

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
May 4, 2026
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 Regular Agenda:

- 1) Payment of Bills: May 4, 2026
- 2) Request to approve the April 20, 2026 regular meeting minutes
- 3) Request for approval of **Resolution #1** to Proceed with the Project and Direct Preparation of the Plans and Cost Estimates for the **Grand Beach No. 3** Road Rehabilitation Assessment Project (winter tax 2026). (Roll Call)
- 4) Request for approval of **Resolution #2** to Approve the Project, Schedule the First Hearing for May 18, 2026, and Direct Issuance of Statutory Notices for the **Grand Beach No. 3** Road Rehabilitation Special Assessment Project (winter tax 2026). (Roll Call)
- 5) Consideration of a request for approval of a proposal to replace the upper soccer field parking lot with four inches (4”) of hot mix asphalt including concrete collar at catch basin and four (4) bollards to protect the power pole and to amend budget line item 208-751-934-021 from \$120,000 to the cost of the approved proposal.
- 6) Consideration of a request for approval of a proposal to perform an independent internal investigation related to allegations made by the former Township Clerk at a cost not to exceed \$25,000 from General Legal Fund #101-266-803-000.

Items for Discussion:

- 7) Discussion regarding request to seek sponsors for the large Adirondack chair as submitted by Trustee Reiber.

- 8) Discussion regarding the results of the speed study for Chilson Road south of Brighton Road.
- 9) Status update regarding online conversion of BS&A municipal software suite.

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 or at a second call to the public at the end of the meeting *may* be offered by the Chairman as they are presented.



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: April 29, 2026
RE: Payment of Bills and Agenda Adjustment – May 4, 2026 Board Meeting

At the time of preparation of the May 4, 2026 Board packet, staff was unable to include the standard check disbursement report for the payment of bills. This was due to the unexpected absence of the employee who typically prepares the report as a result of an emergency situation. In addition, the ongoing conversion of the financial software to the online suite temporarily limited other staff's ability to generate the report in the required format for timely inclusion in the agenda packet.

The payment of bills item would normally be included within the consent agenda, and given the absence of the supporting documentation along with the potential need for discussion or clarification, the consent agenda has been removed for the Monday, May 4, 2026 meeting.

Staff will make every effort to complete and distribute the check disbursement report prior to the meeting, if system access and staffing allow. Even if the report is provided before Monday's meeting, it will also be included in the May 18, 2026 Board packet for transparency and to ensure a complete public record.

All vendors whose payments are affected by any resulting delay will be contacted accordingly.

Thank you for your understanding.

Sincerely,



Kelly VanMarter

SUPERVISOR

Kevin Spicher

CLERK

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Jodie Valenti

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

BOARD PACKET

CHECK REGISTERS FOR TOWNSHIP BOARD MEETING

MEETING DATE: May 4, 2026

All information below through April 29, 2026

April 24, 2026 Bi Weekly Payroll - GENOA TOWNSHIP ONLY	\$	52,856.25
TOWNSHIP GENERAL EXPENSES		See 5/18/26 Packet
OPERATING EXPENSES SAD (264CK)		See 5/18/26 Packet
OPERATING EXPENSES PARKS AND REC (270CK)		See 5/18/26 Packet
OPERATING EXPENSES DPW (503 FN)		See 5/18/26 Packet
DISASTER CONTINGENCY FUND (250MM)		See 5/18/26 Packet
OPERATING EXPENSES LAKE EDGEWOOD (593FN)		See 5/18/26 Packet
OPERATING EXPENSES OAK POINTE (592FN)		See 5/18/26 Packet
ESCROW FUND (792CK)		See 5/18/26 Packet
TOTAL	\$	52,856.25

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 04/24/26: \$52,856.25

TRANSACTION SUMMARY

SUMMARY BY TRANSACTION TYPE -	TOTAL ELECTRONIC FUNDS TRANSFER (EFT)	52,856.25
	CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR EFT	52,856.25
	TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES	7,308.14
	CASH REQUIRED FOR CHECK DATE 04/24/26	60,164.39

TRANSACTION DETAIL

ELECTRONIC FUNDS TRANSFER - *Your financial institution will initiate transfer to Paychex at or after 12:01 A.M. on transaction date.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		BANK DRAFT AMOUNTS & OTHER TOTALS
04/23/26	BANK OF ANN ARBOR	xxxxxxxxxxxx130	Direct Deposit	Net Pay Allocations	38,246.13	38,246.13
04/23/26	BANK OF ANN ARBOR	xxxxxxxxxxxx130	Taxpay@	Employee Withholdings		
				Social Security	3,343.14	
				Medicare	781.91	
				Fed Income Tax	4,404.73	
				MI Income Tax	1,955.26	
				Total Withholdings	10,485.04	
				Employer Liabilities		
				Social Security	3,343.17	
				Medicare	781.91	
				Total Liabilities	4,125.08	14,610.12
				EFT FOR 04/23/26		52,856.25
				TOTAL EFT		52,856.25

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES - *Unless stated otherwise, Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.*

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>		<u>TOTAL</u>
04/24/26	Refer to your records for account	Information	Payroll	Employee Deductions		
				457 EE Catch Up	3,200.00	
				457 EE Pretax	1,061.00	
				457 EE Roth	170.00	
				EE Medical Contribut	1,500.00	
				FSA Medical Pretax	617.26	
				Prin Retire Loan 1	672.59	
				Vol Life Ch Post Tax	1.82	
				Vol Life EE Post Tax	55.90	

CASH REQUIREMENTS

CASH REQUIRED FOR NEGOTIABLE CHECKS &/OR ELECTRONIC FUNDS TRANSFERS (EFT) FOR CHECK DATE 04/24/26: \$52,856.25

REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES (cont.) - Unless stated otherwise, Paychex does not remit these funds. You must ensure accurate and timely payment of applicable items.

<u>TRANS. DATE</u>	<u>BANK NAME</u>	<u>ACCOUNT NUMBER</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
04/24/26	Refer to your records for account information		Payroll	Employee Deductions (cont.)	
				Vol Life Sp Post Tax	29.57
				Total Deductions	7,308.14
TOTAL REMAINING DEDUCTIONS / WITHHOLDINGS / LIABILITIES					7,308.14

PAYCHEX WILL MAKE THESE TAX DEPOSIT(S) ON YOUR BEHALF - This information serves as a record of payment.

<u>DUE DATE</u>	<u>PRODUCT</u>	<u>DESCRIPTION</u>	
04/29/26	Taxpay@	FED IT PMT Group	12,654.86
05/20/26	Taxpay@	MI Income Tax	3,840.35

GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
April 20, 2026

MINUTES

Call to Order

Supervisor Spicher called the regular meeting of the Genoa Charter Township Board to order at 6:48 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, Candie Hovarter, Robin Hunt, Bill Reiber, Rick Soucy, Jodie Valenti, and Todd Walker.

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

Call to the Public

The call to the public was opened at 6:50 pm.

Mr. Jim Carpenter of 4715 Stillmeadow Drive asked about the internal investigation regarding Ms. Deaton's leaving. Is it complete? It should be made public.

The call to the public was closed at 6:51 pm.

Approval of Consent Agenda:

Mr. Reiber questioned the wage study that was done. Ms. Hunt stated that the DPW paid for the study and it is not complete yet. Supervisor Spicher stated there were 11 municipalities used for the study and he reviewed the items that are being compared.

Needed changes to the minutes were noted.

Moved by Hunt, supported by Walker, to approve the Consent Agenda with the noted corrections to the April 6, 2026 regular meeting minutes. **The motion carried unanimously.**

- 1. Payment of Bills: April 20, 2026**
- 2. Request to approve the April 6, 2026 regular meeting minutes.**

Approval of Regular Agenda:

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

- 3. Consideration of a request for approval of a proposal from NSG, LLC for the upgrade and redesign of the Genoa Charter Township website including ADA compliance at a cost not to exceed \$15,600 from General Fund #101-261-752-000 for website maintenance & upgrades.**

Supervisor Spicher provided a review of the selection process that was conducted for this work. The website will be completely redone.

There was a discussion regarding the addition of live streaming of certain parts of the Genoa Township Park being proposed. It was noted that this has been requested by residents.

Ms. Hunt stated that MHOG uses NSG for their website so it would be good to have both managed by the same company. Mr. Walker stated they have a full staff that can address issues quickly.

Mr. Reiber would like to have the broken links report feature added to NSG's scope of work while maintaining the same price.

Mr. VanTassell noted that a portion of this redevelopment will be to ensure that the township's website is ADA compliant.

Moved by Soucy, supported by Valenti, to approve the proposal from NSG LLC for the upgrade and redesign of the Genoa Township website for \$15,600 from Fund Line Item 101-261-752-000. **The motion carried unanimously.**

- 4. Request for approval of a fireworks display on Lake Chemung on Saturday, June 27, 2026 as submitted by Celebrate Lake Chemung and AMS Displays, LLC.**

Moved by Hunt, supported by Soucy, to approve a fireworks display on Lake Chemung scheduled for Saturday, June 27, 2026 as submitted by Celebrate Lake Chemung and AMS Displays, LLC. **The motion carried unanimously.**

- 5. Consideration of a recommendation to remand proposed ordinance number Z-26-01 regarding zoning ordinance text amendments to Article 13 back to the Planning**

Commission to review the comments from the Township attorney and resubmit a recommendation to the Township Board.

Ms. VanMarter stated that the Township Attorney has recommended additional changes to this ordinance amendment. Ms. Ruthig, the Planning Director, would like to have the Planning Commission review these changes prior to the Township Board taking action.

Moved by Reiber, supported by Hovarter, to remand Article 13 back to the Planning Commission to review the comments from the Township attorney. **The motion carried unanimously.**

6. Consideration of a recommendation to approve the per diems and hourly rate for Election workers and to confirm the Election Commissioners' meeting stipend remains unchanged at \$150, as recommended by the Election Commission.

Moved by Hunt, supported by Hovarter, to approve the per diems and hourly rate for Election workers and to confirm the Election Commissioners' meeting stipend remains unchanged at \$150, as recommended by the Election Commission. **The motion carried unanimously.**

7. Consideration of a request from Township Treasurer Robin Hunt to authorize the purchase of a large Adirondack chair to be installed as a park amenity, at a cost not to exceed \$1,800 from Parks and Recreation Fund #208-906-956-000.

Ms. Hunt stated that Howell Parks and Recreation Authority installed a large chair on one of their properties and she would like to have one at the Genoa Township Park. She showed an example of the proposed chair. Mr. Soucy was able to find this one, which is very inexpensive as these are typically \$8,000 plus. He noted that the company who has this particular chair is in Pinckney. They have a yellow one in stock that they are willing to sell to the township for \$1,800.

There was a discussion regarding where the chair will be located.

Ms. Hovarter suggested having a business sponsor the cost of the chair. Ms. VanMarter stated that the township has never actively solicited sponsorships to avoid the appearance of a conflict if a company that sponsors township-related projects later seeks township approval for other matters. She stated there are sponsors specific to Survivor Park because they donated to the high school, which raised funds for the park. Ms. VanMarter stated staff can reach out to one of the utility companies in the area to see if they would like to contribute. Ms. Hunt agrees. She would prefer it to not be a commercial business. She noted there is money available in the Parks and Recreation Fund.

Moved by Soucy, supported by Walker, to authorize the purchase of a large Adirondack chair to be installed as a park amenity, at a cost not to exceed \$1,800 from Parks and Recreation Fund

#208-906-956-000. **The motion carried with a roll call vote. (Reiber - yes; Hunt - yes; Valenti - yes; Hovarter - no; Walker - yes; Soucy - yes; Spicher - yes)**

Board Comments

Mr. Soucy stated the election inspectors training went well. Eleven people have been trained. There will be another training session next Saturday. The township hall will be open on Saturday, May 2 for election business.

Ms. Valenti stated there has been misinformation about the school bond on social media. If anyone wants information on the bond, check the website or contact the schools.

Ms. VanMarter stated the upper soccer field parking lot needs repaving. The board budgeted \$120,000 and she is receiving quotes of approximately \$150,000. The existing pavement is three inches thick, and the recommendation from contractors is that the new pavement be four inches. She recommended the board members drive past this area after tonight's meeting to see the condition of the lot.

Supervisor Spicher and Mr. Soucy attended the grand opening of US Representative Tom Barrett's office located in the Grand River Annex at 1900 Grand River Avenue.

Ms. Hovarter attended the open house for the new Trinity Hospital.

Supervisor Spicher stated that tomorrow is the deadline to file to run in the August Primary or November General Election.

Mr. Reiber stated that the last CPR/AED training course is next Monday. Supervisor Spicher is not available so he asked that another board member attend.

Mr. Soucy stated the internal investigation regarding Ms. Deaton's leaving has not started. Proposals will be presented to the board at their next meeting.

Adjournment

Moved by Walker, supported by Hunt, to adjourn the meeting at 7:57 pm. **The motion carried unanimously.**

Genoa Charter Township Board Meeting
April 20, 2026
Unapproved Minutes

Respectfully Submitted,

Patty Thomas, Recording Secretary

Approved: Rick Soucy, Clerk
Genoa Charter Township

Kevin Spicher, Supervisor
Genoa Charter Township

DRAFT



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: April 29, 2026
RE: Grand Beach No. 3 Road Rehabilitation Special Assessment District

Agenda items #3 and #4 propose to initiate a new Special Assessment district to rehabilitate public roads Rink Drive, Mahinske Drive and Simon Drive in the Grand Beach No. 3 Subdivision. These roads are located on the west side of Hubert Road, south of Grand River Avenue. Please see area map below.



SUPERVISOR

Kevin Spicher

CLERK

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Jodie Valenti

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

These public roadways consist of 0.52 miles and have been rated in poor condition (1 and 2 out of 10 using the PASER scale) by the Livingston County Road Commission. The roads were constructed over 50 years ago.

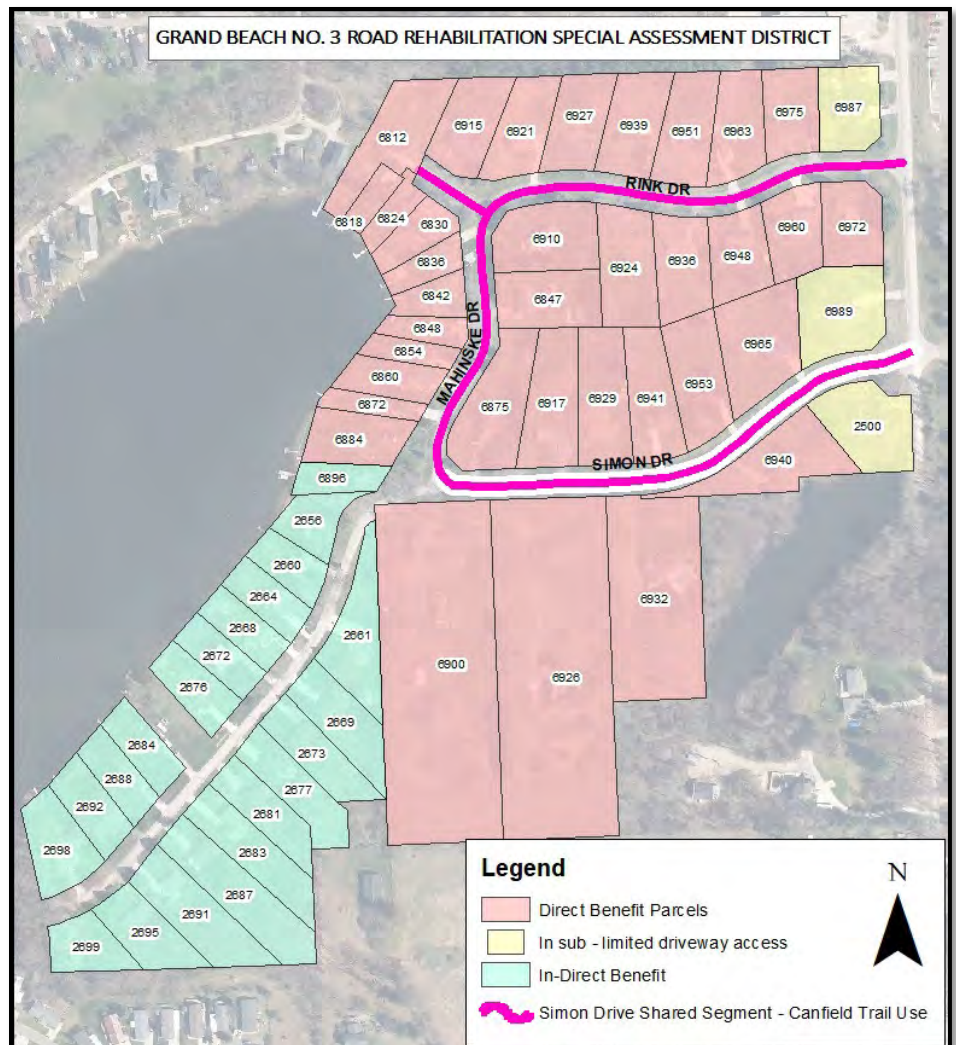
At the request of subdivision residents, I have worked together with the Livingston County Road Commission to prepare cost estimates, informational materials and petitions for the project. The Road Commission has prepared a plan and cost estimate to mill and repave the existing roadways including any related improvements at a cost of \$240,000. I've attached their letter dated December 23, 2025.

On March 19th, I hosted an informational meeting at the Township Hall to inform the residents of the process and initiate the petition phase. I've attached a copy of the presentation that was shared with the residents at the informational meeting. As of the date of this letter, the Township has received and certified petitions from 36 property owners which is over 61% of the properties in the proposed district.

In accordance with policy, the Township contribution to the project would be 25% of the project cost or \$60,000 and the administration fee for the project is estimated at \$4,000. Staff is suggesting a 10-year time frame for payment of the assessment.

Unlike most of our road projects which only involve those parcels that front and have a driveway connection on the improved driveway, this assessment structure for this district has been developed to equitably allocate project costs in proportion to the degree of benefit conferred upon properties within the district. A total of 59 parcels are included and have been classified according to their frontage, access, and reliance on the improved roadway. See map to the right.

Thirty-five parcels are classified as receiving a direct and full benefit, as they front on the improved roadway and maintain individual driveway connections. These parcels are assessed a full share of the project costs. Three parcels also front the roadway but do not have exclusive driveway connections; these are determined to receive a lesser degree of direct benefit and are therefore assessed a half share. The remaining twenty-one parcels do not front on the improved roadway but rely exclusively on Simon Drive for access and are classified as receiving an indirect benefit.



After accounting for the Township's contribution, the total project cost to be assessed across the district is \$184,000. The cost allocation for the district is therefore proposed as follows:

Indirect Benefit Parcels (21 parcels) - Assessed collectively at 25% of the total project cost of the improvements to Simon Drive:

- Total Assessment: \$18,278.70
- Per Parcel Assessment: \$870.41

Direct Benefit Parcels (38 parcels) - Assessed the remaining balance of \$165,721.30:

- 35 Full-Share Parcels: \$4,540.31 per parcel
- 3 Partial-Share Parcels: \$2,270.15 per parcel

This allocation methodology is consistent with established special assessment principles, ensuring that costs are distributed in a manner commensurate with the relative benefit received by each property.

I look forward to discussing this with you at Monday's meeting. If you choose to initiate the district, I request your consideration of Resolution 1 and Resolution 2 with disposition via roll call as follows:

(Requires Roll Call)

Resolution #1

Moved by _____ and supported by _____ to approve **Resolution #1** to proceed with the **Grand Beach No. 3** Road Rehabilitation Special Assessment Project (winter tax 2025) and direct preparation of the plans and cost estimates

Resolution #2

Moved by _____ and supported by _____ to approve **Resolution #2** to approve the **Grand Beach No. 3** Road Rehabilitation Special Assessment Project (winter tax 2025), to schedule the first public hearing for June 16, 2025 and to direct the issuance of statutory notice.

Sincerely,



Kelly VanMarter

LIVINGSTON COUNTY ROAD COMMISSION

3535 Grand Oaks Drive • Howell, MI 48843-8575

(517) 546-4250 • Fax (517) 546-9628

www.LivingstonRoads.org



December 23, 2025

Mrs. Kelly VanMarter
Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

Re: Grand Beach #3 Subdivision Rehabilitation Estimate

Dear Mrs. VanMarter,

The following is a road rehabilitation estimate for Rink, Simon and Mahinske Drives in Grand Beach #3 subdivision, per your request:

The above-mentioned 0.52 miles of roadway appears to be in poor condition, rating as a variety of 1's & 2's out of 10 on the Pavement Surface Evaluation and Rating scale (PASER). The Livingston County Road Commission Engineering staff recommends this road be rehabilitated utilizing the following method:

- Crush & Shape existing asphalt
- 4" HMA overlay
- Subgrade undercutting and base improvements, as necessary
- Driveway Repair, as necessary

The proposed cost of this project is **\$240,000** altogether with the necessary related work. The above price is based on anticipated contract prices for our 2025 Pavement Preservation Program (PPP) and is subject to change.

If you have any questions or concerns, please contact me.

Sincerely,

Dylan Abbas,
Construction Engineer
(517)518-3015 Direct

Grand Beach No. 3 (Rink, Simon, & Mahinske Dr.) Road Improvement Project

Special Assessment District Meeting

March 19, 2026

Kelly VanMarter, Township Manager
Rick Soucy, Township Clerk
Kevin Spicher, Township Supervisor
Dylan Abbas, Construction Engineer, Livingston County Road Commission



Background:

- The roads in Grand Beach No. 3 were constructed over 50 years ago.



Conditions:

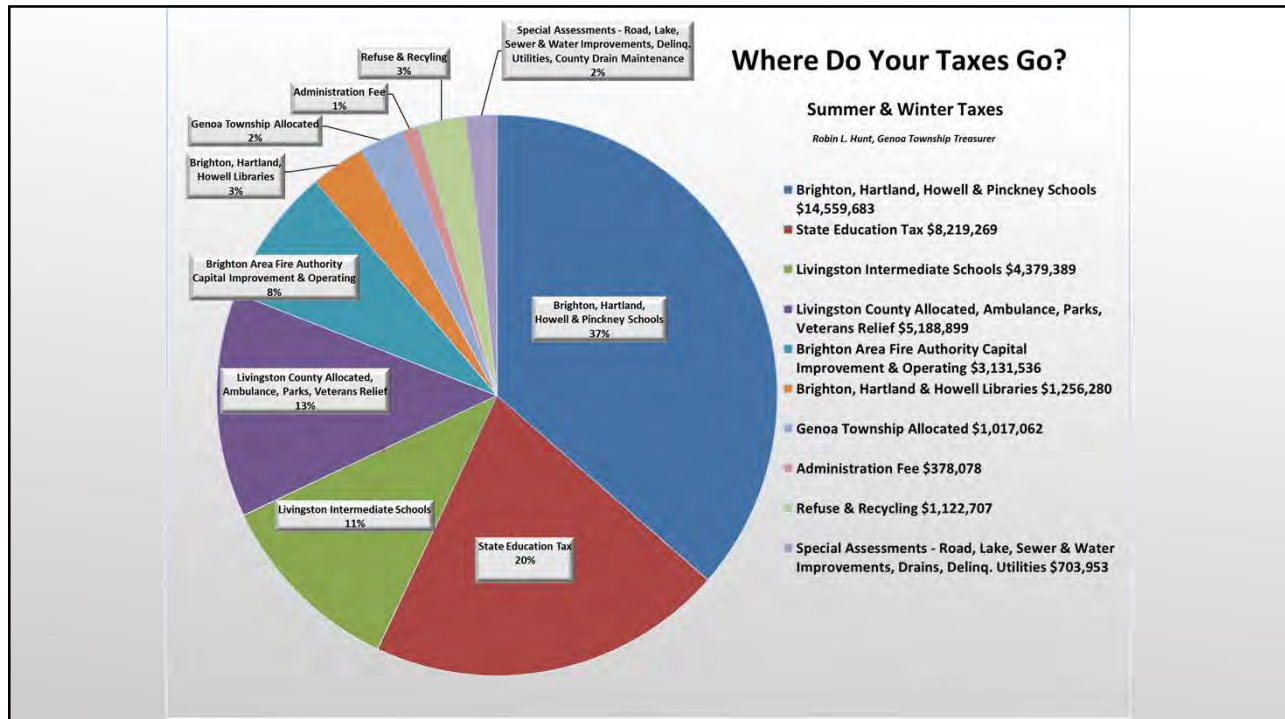


Why are we here?

- The Township was contacted by a neighbor who is interested in improving your subdivision road.
- The Township's role is to help by providing a mechanism to finance the project.

Why isn't the Township fixing the roads? Isn't that why I pay taxes?

- Property taxes are not dedicated to roads. Unlike a city, Township government has zero jurisdiction over roads and there is no road millage to help pay for roads.



Why isn't the County fixing the roads? Isn't that why I pay taxes?

- The County is funded through Act 51, which provides revenue from state gas tax and vehicle registration fees.
 - The County's revenue from Act 51 struggles to provide enough funding even for its two main expenses:
 - Primary asphalt road rehabilitations (Grand River, Latson, Dorr, etc)
 - Day to day maintenance of all roads (pothole patching, grading, shoulders, signals, signs, etc)
 - Michigan gas tax is below the national average and ranks in the bottom six states in per capita road funding.
 - The Livingston County Road Commission receives no direct revenue from growth and development and is not part of the Livingston County general government.

How do we get our roads fixed?

- Public Act 188 of 1954 allows for the Township, through the special assessment process, to assist residents by providing funding and financing for the cost of the improvement, and then levying and collecting the special assessment to pay off the debt.
- The Township has used this law successfully for many years to help residents improve both public and private roads in the Township.

What is the Township's Role?



- The Township is the finance mechanism only, this is a Livingston County Road Commission project, requested by the homeowners.
- The Township's participation is VOLUNTARY.
- The project is initiated by petitions signed by residents.

What is the project?

- Rink, Simon and Mahinske Drive in Genoa Township is 0.52 miles of roadway.
- The Livingston County Road Commission has prepared a project cost estimate of \$240,000.
- The estimate includes:
 - Crushing and shaping the existing asphalt;
 - Perform subgrade undercutting and base improvements as necessary;
 - Install 4" of hot mix asphalt.
 - Driveway repair, as necessary

Township Contribution

- Your elected officials recognize that subdivision road projects improve and maintain property values and can help to improve the quality of life for residents who live on those roadways.
- For this reason, the Township Board has established a policy whereby, at their discretion, they may agree to help fund a public road improvement project at 25% of the project cost or \$1,500 per home or whichever is less.
 - For this project, it would be 25% of the project cost which is \$60,000.
- The Township may only participate in one project per subdivision every 10 years.

Apportionment – Who pays what?

- By law, assessments must be apportioned on a benefit basis.
- Not all properties benefit equally from the road improvement.
- For this project we are proposing a 3-tier benefit based assessment method.
- This approach allocates costs based on degree of benefit received by each property.

Project Area

- 59 parcels included in the district
 - 35 direct benefit (100% share)
 - 3 partial benefit (50% share)
 - 21 in-direct benefit (25% share of Simon Drive)

↑

Note – the invitation mailing showed this as 12.5% which was incorrect. The correct amount is 25%.



Tier 1 – Direct Benefit (100% share)

- Frontage + Driveway Access (35 Parcels)
 - Direct access to improved road
 - Highest increase in usability and value



Tier 2 – Partial Benefit (50% share)

- Frontage without Primary Driveway (3 parcels)
 - Property borders the road but has no or limited driveway access.
 - May have address on Hubert Road.
 - Still gains value, safety and access rights.
 - Moderate benefit – 50%



Tier 3 – In-Direct Benefit 25% Share of Simon Dr.

- No Frontage, Access Only (21 Parcels)
 - Canfield Trail is a private Road.
 - These parcels do not border the roads but rely on the road for access.
 - Gains reliable ingress/egress and will improve value.
 - 25% is limited to the costs for Simon Drive.



Cost Factors:

- Duration - Staff is suggesting a 10 year assessment duration. The Board ultimately determines the term.
- Interest – The Township charges 2% interest which is applied to the outstanding balance each year.

What is the cost?

COST ESTIMATE FROM THE COUNTY ROAD COMMISSION	\$240,000
ADMINISTRATION COSTS (Publications/Mailings/Staff Time)	\$4,000
TOTAL OVERALL PROJECT COST	\$244,000
TOWNSHIP CONTRIBUTION (25% of project cost)	(\$60,000)
NET PROJECT COST	\$184,000

Financing Costs – 2% interest

Tier 3 In-Direct Benefit Parcels Contribution:

Project Cost	\$ 184,000.00
Miles to be improved:	0.52 miles
Linear Feet:	2,745.60 feet
Cost per foot:	\$ 67.02
Shared Segment - Simon Drive in linear feet:	1091 feet
Total Cost for Shared Segment	\$ 73,114.80
25% of shared segment	\$ 18,278.70
# of In-Direct Benefit Parcels:	21
Per Parcel Cost	\$ 870.41



Tier 1 & 2 Full and Partial Benefit Contribution:

NET PROJECT COST	\$184,000
Minus Tier 3 – Indirect Benefit Parcels Contribution	(18,278.70)
COST TO TIER 1 & 2 PARCELS	\$165,721.30
NUMBER OF TIER 1 PARCELS WITH FULL BENEFIT (100%)	35
COST FOR TIER 1 FULL BENEFIT PER PARCEL:	\$4,540.31
NUMBER OF TIER 2 PARCELS WITH PARTIAL BENEFIT (50%)	3
COST FOR TIER 2 PARTIAL BENEFIT PER PARCEL:	\$2,270.15

Cost per Parcel

	TIER 1-DIRECT BENEFIT (100%)	TIER 2 – PARTIAL BENEFIT (50%)	TIER 3 INDIRECT BENEFIT (25% OF SIMON)
TOTAL PER PARCEL	\$ 4,540.31	\$2,270.15	\$870.41
ANNUAL PRINCIPAL PAYMENT (10 YEARS)*	\$454.03	\$227.02	\$87.04

*Does not include 2% interest



Tier 1: Direct Benefit Cost per Parcel - Annually

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
2026	\$ 544.84	\$ 90.81	\$ 454.03	\$ 4,086.26
2027	\$ 535.76	\$ 48.48	\$ 454.03	\$ 2,154.71
2028	\$ 526.68	\$ 43.09	\$ 454.03	\$ 1,885.38
2029	\$ 517.60	\$ 37.71	\$ 454.03	\$ 1,616.04
2030	\$ 508.51	\$ 32.32	\$ 454.03	\$ 1,346.70
2031	\$ 499.43	\$ 26.93	\$ 454.03	\$ 1,077.36
2032	\$ 490.35	\$ 21.55	\$ 454.03	\$ 808.02
2033	\$ 481.27	\$ 16.16	\$ 454.03	\$ 538.68
2034	\$ 472.19	\$ 10.77	\$ 454.03	\$ 269.34
2035	\$ 463.11	\$ 5.39	\$ 454.03	\$ -
	\$ 5,039.74	\$ 333.21	\$ 4,540.31	

Tier 2: Partial Benefit Cost per Parcel - Annually

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
2026	\$ 272.42	\$ 45.40	\$ 227.02	\$ 4,086.26
2026	\$ 267.88	\$ 40.86	\$ 227.02	\$ 3,632.23
2026	\$ 263.34	\$ 36.32	\$ 227.02	\$ 3,178.21
2026	\$ 258.80	\$ 31.78	\$ 227.02	\$ 2,724.18
2026	\$ 254.26	\$ 27.24	\$ 227.02	\$ 2,270.15
2026	\$ 249.72	\$ 22.70	\$ 227.02	\$ 1,816.12
2026	\$ 245.18	\$ 18.16	\$ 227.02	\$ 1,362.09
2026	\$ 240.64	\$ 13.62	\$ 227.02	\$ 908.06
2026	\$ 236.10	\$ 9.08	\$ 227.02	\$ 454.03
2026	\$ 231.56	\$ 4.54	\$ 227.02	\$ -
	\$ 2,519.86	\$ 249.71	\$ 2,270.15	

Tier 3: In-Direct Benefit Cost per Parcel - Annually

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING
2026	\$ 104.45	\$ 17.41	\$ 87.04	\$ 783.37
2027	\$ 102.71	\$ 15.67	\$ 87.04	\$ 696.33
2028	\$ 100.97	\$ 13.93	\$ 87.04	\$ 609.29
2029	\$ 99.23	\$ 12.19	\$ 87.04	\$ 522.25
2030	\$ 97.49	\$ 10.44	\$ 87.04	\$ 435.21
2031	\$ 95.75	\$ 8.70	\$ 87.04	\$ 348.17
2032	\$ 94.00	\$ 6.96	\$ 87.04	\$ 261.12
2033	\$ 92.26	\$ 5.22	\$ 87.04	\$ 174.08
2034	\$ 90.52	\$ 3.48	\$ 87.04	\$ 87.04
2035	\$ 88.78	\$ 1.74	\$ 87.04	\$ -
	\$ 966.15	\$ 95.74	\$ 870.41	

What is next?

- Over 50% of the property owners (30 parcels) must file a petition supporting the project.
- Petitions are available this evening.
- One petition per parcel.

Petition Sufficiency

- All owners of a property who are listed on the deed must sign the petition for it to be valid for each parcel.
- For a trust, the Township Assessor will need documentation from the trust to verify that the person signing the petition is authorized by the trust to do so.
- Signed petitions should be returned to the Assessor's Office by APRIL 17, 2026.

Example Petition One Per Property

Each owner listed on the deed or each trustee listed on a Trust must fill out this section with date, signature and printed name.

The law requires the person circulating the petition to complete this section. You can circulate your own petition.

Public Act 188 of 1954 Proceedings
PETITION FOR ROAD IMPROVEMENT
For Grand Road No. 3 (Rink, Simon and Mahaska Drive) located in
Section 14, Genoa Charter Township, Livingston County, MI

By, the undersigned, pursuant to the provisions of Public Act 188, as amended, do hereby petition the Genoa Charter Township Board to establish a special assessment district for the purpose of road rehabilitation for Rink Drive, Simon Drive and Mahaska Drive in the Grand Road No. 3 subdivision to include curbing and shaping the existing asphalt, prior to placing four inches (4") of hot mix asphalt. The project will also include subgrade underpinning, base improvements and driveway repair, as necessary. More than fifty (50%) percent of the property owners with frontage on or having regular access to Rink Drive, Simon Drive or Mahaska Drive who will benefit, request this improvement by petitioning the Genoa Charter Township Board.

We, the undersigned, do consent to the allocation of cost by special assessment to each benefited property for the improvements to be assessed against each property within the special assessment district to be formed. Further, it is understood that the estimated construction cost for the district is \$200,000 plus \$4,000 for administration costs at 2% interest for a period of ten (10) years. The Township Board may agree to contribute \$60,000 which is 2% of the construction cost due to the fact that this project benefits a public road. With the Township contribution to the project, the total cost to be divided between all properties is \$140,000. Of the 37 parcels within the district, 27 parcels are determined to receive an evident benefit and will be collectively assessed 25% of the total cost for the improvements to Simon Drive. As a combined contribution of \$18,750 (\$690.44 per parcel). The remaining 10 parcels are determined to receive a direct benefit and will be assessed the balance of \$212,250. Of these, 33 parcels will be assessed a full share in the amount of \$4,340.31 per parcel, and 3 parcels, identified as having a lesser degree of benefit, will be assessed a full share in the amount of \$2,270.15 per parcel.

Further, it is understood that the benefited property owners will be first assessed on the Winter 2026 tax bill for the road rehabilitation project to be implemented during the Summer/Fall 2026 construction season, depending on weather, with financing terms to include 2% interest on the outstanding balance as determined by the Township. Further, that this assessment will be in place for ten (10) years with the establishment of the special assessment district. The assessment, including expenses connected with publications and legal costs will be assessed against each parcel of land within said proposed district and will be divided into equal annual installments in accordance with MCL 471.721 as amended.

PLEASE COMPLETE FORM IN THIS EXTENT!

PROPERTY ADDRESS: _____

PROPERTY OWNERS INFORMATION (All owners listed on the deed must sign)

Owner #1: Date Signed: _____ Signature: _____ Printed Name: _____

Owner #2: Date Signed: _____ Signature: _____ Printed Name: _____

Owner #3: Date Signed: _____ Signature: _____ Printed Name: _____

Owner #4: Date Signed: _____ Signature: _____ Printed Name: _____

CONTACT INFORMATION

Phone #: _____ Email: _____

Is property under ownership in a Trust, Lady Bird or Life Estate? Yes (trust paperwork must be attached to proof of ownership) No

CIRCULATOR STATEMENT (Must be completed by the person who circulates the petition. Owners can circulate their own petition and would complete the following on their own behalf.)

STATE OF MICHIGAN, COUNTY OF LIVINGSTON

I, _____, do hereby certify that I am the person who circulated the foregoing petition, and that each signature is a valid owner of property fronting upon or having regular access to one of the abovementioned streets in Genoa Charter Township, Livingston County, Michigan.

Signature of Circulator: _____ Printed Name: _____

FOR OFFICE USE ONLY: PARCEL #1: _____ APPROVED: YES / NO DEDUSSION: _____

Property Address

Please provide your contact information here

If the property is in a trust, the Township will need a copy of the trust paperwork for verification

Act 188 Example of Time Frame for Process Steps

Petitions Deemed Sufficient
(April 17, 2026)

May 4, 2026
First Board Meeting
(Resolutions 1&2)

May 18, 2026
Second Board Meeting
(Public Hearing/
Resolutions 3 & 4)

June 1, 2026
Third (final) Board Meeting
(Public Hearing and Resolution 5)

This is an estimate and is subject to change as the project progresses

Public Hearings

- Direct mailing will be sent via USPS to each record owner in the district. Publications will also be posted in the Livingston Daily newspaper.
- Pursuant to the provisions of Public Act 188 of 1954, record owners of land have the right to file written objections to the Project with the Township Board.
- First hearing – objections to creating and/or need for the district.
- Second hearing – objections to the assessments and correct errors.

Protests and Appeals

- Record owners of land have the right to comment and object to the project. Appearance and protest at the hearing OR filing of a written objection is REQUIRED to appeal the amount of the assessment to the Michigan Tax Tribunal.
- Once the roll is confirmed, Public Act 64 of 1998 provides a 30 day period for challenging special assessments with the Michigan Tax Tribunal.

Frequently Asked Questions?

- **Can I pay off early to avoid interest?**
 - Yes.
- **What if costs exceed the estimate?**
 - If a cost increase exceeds 10% of the original estimate, additional notice and public hearings are required.
- **What if I sell my property?**
 - We do not require that the assessment be paid off, however, many mortgage companies do require pay off upon sale.
- **What if one of the owners listed on the deed is deceased?**
 - A copy of the death certificate shall be verified by the Township Assessor.



Resolution #1
Grand Beach No. 3 (Rink, Simon & Mahinske Drive) Road Rehabilitation Special
Assessment Project
(winter tax 2026)

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of Genoa Charter Township, Livingston County, Michigan, (the "Township") held at the Township Hall on May 4, 2026, at 6:30 p.m., there were

PRESENT:

ABSENT:

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

Resolution to Proceed with the Project and Direct
Preparation of the Plans and Cost Estimates

WHEREAS, the Board of Trustees of the Township has received petitions which have been signed by property owners with frontage upon or having sole access to the roads in the Grand Beach No. 3 subdivision including Rink Drive, Simon Drive and Mahinske Drive which is located west of Hubert Road in Section 14. The petitions are requesting a road rehabilitation project as described in Exhibit A (the "Project") under the authority of Act No 188, Michigan Public Acts of 1954, as amended; and

WHEREAS, the Assessor has checked the signatures on the petitions by record owners of land within the Township contained within the district described above and had prepared and filed a report setting forth the percentage of record owners of lands within the district who signed the petitions which amounted to over sixty-one percent (61%) of parcels; and

WHEREAS, the creation of a Special Assessment District for the **Grand Beach No. 3 Road Rehabilitation Project** (winter tax 2026) is appropriate pursuant to Section 2 of Act No. 188, Michigan Public Acts of 1954.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, the Township Supervisor is directed to have plans prepared illustrating the Project, the location of the Project, and an estimate of the cost of the Project subject to quarterly periodic redetermination of costs, pursuant to MCL 41.724(4).
2. The plans and estimates identified in paragraph 1, when prepared, shall be filed with the Township Manager.

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 a meeting of the Township Board on May 4, 2026, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Rick Soucy, Clerk
Genoa Charter Township

**EXHIBIT A – THE PROJECT
GRAND BEACH NO. 3 ROAD REHABILITATION SPECIAL ASSESSMENT PROJECT**

**DESCRIPTION OF PROJECT
A TEN (10) YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:**

This public road improvement project (the “Project”) involves rehabilitating Rink Drive, Simon Drive and Mahinske Drive which are located in the Grand Beach No. 3 Subdivision on the west side of Hubert Road in Section 14 of Genoa Charter Township. The project includes crushing and shaping the existing asphalt prior to placing four inches (4”) of hot mix asphalt. The project will also include subgrade undercutting, base improvements and driveway repair, as necessary. This project benefits the property owners with frontage on or sole access through Simon Drive, Rink Drive and Mahinske Drive in the Grand Beach No. 3 subdivision. There is a total of 59 parcels in the district. The allocation of benefit for the parcels is based on 35 parcels fronting on the roads and having direct driveway connections, 3 parcels which front on the roadway but do not have a driveway connection and 21 parcels that do not front upon the improved roadways but rely exclusively upon said roadways for ingress and egress. A majority of homeowners representing over 61% of the properties have signed petitions.

The total construction cost for the district is \$240,000 plus \$4,000 for administration costs. The Township is contributing \$60,000 which is 25% of the project cost since this project will improve a public roadway in accordance with established policy. The interest rate for the district will be two percent (2%) which is applied to the outstanding balance.

With the Township contribution to the project, the total cost to be divided between all properties is \$184,000. Of the 59 parcels within the district, 21 parcels are determined to receive an indirect benefit and will be collectively assessed 25% of the total cost for the improvements to Simon Drive, for a combined contribution of \$18,278.70 (\$870.41 per parcel). The remaining 38 parcels are determined to receive a direct benefit and will be assessed the balance of \$165,721.30. Of these, 35 parcels will be assessed a full share in the amount of \$4,540.31 per parcel, and 3 parcels, which do not have an exclusive direct driveway connection and are identified as having a lesser degree of benefit, will be assessed a half share in the amount of \$2,270.15 per parcel.

Grand Beach No.3 Road Rehabilitation Project – Project Cost Calculations		
PROJECT COST	\$240,000.00	
ADMINISTRATIVE COSTS	\$4,000.00	
TOWNSHIP CONTRIBUTION *	\$(60,000.00)	*25% of Project Costs
CANFIELD TRAIL CONTRIBUTION	\$(18,278.70)	
TOTAL	\$165,721.30	
INTEREST %	2	
NUMBER OF PROPERTIES IN THE DISTRICT	59	(35 with direct benefit, 3 with partial direct benefit, 21 with in-direct benefit)

Cost Analysis for Canfield Trail Parcels (25% of cost for Simon Drive):		
Project Cost:	\$184,000.00	(\$240,000 + \$4,000 minus \$60,000)
Total Project Miles / Linear Feet:	0.52 miles / 2745.60 linear feet	
Cost per foot:	\$67.02	
Length of Simon Drive: (lf)	1091 linear feet	
Full Cost for Simon Drive:	\$73,114.80	
25% of Cost for Simon Drive Segment:	\$18,278.70	

COST ALLOCATION FOR GRAND BEACH NO. 3 – FULL BENEFIT PARCELS (DRIVEWAY AND FRONTAGE)
PER PARCEL COST - \$4,540.31

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING BALANCE	MONTHLY
2026	\$ 544.84	\$ 90.81	\$ 454.03	\$ 4,086.26	\$ 45.40
2027	\$ 535.76	\$ 48.48	\$ 454.03	\$ 2,154.71	\$ 44.65
2028	\$ 526.68	\$ 43.09	\$ 454.03	\$ 1,885.38	\$ 43.89
2029	\$ 517.60	\$ 37.71	\$ 454.03	\$ 1,616.04	\$ 43.13
2030	\$ 508.51	\$ 32.32	\$ 454.03	\$ 1,346.70	\$ 42.38
2031	\$ 499.43	\$ 26.93	\$ 454.03	\$ 1,077.36	\$ 41.62
2032	\$ 490.35	\$ 21.55	\$ 454.03	\$ 808.02	\$ 40.86
2033	\$ 481.27	\$ 16.16	\$ 454.03	\$ 538.68	\$ 40.11
2034	\$ 472.19	\$ 10.77	\$ 454.03	\$ 269.34	\$ 39.35
2035	\$ 463.11	\$ 5.39	\$ 454.03	-	\$ 38.59
	\$ 5,039.74	\$ 333.21	\$ 4,540.31		

COST ALLOCATION FOR GRAND BEACH NO. 3 – PARTIAL BENEFIT PARCELS (50% FOR FRONTAGE ONLY)
PER PARCEL COST - \$2,270.15

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING BALANCE	MONTHLY
2026	\$ 272.42	\$ 45.40	\$ 227.02	\$ 4,086.26	\$ 22.70
2026	\$ 267.88	\$ 40.86	\$ 227.02	\$ 3,632.23	\$ 22.32
2026	\$ 263.34	\$ 36.32	\$ 227.02	\$ 3,178.21	\$ 21.94
2026	\$ 258.80	\$ 31.78	\$ 227.02	\$ 2,724.18	\$ 21.57
2026	\$ 254.26	\$ 27.24	\$ 227.02	\$ 2,270.15	\$ 21.19
2026	\$ 249.72	\$ 22.70	\$ 227.02	\$ 1,816.12	\$ 20.81
2026	\$ 245.18	\$ 18.16	\$ 227.02	\$ 1,362.09	\$ 20.43
2026	\$ 240.64	\$ 13.62	\$ 227.02	\$ 908.06	\$ 20.05
2026	\$ 236.10	\$ 9.08	\$ 227.02	\$ 454.03	\$ 19.67
2026	\$ 231.56	\$ 4.54	\$ 227.02	-	\$ 19.30
	\$ 2,519.86	\$ 249.71	\$ 2,270.15		

COST ALLOCATION FOR GRAND BEACH NO. 2 (CANFIELD TRAIL) – SHARE IN 25% OF SIMON DRIVE
PER PARCEL COST - \$870.41

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING BALANCE	MONTHLY
2026	\$ 104.45	\$ 17.41	\$ 87.04	\$ 783.37	\$ 8.70
2027	\$ 102.71	\$ 15.67	\$ 87.04	\$ 696.33	\$ 8.56
2028	\$ 100.97	\$ 13.93	\$ 87.04	\$ 609.29	\$ 8.41
2029	\$ 99.23	\$ 12.19	\$ 87.04	\$ 522.25	\$ 8.27
2030	\$ 97.49	\$ 10.44	\$ 87.04	\$ 435.21	\$ 8.12
2031	\$ 95.75	\$ 8.70	\$ 87.04	\$ 348.17	\$ 7.98
2032	\$ 94.00	\$ 6.96	\$ 87.04	\$ 261.12	\$ 7.83
2033	\$ 92.26	\$ 5.22	\$ 87.04	\$ 174.08	\$ 7.69
2034	\$ 90.52	\$ 3.48	\$ 87.04	\$ 87.04	\$ 7.54
2035	\$ 88.78	\$ 1.74	\$ 87.04	-	\$ 7.40
	\$ 966.15	\$ 95.74	\$ 870.41		

Resolution #2
Grand Beach No. 3 (Rink, Simon & Mahinske Drive) Road Rehabilitation Special Assessment Project
(winter tax 2026)

GENOA CHARTER TOWNSHIP

At a regular meeting of the Township Board of Genoa Charter Township of Livingston County, Michigan (the “Township”) held at the Township Hall on May 4, 2026 at 6:30 p.m. there were

PRESENT:

ABSENT:

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

Resolution to Approve the Project, Schedule the First Hearing for May 18, 2026
And Direct the Issuance of Statutory Notices

WHEREAS, the Board of Trustees of Genoa Charter Township has decided to make road improvements in the Township which project shall be known as the **Grand Beach No. 3 (Rink, Simon & Mahinske Drive) Road Rehabilitation Project** (winter tax 2026) as described in Exhibit A (the “Project”);

WHEREAS, preliminary plans describing the Project and its location in the Township and a preliminary estimate of the cost of the Project, prepared by the Livingston County Road Commission have been filed with the Township Manager;

WHEREAS, after reviewing the plans and cost estimate, the Board of Trustees desires to proceed with the Project in accordance with Act No. 188, Michigan Public Acts of 1954, as amended;

WHEREAS, the Board of Trustees of Genoa Charter Township has determined to levy special assessments against the lands specially benefited by the Project, and to expend funds of the Township therefore in anticipation of the collection of such special assessments to defray all or part of the cost of the Project, all pursuant to and as authorized by Act. No. 188, Public Acts of Michigan 1954, as amended;

WHEREAS, parcels within the proposed Special Assessment District receive varying degrees of benefit from the road rehabilitation improvements based upon their relationship to and use of the improved roadways, and such determinations are based upon proportional benefit received from the improvements and not upon distance from the roadway or frequency of use; and

WHEREAS, the special assessment district for the Project has been tentatively determined by the Township Manager and is described in Exhibit B;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees of the Township hereby tentatively declares its intention to proceed with the Project.
2. The Board of Trustees of the Township hereby declares its intention to make the improvement and tentatively designates the special assessment district against which the cost of the improvement and maintenance is to be assessed as described in Exhibit B.

3. The Board of Trustees hereby determines and adopts the following assessment methodology for the proposed Road Rehabilitation Special Assessment District, based upon proportional benefit received by each parcel, and not upon distance from the roadway or frequency of use:
 - a. Full Benefit Parcels (100% Assessment): Parcels that front upon the improved roadways and have direct driveway connections thereto shall be assessed at one hundred percent (100%) of the per-parcel full benefit cost, as such properties receive the highest and most direct benefit from the improvements through direct access to their primary ingress and egress.
 - b. Partial Benefit Parcels (50% Assessment): Parcels that front upon the improved roadways but do not have driveway connections thereto shall be assessed at fifty percent (50%) of the per-parcel full benefit cost, as such properties receive a reduced but direct frontage related benefit from the improvements without direct driveway access.
 - c. Indirect Benefit Parcels (25% Assessment - Simon Drive Only): Parcels that do not front upon the improved roadways but rely exclusively upon said roadways for ingress and egress shall be assessed at twenty-five percent (25%) of the per-parcel full benefit cost attributable solely to the improvements on Simon Drive, as such properties receive an indirect but necessary and substantial benefit from the rehabilitation of that roadway, which constitutes their sole means of vehicular access.
4. In accordance with Act No. 188, Michigan Public Acts of 1954, as amended, and the laws of the State of Michigan, there shall be a public hearing on the Project, the petitions requesting the Project, and the proposed Special Assessment District for the Project which is known as the “**Grand Beach No. 3 Road Rehabilitation Project** (winter tax 2026).”
5. The public hearing will be held on May 18, 2026 at 6:30 p.m., at the offices of Genoa Charter Township, 2911 Dorr Road, Brighton, Michigan 48116.
6. The Township Manager is directed to mail, by first class mail, a notice of the public hearing to each owner of or party in interest in property to be assessed, whose name appears upon the last Township tax assessment records. The last Township tax assessment records means the last assessment roll for ad valorem tax purposes which has been reviewed by the Township Board of Review, as supplemented by any subsequent changes in the names or addresses of such owners or parties listed thereon. The notice to be mailed by the Township Manager shall be similar to the notice attached as Exhibit C and shall be mailed by first class mail on or before May 8, 2026. Following the mailing of the notices, the Township Manager shall complete an affidavit of mailing similar to the affidavit set forth in Exhibit D.
7. The Township Manager is directed to publish a notice of the public hearing in the Livingston County Daily Press & Argus, a newspaper of general circulation within the Township. The notice shall be published twice, once on or before May 8, 2026 and once on or before May 15, 2026. The notice shall be in a form substantially similar to the notice attached as Exhibit C.

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

YES:

NO:

ABSENT:

RESOLUTION DECLARED _____.

CLERK'S CERTIFICATE

The Undersigned, being 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 Board of Trustees at a meeting of the Township Board on May 4, 2026, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records of the 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.

Rick Soucy
Genoa Charter Township Clerk

**EXHIBIT A – THE PROJECT
GRAND BEACH NO. 3 ROAD REHABILITATION SPECIAL ASSESSMENT PROJECT**

**DESCRIPTION OF PROJECT
A TEN (10) YEAR SPECIAL ASSESSMENT DISTRICT
WITH PROJECTED COSTS AS FOLLOWS:**

This public road improvement project (the “Project”) involves rehabilitating Rink Drive, Simon Drive and Mahinske Drive which are located in the Grand Beach No. 3 Subdivision on the west side of Hubert Road in Section 14 of Genoa Charter Township. The project includes crushing and shaping the existing asphalt prior to placing four inches (4”) of hot mix asphalt. The project will also include subgrade undercutting, base improvements and driveway repair, as necessary. This project benefits the property owners with frontage on or sole access through Simon Drive, Rink Drive and Mahinske Drive in the Grand Beach No. 3 subdivision. There is a total of 59 parcels in the district. The allocation of benefit for the parcels is based on 35 parcels fronting on the roads and having direct driveway connections, 3 parcels which front on the roadway but do not have a driveway connection and 21 parcels that do not front upon the improved roadways but rely exclusively upon said roadways for ingress and egress. A majority of homeowners representing over 61% of the properties have signed petitions.

The total construction cost for the district is \$240,000 plus \$4,000 for administration costs. The Township is contributing \$60,000 which is 25% of the project cost since this project will improve a public roadway in accordance with established policy. The interest rate for the district will be two percent (2%) which is applied to the outstanding balance.

With the Township contribution to the project, the total cost to be divided between all properties is \$184,000. Of the 59 parcels within the district, 21 parcels are determined to receive an indirect benefit and will be collectively assessed 25% of the total cost for the improvements to Simon Drive, for a combined contribution of \$18,278.70 (\$870.41 per parcel). The remaining 38 parcels are determined to receive a direct benefit and will be assessed the balance of \$165,721.30. Of these, 35 parcels will be assessed a full share in the amount of \$4,540.31 per parcel, and 3 parcels, which do not have an exclusive direct driveway connection and are identified as having a lesser degree of benefit, will be assessed a half share in the amount of \$2,270.15 per parcel.

Grand Beach No.3 Road Rehabilitation Project – Project Cost Calculations		
PROJECT COST	\$240,000.00	
ADMINISTRATIVE COSTS	\$4,000.00	
TOWNSHIP CONTRIBUTION *	\$(60,000.00)	*25% of Project Costs
CANFIELD TRAIL CONTRIBUTION	\$(18,278.70)	
TOTAL	\$165,721.30	
INTEREST %	2	
NUMBER OF PROPERTIES IN THE DISTRICT	59	(35 with direct benefit, 3 with partial direct benefit, 21 with in-direct benefit)

Cost Analysis for Canfield Trail Parcels (25% of cost for Simon Drive):		
Project Cost:	\$184,000.00	(\$240,000 + \$4,000 minus \$60,000)
Total Project Miles / Linear Feet:	0.52 miles / 2745.60 linear feet	
Cost per foot:	\$67.02	
Length of Simon Drive: (lf)	1091 linear feet	
Full Cost for Simon Drive:	\$73,114.80	
25% of Cost for Simon Drive Segment:	\$18,278.70	

COST ALLOCATION FOR GRAND BEACH NO. 3 – FULL BENEFIT PARCELS (DRIVEWAY AND FRONTAGE)
PER PARCEL COST - \$4,540.31

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING BALANCE	MONTHLY
2026	\$ 544.84	\$ 90.81	\$ 454.03	\$ 4,086.26	\$ 45.40
2027	\$ 535.76	\$ 48.48	\$ 454.03	\$ 2,154.71	\$ 44.65
2028	\$ 526.68	\$ 43.09	\$ 454.03	\$ 1,885.38	\$ 43.89
2029	\$ 517.60	\$ 37.71	\$ 454.03	\$ 1,616.04	\$ 43.13
2030	\$ 508.51	\$ 32.32	\$ 454.03	\$ 1,346.70	\$ 42.38
2031	\$ 499.43	\$ 26.93	\$ 454.03	\$ 1,077.36	\$ 41.62
2032	\$ 490.35	\$ 21.55	\$ 454.03	\$ 808.02	\$ 40.86
2033	\$ 481.27	\$ 16.16	\$ 454.03	\$ 538.68	\$ 40.11
2034	\$ 472.19	\$ 10.77	\$ 454.03	\$ 269.34	\$ 39.35
2035	\$ 463.11	\$ 5.39	\$ 454.03	-	\$ 38.59
	\$ 5,039.74	\$ 333.21	\$ 4,540.31		

COST ALLOCATION FOR GRAND BEACH NO. 3 – PARTIAL BENEFIT PARCELS (50% FOR FRONTAGE ONLY)
PER PARCEL COST - \$2,270.15

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING BALANCE	MONTHLY
2026	\$ 272.42	\$ 45.40	\$ 227.02	\$ 4,086.26	\$ 22.70
2026	\$ 267.88	\$ 40.86	\$ 227.02	\$ 3,632.23	\$ 22.32
2026	\$ 263.34	\$ 36.32	\$ 227.02	\$ 3,178.21	\$ 21.94
2026	\$ 258.80	\$ 31.78	\$ 227.02	\$ 2,724.18	\$ 21.57
2026	\$ 254.26	\$ 27.24	\$ 227.02	\$ 2,270.15	\$ 21.19
2026	\$ 249.72	\$ 22.70	\$ 227.02	\$ 1,816.12	\$ 20.81
2026	\$ 245.18	\$ 18.16	\$ 227.02	\$ 1,362.09	\$ 20.43
2026	\$ 240.64	\$ 13.62	\$ 227.02	\$ 908.06	\$ 20.05
2026	\$ 236.10	\$ 9.08	\$ 227.02	\$ 454.03	\$ 19.67
2026	\$ 231.56	\$ 4.54	\$ 227.02	-	\$ 19.30
	\$ 2,519.86	\$ 249.71	\$ 2,270.15		

COST ALLOCATION FOR GRAND BEACH NO. 2 (CANFIELD TRAIL) – SHARE IN 25% OF SIMON DRIVE
PER PARCEL COST - \$870.41

YEAR	PAYMENT	TO INTEREST	TO PRINCIPAL	OUTSTANDING BALANCE	MONTHLY
2026	\$ 104.45	\$ 17.41	\$ 87.04	\$ 783.37	\$ 8.70
2027	\$ 102.71	\$ 15.67	\$ 87.04	\$ 696.33	\$ 8.56
2028	\$ 100.97	\$ 13.93	\$ 87.04	\$ 609.29	\$ 8.41
2029	\$ 99.23	\$ 12.19	\$ 87.04	\$ 522.25	\$ 8.27
2030	\$ 97.49	\$ 10.44	\$ 87.04	\$ 435.21	\$ 8.12
2031	\$ 95.75	\$ 8.70	\$ 87.04	\$ 348.17	\$ 7.98
2032	\$ 94.00	\$ 6.96	\$ 87.04	\$ 261.12	\$ 7.83
2033	\$ 92.26	\$ 5.22	\$ 87.04	\$ 174.08	\$ 7.69
2034	\$ 90.52	\$ 3.48	\$ 87.04	\$ 87.04	\$ 7.54
2035	\$ 88.78	\$ 1.74	\$ 87.04	-	\$ 7.40
	\$ 966.15	\$ 95.74	\$ 870.41		

EXHIBIT B – The District

The **Grand Beach No. 3 Road Rehabilitation Special Assessment Project** (winter tax 2026) is being designed to serve the properties in the Special Assessment District, which district is illustrated on the map below and includes the specific properties that are identified by the following permanent parcel numbers:

11-14-401-011	11-14-401-024	11-14-401-001	11-14-201-036	11-14-202-074	11-14-202-067	11-14-202-056
11-14-401-010	11-14-401-016	11-14-401-021	11-14-202-059	11-14-202-063	11-14-202-069	11-14-202-055
11-14-401-012	11-14-401-017	11-14-201-043	11-14-201-035	11-14-202-073	11-14-202-068	11-14-202-054
11-14-401-009	11-14-401-004	11-14-201-042	11-14-201-034	11-14-202-064	11-14-400-016	11-14-202-052
11-14-401-008	11-14-401-018	11-14-201-041	11-14-201-049	11-14-202-072	11-14-202-058	11-14-200-008
11-14-401-013	11-14-401-003	11-14-202-061	11-14-201-045	11-14-202-065	11-14-400-015	
11-14-401-022	11-14-401-019	11-14-201-040	11-14-201-044	11-14-202-071	11-14-202-057	
11-14-401-014	11-14-401-002	11-14-201-039	11-14-202-062	11-14-202-066	11-14-400-022	
11-14-401-023	11-14-401-020	11-14-201-052	11-14-202-075	11-14-202-070	11-14-200-009	

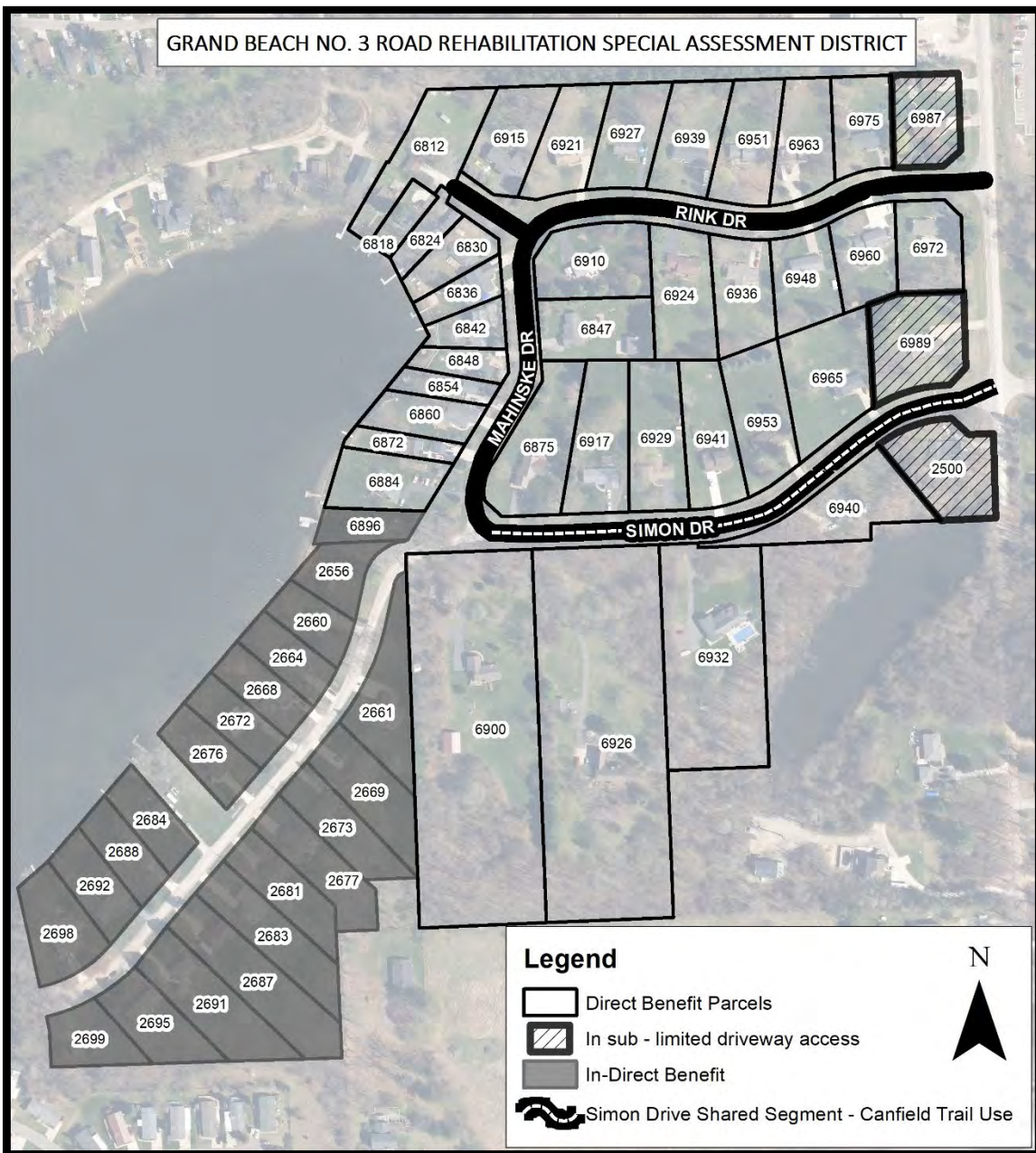


EXHIBIT C – NOTICE OF PUBLIC HEARING

**GENOA CHARTER TOWNSHIP, LIVINGSTON COUNTY, MICHIGAN
 NOTICE OF PUBLIC HEARING – MAY 18, 2026 AT 6:30PM
 UPON A PROPOSED GRAND BEACH NO. 3 ROAD REHABILITATION PROJECT
 AND SPECIAL ASSESSMENT DISTRICT (winter tax 2026)**

NOTICE IS HEREBY GIVEN:

(1) The Township Board of Genoa Charter Township, Livingston County, Michigan, in accordance with the laws of the State of Michigan, will hold a Public Hearing on May 18, 2026 at 6:30 p.m., at the Genoa Charter Township Offices, 2911 Dorr Road, Brighton, Michigan 48116, to review the following proposed special assessment district and to hear any objections thereto and to the proposed project as follows:

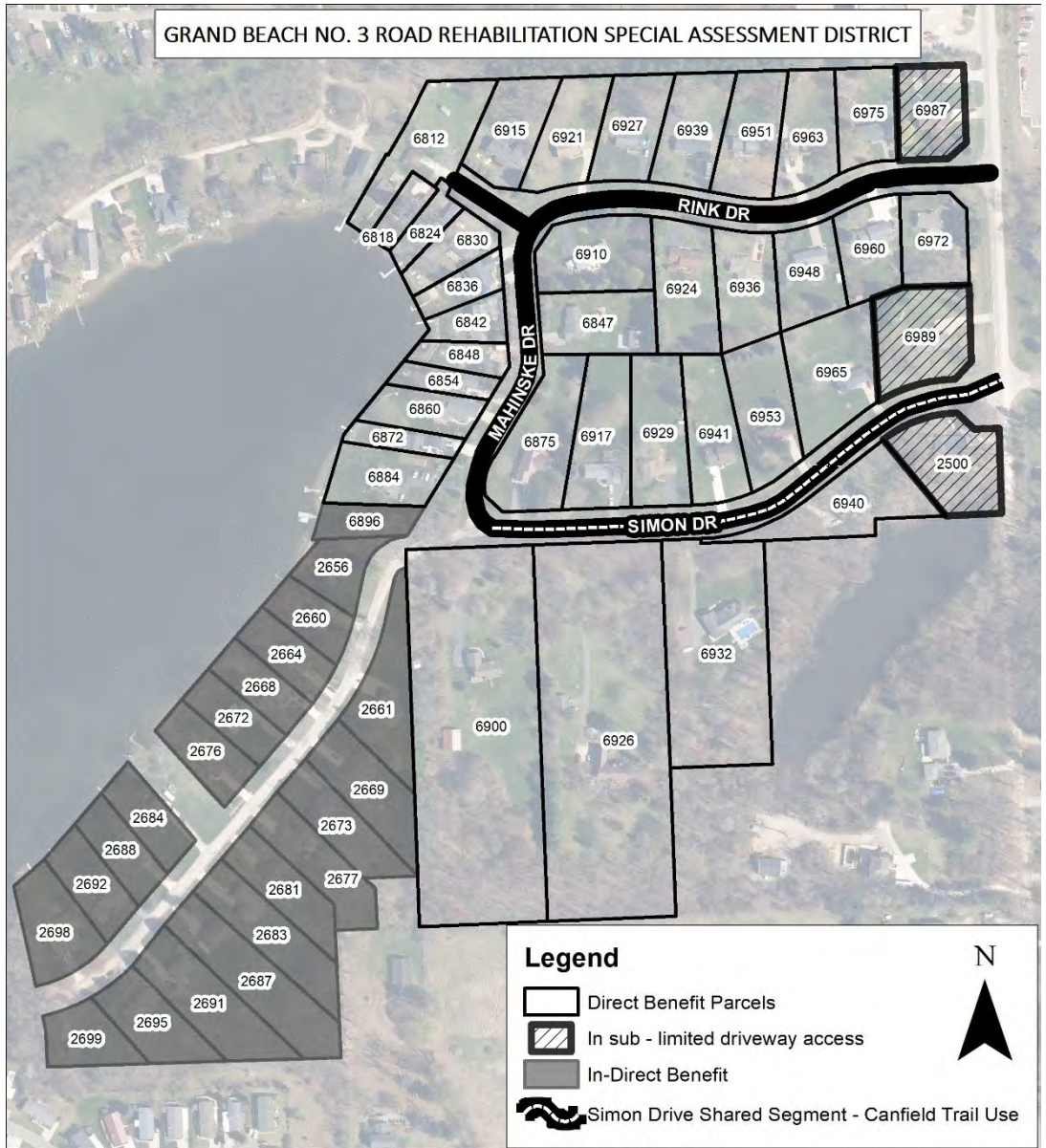
**GRAND BEACH NO. 3 (RINK DRIVE, SIMON DRIVE, MAHINSKE DRIVE)
 ROAD REHABILITATION SPECIAL ASSESSMENT DISTRICT**

- (2) This public road improvement project (the “Project”) involves rehabilitating Rink Drive, Simon Drive, and Mahinske Drive which are located in the Grand Beach No. 3 Subdivision on the west side of Hubert Road in Section 14 of Genoa Charter Township. The project includes crushing and shaping the existing asphalt prior to placing four inches (4”) of hot mix asphalt. The project will also include subgrade undercutting, base improvements and driveway repair, as necessary. This project benefits the property owners with frontage on or sole access through Simon Drive, Rink Drive and Mahinske Drive in the Grand Beach No. 3 subdivision.
- (3) The total construction cost for the district is \$240,000 plus \$4,000 for administration costs. The Township is contributing to the project since this project will improve a public roadway in accordance with established policy. The Township contribution will be \$60,000 which is 25% of the project cost. The interest rate for the district will be two percent (2%) which is applied to the outstanding balance.
- (4) With the Township contribution to the project, the total cost to be divided between all properties is \$184,000. Of the 59 parcels within the district, 21 parcels are determined to receive an indirect benefit and will be collectively assessed 25% of the total cost for the improvements to Simon Drive, for a combined contribution of \$18,278.70 (\$870.41 per parcel). The remaining 38 parcels are determined to receive a direct benefit and will be assessed the balance of \$165,721.30. Of these, 35 parcels will be assessed a full share in the amount of \$4,540.31 per parcel, and 3 parcels, which do not have an exclusive direct driveway connection and are identified as having a lesser degree of benefit, will be assessed a half share in the amount of \$2,270.15 per parcel.
- (5) The Project is being designed to serve the properties in the Special Assessment District, which district is illustrated on the map on the following page and includes the specific properties that are identified by the following parcel numbers:

11-14-401-011	11-14-401-024	11-14-401-001	11-14-201-036	11-14-202-074	11-14-202-067	11-14-202-056
11-14-401-010	11-14-401-016	11-14-401-021	11-14-202-059	11-14-202-063	11-14-202-069	11-14-202-055
11-14-401-012	11-14-401-017	11-14-201-043	11-14-201-035	11-14-202-073	11-14-202-068	11-14-202-054
11-14-401-009	11-14-401-004	11-14-201-042	11-14-201-034	11-14-202-064	11-14-400-016	11-14-202-052
11-14-401-008	11-14-401-018	11-14-201-041	11-14-201-049	11-14-202-072	11-14-202-058	11-14-200-008
11-14-401-013	11-14-401-003	11-14-202-061	11-14-201-045	11-14-202-065	11-14-400-015	
11-14-401-022	11-14-401-019	11-14-201-040	11-14-201-044	11-14-202-071	11-14-202-057	
11-14-401-014	11-14-401-002	11-14-201-039	11-14-202-062	11-14-202-066	11-14-400-022	
11-14-401-023	11-14-401-020	11-14-201-052	11-14-202-075	11-14-202-070	11-14-200-009	

(6) The Township plans to impose special assessments on the properties located in the Special Assessment District to pay for the costs of the Project.

(7) The plan and cost estimate from the Livingston County Road Commission for the proposed project and the boundaries of the Special Assessment District are now on file in the office of the Township Manager and Township Clerk for public inspection. Periodic redeterminations of the cost of the Project may be made, and subsequent hearings shall not be required if such cost redeterminations do not increase the estimated cost of the Project by more than 10%.



The Township has received and certified petitions signed by 36 property owners which is over 61% percent of property owners within the proposed district. Pursuant to the provisions of Public Act 188 of 1954, record owners of land have the right to object to the Project with the Township Board. Any person objecting to the proposed Project or the proposed Special Assessment District shall appear and protest at the hearing or shall file an objection in writing with the Township Manager before the close of the May 18, 2026 hearing or within such further times as the Township Board may grant.

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

This notice is given by order of the Genoa Charter Township Board.
 Dated: May 4, 2026

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

EXHIBIT D

AFFIDAVIT OF MAILING

STATE OF MICHIGAN)

COUNTY OF LIVINGSTON)

Kathleen Murphy, being first duly sworn, deposes and says that she personally prepared for mailing, and did on May 8, 2026, send by first-class mail, the notice of hearing, a true copy of which is attached hereto, to each record owner of or party in interest in all property to be assessed for the improvement described therein, as shown on the last local tax assessment records of the Township of Genoa; that she personally compared the address on each envelope against the list of property owners as shown on the current tax assessment rolls of the Township; that each envelope contained therein such notice and was securely sealed with postage fully prepaid for first-class mail delivery and plainly addressed; and that she personally placed all of such envelopes in a United States Post Office receptacle on the above date.

Kathleen Murphy
Genoa Charter Township



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

MEMORANDUM

TO: Board of Trustees
FROM: Kevin Spicher, Supervisor
DATE: April 29, 2026
RE: Upper Parking Lot Repairs / Replacement

The condition of the upper parking lot servicing the majority of people who've come to enjoy the amenities available at the Genoa Township Hall has deteriorated to the point that it must be replaced. After consulting with our Engineer to create specifications, we chose 3 trusted vendors to provide us with quotes to consider:

Allied Construction, who handles the majority of SAD Road projects through the Livingston County Road Commission.

D&H Asphalt, a local contractor that has served this area for over 60 years.

DeBottis Development & Asphalt, another local contractor that has worked with several neighboring Townships.

The bid package consisted of the following:

- 1) Crush and shape existing asphalt, hauling as needed
- 2) Repair Existing Catch Basin in driveway portion
- 3) Finish Grade, Compact Base and install 4" of new asphalt in 2 lifts
 - The initial bid package asked for a 3" option to compare costs, But that has been determined to be an inferior solution.
- 4) Restripe Lot

We also requested estimates for the following add-on options to consider:

- A) To provide additional support for the repaired catch basin, pour a concrete pad to reinforce the driving surface around it.
- B) Install 4 Bollards to increase protection around the utility poll located at the southernmost portion of the 3rd parking row from the West edge.

Each quote is competitive and any of these contractors will provide high quality work.

SUPERVISOR

Kevin Spicher

CLERK

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

9618 Northwest Court
 Clarkston, MI 48346
 (248) 625-9581
 Fax (248) 625-3360
www.alliedasphalt.com

Proposal



M.D.O.T. PREQUALIFIED

Proposal Submitted To: Genoa Township		Date: April 29, 2026	Estimate No.: 24208
Attn: Adam VanTassell		Email: adam@genoa.org	
Property Name: Genoa Township		Job Name: Genoa Twp - SE Parking Lot Reconstruction	
Address: 2911 Dorr Road, Brighton, MI 48116		Job Address: 2911 Dorr Road, Brighton, MI 48116	
Architect: N/A	Date Of Plans: Per Twp specs and site review	Phone: 810-227-5225	

We Propose hereby to furnish material and labor - complete in accordance with specifications below. for the sum of:

All work terms and conditions are bound by the attached General Conditions. All agreements are contingent upon strikes, accidents, weather, material shortages, or delays beyond our control. Any deviation from specifications requested by the Owner shall become an extra charge. Any warranty does not cover gasoline or oil spills, kickstand or tire marks, cracks, tree root cracks, reflective cracks, small water depressions and settling. Installed asphalt is guaranteed to be 98% puddle free.

Authorized Signature Ken Frenger (248-640-5043)
ken@alliedasphaltpaving.com

Note: This proposal may be withdrawn by us if not accepted within 30 days.

We here by submit specifications and estimates for:

<u>ITEM OF WORK DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>PRICE</u>	<u>AMOUNT</u>
1 - Pulverize existing asphalt up to 3" thick and mix/blend it with underlying gravel base for a thicker and stronger base.	43,120.00	SF	\$0.35	\$15,092.00
2 - Remove catch basin frame and grate, reconstruct deteriorated brick and block, and reset frame and grate to proper grade for drainage (see alternates for added concrete collar at this catch basin).	1.00	EA	\$995.00	\$995.00
3 - Proof roll existing gravel base to confirm stability then fine grade and re-compact in prep for new paving.	43,120.00	SF	\$0.17	\$7,330.40
4 - Construct a final compacted 4" hot mixed asphalt with 2" of 13A leveling (~527 tons), an SS-1h tack coat, and 2" of 36A topping (~527 tons).	43,120.00	SF	\$2.93	\$126,341.60
5 - Construct ~4" high mountable asphalt curb.	195.00	LF	\$6.50	\$1,267.50
6 - Paint restripe parking lot per previously existing layout.	1.00	LS	\$735.00	\$735.00
Total:				\$151,761.50

NOTES:

- 1 - Work quoted for completion in one mobilization without phasing before 8/15/2026
- 2 - Asphalt requires a minimum of 1.5% slope to guarantee against slow drainage and ponding.
- 3 - Scope of work and prices exclude: permits; bonds; testing or inspection fees; engineering survey staking or layout; phasing; concrete work; liability for damages to overhanging bushes or tree limbs; liability for damages or repairs to private utilities not staked by Miss Dig (i.e. sprinklers, electrical secondaries to site lighting, etc.); landscaping restoration.
- 4 - All work completed per Allied's general conditions attached. This proposal and general conditions to referenced in and be made part of any alternate agreement offered to Allied.

Payment to be made as follows:

NET 30

Acceptance of Proposal-The above prices, specifications, conditions, and attached general conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature: _____

9618 Northwest Court
 Clarkston, MI 48346
 (248) 625-9581
 Fax (248) 625-3360
www.alliedasphalt.com

Proposal



M.D.O.T. PREQUALIFIED

Proposal Submitted To: Genoa Township		Date: April 29, 2026	Estimate No.: 24208
Attn: Adam VanTassell		Email: adam@genoa.org	
Property Name: Genoa Township		Job Name: Genoa Twp - SE Parking Lot Reconstruction	
Address: 2911 Dorr Road, Brighton, MI 48116		Job Address: 2911 Dorr Road, Brighton, MI 48116	
Architect: N/A	Date Of Plans: Per Twp specs and site review	Phone: 810-227-5225	

We Propose hereby to furnish material and labor - complete in accordance with specifications below. for the sum of:

All work terms and conditions are bound by the attached General Conditions. All agreements are contingent upon strikes, accidents, weather, material shortages, or delays beyond our control. Any deviation from specifications requested by the Owner shall become an extra charge. Any warranty does not cover gasoline or oil spills, kickstand or tire marks, cracks, tree root cracks, reflective cracks, small water depressions and settling. Installed asphalt is guaranteed to be 98% puddle free.

Authorized Signature _____
Ken Frenger (248-640-5043)
ken@alliedasphaltpaving.com

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ADDITIONAL WORK IF REQUIRED	QUANTITY	UNIT	PRICE	AMOUNT
2 - If required, undercut existing unstable gravel base and / or subgrade with compacted 21AA crush concrete stabilizing backfill.	1.00	TON	\$72.50	\$72.50
1 - If required, import / place 21AA crush concrete to supplement existing gravel base for improved drainage.	1.00	TON	\$42.50	\$42.50
3 - Add 8'x8"x8" concrete collar at catch basin in parking lot drive approach, in lieu of asphalt paving up to catch basin casting.	1.00	EA	\$2,680.00	\$2,680.00
4 - Provide and install 6" sch 40 steel bollards filled with concrete installed in the asphalt around the power pole on the south side of the parking lot for protection.	4.00	EA	\$995.00	\$3,980.00

Payment to be made as follows:

NET 30

Acceptance of Proposal-The above prices, specifications, conditions, and attached general conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature: _____



GENERAL CONDITIONS

1. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement amongst the parties. This Agreement supersedes any and all other agreements, whether oral or written between The Federal Civil Group and its affiliates (Allied Construction, Federal Paving, & State Crushing), otherwise known as "Contractor" and the Purchaser, pertaining to the Work described herein (the "Work"). It is expressly understood that all terms, agreements, and conditions relating to this Agreement include only those set forth in writing herein. This agreement shall be construed and interpreted in accordance with the laws of the State of Michigan.
2. **COUNTERPARTS:** The Parties acknowledge and agree that this Agreement may be executed in counterparts, may also be transmitted by facsimile and/or email, all of which shall be binding in all respects upon and inure to the benefit of each Party hereto. Nothing in this Agreement is intended, nor shall anything be construed to give any other person, or entity not a Party to this Agreement, any rights, remedies, or claims under or by reason hereof.
3. **COSTS OF COLLECTION/ENFORCEMENT OF THIS AGREEMENT:** If for any reason, the Contractor institutes any civil action, or takes any other action to enforce this Agreement, then Owner consents and agrees that the Contractor shall receive all its actual costs, expenses, and attorney fees incurred, from Owner, which shall become a part of the damages due and owing the contractor. Expenses covered by this paragraph include, without limitation, the Contractor's attorney fees and legal expenses, whether or not a civil action is filed, including all such fees and expenses for all bankruptcy proceedings, all post judgment litigation, including appeals, all costs of researching records, and obtaining reports, including but not limited to title reports. Owner consents and agrees to pay all of the Contractor's costs, expenses and fees set forth in this paragraph.
4. **ARBITRATION:** The Contractor, at its sole election, shall determine whether any and all disputes, claims, or differences arising out of this Agreement shall be resolved by submitting the same to arbitration or to a court of competent jurisdiction. When any such arbitration or litigation proceedings are initiated by Contractor, they may be initiated at any time in accordance with the applicable statute(s) of limitations. Should the Purchaser wish to commence proceedings on any disputes, claims, or differences, they shall notify Contractor of said election and Contractor shall have fifteen (15) days from the receipt of the aforementioned written correspondence to elect whether proceedings shall be commenced via arbitration proceeding or via a court of competent jurisdiction. Any selected arbitration proceedings shall be conducted in accordance with the rules of the American Arbitration Association and may include, at the election of Contractor, an arbitration proceeding pursuant to the specific Construction Industry Arbitration Rules. Any applicable arbitration award may be enforced by a court of competent jurisdiction and may include any equitable remedies that a court of competent jurisdiction could have provided and any remedies pursuant to the Michigan Construction Lien Act, M.C.L. § 570.1101 et seq.
5. **TIME PRICE CHARGES:** The Owner consents and agrees to pay the Contractor a time price differential charge of one and one half percent (1.5%) per month, on all past due amounts due and owing the Contractor, until the entire balance due Allied is paid in full. If the Owner defaults on any obligation under this Agreement, or otherwise terminates or breaches this Agreement, so that the Scope of Work or Project does not proceed and/or is not completed by the Contractor, for any reason whatsoever, then the Contractor shall receive the foregoing Time Price Charges from Owner, in addition to all other damages the Contractor may be entitled to under Michigan law and/or equitable doctrines available to the Contractor.
6. **CHANGES:** No changes or alterations to the specification(s) pertaining to the Work shall be allowed except as made in writing, signed by the parties, and at prices agreed upon at the time the changes are authorized.
7. **PREVAILING PARTY:** In the event that any dispute between the parties, pertaining to this Agreement and/or the Work, proceeds to arbitration or litigation, the prevailing party shall be entitled to recover their reasonable costs and attorney fees incurred.
8. **DELAY:** Contractor will not be responsible for any delays, or any condition or damage that results from any delay; including but not limited to inability to receive materials, weather conditions, strikes or other labor stoppages, acts of God, war, decision by Purchaser to delay installation of top coat, delay(s) caused by another party (other than the Contractor) through fault or otherwise, or any other unanticipated condition.
9. **PERMITS:** The Purchaser or the owner of the project where the Work is being performed shall pay for any and all required permits or assessments.
10. **MINIMUM SLOPE AND STANDING WATER:** To allow for proper drainage all pavement areas must be designed for a minimum of 1.5% slope or there is a chance for standing water, puddles, or slow drainage. We cannot guarantee and therefore cannot be held responsible for any standing water when slopes are less than 1.5%.
11. **REPRODUCTION CRACKS:** When the Work involves resurfacing concrete, brick, asphalt pavements, or any other such surfaces, the Contractor is not responsible for the reproduction of cracks, reflection of expansion joints, or other similar items, which may occur.
12. **UNDERGROUND STRUCTURES:** It is Purchaser's responsibility to timely and properly advise Contractor to the existence and location of all underground structures such as sewers, water lines, gas lines, private and public electrical lines, etc., which might be encountered by Contractor in the performance of its Work hereunder. Contractor shall be deemed to have notice of the existence of only those structures specifically referred to in this Agreement, and the location thereof as indicated in this Agreement. If developments in the performance of the work reveal that the identity or location of the underground structures varies from those specified herein, any extra cost to Contractor thereby incurred in moving, protecting, or covering the same, or otherwise, shall be borne by the Purchaser.
13. **SOIL CONDITIONS:** Should any unusual soil conditions be encountered, including, but not limited to organic soils, silt, clay and/or underground water, any extra cost incurred by Contractor in the performance of the Work, occasioned by such conditions, shall be paid by the Purchaser. The use of pumps to lower or deal with high water conditions will be at additional charge to the Purchaser.
14. **HIDDEN OBJECTS:** Contractor assumes no responsibility for removing hidden objects encountered during performance of the Work. Any costs incurred by the removal and disposal of such hidden objects shall be borne solely by the Purchaser, and the Contractor shall be reimbursed accordingly.
15. **ZONING REQUIREMENTS & OTHER LOCAL REGULATIONS:** Contractor assumes no responsibility for determining whether the Purchaser has the legal right or authority to pave the property, or otherwise perform the Work as directed. Notwithstanding the same, should the Work be deemed to be in violation of any ordinance, zoning regulation, or other law, the Purchaser shall nevertheless be obligated to pay for Work performed as set forth in this Agreement.
16. **GROUND MOVEMENTS:** Ground movements can cause certain cracking or other such items that may be visible after Contractor performs its Work. Contractor shall not be responsible to repair any such items that may be caused by frost heaving, freeze thawing, expansion/contraction due to the weather, vehicular vibrations, or any ground movements of any kind. **CONTRACTOR EXPRESSLY DISCLAIMS ANY WARRANTIES IN CONNECTION WITH ANY CRACKING OR OTHER SUCH ITEMS THAT MAY OCCUR IN CONNECTION WITH ANY GROUND MOVEMENTS.**
17. **UNANTICIPATED CONDITIONS:** In addition to paragraphs 3, 4, 5, 7, 8, 9, 10, and 12 above, the parties acknowledge and agree that certain unanticipated circumstances may occur which are beyond the scope of the Work to be performed by Contractor. It is understood that in the event that any such unanticipated circumstance should occur, after responsible investigation to determine that said circumstances could not have been anticipated, Contractor may submit a Change Order to Purchaser proposing necessary additional work to be performed resulting from said unanticipated circumstance(s). In the event that Purchaser fails to execute said change Order, then Purchaser shall assume complete responsibility for any and all damages and costs resulting from Purchaser's failure to consent to the Change Order and Contractor may, at its sole discretion, consider Purchaser's failure to execute the Change Order as grounds for terminating this Agreement, including its responsibility to perform any services under this Agreement. If Contractor elects to terminate this agreement pursuant to this paragraph, then Purchaser shall still be responsible to pay Contractor the entire contract amount, less any labor and material costs not incurred by Contractor as a result of the termination. Should Contractor elect to continue working, rather than terminate the Agreement, Purchaser acknowledges that Contractor may be unable to comply with certain terms and conditions of the Agreement due to said unanticipated circumstance(s), and Contractor will not be held responsible for any such terms and conditions.
18. **SEVERABILITY:** Invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions set forth herein and this Agreement shall be construed in all aspects as if such invalid or unenforceable provision was omitted.
19. **BINDING EFFECT:** This Agreement shall be binding on the parties and their heirs, agents, employees, personal representatives, successors, and assigns.
20. **AMBIGUITY:** In the event that any of the terms and conditions of this Agreement are found to be ambiguous, then the remainder of the Agreement shall be interpreted to give it full force and effect. Further, in the event there is an ambiguity between this Agreement and any other agreement, the parties intend that the terms and conditions of this Agreement will supersede any other agreement, including but not limited to the administration, interpretation, performance, and enforcement of this Agreement. Any rule of construction regarding ambiguities being resolved against the drafting parties shall not apply to interpretation and construction of this Agreement.

Diagram For Genoa Township



D & H ASPHALT COMPANY

P.O. BOX 729
 HAMBURG, MI 48139

Estimate

Date	Estimate #
3/19/2026	26-106

Name / Address
GENOA TOWNSHIP ATTN: ADAM VANTASSELL 2911 DORR RD HOWELL, MI 48843

Customer Fax	Rep	Project
	MH	
Description		Total
INSTALL 4 CONCRETE BOLLARDS AROUND UTILITY POLE PAINT YELLOW *Would highly recommend going with the 4-inch option for longevity of the parking lot. *This estimate does not include bonds, permits, inspections, material testing or site restoration.		4,000.00
Price is subject to change.		Total

Signature

Phone #	Fax #	E-mail
810-231-3501	810-231-3393	dandhasphalt@sbcglobal.net

DeBottis Development and Asphalt Seal Coating, LLC

2517 Black Eagle Ridge-L'Eagle Pointe

Howell, MI. 48843-6939

Office/Fax 517-546-0815

Cell 734-323-1698

PROPOSAL: 04/05/26

Genoa Township Park Parking Lot

Job Location: Remove and Replace Asphalt Parking Lot

2911 Dorr Road

Howell, MI 48843

517-861-7920

ATTN: Adam Vantassell-Project Manager

Work Description:

Parking Lot-Approximately **43,650**-Square Feet.

OPTION 1: 3 Inch Asphalt Parking Lot

Saw Cut Margin

Pulverize Existing Asphalt to a Depth Of **8**-Inches Below Grade.

Enhance Existing Aggregate Base with Pulverized Material as Necessary

To Maintain Proper Grade.

Fine Grade and Compact.

Haul Away Spoils.

Pave with **1 1/2**-Inches Compacted Bituminous 13A Asphalt.

Apply SS1H Tack Coat

Pave with **1 1/2**-Inches Compacted Bituminous Finish Material

5E1 Asphalt.

Stripe Lot.

Saw Cut Catch Basin

Lower and Repair Bricks

Pour 6" Concrete Surround

Install (4) Concrete Bollards Protecting

Utility Pole and Paint Yellow

TOTAL COST: \$136,700.00

OPTION 2: 4 Inch Asphalt Parking Lot

Saw Cut Margin

Pulverize Existing Asphalt to a Depth Of **8**-Inches Below Grade.

Enhance Existing Aggregate Base with Pulverized Material as Necessary
To Maintain Proper Grade.
Fine Grade and Compact.
Haul Away Spoils.
Pave with 2-Inches Compacted Bituminous 13A Asphalt.
Apply SS1H Tack Coat
Pave with 2-Inches Compacted Bituminous Finish Material
5E1 Asphalt.
Stripe Lot.

Saw Cut Catch Basin
Lower and Repair Bricks
Pour 6" Concrete Surround

Install (4) Concrete Bollards Protecting
Utility Pole and Paint Yellow

TOTAL COST: \$167,100.00

**NOTE: Proposal Does Not Include Bonds, Permits, Inspections, Material Testing or
Grounds Restoration.**

Payment due upon completion



THANK YOU FOR YOUR BUSINESS



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

MEMORANDUM

TO: Board of Trustees
FROM: Kevin Spicher, Supervisor
DATE: April 30, 2026
RE: Legal Options

Last November, when our former Clerk resigned, a resignation letter was provided to the press. It contained allegations of a “Toxic” work environment within Genoa Township Hall, and accusations that specific staff members acted to prevent her from doing her job. A handful of residents and several board members requested a full investigation into these allegations.

As a result, Clerk Soucy reached out to several law firms recommended as “specialists” in the labor law area with experience doing this sort of investigation. Each pointed out that “Toxic work environment” is not a legal term, and as such, no legal remedy is available to any party should it be determined a particular workplace is an unpleasant place to be. A “Hostile work environment” is a legal definition with remedies, but the law says the victim must be a member of a “protected” class, and the hostility must be based on membership in that class. Given the similar class status of the majority of Genoa Township staff, all the legal firms discerned that establishing the presence of a Hostile work environment was extremely unlikely, especially since none was alleged. The investigation would also examine whether any specific employees acted with “intent to harm”, a high bar that was lifted higher in light of explanations that a thorough review of standards and procedures were acted upon immediately when the allegations were made. While an investigation is unlikely to produce legally actionable results, if completed, it could determine if Genoa Township is a pleasant, or unpleasant place to work, and allow for policies or procedures to be changed or created to improve the environment if needed. If it was able to be determined that a specific employee or employees were responsible for unpleasant conditions, recommendations could be made to address the behavior of those employees and correct the situation.

The proposed costs range from \$15,000 on the low end to \$35,000 on the high end to complete this investigation. The suggestion was made to start with a \$25,000 budget and return for authorization if additional funding is required.

SUPERVISOR

Kevin Spicher

CLERK

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Jodie Valenti

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

Staff welcomes any review of their job performance. It is also of relevance to highlight that during the recent Employee Review process, staff was given a survey about working at Genoa Township. No respondent indicated any dissatisfaction with Genoa Township's work environment and results showed that 92.3% rated Genoa Township an "excellent" place to work, and 7.7% rated it a "good" place to work. These numbers include 3 employees that began employment within the past year.

It is critical that we as a board ensure we provide the best work environment possible to allow staff to service the needs of Genoa Township residents to the best of their ability. The attached employee survey feedback results suggest we are doing that.

The issue before the Board is whether allocating \$25,000 in taxpayer funds to investigate claims raised by a single elected official at the time of their departure is appropriate. The claims had not been previously reported, have not been substantiated since, and are not expected to result in liability for the Township, raising the question of whether this expenditure aligns with our fiduciary responsibility to the residents we serve.

Genoa Township Employee Survey: Workplace Conditions & Improvements

RESULTS

Purpose:

This survey is intended to gather employee feedback on current workplace conditions and identify areas for improvement. Your responses are confidential and will help guide future decisions.

13 Surveys were collected.

1. Overall Satisfaction

- How satisfied are you with your current role at Genoa Township?
12 Very satisfied 1 Satisfied 0 Neutral 0 Dissatisfied 0 Very dissatisfied
 - How would you rate Genoa Township as a place to work?
12 Excellent 1 Good 0 Fair 0 Poor
-

2. Work Environment

- Do you feel your work environment is safe and well-maintained?
13 Yes 0 No 0 Needs improvement
 - Do you have the tools and equipment needed to do your job effectively?
12 Always 1 Most of the time 0 Sometimes 0 Rarely (a side comment was written: what we don't have, we can get)
 - How would you rate communication within your department?
11 Excellent 1 Good 0 Fair 0 Poor (1 no answer)
-

3. Leadership & Communication

- Do you feel comfortable providing feedback to supervisors?
13 Yes 0 No 0 Sometimes
 - How would you rate leadership responsiveness to employee concerns?
12 Excellent 1 Good 0 Fair 0 Poor
-

4. Workload & Efficiency

- Is your workload manageable?
12 Yes 0 No 1 Sometimes
- Are there processes or procedures that could be improved?
3 Yes 10 No

Comments:

- We are a well-oiled machine.
 - Improvements and procedure changes are handed down from the state.
 - Some processes can be updated for better efficiencies.
 - We usually review them as they come up and make corrections as needed.
 - Updated processes would require time on my part to update them.
-

5. Employee Support & Development

- Do you feel supported in your role?
13 Yes 0 No 0 Sometimes
- Are there training or development opportunities you would like to see?
3 Yes 10 No

Comments:

- I know if any opportunities arise, I would be encouraged to take any development opportunities I felt I needed
 - Nothing specific comes to mind, but I like to learn new things.
 - As a recent hire, perhaps a 1 or 2-day orientation of each department to better understand their roles and responsibilities.
-

6. Improvements & Feedback

What is one thing Genoa Township does well?

Comments

- Always open to new ways of doing things
- Customer Service
- Very supportive – everyone is very pleasant and easy to work with
- Everyone is very welcoming and willing to help one another.
- Making you feel like you are a team/family member.
- We are consistently complimented on staff's ability to help the public and that staff goes above and beyond. We actually answer the phone and have staff available M-F to assist them.
- Organization, communication, and flexibility

- Customer service in general
- Making sure the employees are taken care of and happy as a whole team and not just individuals.
- Working well with resident's needs and a family-like work environment
- Taking care of customers at the counter and over the phone.
- Supporting employees and allowing them the independence to excel
- Everyone here works as a team. All departments are willing to help when needed.

What is one area that needs the most improvement?

Comments

- Review old processes and procedures and try to improve the way they are done
- Internal communication to staff of ongoing or future commercial or housing developments before WHMI knows
- Really have not seen anything to improve.
- The area that needed improvement has been addressed.
- I honestly can't think of any glaring issues
- Interoffice communication on new developments and new businesses coming into the township.
- Some co-workers could work on being more polite with customers.
- Nothing comes to mind.

Additional comments or suggestions:

Comments

- The people at Genoa are fantastic and always willing to help.
- Thanks for making this a great place to work!
- Very great, pleasant, friendly, family-oriented place.
- The work environment has improved drastically over the past 6 months. The past year was difficult and stressful on all of us in ways not associated with our individual workloads.
- I have been treated great by everyone – it makes me want to improve as much as I can
- I truly enjoy working here. Everyone is so fun to be around.



thank you

Rick Soucy,

I can't express how you have totally changed the atmosphere at Genoa Twp. You are kind & gracious & your leadership is so exceptional! Thank you for the wonderful retirement

party & for stepping up when times were so tough.

Expressions

FROM
Hallmark

You are one in a million!
Cindy Overby



This card is made with paper sourced from responsibly managed forests.

MADE IN U.S.A.

LPH 1166A

© HALLMARK LICENSING, LLC
HALLMARK MARKETING COMPANY, LLC
HALLMARK.COM

April 29, 2026

Township Board
Genoa Charter Township
2911 Dorr Rd,
Brighton, MI 48116

Dear Esteemed Board Members:

Re: Attorney-Client Engagement for Investigatory Services

As I understand it, Genoa Charter Township is requesting the services of a qualified law firm to perform an investigation into allegations of a toxic work environment, among other things. The team at Fahey Schultz Burzych Rhodes PLC (“FSBR”) is eminently qualified to do this work based on experience conducting similar investigations, including one for the Township in 2022.

ABOUT FSBR

Representing local government is our firm’s specialty and our passion. Based in Okemos, we are statewide in scope. We are Michigan’s most experienced municipal attorneys. We currently represent more than 150 Michigan townships. Our expertise is widely recognized in several nationally recognized publications. Most recently, we were listed in the 2025 U.S. News- Best Lawyers “Best Law Firms” list. This listing highlights firms known for professional excellence with consistently impressive ratings from clients and peers. Achieving a tiered ranking signals a unique combination of quality law practice and breadth of legal expertise. We are proud to be ranked as a tier-I law firm in the practice areas of Municipal Law, Litigation – Municipal, Labor Law – Management, Employment Law – Management, Appellate Practice, and Administrative/Regulatory Law.

Our firm’s expertise extends to all the areas in which townships may require legal counsel, including all aspects of municipal and employment law. Specifically, FSBR is uniquely positioned to conduct investigations for township clients concerning employment, conduct of elected officials, and compliance with the statutes that govern Michigan townships.



TEAM OF INVESTIGATIVE ATTORNEYS

We propose the following outstanding team of expert labor & employment and township attorneys to conduct the investigation sought by the Township:

Chad Karsten, Senior Associate – I would serve as lead investigator, as I did in a 2022 investigation conducted on behalf of the Township. I am a senior associate in FSBR’s Municipal and Labor & Employment practice groups. I joined FSBR as a law clerk in 2017 and became an associate attorney in November 2019. Employers—especially public-sector clients—look to me for clear guidance on Michigan’s evolving labor and employment laws. I am also involved in the Mid-Michigan community, serving as the Past Chair of the Board of Directors for Highfields, a Lansing-area non-profit serving at-risk youth.

My day-to-day practice centers on representing public employers. I negotiate collective bargaining agreements, advise administrators and boards on progressive discipline and due process, and draft personnel policies and end-to-end handbook revisions, among many other things. Specifically, I lead internal investigations into workplace issues such as harassment, elected-official conduct, and compliance with statutes such as the Open Meetings Act. My approach is preventive and policy-forward: align rules with operations, reduce risk before it matures, and preserve the employer’s ability to serve the public effectively.

Tom Forgione, Associate - Tom is an Associate Attorney serving municipal clients daily. After clerking with the Firm in law school, he joined as an associate and brings a government-forward perspective informed by a long-standing interest in public policy and the mechanics of local and state governance. Tom assists employers through labor disputes and arbitration proceedings. He also assists with internal investigations, interviews witnesses, and prepares investigative reports that provide clear findings and actionable recommendations. In addition to traditional workplace matters, Tom has worked on several civil-rights investigations for both public and private clients. Tom’s practice also extends to municipal work. He advises municipalities on the duties of elected officials, zoning and land-use issues, cemetery matters, and code enforcement.

Helen “Lizzie” Mills, Member – Lizzie would serve the Township in an as-needed advisory capacity for the rest of the investigatory team. Lizzie brings 15 years of specialized expertise in municipal law and management-side labor and employment law. She leads FSBR’s Labor & Employment practice group. With Lizzie’s guidance on the unique challenges faced by public employers, her clients can prioritize other important matters related to municipal governance, ultimately improving their ability to deliver quality service to taxpayers. She is passionate about municipal matters and is often asked to present at municipal conferences, seminars, and other speaking engagements statewide. As a certified mediator, Lizzie places great emphasis on dispute prevention and prompt resolution. Lizzie has been recognized in the publication by *Best Lawyers in America* as a top-rated attorney in Labor and Employment Litigation and Municipal Law since 2021. She has been selected by Super Lawyers as “Rising Star” in Employment since 2019, and was named 2026 Lawyer of the Year in Municipal Law for the Lansing area.

PROPOSAL AND SCOPE OF SERVICES

Our typical internal investigation process follows the following steps:

1. Review the Complaint (if written), applicable policies (such as personnel policies), and or organizational documents (such as internal policies and procedures implicated in the Complaint content) to get a sense of place.
2. Prepare for and conduct interview with Complainant(s). If the Complainant identifies or brings documents, assess. Note any possible witnesses identified by Complainant.
3. Prepare for and conduct witness interviews.
4. Prepare for and conduct Respondent interview(s) and, if necessary, conduct follow-up with Complainant(s) or additional witness interviews.
5. Analyze applicable policies and law against facts.
6. Prepare a report for client review and use.
7. Deliver that report and, upon request, present the findings to the client in person.

FSBR is committed to providing practical solutions for our clients. Although we are experts in municipal and employment law, we understand that often our investigations are necessary not only for legal compliance but also to assess non-legal issues of workplace dynamics and efficient operations. In this case, our findings may focus more on those non-legal issues.

We also believe it is important that prospective clients understand the possible outcomes of an investigation of this type to ensure that expectations are properly aligned before an investigation begins. Note that these are all hypothetical scenarios and without engaging in the investigation, we cannot guarantee or assume that this case would fall into one of the well-defined categories below.

- A “toxic” work environment is not a legal term and often denotes a work environment that, while unpleasant, is not unlawful. In the event that an investigation were to determine that a “toxic” or otherwise problematic work environment existed, the Board would have full discretion to hold employees or officials accountable for such an environment, and the ability to do so would be bolstered by a thorough investigation supporting that outcome. That could include employee discipline, employee termination, and substantial revisions to workplace policy. Of course, there are limitations about the ability to hold elected officials accountable, and any such options would have to be carefully considered with Township legal counsel.
- If no toxic work environment is found to exist, we would generally not recommend far-reaching consequences for anyone involved, but virtually all investigations give an opportunity to revisit and improve workplace policies and processes and to “clear the air.”
- Although not specifically alleged here to date, if a true “hostile work environment” were to be found to exist, the Township would likely need to take remedial action against anyone found to have created a hostile work environment in order to limit liability to the Township.

A true “hostile work environment requires that mistreatment be directed at individuals **because of** a protected characteristic of that individual (e.g., race, sex, age, sexual orientation, religion, etc.). As presented to me thus far, this case does not involve these types of allegations, but a thorough investigation could certainly reveal such problems even if not specifically alleged at the outset.

- If no hostile work environment exists, again there may still be opportunities to improve the workplace with insights gleaned from the investigation, but employment consequences are unlikely to be recommended.

FEES AND CHARGES

We serve townships efficiently and economically. We know that townships must carefully manage their legal expenses. Based on the facts of which I am aware and my experience conducting similar investigations, I estimate the investigation can be conducted for \$25,000-\$35,000. However, we bill for our legal services based on hourly rates that are assigned to each lawyer according to their years of experience and expertise and actual costs may differ from this initial estimate based on the complexity of the issues presented. Hourly rates are subject to periodic review and adjustment at least annually. Lawyers primarily handling your matters would bill at the following hourly rates:

Chad Karsten	\$275
Tom Forgione	\$200
Helen Mills	\$310

CONFLICTS OF INTEREST

FSBR currently represents the M.H.O.G. Water and Sewer Authority. While we do not anticipate that this situation will adversely affect our potential representation of the Township, applicable rules of professional conduct require that we obtain both parties’ consent to our representation of the Township. Before undertaking representation of the Township, we require express written consent from both the Township and M.H.O.G. in the form of signed conflict-of-interest waivers (see attached).

CONCLUSION

FSBR is ready, willing, and able to take on an investigation as sought by the Township. We have extensive experience in both employment investigations as well as investigations into municipal operations and statutory compliance. Further, we have experience conducting an investigation on behalf of the Township, which creates an efficiency given our general familiarity with Township operations.

We look forward to working with the Township.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Karsten". The signature is fluid and cursive, with the first name "C" and last name "Karsten" clearly distinguishable.

CHAD P. KARSTEN
SENIOR ASSOCIATE

Direct: 517.381.3195

ckarsten@fsbrlaw.com

Clerk

From: Grate, Marshall W. <mgrate@clarkhill.com>
Sent: Monday, February 2, 2026 11:14 AM
To: Clerk
Subject: RE: Township Investigation--Investigation cost estimate

Dear Mr. Soucy: It was a pleasure talking to you. Pursuant to your request, I am sending you a ballpark range of legal fees and costs associated with an investigation of a toxic work environment complaint. My billable rate for municipal work is \$345.00 per hour plus expenses. Each investigation is unique, but the low end of an investigation would be in the range of \$15,000 and the high end would be in the range of \$30,000. The mid-range would be in the \$20,000 to \$25,000 range. Each investigation is unique and can have unexpected developments that may affect the cost. Based on your brief description, I would anticipate that this investigation would fall within the midrange. Contact me if you need more information or if you have any other questions. Marshall

Marshall W. Grate

Attorney at Law

Clark Hill

200 Ottawa Ave NW, Suite 500, Grand Rapids, MI 49503
+1 616.608.1103 (office) | +1 616.402.0491 (cell) | +1 616.608.1183 (fax)
mgrate@clarkhill.com | www.clarkhill.com



ATTORNEYS AND COUNSELORS AT LAW

19176 HALL ROAD, SUITE 205 ■ CLINTON TOWNSHIP, MICHIGAN 48038 ■ PHONE: (586) 228-5600 ■ FACSIMILE: (586) 228-5601

RONALD G. ACHO
ROBERT L. BLAMER
JEFFREY R. CLARK
CHRISTOPHER G. SCHULTZ
TIMOTHY S. FERRAND
ALLAN C. VANDER LAAN
SARAH L. OVERTON¹
HAIDER A. KAZIM
JAMES R. ACHO
NORMAN E. RICHARDS

RYAN D. MILLER¹
ROBERT J. HAHN
JOEL B. ASHTON⁷
GREGORY R. GRANT
SUZANNE P. BARTOS
DOUGLAS J. CURLEW
SHANE R. NOLAN
KRISTEN L. REWA
JOHN M. MCFARLAND³
MATTHEW W. CROSS

CAROL A. SMITH
KAREN R. ANDERSON⁹
BARBARA M. MOORE¹
KEVIN J. CAMPBELL
DANIEL W. FERRIS¹
GREGORY A. ROBERTS
LINDA DAVIS FRIEDLAND²
JOHN D. GWYN
SEAN P. FITZGERALD⁸
GARY D. KLEIN

LANAE L. MONERA
WAYNE T. TOMALA
LINDSAY N. FRAZIER-KRANE¹
JENNIFER L. BURNETT
STEPHEN C. JOHNSTON
JORDAN A.W. BARKEY
PAUL L. LIN¹
STEPHANIE M.S. TOMPKIN⁷
KIMBERLY M. COSCHINO
COREY J. VOLMERING

JOHN R. BYERLY¹
NEAL A. WILDS
MARTIN VU¹
ALEXANDER R. KARANA⁷
RACHEL L. GARDNER¹⁰
TENEIL A. RUSSELL
DANIEL EL-SIBAI

OF COUNSEL:
JESSE C. VIVIAN

SAIF R. KASMIKHA⁷
MICHAEL O. CUMMINGS⁴
RAY E. RICHARDS, II
MARGARET A. LOURDES
DAVID E. GHANNAM⁶
MARK R. DEVEY¹
MICHELLE L. RICHARDS
ETHAN VINSON
JACKLYN PASQUALE PALETTA⁵

OWEN J. CUMMINGS, 1933-2025
BERNARD P. MCCLOREY, 1934-1995
GERALD C. DAVIS, 1942-2021
TIMOTHY YOUNG, 1947-2018

1 ADMITTED & LOCATED IN CA ONLY
2 ADMITTED IN MI, WI & VA ONLY
3 ADMITTED IN MO & KS ONLY
4 ADMITTED IN NY ONLY
5 ADMITTED IN MI, MO & KS ONLY
6 ADMITTED IN MI & FL ONLY
7 ADMITTED IN MI & IL ONLY
8 ADMITTED IN MI & OH ONLY
9 ADMITTED IN IL ONLY
10 ADMITTED IN MO ONLY

December 10, 2025

Genoa Charter Township
Township Board of Trustees
2911 Dorr Road
Brighton, Michigan 48116

Re: Proposal for Internal Workplace Investigatory Services

Dear Members of the Township Board of Trustees,

Cummings, McClorey, Davis & Acho, P.L.C. (CMDA) understands that Genoa Charter Township is seeking qualified law firms to conduct an internal investigation into allegations of a toxic work environment. Based on our Firm's experience providing labor and employment services, including performing workplace investigations, to municipal clients since 1965, we believe CMDA should be considered as a strong candidate for this work.

When a governmental entity experiences allegations of a toxic work environment, those allegations must be promptly and thoroughly investigated. Negative press can lead to decreased resident trust and public backlash, which is why it is important for municipalities to mitigate damage by responding transparently, fixing necessary issues, engaging residents, and proactively controlling the narrative through factual communication.

For the past 60 years, attorneys from CMDA have served governmental entities by providing them with accurate, prompt, and responsive legal services. Public corporation law is a core practice of CMDA. We represent a broad range of governmental entities across the complete spectrum of their operations. Our clients include municipal corporations (cities, counties, townships, and villages), as well as their self-created sectors (divisions, commissions,

departments, boards, and authorities) and servants (employees, officers, and elected officials). Courts and judges, judicial councils, community colleges, public school systems, public libraries, and risk management pools are also among CMDA's municipal clients.

Owen Cummings, our founding partner emeritus, was a pioneer in the formation of government shared risk pools. In 1980, CMDA led the revolution in municipal law by organizing the Michigan Municipal Risk Management Authority (MMRMA), which has become the largest collection of self-insured municipal entities in Michigan with membership of over 400 local governmental entities. CMDA has served as defense counsel and provided legal services to the MMRMA since its inception. Michigan public corporation law is in our Firm's DNA.

CMDA consistently receives recognition for our excellence in the practice of law. CMDA's seasoned and accomplished partners have been recognized as *Leaders in the Law* by Michigan Lawyers Weekly, *Top Rated Lawyers* by Martindale-Hubbell, *Super Lawyers* by Michigan Super Lawyers, and *Top Lawyers* by dBusiness Magazine. In addition, CMDA's young and innovative legal minds have been named *Rising Stars* by Michigan Super Lawyers and *Up & Coming Lawyers* by Michigan Lawyers Weekly.

STEPS FOR CONDUCTING AN INTERNAL WORKPLACE INVESTIGATION

1. Preparation & Planning

- Development of Plan: Create a strategic plan outlining evidence, interviews, and timelines.
- Assess Severity: Determine if the conduct is legally "severe or pervasive" enough to be a hostile environment.
- Retain Experts: Utilizing specialists, such as forensic accountants or IT professionals, is sometimes necessary to uncover facts, analyze complex data, and help assess legal risks.

2. Evidence Collection & Preservation

- Document Everything: Secure emails, texts, voicemails, HR records, written warnings, reviews, personal files, and proof that the municipal client's policies were communicated to the accused employee.
- Identify Sources: Look for digital evidence, internal documents, and potential surveillance footage. Retain IT professionals, if necessary.

3. Interview & Information Gathering

- Interview Complainant First: Get details on specific incidents, dates, locations, and witnesses.
- Interview Witnesses: Speak with relevant colleagues, supervisors, board members and HR.
- Interview Respondent Last: Interview the accused, often after key evidence is gathered.

- Be Strategic and trustworthy: We use prepared, open-ended questions to get detailed, factual answers and offer an environment that makes employees feel comfortable being open and honest.

4. Analysis & Reporting

- Analyze Findings: Objectively weigh evidence to determine if misconduct occurred. Systematically compare the facts with policies and law to reach a conclusion if the facts satisfy the requirements or prohibitions set forth by the law/policy.
- Prepare Report: Create a detailed, confidential report with findings, evidence, and conclusions for the Genoa Charter Township Board of Trustees.

5. Action & Resolution

- Recommend Action: Suggest appropriate discipline (training, policy changes, termination) or support for affected employees.

INVESTIGATIVE TEAM OF LABOR & EMPLOYMENT LAW ATTORNEYS

We are sensitive to the fact that conducting workplace investigations means being considerate of (and giving attention to) employees' feelings, particularly in delicate situations. This is a crucial aspect of conducting effective and ethical workplace investigations. While the process may cause stress, anxiety, and fear for all participants, how these emotions are handled by the investigative team has significant impacts on the investigation's outcome.

We propose the following attorneys serve as the investigated team to conduct a workplace investigation on behalf of Genoa Charter Township. Timothy Ferrand would serve as the lead investigator with the other attorneys assisting as needed.

Timothy S. Ferrand (P39583) is an equity partner and member of the firm's Executive Committee. He works out of the Firm's Clinton Township office and focuses his practice on municipal law, employment and labor law, insurance defense, and law enforcement defense and litigation. He maintains an AV Preeminent Rating from Martindale-Hubbell, the highest possible rating an attorney can achieve for both ethical standards and legal ability. He has been named a Super Lawyer by Michigan Super Lawyers since 2006.

A skilled legal advisor, Mr. Ferrand represents counties, cities, townships, villages, and governmental authorities throughout the State of Michigan on a variety of legal matters, including employment and labor issues, internal workplace investigations, police and corrections liability, water and wastewater services, and governmental tort and constitutional liability.

He has served as an assistant city attorney and counseled city commissions and boards providing litigation and prelitigation advice. Insight, born from years of experience, has enabled many of his clients to avoid unnecessary litigation. However, once litigation is initiated, his goal is to be better prepared than the opponent, providing a unique advantage.

Mr. Ferrand proudly gives the best customer service to each of his clients daily. Accordingly, he believes that good results flow from hard work and that luck has little effect on the outcome. He understands his sophisticated clientele require immediate, personalized, hands-on service and accountability. As a result, the lights at his Clinton Township office are typically burning well after normal business hours.

Mr. Ferrand received a Juris Doctor degree from Wayne State University Law School and a Bachelor of Arts degree from Wayne State University. He is a member of the State Bar of Michigan (Labor & Employment Law and Master Lawyers Sections). Additionally, he is a member of the Michigan Association of Municipal Attorneys, American Bar Association, Macomb County Bar Association, Michigan Trial Lawyers Association, and Insurance Alliance of Michigan.

He was admitted to the State Bar of Michigan in 1986 and is admitted in all state courts, the U.S. District Court for the Eastern District of Michigan, the U.S. District Court for the Western District of Michigan, and the U.S. Court of Appeals for the Sixth Circuit.

Stephanie MS Tompkin (P79970) is an associate attorney who works out of the Firm's Clinton Township office. She focuses her practice on municipal law, labor & employment law, insurance defense, premises liability, and no-fault/personal injury protection (PIP).

Ms. Tompkin is an experienced litigator who secures positive results for her clients through a combination of skilled advocacy, early and detailed analysis of the facts and issues, and extensive preparation. She regularly advises clients regarding claim liabilities, legal rights, and obligations; evaluates cases and develop strategies and arguments in preparation for court appearances; appears for pre-trial conferences, status conferences, settlement conferences, motion hearings, case evaluation, and facilitation in District Court and Circuit Court; prepares motions, orders, summaries, settlement agreements, and written discovery requests; takes and defends depositions; and negotiates settlement agreements.

Ms. Tompkin received a Juris Doctor degree from Western Michigan Cooley Law School and a Bachelor of Science degree in Paralegal Studies from Eastern Michigan University. She is a member of the State Bar of Michigan (Litigation and Indemnity Law Sections) and the Illinois State Bar Association.

She was admitted to the State Bar of Michigan in 2015 and is admitted in all state courts and the U.S. District Court for the Eastern District of Michigan. She was admitted to the State Bar of Illinois in 2017 and is admitted in all state courts.

Kimberly M. Coschino (P83086) is an associate attorney who works out of the Firm's Clinton Township office. She focuses her practice on municipal law, employment and labor law, business law, insurance defense, and law enforcement defense and litigation.

She has significant experience representing clients in various stages of litigation, conducting legal research, drafting pleadings, handling discovery issues, and preparing dispositive and pre-

trial motions. She has litigated disputes in various state and federal courts in Michigan and throughout the country.

Ms. Coschino has experience advising municipal, corporate, and individual clients in employment-related matters. She has counseled clients in breach of contract and employment-related tort claims, including defamation, intentional infliction of emotional distress, and interference with contract or business relations. She has also helped obtain injunctive relief in non-compete, non-solicitation, and confidentiality nondisclosure disputes.

Additionally, she assists clients with matters involving complex commercial litigation, cannabis litigation, civil fraud, class action defense, municipal and governmental law, and other high-stakes litigation.

Ms. Coschino received a Juris Doctor degree from Wayne State University Law School and a Bachelor of Arts degree from Western Michigan University. She is a member of the State Bar of Michigan, Young Lawyers section.

She was admitted to the State Bar of Michigan in 2018 and is admitted in all state courts, the U.S. District Court for the Eastern District of Michigan, and the U.S. District Court for the Western District of Michigan.

Sean P. FitzGerald (P45333) is an associate attorney who works out of the Firm's Clinton Township and Livonia offices. He focuses his practice on labor and employment law, education law, litigation, and insurance defense. He is a seasoned litigator, and clients depend on his thorough analysis of their legal issues and strategic approach to representation.

Mr. FitzGerald has extensive higher education law experience. He has worked with university presidents, governing boards, provosts, deans, chairs, faculty, senior executives, and administrators across the full span of higher education operations. Mr. FitzGerald has expertise in all aspects of higher education employment law including internal workplace investigations, labor relations, contract negotiation and administration, and grievances and arbitration. Recently, on behalf of a college client, he performed an investigation into complex cross-allegations of race and sex discrimination made under the college's internal anti-discrimination policy. The investigation involved voluminous document review, interviews with over a dozen college employees and students and resulted in a 14-page report with multiple appendices.

Mr. FitzGerald received a Juris Doctor degree from the University of Detroit School of Law and a Bachelor of Arts degree from the University of Michigan. He is a member of the State Bar of Michigan (Labor & Employment Law, Governmental Law and Litigation Sections). Additionally, he is a member of the Michigan Association of Municipal Attorneys.

He was admitted to the State Bar of Michigan in 1991 and is admitted in all state courts, the U.S. District Court for the Eastern District of Michigan, and the U.S. Court of Appeals for the

Sixth Circuit. He was admitted to the State Bar of Ohio in 2009 and is admitted in all state courts, and the U.S. District Court for the Northern District of Ohio.

PROPOSED FEE STRUCTURE

Having represented governmental clients for 60 years, we are sensitive to the fact that our fees are ultimately paid from revenue generated by taxes and fees. By providing legal services efficiently and economically, CMDA helps preserve limited governmental resources. The breadth and experience of our attorneys mean we know the law. We do not charge clients for unnecessary research or tasks. CMDA bills in one-tenth hour increments monthly, with specific details provided of all activities.

The cost of an internal investigation is driven by scope, complexity, and resources, with the number of interviews significantly impacting time and expense due to investigator hours and the effort needed for document review, credibility assessment, and potential follow-ups, all scaling with more witnesses and conflicting stories. Should our workplace investigatory services exceed \$25,000, CMDA will seek permission from Genoa Charter Township before continuing the investigation.

CMDA’s legal services are billed at an hourly rate. The investigative team of labor & employment law attorneys bill at the following rates:

Staff:	Hourly Rate:
Timothy Ferrand, Equity Partner	\$240.00
Stephanie Tompkin, Sean FitzGerald, and Kimberly Coschino, Associates	\$220.00
Paralegal	\$125.00
Support Staff	No charge

CMDA is committed to conducting a prompt and thorough workplace investigation, while being considerate of employees’ feelings and providing transparent and proactive communication to mitigate the loss of residents’ trust. We are ready to guide Genoa Charter Township through this process.

In closing, I want to thank you for your time and careful consideration.

Very truly yours,

Timothy S. Ferrand

Timothy S. Ferrand, Equity Partner
(586) 228-5600
tferrand@cnda-law.com



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

MEMORANDUM

TO: Genoa Twp Board of Trustees and Twp Manager
FROM: **Bill Reiber**
DATE: April 29, 2026
RE: Seeking sponsor(s) to pay for large Adirondak chair

Board Members,

We recently voted to approve the purchase of a large Adirondak chair and to pay for this using the townships budget for Parks and Recreation.

It was suggested that we find a sponsor(s) that would be willing to cover the \$1800 cost for this chair and not take it from our budget.

I would like to propose that the Board formally approve taking this action (add this as an agenda item for the meeting scheduled for May 4th, 2026) on behalf of the taxpayers of Genoa Township.

Thank you.

Trustee Reiber

SUPERVISOR

Kevin Spicher

CLERK

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Jodie Valenti

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter



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: April 29, 2026
RE: Chilson Road Speed Study Results - Discussion

On September 2, 2025, the Board approved a request for a speed study on Chilson Road in response to citizen concerns. The Livingston County Road Commission has now completed radar-based speed data collection at two locations: (1) the straight section near the DNR nursery between Bishop Lake Road and the railroad tracks, and (2) a segment between two curves approximately $\frac{1}{4}$ mile north of the railroad tracks. The speed study data is attached for reference.

The results indicate an 85th percentile speed of 57 mph near the DNR nursery location and 52 mph north of the railroad tracks. The Road Commission notes that these figures may be slightly understated due to the inclusion of queued vehicles influenced by slower traffic, and that free-flow speeds during off-peak periods would likely be higher. The existing posted speed limit in this corridor is 55 mph south of the 40 mph zone.

Based on the data collected, the Road Commission has advised that the results do not support a reduction of the current 55 mph speed limit. They also note that additional data collection within the 40 mph zone is not recommended, as preliminary observation suggests that further study could result in data supporting an increased speed limit in that area.

At this time, staff does not recommend any additional action or data collection. This item is presented for Board discussion and awareness, given the prior direction to complete the study, and to determine if there are any questions or if additional direction is desired.

Sincerely,

Kelly VanMarter

SUPERVISOR

Kevin Spicher

CLERK

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Jodie Valenti

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter

Default Report Title
 Use Preferences to Define Titles

Site Code: 14
 Station ID: 523
 Location 1: Chilson North Location
 Location 2:
 Location 3:
 Location 4:
 Direction: Combined

between 2 curves (1/4 mi North of RR tracks)

Comment 1:
 Comment 2:
 Comment 3:
 Comment 4:
 Latitude: 0.000000
 Longitude: 0.000000

3/25/2026	> 15 - 20	> 20 - 25	> 25 - 30	> 30 - 35	> 35 - 40	> 40 - 45	> 45 - 50	> 50 - 55	> 55 - 60	> 60 - 65	> 65 - 70	> 70 MPH	Total
Time 0 - 15 MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	0	0	0	1	1	22	17	34	24	5	0	0	104
2:00	0	0	0	0	7	61	157	262	169	55	2	0	714
3:00	0	0	0	1	20	70	185	314	187	37	2	0	816
4:00	0	0	0	0	1	33	200	367	262	76	5	0	944
5:00	0	0	0	0	3	47	188	335	252	59	3	0	887
6:00	0	0	0	1	2	29	124	252	153	47	0	0	608
7:00	0	0	0	0	3	33	87	173	112	27	2	0	437
8:00	0	0	0	0	6	26	72	103	92	20	0	0	319
9:00	0	0	0	0	2	15	33	71	43	9	1	0	174
10:00	0	0	0	0	6	17	21	30	34	11	0	1	120
11:00	0	0	0	0	0	4	7	29	14	7	1	0	62
Total	0	0	0	3	51	357	1091	1970	1342	353	16	1	5185

Default Report Title
 Use Preferences to Define Titles

Site Code: 14
 Station ID: 523
 Location 1: Chilson North Location
 Location 2:
 Location 3:
 Location 4:
 Direction: Combined

Comment 1:
 Comment 2:
 Comment 3:
 Comment 4:
 Latitude: 0.000000
 Longitude: 0.000000

3/26/2026	> 15 - 20	> 20 - 25	> 25 - 30	> 30 - 35	> 35 - 40	> 40 - 45	> 45 - 50	> 50 - 55	> 55 - 60	> 60 - 65	> 65 - 70	> 70 MPH	Total	
Time 0 - 15 MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH		
12:00 AM	0	0	0	0	1	1	11	4	0	0	0	0	17	
1:00	0	0	0	0	2	5	11	6	1	0	0	0	25	
2:00	0	0	0	0	1	2	0	0	2	0	0	0	5	
3:00	0	0	0	0	0	4	8	2	0	0	0	0	14	
4:00	0	0	0	0	1	10	13	15	6	1	0	0	58	
5:00	0	0	0	0	6	31	58	37	6	0	1	0	139	
6:00	0	0	0	1	2	33	83	141	74	22	2	0	358	
7:00	0	2	0	0	43	213	231	164	41	4	0	0	698	
8:00	0	0	0	0	1	56	192	258	110	35	1	0	653	
9:00	0	0	0	0	5	48	180	208	131	35	2	0	609	
10:00	0	3	1	1	20	60	158	189	94	25	2	0	553	
11:00	9	3	0	4	11	67	177	222	129	17	5	0	644	
12:00 PM	24	1	0	1	7	56	217	229	160	31	5	1	732	
1:00	5	18	15	1	22	76	216	226	131	23	2	0	736	
2:00	0	0	3	7	19	73	222	258	181	44	3	0	810	
3:00	0	0	0	0	10	62	256	234	213	42	4	0	821	
4:00	0	0	0	0	8	94	279	361	168	25	2	0	937	
5:00	0	0	0	2	10	99	251	258	191	22	0	0	833	
6:00	0	0	0	0	3	41	149	186	130	35	2	0	547	
7:00	0	0	0	2	1	28	70	137	102	15	2	0	357	
8:00	0	0	0	0	9	23	58	96	53	10	0	0	249	
9:00	0	0	0	0	1	14	41	70	39	10	3	0	178	
10:00	0	0	1	3	1	4	14	38	21	3	0	0	85	
11:00	0	0	0	0	0	7	19	21	12	3	0	0	63	
Total	38	27	20	22	131	904	2851	3463	2167	453	40	2	3	10121

Default Report Title
Use Preferences to Define Titles

Site Code: 14
Station ID: 523
Location 1: Chilson North Location
Location 2:
Location 3:
Location 4:
Direction: Combined

Comment 1:
Comment 2:
Comment 3:
Comment 4:
Latitude: 0.000000
Longitude: 0.000000

3/27/2026	> 15 - 20	> 20 - 25	> 25 - 30	> 30 - 35	> 35 - 40	> 40 - 45	> 45 - 50	> 50 - 55	> 55 - 60	> 60 - 65	> 65 - 70	> 70 MPH	Total
Time	0 - 15 MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	1	2	10	11	6	0	0	0	30
1:00	0	0	0	0	0	0	5	3	0	0	0	0	8
2:00	0	0	0	2	1	1	5	2	0	2	0	0	13
3:00	0	0	0	0	1	1	5	4	3	0	0	0	14
4:00	0	0	0	0	0	6	17	13	9	2	0	1	49
5:00	0	0	0	0	2	8	37	41	29	9	4	0	131
6:00	0	0	1	1	2	25	86	100	60	18	2	0	295
7:00	0	0	0	0	0	42	142	220	134	31	4	1	574
8:00	0	0	0	0	5	37	185	264	146	39	4	0	680
9:00	0	0	0	0	1	39	172	186	116	47	4	0	565
10:00	0	0	1	1	6	58	165	222	129	23	2	0	607
11:00	0	0	0	0	12	36	185	227	148	32	5	1	646
12:00 PM	0	0	0	0	9	45	177	243	190	39	3	0	706
1:00	0	0	0	0	3	50	103	159	91	25	1	0	432
2:00	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	0	2	4	43	350	1294	1695	1061	267	29	3	4750
Grand Total	38	27	22	29	225	1611	5236	7128	4570	1073	85	6	20056

9.7%
40 of under
61.3%
40-50
23%
50-60

26.1% 35.2% 22.8% 5.2% .4% .02% .02%

Stats	Percentile	15th	50th	85th	95th
	Speed	41	46	52	54
	Mean Speed (Average)	47.3			
	10 MPH Pace Speed	41-50			
	Number in Pace	12364			
	Percent in Pace	62.0%			
	Number > 55 MPH	1170			
	Percent > 55 MPH	5.8%			

Default Report Title
 Use Preferences to Define Titles

Site Code: 15
 Station ID: 546
 Location 1: Chilson DNR
 Location 2:
 Location 3:
 Location 4:
 Direction: Combined

- straightaway NB between Bishop & RR tracks

Comment 1:
 Comment 2:
 Comment 3:
 Comment 4:
 Latitude: 0.000000
 Longitude: 0.000000

3/25/2026	> 15 - 20	> 20 - 25	> 25 - 30	> 30 - 35	> 35 - 40	> 40 - 45	> 45 - 50	> 50 - 55	> 55 - 60	> 60 - 65	> 65 - 70	> 70 MPH	Total
Time 0 - 15 MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH		
12:00 AM	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	0
12:00 PM	*	*	*	*	*	*	*	*	*	*	*	*	0
1:00	*	*	*	*	*	*	*	*	*	*	*	*	0
2:00	0	0	0	0	0	0	2	24	69	52	11	1	159
3:00	0	0	0	0	0	0	16	50	321	354	67	5	815
4:00	0	0	0	0	0	0	5	48	325	477	90	8	953
5:00	0	0	0	0	0	0	1	32	295	451	84	2	866
6:00	0	0	0	0	0	0	2	31	195	281	84	9	602
7:00	0	0	0	0	0	0	6	25	173	189	27	6	427
8:00	0	0	0	0	0	0	5	44	132	107	23	3	315
9:00	0	0	0	0	0	0	5	18	81	51	11	0	166
10:00	0	0	0	0	0	0	1	14	39	53	9	1	118
11:00	0	0	0	0	0	1	4	2	31	16	7	0	61
Total	0	0	0	0	0	1	47	288	1661	2031	413	35	4482

Default Report Title
 Use Preferences to Define Titles

Site Code: 15
 Station ID: 546
 Location 1: Chilson DNR
 Location 2:
 Location 3:
 Location 4:
 Direction: Combined

Comment 1:
 Comment 2:
 Comment 3:
 Comment 4:
 Latitude: 0.000000
 Longitude: 0.000000

3/26/2026	> 15 - 20	> 20 - 25	> 25 - 30	> 30 - 35	> 35 - 40	> 40 - 45	> 45 - 50	> 50 - 55	> 55 - 60	> 60 - 65	> 65 - 70	> 70 MPH	Total
Time 0 - 15 MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	0	2	6	8	1	0	0	17
1:00	0	0	0	0	0	1	1	5	12	2	1	0	23
2:00	0	0	0	0	0	0	0	2	0	1	2	0	5
3:00	0	0	0	0	1	0	0	2	5	10	0	0	18
4:00	0	0	0	0	0	3	0	5	23	14	8	2	55
5:00	0	0	0	0	0	0	2	17	55	57	11	3	145
6:00	0	0	0	0	0	1	1	34	137	140	39	4	356
7:00	0	1	6	4	0	0	18	73	239	295	58	5	699
8:00	0	0	0	0	0	0	1	50	234	301	60	6	654
9:00	0	0	0	0	0	0	12	57	237	249	45	5	605
10:00	0	0	5	10	3	2	6	66	224	194	32	5	548
11:00	4	9	2	1	0	4	6	49	290	262	29	1	658
12:00 PM	5	10	1	1	3	0	13	93	282	256	45	3	713
1:00	1	2	19	11	2	7	27	114	270	219	42	2	716
2:00	0	0	0	2	0	3	13	102	354	272	51	5	802
3:00	0	0	0	0	0	6	18	99	351	287	73	6	840
4:00	0	0	0	0	0	3	13	124	411	334	40	0	925
5:00	0	0	0	0	0	0	13	128	372	264	39	2	818
6:00	0	0	0	0	0	2	8	49	214	233	31	0	538
7:00	0	0	0	0	0	0	3	38	147	115	43	2	348
8:00	0	0	0	0	0	4	8	46	103	75	10	0	246
9:00	0	0	0	0	0	2	8	32	78	42	5	3	170
10:00	0	0	0	1	0	0	6	18	39	17	3	1	85
11:00	0	0	0	0	0	1	5	10	28	13	3	2	62
Total	10	22	33	30	9	39	182	1215	4111	3660	671	57	10046

Default Report Title
Use Preferences to Define Titles

Site Code: 15
Station ID: 546
Location 1: Chilson DNR
Location 2:
Location 3:
Location 4:
Direction: Combined

Comment 1:
Comment 2:
Comment 3:
Comment 4:
Latitude: 0.000000
Longitude: 0.000000

*most high speeders
SAM - noon*

3/27/2026	> 15 - 20	> 20 - 25	> 25 - 30	> 30 - 35	> 35 - 40	> 40 - 45	> 45 - 50	> 50 - 55	> 55 - 60	> 60 - 65	> 65 - 70	> 70 MPH	Total
Time	0 - 15 MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	MPH	
12:00 AM	0	0	0	0	0	2	8	15	7	0	0	0	32
1:00	0	0	0	0	0	1	2	2	2	0	0	0	7
2:00	0	0	0	0	0	3	3	3	2	0	0	0	11
3:00	0	0	0	0	0	2	1	8	2	0	0	0	13
4:00	0	0	0	0	0	0	12	16	17	4	0	1	50
5:00	0	0	0	0	0	2	18	50	47	11	3	3	134
6:00	0	0	0	0	3	10	40	109	104	27	3	0	296
7:00	0	0	0	0	0	7	57	236	240	46	1	0	587
8:00	0	0	0	0	0	0	41	297	268	59	7	1	673
9:00	0	0	0	0	0	2	32	244	226	53	3	0	560
10:00	0	0	0	0	0	11	67	255	211	50	10	2	606
11:00	0	0	0	0	3	6	60	263	243	57	7	0	639
12:00 PM	0	0	0	0	0	10	62	246	305	65	6	1	695
1:00	0	0	0	0	0	9	29	150	187	32	1	1	409
2:00	*	*	*	*	*	*	*	*	*	*	*	*	0
3:00	*	*	*	*	*	*	*	*	*	*	*	*	0
4:00	*	*	*	*	*	*	*	*	*	*	*	*	0
5:00	*	*	*	*	*	*	*	*	*	*	*	*	0
6:00	*	*	*	*	*	*	*	*	*	*	*	*	0
7:00	*	*	*	*	*	*	*	*	*	*	*	*	0
8:00	*	*	*	*	*	*	*	*	*	*	*	*	0
9:00	*	*	*	*	*	*	*	*	*	*	*	*	0
10:00	*	*	*	*	*	*	*	*	*	*	*	*	0
11:00	*	*	*	*	*	*	*	*	*	*	*	*	0
Total	0	0	0	0	6	65	432	1894	1861	404	41	9	4712
Grand Total	10	22	33	30	9	46	294	1935	7666	7552	1488	133	19240

*79%
40 or under*

*11.6%
40 - 50*

*79.1%
50 - 60*

Stats	Percentile	15th	50th	85th	95th	<i>10%</i>	<i>39.9%</i>	<i>31.3%</i>	<i>7.7%</i>	<i>6.9%</i>	<i>0.1%</i>
	Speed	49	54	57	60						
	Mean Speed (Average)	55.0									
	10 MPH Pace Speed	51-60									
	Number in Pace	15218									
	Percent in Pace	79.0%									
	Number > 55 MPH	9195									
	Percent > 55 MPH	47.8%									



MEMORANDUM

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

TO: Honorable Board of Trustees
FROM: Adam VanTassell
DATE: May 4, 2026
RE: BS&A Municipal Software Suite – Online Conversion Status

In 2023, Genoa Township and BS&A software reached an agreement to convert the BS&A municipal software from on-premise (hosted on the Township server) to the BS&A online cloud. This conversion will provide enhanced capabilities for residents and patrons of Genoa Township with regards to requests such as land use permits and tax history. The conversion began on Monday, April 27th and is expected to go fully online on Monday, May 4th.

The training for the new BS&A online cloud is ongoing and will last three weeks total. The BS&A trainer has been here since Monday, April 27 and has been training staff in groups and individually with the new online software. There will also be BS&A staff on site after the implementation to troubleshoot issues and otherwise assist staff.

Staff and BS&A worked together on Wednesday April 29th and transferred all of Genoa Township's onsite information to the BS&A cloud. To ensure no changes were lost during the transition, staff was unable to work in the system on Thursday and Friday while the data was converted. The new platform will be Live will full access on Monday, May 4th.

The process has been smooth and staff expects there will be very little interruption to our services.

SUPERVISOR

Kevin Spicher

CLERK

Rick Soucy

TREASURER

Robin L. Hunt

TRUSTEES

Jodie Valenti

Bill Reiber

Candie Hovarter

Todd Walker

MANAGER

Kelly VanMarter