



**ACME TOWNSHIP BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, April 5, 2016, 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:00 p.m.

Members present: J. Aukerman, C. Dye, A. Jenema, G.LaPointe, P. Scott, D. White, J. Zollinger
Members excused: None
Staff present: N. Edwardson, Recording Secretary

A. LIMITED PUBLIC COMMENT: None

B. APPROVAL OF AGENDA:

Zollinger requested that a memo from Road Commission regarding annual brining be added to New Business #7 and under Old Business #1 a sewer/water accounting update and #2 Parks trail update.

Motion by Jenema, seconded by White to approve the agenda with the three additions to New and Old Business. Motion carried by unanimous vote.

C. APPROVAL OF BOARD MINUTES

1. Draft unapproved minutes 3/16/16 Special meeting

**Motion by Aukerman, seconded by White to approve the Board minutes as presented.
Motion carried by unanimous vote.**

D. INQUIRY AS TO CONFLICTS OF INTEREST: None

E. REPORTS:

1. Clerk – Dye

Dye stated that there was a 46% turnout for the recent March 8th presidential primary election. There will be a Elk Rapids school bond proposal election on May 3rd. Dye stated that anyone wanting to run in the August primary must file the paperwork with the Clerk's office by 4:00 pm on April 19, 2016.

2. Parks – Henkel

3. Legal Counsel – Jocks

4. Sherriff – Ken Chubb

5. County – Carol Crawford Received and filed

6. Roads – Marc McKeller

F. SPECIAL PRESENTATIONS/DISCUSSIONS: None

G. CONSENT CALENDAR: The purpose is to expedite business by grouping non-controversial items together one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.

1. RECEIVE AND FILE:

a. Treasurer's Report

b. Clerk's Revenue/Expenditure Report and Balance Sheet

c. Metro Fire 2016 Annual Report

d. RecycleSmart Press Release March 2016

e. Draft Unapproved meeting minutes

1. Planning Commission 3/14/16

2. Parks & Trail 2/5/16 and 3/11/16

2. APPROVAL:

- a. Accounts Payable Prepaid of \$238,408.61 and Current to be approved of \$86,756.42 (Recommend approval: Cathy Dye, Clerk)**

H. ITEMS REMOVED FROM THE CONSENT CALENDAR:

Dye asked for the Current bills report be removed.

Motion by Jenema, seconded by Dye to approve the consent calendar with the removal of the Current bills report. Motion carried by unanimous roll call vote.

Dye received an invoice from the Grand Traverse County Sheriff office today for services Oct-Dec 2015 for \$19,147.00 and would like to add to the report tonight. Current bills would be \$105,903.42 instead of \$86,756.42.

Motion by LaPointe, seconded by White to approve the current bills with the additional \$19,147.00. Motion carried by unanimous roll call vote.

I. NEW BUSINESS:

1. 2% Tribal June grant cycle-water line construction

Zollinger is requesting Board approval for submission of a grant for the 2% Tribal June grant cycle. This grant will finance the construction expense to extend Tribal water along the main business corridor of Acme Township along M-72 to Mt Hope Rd and up to Mt Hope Rd to Hope Village.

Motion by White, seconded by Scott to approve the submission of the 2% Tribal grant for the June 2016 cycle. Motion carried unanimously.

2. Resolution for budget amendment Parks maintenance

Zollinger stated we need to do this resolution to move funds from 101 to Parks repairs & maintenance due to the August 2015 storm.

Motion by LaPointe, seconded by Scott to approve Resolution R-2016-17 for various fund moves adjustments. Motion carried by unanimous roll call vote.

3. Resolution regarding park endowment

Motion by LaPointe, seconded by White to approve Resolution R-2016-18 supporting the Acme Shoreline Park Endowment fund for use of interest from fund over next 3 years for Bayside Park improvement plan. Motion carried by unanimous roll call vote.

4. Update Parks & Cemetery maintenance

A proposed parks maintenance changes in activities and hours for 2016 was presented to the Board. Three main changes are 1. Outsource mowing for Bayside park North/South 2. Hire one seasonal worker to assist parks manager and 3. Change present maintenance manager hours with more in the Summer and less in the winter. Discussion followed. Zollinger will check with legal counsel on wording to use to change Township Employee handbook on minimum hours for full-time employees.

Motion by LaPointe, seconded by Aukerman to approve the proposed parks changes for 1 and 2 and pending legal opinion 3 would be approved. Motion carried by a roll call vote of 6 (Aukerman, Dye, Jenema, LaPointe, White, Zollinger) in favor and 1 (Scott) opposing.

5. Update Tribal trust land 12.6 acres

The Board received recent correspondence regarding the 12.6 Tribal trust land update. The request to be treated as sovereign nation land. This was send back to the "BIA" for final approval.

6. **2016-17 Budget/Wages/departments new format BS&A**
Zollinger presented the 2016-2017 budget for 101s funds for review.

LaPointe began a discussion on lower the Trustees annual wages to \$5,000 instead of \$6,000. Discussion followed.

A Special meeting for a Budget workshop will be held, Wednesday, April 20th and 6:00 pm. There will also be two other items on the agenda.

J. OLD BUSINESS:

1. **Annual Brining agreement for Acme Township gravel roads for 2016**
The Board of County Road commissioners' policy is to provide a 25% match for brine application on county maintained gravel roads with the Township paying 75%.

Motion by LaPointe, seconded by White to approve the Annual Brining agreement as presented with two applications of brine for some Township roads. Motion carried by unanimous roll call vote.

2. **Update on Parks & Trails - Jenema**
Jenema asked the Board to think about what will be our roll in the Tart Trails. Discussion followed.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

Phil Anderson, 10118 Kay Ray Rd, asked about the burnt out house across from the Music House on 31N. Zollinger commented that Metro Fire did fire training during the winter months. He is working with the owner to finish taking down the building.

ADJOURN AT 9:00 pm



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ACME TOWNSHIP REGULAR BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, April 5, 2016, 7:00 p.m.

GENERAL TOWNSHIP MEETING POLICIES

- A. All cell phones shall be switched to silent mode or turned off.**
- B. Any person may make a video, audio or other record of this meeting. Standing equipment, records, or portable microphones must be located so as not to block audience view.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE
ROLL CALL

- A. LIMITED PUBLIC COMMENT:**
Public Comment periods are provided at the beginning and end of each meeting agenda. Members of the public may address the Board regarding any subject of community interest during these periods. Comment during other portions of the agenda may or may not be entertained at the moderator's discretion.
- B. APPROVAL OF AGENDA:**
- C. APPROVAL OF BOARD MINUTES:**
 - a. Draft unapproved 03/16/16 minutes Special Board meeting**
- D. INQUIRY AS TO CONFLICTS OF INTEREST:**
- E. REPORTS**
 - a. Clerk – C. Dye**
 - b. Parks – T. Henkel**
 - c, Legal Counsel – J. Jocks**
 - d. Sheriff -**
 - e. County -Carol Crawford**
 - f. Roads - Marc Mc Keller**
- F. SPECIAL PRESENTATIONS/DISCUSSIONS:**
- G. CONSENT CALENDAR:** The purpose is to expedite business by grouping non-controversial items together for one Board motion (roll call vote) without discussion. A request to remove any item for discussion later in the agenda from any member of the Board, staff or public shall be granted.
 - 1. RECEIVE AND FILE:**
 - a. Treasurer's Report**
 - b. Clerk's Revenue/Expenditure Report and Balance Sheet**
 - c. Metro Fire 2016 Annual Report**
 - d. RecycleSmart Press Release March 2016**
 - e. Draft Unapproved meeting minutes**
 - 1. Planning Commission 3/14/16**
 - 2. Parks & Trail meeting 2/5/16 and 03/11/16**
 - 2. APPROVAL:**
 - a. Accounts Payable Prepaid of \$238,408.61 and Current to be approved of \$86,756.42 (Recommend approval: Clerk, C. Dye)**
- H. INQUIRY AS TO CONFLICTS OF INTEREST:**

I. ITEMS REMOVED FROM THE CONSENT CALENDAR:

1. _____
2. _____
3. _____

J. CORRESPONDENCE:

K. PUBLIC HEARING:

L. NEW BUSINESS:

1. **2% Tribal June grant cycle-Water line construction**
2. **Resolution for Budget amendment Parks Maintenance**
3. **Resolution regarding park endowment**
4. **Update Parks & Cemetery maintenance**
5. **Update Tribal Trust Land 12.6 acres**
6. **2016-17 budget /Wages/departments New Format BS&A**

M. OLD BUSINESS:

- 1.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

ADJOURN



ACME TOWNSHIP SPECIAL BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Wednesday, March 16, 2016, 10:00 a.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE AT 10:00 a.m.

Members present: J. Aukerman, C. Dye, G. LaPointe, D. White, J. Zollinger
Members excused: A. Jenema, P. Scott,
Staff present: None

A. LIMITED PUBLIC COMMENT: None

B. APPROVAL OF AGENDA:

Motion by Dye, seconded by White to approve the agenda as presented. Motion carried by unanimous vote.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None

D. NEW BUSINESS:

1. Approval of Board minutes from the 03/01/16 Board meeting.

Zollinger stated this Special meeting was called as the minutes needed to be approved for the DNR Trust Fund grant application for submission on April 1, 2016.

Motion by White, seconded by LaPointe to approve the 03/01/16 Board minutes as presented. Motion carried by unanimous roll call vote.

PUBLIC COMMENT & OTHER BUSINESS THAT MAY COME BEFORE THE BOARD:

Trustee, LaPointe, had some questions about a SAD on a private road.

Adjourned at 10:20 am



County Staff Report March 2016

Strategic Goals

1. Maintain financial strength and stability
2. Strengthen and expand the County's use of technology
3. Address infrastructure needs
4. Continue community engagement and access to information
5. Ensure that County is viewed as a fair and equitable employer
6. Expand the capabilities of the Board of Commissioners
7. Advance the health and quality of life of the region
8. Protect and preserve County's water resources, forests, natural areas and scenic beauty

Administration/Board of Commissioners (1, 2, 4)

- The recommendation for Resource Recovery services is being presented to the Resource Management & Administration Committee March 9.
- Staff is working with former State Budget Director, Mary Lannoye to complete a study of the County's Unfunded Pension and Retiree Healthcare liabilities. These findings will be presented to the Board on March 16.

County Clerk (4)

- Concealed pistol license applications have tripled since December 1, 2015. The new CPL fingerprint machine has been installed and we are taking new applicants' fingerprints when they apply for their concealed pistol license.
- We have also successfully changed to a new credit card program.

Commission on Aging (7)

- The Commission on Aging Staff delivered Valentine bags from the COA and Hagerty Insurance for two weeks prior to Valentine's Day. This is the second year that the employees of Hagerty Insurance have put together individual bags for our clients. COA staff created a special personalized thank you gift from the individual cards received from our clients to give to Hagerty as a commemorative memento.
- Medication Management Pilot - The 30 day pilot was completed on March 1, 2016. The Board of Directors reviewed and discussed the continuation of this program at the Committee of the Whole meeting. The decision is to issue a request for quote in search of the best machines and pricing available for the COA Clients. The program will begin with making a limited number of machines available in the beginning and then growing to meet demand.
- The AARP Volunteers are staying busy preparing tax returns this year at the Front Street office. Appointments will continue through Monday, April 18. The hours are 9:30 a.m. to 3:00 p.m. As of February 23, 78 tax returns have been completed.

- The field staff will have three new Universal Aides join the team mid-March. They will be joining Melissa Z. our first Universal Aide.
- Staff is preparing to exhibit at the BASA Expo -"Ideas for Life: Senior Expo 2016" at the Civic Center on May 18, 2016.
- Volunteers are being recruited for the annual NMC BBQ on May 22 at the NMC Campus. The COA needs volunteer drivers to deliver meals and volunteers to pack meals and prepare food. Over 254 meals were delivered to COA clients in 2015.

Equalization / GIS (1, 4)

- Equalization is working closely with the local units as they prepare their 2016 assessment rolls to ensure they meet the statutory 50% of true cash value in each class of property prior to the March Board of Review.
- East Bay Appraisers have the Change of Assessment Notices delivered to the taxpayers in preparation for the March Board of Review appeal process.
- The PRE Auditor has litigated some appeals of denials through the Michigan Tax Tribunal.
- GIS personnel are streamlining the address assignment process and modifying the spatial data to reflect the new parcels for 2016.

Facilities (3)

- Installation of the new ASKA generator is complete. This unit provides emergency power supply to the Governmental Center for Dispatch and phone operations. This unit replaces a 1975 *Kohler* generator.
- Emphasis on preventive maintenance remains a priority.

Health Department (7)

ADMINISTRATION & FINANCE DIVISION

- Fiscal Year-End - Finished closing the 2015 calendar year for the Health Department.
- Annual Audit - Continuing to prepare information for the annual County audit.
- Regional Emergency Preparedness Finance Team - Assisted the Northern Michigan Public Health Emergency Preparedness program in creating an expense voucher form to be utilized in the billing of regional preparedness operations out of the collaborative budget that was developed.
- Affiliation Agreement - Created a template affiliation agreement for the Health Department, which has been reviewed as to form by the Prosecutor's office, to be used with any future colleges or universities interested in their students being academically affiliated with the Health Department Divisions.

- Outreach - Northern Michigan Public Health Alliance Marketing Work Group met, and public information officers from area local health departments designed a plan for new website, as well as timeline for other goals and accomplishments.
- Northwest Michigan Water Safety Network - The GTCHD hosted a meeting of the Northwest Michigan Water Safety Network on February 24th. We had an excellent turnout of our network partners including the Traverse City Area Public Schools, Grand Traverse County Sheriff's Office, Meteorologist Tom O'Hare /TV 9&10, Grand Traverse Parks & Recreation, Safe Kids North Shore, etc. The group continues to advocate for educating the public on water safety issues including drowning prevention. Wendy Trute and Jennifer Ritter (MSU Extension) presented to the GT Area Hospitality Association to encourage area hotel participation in purchasing and installing water rescue stations on their beaches.
- Strategic Planning - Partnered with John Sych from Planning to lead all staff through the initial phase of strategic planning. The management team will now work to take the input and create a 3 year strategic plan.
- Community Health Needs Assessment - Partnering with Munson and McLaren Health Systems and local health departments in our region for one assessment. Led the Grand Traverse Collaborative in a discussion to begin the current assessment and participated in the strategic planning session in February.

MEDICAL EXAMINER DIVISION

- Database - Investigating feasibility of switching to MDIlog software for medical examiner database.
- Annual Report - Completing the first annual tri-county medical examiner's report to present to all 3 boards in the spring.

ENVIRONMENTAL HEALTH & ANIMAL CONTROL DIVISION

- Randy Emeott Retirement - After 38 years of service with the GTCHD, Randy Emeott retired on Friday, February 26th. Randy was our Environmental Health Coordinator and guided our Environmental Health staff through six (6) accreditation cycles in the on-site waste water program and never missed a mandatory program requirement (MPR) through the Michigan Department of Environmental Quality (MDEQ) since the accreditation program began in 1999! His hard work and dedication to our department will be missed.
- Dan Thorell Promotion - Dan Thorell has been promoted to Environmental Health Coordinator following the retirement of Randy Emeott. Dan has been employed with the Health Department in the Environmental Health Division since 2001. Congratulations Dan!

EMERGENCY MANAGEMENT & PUBLIC HEALTH PREPAREDNESS DIVISION

EMERGENCY MANAGEMENT

- Active Shooter Report - Compiled After Action Report and submitted safety upgrade recommendations to respective administration from the City/County Government

Building Risk/Hazard assessments and lock-down/active shooter trainings conducted in January.

- Public Safety Communications - Attended the 2016 Michigan Public Safety Communications Interoperability Conference with public safety leaders from around the state and region. Numerous topics were discussed and presented surrounding public safety communications during disasters and new challenges faced with communications. Grand Traverse County's migration to the 800Mhz was also featured.
- Event Planning - Planning meetings for Bayshore Marathon, National Cherry Festival, Comedy Festival, TC Film Festival, and the new 7 week long Great Lakes Equestrian Festival are underway.
- Government Building Fire/Emergency Plans - Assisting County & City administration with updating Government Building Fire/Emergency Plans.
- CodeRED - Working to upload all 127 county Hazardous Materials sites and related info into the CodeRED system for easier deployment of emergency messages during incidents at those sites.
- Law Enforcement Technology Workshop - Planning and preparing to host a region wide law enforcement technology workshop in the near future to present the newest technology available to law enforcement.

PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP)

- Regional PHEP - Northern Michigan Public Health Emergency Preparedness began utilizing the billing of regional preparedness operations out of the collaborative budget that was developed. This was the accumulation of a great deal of work and collaboration to bring this together. The first collaborative Public Health Emergency Preparedness monthly update was developed and conducted. A big step in bringing together the coordinated planning and development of plans, exercises, and operations across the region.
- Medical CBRNE Training - Grand Traverse County Emergency Preparedness took part in a two day Medical Management of Chemical, Biological, Radiological, and Nuclear incidents course with a number of our regional partners at Munson Medical Center
- Zika Preparedness - Emergency Preparedness joined forces with key GTCHD staff in taking part in the preparation of Zika virus communication materials as the concern and need for information about the public health threat has grown. Created media talking points and fact sheet for Zika Virus; Public Health Nurse provided interview with 7&4 News.
- Sharepoint Platform - Northern Michigan Public Health Emergency Preparedness has been working diligently to develop a regional, collaborative sharepoint platform that will enable PHEP operations across the northern region to be streamlined, collaborated, and implemented.

COMMUNITY HEALTH DIVISION

DISEASE CONTROL AND PREVENTION PROGRAMS:

- Communicable Disease Program - Followed up on 64 reportable communicable diseases in GT County. Provided six presentations about communicable disease topics and reporting requirements to area providers in an effort to improve provider reporting. Responded to multiple community member questions about the new and emerging Zika virus. Worked on provider and community communication about Zika virus including speaking with the media. Participated in meetings with Munson Medical Center to streamline early reporting of communicable diseases to the Health Department.
- Reproductive Health – Provided Reproductive Health Services to 104 area men and women. In the last phase of preparation for our “go live” date of March 9th for Electronic Health Record implementation in our Reproductive Health Clinic. Received feedback from a client thanking us for catching her breast cancer, found on clinical breast exam, by our Reproductive Health Nurse Practitioner.
- Adolescent Clinics
 - o Continued involvement on the Homeless Youth Initiative and Professionals for Healthy Adolescent Sexual Education (PHASE) boards. PHASE is working with local schools and PCP offices to disseminate information to parents.
 - o Provided educational opportunity to 10 teens at TCHS on dangers of drug use and opportunities for assistance.
 - o Met with new director of Pine Rest to discuss Mental Health Visit Billing opportunity and upcoming contract details for next Fiscal Year.
 - o Both clinics continued to see a busy month due to staffing issues for various leaves. Between the 2 clinics, there were over 100 visits to see the Nurse Practitioner and 100 visits to see our Mental Health Providers. Mental Health continues to see increasing demand.

MATERNAL AND CHILD HEALTH PROGRAMS:

- Maternal Infant Health Program - Provided home visiting to over 250 Medicaid moms and babies, admitting 24 new clients in January. As members of a Northern Region Maternal Infant Health Program (MIHP) Quality Improvement team, we are researching and exploring ways to improve internal acceptance of MIHP from clients we service through our WIC program. Effective October 1, 2016, MIHP billing will go through the assigned Managed Health Plans rather than straight Medicaid.
- Healthy Futures - Conducted 17 home visits to postpartum moms and babies, placing over 250 phone calls to connect with pregnant and postpartum moms who have delivered at Munson Medical Center. Exploring potential revenue streams to address an increased demand for home visiting through this mom/baby promising program.
- Children’s Special Health Care Services - Serviced a caseload of over 280 clients, providing nearly 20 home visits for care planning and coordination. This population

continues to struggle with transportation barriers to attend to specialty medical appointments downstate.

- Pediatric Cardiac Clinic - In January and February we assisted with over 17 specialty clinic appointments in partnership with Munson Medical Center and University of Michigan physicians.
- Immunizations - The Health Department clinic administered over 300 vaccinations in January, along with Adolescent Health from both KTown and Youth Health and Wellness administering over 30 to teens. We still serviced 84 walk in clients, administering 69 flu vaccinations. This is a late season for flu, so getting your vaccination is still timely to prevent. MCIR region 5 grant is providing us an opportunity to explore a local health department pilot project. One such idea is to provide immunizations through our MIHP/Healthy Futures home visiting when needed, including to address cocooning principle in regards to all caregivers and household members surrounding the baby with a cocoon of protection when they are too young to receive vaccinations. Outreach for Immunization includes fliers to Senior Center for Shingles virus.
- WIC - While January was a little slow for the WIC clinic, February has shown to be busy with over 900 appointments made and a 70% show rate.
- Hearing and Vision - January was a very busy month resulting in over 1200 school-age vision screenings and 126 referrals for follow-up.

Information Technology (2)

- Google Talk/Hangouts has been setup for the Sheriff to conduct free video based media briefings.
- Met with the City Manager/Assistant City Manager to discuss IT support and City projects. IT will be reviewing the payroll system with the City with a vendor demonstration of a new system.
- Provided an IT orientation session for County Administrator, Tom Menzel, and Deputy County Administrator, Jennifer DeHaan.
- Seeking to fill an IT Server Administrator position after Gabe Talaga left at the end of 2015.
- Planning an upgrade to the County's wireless access infrastructure. Many of the wireless access points are 9-10 years old and the wireless controller is nearing end of life.
- Created a request for proposal for the purchase of new Construction Code software. IT is working with Jean Derenzy and Bruce Remai and we plan to have a recommendation for a new system at the end of May.
- Two servers have been setup for the new voicemail system that will be implemented in March/April. Forty auto-attendant/caller apps will need to be recreated and re-recorded

as part of the upgrade. All users of the voicemail system will be required to re-record greetings.

- A final database and document image export were completed from the Prosecutor's old system and provided to Karpel for import into the new Prosecutor system.

MSUE (7, 8)

- Safe Kids North Shore Coordinator, Jennifer Ritter, was nominated for the 2015 Child Passenger Safety Instructor of the Year award, an honor presented by the National Child Passenger Safety Board, managed by the National Safety Council. Her nomination will be recognized at the 2017 Lifesavers Conference.
- Safe Kids North Shore held a *Continuing Education Training for Certified Child Passenger Safety Technicians* (CPST's) on February 19 in the 2nd Floor Training Room at the GT County Governmental Center. The class was paid for through a grant that Ritter secured from the Michigan Office of Highway Safety Planning. CPST's are required, like any other license holder (paramedic, firefighter, police, social work, etc...), to earn continuing education credits to make sure that they are always giving up-to-date/current information and best practices to the public. Often these classes are only offered in Lansing, something that is not feasible for many departments. Each year Safe Kids North Shore holds one of these types of training in Traverse City, not only to maintain the local CPST presence/services, but so that other northern Michigan counties can travel to a training site that is closer than Lansing or Detroit. 27 CPST's attended the class: 18 were law enforcement officers (including an Undersheriff), 5 were from various healthcare fields, 3 were from fire services and 1 was from a traffic safety agency. Counties that took advantage of the training included: Grand Traverse, Benzie, Kalkaska, Alpena, Iosco, Antrim and Crawford.
- Tractor Safety Program – Teens can improve their chances of employment by completing a tractor safety training. MSU Extension will host a 4-H Tractor Safety Program for 14 and 15 year old youth on Wednesdays, April 6, 13, 20, 27 from 6-8:30 pm at the NW Michigan Horticultural Research Station. The written and driving test will be held on Saturday, April 30 from 8:30am – 2:30pm. Participants must attend all five sessions to become certified. The cost is \$75 per student and some scholarships are available if finances are an issue. Youth must be 14 years of age by June 1, 2016. Space is limited. The registration deadline is March 25. Registration forms are available online at www.msue.msu.edu/leelanau. Call the Leelanau MSU Extension office for more information at 231-256-9888.
- Michigan Sea Grant is hosting the 2nd Annual Michigan Seafood Summit on April 8 at the Hagerty Center in Traverse City. The Seafood Summit is an all-day event that highlights aquaculture, commercial fisheries and local seafood in Michigan. This year's summit features two information sessions and a special Michigan seafood dinner prepared by acclaimed chefs from around the state. Click [here](#) for more info.

Parks and Recreation (7)

- After opening mid-January, the Y Central at the County's Civic Center (pool and fitness facility) has 144 Y Central memberships purchased, to date. During February 2016,

there were 198 scan-ins at Y Central by members of Y Silver Lake. A Y Silver Lake membership permits access to all three locations – Y Silver Lake, Y Central, and Y South.

- By invitation, during the mParks (formerly Michigan Recreation and Park Association) Conference held at Grand Traverse Resort in mid-February, the Parks Director and Director of Soccer Operations Henry Aiyenero co-facilitated a session with Mike Price of Pure Michigan Sports, titled the “Economic Impact of Sports Events.” This session showcased unique “landlord/facility-recreation provider” relationships between Grand Traverse County Parks and Recreation and the many area recreation providers (such as American Legion Baseball, the Grand Traverse Bay YMCA, TBAYS, and more), that serve our community. The ability of recreation providers to program, hold tournaments, and put on special events at our county parks and facilities boosts our area’s economy. For example, the estimated economic impact on our community from just one TBAYS’ tournament is \$3,400,000. The mParks Conference hosted approximately 500 parks and recreation professionals from around the state.

Parks and Recreation/Senior Center Network (7)

- The Senior Center Network Manager participated in Community Collaborative's Community Health Assessment, which generated data to be used for future grant writing and strategic planning efforts.
- The Senior Center Network Manager has been appointed to BATA's Advisory Council, which meets quarterly to address service delivery to seniors.
- The County website for Parks and Recreation has been reorganized to include the Senior Center Network.
- The agreement between Parks and Recreation and The Rock in Kingsley, which is used as a senior center satellite facility offering program to area seniors, has been executed. The Senior Center offers programming in six locations within the county: Acme, Fife Lake, Interlochen, Kingsley, Traverse City.
- In February 2016, 58 new members joined the Senior Center Network, which currently has a total of 4,051 members.
- In February 2016, 444 seniors participated in 1,414 units of service provided by the Senior Center Network.

Planning & Development (1, 3, 4, 7, 8)

- The County approved a \$175,000 Community Development Block Grant (CDBG) Loan application requested by Kejara’s Bridge, a local food producer that is expanding with new operations in Garfield Township. The loan will be used to hire five (5) full time positions over the course of two years, of which, at least 51% of these positions will be available to low to moderate income individuals. The application will be submitted to the Michigan Strategic Fund board for approval.

- The Brownfield Redevelopment Authority accepted an application for the Park Place Hotel in downtown Traverse City to prepare a brownfield plan for the site that includes a new convention center, parking structure, housing development that includes affordable units, and public infrastructure improvements.
- Staff is working with SEEDS in identifying new energy efficiency opportunities in County facilities. The support from SEEDS is funded by a Community Energy Management grant from the Michigan Energy Office that was received by the local non-profit organization. This collaborative effort will include the staff from the Planning & Development and Facilities Management Departments.

Treasurer (1)

- We started accepting Debit & Credit cards through Ottawa County G2G credit card program for passport fees, plat books, copies and dog licenses, which has been well received. County Clerk and Circuit Court switched their credit card processing server to G2G, which is a more user friendly platform.
- Started the process to refund the Pavilions bond with a scheduled pay off of May 2016 saving the Pavilions over \$100,000.00 in interest.
- We had our foreclosure hearing in Circuit Court. All documents were filed and we are on track for foreclosure April 1. Sent out 130 final foreclosure notices to parcels set to be foreclosed.
- Prepared preliminary reconciliations with the 13 townships and City to facilitate early settlement with the townships next month. In order to ease frustration with calculations of partial year veteran exemptions, we created a spreadsheet to help townships with tax calculations.
- Set up new passport hotline to provide 24 hour information to potential travelers on the requirements for applying for a passport so they are prepared and have everything they need to eliminate the frustration of not having all the documents when they come in. Processed 151 regular service, 65 expedited and 2 hand carry passport in February.

ACME TOWNSHIP - Addendum to Treasurer's Report

Reconciled with Bank as of February 29, 2016

		FUND #	January 29, 2016 Account Balance	NET CHANGE	February 29, 2016 Account Balance
Chase Bank			\$ 1,260,009	\$ (256,267)	\$ 1,003,742
Chemical Bank - High Yield		101-206	\$ 156,797	\$ 6	\$ 156,803
Chemical Bank - Money Market Plus		207-209			
Chemical Bank - Liquor Fund		212-246	\$ 297,274	\$ 12	\$ 297,285
A TOTAL BANK ACCOUNTS FOR GENERAL FUND		212	\$ 6,990	\$ 0	\$ 6,990
			\$ 1,721,069	\$ (256,249)	\$ 1,464,821
Self Funded Accts Payable 6 Months	Committed	101	\$ 361,177	\$ -	\$ 361,177
Saylor Park Boat Launch Imp	Motion	101	\$ 95,052	\$ -	\$ 95,052
Septage Plant Bond Buyout	Committed	101	\$ 179,546	\$ -	\$ 179,546
Water Engineering Study (GTB Grant)	Restricted	101	\$ 14,000	\$ -	\$ 14,000
GTTC Engineer Project Management	Committed	101	\$ 32,000	\$ -	\$ 32,000
Public Broadcast Equipment Fund	Restricted	101	\$ 6,864	\$ -	\$ 6,864
PA48 Metro Fund -(PA 48 Twp Imp (SAD) \$20,401)	Restricted	101	\$ 39,038	\$ -	\$ 39,038
Park Match \$25,000 Per Yr (Start 15/16 Yr)	Motion	101	\$ 25,000	\$ -	\$ 25,000
B Sub-Total Assigned From GENERAL FUND		101	\$ 752,677	\$ -	\$ 752,677
Funds within General Fund Bank Account (Restricted or Committed)					
Cemetery Fund	Committed	209	\$ 6,139	\$ 300	\$ 6,439
Fire Fund <i>Special Assessment</i>	Restricted	206	\$ 58,836	\$ (4,657)	\$ 54,179
Police Fund <i>Special Assessment</i>	Restricted	207	\$ 138,414	\$ 2,423	\$ 140,837
Liquor Fund	Restricted	212	\$ 6,990	\$ 138	\$ 7,128
Township Improvement (SAD)	Committed	246	\$ -	\$ -	\$ -
SUB-TOTAL (Restricted or Committed)			\$ 210,379	\$ (1,796)	\$ 208,583
C BALANCE		101	\$ 758,013		\$ 503,561
			Note ((A)-(B+C))		Note ((A)-(B+C))
RESTRICTED BY BOARD RESOLUTION ACCOUNTS:					
Shoreline Preserv. Fund	Committed	224	\$ 1,378	\$ 0.09	\$ 1,378
Parks & Recreation Closed	Closed	226	\$ -	\$ -	\$ -
Saylor Park Boat Launch Imp	Committed	401	\$ 79,208	\$ (14,585.25)	\$ 64,623
Parks/Shoreline Fund (New Urbanist to Park/Shoreline)	Closed	227	\$ -	\$ -	\$ -
Parks Fund	Committed	208	\$ 37,962	\$ 2.58	\$ 37,964
SUB-TOTAL			\$ 118,548		\$ 103,965
D RESTRICTED BY MILLAGE:					
Farmland <i>Millage Chemical Bank</i>	Restricted	225	\$ 5,199	\$ 0.21	\$ 5,200
Farmland <i>Millage Chase Bank</i>	Restricted	225	\$ 283,100	\$ 14,675.54	\$ 297,776
Farmland Totals			\$ 187,428	\$ 14,675.75	\$ 302,975
Tax Collection	Temporary Funds	703	\$ 224,359	\$ 599,907	\$ 824,266
			\$ 411,787		\$ 1,127,241
E RESTRICTED BY REVENUE SOURCE ACCOUNTS:					
Sewer Fund Chemical Bank	Restricted	590	\$ 196,795	\$ 8	\$ 196,803
Sewer Fund Chase Bank	Restricted	590	\$ 2,173,403	\$ (26,608)	\$ 2,146,794
Sewer Fund Totals		590	\$ 2,370,198	\$ (26,601)	\$ 2,343,597
Hope Village Water -Fund Balance					\$ 6,156
Operation & Maintenance-Fund Balance					\$ 242,043
Replacement-Fund Balance					\$ 161,362
Improvement -Fund Balance					\$ 1,210,217
Planning Review Fees (Trust & Agency) Escrow	Restricted	701	\$ -	\$ -	\$ -
Holiday Hills Special Assessment	Restricted	818	\$ 223,494	\$ 3,240	\$ 226,734
ACME TOWNSHIP RESTRICTED FUNDS			\$ 2,593,692		\$ 2,570,331
F ACME TOWNSHIP ALL ACCOUNT BALANCES			\$ 4,845,096.8		\$ 5,266,358
			NOTE: (A+D+E+F)		NOTE: (A+D+E+F)

Notes: Committed = Board Resolution Restricted= Law or Outside Agency Controls Use of Funds

Bank Code Fund	Description	Beginning Balance 02/01/2016	Total Debits	Total Credits	Ending Balance 02/29/2016
CHASE	GENERAL FUND				
101	GENERAL FUND	754,108.20	105,574.25	80,163.67	779,518.78
206	FIRE FUND	58,836.09	40,812.77	45,469.26	54,179.60
207	POLICE PROTECTION	138,414.00	2,423.83	0.00	140,837.83
209	CEMETERY FUND	6,139.42	300.00	0.00	6,439.42
212	LIQUOR FUND	0.00	137.50	0.00	137.50
	GENERAL FUND	<u>957,497.71</u>	<u>149,248.35</u>	<u>125,632.93</u>	<u>981,113.13</u>
FARM	FARMLAND PRESERVATION				
225	FARMLAND PRESERVATION	281,714.48	14,675.54	0.00	296,390.02
	FARMLAND PRESERVATION	<u>281,714.48</u>	<u>14,675.54</u>	<u>0.00</u>	<u>296,390.02</u>
FARMM	FARMLAND PRESERVATION - MONEY MARKET				
225	FARMLAND PRESERVATION	5,199.32	0.21	0.00	5,199.53
	FARMLAND PRESERVATION - MONEY MARKET	<u>5,199.32</u>	<u>0.21</u>	<u>0.00</u>	<u>5,199.53</u>
GENHY	GENERAL FUND - HIGH YIELD				
101	GENERAL FUND	156,797.17	6.21	0.00	156,803.38
	GENERAL FUND - HIGH YIELD	<u>156,797.17</u>	<u>6.21</u>	<u>0.00</u>	<u>156,803.38</u>
GENMM	GENERAL FUND - MONEY MARKET				
101	GENERAL FUND	297,273.68	11.78	0.00	297,285.46
	GENERAL FUND - MONEY MARKET	<u>297,273.68</u>	<u>11.78</u>	<u>0.00</u>	<u>297,285.46</u>
LIQ	LIQUOR MONEY MARKET				
212	LIQUOR FUND	6,989.74	0.28	0.00	6,990.02
	LIQUOR MONEY MARKET	<u>6,989.74</u>	<u>0.28</u>	<u>0.00</u>	<u>6,990.02</u>
NEWUR	PARK FUND				
208	PARK FUND	37,962.44	847.58	845.00	37,965.02
	PARK FUND	<u>37,962.44</u>	<u>847.58</u>	<u>845.00</u>	<u>37,965.02</u>
PARKS	SAYLER PARK BOAT LAUNCH				
401	SAYLER PARK BOAT LAUNCH CAPITAL FUND	79,207.62	11,093.75	25,679.00	64,622.37
	SAYLER PARK BOAT LAUNCH	<u>79,207.62</u>	<u>11,093.75</u>	<u>25,679.00</u>	<u>64,622.37</u>
PETTY	PETTY CASH				
101	GENERAL FUND	200.00	0.00	0.00	200.00
	PETTY CASH	<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>
SADH	HOLIDAY 818				
818	HOLIDAY HILLS AREA IMPROVEMENT	223,493.87	3,239.91	14,206.39	212,527.39

Bank Code Fund	Description	Beginning Balance 02/01/2016	Total Debits	Total Credits	Ending Balance 02/29/2016
	HOLIDAY 818	223,493.87	3,239.91	14,206.39	212,527.39
SEWER 590	ACME RELIEF SEWER ACME RELIEF SEWER	2,173,402.51	146.38	26,754.69	2,146,794.20
	ACME RELIEF SEWER	<u>2,173,402.51</u>	<u>146.38</u>	<u>26,754.69</u>	<u>2,146,794.20</u>
SEWMM 590	ACME RELIEF SEWER MONEY MARKET ACME RELIEF SEWER	196,795.37	7.80	0.00	196,803.17
	ACME RELIEF SEWER MONEY MARKET	<u>196,795.37</u>	<u>7.80</u>	<u>0.00</u>	<u>196,803.17</u>
SHORE 224	SHORELINE PRESERVATION SHORELINE PPRESERVATION	1,377.62	0.09	0.00	1,377.71
	SHORELINE PRESERVATION	<u>1,377.62</u>	<u>0.09</u>	<u>0.00</u>	<u>1,377.71</u>
TAX 703	CURRENT TAX COLLECTION CURRENT TAX COLLECTION	241,226.60	982,003.26	677,014.98	546,214.88
	CURRENT TAX COLLECTION	<u>241,226.60</u>	<u>982,003.26</u>	<u>677,014.98</u>	<u>546,214.88</u>
	TOTAL - ALL FUNDS	<u>4,659,138.13</u>	<u>1,161,281.14</u>	<u>870,132.99</u>	<u>4,950,286.28</u>

Sarah Lawrence 3/28/16

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2016 (ABNORMAL)	MONTH 02/29/2016 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	CURRENT PROPERTY TAXES	226,500.00	129,551.66	14,589.26	96,948.34	57.20
101-000-412.000	PERSONAL PROP TAXES	1,000.00	0.00	0.00	1,000.00	0.00
101-000-445.020	PENALTIES& INTEREST	500.00	1,146.04	0.00	(646.04)	229.21
101-000-447.000	ADMINISTRATIVE FEE 1%	104,600.00	93,664.22	1,397.98	10,935.78	89.55
101-000-448.000	CABLE TV FEE	82,500.00	43,732.73	21,746.13	38,767.27	53.01
101-000-465.000	PASSPORT FEES	3,200.00	1,716.00	325.00	1,484.00	53.63
101-000-574.000	ST SHARED SALES TAX	344,895.00	168,481.00	55,282.00	176,414.00	48.85
101-000-577.000	SWAMP TAX	1,000.00	1,380.52	0.00	(380.52)	138.05
101-000-602.000	GRANTS	50,000.00	20,070.00	(8,593.75)	29,930.00	40.14
101-000-607.000	CHARGES FOR SERVICES	0.00	49.90	20.60	(49.90)	100.00
101-000-608.001	Zoning Fees	14,500.00	8,687.67	300.00	5,812.33	59.91
101-000-610.000	Revenues for Escrow Account	60,000.00	57,025.61	0.00	2,974.39	95.04
101-000-631.000	CONS INDUSTRY ANNUAL MAINT FE	6,600.00	500.00	0.00	6,100.00	7.58
101-000-665.000	INTEREST ON INVESTMENTS	500.00	152.79	17.99	347.21	30.56
101-000-665.001	INTEREST SEPTAGE RECEIVED	1,400.00	1,384.11	0.00	15.89	98.87
101-000-667.000	RENT-PARKS	100.00	0.00	0.00	100.00	0.00
101-000-671.000	MISC REVENUES	4,000.00	0.00	0.00	4,000.00	0.00
101-000-676.000	REIMBURSEMENTS	24,000.00	99,474.64	3,319.53	(75,474.64)	414.48
101-000-676.701	REIMBURSEMENTS FROM 701	2,200.00	0.00	0.00	2,200.00	0.00
101-000-699.000	TRANS IN FRM OTHER FUNDS	0.00	0.52	0.00	(0.52)	100.00
Total Dept 000		927,495.00	627,017.41	88,404.74	300,477.59	67.60
TOTAL Revenues		927,495.00	627,017.41	88,404.74	300,477.59	67.60
Expenditures						
Dept 000						
101-000-465.001	POSTAGE FOR PASSPORTS	550.00	471.15	0.00	78.85	85.66
101-000-992.000	CONTINGENCY	26,500.00	0.00	0.00	26,500.00	0.00
101-000-994.000	TC TALUS CONTRACT SERVICES	800.00	1,000.00	1,000.00	(200.00)	125.00
101-000-997.300	FOURTH OF JULY FIREWORKS	300.00	0.00	0.00	300.00	0.00
101-000-998.000	GT COUNTY ROAD COMMISION TART	1,530.00	0.00	0.00	1,530.00	0.00
101-000-999.000	TRANSFER TO OTHER FUNDS	95,868.00	95,866.86	0.00	1.14	100.00
Total Dept 000		125,548.00	97,338.01	1,000.00	28,209.99	77.53
Dept 101-TOWNSHIP BOARD OF TRUSTEES						
101-101-702.000	SALARIES	27,000.00	17,880.70	2,230.76	9,119.30	66.22
101-101-703.001	SECRETARY	29,700.00	18,417.05	2,261.60	11,282.95	62.01
101-101-705.001	PER DIEM TRUSTEES	500.00	0.00	0.00	500.00	0.00
101-101-714.000	FICA LOCAL SHARE	4,650.00	2,533.54	326.91	2,116.46	54.48
101-101-726.000	SUPPLIES & POSTAGE	3,000.00	1,495.75	15.39	1,504.25	49.86
101-101-801.000	ACCOUNTING & AUDIT	11,000.00	9,900.00	0.00	1,100.00	90.00
101-101-801.001	INTERNAL ACCOUNTANT	2,500.00	785.00	0.00	1,715.00	31.40
101-101-802.001	ATTORNEY SERVICES LITIGATION	1,000.00	157.50	52.50	842.50	15.75
101-101-802.002	ATTORNEY SERVICES	17,000.00	5,472.94	1,015.07	11,527.06	32.19
101-101-802.005	CONTRACTED COMMUNITY SERVICES	50,000.00	20,070.00	0.00	29,930.00	40.14
101-101-803.003	ENGINEERING SERVICES	25,000.00	8,530.00	3,832.50	16,470.00	34.12
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	57,674.67	47,767.33	1,970.65	9,907.34	82.82
101-101-860.000	TRAVEL & MILEAGE	1,000.00	0.00	0.00	1,000.00	0.00
101-101-874.000	RETIREMENT/PENSION	3,270.00	2,023.61	239.24	1,246.39	61.88
101-101-900.000	PUBLICATIONS	2,000.00	1,306.24	325.25	693.76	65.31
101-101-910.000	INSURANCE	8,084.00	5,588.60	676.04	2,495.40	69.13

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-101-946.001	SUPPLIES/POSTAGE	150.00	113.00	104.00	37.00	75.33
101-101-958.000	EDUCATION/TRAINING/CONVENTION	500.00	0.00	0.00	500.00	0.00
101-101-960.000	dues subcriptions	5,350.00	5,616.90	16.99	(266.90)	104.99
Total Dept 101-TOWNSHIP BOARD OF TRUSTEES		249,378.67	147,658.16	13,066.90	101,720.51	59.21
Dept 171-SUPERVISOR EXPENDITURES						
101-171-702.000	SALARIES	37,000.00	23,338.48	2,846.16	13,661.52	63.08
101-171-714.000	FICA LOCAL SHARE	3,040.00	1,966.45	241.27	1,073.55	64.69
101-171-726.000	SUPPLIES & POSTAGE	100.00	0.00	0.00	100.00	0.00
101-171-860.000	TRAVEL & MILEAGE	500.00	0.00	0.00	500.00	0.00
101-171-874.000	RETIREMENT/PENSION	4,000.00	2,669.97	315.38	1,330.03	66.75
101-171-910.000	INSURANCE	4,000.00	2,507.75	307.70	1,492.25	62.69
101-171-958.000	EDUCATION/TRAINING/CONVENTION	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 171-SUPERVISOR EXPENDITURES		49,640.00	30,482.65	3,710.51	19,157.35	61.41
Dept 191-ELECTION EXPENDITURES						
101-191-702.000	SALARIES	10,000.00	0.00	0.00	10,000.00	0.00
101-191-714.000	FICA LOCAL SHARE	380.00	0.00	0.00	380.00	0.00
101-191-726.000	SUPPLIES & POSTAGE	5,000.00	960.93	406.86	4,039.07	19.22
101-191-900.000	PUBLICATIONS	800.00	0.00	0.00	800.00	0.00
Total Dept 191-ELECTION EXPENDITURES		16,180.00	960.93	406.86	15,219.07	5.94
Dept 209-ASSESSOR'S EXPENDITURES						
101-209-702.000	SALARIES	5,000.00	3,333.36	416.67	1,666.64	66.67
101-209-714.000	FICA LOCAL SHARE	383.00	255.00	31.88	128.00	66.58
101-209-726.000	SUPPLIES & POSTAGE	2,500.00	1,523.93	1,245.88	976.07	60.96
101-209-803.002	ASSESSING CONTRACT SERVICES	40,000.00	26,666.72	3,333.34	13,333.28	66.67
101-209-803.004	ASSESSOR'S EVALUATION SERVICES	2,000.00	600.00	0.00	1,400.00	30.00
101-209-804.000	SOFTWARE SUPPORT & PROCESSIN	1,500.00	1,192.00	0.00	308.00	79.47
Total Dept 209-ASSESSOR'S EXPENDITURES		51,383.00	33,571.01	5,027.77	17,811.99	65.33
Dept 215-CLERK'S EXPENDITURES						
101-215-702.000	SALARIES	37,008.00	23,201.10	2,846.76	13,806.90	62.69
101-215-703.000	WAGES DEPUTY/SEC/PRT TIME	18,304.00	8,840.00	876.00	9,464.00	48.30
101-215-714.000	FICA LOCAL SHARE	4,231.00	2,107.57	240.16	2,123.43	49.81
101-215-726.000	SUPPLIES & POSTAGE	1,500.00	197.79	26.06	1,302.21	13.19
101-215-804.000	SOFTWARE SUPPORT & PROCESSIN	1,500.00	0.00	0.00	1,500.00	0.00
101-215-860.000	TRAVEL & MILEAGE	2,000.00	1,048.54	28.38	951.46	52.43
101-215-874.000	RETIREMENT/PENSION	5,538.00	2,419.78	284.68	3,118.22	43.69
101-215-910.000	INSURANCE	12,200.00	7,907.61	1,032.99	4,292.39	64.82
101-215-958.000	EDUCATION/TRAINING/CONVENTION	2,000.00	1,588.00	600.00	412.00	79.40
Total Dept 215-CLERK'S EXPENDITURES		84,281.00	47,310.39	5,935.03	36,970.61	56.13
Dept 247-BOARD OF REVIEW						
101-247-702.000	SALARIES	800.00	30.00	0.00	770.00	3.75
101-247-714.000	FICA LOCAL SHARE	61.00	2.30	0.00	58.70	3.77

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-247-900.000	PUBLICATIONS	100.00	0.00	0.00	100.00	0.00
101-247-956.000	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00
Total Dept 247-BOARD OF REVIEW		1,161.00	32.30	0.00	1,128.70	2.78
Dept 253-TREASURER'S EXPENDITURES						
101-253-702.000	SALARIES	25,159.00	15,772.71	1,935.30	9,386.29	62.69
101-253-703.000	WAGES DEPUTY/SEC/PRT TIME	25,159.00	15,772.71	1,935.30	9,386.29	62.69
101-253-714.000	FICA LOCAL SHARE	3,825.00	2,346.68	287.78	1,478.32	61.35
101-253-726.000	SUPPLIES & POSTAGE	5,000.00	3,958.90	19.40	1,041.10	79.18
101-253-804.000	SOFTWARE SUPPORT & PROCESSIN	1,000.00	0.00	0.00	1,000.00	0.00
101-253-860.000	TRAVEL & MILEAGE	1,000.00	0.00	0.00	1,000.00	0.00
101-253-874.000	RETIREMENT/PENSION	5,032.00	3,290.18	387.08	1,741.82	65.39
101-253-910.000	INSURANCE	2,200.00	754.53	98.81	1,445.47	34.30
101-253-958.000	EDUCATION/TRAINING/CONVENTION	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 253-TREASURER'S EXPENDITURES		69,375.00	41,895.71	4,663.67	27,479.29	60.39
Dept 265-TOWNHALL EXPENDITURES						
101-265-726.000	SUPPLIES & POSTAGE	1,500.00	1,856.37	735.90	(356.37)	123.76
101-265-851.000	CABLE INTERNET SERVICES	4,000.00	2,671.52	334.51	1,328.48	66.79
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	11,000.00	7,081.76	673.89	3,918.24	64.38
101-265-921.000	STREET LIGHTS	12,500.00	5,860.29	1,431.71	6,639.71	46.88
101-265-922.000	MICH CON GAS	4,000.00	1,434.25	594.80	2,565.75	35.86
101-265-923.000	SEWER TOWNSHIP HALL	800.00	180.00	0.00	620.00	22.50
101-265-930.000	REPAIRS & MAINT	5,500.00	4,284.44	558.72	1,215.56	77.90
Total Dept 265-TOWNHALL EXPENDITURES		39,300.00	23,368.63	4,329.53	15,931.37	59.46
Dept 410-PLANNING & ZONING EXPENDITURES						
101-410-702.002	ZONING ADMIN SALARY	50,000.00	27,808.67	3,576.92	22,191.33	55.62
101-410-705.000	PER DIEM PLANNING/ZBA	18,500.00	5,200.00	0.00	13,300.00	28.11
101-410-714.000	FICA LOCAL SHARE	5,210.00	2,858.28	297.18	2,351.72	54.86
101-410-726.000	SUPPLIES & POSTAGE	400.00	162.77	0.00	237.23	40.69
101-410-726.001	POSTAGE T & A	100.00	0.00	0.00	100.00	0.00
101-410-802.001	ATTORNEY SERVICES LITIGATION	0.00	27.00	0.00	(27.00)	100.00
101-410-802.002	ATTORNEY SERVICES	16,000.00	8,222.06	1,054.93	7,777.94	51.39
101-410-802.003	ATTORNEY T & A	20,000.00	6,164.72	0.00	13,835.28	30.82
101-410-803.000	PLANNER SERVICES	15,000.00	5,679.32	0.00	9,320.68	37.86
101-410-803.001	PLANNING CONSULTANT	18,000.00	4,500.00	0.00	13,500.00	25.00
101-410-803.004	ENGINEERING SERVICES T&A	18,000.00	19,543.50	755.00	(1,543.50)	108.58
101-410-803.005	PLANNING & CONSULTANT T & A	29,000.00	31,993.12	0.00	(2,993.12)	110.32
101-410-804.000	SOFTWARE SUPPORT & PROCESSIN	500.00	0.00	0.00	500.00	0.00
101-410-860.000	TRAVEL & MILEAGE	500.00	92.38	0.00	407.62	18.48
101-410-874.000	RETIREMENT/PENSION	2,500.00	67.38	0.00	2,432.62	2.70
101-410-900.000	PUBLICATIONS	2,500.00	1,289.50	250.75	1,210.50	51.58
101-410-900.001	PUBLICATIONS T & A	900.00	0.00	0.00	900.00	0.00
101-410-910.000	INSURANCE	10,000.00	2,429.57	307.70	7,570.43	24.30
101-410-949.000	RENTAL OF SPACE	300.00	0.00	0.00	300.00	0.00
101-410-958.000	EDUCATION/TRAINING/CONVENTION	2,500.00	655.00	95.00	1,845.00	26.20
101-410-960.000	dues subscriptions	500.00	0.00	0.00	500.00	0.00
101-410-964.000	REIMBURSEMENTS	0.00	501.00	0.00	(501.00)	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 410-PLANNING & ZONING EXPENDITURES		210,410.00	117,194.27	6,337.48	93,215.73	55.70
Dept 750-MAINT & PARKS EXPENDITURES						
101-750-702.000	SALARIES	47,600.00	30,602.12	3,665.60	16,997.88	64.29
101-750-703.000	WAGES DEPUTY/SEC/PRT TIME	9,000.00	6,975.00	0.00	2,025.00	77.50
101-750-714.000	FICA LOCAL SHARE	4,230.00	2,390.29	215.55	1,839.71	56.51
101-750-726.000	SUPPLIES & POSTAGE	2,000.00	243.17	0.00	1,756.83	12.16
101-750-860.000	TRAVEL & MILEAGE	95.00	32.00	0.00	63.00	33.68
101-750-874.000	RETIREMENT/PENSION	4,760.00	3,172.47	366.56	1,587.53	66.65
101-750-910.000	INSURANCE	13,000.00	7,866.45	1,029.31	5,133.55	60.51
101-750-930.000	REPAIRS & MAINT	62,490.00	86,128.80	14,489.69	(23,638.80)	137.83
101-750-956.000	MISCELLANEOUS	2,000.00	5,500.00	0.00	(3,500.00)	275.00
Total Dept 750-MAINT & PARKS EXPENDITURES		145,175.00	142,910.30	19,766.71	2,264.70	98.44
Dept 861-RETIREMENT/PENSION						
101-861-874.000	RETIREMENT/PENSION	1,200.00	1,245.00	0.00	(45.00)	103.75
Total Dept 861-RETIREMENT/PENSION		1,200.00	1,245.00	0.00	(45.00)	103.75
Dept 865-INSURANCE						
101-865-910.000	INSURANCE	12,000.00	12,087.00	0.00	(87.00)	100.73
Total Dept 865-INSURANCE		12,000.00	12,087.00	0.00	(87.00)	100.73
Dept 970-CAPITAL IMPROVEMENTS						
101-970-975.000	TWNHALL CAPITAL IMPROVE	400.00	0.00	0.00	400.00	0.00
Total Dept 970-CAPITAL IMPROVEMENTS		400.00	0.00	0.00	400.00	0.00
TOTAL Expenditures		1,055,431.67	696,054.36	64,244.46	359,377.31	65.95
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		927,495.00	627,017.41	88,404.74	300,477.59	67.60
TOTAL EXPENDITURES		1,055,431.67	696,054.36	64,244.46	359,377.31	65.95
NET OF REVENUES & EXPENDITURES		(127,936.67)	(69,036.95)	24,160.28	(58,899.72)	53.96

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-402.000	CURRENT PROPERTY TAXES	733,463.00	432,319.07	40,812.77	301,143.93	58.94
206-000-671.000	MISC REVENUES	0.00	899.00	0.00	(899.00)	100.00
206-000-699.000	TRANS IN FRM OTHER FUNDS	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 000		<u>737,463.00</u>	<u>433,218.07</u>	<u>40,812.77</u>	<u>304,244.93</u>	<u>58.74</u>
TOTAL Revenues		<u>737,463.00</u>	<u>433,218.07</u>	<u>40,812.77</u>	<u>304,244.93</u>	<u>58.74</u>
Expenditures						
Dept 000						
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	91,300.00	44,927.28	6,911.89	46,372.72	49.21
206-000-805.000	METRO FIRE CONTRACT	645,447.12	379,678.47	38,557.37	265,768.65	58.82
206-000-964.000	REIMBURSEMENTS	0.00	899.00	0.00	(899.00)	100.00
Total Dept 000		<u>736,747.12</u>	<u>425,504.75</u>	<u>45,469.26</u>	<u>311,242.37</u>	<u>57.75</u>
TOTAL Expenditures		<u>736,747.12</u>	<u>425,504.75</u>	<u>45,469.26</u>	<u>311,242.37</u>	<u>57.75</u>
Fund 206 - FIRE FUND:						
TOTAL REVENUES		<u>737,463.00</u>	<u>433,218.07</u>	<u>40,812.77</u>	<u>304,244.93</u>	<u>58.74</u>
TOTAL EXPENDITURES		<u>736,747.12</u>	<u>425,504.75</u>	<u>45,469.26</u>	<u>311,242.37</u>	<u>57.75</u>
NET OF REVENUES & EXPENDITURES		<u>715.88</u>	<u>7,713.32</u>	<u>(4,656.49)</u>	<u>(6,997.44)</u>	<u>1,077.46</u>

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2016 NORMAL (ABNORMAL)	MONTH 02/29/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 207 - POLICE PROTECTION						
Revenues						
Dept 000						
207-000-402.000	CURRENT PROPERTY TAXES	43,850.00	25,674.76	2,423.83	18,175.24	58.55
207-000-671.000	MISC REVENUES	27,550.00	0.00	0.00	27,550.00	0.00
207-000-699.000	TRANS IN FRM OTHER FUNDS	15,000.00	15,000.00	0.00	0.00	100.00
Total Dept 000		<u>86,400.00</u>	<u>40,674.76</u>	<u>2,423.83</u>	<u>45,725.24</u>	<u>47.08</u>
TOTAL Revenues		<u>86,400.00</u>	<u>40,674.76</u>	<u>2,423.83</u>	<u>45,725.24</u>	<u>47.08</u>
Expenditures						
Dept 000						
207-000-802.000	COMMUNITY POLICING CONTRACT	78,500.00	19,147.00	0.00	59,353.00	24.39
Total Dept 000		<u>78,500.00</u>	<u>19,147.00</u>	<u>0.00</u>	<u>59,353.00</u>	<u>24.39</u>
TOTAL Expenditures		<u>78,500.00</u>	<u>19,147.00</u>	<u>0.00</u>	<u>59,353.00</u>	<u>24.39</u>
Fund 207 - POLICE PROTECTION:						
TOTAL REVENUES		<u>86,400.00</u>	<u>40,674.76</u>	<u>2,423.83</u>	<u>45,725.24</u>	<u>47.08</u>
TOTAL EXPENDITURES		<u>78,500.00</u>	<u>19,147.00</u>	<u>0.00</u>	<u>59,353.00</u>	<u>24.39</u>
NET OF REVENUES & EXPENDITURES		<u>7,900.00</u>	<u>21,527.76</u>	<u>2,423.83</u>	<u>(13,627.76)</u>	<u>272.50</u>

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT USED
		AMENDED BUDGET	02/29/2016 NORMAL (ABNORMAL)	MONTH 02/29/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - PARK FUND						
Revenues						
Dept 000						
208-000-600.000	CONTRIBUTIONS FROM RESIDENTS	5,200.00	0.00	0.00	5,200.00	0.00
208-000-665.000	INTEREST ON INVESTMENTS	5.00	7.96	2.58	(2.96)	159.20
208-000-699.000	TRANS IN FRM OTHER FUNDS	37,957.06	37,957.06	0.00	0.00	100.00
Total Dept 000		<u>43,162.06</u>	<u>37,965.02</u>	<u>2.58</u>	<u>5,197.04</u>	<u>87.96</u>
TOTAL Revenues		<u>43,162.06</u>	<u>37,965.02</u>	<u>2.58</u>	<u>5,197.04</u>	<u>87.96</u>
Expenditures						
Dept 000						
208-000-930.005	SHORELINE REDEVELOPMENT	34,000.00	0.00	0.00	34,000.00	0.00
Total Dept 000		<u>34,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>34,000.00</u>	<u>0.00</u>
TOTAL Expenditures		<u>34,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>34,000.00</u>	<u>0.00</u>
<hr/>						
Fund 208 - PARK FUND:						
TOTAL REVENUES		43,162.06	37,965.02	2.58	5,197.04	87.96
TOTAL EXPENDITURES		34,000.00	0.00	0.00	34,000.00	0.00
NET OF REVENUES & EXPENDITURES		<u>9,162.06</u>	<u>37,965.02</u>	<u>2.58</u>	<u>(28,802.96)</u>	<u>414.37</u>

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 209 - CEMETERY FUND						
Revenues						
Dept 000						
209-000-643.000	CEMETARY lot &plots	2,400.00	1,600.00	0.00	800.00	66.67
209-000-646.000	BURIAL FEE PAYMENTS	3,000.00	2,200.00	300.00	800.00	73.33
Total Dept 000		5,400.00	3,800.00	300.00	1,600.00	70.37
TOTAL Revenues		5,400.00	3,800.00	300.00	1,600.00	70.37
Expenditures						
Dept 000						
209-000-726.000	SUPPLIES & POSTAGE	500.00	170.90	0.00	329.10	34.18
209-000-802.004	CONTRACTED EMPLOYEE SERVICES	2,000.00	1,900.00	0.00	100.00	95.00
209-000-930.000	REPAIRS & MAINT	2,500.00	94.95	0.00	2,405.05	3.80
Total Dept 000		5,000.00	2,165.85	0.00	2,834.15	43.32
TOTAL Expenditures		5,000.00	2,165.85	0.00	2,834.15	43.32
Fund 209 - CEMETERY FUND:						
TOTAL REVENUES		5,400.00	3,800.00	300.00	1,600.00	70.37
TOTAL EXPENDITURES		5,000.00	2,165.85	0.00	2,834.15	43.32
NET OF REVENUES & EXPENDITURES		400.00	1,634.15	300.00	(1,234.15)	408.54

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2016 NORMAL (ABNORMAL)	MONTH 02/29/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 212 - LIQUOR FUND						
Revenues						
Dept 000						
212-000-443.000	LIQUOR LICENSE FEES	9,000.00	9,104.70	137.50	(104.70)	101.16
212-000-665.000	INTEREST ON INVESTMENTS	0.00	3.49	0.28	(3.49)	100.00
Total Dept 000		9,000.00	9,108.19	137.78	(108.19)	101.20
TOTAL Revenues		9,000.00	9,108.19	137.78	(108.19)	101.20
Expenditures						
Dept 000						
212-000-999.000	TRANSFER TO OTHER FUNDS	15,000.00	15,000.00	0.00	0.00	100.00
Total Dept 000		15,000.00	15,000.00	0.00	0.00	100.00
TOTAL Expenditures		15,000.00	15,000.00	0.00	0.00	100.00
Fund 212 - LIQUOR FUND:						
TOTAL REVENUES		9,000.00	9,108.19	137.78	(108.19)	101.20
TOTAL EXPENDITURES		15,000.00	15,000.00	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		(6,000.00)	(5,891.81)	137.78	(108.19)	98.20

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 224 - SHORELINE PPRESERVATION						
Revenues						
Dept 000						
224-000-665.000	INTEREST ON INVESTMENTS	0.00	0.33	0.09	(0.33)	100.00
Total Dept 000		0.00	0.33	0.09	(0.33)	100.00
TOTAL Revenues		0.00	0.33	0.09	(0.33)	100.00
Fund 224 - SHORELINE PPRESERVATION:						
TOTAL REVENUES		0.00	0.33	0.09	(0.33)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.33	0.09	(0.33)	100.00

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2016 NORMAL (ABNORMAL)	MONTH 02/29/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 225 - FARMLAND PRESERVATION						
Revenues						
Dept 000						
225-000-402.000	CURRENT PROPERTY TAXES	265,000.00	129,116.60	14,655.39	135,883.40	48.72
225-000-665.000	INTEREST ON INVESTMENTS	10.00	59.26	20.36	(49.26)	592.60
Total Dept 000		265,010.00	129,175.86	14,675.75	135,834.14	48.74
TOTAL Revenues		265,010.00	129,175.86	14,675.75	135,834.14	48.74
Expenditures						
Dept 000						
225-000-802.002	ATTORNEY SERVICES	3,000.00	0.00	0.00	3,000.00	0.00
225-000-802.004	CONTRACTED EMPLOYEE SERVICES	20,000.00	15,000.00	0.00	5,000.00	75.00
225-000-941.000	PDR PYMT TO LANDOWNERS	200,000.00	0.00	0.00	200,000.00	0.00
225-000-942.000	APPASAL EXPENSES	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 000		225,500.00	15,000.00	0.00	210,500.00	6.65
TOTAL Expenditures		225,500.00	15,000.00	0.00	210,500.00	6.65
Fund 225 - FARMLAND PRESERVATION:						
TOTAL REVENUES		265,010.00	129,175.86	14,675.75	135,834.14	48.74
TOTAL EXPENDITURES		225,500.00	15,000.00	0.00	210,500.00	6.65
NET OF REVENUES & EXPENDITURES		39,510.00	114,175.86	14,675.75	(74,665.86)	288.98

REVENUE AND EXPENDITURE REPORT FOR ACME TOWNSHIP

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	02/29/2016	MONTH 02/29/2016	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 226 - PARK and RECREATION FUND								
Revenues								
Dept 000								
226-000-665.000	INTEREST ON INVESTMENTS	0.00	0.43	0.00		(0.43)	100.00	
Total Dept 000		<u>0.00</u>	<u>0.43</u>	<u>0.00</u>		<u>(0.43)</u>	<u>100.00</u>	
TOTAL Revenues		<u>0.00</u>	<u>0.43</u>	<u>0.00</u>		<u>(0.43)</u>	<u>100.00</u>	
Expenditures								
Dept 000								
226-000-999.000	TRANSFER TO OTHER FUNDS	17,100.00	17,100.52	0.00		(0.52)	100.00	
Total Dept 000		<u>17,100.00</u>	<u>17,100.52</u>	<u>0.00</u>		<u>(0.52)</u>	<u>100.00</u>	
TOTAL Expenditures		<u>17,100.00</u>	<u>17,100.52</u>	<u>0.00</u>		<u>(0.52)</u>	<u>100.00</u>	
Fund 226 - PARK and RECREATION FUND:								
TOTAL REVENUES		0.00	0.43	0.00		(0.43)	100.00	
TOTAL EXPENDITURES		17,100.00	17,100.52	0.00		(0.52)	100.00	
NET OF REVENUES & EXPENDITURES		<u>(17,100.00)</u>	<u>(17,100.09)</u>	<u>0.00</u>		<u>0.09</u>	<u>100.00</u>	

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 227 - NEW URBANIST TOWN CENTER						
Revenues						
Dept 000						
227-000-665.000	INTEREST ON INVESTMENTS	0.00	0.71	0.00	(0.71)	100.00
Total Dept 000		0.00	0.71	0.00	(0.71)	100.00
TOTAL Revenues		0.00	0.71	0.00	(0.71)	100.00
Expenditures						
Dept 000						
227-000-999.000	TRANSFER TO OTHER FUNDS	27,889.74	27,889.74	0.00	0.00	100.00
Total Dept 000		27,889.74	27,889.74	0.00	0.00	100.00
TOTAL Expenditures		27,889.74	27,889.74	0.00	0.00	100.00
Fund 227 - NEW URBANIST TOWN CENTER:						
TOTAL REVENUES		0.00	0.71	0.00	(0.71)	100.00
TOTAL EXPENDITURES		27,889.74	27,889.74	0.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		(27,889.74)	(27,889.03)	0.00	(0.71)	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2016 NORMAL (ABNORMAL)	MONTH 02/29/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 401 - SAYLER PARK BOAT LAUNCH CAPITAL FUND						
Revenues						
Dept 000						
401-000-600.000	CONTRIBUTIONS FROM RESIDENTS	0.00	2,500.00	2,500.00	(2,500.00)	100.00
401-000-602.002	WATERWAYS GRANT	0.00	8,593.75	8,593.75	(8,593.75)	100.00
401-000-665.000	INTEREST ON INVESTMENTS	4.00	2.59	0.00	1.41	64.75
401-000-699.000	TRANS IN FRM OTHER FUNDS	102,900.68	102,899.54	0.00	1.14	100.00
Total Dept 000		102,904.68	113,995.88	11,093.75	(11,091.20)	110.78
TOTAL Revenues		102,904.68	113,995.88	11,093.75	(11,091.20)	110.78
Expenditures						
Dept 000						
401-000-726.000	SUPPLIES & POSTAGE	0.00	128.01	0.00	(128.01)	100.00
401-000-803.000	PLANNER SERVICES	0.00	23,410.00	5,679.00	(23,410.00)	100.00
401-000-930.002	PARKS & RECREATION EXPENDITURE	10,000.00	25,835.50	20,000.00	(15,835.50)	258.36
Total Dept 000		10,000.00	49,373.51	25,679.00	(39,373.51)	493.74
TOTAL Expenditures		10,000.00	49,373.51	25,679.00	(39,373.51)	493.74
Fund 401 - SAYLER PARK BOAT LAUNCH CAPITAL FUND:						
TOTAL REVENUES		102,904.68	113,995.88	11,093.75	(11,091.20)	110.78
TOTAL EXPENDITURES		10,000.00	49,373.51	25,679.00	(39,373.51)	493.74
NET OF REVENUES & EXPENDITURES		92,904.68	64,622.37	(14,585.25)	28,282.31	69.56

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PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - ACME RELIEF SEWER						
Revenues						
Dept 000						
590-000-460.000	USAGE&CONNECTION FEES	870,000.00	977,514.27	0.00	(107,514.27)	112.36
590-000-665.000	INTEREST ON INVESTMENTS	525.00	527.86	154.18	(2.86)	100.54
Total Dept 000		870,525.00	978,042.13	154.18	(107,517.13)	112.35
Dept 550-HOPE VILLAGE- WATER						
590-550-450.000	USAGE FEES	14,000.00	7,000.75	0.00	6,999.25	50.01
Total Dept 550-HOPE VILLAGE- WATER		14,000.00	7,000.75	0.00	6,999.25	50.01
TOTAL Revenues		884,525.00	985,042.88	154.18	(100,517.88)	111.36
Expenditures						
Dept 000						
590-000-803.003	ENGINEERING SERVICES	45,000.00	1,177.50	0.00	43,822.50	2.62
590-000-956.001	OPERATING & MAINT EXP	472,454.00	120,143.25	23,501.89	352,310.75	25.43
590-000-956.003	HOCH ROAD #697 EXP	1,550.00	2,088.46	1,783.54	(538.46)	134.74
590-000-995.001	INTEREST on BONDS	250,000.00	13,022.05	0.00	236,977.95	5.21
Total Dept 000		769,004.00	136,431.26	25,285.43	632,572.74	17.74
Dept 550-HOPE VILLAGE- WATER						
590-550-956.001	OPERATING & MAINT EXP	32,945.00	4,393.03	1,469.26	28,551.97	13.33
Total Dept 550-HOPE VILLAGE- WATER		32,945.00	4,393.03	1,469.26	28,551.97	13.33
TOTAL Expenditures		801,949.00	140,824.29	26,754.69	661,124.71	17.56
Fund 590 - ACME RELIEF SEWER:						
TOTAL REVENUES		884,525.00	985,042.88	154.18	(100,517.88)	111.36
TOTAL EXPENDITURES		801,949.00	140,824.29	26,754.69	661,124.71	17.56
NET OF REVENUES & EXPENDITURES		82,576.00	844,218.59	(26,600.51)	(761,642.59)	1,022.35

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 703 - CURRENT TAX COLLECTION						
Expenditures						
Dept 000						
703-000-956.000	MISCELLANEOUS	0.00	262.42	0.00	(262.42)	100.00
Total Dept 000		0.00	262.42	0.00	(262.42)	100.00
TOTAL Expenditures		0.00	262.42	0.00	(262.42)	100.00
Fund 703 - CURRENT TAX COLLECTION:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	262.42	0.00	(262.42)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(262.42)	0.00	262.42	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2016 NORMAL (ABNORMAL)	MONTH 02/29/2016 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 818 - HOLIDAY HILLS AREA IMPROVEMENT						
Revenues						
Dept 000						
818-000-665.000	INTEREST ON INVESTMENTS	150.00	0.00	0.00	150.00	0.00
818-000-671.000	MISC REVENUES	2,560.00	0.00	0.00	2,560.00	0.00
818-000-672.000	ASSESSMENTS CURRENT	0.00	46,309.20	3,239.91	(46,309.20)	100.00
818-000-672.020	PREPAID ASSESSMENTS	55,610.00	5,254.00	0.00	50,356.00	9.45
Total Dept 000		58,320.00	51,563.20	3,239.91	6,756.80	88.41
TOTAL Revenues		58,320.00	51,563.20	3,239.91	6,756.80	88.41
Expenditures						
Dept 000						
818-000-900.000	PUBLICATIONS	500.00	0.00	0.00	500.00	0.00
818-000-997.000	DEBT PAYMENT TO COUNTY	22,818.75	14,206.39	14,206.39	8,612.36	62.26
Total Dept 000		23,318.75	14,206.39	14,206.39	9,112.36	60.92
TOTAL Expenditures		23,318.75	14,206.39	14,206.39	9,112.36	60.92
Fund 818 - HOLIDAY HILLS AREA IMPROVEMENT:						
TOTAL REVENUES		58,320.00	51,563.20	3,239.91	6,756.80	88.41
TOTAL EXPENDITURES		23,318.75	14,206.39	14,206.39	9,112.36	60.92
NET OF REVENUES & EXPENDITURES		35,001.25	37,356.81	(10,966.48)	(2,355.56)	106.73
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		3,119,679.74	2,431,562.74	161,245.38	688,117.00	77.94
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		3,030,436.28	1,422,528.83	176,353.80	1,607,907.45	46.94
NET OF REVENUES & EXPENDITURES		89,243.46	1,009,033.91	(15,108.42)	(919,790.45)	1,130.65

Fund 101 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
101-000-001.000	CASH-CHECKING	740,085.57	779,518.78
101-000-002.000	CASH ON HAND (PETTY CASH)	200.00	200.00
101-000-004.000	3735-MONEY MARKET	297,186.18	297,285.46
101-000-005.000	1886-HIGH YIELD	156,751.01	156,803.38
101-000-018.000	MISC RECEIVABLE (IMMANUAL/BATES ACCT)	0.00	56,261.04
101-000-072.000	G.T. COUNTY SEPTAGE BOND/LOAN	140,047.63	133,747.63
101-000-123.000	PREPAID EXPENSE	12,424.20	12,424.20
Total Assets		1,540,772.60	1,436,240.49
*** Liabilities ***			
101-000-202.000	ACCOUNTS PAYABLE	30,923.18	(7,404.63)
101-000-230.000	ACCRUED RETIREMENT PENSION	18,516.31	18,516.31
101-000-231.000	DUE TO LOVASCO RETIREMENT	0.00	13,643.39
101-000-231.200	OTHER PAYROLL DEDUCTIONS	5,192.97	2,059.49
101-000-339.000	DEFERRED REVENUE	56,261.04	56,261.04
Total Liabilities		118,570.76	83,075.60
*** Fund Balance ***			
101-000-390.000	Fund Balance	1,010,281.84	1,010,281.84
101-000-393.000	Assigned Fund Balance	411,920.00	411,920.00
Total Fund Balance		1,422,201.84	1,422,201.84
Beginning Fund Balance			1,422,201.84
Net of Revenues VS Expenditures			(69,036.95)
Ending Fund Balance			1,353,164.89
Total Liabilities And Fund Balance			1,436,240.49

Fund 206 FIRE FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
206-000-001.000	CASH-CHECKING	61,353.42	54,179.60
Total Assets		61,353.42	54,179.60
*** Liabilities ***			
Total Liabilities		14,887.14	0.00
*** Fund Balance ***			
206-000-390.000	Fund Balance	46,466.28	46,466.28
Total Fund Balance		46,466.28	46,466.28
Beginning Fund Balance			46,466.28
Net of Revenues VS Expenditures			7,713.32
Ending Fund Balance			54,179.60
Total Liabilities And Fund Balance			54,179.60

Fund 207 POLICE PROTECTION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
207-000-001.000	CASH-CHECKING	138,457.07	140,837.83
Total Assets		138,457.07	140,837.83
*** Liabilities ***			
Total Liabilities		19,147.00	0.00
*** Fund Balance ***			
207-000-390.000	Fund Balance	119,310.07	119,310.07
Total Fund Balance		119,310.07	119,310.07
Beginning Fund Balance			119,310.07
Net of Revenues VS Expenditures			21,527.76
Ending Fund Balance			140,837.83
Total Liabilities And Fund Balance			140,837.83

Fund 208 PARK FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
208-000-001.000	CASH-CHECKING	0.00	37,965.02
Total Assets		0.00	37,965.02
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
Total Fund Balance		0.00	0.00
Beginning Fund Balance			0.00
Net of Revenues VS Expenditures			37,965.02
Ending Fund Balance			37,965.02
Total Liabilities And Fund Balance			37,965.02

Fund 209 CEMETERY FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
209-000-001.000	CASH-CHECKING	5,940.31	6,439.42
Total Assets		5,940.31	6,439.42
*** Liabilities ***			
Total Liabilities		1,135.04	0.00
*** Fund Balance ***			
209-000-390.000	Fund Balance	4,805.27	4,805.27
Total Fund Balance		4,805.27	4,805.27
Beginning Fund Balance			4,805.27
Net of Revenues VS Expenditures			1,634.15
Ending Fund Balance			6,439.42
Total Liabilities And Fund Balance			6,439.42

Fund 212 LIQUOR FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
212-000-001.000	CASH-CHECKING	826.04	137.50
212-000-004.000	0650-MONEY MARKET	12,193.29	6,990.02
Total Assets		13,019.33	7,127.52
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
212-000-390.000	Fund Balance	13,019.33	13,019.33
Total Fund Balance		13,019.33	13,019.33
Beginning Fund Balance			13,019.33
Net of Revenues VS Expenditures			(5,891.81)
Ending Fund Balance			7,127.52
Total Liabilities And Fund Balance			7,127.52

Fund 224 SHORELINE PPRESERVATION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
224-000-001.000	6244-CASH-CHECKING	1,377.38	1,377.71
Total Assets		1,377.38	1,377.71
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
224-000-390.000	Fund Balance	1,377.38	1,377.38
Total Fund Balance		1,377.38	1,377.38
Beginning Fund Balance			1,377.38
Net of Revenues VS Expenditures			0.33
Ending Fund Balance			1,377.71
Total Liabilities And Fund Balance			1,377.71

Fund 225 FARMLAND PRESERVATION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
225-000-001.000	9937-CASH-CHECKING	189,715.89	296,390.02
225-000-004.000	4319-MONEY MARKET	5,197.80	5,199.53
Total Assets		194,913.69	301,589.55
*** Liabilities ***			
Total Liabilities		7,500.00	0.00
*** Fund Balance ***			
225-000-390.000	Fund Balance	187,413.69	187,413.69
Total Fund Balance		187,413.69	187,413.69
Beginning Fund Balance			187,413.69
Net of Revenues VS Expenditures			114,175.86
Ending Fund Balance			301,589.55
Total Liabilities And Fund Balance			301,589.55

Fund 226 PARK and RECREATION FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
	Total Assets	<u>17,100.09</u>	<u>0.00</u>
*** Liabilities ***			
	Total Liabilities	<u>0.00</u>	<u>0.00</u>
*** Fund Balance ***			
226-000-390.000	Fund Balance	17,100.09	17,100.09
	Total Fund Balance	<u>17,100.09</u>	<u>17,100.09</u>
	Beginning Fund Balance		17,100.09
	Net of Revenues VS Expenditures		(17,100.09)
	Ending Fund Balance		0.00
	Total Liabilities And Fund Balance		0.00

Fund 227 NEW URBANIST TOWN CENTER

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
	Total Assets	27,889.03	0.00
*** Liabilities ***			
	Total Liabilities	0.00	0.00
*** Fund Balance ***			
227-000-390.000	Fund Balance	27,889.03	27,889.03
	Total Fund Balance	27,889.03	27,889.03
	Beginning Fund Balance		27,889.03
	Net of Revenues VS Expenditures		(27,889.03)
	Ending Fund Balance		0.00
	Total Liabilities And Fund Balance		0.00

Fund 401 SAYLER PARK BOAT LAUNCH CAPITAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
401-000-001.000	CASH-CHECKING	0.00	64,622.37
Total Assets		0.00	64,622.37
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
Total Fund Balance		0.00	0.00
Beginning Fund Balance			0.00
Net of Revenues VS Expenditures			64,622.37
Ending Fund Balance			64,622.37
Total Liabilities And Fund Balance			64,622.37

Fund 590 ACME RELIEF SEWER

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
590-000-001.000	9945-CASH-CHECKING	1,381,033.84	2,146,794.20
590-000-004.000	0651-MONEY MARKET	196,737.44	196,803.17
590-000-132.000	SEPTIC PLANT	470,853.00	470,853.00
590-000-133.000	ACCUMULATED DEPRECIATION	(65,737.06)	(65,737.06)
590-000-152.000	WATER SYSTEMS	177,000.00	177,000.00
590-000-153.000	ACCUMULATED DEPRECIATION-WATE	(60,475.00)	(60,475.00)
590-000-154.000	SEWER SYSTEMS	11,611,103.07	11,611,103.07
590-000-155.000	ACCUMULATED DEPREC-SEWER	(5,180,171.06)	(5,180,171.06)
590-000-160.000	LOAN ACQUISITION FEES	1,723.00	1,723.00
590-000-161.000	ACCUM AMORT LOAN ACCQU FEES	(1,723.00)	(1,723.00)
Total Assets		8,530,344.23	9,296,170.32
*** Liabilities ***			
590-000-250.000	BONDS PAYABLE LONG TERM	1,187,782.00	1,187,782.00
590-000-250.001	ACCR.INTEREST ON BONDS	9,130.00	9,130.00
590-000-250.100	Current portion of Bonds	206,362.00	206,362.00
590-000-251.002	PREMIUM OF REFUNDED BONDS	59,054.00	59,054.00
590-500-300.000	BONDS: SEPTAGE LONG TERM	309,215.00	309,215.00
Total Liabilities		1,849,935.50	1,771,543.00
*** Fund Balance ***			
590-000-390.000	Fund Balance	1,345,656.51	1,345,656.51
590-000-395.000	RETAINED EARNINGS	5,334,752.22	5,334,752.22
Total Fund Balance		6,680,408.73	6,680,408.73
Beginning Fund Balance			6,680,408.73
Net of Revenues VS Expenditures			844,218.59
Ending Fund Balance			7,524,627.32
Total Liabilities And Fund Balance			9,296,170.32

Fund 703 CURRENT TAX COLLECTION

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
703-000-001.000	CASH-CHECKING	1,765.91	546,214.88
Total Assets		1,765.91	546,214.88
*** Liabilities ***			
703-000-202.000	ACCOUNTS PAYABLE	310,823.09	310,823.09
703-000-273.000	UNDISTRIBUTED TAX	(420,740.22)	123,971.17
703-000-274.000	EARNED INTEREST UNDISTRIBUTED	133,361.16	133,361.16
Total Liabilities		23,444.03	568,155.42
*** Fund Balance ***			
703-000-390.000	Fund Balance	(21,678.12)	(21,678.12)
Total Fund Balance		(21,678.12)	(21,678.12)
Beginning Fund Balance			(21,678.12)
Net of Revenues VS Expenditures			(262.42)
Ending Fund Balance			(21,940.54)
Total Liabilities And Fund Balance			546,214.88

Fund 818 HOLIDAY HILLS AREA IMPROVEMENT

GL Number	Description	Current Year Beg. Balance	Balance
*** Assets ***			
818-000-001.000	9307-CASH-CHECKING	190,651.58	212,527.39
Total Assets		190,651.58	212,527.39
*** Liabilities ***			
818-000-275.000	REFUND DUE TO TAXPAYERS	0.00	(15,364.35)
Total Liabilities		116.65	(15,364.35)
*** Fund Balance ***			
818-000-390.000	Fund Balance	190,534.93	190,534.93
Total Fund Balance		190,534.93	190,534.93
Beginning Fund Balance			190,534.93
Net of Revenues VS Expenditures			37,356.81
Ending Fund Balance			227,891.74
Total Liabilities And Fund Balance			212,527.39



2015 ANNUAL REPORT

**GRAND TRAVERSE METRO
EMERGENCY SERVICES AUTHORITY**



897 Parsons Road, Traverse City, Michigan 49686

www.gtmetrofire.org

2015 ANNUAL REPORT

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Report created by Capt. Troy Holliday with information received from the Fire Administration and officers of the department.

Photos shown in this document are special to the Grand Traverse Metro Emergency Services Authority.

Cover Photo taken during a house fire on M 72 and US 31 North where the occupants sustained burns and had to be airlifted out by North Flight Air due to heavy road construction on US 31 North.

Access to this department via the Internet has been achieved through the continued use of the fire department website at www.gtmetrofire.org. The site has pages posted for the Fire Administration, Fire Operations, Fire Prevention Bureau, contact information, station pages, and links to our monthly newsletter as well as our annual reports. A "links" page exists for direct connection to addresses of interest to this department such as the township websites and the county website. The development of this site allows for the taxpayers and other interested persons to learn who we are and what our fire department is all about.

Check out our monthly newsletter available on our website at www.gtmetrofire.org for more information about our department.



Follow us on Facebook at <https://www.facebook.com/GTMESA>

Or follow us on Twitter at <https://twitter.com/gtmetrofire>

MESSAGE FROM THE CHIEF

It is my pleasure to present to you the Grand Traverse Metro Emergency Services Authority's 2015 annual report. On behalf of the 84 men and women of the department, we thank you for your continued support. Our department is filled with dedicated individuals who are committed to enhancing safety and the quality of life in the communities of Acme, East Bay, and Garfield Townships. This report cannot possibly capture all of their individual efforts but does represent an overview of their collective accomplishments.

As you will read, in 2015 the department responded to 4,723 calls for service which is a 2.2% increase from the previous year. Medical calls continue to lead our responses with 69.52% of the calls. Once again it was a challenging year, but our staff rose to the occasion.

The year was filled with many accomplishments and occasions for celebration such as:

1. After more than a decade of poor radio communication, the voters of Grand Traverse County approved a 911 surcharge. With this surcharge, the County agreed to update all emergency responders to the State's Michigan Public Safety Communications System (MPSCS). This system is an 800 MHz digital trunked radio that will greatly improve the interoperability of all first responders.
2. A new squad was delivered to Station 1 in East Bay Township replacing a 10 year old Suburban. This ¾ ton pickup is large enough to pull our many trailers, but also fuel efficient to respond to medical calls instead of large fire trucks.
3. We received a grant from the Grand Traverse Band of Chippewa and Ottawa Indians for a LUCAS external compression device that replaces manual CPR with mechanical. We also received a grant for a 28 foot enclosed trailer which combines our hazardous materials equipment with our search and rescue equipment.
4. The department continues to seek land for a new Acme fire station. The long awaited Meijer retail and grocery project became a reality in late November which will anchor continued growth on our east side.

Accreditation and an improved ISO Public Protection Classification will continue to be an area that we focus our endeavors on again in the next year. Improved property values and increased construction are helping with the budgetary constraints of the past four years.

The department is committed to its mission: *"to care for, protect, and serve the community."* We attempt in all of our endeavors to perform our jobs safely and efficiently, so we all can go home to our loved ones. Our motto: *"Omnis Cedo Domus"* is Latin for *"We All Go Home!"*

We are proud to be your fire department and we stand ready to serve you at any time. We look forward to hearing from you as well. If you have any thoughts or ideas on how we can better serve you, please contact me at 947-3000 ext. 1235 or at pparker@gtmetrofire.org. You can also check us out on the web at www.gtmetrofire.org.

We sincerely thank you for your continued support!

Patrick Parker – Fire Chief





Chief: Patrick Parker

THE DEPARTMENT

Grand Traverse Metro Emergency Services Authority (GTMESSA) provides fire and life safety services to Acme Township, East Bay Charter Township and the Charter Township of Garfield since 1980. The GTMESSA Authority Board governs and sets policy for the Department. The board consists of a township supervisor and trustee from each member township. On September 11, 2008, the department reorganized under Michigan PA 57 which created the Grand Traverse Metro Emergency Services Authority. The three townships believe in the concept of a regionalization and the economies of scale by sharing resources long before it became popular. The Authority has created a business model and foundation that could incorporate all modes of emergency services from Police to EMS. We will continue to do business as the Grand Traverse Metro Fire Department with the Authority as the legal body.

GTMESSA Fire Board:

2015 Chairman: Beth Friend, Vice Chairman: Glen Lile

Acme Township

East Bay Township

Garfield Township

Supervisor Jay Zollinger

Supervisor Glen Lile

Supervisor Chuck Korn



Metro Fire is organized into two divisions: Operations and Fire Prevention. The Operations Division is the largest and is responsible for delivery of all emergency services. Those include such things as suppression, EMS, hazardous materials, water rescue, vehicle extrication, wildland interface, homeland security, and many others. The Fire Prevention Bureau is responsible for community fire prevention efforts and focuses on plan reviews, inspections, education, and fire investigations.

MISSION STATEMENT

To Care For, Protect, and Serve the Community

Code of Ethics

- We are committed to the protection of life, property, and the environment.
- We believe that the community is the reason for our presence.
- We will foster and sustain the trust of the community, and will protect that confidence through our attitude, conduct, and actions.
- We believe that all members of the community are entitled to our best efforts.
- We will strive for excellence in everything we do.
- We will serve the community with honesty, fairness, and integrity.
- We will pursue safe, effective, timely, and economical solutions.
- We will provide professional, skilled, and courteous customer service at all times.
- We will be sensitive to the diverse and changing needs of the community.

FIRE STATIONS

Station 1 843 Industrial Circle, East Bay Township



Station 8 6042 Acme Rd, Acme Township



Station 9 110 High Lake Rd, East Bay Township



Station 11 3000 Albany, Garfield Township



Station 12 2025 N. East Silver Lake Rd, Silver Lake Park, Garfield Township



STATISTICAL SUMMARY

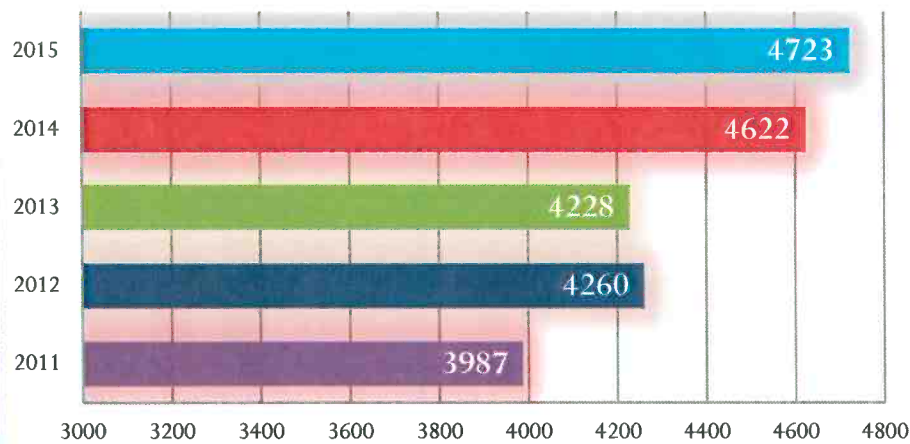
The Grand Traverse Metro Fire Department responded to 4,723 incidents in 2015.

An increase of 2.2% of incidents from 2014.

An increase of 24.8% of incidents since 2010.

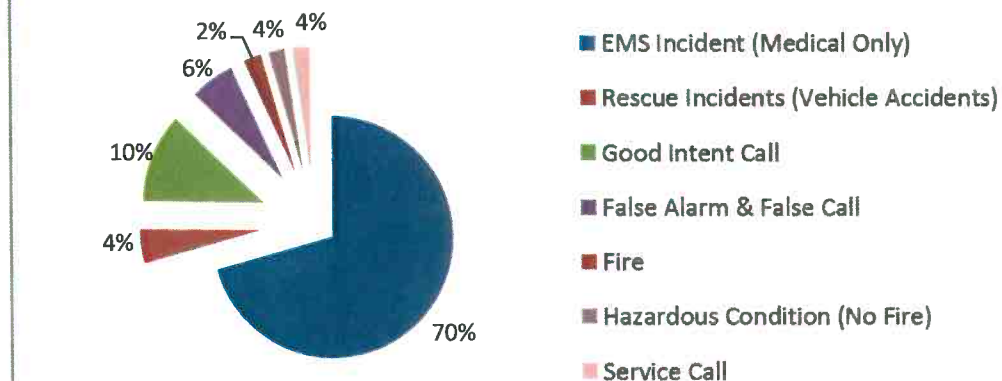


Year After Year Incident Comparison

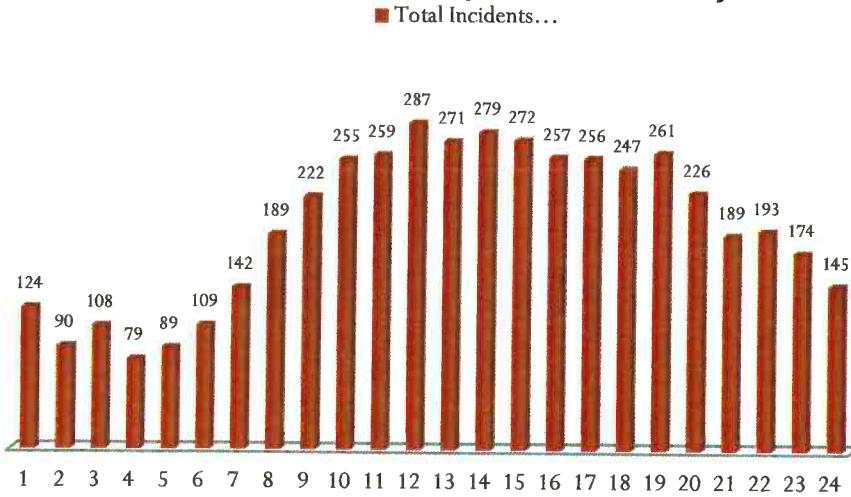


Statistics for the last few years shows our growth of incidents in the Acme, East Bay, and Garfield Townships.

2015 Total Incident Percentages



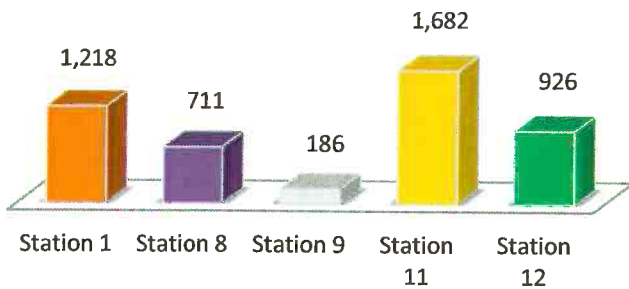
Total Incidents by Hour of Day



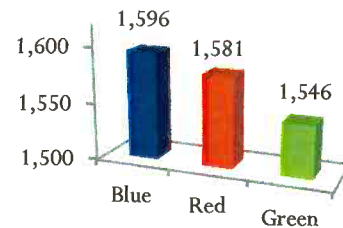
Our busiest time of day appears to be between the hours of 9 am and 8 pm.

Incidents by Station does not represent assistance to the other stations for additional manpower, apparatus, or to cover for multiple incidents.

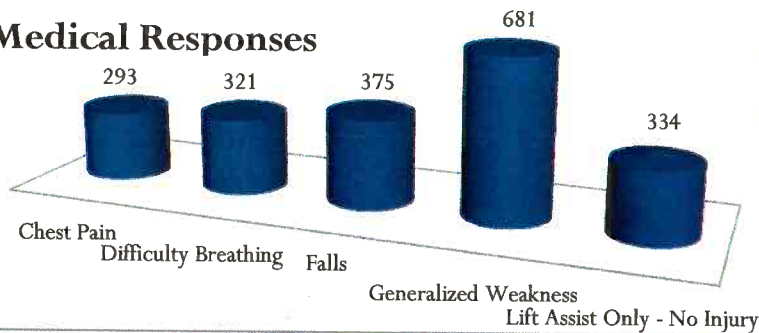
2015 Incidents by Station



Total Incidents By Shift



Top 5 Medical Responses



Total Medical Responses for 2015 = 3,281

EMERGENCY MEDICAL SERVICES

Of the GTMESA's emergency calls, 69.52% are for medical response. Since 2009, our apparatus are licensed at a Basic Life Support level, which allows our members to provide a higher degree of medical attention to the community. Our members have the ability and training to provide basic life support measures to citizens, which include advanced airways, pre-hospital drug administration, and automatic defibrillation. The suppression personnel are certified as Medical First Responders, Emergency Medical Technicians, and Paramedics. East Bay Township operates a township-operated ambulance service that responds with members from both East Bay EMS and Metro fire personnel. The other four stations operate rescue units that respond and assist North Flight EMS, an Advanced Life Support agency. Three of our stations house a North Flight EMS unit with a paramedic.

Rescue units at each station respond to all motor vehicle accidents with injuries and are equipped with extrication equipment to free victims from entrapment. In 2015, rescue units responded to 200 motor vehicle incidents, which at least 10 of them required extrication of victims.

In 2015 we received another grant from The Grand Traverse Band of Ottawa and Chippewa Indians for the purchase of a LUCAS Chest Compression System for Station 1. This allows us to have this life-saving tool at 4 of the 5 stations in Metro. Station 9's area is equipped through East Bay EMS. We appreciate the opportunity to be awarded such grants that allow us to purchase life saving equipment.

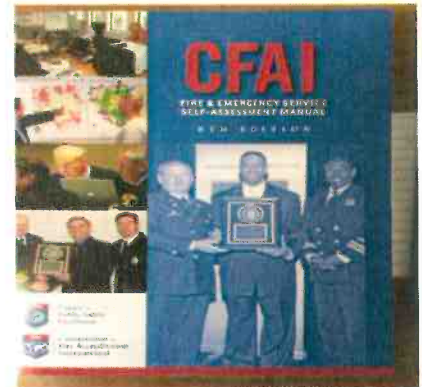


FIRE SUPPRESSION HIGHLIGHTS OF 2015

by Asst. Chief Terry Flynn

ACCREDITATION

GTMESA has continued in its quest for accreditation from the Center for Public Safety Excellence (CPSE). We will attempt to push forward again to move into the Registered status of the process. Many of the principles and guidelines suggested by the CPSE have been established by the department such as data analysis and review of the department's training program. GTMESA hopes to continue on the path toward our goal of accreditation by 2017.



ISO RATING

GTMESA has seen an improvement in its ISO PPC classification in 2012 from a 6 to a 5. All building owners should have seen a reduction in insurance premiums due to this improvement. GTMESA plans to petition for a re-evaluation of the ISO classification because of the further improvements made to the department.

STATISTICS

GTMESSA saw an increase of 2.2% in its call volume for the 2015 year. Medical calls account for 69.52% of all calls. Fire calls not including alarms were basically even with last year but the department saw the number of grass/brush fires triple from the year prior. Station 11 off Veteran's Drive was again the busiest in the Metro area with 1682 calls for service.

TRAINING

GTMESSA once again increased the amount of training each of its personnel completed in 2015. In addition to the hands on medical and fire training at each of the stations, we have expanded our trainings utilizing our program called Target Solutions. This on-line training augments the current training programs that GTMESSA currently provides such as Rope Rescue, Hazardous Materials Response, Water/Ice Rescue in addition to Fire and Medical training. This new training is based on national standards and industry accepted practices for the purpose of bringing all personnel to a higher competency level. The results so far have exceeded expectations. GTMESSA will be expanding the special operations training such as rope rescue, search and rescue, and hazardous materials response to more of the personnel in GTMESSA to bring the state of readiness to a higher level.



STAFFING

GTMESSA has increased the daily staffing in 2015 slightly to cover the ever increasing calls for service. GTMESSA currently staffs the stations with a flexible scheduling method where additional staffing is implemented during peak call times such as special events or inclement weather. This type of scheduling is a big factor in improving our response capability and allows for an increased state of readiness especially in the times of expected stormy weather and busy summer weekends. Normal business hours are usually the busiest time for call volume and GTMESSA has 17 personnel on duty during this time period. Station 8 has increased its staffed station hours and now has 1 personnel on duty 24 hours a day with a night-time on-call member to respond to help out, and 1 duty member on 16 hours during the day 7 days a week. This will be changed to 2 firefighters at all times when the new station is built. Stations 11 and 12 currently have at least two personnel on duty 24 hours per day as does Station 1 who also adds a third Firefighter/EMT at peak call times during the week. Station 9 has increased its staffing to every Friday- Sunday throughout the year instead of just the summer months as in previous years. We also have Firefighter/Inspectors working Monday through Friday and can augment the station personnel on an emergency if they are needed. There are also three Chief Officers on duty during normal business hours and at least two of them are on call while away from the office. Station staffing will be monitored periodically in order to maintain the most effective and efficient staffing possible. GTMESSA's roster of fire personnel has decreased to 84 in the past year. In April 2015, we added 1 Full-Time Firefighter / EMT to our roster which brought all duty shifts to the same level of full-time firefighters.



COST RECOVERY PROGRAM

GTMESA at the suggestion of the Fire Board rolled out a new program in 2012 to bring in additional revenue in an attempt to recover those costs associated with certain incidents which are allowed by law. These incidents where costs are recoverable include vehicle crashes, structure fires, vehicle fires, hazardous material releases and calls to down electrical wires. In 2015 GTMESA collected nearly \$60,000 from services provided to citizens and visitors to the three townships. The Cost Recovery Program was instituted by the GTMESA Fire.

HAZARDOUS MATERIALS RESPONSE

Although there were no major hazardous materials incidents in the GTMESA district in 2015, the department increased the frequency of Hazardous Materials training for all members to comply with the new national standard. The HazMat team participated in a full-scale training exercise in Cadillac in 2015 which consisted of a simulated response to a radiological terrorist event. The exercise was another chance for the GTMESA HazMat Team to work alongside the State of Michigan's 51st Civil Support Team. In addition the HazMat Team participated in a series of small simulated chemical release exercises with Tyson Farm. GTMESA has strongly supported the close relationship between public safety agencies and its large business partners in the community.



HEALTH & WELLNESS INITIATIVE

The physical health, Fitness for Duty, and safety of all personnel are priorities of GTMESA. Emergency services are a physically demanding profession which requires all personnel to be minimally fit to perform their duties. Minimum fitness for duty and medical requirements have been established for all employees of GTMESA. The Fitness for Duty component will ensure that all operations personnel can perform those critically essential functions. Our initiatives are broken into 3 categories.

Annual Medical Evaluation – All Metro employees submit to an annual medical evaluation in accordance with NFPA 1582: Standard on Comprehensive Occupational Medical Program. The Department’s physician determines if the employee is medically fit for duty and able to wear a respirator in accordance with the Respiratory Protection Plan of the Department.

Wellness Assessment – All full-time and regularly scheduled part-time employees submit to an annual Fitness for Duty assessment by the Wellness Coordinator. All part-time employees are assessed bi-annually. This assessment provides follow-up from the medical evaluation and includes body composition and VO2. This shows the actual fitness level of the employee.

Personal Agility Test – This is a pass/fail evaluation to which each employee is assessed individual stations replicating functions on the fire scene. This is a timed event.

All employees are encouraged to participate in fitness on and off duty. It is our hope that this becomes a lifestyle that employees continue for life. All employees are mandated that they workout 1 hour a day while on duty. It is Metro’s absolute goal to never have a Line of Duty Death contributed to an employee’s poor health and fitness. Our goal is to All Go Home!



STATION 1 NEWS... By Capt. Tony Posey

Once again, 2015 was another year of changes and expansion for Station 1. Adding additional members, an additional officer, planning direction for our Special Operations Group, and new apparatus were some of the highlights. 2015 saw an increase of 183 calls from 2014 for a total of 1,218 calls for service. This only includes calls within the primary response area of Station 1, and does not include assists to other Metro Stations for medical calls, fire alarms, etc.

Metro Station 1 is centered in the Metro Fire District and is counted upon for Special Operations for Metro Fire. Some of those specialty responses include: Hazardous Materials, Ice/Water Rescue, Rope Rescue, Confined Space Rescue, Heavy Vehicle Extrication, Land Search & Rescue, and Truck Company (ladder) operations. Our assigned staff at Station 1 spends countless hours, both on and off duty, training in these specialty areas while still keeping up on regular training requirements.

The continuation of the Safe Neighborhood campaign was very successful for 2015. We were able to get in and install many alarms in the south end of our district, and also assist Station 9 with alarm installations in their more rural areas. We will continue this program into the future until all of our citizens have working smoke alarms.

With a year under our belts in the Company Inspection program, it is showing many benefits for not only our department, but also our suppression firefighters. Some of our suppression staff who've been trained in doing fire inspections are out and about inspecting businesses in our first due area. This program is very valuable to us because it not only alleviates some of the inspection load on our full time inspectors, but it also allows our suppression personnel to get in and preplan some of our buildings in the event of a fire or other emergency.

Station 1 consisted of 21 members in 2015 under the direction of Captain Tony Posey and Lieutenants Andy Doornbos and Adam Drewery. Two new probationary members were assigned to Station 1 during 2015 and are in various stages of completing their training at this time. Lieutenant Steve Meek was also added as a 3rd Lieutenant at Station 1 at the end of 2015 to assist in getting our Special Operations program off the ground.

In March 2015 we took delivery of the first ¾ ton Squad in Metro Fire. This truck not only carries all of our BLS medical equipment, but it also carries some limited Special Operations equipment as well. It has the towing capacity to tow our new Special Operations trailer, which we took delivery on in late summer of 2015. This new trailer was purchased with a generous donation from the Grand Traverse Band of Ottawa and Chippewa Indians. The trailer is set up for Hazardous Materials, Search & Rescue, Confined Space, Trench Rescue, Mobile Air Cascade, etc.

STATION 8 NEWS... By Capt. Mark Shaul

Yes, 2015 was the year of the road construction in East Bay and Acme Township. We had US 31 N. from Three Mile to Holiday Road, M 72 E from Acme corners to Lautner Road, US 31 from Holiday Rd. to the entrance of the Grand Traverse Resort, and the "woods" area of Holiday Hills under construction from April to the beginning of November. There were many days that thorough pre-planning and awareness to the current situation got us through. The County Road Commission, MDOT, Acme Township, North Flight EMS, and contractors all played a hand in keeping us up to date with what was happening that day and what was going to take place in the future. Many incidents had a slower response time because of the traffic congestion that seemed to be unpredictable even with the best information. On September 29th our fears came true with a call to a residential structure fire next to the Goodwill store at M72 just east of US 31 N. Because of the heavy road construction a plan was already in place for route of travel into and out of the Acme area. A strategy was also in place due to the delay concerns of transporting by road to Munson to utilize the North Flight helicopter if a medical call of a priority one patient came in. The house had heavy fire showing from the front and the occupant was badly burned laying in the front yard. The old saying of "have a plan and work the plan" couldn't be better said. North Flight transported by helicopter landing and lifting off of M 72 to deliver the patient to Munson Hospital. Engine 8 made a play book attack on the structure fire with Team Elmer's crew clearing a path for



apparatus from Station 1 and Station 9 to assist with the remaining fire. On that day even with the worst road construction the system worked very well and what needed to be accomplished was done.

In the review for 2015 there was hope that we would have that shovel in the ground for a new modern Station 8. With Station 8's response area starting to witness new construction along with more traffic it is time to play catch up with the facility that will have proper accommodations for equipment and personnel. The Grand Traverse Metro Fire Board is working hard to find that right location to best serve the entire area and to provide the correct facility for our needs of the present and future.

In conclusion, our response to our communities' needs are increasing and how we respond is constantly changing. At Station 8 we will continue to achieve the level of expectation that is set forth by the Grand Traverse Metro Fire Board and Chief of the Department, and also by our community we serve. This will include raising the bar again for 2016 and setting the objectives and goals to perform at that level.

STATION 9 NEWS... By Capt. Mark Shaul

Station 9 continues to outpace the other Metro stations with a 23.0% increase vs. 2014 in incidents response. That in itself is not the objective or goal that we at Station 9 strive for, but it does show that our Residency Program works. Station 9's Residency Program has been discussed in previous annual reviews and still to this day has provided the area with the response that is needed for the area that Station 9 covers. Allowing a member of Metro to trade his time for a dorm like accommodation at the station has allowed Grand Traverse Metro Fire to work more efficiently. The efficiency is allowed when the response comes from Station 9 instead of Station 1 or Station 8. Time is crucial for any incident and if the response is from a closer station it can and does make a difference. Also when the response comes from Station 9 it allows for the other stations of GT Metro Fire to be ready or to respond to the next call.



Station 9 and the entire east side of Grand Traverse Metro Fires response area was hit extremely hard by a powerful storm on August 2nd. This wind and rain storm resulted in numerous calls for help as trees and power poles and lines were knocked into homes and fell blocking roads. Metro personnel mentioned that it looked and sounded like a war zone with chain saws noise heard in all directions. Clean up from the storm took months and calls for the fire department to check on low hanging or down wires were received for days until the utilities companies made their way through the area. The previously closed Rasha Road recycling area was reopened and used for a brush drop off site to help deter citizens from burning the downed vegetation.

The Grand Traverse Metro Fire members that are assigned to Station 9 are proud along with the members of the East Bay ambulance service to help with many training and community events that are held at Station 9 throughout the year. One of those events, and which always draws a large number of residents is the annual Station 9 Pancake Breakfast. **The 2016 breakfast will be on May 1st** and we all need to mark our calendar so there is no chance to miss this great community happening.

Station 9 along with all the stations of Grand Traverse Metro Fire will strive to answer the call each time with the best response. Our equipment and training is constantly being reviewed and modernized. Nothing broken is left in that condition and if there is a better way we are looking into it. We are here 24/7 to Care For, Protect, and Serve the Community.



STATION 11 NEWS... By Capt. Brian Bloom

Station 11 finished out 2015 with 1,682 runs. This is a decrease of 70 runs from 2014, but this does not include responses into Station 12 or Station 1's area. This equates to 35.6% of GTMESA's total run volume of the year.

During 2015, Lt Lemcool and FF Chryst continued helping the Fire Prevention Bureau complete inspections on the Company level while on duty. This was a program initiated in 2014 and they complete several inspections each month at various businesses.

In May of 2015, FF Cory Ellis attended "Light and Fight" Fire Training at Illinois Fire Service Institute. This training consisted of several evolutions into live fire conditions. Some of these scenarios were:

1. Advancing a 2 ½" hose line upstairs.
2. Advancing a 2 ½" hose line into the first floor of a warehouse.
3. RIT Maze
4. Two separate evolutions into a tenement fire with one scenario being a rescue situation.

Rescue 11's JAWs equipment was upgraded in 2015, with a new pump being purchased to replace a much older model. The decision to purchase a new pump was made after parts for our older unit became obsolete and we could no longer repair the unit. Water Rescue equipment was also added to Rescue 11 in 2015.

Lt. Kyle Clute was hired on full-time on the suppression staff in early 2015. After the untimely death of Randy Agruda, Lt. Clute was hired on as the Life Safety Public Educator for GTMESA in May. Lt. Clute has many responsibilities including working with school aged children, older adults, and functionally challenged individuals.

Station 11 continues to sponsor car seat inspections for proper installation and safety for the child. These inspections are conducted on the 4th Friday of every month at Station 11 free of charge. If you or someone you know needs their car seat inspected, please call 231-922-4843 for an appointment.



STATION 12 NEWS... By Capt. Troy Holliday

Station 12 ended the year with 20 members with a fluctuating number of probationary candidates throughout the year. Currently, we have four candidates assigned to Station 12 and attending fire school. Station 12 is also the host station for Fire Explorer Post 301 where we have three explorer cadets under the age of 18 years. Capt. Holliday, Lt. Chris Comeaux and Lt. Mike Scanlon worked numerous hours, along with many other dedicated firefighters to ensure our probationary candidates and rookie firefighters are adequately trained and ready to provide all of the services we provide for our community.



Station 12 continues to host numerous events around the station (i.e. Birthday parties, Cub Scout tours, corporate parties at the park with a station tour and education for their employees, Medical First Responder and EMT classes, Sheriff Department Defensive Tactics, and elementary students holding book clubs). We welcome any outside public events to be held here, just contact Captain Troy Holliday at tholliday@gtmetrofire.org.

Station 12 continues to host for Precinct #1 Voting for Elections in Garfield Township. The election crew that volunteered the entire day deserves recognition for their hard work in making sure your vote counts! Parking will be a challenge in the upcoming 2016 Presidential Election.

We pushed forward with a large number of smoke detector installations in our response area. It was a pleasure to meet the citizens we serve on a non-emergent basis. A lot of people didn't even realize the new station was right around the corner and didn't realize the services we perform to ensure their safety. Many gave us compliments on all that we do for them. We would like to say "Thank you" to our community for helping keep our areas safe.

Garfield Township is growing and we are expecting our call volume to increase in the upcoming years. In 2012 we responded to 868 calls (just in our response area, not including assisting Station 11). In 2015 we increased by 58 calls for a total of 926 calls.



After having a few non-emergent water rescue incidents at Silver Lake, we have applied for grants that would help fund a water marine boat at Station 12 for quicker response. Lt. Comeaux and Capt. Posey are working hard with the grant writing process. Our hope is to have a water vessel at Station 12 by summer 2016.

FIRE PREVENTION BUREAU

by Asst. Chief / Fire Marshal Brian Belcher

MISSION STATEMENT

The Grand Traverse Metro Fire Department Fire Prevention Bureau, through education, inspections, and community awareness, strives to safeguard the life and property of the citizens of Acme, East Bay and Garfield Townships from the hazards of fire, explosions, hazardous materials and all other hazards in new and existing buildings, public gatherings, and outdoor venues used for habitation, work or recreation.

BUREAU OPERATIONS OVERVIEW – 2015

Yes, 2015 will go down as the busiest in Fire Prevention Bureau history with construction activity to almost three times above pre-recession levels, company inspection program implementation, continued push of Safe Neighborhood smoke alarm campaign, redevelopment of the youth fire setter program, refocus of public education programs and the increase of special events within the townships.

As our data shows the one area we need to continue focusing on is the problem of unattended cooking in single and multi-family occupancies. This was again our leading fire cause. One area we are already acting on this information is by devising ways to impact our residential properties. These single and multi-family properties are where the majority of our fires occur. We are addressing this problem through our Safe Neighborhoods door-to-door smoke alarm campaign to single family homes and also by reassigning Fire Inspectors and our company fire inspections to inspect multi-family housing complexes including the individual apartments. Occupants of these structures are subject to the actions of their neighbors where many lives are at risk should a fire occur. The impact of inspecting these occupancies will reduce the likelihood of fire and/or injury to a large percentage of our population. Landlords are required by law to maintain safe living conditions with working smoke alarms. Providing education to this group will help strengthen fire safety in all rental properties.

The Plan Reviewer position remains unfilled as the demand for plan reviews had declined during the recent recession. With the continued growth of our communities it is anticipated that this position will need to be filled in the very near future as construction increases. With the increase in programs we have implemented to make our Metro communities a safe place to work, live and play, a decision will need to be made whether to continue providing plan review and inspection services outside our district. In 2015 these services consumed 33% of the Fire Marshal's time. This equates to time not spent on programs for our communities. It must be determined in the near future whether the financial cost recovery outweighs the loss of programming to our residents.

The Bureau continues to be staffed by the Assistant Chief/ Fire Marshal, three Fire Inspectors, a Public and Life Safety Educator, two JFS Counselors (as needed) and a GIS data coordinator (part-time).

PROGRAM EFFECTIVENESS

Of the 37 reported structure fires in district in 2015, 22 occurred in single family residential occupancies while 8 occurred in multi-family/residential rentals and 7 in commercial/ industrial properties. All fires resulted in a total loss of \$891,213.00 with reported total property valuations of \$112,137,096.00. This represents a total percent of property saved over 99%. Fires in commercial/industrial occupancies (inspected) resulted in losses of \$21,260.00. The largest loss in 2015 was a single family home fire with a loss of \$250,000.00. This home was valued at more than \$470,000.00. The fire cause was a wood burning stove.

There were 16 cooking related fires in 2015. This is our leading fire cause which follows national trends. This shows where our public education messaging needs to focus in the coming year.

2015 saw 2 civilian fire fatalities and 2 civilian injuries with one being critical life altering burns. Contrary to trends both fire fatalities occurred in residences with working smoke alarms. At the time these fires occurred both victims were incapacitated. An elderly male by disabilities and middle aged male by alcohol consumption. The critical injury victim occurred in a building converted from a single family residence to a commercial office building but was being rented as a residence with no smoke alarms. The building appeared as a residence from the exterior thereby missing the inspection which would be required of a commercial building.

The only remedy that would have prevented these injuries and deaths is the installation of residential sprinkler systems.

These low loss numbers can be attributed to the investment in fire prevention and also to the quick, efficient response of suppression crews.

<u>All Fires</u>	<u>Injuries</u>	<u>Fire Related Deaths</u>
Firefighters	3	0
Civilian	2	2

Occupancy Type Data - # of Fires

Single Family Residential	22	Commercial/Industrial/Retail	5
Multi-Family Residential	8	Assembly/ Restaurants	2

INSPECTIONS

Three Fire Inspectors currently perform inspections on all 2265 existing occupancies within the district. A total of 1,263 annual inspections were performed, of which 1,109 required re-inspections. There were 122 Firefighter Right to Know updates performed in 2015 by the fire inspectors. Firefighter Right to Know is a law which requires businesses to report any hazardous chemicals used or stored on the property. These are required by law



to be updated every 5 years so this number can vary widely from year to year. A total of 32 phone-in public complaints were investigated last year. Other activities involved witnessing required testing, updating Knox Boxes, meetings with business owners etc. Inspectors continue to inspect all assembly, hotel/motel, target hazards (tier 2) and large box stores on an annual basis. These are the occupancies with large occupant loads where the greatest life safety hazards are present. In 2015, we also saw an increased focus on inspecting multi-family apartment buildings. Historically these are where a majority of our fires occur other than in single family dwellings.

2015 saw the full implementation of the company inspection program where fire suppression crews perform inspections of the smaller occupancies. The software program which allows these inspectors to conduct the inspections from an iPad has shown to be troublesome and required continual IT support. Because of the software troubles company inspectors were not able to conduct as many inspections as program goals, however a solution will be in place in 2016. Early in 2016 a new inspection software program will be implemented which will allow all inspectors to use a Microsoft tablet to complete inspections in the field. This will afford more efficiency and less drive and travel times for the inspectors. These tablets are the same tablets which are being used for the Mobile Data terminals in the apparatus preventing additional costs of purchasing new hardware. It has been a long process but one which will yield excellent long term results.

Inspectors maintained their certifications through continuing education seminars at the Michigan Fire Inspectors Society annual education conference in East Lansing and by attending webinars and other education programs.

INSPECTION DATA

2014 / 2015	ACME		EASTBAY		GARFIELD		TOTAL	
ANNUAL INSPECTIONS	66	129	62	174	868	960	996	1263
RE-INSPECTIONS	66	129	105	174	816	806	987	1109
FF RIGHT TO KNOW	2	24	0	15	162	83	164	122
PLAN REVIEWS	25	27	0	15	139	116	164	158
PERMIT INSPECTIONS	27	51	12	57	137	235	176	343
SPECIAL EVENTS	5	4	4	9	8	10	17	23
SPECIAL INVESTIGATIVE (INCLUDES COMPLAINTS)	6	6	8	2	11	24	25	32
TOTAL ACTIVITY	197	370	191	446	2141	2234	2529	3050
COMPANY INSPECTIONS	67	149	ANNUAL INSPECTIONS					
	38	113	RE-INSPECTIONS					

Company Inspections all performed in Garfield in 2015 due to occupancy density

PLAN REVIEW

Assistant Chief/Fire Marshal Belcher and Inspector Fordyce continue to perform all plan reviews and related inspections. We have continued our agreement with the Grand Traverse County Construction Code Office for GT Metro's Fire Prevention Bureau to perform plan review and inspections of all fire alarms and fire suppression systems within Grand Traverse County. The Plan Reviewer position has remained unfilled since the promotion of Asst. Chief/Fire Marshal Belcher. It is anticipated that this position will need to be filled in the near future as construction activity increases. A total of 259 plan reviews, not including related inspections, were conducted in 2015. Of those, 179 (66%) were for in-district projects and 89 (33%) were conducted for out-of-district projects. These out-of-district reviews/inspections generated approximately \$29,724.48 in revenue in 2015. In-district revenues for plan reviews for 2015 were \$40,964.87. Beginning January 1st 2016, we will provide plan review and permit issuance for Traverse City projects and the Traverse City Fire Department will perform all inspections and acceptance testing of projects in the city. The Metro fee schedule was amended in December 2015 to include Traverse City projects in the 30% discount rate as we will not be performing the inspection work.

SAFE NEIGHBORHOOD SMOKE ALARM CAMPAIGN

Smoke alarms are the first line of defense in preventing injury and death from fire. This is an area we need to concentrate our efforts by the entire department through awareness and education marketing campaigns. Our Safe Neighborhoods campaign is aimed to reduce injury and death by fire. This program requires on duty firefighters to perform door-to-door neighborhood sweeps to check for working smoke alarms, repair/ replace as needed and leave the occupants with home fire safety checklists to check their homes for fire and life safety hazards. Each of our fire stations is required to spend a minimum of 2 hours per week performing these door to door visits. In addition, whenever a home is encountered without smoke alarms on an emergency call it is policy for responding crews to install working alarms before leaving the property.

In 2015, our fire responses showed 22% of homes did not have smoke alarms and that 4% had smoke alarms but they did not function during the fire. Our data from 2014 fire responses show that 26% of homes with fires did not have any smoke alarms and that 18% had alarms but they did not function during a fire. This equates to 44% of the homes in our area that had fires in 2014 did not have a working smoke alarm. This is an unacceptable number which is up from 2013 and 2012 where 36% percent did not have working smoke alarms.

As you can see this program is making a difference along with our other increased public education efforts in regards to smoke alarms. These numbers for 2015 are an improvement but they still show over one quarter of our homes that had fires did not have working smoke alarms. We will continue this program and focus our efforts in order to make sure every home has working smoke alarms.

Since the inception of the program in 2013, crews have contacted 2,550 homes and either performed the services (checked/replaced batteries/replaced smoke alarms) or left a program door hanger when no one has been home so they may call for services. In 2015, 532 smoke alarms were installed in 281 homes.

There were 486 face to face contacts made with residents during the door-to-door sweeps with 728 door hangers placed if no one was home, this equals 1,214 homes that were visited during the door-to-door Safe Neighborhood campaign in 2015. These are awesome numbers and ones which our entire department can be proud of. One of these visits may save a life, either thru our installation of smoke alarms or a resident reading the door hanger, checking or installing smoke alarms on their own or being more safety conscious. In 2016, we will work to raise the percentage of homes contacted vs. number of alarms installed/checked. The Fire Prevention Bureau continues organizing the paperwork, compiling the data, acquiring the alarms and providing assistance to the suppression crews. The response to this program has been overwhelmingly positive with a majority of the comments heard from residents are “You mean you do this for free?” or “Nobody ever did this where I used to live, thank you so much!” Residents have even called our township offices asking if the program is for real. This program not only provides for the safety of our residents but also provides a positive public image and great public relations for our department.

INVESTIGATIONS

Fire investigations are performed by Inspector Mike Lince, Inspector Mike Scanlon and Assistant Chief/Fire Marshal Belcher. In 2015, we saw a total of 41 investigations performed by Investigators, including both vehicle and structure fires. Of those, 2 fires were intentionally set and resolved with one referral to the Youth Fire setter program and another prosecuted for the crime. These do not represent all fires in 2015 as some fires were investigated by the duty officer or responding Chief. Investigators are not called out to every fire if the damage is limited and the origin and cause are easily identified as accidental. Fire investigations can be a very labor intensive job which requires specific technical knowledge and must only be performed by trained, competent personnel. Investigators continue the partnership formed with the Grand Traverse Sheriff's Office which allows a fire investigation trained Sheriff's Office Evidence Technician to work with Fire Department Investigators to determine origin and cause. This partnership allows for a very effective, seamless investigation culminating in several successful prosecutions in recent years.

YOUTH FIRE SETTERS PROGRAM

This program provides counseling services to juveniles and their families who have a youth fire setter in the home. They are referred to the program by area law enforcement, parents, the juvenile courts and responding firefighters. In 2015 two children were referred to the program. We have filled our Juvenile Fire setter Counselor positions with Capt. Mark Shaul and PE Kyle Clute. Both counselors completed their training this year in order to conduct interventions without assistance. PE Clute attended both in state and National Fire Academy training. Capt. Shaul attended in state training and is awaiting acceptance to the National Fire Academy. This program continues redevelopment in cooperation with the Traverse City Fire Department YFS counselor.

FIRE AND LIFE SAFETY – PUBLIC EDUCATION by Kyle Clute



The Fire and Life Safety Education Program of Grand Traverse Metro Fire Department has provided public education programs for the citizens of Grand Traverse County, by working in collaboration with community safety agencies, area non-profits, and local businesses. Cooperation and community partnerships continue to ensure success through utilization of existing programs, participating fire personnel/resources, and established networks.

By utilizing the concept of community risk reduction where local and national statistical data is compiled our educational programing targets specific risks to our community. This allows for the development of additional programs and additional populations served. For example, utilizing this concept we continued in our effort to reach more citizens with fire safety messages. Utilizing a partnership with Traverse City Fire Department started in 2012 enabled us to provide four safety messages on the five electronic billboards across our districts. These messages were shown during the months of September, October, November and December and incorporated both holiday appropriate safety messages and what were determined to be high risk community hazards. These included Fire Prevention Weeks theme (*Hear the Beep Where You Sleep*), Halloween safety (*Be Seen Be Safe*), cooking safety (*Stand by your Pan*) and candle safety (*Put Them Out*). Each message was displayed a minimum of 416 times each day across the five billboards. While all fire safety messaging is important, statistical response information in the fire service continues to emphasize both fire and life safety. Seventy percent (70%) of emergency calls that Metro responds to are medical calls the majority of those involving the senior population. This confirms the importance of our Remembering When program which is geared to fire and fall safety in the home for seniors.

By combining our Public Information Officer and Fire and Life Safety Educator positions this past year, Metro Fire was able to reach a larger audience as well as build a strong relationship with our local media.



Using the community risk reduction concept we were able to not only report to the public our news worthy stories but also were able to incorporate educational messaging into each interaction with the media. These interactions allowed for timely and appropriate release of information to the public. They were well received and appreciated

by both the public and media. This relationship also lead to numerous on air appearances including several fire prevention week messages, holiday safety advice and tips as well as a special report on the hazards responders face while driving to emergencies. We look forward to working with our local media in 2016 and already have plans to reach a larger audience with our messages.

Youth Outreach:

While burns and fire-related death are 2 times more likely for a child under the age of 5, for children ages 14 and under, the number-one health risk is injuries. Each year, unintentional injuries kill more than 6,000 kids and permanently disable more than 120,000.

In 2015 The Grand Traverse Risk Watch Coalition continued its partnership with Safe Kids North Shore to better use local and national resources to support the Risk Watch program. The curriculum remained consistent and continues to be divided into five age-appropriate teaching modules (Pre-K/Kindergarten, Grades 1-2, Grades 3-4, Grades 5-6, and Grades 7-8), each of which addresses the top eight causes of injuries and deaths of youth across the country.

This program is a comprehensive, school-based program, intended for classroom delivery by the teacher with supplemental support by community "Risk Experts". This program serves to expand the scope of unintentional injury education and prevention among young people grades pre-K through grade 8 by providing a safety platform by which community organizations and agencies can provide expertise in their subsequent areas. A Grand Traverse Risk Watch Coalition has been developed and includes the following agencies:

Grand Traverse Metro Fire Dept, The American Red Cross, T.A.R.T., Home Town Health, The Grand Traverse Sheriff's Dept, Safe Kids North Shore, North Flight, The Coast Guard, The Coast Guard Auxiliary, The Grand Traverse Sail and Power Squadron, and Blair Twp. Fire Dept., and the Michigan State Police.



Risk Watch continues to be by invitation and has maintained program relationships with the following area schools; Blair Elementary School, Cherry Knoll Elementary School, Kingsley Elementary School, and the International School – formerly known as Bertha Vos.

In 2015 approximately 3,400 children were served in various locations. Some of which include: Grand Traverse Academy, Courtade Elementary School, Cherry Knoll Elementary School, the International School and several day cares. Not only were we asked to provide education on fire safety in these environments but we here at Metro were able to participate at numerous community events such as: Lowes, Home Depot's safety days, Acme Fall festival and the National Cherry festival. These events not only provide an educational aspect to children but they allow for fire and life safety conversations with their parents. Throughout 2015 almost 1500 adults were reached and engaged in these conversations.



We even provide Santa a ride to Meijer's for Toy's For Tot's.



Older Adult Outreach

At age 65 and older adults are twice as likely to be killed or injured by fires or falls compared to the population at large. Thirty percent of people age 65 and older are involved in falls each year, the leading cause of death from unintentional injury in the home. In the U.S. and Canada, adults age 65 and older make up about 12 percent of the population – and are the fastest growing segment of the population.

The Fire and Life Safety Public Educator coordinates the delivery of the Remembering When Program as presented by the NFPA and the Center for Disease Control. Remembering When is centered around 16 key safety messages, eight fire prevention and eight fall prevention, developed by experts from national and local safety organizations as well as through focus group testing in high-fire-risk states. The program was designed to be implemented by a coalition comprising of the local fire department, service clubs, social and religious organizations, retirement communities, and others. Coalition members can decide how to best approach the local senior population: through group presentations, or during home visits.

In November of 2015 Metro Fire and The Grand Traverse Commission on Aging were awarded a scholarship to attend the Remembering When conference in Orlando Florida presented by NFPA. At the conference Public Educator Kyle Clute and former COA Director Georgia Durga were taught the program by NFPA staffers as well as others who present the program successfully in their communities. After arrival home in early November from the conference and through steady outreach through the Commission on Aging the Remembering When program has been presented to over 250 older adults in Grand Traverse County. Audiences were reached at some of the following locations or venues: The Grand Traverse Senior Center, The Acme Senior Center, The Northwest Michigan Area Agency on Aging, The Fife Lake Senior Center, The Kingsley Senior Center and of course the Grand Traverse Commission on Aging. The Commission on Aging provides an in-home service with seniors, by incorporating Remembering When's messaging into these visits the conversation on how to avoid fire or fall injuries took place with over 100 seniors while in their homes. The program continues to grow in popularity and other presentations and venues are already scheduled for early 2016 and will continue throughout the year.

Special Programs and Presentations

Hoarding

In 2015 Metro continued its participation and partnership with the Traverse Bay Area Hoarding Task Force. The task force was able to coordinate two separate clean-ups in 2015. By providing counseling, support and education several other families have begun their own cleanup efforts and continue to make progress.



Homes that are filled with too many possessions can often lead to rooms that can no longer be used as they were designed, or a home that is so overloaded that everyday life is compromised. These characteristics combined with a person's strong urges to save items, or distress when discarding items, may be more than signs of a messy or extremely cluttered home, they may be symptoms of the condition recognized by the Diagnostic and Statistical Manual of Mental Disorders as Hoarding.

An estimated 3 percent to 5 percent of Americans suffer from Hoarding. But the impact of hoarding extends beyond the afflicted individual and relatives in the home, as the behavior can also put immediate neighbors at risk by creating perfect conditions for explosive house fires, and infestations of insects, rodents, and disease.

Hoarding homes contain an abnormally high fuel load, that not only increases the chances of a fire occurring, but it also increases the fire intensity and extreme fire behaviors should one happen. In addition it creates many other potential dangers such as: blocked ingress and egress for firefighters and first-responders, blocked exits for the residents, disorientation for firefighters while fighting the fire or searching for occupants, and falling or caving of possessions on both the residents and firefighters or first-responders during an emergency of any type.

It seems weekly that a new news article is released in the fire service reporting an incident occurring in a home affected by hoarding and the problems responders faced. Awareness on hoarding across the country has skyrocketed. Departments are teaming up and forming task forces including several this past year in the state of Michigan. Despite hoarding being around for hundreds of years, the fire service has traditionally been reactive to the problem. The concept of being proactive by helping identify and help these families, while protecting first responders is a relatively new one.

Clutter Image Rating: Living Room

Please select the photo below that most accurately reflects the amount of clutter in your room.



Metro Fire has evolved from a leadership role in the Traverse Bay Area Hoarding Task Force to one of reporting, protecting responders and providing education to both responders and those families affected by hoarding. The task force is currently rewriting its mission and redrafting policies to better establish itself as a resource for the county in 2016. However, a plan is in place to provide first responders with key information when they have been dispatched to a home with a possible hoarding concern. This system should be running in the first quarter of 2016.

Above: A Clutter Image Rating Scale, as pictured above, aids in the identification and classification of homes with hoarding conditions.

RECOGNITION

In 2015, Grand Traverse Metro Fire Department’s Fire & Life Safety Education Program received almost \$3,500.00 in support from The American Legion and the family of the late Randy Agruda. These donations were to be used towards the education of the youth of the area. With these donations Metro was able to purchase a Stop, Drop and Roll inflatable. This inflatable was used at community events throughout 2015 and has already helped over a thousand children understand when it’s appropriate to Stop, Drop and Roll as well as give them a fun way to practice. It has a life expectancy of over 20 years and will be utilized yearly, potentially providing generations of children a fire safety education, something Randy Agruda had a passion for. His grandson Memphis was the first to use the inflatable.



FIRE PREVENTION SUMMARY

We continue to strive to deliver our fire prevention messages to our communities in new, innovative and cost effective methods which address the trends and statistics which show where our focus must be placed. It is our goal that nobody in our community dies or is injured by fire. We continue to inspect those places in our community which could have the largest impact due to the number of persons who occupy these structures and events. It is imperative that a strong fire prevention program be in place and be effective in today's fire service. Fire prevention impacts not only those whose fire or injury is prevented but also those who must respond into these structures and place themselves in danger when an emergency occurs. Fire prevention leads the way by giving our firefighters the inside knowledge of these buildings and educating our communities on proper prevention methods and procedures to follow should an emergency occur. 2016 will be another year of continuing to expand our fire prevention programs and insure we are reaching our most vulnerable residents. We will continue to steward partnerships with our business community for the protection of lives and assets. We will not rest on our success but continue to strive to prevent injury and death in our communities.

Firefighter Class of 2015

New firefighters Jordan Morgan, Joe Sondreal, Cody Carlson, stand with Chief Parker and Chief Flynn after their graduation at Mt. Zion Church.

Congratulations!



SPECIAL RECOGNITION

Lt. Randy Agruda

After serving Grand Traverse Metro Fire Department for over 22 years, accepted a full-time position as the Fire and Life Safety Public Educator on May 14, 2015. He was extremely excited over his decision to start a new journey with his fire department family.

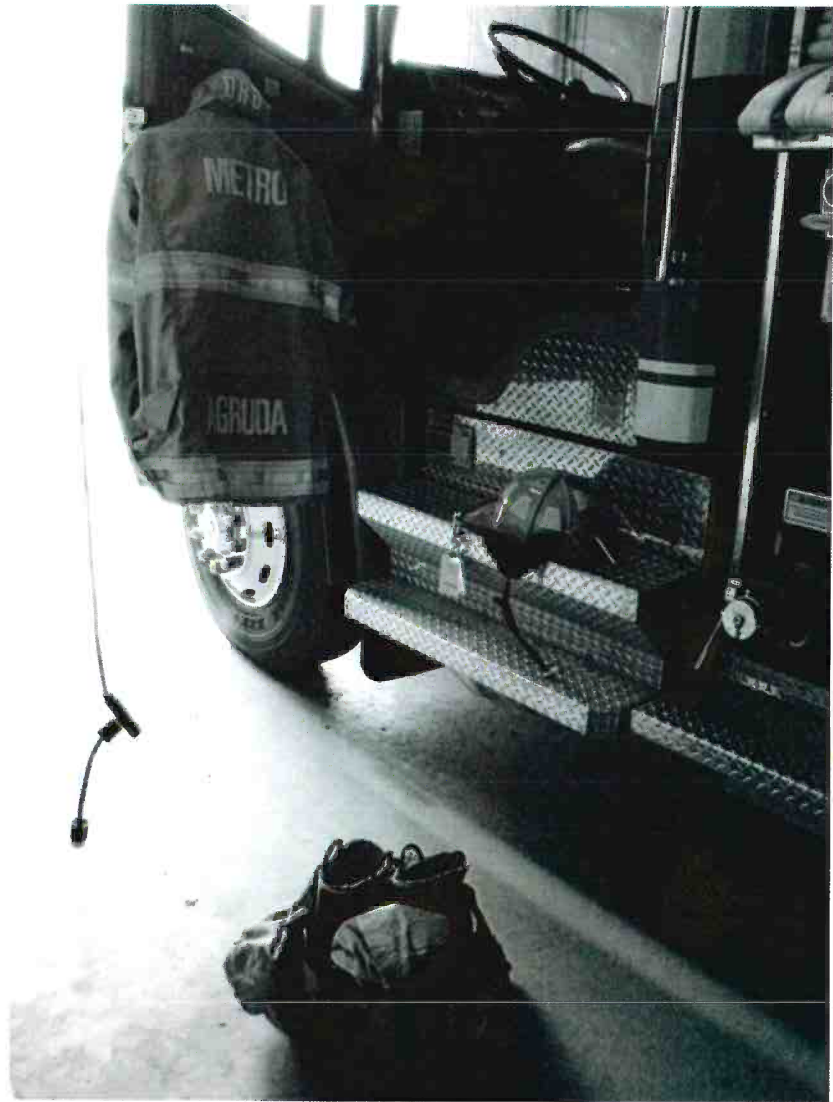
Later that night, he left us to be with his heavenly father.

On May 22nd, family and friends celebrated the life of Lt. Agruda and said goodbye to a true friend.

Final Call...

"Lt. Randy Agruda, 723... answered his final call after twenty two years of serving others. Lt. Agruda has joined his heavenly father and is out of service and back at quarters forevermore. May his soul rest in peace."

#723forever



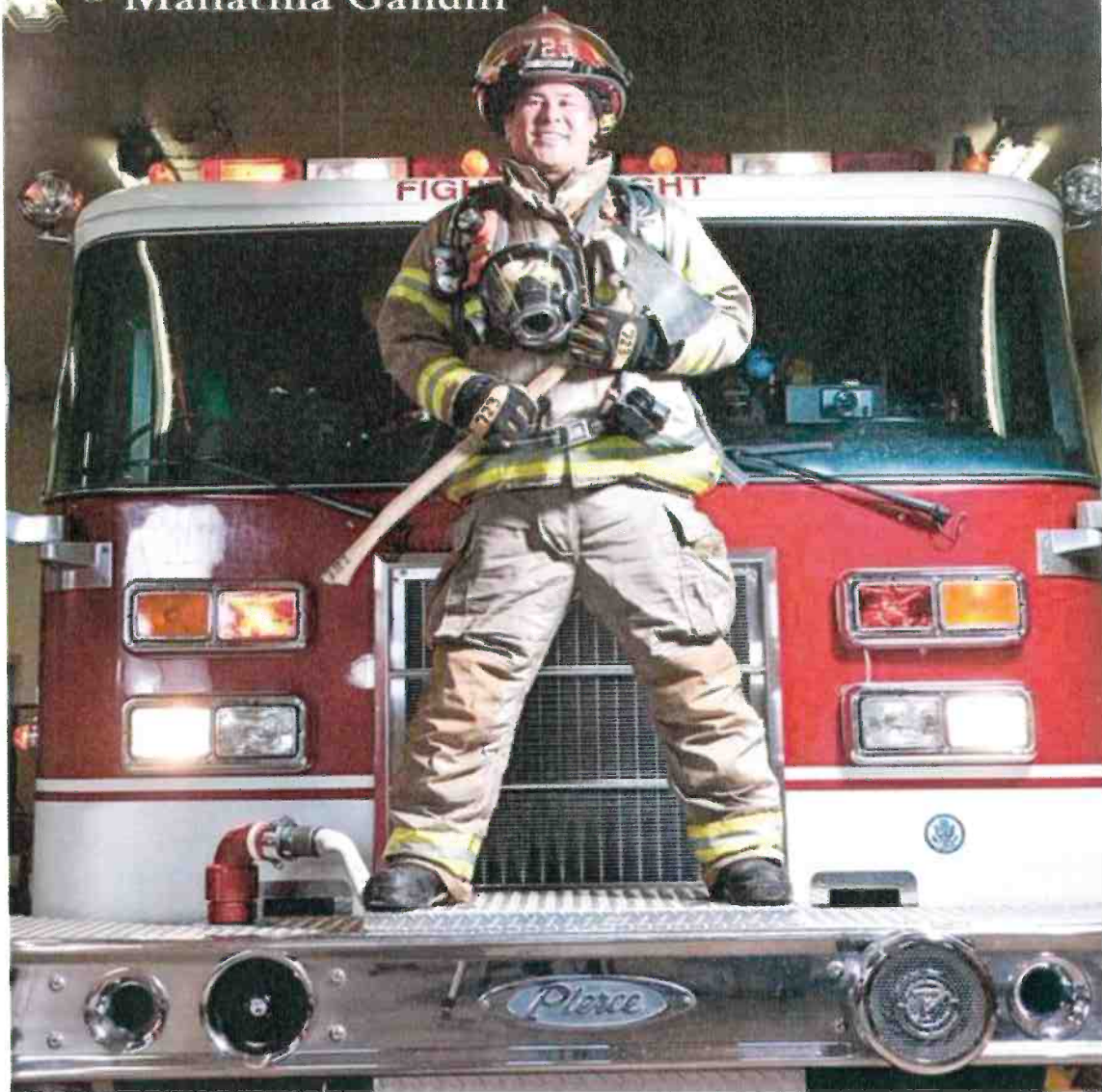
Randy J Agruda

August 12, 1958 - May 14, 2015

Beloved Father, Son, Friend, and Firefighter

"The best way to find yourself is to lose
yourself in the service of others."

~ Mahatma Gandhi



COMMUNITY PARTICIPATION

9/11 MEMORIAL

The 9/11 Artifact that Grand Traverse Metro Fire Department retrieved from New York City in 2011 has been permanently placed behind the Grand Traverse Metro Fire Department Administration Office at 897 Parsons Rd, Traverse City MI 49686. This is located at N Three Mile Rd/Parsons Rd in East Bay Township of Grand Traverse County. More information can be found at www.gt911artifact.com.

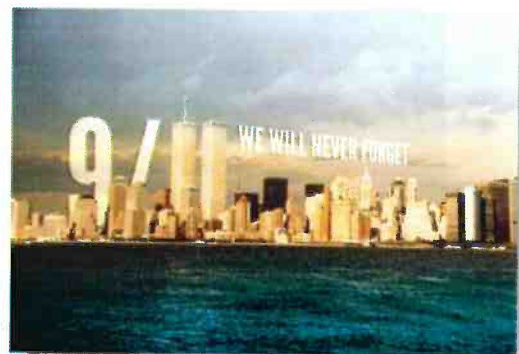


The Ground Breaking Ceremony took place for the 9/11 Artifact at Grand Traverse Metro Fire Administration Office on July 16, 2012. The artifact is available for the community members to view, reflect, and remember in a peaceful and tranquil setting.

Our firefighters will begin construction on the memorial walkway in the spring of 2015. Brick pavers memorializing all 343 firefighters who lost their lives on 9/11/2001 will be installed, so we NEVER FORGET!



Huge thanks to Tony Posey and crew who put down the memorial walkway. It is beautiful and is a great remembrance of those who gave their lives that day. Tony will be cutting in the names yet this fall and continuing the pathway out to the TART Trail. Thanks to all that helped.



9/11 MEMORIAL SERVICE

On September 11, 2015 the Metro Fire Department hosted the 14th Anniversary Memorial of the attacks on our Country in New York, the Pentagon, and Shanksville, PA. Over 75 people attended the event which was carried live on WTCM AM & FM. Our speaker was the brother of our own Firefighter Tim Wrede. Pastor Bill, as we call him, is a Lutheran Pastor and ministered to firefighters and citizens alike on September 11, 2001. He then worked on the pile for the next 7 months helping bring hope to those working. Pastor Bill's message was one of hope and remembrance. He painted a picture for us of what he saw and heard that had us all riveted. We can't thank him enough for traveling here from St. Louis, MO to be with us. He has written a paper called, "Grace at Ground Zero" that will be available to read on our web site soon. It is a must read.



Also in conjunction with the Memorial, local Boy Scouts from the President Ford Council honored the day with a 9/11 perpetual Scout Salute from sun up to sun down.

2015 GRANTS AWARDED

A special thank you goes out to the following agencies for awarding GTMESA with grant monies for needed equipment for the successful operation of our department.

Grand Traverse Band of Ottawa and Chippewa Indians for the purchase of our final LUCAS Chest Compression Devices for approximately \$11,930.

Grand Traverse Band of Ottawa and Chippewa Indians for the purchase of our Special Operations Trailer for \$9,278.



Above: LUCAS Chest Compression System that performs chest compressions on patients that is in cardiac arrest.

TOYS FOR TOTS

The Grand Traverse Metro Fire Department continues to help out with the Toys for Tots program every year at Meijer's making sure children have a merry Christmas.

Over 50 bicycles were assembled by our firefighters for the Bikes for Tikes program.



CHILD PASSENGER SEAT SAFETY INSPECTIONS

Motor vehicle accidents are the leading cause of accidental deaths among persons living in Michigan between the ages of 1 – 24 years old. Did you know that 9 out of 10 child passenger seats for children are installed incorrectly? Our certified technicians for Grand Traverse Metro Fire Department through Safe Kids Worldwide and the National Child Passenger Safety Seat Program are Captain Troy Holliday, Captain Tony Posey, and FF Rob Harvey. This allows us to have a certified technician ready to help every shift, every day.

Station 11 hosts a monthly car seat check station for the community through the Safe Kids North Shore coalition program that is free of charge to the public. You may contact Jennifer Ritter at 231-922-4843 for an appointment. Approximately 100 car seat checks are completed and corrected at Station 11 alone each year.



FIRE CHAPLAIN PROGRAM

When firefighters respond to a burning building and focus attention on saving life and protecting property, the fire chaplain responds alongside but is focused on ministering to the needs of the firefighters and the needs of the crisis victims. Victims of an emergency crisis may be the family who has just been burned out of their home, or the scared and confused spouse of a heart attack patient. They could be the frightened children whose parents are being transported to the hospital after a tragic traffic accident. Firefighters are trained and able to deal with the varied emergency crisis in our modern world. Fire chaplains are equipped and called to deal with the people being affected by those same events. The fire chaplain is a spiritual presence in the world of fire department and emergency services.



PHOTO HIGHLIGHTS

Photos by various photographers...

No Fried Chicken....

Crews responded to a Chicken Coop on fire. Even Chickens practiced their fire evacuation plans and safely got out uninjured.





Crews responded to a working vehicle fire with explosions in the parking lot of Target. There was minor damage to vehicles next to the burning vehicle.

Right: Residential garage fire during a snow storm. A quick response and fire attack extinguished the fire quickly.



Left: Open House crew at Station 11...

Right: Crews work on techniques for extinguishing vehicle fires.



Left: Nine firefighters participated in a “Light-and-Fight” live fire training at the Illinois Fire Service Institute to gain experience on advancing hose lines in a high rise, search and rescue of victims, and forcible entry under extreme heat and fire conditions.

Right: Units responded to a residential fire on M72/US31. Crews lead a quick fire attack to extinguish the fire, even though there was heavy congestion on US 31 due to road construction.





GRAND TRAVERSE METRO EMERGENCY SERVICES AUTHORITY ORGANIZATIONAL CHART

GT METRO FIRE BOARD
GARFIELD TWP: SUPERVISOR CHUCK KORN, REP. BOB FEATHERSTONE
EAST BAY TWP: SUPERVISOR GLEN LILE, REP. BETH FRIEND
ACME TWP: SUPERVISOR JAY ZOLLINGER, REP. PAUL SCOTT

CHIEF
PAT PARKER

OFFICE MGR / HR
MARCIA SCHWIND

ADMINISTRATIVE ASSISTANT
MARY GRIGGS

ACCOUNTANT
ROBIN EHARDT

MEDICAL ADVISORY COMMITTEE

HEALTH & SAFETY OFFICER
JOSH SPRENGER

PUBLIC INFORMATION OFFICER
LT. KYLE CLUTE

PART-TIME SUPPORT STAFF

ASSISTANT CHIEF
OPERATIONS / TRAINING
TERRY FLYNN

ASSISTANT CHIEF / FIRE MARSHAL
FIRE PREVENTION
BRIAN BELCHER

STA. 1
CAPTAIN
TONY POSEY

LI LI

EE

STA. 8
CAPTAIN
MARK SHAUL

LI LI

EE

STA. 9
CAPTAIN
MARK SHAUL

LI

EE

STA. 11
CAPTAIN
BRIAN BLOOM

LI LI

EE

STA. 12
CAPTAIN
TROY HOLLIDAY

LI LI

EE

FIRE LIFE SAFETY
PUBLIC EDUCATOR
KYLE CLUTE

FIRE INSPECTOR /
INVESTIGATOR
MIKE SCANLON

FIRE INSPECTOR /
INVESTIGATOR
MIKE LINCE

FIRE INSPECTOR /
PLANS REVIEWER
KATHY FORDYCE

JUVENILE
FIRESETTERS
CAPT. MARK SHAUL
LT. KYLE CLUTE

DEPARTMENTAL ROSTER

at end of year

Full-Time – Administration

Fire Chief Pat Parker
Asst Chief – Operations Terry Flynn
Asst Chief – Prevention Brian Belcher
Office Manager/HR Marcia Schwind
Administrative Asst Mary Griggs

Insp. / Investigator Mike Lince
Insp. / Invest. Lt. Mike Scanlon (Sta. 12)
Inspector Kathy Fordyce
Public Educator Lt. Kyle Clute (Sta. 11)

Part-Time – Admin

Medical Dir. Dr. Larry Stalsonburg
Lt. /HSO Josh Sprenger
Accountant Robin Ehardt
Cartographer Dave Lather
Admin Support Curt Holliday
Photographer Terri Newton

Full-Time Suppression

Captain Brian Bloom (Sta. 11)
Captain Tony Posey (Sta. 1)
Captain Troy Holliday (Sta. 12)
Captain Mark Shaul (Sta. 8 & 9)

Lieutenant Gary Francisco (Sta. 9)
Lieutenant Andy Doornbos (Sta. 1)
Lieutenant Adam Drewery (Sta. 1)
Lieutenant Nick Lemcool (Sta. 11)

Lieutenant Chris Comeaux (Sta. 12)
Firefighter Jeremy Draper (Sta. 11)
Firefighter Rob Harvey (Sta. 8)
Firefighter Jake Della Pia (Sta. 8)

Fire Department Chaplains

Jude Younker
Vicki Lyon

Part-Time – Suppression and Support Members

STATION ONE

Lt Steve Meek	FF Jacob Garris	FF Shawn Stinson	Probation John Flynn
FF Jarod Barber	FF Hal Miller	FF Curtis Walters	Probation Bill Krukowski
FF Chris Doornbos	FF Jordan Morgan	FF Michael Winter	
FF Erin Fluharty	FF David Sicotte	Probation Cody Carlson	

STATION EIGHT

Lt. Adam Mervau	FF Jacob Della Pia	FF Tom Henkel	FF John Sanborn
FF Mike Bryan	FF Adam Grammer	FF Heather Hess	FF Charles Starkey
FF Mike Courson	FF Brian Haskin	FF Wayne Mervau	Probation Joseph Voilles

STATION NINE

Lt. Tim Newton	FF Jeff Carpenter	FF Rick Osburn
FF Matt Adamek	FF Jack Ferris	

STATION ELEVEN

FF Eric Chryst	FF Bryan Ferguson	FF Josh Morgan
FF Cory Ellis	FF Daren Mansfield	Probation Mike Sherman

STATION TWELVE

FF Lee Bailey	FF Spencer Scanlon	FF Tim Wrede	Explorer Matthew Holliday
FF Austin Groesser	FF Chase Schelling	Probation Amanda Brown	Explorer Riley Dowling
FF Anthony Hoffman	FF Josh Sprenger	Probation Hannah Steed	
FF Cody Lipe	FF Greg Walker	Probation Mike Thomas	
FF Gene Mayo	FF Rick Worm	Explorer Jordan Query	



Photo from March 2011 at Live Burn training at hotels in Acme Township. Largest group photo taken.

**From all of us, Thank You
for allowing us to
serve our community!**



Press Release

Contact: Sarah Archer, Program Manager
Mobile: 734-476-2186
Email: recyclesmart@grandtraverse.org

RecycleSmart Household Hazardous Waste Drop-Off Dates Announced

Grand Traverse County, MI (March 24, 2016) -- Many common products used in and around the home contain ingredients that, when handled and disposed improperly, can cause harm to humans and the environment. These items, called household hazardous waste (HHW), will be accepted for safe disposal through the Grand Traverse County RecycleSmart program. Grand Traverse County residents may bring up to 150 pounds of material at no cost to any of five events scheduled in 2016. The cost for excess HHW is \$1.30 per pound.

HHW drop-off events are by appointment only and will be held from 1:00 pm – 7:00 pm on the following Thursdays: April 21, May 12, June 23 and August 25. One Saturday drop-off event will be held on October 1 from 9:00 am – 2:00 pm.

Appointments are required for all of the household hazardous waste collection events and can be made beginning April 1st by using the online scheduling system at www.RecycleSmart.info or by calling the RecycleSmart Hotline at 231-941-5555. The HHW drop-off location will be provided upon appointment confirmation.

Household hazardous waste products should be handled with care when preparing them for transport to the drop-off event. Keep products in original containers and don't mix products together. Keep containers tightly sealed, packed in a box in an upright, stable position. Transport HHW as far away as possible from you in your vehicle, such as in the bed of a pick up or car trunk.

Items accepted at the HHW collection events include: oil-based paint, latex paint, solvents, automotive fluids, household cleaners, lawn and garden chemicals, pesticides, batteries, fluorescent light bulbs and more.

Small businesses, organizations and schools may qualify to dispose of HHW at a drop-off event. Visit RecycleSmart.info for details about Conditionally Exempt Small Quantity Generator (CESQG) specifications.

For more information, visit www.RecycleSmart.info or call the RecycleSmart Hotline at 231-941-5555.

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**ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
March 14, 2016 7:00 p.m.**

CALL TO ORDER: 7:01pm

ROLL CALL:

PC Members Present: D. Rosa, D. White, S. Feringa, K. Wentzloff, M. Timmins, T. Forgette, B. Balentine, J. Jessup, and J. DeMarsh.

Staff Present: S. Winter, Zoning Administrator; J. Iacoangeli, Township Planner; J. Jocks, Counsel

A. LIMITED PUBLIC COMMENT: Opened @ 7:03p.

Andy Andres, 1107 Barlow St. - Inquired about the scheduled paving of Bunker Hill Road. Feringa indicated that work will be in conjunction with the Grand Traverse Band Bureau of Indian Affairs with design work to begin in 2016 with community input and construction anticipated in the 2017 season. Storm water component is part of the project.

Daren Klooster, 4520 Quail Court, TC. Inquired about Outdoor/Tent Sale in Meijer parking lot around the 4th of July.

Public comment closed @ 7:05p.

B. APPROVAL OF AGENDA: J. DeMarsh commented that the agenda seemed congested for one evening and suggested an item such as item G3 to be moved to the next meeting. Thought perhaps other items may need further discussion. Wentzloff indicated we were not held to a specific time limit and we could wait and see how the meeting progresses. Motion to approve agenda as submitted made by Timmins, support by Rosa; Motion passed unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: S. Feringa inquired on conflict of interest for New Business Item #2; GTTC Conceptual Plan Review. He indicated he has not been participating or given input on the designs being presented, however, he would recuse himself from this discussion.

D. CORRESPONDENCE: None

E. PUBLIC HEARINGS:

1. None

F. NEW BUSINESS:

1. Zoning Ordinance Rewrite Process – Article VIII: Site Plan Review

J. Iacoangeli lead a presentation that included components of the current Site Plan Review procedures. He went over some potential modifications and/or revisions to be considered for improvement, and included the timeline for the Zoning Ordinance rewrite. Overall he liked how the current Article is set up, it is very easy to review and

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is concise. Currently, the Article 8.2 process indicates that site plans, if part of a SUP, must go through a Public hearing before PC review/approval. Non-SUP site plans may go through a Public Hearing prior to review/approval by the PC. Time frame for a SUP takes about 3-4 months. Under non-SUP, it can take 2-3 months. The length of time is critical and many other communities are looking at this closely in order to compress the time frame in order to fit into a construction season.

Article 8.2.3 outlines the required components of the site plan. Since the township almost always look at building elevation, the township should require them to be provided up front as part of the submitted site plan. He strongly recommended to require all documentation/plans/elevations submitted in both printed and digital format. This would help make the review process easier and more complete. In digital form, as site plans can be immediately incorporated into GIS System and physically/geographically locate the project and see how the properties lay out and are being developed. Otherwise, everything has to be done by hand which takes much longer. In addition, requiring storm water control and drainage include measures for incorporation of low impact development storm water technologies, indication of impact to air sheds, incorporation of Dark Sky lighting technologies, utilization of native plant species for project landscaping and incorporation of pedestrian and non-motorized facilities all directly connect to milestones in the Community Master Plan. No added suggestions with respect to the Standards for Review and Approval and Conditions sections of the Article seemed necessary.

Lastly, Iacoangeli talked about the use of Administrative Review of Non-SUP site plans that are permitted by right and doesn't trip a trigger like excessive traffic generation or significant storm water facilities. An Administrative Review committee could likely include the Zoning Administrator, Township Engineer, Planning Commission chair and possible another member. They could meet monthly to review all of the plans and agency reviews and if it meets the ordinance without a trigger, it could be approved administratively. The US31-M72 business corridor form based code district is an example use indicator in that the code dictates specifically how properties are to be laid out and specific provisions are detailed out in the code. He wanted to put this component out there for review and discussion by the PC for possible consideration if not now, perhaps in the future. Many communities are moving in this direction.

Overall, the commission members liked the suggestions as presented. Feringa concurred that more and more firms are being asked to release site plan documentation digitally as part of the process though there are typically use disclaimers. He also asked for clarification that the elevation requirement was referring to building elevation. DeMarsh commented that he felt most of the local townships in the area have recognized, moving in that direction and/or used Administrative Review effectively to expedite the site plan review process. The township has moved in that direction as well with the adoption of form based code district. With a short construction season, seems inefficient to wait an additional 30 days for approval by the PC when the plan meets the document requirements of the ordinance and would be approved. Winter commented that Peninsula Township may explore the option of Administrative Review/Approval as part of their re-write, Blair Township uses it, East Bay uses it for their industrial park zones and their planner indicated they are looking to expand. Traverse City uses it effectively and last year, of the 248 land use permits they issued, 98% were by right developments where the majority were reviewed administratively. Only those that were designated special use or met a specific threshold were sent to the PC for review. Forgette asked if the specific triggers were defined and Iacoangeli indicated that if adopted he would work with Winter to come up with the specific items for review. Examples of triggers that could be, but not limited to, are excessive transportation/trip generation and proximity to adjacent properties, and sensitive natural areas such as creeks and wetlands. If a trigger condition occurs, then a full PC Review and/or Public Hearing would be used. The US31-M72 Business corridor and the Materials and Processing districts were thought to be example areas where this could apply. Winter indicated that this is already being done for substantial residential sites. Wentzloff clarified with counsel that the statute allows for approval by PC or Administrative Review team with discretion as long as they meet the criteria set in the zoning ordinance and conditions for approval can still be applied and required. Wentzloff also wanted to clarify that under the inclusion for incorporation of low impact development

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Cathy Dye, Clerk, within 24 hours of the meeting at 938-1350.

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storm water technologies that we provide possible examples like we did under the form based code.

The recommendation was for Winter, Iacoangeli and legal counsel to draft language and bring back to the PC for further review and possibly some examples of its use in the context of the current zoning. With respect to all of the Zoning Ordinance re-write we would be looking to complete by then end of calendar year. Board of Trustee review and approval would be in the October time frame.

2. GTTC Conceptual Plan Review - S. Feringa recused.

J. Iacoangeli summarized the submitted February 2012 conceptual drawings of GTTC with the current condition of storm water system superimposed on them. Additionally, a new drawing dated March 1, 2016 was submitted with the current storm water system showing the permitted uses within each area denoted in similar colors as the 2012 version. He also indicated that the developer was looking to rescind the area that was part of Amendment 3 (Redwood Homes) and go back to its original planned multiple family design. The Township is expecting a letter from the developer with this request for the PC to review soon. Iacoangeli is going to review the recorded square footage numbers to make sure it aligns with the approved SUP but felt it is pretty accurate. In summary, the overall plan is coming back to where it was with the inclusion now with all of the permitted uses and the actual constructed storm water system. Iacoangeli also commented that the GTTC is zoned R3 with this SUP which could be converted to Corridor-Flex. By doing so, this could allow for less parking lot requirements and thereby reducing the amount of storm water. Additionally, the use of form based code would help set the building use, form and structure look that the township desires. Forgette asked what more would the township get from the use of form based code underlying this SUP. Iacoangeli feels the markets have shifted from 2000 when this was originally designed and very few are building this type of development. In summary, this continues to be a work in progress and will continue to evolve over time.

G. OLD BUSINESS:

1. Zoning Ordinance Amendment 037 – Planned Development

Public hearing was held in January. Discussion concentrated on sending and receiving zones. The agriculture zone is primarily the sender. The township is not a broker; it's an incentive for the developer and an agreement between the developer and the property owner in the sending zone. This is only for a Planned Development. Discussion occurred whether or not it could go from receiving to receiving, how it affects the PDR area, and the stipulations related to wetlands. Density transfer is just one element. Winter provided examples to the PC of how it would work through the process and stepped through each. It is a big negotiating agreement between the developer and the PC. It is not meant to circumvent the ordinance. If the property zoning is primary residential, it shall remain primarily residential. Feringa suggested a change with respect to the software version requirements. A procedural summary as part of the document was recommended by counsel. Winter suggested visual representation may be helpful as well. Discussion occurred on termination and expiration date time line. Iacoangeli and counsel suggested language that automatically terminated date of approval if construction does not occur within a year unless an extension in writing is approved by the Board. This eliminates gray area and puts burden on applicant to keep track of clock. White asked if PD is terminated. Counsel some language should be drafted in the contract and/or in PD regarding that the density transfer should be returned if PD expires. A version of this ordinance was approved 6-7 years and then was rescinded. A good example of how this works is the old Norris Elementary site. Nothing could be done or development as a result of the use of a PD ordinance. Andy Andres asked if a receiving zone could be a sending zone as well. Iacoangeli thought the only justification would be if one of the pieces of the receiving property had unique features that township would want to protect. Perhaps language could be adopted to clarify. PC asked for revisions to be incorporated and will review again in April.

2. Zoning Ordinance Amendment 038 – Temporary Outdoor Sales

Winter looked at other townships and a definition was added to the Amendment. He provided a quick summary of

If you are planning to attend and are physically challenged, requiring any special assistance, please notify Cathy Dye, Clerk, within 24 hours of the meeting at 938-1350.

DRAFT UNAPPROVED

the ordinance “Tent” was removed from the title to expand the type of uses that would be allowed, but still in the spirit of the proposed amendment. (i.e. Christmas tree sales during the holidays, summer sidewalk sale, etc.). The provisions discussed related to tents were included so that they would still apply if a tent is to be used. Adding PD may be warranted. Winter went through items in the ordinance including signage. Counsel suggested incorporating a change in notification to two business days. Board was wanting to make this ordinance as extension of business. Rosa asked if anyone spoke to Acme Business Association. Winter indicated he spoke to them and they felt it made sense. Rosa thought restriction of flags/balloons etc was too strict. A discussion occurred with respect to extension of business and third party vendors. Members discussed outdoor sales items that may be an extension of existing components of business inventory, such as selling the same product as the “store”, but outdoor sales vendor having a greater inventory. Winter suggested that perhaps fee could be adjusted based on whether the applicant was an existing brick and mortar store or third party. Timmins preferred not allowing 3rd party vendors and did not want a series of tents across township. Discussion occurred on number of events allowed for one business during course of year. Clearer language needed. Counsel suggests draft language saying no one business shall have outdoor sales of more than 30 days during one calendar year. The question was asked if the business owner took out the permit for an outdoor sale, and assumed any responsibility for such sale, why would the township care. Timmins is not so concerned about allowing third party vendors, but rather does not want Township looking like a big tent sale. Feringa liked the fact of having the property owner responsible. DeMarsh asked about what direction the board was looking to achieve. Iacoangeli reminded commission members that whoever comes in for the permit must disclose on the application what it is they will be selling. Winter commented that the ordinance can always be amended. Wentzloff thought the way the ordinance was drafted reflected the PC discussion from last month. Consensus by the PC was to keep the draft ordinance language as presented with the minor clarifications and changes. Changes include requiring application to be submitted 2 business days prior to event, add in PD, and require that no business shall exceed 30 days of outdoor sales per calendar year as part of the permit.

Motion by Timmins to set a public hearing for Zoning Ordinance Amendment 038 – Temporary Outdoor Sales for the April 11th Planning Commission meeting with changes; support by Balentine. Motion passed unanimously.

3. Draft Police Power Ordinance – Mobile Food Vending Units

This would be a Police Power Ordinance adopted by the Township Board, however, they have tasked the Planning Commission to draft the language. The draft language was modeled after food truck ordinances in other jurisdictions throughout the state. Board has expressed not wanting their operation on park property. PC decided to postpone discussion on this until next meeting.

H. ADMINISTRATIVE ACTION

1. Receive and file Township Board Minutes 1/5/16 - Motion to receive and file made by Timmins; support by Rosa. Motion passed unanimously.
2. Receive and file Township Board Minutes 2/2/16 - Motion to receive and file made by Timmins; support by White. Motion passed unanimously.
3. Receive and file Parks and Trails Committee Minutes 12/18/15 - Motion to receive and file made by Timmins; support by Rosa. Motion passed unanimously.
4. Receive and file Parks and Trails Committee Minutes 1/22/16 - Motion to receive and file made by Timmins; support by Balentine. Motion passed unanimously.
5. Receive and file Parks and Trails Committee Minutes 1/28/16 - Motion to receive and file made by Timmins; support by Balentine. Motion passed unanimously.
6. Approve draft Planning Commission Minutes 1/11/16 - Motion to receive and file made by Timmins; support by Balentine. Feringa requested edit on meeting minutes on page 3, Administrative Action H#4 for missed supported motion. Timmins withdrew motion. Minutes to

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be corrected and presented for approval next meeting.

I. PUBLIC COMMENT & OTHER PC BUSINESS

1. Zoning Administrator Report: Shawn Winter provided a summary of the current ZA activity since the January 2016 meeting.
 - Permits issued since the January 11th PC Meeting:
 - o Land Use Permits – 7
 - New Home: 5
 - Accessory: 1
 - Addition: 1
 - o Sign Permits – 1 (Permanent: Blue Star Memorial Highway sign at Bayside Park)
 - Township Board approved the Parks and Trails Committee’s recommended improvements to Bayside Park for 2016 utilizing the previously allocated \$67,000. Township Board also approved \$100,000 in matching funds for the MNRTF Grant Application for improvements to Bayside Park for the grant application due April 1st.
 - Next Month:
 - o Potential Site Plan Review for the relocation of Chase Bank branch
2. Planning Consultant Report: John Iacoangeli - no new items to report
3. Township Board Report: D. White shared that the Township Board approved an additional \$25,000 for Parks grant. Timmins added that Conservancy raising contribution for Parks grant from \$125,000 to \$200,000.
4. Parks & Trails Committee Report: Marcie Timmins shared that the new park and trail committee had been formed (many members of PC, township staff, and community members are involved). Seeming to gain momentum. Working on grant schedules and applications for Bayside Park.

ADJOURN: Motion to adjourn made by Timmins; support by Balentine. Motion passed unanimously. Meeting adjourned at 9:44p.



ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
February 5th, 2016 8:30 a.m.
Draft Minutes

ROLL CALL:

Committee: Absent DeMarsh Ex. Absent Feringa X Heffner
 X Jenema Ex. Absent LaPointe X Timmins
 X Wentzloff

Advisory: Ex. Absent Clark X Heinert X Henkel
 X Kushman X McDonough X Winter

A. PUBLIC COMMENT: Eric Nuffer; Crescent Haven Hill, Acme. He is a Kite boarder who came to speak on his support of the park plan. He asked if there would remain an area clear enough that the kite boarders could have about 75ft. In order to launch from when there is good wind from that site which are south west and north-west winds.

Discussion followed on the space that would be created by the retaining wall/seat wall. Discussed the use of the second “beach pod” area. Eric agreed that there should be enough room there to launch from.

Closed 8:45am

B. APPROVAL OF AGENDA:

Motion by Wentzloff 2nd. By Heffner motion carries

C. INQUIRY AS TO CONFLICTS OF INTEREST: none

D. ACTION:

1. Adopt Parks and Trails Committee minutes 01/22/16

2. Adopt Parks and Trails Committee minutes 01/28/16

Motion by Wentzloff, 2nd. By Timmins to approve the minutes of the Park and Trails Committee minutes from 1/22/16 and 1/28/16.

Motion carries

E. REPORTS

1. None

F. NEW BUSINESS:

1. Selection of design components for the MNRTF Grant Application

Klaus presented an updated cost estimate and new plan update.

Jenema summarized the things that the committee removed from the last meeting.

1) South parking area

2) Play Ground

3) Mobi Mat

4) 2nd. Phase of garden club

5) new to the list the pavilion- part of a phase three discussion

Put back in – the TART trail connector piece.

Klaus went over price point on lawn site improvements, added class to fill for lawn improvements, widened side walk, price of hydro-turf for the large open space, cost of beach sand to widen the beach and land scape cost.

Discussion followed about not wanting to ripe of anything in the initial stages in order to complete the later stages. Klaus talked about staging from the south end, said it wouldn't be a problem.

McDonough talked about how the GTRLC has warped the Acme fundraising goals into a larger campaign. Discussed talking to the GTRLC board about raising an additional \$75K if the township would pledge another \$25K.

After seeing the cost estimate for the entire plan the committee discussed which projects should be pulled out of phase 2, to possibly make up a phase 3 if the board approves it.

Klaus clarified how the components that make up the park plan each carry a different weight and how we need to balance what we pull out for a possible phase 3 with leaving in enough to get the most desired points.

2) Recommendation for 2016 Work Program

Motion: by Wentzloff 2nd. By Timmins

Recommend to the board phase A1 for the 2016 work program with the \$67k designated by the board as presented.

Motion carries.

Discussion turned to the phase 1 that the committee would like to obtain a MDNR grant for, consensus of large components to put in the phase 1 plan are.

1) TART trail connector

2) Play ground

3) fabric shelters

Motion: by Wentzloff 2nd. By Timmins

Motion to move that the DRN grant application include all the projects that are in column C. take to the board March 1st.

Motions carries

Will be having a public hearing to address this at the March 1st board meeting, Shawn will be putting the notices up.

Klaus will have a grand draft by mid-March. So that we have time to fine tune it as a township. Neil is our contact while Klaus is gone.

Jenema will have the resolution for the March 1st. Board meeting.

G. OLD BUSINESS:

1. Committee Mission & Vision Statements (it time allows) – Shawn Winter, Amy Jenema – moved to discuss after the April 1st grant deadline. Must be completed by June 30th. We are still working under the 6 month guide line.

H. PUBLIC COMMENT Eric Nuffer- liked the design asked why the scalloped pods were designed near the beach.

Klaus talked about it being part of the natural topography, and wave action.

Eric wondered if people would be able to walk the shore, and if light poles where in the first phase.

Klaus assured him people can still walk on the beach, and that the light poles weren't in first phase and the placing of the lights was not yet set.

Eric supported the plan and tart trail connectors and the items moved to phase 3.

Jean proposed an action item to work with Matt to put together a grant strategy.

Asked about the Trust Funds view of park hours?

Matt said no view on hours. Only thing that will effect the points is if we charge a fee to get in the park.

Jean wanted to make sure we had an answer as to how people will cross 31 when we presented at the board meeting.

Shawn noted March 1st is our dead line to have the park's and rec plan uploaded.

Jenema discussed presentation strategy to tie all previous plans together.

Wentzloff discussed needing a sign.

Winter asked about the need to merge the parcels.

McDonough suggested shading the park plan to make sure everyone is very clear about what is park and what is not.

**ADJOURN: Motion to adjourn 10:56 Karly 2nd. Heffner.
Motion carries**



ACME TOWNSHIP PARKS & TRAILS MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
March 11, 2016 10:00 a.m.
Draft Minutes

ROLL CALL:

Committee:

<u>Absent</u> DeMarsh	<u>X</u> Feringa	<u>X</u> Heffner
<u>X</u> Jenema	<u>X</u> LaPointe	<u>X</u> Timmins
<u> </u> Wentzloff		

Advisory: <u>Absent</u> Clark	<u>X</u> Heinert	<u>X</u> Henkel
<u>X</u> Kushman	<u>X</u> McDonough	<u>X</u> Winter

A. PUBLIC COMMENT: None**B. APPROVAL OF AGENDA: Motion to approve agenda Feringa 2nd. Timmins
Motion carries****C. INQUIRY AS TO CONFLICTS OF INTEREST: None****D. ACTION:****1. Approve Draft Minutes of:****a. Parks & Trail Meeting Minutes 02/05/16**

Motion to table minutes from 02/05/16 meeting until our next meeting Timmins, 2nd. Lapointe
 Motion carries

E. REPORTS**1. Township Board – Jenema**

Jenema Discussed what happened at the last board meeting.

- Board supported a \$100k match for the Bayside park project, GTRLC raising \$200k going for full grant match of \$300k
- Supported \$67k of phase one summer of 2016 getting bids
- Board has to approve the minutes from the (3/1/16) board meeting, there will be a special meeting on Wednesday 3/16/16 to approve those minutes.

Lapointe asked when documentation would be done to send out and get bids for the Bayside projects

Jenema said that question would be addressed later in the meeting.

2. TART – Kushman

TART has had discussions with some of the land owners, Shawn Winter and Jim Heffner joined him.

Gave the committee a map of the lands (those outlined in blue) that had land owners that have given their permission and are ready to work with TART and the township on this project.

Have engaged farmers to find out their concerns and get their input about trails that go along farmland.

Jenema asked to have a conceptual plan presented to the board at the April board meeting. Nothing formal more of a first look. Maybe the May board meeting for a more formal presentation.

Jim questioned what was going to be presented to the board just the concept along Mt. Hope or the one along the bay front parks also.

Jenema discussed

LaPointe asked about long term maintenance as opposed to winter maintenance.

Kushman said that was all part of the conversation that is just starting to take place.

LaPointe asked about winter maintenance vs. summer as far as township responsibility is concerned.

Jenema talked about the different discussions going on as to who will own what, within the county and township.

Kushman clarified that there is no commitment as of now on the part of the township or private citizens.

Discussed who owned the easements from the private land holders

Kushman also clarified that there was zero insurance liability on the part of the township when it came to people injuring themselves on a trail that goes through Acme.

3. Grand Traverse Regional Land Conservancy – McDonough

Confirmed that staff approved the increase in grant match for the township to \$200k

4. Universal Accessibility – Timmins

Disability Network is writing a support letter. They are ready to get involved whenever the township is ready.

5. Autumn Olive – Winter

Called Roughed Grouse Society about Yuba Creek Natural Area, they said they could come and do it in May or early June. Have been asked to wait until after July 15th to accommodate the birders.

Americorp had to stop cutting the autumn olive by hand due to the sap starting to flow. They will be back in the fall. Discussion followed on where the best place to have them cut by hand would be. They used 2 of the 5 gallons of pesticide the township bought. The Americorp group expressed how surprised they were by how much the Autumn olive had spread into the woods.

Lapointe talked about future projects on the steep shelves.

Elizabeth Sanders has requested to plant a Monarch butterfly milkweed garden at Bayside Park. The committee discussed if that was the best placement for it. It was decided Yuba would be a better spot. McDonough talked about how the GTRLC was partnering to establish 20, 2 acre plots to provide pollinator habitat.

Lapointe talked about doing it off the lower trail, on the west side toward the trees. McDonough suggested Elizabeth could contact Angie Lucas at the GTRLC to help decide best placement at Yuba.

F. NEW BUSINESS:

1. Preliminary Conceptual Trail Alignment – Heinert

Klaus had a preliminary map to show the proposed bike routes.

Discussion followed about trail connectors and where they could happen within the township, how private property and easements where both looked at.

Jenema talked about needing to know the maintenance cost and up keep requirements. Those things will both be discussed as planning moves forward.

G. OLD BUSINESS:

1. MNRTF Grant Application:

a. Updated Park Design

Klaus gave an overview of changes that were made and the reason for the amount of detail that was put into it, in order to get real enough numbers to work with for the grant.

Included in the grant are;

- 10 ft. walk ways
- Parking lot was moved a bit to make it fit better in the space, the parking lot will connect to Bay Shore Dr., the back lot is one way in order to allow them to use the light to exit. MDOT supports use of the traffic light
- Split the playground into 2 smaller components, to be split into 2 phases.
- Provided bike racks, large racks to accommodate 5 or 6 bikes
- Discussed different methods of water infiltration for the groomed maintained green spaces to keep them from getting soggy.
- Mobi mats and transfer station

- Beach wall
- Shade canopy's
- Trail/walk way within the park
- Natural area

b. Draft Narrative/Outline

Grant discussion began Jean Aukerman was brought into the discussion

Klaus had all the grant worksheet numbers, he was ready to cover any section the committee wanted. He was still working to put together the supporting documents and graphics at the time of the meeting.

Jean asked about Acme's advantages over other community's in the area. Discussion followed.

Klaus talked about thinking about universal access not as just those with disabilities but also the other ends of the scale. Seniors and young kids and the needs that they have and how the park supports that.

Klaus discussed inventorying things that the township already owned, picnic tables, etc. and what we are going to reuse and what we won't. Not at that level of detail yet.

Gordie asked how much the DNR trust fund had to award?

Klaus and Matt confirmed that last year it was 9 million, this year would be less but not sure yet how much that amount would be.

McDonough went through the Trust fund point system so we could better understand it, and the things that are important to the DNR, to have represented within the park.

Discussed the importance of having a regional trail head identified on the plan.

LaPointe asked about when bids would be going out for the first phase.

Klaus has to get the contract to Jay. Will be ready no later than the week of March 21st to put bids out to contractors.

Klaus will have the narrative to Shawn and Jean the morning of Wed. 3/16, so that Jean and Shawn can have time to review and turn it back over to Klaus before it gets submitted.

Letters of support and documents still needed to obtain and person responsible for following through.

- Watershed Center- Timmins
- Rotary Charities- Aukerman
- Combined tax ID and legal description of Bayside park-Winter
- Resolution and Board meeting minutes- Winter (as soon as the board minutes are approved

Target day to have everything gathered and grant to be submitted is Friday March 25th.

H. PUBLIC COMMENT none

ADJOURN: Timmins makes a motion to adjourn 12:15 , 2nd. Heffner.

Motion carries.

Prepaid

CHECK DISBURSEMENT REPORT FOR ACME TOWNSHIP
 CHECK DATE FROM 03/02/2016 - 03/31/2016

Banks: CHASE

Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/09/2016	CHAS	23580	ACE HARDWARE	REPAIRS & MAINT	101-265-930.000	6.99
03/09/2016	CHAS	23581	AMERICAN WASTE	REPAIRS & MAINT	101-265-930.000	50.00
03/09/2016	CHAS	23582	CHARTER COMMUNICATIONS/SPECTRUM	CABLE INTERNET SERVICES	101-265-851.000	377.57
03/09/2016	CHAS	23583	CHERRYLAND RURAL ELECTRIC	ELECTRIC UTILITIES TOWNHALL/SAYLER P	101-265-920.000	58.43
		23583		STREET LIGHTS/YUBA PK RD & US 31 N	101-265-921.000	364.37
						422.80
03/09/2016	CHAS	23584	CONSUMERS ENERGY	STREET LIGHTS	101-265-921.000	501.96
03/09/2016	CHAS	23585	DTE ENERGY	MICH CON GAS	101-265-922.000	568.77
03/09/2016	CHAS	23586	GRAND TRAVERSE COUNTY -DPW	REPAIRS & MAINT	101-750-930.000	30.00
03/09/2016	CHAS	23587	PETTY CASH	PASSPORT FEES	101-000-465.000	8.00
		23587		POSTAGE FOR PASSPORTS	101-000-465.001	131.68
		23587		SUPPLIES & POSTAGE	101-265-726.000	15.89
						155.57
03/17/2016	CHAS	23588	BALOG, CAROLYN	SALARIES	101-191-702.000	207.50
03/17/2016	CHAS	23589	CHASE USA	SUPPLIES & POSTAGE	101-101-726.000	23.88
		23589		dues subscriptions	101-101-960.000	16.99
		23589		SUPPLIES & POSTAGE	101-191-726.000	90.38
		23589		TRAVEL & MILEAGE	101-215-860.000	31.18
		23589		REPAIRS & MAINT	101-265-930.000	292.26
						454.69
03/17/2016	CHAS	23590	JAMES DYE	SALARIES	101-191-702.000	182.50
03/17/2016	CHAS	23591	JENNY PIKE	SALARIES	101-191-702.000	207.50
03/17/2016	CHAS	23592	JONES THOMAS	SALARIES	101-191-702.000	120.00
03/17/2016	CHAS	23593	KCI	SUPPLIES & POSTAGE	101-209-726.000	102.07
03/17/2016	CHAS	23594	KIPLEY A JILL	SALARIES	101-191-702.000	224.50
03/17/2016	CHAS	23595	LARRY NORTON	SALARIES	101-191-702.000	227.50
03/17/2016	CHAS	23596	MAASBERG SUSAN	SALARIES	101-191-702.000	55.00
03/17/2016	CHAS	23597	MARIE THERESA BAK	SALARIES	101-191-702.000	207.50
03/17/2016	CHAS	23598	MINICK H. KATHERINE	SALARIES	101-191-702.000	120.00
03/17/2016	CHAS	23599	NEOFUNDS BY NEOPOST	SUPPLIES & POSTAGE-ELECTIONS	101-191-726.000	325.21
		23599		SUPPLIES & POSTAGE-ASSESSOR	101-209-726.000	74.79
						400.00
03/17/2016	CHAS	23600	OLOSKY BETH	SALARIES	101-191-702.000	187.00

Banks: CHASE

Check Date	Bank	Check #	Payee	Description	GL #	Amount
03/17/2016	CHAS	23601	PELTONEN, DENISE	SALARIES	101-191-702.000	217.50
03/17/2016	CHAS	23602	RYAN, MARY	SALARIES	101-191-702.000	197.50
03/17/2016	CHAS	23603	SCHLEGEL SONIA	SALARIES	101-191-702.000	155.00
03/17/2016	CHAS	23604	SHARMA ZOLLINGER	SALARIES	101-191-702.000	40.00
03/17/2016	CHAS	23605	SHELL OIL COMPANY	REPAIRS & MAINT	101-750-930.000	79.35
03/17/2016	CHAS	23606	SLACK, JULIA	SALARIES	101-191-702.000	230.00
03/17/2016	CHAS	23607	SUSAN EWING	SALARIES	101-191-702.000	207.50
03/17/2016	CHAS	23608	TRAVERSE CITY RECORD EAGLE	PUBLICATIONS-TOWNSHIP BOARD	101-101-900.000	168.75
		23608		PUBLICATIONS-ELECTIONS	101-191-900.000	73.50
		23608		PUBLICATIONS-PLANNING & ZONING	101-410-900.000	104.50
						346.75
03/17/2016	CHAS	23609	WILLIAMS, CHERYL	SALARIES	101-191-702.000	105.00
03/28/2016	CHAS	23610	GRAND TRAVERSE METRO ESA	METRO FIRE CONTRACT	206-000-805.000	232,020.59
TOTAL - ALL FUNDS				TOTAL OF 31 CHECKS		238,408.61

--- GL TOTALS ---

101-000-465.000	PASSPORT FEES	8.00
101-000-465.001	POSTAGE FOR PASSPORTS	131.68
101-101-726.000	SUPPLIES & POSTAGE	23.88
101-101-900.000	PUBLICATIONS	168.75
101-101-960.000	dues subscriptions	16.99
101-191-702.000	SALARIES	2,891.50
101-191-726.000	SUPPLIES & POSTAGE	415.59
101-191-900.000	PUBLICATIONS	73.50
101-209-726.000	SUPPLIES & POSTAGE	176.86
101-215-860.000	TRAVEL & MILEAGE	31.18
101-265-726.000	SUPPLIES & POSTAGE	15.89
101-265-851.000	CABLE INTERNET SERVICES	377.57
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	58.43
101-265-921.000	STREET LIGHTS	866.33
101-265-922.000	MICH CON GAS	568.77
101-265-930.000	REPAIRS & MAINT	349.25
101-410-900.000	PUBLICATIONS	104.50
101-750-930.000	REPAIRS & MAINT	109.35
206-000-805.000	METRO FIRE CONTRACT	232,020.59

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 0000000520 - A & D ASSESSING:							
APRIL 2016							
7438	A & D ASSESSING ASSESSING 101-209-803.002	04/05/2016 CATHY DYE	04/05/2016	3,333.34	3,333.34	Open	N 04/05/2016
	ASSESSING CONTRACT SERVICES			3,333.34			
	Total for vendor 0000000520 - A & D ASSESSING:			<u>3,333.34</u>	<u>3,333.34</u>		
Vendor AMERICAN S - AMERICAN SECURITY CABINETS:							
15-12639							
7442	AMERICAN SECURITY CABINETS TOWNSHIP HALL DROP BOX 101-253-726.000 101-215-726.000	04/05/2016 CATHY DYE	04/05/2016	1,727.00	1,727.00	Open	N 04/05/2016
	SUPPLIES & POSTAGE			863.50			
	SUPPLIES & POSTAGE			863.50			
	Total for vendor AMERICAN S - AMERICAN SECURITY CABINETS:			<u>1,727.00</u>	<u>1,727.00</u>		
Vendor 0000001660 - BECKETT & RAEDER:							
2016076							
7439	BECKETT & RAEDER ACME TWP PLANNING SERVICES 2012 101-410-803.001	04/05/2016 CATHY DYE	04/05/2016	750.00	750.00	Open	N 04/05/2016
	PLANNING CONSULTANT			750.00			
2016052, 2016065							
7473	BECKETT & RAEDER PLANNING SERVICES, PLANNER; PRINCI 101-410-803.005 101-410-803.000	04/05/2016 CRISTY DANCA	04/05/2016	261.25	261.25	Open	N 04/05/2016
	PLANNING & CONSULTANT T & A			21.25			
	PLANNER SERVICES			240.00			
2016117, 2016118							
7488	BECKETT & RAEDER AND INVOICE 2016119:PLANNING SERV 101-410-803.005-901 101-410-803.001 101-410-803.001	04/05/2016 CRISTY DANCA	04/05/2016	1,295.00	1,295.00	Open	N 04/05/2016
	PLANNING & CONSULTANT T & A - PLANNER			42.50			
	PLANNING CONSULTANT - RETAINER			750.00			
	PLANNING CONSULTANT - GIS, ML MAPS			502.50			
	Total for vendor 0000001660 - BECKETT & RAEDER:			<u>2,306.25</u>	<u>2,306.25</u>		
Vendor 0000002900 - CHERRYLAND RURAL ELECTRIC:							
MARCH 23, 2016							
7490	CHERRYLAND RURAL ELECTRIC GENERAL SERVICE OUTDOOR LIGHTING (101-265-921.000	04/05/2016 CRISTY DANCA	04/05/2016	11.42	11.42	Open	N 04/05/2016
	STREET LIGHTS/YUBA HERITAGE			11.42			
	Total for vendor 0000002900 - CHERRYLAND RURAL ELECTRIC:			<u>11.42</u>	<u>11.42</u>		

INVOICE REGISTER REPORT FOR ACME TOWNSHIP
 EXP CHECK RUN DATES 04/05/2016 - 04/05/2016
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Inv Ref#	Description	Entered By					
Vendor 0000003300 - CONSUMERS ENERGY:							
MARCH 2016							
7483	CONSUMERS ENERGY	04/05/2016	04/05/2016	865.38	865.38	Open	N 04/05/2016
	ELECTRIC	CATHY DYE					
	101-265-921.000	STREET LIGHTS-	5741 LAUTNER RD	83.26			
	101-265-920.000	ELECTRIC UTILITIES	TOWNHALL-6042 ACME	736.69			
	101-265-920.000	ELECTRIC UTILITIES	TOWNHALL-5875 US HWY	22.71			
	101-265-920.000	ELECTRIC UTILITIES	TOWNHALL-5827 US HWY	22.72			
	Total for vendor 0000003300 - CONSUMERS ENERGY:			865.38	865.38		
Vendor 0000003400 - CULLIGAN WATER, MCCARDEL:							
FEBRUARY 24, 2016							
7474	CULLIGAN WATER, MCCARDEL	04/05/2016	04/05/2016	72.00	72.00	Open	N 04/05/2016
	3 BOTTLED WATER DEL'D, DELIVERY FE	CRISTY DANCA					
	101-265-930.000	REPAIRS & MAINT		72.00			
	Total for vendor 0000003400 - CULLIGAN WATER, MCCARDEL:			72.00	72.00		
Vendor EPS - EPS:							
A748280							
7440	EPS	04/05/2016	04/05/2016	156.84	156.84	Open	N 04/05/2016
	ALARM SYSTEM MONITORING	CATHY DYE					
	101-750-930.000	REPAIRS & MAINT		156.84			
	Total for vendor EPS - EPS:			156.84	156.84		
Vendor 7890 - GRAND TRAVERSE COUNTY:							
91493							
7465	GRAND TRAVERSE COUNTY	04/05/2016	04/05/2016	41.13	41.13	Open	N 04/05/2016
	EQUALIZAATION MBOR DATE AND TIME R	CATHY DYE					
	101-247-900.000	PUBLICATIONS		41.13			
91432, 91433							
7471	GRAND TRAVERSE COUNTY	04/05/2016	04/05/2016	7,138.31	7,138.31	Open	N 04/05/2016
	ACME SEWER, ACME WATER-HOPE VILLAG	CATHY DYE					
	590-000-956.001	OPERATING & MAINT EXP		6,120.92			
	590-550-956.001	OPERATING & MAINT EXP		1,017.39			
91524, 91525							
7484	GRAND TRAVERSE COUNTY	04/05/2016	04/05/2016	12,222.19	12,222.19	Open	N 04/05/2016
	ACME SEWER, ACME WATER	CATHY DYE					
	590-000-956.001	OPERATING & MAINT EXP		10,515.50			
	590-550-956.001	OPERATING & MAINT EXP		1,706.69			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
91459							
7491	GRAND TRAVERSE COUNTY JANUARY - MARCH 2016 SHERIFF - COU 207-000-802.000	04/05/2016 CRISTY DANCA	04/05/2016	19,604.25	19,604.25	Open	N 04/05/2016
	COMMUNITY POLICING CONTRACT			19,604.25			
	Total for vendor 7890 - GRAND TRAVERSE COUNTY:			<u>39,005.88</u>	<u>39,005.88</u>		
Vendor 0000007900 - GRAND TRAVERSE COUNTY -DPW:							
MARCH 2016							
7486	GRAND TRAVERSE COUNTY -DPW SEWER FLAT 101-265-923.000	04/05/2016 CRISTY DANCA	04/05/2016	60.00	60.00	Open	N 04/05/2016
	SEWER TOWNSHIP HALL			60.00			
	Total for vendor 0000007900 - GRAND TRAVERSE COUNTY -DPW:			<u>60.00</u>	<u>60.00</u>		
Vendor 0000007950 - GRAND TRAVERSE METRO ESA:							
810							
7475	GRAND TRAVERSE METRO ESA PART-TIME EMS STAFFING FOR FEBRUAR 206-000-802.004	04/05/2016 CRISTY DANCA	04/05/2016	7,089.12	7,089.12	Open	N 04/05/2016
	CONTRACTED EMPLOYEE SERVICES			7,089.12			
	Total for vendor 0000007950 - GRAND TRAVERSE METRO ESA:			<u>7,089.12</u>	<u>7,089.12</u>		
Vendor GREAT - GREATAMERICA FINANCIAL SVCS:							
18468745							
7480	GREATAMERICA FINANCIAL SVCS HP BUSINESS DESKTOP COMPUTERS 101-101-804.000	04/05/2016 CRISTY DANCA	04/05/2016	311.65	311.65	Open	N 04/05/2016
	SOFTWARE SUPPORT & PROCESSIN			311.65			
	Total for vendor GREAT - GREATAMERICA FINANCIAL SVCS:			<u>311.65</u>	<u>311.65</u>		
Vendor 0000007912 - GTR LAND CONSERVANCY:							
APRIL 15, 2016							
7464	GTR LAND CONSERVANCY PAYMENT #1 SERVICE AGREEMENT 225-000-802.004	04/05/2016 CATHY DYE	04/05/2016	7,500.00	7,500.00	Open	N 04/05/2016
	CONTRACTED EMPLOYEE SERVICES			7,500.00			
	Total for vendor 0000007912 - GTR LAND CONSERVANCY:			<u>7,500.00</u>	<u>7,500.00</u>		
Vendor 0000010300 - INTEGRITY BUSINESS SOLUTIONS:							
1347434-0							
7476	INTEGRITY BUSINESS SOLUTIONS 5 3-RING BINDERS, PAPER, CLEANER, 101-265-726.000	04/05/2016 CRISTY DANCA	04/05/2016	81.52	81.52	Open	N 04/05/2016
	SUPPLIES & POSTAGE			81.52			
	Total for vendor 0000010300 - INTEGRITY BUSINESS SOLUTIONS:			<u>81.52</u>	<u>81.52</u>		

INVOICE REGISTER REPORT FOR ACME TOWNSHIP
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
Vendor 0000011105 - KCI:							
250666 7489	KCI NEWSLETTER PRINTING, 2 PRE-PRESS, 101-209-726.000	04/05/2016 CRISTY DANCA	04/05/2016	1,119.73	1,119.73	Open	N 04/05/2016
		SUPPLIES & POSTAGE		1,119.73			
	Total for vendor 0000011105 - KCI:			1,119.73	1,119.73		
Vendor 0000011550 - KENDALL ELECTRIC INC:							
S104587141.001 7478	KENDALL ELECTRIC INC F34CWX/SS SYL 34W 4 FLR LAMP - TOW 101-265-930.000	04/05/2016 CRISTY DANCA	04/05/2016	89.85	89.85	Open	N 04/05/2016
		REPAIRS & MAINT		89.85			
	Total for vendor 0000011550 - KENDALL ELECTRIC INC:			89.85	89.85		
Vendor 0000011800 - KOPY SALES INC.:							
99409, 99410 7441	KOPY SALES INC. COPY MACHINE 101-265-930.000	04/05/2016 CATHY DYE	04/05/2016	152.27	152.27	Open	N 04/05/2016
		REPAIRS & MAINT		152.27			
	Total for vendor 0000011800 - KOPY SALES INC.:			152.27	152.27		
Vendor 0000012500 - KWIK PRINT:							
99837 7479	KWIK PRINT BLUEPRINTS 36X48.5 FULL COLOR, 30X 101-410-726.000	04/05/2016 CRISTY DANCA	04/05/2016	88.54	88.54	Open	N 04/05/2016
		SUPPLIES & POSTAGE		88.54			
	Total for vendor 0000012500 - KWIK PRINT:			88.54	88.54		
Vendor LAYNE - LAYNE CHRISTENSEN COMPANY:							
89080907 7472	LAYNE CHRISTENSEN COMPANY HOPE VILLAGE WELL 1 REHAB 590-550-956.001	04/05/2016 CATHY DYE	04/05/2016	18,945.00	18,945.00	Open	N 04/05/2016
		OPERATING & MAINT EXP		18,945.00			
	Total for vendor LAYNE - LAYNE CHRISTENSEN COMPANY:			18,945.00	18,945.00		
Vendor 14413 - MAILFINANCE:							
N5821777 7466	MAILFINANCE POSTAGE MACHINE LEASE APRIL 8,2016	04/05/2016 CATHY DYE	04/05/2016	146.97	146.97	Open	N 04/05/2016

INVOICE REGISTER REPORT FOR ACME TOWNSHIP
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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	GL Distribution 101-101-726.000	SUPPLIES & POSTAGE		146.97			
	Total for vendor 14413 - MAILFINANCE:			<u>146.97</u>	<u>146.97</u>		
Vendor 0000015050 - NORTHERN FIRE AND SAFETY:							
281565 7487	NORTHERN FIRE AND SAFETY ANNUAL FIRE INSPECTION	04/05/2016 CRISTY DANCA	04/05/2016	40.00	40.00	Open	N 04/05/2016
	101-265-930.000	REPAIRS & MAINT		40.00			
	Total for vendor 0000015050 - NORTHERN FIRE AND SAFETY:			<u>40.00</u>	<u>40.00</u>		
Vendor 0000016245 - OLSON, BZDOK&HOWARD, P.C:							
MARCH 7.2016 7467	OLSON, BZDOK&HOWARD, P.C ATTORNEY	04/05/2016 CATHY DYE	04/05/2016	1,545.00	1,545.00	Open	N 04/05/2016
	101-101-802.002	ATTORNEY SERVICES		352.39			
	101-410-802.002	ATTORNEY SERVICES		1,147.61			
	101-101-802.001	ATTORNEY SERVICES LITIGATION		45.00			
MARCH 7.2016 7468	OLSON, BZDOK&HOWARD, P.C ATTORNEY	04/05/2016 CATHY DYE	04/05/2016	90.00	90.00	Open	N 04/05/2016
	225-000-802.002	ATTORNEY SERVICES		90.00			
MARCH 7.2016 7469	OLSON, BZDOK&HOWARD, P.C ATTORNEY	04/05/2016 CATHY DYE	04/05/2016	240.00	240.00	Open	N 04/05/2016
	590-000-802.002	ATTORNEY SERVICES		240.00			
	Total for vendor 0000016245 - OLSON, BZDOK&HOWARD, P.C:			<u>1,875.00</u>	<u>1,875.00</u>		
Vendor 0000021700 - THIRLBY AUTOMOTIVE:							
211681 7477	THIRLBY AUTOMOTIVE LOW BEAM HEADLAMP FOR PLOW	04/05/2016 CRISTY DANCA	04/05/2016	28.39	28.39	Open	N 04/05/2016
	101-750-930.000	REPAIRS & MAINT		28.39			
	Total for vendor 0000021700 - THIRLBY AUTOMOTIVE:			<u>28.39</u>	<u>28.39</u>		
Vendor 0000022050 - TRI-GAS DISTRIBUTING CO:							
135440 7485	TRI-GAS DISTRIBUTING CO PROPANE FILL YUBA SHOP	04/05/2016 CATHY DYE	04/05/2016	298.23	298.23	Open	N 04/05/2016
	101-750-930.000	REPAIRS & MAINT		298.23			
	Total for vendor 0000022050 - TRI-GAS DISTRIBUTING CO:			<u>298.23</u>	<u>298.23</u>		

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INVOICE REGISTER REPORT FOR ACME TOWNSHIP
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 0022150 - TRUGREEN COMMERCIAL:							
43060887 7437	TRUGREEN COMMERCIAL ICE MELT 101-750-726.000	04/05/2016 CATHY DYE	04/05/2016	90.00	90.00	Open	N 04/05/2016
	SUPPLIES & POSTAGE			90.00			
	Total for vendor 0022150 - TRUGREEN COMMERCIAL:			<u>90.00</u>	<u>90.00</u>		
Vendor WYANT - WYANT COMPUTER SERVICES:							
MS18858, CW18689 7481	WYANT COMPUTER SERVICES GOLD SUPPORT MONITORING, MAINTENAN 101-101-804.000	04/05/2016 CRISTY DANCA	04/05/2016	1,362.04	1,362.04	Open	N 04/05/2016
	SOFTWARE SUPPORT & PROCESSIN			1,362.04			
	Total for vendor WYANT - WYANT COMPUTER SERVICES:			<u>1,362.04</u>	<u>1,362.04</u>		

INVOICE REGISTER REPORT FOR ACME TOWNSHIP
 EXP CHECK RUN DATES 04/05/2016 - 04/05/2016
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
# of Invoices:	32	# Due:	32	Totals:	86,756.42		86,756.42
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					<u>86,756.42</u>		<u>86,756.42</u>

--- TOTALS BY BANK ---

CHASE	GENERAL FUND	40,620.92
FARM	FARMLAND PRESERVATION	7,590.00
SEWER	ACME RELIEF SEWER	38,545.50

--- TOTALS BY GL DISTRIBUTION ---

101-101-726.000	SUPPLIES & POSTAGE	146.97
101-101-802.001	ATTORNEY SERVICES LITIGATION	45.00
101-101-802.002	ATTORNEY SERVICES	352.39
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	1,673.69
101-209-726.000	SUPPLIES & POSTAGE	1,119.73
101-209-803.002	ASSESSING CONTRACT SERVICES	3,333.34
101-215-726.000	SUPPLIES & POSTAGE	863.50
101-247-900.000	PUBLICATIONS	41.13
101-253-726.000	SUPPLIES & POSTAGE	863.50
101-265-726.000	SUPPLIES & POSTAGE	81.52
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	782.12
101-265-921.000	STREET LIGHTS	94.68
101-265-923.000	SEWER TOWNSHIP HALL	60.00
101-265-930.000	REPAIRS & MAINT	354.12
101-410-726.000	SUPPLIES & POSTAGE	88.54
101-410-802.002	ATTORNEY SERVICES	1,147.61
101-410-803.000	PLANNER SERVICES	240.00
101-410-803.001	PLANNING CONSULTANT	2,002.50
101-410-803.005	PLANNING & CONSULTANT T & A	21.25
101-410-803.005-901	PLANNING & CONSULTANT T & A	42.50
101-750-726.000	SUPPLIES & POSTAGE	90.00
101-750-930.000	REPAIRS & MAINT	483.46
206-000-802.004	CONTRACTED EMPLOYEE SERVICES	7,089.12
207-000-802.000	COMMUNITY POLICING CONTRACT	19,604.25
225-000-802.002	ATTORNEY SERVICES	90.00
225-000-802.004	CONTRACTED EMPLOYEE SERVICES	7,500.00
590-000-802.002	ATTORNEY SERVICES	240.00
590-000-956.001	OPERATING & MAINT EXP	16,636.42
590-550-956.001	OPERATING & MAINT EXP	21,669.08

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DB: ACME TOWNSHIP

INVOICE REGISTER REPORT FOR ACME TOWNSHIP
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			13,927.55	13,927.55		
	206 - FIRE FUND			7,089.12	7,089.12		
	207 - POLICE PROTECTION			19,604.25	19,604.25		
	225 - FARMLAND PRESERVATION			7,590.00	7,590.00		
	590 - ACME RELIEF SEWER			38,545.50	38,545.50		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			51,159.79	51,159.79		
	101 - TOWNSHIP BOARD OF TRUSTEES			2,218.05	2,218.05		
	209 - ASSESSOR'S EXPENDITURES			4,453.07	4,453.07		
	215 - CLERK'S EXPENDITURES			863.50	863.50		
	247 - BOARD OF REVIEW			41.13	41.13		
	253 - TREASURER'S EXPENDITURES			863.50	863.50		
	265 - TOWNHALL EXPENDITURES			1,372.44	1,372.44		
	410 - PLANNING & ZONING EXPENDITU			3,542.40	3,542.40		
	550 - HOPE VILLAGE- WATER			21,669.08	21,669.08		
	750 - MAINT & PARKS EXPENDITURES			573.46	573.46		

**Tribal Council Allocation of 2% Funds
Application Form**

PLEASE NOTE:

Under the terms of the consent decree, which settled *Tribes v. Engler* (Case No. 1:90-CV-611, U.S. Dist. Ct., West. Dist. Mich.), the Grand Traverse Band of Ottawa and Chippewa Indians, as defined in the stipulation, has agreed to pay 2% of its video gaming revenue to local units of government (i.e., local township, village, city, county board of commissioners, public school system).

***ONLY LOCAL UNITS OF GOVERNMENT LOCATED WITHIN GTB'S 6-COUNTY SERVICE AREA WILL BE CONSIDERED FOR 2% GRANTS.**

1. Allocation Cycle: June June 15, 2016__ Submission Date June 30th
 _____ December _____ Submission Date

2. Name of Applicant: Acme Township
 Address: 6042 Acme Road
 Williamsburg, MI 49690
 Phone #: 231-938-1350 Fax #: 231-938-1510
 Authorized Signature: _____
 Printed Name: Jay Zollinger
 Title: Township Supervisor
 Contact person: Name: Jay Zollinger
 Telephone #: 231-938-1350 Fax #: 231-938-1510

3. Type of Applicant: _____ Local Government _____ Local Court
 Township _____ County Commissioner _____ Road Commission
 _____ Public School District _____ College _____ Charter School
 _____ Public Library _____ Sheriff/Police Department _____ Fire Department

4. Fiscal Data: Amount Requested: \$ 220,000.00 .00 Percent: 50 %
 Local Leveraging: \$ 0 Percent: _____ %
 (Match)
 Total Budget: \$ 440,100.00 Percent: 100 %

5. Target Population: 1,058 Children 1,760 Adults 1,557 Elders (over 55 years)
 (Indicate the 33 Total GTB member Community _____ Others
 number of GTB
 members)

6. Counties Impacted: -Antrim Benzie Charlevoix
 X Grand Traverse Leelanau Manistee

7. Brief Description (purpose of funding); include statement of need:

The grant request will finance the Construction expense to to extend Tribal water along the main business corridor of Acme Township along M-72, to Mt. Hope RD and up Hope Road to the Hope Village area. The first step of an engineering assessment was completed by Acme Township and paid for with a Tribal 2% grant received in 2014 for this we thank the Tribe. At this time Fifty Percent of the Total Budget (\$440,000.00) cost or \$220,000 dollars are being requested to do engineering and possible start actual construction of an 12”PVC Main, Fire hydrants and Valve’s from the Tribal water feed to the GTTC property west of the first roundabout on MI 72 along MI 72 to Mt Hope road and then south terminating at the Hope Village area. The additional construction Dollars will be requested as part of a second two percent grant request. As you’re probably aware the Acme Township Board has no plans to go into the Water Business and has enjoyed a great working relationship with the East Bay Water Company and thanks it for serving Business in Acme Township today.

Commercial and business development will likely be stymied due to the lack of readily available and consistent water supply needed to meet the State Building and Fire Codes. It is anticipated that first phase of the Grand Traverse Town Center (Meijer) will increase development opportunities in this part of Grand Traverse County. However, any development occurring outside of the GTTC project area will have difficulties with accessing available water. As a result, if Acme Township does not have access to water then it will forego development and employment opportunities. Currently the number of jobs per one thousand residents is 344 which is lower than the state average of 439.1 jobs per one thousand residents. The highest percentage of employment in the Township is the “Service” sector which comprises 39.4% of the 1,524 jobs. “Retail” jobs which comprise 24.1% are heavily weighted toward eating and drinking places which can be seasonal and less sustainable. The lack of water will inhibit any planned business expansion in the Township.

Vested development within the project area includes the Grand Traverse Town Center which will be serviced by the GTB and Acme Village which is a 1990’s Special Use Permit to development property along Mt. Hope Road. These properties including existing businesses and vacant and underutilized properties along US-31 form the framework for the Acme Township business district. This area is part of larger Township initiative referred to as Acme Shores which a place-based plan to incorporate the business district with the recently acquired bay front properties. The Planning Commission is working on a revision to the zoning ordinance to create a form-based code for this area which will encourage more compact and higher density development. Again, none of this

development will materialize unless there is an available municipal (GTB) source of water to serve anticipated businesses and residents and meet the State Fire Code which requires fire suppression and sprinklers on commercial buildings and mixed use buildings (combination retail and residential). The new Goodwill store opened in the Spring of 2013 was given approval with a requirement they attach to water once its available.

8. This question only pertains to Public School Systems. If you are not a Public School system, skip to question 9.

(a) **Program formula: (1) \$5,000. Per school + (\$1,000 x # of GTB member students) = allocation.**
Please note: 1) In completing this section, only provide the student numbers of currently enrolled GTB members; do not include the general Native American data of your school system; and 2) there will be a cap of \$100,000 per school, based on the school's GTB membership count.

(b) Recommendation from Parent Committee: _____ YES _____ NO

(c) Describe parent involvement in project: _____

(d) Does the school receive Title IX Indian Education Funds? _____ YES _____ NO
 If yes, how much: _____

9. What are the start and completion dates of the proposed project?

Start September 2016 Completion June 2017,

10. Has applicant received prior awards through the Tribe's 2% funding allocation?

X YES _____ NO. If yes, please list the start and end dates and amount:

<u>06/2006</u>	<u>\$25,000.00</u>
<u>06/2008 - 06/2009</u>	<u>14,350.00</u>
<u>12/2009 - 06/2010</u>	<u>75,000.00</u>
<u>06/2010 - 11/2010</u>	<u>25,000.00</u>
<u>12/2010 - 12/2011</u>	<u>35,350.00</u>
<u>12/2010 - 12/2011</u>	<u>50,000.00</u>
<u>12/2010 - 12/2011</u>	<u>15,000.00</u>

<u>12/2011 – 12/2012</u>	<u>20,000.00</u>
<u>12/2012 – 12/2012</u>	<u>4,480.00</u>
<u>02/2013 – 04/2013</u>	<u>15,000.00</u>
<u>05/2013 – 09/2013</u>	<u>4,825.00</u>
<u>06/2013---8/2/2013</u>	<u>2892.21</u>
<u>012/2013---8/2/2014</u>	<u>14,000.00</u>
<u>06/2014---- 08/2014</u>	<u>22,000.00</u>
<u>06/2014--- 08/2014</u>	<u>7,000.00</u>
<u>06/2015--- 08/2015</u>	<u>20,070.00</u>

11. Are all of the previous allocations expended? YES NO.

If no, what are the start and end dates and amounts:

_____	-	_____	_____
_____	-	_____	_____
_____	-	_____	_____

12. Is the proposed project new _____ or a continuation project ?

If this is a continuation project, please explain why there is a need to continue funding:

This engineering project has been started by our Township engineering firm but there is considerable detail engineering work to be documented and completed. The First Phase was an engineering study, now the construction of actual water main in our first phase of many to serve Acme Township Customers.

13. Impact of Gaming on local program: (e.g., increase in student population, resulting from increase in Tribal employment or increase in emergency services to Casino patrons).

Availability of water within the proposed service area will leverage economic development resulting in jobs opportunities and the creation of added wealth into the local economy.

14. How will the success of the project be assessed (evaluation plan)? The Construction of actual water mains will allow the East Bay Water Company (Tribal water) to expand their customer service area base. As new developments are built apartments and commercial establishments additional customers will benefit from have water service and better Fire protection ratings. Once the system is installed the Township will be able to quantify the number of new businesses established and the number of businesses redeveloped.

15. If new staff is required, will preference be given to Native American applicants?

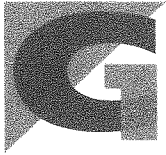
YES NO

16. Budget: Please attach a one-page itemization of the planned budget. Include explanation for each category of the budget.

Note: **A final report on expenditure of funds and project results will be due to the Tribal Council 30 days after project completion.**

BEFORE YOU MAIL, PLEASE REMEMBER TO:

- 1) Execute authorized signature
- 2) Attach 1-page budget
- 3) Submit **before the deadline from the cover letter you received**



March 3, 2016

Mr. Jay Zollinger, Supervisor
Acme Township
6042 Acme Road
Williamsburg, MI 49690

Subject: Mt. Hope Watermain Opinion of Cost

Dear Jay:

We reviewed our previous estimate for extending a 12" watermain from VGT along M72 to Mt. Hope Road and south on Mt. Hope Road to the approximate location of the fire station that was proposed on Mt. Hope. Our initial estimate with contingencies but not including any engineering was \$336,600. However, since we prepared our original opinion of costs we have seen an increase in construction prices. Therefore, we have modified our opinion of cost to reflect this rise in construction costs and we have added costs for survey, engineering, construction administration, inspection, testing and project closeout and record drawings. Our current opinion of cost complete with engineering, etc. is \$440,100. We have attached copies of the previous and current opinion of costs for comparison.

We would propose to approach this project as follows:

Preliminary Engineering

1. Meet with Township, Tribal, VGT and MDOT representatives to discuss routing of the proposed watermain.
2. Topographic survey of watermain route.
3. Prepare base mapping of topographic survey and preliminary route of proposed watermain.
4. Prepare easement description and sketch for watermain located on VGT property.
5. Do hand augers in vicinity of Acme Creek to verify existing soil conditions.
6. Hold progress meetings with Acme Township, East Bay Township, Grand Traverse County DPW and MDEQ as required.
7. Prepare updated opinion of cost and summary report of project requirements.
8. Present updated opinion of cost and summary report to Acme Township.

Design Engineering

1. Prepare plan and profile drawings for watermain.
2. Locate and design watermain air relief valves and manholes, shut off valves and hydrants.
3. Prepare plans to detail connections and modifications to existing watermain at VGT.

4. Prepare technical specifications for proposed improvements using DPW standards and modifications as required. Prepare soil erosion permit, MDEQ construction, county road commission, MDOT right of way and MDEQ stream crossing permit applications and assist owner in processing permit application, including answering questions from permit agency and making plan revisions as may be required.
5. Schedule and facility progress meetings during the design with Township and DPW personal. Update opinion of probable cost of construction based on final design.
6. Prepare contract documents that incorporate project plans, technical specifications and front end EJCDC construction documents and/or DPW Standard documents to allow for competitive bidding of the project.
7. Respond to bidders questions and issue addendum, if required.
8. Attend bid opening, tabulate bids and make a recommendation on contract award.
9. Prepare contract documents for construction for Owner and Contractor signature.

Construction Engineering and Inspections

1. Schedule and facilitate pre-construction meeting.
2. Administration of the construction contract including review of contractor pay draws and proposed change orders for recommendation to owner for payment and/or approval.
3. Stakeout of watermain air relief manholes, hydrants, and provide site control to allow location of watermain to remain within the easement(s) and/or right of way.
4. Engineering periodic site visits and schedule and facilitate construction progress meetings.
5. Full time site inspections by qualified technician(s) of construction.
6. Construction quality control testing including:
 - a. Density compaction testing of sub base and aggregate base in parking and drive areas.
 - b. Asphalt placement yield, density and bituminous content.
 - c. Aggregate sieve analysis.
 - d. Concrete air, slump, strength testing, etc.
7. Perform a walk through with owner and contractor to prepare a final project punch list.
8. Perform final site inspection to verify punch list is complete and recommend project for final payment.

Project Close out

1. Certify project final for soil erosion permit and MDEQ permit.
2. Prepare record drawings and update Township Master Sewer map.



Our proposed cost for the services outlined above and our project understanding are:

• Preliminary Engineering	\$ 14,250
• Design Engineering	\$ 15,305
• Construction Engineering	\$ 14,070
• Site inspections and quality control testing (hourly)	\$ 15,745
• Construction Stakeout	\$ 7,720
• Project Close out	\$ 1,900


The above services we believe would be a very complete package. However, as construction inspection is greatly impacted by the contractor and schedule we have proposed these services to be hourly estimated at.

Again, we thank you for this opportunity and look forward to working with you to successful and quality project.

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

Sincerely,

GOSLING CZBUAK



Clyde L. Johnson, P.E.
Manager Engineering Services

Mt. Hope Road Watermain Extension
Preliminary Opinion of Cost

				Engineer Opinion of Cost	
Item No.	Description	Quantity	Unit	Unit Price	Amount
1	Audio Visual Route Survey	1	L.S.	\$ 2,000	\$ 2,000.00
2	Mobilization	1	L.S.	\$ 10,000	\$ 10,000.00
3	Traffic Control	1	L.S.	\$ 8,000	\$ 8,000.00
4	12" PVC Watermain -Open	1,150	L.F.	\$ 45.00	\$ 51,750.00
5	12" PVC Watermain - M72	1,600	L.F.	\$ 65.00	\$ 104,000.00
6	12" PVC Directional Drill WM	150	L.F.	\$ 150.00	\$ 22,500.00
7	8" PVC Watermain - Mt. Hope	800	L.F.	\$ 40.00	\$ 32,000.00
8	Connect to existing Watermain	1	L.S.	\$ 1,500	\$ 1,500.00
9	12" Gate Valve & Box	8	EA	\$ 3,600	\$ 28,800.00
10	8" Valve & Box	3	EA	\$ 1,500	\$ 4,500.00
11	Fire Hydrant Assembly	10	EA	\$ 4,000	\$ 40,000.00
12	Remove & Replace Curb & Gutter	180	L.F.	\$ 35.00	\$ 6,300.00
13	Gravel Restoration	180	S.Y.	\$ 4.50	\$ 810.00
14	Bituminous Restoration (275#/sy)	770	S.Y.	\$ 25.00	\$ 19,250.00
15	Restoration	1	L.S.	\$ 6,000	\$ 6,000.00
Subtotal Construction Costs					\$ 337,410.00
Construction Contingencies (10% +/-)					\$ 33,700.00
Preliminary Engineering					\$ 14,250.00
Design Engineering					\$ 15,305.00
Construction Engineering					\$ 14,070.00
Construction Inspection & Testing					\$ 15,745.00
Construction Stakeout					\$ 7,720.00
Project Closeout					\$ 1,900.00
Total Opinion of Construction					\$ 440,100.00

Notes:

- 1 Estimate assumes existing drives along route and Mt. Hope Road are open cut.
- 2 Assumes watermain located on VGT site will be constructed within easement and n MDOT right of way.
- 3 Watermain on Mt. Hope extended to approximate south property line of Fire Site.
- 4 Cost does not include connection of Hope Village to new watermain.
- 5 All watermain with exception on VGT property will be constructed in right of way.

RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES
RESOLUTION #R-2016-
Resolution on Budget Amendments
Various fund moves adjustments 2015/2016 Township Budget
April 5, 2016

At a Board meeting of the Acme Township Board of Trustees, held on April 5, 2016, the Acme Township Board of Trustees, on a motion made by _____ and seconded by _____.

The following resolution:

Whereas, at the Acme Township Board meeting held April 5, 2016, Resolution R-2016- _____ was approved to make fund moves to bring the 2015-16 Budget in balance and improve our 2015-16 audit.

Whereas; The Fund's listed below have a budget correction to be made. The following Funds have budget amounts which need increased to Reflect Money spent to Clean up Trees from Spring Storms. These funds increases are being done to move money from 101 Fund Balance to 101.750.930.000 to pay for major storm clean up damage. Please refer to the following data below.

Transaction	Description	Fund	Dept.	Line	Amend Amount	Beginning Balance	New Balance
From	101 /fund balance	101	000		\$65,000.00	\$503,561.00	\$ 438,561.00
To	Parks repairs & Maintance	101	750	930.000	\$65,000.00	\$62,490.00	\$ 127,490.00
From							
To							
From							
To							
From							
To							

Now therefore be it resolved that the Acme Township Board approves this request.

Township Board members: Present:

Absent:

Upon roll call, the following vote was cast:

Aye:

Nay: 0

Abstaining: 0

Jay B. Zollinger Acme Township Supervisor

Cathy Dye Acme Township Clerk

Storm Damage Reimbursement					
	Money received on Reimbursements			\$ 89,422.94	
	Insurance + State disaster grants				
	Parks Budget yet to be spent			\$ 24,000.00	
	Projects to be completed in current budget			\$ 27,000.00	\$15,000 Trees Sayler park, Dozer work Yuba Cemetery behing MTC Shead, Irrigation Bayside park, Gravel Yuba Cemetery
	Work yet to be billed at Sayler park			\$ 14,000.00	Shelter house 2,Bath House Roof.Shelter house 3
	Total to be moved from General fund			\$ 65,000.00	
	Remaining from Reimbursement			\$ 24,422.94	

Resolution of the Acme Township Board of Trustees
Resolution # R2016-_____
In Support of Acme Shoreline Park Endowment Fund
Interest to support Bayside Park Improvement Plan.
Date April 5, 2016

At a meeting of the Acme Township Board of Trustees held on April 5, 2016, the Acme Township Board of Trustees, on a motion made by _____ and seconded by _____, adopts the following resolution:

Whereas: Acme Township has an Endowment Fund held by the Grand Traverse Regional Community Foundation (GTRCF) which was established by donations made to the Grand Traverse Regional Land Conservancy (GTRLC) to support Acme's Shoreline Park area.

Whereas: the Interest, earned annually, can be used to fund shoreline park projects in Acme. To request money from the Fund, Acme must apply for the money by defining the project and obtaining the GTRCF's approval of the project request.

Whereas: At the Acme Township Board Meeting on March 1, 2016, a motion was made by Trustee LaPointe and seconded by Trustee Scott to use the Endowment Fund's Interest earned in years 2015, 2016, and 2017 to help support the Bayside Park Improvement Plans as detailed in the Michigan Natural Resources Trust Fund (MNRTF) grant application by using these monies toward Acme's "matching" funds requirement.

Whereas: The Acme Township Board supports the use of Interest from the Endowment Fund held by the GTRLC to support Acme's shoreline park projects and improvements planned for Bayside Park.

Now therefore be it resolved that the Acme Township Board approves this Resolution in support of our Bayside Park Improvement Plan.

Township Board members present:

Absent:

Upon roll call, the following vote was cast:

Ayes:

Nays:

Abstaining:

Jay B. Zollinger Date _____
Acme Township Supervisor

Cathy Dye Date _____
Acme Township Clerk

Proposed Parks Maintenance Changes Activities and Hours for 2016

1. Outsource Mowing for Bayside park North/South: Cost for season about \$2655.00 TNT Outdoors.
2. Hire One Seasonal worker at 20 hours per week to Assist Maintenance Manager: Job ad to be put in Ticker and Elk Rapids News. Rate \$10 to \$12 dollars per hour.
3. Change Present Maintenance Manager hours Summer verses Winter. Will require change to Acme personnel policy defining what is a full time worker. (see Proposal below)

Redefine the positions work schedule to be 10 hour work days for 26 weeks April 15 through Oct 15. The pay would be 40 hours of straight pay plus 10 hours of OT at time and 1/2 which would equate to 5 hours of premium pay per week or a total pay equating to 55 hours.

To compensate the Winter 26 weeks hours would be reduced to 25 hours per week (40 hours less the 10 hours per week worked in the Summer and the OT cost that equates to 5 hours of straight pay). This nets the township more hours of labor when we need it and cost the township will be the same. Tom grosses the same pay and actually works 130 fewer hours during the course of the year (5 x 26).

By doing the above proposed and using a summer schedule attached additional work could be accomplished as we grow Bayside park and Sayler park boat launch. Also project work as shown in all areas could be completed and brought up to date on one time activities.

Jay Zollinger /For Parks and Cemeteries Maintenance committee.

Mowing Analysis

3/16/2016

Acme Township Annual mowing period May 20,-Sept 20 = 18 Weeks

Contractor	N Bayside	South Area	total	Cleanup Per Hour	18 week interval every other week =9weeks	Options
Blackmore	\$ 227.00	\$ 300.00	\$ 527.00	\$ 45.00	\$	4,743.00
365	\$ 200.00	\$ 440.00	\$ 640.00	\$ 40.00	\$	5,760.00
Evergreen	\$ 325.00	\$ 305.00	\$ 630.00	\$ 40.00	\$	5,670.00
TNT	\$ 115.00	\$ 180.00	\$ 295.00	\$ 32.50	\$	2,655.00
Harts	\$ 450.00	\$ 670.00	\$ 670.00	\$ 40.00	\$	6,030.00

Flat fee for 5
months=\$525x5
months=\$2625

Acme Present cost Level 2 standard=\$4041.55
 Level 1 standard=\$8117.00

Part time seasonal help wanted

Acme Township will be hiring an individual as a Summer seasonal part time worker provide various maintenance and lawn care tasks within our Parks and Cemeteries under the direction of the Parks Supervisor at a hourly rate between \$10 and \$12 per hour depending on experience. A minimum of 20 hours per week with additional hours as required. The season will run from approximately April 15th through Oct 15th. Some weekend work required.

Tasks include:

1. Mowing and trimming of grass areas in the parks and cemeteries, spring and fall clean up and leaf removal, maintain and placement of park features as appropriate, trash removal, and various other tasks associated with the townships properties.
2. Insures that the parks are opened in accordance with the posted hours, clean the park bathhouse facilities as needed and kept fully stocked with the necessary supplies. Insure that the park trash containers are emptied as necessary and any trash left behind by park visitors is properly disposed of.

Prior experience with a zero turn lawn mower would be a plus.

Contact Jay Zollinger at Acme Township 231-938-1350 for more information, or to schedule an interview.

SUMMER SCHEDULE APRIL 15 THRU OCT 15

Sayler

Bayside

		Cut and trim Grass Area	Sayler			Bayside		
			Pick up & Empty Trash	Clean Restroom	Pick up & Empty Trash	Clean Restroom		
Week 1	Monday	<i>Bayside</i>	6.5	1.0	0.5	1.0	1.0	10.0
	Tuesday	<i>South park</i>	7.0	1.0	0.5	1.0	1.0	10.5
	Wednesday	<i>Sayler</i>	2.0	1.0	0.5	1.0	1.0	5.5
	Thursday			1.0	0.5	1.0	1.0	3.5
	Friday			1.0	0.5	1.0	1.0	3.5
	Saturday			1.0	0.5	1.0	0.5	3.0
	Sunday			1.0	0.5	1.0	0.5	3.0
Week 2	Monday	<i>Acme Cem.</i>	8.0	1.0	0.5	1.0	1.0	11.5
	Tuesday	<i>Yuba Cem.</i>	8.0	1.0	0.5	1.0	1.0	11.5
	Wednesday			1.0	0.5	1.0	1.0	3.5
	Thursday			1.0	0.5	1.0	1.0	3.5
	Friday			1.0	0.5	1.0	1.0	3.5
	Saturday			1.0	0.5	1.0	0.5	3.0
	Sunday			1.0	0.5	1.0	0.5	3.0
Week 3	Monday	<i>Bayside</i>	6.5	1.0	0.5	1.0	1.0	10.0
	Tuesday	<i>South park</i>	7.0	1.0	0.5	1.0	1.0	10.5
	Wednesday	<i>Sayler/Yuba No</i>	6.0	1.0	0.5	1.0	1.0	9.5
	Thursday			1.0	0.5	1.0	1.0	3.5
	Friday			1.0	0.5	1.0	1.0	3.5
	Saturday			1.0	0.5	1.0	0.5	3.0
	Sunday			1.0	0.5	1.0	0.5	3.0
Week 4	Monday	<i>Acme Cem.</i>	8.0	1.0	0.5	1.0	1.0	11.5
	Tuesday	<i>Yuba Cem.</i>	8.0	1.0	0.5	1.0	1.0	11.5
	Wednesday			1.0	0.5	1.0	1.0	3.5
	Thursday			1.0	0.5	1.0	1.0	3.5
	Friday			1.0	0.5	1.0	1.0	3.5
	Saturday			1.0	0.5	1.0	0.5	3.0
	Sunday			1.0	0.5	1.0	0.5	3.0
								161.0

Annual Total Time		
	Frequency	Summer/Winter
<i>Other Frequent repetitive tasks</i>		
Beach Grooming		0
Turf Feeding	4	13
Pruning	4	45

Seasonal Priority Over Projects(Complete as many during Off Season as Possible)

Spring	
	Well Water Testing
	Inspect, repair and replace park & cemetery features as needed
	Inspect, repair and replace bathroom fixtures as needed
	Clean park features, tables, benches, grills
	Place tables, benches etc.
	Turn on irrigation system
	Deploy life rings and signage as required
	General clean up of remaining Fall and Winter debris
	Grade internal park roads if needed
Fall	
	Turn off irrigation system
	Winterize and secure the bathrooms
	Store life rings and signage
	Rake up all Fall debris
	Clean out storage shed
	Remove all grave site artificial flowers, flags etc.
	Well Water Testing

PROJECTS

Yuba Cemetery	(1) clean the area behind the shed of obsolete materials and equip.	3
	(2) Clean out the storage shed of obsolete materials and equip.	1
	(3) apply and grade the main driveway with road gravel	2

Bayside	1) Move signage and Trash containers out of the "open" area	1
	(2) Build Screens for Dumpster	2
	(3) Paint Bath house trim	3

Town Hall	(1) Build Screen For Dumpster	4
	(2) Bullet Board	1
	(3) Bike Rack	2
	(4) Map Rails	3

Or Same as Yuba Gravel

Deepwater	(1) Apply mulch to walkways	1
------------------	-----------------------------	---

Yuba Natural Area	(1) Add gravel to the US31 entrance	1
	(2) Expand the walking paths to link the upper and lower benches	2
	(3) clean out the storage shed	3
	(4) Fill and level the old brine pits	4

Or Same as Yuba Gravel

Sayler	(1) Paint Bath house trim	4
	(2) Grade the trails and play area	1
	(3) Move dumpster	2
	(4)Build screens for dumpster	3



United States Department of the Interior

BUREAU OF INDIAN AFFAIRS

Michigan Agency

2845 Ashmun Street

Sault Ste. Marie, Michigan 49783-3732

(906) 632-6809 Phone (906) 632-0689 Fax

877-659-5028 TOLL FREE

IN REPLY REFER TO:

Realty

COPY FOR YOUR
INFORMATION

MEMORANDUM

To: Regional Director, Midwest Regional Office
ATTN: Diane Baker, Regional Realty Officer

From: Jenevieve M. Gillett, Acting Superintendent

Date: March 10, 2016

Subject: Fee to Trust Acquisition – Grand Traverse Band of Ottawa and Chippewa Indians
(Parcel 80)


This correspondence is regarding a fee to trust application for the Grand Traverse Band of Ottawa and Chippewa Indians, which is the subject of an appeal at the Midwest Regional Office.

On February 28, 2013, a Notice of Decision was issued to state and local governments by the Agency Superintendent for property known as Parcel 80, located adjacent and contiguous to trust property in Acme Township, Grand Traverse County, Michigan, containing 12.06 acres, more or less, legally described as follows:

Land situated in the South 400 feet of the part of the West ½ of the Southwest ¼ lying North of Railroad right-of way, Section 32, Township 28 North, Range 9 West, Michigan Meridian, Grand Traverse County, Michigan; comprising 12.06 acres. Subject to an easement over the West 33 feet thereof for Arnold Road right-of-way.

This office is requesting the matter be remanded back to the Agency for further review and consideration.

Should you have any questions, please contact Esther M. Johnson, Realty Officer, at the above number, ext. 3128.

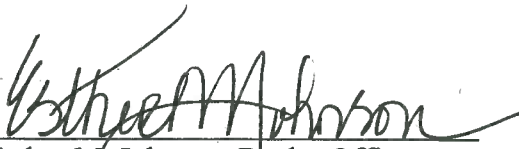

Jenevieve M. Gillett
Acting Superintendent

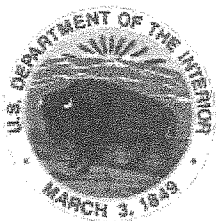
CERTIFICATE OF SERVICE

I certify that on the 10th day of March, 2016, a true copy of the foregoing correspondence was mailed to the interested parties listed below:

VIA U.S. MAIL & CERTIFIED MAIL - RETURN RECEIPT REQUESTED

JoAnne Cook, Acting Chairperson Grand Traverse Band of Ottawa and Chippewa Indians 2605 N.W. Bayshore Drive Suttons Bay, MI 49682	7013 1710 0001 0492 6206
William Rastetter, Tribal Attorney Olson, Bzdok and Howard, P.C. 420 East Front Street Traverse City, MI 49684	7013 1710 0001 0492 6213
The Honorable Rick Snyder Governor of Michigan Office of the Governor P.O. Box 30013 Lansing, MI 48902	7013 1710 0001 04192 6220
Christopher J. Forsyth, Attorney Grand Traverse County Board of Commissioners 400 Boardman Avenue Traverse City, MI 49686	7013 1710 0001 0492 6237
Acme Township 6042 Acme Road Williamsburg, MI 49690	7013 1710 0001 0492 6244


Esther M. Johnson, Realty Officer
BIA Michigan Agency
2845 Ashmun Street
Sault Ste. Marie, MI 49783



UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF INDIAN AFFAIRS
Midwest Regional Office
5600 West American Boulevard, Suite 500
Bloomington, MN 55437

IN REPLY REFER TO:
Real Estate Services
Parcel 80

MAR 11 2016

CERTIFIED MAIL – RETURN RECEIPT REQUESTED – 9171 9690 0935 0001 8393 09

Honorable JoAnne Cook, Acting Chairman
Grand Traverse Band of Ottawa and Chippewa Indians
2605 N.W. Bayshore Drive
Suttons Bay, MI 49682

Dear Chairwoman Cook:

Grand Traverse County challenges the February 28, 2013 decision of the Superintendent, Michigan Agency, Bureau of Indian Affairs, to take approximately 12.06 acres of land, commonly known as the Parcel 80 Property, into trust pursuant to the Indian Reorganization Act of 1934 (IRA), 25 U.S.C. § 465, for the Grand Traverse Band (GTB) of Ottawa and Chippewa Indians (Tribe) of Michigan. The Parcel 80 Property is legally described in the Superintendent's decision.¹

On March 10, 2016, we received a request from the Acting Superintendent, Michigan Agency, to remand this matter to her for further consideration. The Interior Board of Indian Appeals has previously stated that "it is a hallmark of administrative law that, in the course of governmental decision making, agencies and officials should be able, without penalty, to revisit their decisions."²

Therefore, pursuant to the authority delegated to the Regional Director, 25 C.F.R. § 2.19, the February 28, 2013 decision of the Superintendent, Michigan Agency, is vacated, and this matter is remanded to her for further consideration.

Notice of Appeal

This decision may be appealed to the Interior Board of Indian Appeals, 801 North Quincy Street, Suite 300, Arlington, Virginia 22203, in accordance with the regulations in 43 C.F.R. §§ 4.330 – 4.340 (copy enclosed). Your notice of appeal to the Board must be signed by you or your attorney and must be mailed within 30 days of the date you receive this decision. It should

¹ A.R., Tab 7, Pages 488-497.

² *Village of Hobart, Wisconsin v. Acting Midwest Regional Director*, 53 IBIA 269, at 269 (2011).

clearly identify the decision being appealed to the (1) the Assistant Secretary – Indian Affairs, 1849 C Street, N.W., Washington, D.C. 20240; (2) each interested party known to you, and (3) this office. Your notice of appeal sent to the Board of Indian Appeals must certify that you have sent copies to these parties. If you file a notice of appeal, the Board of Indian Appeals will notify you of further appeal procedures.

If no appeal is timely filed, this decision will become final for the Department of the Interior at the expiration of the appeal period. No extension of time may be granted for filing a notice of appeal.

Sincerely,



Acting Regional Director

Enclosures

Certified copy to all interested parties listed below (via U.S. Certified Mail):

Jason D. Oberle
Superintendent, Michigan Agency
Bureau of Indian Affairs
2845 Ashmun Street
Sault Ste. Marie, MI 49783

Certified Mail No. 9171 9690 0935 0001 8393 16

Honorable Rick Snyder
Governor of Michigan
Office of the Governor
P.O. Box 30013
Lansing, MI 48902

Certified Mail No. 9171 9690 0935 0001 8393 23

Grand Traverse County Board of Commissioners
400 Boardman Avenue
County Government Center
Traverse City, MI 49584-2542

Certified Mail No. 9171 9690 0935 0001 8393 30

✓
Acme Township Officials
6042 Acme Road
Williamsburg, MI 49690

Certified Mail No. 9171 9690 0935 0001 8393 47

William Rastetter
Tribal Attorney
Grand Traverse Band of Ottawa and Chippewa Indians
420 East Front Street
Traverse City, MI 49686

Certified Mail No. 9171 9690 0935 0001 8393 54

CERTIFICATE OF SERVICE

I certify that on the 11th day of March 2016, a true copy of the Grand Traverse Band of Ottawa and Chippewa Indians of Michigan VACATE and REMAND LETTER was mailed to the interested parties listed below:

VIA U.S. MAIL & CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Jason D. Oberle
Superintendent, Michigan Agency
Bureau of Indian Affairs
2845 Ashmun Street
Sault Ste. Marie, MI 49783

Certified Mail No. 9171 9690 0935 0001 8393 16

Honorable Rick Snyder
Governor of Michigan
Office of the Governor
P.O. Box 30013
Lansing, MI 48902

Certified Mail No. 9171 9690 0935 0001 8393 23

Grand Traverse County Board of Commissioners
400 Boardman Avenue
County Government Center
Traverse City, MI 49584-2542

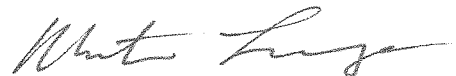
Certified Mail No. 9171 9690 0935 0001 8393 30

Acme Township Officials
6042 Acme Road
Williamsburg, MI 49690

Certified Mail No. 9171 9690 0935 0001 8393 47

William Rastetter
Tribal Attorney
Grand Traverse Band of Ottawa and Chippewa Indians
420 East Front Street
Traverse City, MI 49686

Certified Mail No. 9171 9690 0935 0001 8393 54



Martin Lorenzo, Realty Specialist
BIA-Midwest Regional Office
Norman Point Building II, Suite 500
Bloomington, MN 55437

Pt. 2

25 CFR Ch. I (4-1-11 Edition)

any Area Director or Agency Superintendent.

[25 FR 3124, Apr. 12, 1960]

**PART 2—APPEALS FROM
ADMINISTRATIVE ACTIONS**

Sec.

- 2.1 Information collection.
- 2.2 Definitions.
- 2.3 Applicability.
- 2.4 Officials who may decide appeals.
- 2.5 Appeal bond.
- 2.6 Finality of decisions.
- 2.7 Notice of administrative decision or action.
- 2.8 Appeal from inaction of official.
- 2.9 Notice of an appeal.
- 2.10 Statement of reasons.
- 2.11 Answer of interested party.
- 2.12 Service of appeal documents.
- 2.13 Filing documents.
- 2.14 Record address.
- 2.15 Computation of time.
- 2.16 Extensions of time.
- 2.17 Summary dismissal.
- 2.18 Consolidation of appeals.
- 2.19 Action by Area Directors and Education Programs officials on appeal.
- 2.20 Action by the Assistant Secretary—Indian Affairs on appeal.
- 2.21 Scope of review.

AUTHORITY: R.S. 463, 465; 5 U.S.C. 301, 25 U.S.C. 2, 9.

SOURCE: 54 FR 6480, Feb. 10, 1989, unless otherwise noted.

§ 2.1 Information collection.

In accordance with Office of Management and Budget regulations in 5 CFR 1320.3(c), approval of information collections contained in this regulation is not required.

§ 2.2 Definitions.

Appeal means a written request for review of an action or the inaction of an official of the Bureau of Indian Affairs that is claimed to adversely affect the interested party making the request.

Appellant means any interested party who files an appeal under this part.

Interested party means any person whose interests could be adversely affected by a decision in an appeal.

Legal holiday means a Federal holiday as designated by the President or the Congress of the United States.

Notice of appeal means the written document sent to the official des-

ignated in this part, indicating that a decision is being appealed (see § 2.9).

Person includes any Indian or non-Indian individual, corporation, tribe or other organization.

Statement of reasons means a written document submitted by the appellant explaining why the decision being appealed is in error (see § 2.10).

[54 FR 6480, Feb. 10, 1989; 54 FR 7666, Feb. 22, 1989]

§ 2.3 Applicability.

(a) Except as provided in paragraph (b) of this section, this part applies to all appeals from decisions made by officials of the Bureau of Indian Affairs by persons who may be adversely affected by such decisions.

(b) This part does not apply if any other regulation or Federal statute provides a different administrative appeal procedure applicable to a specific type of decision.

§ 2.4 Officials who may decide appeals.

The following officials may decide appeals:

(a) An Area Director, if the subject of appeal is a decision by a person under the authority of that Area Director.

(b) An Area Education Programs Administrator, Agency Superintendent for Education, President of a Post-Secondary School, or the Deputy to the Assistant Secretary—Indian Affairs/Director (Indian Education Programs), if the appeal is from a decision by an Office of Indian Education Programs (OIEP) official under his/her jurisdiction.

(c) The Assistant Secretary—Indian Affairs pursuant to the provisions of § 2.20 of this part.

(d) A Deputy to the Assistant Secretary—Indian Affairs pursuant to the provisions of § 2.20(c) of this part.

(e) The Interior Board of Indian Appeals, pursuant to the provisions of 43 CFR part 4, subpart D, if the appeal is from a decision made by an Area Director or a Deputy to the Assistant Secretary—Indian Affairs other than the Deputy to the Assistant Secretary—Indian Affairs/Director (Indian Education Programs).

§ 2.5 Appeal bond.

(a) If a person believes that he/she may suffer a measurable and substantial financial loss as a direct result of the delay caused by an appeal, that person may request that the official before whom the appeal is pending require the posting of a reasonable bond by the appellant adequate to protect against that financial loss.

(b) A person requesting that a bond be posted bears the burden of proving the likelihood that he/she may suffer a measurable and substantial financial loss as a direct result of the delay caused by the appeal.

(c) In those cases in which the official before whom an appeal is pending determines that a bond is necessary to protect the financial interests of an Indian or Indian tribe, that official may require the posting of a bond on his/her own initiative.

(d) Where the official before whom an appeal is pending requires a bond to be posted or denies a request that a bond be posted, he/she shall give notice of his/her decision pursuant to § 2.7.

§ 2.6 Finality of decisions.

(a) No decision, which at the time of its rendition is subject to appeal to a superior authority in the Department, shall be considered final so as to constitute Departmental action subject to judicial review under 5 U.S.C. 704, unless when an appeal is filed, the official to whom the appeal is made determines that public safety, protection of trust resources, or other public exigency requires that the decision be made effective immediately.

(b) Decisions made by officials of the Bureau of Indian Affairs shall be effective when the time for filing a notice of appeal has expired and no notice of appeal has been filed.

(c) Decisions made by the Assistant Secretary—Indian Affairs shall be final for the Department and effective immediately unless the Assistant Secretary—Indian Affairs provides otherwise in the decision.

[54 FR 6480, Feb. 10, 1989; 54 FR 7666, Feb. 22, 1989]

§ 2.7 Notice of administrative decision or action.

(a) The official making a decision shall give all interested parties known to the decisionmaker written notice of the decision by personal delivery or mail.

(b) Failure to give such notice shall not affect the validity of the decision or action but the time to file a notice of appeal regarding such a decision shall not begin to run until notice has been given in accordance with paragraph (c) of this section.

(c) All written decisions, except decisions which are final for the Department pursuant to § 2.6(c), shall include a statement that the decision may be appealed pursuant to this part, identify the official to whom it may be appealed and indicate the appeal procedures, including the 30-day time limit for filing a notice of appeal.

[54 FR 6480, Feb. 10, 1989; 54 FR 7666, Feb. 22, 1989]

§ 2.8 Appeal from inaction of official.

(a) A person or persons whose interests are adversely affected, or whose ability to protect such interests is impeded by the failure of an official to act on a request to the official, can make the official's inaction the subject of appeal, as follows:

(1) Request in writing that the official take the action originally asked of him/her;

(2) Describe the interest adversely affected by the official's inaction, including a description of the loss, impairment or impediment of such interest caused by the official's inaction;

(3) State that, unless the official involved either takes action on the merits of the written request within 10 days of receipt of such request by the official, or establishes a date by which action will be taken, an appeal shall be filed in accordance with this part.

(b) The official receiving a request as specified in paragraph (a) of this section must either make a decision on the merits of the initial request within 10 days from receipt of the request for a decision or establish a reasonable later date by which the decision shall be made, not to exceed 60 days from the

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date of request. If an official establishes a date by which a requested decision shall be made, this date shall be the date by which failure to make a decision shall be appealable under this part. If the official, within the 10-day period specified in paragraph (a) of this section, neither makes a decision on the merits of the initial request nor establishes a later date by which a decision shall be made, the official's inaction shall be appealable to the next official in the process established in this part.

[54 FR 6480, Feb. 10, 1989; 54 FR 7666, Feb. 22, 1989]

§ 2.9 Notice of an appeal.

(a) An appellant must file a written notice of appeal in the office of the official whose decision is being appealed. The appellant must also send a copy of the notice of appeal to the official who will decide the appeal and to all known interested parties. The notice of appeal must be filed in the office of the official whose decision is being appealed within 30 days of receipt by the appellant of the notice of administrative action described in § 2.7. A notice of appeal that is filed by mail is considered filed on the date that it is postmarked. The burden of proof of timely filing is on the appellant. No extension of time shall be granted for filing a notice of appeal. Notices of appeal not filed in the specified time shall not be considered, and the decision involved shall be considered final for the Department and effective in accordance with § 2.6(b).

(b) When the appellant is an Indian or Indian tribe not represented by counsel, the official who issued the decision appealed shall, upon request of the appellant, render such assistance as is appropriate in the preparation of the appeal.

(c) The notice of appeal shall:

- (1) Include name, address, and phone number of appellant.
- (2) Be clearly labeled or titled with the words "NOTICE OF APPEAL."
- (3) Have on the face of any envelope in which the notice is mailed or delivered, in addition to the address, the clearly visible words "NOTICE OF APPEAL."

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(4) Contain a statement of the decision being appealed that is sufficient to permit identification of the decision.

(5) If possible, attach either a copy of the notice of the administrative decision received under § 2.7, or when an official has failed to make a decision or take any action, attach a copy of the appellant's request for a decision or action under § 2.8 with a written statement that the official failed to make a decision or take any action or to establish a date by which a decision would be made upon the request.

(6) Certify that copies of the notice of appeal have been served on interested parties, as prescribed in § 2.12(a).

§ 2.10 Statement of reasons.

(a) A statement of reasons shall be filed by the appellant in every appeal, and shall be accompanied by or otherwise incorporate all supporting documents.

(b) The statement of reasons may be included in or filed with the notice of appeal.

(c) If the statement of reasons is not filed with the notice of appeal, the appellant shall file a separate statement of reasons in the office of the official whose decision is being appealed within 30 days after the notice of appeal was filed in that office.

(d) The statement of reasons whether filed with the notice of appeal or filed separately should:

- (1) Be clearly labeled "STATEMENT OF REASONS".
- (2) Have on the face of any envelope in which the statement of reasons is mailed or delivered, in addition to the address, the clearly visible words "STATEMENT OF REASONS".

[54 FR 6480, Feb. 10, 1989; 54 FR 7666, Feb. 22, 1989]

§ 2.11 Answer of interested party.

(a) Any interested party wishing to participate in an appeal proceeding should file a written answer responding to the appellant's notice of appeal and statement of reasons. An answer should describe the party's interest.

(b) An answer shall state the party's position or response to the appeal in any manner the party deems appropriate and may be accompanied by or

otherwise incorporate supporting documents.

(c) An answer must be filed within 30 days after receipt of the statement of reasons by the person filing an answer.

(d) An answer and any supporting documents shall be filed in the office of the official before whom the appeal is pending as specified in § 2.13.

(e) An answer should:

(1) Be clearly labelled or titled with the words "ANSWER OF INTERESTED PARTY."

(2) Have on the face of any envelope in which the answer is mailed or delivered, in addition to the address, the clearly visible words "ANSWER OF INTERESTED PARTY," and

(3) Contain a statement of the decision being appealed that is sufficient to permit identification of the decision.

§ 2.12 Service of appeal documents.

(a) Persons filing documents in an appeal must serve copies of those documents on all other interested parties known to the person making the filing. A person serving a document either by mail or personal delivery must, at the time of filing the document, also file a written statement certifying service on each interested party, showing the document involved, the name and address of the party served, and the date of service.

(b) If an appeal is filed with the Interior Board of Indian Appeals, a copy of the notice of appeal shall also be sent to the Assistant Secretary—Indian Affairs. The notice of appeal sent to the Interior Board of Indian Appeals shall certify that a copy has been sent to the Assistant Secretary—Indian Affairs.

(c) If the appellant is an Indian or Indian tribe not represented by counsel, the official with whom the appeal is filed (i.e., official making the decision being appealed) shall, in the manner prescribed in this section, personally or by mail serve a copy of all appeal documents on the official who will decide the appeal and on each interested party known to the official making such service.

(d) Service of any document under this part shall be by personal delivery or by mail to the record address as specified in § 2.14. Service on a tribe

shall be to the principal or designated tribal official or to the governing body.

(e) In all cases where a party is represented by an attorney in an appeal, service of any document on the attorney is service on the party represented. Where a party is represented by more than one attorney, service on any one attorney is sufficient. The certificate of service on an attorney shall include the name of the party whom the attorney represents and indicate that service was made on the attorney representing that party.

(f) When an official deciding an appeal determines that there has not been service of a document affecting a person's interest, the official shall either serve the document on the person or direct the appropriate legal counsel to serve the document on the person and allow the person an opportunity to respond.

[54 FR 6480, Feb. 10, 1989; 54 FR 7666, Feb. 22, 1989]

§ 2.13 Filing documents.

(a) An appeal document is properly filed with an official of the Bureau of Indian Affairs:

(1) By personal delivery during regular business hours to the person designated to receive mail in the immediate office of the official, or

(2) By mail to the facility officially designated for receipt of mail addressed to the official; the document is considered filed by mail on the date that it is postmarked.

(b) Bureau of Indian Affairs offices receiving a misdirected appeal document shall forward the document to the proper office promptly. If a person delivers an appeal document to the wrong office or mails an appeal document to an incorrect address, no extension of time should be allowed because of the time necessary for a Bureau office to redirect the document to the correct address.

(c) Notwithstanding any other provision of this section, an official deciding an appeal shall allow late filing of a misdirected document, including a notice of appeal, where the official finds that the misdirection is the fault of the government.

§ 2.14 Record address.

(a) Every interested party who files a document in connection with an appeal shall, when he/she files the document, also indicate his/her address. Thereafter, any change of address shall be promptly reported to the official with whom the previous address was filed. The most current address on file under this subsection shall be deemed the proper address for all purposes under this part.

(b) The successors in interest of a party shall also promptly inform the official specified in paragraph (a) of this section of their interest in the appeal and their address.

(c) An appellant or interested party failing to file an address or change of address as specified in this section may not object to lack of notice or service attributable to his/her failure to indicate a new address.

§ 2.15 Computation of time.

In computing any period of time prescribed or allowed in this part, calendar days shall be used. Computation shall not include the day on which a decision being appealed was made, service or notice was received, a document was filed, or other event occurred causing time to begin to run. Computation shall include the last day of the period, unless it is a Saturday, a Sunday, or a legal holiday, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

§ 2.16 Extensions of time.

An official to whom an appeal is made may, upon a showing of good cause by a party and with notice to all other parties, extend the period for filing or serving any document; *provided*, however, that no extension will be granted for filing a notice of appeal under § 2.9 of this part or serve by itself to extend any period specified by law or regulation other than in this part.

§ 2.17 Summary dismissal.

(a) An appeal under this part will be dismissed if the notice of appeal is not filed within the time specified in § 2.9(a).

(b) An appeal under this part may be subject to summary dismissal for the following causes:

(1) If after the appellant is given an opportunity to amend them, the appeal documents do not state the reasons why the appellant believes the decision being appealed is in error, or the reasons for the appeal are not otherwise evident in the documents, or

(2) If the appellant has been required to post a bond and fails to do so.

§ 2.18 Consolidation of appeals.

Separate proceedings pending before one official under this part and involving common questions of law or fact may be consolidated by the official conducting such proceedings, pursuant to a motion by any party or on the initiative of the official.

§ 2.19 Action by Area Directors and Education Programs officials on appeal.

(a) Area Directors, Area Education Programs Administrators, Agency Superintendents for Education, Presidents of Post-Secondary Schools and the Deputy to the Assistant Secretary—Indian Affairs/Director (Indian Education Programs) shall render written decisions in all cases appealed to them within 60 days after all time for pleadings (including all extensions granted) has expired. The decision shall include a statement that the decision may be appealed pursuant to this part, identify the official to whom it may be appealed and indicate the appeal procedures, including the 30-day time limit for filing a notice of appeal.

(b) A copy of the decision shall be sent to the appellant and each known interested party by certified or registered mail, return receipt requested. Such receipts shall become a permanent part of the record.

§ 2.20 Action by the Assistant Secretary—Indian Affairs on appeal.

(a) When a decision is appealed to the Interior Board of Indian Appeals, a copy of the notice of appeal shall be sent to the Assistant Secretary—Indian Affairs.

(b) The notice of appeal sent to the Interior Board of Indian Appeals shall

certify that a copy has been sent to the Assistant Secretary—Indian Affairs.

(c) In accordance with the provisions of § 4.332(b) of title 43 of the Code of Federal Regulations, a notice of appeal to the Board of Indian Appeals shall not be effective until 20 days after receipt by the Board, during which time the Assistant Secretary—Indian Affairs shall have authority to decide to:

- (1) Issue a decision in the appeal, or
- (2) Assign responsibility to issue a decision in the appeal to a Deputy to the Assistant Secretary—Indian Affairs.

The Assistant Secretary—Indian Affairs will not consider petitions to exercise this authority. If the Assistant Secretary—Indian Affairs decides to issue a decision in the appeal or to assign responsibility to issue a decision in the appeal to a Deputy to the Assistant Secretary—Indian Affairs, he/she shall notify the Board of Indian Appeals, the deciding official, the appellant, and interested parties within 15 days of his/her receipt of a copy of the notice of appeal. Upon receipt of such notification, the Board of Indian Appeals shall transfer the appeal to the Assistant Secretary—Indian Affairs. The decision shall be signed by the Assistant Secretary—Indian Affairs or a Deputy to the Assistant Secretary—Indian Affairs within 60 days after all time for pleadings (including all extensions granted) has expired. If the decision is signed by the Assistant Secretary—Indian Affairs, it shall be final for the Department and effective immediately unless the Assistant Secretary—Indian Affairs provides otherwise in the decision. Except as otherwise provided in § 2.20(g), if the decision is signed by a Deputy to the Assistant Secretary—Indian Affairs, it may be appealed to the Board of Indian Appeals pursuant to the provisions of 43 CFR part 4, subpart D.

(d) A copy of the decision shall be sent to the appellant and each known interested party by certified or registered mail, return receipt requested. Such receipts shall become a permanent part of the record.

(e) If the Assistant Secretary—Indian Affairs or the Deputy to the Assistant Secretary—Indian Affairs to whom the authority to issue a decision has been

assigned pursuant to § 2.20(c) does not make a decision within 60 days after all time for pleadings (including all extensions granted) has expired, any party may move the Board of Indian Appeals to assume jurisdiction subject to 43 CFR 4.337(b). A motion for Board decision under this section shall invest the Board with jurisdiction as of the date the motion is received by the Board.

(f) When the Board of Indian Appeals, in accordance with 43 CFR 4.337(b), refers an appeal containing one or more discretionary issues to the Assistant Secretary—Indian Affairs for further consideration, the Assistant Secretary—Indian Affairs shall take action on the appeal consistent with the procedures in this section.

(g) The Assistant Secretary—Indian Affairs shall render a written decision in an appeal from a decision of the Deputy to the Assistant Secretary—Indian Affairs/Director (Indian Education Programs) within 60 days after all time for pleadings (including all extensions granted) has expired. A copy of the decision shall be sent to the appellant and each known interested party by certified or registered mail, return receipt requested. Such receipts shall become a permanent part of the record. The decision shall be final for the Department and effective immediately unless the Assistant Secretary—Indian Affairs provides otherwise in the decision.

§ 2.21 Scope of review.

(a) When a decision has been appealed, any information available to the reviewing official may be used in reaching a decision whether part of the record or not.

(b) When the official deciding an appeal believes it appropriate to consider documents or information not contained in the record on appeal, the official shall notify all interested parties of the information and they shall be given not less than 10 days to comment on the information before the appeal is decided. The deciding official shall include in the record copies of documents or a description of the information used in arriving at the decision. Except where disclosure of the actual documents used may be prohibited by law, copies of the information shall be made

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service was made as required by this section.

[73 FR 67288, Nov. 13, 2008]

§4.324 How is the record on appeal prepared?

(a) On receiving a copy of the notice of appeal, the judge whose decision is being appealed must notify:

- (1) The agency concerned; and
- (2) The LTRO where the original record was filed under §30.233 of this subtitle.

(b) If a transcript of the hearing was not prepared, the judge must have a transcript prepared and forwarded to the LTRO within 30 days after receiving a copy of the notice of appeal. The LTRO must include the original transcript in the record.

(c) Within 30 days of the receipt of the transcript, the LTRO must do the following:

- (1) Prepare a table of contents for the record;
- (2) Make two complete copies of the original record, including the transcript and table of contents;
- (3) Certify that the record is complete;
- (4) Forward the certified original record, together with the table of contents, to the Board by certified mail or other service with delivery confirmation; and
- (5) Send one copy of the complete record to the agency.

(d) While the appeal is pending, the copies of the record will be available for inspection at the LTRO and the agency.

(e) Any party may file an objection to the record. The party must file his or her objection with the Board within 15 days after receiving the notice of docketing under §4.325.

(f) For any of the following appeals, the judge must prepare an administrative record for the decision and a table of contents for the record and must forward them to the Board:

- (1) An interlocutory appeal under §4.28;
- (2) An appeal from a decision under §§30.126 or 30.127 regarding modification of an inventory of an estate; or
- (3) An appeal from a decision under §30.124 determining that a person for

whom a probate proceeding is sought to be opened is not deceased.

[76 FR 7505, Feb. 10, 2011]

§4.325 How will the appeal be docketed?

The Board will docket the appeal on receiving the probate record from the LTRO or the administrative record from the judge, and will provide a notice of the docketing and the table of contents for the record to all interested parties as shown by the record on appeal. The docketing notice will specify the deadline for filing briefs and will cite the procedural regulations governing the appeal.

[73 FR 67288, Nov. 13, 2008]

§4.326 What happens to the record after disposition?

(a) After the Board makes a decision other than a remand, it must forward to the designated LTRO:

- (1) The record filed with the Board under §4.324(d) or (f); and
- (2) All documents added during the appeal proceedings, including any transcripts and the Board's decision.

(b) The LTRO must conform the duplicate record retained under §4.324(b) to the original sent under paragraph (a) of this section and forward the duplicate record to the agency concerned.

[73 FR 67288, Nov. 13, 2008]

APPEALS TO THE BOARD OF INDIAN APPEALS FROM ADMINISTRATIVE ACTIONS OF OFFICIALS OF THE BUREAU OF INDIAN AFFAIRS: ADMINISTRATIVE REVIEW IN OTHER INDIAN MATTERS NOT RELATING TO PROBATE PROCEEDINGS

SOURCE: 54 FR 6487, Feb. 10, 1989, unless otherwise noted.

§4.330 Scope.

(a) The definitions set forth in 25 CFR 2.2 apply also to these special rules. These regulations apply to the practice and procedure for: (1) Appeals to the Board of Indian Appeals from administrative actions or decisions of officials of the Bureau of Indian Affairs issued under regulations in 25 CFR chapter 1, and (2) administrative review by the Board of Indian Appeals of other matters pertaining to Indians

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which are referred to it for exercise of review authority of the Secretary or the Assistant Secretary—Indian Affairs.

(b) Except as otherwise permitted by the Secretary or the Assistant Secretary—Indian Affairs by special delegation or request, the Board shall not adjudicate:

- (1) Tribal enrollment disputes;
- (2) Matters decided by the Bureau of Indian Affairs through exercise of its discretionary authority; or
- (3) Appeals from decisions pertaining to final recommendations or actions by officials of the Minerals Management Service, unless the decision is based on an interpretation of Federal Indian law (decisions not so based which arise from determinations of the Minerals Management Service, are appealable to the Interior Board of Land Appeals in accordance with 43 CFR 4.410).

§4.331 Who may appeal.

Any interested party affected by a final administrative action or decision of an official of the Bureau of Indian Affairs issued under regulations in title 25 of the Code of Federal Regulations may appeal to the Board of Indian Appeals, except—

- (a) To the extent that decisions which are subject to appeal to a higher official within the Bureau of Indian Affairs must first be appealed to that official;
- (b) Where the decision has been approved in writing by the Secretary or Assistant Secretary—Indian Affairs prior to promulgation; or
- (c) Where otherwise provided by law or regulation.

§4.332 Appeal to the Board; how taken; mandatory time for filing; preparation assistance; requirement for bond.

(a) A notice of appeal shall be in writing, signed by the appellant or by his attorney of record or other qualified representative as provided by 43 CFR 1.3, and filed with the Board of Indian Appeals, Office of Hearings and Appeals, U.S. Department of the Interior, 801 North Quincy Street, Arlington, Virginia 22203, within 30 days after receipt by the appellant of the decision from which the appeal is taken. A copy

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of the notice of appeal shall simultaneously be filed with the Assistant Secretary—Indian Affairs. As required by §4.333 of this part, the notice of appeal sent to the Board shall certify that a copy has been sent to the Assistant Secretary—Indian Affairs. A notice of appeal not timely filed shall be dismissed for lack of jurisdiction. A notice of appeal shall include:

- (1) A full identification of the case;
- (2) A statement of the reasons for the appeal and of the relief sought; and
- (3) The names and addresses of all additional interested parties, Indian tribes, tribal corporations, or groups having rights or privileges which may be affected by a change in the decision, whether or not they participated as interested parties in the earlier proceedings.

(b) In accordance with 25 CFR 2.20(c) a notice of appeal shall not be effective for 20 days from receipt by the Board, during which time the Assistant Secretary—Indian Affairs may decide to review the appeal. If the Assistant Secretary—Indian Affairs properly notifies the Board that he has decided to review the appeal, any documents concerning the case filed with the Board shall be transmitted to the Assistant Secretary—Indian Affairs.

(c) When the appellant is an Indian or Indian tribe not represented by counsel, the official who issued the decision appealed shall, upon request of the appellant, render such assistance as is appropriate in the preparation of the appeal.

(d) At any time during the pendency of an appeal, an appropriate bond may be required to protect the interest of any Indian, Indian tribe, or other parties involved.

[54 FR 6487, Feb. 10, 1989, as amended at 67 FR 4368, Jan. 30, 2002]

§4.333 Service of notice of appeal.

(a) On or before the date of filing of the notice of appeal the appellant shall serve a copy of the notice upon each known interested party, upon the official of the Bureau of Indian Affairs from whose decision the appeal is taken, and upon the Assistant Secretary—Indian Affairs. The notice of appeal filed with the Board shall certify that service was made as required

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by this section and shall show the names and addresses of all parties served. If the appellant is an Indian or an Indian tribe not represented by counsel, the appellant may request the official of the Bureau whose decision is appealed to assist in service of copies of the notice of appeal and any supporting documents.

(b) The notice of appeal will be considered to have been served upon the date of personal service or mailing.

§ 4.334 Extensions of time.

Requests for extensions of time to file documents may be granted upon a showing of good cause, except for the time fixed for filing a notice of appeal which, as specified in § 4.332 of this part, may not be extended.

§ 4.335 Preparation and transmittal of record by official of the Bureau of Indian Affairs.

(a) Within 20 days after receipt of a notice of appeal, or upon notice from the Board, the official of the Bureau of Indian Affairs whose decision is appealed shall assemble and transmit the record to the Board. The record on appeal shall include, without limitation, copies of transcripts of testimony taken; all original documents, petitions, or applications by which the proceeding was initiated; all supplemental documents which set forth claims of interested parties; and all documents upon which all previous decisions were based.

(b) The administrative record shall include a Table of Contents noting, at a minimum, inclusion of the following:

(1) The decision appealed from;
(2) The notice of appeal or copy thereof; and

(3) Certification that the record contains all information and documents utilized by the deciding official in rendering the decision appealed.

(c) If the deciding official receives notification that the Assistant Secretary—Indian Affairs has decided to review the appeal before the administrative record is transmitted to the Board, the administrative record shall be forwarded to the Assistant Secretary—Indian Affairs rather than to the Board.

§ 4.336 Docketing.

An appeal shall be assigned a docket number by the Board 20 days after receipt of the notice of appeal unless the Board has been properly notified that the Assistant Secretary—Indian Affairs has assumed jurisdiction over the appeal. A notice of docketing shall be sent to all interested parties as shown by the record on appeal upon receipt of the administrative record. Any objection to the record as constituted shall be filed with the Board within 15 days of receipt of the notice of docketing. The docketing notice shall specify the time within which briefs shall be filed, cite the procedural regulations governing the appeal and include a copy of the Table of Contents furnished by the deciding official.

§ 4.337 Action by the Board.

(a) The Board may make a final decision, or where the record indicates a need for further inquiry to resolve a genuine issue of material fact, the Board may require a hearing. All hearings shall be conducted by an administrative law judge of the Office of Hearings and Appeals. The Board may, in its discretion, grant oral argument before the Board.

(b) Where the Board finds that one or more issues involved in an appeal or a matter referred to it were decided by the Bureau of Indian Affairs based upon the exercise of discretionary authority committed to the Bureau, and the Board has not otherwise been permitted to adjudicate the issue(s) pursuant to § 4.330(b) of this part, the Board shall dismiss the appeal as to the issue(s) or refer the issue(s) to the Assistant Secretary—Indian Affairs for further consideration.

§ 4.338 Submission by administrative law judge of proposed findings, conclusions and recommended decision.

(a) When an evidentiary hearing pursuant to § 4.337(a) of this part is concluded, the administrative law judge shall recommend findings of fact and conclusions of law, stating the reasons for such recommendations. A copy of the recommended decision shall be sent to each party to the proceeding, the Bureau official involved, and the

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Board. Simultaneously, the entire record of the proceedings, including the transcript of the hearing before the administrative law judge, shall be forwarded to the Board.

(b) The administrative law judge shall advise the parties at the conclusion of the recommended decision of their right to file exceptions or other comments regarding the recommended decision with the Board in accordance with §4.339 of this part.

§4.339 Exceptions or comments regarding recommended decision by administrative law judge.

Within 30 days after receipt of the recommended decision of the administrative law judge, any party may file exceptions to or other comments on the decision with the Board.

§4.340 Disposition of the record.

Subsequent to a decision by the Board, the record filed with the Board and all documents added during the appeal proceedings, including the Board's decision, shall be forwarded to the official of the Bureau of Indian Affairs whose decision was appealed for proper disposition in accordance with rules and regulations concerning treatment of Federal records.

WHITE EARTH RESERVATION LAND SETTLEMENT ACT OF 1985; AUTHORITY OF ADMINISTRATIVE JUDGES; DETERMINATIONS OF THE HEIRS OF PERSONS WHO DIED ENTITLED TO COMPENSATION

SOURCE: 56 FR 61383, Dec. 3, 1991, unless otherwise noted.

§4.350 Authority and scope.

(a) The rules and procedures set forth in §§4.350 through 4.357 apply only to the determination through intestate succession of the heirs of persons who died entitled to receive compensation under the White Earth Reservation Land Settlement Act of 1985, Public Law 99-264 (100 Stat. 61), amended by Public Law 100-153 (101 Stat. 886) and Public Law 100-212 (101 Stat. 1433).

(b) Whenever requested to do so by the Project Director, an administrative judge shall determine such heirs by applying inheritance laws in accordance with the White Earth Reservation Set-

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tlement Act of 1985 as amended, notwithstanding the decedent may have died testate.

(c) As used herein, the following terms shall have the following meanings:

(1) The term *Act* means the White Earth Reservation Land Settlement Act of 1985 as amended.

(2) The term *Board* means the Board of Indian Appeals in the Office of Hearings and Appeals, Office of the Secretary.

(3) The term *Project Director* means the Superintendent of the Minnesota Agency, Bureau of Indian Affairs, or other Bureau of Indian Affairs official with delegated authority from the Minneapolis Area Director to serve as the federal officer in charge of the White Earth Reservation Land Settlement Project.

(4) The term *party (parties) in interest* means the Project Director and any presumptive or actual heirs of the decedent, or of any issue of any subsequently deceased presumptive or actual heir of the decedent.

(5) The term *compensation* means a monetary sum, as determined by the Project Director, pursuant to section 8(c) of the Act.

(6) The term *administrative judge* means an administrative judge or an administrative law judge, attorney-advisor, or other appropriate official of the Office of Hearings and Appeals to whom the Director of the Office of Hearings and Appeals has redelegated his authority, as designee of the Secretary, for making heirship determinations as provided for in these regulations.

(7) The term *appellant* means a party aggrieved by a final order or final order upon reconsideration issued by an administrative judge who files an appeal with the Board.

[56 FR 61383, Dec. 3, 1991; 56 FR 65782, Dec. 18, 1991, as amended at 64 FR 13363, Mar. 18, 1999]

§4.351 Commencement of the determination process.

(a) Unless an heirship determination which is recognized by the Act already exists, the Project Director shall commence the determination of the heirs of those persons who died entitled to receive compensation by filing with

03/28/2016		BUDGET REPORT FOR ACME TOWNSHIP				
		Calculations as of 06/30/2016				
		2014-15	2015-16	2015-16	2015-16	2016-17
		ACTIVITY	AMENDED	ACTIVITY	PROJECTED	REQUESTED
GL NUMBER	DESCRIPTION		BUDGET	THRU 06/30/16	ACTIVITY	BUDGET
Fund 101 - GENERAL FUND						
ESTIMATED REVENUES						
Dept 000						
101-000-402.000	CURRENT PROPERTY TAXES	206,464.98	226,500.00	215,178.61		219,000.00
101-000-403.000	STATE SHARED SALES TAX					
101-000-412.000	PERSONAL PROP TAXES	11,251.30	1,000.00			17,250.00
101-000-420.000	DELQUENT PERS PROP TAX					
101-000-423.000	ANY AND ALL OTHER TAXES					
101-000-445.000	CURRENT TAXES					
101-000-445.020	PENALTIES& INTEREST	417.80	500.00	1,146.04		1,200.00
101-000-446.000	DEL PERS INTEREST & PENALTY					
101-000-447.000	ADMINISTRATIVE FEE 1%	123,297.15	104,600.00	100,655.04		106,000.00
101-000-448.000	CABLE TV FEE	85,100.58	82,500.00	43,732.73		82,500.00
101-000-465.000	PASSPORT FEES	3,500.51	3,200.00	1,758.00		2,700.00
101-000-477.000	LICENSES & PERMITS					
101-000-480.000	BUSINESS LICENSE & PERMITS					
101-000-574.000	ST SHARED SALES TAX	336,099.00	344,895.00	168,481.00		340,496.00
101-000-577.000	SWAMP TAX	1,035.39	1,000.00	1,380.52		1,300.00
101-000-602.000	GRANTS	66,000.00	50,000.00	20,070.00		40,250.00
101-000-607.000	CHARGES FOR SERVICES	278.71		49.90		
101-000-607.001	WIRELESS TOWERS					
101-000-608.000	ZONING ORDINANCES	230.00				
101-000-608.001	Zoning Fees	18,075.38	14,500.00	8,912.67		12,000.00
101-000-609.000	ZONING BOARD OF APPEALS					
101-000-610.000	Revenues for Escrow Account	5,930.81	60,000.00			70,000.00
101-000-610.000-064	Revenues for Escrow Account			865.00		
101-000-610.000-072	Revenues for Escrow Account					
101-000-610.000-073	Revenues for Escrow Account			6,626.50		

101-000-610.000-074	Revenues for Escrow Account					
101-000-610.000-075	Revenues for Escrow Account			1,500.00		
101-000-610.000-076	REVENUES FOR ESCROW ACCOUNT			1,500.00		
101-000-610.000-077	REVENUES FOR ESCROW ACCOUNT			1,500.00		
101-000-610.000-078	Revenues for Escrow Account			1,500.00		
101-000-610.000-901	Revenues for Escrow Account			55,159.14		
101-000-631.000	CONS INDUSTRY ANNUAL MAINT FE METRO ACT ROW -RIGHT AWAY MTC	12,401.91	6,600.00	500.00		6,500.00
101-000-643.000	CEMETARY lot &plots					
101-000-665.000	INTEREST ON INVESTMENTS	367.33	500.00	152.79		350.00
101-000-665.001	INTEREST SEPTAGE RECEIVED INTEREST PAY BACK FOR TWP LOAN TO SEPTAGE PLANT	4,493.96	1,400.00	1,384.11		1,350.00
101-000-667.000	RENT-PARKS	225.00	100.00			150.00
101-000-671.000	MISC REVENUES	11,330.42	4,000.00			2,000.00
101-000-671.010	CIVIL INFRACTION FEES					200.00
101-000-672.000	ASSESSMENTS CURRENT					
101-000-672.010	INTEREST CURRENT ASSESSMENTS					
101-000-672.020	PREPAID ASSESSMENTS					
101-000-673.000	SALES OF FIXED ASSETS					
101-000-676.000	REIMBURSEMENTS	19,067.45	24,000.00	100,218.13		24,500.00
101-000-676.701	REIMBURSEMENTS FROM 701		2,200.00			
101-000-687.000	REFUNDS & REBATES	708.00				
101-000-699.000	TRANS IN FRM OTHER FUNDS			0.52		
Totals for dept 000-		906,275.68	927,495.00	732,270.70		927,746.00
Dept 101-TOWNSHIP BOARD OF TRUSTEES						
101-101-602.000	GRANTS					
Totals for dept 101-TOWNSHIP BOARD OF TRUSTEES						
Dept 410-PLANNING & ZONING EXPENDITURES						
101-410-475.000-078	PROJECT REVENUES TO BE USED					
Totals for dept 410-PLANNING & ZONING EXPENDITURES						
TOTAL ESTIMATED REVENUES						
		906,275.68	927,495.00	732,270.70		927,746.00

APPROPRIATIONS						
Dept 000						
101-000-465.001	POSTAGE FOR PASSPORTS	602.92	550.00	602.83		650.00
101-000-802.000						
101-000-902.000	BANK CHARGES					
101-000-946.000	CHERRY CAPITAL CABLE FEE					
101-000-953.001	DISBURSED BURIAL FEES					
101-000-956.000	MISCELLANEOUS					
101-000-964.000	REIMBURSEMENTS					
101-000-976.000	POLICING CONTRACT					
101-000-992.000	CONTINGENCY		26,500.00			65,000.00
101-000-994.000	TC TALUS CONTRACT SERVICES		800.00	1,000.00		1,000.00
	NETWORKNORTH WEST TRANSPORTATION MIKE WOODS					
101-000-995.000	SENIOR CENTER					
101-000-996.000	GYPSY MOTH PROGRAM					
101-000-997.300	FOURTH OF JULY FIREWORKS	250.00	300.00			300.00
	TC BOOM BOOM CLUB JULY 42016					
101-000-998.000	GT COUNTY ROAD COMMISION TAF ROAD BRINE 2016	1,508.63	1,530.00			1,680.00
101-000-999.000	TRANSFER TO OTHER FUNDS	57,423.00	95,868.00	95,866.86		
Totals for dept 000-		59,784.55	125,548.00	97,469.69		68,630.00
Dept 101-TOWNSHIP BOARD OF TRUSTEES						
101-101-702.000	SALARIES 12 MEETINGS A YEAR+DUTIES ABOVE STAUORY=\$3000	23,725.00	27,000.00	18,111.46		27,000.00
101-101-703.000	WAGES DEPUTY/SEC/PRT TIME					
101-101-703.001	SECRETARY 13.51 PER HOUR +16 MEETINGS AT \$100 PER MEETING MINUTES	29,406.66	29,700.00	20,678.66		29,700.00
101-101-703.002	TOWNSHIP MANAGER					
101-101-705.001	PER DIEM TRUSTEES \$50 DOLLARS PR EXTRA MEETINGS		500.00			250.00
101-101-710.000	UNEMPLOYMENT EXPENSE	7,205.00				
101-101-714.000	FICA LOCAL SHARE	3,799.61	4,650.00	2,707.72		46,500.00
	TRUSTEE+SECRETARY &EXTRA DUTIES					
101-101-726.000	SUPPLIES & POSTAGE	1,546.96	3,000.00	1,624.22		2,500.00

101-101-801.000	PRINTER OFFICE SUPPLIES				
	ACCOUNTING & AUDIT	9,934.99	11,000.00	9,900.00	11,000.00
	ANNUAL AUDIT GABRIDGE				
101-101-801.001	INTERNAL ACCOUNTANT	5,200.00	2,500.00	785.00	1,250.00
	CONNIE/ACCOUNT TO ASSIST CLERK				
101-101-802.001	ATTORNEY SERVICES LITIGATION	559.50	1,000.00	270.00	500.00
	IMMUNIAL LLC BATES CROSSING				
101-101-802.002	ATTORNEY SERVICES	24,429.16	17,000.00	5,968.94	14,000.00
	BOARD RETAINER,CALLS,FOIA REVIEWES,MEETINGS				
101-101-802.004	CONTRACTED EMPLOYEE SERVICES				
101-101-802.005	CONTRACTED COMMUNITY SERVICE	59,000.00	50,000.00	20,070.00	20,000.00
	2%PARTNERS PAY OUT OF GRANTS APPLIED FOR /YUBA SCHOOL OR OTHER				
101-101-803.000	PLANNER SERVICES				
101-101-803.001	PLANNING CONSULTANT				
101-101-803.003	ENGINEERING SERVICES	29,236.75	25,000.00	8,530.00	23,000.00
	ENGINEER OF RECORD GOSLING CZUBAK/PARKS/OTHER PROJECTS				
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	25,780.47	57,674.67	49,777.98	22,000.00
	WEB MTCE./\$2500 COMPUTER +CLOUD SUPPORT/\$16800/ANNUAL MTCE BS&A \$3000,				
101-101-807.001	DDA Consultant				
101-101-855.000	ACME NEWSLETTER				
101-101-860.000	TRAVEL & MILEAGE	135.60	1,000.00		1,000.00
	MTA /TRAINING/TRUSTEES TRAVEL TO MEETINGS OUT OF COUNTY				
101-101-874.000	RETIREMENT/PENSION	2,941.10	3,270.00	2,262.85	32,700.00
	SECRETARY 401 EXPENCE+EXTRA DUTIES				
101-101-900.000	PUBLICATIONS	1,282.89	2,000.00	1,474.99	2,000.00
101-101-910.000	INSURANCE	7,256.06	8,084.00	6,264.64	4,000.00
	SECRETARY HELTH STIPEN \$4000				
101-101-946.000	CHERRY CAPITAL CABLE FEE				
101-101-946.001	SUPPLIES/POSTAGE	116.40	150.00	113.00	150.00
101-101-956.000	MISCELLANEOUS				
101-101-958.000	EDUCATION/TRAINING/CONVENTION		500.00		500.00
	MTA CONVENTION NEW TRUSTEES?				
101-101-960.000	dues subscriptions	180.94	5,350.00	5,633.89	5,700.00
	MTA MEMBERSHIP				
101-101-965.000	TWP CLEAN UP DAY				
Totals for dept 101-TOWNSHIP BOARD OF TRUSTEES		231,737.09	249,378.67	154,173.35	243,750.00

Dept 171-SUPERVISOR EXPENDITURES					
101-171-702.000	SALARIES	37,000.08	37,000.00	26,184.64	37,000.00
101-171-714.000	FICA LOCAL SHARE	2,841.32	3,040.00	2,207.74	3,040.00
101-171-726.000	SUPPLIES & POSTAGE	13.77	100.00		100.00
101-171-860.000	TRAVEL & MILEAGE	357.08	500.00		500.00
	MTA MEETINGS OUTOF COUNTY				
101-171-874.000	RETIREMENT/PENSION	3,700.00	4,000.00	2,985.35	4,000.00
	401 K CONTRIBUTION				
101-171-910.000	INSURANCE		4,000.00	2,815.45	4,000.00
	STIEPEN IN LEW OF INSURANCE				
101-171-956.000	MISCELLANEOUS				
101-171-958.000	EDUCATION/TRAINING/CONVENTION		1,000.00		500.00
	ATTENT MTA CONVENTION				
101-171-992.000	CONTINGENCY				
Totals for dept 171-SUPERVISOR EXPENDITURES		43,912.25	49,640.00	34,193.18	49,140.00
Dept 191-ELECTION EXPENDITURES					
101-191-702.000	SALARIES	8,850.00	10,000.00	2,891.50	10,000.00
	ELECTION /FOUR PER YEAR				
101-191-714.000	FICA LOCAL SHARE	48.47	380.00		380.00
101-191-726.000	SUPPLIES & POSTAGE	4,988.72	5,000.00	1,376.52	3,000.00
	ELECTION MATERIAL/ABSENCE FORMS & ENVELOPES				
101-191-900.000	PUBLICATIONS	591.70	800.00	73.50	500.00
	OFFICIAL ANNOUNCEMENTS PAPER ADS				
101-191-956.000	MISCELLANEOUS				
101-191-992.000	CONTINGENCY				
Totals for dept 191-ELECTION EXPENDITURES		14,478.89	16,180.00	4,341.52	13,880.00
Dept 209-ASSESSOR'S EXPENDITURES					
101-209-702.000	SALARIES	5,000.04	5,000.00	3,333.36	5,000.00
	DAWN K TWP PAY				
101-209-714.000	FICA LOCAL SHARE	382.47	383.00	255.00	383.00
101-209-726.000	SUPPLIES & POSTAGE	1,876.54	2,500.00	1,700.79	2,200.00
	MAILINGS ANNUAL ASSESSMENTS				
101-209-803.002	ASSESSING CONTRACT SERVICES	30,000.00	40,000.00	30,000.06	40,000.00
	A&D ASSESSING CONTRACT				
101-209-803.004	ASSESSOR'S EVALUATION SERVICES	915.96	2,000.00	600.00	2,000.00

ATTORNEY COST TAX ISSUES & STATE TRIBUNALS					
101-209-804.000	SOFTWARE SUPPORT & PROCESSIN	1,699.00	1,500.00	1,720.00	1,000.00
	BS&A UPDATE NEEDS				
101-209-860.000	TRAVEL & MILEAGE				
101-209-900.000	PUBLICATIONS	41.88			
101-209-956.000	MISCELLANEOUS				
Totals for dept 209-ASSESSOR'S EXPENDITURES		39,915.89	51,383.00	37,609.21	50,583.00
Dept 215-CLERK'S EXPENDITURES					
101-215-702.000	SALARIES	37,150.18	37,008.00	26,047.86	37,008.00
101-215-703.000	WAGES DEPUTY/SEC/PRT TIME	15,000.00	18,304.00	10,288.00	18,304.00
	22 HOURS PER WEEK AT \$16.00 PER HOUR				
101-215-714.000	FICA LOCAL SHARE	3,336.12	4,231.00	2,391.45	4,231.00
101-215-726.000	SUPPLIES & POSTAGE	1,242.49	1,500.00	197.79	1,500.00
101-215-804.000	SOFTWARE SUPPORT & PROCESSIN	707.72	1,500.00		
101-215-860.000	TRAVEL & MILEAGE	1,529.14	2,000.00	1,079.72	1,500.00
	CLERK & DEPUTY TRAINING				
101-215-874.000	RETIREMENT/PENSION	4,827.80	5,538.00	2,704.46	5,538.00
	10% OF WAGES PAID TO 401K				
101-215-910.000	INSURANCE	11,055.62	12,200.00	8,940.60	12,500.00
	CLERK HELTH CARE + A HALF A YEAR COST INCREASE OF 8%				
101-215-956.000	MISCELLANEOUS				
101-215-958.000	EDUCATION/TRAINING/CONVENTIO	685.19	2,000.00	1,588.00	2,200.00
	ELECTION TRAINING +MTA CONVENTION				
Totals for dept 215-CLERK'S EXPENDITURES		75,534.26	84,281.00	53,237.88	82,781.00
Dept 247-BOARD OF REVIEW					
101-247-702.000	SALARIES	570.00	800.00	30.00	900.00
	\$15.00 PER HOUR FOR 3 PEOPLE 4 MEETINGS ANNUALLY				
101-247-714.000	FICA LOCAL SHARE	43.62	61.00	2.30	61.00
101-247-900.000	PUBLICATIONS		100.00		100.00
101-247-956.000	MISCELLANEOUS	265.08	200.00		200.00
Totals for dept 247-BOARD OF REVIEW		878.70	1,161.00	32.30	1,261.00
Dept 253-TREASURER'S EXPENDITURES					
101-253-702.000	SALARIES	25,255.61	25,159.00	17,708.01	25,159.00
101-253-703.000	WAGES DEPUTY/SEC/PRT TIME	25,255.62	25,159.00	17,708.01	25,159.00

25 HOURS PER WEEK SALARY POSITION FOR ABOUT 1300 HOURS					
101-253-714.000	FICA LOCAL SHARE	3,763.72	3,825.00	2,634.47	3,825.00
101-253-726.000	SUPPLIES & POSTAGE	3,030.83	5,000.00	3,958.90	4,500.00
PROCESS AND MAILING TAX BILLS TWICE PER YEAR					
101-253-801.000	ACCOUNTING & AUDIT				
101-253-804.000	SOFTWARE SUPPORT & PROCESSIN	1,271.00	1,000.00		1,000.00
101-253-860.000	TRAVEL & MILEAGE		1,000.00		500.00
ANNUAL TREASURER UP-DATE TRAINING+MILAGE					
101-253-874.000	RETIREMENT/PENSION		5,032.00	3,677.26	(5,032.00)
101-253-900.000	PUBLICATIONS	8.15			
101-253-910.000	INSURANCE	1,175.29	2,200.00	853.34	2,300.00
TREASURER ONLY					
101-253-930.000	REPAIRS & MAINT				
101-253-956.000	MISCELLANEOUS				
101-253-958.000	EDUCATION/TRAINING/CONVENTION		1,000.00		1,000.00
ANNUAL MTA CONVENTION					
Totals for dept 253-TREASURER'S EXPENDITURES		59,760.22	69,375.00	46,539.99	58,411.00
Dept 265-TOWNHALL EXPENDITURES					
101-265-726.000	SUPPLIES & POSTAGE	1,454.53	1,500.00	2,148.25	2,200.00
PRTTY CASH/OFFICE SUPPLIES GENERAL COPY PAPER /ENVELOPES BINDERS					
101-265-850.000	TELEPHONE				
UNDER INTERNET CHARGES					
101-265-851.000	CABLE INTERNET SERVICES	4,478.02	4,000.00	3,049.09	4,000.00
101-265-860.000	TRAVEL & MILEAGE				
101-265-920.000	ELECTRIC UTILITIES TOWNHALL	10,653.31	11,000.00	7,991.47	11,500.00
101-265-921.000	STREET LIGHTS	11,008.24	12,500.00	6,821.28	9,000.00
101-265-922.000	MICH CON GAS	3,746.06	4,000.00	2,003.02	3,800.00
101-265-923.000	SEWER TOWNSHIP HALL	630.00	800.00	180.00	400.00
101-265-930.000	REPAIRS & MAINT	7,256.91	5,500.00	5,053.60	6,000.00
TRASH PICK UP/COPER MTCE/DRINKING WATER FLOOR MATS					
101-265-956.000	MISCELLANEOUS				
101-265-970.000	CAPITAL OUTLAY				
101-265-985.000	SKATING RINK MAINT				
Totals for dept 265-TOWNHALL EXPENDITURES		39,227.07	39,300.00	27,246.71	36,900.00
Dept 276-CEMETARY MAINTENANCE					

101-276-930.000	REPAIRS & MAINT			40.00		
Totals for dept 276-CEMETARY MAINTENANCE			40.00			
Dept 301-POLICING CONTRACT SERVICES						
101-301-802.000	COMMUNITY POLICING CONTRACT					
Totals for dept 301-POLICING CONTRACT SERVICES						
Dept 410-PLANNING & ZONING EXPENDITURES						
101-410-702.000	SALARIES					
101-410-702.001	OFFICE & PLANNING COORDINATOR					
101-410-702.002	ZONING ADMIN SALARY	22,953.07	50,000.00	31,385.59		50,000.00
	SX 2080 HOURS ANNUALLY					
101-410-703.000	WAGES DEPUTY/SEC/PRT TIME					
101-410-705.000	PER DIEM PLANNING/ZBA	8,937.00	18,500.00	5,200.00		18,500.00
	16 MEETINGS/REWRITE OF ORDINANCES---/ZBA 6 MMTINGSAT \$550,CHAAIR \$150 MEMBERS\$100					
101-410-714.000	FICA LOCAL SHARE	2,563.96	5,210.00	3,155.44		5,210.00
101-410-726.000	SUPPLIES & POSTAGE	157.30	400.00	162.77		400.00
	MAILINGS ON ZONING ISSUES NOT CHARGED TO ESCROW ACCOUNTS					
101-410-726.001	POSTAGE T & A		100.00			100.00
	MAILINGS ON INDIVUAL CLIENT APPLICATINS					
101-410-726.001-064	POSTAGE T & A					
101-410-726.001-072	POSTAGE T & A					
101-410-726.001-073	POSTAGE T & A					
101-410-726.001-074	POSTAGE T&A GT RESORT					
101-410-726.001-075	POSTAGE T & A					
101-410-726.001-076	POSTAGE T & A					
101-410-726.001-077	POSTAGE T & A					
101-410-726.001-078	POSTAGE T & A					
101-410-726.001-901	POSTAGE T & A VGT PH 1					
101-410-802.000	COMMUNITY POLICING CONTRACT					
101-410-802.001	ATTORNEY SERVICES LITIGATION			27.00		
101-410-802.002	ATTORNEY SERVICES	16,220.86	16,000.00	9,766.06		16,000.00
	RETAINER FOR PLANNING/ ORDINANCE REWRITE					
101-410-802.003	ATTORNEY T & A		20,000.00			15,000.00
	T7A ACCOUNTS					
101-410-802.003-064	ATTORNEY T & A					
101-410-802.003-072	ATTORNEY T & A					

101-410-802.003-073	ATTORNEY T & A				
101-410-802.003-074	ATTORNEY T&A GT RESORT				
101-410-802.003-075	ATTORNEY T & A				
101-410-802.003-076	ATTORNEY T & A				
101-410-802.003-077	ATTORNEY T & A				
101-410-802.003-078	ATTORNEY T & A				
101-410-802.003-901	ATTORNEY T & A VGT PH 1	870.00		6,164.72	
101-410-803.000	PLANNER SERVICES	29,675.47	15,000.00	5,679.32	10,000.00
	G TTC SITE INSPECTIONS STORM WATER REVIEWS SOIL ERROSION ISSUES				
101-410-803.001	PLANNING CONSULTANT	23,485.52	18,000.00	5,970.00	15,000.00
	B&R RETAINER \$750 PER MONTH ORDINANCE REWRITE-----				
101-410-803.003	ENGINEERING SERVICES				
101-410-803.004	ENGINEERING SERVICES T&A		18,000.00		22,000.00
	GOSLING CZUBAK ON ACCOUNT T&A ACCOUNTS				
101-410-803.004-064	ENGINEERING SERVICES T&A				
101-410-803.004-072	ENGINEERING SERVICES T&A				
101-410-803.004-073	ENGINEERING SERVICES T&A			1,025.00	
101-410-803.004-074	ENGINEERING SERVICES T&A GT RESORT				
101-410-803.004-075	ENGINEERING SERVICES T&A			441.00	
101-410-803.004-076	ENGINEERING SERVICES T&A			700.00	
101-410-803.004-077	ENGINEERING SERVICES T&A				
101-410-803.004-078	ENGINEERING SERVICES T&A			755.00	
101-410-803.004-901	ENGINEERING SERVICES T&A VGT PH 1			16,622.50	
101-410-803.005	PLANNING & CONSULTANT T & A		29,000.00		30,000.00
101-410-803.005-064	PLANNING & CONSULTANT T & A				
101-410-803.005-072	PLANNING & CONSULTANT T & A				
101-410-803.005-073	PLANNING & CONSULTANT T & A			1,960.00	
101-410-803.005-074	PLANNING & CONSULTANT T & A				
101-410-803.005-075	PLANNING & CONSULTANT T & A			770.00	
101-410-803.005-076	PLANNING & CONSULTANT T & A				
101-410-803.005-077	PLANNING & CONSULTANT T & A				
101-410-803.005-078	PLANNING & CONSULTANT T & A			2,415.00	
101-410-803.005-901	PLANNING & CONSULTANT T & A			28,815.62	
101-410-804.000	SOFTWARE SUPPORT & PROCESSIN		500.00		500.00
	NEW LU PERMIT AND SIGN PERMIT SOFTWARE				
101-410-860.000	TRAVEL & MILEAGE	193.63	500.00	231.20	500.00
101-410-874.000	RETIREMENT/PENSION	2,282.10	2,500.00	67.38	5,000.00

	401 K AFTER FIRST YEAR OF SERVICE				
101-410-900.000	PUBLICATIONS	1,439.65	2,500.00	1,614.00	2,200.00
	RE ADS FOR PUBLIC HEARINGS ON ZOANING ORDINANCE NEW OR UP DATES				
101-410-900.001	PUBLICATIONS T & A		900.00		800.00
	T&A ACCOUNT HEARINGS ADS				
101-410-900.001-064	PUBLICATIONS T & A				
101-410-900.001-072	PUBLICATIONS T & A				
101-410-900.001-073	PUBLICATIONS T & A				
101-410-900.001-074	PUBLICATIONS T&A GT RESORT				
101-410-900.001-075	PUBLICATIONS T & A				
101-410-900.001-076	PUBLICATIONS T & A				
101-410-900.001-077	PUBLICATIONS T & A				
101-410-900.001-078	PUBLICATIONS T & A				
101-410-900.001-901	PUBLICATIONS T & A VGT PH 1				
101-410-910.000	INSURANCE		10,000.00	2,737.27	5,000.00
	HEALTH INSURENCE				
101-410-949.000	RENTAL OF SPACE		300.00		300.00
	OFF SITE MEETINGS FOR PUBLIC HEARINGS PLANNING REVIEWS				
101-410-956.000	MISCELLANEOUS				
101-410-958.000	EDUCATION/TRAINING/CONVENTIO	790.00	2,500.00	655.00	2,500.00
	CITIZENS PLANNER CLASSES 2 PEOPLE OU UP DATE TO CITZENS PLANNERS TRAINING				
101-410-960.000	dues subcriptions	350.00	500.00	350.00	500.00
	ZOANING PERSON INSURANCE FAMILY PLAN				
101-410-964.000	REIMBURSEMENTS				
101-410-964.000-075	REIMBURSEMENTS			501.00	
101-410-964.000-078	REIMBURSEMENTS				
Totals for dept 410-PLANNING & ZONING EXPENDITURES		109,918.56	210,410.00	127,170.87	199,510.00
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Dept 750-MAINT & PARKS EXPENDITURES					
101-750-702.000	SALARIES	47,675.71	47,600.00	34,267.72	47,600.00
101-750-703.000	WAGES DEPUTY/SEC/PRT TIME	10,315.00	9,000.00	6,975.00	9,000.00
	10PER HOUR FOR 1000 HOURS				
101-750-704.000	WAGES PARK MAINT SUPRVSR				
101-750-714.000	FICA LOCAL SHARE	3,669.78	4,230.00	2,605.84	4,230.00
101-750-726.000	SUPPLIES & POSTAGE	2,134.84	2,000.00	243.17	2,000.00
	SUPPLIES FOR PARKS BATH HOUSES ,TWP HALL AND PLASTIC TRASH BAGS				
101-750-860.000	TRAVEL & MILEAGE		95.00	32.00	90.00

101-750-874.000	TOMS TRAVEL TO PARKS MEETINGS WITH IN STATE RETIREMENT/PENSION	4,765.30	4,760.00	3,539.03	4,760.00
101-750-910.000	TOMS 401 K INSURANCE	11,084.80	13,000.00	8,895.76	13,000.00
101-750-930.000	FAMILY PLAN INSURANCE WITH 8% INCREASE OM FIRST HALF OF2017 REPAIRS & MAINT	24,238.11	62,490.00	90,738.15	24,000.00
101-750-930.001	SEE BREAK DOWN ON PARKS SHEET ATTACHED PARK EQUIP MAINT	857.82			
101-750-956.000	MISCELLANEOUS	25,640.00	2,000.00	5,500.00	1,600.00
101-750-970.000	E-COLI BEACH TESTING \$1600 AT BAYSIDE AND SAYLER PARK CAPITAL OUTLAY				
Totals for dept 750-MAINT & PARKS EXPENDITURES		130,381.36	145,175.00	152,796.67	106,280.00
Dept 861-RETIREMENT/PENSION					
101-861-874.000	RETIREMENT/PENSION COST TO	1,057.00	1,200.00	2,040.00	2,100.00
Totals for dept 861-RETIREMENT/PENSION		1,057.00	1,200.00	2,040.00	2,100.00
Dept 862-FICA LOCAL UNIT					
101-862-714.000	FICA LOCAL SHARE LOVICCO VENDER MANAGING TODAYS 401 K PLAN				
Totals for dept 862-FICA LOCAL UNIT					
Dept 865-INSURANCE					
101-865-910.000	INSURANCE TOWNSHIP PROPERTY LIBILITY INSURENCE ALL BUILDINGS /EQUIPMENT FOR PARKS MAINTENANCE	6,019.00	12,000.00	12,087.00	12,300.00
Totals for dept 865-INSURANCE		6,019.00	12,000.00	12,087.00	12,300.00
Dept 866-SELF INSURANCE					
101-866-910.000	INSURANCE				
Totals for dept 866-SELF INSURANCE					
Dept 900-MISC					
101-900-969.000	UNREALIZED LOSS ON INVESTMENT				
Totals for dept 900-MISC					
Dept 966-TRANSFER TO OTHER FUNDS					

101-966-999.000	TRANSFER TO OTHER FUNDS					
Totals for dept 966-TRANSFER TO OTHER FUNDS						
Dept 970-CAPITAL IMPROVEMENTS						
101-970-750.000	MAINT & PARKS EXPENDITURES					
101-970-971.000	TOWNSHIP BOARD					
101-970-972.000	SUPERVISOR'S CAPITAL IMPROVEM					
101-970-973.000	CLERK'S CAPITAL					
101-970-974.000	ELECTIONS CAPITAL IMPROVEMENT					
101-970-975.000	TWNHALL CAPITAL IMPROVE		400.00			
101-970-977.000	TREASURER CAPITAL IMPROVEMEN					
Totals for dept 970-CAPITAL IMPROVEMENTS			400.00			
TOTAL APPROPRIATIONS						
		812,644.84	1,055,431.67	748,938.37		925,526.00
NET OF REVENUES/APPROPRIATIONS - FUND 101						
		93,630.84	(127,936.67)	(16,667.67)		2,220.00
BEGINNING FUND BALANCE						
		1,328,553.62	1,422,201.84	1,422,201.84	1,422,201.84	1,422,201.84
FUND BALANCE ADJUSTMENTS						
		17.38				
ENDING FUND BALANCE						
		1,422,201.84	1,294,265.17	1,405,534.17	1,422,201.84	1,424,421.84