

MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
Thursday, December 19, 2024  
7:30 pm



THIS MEETING WILL BE HELD IN PERSON WITH ONLINE PARTICIPATION OPTIONS

Call to Order

Pledge of Allegiance

Members Present/Members Absent

Call to the Public

- 1) Approval of the Agenda
- 2) Consent Agenda
  - a. November 14, 2024 Regular Meeting Minutes
  - b. November 20, 2024 Special Meeting Minutes
  - c. November 13, 2024 MHOG Agenda/Minutes
  - d. November 13, 2024 HAFDA Agenda/Minutes
  - e. November 19, 2024 HAPRA Agenda/Minutes
  - f. DPW Report
  - g. Financial Report
  - h. Sheriff Report
  - i. Zoning Report
- 3) FY 2023-2024 Audit Review
- 4) Meadows North Preliminary Site Plan Review
- 5) LESA Resolution to Collect Summer Taxes for 2025
- 6) HAPRA Masterplan/Resolution
- 7) Township Wide Large Item Collection
- 8) 2025 Meeting Schedule
- 9) December 2, 2024 ZBA Report

Correspondence and Updates

Livingston County Planning Commission Summary

Call to the Public

Adjournment

Next Board Packet will be ready after 3 pm on Thursday, January 2, 2024.

**MARION TOWNSHIP  
BOARD OF TRUSTEES  
REGULAR MEETING  
NOVEMBER 14, 2024**

**MEMBERS PRESENT:** Scott Lloyd, Greg Durbin, Bob Hanvey, Tammy Beal, Les Andersen, Dan Lowe, and Sandy Donovan

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** John Gormley, Attorney

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**CALL TO ORDER**

Bob Hanvey called the meeting to order at 7:43 pm. The meeting is also available to attend online.

**PLEDGE OF ALLEGIANCE**

**BOARD MEMBERS PRESENT**

The board members introduced themselves.

**CALL TO THE PUBLIC**

Anthony Longoria, 37324 Pinckney Rd., had comments about the Darakjian property.

**APPROVAL OF AGENDA**

Item #11—Sexton/County Farm Speed Limit was added to the agenda. Les Andersen motioned to approve the agenda as amended. Scott Lloyd seconded. **Motion carried.**

**CONSENT AGENDA**

Les Andersen motioned to approve the consent agenda. Tammy Beal seconded. **Motion carried.**

**PUBLIC HEARING FOR RURIK/IRENE/OLYMPIA/ADRIA DRIVES TO APPROVE THE ROLL**

Bob Hanvey opened the public hearing. No comments were made and the public hearing was closed. Les Andersen motioned to adopt a resolution to approve the roll for Rurik/Irene/Olympia/Adria Drives Snow Removal Special Assessment District, as presented. Sandy Donovan seconded. Roll call vote: Andersen, Donovan, Beal, Durbin, Lloyd, Hanvey, Lowe—all yes. **Resolution passed 7-0.**

**DARAKJIAN PROPERTY**

In response to Mr. Longoria's inquiry, Bob Hanvey gave a brief history of this property and the challenges involved. Scott Lloyd said the property needs to be appraised. Les Andersen motioned to get quotes for an appraisal of this property. Scott Lloyd seconded. **Motion carried.**

**GEORGETOWN REUS**

Bob Hanvey said the family of the original owner of 54 water REUs in Georgetown is considering donating them back to the township. There is no benefit to the township. The original owner paid cash for



the REUs; the property has changed hands multiple times. The township will not be involved in coordinating the effort between the owners. The township does not allow transfer between owners, only back to the township. The attorney asked how the township will get them back to the original owner. The board members discussed moving from one parcel to another. The attorney said that the situation has to be consistent with the Sewer & Water ordinance.

Les Andersen motioned to authorize the supervisor to execute documents to complete the donation of 54 water REUs. The motion was not supported or voted on.

### **TRUSTEE WAGES**

Les Andersen motioned to adopt by resolution a 10% decrease in the trustees' wages. Scott Lloyd seconded. Roll call vote: Lloyd—yes; Hanvey—yes; Lowe—yes; Durbin—no; Donovan—yes; Andersen—yes; Beal—yes. **Resolution passed 6-1.**

### **HOWELL PUBLIC SCHOOLS 2025 SUMMER TAX AGREEMENT**

Les Andersen motioned to adopt a resolution to authorize collection of summer 2025 school property taxes and sign the agreement, as presented. Tammy Beal seconded. Roll call vote: Hanvey, Lowe, Durbin, Beal, Lloyd, Donovan, Andersen—all yes. **Resolution passed 7-0.**

### **PROVIDENT ACCIDENT INSURANCE**

Tammy Beal motioned to accept the agreement from Acrisure for Provident Group Accidental Death and Dismemberment insurance for \$1,582, as presented. Sandy Donovan seconded. Roll call vote: Donovan, Beal, Andersen, Lowe, Hanvey, Lloyd, Durbin—all yes. **Motion carried 7-0.**

### **BURNHAM & FLOWER PARK INSURANCE**

Sandy Donovan motioned to accept the quote from Burnham & Flower for park/walking path insurance for \$5,274, as presented. Tammy Beal seconded. Roll call vote: Lowe, Durbin, Lowe, Donovan, Andersen, Beal, Hanvey—all yes. **Motion carried 7-0.**

Bob Hanvey motioned to have the driveway to the play structure and parking area plowed during the winter. Tammy Beal seconded. Roll call vote: Andersen—yes; Donovan—yes; Beal—yes; Durbin—yes; Lloyd—no; Hanvey—yes; Lowe—no. **Motion carried 5-2.**

### **CRYSTAL WOOD TREES**

Scott Lloyd asked if the township was going to plant more trees or is the project complete with 20 trees? Sandy Donovan said the 20 trees fulfill the consent judgement. Les Andersen suggested that the township use the remaining funds for additional trees to satisfy both the homeowners and Dan Lowe. Dan Lowe said there's room for all of the trees, and these trees were intended for screening purposes, not landscaping.

Tammy Beal motioned to adjourn the meeting. Sandy Donovan seconded. Roll call vote: Durbin—yes; Donovan—yes; Hanvey—no; Lloyd—no; Beal—yes; Andersen—no; Lowe—no. **Motion to adjourn failed 3-4.**

Scott Lloyd said the township should get a price for 17 trees and put them on the property line.

Sandy Donovan motioned to put six (6) trees on Lot 19 to conclude this issue. Tammy Beal seconded. Roll call vote: Beal—yes; Andersen—no; Donovan—yes; Durbin—yes; Lowe—yes; Hanvey—yes; Lloyd—yes. **Motion carried 6-1.**

Dan Lowe motioned to plant six (6) trees on Lot 4. Les Andersen seconded. Roll call vote: Hanvey—no; Lowe—yes; Durbin—yes; Beal—no; Lloyd—no; Donovan—no; Andersen—yes. **Motion failed 3-4.**

#### **COUNTY FARM/SEXTON SPEED LIMIT**

Les Andersen provided the board members with information from a speed study conducted by the Livingston County Road Commission. The LCRC will send the results to the Michigan State Police for evaluation.

#### **CORRESPONDENCE & UPDATES**

Les Andersen stated that the LCRC feels that chip seal is a "rip off."

The buck pole is scheduled for Friday, November 15 from 4-8 pm.

Greg Durbin thanked the board for the opportunity to serve as a trustee for 12 years, and thanked Bob Hanvey and Tammy Beal for their guidance.

Tammy Beal thanked Greg Durbin for his years of service to the township, and thanked Bob Hanvey for his 23 years as township supervisor.

#### **CALL TO THE PUBLIC**

John Martin, 446 Trestle, asked about the installation of trees and the consent judgement. Les Andersen motioned to have the attorney look at the Marion Oaks consent agreement with regard to trees and who pays, and also the pool/clubhouse requirements. Tammy Beal seconded. Roll call vote: Donovan, Beal, Andersen, Lowe, Hanvey, Lloyd, Durbin—all yes. **Motion carried 7-0.**

#### **ADJOURNMENT**

Les Andersen motioned to adjourn at 9:27 pm. Greg Durbin seconded. **Motion carried.**

Submitted by: S. Longstreet

\_\_\_\_\_  
Tammy L. Beal, Township Clerk      Date

\_\_\_\_\_  
Robert W. Hanvey      Date

\_\_\_\_\_  
Bill Fenton, Township Supervisor      Date

**MARION TOWNSHIP  
BOARD OF TRUSTEES  
SPECIAL MEETING  
NOVEMBER 20, 2024**

**MEMBERS PRESENT:** Scott Lloyd, Bill Fenton, Tammy Beal, Les Andersen, Jim Witkowski, Dan Lowe, and Sandy Donovan

**MEMBERS ABSENT:** None

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**CALL TO ORDER**

Supervisor Fenton called the meeting to order at 6:05 pm.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

Sandy Donovan motioned to approve the agenda, supported by Tammy Beal. **Motion carried.**

**REPRESENTATIVE APPOINTMENT FOR PLANNING COMMISSION**

Tammy Beal motioned to appoint Bill Fenton to be the Board Representative for the Planning Commission, supported by Sandy Donovan. **Motion carried.**

**REPRESENTATIVE APPOINTMENT FOR MHOG**

Les Andersen motioned to appoint Bill Fenton as the MHOG representative, supported by Tammy Beal. **Motion carried.**

Scott Lloyd motioned to appoint Dan Lowe as the additional MHOG representative, supported by Jim Witkowski. Roll call vote: Lowe, Lloyd, Witkowski, Andersen—all yes; Beal, Fenton, Donovan—no. **Motion carried 4-3.**

Les Andersen motioned to appoint Sandy Donovan as the MHOG alternate, supported by Tammy Beal. **Motion carried 6-1** (Lowe—no.)

**REPRESENTATIVE APPOINTMENT TO HOWELL AREA FIRE DEPARTMENT AUTHORITY**

Tammy Beal motioned to appoint Bill Fenton as the Howell Area Fire Department Authority representative, supported by Les Andersen. **Motion carried.**

Tammy Beal motioned to appoint Sandy Donovan as the alternate representative for the Howell Area Fire Department Authority, Jim Witkowski seconded. **Motion carried.**

**REPRESENTATIVE APPOINTMENT TO ZONING BOARD OF APPEALS**

Tammy Beal motioned to appoint Jim Witkowski to be the Board Representative for the Zoning Board of Appeals, supported by Bill Fenton. **Motion carried.**

### **REPRESENTATIVE APPOINTMENT TO HOWELL AREA PARKS & RECREATION AUTHORITY**

Sandy Donovan motioned to appoint Tammy Beal as the Howell Area Parks & Recreation Authority representative, supported by Les Andersen. **Motion carried.**

Bill Fenton motioned to appoint Les Andersen as the alternate representative for the Howell Area Parks & Recreation Authority, supported by Scott Lloyd. **Motion carried.**

### **REPRESENTATIVE APPOINTMENT FOR CIRAB**

Tammy Beal motioned to appoint Scott Lloyd as the CIRAB representative, supported by Les Andersen. **Motion carried.**

### **DEPUTY SUPERVISOR**

Bill Fenton explained that he would like to have Bob Hanvey as his deputy until he is acclimated to the new position. He is requesting that Bob work 5-10 hours per week for \$40 per hour, until the end of this fiscal year, and then it will be re-evaluated. Tammy Beal motioned to adopt a resolution to pay Bob Hanvey \$40 per hour for up to 10 hours per week until the end of this fiscal year, which is June 30, 2025, at which time it will be re-evaluated, supported by Sandy Donovan. Roll call vote: Donovan, Witkowski, Fenton, Lloyd, Beal, Andersen—all yes; Lowe—no. **Resolution passed 6-1.**

### **CALL TO THE PUBLIC**

No response.

### **ADJOURNMENT**

Sandy Donovan motioned to adjourn at 6:13 pm. Scott Lloyd seconded. **Motion carried.**

Submitted by: S. Longstreet

\_\_\_\_\_  
Tammy L. Beal, Township Clerk      Date

\_\_\_\_\_  
William Fenton, Township Supervisor      Date



## AGENDA

### **MHOG Sewer and Water Authority Regular Meeting November 13<sup>th</sup>, 2024 5:00 PM**

- 1. Call to Order\***
- 2. Approval of Agenda**
- 3. Approval of Minutes of October 16th, 2024 Meeting**
- 4. Call to the Public\***
- 5. System Improvement, Operation, and Maintenance Report**
  - Capital Improvement – Transmission Mains
    - Attachment 5a – Fully Executed Agreement for Sub-Award for Site Readiness Application (*First and Last Page Only Included*)
    - Attachment 5b – Fully Executed Easement with Michigan DNR for Water Main Installation
    - Attachment 5c – Agenda for Meeting with DVM Utilities
    - Attachment 5d – Signed Notice of Award for DVM Utilities
    - Attachment 5e – Project Status Communication dated November 7, 2024, from Tetra Tech for Transmission Main Project
  - New Development
    - Attachment 5f- New Development Summary for November 2024
    - Attachment 5g – Hydrant and Water Service Installation at Clark Tate Eye Center
  - Marion 2 Painting
    - Attachment 5h – Pictures of Partially Empty Tank and Containment for Painting
    - Attachment 5i – Marion Tank Levels from Emptying Marion 2 and Modified Operation
  - Storage and Equipment
    - Attachment 5j – Herbst Barn Storage Barn Completed with Before And After Pictures and Final Budget
  - Norton Road Repair
    - Attachment 5k – 2477 Norton Road Repair





## AGENDA

### **MHOG Sewer and Water Authority Regular Meeting November 13<sup>th</sup>, 2024 5:00 PM**

#### **6. Deputy Director Report**

- Attachment 6a - MHOG Water Treatment Plant Monthly Production
- Attachment 6b – MHOG Fall / Winter Daily Production
- Attachment 6c – MHOG Monthly Production by Pressure District
- Attachment 6d – FY 2024 Completed Project List
- Attachment 6e – Post Cleaning Pictures of Marion 2 Storage Tank
- Attachment 6f – Monthly Miss Dig Log
- Attachment 6g – October 2024 Non-Metered Water Loss

#### **7. CPA Report**

- Attachment 7a – MHOG FY 2024 Budget to Actual Report for Year Ending 9/30/24
- Attachment 7b – DPW Fund 6-Month Budget to Actual Report Through September 30, 2024 (*Distributed at Meeting*) \*

#### **8. Treasurer's Report (*Distributed at Meeting*) \***

- Checks for Disbursement

#### **9. Correspondence \***

#### **10. New Business \***

#### **11. Old Business\***

- Appointment of Officers

#### **12. Board Member Updates\***

#### **13. Adjournment**

*\*= Nothing Included in Board Packet*



## Minutes of the Regular Meeting October 16, 2024

The M.H.O.G. Sewer and Water Authority met at 5 pm in the Oceola Township Hall. Members present were Hanvey, Lowe, Coddington, Counts, Dunleavy, Henshaw, Rogers and Hunt. Also present were Greg Tatara, Alex Chimpouras, Ken Palka, Shelby Byrne and Bill Fenton.

Dunleavy moved to approve the amended agenda. Second by Rogers, motion carries.

Hunt moved to approve the minutes of the September 18, 2024 meeting as presented. Second by Coddington, motion carries.

A call to the public was held, no response.

Rogers moved to approve MHOG to enter into a Grant Agreement with Ann Arbor SPARK. Second by Dunleavy, motion carries.

Dunleavy moved to approve the notice of award to DVM Utilities, Inc. contingent upon the final grant award from Ann Arbor SPARK. Second by Counts, motion carries.

Counts moved to approve Grant Agreement and remittance of \$43,904 in funds from the Connection fees account to Michigan DNR, contingent upon Ann Arbor SPARK approval of grant money. Second by Coddington, motion carries.

Dunleavy moved to approve the Notice of Award to Fedewa Inc. for \$67,599 for painting of Marion 2. Second by Coddington, motion carries.

Counts moved to approve an additional \$2,712.24 above and beyond the \$85,000 approved in September for the purchase of a Bobcat Track Loader for a total of \$87,712.24 from Bobcat of Lansing. Second by Coddington, motion carries.

Coddington moved to approve MHOG Operating Checks PR978 through 10075 totaling \$831,384.72. Second by Dunleavy, motion carries.

Counts moved to approve MHOG Capital Reserve Replacement Fund Checks 1033 & 1034 totaling \$49,025.76. Second by Coddington, motion carries.

Coddington moved to prove MHOG Bond Payment Check 140 for \$500.00. Second by Lowe, motion carries.

Dunleavy moved to approve MHOG Connection Fee Account check 1037 to Tetra Tech for \$11,285.00. Second by Coddington, motion carries.

Hunt moved to approve Marion Transmission Mains Proposal for Construction Phase Services Contract Amendment No. 283 with Tetra Tech for a price not to exceed \$413,000. Second by Dunleavy, motion carries.

Coddington moved to adjourn. Second by Hunt, motion carries.

Robert J. Henshaw  
Secretary

# HOWELL AREA FIRE AUTHORITY

## AGENDA

NOVEMBER 13, 2024 – 6 PM

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### BOARD MEMBERS

Mike Coddington, Howell Twp., Chairman  
Sean Dunleavy, Oceola Twp., Vice Chairman  
Mark Fosdick, Cohoctah Twp., Secretary  
Robert Hanvey, Marion Twp., Treasurer

Bob Ellis, City of Howell, Member  
Ron Hicks, Fire Chief  
Barbara Souchick, Admin Asst  
Kevin Gentry, Attorney

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### WELCOME!

Visitors are invited to attend all meetings of the Howell Area Fire Authority Board. If you wish to address the Board, you will be recognized by the Chairman.

Meeting called to order at 6:00 pm

Pledge of Allegiance

Discussion/Approve the minutes of the regular meeting of October 16, 2024

Call to the public (items not on agenda)

Discussion/Approve the 2022/2023 HAFA Annual Audit

Discussion/Approve the 2025 Fire Authority Board meeting schedule

Chief's Comments:

- ❖ Annual Vehicle Maintenance : Pump Testing and Ladder Testing
- ❖ Engine 21
- ❖ Engine 22

Approve the payment of bills and payroll in the amount of \$ 273,285.67 for period ending November 1, 2024.

New Business

Old Business

Adjourn

**HOWELL AREA FIRE AUTHORITY**

October 16, 2024 - 6:00 pm

Oceola Township Hall – 1577 N. Latson Rd, Howell, MI 48843

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**Board Members Present:** Chairman Mike Coddington, Vice Chairman Sean Dunleavy, Treasurer Bob Hanvey, Secretary Mark Fosdick, Member Bob Ellis, Fire Chief Ron Hicks, Admin. Asst Barbara Souchick

**Absent:** Attorney Kevin Gentry

Chairman Coddington called the meeting to order at 6:00 pm.

**Approve the minutes of the regular meeting of September 18, 2024:** MOTION by Mr. Dunleavy, SUPPORT by Mr. Ellis to approve the minutes of the regular meeting of September 18, 2024. MOTION CARRIED UNANIMOUSLY.

**Call to Public:** No Response

**Approve Payment of Bills and Payroll:** MOTION by Mr. Ellis, SUPPORT by Mr. Fosdick to approve payment of bills and payroll in the amount of \$247,929.10 for period ending October 4, 2024. MOTION CARRIED UNANIMOUSLY.

**Adjourn:** MOTION by Mr. Ellis, SUPPORT by Mr. Fosdick to adjourn the meeting at 6:10 pm. MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted: \_\_\_\_\_

Barbara Souchick, Admin. Assistant

Approved By: \_\_\_\_\_

Mark Fosdick, Secretary

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## MONTHLY UPDATE TO THE BOARD

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**TO:** HOWELL AREA FIRE AUTHORITY BOARD OF DIRECTORS  
**FROM:** RON HICKS, FIRE CHIEF  
**SUBJECT:** MONTHLY HAFD REPORT FOR OCTOBER 2024  
**DATE:** NOVEMBER 13, 2024

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During the month of October, the HAFD responded to a total of 178 calls for service. There were 152 calls in October of 2023. The total year-to-date runs for 2024 are 1551. Last year's total at the end of October was 1646.

Some of the more significant events for the month included:

On October 17th, Howell Firefighters were dispatched AMA to Brighton Fire for a reported structure fire in the 2300 block of E. Grand River Ave. in Genoa Township. Upon arrival of HAFD, crews reported a fire in the interior of the structure and began to extinguish the fire.

On October 22nd, Howell Firefighters were dispatched AMA to Brighton Fire for a reported structure fire in the 100 block of Eastdale Dr. in Genoa Township. Upon arrival of HAFD, crews reported light smoke in the structure. The homeowner had extinguished a fire in a floor joist in the basement, crews isolated the electrical supply and ventilated the home.

On October 23rd, Howell Firefighters were dispatched for a reported vehicle crash with extrication on I96 near the 137mm. in Marion Township. Upon arrival crews extricated the driver of vehicle #1 while extinguishing the fire in vehicle #2. The driver of Vehicle #1 was transported by LCA in critical condition.

On October 25<sup>th</sup>, Howell Firefighters were dispatched AMA to Brighton fire for a reported structure fire in the 33000 block of S. Latson Rd. in Genoa Township. Upon arrival crews reported a working fire and requested a 2<sup>nd</sup> alarm. HAFD provided an engine at the scene and a second engine for coverage.

On October 29th, Howell Firefighters were dispatched for a reported structure fire in the 3600 block of Embassy Dr. in Marion Township. Upon arrival crews reported a fully involved 60x40 pole barn with several vehicles inside. The barn and contents were a total loss.

Training for the month of October consisted of Haz-mat refresher, Air Monitoring, Haz-mat SOGs, Simulated Haz-mat incident spill of unknown material.

**Next meeting of the Howell Area Fire Authority Board is scheduled for Wednesday November 13th, 2024, at 6:00 pm.**



# Incidents by Response Zone-copy

Howell Area Fire Department  
Address: 1211 W Grand River Rd, Howell, MI, 48843



| RESPONSE ZONE | PSAP CALL DATE/TIME | INCIDENT NUMBER | ADDRESS              | ACTUAL INCIDENT TYPE FOUND                             | DISPATCHED INCIDENT TYPE          |
|---------------|---------------------|-----------------|----------------------|--|-----------------------------------|
| HOWELL TWP.   | 2024-10-29 14:10:29 | HAFD-24-1543    | 1505 W MARR RD       | 444 - Power line down                                  | ELHAZ-ELECTRICAL HAZARD           |
| HOWELL TWP.   | 2024-10-30 18:27:33 | HAFD-24-1547    | 2205 LAYTON RD       | 440 - Electrical wiring/equipment problem, other       | VEHF-VEHICLE FIRE                 |
| HOWELL TWP.   | 2024-10-31 11:12:12 | HAFD-24-1550    | 3739 PARSONS RD      | 611 - Dispatched & canceled en route                   | DIFBRE-BREATHING PROBLEM          |
| HOWELL TWP.   | 2024-10-31 12:32:34 | HAFD-24-1552    | 1579 N BURKHART RD   | 324 - Motor vehicle accident with no injuries.         | PIA-PERSONAL INJURY ACCIDENT      |
| HOWELL TWP.   | 2024-10-31 12:32:58 | HAFD-24-1551    | 1500 BYRON RD        | 551 - Assist police or other governmental agency       | SICK-SICK PERSON                  |
| COHOCTAH TWP. | 2024-10-04 20:37:27 | HAFD-24-1393    | 1985 GANNON RD       | 311 - Medical assist, assist EMS crew                  | FULARR-CARDIAC/RESPIRATORY ARREST |
| COHOCTAH TWP. | 2024-10-06 09:44:45 | HAFD-24-1402    | 4213 INDIAN CAMP TRL | 551 - Assist police or other governmental agency       | SEIZUR-CONVULSIONS/SEIZURES       |
| COHOCTAH TWP. | 2024-10-08 15:10:54 | HAFD-24-1418    | 7499 BYRON RD        | 138 - Off-road vehicle or heavy equipment fire         | VEHF-VEHICLE FIRE                 |
| COHOCTAH TWP. | 2024-10-21 14:45:06 | HAFD-24-1490    | 10920 N ANTCLIFF RD  | 551 - Assist police or other governmental agency       | AAMB-F-ASSIST AMBULANCE FIRE      |
| COHOCTAH TWP. | 2024-10-22 12:54:14 | HAFD-24-1493    | 8917 FLEMING RD      | 311 - Medical assist, assist EMS crew                  | CVA-STROKE                        |
| COHOCTAH TWP. | 2024-10-22 15:24:21 | HAFD-24-1495    | 3503 CHASE LAKE RD   | 551 - Assist police or other governmental agency       | APD-ASSIST PD                     |
| MARION TWP.   | 2024-10-01 21:31:45 | HAFD-24-1379    | 1049 CAMELLIA CIR    | 745 - Alarm system activation, no fire - unintentional | ALARMF-ALARM CALLS                |
| MARION TWP.   | 2024-10-02 22:04:02 | HAFD-24-1381    | 4150 PINGREE RD      | 551 - Assist police or other governmental agency       | FALL-FALL                         |

# Incidents by Response Zone-copy

Howell Area Fire Department  
Address: 1211 W Grand River Rd, Howell, MI, 48843



| RESPONSE ZONE | PSAP CALL DATETIME  | INCIDENT NUMBER | ADDRESS                       | ACTUAL INCIDENT TYPE<br>FOUND                             | DISPATCHED INCIDENT TYPE              |
|---------------|---------------------|-----------------|-------------------------------|---|---------------------------------------|
| MARION TWP.   | 2024-10-03 12:15:27 | HAFD-24-1383    | 2999 PINCKNEY RD              | 354 - Trench/below-grade rescue                           | TRENCH-TRENCH RESCUE                  |
| MARION TWP.   | 2024-10-04 03:57:16 | HAFD-24-1390    | 2856 SESAME DR                | 551 - Assist police or other<br>governmental agency       | DIFBRE-BREATHING PROBLEM              |
| MARION TWP.   | 2024-10-05 14:47:13 | HAFD-24-1398    | 167 PERCY DR                  | 442 - Overheated motor                                    | ALARMF-ALARM CALLS                    |
| MARION TWP.   | 2024-10-10 21:41:37 | HAFD-24-1434    | 113 BARNSLEY DR               | 424 - Carbon monoxide incident                            | GASOUT-GAS LEAK OR<br>OUTSIDE         |
| MARION TWP.   | 2024-10-11 02:08:02 | HAFD-24-1435    | 603 COBBLESTONE TRL           | 551 - Assist police or other<br>governmental agency       | HEMLAC-<br>HEMORRHAGE/LACERATION      |
| MARION TWP.   | 2024-10-14 14:23:40 | HAFD-24-1452    | 350 DINKEL DR                 | 550 - Public service assistance,<br>other                 | AAMB-F-ASSIST AMBULANCE<br>FIRE       |
| MARION TWP.   | 2024-10-14 20:11:23 | HAFD-24-1453    | 2852 BLACK EAGLE VALLEY<br>DR | 100 - Fire, other   | SFIRE-STRUCTURE FIRE                  |
| MARION TWP.   | 2024-10-16 05:58:37 | HAFD-24-1460    | 2500 SHARMA LN                | 311 - Medical assist, assist EMS<br>crew                  | FALL-FALL                             |
| MARION TWP.   | 2024-10-16 09:25:06 | HAFD-24-1462    | 4199 W COON LAKE RD           | 413 - Oil or other combustible<br>liquid spill            | ENVIR-ENVIRONMENTAL<br>CLEANUP        |
| MARION TWP.   | 2024-10-16 12:18:09 | HAFD-24-1463    | 61 BARNSLEY DR                | 611 - Dispatched & canceled en<br>route                   | ALARMF-ALARM CALLS                    |
| MARION TWP.   | 2024-10-16 19:49:09 | HAFD-24-1465    | 1575 VILLA VIEW LN            | 745 - Alarm system activation, no<br>fire - unintentional | ALARMF-ALARM CALLS                    |
| MARION TWP.   | 2024-10-17 05:15:29 | HAFD-24-1467    | 5052 W COON LAKE RD           | 551 - Assist police or other<br>governmental agency       | DIFBRE-BREATHING PROBLEM              |
| MARION TWP.   | 2024-10-17 08:07:52 | HAFD-24-1468    | 2933 NORTON RD                | 631 - Authorized controlled<br>burning                    | SMKOUT-SMOKE<br>INVESTIGATION OUTSIDE |
| MARION TWP.   | 2024-10-17 15:24:46 | HAFD-24-1469    | 4333 Boscher Rd               | 561 - Unauthorized burning                                | OUTFIR-OUTDOOR FIRE                   |

# Incidents by Response Zone-copy

Howell Area Fire Department  
Address: 1211 W Grand River Rd, Howell, MI, 48843



| RESPONSE ZONE | PSAP CALL DATE/TIME | INCIDENT NUMBER | ADDRESS               | ACTUAL INCIDENT TYPE<br>FOUND                          | DISPATCHED INCIDENT TYPE         |
|---------------|---------------------|-----------------|-----------------------|--|----------------------------------|
| MARION TWP.   | 2024-10-18 16:26:55 | HAFD-24-1477    | 2090 GAMBREL LN       | 745 - Alarm system activation, no fire - unintentional | ALARMF-ALARM CALLS               |
| MARION TWP.   | 2024-10-20 13:07:00 | HAFD-24-1484    | 5364 NORTON RD        | 600 - Good intent call, other                          | CO-CO ALARM/ OR INVESTIGATION    |
| MARION TWP.   | 2024-10-21 09:41:51 | HAFD-24-1486    | 490 COUNTY FARM RD    | 311 - Medical assist, assist EMS crew                  | DIFBRE-BREATHING PROBLEM         |
| MARION TWP.   | 2024-10-21 11:52:37 | HAFD-24-1487    | 862 SPIREA            | 551 - Assist police or other governmental agency       | DIFBRE-BREATHING PROBLEM         |
| MARION TWP.   | 2024-10-22 13:13:38 | HAFD-24-1494    | 1437 WEATHERSTONE LN  | 311 - Medical assist, assist EMS crew                  | DIFBRE-BREATHING PROBLEM         |
| MARION TWP.   | 2024-10-22 19:41:06 | HAFD-24-1498    | 4399 NORTON RD        | 551 - Assist police or other governmental agency       | SEIZUR-CONVULSIONS/SEIZURES      |
| MARION TWP.   | 2024-10-23 16:18:01 | HAFD-24-1500    | 4214 W COON LAKE RD   | 142 - Brush or brush-and-grass mixture fire            | GF-GRASS FIRE                    |
| MARION TWP.   | 2024-10-24 20:20:13 | HAFD-24-1509    | 400 WRIGHT RD         | 622 - No incident found on arrival at dispatch address | DIFBRE-BREATHING PROBLEM         |
| MARION TWP.   | 2024-10-24 21:10:10 | HAFD-24-1510    | 1005 TRIANGLE LAKE RD | 350 - Extrication, rescue, other                       | ENTRAP-MACHINEENTRAP/AGRI/INDUST |
| MARION TWP.   | 2024-10-26 08:27:39 | HAFD-24-1521    | 167 PERCY DR          | 551 - Assist police or other governmental agency       | DIFBRE-BREATHING PROBLEM         |
| MARION TWP.   | 2024-10-26 18:25:08 | HAFD-24-1523    | 350 KEDDLE RD         | 551 - Assist police or other governmental agency       | DIFBRE-BREATHING PROBLEM         |
| MARION TWP.   | 2024-10-27 08:33:25 | HAFD-24-1525    | 4899 DUTCHER RD       | 622 - No incident found on arrival at dispatch address | GASOUT-GAS LEAK OR OUTSIDE       |
| MARION TWP.   | 2024-10-28 11:53:32 | HAFD-24-1532    | 3468 SESAME DR        | 551 - Assist police or other governmental agency       | SEIZUR-CONVULSIONS/SEIZURES      |

# Incidents by Response Zone-copy

Howell Area Fire Department  
Address: 1211 W Grand River Rd, Howell, MI, 48843



| RESPONSE ZONE | PSAP CALL DATE/TIME | INCIDENT NUMBER | ADDRESS            | ACTUAL INCIDENT TYPE FOUND                             | DISPATCHED INCIDENT TYPE     |
|---------------|---------------------|-----------------|--------------------|--|------------------------------|
| MARION TWP.   | 2024-10-28 18:04:25 | HAFD-24-1537    | 2785 BUTTERCUP CT  | 551 - Assist police or other governmental agency       | DIFBRE-BREATHING PROBLEM     |
| MARION TWP.   | 2024-10-29 05:30:48 | HAFD-24-1540    | 3620 EMBASSY DR    | 111 - Building fire                                    | SFIRE-STRUCTURE FIRE         |
| MARION TWP.   | 2024-10-29 05:48:42 | HAFD-24-1541    | 4680 VINES RD      | 600 - Good intent call, other                          | GF-GRASS FIRE                |
| MARION TWP.   | 2024-10-30 19:49:17 | HAFD-24-1549    | 190 E COON LAKE RD | 142 - Brush or brush-and-grass mixture fire            | GF-GRASS FIRE                |
| OCEOLA TWP.   | 2024-10-01 19:29:48 | HAFD-24-1377    | 2999 ARGENTINE RD  | 551 - Assist police or other governmental agency       | PIA-PERSONAL INJURY ACCIDENT |
| OCEOLA TWP.   | 2024-10-01 19:44:13 | HAFD-24-1378    | 2493 ARGENTINE RD  | 6111   | PIA-PERSONAL INJURY ACCIDENT |
| OCEOLA TWP.   | 2024-10-02 17:26:36 | HAFD-24-1380    | 1644 SANCTUARY CIR | 551 - Assist police or other governmental agency       | DIFBRE-BREATHING PROBLEM     |
| OCEOLA TWP.   | 2024-10-03 05:33:58 | HAFD-24-1382    | 1644 SANCTUARY CIR | 311 - Medical assist, assist EMS crew                  | DIFBRE-BREATHING PROBLEM     |
| OCEOLA TWP.   | 2024-10-03 12:30:32 | HAFD-24-1384    | 3119 ALEXANDER DR  | 320 - Emergency medical service incident, other        | CVA-STROKE                   |
| OCEOLA TWP.   | 2024-10-05 16:43:40 | HAFD-24-1399    | 1625 HERON LOOP DR | 551 - Assist police or other governmental agency       | SEIZUR-CONVULSIONS/SEIZURES  |
| OCEOLA TWP.   | 2024-10-06 14:28:03 | HAFD-24-1404    | 1989 LATSON RD     | 324 - Motor vehicle accident with no injuries.         | PIA-PERSONAL INJURY ACCIDENT |
| OCEOLA TWP.   | 2024-10-07 16:22:58 | HAFD-24-1411    | 5501 ARGENTINE RD  | 745 - Alarm system activation, no fire - unintentional | ALARMF-ALARM CALLS           |
| OCEOLA TWP.   | 2024-10-08 05:25:46 | HAFD-24-1415    | 3999 CLYDE RD      | 600 - Good intent call, other                          | VEHF-VEHICLE FIRE            |
| OCEOLA TWP.   | 2024-10-08 12:45:46 | HAFD-24-1417    | 1577 N LATSON RD   | 321 - EMS call, excluding vehicle accident with injury | CHSTPN-CHEST PAIN            |

# HOWELL recreation

Howell Area Parks & Recreation Authority  
Regular Meeting  
Oceola Community Center  
Tuesday, November 19, 2024, 6:30 p.m.

Call to order

Pledge of Allegiance (all stand)

Call to the Public (for any items not on the agenda)

## Public Hearing

1. Howell Area Parks and Recreation Authority- Recreation Master Plan

## Approval- Consent Agenda

1. Regular Board Meeting Minutes dated Tuesday, Oct 15, 2024
2. Check Register Report Ending October 31, 2024
3. Bank Statements Ending October 31, 2024
4. Financial Reports Ending October 31, 2024

## Approval- Regular Agenda

1. Discussion/Approval- Resolution 4-24Recreation Master Plan
2. Discussion/Approval- Amended Wage Tier
3. Discussion/Approval-2025 HAPRA Board Meeting Schedule
4. Discussion/Approval- 2025 Facility Closure Dates
5. Events & programs Reports
  - a. Rec the Halls
6. Sponsorship & marketing updates
7. Preventive Maintenance Report
8. Directors Report
  - a. Hiring Committee
  - b. Organizational Meeting
9. Board Member Reports
  - i. City of Howell Board Rep:
  - ii. Oceola Township Board Rep:
  - iii. Marion Township Board Rep:
  - iv. Genoa Township Board Rep:
  - v. Howell Township Board Rep:
10. Old Business
11. New Business
12. Next Meeting: Regular Meeting December 17 ,2024 Oceola Community Center @6:30pm
13. Adjournment



# HOWELL recreation

## Howell Area Parks & Recreation Authority

Oceola Community Center

### Regular Board Meeting Minutes

October 15, 2024

#### Call to Order

Chair Diana Lowe called the meeting to order at 6:30 pm.

#### Attendance

**Board Members:** Chair Diana Lowe, Vice Chair Terry Philibeck, Secretary Nikolas Hertrich, Treasurer Tammy Beal, Trustee Sue Daus

**HAPRA Staff:** Director Tim Church, Jen Savage, Kyle Tokan, and Kevin Troshak

**Public:** None Present

#### Call to the Public

None

#### Approval of Consent Agenda

Treasurer Tammy Beal made a motion to approve the consent agenda, supported by Vice Chair Terry Philibeck. **Motion carried 5 – 0.**

#### Approval of Regular Agenda

Vice Chair Terry Philibeck made a motion to approve the regular agenda, supported by Treasurer Tammy Beal. **Motion carried 5 – 0.**

#### Review – DRAFT Recreation Plan

Director Church provided an update on the status of the Recreation Master Plan. The Master Plan will be available for public review for the next 30 days with digital copies available online and hardcopies available at both Marion and Oceola Township Halls. Treasurer Tammy Beal made the suggestion of requesting feedback and input on the Recreation Plan through the use of a survey.

### **Discussion/Approval – Schedule Public Hearing of the Recreation Master Plan for November 19**

Treasurer Tammy Beal made a motion to approve the Scheduling of the Public Hearing of the Recreation Master Plan for November 19<sup>th</sup>, 2024, at 6:00 pm at the Ocala Community Center, supported by Treasurer Nikolas Hertrich. **Motion carried 5 – 0.**

### **Discussion – New Michigan Minimum Wage/Sick Time Law**

Director Church shared with the Board the potential impacts that the passing of legislation related to Minimum Wage and Sick Time will have on HAPRA. A new wage scale including minimum wage and sick leave is being developed based on this law. If the millage passes the budget will be fine however different scenarios will be needed if it fails.

Director Church provided additional details on how sick leave was previously accrued and how it may change going forward. Under certain conditions summer help will now be able to accrue sick leave and retain it if they leave and then return to their jobs in less than 6 months. Draft policies related the changes will be presented at the November Board meeting.

### **Events & Programs Reports**

- a. Events & programs
  - i. Legend of Sleepy Howell/Headless Horseman: The weather forecast for the event is looking good. Local businesses are having their event as well. WHMI will be onsite and 40 vendors have registered to hand out candy. At this point 579 individuals have registered for the 5k and 51 have registered for the 1 mile run. Current numbers exceed last year and are on pace to exceed 2 years ago. The budget from the 5k helps offset the Trick or Treating costs.
- b. Sponsorship & marketing updates
  - i. Both the Senior News Letter and the notification for the Recreation Master Plan will be sent out soon.

### **Preventative Maintenance Report**

Kyle Tokan informed the Board that the elevators are now working after replacing a motor, the windows have been washed, and the family bathroom door was recently damaged. The damage to the bathroom door was caused by a Cleary University basketball player, the University will be covering the cost of the repair. An assessment of the HVAC system is going to be completed by a 3<sup>rd</sup> party. Concerning the blackouts, there have not been more than 2 in the last 6 months, they still occur randomly but are not impacting any systems.

### **Directors Report**

- a. Millage Update: Millage Mondays are videos based on feedback from the August Primary. A graphic with a timeline showing what happens if the millage fails was recently sent out and has resulted in lots

of questions being asked and comments being shared. It has been noticed that there is not as much negativity towards the millage as there was previously.

- b. With this being Chair Diana Lowes finally meeting Director Church thanked her for her leadership and dedication to HAPRA over the years.

### **Board Member Reports**

- a. Secretary Nikolas Hertrich shared with the Board agenda items from recent Howell City Council Meetings which included approval of various civic events, approval of multiple ordinances, and an update on the restrooms at Scofield Park.
- b. Vice Chair Terry Philibeck informed the Board that the pre-constructed bathrooms purchased earlier this year will be delivered in 2 weeks but the township currently does not have a place to put them.
- c. Treasurer Tammy Beal shared with the Board that the walking path and playground have been completed. The general maintenance agreement with HAPRA will be in the next packet and the buck pole will be ready by November 15<sup>th</sup>.
- d. Chair Diana Lowe did not have an update to provide.
- e. Trustee Sue Daus shared that the Shiawassee Clean Up Committee is looking to conduct a cleanup so the river can be used for kayaking and that the township is having conversations regarding the construction of a walking path.

### **Old Business**

None

### **New Business**

None

### **Next Meeting**

Public Hearing of the Recreation Master Plan - Tuesday, November 19, 2024, at 6:00 pm at Oceola Community Center.

Regularly Scheduled HAPRA Meeting - Tuesday, November 19, 2024, at 6:30 pm at Oceola Community Center.

### **Adjournment:**

A motion to adjourn the meeting was made by Treasurer Tammy Beal and supported by Vice Chair Terry Philibeck at 7:28 pm. **Motion carried 5-0**

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Approved

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Date

Respectfully Submitted by: Nikolas Hertrich, Secretary

DRAFT

## DPW Reports 2024

[illegible]



#101 General Fund  
Transactions by Account

As of November 30, 2024

| Date                                  | Num     | Name                                 | Amount    |
|---------------------------------------|---------|--------------------------------------|-----------|
| <b>001-001 - CASH - GENERAL - FNB</b> |         |                                      |           |
| 11/05/2024                            | 13150   | VOID                                 | 0.00      |
| 11/07/2024                            | 13152   | Marion Township Flex Fund            | -1,754.00 |
| 11/07/2024                            | 13153   | VOYA Institutional Trust             | -300.00   |
| 11/07/2024                            | 13154   | ALERUS PAYMENT SOLUTIONS             | -5,252.33 |
| 11/07/2024                            | 13155   | B&L Services                         | -400.00   |
| 11/07/2024                            | 13156   | JUDITH PODVIN                        | -150.00   |
| 11/07/2024                            | 13157   | JEFF KONIECZNY                       | -150.00   |
| 11/07/2024                            | 13158   | FOWLerville NEWS & VIEWS             | -147.50   |
| 11/07/2024                            | 13159   | THE GARBAGE MAN                      | -60.34    |
| 11/07/2024                            | 13160   | DTE ENERGY                           | -663.62   |
| 11/07/2024                            | 13161   | LIV CO CLERKS ASSOC                  | -46.00    |
| 11/07/2024                            | 13162   | VERIZON WIRELESS                     | -99.20    |
| 11/07/2024                            | 13163   | SANDRA LONGSTREET                    | -312.22   |
| 11/07/2024                            | 13164   | DAVID HAMANN                         | -127.30   |
| 11/07/2024                            | 13165   | Jody Saum                            | -49.58    |
| 11/07/2024                            | 13166   | BURNHAM & FLOWER AGENCY              | 0.00      |
| 11/07/2024                            | 13167   | Foster, Swift, Collins & Smith, P.C. | -577.50   |
| 11/07/2024                            | 0028610 | LESLIE D. ANDERSEN                   | -343.99   |
| 11/07/2024                            | 0028611 | JAMES L. ANDERSON JR.                | -252.85   |
| 11/07/2024                            | 0028612 | SCOTT R. LLOYD                       | -164.66   |
| 11/07/2024                            | 0028613 | BRUCE V. POWELSON                    | -117.29   |
| 11/07/2024                            | 0028614 | CHERYL A. RANGE                      | -265.05   |
| 11/07/2024                            | E191239 | TAMMY L. BEAL                        | -4,174.86 |
| 11/07/2024                            | E191240 | GAIL A. BURLINGAME                   | -3,806.76 |
| 11/07/2024                            | E191241 | MATTHEW J. DEDES                     | -4,453.57 |
| 11/07/2024                            | E191242 | SANDY DONOVAN                        | -4,388.77 |
| 11/07/2024                            | E191243 | GREGORY L. DURBIN                    | -1,280.93 |
| 11/07/2024                            | E191244 | LAWRENCE W. GRUNN                    | -168.27   |
| 11/07/2024                            | E191245 | DAVE HAMANN                          | -3,704.35 |
| 11/07/2024                            | E191246 | ROBERT W. HANVEY                     | -5,093.39 |
| 11/07/2024                            | E191247 | RICHARD HASLOCK                      | -577.05   |
| 11/07/2024                            | E191249 | LOREEN B. JUDSON                     | -4,497.75 |
| 11/07/2024                            | E191250 | SANDRA J. LONGSTREET                 | -3,281.58 |
| 11/07/2024                            | E191251 | DANIEL F. LOWE                       | -564.48   |
| 11/07/2024                            | E191252 | KITSEY A. RENNELLS                   | -3,505.54 |
| 11/07/2024                            | E191255 | JESSICA S. TIMBERLAKE                | -3,682.95 |
| 11/07/2024                            | 13172   | MATTHEW DEDES                        | 0.00      |
| 11/13/2024                            | 13151   | Charter Communications               | -177.87   |
| 11/13/2024                            | 13168   | QUADIENT FINANCE USA, INC. - postag  | -500.00   |
| 11/13/2024                            | 13169   | GORMLEY LAW OFFICE PLC               | -1,339.65 |
| 11/13/2024                            | 13170   | CITI CARDS                           | -3,393.79 |
| 11/13/2024                            | 13171   | AMAZON CAPITAL SERVICES              | -577.60   |

#101 General Fund  
Transactions by Account

As of November 30, 2024

| Date       | Num     | Name                   | Amount    |
|------------|---------|------------------------|-----------|
| 11/13/2024 | 13173   | Tammy Beal             | -109.30   |
| 11/14/2024 | 13174   | MATTHEW DEDES          | -422.77   |
| 11/14/2024 | 0028615 | KATHERINE L. ALWARD    | -227.73   |
| 11/14/2024 | 0028616 | Diane Evelyn Avedisian | -405.92   |
| 11/14/2024 | 0028617 | Gary Beal              | -802.59   |
| 11/14/2024 | 0028619 | DONNA BORTON           | -326.41   |
| 11/14/2024 | 0028621 | PHILLIP CAMPBELL       | -188.32   |
| 11/14/2024 | 0028622 | Garry Cathey           | -636.06   |
| 11/14/2024 | 0028623 | KIM DUCHARME           | -707.44   |
| 11/14/2024 | 0028624 | Vickie Edgington       | -492.44   |
| 11/14/2024 | 0028625 | TERRY EISELE           | -481.24   |
| 11/14/2024 | 0028626 | THOMAS EMERY           | -505.32   |
| 11/14/2024 | 0028629 | Jean Graham            | -2,176.30 |
| 11/14/2024 | 0028630 | Susan Grover           | -188.32   |
| 11/14/2024 | 0028632 | RITA HANSEN            | -488.15   |
| 11/14/2024 | 0028633 | Holly Hatter           | -426.84   |
| 11/14/2024 | 0028634 | Candy Hedgcock         | -338.97   |
| 11/14/2024 | 0028635 | JIM HEDGCOCK           | -267.82   |
| 11/14/2024 | 0028636 | Debra Holmes           | -848.96   |
| 11/14/2024 | 0028637 | SHERRY HOWARD          | -267.82   |
| 11/14/2024 | 0028638 | ROBERT P. KEOUGH       | -410.11   |
| 11/14/2024 | 0028639 | TERRIE A. KEOUGH       | -451.95   |
| 11/14/2024 | 0028640 | EUGENE KIHN            | -188.32   |
| 11/14/2024 | 0028641 | Victoria Kihn          | -188.32   |
| 11/14/2024 | 0028642 | PATRICIA KING          | -784.97   |
| 11/14/2024 | 0028643 | Jane Longeway          | -380.81   |
| 11/14/2024 | 0028644 | Diana Lowe             | -658.98   |
| 11/14/2024 | 0028645 | Sandra L Luce          | -426.84   |
| 11/14/2024 | 0028646 | KATHERINE MILLER       | -354.14   |
| 11/14/2024 | 0028647 | DEANNE OSWALD-DEBOTTIS | -263.64   |
| 11/14/2024 | 0028648 | Judith Peddie          | -410.11   |
| 11/14/2024 | 0028651 | Wayne Preston          | -414.28   |
| 11/14/2024 | 0028650 | Kim Preston            | -414.28   |
| 11/14/2024 | 0028652 | TRACIE RICHARDSON      | -498.88   |
| 11/14/2024 | 0028653 | Thomas Rozek           | -192.49   |
| 11/14/2024 | 0028654 | FREDERICK SANDERS      | -810.30   |
| 11/14/2024 | 0028655 | Lucille Sanders        | -973.52   |
| 11/14/2024 | 0028656 | ROBERT SPAULDING       | -251.09   |
| 11/14/2024 | 0028657 | Patricia Stachowiak    | -586.94   |
| 11/14/2024 | 0028658 | CHRIS STOKES           | -334.78   |
| 11/14/2024 | 0028659 | DAVID THARP            | -605.69   |
| 11/14/2024 | 0028660 | DANA WOODS             | -330.59   |
| 11/14/2024 | 0028627 | BARBARA FILLINGER      | -644.90   |

#101 General Fund  
Transactions by Account

As of November 30, 2024

| Date       | Num     | Name                            | Amount    |
|------------|---------|---------------------------------|-----------|
| 11/14/2024 | 0028631 | Larry Grunn                     | -347.33   |
| 11/14/2024 | 0028649 | Bruce Powelson                  | -271.97   |
| 11/14/2024 | 0028620 | Gail Ann Burlingame             | -166.69   |
| 11/14/2024 | 0028618 | DIANE BOCKHAUSEN                | -1,138.06 |
| 11/14/2024 | 0028628 | LARRY FILLINGER                 | -609.51   |
| 11/18/2024 | 13175   | JENNA LASSILA                   | -150.00   |
| 11/18/2024 | 13176   | AUTUMN SELLERS                  | -150.00   |
| 11/19/2024 | 13177   | FIRST IMPRESSION                | -78.70    |
| 11/19/2024 | 13178   | Colonial Life                   | -647.56   |
| 11/19/2024 | 13179   | SPECTRUM PRINTING INC.          | -538.11   |
| 11/19/2024 | 13180   | Culligan of Ann Arbor           | -36.27    |
| 11/19/2024 | 13181   | BURNHAM & FLOWER AGENCY         | -1,582.00 |
| 11/19/2024 | 13182   | BURNHAM & FLOWER AGENCY         | -5,274.00 |
| 11/19/2024 | 13183   | RECYCLE LIVINGSTON              | -75.00    |
| 11/21/2024 | 13184   | ECONO-PRINT INC.                | -6,485.66 |
| 11/26/2024 | 13185   | LIV CO CLERK                    | -2,929.61 |
| 11/26/2024 | 13186   | QUALITY ZONING / ZACHARY MICHEL | -527.50   |
| 11/26/2024 | 13187   | DAVID HAMANN                    | -100.50   |

## GENERAL FUND CHECKING

|                  |    |                     |
|------------------|----|---------------------|
| Previous Balance | \$ | 1,829,930.72        |
| Receipts         | \$ | 3,952.36            |
| Interest         | \$ | -                   |
|                  | \$ | <u>1,833,883.08</u> |
| Expenditures     | \$ | 175,908.58          |
| Balance          | \$ | <u>1,657,974.50</u> |

## CEMETERY FUND

|                  |    |                  |
|------------------|----|------------------|
| Previous Balance | \$ | 95,165.65        |
| Receipts         | \$ | -                |
| Interest         | \$ | 66.59            |
|                  | \$ | <u>95,232.24</u> |
| Expenditures     | \$ | 3,356.80         |
| Balance          | \$ | <u>91,875.44</u> |

## PARKS &amp; RECREATION FUND

|                  |    |                  |
|------------------|----|------------------|
| Previous Balance | \$ | 22,913.74        |
| Receipts         | \$ | 6.00             |
| Interest         | \$ | 12.75            |
|                  | \$ | <u>22,932.49</u> |
| Expenditures     | \$ | 7,540.28         |
| Balance          | \$ | <u>15,392.21</u> |

## WATER - NEW USER

|                  |    |                   |
|------------------|----|-------------------|
| Previous Balance | \$ | 405,793.80        |
| Receipts         | \$ | 3,867.00          |
| Interest         | \$ | 381.75            |
|                  | \$ | <u>410,042.55</u> |
| Expenditures     | \$ | 14,000.00         |
| Balance          | \$ | <u>396,042.55</u> |

**SEWER OPERATING & MANAGEMT**

|                  |    |            |
|------------------|----|------------|
| Previous Balance | \$ | 298,351.34 |
| Receipts         | \$ | 50,822.31  |
| Interest         | \$ | 328.99     |
|                  |    | <hr/>      |
|                  | \$ | 349,502.64 |
| Expenditures     | \$ | 8,635.68   |
|                  |    | <hr/>      |
| Balance          | \$ | 340,866.96 |

**SEWER - NEW USER**

|                  |    |              |
|------------------|----|--------------|
| Previous Balance | \$ | 1,825,150.21 |
| Receipts         | \$ | 10,000.00    |
| Interest         | \$ | 2,330.95     |
|                  |    | <hr/>        |
|                  | \$ | 1,837,481.16 |
| Expenditures     | \$ | -            |
|                  |    | <hr/>        |
| Balance          | \$ | 1,837,481.16 |

**SPEC ASSESS. FUND**

|                  |    |            |
|------------------|----|------------|
| Previous Balance | \$ | 229,001.03 |
| Receipts         | \$ | 23.82      |
| Interest         | \$ | 199.05     |
|                  |    | <hr/>      |
|                  | \$ | 229,223.90 |
| Expenditures     | \$ | 40,633.50  |
|                  |    | <hr/>      |
| Balance          | \$ | 188,590.40 |

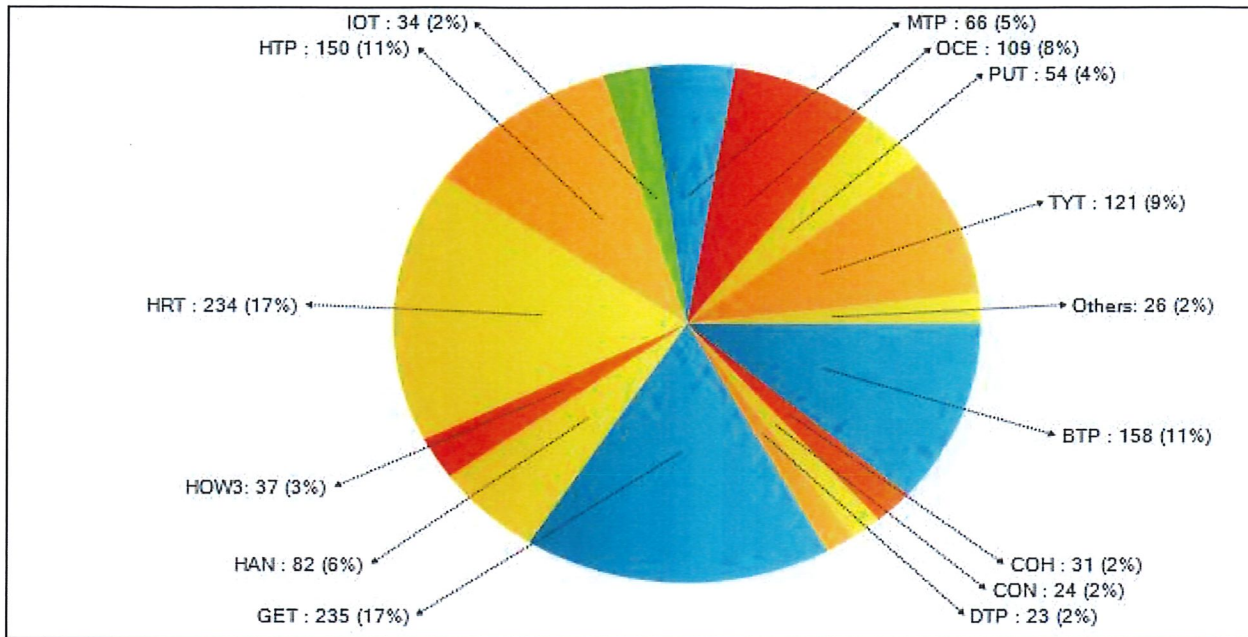
**ESCROW FUND**

|                  |    |           |
|------------------|----|-----------|
| Previous Balance | \$ | 70,107.93 |
| Receipts         | \$ | -         |
| Interest         | \$ | 48.22     |
|                  |    | <hr/>     |
|                  | \$ | 70,156.15 |
| Expenditures     | \$ | 4,561.00  |
|                  |    | <hr/>     |
| Balance          | \$ | 65,595.15 |

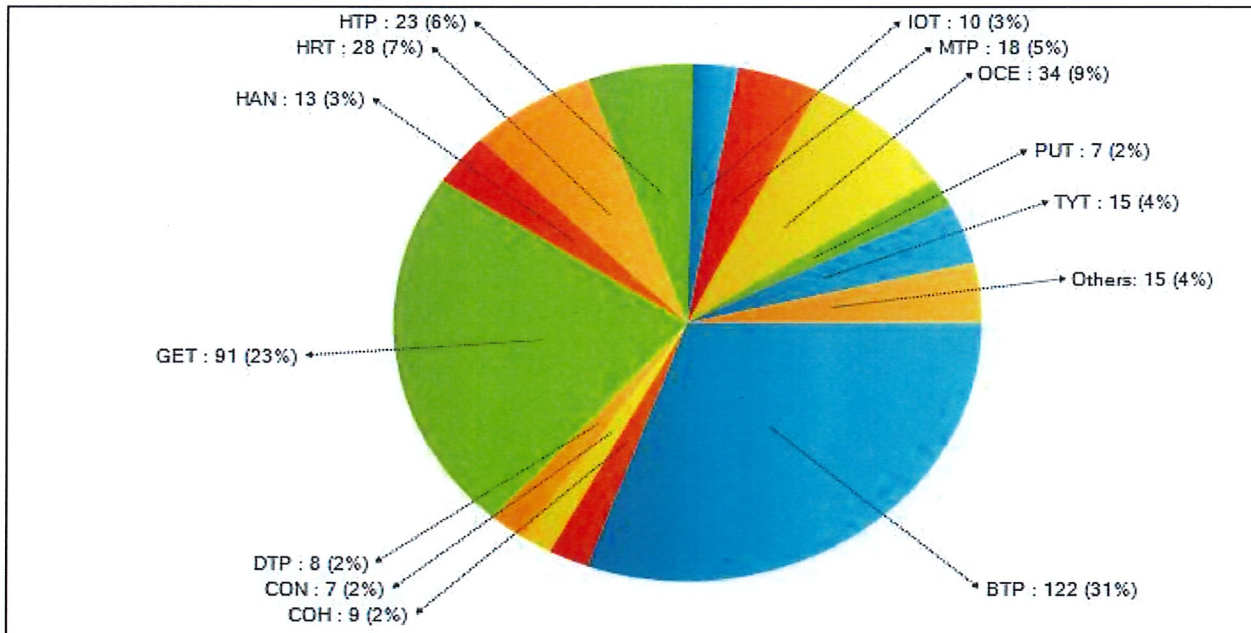
## SUMMARY TOTALS

|                         |    |                    |
|-------------------------|----|--------------------|
| General Fund            | \$ | 1,657,974.50       |
| Cemetery Fund           | \$ | 91,875.44          |
| Parks & Rec Capital Chk | \$ | 15,392.21          |
| Water - New User        | \$ | 396,042.55         |
| Sewer Operating & Mana  | \$ | 340,866.96         |
| Sewer - New User        | \$ | 1,837,481.16       |
| Special Assess. Fund    | \$ | 188,590.40         |
| Escrow Fund             | \$ | 65,595.15          |
| TOTAL                   |    | <hr/> 4,593,818.37 |

**LIVINGSTON COUNTY SHERIFF'S OFFICE  
NOVEMBER 2024 CALLS FOR SERVICE**



**MICHIGAN STATE POLICE  
NOVEMBER 2024 CALLS FOR SERVICE**



# LIVINGSTON COUNTY SHERIFF'S OFFICE

## MARION TOWNSHIP NOVEMBER 2024

| Nature                         | # Events |
|--------------------------------|----------|
| ABANDONED VEHICLE              | 1        |
| ALARM                          | 2        |
| ANIMAL COMPLAINT               | 5        |
| ATV COMPLAINT                  | 1        |
| CITIZEN ASSIST                 | 4        |
| CIVIL COMPLAINT                | 1        |
| DISTURBANCE/TROUBLE            | 1        |
| DOMESTIC VERBAL                | 1        |
| FOLLOW UP                      | 1        |
| FRAUD                          | 2        |
| HAZARD                         | 4        |
| INDECENT EXPOSURE              | 1        |
| INTIMIDATION THREATS HARASSMEN | 2        |
| LOST/FOUND PROPERTY            | 1        |
| MENTAL/CMH/PSYCH               | 1        |
| MISSING PERSON/RUN-A-WAY       | 1        |
| NOISE COMPLAINTS               | 1        |
| PATROL INFORMATION             | 1        |
| PDA                            | 13       |
| PERSONAL INJURY ACCIDENT       | 1        |
| SOLICITOR COMPLAINT            | 1        |
| STRUCTURE FIRE                 | 1        |
| SUICIDAL SUBJECT               | 2        |
| SUSPICIOUS PERSON              | 2        |
| SUSPICIOUS SITUATION           | 2        |
| SUSPICIOUS VEHICLE             | 1        |
| UNATTENDED DEATH PRI 3/INVEST  | 1        |
| UNKNOWN ACCIDENT               | 2        |
| VIN INSPECTION                 | 1        |
| WELFARE CHECK                  | 8        |
|                                |          |
| TOTAL:                         |          |
|                                | 66       |



# 2024 ZONING REPORT

|                       | JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL |
|-----------------------|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|-------|
| Homes                 |     | 3   | 3     | 7     | 4   | 4    | 5    | 5   | 3    | 3   | 1   |     | 38    |
| Condo Units           |     |     | 15    |       |     | 3    | 3    | 8   |      | 4   | 2   |     | 35    |
| Accessory Bldgs.      |     | 2   | 4     | 3     | 2   | 2    | 1    | 4   | 1    | 1   | 1   |     | 21    |
| Decks                 | 1   |     | 2     | 4     | 6   | 5    |      | 3   | 5    | 3   | 2   |     | 31    |
| Pools                 |     |     |       |       |     | 3    | 1    |     |      |     |     |     | 4     |
| Additions             |     |     |       | 1     |     | 2    |      |     | 2    |     |     |     | 5     |
| Land Balancing        |     |     |       |       |     |      |      |     |      |     |     |     | 0     |
| Other                 | 1   |     |       |       | 1   | 2    | 1    |     |      | 1   | 2   |     | 8     |
| TOTAL LAND USES       | 2   | 5   | 24    | 15    | 13  | 21   | 11   | 20  | 11   | 12  | 8   | 0   | 142   |
| Waivers               | 2   | 8   | 4     | 3     | 7   | 5    | 7    | 10  | 9    | 2   | 4   |     | 61    |
| Finals                | 5   | 10  | 7     | 4     | 4   | 9    | 16   | 22  | 13   | 27  | 15  |     | 132   |
| Site Plans            |     |     |       |       |     |      |      |     |      |     |     |     | 0     |
| Pre-Planning Meetings |     |     |       |       |     |      |      |     |      |     |     |     | 0     |
| Sewer Inspections     | 1   | 6   | 5     | 3     | 3   | 3    | 3    | 2   | 2    | 2   | 3   |     | 33    |

November 22, 2024

Board of Trustees  
Marion Township  
2877 West Coon Lake Road  
Howell, Michigan 48843

Dear Honorable Board of Trustees:

In planning and performing our audit of the financial statements of Marion Township as of and for the year ended June 30, 2024, in accordance with auditing standards generally accepted in the United States of America, we considered Marion Township's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore there can be no assurance that all such deficiencies have been identified. However, as discussed below, we identified certain deficiencies in internal control that we consider to be material weaknesses.

A deficiency in internal control exists when the design or operation of control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. We consider the following deficiency in Marion Township's internal control to be a material weakness:

**1. ESTABLISH CONTROL OVER THE FINANCIAL REPORTING PROCESS**

Management is responsible for establishing and maintaining internal controls, including monitoring, and for the fair presentation in the financial statements of financial position, results of operations, and cash flows, including the notes to financial statements, in conformity with U.S. generally accepted accounting principles.

At times, management may choose to outsource certain accounting functions due to cost or training considerations. Such accounting functions and service providers must be governed by the control policies and procedures of the Company. Management is as responsible for outsourced functions performed by a service provider as it would be if your personnel performed such functions. Specifically, management is responsible for management decisions and functions: for designating an individual with suitable skill, knowledge, or experience to oversee any outsourced services; and for evaluating the adequacy and results of those services and accepting responsibility for them.

As part of the audit, management requested us to prepare a draft of your financial statements, including the related notes to financial statements. Management reviewed, approved, and accepted responsibility for those financial statements prior to their issuance; however, management did not perform a detailed review of the financial statements. The absence of this control procedure is considered a material weakness because the potential exists that a material misstatement of the financial statements could occur and not be prevented or detected by the Township's internal control.

The existence of significant deficiencies or material weaknesses may already be known to management and may represent a conscious decision by management or those charged with governance to accept that degree of risk because of cost or other considerations. Management is responsible for making decisions concerning costs and the related benefits. We are responsible to communicate significant deficiencies and material weaknesses in accordance with professional standards regardless of management's decisions.

#### **RESPONSE BY MANAGEMENT**

Management believes the benefit of hiring additional personnel with the qualified experience to draft the financial statements does not outweigh the costs. Management has decided to maintain the current practice of requesting the auditing firm to draft the financial statements. Management has read, reviewed, understands and takes full responsibility for the financial statements.

#### **Conclusion**

We would like to thank the Marion Township officials and staff for their assistance and hospitality while conducting our audit fieldwork.

This communication is intended solely for the information and use of management, Township Board of Trustees, and others with the Township, and is not intended to be and should not be used by anyone other than the specified parties.

*Pfeffer, Hanniford & Palka, P.C.*

PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants



**PFEFFER ■ HANNIFORD ■ PALKA**  
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*Members:*  
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MACPA

225 E. Grand River - Suite 104  
Brighton, Michigan 48116-1575  
(810) 229-5550  
FAX (810) 229-5578

November 22, 2024

Marion Township  
Board of Trustees  
2877 West Coon Lake Road  
Howell, Michigan 48843

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, of Marion Township for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated September 6, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Marion Township are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2023/2024. We noted no transactions entered into by Marion Township during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

Management's estimate of the depreciation expense is based on the estimated useful lives and salvage value of capital assets. We have evaluated the key factors and assumptions used to develop the estimate for depreciation expense in determining that it is reasonable in relation to the financial statement taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

*Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, *other than those that are clearly trivial, and communicate them to the appropriate level of management.* Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 22, 2024.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Marion Township's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

With respect to the supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

### Restriction on Use

This information is intended solely for the use of the Township and management of Marion Township and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Pfeffer, Hanniford & Palka, P.C.*

PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

# Marion Township

## Audit Presentation

June 30, 2024



PFEFFER, HANNIFORD & PALKA  
Certified Public Accountants

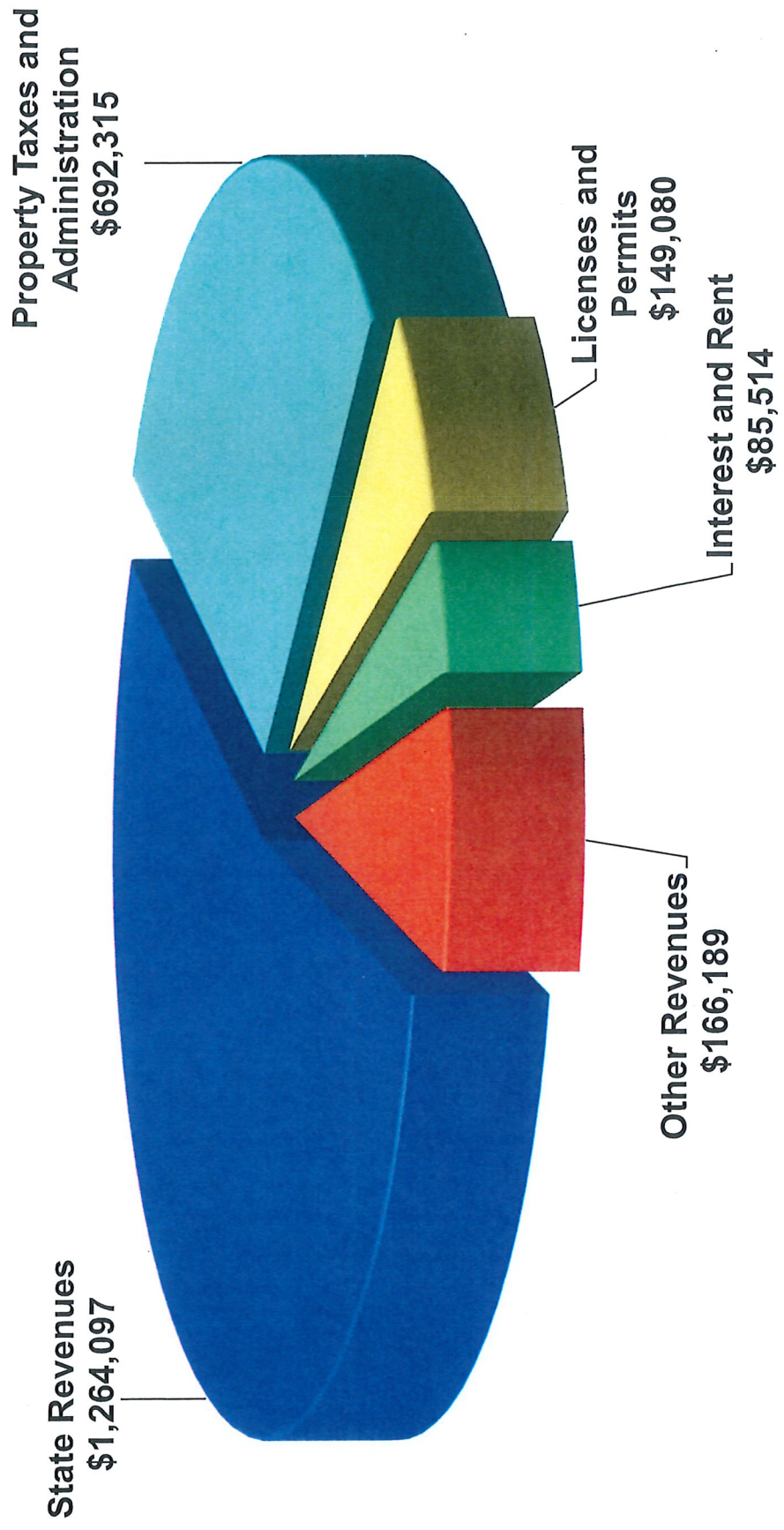
BRIGHTON, MICHIGAN

## Marion Township

General Fund Revenues (pre GASB 54 consolidation)

For the Year Ended June 30, 2024

**Total Revenues = \$2,357,195**

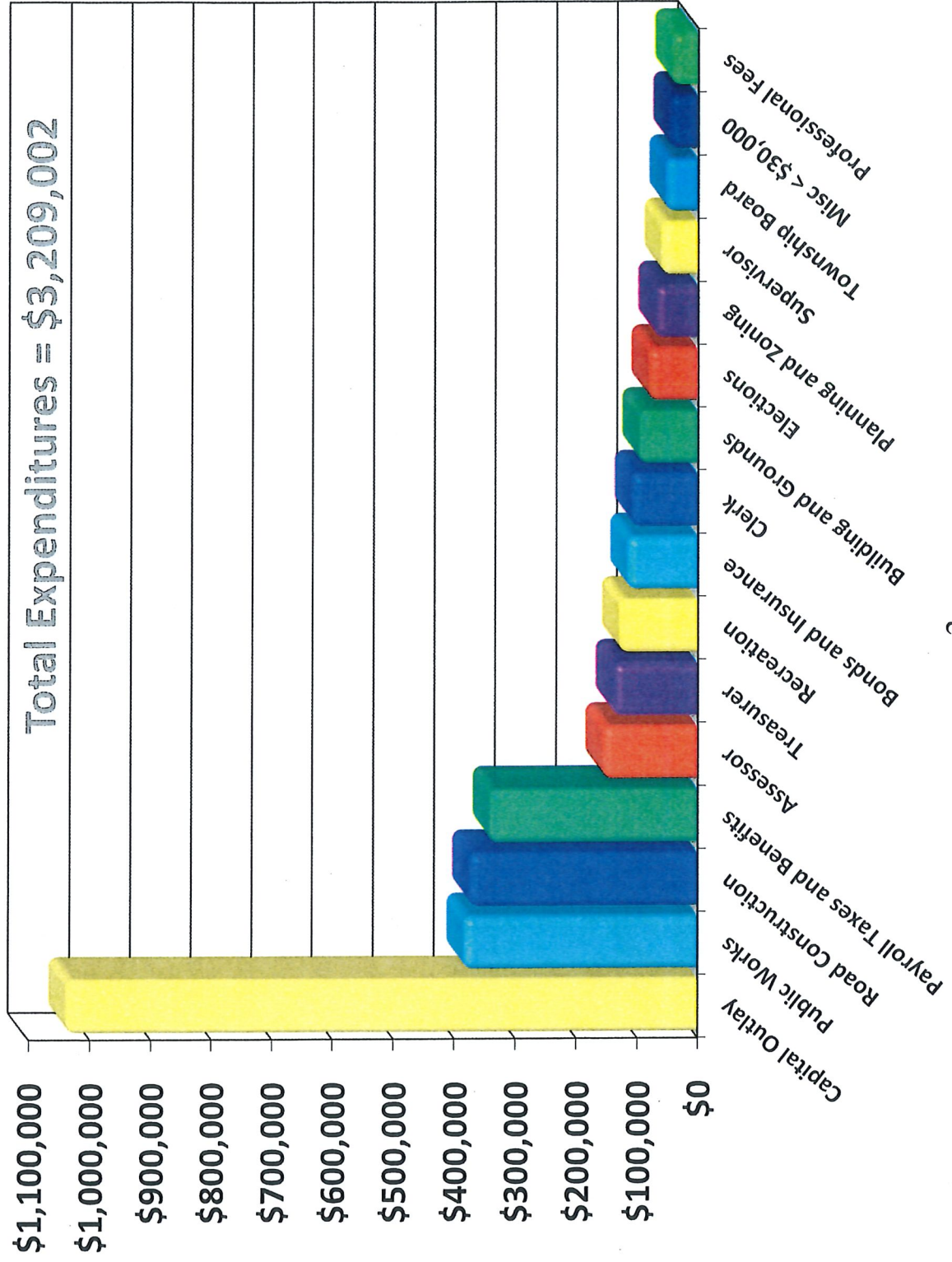




# Marion Township

## General Fund Expenditures (pre GASB 54 consolidation)

For the Year Ended June 30, 2024



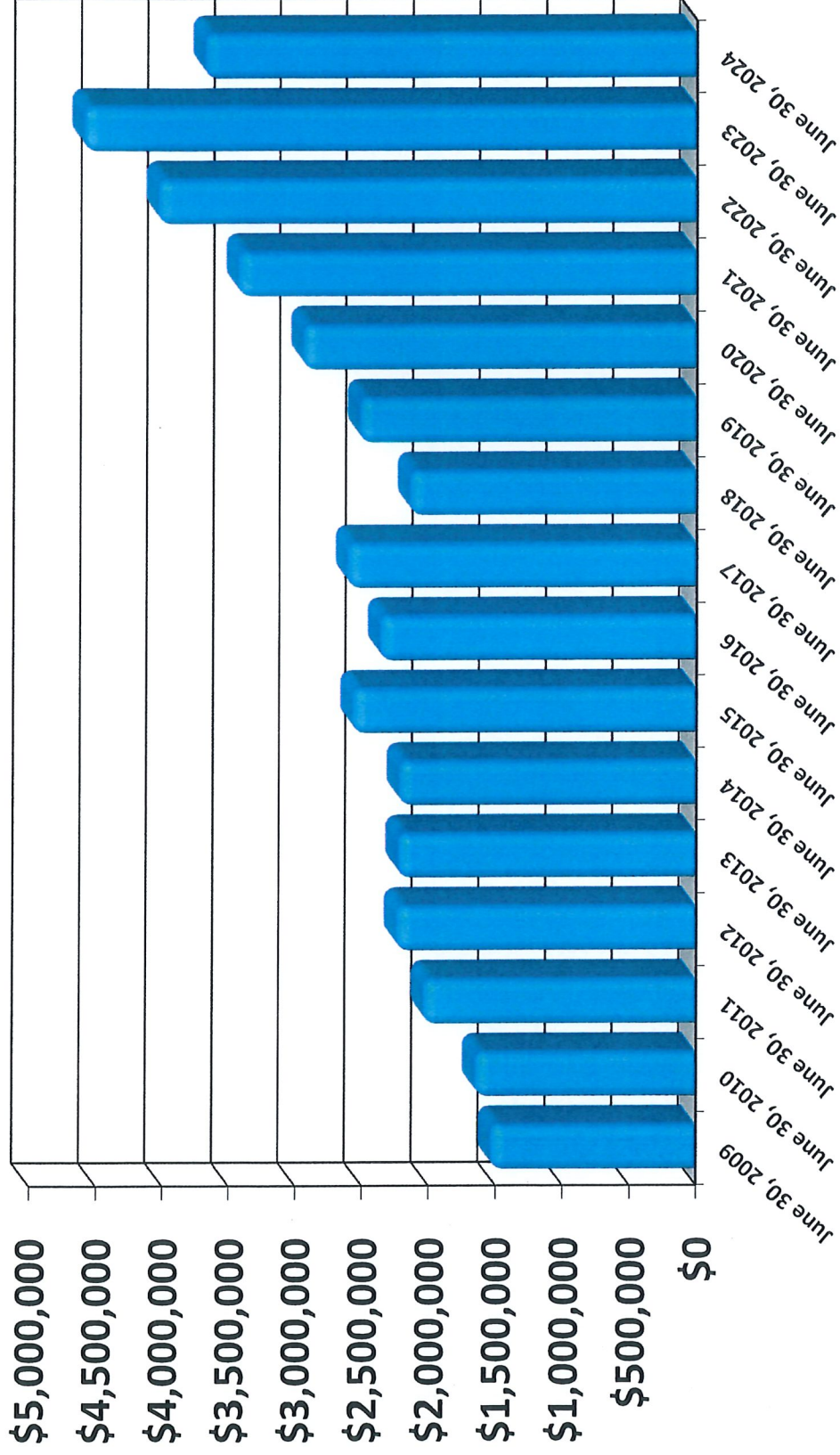


# Marion Township

General Fund (pre GASB 54 consolidation)

Fund Balance Comparison

For the Years Ended June 30, 2009 - June 30, 2024

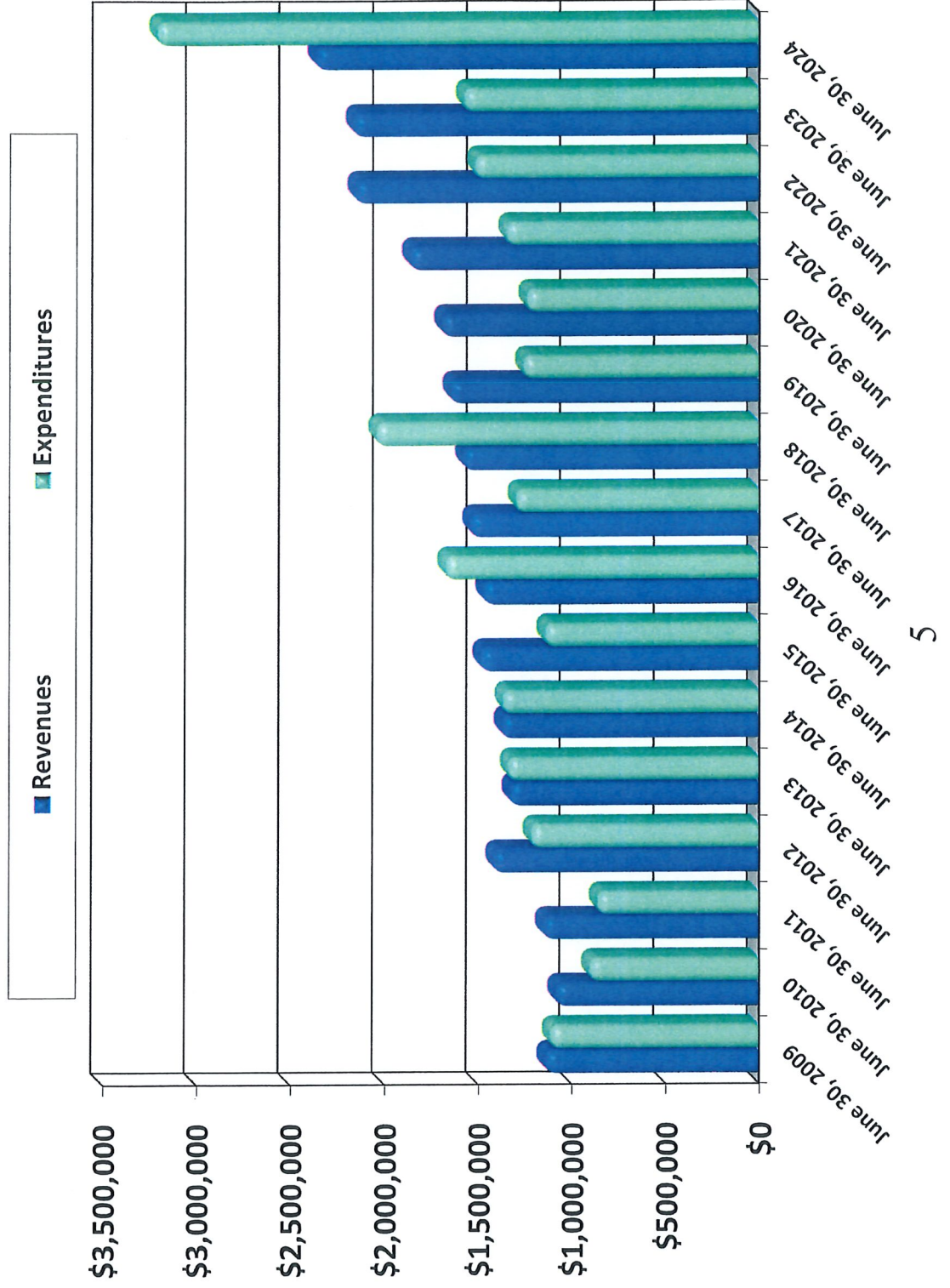


# Marion Township

## General Fund (pre GASB 54 consolidation)

### Revenues and Expenditures

#### For the Years Ended June 30, 2009 - June 30, 2024





# Marion Township

General Fund (pre GASB 54 consolidation)

State Shared Revenues and Property Tax Revenue Comparison  
For the Years Ended June 30, 2009 - June 30, 2024



# MARION TOWNSHIP

---

Report on Financial Statements  
(with required and other supplementary information)

For the Year Ended June 30, 2024

**MARION TOWNSHIP**

**TOWNSHIP OFFICIALS**

Supervisor - Robert Hanvey  
Clerk - Tammy Beal  
Treasurer - Sandy Donovan

**BOARD OF TRUSTEES**

Robert Hanvey  
Tammy Beal  
Sandy Donovan  
Gregory Durbin  
Daniel Lowe  
Scott Lloyd  
Les Andersen

**TOWNSHIP ATTORNEYS**

Gormley Law Offices, PLC

**TOWNSHIP AUDITORS**

Pfeffer, Hanniford & Palka  
Certified Public Accountants

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Brighton, Michigan 48116-1575  
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INDEPENDENT AUDITOR'S REPORT

November 22, 2024

To the Board of Trustees  
Marion Township  
2877 West Coon Lake Road  
Howell, Michigan 48843

**Report on the Audit of the Financial Statements**

**Opinions**

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Marion Township, Michigan, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Marion Township, Michigan, as of June 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

**Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Township and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements. In performing an audit in accordance with GAAS, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

## Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 8-13 and 45-48 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



## Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The accompanying supplementary information such as the combining and individual fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole

*Pfeffer, Hanniford & Palka, P.C.*

PFEFFER, HANNIFORD & PALKA

Certified Public Accountants

Brighton, MI

## MANAGEMENT DISCUSSION AND ANALYSIS

## Management Discussion and Analysis

### June 30, 2024

---

Within this section of Marion Township's annual financial report, the Township's management is providing a narrative discussion and analysis of the financial activities of the Township for the fiscal year ended June 30, 2024. This narrative discusses and analyzes the activity within the context of the accompanying financial statements and disclosures following this section. The discussion focuses on the Township's primary government and, unless otherwise noted, component units reported separately from the primary government are not included.

#### **Overview of the Financial Statements**

Management's Discussion and Analysis introduces the Township's basic financial statements. The basic financial statements include government-wide financial statements, fund financial statements, and notes to the financial statements. The Township also includes in this report additional information to supplement the basic financial statements.

#### ***Government-wide Financial Statements***

The Township's annual reports include two government-wide financial statements. These statements provide both long-term and short-term information about the Township's overall status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting and elimination or reclassification of internal activities.

The first of these government-wide statements is the Statement of Net Position. This is the Township-wide statement of position presenting information that includes all the Township's assets, deferred outflows of resources, deferred inflows of resources, and liabilities, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Township as a whole is improving or deteriorating. Evaluation of the overall health of the Township may extend to various non-financial factors as well.

The second government-wide statement is the Statement of Activities, which reports how the Township's net position changed during the current fiscal year. The design of this statement is to show the financial reliance of the Township's distinct activities or functions on the revenues generated by the Township.

Both government-wide financial statements distinguish governmental activities of the Township that are principally supported by taxes and revenue sharing from the business-type activities that are intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include such activities as general government, public safety, and planning and zoning departments. Business-type activities include the sewer system operations. Fiduciary activities such as tax collection are not included in the government-wide statements since these assets are not available to fund Township programs.

The Township's financial reporting includes all the funds of the Township (primary government) and, additionally, organizations for which the Township is accountable (component units).

#### ***Fund Financial Statements***

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Township uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Township's most significant funds rather than the Township as a whole. Major funds are separately reported while all others are combined into a single, aggregated presentation.

The Township has three kinds of funds:

**Governmental funds** are reported in the financial statements and encompass essentially the same functions as governmental activities in the government-wide financial statements except with a different focus on the financial activity. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of these resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near-term. Since the focus of the government-wide financial statements includes a long-term view, a reconciliation of these fund balances has been completed to detail its relation to net position.

**Proprietary funds** are reported in the fund financial statements and are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

**Fiduciary funds** are reported in the fiduciary fund financial statements but are excluded from the government-wide statements. Fiduciary fund financial statements report resources that are not available to fund Township activities.

#### ***Notes to the financial statements***

The accompanying notes to the financial statements provide information essential to a full understanding of both the government-wide and fund financial statements.

#### ***Other information***

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Other supplementary information includes detail by fund for receivables, payables, transfers, and payments within the reporting entity.

Major funds are reported in the basic financial statements as discussed. Combining and individual statements and schedules for non-major funds are presented in a subsequent section of this report.

#### **Financial Analysis of the Township as a Whole**

The Township's net position at the end of the fiscal year was \$38,020,177, an increase of \$1,554,989 over last year's net position of \$36,465,188.

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

**Summary of Net Position  
(Under GASB 34)**

|                                      | Governmental<br>Activities |                      | Business-type<br>Activities |                      | Total                |                      |
|--------------------------------------|----------------------------|----------------------|-----------------------------|----------------------|----------------------|----------------------|
|                                      | June 30,<br>2024           | June 30,<br>2023     | June 30,<br>2024            | June 30,<br>2023     | June 30,<br>2024     | June 30,<br>2023     |
| <b>ASSETS</b>                        |                            |                      |                             |                      |                      |                      |
| Current and other assets             | \$ 19,255,433              | \$ 19,938,379        | \$ 6,230,548                | \$ 5,797,917         | \$ 25,485,981        | \$ 25,736,296        |
| Capital assets                       | 2,897,349                  | 1,138,941            | 13,758,076                  | 14,785,184           | 16,655,425           | 15,924,125           |
| <b>Total assets</b>                  | <b>22,152,782</b>          | <b>21,077,320</b>    | <b>19,988,624</b>           | <b>20,583,101</b>    | <b>42,141,406</b>    | <b>41,660,421</b>    |
| <b>LIABILITIES</b>                   |                            |                      |                             |                      |                      |                      |
| Current liabilities                  | 642,413                    | 1,349,775            | 77,692                      | 33,874               | 720,105              | 1,383,649            |
| Long-term liabilities                |                            |                      | 3,158,609                   | 3,526,779            | 3,158,609            | 3,526,779            |
| <b>Total liabilities</b>             | <b>642,413</b>             | <b>1,349,775</b>     | <b>3,236,301</b>            | <b>3,560,653</b>     | <b>3,878,714</b>     | <b>4,910,428</b>     |
| <b>DEFERRED INFLOWS OF RESOURCES</b> | <b>242,515</b>             | <b>284,805</b>       |                             |                      | <b>242,515</b>       | <b>284,805</b>       |
| <b>NET POSITION</b>                  |                            |                      |                             |                      |                      |                      |
| Invested in capital assets           | 2,897,349                  | 1,138,941            | 13,758,076                  | 14,785,184           | 16,655,425           | 15,924,125           |
| Restricted                           | 381,362                    | 343,758              |                             |                      | 381,362              | 343,758              |
| Unrestricted                         | 17,989,143                 | 17,960,041           | 2,994,247                   | 2,237,264            | 20,983,390           | 20,197,305           |
| <b>Total net position</b>            | <b>\$ 21,267,854</b>       | <b>\$ 19,442,740</b> | <b>\$ 16,752,323</b>        | <b>\$ 17,022,448</b> | <b>\$ 38,020,177</b> | <b>\$ 36,465,188</b> |

**Summary of Changes in Net Position  
(Under GASB 34)**

|                                    | Governmental<br>Activities |                      | Business-type<br>Activities |                      | Total                |                      |
|------------------------------------|----------------------------|----------------------|-----------------------------|----------------------|----------------------|----------------------|
|                                    | June 30,<br>2024           | June 30,<br>2023     | June 30,<br>2024            | June 30,<br>2023     | June 30,<br>2024     | June 30,<br>2023     |
| <b>REVENUES</b>                    |                            |                      |                             |                      |                      |                      |
| Program revenues:                  |                            |                      |                             |                      |                      |                      |
| Charges for services               | \$ 260,145                 | \$ 447,950           | \$ 498,855                  | \$ 461,359           | \$ 759,000           | \$ 909,309           |
| Operating grants and contributions | 728,966                    |                      |                             |                      | 728,966              |                      |
| Capital contributions              | 71,765                     | 11,558               | 380,750                     | 190,250              | 452,515              | 201,808              |
| General revenues:                  |                            |                      |                             |                      |                      |                      |
| Property taxes                     | 692,315                    | 626,563              |                             |                      | 692,315              | 626,563              |
| State grants                       | 1,264,097                  | 1,277,671            |                             |                      | 1,264,097            | 1,277,671            |
| Interest income                    | 66,087                     | 58,793               | 161,894                     | 100,002              | 227,981              | 158,795              |
| Rental income                      | 46,599                     | 51,765               |                             |                      | 46,599               | 51,765               |
| Other                              | 166,227                    | 9,938                |                             |                      | 166,227              | 9,938                |
| Change in equity of joint ventures | 947,590                    | 292,861              |                             |                      | 947,590              | 292,861              |
| <b>Total revenues</b>              | <b>4,243,791</b>           | <b>2,777,099</b>     | <b>1,041,499</b>            | <b>751,611</b>       | <b>5,285,290</b>     | <b>3,528,710</b>     |
| <b>EXPENSES</b>                    |                            |                      |                             |                      |                      |                      |
| General government                 | 1,328,327                  | 1,212,634            |                             |                      | 1,328,327            | 1,212,634            |
| Public works                       | 949,213                    | 568,796              |                             |                      | 949,213              | 568,796              |
| Parks and recreation               | 139,437                    | 126,198              |                             |                      | 139,437              | 126,198              |
| Sewer system                       |                            |                      | 1,248,357                   | 1,162,111            | 1,248,357            | 1,162,111            |
| Interest on long term debt         | 1,700                      | 1,500                | 63,267                      | 72,773               | 64,967               | 74,273               |
| <b>Total expenses</b>              | <b>2,418,677</b>           | <b>1,909,128</b>     | <b>1,311,624</b>            | <b>1,234,884</b>     | <b>3,730,301</b>     | <b>3,144,012</b>     |
| <b>Change in net position</b>      | <b>1,825,114</b>           | <b>867,971</b>       | <b>(270,125)</b>            | <b>(483,273)</b>     | <b>1,554,989</b>     | <b>384,698</b>       |
| <b>BEGINNING NET POSITION</b>      | <b>19,442,740</b>          | <b>18,574,769</b>    | <b>17,022,448</b>           | <b>17,505,721</b>    | <b>36,465,188</b>    | <b>36,080,490</b>    |
| <b>ENDING NET POSITION</b>         | <b>\$ 21,267,854</b>       | <b>\$ 19,442,740</b> | <b>\$ 16,752,323</b>        | <b>\$ 17,022,448</b> | <b>\$ 38,020,177</b> | <b>\$ 36,465,188</b> |

The governmental activity net position increased by \$1,825,114. This is mostly due to grant revenue, which is used for capital improvements, a significant increase in equity in joint ventures, and insurance reimbursements for damage caused by hail to the Township Hall roof.

The business-type activity expenditures exceeded revenues for a net decrease in net position of \$270,125 for the year ended June 30, 2024. This is primarily due to depreciation expenses exceeding operating revenues and capital contributions.

### **Financial Analysis of the Township's Funds**

The Township had five major funds for the year ended June 30, 2024. Four of the major funds were governmental funds, which included the General Fund, Assessment Revolving Project Fund, ARPA Grant Relief Fund and the Water New User Fund. The sole business-type fund was the Sewer Fund.

The General Fund had expenditures exceeding revenues, for a net decrease in fund balance totaling \$925,901, primarily due to expenses incurred for work done on the Township Hall renovation project.

The Assessment Revolving Project Fund had revenues exceeding expenditures for an increase in fund balance of \$59,755. This fund accounts for the collection of special assessments and expenditures for various construction and maintenance projects.

The ARPA Grant Relief Fund accounts for receiving and spending the federal grants applicable to the American Rescue Act Plan. The fund balance increased by \$11,437 due to interest income.

The Water New User Fund had revenues exceeding expenditures for a net increase in fund balance of \$26,167 due to new user connection fee revenues.

The Township's sole business-type fund, the Sewer Fund, had a net decrease in its net position of \$270,125, as explained above.

### **Budgetary Highlights**

The Township adopted its budgets prior to beginning operations for the year ended June 30, 2024. The budgets were amended during the fiscal year to bring it closer to economic reality. These amendments were relatively minor.

### **Capital Asset and Debt Administration**

The governmental activities acquired \$1,805,866 in capital assets during the fiscal year. These costs include Township Hall Renovations, Bike and Walking Path additions – improvements as well as various equipment purchases. The bike and walking path additions – improvements were not completed as of June 30, 2024. Management expects the completion date will be in the next fiscal year. Total costs are expected to be \$467,000.

The business-type activities completed a sewer system improvement project, which is a joint project between Marion Township, Pepsi Co, and the City of Howell. The Township previously placed the asset in service in the prior year, however, the Township recorded a prior period adjustment to restate the beginning balance for both the capital asset and related debt to match actual amounts incurred.

### **Economic Conditions and Future Activities**

The economy continues to remain relatively strong with continued growth in state shared revenues and property tax revenue as property values continue to climb. Development in residential housing remains stable in the Township.

Overall, management believes the Township's financial position should remain strong over the next several years as long as the Township Board maintains a close eye on its spending.

### **Contacting the Township's Financial Management**

This report is designed to provide a general overview of the Township's financial position and comply with finance-related regulations. If you have any further questions about this report or request additional information please contact Marion Township at 2877 West Coon Lake Road, Howell, Michigan 48843.



## BASIC FINANCIAL STATEMENTS

## GOVERNMENT-WIDE FINANCIAL STATEMENTS

## MARION TOWNSHIP

STATEMENT OF NET POSITION  
JUNE 30, 2024

|   | Primary Government         |                             |                      |
|---|----------------------------|-----------------------------|----------------------|
|   | Governmental<br>Activities | Business-type<br>Activities | Total                |
| <b>ASSETS</b>                             |                            |                             |                      |
| Cash and investments                      | \$ 4,715,441               | \$ 6,041,039                | \$ 10,756,480        |
| Receivables:                              |                            |                             |                      |
| Special assessments, net                  | 197,549                    |                             | 197,549              |
| Leases                                    | 259,015                    |                             | 259,015              |
| Due from other governments                | 205,281                    |                             | 205,281              |
| Interest receivable                       | 27,784                     | 8,686                       | 36,470               |
| Accounts                                  | 21,266                     | 180,823                     | 202,089              |
| Prepaid expenses                          | 39,932                     |                             | 39,932               |
| Investment in joint ventures              | 13,788,401                 |                             | 13,788,401           |
| Capital assets                            |                            |                             |                      |
| Land                                      | 369,285                    | 653,877                     | 1,023,162            |
| Construction in progress                  | 156,305                    |                             | 156,305              |
| Other capital assets, net of depreciation | 2,371,759                  | 13,104,199                  | 15,475,958           |
| <b>Total assets</b>                       | <b>22,152,018</b>          | <b>19,988,624</b>           | <b>42,140,642</b>    |
| <b>LIABILITIES</b>                        |                            |                             |                      |
| Current liabilities                       |                            |                             |                      |
| Accounts payable                          | 56,139                     | 77,692                      | 133,831              |
| Accrued liabilities                       | 65,213                     |                             | 65,213               |
| Due to others                             | 73,333                     |                             | 73,333               |
| Unearned revenue                          | 446,964                    |                             | 446,964              |
| <b>Total current liabilities</b>          | <b>641,649</b>             | <b>77,692</b>               | <b>719,341</b>       |
| Noncurrent liabilities                    |                            |                             |                      |
| Contract payable                          |                            | 3,158,609                   | 3,158,609            |
| <b>Total liabilities</b>                  | <b>641,649</b>             | <b>3,236,301</b>            | <b>3,877,950</b>     |
| <b>DEFERRED INFLOWS OF RESOURCES</b>      |                            |                             |                      |
| Leases                                    | 242,515                    |                             | 242,515              |
| <b>NET POSITION</b>                       |                            |                             |                      |
| Invested in capital assets                | 2,897,349                  | 13,758,076                  | 16,655,425           |
| Restricted for:                           |                            |                             |                      |
| Capital projects                          | 381,362                    |                             | 381,362              |
| Unrestricted                              | 17,989,143                 | 2,994,247                   | 20,983,390           |
| <b>Total net position</b>                 | <b>\$ 21,267,854</b>       | <b>\$ 16,752,323</b>        | <b>\$ 38,020,177</b> |

The notes are an integral part of the financial statements.

MARION TOWNSHIP

STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2024

| Functions/Programs                     | Program Revenues      |                      |                                  | Net Revenue (Expenses) and Changes in Net Position |                          |                      |
|--|-----------------------|----------------------|----------------------------------|--|--------------------------|----------------------|
|  | Expenses              | Charges for Services | Capital Grants and Contributions | Governmental Activities                            | Business-type Activities | Total                |
| <b>GOVERNMENTAL ACTIVITIES</b>         |                       |                      |                                  |  |                          |                      |
| General government                     | \$ (1,328,327)        | \$ 251,445           | \$ 728,966                       | \$ (347,916)                                       | \$                       | \$ (347,916)         |
| Public works                           | (949,213)             | 8,700                | 71,765                           | (868,748)  |                          | (868,748)            |
| Parks and recreation                   | (139,437)             |                      |                                  | (139,437)  |                          | (139,437)            |
| Debt service                           |                       |                      |                                  |  |                          |                      |
| Interest                               | (1,700)               |                      |                                  | (1,700)  |                          | (1,700)              |
| <b>Total governmental activities</b>   | <b>(2,418,677)</b>    | <b>260,145</b>       | <b>800,731</b>                   | <b>(1,357,801)</b>                                 |                          | <b>(1,357,801)</b>   |
| <b>BUSINESS-TYPE ACTIVITY</b>          |                       |                      |                                  |  |                          |                      |
| Sewer system                           | (1,248,357)           | 498,855              | 380,750                          |  | (368,752)                | (368,752)            |
| <b>Total</b>                           | <b>\$ (3,667,034)</b> | <b>\$ 759,000</b>    | <b>\$ 1,181,481</b>              | <b>(1,357,801)</b>                                 | <b>(368,752)</b>         | <b>(1,726,553)</b>   |
| <b>General revenues</b>                |                       |                      |                                  |  |                          |                      |
| Property taxes                         |                       |                      |                                  | 692,315  |                          | 692,315              |
| State revenues                         |                       |                      |                                  | 1,264,097  |                          | 1,264,097            |
| Interest income - cash and investments |                       |                      |                                  | 59,966   | 161,894                  | 221,860              |
| Interest income - special assessments  |                       |                      |                                  | 6,121  |                          | 6,121                |
| Rental income                          |                       |                      |                                  | 46,599   |                          | 46,599               |
| Other income (expense)                 |                       |                      |                                  | 166,227  | (63,267)                 | 102,960              |
| Change in equity of joint ventures     |                       |                      |                                  | 947,590  |                          | 947,590              |
| <b>Total general revenues</b>          |                       |                      |                                  | <b>3,182,915</b>                                   | <b>98,627</b>            | <b>3,281,542</b>     |
| <b>Changes in net position</b>         |                       |                      |                                  | <b>1,825,114</b>                                   | <b>(270,125)</b>         | <b>1,554,989</b>     |
| <b>Net position, July 1, 2023</b>      |                       |                      |                                  | <b>19,442,740</b>                                  | <b>17,022,448</b>        | <b>36,465,188</b>    |
| <b>Net position, June 30, 2024</b>     |                       |                      |                                  | <b>\$ 21,267,854</b>                               | <b>\$ 16,752,323</b>     | <b>\$ 38,020,177</b> |

The notes are an integral part of the financial statements.

## FUND FINANCIAL STATEMENTS

**MARION TOWNSHIP**

**BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2024**

|   | Major Funds         |                                   |                        |                     |                        | Total               |
|---|---------------------|-----------------------------------|------------------------|---------------------|------------------------|---------------------|
|   | General Fund        | Assessment Revolving Project Fund | ARPA Grant Relief Fund | Water New User Fund | Nonmajor Cemetery Fund |                     |
| <b>ASSETS</b>   |                     |                                   |                        |                     |                        |                     |
| Cash and investments  | \$ 3,552,629        | \$ 262,877                        | \$ 466,987             | \$ 357,469          | \$ 75,479              | \$ 4,715,441        |
| Receivables   |                     |                                   |                        |                     |                        |                     |
| Special assessments   |                     | 193,299                           |                        | 4,250               |                        | 197,549             |
| Leases  | 259,015             |                                   |                        |                     |                        | 259,015             |
| Due from other governments  | 205,281             |                                   |                        |                     |                        | 205,281             |
| Due from other funds  | 16,022              |                                   |                        | 4,256               | 988                    | 21,266              |
| Interest  | 27,784              |                                   |                        |                     |                        | 27,784              |
| Prepaid expenditures  | 39,932              |                                   |                        |                     |                        | 39,932              |
| <b>Total assets</b>   | <u>\$ 4,100,663</u> | <u>\$ 456,176</u>                 | <u>\$ 466,987</u>      | <u>\$ 365,975</u>   | <u>\$ 76,467</u>       | <u>\$ 5,466,268</u> |
| <b>LIABILITIES</b>  |                     |                                   |                        |                     |                        |                     |
| Accounts payable  | \$ 115,957          | \$ 7,147                          | \$                     | \$                  | \$ 680                 | \$ 123,784          |
| Accrued expenditures  | 55,209              |                                   |                        |                     |                        | 55,209              |
| Due to other funds  | 988                 | 1,700                             |                        | 3,000               |                        | 5,688               |
| Unearned revenue  | 2,614               |                                   | 444,350                |                     |                        | 446,964             |
| <b>Total liabilities</b>  | <u>174,768</u>      | <u>8,847</u>                      | <u>444,350</u>         | <u>3,000</u>        | <u>680</u>             | <u>631,645</u>      |
| <b>DEFERRED INFLOWS OF RESOURCES</b>                                      |                     |                                   |                        |                     |                        |                     |
| Unavailable revenue   | 242,515             | 193,299                           |                        | 4,250               |                        | 440,064             |
| <b>FUND BALANCES</b>  |                     |                                   |                        |                     |                        |                     |
| <b>Non-spendable:</b>   |                     |                                   |                        |                     |                        |                     |
| Prepaid expenditures  | 39,932              |                                   |                        |                     |                        | 39,932              |
| <b>Restricted for:</b>  |                     |                                   |                        |                     |                        |                     |
| Private roads   |                     | 149,530                           |                        |                     |                        | 149,530             |
| Capital projects  |                     |                                   | 22,637                 | 358,725             |                        | 381,362             |
| <b>Committed to:</b>  |                     |                                   |                        |                     |                        |                     |
| Recreation and culture  | 1,926               |                                   |                        |                     |                        | 1,926               |
| Cemetery  |                     |                                   |                        |                     | 75,787                 | 75,787              |
| Assigned to future budget deficits  |                     | 104,500                           |                        |                     |                        | 104,500             |
| Unassigned  | 3,641,522           |                                   |                        |                     |                        | 3,641,522           |
| <b>Total fund balances</b>  | <u>3,683,380</u>    | <u>254,030</u>                    | <u>22,637</u>          | <u>358,725</u>      | <u>75,787</u>          | <u>4,394,559</u>    |
| <b>Total liabilities, deferred inflows of resources and fund balances</b> | <u>\$ 4,100,663</u> | <u>\$ 456,176</u>                 | <u>\$ 466,987</u>      | <u>\$ 365,975</u>   | <u>\$ 76,467</u>       | <u>\$ 5,466,268</u> |

The notes are an integral part of the financial statements.

MARION TOWNSHIP

RECONCILIATION OF FUND BALANCES OF GOVERNMENTAL FUNDS  
TO THE STATEMENT OF NET POSITION  
JUNE 30, 2024

|   |                  |                             |
|---|------------------|-----------------------------|
| <b>Total fund balance per balance sheet</b>   |                  | \$ 4,394,559                |
| Amounts reported for governmental activities in the Statement of Net Position are different because:                              |                  |                             |
| Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.          |                  |                             |
| Historical cost   | \$ 3,878,321     |                             |
| Depreciation  | <u>(980,972)</u> |                             |
| <b>Capital assets net of depreciation</b>   |                  | 2,897,349                   |
| Equity interests in joint ventures are not financial resources and therefore not reported in the funds                            |                  |                             |
| Equity in joint ventures  |                  | 13,788,401                  |
| Accrued sick and vacation is not included as a liability in the governmental funds  |                  |                             |
|   |                  | (10,004)                    |
| Unavailable revenues on special assessments are recognized as revenue in the government-wide statements when originally assessed. |                  |                             |
| Unavailable income  |                  | <u>197,549</u>              |
| <b>Net position of governmental activities</b>  |                  | <u><u>\$ 21,267,854</u></u> |

The notes are an integral part of the financial statements.

**MARION TOWNSHIP**

**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2024**

|   | Major Funds         |   |                           |                        |                              | Total               |
|---|---------------------|---|---------------------------|------------------------|------------------------------|---------------------|
|   | General Fund        | Assessment<br>Revolving<br>Project Fund | ARPA Grant<br>Relief Fund | Water New<br>User Fund | Nonmajor<br>Cemetery<br>Fund |                     |
| <b>REVENUES</b>                                     |                     |   |                           |                        |                              |                     |
| Taxes   | \$ 692,315          | \$                                      | \$                        | \$                     | \$                           | \$ 692,315          |
| Special assessment - principal                      |                     | 155,463                                 |                           | 2,500                  |                              | 157,963             |
| Special assessment - interest                       |                     | 6,065                                   |                           | 56                     |                              | 6,121               |
| Federal grants                                      |                     |   | 728,966                   |                        |                              | 728,966             |
| State grants  | 1,264,097           |   |                           |                        |                              | 1,264,097           |
| Licenses and permits                                | 149,080             |   |                           |                        |                              | 149,080             |
| Charges for services                                | 8,784               |   |                           | 71,765                 | 8,700                        | 89,249              |
| Interest and rents                                  | 85,647              | 2,953                                   | 11,437                    | 5,846                  | 682                          | 106,565             |
| Miscellaneous                                       | 166,227             |   |                           |                        |                              | 166,227             |
| <b>Total revenues</b>                               | <b>2,366,150</b>    | <b>164,481</b>                          | <b>740,403</b>            | <b>80,167</b>          | <b>9,382</b>                 | <b>3,360,583</b>    |
| <b>EXPENDITURES</b>                                 |                     |   |                           |                        |                              |                     |
| <b>Current:</b>                                     |                     |   |                           |                        |                              |                     |
| General government                                  | 1,278,606           |   |                           |                        |                              | 1,278,606           |
| Public works  | 772,108             | 103,026                                 |                           | 54,000                 | 20,079                       | 949,213             |
| Parks and recreation                                | 139,437             |   |                           |                        |                              | 139,437             |
| <b>Capital outlay</b>                               |                     |   |                           |                        |                              |                     |
| General government                                  | 1,040,498           |   | 728,966                   |                        |                              | 1,769,464           |
| Recreation and culture                              | 36,402              |   |                           |                        |                              | 36,402              |
| <b>Debt service</b>                                 |                     |   |                           |                        |                              |                     |
| Interest  |                     | 1,700                                   |                           |                        |                              | 1,700               |
| <b>Total expenditures</b>                           | <b>3,267,051</b>    | <b>104,726</b>                          | <b>728,966</b>            | <b>54,000</b>          | <b>20,079</b>                | <b>4,174,822</b>    |
| <b>Excess of revenues over (under) expenditures</b> | <b>(900,901)</b>    | <b>59,755</b>                           | <b>11,437</b>             | <b>26,167</b>          | <b>(10,697)</b>              | <b>(814,239)</b>    |
| <b>OTHER FINANCING SOURCES (USES)</b>               |                     |   |                           |                        |                              |                     |
| Transfers in  |                     |   |                           |                        | 25,000                       | 25,000              |
| Transfers (out)                                     | (25,000)            |   |                           |                        |                              | (25,000)            |
| <b>Total other financing sources (uses)</b>         | <b>(25,000)</b>     |   |                           |                        | <b>25,000</b>                |                     |
| <b>Net changes in fund balances</b>                 | <b>(925,901)</b>    | <b>59,755</b>                           | <b>11,437</b>             | <b>26,167</b>          | <b>14,303</b>                | <b>(814,239)</b>    |
| <b>FUND BALANCE, JULY 1, 2023</b>                   | <b>4,609,281</b>    | <b>194,275</b>                          | <b>11,200</b>             | <b>332,558</b>         | <b>61,484</b>                | <b>5,208,798</b>    |
| <b>FUND BALANCE, JUNE 30, 2024</b>                  | <b>\$ 3,683,380</b> | <b>\$ 254,030</b>                       | <b>\$ 22,637</b>          | <b>\$ 358,725</b>      | <b>\$ 75,787</b>             | <b>\$ 4,394,559</b> |

The notes are an integral part of the financial statements.



MARION TOWNSHIP

RECONCILIATION OF STATEMENT OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2024

Net change in fund balances - governmental funds \$ (814,239)

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

Governmental funds report capital outlay as expenditures.

However, in the Statement of Activities the cost of those assets is allocated over their useful lives as depreciation expense. The amount by which depreciation exceeded capital outlay is as follows:

|                          |                 |
|--------------------------|-----------------|
| Capital assets purchased | \$ 1,805,866    |
| Depreciation expense     | <u>(47,458)</u> |

Net effect of capital assets 1,758,408

Principal received on special assessments are income as they are levied annually for governmental funds, but they are income when they are established for the Statement of Activities.

Principal collected on assessments (64,382)

Accrued sick and vacation is not included as an expenditure in the governmental funds.

(2,263)

Income (loss) from joint ventures is reported in the statement of activities but not in the funds statement of revenues, expenditures and changes in fund balance.

947,590

Change in net position of governmental activities \$ 1,825,114

The notes are an integral part of the financial statements.

MARION TOWNSHIP

STATEMENT OF NET POSITION  
 PROPRIETARY - SEWER FUND  
 JUNE 30, 2024

**CURRENT ASSETS**

|                           |              |
|---------------------------|--------------|
| Cash and cash equivalents | \$ 3,237,581 |
| Investments               | 2,803,458    |
| Accounts receivable       |              |
| Billings - usage          | 180,823      |
| Interest                  | 8,686        |

**Total current assets** \$ 6,230,548

**PROPERTY, PLANT AND EQUIPMENT**

|                                |                     |
|--------------------------------|---------------------|
| Land                           | 653,877             |
| Sewer collection system        | 15,553,000          |
| Sewer plant                    | 13,541,711          |
| Computers, equipment, software | 134,102             |
|                                | <u>29,882,690</u>   |
| Less: accumulated depreciation | <u>(16,124,614)</u> |

**Net property, plant and equipment** 13,758,076

**Total assets** \$ 19,988,624

**CURRENT LIABILITIES**

|                    |           |
|--------------------|-----------|
| Accounts payable   | \$ 72,136 |
| Due to other funds | 5,556     |

**NONCURRENT LIABILITIES**

|                  |           |
|------------------|-----------|
| Contract payable | 3,158,609 |
|------------------|-----------|

**NET POSITION**

|  |                  |
|--|------------------|
| Invested in capital assets net of related debt | 13,758,076       |
| Unrestricted                                   | <u>2,994,247</u> |

**Total net position** 16,752,323

**Total liabilities and net position** \$ 19,988,624

The notes are an integral part of the financial statements.

**MARION TOWNSHIP**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION  
PROPRIETARY - SEWER FUND  
FOR THE YEAR ENDED JUNE 30, 2024**

**OPERATING REVENUES**

|              |  |            |
|--------------|--|------------|
| User charges |  | \$ 498,855 |
|--------------|--|------------|

**OPERATING EXPENSES**

|   |           |  |
|---|-----------|--|
| Contract labor  | \$ 41,976 |  |
| Sewer usage fee   | 320,696   |  |
| Depreciation expense  | 822,861   |  |
| Repairs and maintenance                                     | 1,350     |  |
| Utilities   | 18,742    |  |
| Telephone   | 4,317     |  |
| Administrative fees - billing administration Genoa Township | 27,715    |  |
| Professional fees   | 10,700    |  |

|                          |  |                  |
|--------------------------|--|------------------|
| Total operating expenses |  | <u>1,248,357</u> |
|--------------------------|--|------------------|

|                  |  |           |
|------------------|--|-----------|
| Operating (loss) |  | (749,502) |
|------------------|--|-----------|

**NON-OPERATING REVENUES AND (EXPENSES)**

|  |                 |  |
|--|-----------------|--|
| Interest income - cash and investments | 161,894         |  |
| Interest expense                       | <u>(63,267)</u> |  |

|   |  |        |
|---|--|--------|
| Total non-operating revenues and (expenses) |  | 98,627 |
|---|--|--------|

**CAPITAL CONTRIBUTIONS**

|                             |  |                |
|-----------------------------|--|----------------|
| Connection fees - new users |  | <u>380,750</u> |
|-----------------------------|--|----------------|

|                            |  |           |
|----------------------------|--|-----------|
| (Decrease) in net position |  | (270,125) |
|----------------------------|--|-----------|

|                            |  |                   |
|----------------------------|--|-------------------|
| NET POSITION, JULY 1, 2023 |  | <u>17,022,448</u> |
|----------------------------|--|-------------------|

|                             |  |                             |
|-----------------------------|--|-----------------------------|
| NET POSITION, JUNE 30, 2024 |  | <u><u>\$ 16,752,323</u></u> |
|-----------------------------|--|-----------------------------|

The notes are an integral part of the financial statements.

MARION TOWNSHIP

STATEMENT OF CASH FLOWS  
PROPRIETARY - SEWER FUND  
FOR THE YEAR ENDED JUNE 30, 2024

**CASH FLOWS FROM (USED IN) OPERATING ACTIVITIES**

|                                    |            |            |
|------------------------------------|------------|------------|
| Cash receipts from customer usage  | \$ 482,597 |            |
| Cash disbursements to vendors      | (381,678)  |            |
|                                    | <hr/>      |            |
| Net cash from operating activities |            | \$ 100,919 |

**CASH FLOWS FROM (USED IN) CAPITAL AND RELATED  
FINANCING ACTIVITIES**

|   |           |         |
|---|-----------|---------|
| Repayment of principal paid on debt                             | (163,923) |         |
| Interest paid on debt   | (63,267)  |         |
| Connection fees received  | 380,750   |         |
|   | <hr/>     |         |
| Net cash flows from capital and related<br>financing activities |           | 153,560 |

**CASH FLOWS FROM INVESTING ACTIVITIES**

|                                       |        |         |
|---------------------------------------|--------|---------|
| Interest earnings                     | 47,104 |         |
|                                       | <hr/>  |         |
| Increase in cash and cash equivalents |        | 301,583 |

|                       |       |           |
|-----------------------|-------|-----------|
| BALANCE, JULY 1, 2023 | <hr/> | 2,935,998 |
|-----------------------|-------|-----------|

|                        |       |                     |
|------------------------|-------|---------------------|
| BALANCE, JUNE 30, 2024 | <hr/> | <u>\$ 3,237,581</u> |
|------------------------|-------|---------------------|

**RECONCILIATION OF OPERATING INCOME (LOSS)  
TO NET CASH FROM (USED IN) OPERATING ACTIVITIES**

|  |              |                   |
|--|--------------|-------------------|
| Operating (loss)   | \$ (749,502) |                   |
| <b>Adjustments to reconcile operating (loss) to net<br/>cash from operating activities</b> |              |                   |
| Depreciation expense   | 822,861      |                   |
| Change in assets and liabilities:  |              |                   |
| Receivables, net   | (16,258)     |                   |
| Accounts payable   | 43,818       |                   |
|  | <hr/>        |                   |
| Net cash from operating activities   |              | <u>\$ 100,919</u> |

**Non-cash Financing Activities**

The Township had no non-cash financing activities for the year ended June 30, 2024.

The notes are an integral part of the financial statements.

MARION TOWNSHIP

STATEMENT OF ASSETS AND LIABILITIES  
FIDUCIARY FUNDS  
JUNE 30, 2024

|                          | Agency Funds                           |                        |           |
|--------------------------|--|------------------------|-----------|
|                          | Flexible<br>Medical<br>Savings<br>Fund | Current<br>Tax<br>Fund | Total     |
| <b>ASSETS</b>            |  |                        |           |
| Cash and investments     | \$ 13,148                              | \$ 156                 | \$ 13,304 |
| <b>LIABILITIES</b>       |  |                        |           |
| Due to others            | \$ 3,126                               | \$ 156                 | \$ 3,282  |
| Due to other funds       | 10,022                                 |                        | 10,022    |
| <b>Total liabilities</b> | \$ 13,148                              | \$ 156                 | \$ 13,304 |

The notes are an integral part of the financial statements.

## NOTES TO FINANCIAL STATEMENTS

## MARION TOWNSHIP

### NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2024

#### **NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting and reporting policies of the Township relating to the funds and account groups included in the accompanying financial statements conform to generally accepted accounting principles applicable to state and local governments. The more significant accounting policies of the Township are described below.

#### **A. THE REPORTING ENTITY**

Marion Township is located in Livingston County, Michigan. The Township operates under a Township Board consisting of seven members and provides various services to its residents.

The accompanying financial statements have been prepared in accordance with criteria established by the Governmental Accounting Standards Board (GASB) for determining the various governmental organizations to be included in the financial reporting entity. The Township is the primary government having oversight responsibility and control over all activities. The Township receives funding from local and state government sources and must comply with all requirements of these funding source entities. As required by generally accepted accounting principles, the financial statements of the reporting entity include those activities of the Township (the primary government). The Township does not have any activities included in its financial statements related to component units.

The following potential component units have been evaluated under the criteria established by GASB standards and determined not to be component units based on financial independence and accountability.

1. Marion, Howell, Oceola, Genoa Sewer and Water Authority (MHOG) - Marion Township appoints two members of the Authority's eight-member board. The Authority is fiscally independent from the Township. The Authority is audited as an independent entity in compliance with Public Act 2.
2. Howell Area Fire Authority - Marion Township appoints one member of the Authority's five-member board. The Authority was incorporated January 1, 2002 and is audited as an independent entity in compliance with Public Act 2.
3. Howell Area Parks and Recreation Authority - Marion Township appoints one member of the Authority's five-member board. The Authority was incorporated July 1, 2008 and is audited as an independent entity in compliance with Public Act 2.

#### **B. BASIC FINANCIAL STATEMENTS**

In accordance with GASB standards, the basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (Statement of Net Position and Statement of Activities) report on the Township as a whole, excluding fiduciary activities. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All activities, both governmental and business-type, are reported in the government-wide financial statements using the economic resources measurement focus and the accrual basis of accounting, which includes long-term assets and receivables as well as long-term debt and obligations. The government-wide financial statements focus more on the sustainability of the Township as an entity and the change in aggregate financial position resulting from the activities of the fiscal period.

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

Generally, the effect of interfund activity has been removed from the government-wide financial statements. Net interfund activity and balances between governmental activities and business-type activities are shown in the government-wide financial statements.

The government-wide Statement of Net Position reports all financial and capital resources of the Township (excluding fiduciary funds). It is displayed in a format of assets and deferred outflows of resources less liabilities and deferred inflows of resources equals net position, with the assets and liabilities shown in order of their relative liquidity. Net position is required to be displayed in three components: 1) invested in capital assets, net of related debt, 2) restricted, and 3) unrestricted. Invested in capital assets, net of related debt is capital assets net of accumulated depreciation and reduced by outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. Restricted net positions are those with constraints placed on their use by either: 1) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations or other governments, or 2) imposed by law through constitutional provisions or enabling legislation. All net positions not otherwise classified as restricted, are shown as unrestricted. Generally, the Township would first apply restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net positions are available.

The Government-Wide Statement of Activities demonstrates the degree to which both direct and indirect expenses of the various functions and programs of the Township are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or identifiable activity. Indirect expenses for administrative overhead are allocated among the functions and activities using a full cost allocation approach and are presented separately to enhance comparability of direct expenses between governments that allocate direct expenses and those that do not. Interest on general long-term debt is not allocated to the various functions. Program revenues include: 1) charges to customers or users who purchase, use or directly benefit from goods, services or privileges provided by a particular function or program and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or program. Taxes, unrestricted investment income and other revenues not identifiable with particular functions or programs are included as general revenues. The general revenues support the net costs of the functions and programs not covered by program revenues.

Also, a part of the basic financial statements are the fund financial statements for governmental funds and proprietary funds. The focus of the fund financial statements is on major funds, as defined by GASB standards. Although this reporting model sets forth minimum criteria for determination of major funds (a percentage of assets, liabilities, revenues, or expenditures/expenses of fund category and of the governmental and enterprise funds combined), it also gives governments the option of displaying other funds as major funds. Other non-major funds are combined in a single column on the fund financial statements.



MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

The Township reports the following major governmental funds:

- The General Fund is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The Assessment Revolving Project Fund accounts for the activities associated with the collection of special assessments for the funding of various construction and maintenance projects.
- The ARPA Grant Relief Fund accounts for receiving and spending the federal grants applicable to the American Rescue Plan Act.
- The Water New User Fund accounts for collecting water taps and contract payments for water collections.

The Township reports the following major business-type fund:

- The Sewer Fund accounts for all the activity associated with the operations and maintenance of operating a sewage treatment system.

**C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

The governmental fund financial statements are prepared on a current financial resources measurement focus and modified accrual basis of accounting. To conform to the modified accrual basis of accounting, certain modifications must be made to the accrual method. These modifications are outlined below:

- A. Revenue is recorded when it becomes both measurable and available (received within 60 days after year-end). Revenue considered susceptible to accrual includes: property taxes, sales and use taxes, transient occupancy taxes, licenses, fees and permits, intergovernmental revenues, charges for services, fines, forfeits and penalties, and interest.
- B. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due or when amounts have been accumulated in the debt service fund for payments to be made early in the following year.
- C. Disbursements for the purchase of capital assets providing future benefits are considered expenditures. Bond proceeds are reported as other financing sources.

With this measurement focus, operating statements present increases and decreases in net current assets and unreserved fund balance as a measure of available resources.

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

Modified accrual is the traditional basis of accounting for governmental funds and is also the manner in which these funds are normally budgeted. This presentation is deemed most appropriate to: 1) demonstrate legal and covenant compliance, 2) demonstrate the sources and uses of liquid resources, and 3) demonstrate how the Township's actual revenues and expenditures conform to the annual budget. Since the governmental funds financial statements are presented on a different basis than the governmental activities column of the government-wide financial statements, a reconciliation is provided immediately following each fund statement. These reconciliations briefly explain the adjustments necessary to transform the fund financial statements into the governmental activities column of the government-wide financial statements.

The proprietary fund, also known as an enterprise fund, financial statements are prepared on the same basis (economic resources measurement focus and accrual basis of accounting) as the government-wide financial statements. Therefore, most lines for the total enterprise fund on the proprietary fund financial statements will directly reconcile to the business-type activities column on the government-wide financial statements. Because the enterprise fund is combined into a single business-type activities column on the government-wide financial statements, certain interfund activities between these funds are eliminated in the consolidation for the government-wide financial statements, but are included in the fund columns in the proprietary fund financial statements.

The enterprise fund accounts for operations where the intent of the Township is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Under GASB standards, enterprise funds are also required for any activity whose principal revenue sources meet any of the following criteria: 1) any activity that has issued debt backed solely by the fees and charges of the activity, 2) if the cost of providing services for any activity, including capital costs such as depreciation or debt service, must legally be recovered through fees and charges of the activity, or 3) it is the policy of the Township to establish activity fees or charges to recover the cost of providing services, including capital costs.

On the enterprise fund financial statements, operating revenues are those that flow directly from the operations of the activity, i.e. charges to customers or users who purchase or use the goods or services of that activity. Operating expenses are those that are incurred to provide those goods or services. Non-operating revenues and expenses are items such as investment income and interest expense that are not a result of the direct operations of the activity.

Private-sector standards of accounting prior to December 1, 1989 are generally followed in financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The government has elected not to follow private-sector standards issued after November 30, 1989 for its business-type activity.

Fiduciary funds account for assets held by the Township in a trustee or agency capacity on behalf of others and, therefore, are not available to support Township programs. Fiduciary funds are not included in the government-wide financial statements as they are not an asset of the Township available to support Township programs.

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

**D. BUDGETS AND BUDGETARY ACCOUNTING**

1. Fiscal year budgets were adopted by the Township Board in June of 2023. The budgets include proposed expenditures and means of financing them.
2. A public hearing was conducted to obtain taxpayers comments.
3. The budgets were adopted on a basis consistent with generally accepted accounting principles.
4. Appropriations lapse at year end.
5. Budgeted amounts are as originally adopted or as amended by the Township Board.

**E. CAPITAL ASSETS**

Under GASB standards, all capital assets, whether owned by governmental activities or business-type activities are recorded and depreciated in the government-wide financial statements. No capital assets or depreciation are shown in the governmental funds financial statements.

Capital assets, including public domain infrastructure (e.g., roads, bridges, sidewalks and other assets that are immovable and of value only to the Township) are defined as assets with an initial, individual cost of more than \$5,000 and an estimated useful life greater than one year. Capital assets are recorded at cost. Donated capital assets are recorded at the estimated fair market value at the date of donation. Real property is considered a capital asset regardless of initial cost.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major improvements are capitalized and depreciated over the remaining useful lives of the related capital assets.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

|  |               |
|--|---------------|
| Buildings, structures and improvements | 5 to 50 years |
| Utility plant                          | 5 to 50 years |
| Machinery and equipment                | 2 to 40 years |

Capital assets transferred between governmental activities are transferred at their net book value (cost less accumulated depreciation), as of the date of the transfer.

**F. PROPERTY TAXES**

The Township's property taxes are levied and become a lien on December 1st based on the taxable valuation of property located in the Township as of the preceding December 31st. These taxes are due on February 14th, with the final collection date of February 28th before they are added to the county delinquent tax rolls.

The Township levied .7516 mills on a taxable value of \$683,440,199. For the year ended June 30, 2024, the Township recognized the property taxes levied December 1, 2023 as revenue.

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

**NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued**

**G. INVESTMENTS**

Investments are stated at market value, except investments in high quality commercial paper which is stated at amortized cost.

**H. CASH EQUIVALENTS**

For purposes of the statement of cash flows, deposits and short-term investments with a maturity date of three months or less when acquired are considered to be cash and cash equivalents.

**I. USE OF ESTIMATES**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**J. RISK MANAGEMENT**

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Township maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the Township. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years.

**K. RECEIVABLES**

When necessary, the Township utilizes an allowance for uncollectable accounts to value its receivables. As of the Statement of Net Position date, the Township considers all of its current receivables to be collectable.

**L. DEFERRED OUTFLOW OF RESOURCES**

In addition to assets, the statement of net position and governmental funds balance sheet will sometimes report a separate section for deferred outflows of resources. The separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until that time. The government has no items that qualify for reporting in this category.

**M. DEFERRED INFLOW OF RESOURCES**

In addition to liabilities, the statement of net position and governmental funds balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position or fund balance that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

The government has one item that qualifies for reporting in this category, which is the unavailable revenue reported in the governmental funds balance sheets. Unavailable revenue is revenue that is legally due the government, but which will not be collected within 60 days after year-end and therefore does not meet the availability criteria for revenue recognition.

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - continued

N. FUND EQUITY

In the fund financial statements, under GASB standards, governmental funds report the following components of fund balance:

- Nonspendable - Amounts that are not in spendable form or are legally or contractually required to be maintained intact.
- Restricted - Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose.
- Committed - Amounts that have been formally set aside by the Township Board for use for specific purposes. Commitments are made and can be rescinded only via resolution of the Township Board.
- Assigned - Intent to spend resources on specific purposes expressed by the Township Board; or Supervisor, Clerk, and Treasurer; who are authorized by policy approved by the Township Board to make assignments. All current year assignments have been made by the Township Board.
- Unassigned - Amounts that do not fall into any other aforementioned category. This is the residual classification for amounts in the General Fund and represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes in the General Fund. In other governmental funds, only negative unassigned amounts are reported, if any, and represent expenditures incurred for specific purposes exceeding the amounts previously restricted, committed, or assigned to those purposes.

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

**NOTE 2 - DEPOSITS AND INVESTMENTS**

Michigan Compiled Laws Section 129.91 (Public Act 20 of 1943, as amended) authorizes Townships to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations. The Township is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications, which matures not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions, which are rated investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The investment policy adopted by the Board in accordance with Public Act 196 of 1997 has authorized investment in all of the investments mentioned in the preceding paragraph. The Township has designated several banks for the deposit of its funds.

As of June 30, 2024, cash and investments consisted of the following:

|                                   | <u>Total</u>         | <u>Cash</u>         | <u>Investments</u>  |
|-----------------------------------|----------------------|---------------------|---------------------|
| Checking accounts                 | \$ 1,915,596         | \$ 1,915,596        | \$                  |
| Money market and savings accounts | 5,383,848            | 5,383,848           |                     |
| Non-negotiable CDs                | 3,553,734            |                     | 3,553,734           |
| <b>Total</b>                      | <u>\$ 10,853,178</u> | <u>\$ 7,299,444</u> | <u>\$ 3,553,734</u> |

Cash and investments are presented in the financial statements in the following areas:

Statement of Net Position

|                           |                   |
|---------------------------|-------------------|
| Cash and cash equivalents | \$ 7,202,746      |
| Investments               | 3,553,734         |
| <b>Total</b>              | <u>10,756,480</u> |

Fiduciary Funds

|                                   |                      |
|-----------------------------------|----------------------|
| Cash and cash equivalents         | 13,304               |
| <b>Total cash and investments</b> | <u>\$ 10,769,784</u> |

The carrying amount of cash and investments is stated at \$10,769,784 as of June 30, 2024. The difference between the carrying amounts and amounts mentioned above stem from deposits in transit and outstanding checks.

# MARION TOWNSHIP

## NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2024

### NOTE 2 - DEPOSITS AND INVESTMENTS – continued

#### Deposits - Custodial credit risk

This is the risk that in the event of a bank failure, the Township will not be able to recover its deposits. The Township does not have a deposit policy for custodial credit risk. The Township evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

As of June 30, 2024, deposits in banks totaled \$10,853,178 which was exposed to custodial credit risk as follows:

|                                |                             |
|--------------------------------|-----------------------------|
| Insured by FDIC                | \$ 8,249,501                |
| Collateralized                 | 2,590,271                   |
| Uninsured                      | <u>13,406</u>               |
| <b>Total deposits in banks</b> | <b><u>\$ 10,853,178</u></b> |

According to the FDIC insurance for Government accounts, there is up to \$250,000 for the combined amount of all time and savings accounts and up to \$250,000 for the combined amount of all demand deposit accounts.

#### Investments - Custodial credit risk

This is the risk that in the event of the failure of a counterparty to a transaction, the Township will not be able to recover the value of its investments. The Township does not have a policy to cover custodial credit risk of investments.

As of June 30, 2024, the Township's investments were exposed to custodial credit risk as follows:

|                     |                     |
|---------------------|---------------------|
|                     | <u>Amount</u>       |
| Non-negotiable CD's |                     |
| Insured by FDIC     | <u>\$ 3,553,734</u> |

#### Investments - Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Township's investment policy limits investments to those authorized by Public Act 20 of 1943. Commercial paper must be rated within the two (2) highest classifications established by not less than two (2) standard ratings services. Ratings are not required for US. Treasuries and money market accounts. As of June 30, 2024, the Township's investments were exposed to credit risk as follows:

| <u>Investment Type</u> | <u>Standard &amp;<br/>Poors</u> | <u>Amount</u> |
|------------------------|---------------------------------|---------------|
| Non-negotiable CD's    | Unrated                         | \$ 3,553,734  |

The Township's investment policy addresses credit risk and investments held at June 30, 2024, comply with the policy and statutory authority.

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

**NOTE 2 - DEPOSITS AND INVESTMENTS – continued**

**Interest rate risk**

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair values of investments and cash deposits. The Township invests primarily in short-term deposits and investments to mitigate this risk.

As of June 30, 2024, the Township had the following investments subject to interest rate risk:

| Investment Type                        | Fair Value   | Maturities   |                |
|--|--------------|--------------|----------------|
|  |              | < 1 year     | 1 year or more |
| Non-negotiable Certificates of Deposit | \$ 3,553,734 | \$ 3,553,734 | \$             |

**NOTE 3 – FAIR VALUE MEASUREMENTS**

Accounting standards require certain assets and liabilities to be reported at fair value in the financial statements and provide a framework for establishing that fair value. The framework for determining fair value is based on a hierarchy that prioritized the inputs and valuation techniques used to measure fair value.

The standards define fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Additionally, the standards require the use of valuation techniques that maximize the use of observable inputs and minimize the use of unobservable inputs. These inputs are prioritized as follows:

- Level 1 – Observable inputs such as quoted prices in active markets for identical assets or liabilities
- Level 2 – Observable market-based inputs or unobservable inputs that are corroborated by market data.
- Level 3 – Unobservable inputs for which there is little or no market data, which requires the use of the reporting entity's own assumptions.

The Township's deposits of \$10,853,178, including certificates of deposit reported as investments, are measured at fair value Level 1.

The Township has no investments measured at Level 2.

The Township's accounts receivable and accounts payable are financial instruments which have fair values at June 30, 2024, that approximate their stated carrying amounts as of that date.



# MARION TOWNSHIP

## NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2024

### NOTE 4 - STATEMENT OF CASH FLOWS - BUSINESS-TYPE ACTIVITIES

Pursuant to the Governmental Accounting Standards Board (GASB) standards, a statement of cash flows is presented. The purpose of the statement of cash flows is to explain the change in cash and cash equivalents during the year.

The direct method was utilized to present cash flows from operations. The following is a summary of beginning and ending cash and equivalents for the sewer proprietary fund:

|                       | <u>7/1/2023</u>     | <u>6/30/2024</u>    |
|-----------------------|---------------------|---------------------|
| <b>Current assets</b> |                     |                     |
| Cash and equivalents  | <u>\$ 2,935,998</u> | <u>\$ 3,237,581</u> |

### NOTE 5 - INTERFUND TRANSACTIONS AND BALANCES

Interfund receivables and payables between individual funds of the Township, as reported in the fund financial statements, are as follows:

|                        |                               | <b>June 30, 2024</b> |                       |
|------------------------|-------------------------------|----------------------|-----------------------|
| <u>Receivable Fund</u> | <u>Payable Fund</u>           | <u>Balance</u>       | <u>Description</u>    |
| Cemetery Fund          | General Fund                  | \$ 988               | General reimbursement |
| General Fund           | Cemetery Fund                 | 3,000                | General reimbursement |
| General Fund           | Trust and Agency Fund         | 3,000                | General reimbursement |
| General Fund           | Tax Fund                      | 726                  | General reimbursement |
| General Fund           | Flexible Medical Savings Fund | 10,022               | General reimbursement |
| Recreation Fund        | General Fund                  | 38                   | General reimbursement |
| Water New User Fund    | Sewer Fund                    | 2,556                | General reimbursement |
| Water New User Fund    | Revolving Fund                | 1,700                | General reimbursement |
|                        |                               | <u>\$ 22,030</u>     |                       |

The balances are the result of the time lag between dates services are provided or reimbursable expenditures occur and payments between the funds are made.

The Township had two transfers between funds for the year ended June 30, 2024. There was a transfer from the General Fund to the Cemetery Fund in the amount of \$25,000. There was a transfer from the General Fund to the Recreation Fund in the amount of \$32,000, which was eliminated under GASB 54 (Recreation Fund is combined with the General Fund).

**MARION TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024**

**NOTE 6 - CAPITAL ASSETS**

A summary of changes in capital assets for governmental activities is as follows:

|   | Balance<br>7/1/2023 | Additions           | Deletions      | Reclassifications  | Balance<br>6/30/2024 |
|---|---------------------|---------------------|----------------|--------------------|----------------------|
| <b><u>Governmental Activities</u></b>       |                     |                     |                |                    |                      |
| <b>Capital assets not being depreciated</b> |                     |                     |                |                    |                      |
| Land  | \$ 369,285          | \$                  | \$             | \$                 | \$ 369,285           |
| CIP Townhall Renovations                    | 52,945              | 1,654,909           |                | (1,707,854)        |                      |
| CIP Walking Path                            | 10,938              | 145,367             |                |                    | 156,305              |
| <b>Subtotal</b>                             | <b>433,168</b>      | <b>1,800,276</b>    |                | <b>(1,707,854)</b> | <b>525,590</b>       |
| <b>Capital assets being depreciated:</b>    |                     |                     |                |                    |                      |
| Buildings                                   | 1,414,040           |                     |                | 1,707,854          | 3,121,894            |
| Equipment                                   | 128,550             | 5,590               | (6,770)        |                    | 127,370              |
| Park improvements                           | 103,467             |                     |                |                    | 103,467              |
| <b>Subtotal</b>                             | <b>1,646,057</b>    | <b>5,590</b>        | <b>(6,770)</b> | <b>1,707,854</b>   | <b>3,352,731</b>     |
| <b>Accumulated depreciation:</b>            |                     |                     |                |                    |                      |
| Buildings                                   | (737,554)           | (42,590)            |                |                    | (780,144)            |
| Equipment                                   | (122,339)           | (1,923)             | 6,770          |                    | (117,492)            |
| Park improvements                           | (80,391)            | (2,945)             |                |                    | (83,336)             |
| <b>Subtotal</b>                             | <b>(940,284)</b>    | <b>(47,458)</b>     | <b>6,770</b>   |                    | <b>(980,972)</b>     |
| <b>Net capital assets being depreciated</b> | <b>705,773</b>      | <b>(41,868)</b>     |                | <b>1,707,854</b>   | <b>2,371,759</b>     |
| <b>Net capital assets</b>                   | <b>\$ 1,138,941</b> | <b>\$ 1,758,408</b> | <b>\$</b>      | <b>\$</b>          | <b>\$ 2,897,349</b>  |

Construction in progress consists of various costs (engineering, designing, planning, and construction) of walking paths which began in June 2023.

The Township has no debt associated with these assets.

Depreciation expense was charged to the following programs:

|                                 |                  |
|---------------------------------|------------------|
| <b>Governmental activities:</b> |                  |
| General government              | \$ 44,513        |
| Parks and recreation            | 2,945            |
| <b>Total depreciation</b>       | <b>\$ 47,458</b> |

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

**NOTE 6 - CAPITAL ASSETS – continued**

A summary of changes in capital assets for business-type activities is as follows:

|  | Balance<br>7/1/2023 | Additions    | Deletions | Reclassification | Balance<br>6/30/2024 |
|--|---------------------|--------------|-----------|------------------|----------------------|
| <b>Business-type Activities</b>                    |                     |              |           |                  |                      |
| <b>Capital assets not being depreciated</b>        |                     |              |           |                  |                      |
| Land   | \$ 653,877          | \$           | \$        | \$               | \$ 653,877           |
| <b>Capital assets being depreciated:</b>           |                     |              |           |                  |                      |
| Collection system                                  | 15,553,000          |              |           |                  | 15,553,000           |
| Sewer plant  | 13,541,711          |              |           |                  | 13,541,711           |
| Equipment  | 134,102             |              |           |                  | 134,102              |
| Subtotal   | 29,228,813          |              |           |                  | 29,228,813           |
| <b>Accumulated depreciation:</b>                   |                     |              |           |                  |                      |
| Collection system                                  | (8,981,280)         | (448,059)    |           |                  | (9,429,339)          |
| Sewer plant  | (6,186,371)         | (374,802)    |           |                  | (6,561,173)          |
| Equipment  | (134,102)           |              |           |                  | (134,102)            |
| Subtotal   | (15,301,753)        | (822,861)    |           |                  | (16,124,614)         |
| Net capital assets being depreciated               | 13,927,060          | (822,861)    |           |                  | 13,104,199           |
| Net capital assets                                 | \$ 14,580,937       | \$ (822,861) | \$        | \$               | 13,758,076           |
| Less related debt                                  |                     |              |           |                  | (3,158,609)          |
| Investments in capital assets, net of related debt |                     |              |           |                  | \$ 10,599,467        |

Depreciation expense was charged to the sewer disposal program.

# MARION TOWNSHIP

## NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2024

### NOTE 7 – LONG TERM DEBT

The Township signed an agreement with the City of Howell for Sewer Plant Improvements. The Township's Sewer System is connected to the City of Howell's Sewer Plant, which is where the Township's sewage is treated. The Township has agreed to pay for 32.46% of needed sewer plant improvements, which amount to total Township costs of \$3,483,729. The City has financed the improvement project through the Michigan Finance Authority (Low interest loan under the State Revolving Fund (SRF)/Strategic Water Quality Initiatives Fund (SWQIF) Loan Program), with an interest rate of 2%, payable over a period of 20 years. The Township will reimburse the City for 32.46% of the principal and interest charges each year.

The following is a summary of the contract payable activity for the year ended June 30, 2024:

|                        | <u>Balance @</u><br><u>06/30/2023</u> | <u>Principal</u><br><u>Paid</u> | <u>Balance @</u><br><u>6/30/2024</u> | <u>Current</u><br><u>Portion</u> | <u>Long term</u><br><u>portion</u> |
|------------------------|---------------------------------------|---------------------------------|--------------------------------------|----------------------------------|------------------------------------|
| MFA SWQIF Loan Program | \$ 3,322,532                          | \$ (163,923)                    | \$ 3,158,609                         | \$ 163,923                       | \$ 2,994,686                       |

The following is a summary of the Township's portion of future cash outflows for debt repayments to retire the outstanding contract payable:

| <u>Fiscal Year</u>          | <u>Principal</u>    | <u>Interest</u>   | <u>Total</u>        |
|-----------------------------|---------------------|-------------------|---------------------|
| <u>Ending</u>               |                     |                   |                     |
| 6/30/2025                   | \$ 163,923          | \$ 61,533         | \$ 225,456          |
| 6/30/2026                   | 163,923             | 58,254            | 222,177             |
| 6/30/2027                   | 163,923             | 54,976            | 218,899             |
| 6/30/2028                   | 167,169             | 51,665            | 218,834             |
| 6/30/2029                   | 168,792             | 48,306            | 217,098             |
| 6/30/2030 and<br>thereafter | 2,330,879           | 289,796           | 2,620,675           |
| <b>Total</b>                | <u>\$ 3,158,609</u> | <u>\$ 564,530</u> | <u>\$ 3,723,139</u> |

### NOTE 8 – PRIOR PERIOD ADJUSTMENT

The Township recognized a prior period adjustment relating to the contract payable and capital asset addition for the 2023 Sewer plant improvement project. The project was originally capitalized at 32.46% of the total loan approved. The original loan was approved at a total of \$11,361,600, with Marion Township's portion of \$3,687,975 recorded as a new loan and new capital asset sewer infrastructure. However, actual construction project costs amounted to \$10,732,374, with a Marion Township portion of \$3,483,729. The plant improvement project is reported as part of the sewer plant capital assets, while the loan agreement is reported as part of long-term debt – contracts payable.

As such, the prior period balance for both the capital asset and long-term debt were restated to reflect the reduced construction cost. The prior period adjustment affects only the capital asset and long-term liability balances and had no impact on net position.

|                               | <u>Sewer Plant</u>   | <u>Contract</u><br><u>Payable</u> |
|-------------------------------|----------------------|-----------------------------------|
| Balance, as previously stated | \$ 13,745,958        | \$ 3,526,779                      |
| Prior period adjustment       | (204,247)            | (204,247)                         |
| Balance, as restated          | <u>\$ 13,541,711</u> | <u>\$ 3,322,532</u>               |

**MARION TOWNSHIP**

**NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024**

**NOTE 9 - LEASES**

The Township adopted the Governmental Accounting Standards Board (GASB) No. 87, Leases. This Standard requires the recognition of leased assets and liabilities for leases that were previously classified as operating leases and recognized as inflows and outflows of resources based on the payment provisions of the contract. This Standard requires a lessee to recognize a lease liability and right-to-use leased asset and a lessor to recognize a lease receivable and a deferred inflow of resources. The Township does not recognize leases with an initial term of 12 months or less ("short term leases") on the statement of net position.

The Township is a lessor in tower lease agreements with AT&T and Verizon through November 2031. Upon adoption of GASB 87, the Township recorded a lease receivable and deferred inflow of resources for \$369,384, based on the present value of the lease payments over the lease term. The deferred inflow of resources is amortized on a straight-line basis over the remaining life of the lease. The Township determined it had no significant lease liabilities requiring recognition under the standard.

The Township's leases generally do not provide a readily available implicit rate. Therefore, the Township estimates the incremental borrowing discount rate based on the remaining lease term upon adoption date and information available at lease commencement for new or modified leases after the adoption date.

The following table presents the lease receivable related to the cell tower lease for the year ended June 30, 2024.

|                         | <u>Term</u>        | <u>Balance @</u>     | <u>Rent</u>     | <u>Balance @</u>     | <u>Interest</u> | <u>Total</u>    |
|-------------------------|--------------------|----------------------|-----------------|----------------------|-----------------|-----------------|
| <u>Lease receivable</u> | <u>(in months)</u> | <u>June 30, 2023</u> | <u>Received</u> | <u>June 30, 2024</u> | <u>Received</u> | <u>Received</u> |
| Cell tower leases       | 89-125             | \$ 298,888           | \$ 39,873       | \$ 259,015           | \$ 4,498        | \$ 44,371       |

The following table presents the future expected lease payments, including principal and interest:

|                            | <u>Principal</u>  | <u>Interest</u>  |                       |
|----------------------------|-------------------|------------------|-----------------------|
| <u>Year Ended June 30,</u> | <u>Received</u>   | <u>Received</u>  | <u>Total Received</u> |
| 2025                       | \$ 42,247         | \$ 3,835         | \$ 46,082             |
| 2026                       | 42,928            | 3,154            | 46,082                |
| 2027                       | 43,620            | 2,462            | 46,082                |
| 2028                       | 45,606            | 1,754            | 47,360                |
| 2029                       | 28,823            | 1,085            | 29,908                |
| 2030 and thereafter        | 55,791            | 1,575            | 57,366                |
| <b>Total</b>               | <b>\$ 259,015</b> | <b>\$ 13,865</b> | <b>\$ 272,880</b>     |

As the leases represent long term expected inflow of resources, the Township has recognized a deferred inflow of resources, which will be amortized on a straight line basis for the term of each respective lease. The following table presents the amortization of all leases:

|                            | <u>Annual</u>       | <u>Accumulated</u>  | <u>Unamortized</u>      |
|----------------------------|---------------------|---------------------|-------------------------|
| <u>Year Ended June 30,</u> | <u>Amortization</u> | <u>Amortization</u> | <u>Deferred Inflows</u> |
| 2022                       | \$ 42,289           | \$ 42,289           | \$ 327,095              |
| 2023                       | 42,290              | 84,579              | 284,805                 |
| 2024                       | 42,290              | 126,869             | 242,515                 |
| 2025                       | 42,290              | 169,159             | 200,225                 |
| 2026                       | 42,290              | 211,449             | 157,935                 |
| 2027 and thereafter        | 157,935             | 369,384             |                         |

## MARION TOWNSHIP

### NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2024

#### **NOTE 10 - INVESTMENT IN JOINT VENTURES**

As of June 30, 2024, the Township has investments in three joint ventures as follows:

##### **Marion, Howell, Oceola, Genoa Joint Sewer and Water Authority**

The Township is a member of the Marion, Howell, Oceola, Genoa Joint Sewer and Water Authority (hereinafter "MHOG"). As the name implies, MHOG was incorporated by the Townships of Marion, Howell, Oceola, and Genoa. MHOG was formed to operate and maintain a joint water system that serves residents in each member township. Marion Township holds a 25% share of the equity in this joint venture which amounted to \$11,475,065 as of September 30, 2023, which was the last audited financial statement.

Such amount is recorded in the government-wide statement of net position as an investment in joint ventures. The Township is unaware of any circumstances that would cause additional benefit or burden to the participating governments of the joint venture in the foreseeable future. Complete financial statements of MHOG can be obtained from the administrative offices of MHOG at 2911 Dorr Road, Brighton, Michigan. Selected financial information of MHOG as of and for the fiscal year ended September 30, 2023, (the date financial information was last available) were as follows:

|                                     |               |
|-------------------------------------|---------------|
| Total assets                        | \$ 49,219,132 |
| Total liabilities                   | \$ 2,607,600  |
| Total deferred inflows of resources | \$ 711,273    |
| Total net position                  | \$ 45,900,259 |
| Total revenue                       | \$ 6,707,580  |
| Total expenses                      | \$ 4,431,907  |

##### **Howell Area Fire Authority**

The Township is a member of the Howell Area Fire Authority (hereinafter "Fire Authority"). The Fire Authority was incorporated by the City of Howell and the Townships of Marion, Howell, Oceola, and Cohoctah. The Fire Authority was formed for the purpose of providing fire protection and safety services to the residents of its incorporating members. The Fire Authority operations are funded through a voter approved millage. Marion Township holds a 20% share of the equity in this joint venture which amounted to \$2,268,292 as of June 30, 2024, which was the last audited financial statement.

Such amount is recorded in the government-wide statement of net position as an investment in joint ventures. The Township is unaware of any circumstances that would cause additional benefit or burden to the participating governments of the joint venture in the foreseeable future. Complete financial statements for the Fire Authority can be obtained from the administrative offices of the Fire Authority at 1211 W. Grand River, Howell, Michigan. Selected financial information of the Fire Authority as of and for the fiscal year ended June 30, 2024, (the date financial information was last available) was as follows:

|                                      |               |
|--------------------------------------|---------------|
| <b><u>HAFA</u></b>                   |               |
| Total assets                         | \$ 11,177,657 |
| Total deferred outflows of resources | \$ 579,918    |
| Total liabilities                    | \$ 362,732    |
| Total deferred inflows of resources  | \$ 53,383     |
| Total net assets                     | \$ 11,341,460 |
| Total revenue                        | \$ 5,241,292  |
| Total expenditures                   | \$ 3,347,368  |

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

**NOTE 10 - INVESTMENT IN JOINT VENTURES - continued**

**Howell Area Parks and Recreation Authority**

The Township is a member of the Howell Area Parks and Recreation Authority (hereinafter "Recreation Authority"). The Recreation Authority was incorporated by the City of Howell and the Townships of Marion, Oceola and Genoa. The Recreation Authority was formed for the purpose of providing recreational opportunities for the citizens of the member governments. The Township appoints one member to the five-member Recreation Authority board. The Township holds a 25% equity interest in the joint venture which amounted to \$45,044 at December 31, 2023, the date of the last audited financial statement. This amount is recorded in the government-wide statement of net position as an investment in joint venture.

The Township is also responsible to contribute a certain amount of cash each year to subsidize the Recreation Authority's operating costs. Such contributions are calculated annually based upon budgeted needs. The Township is unaware of any circumstances that would cause an additional burden or benefit to the participating governments in the near future. Complete financial statements for the Recreation Authority can be obtained from the administrative offices at 925 West Grand River, Howell, Michigan. Selected financial information of the Recreation Authority as of and for the fiscal year ended December 31, 2023, (the date financial information was last available) was as follows:

| <b><u>HAPRA</u></b>          |              |
|------------------------------|--------------|
| Total assets                 | \$ 403,010   |
| Total liabilities            | \$ 222,835   |
| Total net position (deficit) | \$ 180,175   |
| Total revenue                | \$ 1,668,674 |
| Total expenditures           | \$ 1,625,337 |

**NOTE 11 - DEFINED CONTRIBUTION PENSION PLANS**

The Township has adopted the MERS 401(a) Defined Contribution Pension Plan for Michigan Township employees. All elected/appointed officials and employees working 32 or more hours a week are eligible for participation in this single-employer plan. The Township contributes 8.0% of compensation. The employee may also voluntarily contribute up to 10% of after-tax compensation.

|  |                         |
|--|-------------------------|
| <b>TOTAL CURRENT YEAR EMPLOYER CONTRIBUTIONS</b> | <b><u>\$ 44,102</u></b> |
|--|-------------------------|

The employees did not contribute to the MERS 401(a) Defined Contribution plan in the current year.

In addition, the Township sponsors a deferred compensation plan qualifying under Section 457 of the Internal Revenue Code with MERS and VOYA Financial. The Township is not obligated to make matching or employer contributions to the plan. Employees contributed \$10,650 to the MERS plan.

**NOTE 12 - TAX ABATEMENT**

The Governmental Accounting Standards Board (GASB) adopted GASB Statement 77 – Tax Abatement Disclosures, requiring that state and local governments disclose any agreements relating to the abatement of property taxes, effective for fiscal years ending December 31, 2016, and thereafter.

The Township has not made any commitments or agreements to abate property taxes. The Township is not subject to any tax abatement agreements entered into by other governmental entities.

MARION TOWNSHIP

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2024

**NOTE 13 - SUBSEQUENT EVENTS**

Subsequent events have been evaluated through November 22, 2024, which is the date the financial statements were available to be issued.

Management has determined that the Township does not have any material recognizable or non-recognizable events.

**NOTE 14 - CONTINGENCIES - LAWSUITS**

The Township was involved with a suit filed by plaintiff, requesting to use its property for purposes of hosting weddings and similar events in a barn on the property. The plaintiff and Township have agreed to a settlement which resulted in no monetary loss to the Township.

The Township is involved in a new lawsuit relating to a home-based businesses and does not anticipate the lawsuit will result in a significant monetary loss to the Township.

**NOTE 15 – IMPLEMENTATION OF NEW ACCOUNTING STANDARDS**

**GASB 100 – ACCOUNTING CHANGES AND ERROR CORRECTIONS**

In June 2022, the GASB Issued Statement No. 100, *Accounting Changes and Error Corrections an amendment on GASB Statement No. 62*. This statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections. This statement requires that (a) changes in accounting principles and error corrections be reported retroactively by restating prior periods, (b) changes to or within the financial reporting entity be reported by adjusting beginning balances of the current period, and (c) changes in accounting estimates be reported prospectively by recognizing the change in the current period.

The Township adopted this standard on July 1, 2023. The adoption did not have a significant impact on the Township's financial statements for the year ended June 30, 2024.

**NOTE 14 - UPCOMING GASB PRONOUNCEMENTS**

**GASB 101 – COMPENSATED ABSENCES**

In June 2022, the GASB issued Statement No. 101, *Compensated Absences*. This statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. This statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. The Township is currently evaluating the impact this standard will have on the financial statements when adopted in the 2025 fiscal year.



## REQUIRED SUPPLEMENTARY INFORMATION

## MARION TOWNSHIP

## GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2024

|   | Budget Amount       |                     |                     | Variance with<br>Final Budget<br>Favorable<br>(Unfavorable) |
|---|---------------------|---------------------|---------------------|---|
|   | Original            | Final               | Actual              |   |
| <b>REVENUES</b>   |                     |                     |                     |   |
| Property taxes  | \$ 620,000          | \$ 620,000          | \$ 692,315          | \$ 72,315   |
| State grants  | 1,110,000           | 1,110,000           | 1,264,097           | 154,097   |
| Licenses and permits                                    | 145,600             | 134,800             | 149,080             | 14,280  |
| Charges for services                                    |                     |                     | 8,784               | 8,784   |
| Interest and rent                                       | 42,500              | 42,500              | 85,647              | 43,147  |
| Other revenues  | 12,000              | 16,000              | 166,227             | 150,227   |
| <b>Total revenues</b>                                   | <b>1,930,100</b>    | <b>1,923,300</b>    | <b>2,366,150</b>    | <b>442,850</b>  |
| <b>EXPENDITURES</b>                                     |                     |                     |                     |   |
| Payroll taxes and benefits                              | 340,500             | 391,500             | 339,931             | 51,569  |
| Township board  | 87,250              | 87,450              | 51,197              | 36,253  |
| Supervisor  | 58,500              | 58,500              | 57,605              | 895   |
| Clerk   | 104,000             | 110,700             | 107,190             | 3,510   |
| Board of review   | 2,450               | 2,675               | 2,222               | 453   |
| Treasurer   | 136,850             | 139,800             | 137,518             | 2,282   |
| Assessor  | 144,900             | 156,150             | 153,811             | 2,339   |
| Tax roll  | 6,000               | 6,000               | 11,993              | (5,993)   |
| Elections   | 67,700              | 105,100             | 79,108              | 25,992  |
| Building and grounds                                    | 104,690             | 113,390             | 95,031              | 18,359  |
| Legal   | 12,000              | 12,000              | 7,987               | 4,013   |
| Professional fees                                       | 37,500              | 40,000              | 41,222              | (1,222)   |
| Insurance, bonds and retirement                         | 93,000              | 125,000             | 114,674             | 10,326  |
| Equipment   | 5,500               | 14,000              | 15,013              | (1,013)   |
| Capital outlay  | 1,075,900           | 1,075,900           | 1,035,758           | 40,142  |
| Planning commission                                     | 33,350              | 34,250              | 18,092              | 16,158  |
| Zoning administrator                                    | 50,050              | 50,300              | 49,093              | 1,207   |
| Zoning board of appeals                                 | 5,950               | 5,950               | 1,659               | 4,291   |
| Contingency   | 15,000              | 15,000              |                     | 15,000  |
| General public works                                    | 75                  | 125                 | 8,832               | (8,707)   |
| Drains  | 5,000               | 401,000             | 382,994             | 18,006  |
| Roads   | 325,000             | 575,000             | 373,138             | 201,862   |
| Cemetery  | 7,550               | 7,550               | 7,144               | 406   |
| Recreation  | 237,850             | 238,750             | 175,839             | 62,911  |
| <b>Total expenditures</b>                               | <b>2,956,565</b>    | <b>3,766,090</b>    | <b>3,267,051</b>    | <b>499,039</b>  |
| <b>Excess of revenues over (under)<br/>expenditures</b> | <b>(1,026,465)</b>  | <b>(1,842,790)</b>  | <b>(900,901)</b>    | <b>941,889</b>  |
| <b>OTHER FINANCING SOURCES (USES)</b>                   |                     |                     |                     |   |
| Transfers (out)   | (50,000)            | (75,000)            | (25,000)            | 50,000  |
| <b>Net change in fund balance</b>                       | <b>(1,076,465)</b>  | <b>(1,917,790)</b>  | <b>(925,901)</b>    | <b>991,889</b>  |
| <b>FUND BALANCE, JULY 1, 2023</b>                       | <b>4,609,281</b>    | <b>4,609,281</b>    | <b>4,609,281</b>    |   |
| <b>FUND BALANCE, JUNE 30, 2024</b>                      | <b>\$ 3,532,816</b> | <b>\$ 2,691,491</b> | <b>\$ 3,683,380</b> | <b>\$ 991,889</b>   |

MARION TOWNSHIP

ASSESSMENT REVOLVING PROJECT FUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2024

|                                    | Budget Amount   |                    |                   | Variance with<br>Final Budget<br>Favorable<br>(Unfavorable) |
|------------------------------------|-----------------|--------------------|-------------------|---|
|                                    | Original        | Final              | Actual            |   |
| <b>REVENUES</b>                    |                 |                    |                   |   |
| Special assessment principal       | \$ 143,500      | \$ 140,100         | \$ 155,463        | \$ 15,363   |
| Special assessment interest        |                 |                    | 6,065             | 6,065   |
| Other revenue                      |                 |                    | 2,953             | 2,953   |
| <b>Total revenues</b>              | <b>143,500</b>  | <b>140,100</b>     | <b>164,481</b>    | <b>24,381</b>   |
| <b>EXPENDITURES</b>                |                 |                    |                   |   |
| Public works                       | 228,500         | 239,000            | 103,026           | 135,974   |
| Debt service                       |                 |                    |                   |   |
| Interest                           | 1,500           | 1,500              | 1,700             | (200)   |
| <b>Total expenditures</b>          | <b>230,000</b>  | <b>240,500</b>     | <b>104,726</b>    | <b>135,774</b>  |
| <b>Net change in fund balance</b>  | <b>(86,500)</b> | <b>(100,400)</b>   | <b>59,755</b>     | <b>160,155</b>  |
| <b>FUND BALANCE, JULY 1, 2023</b>  | <b>89,775</b>   | <b>89,775</b>      | <b>89,775</b>     |   |
| <b>FUND BALANCE, JUNE 30, 2024</b> | <b>\$ 3,275</b> | <b>\$ (10,625)</b> | <b>\$ 149,530</b> | <b>\$ 160,155</b>   |

MARION TOWNSHIP

ARPA FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2024

|                                    | Budget Amount |              |           | Variance with<br>Final Budget<br>Favorable<br>(Unfavorable) |
|------------------------------------|---------------|--------------|-----------|---|
|                                    | Original      | Final        | Actual    |   |
| <b>REVENUES</b>                    |               |              |           |   |
| Interest                           | \$            | \$ 18,348    | \$ 11,437 | \$ (6,911)  |
| Federal grants                     |               | 586,651      | 728,966   | 142,315   |
| <b>Total revenues</b>              |               | 604,999      | 740,403   | 135,404   |
| <b>EXPENDITURES</b>                |               |              |           |   |
| Capital outlay                     |               | 740,001      | 728,966   | 11,035  |
| <b>Net change in fund balance</b>  |               | (135,002)    | 11,437    | 146,439   |
| <b>FUND BALANCE, JULY 1, 2023</b>  | 11,200        | 11,200       | 11,200    |   |
| <b>FUND BALANCE, JUNE 30, 2024</b> | \$ 11,200     | \$ (123,802) | \$ 22,637 | \$ 146,439  |

## SUPPLEMENTAL INFORMATION

**COMBINING FINANCIAL STATEMENTS**

MARION TOWNSHIP

ALL FUNDS INCLUDED IN GASB 54 GENERAL FUND CONSOLIDATION  
COMBINING BALANCE SHEET  
JUNE 30, 2024

|   | General Fund<br>Pre - GASB 54<br>Consolidation | Recreation<br>Fund | Trust and<br>Agency Fund | Totals<br>Restated<br>General Fund |
|---|--|--------------------|--------------------------|------------------------------------|
| <b>ASSETS</b>   |  |                    |                          |                                    |
| Cash and investments  | \$ 3,471,918                                   | \$ 6,652           | \$ 74,059                | \$ 3,552,629                       |
| Receivables   |  |                    |                          |                                    |
| Leases  | 259,015  |                    |                          | 259,015                            |
| Due from other governments  | 205,281  |                    |                          | 205,281                            |
| Due from other funds  | 16,748   | 38                 |                          | 16,786                             |
| Interest  | 27,784   |                    |                          | 27,784                             |
| Prepaid expenditures  | 39,932   |                    |                          | 39,932                             |
| <b>Total assets</b>   | <b>\$ 4,020,678</b>                            | <b>\$ 6,690</b>    | <b>\$ 74,059</b>         | <b>\$ 4,101,427</b>                |
| <b>LIABILITIES</b>  |  |                    |                          |                                    |
| Accounts payable  | \$ 37,860                                      | \$ 4,764           | \$ 73,333                | \$ 115,957                         |
| Accrued wages   | 55,209   |                    |                          | 55,209                             |
| Due to other funds  | 1,026  |                    | 726                      | 1,752                              |
| Unearned revenue  | 2,614  |                    |                          | 2,614                              |
| <b>Total liabilities</b>  | <b>96,709</b>                                  | <b>4,764</b>       | <b>74,059</b>            | <b>175,532</b>                     |
| <b>DEFERRED INFLOW OF RESOURCES</b>   |  |                    |                          |                                    |
| Leases  | 242,515  |                    |                          | 242,515                            |
| <b>Fund Balances</b>  |  |                    |                          |                                    |
| Nonspendable for:   |  |                    |                          |                                    |
| Prepaid expenditures  | 39,932   |                    |                          | 39,932                             |
| Committed for:  |  |                    |                          |                                    |
| Recreation and culture  |  | 1,926              |                          | 1,926                              |
| Unassigned  | 3,641,522                                      |                    |                          | 3,641,522                          |
| <b>Total fund balance</b>   | <b>3,681,454</b>                               | <b>1,926</b>       |                          | <b>3,683,380</b>                   |
| <b>Total liabilities, deferred inflow<br/>of resources and fund balance</b> | <b>\$ 4,020,678</b>                            | <b>\$ 6,690</b>    | <b>\$ 74,059</b>         | <b>\$ 4,101,427</b>                |

**MARION TOWNSHIP**

**ALL FUNDS INCLUDED IN GASB 54 GENERAL FUND CONSOLIDATION  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2024**

|   | General Fund        |                 |              |              | Totals              |
|---|---------------------|-----------------|--------------|--------------|---------------------|
|   | Pre GASB            |                 |              |              | Restated            |
|   | 54                  | Recreation      | Trust and    |              | General             |
|   | Consolidation       | Fund            | Agency Fund  | Eliminations | Fund                |
| <b>REVENUES</b>                             |                     |                 |              |              |                     |
| Taxes                                       | \$ 692,315          | \$              | \$           | \$           | \$ 692,315          |
| State grants                                | 1,264,097           |                 |              |              | 1,264,097           |
| Licenses and permits                        | 149,080             |                 |              |              | 149,080             |
| Charges for services                        |                     |                 | 8,784        |              | 8,784               |
| Interest and rent                           | 85,514              | 133             |              |              | 85,647              |
| Miscellaneous                               | 166,189             | 38              |              |              | 166,227             |
| <b>Total revenues</b>                       | <b>2,357,195</b>    | <b>171</b>      | <b>8,784</b> |              | <b>2,366,150</b>    |
| <b>EXPENDITURES</b>                         |                     |                 |              |              |                     |
| <b>General government</b>                   |                     |                 |              |              |                     |
| Payroll taxes and benefits                  | 339,931             |                 |              |              | 339,931             |
| Township board                              | 51,197              |                 |              |              | 51,197              |
| Supervisor                                  | 57,605              |                 |              |              | 57,605              |
| Clerk                                       | 107,190             |                 |              |              | 107,190             |
| Board of review                             | 2,222               |                 |              |              | 2,222               |
| Treasurer                                   | 137,518             |                 |              |              | 137,518             |
| Assessor                                    | 153,811             |                 |              |              | 153,811             |
| Tax roll prep                               | 11,993              |                 |              |              | 11,993              |
| Election                                    | 73,518              |                 |              |              | 73,518              |
| Building and grounds                        | 95,031              |                 |              |              | 95,031              |
| Legal                                       | 7,987               |                 |              |              | 7,987               |
| Professional fees                           | 41,222              |                 |              |              | 41,222              |
| Insurance, bonds and retirement             | 114,674             |                 |              |              | 114,674             |
| Equipment                                   | 15,013              |                 |              |              | 15,013              |
| Capital outlay                              | 850                 |                 |              |              | 850                 |
| Planning commission                         | 18,092              |                 |              |              | 18,092              |
| Zoning administrator                        | 49,093              |                 |              |              | 49,093              |
| Zoning board of appeals                     | 1,659               |                 |              |              | 1,659               |
| <b>Public works</b>                         |                     |                 |              |              |                     |
| General public works                        | 48                  |                 | 8,784        |              | 8,832               |
| Drains                                      | 382,994             |                 |              |              | 382,994             |
| Roads                                       | 373,138             |                 |              |              | 373,138             |
| Cemetery                                    | 7,144               |                 |              |              | 7,144               |
| <b>Recreation and culture</b>               |                     |                 |              |              |                     |
| Recreation                                  | 126,574             | 12,863          |              |              | 139,437             |
| <b>Capital outlay</b>                       |                     |                 |              |              |                     |
| General government                          | 1,040,498           |                 |              |              | 1,040,498           |
| Recreation                                  |                     | 36,402          |              |              | 36,402              |
| <b>Total expenditures</b>                   | <b>3,209,002</b>    | <b>49,265</b>   | <b>8,784</b> |              | <b>3,267,051</b>    |
| <b>Revenues over (under) expenditures</b>   | <b>(851,807)</b>    | <b>(49,094)</b> |              |              | <b>(900,901)</b>    |
| <b>Other financing sources (uses)</b>       |                     |                 |              |              |                     |
| Transfers in                                |                     | 32,000          |              | (32,000)     |                     |
| Transfers (out)                             | (57,000)            |                 |              | 32,000       | (25,000)            |
| <b>Total other financing sources (uses)</b> | <b>(57,000)</b>     | <b>32,000</b>   |              |              | <b>(25,000)</b>     |
| <b>Net changes in fund balances</b>         | <b>(908,807)</b>    | <b>(17,094)</b> |              |              | <b>(925,901)</b>    |
| <b>FUND BALANCE, JULY 1, 2023</b>           | <b>4,590,261</b>    | <b>19,020</b>   |              |              | <b>4,609,281</b>    |
| <b>FUND BALANCE, JUNE 30, 2024</b>          | <b>\$ 3,681,454</b> | <b>\$ 1,926</b> | <b>\$</b>    | <b>\$</b>    | <b>\$ 3,683,380</b> |



## INDIVIDUAL FUNDS

**GENERAL FUND (PRE GASB 54 RESTATEMENT)**

MARION TOWNSHIP

GENERAL FUND (PRE GASB 54 RESTATEMENT)  
BALANCE SHEET  
JUNE 30, 2024

**ASSETS**

|                            |                     |
|----------------------------|---------------------|
| Cash and investments       | \$ 3,471,918        |
| Receivables                |                     |
| Leases                     | 259,015             |
| Due from other governments | 205,281             |
| Due from other funds       | 16,748              |
| Interest                   | 27,784              |
| Prepaid expenditures       | 39,932              |
|                            | <hr/>               |
| <b>Total assets</b>        | <b>\$ 4,020,678</b> |

**LIABILITIES**

|                          |               |
|--------------------------|---------------|
| Accounts payable         | \$ 37,860     |
| Accrued expenditures     | 55,209        |
| Due to other funds       | 1,026         |
| Unearned revenue         | 2,614         |
|                          | <hr/>         |
| <b>Total liabilities</b> | <b>96,709</b> |

**DEFERRED INFLOWS OF RESOURCES**

|        |         |
|--------|---------|
| Leases | 242,515 |
|--------|---------|

**FUND BALANCE**

|  |                     |
|--|---------------------|
|  | <hr/>               |
| <b>Total liabilities, deferred inflows of<br/>resources and fund balance</b> | <b>\$ 4,020,678</b> |

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

MARION TOWNSHIP

GENERAL FUND (PRE GASB 54 RESTATEMENT)  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2024

|   | Amended<br>Budget   | Actual              | Variance<br>Favorable<br>(Unfavorable) |
|---|---------------------|---------------------|--|
| <b>REVENUES</b>                               |                     |                     |  |
| Property taxes                                | \$ 620,000          | \$ 692,315          | \$ 72,315                              |
| State grants                                  | 1,110,000           | 1,264,097           | 154,097                                |
| Licenses and permits                          | 134,800             | 149,080             | 14,280                                 |
| Interest and rent                             | 42,500              | 85,514              | 43,014                                 |
| Other revenues                                | 16,000              | 166,189             | 150,189                                |
| <b>Total revenues</b>                         | <b>1,923,300</b>    | <b>2,357,195</b>    | <b>433,895</b>                         |
| <b>EXPENDITURES</b>                           | <b>3,760,365</b>    | <b>3,209,002</b>    | <b>551,363</b>                         |
| <b>Net revenues over (under) expenditures</b> | <b>(1,837,065)</b>  | <b>(851,807)</b>    | <b>985,258</b>                         |
| <b>OTHER FINANCING SOURCES (USES)</b>         |                     |                     |  |
| Transfers out                                 | (107,000)           | (57,000)            | 50,000                                 |
| <b>Net change in fund balance</b>             | <b>(1,944,065)</b>  | <b>(908,807)</b>    | <b>1,035,258</b>                       |
| <b>FUND BALANCE, JULY 1, 2023</b>             | <b>4,590,261</b>    | <b>4,590,261</b>    |  |
| <b>FUND BALANCE, JUNE 30, 2024</b>            | <b>\$ 2,646,196</b> | <b>\$ 3,681,454</b> | <b>\$ 1,035,258</b>                    |

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

MARION TOWNSHIP

GENERAL FUND (PRE GASB 54 RESTATEMENT)  
STATEMENT OF REVENUES - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2024

|                                   | Amended<br>Budget   | Actual              | Variance<br>Favorable<br>(Unfavorable) |
|-----------------------------------|---------------------|---------------------|--|
| <b>PROPERTY TAXES</b>             |                     |                     |  |
| Property taxes                    | \$ 470,000          | \$ 508,214          | \$ 38,214                              |
| Administration fees               | 150,000             | 184,101             | 34,101                                 |
| <b>Total property taxes</b>       | <b>620,000</b>      | <b>692,315</b>      | <b>72,315</b>                          |
| <b>STATE GRANTS</b>               |                     |                     |  |
| State shared revenues             | 1,100,000           | 1,244,416           | 144,416                                |
| Metro Act                         | 10,000              | 19,681              | 9,681                                  |
| <b>Total state grants</b>         | <b>1,110,000</b>    | <b>1,264,097</b>    | <b>154,097</b>                         |
| <b>LICENSES AND PERMITS</b>       |                     |                     |  |
| Licenses, fees, permits           | 5,300               | 13,886              | 8,586                                  |
| Cable franchise fees              | 129,500             | 135,194             | 5,694                                  |
| <b>Total licenses and permits</b> | <b>134,800</b>      | <b>149,080</b>      | <b>14,280</b>                          |
| <b>INTEREST AND RENT</b>          |                     |                     |  |
| Interest income                   | 2,500               | 34,417              | 31,917                                 |
| Interest income - leases          |                     | 4,498               | 4,498                                  |
| Cell tower lease                  | 40,000              | 42,299              | 2,299                                  |
| Rental income                     |                     | 4,300               | 4,300                                  |
| <b>Total interest and rent</b>    | <b>42,500</b>       | <b>85,514</b>       | <b>43,014</b>                          |
| <b>OTHER REVENUES</b>             |                     |                     |  |
| Miscellaneous                     | 16,000              | 166,189             | 150,189                                |
| <b>Total revenues</b>             | <b>\$ 1,923,300</b> | <b>\$ 2,357,195</b> | <b>\$ 433,895</b>                      |

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

MARION TOWNSHIP

GENERAL FUND (PRE GASB 54 RESTATEMENT)  
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2024

|   | Amended<br>Budget | Actual         | Variance<br>Favorable<br>(Unfavorable) |
|---|-------------------|----------------|--|
| <b>Payroll taxes and benefits</b>       |                   |                |  |
| Payroll taxes                           | \$ 46,500         | \$ 44,526      | \$ 1,974                               |
| Health insurance                        | 342,500           | 293,640        | 48,860                                 |
| Payroll processing                      | 2,500             | 1,765          | 735                                    |
| <b>Total payroll taxes and benefits</b> | <b>391,500</b>    | <b>339,931</b> | <b>51,569</b>                          |
| <b>Township board</b>                   |                   |                |  |
| Salaries                                | 40,500            | 38,607         | 1,893                                  |
| Meetings and seminars                   | 500               | 432            | 68                                     |
| Ordinance enforcement                   | 35,000            | 1,764          | 33,236                                 |
| Mileage                                 | 300               | 284            | 16                                     |
| Printing and publications               | 3,000             | 2,332          | 668                                    |
| Membership dues                         | 8,000             | 7,764          | 236                                    |
| Miscellaneous                           | 150               | 14             | 136                                    |
| <b>Total township board</b>             | <b>87,450</b>     | <b>51,197</b>  | <b>36,253</b>                          |
| <b>Supervisor</b>                       |                   |                |  |
| Salary                                  | 57,000            | 56,496         | 504                                    |
| Miscellaneous                           | 1,500             | 1,109          | 391                                    |
| <b>Total supervisor</b>                 | <b>58,500</b>     | <b>57,605</b>  | <b>895</b>                             |
| <b>Clerk</b>                            |                   |                |  |
| Salary                                  | 62,000            | 61,078         | 922                                    |
| Salaries - deputy                       | 43,000            | 41,796         | 1,204                                  |
| Supplies                                | 600               | 469            | 131                                    |
| Mileage                                 | 1,000             | 878            | 122                                    |
| Dues and subscriptions                  | 750               | 356            | 394                                    |
| Miscellaneous                           | 350               | 175            | 175                                    |
| Training and seminars                   | 3,000             | 2,438          | 562                                    |
| <b>Total clerk</b>                      | <b>110,700</b>    | <b>107,190</b> | <b>3,510</b>                           |

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

MARION TOWNSHIP

GENERAL FUND (PRE GASB 54 RESTATEMENT)  
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued  
FOR THE YEAR ENDED JUNE 30, 2024

|                              | Amended<br>Budget | Actual         | Variance<br>Favorable<br>(Unfavorable) |
|------------------------------|-------------------|----------------|--|
| <b>Board of review</b>       |                   |                |  |
| Salaries                     | 1,800             | 1,689          | 111                                    |
| Printing and publications    | 500               | 428            | 72                                     |
| Miscellaneous                | 125               | 105            | 20                                     |
| Training and seminars        | 250               |                | 250                                    |
| <b>Total board of review</b> | <b>2,675</b>      | <b>2,222</b>   | <b>453</b>                             |
| <b>Treasurer</b>             |                   |                |  |
| Salary                       | 57,000            | 56,496         | 504                                    |
| Salaries - deputy            | 42,600            | 42,645         | (45)                                   |
| Salaries - other             | 33,800            | 33,031         | 769                                    |
| Supplies                     | 1,000             | 544            | 456                                    |
| Mileage                      | 1,300             | 1,129          | 171                                    |
| Miscellaneous                | 400               | 225            | 175                                    |
| Dues and subscriptions       | 200               | 109            | 91                                     |
| Training                     | 3,500             | 3,339          | 161                                    |
| <b>Total treasurer</b>       | <b>139,800</b>    | <b>137,518</b> | <b>2,282</b>                           |
| <b>Assessor</b>              |                   |                |  |
| Salaries                     | 141,000           | 141,653        | (653)                                  |
| Dues and subscriptions       | 900               | 820            | 80                                     |
| Supplies                     | 1,500             | 1,309          | 191                                    |
| Postage                      | 5,000             | 4,601          | 399                                    |
| Mileage                      | 2,000             | 1,845          | 155                                    |
| Professional services        | 450               | 10             | 440                                    |
| Training and seminars        | 5,000             | 3,348          | 1,652                                  |
| Miscellaneous                | 300               | 225            | 75                                     |
| <b>Total assessor</b>        | <b>156,150</b>    | <b>153,811</b> | <b>2,339</b>                           |

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

## MARION TOWNSHIP

GENERAL FUND (PRE GASB 54 RESTATEMENT)  
 STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued  
 FOR THE YEAR ENDED JUNE 30, 2024

|                                   | Amended<br>Budget | Actual | Variance<br>Favorable<br>(Unfavorable) |
|-----------------------------------|-------------------|--------|--|
| <b>Tax roll</b>                   |                   |        |  |
| Postage                           | 3,000             | 6,092  | (3,092)                                |
| Tax roll prep                     | 3,000             | 5,901  | (2,901)                                |
| <b>Total tax roll</b>             | 6,000             | 11,993 | (5,993)                                |
| <b>Elections</b>                  |                   |        |  |
| Salaries                          | 50,500            | 31,550 | 18,950                                 |
| Equipment                         | 7,000             | 4,962  | 2,038                                  |
| Supplies                          | 12,000            | 11,764 | 236                                    |
| Mileage                           | 600               | 550    | 50                                     |
| Postage                           | 11,000            | 12,030 | (1,030)                                |
| Printing and publications         | 6,000             | 5,629  | 371                                    |
| Miscellaneous                     | 18,000            | 12,623 | 5,377                                  |
| <b>Total elections</b>            | 105,100           | 79,108 | 25,992                                 |
| <b>Building and grounds</b>       |                   |        |  |
| Salaries - secretary              | 31,000            | 24,155 | 6,845                                  |
| Custodial                         | 6,000             | 5,782  | 218                                    |
| Trash removal                     | 1,200             | 767    | 433                                    |
| Supplies                          | 7,500             | 7,600  | (100)                                  |
| Equipment - maintenance           | 15,000            | 14,672 | 328                                    |
| Postage                           | 5,500             | 1,456  | 4,044                                  |
| Mileage                           | 300               | 221    | 79                                     |
| Grounds maintenance               | 11,000            | 10,560 | 440                                    |
| Repairs and maintenance           | 500               | 237    | 263                                    |
| Telephone                         | 9,000             | 7,610  | 1,390                                  |
| Utilities                         | 12,000            | 10,708 | 1,292                                  |
| Cable and internet                | 4,400             | 2,162  | 2,238                                  |
| Major repairs                     | 7,800             | 7,740  | 60                                     |
| Miscellaneous                     | 2,190             | 1,361  | 829                                    |
| <b>Total building and grounds</b> | 113,390           | 95,031 | 18,359                                 |
| <b>Legal</b>                      | 12,000            | 7,987  | 4,013                                  |

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.



MARION TOWNSHIP

GENERAL FUND (PRE GASB 54 RESTATEMENT)  
STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued  
FOR THE YEAR ENDED JUNE 30, 2024

|  | Amended<br>Budget | Actual           | Variance<br>Favorable<br>(Unfavorable) |
|--|-------------------|------------------|--|
| <b>Professional fees</b>                     |                   |                  |  |
| Financial services                           | 11,500            | 11,035           | 465                                    |
| Accounting                                   | 1,000             |                  | 1,000                                  |
| Software support                             | 25,000            | 30,187           | (5,187)                                |
| Professional fees                            | 1,000             |                  | 1,000                                  |
| Engineering                                  | 1,500             |                  | 1,500                                  |
| <b>Total professional fees</b>               | <b>40,000</b>     | <b>41,222</b>    | <b>(1,222)</b>                         |
| <b>Insurance, bonds and retirement</b>       |                   |                  |  |
| Insurance and bonds                          | 75,000            | 70,708           | 4,292                                  |
| Retirement                                   | 50,000            | 43,966           | 6,034                                  |
| <b>Total insurance, bonds and retirement</b> | <b>125,000</b>    | <b>114,674</b>   | <b>10,326</b>                          |
| <b>Equipment</b>                             | <b>14,000</b>     | <b>15,013</b>    | <b>(1,013)</b>                         |
| <b>Capital outlay</b>                        |                   |                  |  |
| Building improvements                        | 1,075,000         | 1,034,908        | 40,092                                 |
| Tornado siren                                | 900               | 850              | 50                                     |
| <b>Total capital outlay</b>                  | <b>1,075,900</b>  | <b>1,035,758</b> | <b>40,142</b>                          |
| <b>Planning commission</b>                   |                   |                  |  |
| Salaries                                     | 11,100            | 8,787            | 2,313                                  |
| Supplies                                     | 100               |                  | 100                                    |
| Training and seminars                        | 1,250             | 1,243            | 7                                      |
| Attorney                                     | 1,000             | 1,105            | (105)                                  |
| Mileage                                      | 50                | 26               | 24                                     |
| Printing and publications                    | 750               | 521              | 229                                    |
| Recording secretary                          | 3,000             | 2,820            | 180                                    |
| Professional fees                            | 17,000            | 3,590            | 13,410                                 |
| <b>Total planning commission</b>             | <b>34,250</b>     | <b>18,092</b>    | <b>16,158</b>                          |

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

## MARION TOWNSHIP

GENERAL FUND (PRE GASB 54 RESTATEMENT)  
 STATEMENT OF EXPENDITURES - BUDGET AND ACTUAL - continued  
 FOR THE YEAR ENDED JUNE 30, 2024

|                                      | Amended<br>Budget   | Actual              | Variance<br>Favorable<br>(Unfavorable) |
|--------------------------------------|---------------------|---------------------|--|
| <b>Zoning administrator</b>          |                     |                     |  |
| Salary                               | 47,900              | 47,488              | 412                                    |
| Mileage                              | 1,400               | 1,263               | 137                                    |
| Attorney                             | 500                 | 194                 | 306                                    |
| Supplies                             | 250                 | 148                 | 102                                    |
| Training and seminars                | 250                 |                     | 250                                    |
| <b>Total zoning administrator</b>    | <u>50,300</u>       | <u>49,093</u>       | <u>1,207</u>                           |
| <b>Zoning board of appeals</b>       |                     |                     |  |
| Salaries                             | 3,500               | 1,155               | 2,345                                  |
| Attorney                             | 1,000               |                     | 1,000                                  |
| Printing and publications            | 200                 | 53                  | 147                                    |
| Recording secretary                  | 500                 | 220                 | 280                                    |
| Training and seminars                | 750                 | 231                 | 519                                    |
| <b>Total zoning board of appeals</b> | <u>5,950</u>        | <u>1,659</u>        | <u>4,291</u>                           |
| <b>Contingency</b>                   | <u>15,000</u>       |                     | <u>15,000</u>                          |
| <b>General public works</b>          |                     |                     |  |
| Supplies                             | 100                 | 48                  | 52                                     |
| Mileage                              | 25                  |                     | 25                                     |
| <b>Total general public works</b>    | <u>125</u>          | <u>48</u>           | <u>77</u>                              |
| <b>Drains</b>                        | <u>401,000</u>      | <u>382,994</u>      | <u>18,006</u>                          |
| <b>Roads</b>                         |                     |                     |  |
| Maintenance and improvements         | 500,000             | 322,167             | 177,833                                |
| Dust control                         | 75,000              | 50,971              | 24,029                                 |
| <b>Total roads</b>                   | <u>575,000</u>      | <u>373,138</u>      | <u>201,862</u>                         |
| <b>Cemetery</b>                      | <u>7,550</u>        | <u>7,144</u>        | <u>406</u>                             |
| <b>Recreation</b>                    | <u>233,025</u>      | <u>126,574</u>      | <u>106,451</u>                         |
| <b>Total expenditures</b>            | <u>\$ 3,760,365</u> | <u>\$ 3,209,002</u> | <u>\$ 551,363</u>                      |

This supplementary information shows the General Fund prior to the implementation of GASB 54, and as such does not present the results on the basis of generally accepted accounting principles but is presented solely for supplemental information.

**PROPRIETARY SEWER FUND**

MARION TOWNSHIP

PROPRIETARY SEWER FUND  
STATEMENT OF REVENUES AND EXPENSES FOR OPERATIONS ONLY  
FOR THE YEARS ENDED JUNE 30, 2015 - 2024

|                                     | 6/30/2024  | 6/30/2023  | 6/30/2022  | 6/30/2021  | 6/30/2020   | 6/30/2019  | 6/30/2018   | 6/30/2017  | 6/30/2016  | 6/30/2015  |
|-------------------------------------|------------|------------|------------|------------|-------------|------------|-------------|------------|------------|------------|
| <b>REVENUE</b>                      |            |            |            |            |             |            |             |            |            |            |
| User charges -                      |            |            |            |            |             |            |             |            |            |            |
| Quarterly charges for usage         | \$ 498,855 | \$ 461,359 | \$ 410,058 | \$ 359,303 | \$ 290,146  | \$ 298,756 | \$ 289,447  | \$ 264,297 | \$ 254,001 | \$ 239,446 |
| <b>EXPENSES</b>                     |            |            |            |            |             |            |             |            |            |            |
| Contract labor                      | 41,976     | 26,013     | 33,792     | 23,798     | 35,643      | 32,098     | 25,544      | 38,433     | 45,275     | 39,527     |
| Sewer usage fee                     | 320,696    | 280,371    | 297,710    | 227,645    | 192,157     | 197,379    | 178,739     | 153,914    | 151,343    | 137,972    |
| Repairs and maintenance             | 1,350      | 675        | 5,410      | 13,384     | 35,804      | 674        | 33,937      | 714        | 1,658      | 13,840     |
| Utilities                           | 18,742     | 13,730     | 12,802     | 12,034     | 11,498      | 10,436     | 9,749       | 10,326     | 8,164      | 10,237     |
| Telephone                           | 4,317      | 4,742      | 5,624      | 15,598     | 12,696      | 10,044     | 7,158       | 5,189      | 7,485      | 5,988      |
| Administrative fees -               |            |            |            |            |             |            |             |            |            |            |
| Reimbursement to general fund       | 0          | 3,000      | 3,000      | 3,000      | 6,000       |            |             |            | 5,000      | 4,000      |
| Billing administrative (Genoa Twp.) | 27,715     | 26,579     | 24,269     | 22,886     | 20,597      | 20,229     | 19,877      | 18,971     | 18,055     | 16,915     |
| Professional fees                   | 10,700     | 6,688      | 9,261      | 6,300      | 13,171      | 35,632     | 45,999      | 25,238     | 7,531      | 17,218     |
| Refunds                             |            |            |            |            |             | 1,494      |             | 17,683     |            |            |
| Miscellaneous                       |            |            |            |            |             |            |             |            | 440        |            |
| <b>Total expenses</b>               | 425,496    | 361,798    | 391,868    | 324,645    | 327,566     | 307,986    | 321,003     | 270,468    | 244,951    | 245,697    |
| <b>Net operating income (loss)</b>  | \$ 73,359  | \$ 99,561  | \$ 18,190  | \$ 34,658  | \$ (37,420) | \$ (9,230) | \$ (31,556) | \$ (6,171) | \$ 9,050   | \$ (6,251) |

**MARION TOWNSHIP  
PLANNING COMMISSION  
REGULAR MEETING  
NOVEMBER 26, 2024 / 7:30PM**

**PARTIAL MINUTES FOR BOARD OF TRUSTEES - SEE HIGHLIGHTED AREA**

**PC MEMBERS PRESENT:** LARRY GRUNN – *CHAIRPERSON*  
JIM ANDERSON – *VICE CHAIRPERSON*  
CHERYL RANGE - *SECRETARY*  
BOB HANVEY  
BRUCE POWELSON

**PC MEMBERS ABSENT:**

**OTHERS PRESENT:** DAVID HAMANN - *MARION TWP. ZONING ADMINISTRATOR*  
ZACH MICHELS – *TOWNSHIP PLANNER*  
PHIL WESTMORELAND – *TOWNSHIP ENGINEER*

-----  
**CALL TO  
ORDER**

Larry Grunn called the meeting to order at 7:30 pm.

**APPROVAL OF AGENDA**

Jim Anderson made a motion to approve the November 26, 2024 agenda as presented. Bill Fenton seconded. **5-0 MOTION CARRIED**

**APPROVAL OF MINUTES**

Cheryl Range made a motion to approve the October 22, 2024 Planning Commission minutes as amended. Jim Anderson seconded. **5-0 MOTION CARRIED**

**CALL TO PUBLIC**

No comment made by the public.

**NEW BUSINESS:**

**SPR# 03-24 SUP# 02-24 MEADOWS NORTH PRELIMINARY SITE PLAN REVIEW**

Pat Keough is the representative for Mitch Harris and reviewed the summary for Meadows North. Pat explained that they were originally proposing 300 units when the traffic study was completed. They are now only proposing 167 units.

Phil Westmoreland reviewed the items they would like to see on the final site plan.

Ruth Clements resides at 804 Spirea and is on the HOA Board for the Meadows. Ms. Clements is concerned about the wetlands nearby the proposed development project. She inquired about EGLE reviewing the development. Pat Keough stated that EGLE does complete a review.

Kathy Haviland-Acker resides at 1149 Peavy Road and is concerned about the overpopulated schools within the Howell School district. She is also concerned about the existing wildlife, increased traffic, potential crime, noise and the development decreasing the value of her home.

An Attorney representing the residents on parcel 18 would like Mitch Harris to be conscious of the ambient surroundings.

Mark Mynsberge resides at 1019 Spirea and is the President for the HOA Board of the Meadows. Mr. Mynsberge made a comment about the existing bylaws.

Zach Michels stated that the number of school-aged kids attending Howell Public Schools is down from previous years. Zach also addressed concerns about spot-zoning and potential reasons for changing the zoning for a particular parcel.

Cheryl Range made a motion to recommend approval to the Board of Trustees for the Meadows North development with the following recommendations.

Motion was withdrawn.

Jim Anderson made a motion to recommend approval to the Board of Trustees for SPR# 03-24 SUP# 02-24 MEADOWS NORTH PRELIMINARY SITE PLAN, with the following recommendations.

- Include the complete traffic study on the final site plan.

- Include the maintenance agreement for the Fire Department emergency access from the Meadows, in the homeowner's agreement.

- Include the maintenance agreement for billboard easements and the gas storage valve easements, in the homeowner's agreement.

- Include the Fire Department review of the emergency access to the units located in the north-west corner of the development, that will only be accessed by crossing a major Township drain.

- Require the street lights to be LED.

- Include the review from the Drain Commission.

Bill Fenton seconded. **5-0 MOTION CARRIED**

**PARTIAL MINUTES TAKEN BY:** Jessica S. Timberlake

MARION TOWNSHIP  
2877 W. COON LAKE ROAD  
HOWELL, MI 48843  
Phone 517-546-1588  
Fax 517-546-6622

**TRANSMITTAL**

**TO:** Board of Trustees

**DATE** December 19, 2024

**PROJECT** Preliminary **REVIEW**  
Meadows North  
SPR#03-24

**VIA** Hand Delivery

WE ARE SENDING: ☒ Herewith ☐ Under Separate Cover

THE FOLLOWING:

- Site Plan review for SPR#03-24 dated 11-11-2024 Meadows North
- Planner Review letter dated 8-8-2024 & 11-11-2024
- Spicer Group Review letter dated 9-3-2024 & 11-25-2024
- Howell Fire letter dated 9-13-2024
- Planning Commission Minutes from November 26, 2024 meeting
- LCRC email dated 8-19-2024 from Kim Hiller
- LCHD email dated 9-10-2024 from Aaron Aumock
- LCDC email dated 9-11-2024 & 12-3-2024

FOR YOUR: ☒ approval/ denial ☐ as requested  
☐ other ☐ review & comment

REMARKS:

The attached Site Plan for SPR#03-24 Meadows North. This information is for Preliminary **Review and approval** Let me know if you have any questions.

FROM: Dave Hamann, Zoning Administrator

Copy: file



# Preliminary Site Plan for Marion Township Planning Commission

## INTRODUCTION

|                 |  |
|-----------------|--|
| Petition Number | Meadows North, SPR 03-24 and SUP 02-24   |
| Applicant       | Patrick Keough, on behalf of Mitch Harris Building Company                       |
| Request         | Preliminary site plan for a multiple-family building condominium                 |
| Location        | 1410 Pinckney<br>Southern side of Interstate 96, between D-19/Pinckney and Peavy |
| Site Plan Date  | November 11, 2024  |

## PETITION SUMMARY

The applicant is requesting preliminary site plan for a multiple-family development, condominium project with 167 dwelling units. The dwelling units will be attached, with some two, three, and four-unit buildings. A special land use approval will also be required for this project.

It is our understanding that the dwelling units will be offered for sale, with the unit boundaries consistent with the building envelope. It is common for these types of developments to include limited common elements around the dwelling unit for driveways, hvac condensers, generators, decks, or patios.

Multiple-family developments are a special land use in the UR Urban Residential zoning district.

Multiple-family developments require site plan review and approval. The project is seeking preliminary site plan at this time. Preliminary site plan is intended to determine general compliance with the Township's ordinances. It does not guarantee final site plan approval or special land use approval.

Preliminary site plans are reviewed by the Planning Commission, which forwards them with a recommendation to the Township Board for a final decision. A completed final site plan application must be submitted within 1 year of preliminary site plan approval.

## PROPERTY/SITE INFORMATION

|                |  |
|----------------|--|
| Address        | 1410 Pinckney  |
| Location       | Southern side of Interstate 96, between D-19/Pinckney and Peavy  |
| Parcel Numbers | <i>Parcel numbers on the site plan do not match those shown on the Livingston County GIS. It appears property boundary adjustments/ divisions are not shown on the GIS system.</i> |



|                     |   |
|---------------------|---|
| Lot Area            | 74.44 (gross, includes right-of-way)<br>Net is unknown      |
| Frontage            | ~66 feet (Peavy)<br>~150 feet (D-19/ Pinckney)              |
| Current Zoning      | Urban Residential (UR) with conditions                      |
| Existing Uses       | Vacant/undeveloped, woodland, wetlands, oil well, billboard |
| Future Land Use Map | High Density Residential                                    |

Surrounding Properties

|       | Zoning   | Use  | Future Land Use                      |
|-------|--|--|--------------------------------------|
| North | SR Suburban Residential, n/a                                   | Single-family residential, I-96                      | Commercial, n/a                      |
| East  | HS Highway Service, n/a  | Commercial, I-96                                     | Commercial, n/a                      |
| South | UR Urban Residential, HS Highway Service                       | Commercial, Multiple-family residential, Undeveloped | Commercial, High Density Residential |
| West  | SR Suburban Residential, ERS1 Existing Residential Subdivision | Single-family residential, Undeveloped woodlands     | Commercial, High Density Residential |

Information required for preliminary site plans is outlined in §18.03(B) Information Required. Most, but not all, of the noted information is included. The following information is not included: aerial image of site and vicinity, depiction of natural features to be retained or removed, construction phasing, building details (*floor area, height*), and common open space details.

*Items to be Addressed: Some sheets of the site plan continue to refer to the zoning district for portions of the site as HS Highway Service. A zoning map amendment was approved for the site, changing it to UR Urban Residential with conditions. The zoning district should be corrected with reference to the conditions associated with that approval.*

*Aerial image of the site and vicinity added to final site plan.*

*Gross and net lot area both added to final site plan.*

*Extent of disturbed area/natural features to be removed/retained added to the final site plan.*

*Construction phasing added to final site plan.*

*Building details, such as floor area and dimensioned height, added to final site plan.*

*Determination of any missing preliminary site plan information that needs to be added for Planning Commission review and recommendation.*

## NATURAL RESOURCES

|            |   |
|------------|---|
| Topography | The site is undulating with complex slopes, but generally sloped downwards to the Marion Drain/South Branch of Shiawassee River.  |
| Wetlands   | Wetland areas run throughout the site adjacent to the Marion Drain/South Branch of Shiawassee River. Because these wetlands are connected with a waterbody, it is likely that they are considered state-regulated wetlands.   |
| Woodlands  | There are woodlands primarily on the eastern and northern portions of the site. There is also a significant tree line running east and west across the western portion of the site. The site plan does not clearly identify the area of disturbed woodlands or trees to be removed. |
| Soils      | Several soil types on the site, including several types of loams, loamy sands, and muck. Loams and sandy loams are appropriate for development. Mucks present limitations for development.  |
| Water      | There is a county-regulated drain/river, Marion Drain/South Branch Shiawassee River, flowing across the northern portion of the site, which has a 66-foot-wide easement. A bridge/box culvert will cross the drain/river.   |

*Items to be Addressed: Natural features to be removed to be added to the final site plan.*

## DEVELOPMENTAL STANDARDS

General developmental standards for UR Urban Residential districts are defined in §8.03(E) Site Development Requirements. In some cases, the specific standards for multiple-family developments take precedent over the base zoning district standards.

|                    | Required           | Proposed                   | Complies |
|--------------------|--------------------|----------------------------|----------|
| Lot Area           | 15,000 square feet | n/a                        | n/a      |
| Frontage           | 75 feet            | n/a                        | n/a      |
| Front-yard Setback | 30 feet            | 30 feet (curb or sidewalk) | Yes      |
| Side-yard Setback  | 15 feet            | n/a                        | n/a      |
| Rear-yard Setback  | 25 feet            | n/a                        | n/a      |
| Lot Coverage       | 35 percent         | n/a                        | n/a      |

|        |         |     |     |
|--------|---------|-----|-----|
| Height | 35 feet | n/a | n/a |
|--------|---------|-----|-----|

*Items to be Addressed: If a private road is dedicated, the front-yard setback should be measured from the edge of that right-of-way. It is our understanding the internal roadway will not be dedicated as a private road, but will instead remain within a general common element.*

### MULTIPLE-FAMILY DEVELOPMENT STANDARDS

Specific standards for multiple-family residential developments are defined in §17.21 Multiple-Family Developments. Some developmental standards have been modified as part of the original planned unit development approval.

|                                | Required  | Proposed                             | Complies |
|--------------------------------|---|--------------------------------------|----------|
| Zoning District                | UR Urban Residential<br>(special land use)                                      | UR Urban Residential with conditions | Yes      |
| Density                        | 10 units per acre maximum   | ~ 2.2 units per acre                 | Yes      |
| Access                         | Major thoroughfare  | Peavy                                | Unknown  |
| Buffering                      | Along single-family districts and non-residential districts                     | Unknown                              | Unknown  |
| Congestion/ Traffic Flow       | Minimize congestion and interference with normal traffic flow                   | Unknown                              | Unknown  |
| Street/ Driveway Materials     | All-weather road surface  | Asphalt                              | Yes      |
| Dwelling Unit Access           | 150 feet from drive or street maximum   | < 35 feet                            | Yes      |
| Residential Structure Setbacks | 30 feet between façades with openings, 20 feet between façades without openings | 30 feet +                            | Likely   |
| Lot Coverage                   | 30 percent maximum  | 10.9 percent                         | Likely   |
| Public Sewer                   | Public sewer required   | Public sewer shown                   | Likely   |



|                            |  |                               |             |
|----------------------------|--|-------------------------------|-------------|
| Drainage                   | Adequate drainage provided                                     | Several detention ponds shown | Unknown     |
| Open Space                 | 10 percent of site or 2,000 square feet per unit minimum       | Unknown                       | Unknown     |
| Parking Lighting           | Off-street parking areas adequately lit                        | Unknown                       | Unknown     |
| Roadway and Driveway Width | One-way: 13 feet, Two-way: 24 feet, Driveways: 10 feet minimum | Roads: 24 feet, Unknown       | Yes, Likely |
| Utility Location           | Underground  | Underground                   | Yes         |
| Other Uses                 | Office space, Laundry, Auxiliary storage, Recreation areas     | Unknown                       | Likely      |
| Height                     | 35 feet maximum, taller allowed based on firefighting capacity | 22.3 feet                     | Yes         |

*Items to be Addressed: Specific standards for multiple-family developments added to the final site plan.*

*Units per acre calculation added to final site plan.*

*Confirmation from the Township Engineer and/or Livingston County Road Commission that Peavy is considered a major thoroughfare.*

*See Landscaping section of this report for additional details on buffering.*

*Confirmation from the Township Engineer and/or Livingston County Road Commission that the proposed development will not result in significant congestion or interference with normal traffic flow.*

*The minimum dimensioned setback between buildings is 30 feet, but not all building setbacks are dimensioned. All building-to-building setbacks (including decks) to be added to the final site plan.*

*Confirmation by Township Engineer/sewer authority that adequate capacity exists for sanitary sewer system connection.*

*Comment on drainage system capacity and design is deferred to the Township Engineer.*

*Driveway widths to be added to the final site plan. We also note that some driveway locations conflict with currently-proposed fire hydrant locations.*

*Confirmation by the applicant if any of the auxiliary uses will be included on the site, with any of those uses shown on the final site plan.*

*Building height, as defined in the zoning ordinance, to be dimensioned in the final site plan.*

## ACCESS AND CIRCULATION

The development will be accessed from Peavy to the west with a boulevard entrance. The site has frontage along D-19/Pinckney, but it is our understanding that access would not be permitted from that area.

An emergency access has been added from The Meadows to the south.

The internal roadways will be the 24 feet required for multiple-family developments.

The curve radii for the 90-degree intersections are 35 feet. Although this design is generally consistent with ASHTO standards for highway design, the National Association of City Transportation Officials, recommends smaller radii of 15 feet or less. Smaller radii naturally reduce vehicular speeds and are more consistent with traditional residential areas.

Sidewalks are provided on one side of the internal roadways. Pedestrian access is not provided into the site from Peavy or D-19/Pinckney. The sidewalks are shown as 5 feet wide.

The proposed cul-de-sac is completely paved over. It should be possible to place a landscaped island within the center of the cul-de-sac without impacting large vehicle access. This would reduce the impervious surface area and provide an area for additional landscaping.

Additional comments are deferred to the Township Engineer, Fire Inspector, and Livingston County.

*Items to be Addressed: Confirmation from applicant that road access would not be permitted from D-19/Pinckney.*

*Consideration of reduced turn radii.*

*Consideration of pedestrian connections in to/out of the site.*

*Consideration of landscape island in cul-de-sac.*

## SIGNAGE

The site plan does not show the location of any proposed development signs or traffic control signs.

Those details should be included on the final site plan.

*Items to be Addressed: None at this time.*



## LANDSCAPING

The preliminary site plan does not include any landscaping plans.

It appears possible to provide adequate buffering/screening along the exterior of the site.

The plan has been revised to eliminate the planting strip between the sidewalk and curb. Street trees will be planted behind the sidewalk. Attention will be required to ensure that trees planted in this area will not damage the sidewalk or utilities.

*Items to be Addressed: None at this time.*

## LIGHTING

The site plan does not provide any details for lighting.

It is likely that the applicant will want to use light emitting diode light fixtures. The Zoning Ordinance, §14.014(E)(2) requires high-pressure sodium, which has a color temperature of 1900K to 2000K. The Planning Commission may approve alternate luminaires that use "warm white or natural lamp colors," but the color temperature should be 3000K or less.

*Items to be Addressed: Planning Commission guidance on any additional locations for street lighting, such as the entrance at Peavy.*

*Planning Commission guidance on whether it would consider an alternate light source in place of high-pressure sodium.*

## DECISION CONSIDERATIONS

Site plan approval is required for the proposed multiple-family development use and improvements. Specific review standards are not defined for preliminary site plans, but §18.04(C). The Planning Commission should determine if the proposed site plan is in general compliance with the zoning ordinance and applicable regulations.

As noted throughout this report, there are a couple of items that may require additional information or determination from the Planning Commission, but revisions have been made on most substantive issues that were previously discussed. The Planning Commission can postpone action to request additional information or make a recommendation with conditions.

In general, it appears that the revised site plan does or could meet the general standards of the zoning ordinance and other applicable regulations, except as otherwise noted. Additional information can be added to the final site plan.

### PETITION TIMELINE

Conditional zoning map amendment approved in 2023.

The application was submitted on August 14, 2024.

Preliminary site plan and special land use application was reviewed by the Planning Commission at its September 24, 2024, meeting and postponed to allow the applicant an opportunity to add missing information and make revisions to the plans.

Revised site plan was submitted on November 10, 2024.

The preliminary site plan application will go before the Planning Commission at its November 26, 2024, meeting.

The special land use application will go before the Planning Commission at its December 17, 2024, meeting.

### CONCLUSION

The application for the preliminary site plan for Meadows North is generally complete. This report notes recommendations for additional information and potential modifications and conditions. Any information that does not impact the Planning Commission's ability to determine if the preliminary site plan generally complies with the applicable ordinances can be added to the final site plan.

Approval should be contingent on special land use approval for the multiple-family residential use.

Additional reviews by the Township Engineer, various Livingston County agencies, and state agencies should also be considered as part of review.

The Planning Commission is a recommending body, with the Township Board making the final decision.

We look forward to helping facilitate this process at the meeting.

---

Zach Michels  
*Quality Zoning*  
*Dexter, MI*



# Preliminary Site Plan and Special Land Use Review for Marion Township Planning Commission

## INTRODUCTION

Petition Number Meadows North, SPR 03-24 and SUP 02-24  
Applicant Patrick Keough, on behalf of Mitch Harris Building Company  
Request Preliminary site plan and special land use for a multiple-family building condominium  
Location 1410 Pinckney  
Southern side of Interstate 96, between D-19/Pinckney and Peavy  
Site Plan Date August 8, 2024

## PETITION SUMMARY

The applicant is requesting preliminary site plan and special land use approval for a multiple-family development, detached condominium project with 144 dwelling units. The dwelling units will be attached, with some two, three, and four-unit buildings. 172

It is our understanding that the dwelling units will be offered for sale, with the unit boundaries consistent with the building envelope. It is common for these types of developments to include limited common elements around the dwelling unit for driveways, hvac condensers, generators, decks, or patios.

Multiple-family developments are a special land use in the UR Urban Residential zoning district.

Multiple-family developments require site plan review and approval. The project is seeking preliminary site plan at this time. Preliminary site plan is intended to determine general compliance with the Township's ordinances. It does not guarantee final site plan approval.

Preliminary site plans are reviewed by the Planning Commission, which forwards them with a recommendation to the Township Board for a final decision. A completed final site plan application must be submitted within 1 year of preliminary site plan approval.

## PROPERTY/SITE INFORMATION

Address 1410 Pinckney  
Location Southern side of Interstate 96, between D-19/Pinckney and Peavy  
Parcel Numbers *Parcel numbers on the map do not match those shown on the Livingston County GIS. It appears property boundary adjustments/ divisions are not shown on the GIS system.*



## NATURAL RESOURCES

|            |   |
|------------|---|
| Topography | The site is undulating with complex slopes, but generally sloped downwards to the Marion Drain/South Branch of Shiawassee River.  |
| Wetlands   | Wetland areas run throughout the site adjacent to the Marion Drain/South Branch of Shiawassee River. Because these wetlands are connected with a waterbody, it is likely that they are considered state-regulated wetlands.   |
| Woodlands  | There are woodlands primarily on the eastern and northern portions of the site. There is also a significant tree line running east and west across the western portion of the site. The site plan does not identify the area of disturbed woodlands or trees to be removed. |
| Soils      | The site plan does not include a soil map. The USDA Soil Viewer identifies several soil types on the site, including several types of loams, loamy sands, and muck. Loams and sandy loams are appropriate for development. Mucks present limitations for development.       |
| Water      | There is a county-regulated drain/river, Marion Drain/South Branch Shiawassee River, flowing across the northern portion of the site, which has a 66-foot-wide easement. A bridge will cross the drain/river.   |

*Items to be Addressed: Because the project appears to impact state-regulated wetlands, an EGLE permit is likely to be required. This should be added to the required permits on the Cover Sheet. Additional comment is deferred to the Township Engineer.*

*Extent of woodlands shown on the site plan.*

*Natural features to be removed shown on the site plan.*

*Consideration for preservation of a portion of the east/west tree line.*

## DEVELOPMENTAL STANDARDS

General developmental standards for UR Urban Residential districts are defined in §8.03(E) Site Development Requirements. In some cases, the specific standards for multiple-family developments take precedent over the base zoning district standards.

|                    | Required           | Proposed                   | Complies |
|--------------------|--------------------|----------------------------|----------|
| Lot Area           | 15,000 square feet | n/a                        | n/a      |
| Frontage           | 75 feet            | n/a                        | n/a      |
| Front-yard Setback | 30 feet            | 25 feet (curb or sidewalk) | No*      |

|                            |  |                               |             |
|----------------------------|--|-------------------------------|-------------|
|                            | between façades without openings                               |                               |             |
| Lot Coverage               | 30 percent maximum   | Unknown                       | Likely      |
| Public Sewer               | Public sewer required  | Public sewer shown            | Likely      |
| Drainage                   | Adequate drainage provided                                     | Several detention ponds shown | Unknown     |
| Open Space                 | 10 percent of site or 2,000 square feet per unit minimum       | Unknown                       | Unknown     |
| Parking Lighting           | Off-street parking areas adequately lit                        | Unknown                       | Unknown     |
| Roadway and Driveway Width | One-way: 13 feet, Two-way: 24 feet, Driveways: 10 feet minimum | Roads: 28 feet, Unknown       | Yes, Likely |
| Utility Location           | Underground  | Underground                   | Yes         |
| Other Uses                 | Office space, Laundry, Auxiliary storage, Recreation areas     | Unknown                       | Likely      |
| Height                     | 35 feet maximum, taller allowed based on firefighting capacity | Unknown                       | Likely      |

*Items to be Addressed: Specific standards for multiple-family developments added to the site plan.*

*Confirmation from the Township Engineer and/or Livingston County Road Commission that Peavy is considered a major thoroughfare.*

*See Landscaping section of this report for additional details on buffering.*

*Confirmation from the Township Engineer and/or Livingston County Road Commission that the proposed development will not result in significant congestion or interference with normal traffic flow. A traffic study would identify impacts on surrounding roads and intersections and identify necessary improvements, such as turning lanes or passing flares.*

*Confirmation from the applicant that road and driveway surfaces will be all-weather materials, such as asphalt or concrete, with a noted added to the site plan.*



accessible. A trail to D-19/Pinckney could provide future access to Howell for pedestrians and bicyclists.

It is our understanding that the billboard and oil well will remain on the site as it is developed. The access for these is not shown on the site plan.

The proposed cul-de-sac is completely paved over. It should be possible to place a landscaped island within the center of the cul-de-sac to reduce the amount of paved surfaces.

*Items to be Addressed: Confirmation from applicant that road access would not be permitted from D-19/Pinckney.*

*Consideration of reduced roadway width in certain locations.*

*Consideration of reduced turn radii.*

*Consideration of internal sidewalk and crosswalks.*

*Consideration of pedestrian connections in to/out of the site.*

*Billboard and oil well access shown on site plan.*

*Consideration of landscape island in cul-de-sac.*

## SIGNAGE

The site plan does not show the location of any proposed development signs or traffic control signs.

Those details should be included on the final site plan.

*Items to be Addressed: None at this time.*

## LANDSCAPING

The preliminary site plan does not include any landscaping plans.

It appears possible to provide adequate buffering/screening along the exterior of the site.

The planting strip between the sidewalk and back of curb appears to be very narrow. Attention will be required to ensure that trees planted in this area will not damage the curbing or sidewalk.

*Items to be Addressed: None at this time.*

Meadows North  
Preliminary Site Plan  
Special Land Use  
September 3, 2024

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### PETITION TIMELINE

Conditional zoning map amendment approved in 2023.

The application was submitted on August 14, 2024.

The application will go before the Planning Commission at its September 24, 2024, meeting.

### CONCLUSION

The application for the preliminary site plan and special land use of Meadows North is generally complete. This report notes recommendations for additional information and potential modifications and conditions.

Additional reviews by the Township Engineer, various Livingston County agencies, and state agencies should also be considered as part of review.

The Planning Commission is a recommending body.

We look forward to helping facilitate this process at the meeting.

---

Zach Michels  
*Quality Zoning*  
*Dexter, MI*



ENGINEERS ♦ SURVEYORS ♦ PLANNERS ♦ ARCHITECTS

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November 25, 2024

Dave Hamann, Zoning Administrator  
Marion Township  
2877 W. Coon Lake Road  
Howell, MI 48843

RE: Meadows North Site Plan  
Preliminary Site Plan Review – Revision 1

Dear Mr. Hamann,

We have received and reviewed the site plan for the proposed single family condo development at the southwest corner of I-96 eastbound exit ramp and Pinckney Road. The plans were prepared by Ace Civil Engineering, LLC for Mitch Harris Building Co. and are dated August 8, 2024. This is the same date listed on the previous plan set. Based on our review, we offer the following comments:

**General**

The proposed site use is for a 167-unit condominium project that used two-plex and three-plex units. single family. The site consists of four parcels that are zoned Urban Residential (UR). To the north and east is the City of Howell, to the west is Suburban Residential (SR), and to the south is Highway Service (HS). Multi-family residents are allowed in this UR as a special use.

There are several wetlands delineated within the development site. The Marion-Genoa Drain runs through the site as well. There are two wetland/drain crossings being proposed to construct the internal access roads. Both crossings will be accomplished using an open-bottom box culvert. The crossings will result in some level of wetland disturbance. The other wetlands on the site do not appear to be disturbed by the development. Permits from LCDC and EGLE will be required prior to beginning construction.

Several utilities exist on the site including gravity sanitary sewer, sanitary forcemain, and gas. An easement is for the existing gas equipment, including a driveway. Details about the material and construction of the drive to the gas equipment should be provided in the future

All setbacks are listed correctly on the plans and are displayed correctly. However, they should be dimensioned on the plans for clarity.

The lot coverage is listed on the plans and is 10.9%, which is less than the maximum allowable for this zoning.

Maximum building height for this zone is 35'. The maximum building height listed on the plans is 22'-4".

Legal descriptions are provided for each of the three parcels and close within acceptable tolerances.

The plans have been signed and sealed by a Professional Engineer.

---

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November 25, 2024

Page 3 of 4

onto one of four detention basins. Three of the four detention basins are proposed to outlet to the Marion Genoa Drain. These outlets will need to be reviewed and approved by Livingston County Drain Commissioner. The fourth detention basin is proposed to outlet to an existing wetland onsite. Calculations showing detention provided for this basin have been shown but additional calculations will be needed demonstrating the ultimate outlet for this runoff and the areas in between will not be flooded due to the increased runoff volume.

The approval from Livingston County Drain Commissioner regarding allowable discharge for each of the detention basins to the Marion Genoa Drain should be provided.

A storm sewer system is proposed to migrate additional runoff caused by development of the site. Four detention basins are proposed on the site. Each of the basins provides the required storm water storage as indicated by the included drainage calculations. These calculations will be reviewed during construction plan review. It should be noted that any errors existing in the drainage calculations it may lead to significant changes to the layout of the site. We defer to Livingston County Drain Commissioner for further comment on the drainage and proposed storm system on the site.

#### **Site Access and Paving**

There is one main entrance proposed to the site off Peavy Drive. This entrance is divided two lane road with accelerate-decelerate and left turn lanes proposed to improve the existing road. A traffic study was conducted in 2023 for the Meadows North development for 294 residential units that concluded no changes were needed to the Peavy Road-Mason Road intersection. The current Meadows North project is proposing 167 residential units, however, 144 residential units are proposed at Tamarack Place. This development will also be accessed off Peavy Road and should be included in the traffic study. An updated traffic study should be provided to determine if the surrounding roads can handle the influx of traffic this development would bring.

Paving on the site consists of 28' wide asphalt roads with mountable curbs. One of the proposed roads crosses the Marion Genoa Drain. A new open bottom box culvert is proposed to replace the existing crossing. A second crossing is proposed on a branch of the drain. A note of the plans details that the Drain Commissioner will assist in the design of the culverts and then assume responsibility of the two drain crossings. Care must be taken when sizing the upstream culvert to ensure that upstream drainage is not impeded for large rain events, as it appears to provide drainage for I-96. Calculations and details for the construction of these culverts should be provided during construction plan review.

An emergency only access drive is proposed between the proposed development and the Meadows in the southwest corner of the proposed site. The proposed drive is gravel and will have a locked gate that the Howell Fire Authority will control. The drive is connected to the cul-de-sac in the southwest corner of the proposed development. Minor changes were made to the cul-de-sac to accommodate this drive. Information on how the driveway will be defined when the path is obscured, such as with snow, should be provided.

#### **Landscaping and Lighting**

A landscaping plan or lighting plan is not provided. Both should be provided so they may be reviewed for utility conflicts.



September 3, 2024

Dave Hamann, Zoning Administrator  
Marion Township  
2877 W. Coon Lake Road  
Howell, MI 48843

RE: Meadows North Site Plan  
Preliminary Site Plan Review

Dear Mr. Hamann,

We have received and reviewed the site plan for the proposed single family condo development at the southwest corner of I-96 eastbound exit ramp and Pinckney Road. The plans were prepared by Ace Civil Engineering, LLC for Mitch Harris Building Co. and are dated August 8, 2024. Based on our review, we offer the following comments:

**General**

For many of the notes on the composite site plan, it is not possible to read the words of the note due to the type and size of the font. Therefore, information that may be critical to the review is not available. This occurs on both prints and electronic copies of the plan. This will need to be corrected on subsequent reviews.

The proposed site use is for a 172-unit condominium project that uses two-plex, three-plex and four-plex units. The site consists of four parcels that are zoned Urban Residential (UR). To the north and east is the City of Howell, to the west is Suburban Residential (SR), and to the south is Highway Service (HS). Multi-family residents are allowed in this UR as a special use.

There are several wetlands delineated within the development site. The Marion-Genoa Drain runs through the site as well. There are two wetland/drain crossings being proposed to construct the internal access roads. Both crossings will be accomplished using an open-bottom box culvert. The crossing will result in some level of wetland disturbance. The other wetlands on the site do not appear to be disturbed by the development. Permits from LCDC and EGLE will be required prior to beginning construction.

Several utilities exist on the site including gravity sanitary sewer, sanitary forcemain, and gas. The plans should show how access to the existing gas equipment will be provided in the future.

The front setback is 30' and should be correctly listed on the plans. All other setbacks are correct, however, these setbacks should be depicted and labeled on the site plan clearly.

The correct maximum lot coverage is listed on the plans, however, actual lot coverage should be listed as well to verify the site's compliance.



September 9, 2024

Page 2 of 5

Maximum building height for this zone is 35'. The plans should clearly show what the maximum height is for each building type to verify compliance.

Legal descriptions are provided for each of the three parcels and close within acceptable tolerances.

The plans have been signed and sealed by a Professional Engineer.

### **Water**

An existing 16" water main runs along I-96 and an existing water main of unknown size runs along Peavy Road. The proposed water main is to be connected to these mains at the north and west sides of the site. The water main is looped within the site, as recommended, with several fire hydrants shown.

No water leads are shown on the plans. Each building should have its own lead. A separate fire suppression line may be required by the Fire Marshal. We defer further comment on the fire suppression requirement to the Fire Marshal.

The water main appears to maintain at least 10 feet of separation between other parallel storm or sanitary sewers as it required by EGLE. In addition, the water main is located in the greenbelt as recommended. The water main is proposed to cross the Marion-Genoa Drain at one location. Details should be provided for how this crossing will be constructed during construction plan review. All work within the drain ROW will require a permit from Livingston County Drain Commissioner.

The water main will require an easement for MHOG's access and maintenance. This is not required during the site plan review but should be noted.

We defer to MHOG for further comment on the water main.

### **Sanitary**

Existing gravity sanitary sewer and a forcemain runs through the site. The forcemain transports all of Marion Township's sanitary system's waste to the treatment center, so care should be taken during construction to avoid disturbing or damaging the pipe.

The proposed sanitary sewer is to connect to the existing system at three different points as a gravity system. Based on simple slope and depth calculations, it appears the system will have sufficient depth to service the site. Detailed calculations and profiles will be reviewed during the construction plan review stage.

It is assumed that this development will require 172 REUs. If for any reason the developer believes this number should be different, detailed calculations and analysis will be required.



No sanitary leads are shown on the plans. Each multi-unit building will be required to have its own lead. Leads for adjacent buildings cannot be combined. A note regarding this should be added to the plans.

The proposed sanitary sewer within the site will require a 20'-wide easement for the Township's access and maintenance. It is not required to show the easement on the plans during site plan review but a note should be added to the plans. It will be necessary to show the easement during construction plan review.

### **Grading and Drainage**

The existing topography of the site indicated that the site drains to the Marion Genoa Drain. Proposed contours are depicted on the grading plan and show the site draining to various curb and yard basins and onto one of four detention basins. Three of the four detention basins are proposed to outlet to the Marion Genoa Drain. These outlets will need to be reviewed and approved by Livingston County Drain Commissioner. The fourth detention basin is proposed to outlet to an existing wetland onsite. Calculations showing detention provided for this basin have been shown but additional calculations will be needed demonstrating the ultimate outlet for this runoff and the areas in between will not be flooded due to the increased runoff volume.

A storm sewer system is proposed to migrate additional runoff caused by development of the site. Four detention basins are proposed on the site. Each of the basins provides the required storm water storage as indicated by the included drainage calculations. These calculations will be reviewed during construction plan review. It should be noted that errors exist in the drainage calculations it may lead to significant changes to the layout of the site. We defer to Livingston Country Drain Commissioner for further comment on the drainage and proposed storm system on the site.

### **Site Access and Paving**

There is one main entrance proposed to the site off Peavy Drive. This entrance is divided two lane road with accelerate-decelerate and left turn lanes proposed to improve the existing road. A traffic study should be conducted to determine if the surrounding roads can handle the influx of traffic this development would bring. The traffic study should include information from previously approved but not yet constructed developments along Peavy Road. The study should include all major intersections along D-19 and Mason Road as well as the smaller intersections along Peavy Road.

Paving on the site consists of 28' wide asphalt roads with mountable curbs. One of the proposed roads crosses the Marion Genoa Drain. A new open bottom box culvert is proposed to replace the existing crossing. Responsibility for the maintenance of the culvert should be established as part of the road maintenance agreement, especially since this is the only access road to several of the proposed buildings. Another open bottom box culvert is proposed to cross a tributary to the

drain at the north end of the project. Care must be taken when sizing this culvert to upstream drainage is not impeded for large rain events, as it appears to provide drainage for I-96. Calculations and details for the construction of these culverts should be provided during construction plan review.

There is potential for an emergency only access between the proposed development and the Meadows in the southwest corner of the proposed site. The need for this should be discussed with the Fire Marshal.

### **Landscaping and Lighting**

A landscaping plan or lighting plan is not provided. Both should be provided so they may be reviewed for utility conflicts.

### **Recommendations**

Should the Planning Commission decide to proceed with approval of this project, we recommend the following conditions be placed on the approval:

1. Plans should be reviewed and approved by:
  - a. Fire Marshal
  - b. Township Planner
  - c. Livingston County Drain Commissioner
  - d. Livingston County Road Commission
  - e. Michigan Department of Transportation
2. Please make the notes on the Composite Site Plan readable.
3. Update the listed setbacks on the plans and depict them clearly on the site plan.
4. Provide maximum height of buildings.
5. Show proposed drive approach to the existing gas equipment on the site.
6. Please confirm the proposed REUs for site.
7. Please add a note stating that a 20'-wide easement for sanitary sewer will be provided.
8. Provide approval from Livingston County Drain Commissioner regarding allowable discharge for each the detention basins to the Marion Genoa drain.
9. Provide traffic study indicating the additional impact the site will have on the surrounding road network.
10. Provide details on what entity will be responsible for maintenance of the culverts over the Marion Genoa Drain.
11. Provide a landscaping plan.
12. Provide a site lighting/electrical plan with details and a photogrammetric plan.

September 9, 2024

Page 5 of 5

If you have any questions or need anything further, please feel free to contact our office.

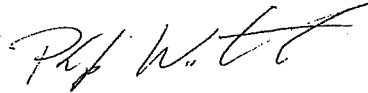
Sincerely,



**Elsie Jorgensen, E.I.T.**

Phone: (269) 252-6100

Mailto: [elsie.jorgensen@spicergroup.com](mailto:elsie.jorgensen@spicergroup.com)



**Philip A. Westmoreland, P.E.**

Phone: (517) 375-9449

Mailto: [philaw@spicergroup.com](mailto:philaw@spicergroup.com)

**SPICER GROUP, INC.**

125 Helle Dr, Suite 2

Dundee, MI 48131

CC: SGI File  
Livingston County Road Commission  
Ken Recker, Livingston County Chief Deputy Drain Commissioner

# HOWELL AREA FIRE DEPARTMENT

## FIRE MARSHAL DIVISION

1211 W. Grand River • Howell, MI 48843 • 517-546-0560 • [firemarshal@howellfire.net](mailto:firemarshal@howellfire.net)

**DATE:** September 13, 2024

**TO:** Dave Hamann  
Zoning Administrator  
Marion Township  
2877 W. Coon Lake Road  
Howell, MI 48843

**FROM:** Jamil Czubenko, Fire Marshal

**PROJECT:** Meadows North Site Plan, Marion Township

**REF:** Site Plan Review-**Approved w/exceptions noted**

### COMMENTS:

I have reviewed the above listed site plan and find that it is *satisfactory* as presented as long as the following conditions are met:

1. Multiple-Family Residential Development projects having more than 100 dwelling units shall be provided with two separate and approved fire apparatus access roads and shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.
2. Where the road is 20' wide to 26' wide then I would require that no parking be allowed on both side of the street and be posted with "No Parking-Fire Lane" signs. Where the road is more than 26' wide to 32' wide then I would require that no parking be allowed on the hydrant side of the street and be posted with "No Parking this side of street" signs.
3. Fire Hydrants shall be installed at all street intersections and at intermediate locations so that in no case will the distance between hydrants exceeds 400' via dedicated right-of-away. Where near a street intersection, hydrants shall be located 15' in back of the intersecting street ROW. Hydrants shall generally be located between the edge of road and sidewalk, if applicable, minimum of 3 feet, maximum of 10 feet off pavement. A Fire hydrant shall be installed on the end of dead end mains.
4. Building(s) shall have approved building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall be at least 6" high and shall contrast with their background.
5. A final inspection of the building and site shall be performed by the fire department before Certificate of Occupancy is issued.

Any changes in this site plan shall be submitted to the Howell Fire Department for additional approval. If there is anything further that you need, please feel free to give me a call. Thank you for the opportunity to review this site plan.

## Dave Hamann

---

**From:** Aaron Aumock <AAumock@livgov.com>  
**Sent:** Tuesday, September 10, 2024 3:13 PM  
**To:** Dave Hamann  
**Subject:** RE: [EXT] RE: Preliminary Site Plan Submittal for The Meadows North Project

Hi Dave,

Considering the proposed development will be utilizing municipal water and sewer, the Health Department does not have any comments.

Take care,

Aaron Aumock, REHS, PEM  
Environmental Health Supervisor  
Livingston County Health Department  
2300 E. Grand River, Suite 102  
Howell, MI 48843-7578  
P: 517.552.6873  
F: 517.546.9853  
aaumock@livgov.com

-----Original Message-----

From: Dave Hamann <za@mariontownship.com>  
Sent: Tuesday, September 10, 2024 10:49 AM  
To: Aaron Aumock <AAumock@livgov.com>; 'Jamil Czubenko' <jczubenkofire@gmail.com>  
Subject: [EXT] RE: Preliminary Site Plan Submittal for The Meadows North Project

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

Hi Aaron and Jamil, my cutoff for the Planning Commission Packet is next Tuesday September 17th at noon. If you can't provide a review by then, the meeting is September 24th and I can take your review to the meeting. Please let me know if you can't provide something by these dates as our commissioners are relying on input to even pass site plans along to the board. And this is only a preliminary so the more we can get correct the better the Final Site Plan review will be. Thank you both for your help with this review.

Dave

-----Original Message-----

From: Dave Hamann <za@mariontownship.com>  
Sent: Thursday, August 15, 2024 4:22 PM  
To: 'Aaron Aumock' <AAumock@livgov.com>; 'Jamil Czubenko' <jczubenkofire@gmail.com>; khiller@livingstonroads.org  
Subject: FW: Preliminary Site Plan Submittal for The Meadows North Project

Attached please find for your review a Preliminary Site Plan for a new condo development called Meadows North. It is accessed off Peavy Road since MDOT would not allow any access off the D19 MDOT 100 foot easement. Again this is a

## Dave Hamann

---

**From:** Kim Hiller <khiller@livingstonroads.org>  
**Sent:** Monday, August 19, 2024 8:22 AM  
**To:** Dave Hamann  
**Subject:** RE: Preliminary Site Plan Submittal for The Meadows North Project  
**Attachments:** Meadows North - Peavy Road Access (4.73 KB)

Hi Dave,

Attached is an email regarding our approval for the location of the proposed private road approach. The applicant will need to apply for a private road approach permit during the construction plan design process.

Please let me know if you have any questions.

Thank you,

Kim Hiller, P.E.  
Utilities and Permits Engineer  
Livingston County Road Commission  
3535 Grand Oaks Drive  
Howell, MI 48843  
Ph. (517) 546-4250  
khiller@livingstonroads.org  
Office Hours: M-F 7:00 AM 3:30 PM

-----Original Message-----

From: Dave Hamann <za@mariontownship.com>  
Sent: Thursday, August 15, 2024 4:22 PM  
To: 'Aaron Aumock' <AAumock@livgov.com>; 'Jamil Czubenko' <jczubenkofire@gmail.com>; Kim Hiller <khiller@livingstonroads.org>  
Subject: FW: Preliminary Site Plan Submittal for The Meadows North Project

Attached please find for your review a Preliminary Site Plan for a new condo development called Meadows North. It is accessed off Peavy Road since MDOT would not allow any access off the D19 MDOT 100 foot easement. Again this is a Preliminary Site plan with Proposed 172 units. We would like to have any review letter back by August 29. Please let me know if you have any questions and let me know if you will be able to meet the date requested.  
Thanks you,

Dave Hamann  
Zoning Administrator  
Marion Township  
2877 W. Coon Lake Road  
Howell, MI 48843  
Phone (517) 546-1588  
za@mariontownship.com

-----Original Message-----

**Dave Hamann**

---

**From:** Kim Hiller <[khiller@livingstonroads.org](mailto:khiller@livingstonroads.org)>  
**Sent:** Wednesday, February 1, 2023 2:17 PM  
**To:** 'Mitch Harris'  
**Cc:** Mike Goryl; Garrett Olson; 'Patrick Keough'  
**Subject:** Meadows North - Peavy Road Access

Mitch,

Per your request, I performed a sight distance inspection for a private road approach at Outlot C of the Peavy Road Estates #1 subdivision, located between 1163 and 1175 Peavy Road.

At the center of the 66' wide outlot, the sight distance was measured at 725' both north and south, which meets our requirements for a private road approach.

Please let me know if you have any questions.

Thank you,

**Kim Hiller, P.E.**

Utilities and Permits Engineer  
Livingston County Road Commission  
3535 Grand Oaks Drive  
Howell, MI 48843  
Ph. (517) 546-4250  
[khiller@livingstonroads.org](mailto:khiller@livingstonroads.org)  
Office Hours: M-F 7:00 AM – 3:30 PM

- i. Areas south of the proposed Peavy Road entrance to the development backing up to Peavy Road Estates No. 1 shown on Sheet 8. The close proximity of the buildings, berm, and swale to each other will lead to problems keeping surface drainage out of potential egress wells at the rear of the buildings. Storm sewer should be extended from the southerly cul-de sac and the entrance drive to provide additional capacity to pick up drainage in the swale shown.
  - ii. Areas to the south of Detention Basin No. 2 (Units 51 through 56 shown on Sheet 9)
4. General Stormwater System
- a. No storm calculations for the conveyance system are shown. These will be reviewed in the construction plans for the project.
  - b. The other two phases of the Meadows have private drainage, which we presume to be the case here. A note to this effect is needed on the plans
  - c. Since the detention basins outlet to county drains, a maintenance agreement between the Drainage District and the developer is required to allow the Drainage District to make necessary repairs, in the event the condominium association does not complete necessary maintenance. It may be more expedient to simply dedicate the basins and outlets as branches to the county drain, though we are not recommending that at this time.
  - d. The existing private drain between I-96 and the county drain, which crosses the proposed road between units 155 and 156 and units 167 & 168, exists primarily to convey MDOT runoff to the Marion & Genoa Drain. In the interest of avoiding conflict between the Homeowners Association, MDOT, the Township, and the Drain Commissioner, we recommend this drain be dedicated as a branch of the Marion & Genoa Drain under MCL 280.425 & 433.
  - e. There is no proposed use shown for the existing culvert on the Marion No. 5 Drain to the east of Units 52 & 53. The condition of the culvert should be evaluated to determine if it should remain, or be removed as part of this project.

If you need anything further or have any questions in relation to the above items please call or email me at your convenience.

Sincerely,

Kenneth E. Recker, II, P.E.  
Chief Deputy Drain Commissioner

---

**From:** Dave Hamann <za@mariontownship.com>  
**Sent:** Monday, September 9, 2024 4:41 PM  
**To:** Ken Recker <KRecker@livgov.com>  
**Subject:** [EXT] FW: Meadows North REVIEW?

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

Ken do you have anything to add to what Phil has in the attached review letter for Mr. Harris?  
Dave...



## Dave Hamann

---

**From:** Ken Recker <KRecker@livgov.com>  
**Sent:** Wednesday, September 11, 2024 5:53 PM  
**To:** Dave Hamann  
**Cc:** khiller@livingstonroads.org; Mitch Dempsey; supervisor@mariontownship.com; Patrick Keough; Phil Westmoreland (philaw@spicergroup.com); Paul Lewsley; Jorgensen, Elsie M  
**Subject:** Meadows North Preliminary Site Plan

Dave,

We are in receipt of a 15 sheet preliminary plan set for the aforementioned development, and a Spicer review letter dated 9/9/2024. We concur with the Grading and Drainage Items listed in Spicer's review letter.

In response to your request for preliminary comments, I would offer the following in addition to those items addressed in the Spicer review letter:

1. County Drains-

- a. The drain labeled as the Marion & Genoa Drain No. 5 County Drain on the plan sheets is known as the Marion No. 5 Drain. It is located within a twenty eight foot easement as granted by Frank Burt, Ella Burt, and Mary Burt on May 26, 1886. The labeling and easement width should be corrected.
- b. The drain labeled as the Marion & Genoa Drain should be shown in its existing 66 foot wide easement obtained by condemnation from Burt on August 28, 1905.
- c. Due to the density of the development, additional easement in addition to the above-enumerated easements will be needed in order to provide for effective county drain maintenance after construction is complete. These easements will need to be agreed to in the construction plan review process, and can be granted either in the condominium documents or via separate conveyance.
- d. Details for the proposed bridge over the Marion & Genoa Drain will be reviewed with the construction plans.

2. Detention Basins

- a. Livingston County Drainage Standards prevent the siting of stormwater management systems in existing floodplains. Due to the close proximity of the basins to the county drains, floodplain information should be shown on the preliminary plan to confirm these basins are outside of the floodplain.
- b. All forebays associated with the stormwater basins need a 2 foot deep sump for the purposes of sediment containment.
- c. Generally the basin outlets are shown discharging to the Marion Genoa Drain at a 90 degree angle to the drain. In our experience this configuration will create turbulence in the county drain which will lead to instability on the existing steep banks. The outlets need to be positioned in more of a wye fashion to better direct flows downstream. Discharges to the drain shall be at an elevation and velocity that will minimize disturbance to the drain. Rip-rap and fabric will be required at these outlets to facilitate a stable flow transition.
- d. Further review of the basins will be performed during construction plan review.

3. Grading

- a. Rear yard drainage (pipes or swales or a combination) shall be used to direct drainage into the stormwater management system or into basins to prevent sheet flow from building sites reaching the county drains undetained. This note is in relation to:

## Dave Hamann

---

**From:** Ken Recker <KRecker@livgov.com>  
**Sent:** Tuesday, December 3, 2024 10:31 AM  
**To:** Paul Lewsley  
**Cc:** Patrick Keough; za@mariontownship.com; Jennifer McGinty; Shelly Messing; Mitch Dempsey  
**Subject:** infiltration testing  
**Attachments:** 3-MEADOWS COMPOSITE PLAN(08-08-24).pdf

Paul,

Pat called me yesterday and asked about depth of infiltration tests in the proposed basins on the Meadows North project. Apparently his geotech (fella names Chris from Soils & Structures) interpreted our rules as requiring the infiltration tests be done 10' below the pond bottom. Obviously on the Meadows north job they'd be below the bottom of the adjoining Marion & Genoa Drain in that area. I have attached a piece of the plans for reference.

I've cc'd Pat on this email (and Marion Zoning) in case there's any guidance you want to give as to depth for the infiltration testing.

Thanks!

Kenneth E. Recker, II, P.E.  
Chief Deputy Drain Commissioner  
Livingston County, Michigan  
Ph. 517-546-0040

# MEADOWS NORTH

0' 100' 200' 400'

SCALE 1"=200'

MARION TOWNSHIP  
2. T2N-R4E MARIC

|                         |   |
|-------------------------|---|
| DOWNS NORTH<br>TOWNSHIP | OWNER/DEVELOPER,<br>MITCH HARRIS BUILDING CO.<br>211 N. FIRST ST.<br>BRIGHTON, MI 48116<br>(810) 229-7838 |
| POSITIVE SITE PLAN      |   |

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

MEADOWS NORTH  
MARION TOWNSHIP  
COMPOSITE SITE PLAN



ACE  
CIVIL  
ENGINEERING, LLC

|               |
|---------------|
| 05-05-24      |
| UNAVEN 211    |
| PCK           |
| CHLCLAV 211   |
| PCK           |
| JUG 1111      |
| 22032         |
| PERATING 1111 |

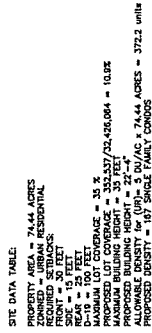
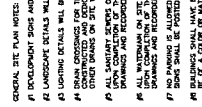
3

MARION TOWNSHIP  
SECTION 2, T2N-R4E MARION TOWNSHIP  
LIVINGSTON COUNTY, MICHIGAN

[illegible]

|                                       |                          |
|---------------------------------------|--------------------------|
| AGENCY:                               | PERMIT:                  |
| MARION TOWNSHIP                       | SITE PLAN                |
| LIVINGSTON COUNTY DRAIN COMMISSION    | SOIL EROSION CONTROL     |
| LIVINGSTON COUNTY DRAIN COMMISSION    | WORK WITHIN COUNTY DRAIN |
| LIVINGSTON COUNTY BUILDING DEPARTMENT | BUILDING PERMIT          |
| LIVINGSTON COUNTY ROAD COMMISSION     | PEAVY ROAD WORK          |
| MHOG                                  | SEWER AND WATER          |
|                                       | WETLAND CROSSING PERMIT  |

| NO. | TITLE                       |
|-----|-----------------------------|
| 1   | COVER SHEET                 |
| 2   | EXISTING CONDITIONS         |
| 3   | COMPOSITE PLAN              |
| 4   | SITE PLAN-1                 |
| 5   | SITE PLAN-2                 |
| 6   | SITE PLAN-3                 |
| 7   | SITE PLAN-4                 |
| 8   | GRADING PLAN-1              |
| 9   | GRADING PLAN-2              |
| 10  | GRADING PLAN-3              |
| 11  | DRAINAGE AREA PLANS         |
| 12  | THREE UNIT ELEVATIONS       |
| 13  | THREE UNIT FLOOR PLANS      |
| 14  | TWO & FOUR UNIT ELEVATIONS  |
| 15  | TWO & FOUR UNIT FLOOR PLANS |



|                         |   |   |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |
|-------------------------|---|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BRANDS FLOW             | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| LIGHT POLE              | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| SUN                     | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| UTILITY POLE            | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| CATCH BASIN             | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| MANHOLE                 | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| DATE VALUE IN WELL      | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 | 81 | 82 | 83 | 84 | 85 | 86 | 87 | 88 | 89 | 90 | 91 | 92 | 93 | 94 | 95 | 96 | 97 | 98 | 99 |
| EXTINGUISHING EQUIPMENT | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 | 51 | 52 | 53 | 54 | 55 | 56 | 57 |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |

MEADOWS N  
MARION TOWNSHIP  
COVER SHEET



|        |          |
|--------|----------|
| DATE   | 08-08-24 |
| PLANT  | POX      |
| CHUCK  | POX      |
| JOE    | 22032    |
| STEVEN |          |

→









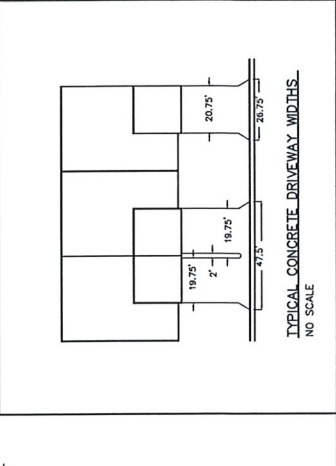
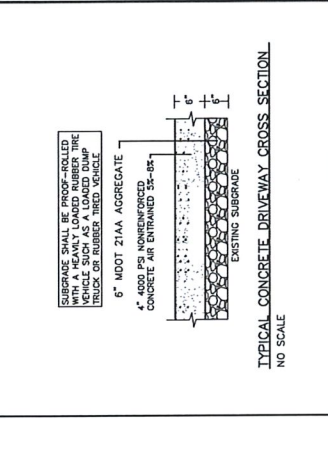
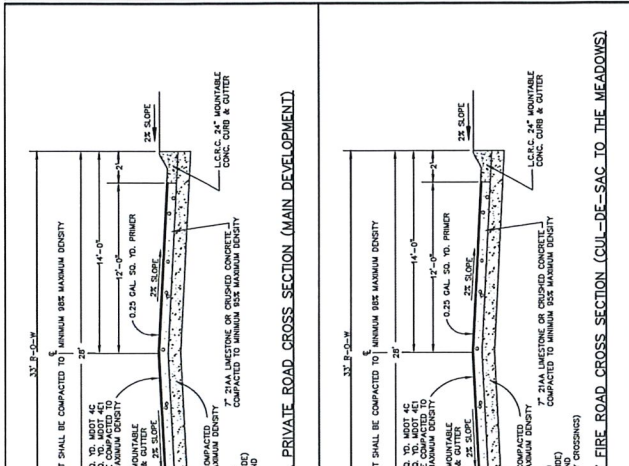
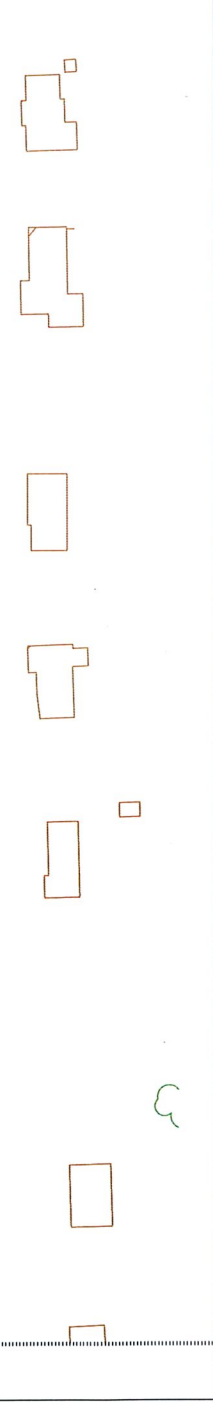
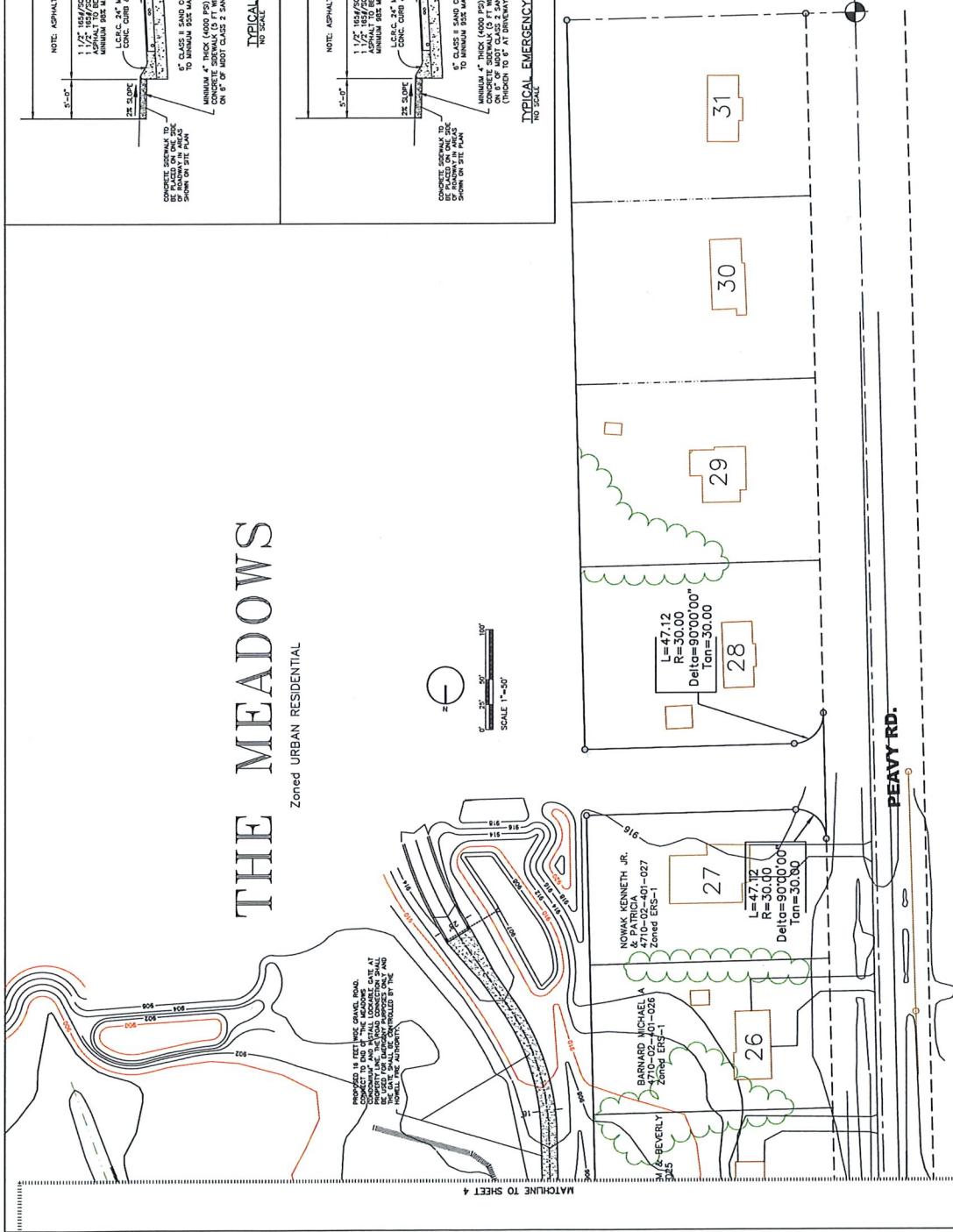




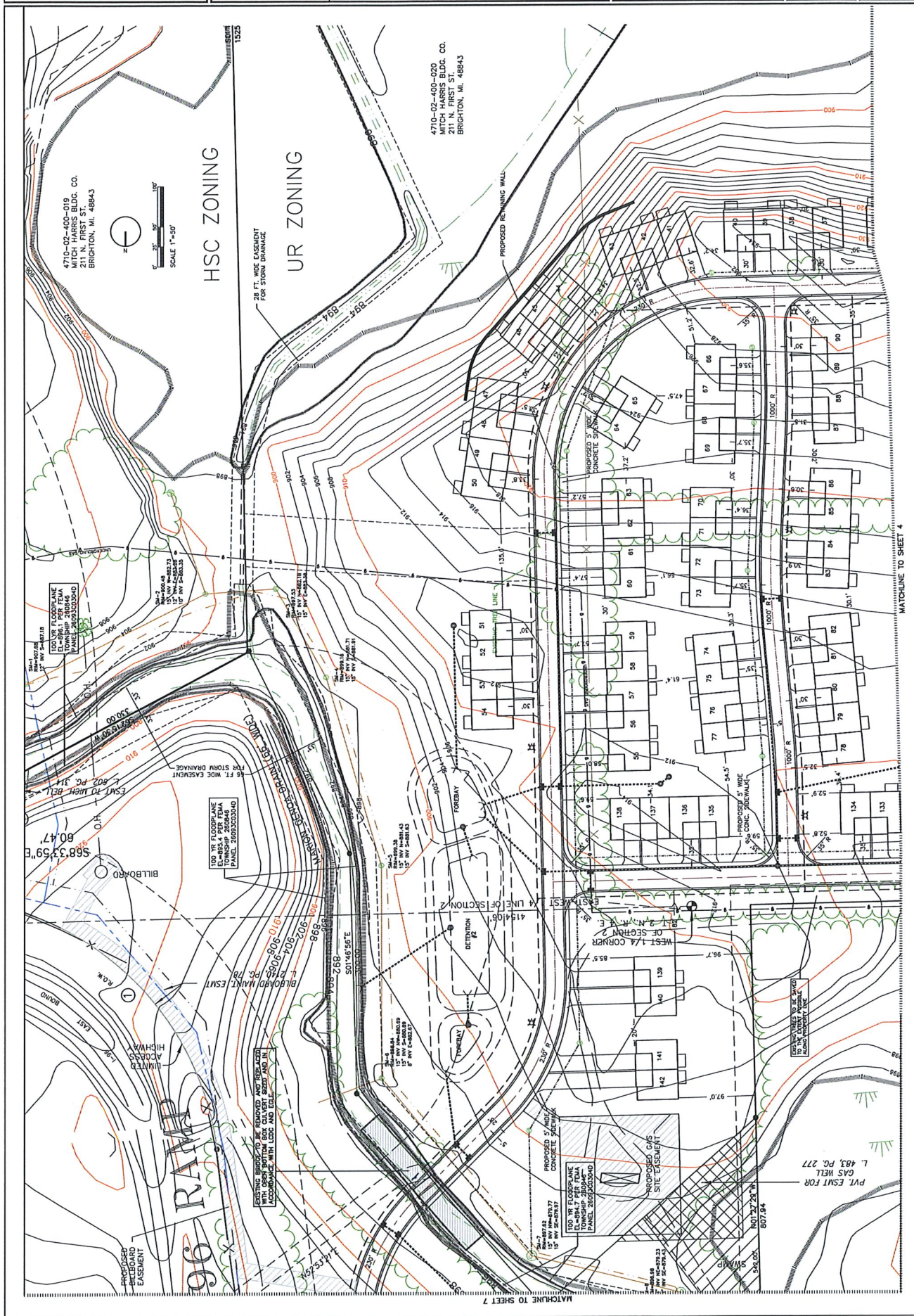


# THE MEADOWS

Zoned URBAN RESIDENTIAL



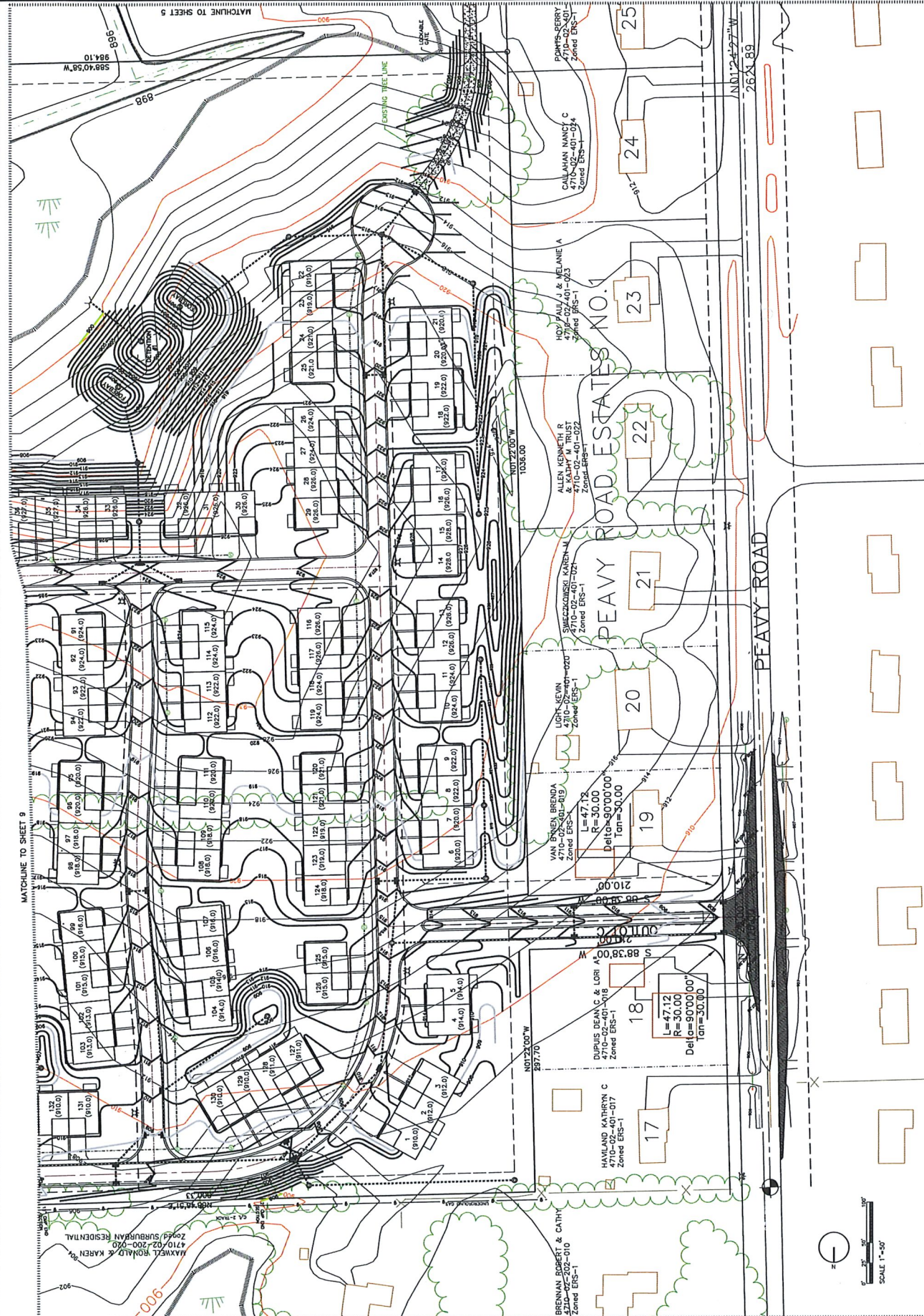












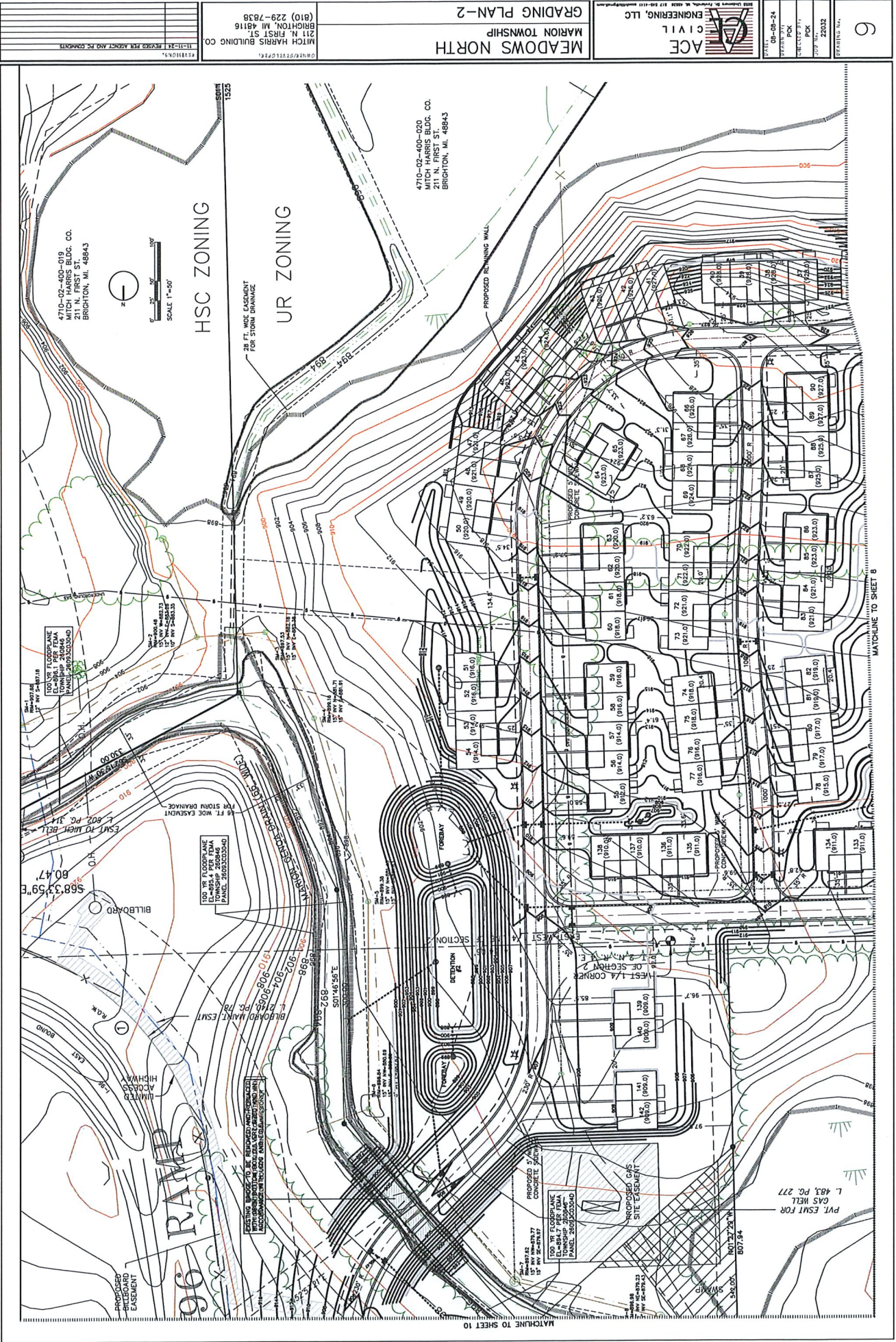
MEADOWS NORTH  
MARION TOWNSHIP  
GRADING PLAN-1

ACE CIVIL ENGINEERING, LLC  
1000 University Dr. #200, W. Des Moines, IA 50319  
515-281-1111

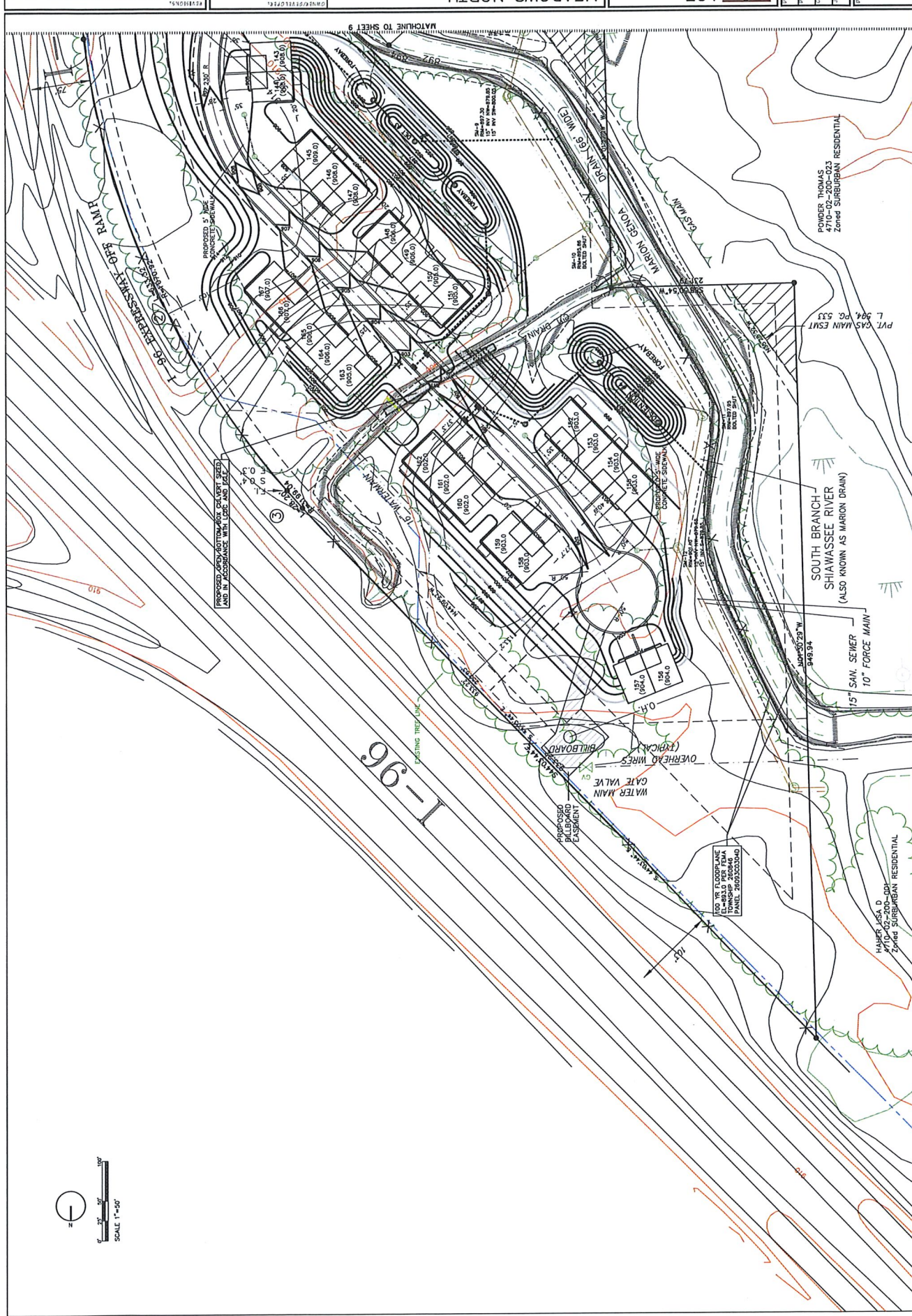
MITCH HARRIS BUILDING CO.  
211 N. FIRST ST.  
BRIGHTON, IA 48116  
(515) 229-7838

PEARSON, INC.  
2003  
08-08-24



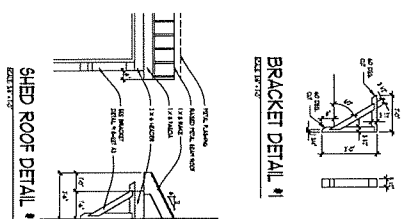
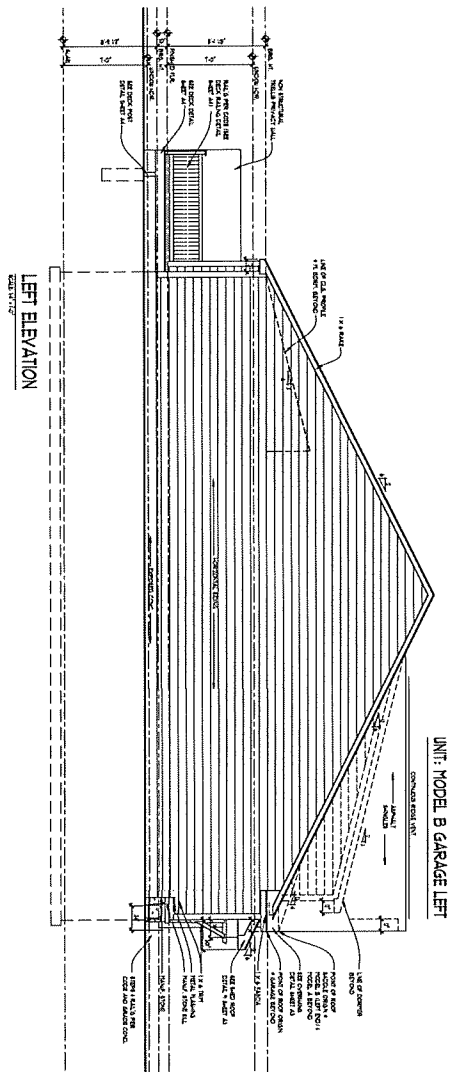




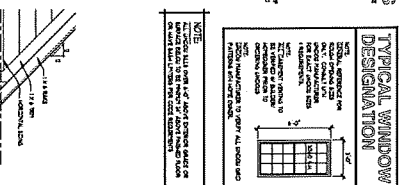




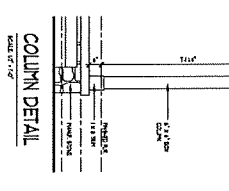
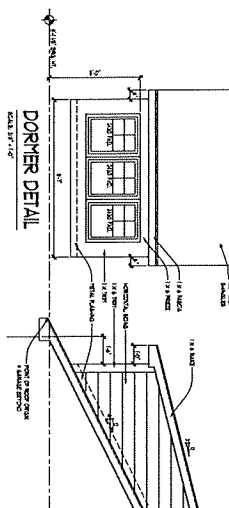
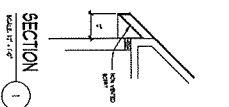
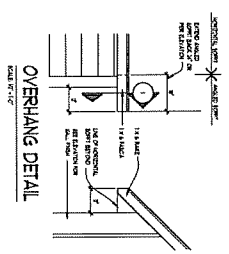




- ELEVATION NOTES**
1. ALL DIMENSIONS ARE IN FEET AND INCHES.
  2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
  3. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
  4. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
  5. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
  6. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
  7. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
  8. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
  9. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
  10. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.



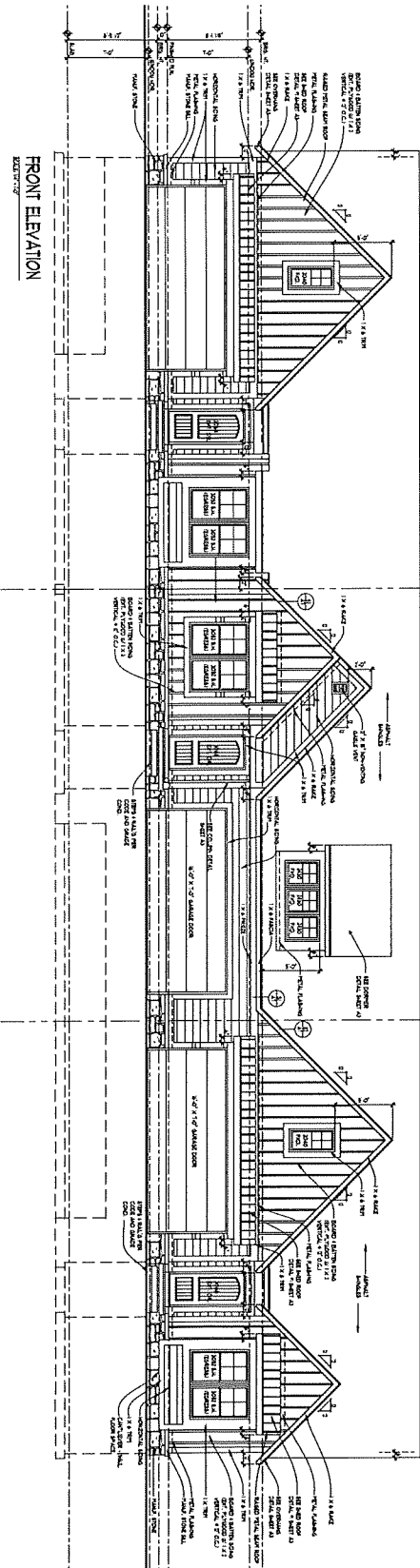
# THE MEADOWS WEST BUILDING #13



UNIT #31  
UNIT: MODEL B GARAGE LEFT

UNIT #30  
UNIT: MODEL A GARAGE RIGHT

UNIT #29  
UNIT: MODEL B GARAGE LEFT



**CLIENT / PROJECT**

MITCH HARRIS  
BUILDING COMPANY  
THE MEADOWS WEST  
DUPLEX

**TX DESIGN ASSOCIATES**

601-221-1111

**SCALE**

SHEET # A-3

## PLAN NOTES

**INTERIOR WALLS:**  
 1/2" MINIMUM GULL BOARD ON EACH SIDE OF 2x4 STUDS @ 16" O.C. 1/2" OF  
 BACK TYPICAL DRYWALL NEEDED. ALL CREVISIONS TYPICAL FROM  
 F&D DRAWING

**EXTERIOR WALLS:**  
 1/2" MINIMUM GULL BOARD ON EACH SIDE OF 2x4 STUDS @ 16" O.C. 1/2" OF  
 BACK TYPICAL DRYWALL NEEDED. ALL CREVISIONS TYPICAL FROM  
 F&D DRAWING

BRUIN ON 3" O.A.B. MECHANICAL ON 244 LCCO STEEL 3" W" 0.2" ON 15  
NOTES: FOR RAIL JAIL, CONSTRUCTION OF STEEL JAIL BOUND PLATE 1  
SCREW BALL TO BE 4" THICK WITH 2000 LBS. OF 1" THICK 600 POUNDS  
CIVIL, 2444 NOTED PROBABLY ALL STEEL JAIL PLATE, 2444 PLATE  
2444 PLATE ON 2444 STEEL CONSTRUCTION PLATE

1. OFFICIALS BETWEEN THE GARAGE AND RECEPTION SHALL BE EQUIPPED WITH 20-INCHES WIDE FLAT DOORS
2. VEH. ALL SHOULD HAVE TO ENTER

1. LAND AVAILABLE DIRECTLY ADJACENT TO AND WITHIN 100 FEET OF THE PROPERTY.
2. BOUNDARY MAPS.
3. MAPS OF THE PROPERTY AND THE ADJACENT PROPERTY.
4. MAPS OF THE PROPERTY AND THE ADJACENT PROPERTY.
5. THE PROPERTY IS NOT SUBJECT TO ANY EASEMENTS OR OTHER INTERESTS.

4. ALL FIRST FLOOR INTERIOR DOORS TO BE PAINTED 6" OF T.C. ALL SECOND FLOOR INTERIOR DOORS TO BE PAINTED 6" OF INSIDE NOTED ON DRAWING FROM W. BAKER

1. PROVIDE CASCADILL AT 1745 DURING CONSTRUCTION.
2. PROVIDE HOUSING BLOCKS UNDER ALL BUILDING CONDITIONS.
3. CASCADILL CALLS TO BE IN THE STATE OF TEXAS.

NOTE 45

NO. 121  
ALL OTHERS: CARBON MONOXIDE  
DETECTORS NOT CONNECTED TO  
BATTERY BACKUP FOR CODE

**NOTE:**  
DO NOT TRUCK LOCALS  
ALL DOORS & WINDOWS ARE ASSIGNED TO THE ENGINE IN  
THE ORDER IN WHICH THEY ARE LOCATED ON THE BUILDING.

MOON PISTOL BULLET  
NOTED ON SEPARATE

**REPLACE NOTE**  
ALL REPLACEMENTS MUST BE MADE WITHIN 30 DAYS OF THE DATE OF THE ORIGINAL ORDER.

VIEWED AS MANUFACTURED ITEMS INCLUDING BUT NOT LIMITED TO SOIL, SPILL, MUD, CEMENT, CEMENTS, ETC. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE ALL ITEMS TO COMPLETE WORK TO REMAIN

**NOTE:**  
PAPER: 11" x 14" (A4) AT ALL  
TIMES & TOPSHEET: 11" x 14" (A4)

CRIMINAL DATA NOTED ON SUBJECT.

**NOTE:**  
PROVIDE ONE TO EACH STUDENT AND  
ONE AT EACH END OF ALL SECTIONS  
MARKED WITH ORIENTAL.

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UNIT: MODEL B GARAGE LEFT

UNIT: MODEL A GARAGE RIGHT

UNIT: MODEL B GARAGE LEFT

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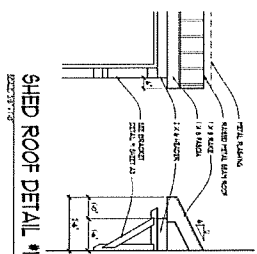
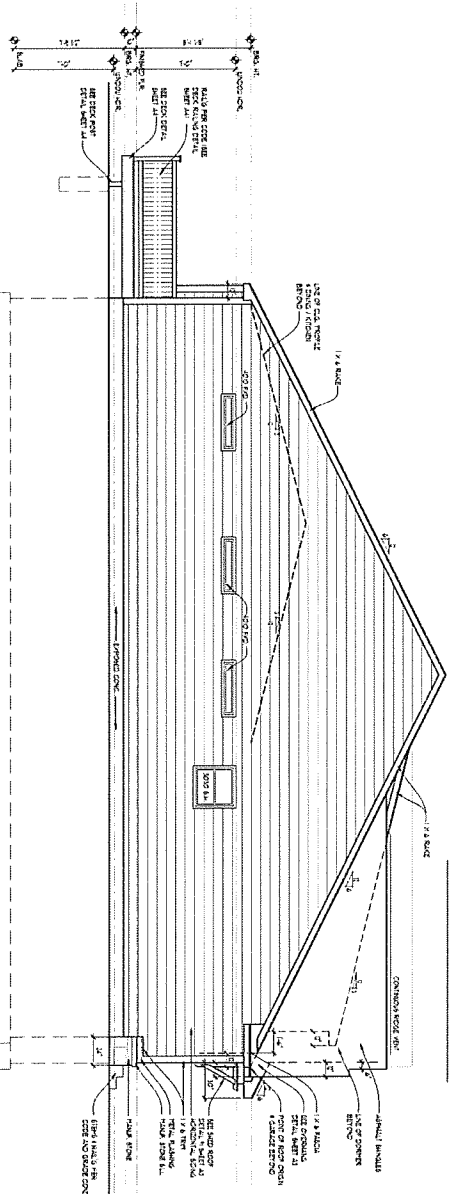
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UNIT: MODEL A GARAGE RIGHT



LEFT ELEVATION

SEE PAGES FB-1 & FB-2 FOR FINISHED BASEMENT  
SEE PAGE OPT-1 FOR DAYLIGHT BASEMENT

UNIT: MODEL A GARAGE RIGHT

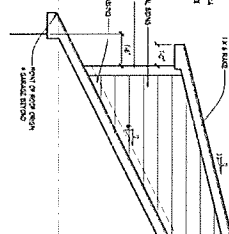
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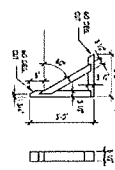
UNIT 52

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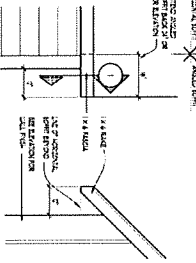
BRACKET DETAIL



THE MEADOWS WEST  
BUILDING #22

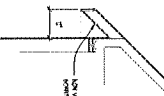
OVERHANG DETAIL

SCALE 3/4" = 1'-0"



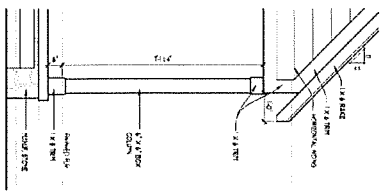
SECTION 1

SCALE 3/4" = 1'-0"



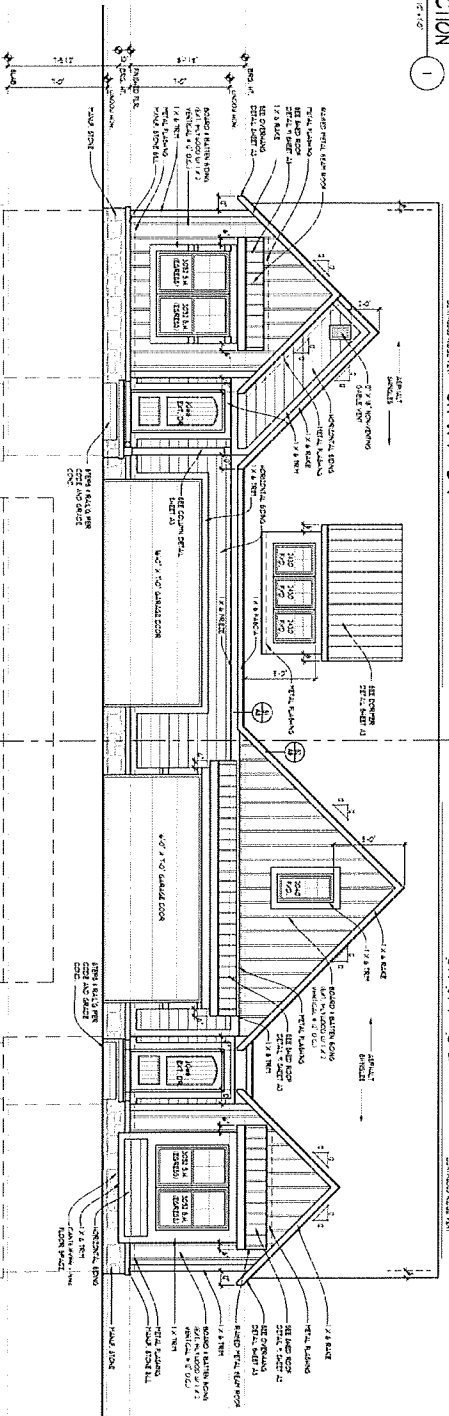
COLUMN DETAIL

SCALE 3/4" = 1'-0"



FRONT ELEVATION

SCALE 3/4" = 1'-0"

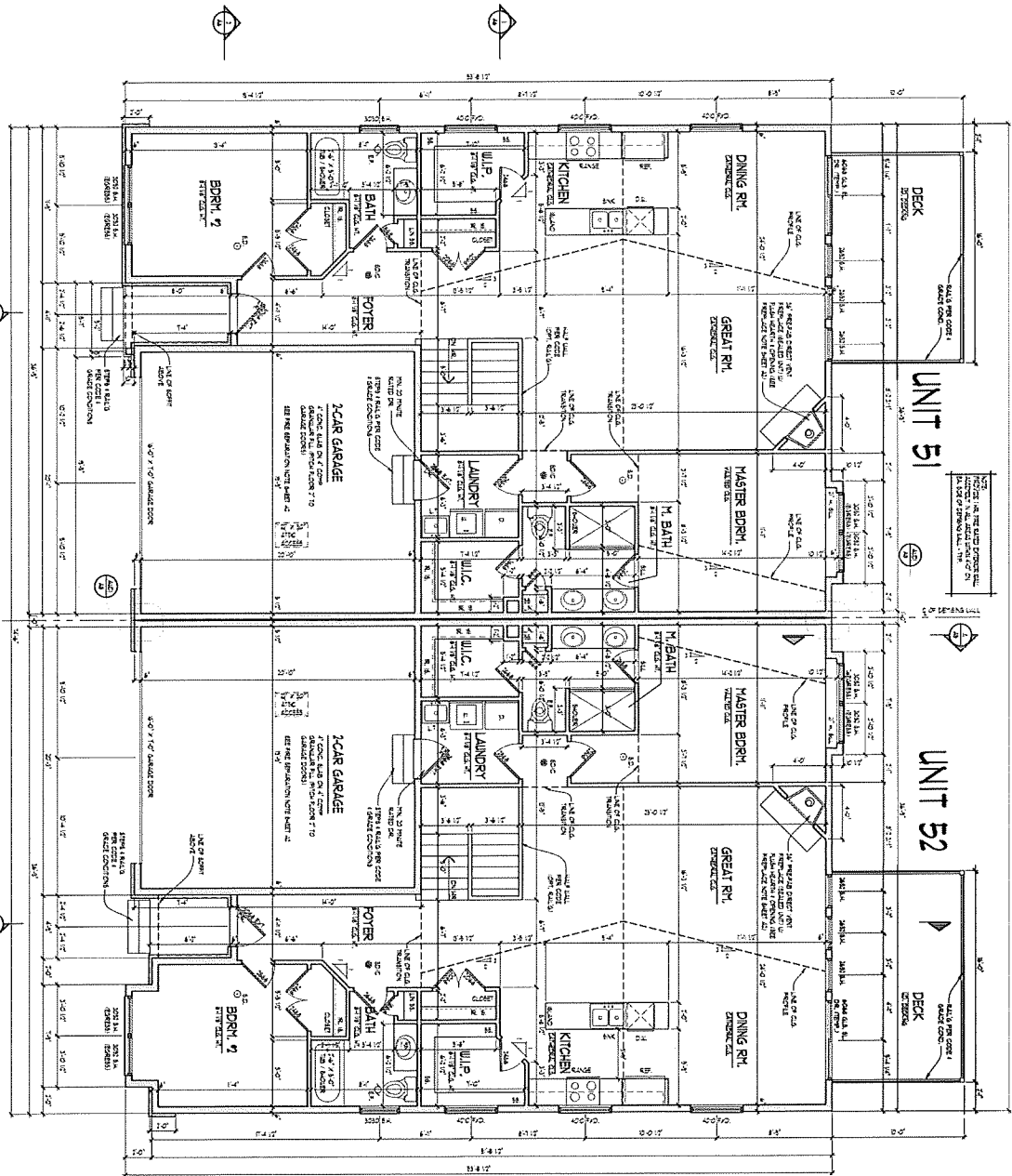


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| <p>THE MEADOWS WEST BUILDING #22</p> <p>ARCHITECT: T.E. DESIGN ASSOCIATES</p> <p>DATE: 12-3-2023</p> | CLIENT / PROJECT                                      |           |
|  | MITCH HARRIS BUILDING COMPANY THE MEADOWS WEST DUPLEX |           |
|  | JOB NO.   | 20-276    |
|  | DATE  | 12-3-2023 |
| SHEET # A-3  |   |           |

SEE PAGES FB-1 & FB-2 FOR FINISHED BASEMENT  
 SEE PAGE OPT-1 FOR DAYLIGHT BASEMENT

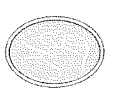
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UNIT: MODEL B GARAGE LEFT



FIRST FLOOR PLAN

THE MEADOWS WEST  
 BUILDING #22

|   |   |
|---|---|
|  <p>T.E. DESIGN<br/>ASSOCIATES</p> | <p>CLIENT / PROJECT</p> <p>MITCH HARRIS<br/>BUILDING COMPANY<br/>THE MEADOWS WEST<br/>DUPLEX</p> <p>DRAWN BY: AG<br/>CHECKED BY: BR<br/>DATE: 12-3-2000<br/>REVISION</p> <p>SHEET #<br/>A-2</p> |
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## SUMMER TAX COLLECTION AGREEMENT

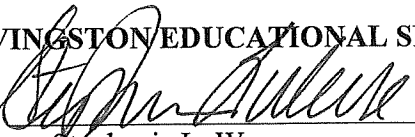
The Township of Marion with offices located at 2877 W. Coon Lake Road, Howell, Michigan (the "township") pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a summer levy of Livingston Educational Service Agency, Michigan (the "Agency") property taxes for the year 2025 and hereafter as provided below:

The Agency and the Township agree as follows:

1. The Township agrees to collect 100% of the total school millage in the summer as certified by the Agency for levy on all taxable property in addition to and not within the K-12 school district summer tax collection, including principal residence and other exempt property not subject to the 18 mill levy within the Howell Public Schools.
2. All interest and penalties, other than collection fees, that are imposed prior to the date the taxes are returned delinquent and that are attributable to school taxes, shall belong to the Agency.
3. The Agency agrees to pay the Township costs of assessment and collection at \$3.00 per parcel which represents reasonable expenses incurred by the Township in assessing and collecting Agency taxes, to the extent that the expenses are in addition to the expenses of assessing and collecting other taxes at the same time.
4. The Agency shall certify to the Township Treasurer the school millage to be levied on property for summer collection to the Township via a signed L-4029 within 3 weeks of Livingston County Equalization delivering their tax roll information to the Agency, or by June 15, whichever is earlier.
5. The Township Treasurer shall account for and deliver summer school tax collections to the Agency within ten (10) business days from the 1st and 15th of each month via electronic transfer, if and when possible.
6. In the event that state law is amended necessitating changes to this Agreement, the parties agree to negotiate changes to the Agreement in good faith to confirm the Agreement to state law. Collection of summer taxes and payment for said collection shall not be disrupted or delayed due to the negotiation of or revision to this Agreement.
7. By execution of this Agreement, both parties certify and represent that the Agreement is authorized by the laws of the State of Michigan, that the individuals responsible for collecting the Agency taxes are and will be in compliance with all laws pertaining to their duties and responsibilities as a tax collecting agent, and that the signors are authorized by their respective governing bodies to execute this Agreement.
8. This Agreement is effective on the date of its execution and shall expire twelve months from the effective date.

IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates indicated below.

**LIVINGSTON EDUCATIONAL SERVICE AGENCY, MICHIGAN**

By:   
Stephanie L. Weese

Its: Assistant Superintendent for Administrative Services

Dated: November 15, 2024

**TOWNSHIP OF MARION:** \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

Dated \_\_\_\_\_

**RESOLUTION OF HOWELL AREA PARK AND RECREATION AUTHORITY MASTERPLAN ADOPTION**

WHEREAS, Howell Area Parks and Recreation Authority, and five local jurisdictions within Livingston County including the City of Howell, Howell Township, Marion Township, Genoa Township, and Oceola Township have undertaken a multi-jurisdictional five-year Parks and Recreation Master Plan which evaluates existing recreation opportunities, review's public input regarding recreation, establishes recreational goals, and proposes a five-year schedule of improvements and other related items the Authority wishes to pursue during the period between 2025 and 2029 and,

WHEREAS, public input was received via an online survey that was available from June 7, 2024 through July 12, 2024, to provide an opportunity for citizens to share ideas, express opinions, regarding the future of parks and recreation in the Howell Area Parks and Recreation Authority Area and Marion Township and

WHEREAS, the draft plan was made available for review from October 20, 2024 through November 19, 2024, at the Oceola Community Center and each jurisdictions Township/City Hall, and online at the Howell Area Parks and Recreation Authority website, and,

WHEREAS, a public meeting was held on November 19, 2024, at 6:30 pm at the Oceola Community Center to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Parks and Recreation Master Plan, and

WHEREAS, Howell Area Parks and Recreation Authority and Marion Township have developed the Parks and Recreation Master Plan for the benefit of the entire community and wish to adopt the plan as a document to assist in meeting the recreation needs of the community, and

WHEREAS, the Howell Area Parks and Recreation Authority has recommended the adoption of the Parks and Recreation Master Plan, and

WHEREAS, on this day Marion Township Board of Trustees voted to adopt said Parks and Recreation Master Plan.

NOW, THEREFORE BE IT RESOLVED Marion Township Board of Trustees adopts the Howell Area Parks and Recreation Authority Paarks and Recreation Master Plan as a guideline for improving parks and recreation for the residents of *Marion Township*.

(Yeas                      Nays:                      Absent:                      )

I, \_\_\_\_\_, Tammy L. Beal do hereby certify that the foregoing is a true and original copy of a resolution adopted by Marion Township Board of Trustees at a Regular Meeting thereof held on December 19, 2024, 7:30 pm.

---

Tammy L. Beal, Marion Township Clerk



**PLAY** **HOWELL**  
**GROW** recreation  
**BELONG**

**FINISH**

# HOWELL AREA PARKS & RECREATION AUTHORITY

PARKS & RECREATION MASTER PLAN

2025 - 2029



# ACKNOWLEDGMENTS

A public hearing was held on November 19<sup>th</sup> for the 2025 - 2029 Howell Area Parks and Recreation Authority Recreation Master Plan. The joint Recreation Master Plan was adopted by HAPRA at the public hearing on November 19<sup>th</sup>. The other participating entities adopted the joint Recreation Master Plan **FILL IN ONCE ADOPTED BY ALL PARTICIPATING ENTITIES.**

## HOWELL AREA PARKS AND RECREATION AUTHORITY

Tim Church - Executive Director  
Jen Savage - Business Manager  
Ann-Marie Moran - Patron Support Supervisor  
Renee Baumgart - Health and Wellness Manager  
Nikki Wattles - Sports Manager

Chris Techentin - Marketing Coordinator  
Jordan Hilbrecht - Festivals and Events Manager  
Kyle Tokan - Operations Manager  
Kevin Troshak - Youth and Teens Manager

## HOWELL AREA PARKS AND RECREATION AUTHORITY BOARD OF TRUSTEES

Diana Lowe - Chair (Genoa Township)  
Terry Philibeck - Vice Chair (Oceola Township)  
Tammy Beal - Treasurer (Marion Township)  
Nikolas Hertrich - Secretary (City of Howell)  
Sue Daus - Trustee (Howell Township)

## PARTICIPATING ENTITIES

Howell Area Parks and Recreation Authority  
City of Howell  
Howell Township  
Genoa Township  
Oceola Township  
Marion Township

PREPARED BY:  
Howell Area Parks and Recreation Authority  
City of Howell, MI 48843  
[howellrecreation.org](http://howellrecreation.org)

WITH ASSISTANCE FROM:  
Spicer Group, Inc  
Saginaw, MI 48607  
[www.spicergroup.com](http://www.spicergroup.com)  
Project #: 135879SG2024



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# 1

## INTRODUCTION

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# INTRODUCTION

## A JOINT RECREATION PLAN FOR THE CITY OF HOWELL, OCEOLA TOWNSHIP, MARION TOWNSHIP, GENOA TOWNSHIP, HOWELL TOWNSHIP, AND THE HOWELL AREA PARKS AND RECREATION AUTHORITY.

The Howell Area Parks and Recreation Authority (HAPRA) is a recreation authority that was formed by the City of Howell, Howell Township, Genoa Township, Marion Township, and Oceola Township to construct, operate, maintain and/or improve recreational facilities and to provide for recreational services for these jurisdictions within the Howell Public School District. While many communities engaged with HAPRA maintain their own parks systems, HAPRA facilitates programming and community events throughout the area and operates several recreational facilities.

HAPRA has developed this Parks and Recreation Master Plan to serve as a guide for future decision-making regarding recreation facility improvements and the development of new recreational opportunities within the area. The development of this plan was guided by input of citizens from the City of Howell, Oceola Township, Marion Township, Genoa Township, Howell Township, as well as input from HAPRA, City, and Township staff or officials.

Parks and Recreation facilities offer a variety of essential services to communities. According to the National Park and Recreation Association, there are three core values that Parks and Recreation bring to a community:

- Economic Value
- Health and Environmental Benefits
- Social Importance

These facilities are essential for enjoyment and quality of life. If individuals have access to parks and recreation, they have access to a larger sense of community and they have opportunities to form relationships inside that community. They also have a place to seek out physical recreation thereby improving both their mental and physical well-being. In addition to the benefits to residents, parks themselves increase the quality of life in a community, are a source of economic development, and protect valuable natural spaces.

## ABOUT THE PLAN

HAPRA has spearheaded the development of a Multi-Jurisdictional Recreation Plan to serve as a guide for improving recreation facilities and developing new recreational opportunities in the region. To that end, this document forms the basis to guide policy for the implementation of improvements and new initiatives that will meet the recreational goals and interests of the greater Howell area. The Plan was developed by the Howell Area Parks and Recreation Authority, and the following five communities, with their respective Boards and Commissions:

- The City of Howell
- Oceola Township
- Marion Township
- Genoa Township
- Howell Township

In the past, these communities have either had a separate Parks and Recreation Master Plan for their own facilities or not had a Parks and Recreation Master Plan at all. This Plan seeks to bring together communities that are already joined together in a recreational partnership with HAPRA to engage their individual communities and coordinate in a unified planning process. This Plan is the first formal multi-jurisdictional recreation planning effort amongst these communities.

There are many benefits to participating in a multi-jurisdictional planning effort. They range from improving coordination and communication among the participating local governments, avoiding duplication of effort during the planning process and when constructing new facilities, creating a larger understanding of the region to provide a high level of service for the entire population, and reducing costs and sharing resources for the local communities who choose to participate. Recognizing the importance of regional recreation and cooperative planning efforts, community officials from across the greater Howell area have joined together in an effort to develop a Parks and Recreation Master Plan aimed at improving and developing recreational resources.

The Plan will cover all community aspects from the community description to administrative structure, recreation inventory, community input, goals and objectives, and an action plan for each participating jurisdiction.

## PLAN PROCESS

Before any recreation plan is created or adopted, it is critical to understand what the needs of the residents are, what recreational opportunities exist within the area, what programs are available for residents based on items like age and ability, and what recreation opportunities are available in neighboring areas. This plan was based upon the input and suggestions provided by area residents, officials, and community stakeholders. Together Howell area communities have collaborated to create a recreation master plan to enhance quality of life of the residents and visitors of the area.

The foundation for the development of the Howell Area Parks and Recreation Master Plan was based on the following goals:

- Involve the community in a process to develop a five-year Recreation Master Plan;
- Inventory of the existing Howell Area recreational facilities;
- Build common ground among Howell Area stakeholders in addressing the future recreational needs and priorities of the communities;
- Enable the City of Howell, Oceola Township, Marion Township, Genoa Township, Howell Township, and the Howell Area Parks and Recreation Authority (HAPRA) to be eligible for financial assistance based upon the Recreation Master Plan;
- Facilitate interagency collaboration in establishing recreational goals, objectives, and actions;
- Continue to support and implement improvements for barrier-free, universal access to Howell Area parks;
- Consistency with and expansion upon goals and objectives set forth in existing planning documents that deal partially or wholly with recreation. These documents include:
  - Crosstown Trail Howell Area Non-Motorized Trail Study (2003)
  - City of Howell Recreation Master Plan (2023-2027)
  - Howell Township Recreation Master Plan (2024-2028)
  - Oceola Township Master Plan (October 2022)
  - Genoa Township Recreation Plan (2021-2025)

This Plan was developed in accordance with the State's recommended five-year cycle for recreation planning, this updated Plan covers the five-year period 2025 - 2029. This Plan was developed in accordance with the guidelines for Parks and Recreation Plans published by the Michigan Department of Natural Resources (MDNR). A five-year, MDNR-approved Recreation Plan is necessary for any community to pursue MDNR-administered grants and this Plan ensures eligibility for all of the participating jurisdictions.

This document is intended to serve as a guide for future park and recreation opportunities, services, and implementation. Over the last couple of years, trends and attitudes toward recreation opportunities have overall increased and evolved to include a diverse array of amenities that require communities strategically plan and incorporate both short- and long-range goals.

Recommendations such as land acquisition, facility expansions and construction, and even the design of a neighborhood park improvement, require involvement from residents in order to address site-specific details. This Plan lays the foundation upon which these activities can be built.



Implementation strategies are identified throughout this Plan and cover the next five years, at which time the Plan will be updated. The delineation of these improvements will aid HAPRA and the other participating communities in grant solicitation from the DNR and other state agencies, and with long-range capital improvement budgeting. During the next five years, it will be important for HAPRA and the participating communities to reference this Plan and make appropriate priority adjustments as conditions change and funding opportunities arise.



HOWELL AREA PARKS AND RECREATION AUTHORITY BANNER AND TABLE





# 2

## COMMUNITY PROFILE



# COMMUNITY PROFILE

## ABOUT THE HOWELL AREA

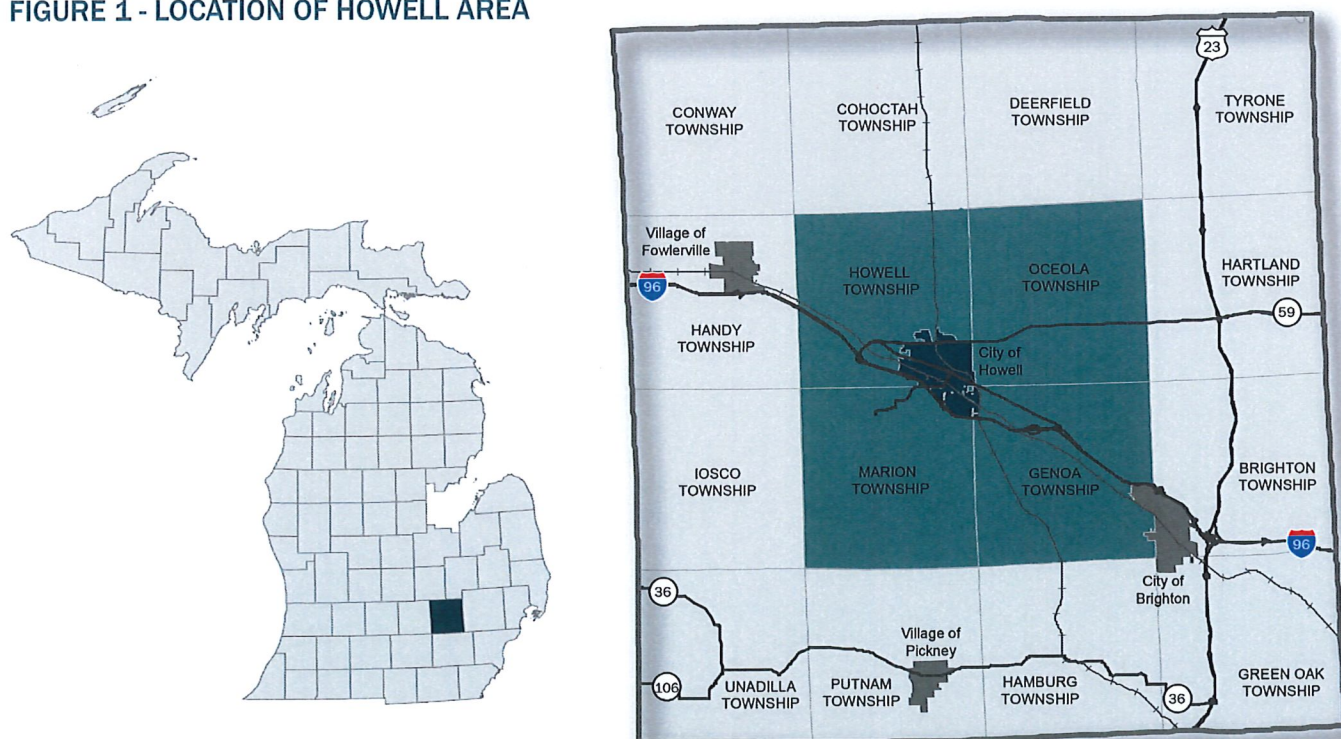
The City of Howell, Oceola Township, Marion Township, and Genoa Township are all communities located in central Livingston County. Livingston County is located between three (3) large Michigan Cities, Lansing to the west, Detroit to the east, and Ann Arbor to the south. This makes the area a prime location for workers wanting to live outside dense, urban areas of Michigan opting for a more suburban setting. The City of Howell is the Livingston County seat located centrally in the County and is surrounded by the Townships of Howell and Oceola to the north, and Marion and Genoa to the south.

Livingston County, as a whole, contains substantial recreation land with over 75 inland lakes comparing 3.4% of the total land area being water features. Three (3) major rivers flow through the County including the Huron, Shiawassee, and Red Cedar rivers which have attracted residents and visitors alike for vacation and recreation opportunities. Additionally, over 20,000 acres of park and recreation areas are within the county that include: 7 State Parks, 2 Huron Clinton Metropolitan Authority "Metroparks", and multiple county, city, village and township parks.

Two major expressways run through Livingston County. I-96 carries traffic from east to west across the county passing through the City of Howell, Howell Township, Marion Township, and Genoa Township. US-23 carries traffic north to south in the eastern portion of the County. It travels through Tyrone, Hartland, Brighton, and Green Oak Townships. There is also a county run airport located in Howell Township that can provide transportation opportunities to the County.

Michigan experienced a sluggish economy and a decrease in population from 2000-2010 due to the 2007-2009 housing-based economic recession. The Howell area communities throughout this time did not lose population, but population grew at a much slower rate than in the early 2000's. Today, the nation is still impacted by the recession. However, the State economy's recent improvements, including nine straight years of job growth and an accelerating recovery of the housing sector, show positive signs for reinvestment and stabilization in the Howell area, County, and the State as a whole.

**FIGURE 1 - LOCATION OF HOWELL AREA**





## DEMOGRAPHIC ANALYSIS

Background information from the U.S. Census Bureau was used to analyze current demographic conditions within HAPRA communities. The demographics section examines Census-based data on overall population trends, education, housing characteristics, and economic information in each of the participating communities to present an overall demographic condition analysis.

The information that is presented in this chapter uses the most recent Census Data from 2010 and 2022, and 2022 American Community Survey (ACS) data which is based on 5-year estimates. The HAPRA communities are compared to Livingston County and the State of Michigan in the Table 1.

Understanding the characteristics of the population is helpful when evaluating parks and recreation facilities and needs. Table 1 provides a comparison of key demographic data for HAPRA communities.

According to the 2022 ACS, the populations for the communities within HAPRA are as follows from largest to smallest: Genoa Township (19,821), Oceola Township (11,936), Marion Township (11,366), The City of Howell (10,067), and Howell Township (7,996). Livingston County as a whole had a population of 194,302 in 2022. The areas with the largest percentage of population change between the years 2010 and 2022 were Oceola Township (22.0%), Howell Township (19.3%), and Marion Township (13.7%). These three were above Livingston County's 7.4% of population growth. The median age of the Howell area is 41.0 years old. This age is slightly lower than that of Livingston County (43.6) but slightly higher than the median age of the State of Michigan (39.9).

Education is another important demographic factor to review. For the Howell area, the percentage of the population with a bachelor's degree or higher was reviewed for each community. Oceola Township and Genoa Township had the highest percentages of people with a bachelor's degree or higher at 44.7% and 42.1% respectively. This was followed by Marion Township (37.8%), the City of Howell (29.3%), and Howell Township (28.1%). Livingston County has a percentage of its population with a bachelor's degree or higher at 38.1% which is higher than the State of Michigan (31.1%). Howell area communities fall in a range with some communities having higher percentages of those with higher education while others have lower percentages than that of the County and State.

The median household income within Livingston County is \$96,135. This is far higher than that of the state of Michigan which has a median household income of \$68,505. The Howell area communities all have median household incomes high than that of the State and on par with that of the County except for the City of Howell. The City of Howell has a median household income lower than that of the State at \$53,953. Per capita incomes for the Howell area, County, and State follows a similar pattern to that of median household income. Last income factor important to review in a demographic analysis is the percent of the population below the poverty line. The State of Michigan has 13.1% its population below the poverty line. Livingston County has a percentage far below the State percentage at 4.9%. The Howell area has percentages similar to that of the County making the percent of the population living below the poverty line in the area much lower than the overall State.

Based on the analysis of social characteristics in the Howell area, there are three population groups who have distinct needs for recreational facilities and programming.

**YOUTH:** The percent of the population 18 and younger averages about 20% between the City and the four Townships. Recreational opportunities are important for youth populations because they provide opportunities for organized activities, exercise, and learning in a safe environment. These opportunities also allow for socializing and friendship.

**SENIOR CITIZENS:** It is important to plan recreational opportunities for older adults. This population of people typically has very different recreational needs than that of younger populations. This population usually prefers more passive recreational opportunities like that of walking paths. It is important to plan recreational opportunities for older populations, so they can continue to be healthy and active while they age. Between the City and the four Townships, an average of just under 18% of the population is 65 and older.



**RENTERS (MULTI-FAMILY HOUSING AND APARTMENTS):** Renters or people living in higher density multi-family housing typically have a greater dependence on recreational opportunities and green space because they often do not have large yards or green spaces of their own. This will be especially important for the City of Howell which has 51.9% of its housing being rented. This is well above the state of Michigan at 27.5%.

**TABLE 1 - SELECT CENSUS DATA FOR THE HOWELL AREA, LIVINGSTON COUNTY, AND MICHIGAN**

|  | The City of Howell | Oceola Township | Marion Township | Genoa Township | Howell Township | Livingston County | Michigan   |
|--|--------------------|-----------------|-----------------|----------------|-----------------|-------------------|------------|
| POPULATION   |                    |                 |                 |                |                 |                   |            |
| 2010 Population                                      | 9,489              | 11,936          | 9,996           | 19,821         | 6,702           | 180,967           | 9,883,706  |
| 2022 Population                                      | 10,067             | 14,556          | 11,366          | 20,701         | 7,996           | 194,302           | 10,057,921 |
| % of Population Change                               | 6.1%               | 22.0%           | 13.7%           | 4.4%           | 19.3%           | 7.4%              | 1.8%       |
| % of Population 65 and Older                         | 17.4%              | 14.8%           | 15.9%           | 22.8%          | 17.5%           | 18.3%             | 17.8%      |
| % of Population Under 18                             | 17.4%              | 23.2%           | 21.3%           | 19.6%          | 22.4%           | 20.6%             | 21.4%      |
| Median Age   | 37.4               | 40.0            | 43.8            | 45.0           | 38.9            | 43.6              | 39.9       |
| EDUCATION  |                    |                 |                 |                |                 |                   |            |
| % with a Bachelor's Degree or Higher                 | 29.3%              | 44.7%           | 37.8%           | 42.1%          | 28.1%           | 38.1%             | 31.1%      |
| INCOME   |                    |                 |                 |                |                 |                   |            |
| Median Household Income                              | \$53,953           | \$113,454       | \$121,859       | \$93,318       | \$83,941        | \$96,135          | \$68,505   |
| Per Capita Income                                    | \$37,300           | \$44,224        | \$45,394        | \$53,001       | \$36,951        | \$47,253          | \$37,929   |
| % of Population Below the Poverty Line               | 5.5%               | 1.6%            | 3.1%            | 5.9%           | 4.9%            | 4.9%              | 13.1%      |
| HOUSING  |                    |                 |                 |                |                 |                   |            |
| Average Household Size                               | 1.98               | 2.91            | 2.96            | 2.5            | 2.68            | 2.58              | 2.45       |
| Median Housing Value                                 | \$234,900          | \$327,000       | \$337,400       | \$338,700      | \$256,300       | \$311,800         | \$201,100  |
| Renter-Occupied Housing as % of Total Occupied Units | 51.9%              | 10.2%           | 5.4%            | 16.2%          | 9.7%            | 14.1%             | 27.5%      |

\*Data from the 2022 ACS and 2010 Decennial Census





# 3 ADMINISTRATIVE STRUCTURE



# ADMINISTRATIVE STRUCTURE

## HOW PARKS AND RECREATION WORKS IN THE HOWELL AREA

Within the parks system are many important roles. The City of Howell, Howell Township, Genoa Township, Oceola Township, Marion Township, and the Howell Area Parks and Recreation Authority each have their own structures for parks and recreation functions while also working together in many areas to provide recreation opportunities. The specifics of each are detailed in their individual sections within this chapter.

## HOWELL AREA PARKS AND RECREATION AUTHORITY

### ABOUT

The Howell Area Parks and Recreation Authority is a regional recreation authority for the Howell Area that was formed by the City of Howell and the Townships of Marion, Howell, Genoa, and Oceola in June of 2017 under Michigan Public Act 321 of 2000. Each of the mentioned jurisdictions pay a fee to HAPRA to be a participating jurisdiction within the authority. Under the Articles of Incorporation, the purpose of HAPRA is to construct, operate, maintain and/or improve recreational facilities, including, but not limited to, parks, swimming pools, recreation centers, auditoriums and any other facilities authorized by Act 321. Also to acquire land for recreational purposes and to provide recreational services as authorized by Act 321.

### ADMINISTRATIVE STRUCTURE

HAPRA is directed and governed by a Board of Trustees, known as the Howell Area Parks and Recreation Authority Board (HAPRA Board). The HAPRA Board is comprised of one (1) member selected by the governing body of each participating municipality, each of which are an elected official of the municipality. The HAPRA Board and the governing body of each participating municipality can appoint an alternate member who can also attend meetings, vote, and otherwise act at meeting in case of the absence of the appointed member. The Board holds monthly public meetings on the third Tuesday of each Month at 6:30 pm at the Oceola Community Center.

Beneath the Board is the Executive Director of the Howell Area Parks and Recreation Authority. The Executive Director is the chief administrative employee of HAPRA that administers the activities conducted and services provided by HAPRA on a daily basis. The director manages a number of people such as the patron support supervisor, operations manager, business manager, marketing coordinator, sports manager, special events manager, youth services manager and the health and wellness manager. Figure 2 displays the administrative structure of HAPRA. HAPRA has 9 full-time staff, 18 part-time, and 14 seasonal employees, as well as volunteers for various events. HAPRA is responsible for operating and maintaining 3 parks and 2 facilities, making day-to-day decisions regarding financial expenditures of these facilities, managing recreation programming, and implementing development plans.

### BUDGET

Funding for HAPRA comes from a variety of sources throughout the year. HAPRA has previously received \$124,500 per year from the City of Howell and Townships of Howell, Marion, Genoa, and Oceola. This money came from each of the participating jurisdictions general fund. Additional funding comes in a number of ways. Program fees for sports leagues, races, and activities provided through the Authority help generate revenue. Additionally, membership fees and rental fees provide additional revenue to the Authority. Sponsorships are available in the form of banners, community wall spots in the Senior Center, or sponsoring community events such as Legend of Sleepy Howell Event. Sponsorship of the Legend of Sleepy Howell Event includes reserving a spot as a candy booth vendor and handing out candy and promotional materials to members of the community at the event. This in conjunction with donations help to raise more funding for HAPRA.



On November 5<sup>th</sup>, 2024 voters within the City of Howell, Howell Township, Marion Township, Genoa Township, and Oceola Township voted to pass the Howell Recreation Millage. This millage levies 0.5 mills (50 cents per \$1,000 taxable value of the household) and extends for five years. The millage only affects residents within the City of Howell, Howell Township, Marion Township, Genoa Township, and Oceola Township who are also apart of the Howell School District. This millage will generate approximately \$1.6 million dollars per year. The funds from the millage will go to three main areas: reduction of fees for participants, improvements to existing recreation infrastructure, and providing recreation opportunities for all. The current fees each municipality pays to be a member of the recreation authority, \$124,500, will now instead remain in the municipalities. Within this chapter is the recreation budget for each participating jurisdiction. The budgets are pulled from the communities budgets before the passage of the millage. It would be anticipated that the money set aside for HAPRA membership will now remain within the community.

PROGRAMMING

The Howell Area Parks and Recreation Authority provides an extensive list of leagues, events, and programs to the residents of the City of Howell, and the Townships of Genoa, Oceola, Marion, and Howell and the surrounding areas. These programs are available at a range of prices with those living within the participating jurisdictions having a discounted resident rate. Registration is available online, in person, and over the phone to provide convenience to guests. Below is an inventory of current programming provided by HAPRA.

Youth and Teen

HAPRA provides a variety of youth and teen programming to ensure everyone, no matter their interests, can find a way to be actively involved in recreation. Sports leagues for youth and teens include basketball, soccer, baseball, tennis, volleyball, and softball. In addition to leagues, sports clinics such as lacrosse, pickleball, and tennis are offered to help players work on specific skills and become more well-rounded players. Karate is offered as a program as well for youth and teens. The Hive Youth and Teen Center is operated out of the Bennett Recreation Center. The Hive Youth and Teen Center offers homework help and is a constructive place for students to go until their caregivers get home. The Hive Youth and Teen Center alleviates transportation concerns by having buses available to transport students to the Center from Howell Middle School. In addition, the Hive Youth and Teen Center offers programs such as teen finance 101, babysitting 101, teen cooking 101, character sketch workshops, dodge ball, escape for a break activity, kids’ night out, teen late night events, nerf nights, and much more throughout the year. Enrichment programs are provided for youth and teens that include caricature workshops, safe kids classes, foundations of investing, ornithery – the science of birdwatching, summer day camps, and more. Additionally run out of Bennett Recreation Center is the Howell Recreation Preschool and Learning Center. This center provides preschool options to residents of the area.



SUMMER CAMP ATTENDEES



YOUTH VOLLEYBALL LEAGUE PARTICIPANTS



## Adult

Adult programs are offered to keep the whole family active throughout the year. Adult sports leagues include pickleball, volleyball, corn hole, softball, and basketball. Sports clinics such as pickleball and tennis are offered for those who are looking for extra instruction to improve their skills within a sport. HAPRA hosts adult enrichment programs that include toast and twist with gratitude yoga classes and yuletide yoga classes for example. HAPRA also provides a variety of fitness classes for guests to attend. Examples include rise and grind, hatha yoga, asana yoga, total body express, strength and cardio, kick fit, and more.



MENS BASKETBALL LEAGUE WINNERS



ADULT PICKLEBALL LEAGUE PARTICIPANTS

## 50 and older

To ensure everyone can stay active in recreation no matter their age, Howell Area Parks and Recreation Authority provides programming for those 50 and older. These include participation in the adult sports leagues as well as senior enrichment programs. Examples of senior enrichment programs that are provided by HAPRA include physical therapy workshops, crafts, lunch and learn events, cooking, walking club, tai chi, knitting club, senior fitness classes, bingo, games, book club, and more.



SENIOR GROUPS MAKING HUMMING BIRD FEEDERS



SENIOR ENRICHMENT PROGRAM



## Other programs

HAPRA provides a variety of other programs for guests to enjoy. Preschool is available to those ages three to five. HAPRA provides a number of different travel programs for guests to participate in throughout the year. A recent example of a current travel program is the fall color cruise. In addition, art classes are held throughout the year for those all ages to attend.



YOGA CLASS



ART CLASS PARTICIPANTS AND THEIR WORK

## Rec on the go

Rec on the Go is free pop-up recreation programming that HAPRA puts on. Rec on the Go runs from June to August bringing games such as giant connect 4, spike ball, Kan jam, corn hole, ladder ball, and more to the area in the Authority's mobile recreation van. When not being used for a HAPRA event, the van can be rented out for personal events and gatherings.



REC ON THE GO VAN



REC ON THE GO GAMES



## SPECIAL EVENTS

HAPRA hosts a number of special events within the area. These include daddy/daughter dances, mother/son dances, egg hunts, holiday events, kids' night out programs, and more. HAPRA also hosts the Howell Melon Festival each year. This is a three-day festival held in August in downtown Howell that celebrates Howell's agricultural roots. This festival includes the Melon Run, live music, vendors, and more. The Legend of Sleepy Howell is hosted by HAPRA. This event is the largest outdoor trick-or-treating event in Livingston County. Not only does this event have outdoor trick-or-treating in Downtown Howell, but there is also the Headless Horseman 5K, activities, games, crafts, food, and more. Throughout the year HAPRA hosts three 5K runs. The first two, Howell Melon Run and Headless Horseman 5K, mentioned above are held in conjunction with the Howell Melon Festival and the Legend of Sleepy Howell event. The third is the 9/11 Never Forget Trail Run/Walk that is held in honor of first responders and military veterans following 9/11.



LEGEND OF SLEEPY HOWELL



HOWELL MELON FESTIVAL



CAR SHOW AT HOWELL MELON FESTIVAL



HEADLESS HORSEMAN 5K RACE



## VOLUNTEERS

HAPRA works extensively with volunteers when providing recreation opportunities to the area. Individuals can volunteer generally and, in this instance, get contacted when volunteer opportunities become available. Volunteers are also used when hosting HAPRA special events such as the Legend of Sleepy Howell, Howell Melon Festival, and the 5K runs. At these events volunteers can sign up to host/run games, activities, or be race course attendants. HAPRA youth sports leagues rely on parent volunteers to coach the teams. Volunteers help the leagues operate but also help make the league a fun and inviting place for those of all skills and abilities to learn and have fun. HAPRA works with 400+ volunteers throughout the year totaling approximately 4,500 volunteer hours.

## PARTNERSHIPS

HAPRA works with a number of groups to provide high quality recreation opportunities to residents of the area. As previously mentioned, HAPRA works with the five jurisdictions that comprise it to provide recreational programming and special events to the area. The Authority also works with the Howell Public School District for use of their aquatic center to provide additional water-based programming options to residents. HAPRA has a number of other community partners shown below.

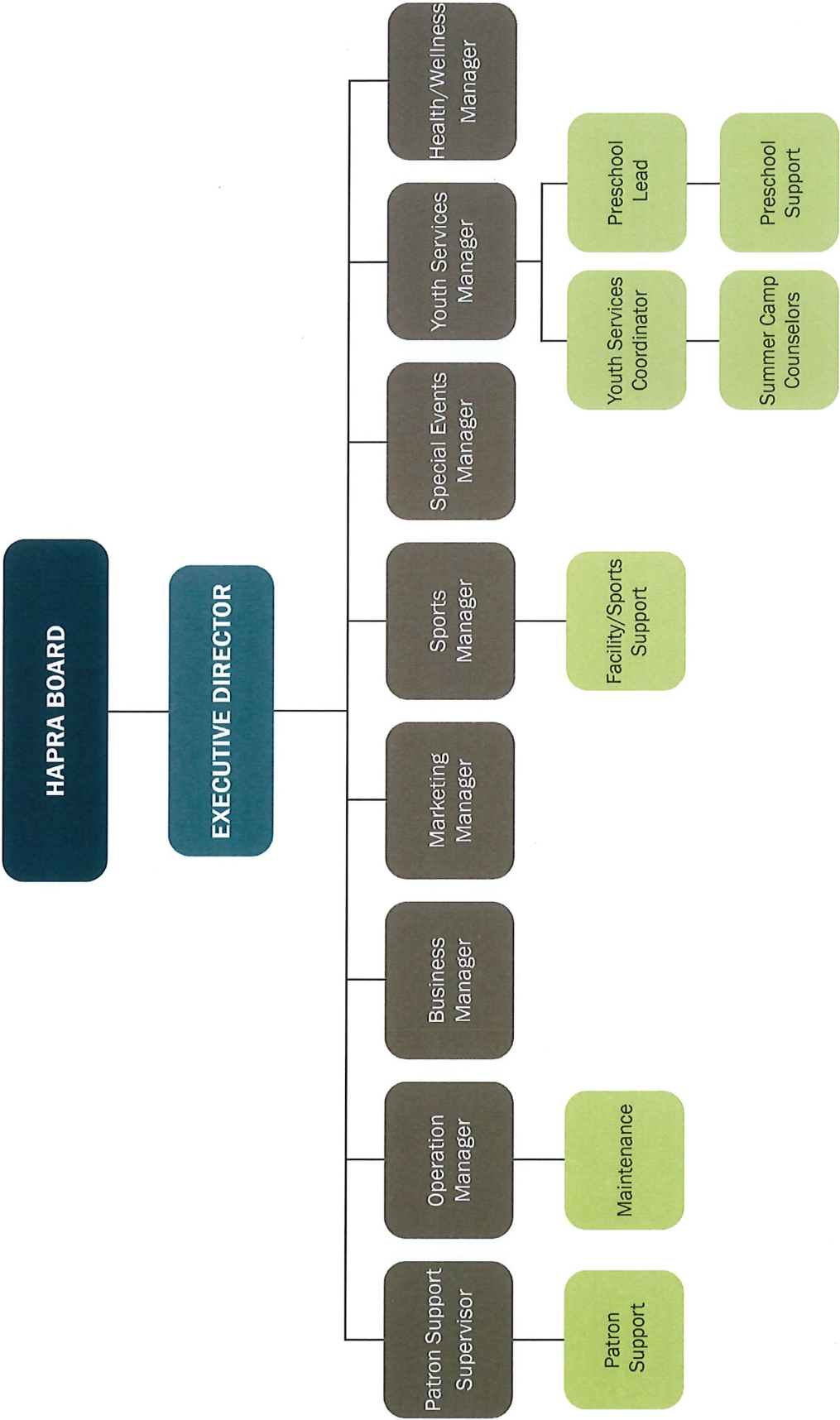
### Community Partners:

- Bank of Ann Arbor
- Bob Maxey Ford
- Chem Trend
- Citizens Insurance
- United Way

**TABLE 2 - HOWELL AREA PARKS AND RECREATION AUTHORITY BUDGET**

|   | 2023 Amended Budget | 2024 Approved Budget |
|---|---------------------|----------------------|
| <b>PROGRAMMING</b>                        |                     |                      |
| Youth Sports                              | \$200,746.37        | \$224,358.89         |
| Festivals                                 | \$181,000.00        | \$188,572.99         |
| Senior Center                             | \$107,686.05        | \$129,210.67         |
| Preschool                                 | \$62,445.60         | \$68,063.80          |
| Summer Day Camp                           | \$81,500.00         | \$93,500.00          |
| Teen Center                               | \$92,338.00         | \$95,779.80          |
| <b>Total</b>                              | <b>\$725,715.37</b> | <b>\$799,486.15</b>  |
| <b>OPERATIONS AND MAINTENANCE</b>         |                     |                      |
| <b>Total</b>                              | <b>\$833,200.00</b> | <b>\$888,800.00</b>  |
| <b>CAPITAL IMPROVEMENTS</b>               |                     |                      |
| Capital Outlay Equipment (Youth Services) | \$8,053.63          | \$22,141.11          |
| Capital Outlay Equipment (Preschool)      | \$1,274.40          | \$3,196.20           |
| Capital Outlay Equipment (Senior Center)  | \$2,413.95          | \$28,689.33          |
| Capital Outlay Equipment (Teen Center)    | \$2,162.00          | \$4,970.20           |
| Capital Outlay Equipment (Dog Park)       | \$250.00            | -                    |
| <b>Total</b>                              | <b>\$14,153.98</b>  | <b>\$58,996.84</b>   |

FIGURE 2 - HOWELL AREA PARKS AND RECREATION AUTHORITY STRUCTURE





# CITY OF HOWELL

## ADMINISTRATIVE STRUCTURE

In 1955, the Howell Home Rule City Charter was adopted. It was then amended by the City voters in 1966 and again in 1988. The City of Howell has operated under a council-manager form government since. The City Manager is appointed by a seven-person city council. The City Manager is responsible for the day-to-day operations of the City and manages all departments. There are eleven department heads reporting to the City Manager. The City's administrative structure can be seen in Figure 3. One of the departments reporting to the City Manager, Parks and Cemetery, is located under the Director of Public Services. Of the City's Parks and Recreation programs, the City Manager oversees staff, proposes budgets, and is responsible for day-to-day operations. Also under the City Manager's control is maintenance of all City-owned buildings and grounds. The Public Services Department provides the direct oversight to park operations and reports directly back to the Manager on this issue.

The Howell Department of Public Services (DPS) is comprised of a handful of departments that oversee services to the City. The DPS provides oversight to facilities and construction, public works, parks and cemetery, and the water treatment plant.

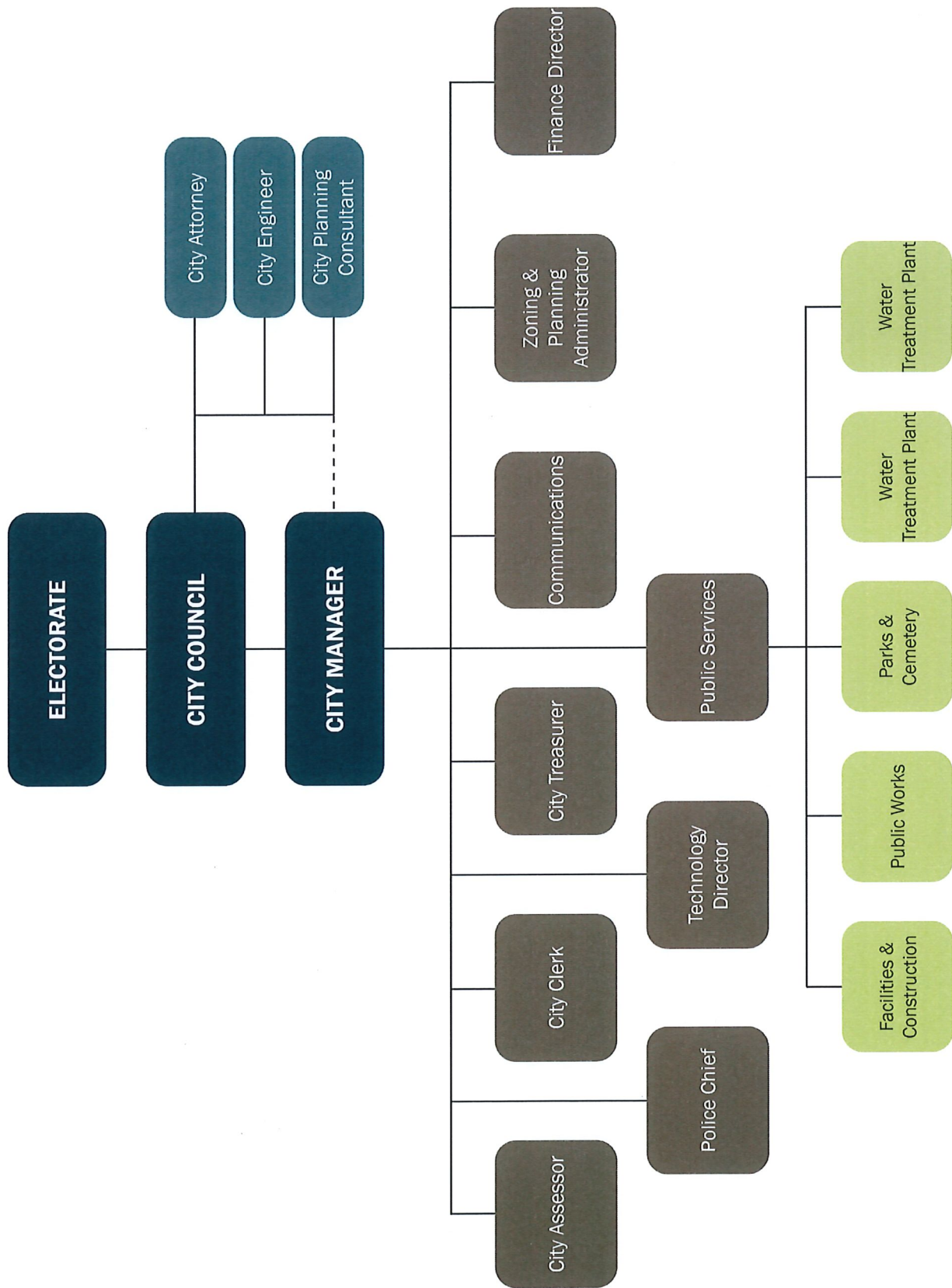
The City of Howell is a member of HAPRA. The City of Howell has one member that sits on HAPRA's board. HAPRA provides programming, management of some parks and recreation facilities, and special events within the City such as Howell Melon Festival, the Legend of Sleepy Howell Event, and two 5K runs. In the past HAPRA managed Scofield Park and the City Boat Launch however, due to ongoing maintenance costs the City of Howell now manages these facilities. HAPRA does run and operate the Hive Youth and Teen Center located on Grand River Avenue in downtown Howell. For more information on this visit the recreation inventory in Chapter 4.



MINI PARK IN THE CITY OF HOWELL



FIGURE 3 - CITY OF HOWELL STRUCTURE



BUDGET

When it comes to parks and recreation within the City the majority of the funding comes from the City's General Fund. Some funding does come from other sources as well. Year passes for Scofield Park and City Boat Launch provide the City with additional funding. Pavilion rental fees and some donations also assist in providing funding to recreation in the City of Howell. The City pays \$124,500 per year to HAPRA for participation in the Authority and for management of the Bennett Recreation Center, Countryside Veterinary Dog Park, and recreation programming within the City.

VOLUNTEERS

The City of Howell is always welcome to volunteers to assist with parks and recreation. Volunteers create the inviting atmosphere within parks and recreation within the City. The City relies on these volunteers to lead recreational programming and activities in the City. The groups below are philanthropic organizations, sporting groups, and other organizations that volunteer to make recreation within the City successful.

Local Service Clubs:

- Michigan Kiwanis Club
- Rotary Club of Howell
- The American Legion
- Livingston County 4-H
- Howell Lions Club
- Elks Lodge #2168
- Howell Mason Lodge

Scouting Groups

- Boy Scouts
- Girl Scouts

Recreation Use Groups

- Howell Underground Running Team (H.U.R.T.)
- Michigan Mountain Biking Association
- Howell Area Junior Baseball Association
- Howell Area Junior Football League
- Howell Area Soccer Association

Land Conservancies:

- Legacy Land Conservancy
- Southeast Michigan Land Conservancy

Other Organizations:

- Howell Area Chamber of Commerce

PARTNERSHIPS

As stated above the City of Howell is a member of the Howell Area Parks and Recreation Authority. The way the agreement works is that the City pays the authority and has a member sit on the Board and in return the Authority provides recreation programming in City parks, at the Oceola Community Center, and at Bennett Recreation Center, and other locations throughout the Howell area. HAPRA and the City coordinate efforts with the school district to allow the use of fields, gyms, and the aquatic center belonging to the school district for recreation programming.

TABLE 3 - CITY OF HOWELL BUDGET

|                                   | 2022 - 2023 Amended Budget | 2023 - 2024 Amended Budget |
|-----------------------------------|----------------------------|----------------------------|
| HAPRA Contributions (Programming) | \$121,750.00               | \$126,500.00               |
| Operations and Maintenance        | \$206,000.00               | \$292,181.00               |
| Capital Improvements              | \$410,316.00               | \$526,835.00               |

\*The Howell Recreation Millage was approved and the \$124,000 contributed by the community for membership is anticipated to remain in the community, being replaced by the millage revenue.



DNR GRANT HISTORY

The City of Howell has previously received three DNR Land and Water Conservation Grants for parks and recreation. The details of those grants are in Table 4.

TABLE 4 - CITY OF HOWELL DNR GRANT HISTORY

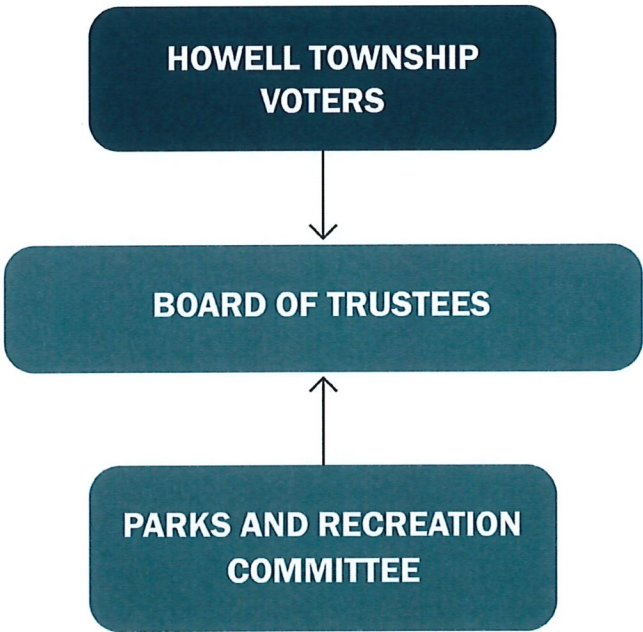
| Project Title                        | Project Number | Project Year | Grant Amount | Status    | Description  |
|--------------------------------------|----------------|--------------|--------------|-----------|--|
| Howell Tennis Courts                 | 26-00889       | 1977         | \$19,651.09  | Completed | Currently Bennett Recreation Center. Courts are at the end of their life and are planned to be redeveloped as part of a larger property redevelopment. |
| FY78 Consolidated Statewide Grant    | 26-0102313     | 1977         | \$27,700.75  | Completed | Development of softball fields at Lucky Road Park. Park has been decommissioned due to chemical contamination and public safety concerns.              |
| FY 1980 Consolidated Statewide Grant | 26-01104 Y     | 1980         | \$25,031.90  | Completed | Development of Lucky Road Park. Park has been decommissioned due to chemical contamination and public safety concerns.                                 |

HOWELL TOWNSHIP

ADMINISTRATIVE STRUCTURE

Howell Township is a General Law Township with a Board of Trustees made up of the Supervisor, Clerk, Treasurer, and four Trustees. The Township Board of Trustees administers parks and recreation in Howell Township. This structure is allowed under the Michigan Enabling Act 157 of 1905, Township Parks and Places of Recreation. Since the adoption of the Township's latest recreation plan in 2024, the Township has created a Parks and Recreation Committee that reports to the Township Board. This committee is responsible for overseeing the recreation development and activities in the Township. See Howell Township's structure in Figure 4.

FIGURE 4 - HOWELL TOWNSHIP STRUCTURE



# VOLUNTEERS AND PARTNERSHIPS

Howell Township is a member of HAPRA. The township pays a yearly fee of \$124,500 to be a member of the Authority. The Township has one representative that sits on the HAPRA Board. HAPRA provides reaction programming and activities to Township residents. The Township does not currently maintain its own volunteer or other partnership base outside of HAPRA. Developing these could help with maintenance, organizing events, and raising funds to help with recreation in the Township

# BUDGET

The funding for recreation and general maintenance comes from the Township’s General Fund.

TABLE 5 - HOWELL TOWNSHIP BUDGET

|  | 2023 - 2024 Amended Budget | 2024 - 2025 Adopted Budget |
|--|----------------------------|----------------------------|
| HAPRA Contributions (Programming, Operations/ Maintenance, Capital Improvements) | \$140,000.00               | \$130,000.00               |

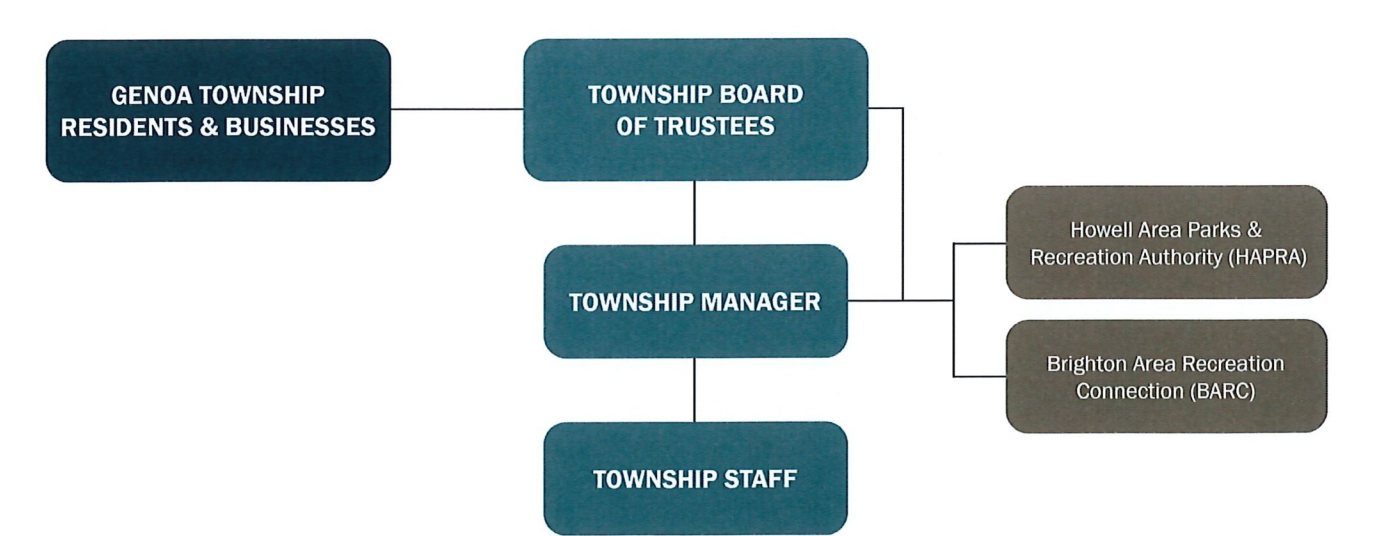
\*The Howell Recreation Millage was approved and the \$124,000 contributed by the community for membership is anticipated to remain in the community, being replaced by the millage revenue.

# GENOA CHARTER TOWNSHIP

## ADMINISTRATIVE STRUCTURE

The Genoa Township Board consists of seven members. These include a supervisor, clerk, treasurer, and four trustees. The Township Board works with the Township Manager. The Township Manager is the chief appointed executive and carries out a number of responsibilities such as capital projects preparation and administration, public services, implementing policies, procedures, and ordinances approved by the Board, and oversees Township staff. The Township Board and Township Manager work together with HAPRA and BARC to provide recreational opportunities to residents of the Township. One member of the Township Board sits on HAPRA's board to be the Townships representative in decisions made in regard to recreation within HAPRA.

FIGURE 5 - GENOA CHARTER TOWNSHIP STRUCTURE





## VOLUNTEERS AND PARTNERSHIPS

Genoa Township partners with two regional recreation authorities to help provide recreational facilities and programs to its residents. The first recreational recreation authority is HAPRA. In Genoa Township, HAPRA administers the programming of amenities at Genoa Park. These benefit the residents of the Township as well as the larger regional area. These amenities include lighted athletic fields and special events like Easter egg hunts. To be stay a member of HAPRA the Township pays \$124,500 annually.

The other recreational authority is the Brighton Area Recreation Connection (BARC). Brighton Area Schools administers BARC. BARC includes portions of the City of Brighton, Brighton Township, Hamburg Township, Green Oak Township, and Genoa Township. The programs include that of soccer, basketball, softball, self-defense, and yoga for youths and adults. BARC also coordinates activities hosted at Genoa Park with HAPRA. Additionally, the Township works in cooperation with Livingston County Parks.

## BUDGET

Genoa Township supports parks and recreation through the Township general fund. Also, resources for installation and maintenance of all recreation facilities in the Township is provided through an enterprise fund (#270 Parks and Recreation). The full budget for parks and recreation in Genoa Township can be found below in Table 6.

**TABLE 6 - GENOA TOWNSHIP BUDGET**

|                                   | 2023 - 2024 Amended Budget | 2024 - 2025 Recommended Budget |
|-----------------------------------|----------------------------|--------------------------------|
| HAPRA Contributions (Programming) | \$120,000.00               | \$124,500.00                   |
| Operations and Maintenance        | \$130,000.00               | \$175,000.00                   |
| Capital Improvements              | \$247,200.00               | \$855,200.00                   |

\*The Howell Recreation Millage was approved and the \$124,000 contributed by the community for membership is anticipated to remain in the community, being replaced by the millage revenue.

## DNR GRANT HISTORY

Genoa Township has previously received one DNR grant for parks and recreation. See Table 7 for additional details regarding that grant.

**TABLE 7 - CITY OF GENOA DNR GRANT HISTORY**

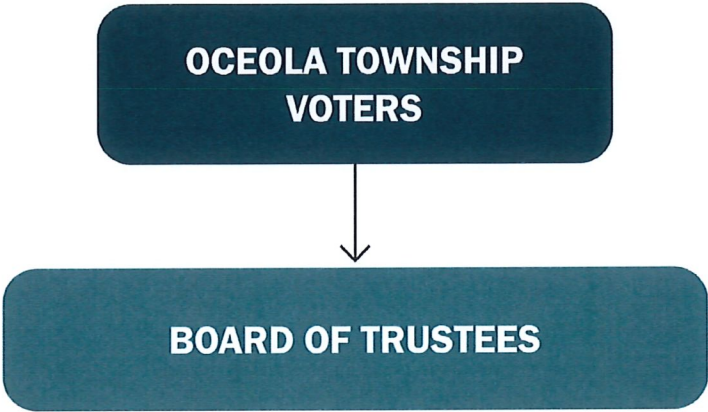
| Project Title                 | Project Number | Project Year | Grant Amount | Status    | Description  |
|-------------------------------|----------------|--------------|--------------|-----------|--|
| Genoa Township Park Expansion | TF21-0040      | 2021         | \$300,000    | Completed | Acquisition of land to expand Genoa Township Park. |

# OCEOLA TOWNSHIP

## ADMINISTRATIVE STRUCTURE

Oceola Township is comprised of a seven (7) member Township Board made up of a supervisor, clerk, treasurer, and additional four (4) trustees. The Township Board oversees all Township employees, programs, and services. Included in the Township Board’s responsibilities is adopting an annual budget that will determine the scope of the Townships services for the year. One member of the Township Board sits on HAPRA’s board to be the Townships representative in decisions made in regard to recreation within HAPRA.

FIGURE 6 - OCEOLA TOWNSHIP STRUCTURE



## VOLUNTEERS AND PARTNERSHIPS

Oceola Township partners with HAPRA to provide recreation facilities and programming to the Township. The Township pays \$124,500 per year to be a member within HAPRA. HAPRA runs and operates the Oceola Community Center on Latson Road. This building is home to HAPRA and in the recreation inventory in Chapter 4 the inventory of amenities and programs offered at this location is provided. HAPRA also runs and operates the Oceola Soccer Complex which is located near the Oceola Community Center.

## BUDGET

The full budget for parks and recreation in Oceola Township can be found in Table 8.

TABLE 8 - OCEOLA TOWNSHIP BUDGET

|                                     | 2022 - 2023 Amended Budget | 2023 - 2024 Approved Budget |
|-------------------------------------|----------------------------|-----------------------------|
| HAPRA (Programming and Maintenance) | \$120,000.00               | \$120,000.00                |
| Capital Improvements                | \$106,400.00               | -                           |

\*The Howell Recreation Millage was approved and the \$124,000 contributed by the community for membership is anticipated to remain in the community, being replaced by the millage revenue.



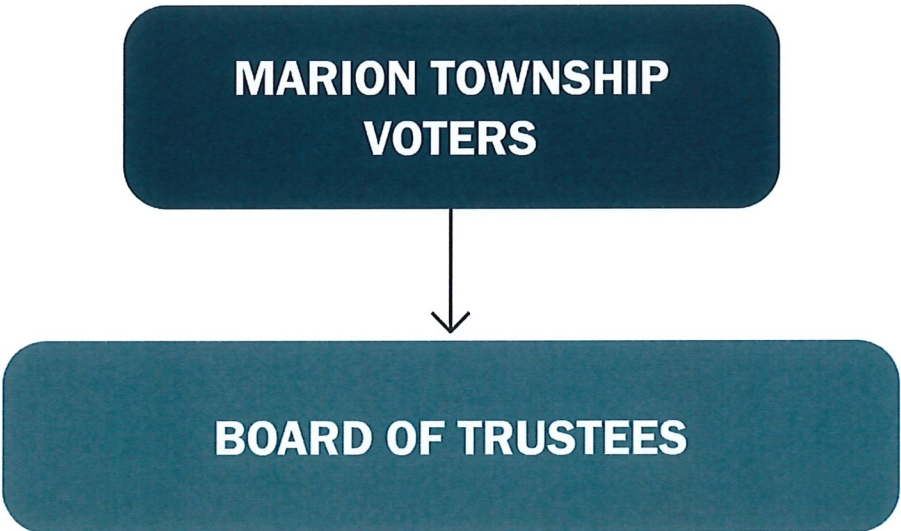
# MARION TOWNSHIP

## ADMINISTRATIVE STRUCTURE

Marion Township is comprised of a seven (7) member Township Board made up of a supervisor, clerk, treasurer, and additional four (4) trustees. Within the Township decisions on parks and recreation is made in one of two ways. Minor decisions, typically those less than \$3,000, are made by the Township Clerk, Township Treasurer, and/or the Township Supervisor. All major decisions, those more than \$3,000 or those related to policy, are made by the Township Board during a public meeting. The Township has a Parks Committee, however the committee has been inactive for several years. The Township has one board member that sits on the HAPRA board to be the Township representative in HAPRA's decisions.

Park maintenance is done by multiple people. The Township has contracted a landscaping company for upkeep of the parks such as lawn mowing. The Township provides a portable restroom in the parks from spring through fall and provides some trash collection that is not done by HAPRA staff.

FIGURE 7 - MARION TOWNSHIP STRUCTURE



## VOLUNTEERS AND PARTNERSHIPS

Marion Township utilizes volunteer contributions to help with parks and recreation activities within the Township. A volunteer mows the disc golf course for the Township and volunteers also facilitate the Buck Pole Event hosted the Township. Marion Township partners with HAPRA to provide recreation facilities and programming to the Township. The Township pays \$124,500 per year to be a member within HAPRA. HAPRA in turn provides recreation programming and facilities to residents of the area.

The Township partners with a few other groups for recreation opportunities in the Township. The Howell Gun Club uses the lower level of the Township Hall to host archery classes. A group of seniors also utilize the Township Hall twice a week to host card games. Throughout December, the Livingston County Catholic Church Charities utilize the lower level of the Township Hall for senior food distribution.



BUDGET

The Parks are funded by transfer from the Township’s General Fund. There are occasional minor donations that help as well. The Townships full budget for parks and recreation is shown below in Table 9.

TABLE 9 - MARION TOWNSHIP BUDGET

|                            | Current Year 2024 | Next Year 2025 |
|----------------------------|-------------------|----------------|
| Operations and Maintenance | \$5,725.00        | \$16,000.00    |
| HAPRA (Programming)        | \$124,500.00      | \$124,000      |

\*The Howell Recreation Millage was approved and the \$124,000 contributed by the community for membership is anticipated to remain in the community, being replaced by the millage revenue.



DISC GOLF COURSE AT JACK LOWE MEMORIAL PARK





# 4 RECREATION INVENTORY



# RECREATION INVENTORY

## INTRODUCTION

In order to strategically plan for parks and recreation in the future, a community needs to examine the type of parks and recreation facilities that are available within the area. Other factors to consider include accessibility, park classifications, and amenities for each park and recreation space as well as programs and events that are hosted and provided in the community. All these factors in conjunction with community input give Officials a better understanding of what their goals and actions should be in regard to their parks and recreation for the future. The inventory presented in this chapter was put together by consultants in the summer of 2024 and verified by HAPRA staff. This chapter provides discussion on park classifications, accessibility, and amenities for each park and recreation facility within HAPRA. This chapter also provides an inventory of the programs and events provided by HAPRA.

## PARK CLASSIFICATION

A recreation inventory helps provide a foundation in understanding the recreational needs, deficiencies, and future plans for the Howell Area. An inventory provides an understanding of all the facilities within the area along with details about the types of activities and features available within the space. The following classification is adapted from the National Recreation and Parks Association (NRPA) guide. It recognizes types of parks based on size, service area, facilities, and use groups. Each park within the area is classified as a mini park, neighborhood park, community park, regional park, natural resource area, or special use facility. The NRPA classifies other types of parks, but they are not applicable to the Howell area.

### MINI PARKS:

Mini parks address limited, isolated, or unique recreational needs. These parks are usually 2,500 square feet or one acre in size.

### NEIGHBORHOOD PARKS:

Neighborhood parks are often considered the basic unit of a park system. They serve as recreational and social focus of the neighborhood. Their intended service area is  $\frac{1}{4}$  to  $\frac{1}{2}$  mile distance and are uninterrupted by non-residential roads and other physical barriers. They are generally 5 to 10 acres in size.

### COMMUNITY PARKS:

Community parks serve a broader purpose than neighborhood parks. Their focus is on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces. These parks are usually between 30 to 50 acres and serve a radius of  $\frac{1}{2}$  to 3-mile distance.

### REGIONAL PARKS:

Regional parks are generally the largest in size and serve the greatest geographical area. These parks are typically 80 acres or larger in size. These parks focus on preserving unique landscapes and open space while also allowing for group activities and other recreational opportunities not typically found in a neighborhood or community park.

### SPECIAL USE FACILITY:

Special use facilities cover a broad range of parks and recreation facilities oriented toward a single-purpose use. There is no national standard for special-use facilities because each one caters to a different community need.



## ACCESSIBILITY

It is important that parks systems and facilities are safe, accessible, and usable for all individuals within a community no matter one's ability or age. The DNR has developed a grading system to identify parks and facilities accessibility levels, based on the American Disabilities Act (ADA) Guidelines. The grading system uses a five-point system ranging from 1 to 5. Table 10 below defines each rating a park or facility could receive. The accessibility rating of each recreation facility can be found in Table or within each park's written summary of spaces provided within this Chapter. An accessibility assessment of each park was conducted during the summer of 2024 by looking at aerial imagery of each park space and its amenities.

**TABLE 10 - MDNR ACCESSIBLE GRADING SYSTEM FOR PARKS AND RECREATION FACILITIES**

| Accessibility Grade | Definition   |
|---------------------|--|
| 1                   | None of the facilities/park areas meet accessibility guidelines                  |
| 2                   | Some of the facilities/park areas meet accessibility guidelines                  |
| 3                   | Most of the facilities/park areas meet accessibility guidelines                  |
| 4                   | The entire park meets accessibility guidelines                                   |
| 5                   | The entire park was developed/renovated using the principles of universal design |

## HOWELL AREA PARKS AND RECREATION FACILITIES INVENTORY

For this recreation plan an inventory of parks and recreation facilities within the Howell Area was conducted. Items such as amenities provided, accessibility, and classifications were assessed for each space. Table 11 in this chapter provides a summary of all the parks and recreational facilities within participating HAPRA jurisdictions.

It should be noted that HAPRA runs and operates two recreation facilities within the area: the Oceola Community Center and the Bennett Recreation Center/Hive Youth and Teen Center. The Recreation Authority also operates and maintains a number of athletic fields and parks spaces that are leased to the Recreation Authority. These include Page soccer fields, Oceola Township Soccer Complex fields, Genoa Township athletic fields, Countryside Veterinary Dog Park, and Marion Township Disc Golf Course. Not all park spaces found below are operated or maintained by the Recreation Authority. They are all included in the inventory because they represent all the parks and recreation spaces available within the participating HAPRA jurisdictions.



**SCOFIELD PARK**



## CITY OF HOWELL

### Argyle Park

Location: 139 Argyle Street, Howell

Acres: .4

ADA Accessibility: 2

Classification: Mini Park

Argyle Park is a mini park located in the southern portion of the City of Howell. This park has an area for picnic that include two picnic tables and a grill. Also, within the park is play equipment for children and a swing set. Some open grassy space is available within this mini park as well as the park is connected to the surrounding neighborhood with sidewalks.

---

### Bennett Recreation Center/Hive Youth and Teen

Location: 925 West Grand River Avenue, Howell

Acres: 3.51

ADA Accessibility: 3

Classification: Special Use Facility

The Bennett Recreation Center is home to the Hive Youth and Teen Center and the Howell Recreation Preschool and Learning Center. Amenities at the Bennett Recreation Center include a gymnasium, tennis courts, game room, picnic tables, play equipment, pavilion, and lounging spaces. The Hive Youth and Teen Center provides a place where middle and high school students can gather with friends, work on skills, collaborate, and overall socialize with others their age. The Center is open from 2:30 – 6:00 pm Monday through Friday during the school year. A monthly membership can be purchased, or guests can pay daily with a drop-in fee. The Hive Youth and Teen Center also provides programming. Teen late night events are hosted such as arcade trips, workshops, holiday parties. Also available is drop-in dodge ball and Nerf nights. The Hive Youth and Teen Center also focuses on provides teens with skills and hosts classes such as teen financing, babysitting 101, and a safe kids class. The Howell Recreation Preschool and Learning Center has three-year-old and four-year-old classes that use concepts from Creative Curriculum to allow children to investigate using hands on activities.



BENNETT RECREATION CENTER



### Baldwin Park

Location: 710 Spring Street, Howell

Acres: .8

ADA Accessibility: 2

Classification: Mini Park

Baldwin Park is a mini park located within the center of the City of Howell. This park includes amenities such as a play structure and play equipment, a swing set, tennis court, and a picnic area that contains picnic tables and a pavilion. The park has sidewalks that connect to the pavilion, play equipment, and angled parking for visitors to park. These sidewalks also connect into the sidewalks of the neighborhood.

---

### Highlander Aquatic and Fitness Center

Location: 1224 West Grand River Avenue, Howell

Acres: 148.5

ADA Accessibility: 3

Classification: Special Use Facility

Highlander Aquatic and Fitness Center is a part of Howell Public Schools and located on the same property as Howell High School and located next to Howell Skate Park and Highlander Way Middle School. The Highlander Aquatics and Fitness Center provides many recreational opportunities for members of the area. The Aquatics Center offers youth swim lessons and private/semiprivate swim lessons for ages ranging from 6 months to 13 years old. The Aquatics Center also provides open swim periods and lap swim periods for those looking to exercise and play. Other water programming provided is deep water aerobics, water aerobics, splash aerobics, and arthritis aerobics. Outside of water classes, the aquatics center also provides cycling classes and yoga classes. Classes vary in price and can be purchased as drop-in sessions or as a bundle. Lap swim is available as for guests as a drop-in fee or a monthly membership to be purchased. The Aquatics Center also hosts special events such as the annual open houses and guests are able to rent portions of the Aquatics Center to host birthday parties.

---

### John S. Page Field

Location: 415 N. Barnard Street, Howell

Acres: 10.1

ADA Accessibility: 2

Classification: Community Park

John S. Page Field is a community park located near Thompson Lake within the City of Howell. This park has sidewalks that surround the outside and connect to the parks angled parking area as well as the surrounding neighborhood. The main focal point is a full soccer field that is surrounded with a track and grandstands. Also, within the park is an open multi-use field, play equipment, and basketball hoops.



JOHN S. PAGE FIELD

### Scofield Park (formerly Howell City Park)

Location: 1100 South Michigan Avenue, Howell

Acres: 21.6

ADA Accessibility: 2

Classification: Community Park

Scofield Park is a community park located on the western side of Thompson Lake. This is the largest park within the City of Howell Park system. The park is a mix of developed park space and forested green space. The north end of the park contains a parking area and beach. The beach is the main attraction for guests of the park and has recently had a kayak launch installed to provide paddling access to Thompson Lake. Also in the north side of the park are two pavilions, picnic tables, and restrooms for guests to use. The pavilions can be rented out for gathering and parties. In the middle of the park there is a large pavilion, parking, restrooms, play structure, scenic overlook, and a large open softball field. The southern part of the park includes a pavilion, plays structure, and a sidewalk/pathway that connects out onto Thompson Street and Lakeview Cemetery. Benches are located throughout the park to relax and view the surroundings. Park passes are needed for entry to the park from Memorial Day through Labor Day. City of Howell residents get two free annual passes. Oceola Township residents can get one park pass for a discounted rate and all other Township residents may purchase an annual pass for forty dollars. The City of Howell is working on major upgrades to accessibility and amenities for Scofield Park currently.

---

### Paul Bennett Field

Location: 600 South Walnut Street, Howell

Acres: 1.85

ADA Accessibility: 1

Classification: Community Park

Paul Bennett Field is a community park located centrally within the City of Howell. This park provides baseball facilities to the City with a lighted baseball field. The park has been home to the Howell Area Junior Baseball Association (HAJBA) since 1957. A renovation project is in the works for the park that would include improvements such as increasing accessibility, expanding dugouts, renovating concessions, adding restrooms, improving parking lot, and upgrading lighting on site.

---

### Scofield Park/City Boat Launch

Location: Lake Street and Roosevelt Street, Howell

Acres: 2.1

ADA Accessibility: 1

Classification: Special Use Facility

Scofield Park Boat Launch is a special use facility that provides lake access to Thompson Lake in the City of Howell. This site allows guests to launch their boats and provides parking for trucks and trailers. This space also provides picnic tables along the water and open green space for visitors to relax and take in the sites. The lake provides access for fishing, kayaking, canoeing, and boating for the City. Passes are needed to use the boat launch from Memorial Day through Labor Day. City of Howell residents get two free annual passes and Oceola Township residents get one free annual pass. Residents of other Townships must purchase an annual pass to access the boat launch.



### McPherson Park

Location: Between State Street and Michigan Avenue south of Higgins Street, Howell

Acres: .2

ADA Accessibility: 2

Classification: Mini Park

McPherson Park is a mini park located near the center of the City of Howell. This mini park provides open, shaded recreation space for the surrounding neighborhood. The park is surround by sidewalks for easy walking access and has a small walkway that runs through the middle of the space. Amenities provided include picnic tables and a drinking fountain.

---

### Doc Lewis "Pat" May Park

Location: Park Street and Clinton Street, Howell

Acres: .2

ADA Accessibility: 1

Classification: Mini Park

Doc Lewis "Pat" May Park is a mini park located on the eastern side of the City of Howell. The southern section of the park has a sidewalk that connects the park out to the surrounding neighborhood. Amenities within the park includes play equipment such as swings, a climbing dome, and a slide. Within the northern section of the park is a small area of green open space, a picnic table, bench, and grill.

---

### West Street Park

Location: 500 - 624 Factory Street, Howell

Acres: 2.9

ADA Accessibility: 3

Classification: Neighborhood Park

West Street Park is a neighborhood park located in the northern portion of the City of Howell. The park offers a variety of amenities that include a basketball court, multi-use field, sand volleyball court, play equipment, and swings. Other park amenities include two pavilions, one small and one large as well as benches spread throughout. Parking is available on the north side of the park and a quarter mile walking track circles the perimeter of the park.

---

### Don Miller Park

Location: 626 - 898 Maple Street, Howell

Acres: .2

ADA Accessibility: 2

Classification: Mini Park

Don Miller Park is a mini park located in the southern portion of the City of Howell. The park has sidewalks on two of the parks four sides providing convenient pedestrian access to the surrounding neighborhood. The park contains play equipment, picnic tables, and benches. This was recently updated in 2023.

Countryside Veterinary Dog Park  
Location: 405 S. Highlander Way, Howell  
Acres: 2.5  
ADA Accessibility: 1  
Classification: Special Use Facility

Countryside Veterinary Dog Park is located in the western portion of the City of Howell next to the Livingston County Animal Control building. To use the dog park guests must register their dog through the Howell Area Parks and Recreation Authority, have a dog license, and be up to date on vaccines. A membership must be purchased for the park which costs \$70 per year and a key fob will be given to members for park entry. The dog park is split into two areas. One being an area for small dogs and a second larger area for big dogs.

---

Howell Skate Park  
Location: 626 - 898 Maple Street, Howell  
Acres: .2  
ADA Accessibility: 1  
Classification: Special Use Facility

Howell Skate Park is a special use facility located between Highlander Way Middle School, Howell High School, and Highlander Aquatic and Fitness Center. This skate park is made of a concrete and steel semi-sunk obstacle course. The park is open from April 1st to October 31st based on the weather and conditions.

---

Rolling Oaks Park  
Location: Wooded Valley Lane and Still Drive, Howell  
Acres: 8.2  
ADA Accessibility: 2  
Classification: Neighborhood Park

Rolling Oaks Park is a small park located behind homes in the Rolling Oaks subdivision. Amenities of the park include a play structure, benches, picnic table, and a rustic walking trail. The northern portion of the park also contains a large multi-use field, and the southern portion of the park consists of wooded undeveloped land. The property to the west of the park is owned by the City of Howell and is currently undeveloped.

---

Lakeside Park  
Location: Lakeside Drive and Park Avenue, Howell  
Acres: .3  
ADA Accessibility: 1  
Classification: Mini Park

Lakeside Park is a mini park located on the north side of Thompson Lake. The park is on a steep hill toward the lake and access is only provided by a flight of stairs. The park provides lake access and benches to view the water. Also, within the park is play equipment for children to use.



## OCEOLA TOWNSHIP

### Oceola Soccer Complex

Location: 1661 N. Latson Road, Howell

Acres: 10.0

ADA Accessibility: 3

Classification: Community Park

The Oceola Soccer Complex located on the property containing Oceola Township Hall. The main amenities at the Oceola Soccer Complex is 11v11, 6v6, and 3v3 soccer fields. Also available within the park is a large play structure that features slides, monkey bars, swings, and climbing obstacles. A large pavilion is available with picnic tables and a free little library. A paved walking path is located within the park. The path is about a mile long and includes a story walk. Upcoming additions to the Soccer Complex include permanent outdoor bathrooms and a water bottle filling station. HAPRA soccer leagues are hosted at the Oceola Soccer Complex.

---

### Oceola Community Center

Location: 1661 N. Latson Road, Howell

Acres: 10.0

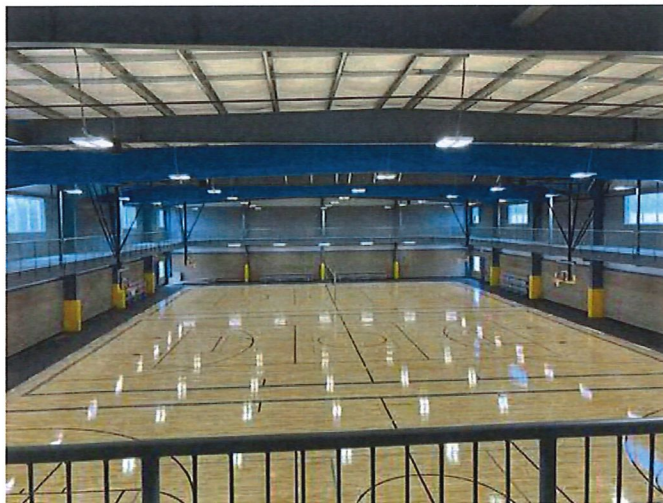
ADA Accessibility: 3

Classification: Special Use Facility

The Oceola Community Center is 43,000 square feet community center that is the home of the Howell Area Parks and Recreation Authority. The facility is open Monday through Friday for anyone and is open Saturday through Sunday for members only. Hours of operation vary by day and can be found on the HAPRA website. Memberships must be purchased in person and can be monthly or annually. If one does not wish to purchase a membership a drop-in rate can be paid per visit. Residents of the participating jurisdictions can purchase memberships for a discounted resident rate. Within the Community Center is a gymnasium with three courts that are lined for basketball, volleyball, and pickleball. Also within the gymnasium is a walking track. Other amenities include three multi-purpose rooms, kitchen, fitness room, and equipment room. A variety of fitness classes and activities are held at the Oceola Community Center. These include chair volleyball, lunch and learns, parties, youth basketball leagues, pickleball clinics, tot time, and enrichment programs. Rooms and courts are available for the public to rent hourly for a fee.



OCEOLA COMMUNITY CENTER



OCEOLA COMMUNITY CENTER GYMNASIUM



## GENOA TOWNSHIP

### Fillmore County Park

Location: 7075 McClements Road, Brighton

Acres: 198.0

ADA Accessibility: 1

Classification: Regional Park

Fillmore County Park is a regional park located between the City of Howell and the City of Brighton. This land was given to Livingston County and then opened as a county park in 2019. Currently the park includes 3.5 miles of trails, picnic tables, and restrooms. The land remains mostly undeveloped providing lots of open green space for visitors of the park to enjoy as providing great opportunities to view wildlife.

---

### Genoa Township Park

Location: 2911 Dorr Road, Brighton

Acres: 46.0

ADA Accessibility: 4

Classification: Community Park

Genoa Township Park is located next to Genoa Township Hall. This park includes a .66-mile paved walking trail that circles around the Township Hall and Park. This trail also connects the park with the neighboring Brighton Area Fire Department. Also within the park are three play structures that are designed for ages ranging from two through twelve. These play structures include slides, swings, climbing structures, and a water misting features. Near the play structures is a heated pavilion with picnic tables and restrooms that can be used year-round. Also, near the pavilion and play structures is a water fountain that includes a pet drinking fountain. Two lighted, regulation size soccer fields are available to use for sports. These can be rented through HAPRA. A sledding hill is located near the entrance of the park that provides fun recreation options for families in the winter. The sledding hill runs for 200 feet with a 20% grade equaling to a 40-foot drop.



GENOA TOWNSHIP PARK PLAY STRUCTURES



## MARION TOWNSHIP

### Fred Brown Memorial Park

Location: 1884 Triangle Lake Road

Acres: 9.3

ADA Accessibility: 1

Classification: Community Park

Marion Township Park is a community park located on Triangle Lake Road south of Coon Lake Road. The park includes amenities such as a baseball diamond, picnic tables, one-third mile walking path, and a small playset. There is open green space and wooded land on the northern portion of the property.

---

### Jack Lowe Memorial Park (including Disc Golf Course)

Location: 2877 W. Coon Lake Road, Howell

Acres: 28.9

ADA Accessibility: 1

Classification: Community Park

Jack Lowe Memorial Park is a community park located on the Marion Township Hall property. This park contains a gazebo and picnic tables to relax and enjoy the space. Township residents can rent out the gazebo to host events or gatherings. Next to the gazebo is play equipment for children to enjoy. The park recently received new play equipment for children and a new walking path that is just under one mile in length that follows along the perimeter of the property. The park also includes an 18-hole disc golf course. Surrounding these amenities is open green space.

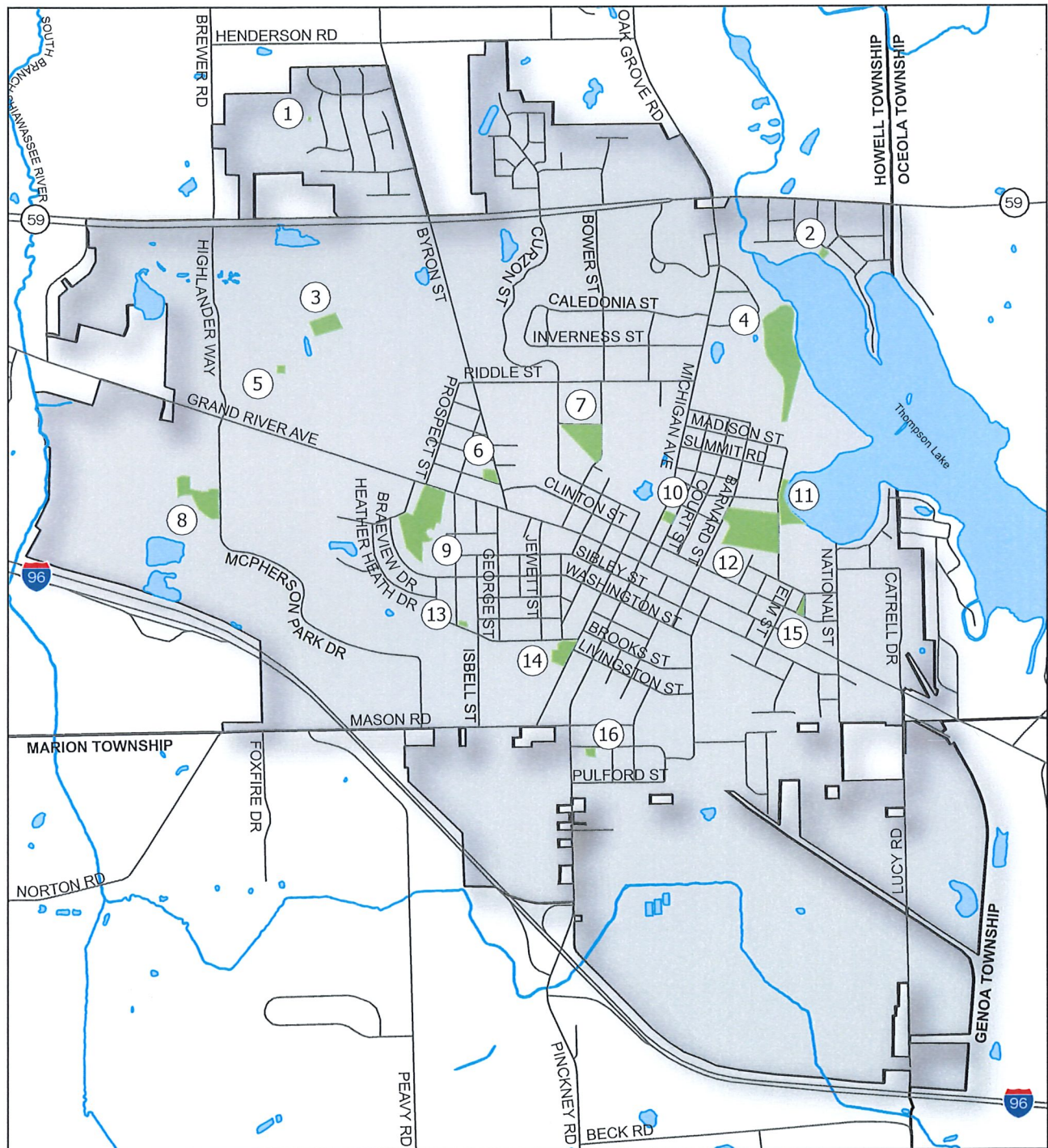


JACK LOWE MEMORIAL PARK



# MAP 1 - PARK MAP CITY OF HOWELL

## PARKS MAP - CITY OF HOWELL HOWELL AREA RECREATION AUTHORITY JURISDICTIONS



### Legend

- Parks
- Howell
- Townships

### Park Names

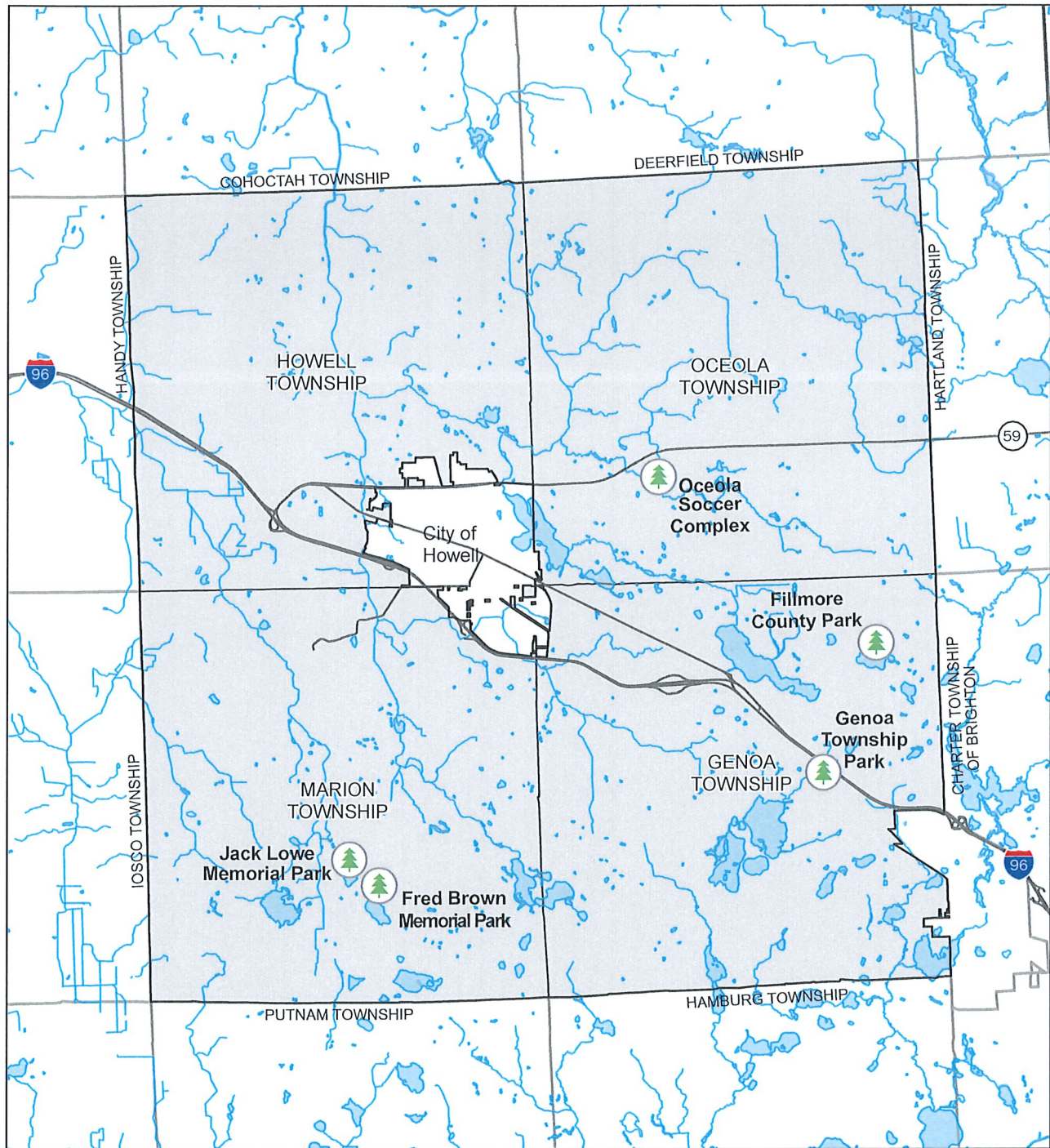
- |  |                                    |                               |
|--|------------------------------------|-------------------------------|
| 1. Rolling Oaks Park                   | 6. Baldwin Park                    | 11. Scofield Park Boat Launch |
| 2. Lakeside Park                       | 7. West Street Park                | 12. John S. Page Field        |
| 3. Highlander Aquatic & Fitness Center | 8. Countryside Veterinary Dog Park | 13. Paul Bennett Field        |
| 4. Scofield Park                       | 9. Bennet Recreation Center        | 14. Don Miller Park           |
| 5. Howell Skate Park                   | 10. McPherson Park                 | 15. Doc Lewis "Pat" May Park  |
|  |                                    | 16. Argyle Park               |





## MAP 2 - HOWELL AREA TOWNSHIPS PARK MAP

### PARKS MAP - TOWNSHIPS HOWELL AREA RECREATION AUTHORITY JURISDICTIONS



#### Legend

- Lake, Rivers, and Streams
- Parks
- Townships
- HAPRA Townships









## COMPARISON TO STANDARDS

The National Recreation and Park Association (NRPA) annually gathers data from parks and recreation agencies nationwide to provide an overview of parks and recreation agencies' performance. With this data the NRPA publishes an NRPA Agency Performance Review that provides jurisdictions and agencies with reports, tables, graphs, and other data visuals that provide an idea of a "typical" agency within a given population. The purpose of this performance review is to provide agencies with a tool to compare their own performance with that of other US agencies and identify areas where the agency is performing with excellence and look for areas where improvement could be made. The 2024 NRPA Agency Performance Review presents data from approximately 1,000 park and recreation agencies across the Country.

For comparison purposes, being that this is a joint recreation plan the populations of all five jurisdictions were added for the population size. In addition, when discussing facilities offered all will be mentioned whether they are managed by the individual jurisdiction or HAPRA. Based on the 2024 NRPA Agency Performance Review a typical agency that serves a population size of 50,000 to 99,999 has 3,344 residents per park. The Howell area has 2,940 residents per park. This is lower than the median number for this population size but not quite to the lower quartile number of 2,173 residents per park. This means that the Howell Area is providing above the average number of parks and recreation spaces for the residents they are serving.

The 2024 NRPA Agency Performance Review also provides an abundance of information of parks and recreation facilities and amenities based on population. The most common type of facility provided by 93% of agencies are playgrounds or play structures. The Howell Area provides an abundance of this facility some of which have been designed to be inclusive for those of all abilities. 85% of agencies have diamond fields, 84% have basketball courts, and 83% have rectangular fields rounding out the most common parks and recreation facilities offered by agencies. The Howell area provides all of these top facilities. The Howell area also provides a number of facilities to its residents that are less common such as a disc golf course which only 20% of agencies provide and walking/running loops or tracks which only 19% of agencies provide.

When it comes to indoor recreation facilities that most common facilities provided were recreation center (62%) and community center (59%). The Howell Area has these facilities available to residents. More unique indoor parks and recreation facilities that are less common include amphitheatres (40%), aquatics centers (30%), and teen centers (12%). The Howell Area has an aquatics center and a teen center available to residents. Both of which are accomplishments being only 30% and 12% of comparable agencies provide these facilities. The Howell area does not however maintain an amphitheater, and this could be an area where growth could be made.

HAPRA provides a plethora of programming to residents of the Howell area. The top three parks and recreation programming offered by agencies are themed special events (89%), social recreation events (88%), and team sports (86%). HAPRA provides all of these options to residents of the area. The top targeted programs provided by agencies include summer camps (83%), specific senior programs (78%), and specific teen programs (67%). HAPRA has all of these targeted programs available to residents of the area. A less common targeted program that HAPRA is providing to residents is preschool options. Only 34% of agencies provide this program to its residents.

It is critical to remember however that there is no one size fits all when it comes to solutions for maintaining and improving a parks and recreation agency. The 2024 NRPA Agency Performance Review does not provide standards for parks and recreation agencies to strive for but instead serves to inform as a guideline based on evidence from other agencies. In order to be successful, an agency should customize its offerings based on the needs and wants of its community members and their unique characteristics such as age, interests, backgrounds, and economic means.



## REGIONAL PARK AND RECREATION FACILITIES

Just beyond the Howell area and but still located close by in Livingston County is a large variety of other recreational opportunities for residents of the area to explore. These opportunities are discussed in the following pages, maps for non-motorized trails and water trails are provided in Appendix B and C.

### NON-MOTORIZED TRAILS

Trails and pathways provide recreational opportunities for individuals no matter their age or ability. They provide a variety of use options that include walking, running, biking, and more. Trails and pathways provide an easy way for people to get outside and enjoy recreation. Within the Howell area there are a wide variety of trails and paths to use. There are larger regional trails systems, smaller trails, and trails just located within park spaces. Sidewalk systems can be used to supplement and connect trails together. This not only provides added connectivity through communities but also connections of trails making access easier. Much of the trail and pathway systems currently within the Howell Area Parks and Recreation Authority Area is focused within the City of Howell. Other paths of trails within the County are focused outside of the recreation authority area.

In 2020 Livingston County created a Trails Plan that inventoried current hiking trails, mountain bike trails, equestrian trails, shared use paths, bike lanes/paved shoulders, and planned or desired trail connections throughout the County. Within these future connections were prioritized into near term trail connections and long-term trail connections. Much of the near-term linkages include connecting the Cities and Townships within the County and connecting into the bigger regional trails such as the Mike Levine Lakelands Trail and Route #1 of the Great Lake-to-Lake Trail system.

#### Crosstown Trail

The Crosstown Trail runs along Highland Road/M-59 in the City of Howell. Currently the trail runs along the southern side of Highland Road/M-59 from Oak Grove/Michigan Ave to Grand River Avenue. During the community input survey, respondents discussed the idea of continuing to extend this trail farther to the east toward Latson Road. In 2003, a Crosstown Trail Study was completed that presented potential future routes of this trail and phasing options for completion.

#### Mike Levine Lakelands Trails

The Mike Levine Lakelands Trail is one of two larger regional trails that run through Livingston County. The Mike Levine Lakelands Trail is 33 miles long and runs between Hamburg Township in Livingston County and Blackman Township in Jackson County. This trail is open for walking, running, biking, and equestrian use.

#### Great Lake-to-Lake Trail

The other larger regional trail system is the Great Lake-to-Lake Trail. The Great Lake-to-Lake Trail system consists of five routes across the state of Michigan that connect the Great Lakes. Route 1 is 270 miles and connects South Haven and Lake Michigan to Port Huron and Lake Huron. A portion of this Route runs through Livingston County. Other Routes consist of Muskegon to Bay City; Charlevoix to Alpena; Manistique to Marquette; and Escanaba to the Porcupine Mountains. The Great Lake-to-Lake connects into the larger Iron Belle Trail system. The Iron Bell Trail System connects Belle Isle in Detroit to Ironwood in the Upper Peninsula. Two separate routes are available for hiking and biking through a mix of paved and unpaved trails and pathways. The Mike Levine Lakelands Trail is a small part of the larger Great Lake-to-Lake Trail.

### WATER TRAILS

Another type of trail important to inventory are water trails. These are trails through lakes, rivers, canals, and bays designed for people to canoe or kayak through. The National Water Trails Program is a subset from the National Recreation Trails Program provided through the National Park Service. One National Water Trail System runs through Livingston County, the Huron River Water Trail.



## Huron River Water Trail

One National Water Trail System runs through Livingston County, the Huron River Water Trail. The Huron River Water Trail is 104 miles long and starts at Proud Lake in Commerce Charter Township and end when the river empties into Lake Erie south of Detroit. The Water Trail runs through Brighton Township, Green Oak Township, and Hamburg Township, within the Livingston County. The trail offers a variety of paddling experiences from flat, still water all the way to some rapids. The water trail can be used by everyone because of a few universally accessible kayak launches that are available along the route.

## LIVINGSTON COUNTY PARKS

Livingston County owns and maintains two parks within the County, Lutz County Park and Fillmore County Park.

### Lutz County Park

Lutz County Park is a 100-acre public recreation area located within top left corner of Deerfield Township. The park contains a 1.3-mile trail system that lets users view natural areas and wildlife. Also, within the park picnic tables, benches, nature interpretive signs, trail head displays, restrooms, and a parking area. Lutz County Park is located adjacent to the Oak Grove State Game Area which helps aid in the preservation of the natural features and wildlife habitat of the area. The Park also hosts a number of dark sky and stargazing events. The park is in the process of seeking an International Dark Sky Places (IDSP) status from the International Dark Sky Association (IDA).

### Fillmore County Park

The second park operated by Livingston County is Fillmore County Park. Fillmore County Park is located in Genoa Township and is 198 acres in size. Reference Parks and Recreation Facilities in the HAPRA Area for additional information about location and amenities.

## HURON CLINTON METROPOLITAN AUTHORITY

The Huron Clinton Metroparks is a regional park system that covers Livingston, Macomb, Oakland, Washtenaw, and Wayne counties. The park system includes 13 parks spanning nearly 25,000 acres of park land. While none of the Metroparks are within the HAPRA area however two of the parks are located within Livingston County. These parks include a variety of passive and active recreation options and nearly 400 miles of trails.

### Kensington Metropark

Kensington Metropark: Kensington Metropark is 4,481 acres surrounding Kent Lake. This Metropark is located in both Livingston County and Oakland County. The park consists of wooded and hilly terrain that is home to an abundance of wildlife. This park features a variety of trails; paved and unpaved, mountain biking, water trails, 4 equestrian trails, and 4 nature trails. It also includes a beach, boat launch, camping area, golf course, disc golf course, splash pad, water slide, volleyball courts, baseball diamonds, and many picnic areas. The park also offers a large variety of winter activities to ensure participation year-round.

### Huron Meadows Metropark

Huron Meadows Metropark: The Huron Meadows Metropark is 1,576 acres located along the Huron River in Green Oak Township. This Metropark includes a variety of recreation opportunities all year long. During the warmer months visitors can enjoy canoeing/kayaking, fishing, hiking, picnicking, golfing, softball, and playing on a playground. During the winter, there are ample cross country skiing trails, snowshoeing trails, and ice fishing.

## STATE PARKS

Three (3) state park areas, and four (4) State Games Areas are located within or near the Howell Area Parks and Recreation Authority jurisdiction within Livingston County. These locations provide opportunities for fishing, hunting, camping, and other types of recreation to the Howell Area.

### Mike Levine Lakelands Trail State Park

Mike Levine Lakelands Trail State Park is one of five linear state parks within the Michigan State Park system. This linear park is 34 miles long and a part of the Great Lake-to-Lake Trail. This trail provides opportunities to walk, hike, bike, cross country ski, and horseback ride and connects to the Pinckney Recreation Area. The trail starts at Hall Road in Livingston County and continues to Hawkins Road in Henrietta Township in Jackson County. Parts of the trail are paved, and other parts consist of compacted limestone and crushed slag.

### Island Lake Recreation Area

Island Lake Recreation Area is approximately 4,000 acres that remains most undeveloped to provide a natural feel with a mix of open brush, mature hardwood forests, and open meadows. The recreation area consists of four inland lakes and is located along the Huron River making the part a prime location to water recreation opportunities like that of fishing, swimming, and canoeing/kayaking. The area offers four trails ranging from four miles in length to almost ten miles one of which connects to the Kensington Metropark Bike Trail and the area provides water trail opportunities. The area also provides a few camping opportunities.

### Brighton Recreation Area

Brighton Recreation Area is 4,947 acres featuring open spaces, grassy fens and shrub marshes, an oak forest, and a range of hills for passive and active recreation activities to occur. The recreation area includes nine lakes, a designated swimming beach, boating access sites, fishing, and boating and paddling amenities. The area also features five campgrounds to fit everyone's needs including an equestrian only campground, staging area, and stables. The area has 7 trails that equal 35 miles of hiking, biking, and riding opportunities.

### Pickney State Recreation Area

Pinckney State Recreation Area is approximately 11,000 acres located between Washtenaw and Livingston Counties. This park offers passive and active recreation opportunities for anyone to enjoy. The area is known for a chain of excellent fishing lakes as well as its extensive trail system. The area offers six trails that equal over 40 miles of hiking, biking, and riding trails. The area also offers a variety of camping options from campsites, rustic cabins, and more remote hike-in sites.

### State Game Areas

Four State Game Areas are available within Livingston County. Hillcrest is 257 acres located within Marion Township, Gregory is 2,687 acres located in Unadilla and Putnam Townships, Oak Grove is 2,048 acres located in Deerfield Township, and Unadilla is 1,106 acres located in both Livingston and Washtenaw Counties.

## OTHER RECREATIONAL AREAS

Other forms of recreation are available within the Howell area and Livingston County. There are many golf courses available throughout the area, both public and private courses. For recreation during the winter season, Mount Brighton Ski Resort is located in Genoa Township. The resort has 25 trails and five lifts spanning 130 acres.



## NATURAL FEATURES

A natural features inventory is useful to recreation planning because it highlights existing resources, showing where gaps may be located. Furthermore, the natural features map, on the following page, can be used as a guide for any future park acquisitions or park and trail development. Natural features include things such as wetlands, water bodies, and wooded land. The jurisdictions that make up HAPRA contain an abundance of natural features. The natural features are spread throughout the Townships, and they consist of wetlands, evergreen forests, deciduous forests, and shrub/scrub/grasslands. It should be noted that the City of Howell has very few natural features, a few wetlands in the southern portion of the City and a few other scattered in the northern portion, but is minimal when compared to that of the four townships and surrounding area. This is because of the more developed nature of land use within the side. Map 3 displays the natural features present in the Howell Area.

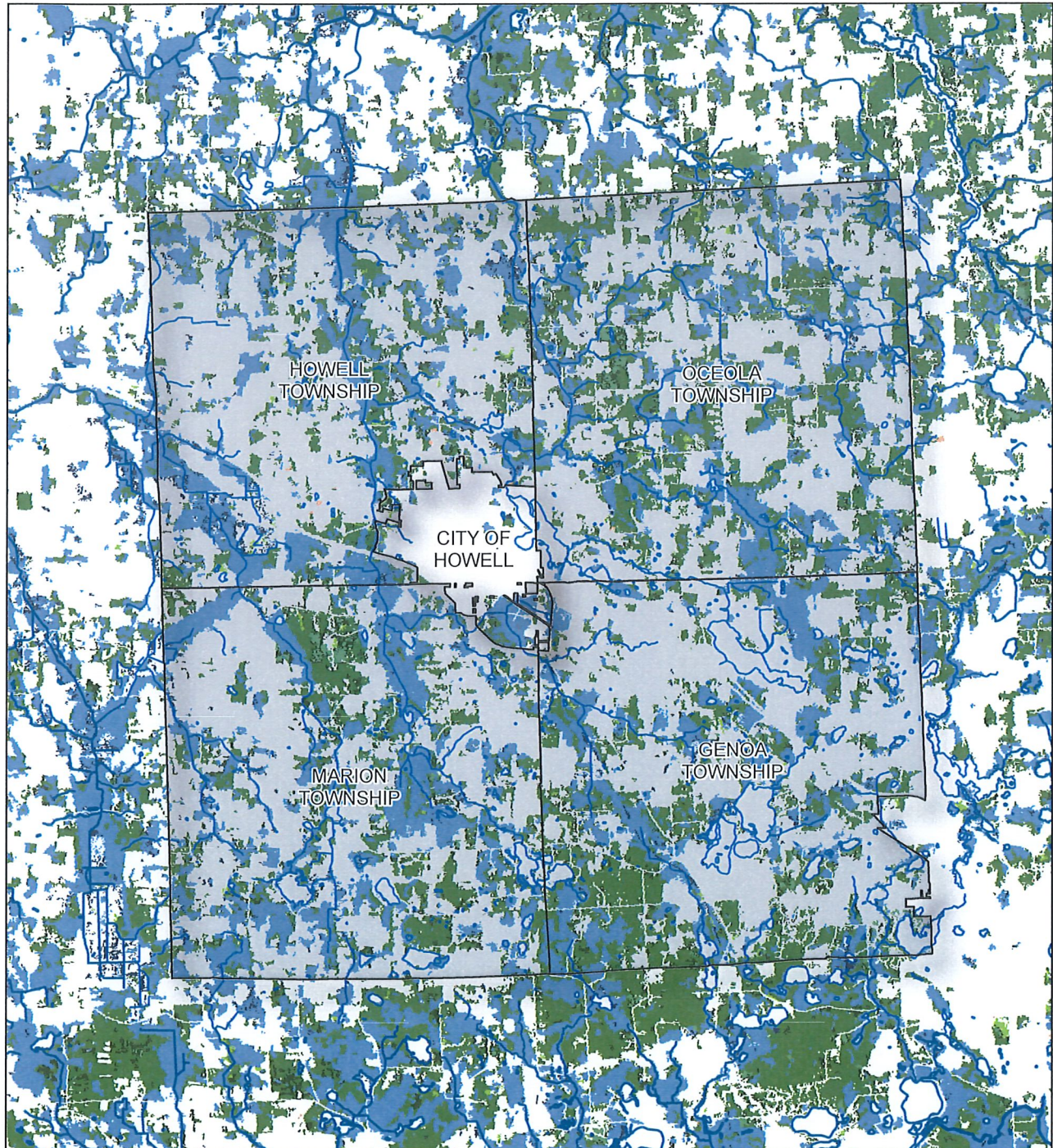


THOMPSON LAKE



### MAP 3 - NATURAL FEATURES MAP

## NATURAL FEATURES MAP HOWELL AREA RECREATION AUTHORITY JURISDICTIONS



#### Legend

- Freshwater Emergent Herbaceous Wetland
- Freshwater Forested / Shrub Wetland
- Deciduous Forest

- Grassland
- Evergreen Forest
- Mixed Forest

- Shrub / Scrub
- Rivers / Streams







# 5 COMMUNITY INPUT



# COMMUNITY INPUT

## INTRODUCTION

Feedback from community members is an important step in the creation of a Recreation Plan. Community input provides a detailed review of the current state of parks and recreation in an area and what they would like to see moving forward. An area wide survey was created by the HAPRA, the City of Howell, and the Townships of Howell, Marion, Genoa, and Oceola. The survey was designed to help guide the development of this Recreation Plans goals and objectives. The full survey results can be viewed in Appendix A.

Overall, the survey had 16 questions and had received a total of 367 responses.

Within the survey there were questions that covered current use of recreational facilities and amenities in the area, trails and trail systems, and improvements and additional features residents would like to see added to the parks and recreation spaces throughout the Howell Area. The survey was assigned to the web domain [www.hapra2025.com](http://www.hapra2025.com), and was available on the HAPRA website, Facebook, and flyers placed around the Howell Area. The online survey was available from June 7<sup>th</sup>, 2024 to July 12<sup>th</sup>, 2024.

A second way to provide community input on the plan was during the public review period. The draft plan was available for review at the Oceola Community Center and on the HAPRA website from October 20<sup>th</sup>, 2024 to November 19<sup>th</sup>, 2024. The last opportunity for input from the community was at the public hearing on November 19<sup>th</sup>, 2024 at the Oceola Community Center.

## SURVEY RESULTS

The following analysis is a review of the most relevant survey results. These questions were considered to be the most important to determining the future of recreation in the Howell Area. To view a complete report of the survey results, please reference Appendix A.

### ABOUT THE RESPONDENTS

Of the 367 responses, 108 (29.4%) are residents of Oceola Township, 80 (21.8%) are residents of the City of Howell, 54 (14.7%) live in Genoa Township, 50 (13.6%) reside in Marion Township, 56 (9.8%) live in Howell Township.

The survey included a range of participants from all walks of life. The largest percent of respondents were between the ages of 30 - 39 (28.7%). It was then followed by 40 - 49 (23.0%), 60 - 69 (16.1%), 50 - 59 (15.0%), 70 - 79 (12.6%). The groups with the lowest participation were 18 - 29 age range and those 80 and older.



ADULT PICKLEBALL LEAGUE PARTICIPANTS

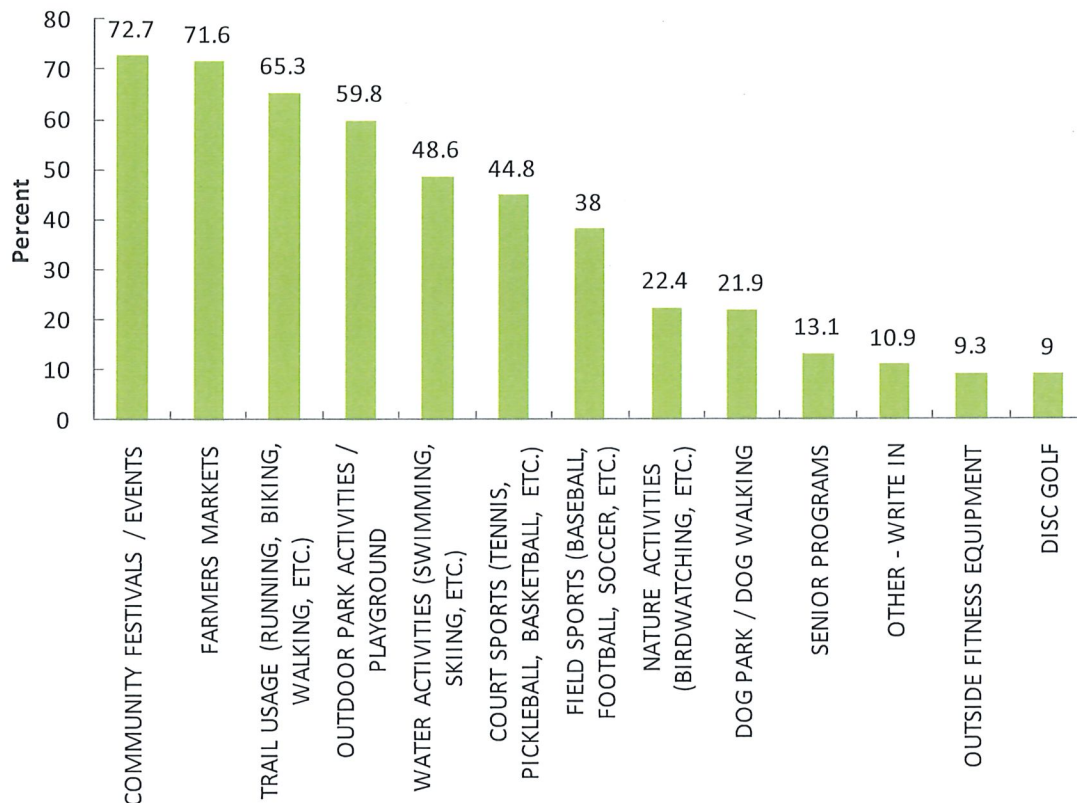


YOGA CLASS PARTICIPANTS

## CURRENT PARTICIPATION

To get a better understanding of how parks in the Howell Area are currently used, participants were asked about what type of recreation activities they currently participate in. The top two (2) responses were community festivals and events (72.7%) and farmers markets (71.6%).

**FIGURE 8 - RECREATION ACTIVITIES HOWELL AREA RESIDENTS CURRENTLY PARTICIPATE IN**



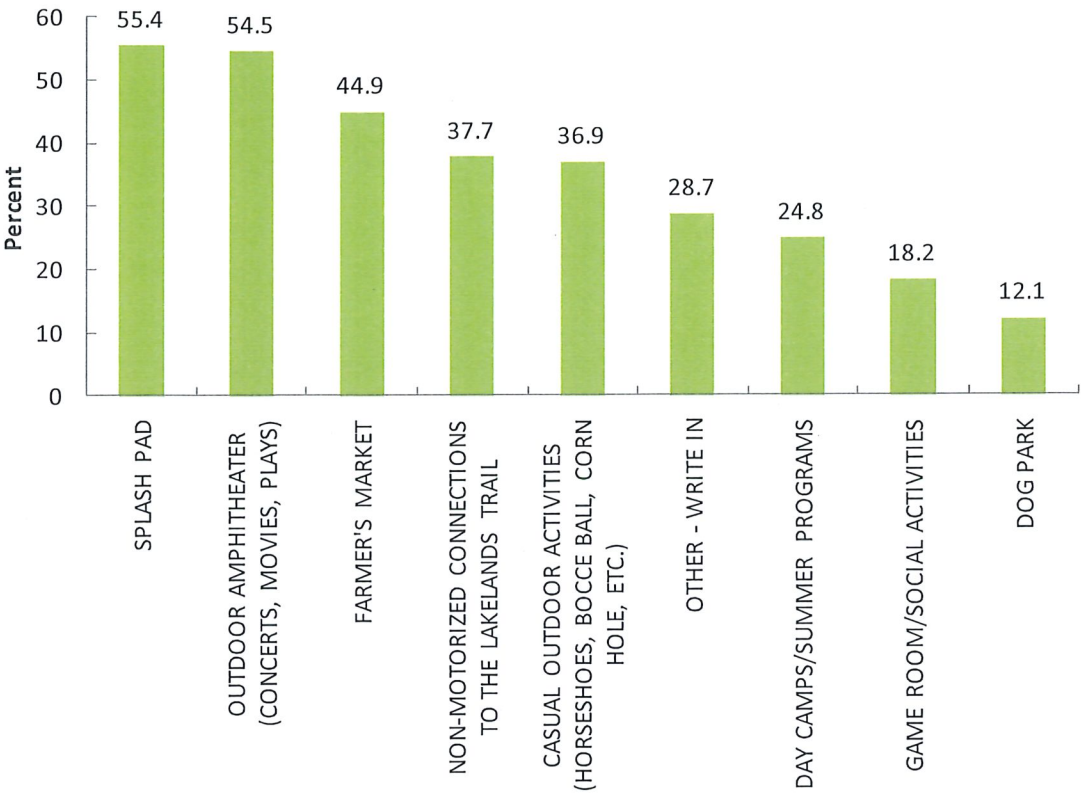
Participants were also asked how frequently they visit each park within the participating jurisdictions. The results for this question were mixed but the top visited parks include Genoa Township Park, Oceola Township Park, Scofield Park, and the Oceola Community Center.

## PARKS IN THE FUTURE

An important part of planning for parks and recreation in the future is understanding what residents would like to see added to the spaces. One of the survey questions asked what new activities or amenities you would like to see. The top two (2) responses were almost equal and included a splash pad (55.4%) and outdoor amphitheater (54.4%). Other responses included a farmers market, non-motorized trail connections, and causal outdoor activities. Of the responses, 28.7% chose to write-in an answer. Of the write-in responses, the most popular response was additional indoor pickleball courts and the addition of outdoor pickleball courts. This was mentioned 41 times. Other popular responses included an outdoor pool and trails.



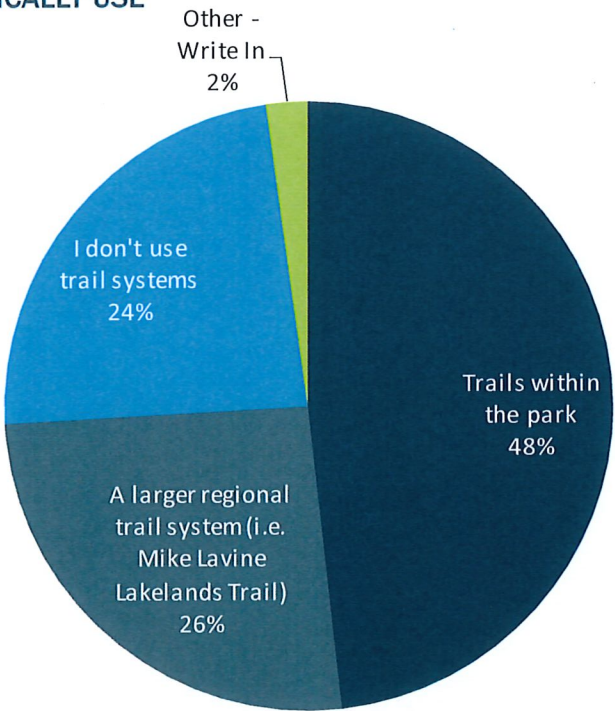
**FIGURE 9 - NEW AMENITIES AND ACTIVITIES RESIDENTS WITHIN THE HOWELL AREA WOULD LIKE TO SEE PROVIDED BY HAPRA**



**TRAILS**

A section of the survey aimed at learning what participants thought about the trails throughout the area. The first question aimed at learning what the most frequented type of trails within the area are. Almost half said that they typically use trails within the parks they visit, 25.9% said they use a larger regional trail system, and 23.7% said that they do not use trail systems. When asked if they would like to see a trail system developed throughout the Howell Area Parks and Recreation Authority area, 82.3% of respondents said yes. Lastly, the survey asked what types of routes they would like to see developed. This question allowed respondents to write in their answer. From the list of answers three (3) themes can be taken away: (1) a trail from Latson Road to M-59, (2) more trails connecting all the parks between the townships and city, (3) keeping trails and paths away from busy roads when possible, for safety reasons.

**FIGURE 10 - TYPES OF TRAILS HOWELL RESIDENTS TYPICALLY USE**





## ACCESSIBILITY

An important aspect of parks and recreation is to ensure that everyone no matter age or ability can utilize park facilities. Of the respondents, 14% are or have someone in their household with a disability. Respondents were also asked which existing facilities should be updated or improved in regard to accessibility. The top answers included accessible restrooms (59.4%) and paved trails (55.8%). Other answers included accessible playgrounds, accessible parking, flatter/easier grades, and accessible waterfront access.

## COMPARISON TO OTHER PAST RECREATION INPUT OPPORTUNITIES

For a region with a population exceeding 60,000 people, it is generally expected to achieve a higher response rate than what was observed in this survey. It should be understood that within the past four (4) years three (3) of five (5) jurisdictions have updated their Parks and Recreation Plans. Recent adopted Plans include:

- City of Howell Recreation Master Plan 2023 - 2027
- Howell Township Recreation Master Plan 2024 - 2028
- Genoa Township Recreation Master Plan 2021 - 2025

Each of these plans conducted community input as part of the planning process. The survey conducted by the City of Howell for their Parks and Recreation Master Plan received 662 responses. Of these 45% of City residents and 48% of non-city residents said that they would like to see more recreational opportunities. Top complaints about parks and recreation within this survey included issues of maintenance, restrooms, and general lack of knowledge about the parks and facilities provided. The most requested park amenities included items related to walking and biking like that of multi-use paths, rustic walking paths, and fitness/exercise trails. The survey also discussed programming. Respondents indicated that they would like to see more concerts and shows, adult programs, and more programming for older adults (50+) and when asked what how important certain programs are 84% responded important or very important to special events and festivals.

Howell Township conducted a public input survey for their Parks and Recreation Master Plan that received 76 responses. Within this survey respondents had indicated that protecting natural resources and trail/path development were priorities for them. Howell Township had recently acquired a new park at the time of the survey and asked respondents to share their opinions on what type of amenities they would like to see. Overall respondents wanted to keep the area fairly natural to preserve open space, but the majority would like to see the development of bathrooms, multi-use paths, playground structures, and picnic areas.

Genoa Township hosted a virtual open house and survey when updating their Parks and Recreation Plan. The Township had over 100 participants in this. From this it was determined that playgrounds and walking, hiking, and running were the most popular local recreation activities within the Township. Participants felt that more water or splash features were needed as well as trails for hiking and walking. Participants had the opportunity to respond to an open-ended question. From this more trails were suggested specifically ones that connect recreation areas together and more options for winter recreation activities such as ice skating.

Many of the responses from these other three (3) surveys directly corresponded with the feedback received from the Howell Area Parks and Recreation Master Plan survey. So, while the survey for this plan did not receive robust feedback, those responses received directly correlated with that of responses from the past three (3) surveys conducted for individual City and Township Parks and Recreation Plans. It is important to note that between all the surveys mentioned a splash pad or outdoor swimming pool was mentioned as a want from the respondents. The public input received in this survey helped formulate the goals and objectives presented in the next chapter.





# 6 GOALS AND OBJECTIVES



# GOALS AND OBJECTIVES

## INTRODUCTION

Critical to the parks and recreation planning process is developing achievable and effective goals and objectives. These goals and objectives provide the Recreation Authority with a framework for parks and recreation decisions and improvements over the next five years. These goals and objectives are based on input from the residents, HAPRA staff, and City and Township officials were developed as a joint effort together with all participants. Also taken into consideration when developing goals and objectives for the Recreation Authority are the goals and objectives in the adopted recreation plans from the City of Howell, Genoa Township, and Howell Township. Effective goals and objectives must coincide and complement those of other governing bodies.

The goals and objectives created help further HAPRA's mission of:

**PLAY:** We believe that play is for everyone and are proud to offer a variety of community programs for all ages.

**GROW:** We are about growing our community in Howell. Whether its growing as an individual by learning a new skill or growing together as a community, we're proud to bring opportunities for people to try new things and learn new skills.

**BELONG:** We believe community is important for living a happy and healthy life. That's why we strive to bring our community together by facilitating spaces for individuals of all ages and abilities to connect, feel healthy, and engage in recreation.

Goals, objectives, and action plans are helpful framework that allow the Recreation Authority to measure the progress and change made to parks and recreation over time. When broken down, goals are the long-term outcomes that the one would like to achieve in the future. Objectives are then more specific and measurable items that are used to help carry out that goal. Lastly, actions are the smallest and most specific unit within this framework. These are specific projects or programs that can be completed or implemented in the next five years to accomplish the goals and objectives that have been developed. Below are the goals and objectives developed for the Howell Area Parks and Recreation Authority.

## HOWELL AREA PARKS AND RECREATION AUTHORITY GOALS AND OBJECTIVES

### GOAL A: CREATE COMMUNITY AWARENESS OF RECREATIONAL OPPORTUNITIES TO RESIDENTS AND VISITORS OF THE HOWELL AREA

1. Provide location maps at certain locations so residents can see all the recreational opportunities within a certain area
2. Continue to promote the recreational facilities and opportunities available within the area to residents, businesses, and organizations
3. Provide frequent updates about new programs, activities, and amenities being provided so the community remains aware
4. Continue to encourage participation in recreation programs provided by HAPRA

## GOAL B: CONTINUE TO PROVIDE AND EXPAND NON-MOTORIZED TRAILS AND PATHWAYS FOR RECREATIONAL USE

1. Identify priority routes throughout Howell Area Parks and Recreation Authority jurisdictions
2. Identify public and private partnership opportunities to provide funding
3. Expand non-motorized paths and trails throughout the Howell Area with a focus on connecting parks between the participating jurisdictions
4. Work with surrounding areas to connect trails and pathways to larger regional trail networks such as the Mike Levine Lakelands Trail

## GOAL C: CONTINUE ACTIVE INVOLVEMENT AND COLLABORATION WITH PARTICIPATING JURISDICTIONS TO ENSURE THE RECREATIONAL NEEDS OF RESIDENTS ARE MET

1. Continue to engage with participating jurisdictions to ensure their goals and priorities are actively being pursued by the Howell Area Recreation Authority
2. Keep an open line of communication for residents of the area to share their comments, concerns, and suggestions with the Authority
3. Work with jurisdictions on improving or updating park spaces to better meet the needs of residents

## GOAL D: CONTINUE TO PROVIDE AND EXPAND RECREATIONAL OPPORTUNITIES FOR PEOPLE OF ALL AGES AND ABILITIES

1. Adapt current programming or add additional programming that focus on people with special needs to ensure they receive high quality recreational experiences
2. Provide additional opportunities for older adults to actively participate in recreation and activities throughout the area
3. Continue to expand upon the special events and activities hosted in the area to provide additional opportunities for people to participate
4. Provide a mix of recreational opportunities both, indoor and outdoor to allow active participation in recreation year-round
5. Provide programming and activities that are dispersed throughout the entirety of the Howell area to ensure everyone can participate

## GOAL E: ACQUIRE AND UPDATE PARKS AND RECREATION SPACES TO BETTER FIT THE NEEDS AND WANTS OF RESIDENTS OF THE AREA

1. Create accessible parks spaces for people of all abilities
2. Provide additional amenities and activities that take advantage of the Howell area water resources
3. Acquire new land for parks and recreation spaces when able
4. Update parks and recreation spaces to be universally accessible to better serve the needs of residents



## HOWELL AREA PARKS AND RECREATION AUTHORITY ACTION PLAN

With goals and objectives determined, HAPRA has developed a five-year Action Plan that will assist in carrying out specific projects for the Recreation Authority. Carrying out the actions set below will further the Authority's ability to accomplish the goals and objectives set over the course of the next five years.

The action plan is categorized by which goal the action items works towards achieving. Next to the action items are sections for time frame, responsible party, and a space to check off the action item when it is accomplished. These spaces are provided to be filled in and completed by HAPRA over the course of the next five years.

The action item list provided below is not a fixed list, nor is it exhaustive. The time frame and responsible party should be filled in by HAPRA and checked off when completed to make this a usable document for the recreation authority. This list reflects the input received from the online survey, HAPRA staff, and City and Township officials. Future circumstances, such as the availability of funding, may influence the way and order in which projects are to be completed.

**TABLE 12 - GOAL A ACTION PLAN**

| Goal A: Action Items   | Time Frame | Responsible Party   | Accomplished |
|--|------------|---|--------------|
| Install park maps through HAPRA area parks   | Ongoing    | All Municipalities, HAPRA Marketing Coordinator                           |              |
| Provide flyer's at different recreational locations throughout the area and market the parks and Recreation Authority through social media to increase visibility with residents | Ongoing    | HAPRA Marketing Coordinator   |              |
| Install wayfinding signage at park entrances to inform guests of amenities available   | Fall 2025  | All Municipalities, HAPRA Operations Manager, HAPRA Marketing Coordinator |              |

**TABLE 13 - GOAL B ACTION PLAN**

| Goal B: Action Items  | Time Frame  | Responsible Party  | Accomplished |
|---|-------------|--------------------|--------------|
| Prioritize the development of non-motorized trails and pathways throughout the area                 | Spring 2026 | All Municipalities |              |
| Apply for grant funding opportunities when able   | Ongoing     | All Parties        |              |
| Identify areas where connectivity could be improved in the existing trail and path network          | Fall 2025   | All Parties        |              |
| Connect all park locations throughout the HAPRA area using non-motorized trail and path connections | Ongoing     | All Parties        |              |



**TABLE 14 - GOAL C ACTION PLAN**

| Goal C: Action Items   | Time Frame  | Responsible Party   | Accomplished |
|--|-------------|---|--------------|
| Implement electronic suggestions where residents scan a QR code to provide their feedback            | Spring 2025 | HAPRA Marketing Coordinator, HAPRA Operations Manager, HAPRA Executive Director |              |
| Send out a paper survey regularly for residents to fill out with their input on parks and recreation | Annually    | HAPRA Marketing Coordinator, HAPRA Executive Director                           |              |
| Review submitted suggestions on a regular basis (quarterly/annually)                                 | Annually    | HAPRA Executive Director  |              |

**TABLE 15 - GOAL D ACTION PLAN**

| Goal D: Action Items  | Time Frame                    | Responsible Party             | Accomplished |
|---|-------------------------------|-------------------------------|--------------|
| Add additional adult's sports leagues such as pickleball and tennis   | Winter 2025                   | HAPRA Sports Manager          |              |
| Provide co-ed adult sports leagues for those who may not have the ability to participate in traditional leagues                               | Spring 2026                   | HAPRA Sports Manager          |              |
| Add inclusive sports leagues for those who may not have the ability to participate in traditional leagues                                     | Fall 2025                     | HAPRA Sports Manager          |              |
| Provide classes and activities in a variety of locations throughout the Howell area   | Spring 2025                   | All HAPRA Recreation Managers |              |
| Host movie nights in the park   | Annually Starting Summer 2025 | HAPRA Events Manager          |              |
| Continue to expand programming efforts to ensure everyone in the area has the opportunity to participate in parks and recreation if they wish | Ongoing                       | All HAPRA Staff               |              |



ADULT AND YOUTH REFEREES



ART CLASS



**TABLE 16 - GOAL E ACTION PLAN**

| Goal E: Action Items   | Time Frame  | Responsible Party               | Accomplished |
|--|-------------|---------------------------------|--------------|
| Build or update restroom facilities to be accessible for all   | Spring 2025 | All Municipalities              |              |
| Update playgrounds to be accessible for people of all abilities  | Annually    | All Municipalities              |              |
| When new trails are built make sure they are universally accessible  | Ongoing     | Party Building Trail            |              |
| Provide additional kayak launches when ables (example locations include Lakeside Park or City Boat Launch        | Spring 2026 | City of Howell                  |              |
| Provide kayak rentals for people without their own equipment to use  | Spring 2026 | City of Howell, HAPRA           |              |
| Host fishing contests with age brackets (children, teen, adult) at one of the lakes within the area              | Summer 2025 | HAPRA Event Manager             |              |
| Create another farmer's market outside the City of Howell for the residents of surrounding Townships to utilize  | Spring 2027 | Townships, HAPRA Events Manager |              |
| Establish an outdoor amphitheater to host concerts, movies, and plays  | Summer 2027 | All Parties                     |              |
| Develop an outdoor water feature   | Spring 2028 | All Municipalities              |              |
| Add outdoor pickleball courts (example locations include Genoa Township Park, Page Field, and Rolling Oaks Park) | Spring 2026 | All Parties                     |              |

## ADDITIONAL FUNDING OPPORTUNITIES

Potential funding sources from outside entities for parks, recreation, and non-motorized trails is evolving and changing on a regular basis. It is important to know what types of programs and funding are available for different projects. It is also important to monitor the application requirements and deadlines because they can vary year to year. Funding can come in all shapes and sizes. These can be grants from a range of local, state, and federal programs. Also available or more traditional methods such as millages and bonds. Detailed below are a few of the more traditional recreation grant funding options as references.

### MICHIGAN RECREATION PASSPORT GRANT (RPG)

Recreation passport grants provide funding to local units for the development of public recreation facilities, including new facilities and renovation of old facilities. These grants have an emphasis on renovations to existing facilities that have outlived their useful life. Any local unit of government or authority that is legally established to provide public recreation such as regional recreation authorities are eligible to apply. The minimum grant request is \$7,500 and the maximum grant request is \$150,000. This grant is a reimbursement program means local units need to have funds available then are reimbursed the percentage of the grant agreement.



## LAND AND WATER CONSERVATION GRANT (LWCF)

The Land and Water Conservation Fund is a federal appropriation to the National Park Service which distributes funds to the Michigan Department of Natural Resources for the development of outdoor recreation facilities. The focus of the fund in recent years has been on community recreation needs such as playgrounds, picnic areas, skate parks, ball fields, soccer fields, and walking paths. Any local unit of government or authority that is legally established to provide public recreation such as regional recreation authorities are eligible to apply. Minimum grant requests are \$30,000 (\$60,000 total project cost) and maximum grant requests are \$500,000 (\$1,000,000 total project cost). There is no minimum or maximum on land acquisition grants. The match percentage must be 50% of the total project cost development grants. Applications are due annually on April 1st.

## MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF)

The MNRTF provides funding for the purchase of land or specific rights in land for recreation or protection of land because of its environmental importance or scenic beauty, and the appropriate development of land for public outdoor recreation use. The goals of the program include:

1. To protect Michigan's natural resources, and provide for their access, public use, and enjoyment;
2. To provide public access to Michigan's water bodies, particularly the Great Lakes, and to facilitate their recreational use;
3. To meet regional, county, and community needs for outdoor recreation opportunities;
4. To improve the opportunity for outdoor recreation in Michigan's urban areas;
5. To stimulate Michigan's economy through recreation-related tourism and community revitalization.

Any unit of government or authority that is legally established to provide public recreation such as regional recreation authorities can submit a land acquisition or development proposal. All proposals for grants must include a local match of at least 25% of the total project cost. There is no minimum or maximum funding request for acquisition grants. Development grants must have a minimum funding request of \$15,000 and the maximum amount is \$400,000. Applications are due annually on April 1st each year.



SCOFIELD PARK PLAY STRUCTURE



## TRANSPORTATION ALTERNATIVE PROGRAM (TAP)

TAP is a competitive grant program for projects such as bike paths, pedestrian and bicycle safety improvements, and preservation of historic transportation facilities. Eligible applicants are cities, villages, county road commissions, state or federal natural resource or public land agencies, non-profits, and local tribal governments. Other organizations like that of townships or recreation authorities may partner with an eligible agency to apply. These projects enhance Michigan's inter-modal transportation system and provide alternative modes of transportation that are safe. The minimum construction amount for a proposed TAP request is \$200,000 and a 20% match is required. Applications can be submitted online at any time and funding commitments are awarded several times per year.

## SAFE ROUTES TO SCHOOL PROGRAM

The Safe Routes to School Program is an international movement and a federal program to make it safe, convenient, and fun for children to bicycle and walk to school. In Michigan, the program is supported by the Michigan Fitness Foundation. With the passage of the federal transportation legislation in 2005, Michigan's SR2S program made schools eligible for transportation enhancement funds, providing infrastructure improvements and education campaigns. The program offers two grant options, a major grant and a minor grant. Mini grants are a great way for a community to get into the Safe Routes to School process and build momentum in their communities. The mini grant allows a community to receive up to \$15,000 per school for non-infrastructure projects and programming that educates students on safe walking and biking to school and supports active transportation. The major grant requires a more extensive planning process before applying and allows communities to receive up to \$300,000 per school in infrastructure funding. Proposals for the 2024-2025 school year are due March 1st.



SUMMER CAMP





# 7 PLANNING PROCESS



# PLANNING PROCESS

To provide high quality recreational opportunities for area residents, the Howell Area Parks and Recreation Authority has developed a Parks and Recreation Master Plan in conjunction with the City of Howell, and Howell, Marion, Genoa, and Oceola Townships. This Parks and Recreation Master Plan will be used to guide the development and improvement of recreational spaces and programs over the course of the next five years. This Plan represents the commitment of the entire Howell area to establish recreational goals and objectives and utilize the action plan created to achieve high quality recreational opportunities for the community. From this Plan, HAPRA as well as the City and Township will be eligible for grants provided from the Department of Natural Resources to assist in reaching its recreational goals.

HAPRA contracted with Spicer Group of Saginaw to assist them, and officials from the participating jurisdictions with the development of the Plan. Spicer Group consultants met with HAPRA staff and City and Township Officials during 2024 while working on the Plan.

Data was collected about the Howell area, including demographics and an inventory of the parks and recreation facilities located within the area. This data was gathered from numerous resources including HAPRA staff, City and Township Officials, Recreation Plans from the City of Howell, Genoa Township, and Howell Township, and aerial images provided by the Livingston County GIS and Google Earth.

An opportunity for input and participation was provided during the development of the Plan. Those results were summarized earlier in Chapter 5 of the Plan. Based upon existing information and public input, HAPRA, the City, and the Townships developed goals and objectives for parks and recreation in the Howell area. Those goals ultimately guided the developed of the action plan that was created.

Spicer Group completed a draft Parks and Recreation Master Plan that was available for review at the HAPRA office, and on their respective websites. The review period from October 20<sup>th</sup>, 2024 to November 19<sup>th</sup>, 2024 was publicized on HAPRA, City, and Township websites and Facebook pages. The final opportunity for community input occurred at the advertised public hearing held prior to the adoption of the Plan, at the HAPRA board meeting held on November 19<sup>th</sup>, 2024 at the Oceola Community Center. Following the public hearing of the HAPRA Board, the individual communities adopted the Plan between November 20<sup>th</sup>, 2024 and DATE. The Plan was uploaded to the DNR for approval in MONTH,YEAR. Copies of the notification advertisements, the public hearing minutes, and the resolution are included in Appendix XXX.



MARION TOWNSHIP PARK PLAY STRUCTURE



BALDWIN PARK PLAY STRUCTURE





# 8

## APPENDIX



# No Mo Junk Removal, Inc

1940 N Hughes - Howell, MI 48843



Nick Hall (Dumpster Guy)

☎(734) 890-6357

-----

**6 DUMPSTERS** (1 FOR TIRES)

**\$475 per dumpster** (20-yard dumpster)

\*No paint, no refrigerators/freon & no hazard waste.

\*Tires must be in separate dumpster.

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Nick Hall Cell: 734-890-6357

Nick Hall Email: [nrhall26@gmail.com](mailto:nrhall26@gmail.com)

## **MARION TOWNSHIP MEETING SCHEDULE 2025**

### **Board of Trustees**

January 09, 2025  
February 13, 2025  
March 13, 2025  
April 10, 2025  
May 08, 2025  
June 12, 2025  
July 10, 2025  
August 14, 2025  
September 11, 2025  
October 09, 2025  
November 13, 2025  
December 11, 2025  
January 08, 2026

### **Zoning Board of Appeals**

January 06, 2025  
February 03, 2025  
March 03, 2025  
April 07, 2025  
May 05, 2025  
June 02, 2025  
July 07, 2025  
August 04, 2025  
\*September 08, 2025  
October 06, 2025  
November 03, 2025  
December 01, 2025  
January 05, 2026

### **Board of Trustees**

January 23, 2025  
February 27, 2025  
March 27, 2025  
April 24, 2025  
May 22, 2025  
June 26, 2025  
July 24, 2025  
August 28, 2025  
September 25, 2025  
October 23, 2025  
*No Meeting - Thanksgiving*  
*No Meeting - Christmas*  
January 22, 2026

### **Planning Commission**

January 28, 2025  
February 25, 2025  
March 25, 2025  
April 22, 2025  
May 27, 2025  
June 24, 2025  
July 22, 2025  
August 26, 2025  
September 23, 2025  
October 28, 2025  
November 25, 2025  
\*December 16, 2025  
January 27, 2026

**BOARD OF TRUSTEES: Second Thursday at 7:00 pm and Fourth Thursday of each month at 3:00 p.m.**

**ZONING BOARD OF APPEALS: First Monday of each month at 7:00 p.m., if there are Agenda items.**

**PLANNING COMMISSION: Fourth Tuesday of each month at 7:00 p.m.**

**\*Meeting is scheduled on a date that is different than normally planned.**

**Tammy L. Beal, MMC  
Marion Township Clerk**



# At-a-Glance

## Planning Commission Summary

### September, October, November 2024



#### Genoa Charter Township:

**September (1): Recommended Approval:** Site Plan and Environmental Impact Assessment for 56-space parking lot addition for Community Bible Church. Located at: 7372 Grand River Ave. **Recommended Approval:** Rezoning at: 4711-23-100-005 (125 acres) and a portion of parcel 4711-14-300-030 (14 acres of 50 acres) from Agriculture (AG) to Public and Recreation Facilities (PRF). [Township Approved in November].

**September (2): Tabled:** Request to amend Planned Unit Development Agreement. For the removal of 4711-09-300-040 (5.74 acres) from existing Innovation Interchange PUD (CAPUD) and add it to the Commercial Interchange PUD (ICPUD). **Tabled:** Rezoning at 4711-09-300-046 (7.44 acres) from Country Estates (CE) to ICPUD. Located on the east side of Latson, between Beck Rd. and the Railroad Tracks.

**October (1): Tabled:** Rezoning for 4 parcels (127 acres) from Agriculture (AG) to Residential Planning Unit Development (RPUD). Located near: Baur and Challis Rd. **Recommended Approval:** Special land use for a contractor's yard with outdoor storage equipment, machinery, and fuel tank storage on a previously developed property. Located at: 3080 Toddiem Dr. Howell, MI (4711-08-100-009). **Recommended Approval:** Site plan for Drip Car Wash for site improvements located at: 3200 E. Grand River. **Recommended Approval:** Site Plan to add 5 vacuum stations, relocate vacuum stations located at: 1415 Lawson Drive Howell.

**November: Recommended Approval:** Rezoning from Public Recreation Facilities (PRF) to Suburban Residential (SR) located at: 410 Hughes Road (4711-03-300-011) (9.76 acres). **Reviewed:** Site plan for private road to phase two of the Misty Meadows Subdivision located on: the west side of Latson south of Crooked Lake Rd.

#### Green Oak Charter Township:

**September (1): Postponed Action:** Special Use for Amerco Real Estate Company, U-Haul located at: (4716-08-100-022). **Approved:** Special Use to allow a drive-through facility as part of a remodeled convenience store restaurant. Mugg & Bopps located near: Whitmore/M36. (4716-32-100-008 and 4716-32-100-097). **Approved:** Site Plan for Mugg & Bopp's, located at: 9782 E M-36. (4716-32-100-008 and 4716-32-100-097). **Approved:** Amendment to the Planned Unit Agreement for Costco Gas Station Relocation located near Whitmore Lake and Lee Rd. (4716-05-300-074).

**September (2): Postponed Action:** Site Plan for Zander Industrial Plaza. Located at: M36 and Plaza Dr. (4716-29-300-036).

**October: Reviewed:** Text amendment to reduce the minimum floor area per dwelling to 950 square feet.

**November: Reviewed:** Site Plan for Zander Industrial Plaza. Located at: M36 and Plaza Dr. (4716-29-300-036).





# At-a-Glance

## Planning Commission Summary September, October, November 2024



### **Marion Township:** *September:* Postponed Action:

Preliminary Site Plan for Meadow North, a 172 multiple-family condominium project. Located at: Peavy & Mason Rds. (4710-02-400-016).

Discussed: Sign Ordinance. Discussed: Fee structure and escrow. Discussed: Livingston County Planning Commission review of text amendments for motor vehicles repair facilities. Discussed: Family and Group Childcare Homes Ordinances.

*October:* Discussed: Sign Ordinance. Discussed: The word "Lots" in zoning ordinance.

Discussed: Fee structure and escrow. Discussed: Livingston County Planning Commission review of text amendments for motor vehicles repair facilities.

*November:* Reviewed: Preliminary Site Plan for Meadows North, 167 residential units, located near Peavy/Mason Rd. Reviewed: Text Amendments for a Renewable Energy Ordinances for Solar, Wind, and Battery Storage in Accordance with PA 233.

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**Putnam Township:** *September:* Recommended Approval: To rezone 10 acres from Agricultural/Open Space to Single Family Residential. Located at: 8640 Farley Rd. (4714-13-400-012). Recommended Approval: Amendments to Sign Ordinance.

*October:* Approved: Preliminary and Final Site Plan for Livingston County EMS Substation located at: 3280 W M-36, Pinkney.

*November:* No Meeting

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**Iosco Township:** *September:* Discussed: Permanent Sign Ordinance, Article 8.

*October:* Discussed: Permanent Sign Ordinance, Article 8.

*November:* Discussed: Sign Ordinance. Reviewed: Solar Conditional Request.

### **Handy Township:** *September:* Reviewed:

An amendment for a conditional rezoning to allow self-storage use and eliminate the approved open air sales use. Located at: 4002 Nicholson Rd. (4705-16-100-002).

*October & November:* No Meetings.

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**Howell Township:** *September (1):* Approved: Final Site Plan for Self storage off Burkhart Rd. near Tanger Outlet Mall (4706-29-200-029). Approved: Final Site Plan for Wrangler's Saloon Restaurant. Located at: Burkhart Rd. and Grand River Ave. Discussed: Storage Container Ordinance. Discussed: Accessory Dwelling Unit Ordinance.

*September (2):* Approved: Temporary use request for a haunted house and Christmas walk-through. Located at: Castaway Cafe (4706-28-100-012).

*October:* Postponed Action: Special Use Permit and Preliminary Site Plan for a campground located at: 4944 Mason Road, The Quarry R.V. Resort, Bedrock Ventures (4706-31-400-003, 4706-32-300-002, 4706-32-300-003). Discussed: ADU Ordinance Discussed: Storage Container Ordinance. Discussed: Wellhead Protection Ordinance.

*November:* Reviewed: Final Site Plan for Heritage Square, a Residential Planned Unit Development. Located at: Mason and Burkhart (06-32-400-013).

Discussed: Storage Container Ordinance.

Discussed: Accessory Dwelling Ordinance.

Discussed: Wellhead Protection Ordinance.

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**Cohoctah Township:** *September:* Reviewed: Extension of Temporary Mobile Home Permit. Located at: 3726 W. Allen Rd.

*October:* Discussed: Master Plan Update. Reviewed: Site Plan for Livingston County EMS substation. Located at: Chase Lake and Oak Grove Rd.

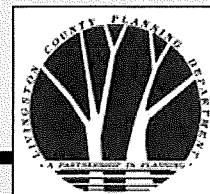
*November:* Discussed: Public Hearing date for EMS Building. Approved: Township Board adopted Renewable Energy Overlay.

**For a copy of the official agenda/minutes contact your local municipality or visit their website.**

# At-a-Glance

## Planning Commission Summary

### September, October, November 2024



**Hamburg Township:** *September:* Tabled: Final Site Plan for The Crossing at Lakeland Trail, a 208-unit apartments complex with club house. Located at: Hamburg Rd. and M-36 (4715-25-400-048).

*October:* Approved: Final Site Plan for The Crossing at Lakelands Trail, a 208-unit apartments complex with club house. Located at: Hamburg Rd. and M-36. (4715-25-400-048).

Recommended Approval: To repeal Cottage Housing Planned Unit Development (CHPUD) ordinance.

Recommended Approval: Amendments Sign Ordinance.

*November:* No meeting

#### **Oceola Township:**

*September:* Discussed: Accessory dwelling units (ADU)

Discussed: Final Zoning Inspection Procedures.

Discussed: Vendor & Food Trucks.

Discussed: Performance Standards: Noise.

*October:* Discussed: Accessory dwelling units (ADU).

Discussed: Vendor & Food Trucks.

Discussed: Demolition of Principal Building/Timing of Accessory Building Construction.

*November:* Reviewed: Amendments to the Zoning Ordinance:

- Timing of Accessory Building Construction
- Accessory Dwelling Units (ADU's)
- Noise Ordinance
- Vendor Food Trucks (new section)
- Performance Guarantee
- Final Inspection

Reviewed: Special Use: To construct an accessory structure in front yard located at: 3192 Brophy.

Reviewed: Special Use: For the repair, storage, sales and rentals of golf carts and various existing business tenants. Located at: 5640 E. Highland

Reviewed: Special Use: For a Child Care Center for approximately 65 children Located at 5202 E. Highland.

**City of Howell:** *September:* Approved: Site Plan for the Fire and Ice Depot District located off Walnut St. near Summit Gardens. *October & November:* No Meetings

**City of Brighton:** *September:* Approved: Special Land Use to permit a residential use within the first floor of the building. Located at: 305 E. Grand River.

(4718-31-104-017) Approved: Site plan for exterior facade alterations and change of use to include residential units. Located at: 110 E Grand River.

Discussed: proposed ordinance amendment for seasonal outdoor storage in the Community Shopping Center and Office Research Districts.

*October:* Reviewed: Preliminary Planned Unit Development Site Plan for a bank located at Murphy & Movie Dr. (4718-24-400-028).

*November:* Reviewed: Text amendments for the Uptown Multiple-Family Zoning District.

Reviewed: Text Amendments to Building Types in the Uptown Multiple-Family Zoning District.

Reviewed: Text Amendments for Nonconforming Uses and Structures.

#### **Village of Fowlerville:**

*September, October & November:* No meetings

#### **Village of Pinckney:**

*September and October:* No meetings

*November:* Reviewed: Extension for Special Land Use. "For Kids' Sake", a childcare center. Located at: 125 E Unadilla St.

Reviewed: Special Land Use for Indoor/Outdoor Recreation Facility-Kril Sports Complex-in Secondary Business District. Located at: 183 E. Hamburg Rd. (4714-23-301-004) Recreation amenities in application: Rock climbing, indoor sports training, and indoor exercise.

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# At-a-Glance

## Planning Commission Summary

### September, October, November 2024



#### **Conway Township:**

*September:* Discussed: Master Plan updates. Tabled: Kreeger Site Plan Discussion Discussed: Planning Consultant Tabled: Lujak land split update.

*October:* Discussed: Township Master Plan Discussed: Kreeger Site Plan Discussion for a gas station near Fowlerville and Chase Lake Rd. Discussed: Planner Discussion Discussed: Lujak land split update.

*November:* Reviewed: Kreeger Site Plan for a gas station near Fowlerville and Chase Lake Rd.

#### **Tyrone Township:** *September:* No Meeting

*October:* Reviewed: Special Land Use and site plan extension for Liberty House Recovery House. Located at: White Lake and Foley Rd.

Recommended Approval: Renewable Energy Overlay. *November:* Reviewed: Draft Extractive Industry District to allow Concrete Crushing as a Special Land Use.

Reviewed: Amendments to Irish Hills PUD for a boundary realignment to combine an adjacent parcel to lot 31. Located at: Old US-23 and Dublin Dr. (4704-29-201-031 and 4704-29-201-079).

#### **Deerfield Township:** *September:* No Meeting.

*October:* Discussed: Renewable Energy ordinance amendments in accordance with PA 233 (Renewable Energy Legislation).

*November:* Reviewed: Renewable Energy ordinance amendments in accordance with PA 233 (Renewable Energy Legislation).

#### **Unadilla Township:**

*September:* Recommended Approval: Text Amendments for Large Solar Energy Systems Special Land Use Standards.

*October & November:* No Meetings

#### **Hartland Township:** *September:* Work Session:

Compatible Renewable Energy Ordinance.

*October (1):* Reviewed: Site Plan for restaurant with drive-through service (Chick-fil-A) Located at: 10382 Highland Road.

*October (2):* Tabled: Concept Plan for a Planned Development (PD) for apartments (duplexes) and detached single-family condominium units. Located: south of Highland Rd. and west of Pleasant Valley Rd. (4708-26-200-007).

*November:* Reviewed: Concept Plan for a Planned Development (PD) for apartments (duplexes) and detached single-family condominium units. Located: south of Highland Rd and west of Pleasant Valley Rd. (4708-26-200-007).

*November (2):* Reviewed: Site Plan with Special Land Use Application for a car wash. Located at: 10587 Highland Rd.

#### **Brighton Charter Township:**

*September:* Recommended Approval: Rezoning from Special Business to Conditional Rezoning based on Residential Multi-Family Designation. (4712-20-400-017).

Tabled: Special Use Permit for outdoor storage and outdoor display bins for Stormy's Outdoor Services located near Hyne and Taylor Rd. intersection. (4712-09-100-019). Tabled: Preliminary Site Plan for Stormy's Outdoor Services(4712-09-100-019). Tabled: Preliminary Site Plan for KE Electric located at 8180 W. Grand River. (4712-19-100-050).

*October:* Reviewed: Preliminary Site Plan for Stormy's Outdoor Services(4712-09-100-019). Reviewed: Preliminary Site Plan for KE Electric located at 8180 W. Grand River. (4712-19-100-050).

*November:* No Meeting