIPAL

0

10,964

10,964

Totals for dept 485 -

0

10,964

10,964

Dept 487

202-487-628-005 EDWIN DR (S25-29) -SAD PRINCIPAL

-

-

4,235

202-487-665-001 EDWIN DR (S25-29) -INTEREST

-

-

423

Totals for dept 487 -

-

-

4,658

Dept 489

202-489-628-005 BLACK OAKS (W21-30) -SAD PRINCIPAL

0

922

922

202-489-665-001 BLACK OAKS (W21-30) -INTEREST

0

111

111

Totals for dept 489 -

0

1,033

1,033

Dept 490

202-490-628-005 DARLENE DR (W21-30) -SAD PRINCIPAL

0

2,867

2,867

202-490-665-001 DARLENE DR (W21-30) -INTEREST

0

344

344

Totals for dept 490 -

0

3,211

3,211

Dept 491

202-491-628-005 ELMHURST (S20-26) -SAD PRINCIPAL

0

7,612

7,612

202-491-665-001 ELMHURST (S20-26) -INTEREST

0

304

304

05/07/2025

BUDGET AMENDMENT REQUEST

BOARD MEETING DATE 5/19/25

INCREASE

DECREASE

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY	2025-26 RECOMMENDED BUDGET	2025-26 AMENDMENT REQUEST
Totals for dept 491 -		0	7,916	7,916
Dept 492				
202-492-628-005	MCNAMARA (S23-32) -SAD PRINCIPAL	0	14,132	14,132
202-492-665-001	MCNAMARA (S23-32) -INTEREST	0	2,261	2,261
Totals for dept 492 -		0	16,393	16,393
Dept 494				
202-494-628-005	STILLRIVER (S23-32) -SAD PRINCIPAL	0	9,220	9,220
202-494-665-001	STILLRIVER (S23-32) -INTEREST	0	1,475	1,475
Totals for dept 494 -		0	10,695	10,695
Dept 495				
202-495-628-005	TIMBERVIEW PRIV (W23-32)-SAD PRINCIPLE	0	3,795	3,795
202-495-665-001	TIMBERVIEW PRIV (W23-32)-INTEREST	0	607	607
Totals for dept 495 -		0	4,402	4,402
Dept 496				
202-496-628-005	CRYSTAL VALLEY (S24-33) - SAD PRINCIPLE	0	33,948	33,948
202-496-665-001	CRYSTAL VALLEY (S24-33) - INTEREST	0	6,111	6,111
Totals for dept 496 -		0	40,059	40,059
Dept 497				
202-497-628-005	GRAND RAVINE (W24-38) -SAD PRINCIPLE	0	11,804	11,804
202-497-665-001	GRAND RAVINE (W24-38) -INTEREST	0	3,305	3,305
Totals for dept 497 -		0	15,109	15,109
Dept 498				
202-498-628-005	LAKEWOOD KNOLL (W24-38) -SAD PRINCIPLE	0	54,183	38,836
202-498-665-001	LAKEWOOD KNOLL (W24-38) -INTEREST	0	15,171	10,874
Totals for dept 498 -		0	69,354	49,710
Dept 499				
202-499-628-005	MILROY MYSTIC LK (W24-34) - SAD PRINC	0	65,608	65,608
202-499-665-001	MILROY MYSTIC LK (W24-34) - INTEREST	0	10,008	10,008
Totals for dept 499 -		0	75,616	75,616
Dept 570 - LAKE IMPROVEMENTS				
202-570-628-005	LK CHEMUNG (W23-27) -SAD PRINCIPAL	233	45,034	45,034
Totals for dept 570 - LAKE IMPROVEMENTS		233	45,034	45,034
Dept 571				
202-571-628-005	PARDEE LK (W21-25) -SAD PRINCIPAL	0	22,396	22,396

05/07/2025

BUDGET AMENDMENT REQUEST

BOARD MEETING DATE 5/19/25

INCREASE

DECREASE

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY	2025-26 RECOMMENDED BUDGET	2025-26 AMENDMENT REQUEST
Totals for dept 571 -		0	22,396	22,396
Dept 572				
202-572-628-005	GRAND BEACH (W21-25) -SAD PRINCIPAL	0	14,105	14,105
Totals for dept 572 -		0	14,105	14,105
Dept 573				
202-573-628-005	E/W CROOKED LK (S23-27) -SAD PRINCIPAL	121	17,888	17,888
Totals for dept 573 -		121	17,888	17,888
Dept 575				
202-575-628-005	BAETCKE LK (S23-27) -SAD PRINCIPAL	0	7,600	7,600
Totals for dept 575 -		0	7,600	7,600
Dept 576				
202-576-628-005	EARL LAKE (W24-29) - SAD PRINCIPLE	0	2,789	2,789
Totals for dept 576 -		0	2,789	2,789
TOTAL ESTIMATED REVENUES		354	625,306	610,320
APPROPRIATIONS				
Dept 223 - AUDIT				
202-223-801-000	AUDIT	0	5,000	5,000
Totals for dept 223 - AUDIT		0	5,000	5,000
Dept 448 - STREETLIGHTS				
202-448-801-075	WHITE PINES LIGHTING -PROJECT EXPENSE	73	915	915
Totals for dept 448 - STREETLIGHTS		73	915	915
Dept 478				
202-478-802-000	HOMESTEAD (S22-31) -ANNUAL MAINT. EXP	0	3,200	3,200
Totals for dept 478 -		0	3,200	3,200
Dept 487				
202-487-801-075	EDWIN DR (S25-29) -PROJECT EXPENSE	0	2,081	3,655
Totals for dept 487 -		0	2,081	3,655
Dept 570 - LAKE IMPROVEMENTS				
202-570-801-075	LK CHEMUNG (W23-27) -PROJECT EXPENSE	0	55,000	55,000
Totals for dept 570 - LAKE IMPROVEMENTS		0	55,000	55,000
Dept 571				
202-571-801-075	PARDEE LK (W21-25) -PROJECT EXPENSE	0	24,000	24,000

05/07/2025

BUDGET AMENDMENT REQUEST

BOARD MEETING DATE 5/19/25

INCREASE

DECREASE

GL NUMBER	DESCRIPTION	2025-26 ACTIVITY	2025-26 RECOMMENDED BUDGET	2025-26 AMENDMENT REQUEST
Totals for dept 571 -		0	24,000	24,000
Dept 572				
202-572-801-075	GRAND BEACH (W21-25) -PROJECT EXPENSE	0	14,800	14,800
Totals for dept 572 -		0	14,800	14,800
Dept 573				
202-573-801-075	E/W CROOKED LK (S23-27) -PROJECT EXPENSE	0	15,500	15,500
Totals for dept 573 -		0	15,500	15,500
Dept 575				
202-575-801-075	BAETCKE LK (S23-27) -PROJECT EXPENSE	7,250	7,250	7,250
Totals for dept 575 -		7,250	7,250	7,250
Dept 576				
202-576-801-075	EARL LAKE (W24-29) - PROJECT EXPENSE	0	2,265	2,265
Totals for dept 576 -		0	2,265	2,265
Dept 906				
202-906-956-000	MISC EXPENSE	0	1,000	1,000
Totals for dept 906 -		0	1,000	1,000
TOTAL APPROPRIATIONS		7,323	131,011	132,585
NET OF REVENUES/APPROPRIATIONS - FUND 202		(6,969)	494,295	477,735

Board Correspondence



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION



PHILLIP D. ROOS
DIRECTOR

May 13, 2025

VIA EMAIL

Greg Tatara, Utility Director
Genoa Charter Township
2911 Dorr Road
Brighton, Michigan 48116

Dear Greg Tatara:

I am pleased to inform you that the Department of Environment, Great Lakes, and Energy (EGLE) has completed our review of applications submitted in February 2025 for funding under the Federal Infrastructure Investment and Jobs Act (IIJA) (PL117-58). The goal of the funding is to improve impaired water and protect unimpaired waters across the state by conducting planning that informs and supports implementation of Clean Water Action programs. Your application for the Former Oak Pointe Wastewater Treatment Plant PFAS Risk Reduction Investigation has been awarded \$164,124.60.

This award is contingent upon the finalization of a grant agreement between EGLE and your municipality. The grant agreement will contain the terms and conditions for the expenditure of funds. Please contact Kevin Wojciechowski, Emerging Pollutants Section, Water Resources Division, at WojciechowskiK@Michigan.gov or 586-623-2948 if you would like to review the terms and conditions prior to receiving your grant agreement.

Sincerely,

Jerrod Sanders, Director
Water Resources Division
517-284-5567

cc: Stephanie Kammer, EGLE
Anne Tavalire, EGLE
Kevin Wojciechowski, EGLE
File #2024-3703

MEMORANDUM

TO: Honorable Board of Trustees

FROM: Kelly VanMarter, Township Manager

DATE: May 14, 2025

RE: Project Update – Grand River Sidewalk Retaining Wall Drainage Repair

Last October, the Township Board approved a project to resolve a drainage and sedimentation issue impacting the sidewalk and retaining wall located east of the Lake Edgewood Condominiums across Grand River from Champion Buick GMC. I've attached the staff report that was included in the Board packet in the following pages for your information. Recently, the contractor completed the repair, and I'm pleased to share photographs below showing that the issue is resolved.

As a reminder, this is the before picture:



SUPERVISOR

Kevin Spicher

CLERK

Janene Deaton

TREASURER

Robin L. Hunt

TRUSTEES

Rick Soucy

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

May 14, 2025

Project Update – Grand River Sidewalk Retaining Wall Drainage Repair

Page 2 of 3



May 14, 2025

Project Update – Grand River Sidewalk Retaining Wall Drainage Repair

Page 3 of 3





MEMORANDUM

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

TO: Honorable Board of Trustees

FROM: Kelly VanMarter, Township Manager

DATE: October 16, 2024

RE: Grand River Sidewalk – Retaining Wall Drainage Improvement Project

As we discussed last meeting, the Township has been working on finding a solution to a drainage issue involving the retaining wall and sidewalk located on the south side of Grand River Avenue across from Champion Buick. There is a portion of the sidewalk in this area that experiences sedimentation caused by run-off generated at the top of the hill off of Scottwood Drive. Of particular concern are two drainage outlets that discharge stormwater in concentrated locations at the top of the slope causing erosion and sedimentation. See image below.



SUPERVISOR

Bill Rogers

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

Jean W. Ledford

Terry Croft

Diana Lowe

Jeff Dhaenens

MANAGER

Kelly VanMarter

Earlier this year, Township staff met with the Township Engineer and the Livingston County Road Commission to collaborate on a solution to this problem. We also included Brian Cooper with Cooper's Turf Management due to his involvement with having to clean up the sediment when it impacts pedestrian travel. Over the past several years, the Township has incurred annual costs ranging from \$1600 to \$2000 to remove the sediment. The clean-up costs are high because the

October 16, 2024

Grand River Sidewalk – Retaining Wall Drainage Improvement Project

Page 2 of 2

area is difficult to access and requires significant manual labor to remove the material. It was raining the day we visited the site and I've included below a few pictures I took that show the issue. The image on the right shows one of the discharge pipes on the hill.



Following the site visit, the Township Engineer generated a plan to resolve the issue. This plan involves the installation of catch basins and sumps to collect the water and then discharge it under the sidewalk using a drain on the Grand River side of the retaining wall. See attached **Exhibit A**. This plan was then reviewed and approved by the Road Commission. The Road Commission has also started the process of making drainage improvements along Scottwood Drive to help improve positive drainage and reduce the impacts of run-off. They have also agreed to help ensure that future stormwater discharges to the top of the hill are not allowed.

Following receipt of the approved plan, the Township obtained an estimate from Cooper's Turf Management to implement the solution at a cost of \$18,200. This estimate is attached as **Exhibit B**. To ensure reasonable costs, I asked Tetra Tech to prepare an opinion of probable cost which is attached as **Exhibit C** and came out to \$18,900. Although the costs for this repair are considerable, staff requests your consideration of this permanent solution to eliminate the annual clean-up cost and reduce liability. If there is support for approval, I have provided the following motion for your consideration:

Moved by _____ **and supported by** _____ to approve the proposal from Cooper's Turf Management for drainage system improvements in accordance with the Tetra Tech engineering specifications to eliminate runoff sedimentation involving the sidewalk and retaining wall located on the south side of Grand River, east of the Lake Edgewood Townhomes at a cost not to exceed \$18,900 from Path Maintenance Fund 208-751-934-060.

EXHIBIT A

Schematic Design Plan

PROVIDE NDS1200 CATCH BASIN ON 1225 SUMP BOX OR EQUAL WITH NDS 1220 SOLID COVER AT THE TOP OF THE SLOPE WITH SUMP AND CONNECT TO EXISTING 6" PIPE ON BOTH SIDES OF SUMP BOX. USE NDS 1266 6" UNIVERSAL LOCKING OUTLET OR EQUAL FOR PIPE CONNECTIONS TYP.

CONNECT NEW CORRUGATED HDPE TO EXISTING HDPE PIPE TYPICAL OF TWO LOCATIONS

NEW 6" CORRUGATED HDPE PIPE STAKED IN PLACE EVERY 5'.

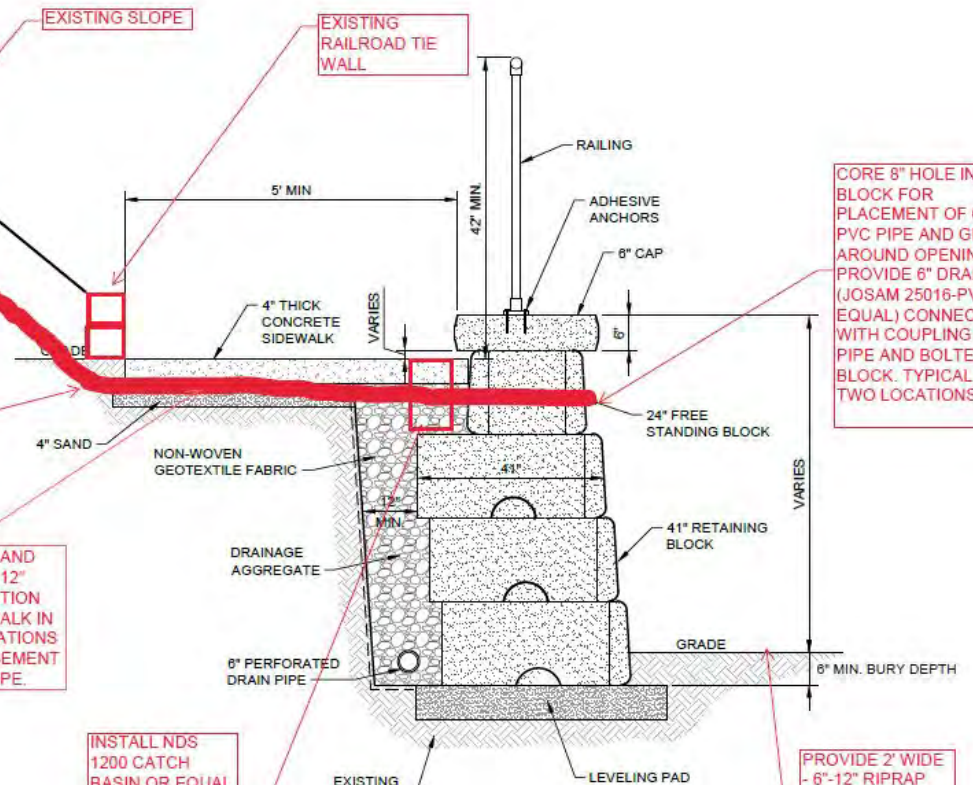
CONNECT 6" HDPE PIPE TO 6" PVC SCH. 40 PIPE WITH FERNCO COUPLING TO GO UNDER SIDEWALK

REMOVE AND REPLACE 12" WIDE SECTION OF SIDEWALK IN TWO LOCATIONS FOR PLACEMENT OF PVC PIPE.

INSTALL NDS 1200 CATCH BASIN OR EQUAL WITH NDS 1220 SOLID COVER. CONNECT TO 6" PIPE ON BOTH SIDES OF CATCH BASIN

CORE 8" HOLE IN BLOCK FOR PLACEMENT OF 6" PVC PIPE AND GROUT AROUND OPENING. PROVIDE 6" DRAIN (JOSAM 25016-PVC OR EQUAL) CONNECTED WITH COUPLING TO PIPE AND BOLTED TO BLOCK. TYPICAL OF TWO LOCATIONS.

PROVIDE 2' WIDE - 6"-12" RIPRAP FROM BASE OF WALL TO CURB ON GEOTEXTILE FABRIC.



MODULAR BLOCK RETAINING WALL

NO SCALE

NOTE: PROVIDE OUTLETS FOR DRAIN PIPE AT EACH END OF THE WALL AND THROUGH THE WALL AT 3 ADDITIONAL LOCATIONS (MIN. 4" DIA. OUTLET)

EXHIBIT B

Project Cost Proposal



Cooper's Turf Management

PO Box 501
Howell, MI 48844-0501
+1 5175486653
info@coopersturf.com
www.coopersturf.com

Estimate

ADDRESS
GENOA TOWNSHIP-LAWN
ATTN: Adam VanTassell
2911 DORR ROAD
BRIGHTON, MI 48116

ESTIMATE 1229
DATE 07/29/2024

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	MISC	Install drainage system per specs sent from John Barber	1	18,200.00	18,200.00

This proposal is valid for 7 days. If you would like to sign, please do so below and email back to us. Invoices/Statements will be mailed monthly and are due upon receipt. Payments not received by the next billing cycle are subject to finance charges of 18% annually (1.5% monthly). We accept credit cards with a 3.5% convenience fee. A fuel surcharge may apply if significant increases in market rates occur.

TOTAL

\$18,200.00

Accepted By

Accepted Date

EXHIBIT C

Engineer's Opinion of Cost

OPINION OF PROBABLE CONSTRUCTION COST TETRA TECH

3497 Coolidge Road, East Lansing, MI 48823

Telephone: (517) 316-3930

PROJECT: Genoa Twp. Sidewalk Drain along Grand River Pedestrian Path
 LOCATION: Brighton, Michigan
 BASIS FOR ESTIMATE: ☐ CONCEPTUAL ☒ CURRENT ☐ FINAL
 WORK: Provide HDPE drain connection to two discharge locations
Provide HDPE under sidewalk to discharge to Grand River ROW

DATE: 10/4/2024
 PROJECT NO. _____
 ESTIMATOR: JYB
 CHECKED BY: _____
 CURRENT ENR: _____

ITEM NO.	DESCRIPTION	QUANT.	UNIT	UNIT AMOUNT	TOTAL AMOUNT
1	<u>GENERAL AND CIVIL</u>				
2	Mobilization 5%	1	LS	\$723	\$800
3	SESC	1	LS	\$500	\$500
4	6" HDPE and stakes	120	LF	\$40	\$4,800
5	6" PVC	20	LF	\$30	\$600
6	Riprap, Plain on Geotextile Fabric	10	SYD	\$200	\$2,000
7	Remove sidewalk	5	SYD	\$40	\$200
8	Sidewalk, Conc, 4 inch	5	SYD	\$100	\$500
9	Sump box	2	EA	\$750	\$1,500
10	6" Drain and Coupling	2	EA	\$500	\$1,000
11	NDS Catch Basin	2	EA	\$500	\$1,000
12	Core hole through retaining wall for 6" PVC	2	EA	\$500	\$1,000
13	Restoration	1	LS	\$1,000	\$1,000
14	SUB TOTAL - CONSTRUCTION				\$14,900
15					
16	General Conditions	10	%		\$1,490
17	Contingency	15	%		\$2,500
18					
TOTAL CONSTRUCTION COST					\$18,900

From: [info](#)
To: [supervisor](#); [Kelly VanMarter](#)
Subject: FW: Feedback on Opening up the Master Plan for review
Date: Thursday, May 15, 2025 9:56:44 AM

From: Mary Post <mapcats1@comcast.net>
Sent: Thursday, May 15, 2025 6:44 AM
To: info <info@genoa.org>
Subject: Feedback on Opening up the Master Plan for review

Dear Township Supervisor and Board of Trustees,

I am very happy to participate in providing feedback on the Genoa Township Master Plan. My husband and I retired in 2020 and moved here in 2021 to be closer to our grandchildren. We spent the year of Covid driving around looking at communities and where housing options were that appealed to us and decided that the Howell / Genoa Township area was where we wanted to plant ourselves.

What drew us to this community was how the area was laid out. Not congested, great housing options, great shopping options or closeness to getting to them (Novi, Ann Arbor, etc.), short drive to airports, close to available healthcare (U of M, Beaumont, etc.) and being in a medium size city while having a country feel with the woods and farmland around. I was gratified to hear that some of our neighbors, and even the man we bought our place from, used to live in Livonia and moved here to get out of what Livonia has turned into.

We bought a condo in the North Shore Community off of Crooked Lake Road and fell in love with the serene feel that Genoa Township provides. What has bothered me though is the way that some new enterprises have come about. My first experience was with the proposed Asphalt plant along I-96. The previous board of trustees was willing to let this go until a concerned group of citizens (including me) got involved about an enterprise of that nature being so close to homes, Cleary University and the surrounding area. I was so glad that the community came together to get the Board to vote that down. That plant should not have even been a thought for the future of Genoa Township!! What was that board thinking?? (I believe the previous Supervisor had a relationship with the man who would be selling the land for it).

Now with my involvement with the Coalition to stop the Latson PUD, I again question the previous board's view of the future of Genoa Township. I have read the Master Plan, and also the PUD information. Why was the PUD approved where the established Countryside Estates housing was along Latson Road? That there would be something so large as the PUD concept when people had been living for decades? That is where I ask for more thoughtful and community input. The PUD was approved during COVID, and the public did not have any notice to be able to attend the hearings and provide input. That is why the community input is so strong now - we feel left out of the process and not taken into consideration.... and why the electorate voted for a shakeup in the last township election.

The Genoa Township I want to continue living in and that attracted us is one that is community minded and progressive. I want good businesses around to support and good housing for our residents. I want controlled growth so that we don't turn into Livonia. I do not want large industrial complexes or industrial parks. There is plenty of open land along the interstates or other open space areas that would be suitable for that. Why would those types of enterprises belong so close to residential areas inside the township limits? Just because there is open land does not mean it HAS to be developed. I know that the PUD land was outlined for low tech development in the Master Plan. That is not what the current developer intends. The type of business and the square footage he envisions does not align with the original plan - yet the previous board was approving it.

- Thoughtful growth and development that is in the best interest of the community
- Develop Grand River Ave
- Ensuring community input
- Work to develop empty commercial space along Grand River Blvd
- Protect existing residential areas from overreaching commercial development
- Do not allow Genoa Township to become the next Livonia
- Ensure community input is obtained and that all meetings on the matter are open and published

Thank you,
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MEMORANDUM

TO: Honorable Board of Trustees
FROM: Kelly VanMarter, Township Manager
DATE: May 14, 2025
RE: Grand River Pedestrian Crossing Update

Township management has been working with MDOT since 2022 on the installation of improved pedestrian crossings at the signalized intersections of Grand River Avenue and 1) Meijer/Walmart driveway and 2.) Golf Club Road. I was informed this week that MDOT has finalized design and procured funding for these projects. They are planning on installing pedestrian actuated crossings at these locations later this year. These are excellent projects to improve pedestrian safety in our community and I'm thankful for our partnership with MDOT to make this happen.

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

Sincerely,

Township Manager

SUPERVISOR

Kevin Spicher

CLERK

Janene Deaton

TREASURER

Robin L. Hunt

TRUSTEES

Rick Soucy

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter