



ACME TOWNSHIP REGULAR BOARD MEETING

**ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, November 9, 2021, 7:00 p.m.**

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

ROLL CALL: Members present: D. White, C. Dye, D. Hoxsie, J. Aukerman, A. Jenema, D. Stevens

Members excused: P. Scott

Staff present: Jeff Jocks, Legal Counsel, Susan Kase, Recording Secretary

Attendees from the public: Brian Kelley, Steve Myers, Darryl Nelson, Kristina Hendrickson, Art and Theresa Bak

A. LIMITED PUBLIC COMMENT:

Limited Public Comment was opened at 7:03 p.m.

Kristina Hendrickson, 6900 Bates Road, Williamsburg MI 49690, is concerned about the Acme Greenworks Growing facility that borders her home, specifically that the now medical marijuana licensee will be granted a recreational license. She submitted a letter at the meeting.

Theresa Bak, 7108 Hawley Road, Williamsburg MI 49690, asked the Board of Trustees to deny recreational marijuana licenses **on North Bates Rd.** in Acme Township. She asked for a response from both the Planning Commission and the Board of Trustees to her request for a decision on distributing recreational marijuana licenses.

Brian Kelley, Acme resident, commented that the hiring process for the Acme Township Clerk position should be transparent. The applicants' resumes and background information has not been released due to their current employment status. Mr. Kelley also noted that Whitewater Township project reports list specific expense detail and general ledger account numbers and Acme Township uses the same BS&A software and displays the general ledger account number but not expense detail. Mr. Kelley wants to see more detail on Acme Township project reports.

~~Mrs.~~ **Art Bak, 7108 Hawley Road,** asked Supervisor White what the difference is between the Acme Township Planning Commission and the Acme Township Board of Trustees with respect to a decision on recreational marijuana license applications. White responded that the Planning Commission reviews the project applications and recommends action to the Board of Trustees. White stated that the Board of Trustees decision is final.

Limited Public Comment closed at 7:12 p.m.

B. APPROVAL OF AGENDA:

Motion made by Dye, supported by Aukerman to approve the agenda as presented. Voice vote. No discussion. Motion carried unanimously.

C. APPROVAL OF BOARD MINUTES: Regular meeting 10/5/2021

Dye reviewed the **corrections** to be made to the **10/5/2021 minutes** as follows:

"B. Approval of Agenda: Chairman White added the ambulance service agreement review to New

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Business, #1, as the agreement was shared with the ~~Commissioners~~ **Board** for their review, and the recommendation for the LIDAR ~~system~~ **resolution** was added to Old Business, #2.

E. REPORTS

f. Supervisor – White reported that there was a break in the ~~water-sewer~~ line near Three Mile and Parsons Road, the Forest Main Line.

Same paragraph: Commissioner Stevens asked if other ~~water sewer~~ lines such as Bunker Hill are safe.

I. CORRESPONDENCE: Letter from Scott Hardy, ~~Attorney, Realtor~~, 522 E. Front St. Traverse City, Michigan was included in the meeting packet.

K. NEW BUSINESS:

1. Discussion of MMR Contract

Steve Myers, Director of Access and Quality, Mobile Medical Response (MMR) was present to answer questions from the ~~Commissioners~~ **Board** on MMR Services.

2. Budget Amendment

Dye presented the issue of the loan payment for the Holiday Area Improvement Fund **811 SAD**: the next scheduled loan payment has increased by \$10,000 and a budget amendment is needed to make the payment. There are funds available.”

Motion by Dye supported by Stevens to approve 10/5/21 Regular Meeting Minutes with the corrections. Voice vote. No discussion. Motion carried unanimously.

D. INQUIRY AS TO CONFLICTS OF INTEREST:

Stevens made the Board aware of a potential conflict of interest with any decisions involving properties located on Arabian Lane, near his residence. Stevens will recuse himself from any vote that may arise regarding Traverse City Horse Shows and Arabian Lane.

E. REPORTS

a. Clerk – Dye stated that October was very busy. The Auditors were in the Acme Township offices the first week of October and she received seven FOIA requests in ten days’ time.

b. Parks – Jenema reported that only one bid was received for the Acme Trail Connector. The bidding period will be re-opened from November 30 to December 21 with the goal of receiving three bids. Site visits will not be required of bidders. Parks & Trail committee have stopped having meetings at this time and will resume in April.

c. Legal Counsel – Jeff Jocks has been working with Sara Kopriva resolving zoning questions and Traverse City Horse Shows SUP/SPR 2021-02 questions.

d. Sheriff – no report

e. County -- Darryl Nelson, Grand Traverse County Commissioner, District 6, extended a thank you to all who serve and have served in honor of upcoming Veteran’s Day, November 11, 2021.

He noted that Grand Traverse County Commissioners voted to approve \$50,000 in funding for the Acme Connector Trail, \$25,000 a year over two-year period.

Public Sector Consultants, Lansing MI, was contracted by Grand Traverse Commission to host a series of meetings with the county, convene community input sessions and facilitate the creation of a spending plan for the \$18.2 million to be received in American Rescue Plan Act funds. The \$50,000 fee to PSC will be covered by the ARPA funds; all Grand Traverse County Townships will be included in the meetings as a total of \$27 million in ARPA funds is

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expected when the Townships are included, and the Grand Traverse Commission emphasized that there should be coordination of expenditures across the municipalities.

Mr. Nelson summarized the recent news surrounding the Senior Centers of Grand Traverse County; there are five Senior Centers in the county, the main one being at 801 E. Front Street, Traverse City MI 49684. The other four are located in Long Lake, Fife Lake, Kingsley (The Rock) and Acme (a room in The Samaritas Center). The County leases these five sites. Mr. Nelson noted that the Front Street Senior Center has limited space for events, parking limitations and capacity limits. The county pays \$68,000 annually to lease this location, which is owned by the City of Traverse City. Mr. Nelson stated that repairs and maintenance are needed at this location.

f. Supervisor – Supervisor White has been working on the water agreement, trying to get with the Grand Traverse Band with Jeff Jocks, Legal Counsel. Supervisor White shared that he received information from Grand Traverse Metro Emergency Services that the Iceman Mountain Bike Race held from Kalkaska to Timber Ridge (30-mile course) on Saturday November 6th kept the SAR crew very busy, with back-to-back injuries on the course and a cardiac arrest on the course. In attendance at the meeting, Steve Myers, Director of MMR, concurred that there were many on site assessments made by the MMR team with 5,200 entrants and approximately 10,000 attendees. Supervisor White extended a special thank you to all EMS personnel who helped with the event.

g. Planning and Zoning – there was no report.

h. MMR – Acme September 2021 Report – Steve Myers presented the September 2021 Report, providing data reports with response times as requested by the Board. Supervisor White inquired about a call response time that was under two minutes. After further research, Myers stated that the call occurred just outside the Acme Township Hall property, allowing such quick response time.

- F. SPECIAL PRESENTATIONS** - Derek Graham, CPA, Baird, Cotter & Bishop, P.C., 134 West Harris Street, Cadillac, MI 49601 presented and summarized the changes in the Fund Balances on the 2021 Audit Report issued last week. Mr. Graham was an onsite auditor and prepared the Audit Report from his field work in October at the Township offices. The Audit Report was issued with an unmodified opinion, that is the highest opinion this report can receive. The Audit Report is available to review in the Township offices.

Motion by Jenema, supported by Hoxsie to accept the Audit Report as presented.
Roll call vote. Yes: Jenema, Dye, Hoxsie, Stevens, Aukerman, White. No: None.
No discussion. Motion carried unanimously.

G. CONSENT CALENDAR:

1. RECEIVE AND FILE:

- a. Treasurer's Report
- b. Clerk's Revenue/Expenditure Report and Balance Sheet Report, Q3
- c. Planning Commission 9/13/21 and 10/18/21
 1. Accounts Payable to be removed; \$65,500.00 and current to be approved of \$1,647.53 (Recommended Approval, Clerk C. Dye)

Motion by Jenema, supported by Hoxsie to approve the Consent Calendar with the

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removal of 1. Accounts Payable. Roll call vote. Yes: Jenema, Dye, Hoxsie, Aukerman, Stevens, White. No: None. No discussion. Motion carried unanimously.

H. ITEMS REMOVED FROM THE CONSENT CALENDAR:

Clerk Dye recommended adding an invoice received after the Board packets were completed, from Clark Hill for \$1,902.41 bringing the Current total to \$2,260.10.

Motion by Jenema, supported by Stevens to approve the Current Accounts Payable of \$2,260.10 with the additional payment to Clark Hill. Roll call vote. Yes: Jenema, Dye, Hoxsie, Aukerman, Stevens, White. No: None. No discussion. Motion carried unanimously.

I. CORRESPONDENCE:

- 1. Email dated 10/12/21 from Dave Steffey**
- 2. Email dated 10/18/21 from Pezzetti, Vermetten & Popovits, P.C.**
- 3. Letter dated 10/15/21 from John R. Ave, Clark Hill, PLC**

J. PUBLIC HEARING: None

K. NEW BUSINESS:

- 1. Resolution moving monies from Fund Balance to Fire Fund; Resolution 2021-26, a budget amendment.**

Motion by Dye, supported by Stevens to approve the Resolution 2021-26 to amend the budget in 206 Fire Fund. Roll call vote. Yes: Jenema, Dye, Hoxsie, Aukerman, Stevens, White. No: None. No discussion. Motion carried unanimously.

2. Update on Farmland

Laura Rigan, Farmland Protection Specialist, Grand Traverse Regional Land Conservancy, updated the Board on pending and future farmland property acquisitions. She explained that the pandemic slowed the property acquisition process as there was a backlog in surveyors and appraisers work due to high demand. She also stated that land values have risen dramatically since the pandemic. The original 2020 application for Cherries R Berries LLC was for 160 acres; in July 2021 the acreage is reduced to 72 acres. The updated appraisal was 180% greater than the original. The 72 acre easement value is now \$929,500 or \$12,000 per acre, roughly three times the value in 2019. Ms. Rigan acknowledged that both Federal and State matching funds are available and will be sourced.

Jenema stated that looking at the list of current landowners and property values in Acme Township, it is unrealistic for Acme Township to believe all the farmland originally targeted can be preserved. She suggested a strategy to prioritize the preservation of the higher quality farmland.

Ms. Rigan will return to the December or January Board meeting with an update on the next five remaining applicants. She informed the Board that those appraisals prepared in 2019 are now stale given the current real estate market and will need to be appraised again.

3. Discussion on Clerk vacancy

Cathy Dye, Clerk, reported that the Personnel Committee met on October 12, 2021 and agreed upon the wording and placement of the job posting for the Clerk position. The application deadline was

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November 4, 2021 and two applicants will be interviewed on Tuesday, November 16, 2021. Due to their current employment status, the applicants have requested confidentiality until that date. The Personnel Committee will meet on November 10, 2021 to discuss interview questions to be given to the applicants.

4. Acme Connector Trail Update and 2% Application

Jenema summarized the recent developments with the Acme Connector Trail: In October the project went out for bid and one contractor submitted a bid. The bid was 36% over estimated cost. TART recommended that Acme Township re-open the bid process with flexible pricing, no on site walk through required, bids allowed to be submitted electronically, and modifications could be made to the bid package. Casey Ressler, Development Director, TART Trails, P O Box 252, Traverse City, MI 49685 was present at the meeting and answered questions from the Board. Stevens inquired if gravel surfacing of the trail could be phased in to reduce initial costs. Ressler responded that the number one complaint TART receives is from the portions of the TART trail network that are gravel. TART has reached out to potential bidders to ask why they did not bid to get feedback.

Motion by Stevens, supported by Jenema to submit the Acme Connector Trail Project for re-bidding for 3 weeks, November 30th to December 31st. Voice vote. No discussion. Motion carried unanimously.

Jenema brought up the second point, that the 2% Grant Application Form needs to be re-submitted for the Acme Connector Trail funding.

Motion by Aukerman, supported by Hoxsie to re-submit the 2% Grant Application Form for Acme Connector Trail funding. Voice vote. No discussion. Motion carried unanimously.

L. OLD BUSINESS:

1. Review Draft Capitalization Policy

Dye summarized the need for the update to the capitalization policy, as brought to the Township's attention by Derek Graham, Auditor, this fall during the annual Audit. In the past, Acme Township capitalized expenditures \$5,000.00 and greater. The policy was incorrectly stated in the procedures as \$500.00.

Motion by Jenema, supported by Dye to approve the draft amended capitalization policy for expenditures from \$500.00 to \$5,000.00. Roll call vote. Yes: Jenema, Dye, Hoxsie, Stevens, Aukerman, White. No: None. No discussion. Motion carried unanimously.

2. Continued Discussion on MMR Ambulance Service Agreement

Steve Myers of MMR answered questions from the Board, including language in the agreement that stipulates that MMR will respond to 80% of all calls in less than 12 minutes **59 seconds or less**. Response Time Analysis Reports will be made available every four months for the Board to review. Myers stated that data has to be aggregated to evaluate response times, with a minimum of 50 calls to review. Myers stated that a third party evaluates patient satisfaction through mail surveys, however there is only a 15% return rate of the surveys. Myers stated that Acme Township and Whitewater Township are serviced by a dedicated ambulance unit 24 hours, as in 12 hours in Whitewater and 12 hours in Acme Township and the agreement ensures this coverage will continue.

APPROVED

Motion by Jenema Aukerman, supported by Stevens to enter into the contract for ambulance service with MMR whereby Acme Township pays \$185,000 in two annual payments with a start date within the next few weeks with current coverage in place until the official start date. Roll call vote. Yes: Jenema, Dye, Hoxsie, Stevens, Aukerman, White. No: None. No discussion. Motion carried unanimously.

PUBLIC COMMENT and OTHER BUSINESS:

OTHER BUSINESS:

Jenema introduced the possibility of contracting with a consultant to assist in drafting recreational/adult cannabis use ordinance for Acme Township. Jeff Jocks, Legal Counsel, stated that substantial changes from the existing medical marijuana language would require an amendment to the medical marijuana ordinance already in place in Acme Township. Jocks stated that if a new ordinance is drafted, the Public Hearing process will be required to start from the beginning. The Public Hearing scheduled for next month's Planning Commission meeting on the recreational marijuana ordinance can be cancelled if the Public Hearing is not published per Jock's comment. The publication would be cancelled through the Planning Commission. There was discussion regarding the duties expected from the consultant, the estimated fee costs of hiring the consultant, and the constantly changing landscape of recreational marijuana legislation across the State of Michigan. **Following Board discussion, Aukerman summarized four points of agreement:** ~~stated that there are four points to consider:~~ 1) Acme Township has to walk before we run, 2) Implement defensible strategies where we can limit numbers for awarding licenses, 3) Implement merit-based process for selection of businesses to receive licenses, 4) Implement an enforceable mechanism that gives metrics for odor, noise, etc. Stevens suggested that there be a budget for the consultant. More discussion followed. White recommended that this discussion could be added to the Special Meeting on November 16, 2021. Board agreed.

PUBLIC COMMENT:

Theresa Bak, 7108 Hawley Road, Williamsburg MI 49690, supported the measuring of odor and noise emitted by medical marijuana growing facilities.

Brian Kelley, Acme Township resident, agreed with the Board's consideration of engaging a consultant to draft adult use marijuana legislation. Mr. Kelley is concerned that a consultant that is also a litigator may advise Acme Township to be overly permissive to avoid future litigation. Mr. Kelley would ask the consultant if he/she is currently representing other communities with similar interests. Mr. Kelley stated that the current noise and odor ordinance needs clarification as applied to medical marijuana growing facilities in Acme Township.

Motion by Stevens, supported by Hoxsie to adjourn the meeting. Voice vote. No discussion. Motion carried unanimously.

The meeting was adjourned at 10:35 p.m.

APPROVED

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a document from the official records of the township.



Cathy Dye, CMMC, Acme Township Clerk



ACME TOWNSHIP REGULAR BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, November 9, 2021, 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: 10/05/21

D. INQUIRY AS TO CONFLICTS OF INTEREST:

E. REPORTS

- a. Clerk -**
- b. Parks**
- c. Legal Counsel –**
- d. Sheriff –**
- e. County –**
- f. Supervisor-**
- g. Planning and Zoning-**
- h. MMR-Acme September 2021 Report**

F. SPECIAL PRESENTATIONS: Derek Graham from Baird Cotter & Bishop, Annual Audit

- 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 Report -3rd Qtr.**
- c. Planning Commission 09/13/21 and 10/18/21**

2. APPROVAL:

- 1. Accounts Payable Prepaid of \$120,324.54 and Current to be approved of \$357.69 (Recommend approval: Clerk, C. Dye)**

H. ITEMS REMOVED FROM THE CONSENT CALENDAR:

- 1. _____**
- 2. _____**

I. CORRESPONDENCE:

1. Email dated 10/12/21 from Dave Steffey
2. Email dated 10/18/21 from Pezzetti, Vermetten & Popovits, P.C
3. Letter dated 10/15/21 from John R. Ave, Clark Hill, PLC

J. PUBLIC HEARING:

K. NEW BUSINESS:

1. Resolution moving monies from Fund balance to Fire Fund
2. Update on Farmland
3. Discussion on Clerk vacancy
4. Trail Update & 2% Grant Application

L. OLD BUSINESS:

1. Review draft Capitalization Policy
2. Continued discussion on MMR Ambulance Service Agreement

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

ADJOURN



**ACME TOWNSHIP REGULAR BOARD MEETING
ACME TOWNSHIP HALL
6042 Acme Road, Williamsburg MI 49690
Tuesday, October 5, 2021, 7:00 p.m.**

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

ROLL CALL: Members present: D. White, C. Dye, P. Scott, D. Hoxsie, J. Aukerman, A. Jenema, D. Stevens

Members excused: None

Staff present: None

Attendees from the public: Brian Kelley, John Iacoangeli, Steve Myers, Tim Korson, Darryl Nelson

A. LIMITED PUBLIC COMMENT:

Brian Kelley, Acme resident, commented on the Water Supply Feasibility Study and asked if the businesses that will benefit from the water system expansion will bear the cost; he also commented on the proposed ordinance change by the Planning Commission and the Public Hearing held last month that was poorly attended. Mr. Kelley requested an executive summary of the ordinance changes and the impact these changes would have on setback, density, etc. Mr. Kelley also asked what could be done to engage the Acme Township community in the actions proposed by ordinance changes. **Public Comment closed at 7:05 p.m.**

B. APPROVAL OF AGENDA:

Chairman White added the ambulance service agreement review to New Business, #1, as the agreement was shared with the Commissioners for their review, and the recommendation for the purchase of a LIDAR system was added to Old Business, #2.

Motion made by Dye, supported by Stevens to approve the agenda with the addition under L. OLD BUSINESS #2. Voice vote. Motion carried unanimously.

C. APPROVAL OF BOARD MINUTES: Regular meeting 9/7/21 and Closed Session 9/7/21.

Motion by Jenema, supported by Scott to approve 9/7/21 Regular Meeting Minutes and 9/7/21 Closed Session Minutes as presented. Voice vote. Motion carried unanimously.

D. INQUIRY AS TO CONFLICTS OF INTEREST:

None stated.

E. REPORTS

a. **Clerk** –Dye stated that the Health Insurance Policy is up for renewal next month. The actual premium increase is 5% and the budget allowed for a 10% increase. The year-end Audit has started, and the Auditors are on site daily reviewing documents.

b. **Parks** –Jenema reported that four contractors were present to bid on the Acme Connector Trail.

c. **Legal Counsel** – N/A

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d. **Sheriff** – Deputy Abbring reported for the month of September there were 20 citations, 19 crashes, 3 arrests. He also reminded the Board that on October 23 from 10am to 2 pm it will be Drug Take Back Day in the Township. All unused, expired or otherwise unwanted medications can be turned in and this prevents residents from flushing medications into the water system.

e. **County** –Darryl V. Nelson, Grand Traverse County Commissioner, District 6, reported that he plans to ask the Grand Traverse County Commission for \$50,000 over two years to help fund the Acme Connector Trail. The next meeting is Wednesday, October 6. He said the TART Trail benefits the entire Grand Traverse County area. He also reported that this week the Cherry Capital Airport governance completed the transition to an Airport Authority. There was also much local publicity regarding the non-renewal of the Grand Traverse County Medical Director’s contract, but he did not have any information to share. Chairman White asked if there was a Grand Traverse County Board member on the Airport Authority. Mr. Nelson stated that Grand Traverse County Commissioner Rob Hentschel will remain a member of the Airport Authority. The Cherry Capital Airport is planning on adding new gates. It is now the third busiest airport in Michigan during the summer months.

f. **Supervisor** – White reported that there was a break in the water main line near Three Mile and Parsons Road, the Forest Main Line. Acme Township will receive a bill for \$37,000 for the repairs. Elmer’s spent five days repairing the pipe; it is a shared line with Acme Township and East Bay Township. Commissioner Stevens asked if other water lines such as Bunker Hill are safe. Chairman White said Acme Township lines have been inspected. Several of them need to be cleaned such as the ones in the Grand Traverse Resort area. Jenema added that repairs are phased for budgeting purposes and cited the Arrowhead repair and the repair near the entrance of the Grand Traverse Resort as past examples of work completed. Mr. Kelley asked about the prior line break at Mt. Hope Road and Hwy 72 and did Acme Township have to pay for that repair. Supervisor White answered that Acme Township did pay for that repair. Stevens asked if there is a plan to set aside funds for repairs. Treasurer Jenema responded that there are funds set aside for current and future repairs.

Mr. Nelson interjected that he had two additional points to add to his report; Grand Traverse County is currently holding COVID-19 Testing on LaFranier Road and the tests are free. Secondly, the redistricting of voting districts in Grand Traverse County is down to four redistricting maps. These maps are available to view online at the Recond-Eagle website. As proposed, Acme Township will be divided between two commissioners. This is based on population.

F. SPECIAL PRESENTATIONS - None

G. CONSENT CALENDAR:

1. RECEIVE AND FILE

a. Clerk’s Report

1. Accounts Payable to be removed; \$65,500.00 and current to be approved of \$1,647.53 (Recommend approval: Clerk, C. Dye)

2. APPROVAL

1. Accounts Payable to be added, \$1,647.53 Elmer’s invoice; total current Accounts Payable to be approved is \$67,147.53.

**Motion by Jenema, supported by Dye to approve the Consent Calendar as presented.
Roll call vote. Motion carried unanimously.**

H. ITEMS REMOVED FROM THE CONSENT CALENDAR: Accounts Payable

I. CORRESPONDENCE: Letter from Scott Hardy, Attorney, 522 E. Front St. Traverse City Michigan was included in the meeting packet.

J. PUBLIC HEARING: There was no Public Hearing

K. NEW BUSINESS:

1. Discussion of MMR Contract

Steve Myers, Director of Access and Quality, Mobile Medical Response (MMR) was present to answer questions from the Commissioners on MMR Services. He thanked the Board for reviewing the contract for EMS shared services for Acme Township and Whitewater Township. It is a two-year contract with a one-year renewal. Supervisor White asked if there were questions from the Board members. Many Board members commented that they had not had sufficient time to review the contract received today. Supervisor White acknowledged that the contract was just made available to the Board members and that he did not expect the Board to decide at tonight's meeting. Supervisor White stated that he had spoken to Acme Township Fire Chief Parker and he was comfortable with the contract. Mr. Myers stated that Acme Township will receive monthly reports with response times and feedback. Guaranteed response times are in the contract. Aukerman asked to see the metrics, what is measured and how the data is measured. Mr. Myers said he would make sample reports available for Aukerman to review. Stevens asked Mr. Myers if MMR can handle surges in emergency calls during summer when the population swells with visitors and part-year residents. There was discussion on EMS employees becoming familiar with Acme and Whitewater Townships, transporting patients and the process of triaging emergency calls by Dispatchers. Treasurer Jenema made the Board aware that under the current contract with Metro Services the payments are quarterly. Under the MMR contract, there are two equal payments, the first being a November 1, 2021 payment due date. The MMR Contract will be on the Meeting agenda next month.

Scott will not be at the meeting next month and stated that he had reviewed the MMR contract and the issues he had were addressed at tonight's meeting. Legal Counsel has also reviewed the contract.

2. Budget Amendment

Dye presented the issue of the loan payment for the Holiday Area Improvement Fund: the next scheduled loan payment has increased by \$10,000 and a budget amendment is needed to make the payment. There are funds available.

Motion by Scott, supported by Dye to approve Resolution 2021- 24 to move \$10,000 for the Holiday Hill Budget items. Roll call vote. Motion carried unanimously.

L. OLD BUSINESS:

1. Water Study Discussion

White opened the discussion informing that Acme Township will have close to \$500,000 in ARPA Funds (American Rescue Plan Act) that would qualify for this water supply project and help reduce the cost of this project. He would like to get with the County for possible additional funding. Tim Korson, Project Engineer with Gosling Czubak, who prepared the Water Supply Feasibility Study, that was reviewed at a previous special meeting on August 17, 2021, explained in tonight's meeting packet we are looking at Phases, instead of doing this water project 100% - start to finish. Also, present to answer questions, John Iacoangeli, Urban Planner with Beckett & Raeder. Jenema asked if Korson and Iacoangeli could summarize the water infrastructure improvement options. Iacoangeli stated that establishing a proprietary Acme Township Water System would involve debt service; if the water distribution system could be implemented in phases (I, II, III) including reaching out to Grand Traverse County for funding, there could possibly be no debt. The water rates assessed in Phase I could be factored to raise funds for Phases II and III. The potential development and/or sale of Lanny Johnson's property affects the water system plan. Growth in the tax base would support water development as well. Funding opportunities may be available if Congress passes the pending Infrastructure legislation. Nelson interjected with the possibility of additional funding that Grand Traverse County would receive. He is in support of working with Acme Township to request money from the County to help with cost of water supply, knowing that the County has interest in projects that promote the growth of the region. Korson was then asked his recommendations. He responded that he would like to see Acme Township tie into the Tribe (Grand Traverse Band of Ottawa and Chippewa Indians) water system, connect a 12" pipe under the creek on Rt. 72, go up Mt. Hope Road to Samaritas (Senior Living). Any new business or residential development beyond that area can extend

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the water system at their expense. He estimated that it would cost \$1.6 million to run the water system the entire length of Mt. Hope Road (along all of Lanny Johnson's property). It was agreed upon by everyone that available water service drives real estate development. It is also necessary for the Acme Township Supervisor to meet with the Tribe to be sure they will wholesale water to Acme Township, and it will need to be in writing.

Motion by Stevens, supported by Jenema to authorize Supervisor White to engage with the Tribe to seek and acquire a letter of commitment to purchase bulk water for use within Acme Township and the ability to connect to their water system. Voice vote. Motion carried unanimously.

2. The purchase of a LIDAR System

White reported that last month Green Lake Township loaned Acme Township a LIDAR system to test on area traffic situations. The LIDAR system enables law enforcement officers to detect speeding vehicles. The system differentiates between automobiles, trucks, and motorcycles even if following one another closely. The LIDAR speed gun if purchase would be owned by Acme Township and be used only in Acme Township.

Motion by Jenema, supported by Hoxsie to approve Resolution 2021-25 to move \$2,200 to the Police Fund to acquire the LIDAR system. Roll call vote. Motion carried unanimously.

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

Mr. Kelley spoke regarding how the ARPA funds should be used in Acme Township. He stressed that the funds should be spent on Storm Water solutions, not water service. His concern is water protection as a priority of the community in the Master Plan, and water quality can be impaired by development. Community engagement is needed to determine where the funds should be allocated. Also, that the current Storm Water Ordinance needs to be updated.

In response to Mr. Kelley's comments, Mr. Iacoangeli answered that he was a co-author of the Acme Township Master Plan (both the 2014 and 2018 versions) and that controlled development and growth in the Township was supported by an overwhelming percentage of the community. He stated that residents prefer planned growth and that the rural character of Acme Township will be preserved and consistent with the 2014 and 2018 Master Plan.

Cathy Dye, Township Clerk, submitted and read her letter of resignation for retirement aloud to the Board; she informed that her last day will be December 31, 2021, that she will assist as much as possible to ensure a smooth transition, and that she would place an advertisement for the clerk position. There was discussion as to potential in house candidates. The Clerk replacing Cathy Dye would be appointed, and then run in August and November elections of 2022, the Clerk would then be elected.

ADJOURN: Motion by Hoxsie, supported by Stevens to adjourn at 9:14 p.m. Voice vote. Motion carried unanimously.

Respectfully submitted, Susan Kase, Recording Secretary

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a document from the official records of the township.

Cathy Dye, CMMC, Acme Township Clerk

Grand Traverse Sheriff's Office Citation, Accident & Arrest Statistics

October 2021

Location	Citations	Traffic Crashes			Arrests		Traffic Crash Totals
		Fatal	PIA	PDA	OWI	Criminal	
01 Acme	12	0	1	20	1	5	21
02 Blair	19	0	3	25	2	21	28
03 East Bay	34	0	4	44	3	6	48
04 Fife Lake	1	0	0	13	0	1	13
05 Garfield	93	1	9	73	3	34	83
06 Grant	1	0	0	4	0	1	4
07 Green Lake	3	1	0	10	1	11	11
08 Long Lake	6	0	4	11	2	0	15
09 Mayfield	4	0	0	7	1	2	7
10 Peninsula	5	0	3	4	1	0	7
11 Paradise	5	0	1	9	1	2	10
12 Union	2	0	0	0	0	0	0
13 Whitewater	7	0	4	11	1	1	15
29 Fife Lake Vlg	0	0	0	0	0	0	0
30 Kingsley Vlg	1	0	0	1	1	1	1
66 Traverse City	2	0	1	1	0	28	2
84 Out of County	0	0	0	0	0	4	0
Totals	195	2	30	233	17	117	265

Ticket stats are based on what District Court has entered as of 11/01/21.

Arrest stats are as of 11/01/21.



GRAND TRAVERSE METRO FIRE DEPARTMENT

From the Desk of Lt. Spencer Scanlon – EMS Director

FIRE OFFICE 897 Parsons Road ~ Traverse City, MI 49686
Phone: (231) 947-3000 Fax: (231) 947-8728 ~ Website: www.gtmetrofire.org Email: info@gtmetrofire.org

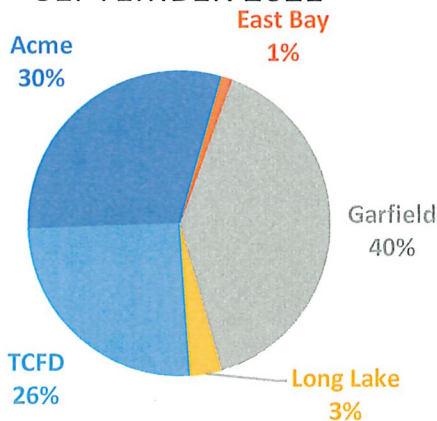
MMR – Acme Report September 2021

This report only represents 22 days, as the rig was not fully staffed for 8 days.

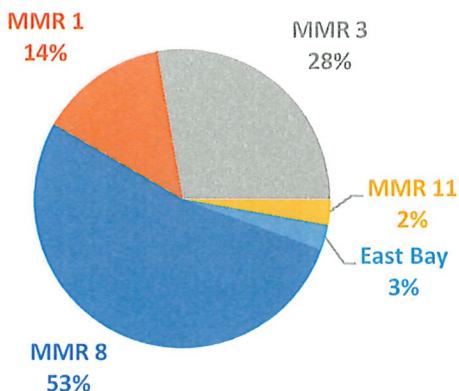
Moved up to 897 Parsons 41 times in 22 days. Average 1.9 hours per move up. 41 move ups total.

Ambulance response times to Acme Township:
Priority 1 – **9 Minute Average.** (longest time was 18 minutes)
Priority 2/3 – **10 Minute Average.** (longest time was 21 minutes)

MMR 8 RESPONSES SEPTEMBER 2021



ACME - AMBULANCE RESPONSES SEPTEMBER 2021



Fractile Response Acme Twp September 2021

GT-Acme

Response Time Minutes	Call Count	Cumulative Call Count	Cumulative Percentage
00:00:00 - 00:00:59	1	1	4.17%
00:02:00 - 00:02:59	1	2	8.33%
00:03:00 - 00:03:59	2	4	16.67%
00:04:00 - 00:04:59	1	5	20.83%
00:05:00 - 00:05:59	2	7	29.17%
00:06:00 - 00:06:59	4	11	45.83%
00:07:00 - 00:07:59	1	12	50.00%
00:08:00 - 00:08:59	2	14	58.33%
00:09:00 - 00:09:59	2	16	66.67%
00:10:00 - 00:10:59	2	18	75.00%
00:13:00 - 00:13:59	1	19	79.17%
00:15:00 - 00:15:59	1	20	83.33%
00:17:00 - 00:17:59	1	21	87.50%
00:18:00 - 00:18:59	1	22	91.67%
00:22:00 - 00:22:59	1	23	95.83%
00:30:00 - 00:30:59	1	24	100.00%
Totals: Records: 16	24	24	

Acme Twp

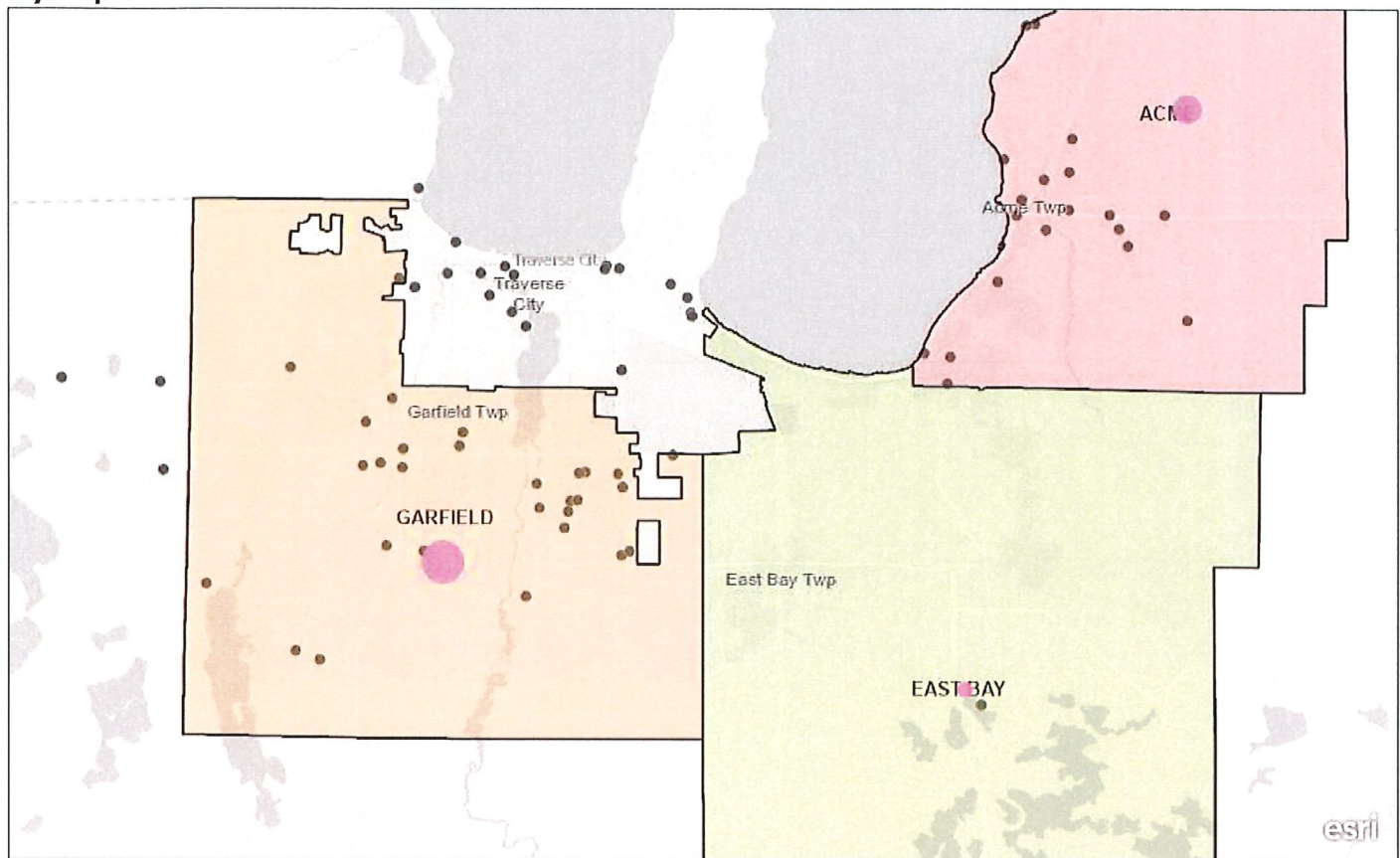
Call Disposition	Acme	Total
Transport	20	20
Refusal	8	8
Cancelled	12	12
Total	40	40

Nature of Call	Acme	Total
10-Chest Pain (Non-Traumatic)	1	1
17-Falls	15	15
21-Hemorrhage/Lacerations	2	2
26-Sick Person (Specific Diagnosis)	6	6
29-Traffic/Transportation/Accidents	9	9
31-Unconscious/Fainting (Near)	1	1
32-Unknown Problem (Man Down)	1	1
6-Breathing Problems	4	4
7-Burns (Scalds) /Explosion	1	1
Total	40	40

Response Priority	Acme	Total
P-1 Emergency ALS	11	11
P-2 Emergency BLS	22	22
P-3 Non-Emergent	7	7
Total	40	40

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
125,042	09/30/2021	P-1	6-Breathing Problems	Acme	10 GTA8	Transport	13:15:25	13:30:38	15.22
125,271	09/30/2021	P-2	26-Sick Person (Specific Diagno	Acme	10 GTA8	Transport	22:22:40	22:28:46	6.10

Run#	Date	Priority	Nature of Call	Dispatch Zone	Unit	Disposition	Dispatch Time	Scene Time	Response Time
110,974	09/02/2021	P-1	6-Breathing Problems	Acme	10 GTA3	Refusal	2:49:15	3:19:55	30.67
111,255	09/02/2021	P-2	7-Burns (Scalds) /Explosion	Acme	10 GTA8	Canceled	14:21:20		
112,603	09/05/2021	P-1	6-Breathing Problems	Acme	10 GTA1	Transport	17:01:03	17:19:30	18.45
112,619	09/05/2021	P-2	17-Falls	Acme	10 GTA11	Disregard	18:16:44		
112,879	09/06/2021	P-2	17-Falls	Acme	10 GTA8	Refusal	11:25:13	11:31:02	5.82
113,004	09/06/2021	P-2	21-Hemorrhage/Lacerations	Acme	10 GTA8	Transport	17:27:26	17:31:08	3.70
113,529	09/07/2021	P-1	6-Breathing Problems	Acme	10 GTA3	Transport	21:28:04	21:36:47	8.72
114,015	09/08/2021	P-2	17-Falls	Acme	10 GTA8	Canceled	11:01:25	11:11:37	10.20
114,299	09/08/2021	P-2	17-Falls	Acme	10 GTA8	Canceled	21:40:56	21:47:06	6.17
114,426	09/09/2021	P-3	17-Falls	Acme	10 GTA3	Transport	4:24:49	4:36:54	12.08
114,667	09/09/2021	P-2	17-Falls	Acme	10 GTA8	Transport	15:19:20	15:26:38	7.30
114,817	09/09/2021	P-2	26-Sick Person (Specific Diagno	Acme	10 GTA8	Disregard	22:18:06	22:24:08	6.03
115,034	09/10/2021	P-1	29-Traffic/Transportation/Accider	Acme	10 GTA3	Transport	12:36:08	12:39:55	3.78
115,035	09/10/2021	P-1	29-Traffic/Transportation/Accider	Acme	10 GTA8	Refusal	12:36:46	12:43:01	6.25
115,047	09/10/2021	P-1	29-Traffic/Transportation/Accider	Acme	10 GTA3	Refusal	12:33:16	12:39:55	6.65
115,096	09/10/2021	P-3	17-Falls	Acme	10 GTA3	Transport	14:47:31	14:51:10	3.65
115,555	09/11/2021	P-3	17-Falls	Acme	10 GTA3	Transport	11:31:10	11:39:21	8.18
115,600	09/11/2021	P-2	29-Traffic/Transportation/Accider	Acme	10 GTA8	Transport	13:29:15	13:52:07	22.87
115,867	09/12/2021	P-2	31-Unconscious/Fainting (Near)	Acme	10 GTA3	Transport	3:33:58	3:47:38	13.67
116,281	09/13/2021	P-1	17-Falls	Acme	10 GTA8	Refusal	8:29:07	8:38:38	9.52
116,366	09/13/2021	P-2	29-Traffic/Transportation/Accider	Acme	10 GTA8	Canceled	11:31:45		
116,432	09/13/2021	P-2	21-Hemorrhage/Lacerations	Acme	10 GTA8	Refusal	13:46:04	13:55:28	9.40
117,021	09/14/2021	P-1	32-Unknown Problem (Man Dow	Acme	10 GTA8	Canceled	18:26:10	18:33:03	6.88
117,201	09/15/2021	P-2	17-Falls	Acme	10 GTA8	Transport	7:36:22	7:43:16	6.90
118,156	09/16/2021	P-2	29-Traffic/Transportation/Accider	Acme	10 GTA8	Transport	20:51:40	21:02:11	10.52
118,464	09/17/2021	P-2	29-Traffic/Transportation/Accider	Acme	10 GTA8	Transport	7:50:19	8:07:30	17.18
118,465	10/13/2021	P-2	29-Traffic/Transportation/Accider	Acme	10 GTA3	Refusal	9:35:55	9:36:09	0.23
118,863	09/17/2021	P-2	17-Falls	Acme	10 GTA8	Canceled	22:52:17	22:58:33	6.27
119,389	09/19/2021	P-3	17-Falls	Acme	10 GTA1	Canceled	3:38:02		
119,675	09/19/2021	P-2	26-Sick Person (Specific Diagno	Acme	10 GTA3	Canceled	21:36:32		
121,055	09/22/2021	P-2	26-Sick Person (Specific Diagno	Acme	10 GTA8	Transport	14:20:47	14:29:26	8.65
121,213	09/22/2021	P-2	26-Sick Person (Specific Diagno	Acme	10 GTA8	Transport	19:54:58	19:57:08	2.17
122,357	09/24/2021	P-1	29-Traffic/Transportation/Accider	Acme	10 GTA1	Transport	23:05:10	23:10:52	5.70
122,361	10/13/2021	P-1	10-Chest Pain (Non-Traumatic)	Acme	10 GTA3	Refusal	9:38:14	9:38:22	0.13
122,988	09/26/2021	P-2	17-Falls	Acme	10 GTA8	Canceled	13:14:09	13:17:09	3.00
123,416	09/27/2021	P-3	17-Falls	Acme	10 GTA3	Canceled	13:39:45		
123,674	09/28/2021	P-3	26-Sick Person (Specific Diagno	Acme	10 GTA1	Transport	1:01:52	1:16:14	14.37
124,558	09/29/2021	P-3	17-Falls	Acme	10 GTA3	Transport	13:43:19	13:54:56	11.62

My Map

CHS, NOAA OCS, Esri, DeLorme | Esri, HERE, Garmin, USGS, EPA, NPS | Esri, HERE, NPS



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CERTIFIED PUBLIC ACCOUNTANTS

134 WEST HARRIS STREET CADILLAC, MICHIGAN 49601 PHONE: (231) 775-9789 FAX: (231) 775-9749
www.bcbcpa.com

October 6, 2021

COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE
AT THE CONCLUSION OF THE AUDIT

To the Township Board
Acme Township
Grand Traverse County
Williamsburg, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Acme Township for the year ended June 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated September 14, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Acme Township are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2020-2021. We noted no transactions entered into by Acme Township during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

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

Management's estimate of the useful lives of depreciable capital assets is based on the length of time it is believed that those assets will provide some economic benefit in the future. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

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

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We detected various material misstatements as a result of our audit procedures that were corrected by management. The material adjustments were a result of converting the entity's records from cash basis to modified accrual basis of accounting and providing client assistance as the client knew the adjustment was necessary but requested our assistance.

Disagreements with Management

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

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 6, 2021.

Management Consultations with Other Independent Accountants

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

Other Audit Findings or Issues

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

During the course of our audit of the basic financial statements of Acme Township for the year ended June 30, 2021, we noted the following items which we feel deserve comment:

Budgeting

State law requires governments to amend its budget as soon as it becomes apparent that an overage will occur. One activity in each of the General Fund, Fire Fund, and the Cemetery Fund had expenditures that exceeded budgeted appropriations during the fiscal year. We recommend the Township monitor the budgets closely and amend appropriations when appropriate.

Untimely Recording of Cash Receipts in General Ledger and Deposits in Bank

During the audit it was apparent that receipts are not getting entered into the general ledger or deposited in the bank timely. When the Township receives payments from various sources those receipts should be entered to the cash receipt software upon receipt and should never go more than a week before getting entered. In addition, per the Michigan Department of Treasury Accounting Procedures Manual receipts should be deposited as frequently as daily but weekly or at a minimum of monthly are also acceptable. Once receipts have been entered into the general ledger, the undeposited funds should be secured in a locked place such as a safe until removed to be taken to the bank at a minimum of monthly.

Reimbursements of Sales Tax

During the audit, we found instances where the Township is paying sales tax on various purchases. The Township is exempt from sales tax and should not pay or reimburse sales tax.

Support for Credit Card Transactions

During our testing of credit card transactions, we noted that receipts for all individual transactions were not attached to the monthly statement. We recommend that as a method of strengthening internal control that all transaction receipts be attached to the monthly credit card statements.

Other Matters

We applied certain limited procedures to the Management Discussion and Analysis and the Budgetary Comparison Schedule, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Combining Nonmajor Fund Financial Statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

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

BAIRD, COTTER AND BISHOP, P.C.

Baird, Cotter & Bishop, P.C.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY

WILLIAMSBURG, MICHIGAN

JUNE 30, 2021

DRAFT



Baird, Cotter & Bishop, P.C.
SERVING YOUR PAST, PRESENT & FUTURE

DRAFT

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

JUNE 30, 2021

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134 WEST HARRIS STREET CADILLAC, MICHIGAN 49601 PHONE: (231) 775-9789 FAX: (231) 775-9749
www.bcbcpa.com

October 6, 2021

INDEPENDENT AUDITOR'S REPORT

To the Township Board
Acme Township
Grand Traverse County
Williamsburg, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Acme Township, Grand Traverse County, Williamsburg, Michigan as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Acme Township, Grand Traverse County, Williamsburg, Michigan as of June 30, 2021, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages iii through x and 30 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Acme, Michigan's basic financial statements. The Combining Nonmajor Fund Financial Statements section is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The Combining Fund Financial Statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Combining Nonmajor Fund Financial Statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

BAIRD, COTTER AND BISHOP, P.C.

Baird, Cotter & Bishop, P.C.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2021

The management of Acme Township, Grand Traverse County, Williamsburg, Michigan ("the Township") offers this narrative overview and analysis of the financial activities of the Township for the fiscal year ended June 30, 2021. We encourage readers to consider the information presented here in conjunction with the financial statements as a whole, which can be found in this report.

Financial Highlights

- ❖ The assets of the Township exceeded its liabilities at the close of this fiscal year by \$29,075,562 (shown as *net position*). Of this amount, \$4,689,082 (*unrestricted net position*) may be used to meet the Township's ongoing obligations to citizens and creditors.
- ❖ The Township's net position increased by \$276,363 during the fiscal year. Government activities had a \$418,694 increase, while business-type activities had a decrease of \$142,331.
- ❖ As of June 30, 2021, the governmental funds of the Township reported combined ending fund balances of \$3,712,173, of which \$1,207,140 was unassigned.
- ❖ The net position of the Township's Water and Sewer funds decreased by \$142,331, bringing the total net position of this fund to \$8,990,669.
- ❖ The Township's total long-term obligations decreased by \$167,784 during the fiscal year.

Overview of the Financial Statements

This discussion and analysis provided here is intended to serve as an introduction to the Township's basic financial statements. The Township's financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements

The *Government-Wide Financial Statements* are designed to provide readers with a broad overview of the Township's finances, in a manner similar to a private-sector business.

The *Statement of Net Position* presents information on all of the Township's assets and liabilities, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Township is improving or deteriorating.

The *Statement of Activities* presents the information showing how the Township's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported for some items that will only result in cash flows in future periods.

Both of the government-wide statements distinguish functions of the Township that are principally supported by property taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or most of their costs through user fees and charges (business-type activities). The governmental activities of the Township include general government, public safety, public works, community and economic

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2021

development, recreation and culture, and interest on long-term debt. Business-type activities of the Township include sewer and water services.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Township, like other state and local governments, uses fund accounting to ensure compliance with finance-related legal requirements. All of the funds of the Township can be divided into three categories, governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds Governmental funds are used to account for essentially the same functions as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in assessing a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The Township maintains eleven individual governmental funds. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the General Fund, Fire Fund, Farmland Preservation Fund, Police Protection Fund, Nakwema Trailway Fund, and Holiday Hills Improvement Fund, which are considered to be major funds. The remaining funds are considered nonmajor funds. These funds are aggregated on the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances. Information is presented separately for these nonmajor funds in the combining balance sheet of nonmajor governmental fund types and the combining statement of revenues, expenditures and changes in fund balances of nonmajor governmental fund types.

The Township adopts an annual appropriated budget for all funds of the Township. A budgetary comparison has been provided for the major special revenue funds to demonstrate compliance with this budget.

Proprietary Funds The Township maintains one type of proprietary fund. *Enterprise funds* are used to report the same functions presented as *business-type activities* in the government-wide financial statements. The Township uses enterprise funds to account for its water and sewer operations.

Fiduciary Funds Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Township's own programs. The Township maintains one type of fiduciary fund. The custodial fund reports resources held by the Township in a custodial capacity for other governments and other entities.

Notes to Financial Statements The notes provide additional information that is necessary to acquire a full understanding of the data provided in both the government-wide and the fund financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2021

Other Information In addition to the basic financial statements and accompanying notes, this report further presents Required Supplementary Information (RSI) that explains and supports the information presented in the financial statements.

This report also presents other supplementary information which includes the combining nonmajor fund financial statements. The combining nonmajor fund financial statements are presented immediately following the required supplementary information.

Government-Wide Financial Analysis

As noted earlier, net position, over time, may serve as a useful indicator of a government's financial position. In the case of the Township, assets exceeded liabilities by \$29,075,562, at the close of the most recent fiscal year.

Acme Township						
Net Position as of June 30,						
	Governmental		Business-Type		Total	
	Activities		Activities			
	2021	2020	2021	2020	2021	2020
Assets						
Current Assets	\$ 3,819,388	\$ 3,319,146	\$ 2,623,098	\$ 2,798,977	\$ 6,442,486	\$ 6,118,123
Non Current Assets						
Special Assessments &						
Accounts Receivables	483,651	535,220	0	0	483,651	535,220
Capital Assets	17,252,314	17,250,334	13,968,402	13,418,316	31,220,716	30,668,650
Less: Accumulated						
Depreciation	(700,677)	(576,055)	(7,094,949)	(6,823,832)	(7,795,626)	(7,399,887)
Total Non Current Assets	17,035,288	17,209,499	6,873,453	6,594,484	23,908,741	23,803,983
Total Assets	20,854,676	20,528,645	9,496,551	9,393,461	30,351,227	29,922,106
Liabilities						
Current Liabilities	124,783	162,446	505,882	138,441	630,665	300,887
Long-Term Liabilities	645,000	700,000	0	122,020	645,000	822,020
Total Liabilities	769,783	862,446	505,882	260,461	1,275,665	1,122,907
Net Position						
Net Investment in						
Capital Assets	15,851,637	15,919,279	6,758,814	6,366,225	22,610,451	22,285,504
Restricted	1,776,029	1,471,213	0	0	1,776,029	1,471,213
Unrestricted	2,457,227	2,275,707	2,231,855	2,766,775	4,689,082	5,042,482
Total Net Position	\$ 20,084,893	\$ 19,666,199	\$ 8,990,669	\$ 9,133,000	\$ 29,075,562	\$ 28,799,199

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2021

A significant balance of net position, \$4,689,082, is unrestricted and may be used to meet the Township's ongoing obligations to citizens and creditors. An additional portion of the Township's net position represents resources, \$1,776,029 that are subject to external restrictions on how they may be used.

The remainder of the Township's net position, \$22,610,451, reflects its investment in capital assets (e.g. land, buildings, equipment, infrastructure, and others), less any related debt that is outstanding that the Township used to acquire or construct those assets. The Township uses these capital assets to provide services to citizens. Accordingly, these assets are not available for future spending. Although the Township's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

At the end of the current fiscal year, the Township is able to report positive balances in all categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

The Township's overall net position increased \$276,363 from the prior fiscal year. The reasons for this overall increase are discussed in the following sections for governmental activities and business-type activities.

Acme Township
Change in Net Position
for the Fiscal Year Ended June 30,

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
<u>Revenues</u>						
Program Revenues						
Charges for Services	\$ 155,791	\$ 149,958	\$ 865,256	\$ 897,056	\$1,021,047	\$1,047,014
Operating Grants and Contributions	37,830	25,833	0	0	37,830	25,833
Capital Grants and Contributions	25,000	343,509	0	0	25,000	343,509
General Revenues						
Taxes	1,715,104	1,594,095	0	0	1,715,104	1,594,095
State Grants	428,205	377,947	0	0	428,205	377,947
Interest Earnings	21,539	25,269	9,074	11,845	30,613	37,114
Other	26,886	33,279	0	0	26,886	33,279
Total Revenues	2,410,355	2,549,890	874,330	908,901	3,284,685	3,458,791

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2021

Acme Township
Change in Net Position
for the Fiscal Year Ended June 30,

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
<u>Expenses</u>						
General Government	517,189	518,136	0	0	517,189	518,136
Public Safety	1,039,379	1,014,113	0	0	1,039,379	1,014,113
Public Works	29,867	26,037	1,016,661	723,742	1,046,528	749,779
Community and Economic Development	198,791	22,659	0	0	198,791	22,659
Recreation and Culture	185,619	162,587	0	0	185,619	162,587
Interest on Long-Term Debt	20,816	25,412	0	0	20,816	25,412
Total Expenses	1,991,661	1,768,944	1,016,661	723,742	3,008,322	2,492,686
Change in Net Position	418,694	780,946	(142,331)	185,159	276,363	966,105
<u>NET POSITION -</u>						
Beginning of Year	19,666,199	18,885,253	9,133,000	8,947,841	28,799,199	27,833,094
<u>NET POSITION -</u>						
End of Year	<u>\$20,084,893</u>	<u>\$19,666,199</u>	<u>\$8,990,669</u>	<u>\$9,133,000</u>	<u>\$29,075,562</u>	<u>\$28,799,199</u>

Governmental Activities

During the current fiscal year, net position for the governmental activities increased \$418,694 from the prior fiscal year for an ending balance of \$20,084,893. The most significant portion of the revenue for all governmental activities of the Township comes from property taxes and state-shared revenues.

The Township's governmental activities expenses are dominated by the General Government and Public Safety expenditures. The Township spent \$517,189 on General Government during the fiscal year. Public Safety represented the largest expense at \$1,039,379, with the majority of the expenses being fire protection and ambulance services related to the services the Township provides to its residents.

Business-Type Activities

For the Township's business-type activities, net position decreased during the fiscal year by \$142,331 to reach an ending balance of \$8,990,669. The business-type activities of the Township include the Water and Sewer Fund, which provide water and sewer services to various Township residents and commercial customers. The most significant portion of the revenue for the Water and Sewer Fund in fiscal year 2020-2021 was from charges for services while the most significant portion of the expenses was operation and maintenance.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2021

Financial Analysis of the Government's Funds

As noted earlier, the Township uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds The focus of the Township's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Township's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for discretionary use as they represent the portion of fund balance which has not been limited to use for a particular purpose by either an external party, the Township itself, or a group or individual that has been delegated authority to assign resources for use for particular purposes by the Township's Board.

At June 30, 2021, the Township's governmental funds reported combined fund balances of \$3,712,173, an increase of \$537,585 in comparison with the prior year. \$1,207,140 constitutes unassigned fund balance, which is available for spending at the government's discretion. The remainder of the fund balance is either *nonspendable, restricted, committed, or assigned* to indicate that it is 1) not in spendable form (\$116,490) 2) restricted for particular purposes (\$1,782,748), 3) committed for particular purposes (\$605,795), or 4) assigned for particular purposes.

General Fund – The fund balance of the General Fund increased its fund balance in this fiscal year by \$241,748, bringing the balance to \$1,921,385. The increase can be attributed to the Township's conservative spending and a decrease in general government and recreation and culture expenditures.

Fire Fund – The fund balance of the Fire Fund increased its fund balance in this fiscal year by \$5,486, bringing the balance to \$69,658. The increase in fund balance can be attributed to property tax revenues exceeding the amount of fire and ambulance expenditures.

Farmland Preservation Fund - The fund balance of the Farmland Preservation Fund increased by \$226,475, bringing the balance to \$1,288,899. The increase in fund balance can be attributed to property tax revenue exceeding farmland purchases and related expenditures.

Police Protection Fund - The fund balance of the Police Protection Fund decreased by \$29,421, bringing the balance to \$29,503. The increase in fund balance is caused by property taxes and transfers in exceeding expenditures for police protection.

Nakwema Trailway Fund – The fund balance increased by \$23,020, bringing the balance to \$57,014. The increase can be attributed to grants received in excess of trailway expenditures.

Holiday Hills Improvement Fund – The fund balance of the Holiday Hills Improvement Fund decreased its fund balance in this fiscal year by \$5,864, bringing the balance to \$296,653. The decrease was caused by the special assessments and interest collected being exceeded by the debt and interest obligations of this fund.

Proprietary Funds The proprietary funds provide virtually the same information as the government-wide statements; however, more detail may be found in the fund financial statements.

Water and Sewer Fund – The Water and Sewer Fund ended this fiscal year with \$8,990,669 in net position, a decrease of \$142,331 in comparison with the prior year. The decrease in fund balance is due to the water and sewer funds operating and depreciation expenses exceeding revenues received for operating services.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2021

General Fund Budgetary Highlights

During the year, there were no significant amendments in appropriations between the General Fund's original and final budget.

The following schedule shows a comparison of the original general fund budget, the final amended general fund budget and actual totals from operations:

	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
TOTAL REVENUES	\$ 941,509	\$ 941,509	\$ 996,356
TOTAL EXPENDITURES	\$ 932,739	\$ 932,739	\$ 754,608

The Township budgets conservatively, preparing for a worse-case scenario in terms of spending which accounts for most of the variance between final budgeted appropriations and actual expenditures. The variance between final budget and actual revenues was caused by the Township receiving more in state grants than were originally anticipated.

Capital Assets and Debt Administration

Capital Assets

The Township's investment in capital assets for governmental and business-type activities as of June 30, 2021, amounted to \$22,610,451 net of accumulated depreciation. Capital assets summarized below include any items purchased with a cost greater than \$5,000 individually and that have a useful life greater than one year. A summary of capital asset categories is illustrated below:

Acme Township
Capital Assets as of June 30,

	Governmental Activities		Business-Type Activities		Totals	
	2021	2020	2021	2020	2021	2020
Land and Development Rights	\$ 15,575,227	\$ 15,575,227	\$ 0	\$ 0	\$ 15,575,227	\$ 15,575,227
Construction in Progress	50,970	48,990	0	0	50,970	48,990
Buildings and Improvements	1,457,209	1,457,209	0	0	1,457,209	1,457,209
Vehicles	97,342	97,342	0	0	97,342	97,342
Equipment	71,566	71,566	0	0	71,566	71,566
Water and Sewer System	0	0	13,968,402	13,418,316	13,968,402	13,418,316
	17,252,314	17,250,334	13,968,402	13,418,316	31,220,716	30,668,650
Less: Accumulated Depreciation	(700,677)	(576,055)	(7,094,949)	(6,823,832)	(7,795,626)	(7,399,887)
Net Capital Assets	\$ 16,551,637	\$ 16,674,279	\$ 6,873,453	\$ 6,594,484	\$ 23,425,090	\$ 23,268,763

Major capital asset additions during the current fiscal year included the following:

- Construction in progress for work on the Nakwema Trailway that totaled \$1,980.

Additional information regarding the Township's capital assets can be found in the Notes to Financial Statements section of this document.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG MICHIGAN

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR FISCAL YEAR ENDED JUNE 30, 2021

Long-Term Obligations

The Township has bonded debt outstanding of \$807,258 as of June 30, 2021. More information on the Township's long-term obligation is available in the Notes to Financial Statements section of this document.

Economic Condition and Outlook

The following Economic factors currently affect the Township and were considered in developing the 2021/2022 budget:

- The COVID-19 pandemic continues to impact the State of Michigan and the Township. While funding so far as remained at historical levels, a downturn in economic conditions could cause funding cuts to governments. Any cut to funding would cause the Township to re-evaluate its financial situation and act accordingly.
- The Township continues to look for ways to improve the services it provides to its residents in a manner that is financially responsible.

The American Rescue Plan Act of 2021 allocated \$644 million to Michigan non-entitlement units (NEUs), which are townships, villages and nonmetropolitan cities. The funding is based off the 2019 population and will be a significant amount of funding for each NEU, which will be passed through the Michigan Department of Treasury. The Township is still evaluating how to use the funds, pending further guidance from the State of Michigan.

Request for Information

The financial report is designed to provide our citizens, customers, investors and creditors with a general overview of the Township's finances and to demonstrate the Township's accountability for the money it receives. If you have any questions about this report or need any additional information, contact Acme Township at 6042 Acme Road, Williamsburg, MI 49690.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

STATEMENT OF NET POSITION
JUNE 30, 2021

	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTALS
<u>ASSETS</u>			
<u>CURRENT ASSETS</u>			
Cash	\$ 3,541,277	\$ 2,550,154	\$ 6,091,431
Accounts Receivable	36,611	0	36,611
Special Assessments Receivable	44,151	0	44,151
Due from Other Governmental Units	176,828	72,944	249,772
Prepaid Expenses	20,521	0	20,521
	<hr/>	<hr/>	<hr/>
Total Current Assets	3,819,388	2,623,098	6,442,486
<u>NON-CURRENT ASSETS</u>			
Accounts Receivable	43,331	0	43,331
Special Assessments Receivable	440,320	0	440,320
	<hr/>	<hr/>	<hr/>
Total Non-Current Assets	483,651	0	483,651
<u>CAPITAL ASSETS</u>			
Land	15,575,227	0	15,575,227
Construction in Progress	50,970	0	50,970
Buildings and Improvements	1,457,209	0	1,457,209
Vehicles	97,342	0	97,342
Equipment	71,566	0	71,566
System Infrastructure	0	13,968,402	13,968,402
	<hr/>	<hr/>	<hr/>
	17,252,314	13,968,402	31,220,716
Less Accumulated Depreciation	700,677	7,094,949	7,795,626
	<hr/>	<hr/>	<hr/>
Net Capital Assets	16,551,637	6,873,453	23,425,090
	<hr/>	<hr/>	<hr/>
TOTAL ASSETS	20,854,676	9,496,551	30,351,227
	<hr/>	<hr/>	<hr/>

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

STATEMENT OF NET POSITION
JUNE 30, 2021

	GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	TOTALS
<u>LIABILITIES</u>			
<u>CURRENT LIABILITIES</u>			
Accounts Payable	23,120	390,821	413,941
Due to Other Governments	35,000	0	35,000
Unearned Revenue	4,944	0	4,944
Accrued Interest	6,719	422	7,141
Current Portion of Long-Term Debt	55,000	114,639	169,639
Total Current Liabilities	124,783	505,882	630,665
<u>LONG-TERM LIABILITIES</u>			
Bonds Payable, Net of Premium	700,000	114,639	814,639
Less: Current Portion	(55,000)	(114,639)	(169,639)
Total Long-Term Liabilities	645,000	0	645,000
TOTAL LIABILITIES	769,783	505,882	1,275,665
<u>NET POSITION</u>			
Net Investment in Capital Assets	15,851,637	6,758,814	22,610,451
Restricted for Fire Protection	69,658	0	69,658
Restricted for Debt Service	289,934	0	289,934
Restricted for Public Broadcast	6,864	0	6,864
Restricted for Telecommunication Right-of-Ways	23,581	0	23,581
Restricted for Liquor Law Enforcement	815	0	815
Restricted for Police Protection	29,503	0	29,503
Restricted for Preservation of Farmland	1,288,899	0	1,288,899
Restricted for Nakwema Trailway	57,014	0	57,014
Restricted for Parks and Recreation	9,761	0	9,761
Unrestricted	2,457,227	2,231,855	4,689,082
TOTAL NET POSITION	\$ 20,084,893	\$ 8,990,669	\$ 29,075,562

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2021

FUNCTIONS/PROGRAMS	EXPENSES	PROGRAM REVENUES			NET (EXPENSES) REVENUES AND CHANGE IN NET POSITION		
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	PRIMARY GOVERNMENT		TOTALS
					GOVERNMENTAL ACTIVITIES	BUSINESS-TYPE ACTIVITIES	
<u>PRIMARY GOVERNMENT</u>							
<u>GOVERNMENTAL ACTIVITIES</u>							
General Government	\$ 517,189	\$ 89,845	\$ 0	\$ 0	\$ (427,344)	\$ 0	\$ (427,344)
Public Safety	1,039,379	0	13,011	0	(1,026,368)	0	(1,026,368)
Public Works	29,867	11,450	9,593	0	(8,824)	0	(8,824)
Community and Economic Development	198,791	53,996	0	0	(144,795)	0	(144,795)
Recreation and Culture	185,619	500	15,226	25,000	(144,893)	0	(144,893)
Interest on Long-Term Debt	20,816	0	0	0	(20,816)	0	(20,816)
Total Governmental Activities	1,991,661	155,791	37,830	25,000	(1,773,040)	0	(1,773,040)
<u>BUSINESS-TYPE ACTIVITIES</u>							
Sewer System	1,001,830	850,506	0	0	0	(151,324)	(151,324)
Water System	14,831	14,750	0	0	0	(81)	(81)
Total Business-Type Activities	1,016,661	865,256	0	0	0	(151,405)	(151,405)
TOTAL	\$ 3,008,322	\$ 1,021,047	\$ 37,830	\$ 25,000	(1,773,040)	(151,405)	(1,924,445)
<u>GENERAL REVENUES</u>							
Taxes					1,715,104	0	1,715,104
State Grants					428,205	0	428,205
Interest Earnings					21,539	9,074	30,613
Other					26,886	0	26,886
Total General Revenues					2,191,734	9,074	2,200,808
Change in Net Position					418,694	(142,331)	276,363
<u>NET POSITION</u> - Beginning of Year					19,666,199	9,133,000	28,799,199
<u>NET POSITION</u> - End of Year					\$ 20,084,893	\$ 8,990,669	\$ 29,075,562

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

GOVERNMENTAL FUNDS

BALANCE SHEET
JUNE 30, 2021

	SPECIAL REVENUE FUNDS				CAPITAL PROJECTS FUND	DEBT SERVICE FUND		
	GENERAL FUND	FIRE FUND	FARM LAND PRESERVATION FUND	POLICE PROTECTION FUND	NAKWEMA TRAILWAY FUND	HOLIDAY HILLS IMPROVEMENT FUND	NONMAJOR GOVERNMENTA L FUNDS	TOTALS
<u>ASSETS</u>								
Cash	\$ 1,705,123	\$ 78,298	\$ 1,324,241	\$ 28,753	\$ 57,014	\$ 296,653	\$ 51,195	\$ 3,541,277
Accounts Receivable	79,192	0	0	0	0	0	750	79,942
Special Assessments Receivable	0	0	0	0	0	484,471	0	484,471
Due from Other Governmental Units	176,828	0	0	0	0	0	0	176,828
Prepaid Expenditures	19,541	0	0	750	0	0	230	20,521
TOTAL ASSETS	\$ 1,980,684	\$ 78,298	\$ 1,324,241	\$ 29,503	\$ 57,014	\$ 781,124	\$ 52,175	\$ 4,303,039
<u>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE</u>								
<u>LIABILITIES</u>								
Accounts Payable	\$ 11,024	\$ 8,640	\$ 342	\$ 0	\$ 0	\$ 0	\$ 3,114	\$ 23,120
Due to Other Governments	0	0	35,000	0	0	0	0	35,000
Unearned Revenues	4,944	0	0	0	0	0	0	4,944
Total Liabilities	15,968	8,640	35,342	0	0	0	3,114	63,064
<u>DEFERRED INFLOWS OF RESOURCES</u>								
Unavailable Revenue	43,331	0	0	0	0	484,471	0	527,802
<u>FUND BALANCE</u>								
Nonspendable for Prepaid Expenditures	19,541	0	0	0	0	0	230	19,771
Nonspendable for Long-Term Receivables	96,719	0	0	0	0	0	0	96,719
Restricted for Fire and Ambulance Protection	0	69,658	0	0	0	0	0	69,658
Restricted for Debt Service	0	0	0	0	0	296,653	0	296,653
Restricted for Public Broadcast	6,864	0	0	0	0	0	0	6,864
Restricted for Telecommunication Right-of-Ways	23,581	0	0	0	0	0	0	23,581
Restricted for Liquor Law Enforcement	0	0	0	0	0	0	815	815
Restricted for Police Protection	0	0	0	29,503	0	0	0	29,503
Restricted for Preservation of Farmland	0	0	1,288,899	0	0	0	0	1,288,899
Restricted for Nakwema Trailway	0	0	0	0	57,014	0	0	57,014
Restricted for Parks and Recreation	0	0	0	0	0	0	9,761	9,761

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

GOVERNMENTAL FUNDS

BALANCE SHEET
JUNE 30, 2021

	SPECIAL REVENUE FUNDS				CAPITAL PROJECTS FUND	DEBT SERVICE FUND		
		FARM LAND PRESERVATION FUND	POLICE PROTECTION FUND		NAKWEMA TRAILWAY FUND	HOLIDAY HILLS IMPROVEMENT FUND	NONMAJOR GOVERNMENTA L FUNDS	TOTALS
GENERAL FUND	FIRE FUND							
Committed for Parks and Recreation	0	0	0	0	0	0	19,588	19,588
Committed for Shoreline Preservation	0	0	0	0	0	0	1,388	1,388
Committed for Cemetery Expenditures	0	0	0	0	0	0	17,279	17,279
Committed for Self Funded Accounts	388,125	0	0	0	0	0	0	388,125
Committed for Septage Plant Bond Buyout	117,415	0	0	0	0	0	0	117,415
Committed for GTTC Engineer Project Manager	32,000	0	0	0	0	0	0	32,000
Committed for Townhall/Community Center Improvements	30,000	0	0	0	0	0	0	30,000
Unassigned	1,207,140	0	0	0	0	0	0	1,207,140
Total Fund Balance	1,921,385	69,658	1,288,899	29,503	57,014	296,653	49,061	3,712,173
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCE	\$ 1,980,684	\$ 78,298	\$ 1,324,241	\$ 29,503	\$ 57,014	\$ 781,124	\$ 52,175	\$ 4,303,039

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

GOVERNMENTAL FUNDS

RECONCILIATION OF THE BALANCE SHEET TO THE STATEMENT OF NET POSITION
JUNE 30, 2021

Total Fund Balance for Governmental Funds		\$ 3,712,173
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.		
Capital Assets	\$ 17,252,314	
Accumulated Depreciation	<u>(700,677)</u>	16,551,637
Long-term liabilities are not due and payable in the current period and are not reported in the funds.		
Bonds Payable		(700,000)
Accrued interest is not reported as a liability in the funds; it is recorded when paid.		
		(6,719)
Other long-term assets are not available to pay for current period expenditures and therefore are reported as unavailable in the funds.		
Special Assessments and Other Receivables		<u>527,802</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES		<u><u>\$ 20,084,893</u></u>

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
YEAR ENDED JUNE 30, 2021

		SPECIAL REVENUE FUNDS			CAPITAL PROJECTS FUND	DEBT SERVICE FUND	NONMAJOR GOVERNMENTAL FUNDS	TOTALS
	GENERAL FUND	FIRE FUND	FARM LAND PRESERVATION FUND	POLICE PROTECTION FUND	NAKWEMA TRAILWAY FUND	HOLIDAY HILLS IMPROVEMENT FUND		
REVENUES								
Property Taxes	\$ 385,064	\$ 973,587	\$ 268,754	\$ 87,699	\$ 0	\$ 0	\$ 0	\$ 1,715,104
Special Assessments	0	0	0	0	0	51,569	0	51,569
Licenses and Permits	86,573	0	0	0	0	0	0	86,573
State Grants	437,798	0	0	0	0	0	13,011	450,809
Charges for Services	57,268	0	0	0	0	0	11,450	68,718
Interest and Rents	2,767	0	568	0	0	18,703	1	22,039
Other Revenues	26,886	0	0	0	25,000	0	15,226	67,112
Total Revenues	996,356	973,587	269,322	87,699	25,000	70,272	39,688	2,461,924
EXPENDITURES								
General Government	483,732	0	0	0	0	0	0	483,732
Public Safety	0	968,101	0	71,278	0	0	0	1,039,379
Public Works	18,160	0	0	0	0	0	8,865	27,025
Community and Economic Development	155,944	0	42,847	0	0	0	0	198,791
Recreation and Culture	77,819	0	0	0	0	0	524	78,343
Capital Outlay	18,953	0	0	0	1,980	0	0	20,933
Debt Service	0	0	0	0	0	76,136	0	76,136
Total Expenditures	754,608	968,101	42,847	71,278	1,980	76,136	9,389	1,924,339
Excess (Deficiency) of Revenues Over Expenditures	241,748	5,486	226,475	16,421	23,020	(5,864)	30,299	537,585
OTHER FINANCING SOURCES (USES)								
Transfers In (Out)	0	0	0	13,000	0	0	(13,000)	0
Net Change in Fund Balance	241,748	5,486	226,475	29,421	23,020	(5,864)	17,299	537,585
FUND BALANCE - Beginning of Year	1,679,637	64,172	1,062,424	82	33,994	302,517	31,762	3,174,588
FUND BALANCE - End of Year	\$ 1,921,385	\$ 69,658	\$ 1,288,899	\$ 29,503	\$ 57,014	\$ 296,653	\$ 49,061	\$ 3,712,173

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

GOVERNMENTAL FUNDS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES
YEAR ENDED JUNE 30, 2021

Net Change in Fund Balance - Total Governmental Funds	\$ 537,585
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Amounts reported for governmental activities are different because:

Governmental funds report capital outlay as expenditures in the Statement of Activities. These costs are allocated over their estimated useful lives as depreciation.

Depreciation Expense	(124,622)
Capital Outlay	1,980

Repayments of principal on long-term debt is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position.

Principal Payments on Long-Term Debt	55,000
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Accrued interest in bonds is recorded on the Statement of Activities when incurred; it is not recorded in the governmental funds until it is paid.

Accrued Interest - Beginning of the Year	7,039
Accrued Interest - End of the Year	(6,719)

Under the modified accrual basis of accounting, revenue is recognized when measurable and available. The entity-wide statements recognize revenue when earned.

Unavailable Revenue - Beginning of the Year	(579,371)
Unavailable Revenue - End of the Year	527,802

CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$ 418,694</u>
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The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

PROPRIETARY FUNDS

STATEMENT OF NET POSITION

JUNE 30, 2021

	BUSINESS-TYPE ACTIVITIES - ENTERPRISE FUNDS		
	SEWER FUND	WATER FUND	TOTAL ENTERPRISE FUNDS
<u>ASSETS</u>			
<u>CURRENT ASSETS</u>			
Cash	\$ 2,540,203	\$ 9,951	\$ 2,550,154
Due from Other Governments	71,715	1,229	72,944
Total Current Assets	2,611,918	11,180	2,623,098
<u>CAPITAL ASSETS</u>			
System Infrastructure - Water	0	177,000	177,000
System Infrastructure - Sewer	13,791,402	0	13,791,402
Less: Accumulated Depreciation	(7,009,694)	(85,255)	(7,094,949)
Net Investment in Capital Assets	6,781,708	91,745	6,873,453
TOTAL ASSETS	9,393,626	102,925	9,496,551
<u>LIABILITIES</u>			
Due to Other Governments	390,262	559	390,821
Accrued Interest	422	0	422
Bonds Payable, Net of Current Portion and Premium	114,639	0	114,639
TOTAL LIABILITIES	505,323	559	505,882
<u>NET POSITION</u>			
Net Investment in Capital Assets	6,667,069	91,745	6,758,814
Unrestricted	2,221,234	10,621	2,231,855
TOTAL NET POSITION	\$ 8,888,303	\$ 102,366	\$ 8,990,669

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

PROPRIETARY FUNDS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
YEAR ENDED JUNE 30, 2021

	BUSINESS-TYPE ACTIVITIES - ENTERPRISE FUNDS		
	SEWER FUND	WATER FUND	TOTAL ENTERPRISE FUNDS
<u>OPERATING REVENUES</u>			
Charges for Services	\$ 850,506	\$ 14,750	\$ 865,256
<u>OPERATING EXPENSES</u>			
Operations and Maintenance	729,263	11,291	740,554
Depreciation	267,577	3,540	271,117
Total Operating Expenses	996,840	14,831	1,011,671
Operating Income (Loss)	(146,334)	(81)	(146,415)
<u>NONOPERATING REVENUE (EXPENSE)</u>			
Interest Income	9,074	0	9,074
Interest Expense	(4,990)	0	(4,990)
Total Nonoperating Revenue (Expense)	4,084	0	4,084
Change in Net Position	(142,250)	(81)	(142,331)
<u>NET POSITION - Beginning of Year</u>	9,030,553	102,447	9,133,000
<u>NET POSITION - End of Year</u>	\$ 8,888,303	\$ 102,366	\$ 8,990,669

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

PROPRIETARY FUNDS

STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2021

	BUSINESS-TYPE ACTIVITIES - ENTERPRISE FUNDS		
	SEWER FUND	WATER FUND	TOTAL ENTERPRISE FUNDS
<u>INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</u>			
Cash Flows from Operating Activities			
Cash Received from Other Governments	\$ 903,886	\$ 15,979	\$ 919,865
Cash Payments to Suppliers for Goods and Services	(372,428)	(11,674)	(384,102)
Net Cash Provided (Used) by Operating Activities	531,458	4,305	535,763
Cash Flows from Capital and Related Financing Activities			
Acquisition of Capital Assets	(550,086)	0	(550,086)
Principal Payments on Long-term Debt	(105,402)	0	(105,402)
Interest Paid on Long-Term Debt	(5,405)	0	(5,405)
Net Cash Provided (Used) by Capital and Financing Activities	(660,893)	0	(660,893)
Cash Flows from Investing Activities			
Interest Income	1,693	0	1,693
Net Increase (Decrease) in Cash and Cash Equivalents	(127,742)	4,305	(123,437)
<u>CASH AND CASH EQUIVALENTS</u> - Beginning of Year	2,667,945	5,646	2,673,591
<u>CASH AND CASH EQUIVALENTS</u> - End of Year	\$ 2,540,203	\$ 9,951	\$ 2,550,154
<u>RECONCILIATION OF OPERATING INCOME</u>			
<u>TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES</u>			
Operating Income (Loss)	\$ (146,334)	\$ (81)	\$ (146,415)
Adjustments to Reconcile Operating Income			
To Net Cash Provided by Operating Activities			
Depreciation	267,577	3,540	271,117
(Increase) Decrease in Current Assets			
Due from Other Governments	53,380	1,229	54,609
Increase (Decrease) in Current Liabilities			
Due to Other Governments	359,002	(383)	358,619
Due to Other Funds	(2,167)	0	(2,167)
Total Adjustments	677,792	4,386	682,178
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	\$ 531,458	\$ 4,305	\$ 535,763

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

FIDUCIARY FUND

STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2021

	<u>CUSTODIAL FUNDS</u>		
	<u>TAX</u>	<u>TRUST AND</u>	
	<u>COLLECTION</u>	<u>AGENCY</u>	
	<u>FUND</u>	<u>FUND</u>	<u>TOTALS</u>
<u>ASSETS</u>			
Cash	\$ 587	\$ 4,000	\$ 4,587
<u>LIABILITIES</u>			
Due to Other Governments	587	0	587
<u>NET POSITION</u>			
Restricted for Others	\$ 0	\$ 4,000	\$ 4,000

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

FIDUCIARY FUND

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
YEAR ENDED JUNE 30, 2021

	<u>CUSTODIAL FUNDS</u>		
	<u>TAX</u>	<u>TRUST AND</u>	
	<u>COLLECTION</u>	<u>AGENCY</u>	
	<u>FUND</u>	<u>FUND</u>	<u>TOTALS</u>
<u>ADDITIONS</u>			
Property Taxes Collected	\$ 12,161,615	\$ 0	\$ 12,161,615
Collected for Others	0	0	0
Total Additions	12,161,615	0	12,161,615
<u>DEDUCTIONS</u>			
Property Taxes Distributed	12,161,615	0	12,161,615
Disbursed to Others	0	0	0
Total Deductions	12,161,615	0	12,161,615
Net Increase (Decrease) in Fiduciary Net Position	0	0	0
<u>NET POSITION</u> - Beginning of Year - As Restated	0	4,000	4,000
<u>NET POSITION</u> - End of Year	\$ 0	\$ 4,000	\$ 4,000

The accompanying notes are an integral part of the financial statements.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Acme Township (the “Township” or “government”) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the Township’s accounting policies are described below.

A. Description of Government-Wide Financial Statements

The government-wide financial statements (i.e., *The Statement of Net Position* and *The Statement of Activities*) report the information on all of the nonfiduciary activities of the primary government. All fiduciary activities are reported only in the fund financial statements. *Governmental activities*, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges to external customers for support. Likewise, the primary government is reported separately from certain legally separate component units for which the *primary government* is financially accountable. Acme Township does not have any component units.

B. Reporting Entity

The Township is located in Grand Traverse County, Michigan, and provides services to its residents in many areas including police and fire protection, community enrichment and development, water and sewer services, and recreation and culture. The Township is a general law township governed by a seven-member board elected by the citizens of the Township. The Township Board consists of the supervisor, clerk, treasurer and four trustees.

In accordance with generally accepted accounting principles and Governmental Accounting Standards Board (GASB) Statement No. 61, "The Financial Reporting Entity," these financial statements present the Township. The criteria established by GASB for determining the reporting entity includes oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included. There are no other units that should be included in the financial statements.

The following entities are not included in the Township’s financial statements but do represent an ongoing financial interest or responsibility:

Joint Ventures

Master Sewer Agreement

The Township entered into a master sewer agreement effective July 1, 1987 through June 30, 2041 with the City of Traverse City, the Townships of Peninsula and Garfield in Grand Traverse County, the Township of Elmwood in Leelanau County, and Grand Traverse County. This master sewer agreement defines the allocation of costs and establishes certain rights and responsibilities with respect to the wastewater treatment plant and sewer system. Grand Traverse County is the owner of the treatment plant and the City of Traverse City is the owner of all multi-user facilities. The townships have the option to purchase the facility when certain bonds issued by Grand Traverse County are retired.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

The City of Traverse City is the exclusive manager of the plant for the benefit to itself and the townships. As the exclusive manager, the City of Traverse City has the obligation to fully inform and advise townships as to the treatment plant's operation and the townships shall have the right to comment on all matters connected with the administration of the plant.

Each participant in the joint venture pays an amount sufficient to cover its pro rata share of treatment plant costs. Each participant's pro rata share is determined by its volume of sewage treated in relation to total sewage treated at the plant.

The Township makes debt service payments to the Grand Traverse County Department of Public Works for the Township's portion of the Sewage Treatment Facility bonds as listed in Note 3.E. During the year ended June 30, 2021, the Township paid \$105,402 to reduce its balance of the sewage treatment plant bonds.

Metro Emergency Services Authority

The Township participates jointly in the operation of the Metro Emergency Services Authority with the charter townships of East Bay and Garfield in Grand Traverse County. The Township paid \$968,101 to Metro Emergency Services Authority during the year ended June 30, 2021 for fire department and emergency services.

C. Basis of Presentation – Government-Wide Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from the governmental funds and internal service funds, while business-type activities incorporate data from the government's enterprise funds. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments in lieu of taxes where the amounts are reasonably equivalent in value to the interfund services provided and other charges between government's water and sewer functions and various other functions of the government. Eliminations of these charges would distort the direct costs and program revenues reported for the various functions concerned.

D. Basis of Presentation – Fund Financial Statements

The fund financial statements provide information about the government's funds. Separate statements for each fund category – governmental, proprietary and fiduciary – are presented. The emphasis of fund financial statements is on major governmental and proprietary funds, each displayed in a separate column.

The Township reports the following major governmental funds:

The *General Fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Revenues are primarily derived from property taxes and state shared revenue.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

The *Fire Fund* accounts for the Township's portion of operation of the Metro Emergency Services Authority. Financing is provided by a property tax levy.

The *Farm Land Preservation Fund* accounts for the Township's development of farm land. Financing is provided by a property tax levy.

The *Police Protection Fund* accounts for the Township's portion of operation of the Grand Traverse County Police Department. Financing is provided by a property tax levy.

The *Nakwema Trailway Fund* accounts for costs associated with the Nakwema Trailway project. Financing is provided by transfers in from other funds, various local grants and contributions, and state grants.

The *Holiday Hills Improvement Fund* accounts for costs for improving roads in holiday hills. Financing is provided by a special assessment and transportation bond (which will also be repaid with special assessments).

The Township reports the following major proprietary funds:

The *Sewer Fund* accounts for the results of operations that provide sewer services to residents, financed primarily by a user charge for the provision of those services.

The *Water Fund* accounts for the results of operations that provide water services to residents, financed primarily by a user charge for the provision of those services.

Additionally, the Township reports the following nonmajor fund types:

The *Special Revenue Funds* account for revenue sources that are legally restricted, committed, or assigned to expenditures for specific purposes.

Additionally, Acme Township reports the following fiduciary fund:

The *Custodial Funds* account for property taxes collected by the Township on behalf of other governmental units as well as the Township itself and other monies held for units of governments and organizations.

During the course of operations, the government has activity between funds for various purposes. Any residual balances outstanding at year-end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental and internal service funds) are eliminated so that only the net amount is included as internal service funds. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as transfers in the business-type activities column.

E. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds.

Property taxes, licenses and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue resource (within 60 days of year-end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the government.

The proprietary funds are reported using the *economic measurement focus* and the *accrual basis of accounting*. The custodial funds has no measurement focus but utilizes the accrual basis of accounting for reporting its assets and liabilities.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

F. Budgetary Information

1. Budgetary Basis of Accounting

- Prior to July 1, the Township Supervisor submits to the Township Board a proposed operating budget for all governmental funds for the fiscal year. The operating budget includes proposed expenditures and the means of financing them.
- The Township Board holds a public hearing and adopts a resolution approving the budgets.
- All transfers of budget amounts between functions within the General Fund and any revisions that alter the total expenditures of any fund must be approved by the Township Board.
- Formal budgetary integration is employed as a management control device during the year for all governmental fund types.
- Budgets for the General and Special Revenue Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). All appropriations lapse at year-end. Budgeted amounts are as originally adopted, or as amended by the Township Board from time to time throughout the year.
- Encumbrance accounting is not employed in the Township's governmental funds.

2. Excess of Expenditures Over Appropriations:

	<u>BUDGET</u>	<u>ACTUAL</u>
General Fund		
Public Works		
Roads, Streets and Bridges	\$ 5,000	\$ 7,587
Fire Fund		
Public Works		
Fire Protection	850,000	857,608
Cemetery Fund		
Public Works		
Cemetery	8,400	8,865

These overages were funded by greater than anticipated revenues and available fund balance.

G. Assets, Liabilities, Deferred Outflows/Inflows of Resources and Net Position/Fund Balance

1. Cash and Cash Equivalents

The government's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments. The government considers all highly liquid investments (including certificates of deposit) to be cash equivalents.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

2. *Investments*

The Township's investment policy is in compliance with state law and authorizes the Township treasurer to invest in the investments directly listed in Public Act 20 of 1943, as amended. Some investments authorized by state law are shown as cash on the financial statements.

3. *Inventories and Prepaid Items*

Inventory is valued at cost using the first-in/first-out method. Inventory consists of expendable supplies held for consumption, which are recorded as expenditures when consumed rather than when purchased.

Certain payments made to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

4. *Capital Assets*

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of proprietary fund capital assets is reflected in the capitalized value of the asset constructed, net of interest earned on the invested proceeds over the same period.

Land and not in progress are depreciated. Property, plant and equipment of the primary government, as well as the component unit are depreciated using the straight-line method over the following estimated useful lives:

<u>ASSETS</u>	<u>YEARS</u>
Road Improvements	15-20
Water and Sewer Infrastructure	50
Buildings and Improvements	20-50
Vehicles	10
Equipment	5-10

5. *Conservation Easements*

A conservation easement is a legal agreement between a landowner and a qualified conservation organization that permanently limits a property's use in order to protect its conservation values.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

Conservation easements, either purchased or donated, are initially valued at their appraised value. The difference between the purchase price and appraised value is reflected as capital grants and contributions in the statement of activities. This value is capitalized as a non-depreciable capital asset as it is recognized as an intangible asset providing value to the residents of the Township.

6. *Long-Term Obligations*

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method which approximates the effective interest method over the term of the related obligations.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuance are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

7. *Deferred Outflows/Inflows of Resources*

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Township does not have any deferred outflows of resources.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. The separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Township has two items that fit this criteria, unavailable revenue from special assessments and accounts receivable expected to be collected more than 60 days after year end. Since the accrual basis of accounting recognizes this revenue when it is earned, the unavailable is only reported at the fund level, which uses the modified accrual basis of accounting.

8. *Unearned Revenue*

Unearned revenue arises when resources are received by the Township before it has a legal claim to them. In subsequent periods, when both revenue recognition criteria are met, or when the government has a legal claim to the resources, revenue is recognized. The Township has unearned revenue related to charges for planning and zoning services.

9. *Net Position Flow Assumption*

Sometimes the government will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

10. Fund Balance Flow Assumption

Sometimes the government will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the government's policy to consider restricted fund balance to have depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

11. Fund Balance Policies

Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The government itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. The governing board is the highest level of decision-making authority for the government that can, by adoption of an ordinance prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the ordinance remains in place until a similar action is taken (the adoption of another ordinance) to remove or revise the limitation.

Amounts in the assigned fund balance classification are intended to be used by the government for specific purposes but do not meet the criteria to be classified as committed. The board may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

Unassigned fund balance is the residual classification for the Township's general fund and includes all spendable amounts not contained in the other classifications and is therefore available to be spent as determined by the Township's Board.

The Township intends to maintain a fund balance of 50% of the Township's general fund annual operating expenditures. If a fund balance declines below 50%, it shall be recovered at a rate of 1%, at a minimum, each year.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

12. Use of Estimates

The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

H. Revenues and Expenditures/Expenses

1. Program Revenues

Amounts reported as program revenue include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes and other internally dedicated resources are reported as general revenues rather than as program revenues.

2. Property Taxes/Special Assessments

Property taxes attach as an enforceable lien on the property as of the date they are levied. State education taxes, county taxes, school district and college taxes, and transportation system taxes are levied and due July 1 and become delinquent after September 14. The remaining millages are levied and due December 1 and become delinquent after February 14. Collections of taxes and remittances of them are accounted for in the Tax Collection Fund. Township property tax revenues are recognized when they become both measurable and available for use to finance Township operations.

The 2020 taxable valuation of the Township totaled \$372,134,915, on which ad valorem taxes levied consisted of 0.7235 mills for operating purposes, 2.4500 mills for fire operations, 0.2500 mills for police protection, 0.3250 mills for ambulance services and 0.7203 for farmland preservation.

3. Proprietary Funds Operating and Nonoperating Revenues and Expenses

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. Eventually, the principal operating revenues of the sewer fund are charges to customers for services. Operating expenses for enterprise funds include cost of services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Violations of Legal or Contractual Provisions

Note 1.F.2, on the Excess of Expenditures Over Appropriations, describes a budgetary violation that occurred for the year ended June 30, 2021. It also explains the provision provided by law that was used to remedy the violation.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

NOTE 3 - DETAILED NOTES ON ALL ACTIVITIES AND FUNDS

A. Deposits and Investments

Custodial credit risk – deposits. In the case of deposits, this is the risk that, in the event of a bank failure, the government's deposits may not be returned to it. As of June 30, 2021, \$5,391,806 of the government's bank balance of \$6,141,806 was exposed to custodial credit risk because it was uninsured and uncollateralized. The risk is spread amongst the Township's Funds. Although the Township's investment policy does not directly address custodial credit risk, it typically limits its exposure by controlling who holds the Township's deposits.

Interest rate risk. The Township will minimize interest rate risk, which is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by; structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities in the open market; and investing operating funds primarily in shorter-term securities, liquid asset funds, money market mutual funds, or similar investing pools and limiting the average maturity in accordance with the Township's cash requirement.

Credit risk. State law limits investments in commercial paper and corporate bonds to a prime or better rating issued by nationally recognized statistical rating organizations (NRSOs).

Concentration of credit risk. The Township will minimize concentration of credit risk, which is the risk of loss attributed to the magnitude of the Township's investment in a single issuer, by diversifying the investment portfolio so that the impact of potential losses from any one type of security or issuer will be minimized.

Foreign currency risk. The Township is not authorized to invest in investments which have this type of risk; therefore, it is not addressed in the investment policy.

Custodial credit risk – investments. For an investment, this is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. Although the Township's investment policy does not directly address custodial credit risk, it typically limits its exposure by purchasing insured or registered investments or by controlling who holds the investments.

Fair Market Value Disclosure - The Township is required to disclose amounts within a framework established for measuring fair value. That framework provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described as follows:

Level 1: Quoted prices in active markets for identical securities.

Level 2: Prices determined using other significant observable inputs. Observable inputs are inputs that reflect the assumptions market participants would use in pricing a security and are developed

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

based on market data obtained from sources independent of the reporting entity. These may include quoted prices from similar activities, interest rates, prepayment speeds, credit risk, and others. Debt securities are valued in accordance with evaluated bid price supplied by the pricing service and generally categorized as Level 2 in the hierarchy. Securities that are categorized as Level 2 in the hierarchy include, but are not limited to, repurchase agreements, U.S. government agency securities, corporate securities, and commercial paper.

Level 3: Prices determined using significant unobservable inputs. In situations where quoted prices or observable inputs are unavailable or deemed less relevant (for example, when there is little or no market activity for an investment at the end of the period), unobservable inputs may be used. Unobservable inputs reflect the reporting entity's own assumptions about the factors market participants would use in pricing the security and would be based on the best information available under the circumstances.

The asset or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs. There are two types of valuation techniques most commonly used and vary depending on the level of investment. These two techniques are the market approach and income approach. The market approach uses prices and other relevant information generated by the market transactions involving identical or similar assets and liabilities. The income approach discounts future amounts to a single current amount and the discount rate used in the process should reflect current market expectations about risks associated with those future cash flows.

The Township does not have any investments subject to the fair value measurement.

The carrying amount of deposits and investments is as follows:

	Total
Deposits – including Fiduciary Funds of \$4,587	\$ 6,095,818
Petty Cash	200
	<u>\$ 6,096,018</u>

The above amounts are reported in the financial statements as follows:

	Total
Cash - Fiduciary Funds	\$ 4,587
Cash - Governmental Funds	3,541,277
Cash - Proprietary Funds	2,550,154
	<u>\$ 6,096,018</u>

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

B. Receivables

Receivables as of year-end for the government's individual major funds in aggregate and combined nonmajor funds, including the applicable allowances for uncollectible accounts are as follows:

	General	Fire	Holiday Hills Improvement	Water & Sewer	Non Major	Total
Receivables						
Accounts	\$ 79,192	\$ 0	\$ 0	\$ 0	\$ 750	\$ 79,942
Special Assessments	0	0	484,471	0	0	484,471
Due from Other Governments	176,828	0	0	72,944	0	249,772
Total	<u>\$ 256,020</u>	<u>\$ 0</u>	<u>\$ 484,471</u>	<u>\$ 72,944</u>	<u>\$ 750</u>	<u>\$ 814,185</u>

Amounts due from other governments include amounts consisting of state-shared revenues and an amount owed from Grand Traverse County for the General Fund. Due from other governments consists of May and June usage payments due from Grand Traverse County.

C. Capital Assets

<u>Governmental Activities</u>	Beginning Balance	Increases	Decreases	Ending Balance
Capital Assets, Not Being Depreciated				
Land and Development Rights	\$ 15,575,227	\$ 0	\$ 0	\$ 15,575,227
Construction in Progress	48,990	1,980	0	50,970
Total Capital Assets, Not Being Depreciated	<u>15,624,217</u>	<u>1,980</u>	<u>0</u>	<u>15,626,197</u>
Capital Assets, Being Depreciated				
Buildings and Improvements	1,457,209	0	0	1,457,209
Vehicles	97,342	0	0	97,342
Equipment	71,566	0	0	71,566
Total Capital Assets, Being Depreciated	<u>1,626,117</u>	<u>0</u>	<u>0</u>	<u>1,626,117</u>
Less Accumulated Depreciation for:				
Buildings and Improvements	432,291	116,368	0	548,659
Vehicles	86,934	5,203	0	92,137
Equipment	56,830	3,051	0	59,881
Total Accumulated Depreciation	<u>576,055</u>	<u>124,622</u>	<u>0</u>	<u>700,677</u>
Total Capital Assets, Being Depreciated, Net	<u>1,050,062</u>	<u>(124,622)</u>	<u>0</u>	<u>925,440</u>
Governmental Activities Capital Assets, Net	<u>\$ 16,674,279</u>	<u>\$ (122,642)</u>	<u>\$ 0</u>	<u>\$ 16,551,637</u>

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

<u>Business-Type Activities</u>	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Capital Assets, Being Depreciated				
Sewer System	\$ 13,241,316	\$ 550,086	\$ 0	\$ 13,791,402
Water System	177,000	0	0	177,000
Capital Assets, Being Depreciated	13,418,316	550,086	0	13,968,402
Less Accumulated Depreciation				
Sewer System	6,742,117	267,577	0	7,009,694
Water System	81,715	3,540	0	85,255
Total Capital Assets, Being Depreciated	6,823,832	271,117	0	7,094,949
Business-Type Activities Capital Assets, Net	\$ 6,594,484	\$ 278,969	\$ 0	\$ 6,873,453

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities	
General Government	\$ 14,504
Public Works	2,842
Recreation and Culture	107,276
Total Depreciation Expense - Governmental Activities	<u>\$ 124,622</u>
Business-Type Activities	
Water and Sewer	<u>\$ 271,117</u>

D. Interfund Receivables, Payables and Transfers

All remaining balances generally resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made. There were no interfund balances outstanding at June 30, 2021.

Interfund Transfers for the year ended June 30, 2021, were:

<u>Funds Transferred To</u>	<u>Funds Transferred From</u>	<u>Amount</u>
Police Protection Fund	Liquor Fund	<u>\$ 13,000</u>

Transfers are used to: (1) move revenues from the fund that is required to collect them to the fund that is required or allowed to expend them; (2) move receipts restricted to or allowed for debt service from the

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

funds collecting the receipts to the debt service fund as debt service payments become due; and (3) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

E. Long-Term Obligation

The following is a summary of long-term obligation transactions of the Township for the year ended June 30, 2021:

	GOVERNMENTAL ACTIVITIES		BUSINESS-TYPE ACTIVITIES		
	GENERAL OBLIGATION BONDS		GENERAL OBLIGATION BONDS	BOND PREMIUM	TOTAL LONG-TERM OBLIGATIONS
Balance at July 1, 2020	\$ 755,000		\$ 212,660	\$ 14,762	\$ 982,422
Additions	0		0	0	0
Deletions	(55,000)		(105,402)	(7,381)	(167,783)
Balance at June 30, 2021	\$ 700,000		\$ 107,258	\$ 7,381	\$ 814,639
Due within one year	\$ 65,000		\$ 107,258	\$ 0	\$ 172,258

Obligations payable at June 30, 2021, is comprised of the following:

General Obligation Bonds

Michigan Transportation Fund Limited Tax Bonds Bonds, Series 2015 (Governmental Activities)		
\$945,000 issued July 1, 2015, used to finance road improvement projects within Holiday Hills Subdivision, due in annual installments ranging from \$65,000 to \$75,000 with interest of 0.65% to 3.50%; Date of maturity is scheduled for September 1, 2030.		\$ 700,000
2019 Traverse City Wastewater Treatment Plant - Upgrade Refunding (Business-Type Activities)		
\$316,061 issued in 2019, due in one installment of \$107,258 with interest of 2.36%. Date of maturity is scheduled for April 2022.		107,258
		<u>\$ 807,258</u>

The above business-type activities contractual obligations to Grand Traverse County (the "County") are the result of the County issuance of bonds on the Township's behalf. The Township has pledged substantially all revenue of the water and sewer fund, net of operating expenses, to repay the obligations; in addition, it has pledged to raise property taxes, to the extent permitted by law, if necessary to fund the obligation to repay the County. Proceeds from the County bonds provided financing for the construction of the sewer facilities and assets. All agreements provide for the Township to use, operate, and maintain the systems, at its own expense, subject to the terms and conditions of the agreement.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

The annual requirements to amortize these obligations outstanding as of June 30, 2021, including interest payments of \$115,943 are as follows:

	Governmental Activities			Business-type Activities		
	Principal	Interest	Total	Principal	Interest	Total
2022	\$ 65,000	\$ 19,489	\$ 84,489	\$ 107,258	\$ 2,531	\$ 109,789
2023	65,000	18,075	83,075	0	0	0
2024	65,000	16,532	81,532	0	0	0
2025	70,000	14,808	84,808	0	0	0
2026	70,000	12,918	82,918	0	0	0
2027-2031	365,000	31,590	396,590	0	0	0
Total	\$ 700,000	\$ 113,412	\$ 813,412	\$ 107,258	\$ 2,531	\$ 109,789

NOTE 4 - OTHER INFORMATION

A. Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, employee injuries (workers' compensation) as well as medical benefits provided to employees.

The Township continues to carry commercial insurance for various risks of loss, including general liability, property and casualty, employee health and accident insurance, and workers' disability compensation. The Township has had no settled claims resulting from these risks that exceeded its commercial coverage in any of the past three fiscal years.

B. Retirement Plan/Deferred Compensation Plan

The Township's Section 457(B) Plan is a defined contribution pension plan that provides retirement benefits to all full-time employees and elected officials administered through Nationwide Insurance. Employees are eligible after having 12 months of employment with a minimum age of 21. The Township contributes 10% of each eligible employee's salary to the plan annually, while plan members can make voluntary contributions.

For the year ended June 30, 2021, the Township contributed \$27,818 to the plan, while employees made voluntary contributions of \$10,116. The Township board has the authority to amend or terminate the plan. There are no outstanding payables to the plan as of June 30, 2021.

C. Contingencies

Grant Programs

Under the terms of various federal and state grants and regulatory requirements, periodic audits are required, and certain cost may be questioned as not being appropriate expenditures under the terms of the grants and requirements. Such audits could lead to reimbursement of the grantor or regulatory agencies. However, management does not believe such disallowances, if any, would be material to the financial position of the Township.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2021

Septage Treatment Facility

The Township is a participant in the Septage Treatment Facility. Being a participant requires the Township to contribute funding to the planning of a new facility. As of June 30, 2021, the total cost of the project has not been estimated and no expenditures have been made.

D. Subsequent Events

After fiscal year-end, the Township was approved to move forward the following:

- Springbrook Area Subdivision road improvement special assessment project with an estimated total cost of \$589,148. Grand Traverse County Road Commission has agreed to pay \$158,235 and the Township will be responsible for the difference. The Townships portion will be financed by bonds not to exceed \$385,913.
- Agreement with the Michigan Department of Natural Resources to develop and construct the Nakwema Trailway. Per the agreement, the estimated cost of the trailway is \$1,556,000 of which the Township will be responsible for \$75,000 with the difference coming from various state and local grants.

No adjustments were made to the financial statements as a result of these subsequent events.

E. Development Rights

Development rights typically are donated through the gift of a conservation easement. The donation of a perpetual conservation easement which preserves the conservation values of a property deemed to be in the public benefit, such as prime agricultural land, scenic views, wetlands, forests, and unique wildlife habitats, is recognized in the Federal Tax Code and may result in substantial income and estate tax benefits to the donor/landowner.

In situations where charitable tax benefits do not provide sufficient incentives, development rights are purchased rather than donated. This is often the case with farmland preservation programs. The amount paid to the landowner is determined by a "before and after" appraisal of the fair market value of the subject land.

F. Related Parties

The Township Treasurer has part ownership in an assessing company that the Township contracts with for assessing services. The Treasurer abstains from voting when the Board approves the assessing contract. During the fiscal year the Township paid \$45,716 to the company for their assessing services.

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
MAJOR GOVERNMENTAL FUNDS

YEAR ENDED JUNE 30, 2021

	GENERAL FUND			FIRE FUND			FARM LAND PRESERVATION FUND			POLICE PROTECTION FUND		
	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL	ORIGINAL BUDGET	FINAL BUDGET	ACTUAL
REVENUES												
Property Taxes	\$ 383,250	\$ 383,250	\$ 385,064	\$ 971,371	\$ 971,371	\$ 973,587	\$ 268,820	\$ 268,820	\$ 268,754	\$ 87,215	\$ 87,215	\$ 87,699
Licenses and Permits	87,900	87,900	86,573	0	0	0	0	0	0	0	0	0
Federal Grants	0	0	0	0	0	0	0	0	0	0	0	0
State Grants	391,904	391,904	437,798	0	0	0	0	0	0	0	0	0
Charges for Services	51,275	51,275	57,268	0	0	0	0	0	0	0	0	0
Interest and Rents	3,080	3,080	2,767	0	0	0	600	600	568	0	0	0
Other Revenues	24,100	24,100	26,886	0	0	0	0	0	0	8,700	8,700	0
Total Revenues	941,509	941,509	996,356	971,371	971,371	973,587	269,420	269,420	269,322	95,915	95,915	87,699
EXPENDITURES												
General Government												
Township Board	160,840	160,840	145,345	0	0	0	0	0	0	0	0	0
Supervisor	62,700	62,700	58,667	0	0	0	0	0	0	0	0	0
Election	15,800	15,800	15,722	0	0	0	0	0	0	0	0	0
Assessor	57,900	57,900	54,060	0	0	0	0	0	0	0	0	0
Clerk	90,084	90,084	88,722	0	0	0	0	0	0	0	0	0
Board of Review	1,535	1,535	804	0	0	0	0	0	0	0	0	0
Treasurer	74,092	74,092	73,141	0	0	0	0	0	0	0	0	0
Building and Grounds	99,010	99,010	47,271	0	0	0	0	0	0	0	0	0
Public Safety												
Police	0	0	0	0	0	0	0	0	0	84,230	84,930	71,278
Fire Protection	0	0	0	850,000	850,000	857,608	0	0	0	0	0	0
Ambulance	0	0	0	110,000	133,000	110,493	0	0	0	0	0	0
Public Works												
Roads, Streets, and Bridges	5,000	5,000	7,587	0	0	0	0	0	0	0	0	0
Street Lighting	12,000	12,000	10,573	0	0	0	0	0	0	0	0	0
Community and Economic Development												
Planning and Zoning	174,930	174,930	155,944	0	0	0	0	0	0	0	0	0
Farmland Preservation	0	0	0	0	0	0	267,950	267,950	42,847	0	0	0
Recreation and Culture												
Parks and Recreation	102,848	102,848	77,819	0	0	0	0	0	0	0	0	0
Capital Outlay	20,000	20,000	18,953	0	0	0	0	0	0	0	0	0
Contingency	56,000	56,000	0	0	0	0	0	0	0	0	0	0
Total Expenditures	932,739	932,739	754,608	960,000	983,000	968,101	267,950	267,950	42,847	84,230	84,930	71,278
Excess (Deficiency) of Revenues												
Over Expenditures	8,770	8,770	241,748	11,371	(11,629)	5,486	1,470	1,470	226,475	11,685	10,985	16,421
OTHER FINANCING SOURCES (USES)												
Transfers In (Out)	0	0	0	0	0	0	0	0	0	0	13,000	13,000
Net Change in Fund Balance	8,770	8,770	241,748	11,371	(11,629)	5,486	1,470	1,470	226,475	11,685	23,985	29,421
FUND BALANCE - Beginning of Year	1,679,637	1,679,637	1,679,637	64,172	64,172	64,172	1,062,424	1,062,424	1,062,424	82	82	82
FUND BALANCE - End of Year	1,688,407	1,688,407	1,921,385	75,543	52,543	69,658	1,063,894	1,063,894	1,288,899	11,767	24,067	29,503

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUND TYPES

JUNE 30, 2021

SPECIAL REVENUE FUNDS					
	CEMETERY FUND	LIQUOR FUND	SHORELINE PRESERVATION FUND	PARK FUND	TOTALS
<u>ASSETS</u>					
Cash	\$ 19,304	\$ 815	\$ 1,388	\$ 29,688	\$ 51,195
Accounts Receivable	750	0	0	0	750
Prepaid Expenditures	230	0	0	0	230
 TOTAL ASSETS	 \$ 20,284	 \$ 815	 \$ 1,388	 \$ 29,688	 \$ 52,175
<u>LIABILITIES AND FUND BALANCE</u>					
<u>LIABILITIES</u>					
Accounts Payable	\$ 2,775	\$ 0	\$ 0	\$ 339	\$ 3,114
 <u>FUND BALANCE</u>					
Nonspendable	230	0	0	0	230
Restricted for Specific Purposes	0	815	0	9,761	10,576
Committed for Specific Purposes	17,279	0	1,388	19,588	38,255
 Total Fund Balance	 17,509	 815	 1,388	 29,349	 49,061
 TOTAL LIABILITIES AND FUND BALANCE	 \$ 20,284	 \$ 815	 \$ 1,388	 \$ 29,688	 \$ 52,175

ACME TOWNSHIP, GRAND TRAVERSE COUNTY
WILLIAMSBURG, MICHIGAN

COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE
NONMAJOR FUND TYPES

YEAR ENDED JUNE 30, 2021

	SPECIAL REVENUE FUNDS				TOTALS
	CEMETERY FUND	LIQUOR FUND	SHORELINE PRESERVATION FUND	PARK FUND	
<u>REVENUES</u>					
State Grants	\$ 0	\$ 13,011	\$ 0	\$ 0	\$ 13,011
Charges for Services	11,450	0	0	0	11,450
Interest and Rents	0	0	1	0	1
Other Revenues	0	0	0	15,226	15,226
Total Revenues	11,450	13,011	1	15,226	39,688
<u>EXPENDITURES</u>					
Public Works	8,865	0	0	0	8,865
Recreation and Culture	0	0	0	524	524
Total Expenditures	8,865	0	0	524	9,389
Excess of Revenues Over (Under) Expenditures	2,585	13,011	1	14,702	30,299
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfers In (Out)	0	(13,000)	0	0	(13,000)
Net Change in Fund Balance	2,585	11	1	14,702	17,299
<u>FUND BALANCE</u> - Beginning of Year	14,924	804	1,387	14,647	31,762
<u>FUND BALANCE</u> - End of Year	\$ 17,509	\$ 815	\$ 1,388	\$ 29,349	\$ 49,061

DRAFT



Baird, Cotter & Bishop, P.C.

SERVING YOUR PAST, PRESENT & FUTURE

CERTIFIED PUBLIC ACCOUNTANTS

134 WEST HARRIS STREET CADILLAC, MICHIGAN 49601 PHONE: (231) 775-9789 FAX: (231) 775-9749
www.bcbcpa.com

October 6, 2021

COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE AT THE CONCLUSION OF THE AUDIT

To the Township Board
Acme Township
Grand Traverse County
Williamsburg, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Acme Township for the year ended June 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated September 14, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Acme Township are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2020-2021. We noted no transactions entered into by Acme Township during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

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

Management's estimate of the useful lives of depreciable capital assets is based on the length of time it is believed that those assets will provide some economic benefit in the future. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

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

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We detected various material misstatements as a result of our audit procedures that were corrected by management. The material adjustments were a result of converting the entity's records from cash basis to modified accrual basis of accounting and providing client assistance as the client knew the adjustment was necessary but requested our assistance.

Disagreements with Management

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

Management Representations

We have requested certain representations from management that are included in the management representation letter dated October 6, 2021.

Management Consultations with Other Independent Accountants

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

Other Audit Findings or Issues

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

During the course of our audit of the basic financial statements of Acme Township for the year ended June 30, 2021, we noted the following items which we feel deserve comment:

Budgeting

State law requires governments to amend its budget as soon as it becomes apparent that an overage will occur. One activity in the General and Fire Funds and the Cemetery Fund had expenditures that exceeded budgeted appropriations during the fiscal year. We recommend the Township monitor the budgets closely and amend appropriations when appropriate. In addition the nonmajor Shoreline Preservation Fund did not adopt a budget for the 20-21 fiscal year. Due to this fund being a special revenue fund it is required to adopt a budget even when expenditures are expected to be zero.

Untimely Recording of Cash Receipts in General Ledger and Deposits in Bank

During the audit it was apparent that receipts are not getting entered into the general ledger or deposited in the bank timely. When the Township receives payments from various sources those receipts should be entered to the cash receipt software upon receipt and should never go more than a week before getting entered. In addition, per the Michigan Department of Treasury Accounting Procedures Manual receipts should be deposited as frequently as daily but weekly or at a minimum of monthly are also acceptable. Once receipts have been entered into the general ledger, the undeposited funds should be secured in a locked place such as a safe until removed to be taken to the bank at a minimum of monthly.

Reimbursements of Sales Tax

During the audit, we found instances where the Township is paying sales tax on various purchases. The Township is exempt from sales tax and should not pay or reimburse sales tax.

Support for Credit Card Transactions

During our testing of credit card transactions, we noted that receipts for all individual transactions were not attached to the monthly statement. We recommend that as a method of strengthening internal control that all transaction receipts be attached to the monthly credit card statements.

Other Matters

We applied certain limited procedures to the Management Discussion and Analysis and the Budgetary Comparison Schedule, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Combining Nonmajor Fund Financial Statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

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

BAIRD, COTTER AND BISHOP, P.C.

Baird, Cotter & Bishop, P.C.



Baird, Cotter & Bishop, P.C.

SERVING YOUR PAST, PRESENT & FUTURE

CERTIFIED PUBLIC ACCOUNTANTS

134 WEST HARRIS STREET CADILLAC, MICHIGAN 49601 PHONE: (231) 775-9789 FAX: (231) 775-9749
www.bcbcpa.com

October 6, 2021

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Township Board
Acme Township
Grand Traverse County
Williamsburg, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Acme Township as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise Acme Township's basic financial statements and have issued our report thereon dated October 6, 2021.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Acme Township's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Acme Township's internal control. Accordingly, we do not express an opinion on the effectiveness of Acme Township's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may

exist that were not identified. We did identify a deficiency in internal control, described below, that we consider to be a material weakness:

1) Lack of Adequate Controls to Produce Full Disclosure GAAP Basis Financial Statements

Criteria: All Michigan governments are required to prepare financial statements in accordance with generally accepted accounting principles (GAAP). This is the responsibility of the government's management. The preparation of financial statements in accordance with GAAP requires internal controls over both (1) recording, processing, and summarizing accounting data (i.e., maintaining internal books and records), and (2) reporting government-wide and fund financial statements, including related footnotes (i.e., external financial reporting).

Condition: As is the case with many smaller and medium-sized entities, the government has historically relied on its independent external auditor to assist in the preparation of the government-wide financial statements and footnotes as part of its external financial reporting process. Accordingly, the government's ability to prepare financial statements in accordance with GAAP is based, in part, on its reliance on its external auditors, who cannot by definition be considered a part of the government's internal controls.

Cause: This condition was caused by the government's decision that it is more cost effective to outsource the preparation of its financial statements to the auditors than to incur the time and expense of obtaining the necessary training and expertise required for the government to perform this task internally.

Effect: As a result of this condition, the government's internal controls over the preparation of financial statements in accordance with GAAP are incomplete. Instead, the government relies, in part, on its external auditors for assistance with this task.

Recommendation: Due to the size and minimal activity, we recommend that the government continue to outsource financial statement preparation.

View of Responsible Officials: The government has evaluated the cost vs. benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP, and determined that it is in the best interests of the government to outsource this task to its external auditors, and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their content and presentation.

Corrective Action: The Township has evaluated the cost vs. benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP, and determined that it is in the best interest of the Township to outsource this task to its external auditors, and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their content and presentation. The persons responsible for the corrective action is the Township Board. Unless circumstances change, the Township Board will continue to rely on its external auditors and realizes this comment will be repeated in subsequent years.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Acme Township's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material

effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Acme Township's Response to Findings

Acme Township's response to the findings identified in our audit is described above. Acme Township's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BAIRD, COTTER AND BISHOP, P.C.

Baird, Cotter & Bishop, P.C.

11/04/2021 09:47 AM
 User: SARAH
 DB: ACME TOWNSHIP

CASH SUMMARY BY BANK FOR ACME TOWNSHIP
 FROM 09/01/2021 TO 09/30/2021

Page: 1/2

Bank Code Fund	Description	Beginning Balance 09/01/2021	Total Debits	Total Credits	Ending Balance 09/30/2021
CHASE	GENERAL FUND				
101	GENERAL FUND	1,280,734.04	1,453.77	72,823.74	1,209,364.07
206	FIRE FUND	69,658.47	0.00	21,599.40	48,059.07
207	POLICE PROTECTION	28,753.01	0.00	21,091.46	7,661.55
208	PARK FUND	31,410.80	940.00	545.00	31,805.80
209	CEMETERY FUND	18,333.70	1,425.00	0.00	19,758.70
212	LIQUOR FUND	11,514.19	0.00	0.00	11,514.19
	GENERAL FUND	1,440,404.21	3,818.77	116,059.60	1,328,163.38
FARM	FARMLAND PRESERVATION				
225	FARMLAND PRESERVATION	1,234,551.44	0.00	8,033.12	1,226,518.32
	FARMLAND PRESERVATION	1,234,551.44	0.00	8,033.12	1,226,518.32
FARMM	FARMLAND PRESERVATION - MONEY MARKET				
225	FARMLAND PRESERVATION	5,214.33	0.00	0.00	5,214.33
	FARMLAND PRESERVATION - MONEY MARKET	5,214.33	0.00	0.00	5,214.33
GENHY	GENERAL FUND - HIGH YIELD				
101	GENERAL FUND	157,818.87	0.00	0.00	157,818.87
	GENERAL FUND - HIGH YIELD	157,818.87	0.00	0.00	157,818.87
GENMM	GENERAL FUND - MONEY MARKET				
101	GENERAL FUND	299,574.43	0.00	0.00	299,574.43
	GENERAL FUND - MONEY MARKET	299,574.43	0.00	0.00	299,574.43
PARKS	BAYSIDE PARK				
403	NAKWEMA TRAILWAY FUND	57,013.19	0.00	0.00	57,013.19
	BAYSIDE PARK	57,013.19	0.00	0.00	57,013.19
PETTY	PETTY CASH				
101	GENERAL FUND	200.00	0.00	0.00	200.00
	PETTY CASH	200.00	0.00	0.00	200.00
SADH	HOLIDAY HILLS				
811	HOLIDAY HILLS AREA IMPROVEMENT	221,075.79	0.00	0.00	221,075.79

11/04/2021 09:44 AM
User: SARAH
DB: ACME TOWNSHIP

CASH SUMMARY BY BANK FOR ACME TOWNSHIP
FROM 09/01/2021 TO 09/30/2021

Page: 2/2

Bank Code		Beginning Balance 09/01/2021	Total Debits	Total Credits	Ending Balance 09/30/2021
Fund	Description				
	HOLIDAY HILLS	221,075.79	0.00	0.00	221,075.79
SEWER	ACME RELIEF SEWER				
590	ACME RELIEF SEWER	2,187,869.74	0.00	18,623.05	2,169,246.69
591	WATER FUND- HOPE VILLAGE	8,313.80	0.00	707.53	7,606.27
	ACME RELIEF SEWER	2,196,183.54	0.00	19,330.58	2,176,852.96
SEWMM	ACME RELIEF SEWER MONEY MARKET				
590	ACME RELIEF SEWER	198,033.97	0.00	0.00	198,033.97
	ACME RELIEF SEWER MONEY MARKET	198,033.97	0.00	0.00	198,033.97
SHORE	SHORELINE PRESERVATION				
296	SHORELINE PPRESERVATION	1,387.64	0.00	0.00	1,387.64
	SHORELINE PRESERVATION	1,387.64	0.00	0.00	1,387.64
TAX	CURRENT TAX COLLECTION				
703	CURRENT TAX COLLECTION	1,895,912.84	5,153,208.67	6,670,720.60	378,400.91
	CURRENT TAX COLLECTION	1,895,912.84	5,153,208.67	6,670,720.60	378,400.91
TRUST	TRUST & AGENCY				
701	TRUST AND AGENCY	4,000.00	0.00	0.00	4,000.00
	TRUST & AGENCY	4,000.00	0.00	0.00	4,000.00
	TOTAL - ALL FUNDS	7,711,370.25	5,157,027.44	6,814,143.90	6,054,253.79

Sarah Lawrence
Deputy Treasurer

DRAFT UNAPPROVED



ACME TOWNSHIP PLANNING COMMISSION MEETING

**Grand Traverse Resort & Spa, Michigan A/B Room
100 Grand Traverse Village Blvd, Acme, MI 49610**

September 13, 2021 7:00 p.m.

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:01 p.m.

ROLL CALL: Members present: K. Wentzloff, D. Rosa, J. Aukerman, J. Challender

Members excused: M. Timmins, S. Feringa, D. VanHouten

Staff present: Planning Consultant Carrie Klingelsmith, Beckett & Raeder, Inc., Jeff Jocks, Counsel

A. LIMITED PUBLIC COMMENT:

Limited Public Comment opened at 7:03 p.m.

Brian Kelley, Acme Township resident. Zoom meetings need to be an option. He is disappointed that the public has been asking since June for an informal back and forth about the Zoning Ordinance Rewrite and thinks it's something we should do.

Brian Chouinard, Nature's Releaf. Was attending the meeting to see if recreational marijuana would be added to the agenda and if the distances that are in the medical marijuana would be the same for the recreational uses.

Scott Hardy, Traverse City. Attending to see if recreational marijuana would be added to the agenda. Sent a letter of correspondence with some thought to buffer zones and impact on commercial development.

Limited Public Comment closed at 7:08 p.m.

B. APPROVAL OF AGENDA

Wentzloff suggested the addition of items under correspondence.

1. Dave Steffey email
2. Scott Hardy email
3. Jim Goran email
4. Brian Kelley letter emailed and then distributed on the table

Motion by Rosa, supported by Challender, to approve the agenda with addition of four pieces of Correspondence. No discussion. Voice vote. Motion carried unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None

D. SPECIAL PRESENTATIONS: None

E. CONSENT CALENDAR:

1. RECEIVE AND FILE:

- a. Township Board Draft Meeting Minutes 08.10.21

2. ACTION:

- a. Approve Draft Planning Commission Meeting Minutes 8.09.21

Motion by Aukerman, supported by Rosa, to approve the *Consent Calendar* as presented. Voice vote. Motion carried unanimously.

F. ITEMS REMOVED FROM THE CONSENT CALENDAR: None

G. CORRESPONDENCE: All read into the record aloud.

1. Dave Steffey email
2. Scott Hardy email
3. Jim Goran email
4. Brian Kelley letter emailed and then distributed on the table

H. PUBLIC HEARING: Acme Township Draft Zoning Ordinance

Hearing opened at 7:24 p.m.

Wentzloff noted this is a continuation of our Public Hearing that we opened at our August meeting.

Speakers:

Brian Kelley, Acme Township resident. Has several concerns.

1. Wants to discuss environmental protections. For solar farm you have to look back at Bates Crossing where an environmental consultant was involved. On the solar project the township had no expert advising them on that project and there should be a trigger in the Ordinance requiring that.
2. The precheck in the PD part of the ordinance is being eliminated. He suggests it be made more rigorous so we can avoid the process of the Kmart project again.
3. Does this meet the master plan? The ordinance should be compared to the master plan.
4. His family owns land adjacent to 5 acre parcel off Bunker Hill near his home. Concerned about changes to Ordinance affecting that parcel. Does not want apartment complexes, tall buildings, towering structures. He thinks if you build a tall building, you have to set it back further from the property line.

Andy Andres, 4946 E. M72 in Acme Township.

1. He engaged township on a project in December and wishes there had been more give and take.
2. Section 39.2 of the Michigan Planning Enabling Act reads that Master Plan updates by the Planning Commission, including major map revisions, must be sent to all affected parties.
3. He suggests postponing closing the public hearing until Counsel reviews and determines if we need to mail everyone in the township.

Gayle Hanna, property owner in Acme Township.

Along with her husband, James Hanna, they own several properties in Acme Township. First time they have been aware these things are happening. Finds this difficult to understand. They should be notified ahead of time to attend if properties near theirs are being dealt with. This is the United States of America and we should be protecting property owners' freedoms.

Dave Steffey, property owner in Acme Township.

If there is something changing near his properties, he thinks he should be notified by mail not just a notice in the Record Eagle or posted at Township office. There needs to be notice to the owners.

1. There is an error on page 52. 5.26 with recreational vehicles. It addresses districts that do not exist.
2. Important that he understand what the red line in the document references. Discussion on duplexes should not be put off as separate issue for a later discussion. All plays into density.
3. He is somewhat opposed to Ordinance stating: Bed and Breakfasts are not to be less than one acre.
4. He thinks commercial window signage on only first floor of multi-story building is incorrect and inappropriate. Signs on higher floors should also be allowed.

No further public comment. Chair states that our options are to close the public hearing or continue it. Discussion. Rosa suggests we continue it.

Motion by Rosa, supported by Aukerman, to continue public hearing to the October 11, 2021 meeting. Roll Call Vote. Aukerman Yes, Rosa Yes, Callender, Yes, Wentzloff, Yes. Motion carried unanimously.

Hearing closed at 7:40 p.m.

Wentzloff stated the Public Hearing will be continued at our next meeting.

I. OLD BUSINESS:

1. Acme Township Draft Zoning Ordinance - continued from August 9, 2021.

Chair Wentzloff re-visited the Zoning Ordinance Re-write overall procedure that was followed since some perceived misconceptions exist:

Process - Acme Township's Planning consultant met with Counsel and Zoning Administrator to review current Ordinance and suggest updates. The Draft Ordinance, in its entirety, was then brought to Planning Commission for discussion, Article by Article, paragraph by paragraph, over period of two years. During this time, the current Ordinance and proposed changes were discussed with the Planning Commission at public meetings with public comment sought at each meeting. We've had Zoom and in-person meetings. Meeting minutes capture all discussions, including previous version, proposed changes, and motivations for them.

Public Engagement - Planning Commission discussed how to solicit public engagement. The motivation for venue change -- at Grand Traverse Resort not Township Hall -- is due to the pandemic so members of the public would feel safe given size constraints of our township hall.

Purpose of Red-lined Document - We wanted to illustrate to people what the changes are. Red lining and red text show difference between previous ordinance and changes that have been made. Points to remove have red lines through them. Think of it like "track changes" on a word document. When the public hearing closes, the document will be cleaned up. Our Planning consultant will remove all the stricken text; the red goes away. All changes will go from red to black. We did not want to post [only] that document because no one would know the changes. We'll have one more meeting to discuss, then it will go to the Board if the Planning Commission agrees to move on.

Michigan Planning Enabling Act - Counsel cleared up question from Mr. Andres regarding Section 39.2: this section is in relationship to standards and requirements of the Master Plan which, by statute, is updated every 5 years. The Master Plan is different from the Zoning Ordinance.

Will revisit after the public hearing is closed.

J. NEW BUSINESS:

Election of Officers

Nominations for Chair.

Aukerman nominates Wentzloff

No other nominations

Wentzloff accepts the position

Voice vote. Motion carries unanimously.

Nominations for Vice Chair.
Rosa nominates Timmins
Aukerman nominates Rosa

Roll Call Vote for Timmins
Aukerman No
Challender No
Rosa Recused
Wentzloff No

Rosa accepts the position

Voice vote. Motion carries unanimously.

Nominations for Secretary
Rosa nominates Timmins
No other nominations

Voice vote. Motion carries unanimously.

K. PUBLIC COMMENT & OTHER PC BUSINESS

Public Comment opened at 7:55 p.m.

Andy Anders, 4946 E. M72 in Acme Township. Not complaining about the amount of work that has been done at the township. He feels the township is suffering from the great planning war 20 years ago. People have not gotten past that and there is distrust.

Brian Kelley, Acme Township resident. The red-lined document has limited use. The storage section was crazy. Differs with the Chair. Proposed changes were not gone through. Don't know if PC members were even given a copy of the old ordinances. Electronic signs... current ordinance is pretty good, restrictive -- but we're opening up electronic signs in a trashy, low-rent way. KOTI should have 1,000 feet of silt fence that was never installed, and Acme needs to take greater ownership of water quality issues in Acme.

Public Comment closed at 8:00 p.m.

It was noted by Planning Commission that chair and vice chair will be out of town for next meeting. There is question regarding holding continuation of public hearing and other agenda items. Discussion followed.

Motion by Rosa, supported by Aukerman to amend the previous motion on public hearing date from October 11, 2021, to our next Planning Commission meeting. Voice vote. Motion carries unanimously.

1. Planning & Zoning Administrator Report - Lindsey Wolf:

Wentzloff gave report since Lindsey Wolf was excused from meeting. Wentzloff said Lindsey had returned to work today (September 13). She gave birth to twin baby girls two weeks ago. Her babies will remain in the hospital for a few more weeks then Lindsey will take maternity leave when the babies come home.

Recreational Marihuana Ordinance went to Board at its September meeting. Board decided to send it

back to the Planning Commission to discuss buffer requirements. Acme has buffer requirements in our Medical Marihuana ordinance but they are not included in our Recreational Marihuana Ordinance. Board has some support and wants Planning Commission to discuss. If PC makes those changes at its October meeting, then there will need to be a Public Hearing in November since this would be a substantial change.

2. Township Board Report - Jean Aukerman: None.

3. Parks & Trails Committee Report - Marcie Timmins:

Wentzloff gave report since Marcie Timmins was excused from meeting. Parks & Trails committee is meeting seasonally now. We may have only two more meetings this year.

ADJOURN: Motion by Challenger, supported by Rosa, to adjourn. No discussion. Voice vote. Motion carried unanimously.

Meeting adjourned at 8:07 p.m.

DRAFT UNAPPROVED



**ACME TOWNSHIP PLANNING COMMISSION MEETING
ACME TOWNSHIP HALL
6042 Acme Road; Williamsburg, MI 49690
Monday, October 18, 2021, 7:00 p.m.**

CALL TO ORDER WITH PLEDGE OF ALLEGIANCE at 7:01 p.m.

ROLL CALL: Members present: K. Wentzloff, J. Aukerman, J. Challender, S. Feringa, D. Vanhouten

Members excused: M. Timmins, D. Rosa

Staff present: Planning Consultant Sara Kopriva, Beckett & Raeder, Inc., Jeff Jocks, Legal Counsel
There were 22 attendees from the public.

A. LIMITED PUBLIC COMMENT:

Limited Public Comment opened at 7:02 p.m.

Brian Kelley, Acme Township resident, asked that the proposed zoning changes to the zoning ordinance be summarized to simplify the review of the changes and to encourage community engagement.

Kristina Hendrickson, 6900 Bates Road, Acme MI 49690, voiced her concerns regarding adult use/recreational marihuana facilities to be licensed in Acme Township, specifically the noise associated with customers visiting the establishments; the production processes if near residential areas; the concentration of permits in one location; and the potential for chemical fertilizer contaminants in wastewater runoff. Ms. Hendrickson provided a written letter of this correspondence to the recording secretary which is attached to these minutes. It was not made available to the Planning Commission before the meeting.

Limited Public Comment closed at 7:08 p.m.

B. APPROVAL OF AGENDA

Wentzloff suggested the addition of items under correspondence.

1. Steven R. Fox, Pezzetti Vermetten & Popovits, PC, Attorneys, letter
2. Jim Goran email in packet
3. Brian Kelley letter emailed and then distributed to Planning Commissioners at the meeting

Motion by Feringa, supported by Aukerman, to approve the agenda with addition of three pieces of correspondence. No discussion. Voice vote. Motion carried unanimously.

C. INQUIRY AS TO CONFLICTS OF INTEREST: None stated.

D. SPECIAL PRESENTATIONS: None

E. CONSENT CALENDAR:

1. RECEIVE AND FILE:

- a. Township Board Draft Meeting Minutes, 9.7.21

2. ACTION

- a. Approve Draft Planning Commission Meeting Minutes, 9.13.21

F. ITEMS REMOVED FROM CONSENT CALENDAR:

- a. Draft Planning Commission Meeting Minutes, 9.13.21

Motion by Aukerman, supported by Challender to approve Consent Calendar as presented with Draft Planning Commission meeting minutes from 9.13.21 removed. No discussion. Voice vote. Motion carried unanimously.

Motion by Aukerman, supported by VanHouten to approve Draft Planning Commission meeting minutes from 9.13.21. No discussion. Voice vote. 4 - yes; 1 - Abstained (Feringa). Motion carried.

G. CORRESPONDENCE

1. Steven R. Fox, Pezzetti Vermetten & Popovits, PC, Attorneys, letter included in meeting packet
2. Jim Goran email in packet
3. Brian Kelley letter emailed and then distributed to Planning Commissioners at the meeting

Wentzloff summarized correspondence for the public. Mr. Goran's letter is in packet. He requested to get answers to questions previously posed for the record. New zoning ordinance proposal discriminates against light industrial self-storage businesses over what is allowed for other light industrial businesses. He is asking that minutes include the response and our reasoning. Also, he continues to be disappointed that we are not allowing zoom meetings for our public hearings as it limits participation. -- From Jim and Kris Goran. Mr. Steven Fox's letter pertains to Special Use Permit submitted by Traverse City Horse Shows, and also status of FOIA requests to Acme Township. Mr. Fox noted several concerns in his letter including how construction occurred in recent months without applicable township and county permits, and township approval. Mr. Fox urges us to carefully examine Special Use application and proceed with appropriate caution and deliberation. Also seeks Township's response to existing FOIA in timely manner. Mr. Kelley's letter says he toured equestrian facility on October 2 while at the Acme Fall Festival. He feels it's an impressive site and fortunate to have event in our community. Letter identifies various issues he sees with Traverse City Horse Shows site including: traffic; tracking of dust and manure on roads that are bicycling routes; storm water impact to watershed and Yuba Creek; storm water concerns; and site not contained or vegetated. Photos are included. Complete copies of all correspondence received are attached to these minutes.

H. PUBLIC HEARINGS:

1. Acme Township Draft Zoning Ordinance.

Public Hearing opened at 7:18pm.

This is a continuation of the Public Hearing for the Zoning Ordinance rewrite. There was no public comment. Wentzloff stated that the options were to 1) continue the Public Hearing or 2) to close the Public Hearing.

Motion by Aukerman, supported by Feringa to close the Public Hearing. No discussion. Voice vote. Motion carried unanimously.

Public Hearing closed at 7:19 p.m.

2. Traverse City Horse Shows, LLC – SUP/SPR 2021- 02

Wentzloff offered that the Traverse City Horse Shows representatives could start with their presentations and they agreed.

Mr. Robert Parker, Attorney, Traverse City, representing Traverse City Horse Shows, LLC. Robert addressed the Planning Commission. He summarized SUP/SPR application as an amendment to existing Special Use application issued in 2006. Formal application for this amendment was made in May, 2021, and it has been working its way through the process. In June, Acme Township voted to treat application as a major amendment. In July, Township began to issue civil infractions against Traverse City Horse Shows, and those continue on a weekly basis. He said that the applicant has been working feverishly since original submission date, and we (Horse Shows) think it's in pretty good shape this evening. He further explained that, generally, the Planning Commission's task is to make sure application is in compliance with requirements of ordinance specific to Section 8.2. Robert said he feels Dusty has done an excellent job in the written submitted materials to address criteria for consideration.

Robert then introduced Ronald Gajoch, Architect for applicant. Robert said Ron has significant background in equestrian events and how they are administered and sanctioned.

Mr. Ronald J. Gajoch, AIA, President of Ronald J. Gajoch, Architects & Planners, 5134 Blazer Parkway, Dublin, OH 43017 spoke to the Planning Commission as architect for the applicant, Traverse City Horse Shows. Ron explained he and Matt had met with Doug White and reviewed all citations to make sure this doesn't happen again. Ron said that one of the challenges is that we (Horse Shows) answer to governing agencies and governing bodies who sanction these events. They operate in a very small window, starting around April. This can put things in a time pinch. Moving forward, we (Horse Shows) will make sure we work through this so that these types of things don't happen again. We were cited for storm water improvements, some safety improvements, and other things without running through the Planning Commission. He added that these things are being addressed, have been addressed, and addressed pretty well. He said that, hopefully, we can move past this -- beyond citations -- and operate as good neighbors.

Ron then introduced Dusty Christensen.

Mr. Dusty Christensen, LLA, Planner, Mansfield Land Use Consultants, 830 Cottageview Drive, Suite 201, Traverse City, MI 49685, walked the Planning Commission and attendees through several site drawings and explained status. Dusty Christensen has worked the past two years on this development and noted that the original Site Plan has been amended seven times since 2006, most recently in 2019 and 2020 where Traverse City Horse Shows added elements to deal with its expansion.

In summarizing the Traverse City Horse Shows' original, main property, Dusty stated that it is 80 acres along Bates Road, stretching back from Bates Road about one half mile. It is served by two driveways, one on the south east (SE) side of the property and one on the north east (NE) side of the property. On SE side there is an old farmstead with a repurposed house and barn; an adjacent existing camp ground; large parking lots; and a series of gravel roadways leading to existing riding rings on western portions. On NE corner, there is a series of gravel pad areas for overflow parking or stabling horses during events. The 2020 amendment added a pedestrian throughway from the roads to the activity center, additional riding rings, and a spectator pavilion.

The SUP/SPR 2021-02 proposed amendment will encompass three additional properties and some changes on the main property. The first is a 5-acre parcel with an Arabian Lane address accessed off of Bates Rd. Arabian Lane is a private road. This parcel will be used for more riding arenas. The second is a 13.5-acre parcel in NE corner of main property that will be used for additional parking, pasture, and paddock areas. The third parcel is 13 acres directly south of the main property and will be used for a future campground. As presented, the future campground complies with zoning ordinance and required Michigan campground standards. Egress for emergency and fire responders is also included in these three parcels. Where there are currently tents depicted on the site plan, there will be four permanent buildings/structures added for stabling. Another riding arena is planned west of the Grand Prix arena which will be used as a warm-

up/practice ring. The Grand Traverse County Road Commission has approved the roads as planned on the east side of the property. There is an emergency access lane planned along the south side to provide access to first responders to the VIP Pavilion area. Metro Fire Department was consulted, and the fire lane may be moved to the northern side of the property based on those discussions. Dusty stated that there are still a few open issues, such as the retention basins brought up by the Acme Township Engineer and site plan approval by Metro Fire. The Health Department and the Erosion Control Office have issued permits for the proposed work based on the SUP/SPR application. Septic and well has been approved by the Health Department for the new permanent pavilion. Dusty concluded his presentation by offering to answer any questions.

Wentzloff opened the Public Hearing at 7:36 p.m.

Chuck Walter, 6584 Bates Road, Acme MI 49690, introduced himself as the owner and resident of the farm directly across from the Traverse City Horse Shows property. His concern is the parking situation during the horse shows. He stated that he felt both the physical property and the horse show staff were overwhelmed by the number of entrants that attended with cars, trucks, and horse trailers. The berm along Bates Road was driven over, creating more dust than in past seasons. He observed there was no maintenance of Bates Road by the Horse Show staff to control the parking or reduce the dust. Another concern due to parking issues was that emergency vehicles entering at main entrance were having difficulty accessing site.

Andy Andres, 4946 M72 E, Acme MI 49690, had a traffic comment not specific to the Horse Show property. He said that, at the intersection near the solar farm property and M-72, there are traffic issues that need to be addressed.

After no further comments from the attendees present, Wentzloff asked the Planning Commissioners for a motion to either continue the Public Hearing or close the Public Hearing.

Motion by Feringa, supported by Aukerman to continue the Public Hearing until the next regularly-scheduled Planning Commission meeting. No discussion. Voice vote. Motion carried unanimously.

I. OLD BUSINESS

Wentzloff recommended, if the Planning Commission agreed, to flip flop the order of these items so that we begin with Horse Shows since it was fresh in our minds -- followed by the Acme Township Draft Zoning Ordinance. Commission agreed.

1. Traverse City Horse Shows, LLC SUP/SPR 2021-02; Sara Kopriva, Planner, Beckett & Raeder. Wentzloff asked Kopriva for update on staff report, what happens next, and anything outstanding for this application. Kopriva stated that, after reviewing parking requirements for the application, it was determined that there are no parking requirements in the Acme Township Zoning Ordinance for this type of site. Wentzloff asked when is peak parking needed for the horse shows? Feringa stated that ordinances are changing to require less parking, plus it's agricultural so we have to make this up as we go. Kopriva noted that the site plan shows 504 permanent parking spaces and 724 overflow spaces. Wentzloff asked if this is adequate. Kopriva responded that Acme Township has never had a SUP/SPR permit application with this type of parking needs. Wentzloff added that the application made no mention of how many visitors there are and that we need visitor information. Kopriva suggested that the applicant use historical data to determine the number of parking spaces used each day and provide same data to the Township. It was also noted that the Traverse City Horse Shows grounds staff needs to address and control the parking during peak times to decrease parking of cars, trucks, and horse trailers in non-parking areas, such as the road. Kopriva said a parking plan is needed from applicant. Aukerman added that 2021 season did not include public due to COVID and accommodations that would have been necessary. Given this, she feels that 2021's actual parking numbers are low compared to what will be needed in the future when public is present. At this point, Matthew Morrissey, President, Morrissey Management Group and SUP/SPR 2021-02 applicant and present at the meeting in the audience, responded that they have some plans which

include removing a couple tents and using pads for parking -- less people, more parking. With no parking plan in front of the Planning Commission to review, Wentzloff emphasized the Planning Commission can only assess what is in our packet and what our staff is reviewing.

Kopriva continued her review of the SUP/SPR 2021-02 and noted that manure storage and trash screening are important factors for this property but they are not mentioned in any documents from the applicant. Kopriva said that, regarding the four tents to be converted to permanent structures, Acme Township has no details on these proposed structures. Full details -- such as complete building details, front, side and rear elevation -- are required. Aukerman asked Dusty Christensen to confirm that the red line at north end of Site Plan, just south of Arabian Lane, is the northern-most boundary of the Horse Shows' commercial property. Dusty confirmed. Aukerman then raised subject of fencing and screening for Arabian Lane and asked when that will come before the Planning Commission. Kopriva responded that, ideally, that would happen before any construction on site and that this should be done to protect the neighbors. Feringa asked if there is an easement on Arabian Lane, and how many residents does that serve. Planning Commission discussed need for landscape screening and fencing along Arabian Lane that abuts residential neighbors, and noted this screening will be required. It was emphasized that these details must be received before construction begins.

Mr. Matt Morrissey said he had planned to plant trees to use as a landscape buffer along the residential area rather than fencing but he was told to stop any planting by Lindsey Wolf and Doug White because the SUP/SPR had to be approved first. Ron Gajoch added that, when he, Matt, and Doug White were in a meeting, Doug's direction then was to only seed and clean out retention ponds and to hold off on installing Fire road, but that presenting future plans is okay. Ron explained to the Planning Commission that tabling this for another month is tough because it will be very challenging to get that fire road in because the building season is short -- and the fire road is a safety issue. Wentzloff emphasized that any accusation that Acme Township is being slow to respond is inaccurate. While the application was submitted in May, 2021, Acme does not yet have all Horse Shows' approvals and, typically, the Planning Commission would not even have this on our agenda without first having all agency approvals. She added that May was when Acme found out things were built that had not been approved. Acme Township is trying to accommodate and move this forward.

Wentzloff took discussion back to screening Arabian Lane. Kopriva stated we have no landscaping plans. Wentzloff asked Kopriva for a staff report to be prepared for the next meeting that summarizes all the details required in SUP/SPR 2021-02 for the Planning Commission to review. Feringa said he'd like to know what all the outstanding issues are and when and how they are being addressed. He does not want to make another decision on an amendment without first resolving outstanding items and issues from previous amendments.

Challender asked Matt Morrissey if the campgrounds are only to be used during the horse show events. Matt confirmed that was the intention, initially. Kopriva added that this site plan is unusual due to the continuous amendments and that the current process the applicant is trying to move through is not functioning well. Kopriva and Wentzloff concurred a Planned Development (PD) would function better and make more sense, and that a PD has been discussed with Traverse City Horse Shows in past. Wentzloff said she would still encourage a PD.

2. Acme Township Draft Zoning Ordinance

Wentzloff asked that the Planning Commissioners share with Sara Kopriva any outstanding issues so that she can edit and finalize the revised Zoning Ordinance for the Planning Commission's next regularly-scheduled meeting. Challender noted that some of the changes are minor and clerical edits. He brought up Section 6.6.14, page 92, the flag ordinance as overly restrictive in limiting the size of the flag displayed on a property in Acme Township to 3 feet by 5 feet. Kopriva responded that the ordinance is meant to discourage using a flag for advertising and signage. Planning Commission discussed. Sara suggested we can say that flag(s) up to 45 square feet, total, will be allowed. All were comfortable. Challender also asked status of Steffey property on Bunker Hill. It was reported latest version of map includes correct

changes.

Feringa referenced correspondence sent from Jim and Kris Goran and said he is in agreement with them regarding Light Industrial Warehouse District maximum height and stories -- four stories not to exceed 60 feet. He confirmed this is for comparing Light Industrial and Light Industrial Self Storage -- two different zoning ordinances with two different sets of requirements. Feringa feels both districts should be the same and that one should not be more restrictive than the other. Kopriva said she will remove "one story or thirty (30) feet" and that, if everyone is comfortable, she will strike item (h) under Sec. 7.19 completely because that talks about building heights and will refer back to that district.

Aukerman raised status of ADU's. Wentzloff responded that certain issues -- ADUs, duplex units, and any density issues along with shoreline buffering will all be discussed as stand-alone issues. Existing water quality section will probably move forward. Sara will double check. Kopriva will provide a revised, clean copy of the Zoning Ordinance at the next regularly-scheduled Planning Commission meeting.

J. NEW BUSINESS

1. Recreational Marijuana Zoning Ordinance Text Edits

Jeff Jocks, Legal Counsel, led the discussion. The revised ordinance 7.11 restricts the setbacks for both medical and adult use (recreational) facilities. The next step is a Public Hearing. Aukerman asked how Acme Township setback/buffer compares to other communities. Jocks answered that he did not look at other communities' ordinances. The ordinance states that the setback must be at least 1,000 feet from any school, library, playground, park, or youth recreational facility (public or private). Challenger asked if there are similar restrictions for bars. Jocks said there are not. Wentzloff asked if there were more applications for licenses than available spaces. Jocks answered yes. Wentzloff said that the original thinking was to see what happens with the first licensees and then decide if additional licenses will be issued. Feringa said that the configuration of the commercial corridor in Acme Township restricts the licensed locations due to the proximity of Bayshore Park parkland to Route 31. Kopriva informed the Planning Commission members of a document in the Acme Township system titled "Acme Park and School Buffer 1,000 feet." She will provide the document in the next meeting packet for the Planning Commission. The TART Trail is also buffered from licensees.

K. PUBLIC COMMENT & OTHER PLANNING COMMISSION BUSINESS

Public Comment was opened at 8:41 p.m.

Gayle Hanna, Box 123, Harrietta, MI, expressed her views on marihuana facilities in Acme Township. She was a registered nurse for several years and has many concerns about Marihuana. She said it is dangerous and addictive and use outside your own home should be forbidden.

Brian Chouinard, 4144 M-72 East, Williamsburg MI, said that he is waiting to open Nature's Releaf, a recreational marihuana establishment in the C1 district of Acme Township. He is looking for support from the Planning Commission. He has invested his time and money in the community.

Brian Kelley, Acme Township resident, submitted a detailed letter (attached) with photos of issues with the Traverse City Horse Show property. Mr. Kelley questions if the "as built" site plans actually match what currently exists on the property -- a situation that will be perpetuated, in his opinion. He also expressed concerns about road dust, safe parking for large vehicles and trailers used for equestrian festivals, and access by fire and emergency vehicles.

Scott Hardy, Commercial Realtor, Coldwell Banker Schmidt Commercial Realtors, 522 E. Front St, Traverse City MI 49686, is concerned with the buffer restrictions of the Recreational Marihuana Zoning Ordinance. With advertising not allowed on these facilities' locations and customers taking the product home for use in their personal residence, he believes these businesses should be treated as any other commercial endeavor.

The Public Comment period was closed at 8:49 p.m.

OTHER PLANNING COMMISSION BUSINES

Dan VanHouten attended the Managing Risk seminar and suggested that anyone interested in learning more can access the presentation online.

Sara Kopriva, representing Lindsay Wolf, Planning and Zoning, said that she has been busy with Land Use permits and preparing meeting packets.

Jean Aukerman, Acme Township Board of Trustees, announced that Cathy Dye, Township Clerk, is planning to retire at end of year. The Township is seeking interested candidates and the full job description is available on the website.

Parks and Trails – no meeting until April 2022; no report. Wentzloff said there is a new Chair of this committee -- Mr. Nate Wielenga.

ADJOURN: Motion by Feringa, supported by VanHouten to adjourn. No discussion. Voice vote. Motion carried unanimously.

Meeting adjourned at 8:52 p.m.

CHECK DATE FROM 10/06/2021 - 11/08/2021

Banks: CHASE, FARM, PARKS, SEWER

Prepaid A/P

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/07/2021	CHAS	26396	ACE HARDWARE	REPAIRS & MAINT	101-750-930.000	69.44
10/07/2021	CHAS	26397	BECKETT & RAEDER	PLANNING CONSULTANT	101-410-803.001	491.80
10/07/2021	CHAS	26398	CHERRYLAND RURAL ELECTRIC	ELECTRIC UTILITIES TOWNHALL/SAYLER P	101-265-920.000	19.50
		26398		ELECTRIC UTILITIES TOWNHALL/ YUBA CE	101-265-920.000	44.26
		26398		ELECTRIC UTILITIES TOWNHALL/SAYLERPK	101-265-920.000	44.15
		26398		STREET LIGHTS/ HOLIDAY RD/HOLIDAY PI	101-265-921.000	78.43
		26398		STREET LIGHTS/YUBA PK RD & US 31 N	101-265-921.000	20.96
		26398		STREET LIGHTS/PEACEFUL VAL.NEAR 7791	101-265-921.000	11.53
		26398		STREET LIGHTS/SAYLOR PK	101-265-921.000	10.43
		26398		STREET LIGHTS/BAY VALLEY ST LITE	101-265-921.000	10.23
		26398		STREET LIGHTS/5 MILE NEAR ADD 4782	101-265-921.000	10.43
		26398		STREET LIGHTS/BUNKER HILL AND WHITE	101-265-921.000	18.87
		26398		STREET LIGHTS/FIVE MILE & HOLIDAY HL	101-265-921.000	20.86
		26398		STREET LIGHTS/YUBA HERITAGE	101-265-921.000	10.23
		26398		STREET LIGHTS/US 31 N-11 LIGHTS	101-265-921.000	151.63
						<hr/> 451.51
10/07/2021	CHAS	26399	GRAND TRAVERSE COUNTY -DPW	SEWER TOWNSHIP HALL	101-265-923.000	60.00
10/07/2021	CHAS	26400	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES & POSTAGE	101-265-726.000	50.88
10/14/2021	FARM	219	SONDEE, RACINE & DOREN, P.L.C.	ATTORNEY SERVICES	225-000-802.002	234.00
10/14/2021	CHAS	26401	A & D ASSESSING	ASSESSING CONTRACT SERVICES	101-209-803.002	3,910.00
10/14/2021	CHAS	26402	BAK SPECIALTY SALES	REPAIRS & MAINT	209-000-930.000	390.00
10/14/2021	CHAS	26403	CINTAS CORP #729	REPAIRS & MAINT	101-265-930.000	98.77
10/14/2021	CHAS	26404	CULLIGAN WATER, MCCARDEL	REPAIRS & MAINT	101-265-930.000	33.25
10/14/2021	CHAS	26405	GFL ENVIRONMENTAL	REPAIRS & MAINT	101-265-930.000	62.62
		26405		REPAIRS & MAINT	101-750-930.000	418.00
						<hr/> 480.62
10/14/2021	CHAS	26406	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES & POSTAGE	101-265-726.000	40.31
10/14/2021	CHAS	26407	MORTON PROPERTY MAINTENANCE, LL	REPAIRS & MAINT	101-750-930.000	1,140.00
10/14/2021	CHAS	26408	SHELL OIL COMPANY	REPAIRS & MAINT	101-750-930.000	267.59

Check Date	Bank	Check #	Payee	Description	GL #	Amount
10/14/2021	CHAS	26409	SONDEE, RACINE & DOREN, P.L.C.	ATTORNEY SERVICES	101-101-802.002	1,791.98
		26409		ASSESSOR'S EVALUATION SERVICES	101-209-803.004	126.00
		26409		ATTORNEY SERVICES	101-410-802.002	953.55
						<hr/> 2,871.53
10/14/2021	SEWE	378	GRAND TRAVERSE COUNTY	INTEREST on BONDS	590-000-995.001	1,265.65
10/18/2021	CHAS	26410	CHARTER COMMUNICATIONS	CABLE INTERNET SERVICES	101-265-851.000	367.67
10/18/2021	CHAS	26411	CONSUMERS ENERGY	ELECTRIC UTILITIES TOWNHALL-6042 ACM	101-265-920.000	742.11
		26411		ELECTRIC UTILITIES TOWNHALL-5875 US	101-265-920.000	44.78
		26411		ELECTRIC UTILITIES TOWNHALL-5827 US	101-265-920.000	119.91
						<hr/> 906.80
10/18/2021	CHAS	26412	RELIANCE STANDARD	INSURANCE	101-101-910.000	173.57
10/21/2021	FARM	220	NICHOLS APPRAISAL SERVICES	APPRAISAL EXPENSES	225-000-942.000	1,060.00
10/21/2021	CHAS	26413	ASCOM NORTH	REPAIRS & MAINT	101-265-930.000	45.00
10/21/2021	CHAS	26414	CHASE CARDMEMBER SERVICE	SUPPLIES & POSTAGE	101-101-726.000	8.10
		26414		dues subscriptions	101-101-960.000	15.89
		26414		TRAVEL & MILEAGE	101-215-860.000	41.48
		26414		REPAIRS & MAINT	101-750-930.000	139.98
						<hr/> 205.45
10/28/2021	CHAS	26415	APPLIED IMAGING	REPAIRS & MAINT	101-265-930.000	151.03
10/28/2021	CHAS	26416	BAIRD, COTTER & BISHOP, P.C.	ACCOUNTING & AUDIT	101-101-801.000	12,900.00
10/28/2021	CHAS	26417	CONSUMERS ENERGY	STREET LIGHTS	101-265-921.000	105.17
10/28/2021	CHAS	26418	DTE ENERGY	DTE GAS	101-265-922.000	37.01
10/28/2021	CHAS	26419	INTEGRITY BUSINESS SOLUTIONS	SUPPLIES & POSTAGE	101-265-726.000	122.48
10/28/2021	SEWE	379	GRAND TRAVERSE COUNTY	OPERATING & MAINT EXP	590-000-956.001	76,794.31
		379		HOCH ROAD #697 EXP	590-000-956.003	25.70
		379		OPERATING & MAINT EXP	591-550-956.001	998.58
						<hr/> 77,818.59
11/03/2021	CHAS	26420	ACE HARDWARE	REPAIRS & MAINT	101-750-930.000	184.28

Check Date	Bank	Check #	Payee	Description	GL #	Amount
11/03/2021	CHAS	26421	CHERRYLAND RURAL ELECTRIC	ELECTRIC UTILITIES TOWNHALL/SAYLER P	101-265-920.000	19.50
		26421		ELECTRIC UTILITIES TOWNHALL/ YUBA CE	101-265-920.000	49.79
		26421		ELECTRIC UTILITIES TOWNHALL/SAYLERPK	101-265-920.000	42.24
		26421		STREET LIGHTS/YUBA PK RD & US 31 N	101-265-921.000	20.96
		26421		STREET LIGHTS/PEACEFUL VAL.NEAR 7791	101-265-921.000	11.53
		26421		STREET LIGHTS/SAYLOR PK	101-265-921.000	10.43
		26421		STREET LIGHTS/BAY VALLEY ST LITE	101-265-921.000	10.23
		26421		STREET LIGHTS/5 MILE NEAR ADD 4782	101-265-921.000	10.43
		26421		STREET LIGHTS/BUNKER HILL AND WHITE	101-265-921.000	18.87
		26421		STREET LIGHTS/FIVE MILE & HOLIDAY HL	101-265-921.000	20.86
		26421		STREET LIGHTS/YUBA HERITAGE	101-265-921.000	10.23
		26421		STREET LIGHTS/US 31 N-11 LIGHTS	101-265-921.000	151.63
		26421		STREET LIGHTS/ HOLIDAY RD/HOLIDAY PI	101-265-921.000	78.43
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11/03/2021	CHAS	26422	ELK RAPIDS NEWS LLC	PUBLICATIONS	101-101-900.000	100.00
11/03/2021	CHAS	26423	FISH WINDOW CLEANING	REPAIRS & MAINT	101-265-930.000	21.00
11/03/2021	CHAS	26424	GOSLING CZUBAK ENGR	ENGINEERING SERVICES	101-101-803.003	1,520.00
		26424		PLANNING & CONSULTANT T & A	101-410-803.005-116	1,840.00
						<hr/> 3,360.00
11/03/2021	CHAS	26425	GRAND TRAVERSE METRO ESA	CONTRACTED EMPLOYEE SERVICES	206-000-802.004	8,639.76
11/03/2021	CHAS	26426	I.T.RIGHT	SOFTWARE SUPPORT & PROCESSIN	101-101-804.000	540.00
11/03/2021	SEWE	380	GOSLING CZUBAK ENGR	OPERATING & MAINT EXP	590-000-956.001	1,276.25
TOTAL - ALL FUNDS				TOTAL OF 36 CHECKS		120,324.54

--- GL TOTALS ---

101-101-726.000	SUPPLIES & POSTAGE	8.10
101-101-801.000	ACCOUNTING & AUDIT	12,900.00
101-101-802.002	ATTORNEY SERVICES	1,791.98
101-101-803.003	ENGINEERING SERVICES	1,520.00
101-101-804.000	SOFTWARE SUPPORT & PROCESSIN	540.00
101-101-900.000	PUBLICATIONS	100.00
101-101-910.000	INSURANCE	173.57
101-101-960.000	dues subscriptions	15.89
101-209-803.002	ASSESSING CONTRACT SERVICES	3,910.00
101-209-803.004	ASSESSOR'S EVALUATION SERVICES	126.00

CHECK DATE FROM 10/06/2021 - 11/08/2021

Banks: CHASE, FARM, PARKS, SEWER

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-215-860.000				TRAVEL & MILEAGE		41.48
101-265-726.000				SUPPLIES & POSTAGE		213.67
101-265-851.000				CABLE INTERNET SERVICES		367.67
101-265-920.000				ELECTRIC UTILITIES TOWNHALL		1,126.24
101-265-921.000				STREET LIGHTS		792.37
101-265-922.000				DTE GAS		37.01
101-265-923.000				SEWER TOWNSHIP HALL		60.00
101-265-930.000				REPAIRS & MAINT		411.67
101-410-802.002				ATTORNEY SERVICES		953.55
101-410-803.001				PLANNING CONSULTANT		491.80
101-410-803.005-116				PLANNING & CONSULTANT T & A		1,840.00
101-750-930.000				REPAIRS & MAINT		2,219.29
206-000-802.004				CONTRACTED EMPLOYEE SERVICES		8,639.76
209-000-930.000				REPAIRS & MAINT		390.00
225-000-802.002				ATTORNEY SERVICES		234.00
225-000-942.000				APPRAISAL EXPENSES		1,060.00
590-000-956.001				OPERATING & MAINT EXP		78,070.56
590-000-956.003				HOCH ROAD #697 EXP		25.70
590-000-995.001				INTEREST on BONDS		1,265.65
591-550-956.001				OPERATING & MAINT EXP		998.58
				TOTAL		120,324.54

11/03/2021 03:55 PM
User: CATHY DYE
DB: ACME TOWNSHIP

INVOICE JOURNAL PROOF REPORT FOR ACME TOWNSHIP

Page: 1/1

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

A/P to be Approved

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
11/09/2021	AP	CULLIGAN WATER, MCCARDEL REPAIRS & MAINT Vnd: 0000003400 Invoice: NOVEMBER 2021	Invoice: NOVEMBER 2021 Ref#: 10865(WATER) 101-265-930.000 101-000-202.000	26.50	26.50
		Expected Check Run: 11/09/2021		26.50	26.50
11/09/2021	AP	DOUG WHITE TRAVEL & MILEAGE Vnd: DOUG WHITE Invoice: OCTOBER 2021	Invoice: OCTOBER 2021 Ref#: 10855(REIMBURSEMENT FOR PERSONNEL REVIEWS: 101-171-860.000 101-000-202.000	75.19	75.19
		Expected Check Run: 11/09/2021		75.19	75.19
11/09/2021	AP	DOUG WHITE TRAVEL & MILEAGE Vnd: DOUG WHITE Invoice: NOVEMBER 2021	Invoice: NOVEMBER 2021 Ref#: 10856(REIMBURSEMENT FOR MILEGAGE FOR SUPER 101-171-860.000 101-000-202.000	196.00	196.00
		Expected Check Run: 11/09/2021		196.00	196.00
11/09/2021	AP	GRAND TRAVERSE COUNTY -DPW SEWER TOWNSHIP HALL Vnd: 0000007900 Invoice: OCTOBER 2021	Invoice: OCTOBER 2021 Ref#: 10866(SEWER - OCTOBER 2021) 101-265-923.000 101-000-202.000	60.00	60.00
		Expected Check Run: 11/09/2021		60.00	60.00
Cash/Payable Account Totals:				357.69	357.69
	ACCOUNTS PAYABLE		101-000-202.000		357.69
			TOTAL INCREASE IN PAYABLE:		357.69

Nancy Edwardson

From: Cathy Dye
Sent: Tuesday, October 12, 2021 1:51 PM
To: Nancy Edwardson
Subject: FW: support of new zoning proposal.

Hi Nancy,
Please put the email below in the Board Packet for correspondence

Hi Lindsey,
Please note the email below for Planning Commission.

Thank you,

Cathy Dye, MiPMC

Acme Twp. Clerk

6042 Acme Rd.

Williamsburg, MI 49690

231-938-1350 Monday -Thursday

cdye@acmetownship.org

From: dave steffey <davesteffey@yahoo.com>
Sent: Tuesday, October 12, 2021 12:04 PM
To: Cathy Dye <CDye@acmetownship.org>
Subject: support of new zoning proposal.

Cathy, I am wondering if you could forward this eM to the planning commissioners & the Board.

I attended the September, Public input meeting for the Zoning re-write at the GT resort.
I know you have put a lot of work on this for the citizens of Acme township. I have actually read the document.

As a property owner in the township I am in agreement with the document except I feel window signage should be allowed on commercial buildings above the 1 st floor.

Also, perhaps additions to the prior doc should be in GREEN and items being taken out in RED.

Dave Steffey

PEZZETTI, VERMETTEN & POPOVITS, P.C.
ATTORNEYS AT LAW

STEVEN R. FOX
Direct: 231-929-3450
E-mail: sfox@mich-legal.com

600 E. FRONT STREET, STE. 102
TRAVERSE CITY, MI 49686
(231) 929-3450
Facsimile (231) 941-9568

October 18, 2021

VIA EMAIL TO zoning@acmetownship.org
Karly Wentzloff, Chair
Planning Commission
6042 Acme Road
Williamsburg, MI 49690

VIA EMAIL TO zoning@acmetownship.org
Lindsey Wolf, Planning and Zoning Administrator
6042 Acme Road
Williamsburg, MI 49690

VIA EMAIL TO cdye@acmetownship.org
Cathy Dye, Township Clerk
6042 Acme Road
Williamsburg, MI 49690

RE: Traverse City Horse Shows

Dear Ms. Wentzloff, Ms. Wolf and Ms. Dye:

I write regarding the Special Use Permit Application submitted by Traverse City Horse Shows which is currently scheduled for a hearing before the Planning Commission on October 18, 2021. Due to a prior engagement I am unable to attend tonight's meeting and ask this correspondence to be placed in the record.

First, on October 7, 2021, I spoke with Cathy Dye regarding our request to review existing Special Use Permit documents pertaining to the development in question. Cathy informed me those were in the possession of the Planner, Lindsey Wolf, and that she did not have immediate access to them. I formalized our request on October 7, 2021, by submission of a Freedom of Information Act Request. On October 14, 2021, we received correspondence from the Township indicating it requested an extension to our request. As of today, we have not received those documents.

I did speak briefly with Mr. Jocks on October 13, 2021, with respect to the Freedom of Information Act request. As I shared with Mr. Jocks, it is my view that a review of all existing permits is necessary for us to understand and evaluate the nature of the expansion over time from the 2006 SUP, both from the activities which are occurring as well as the substantial land alteration and construction which has occurred. I also understand that it is not a secret that the construction in the last several months occurred without applicable township and county permits, and that the substantial expansion of the horse show was without township approval.

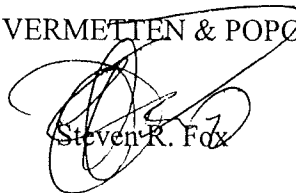
In addition, there are significant concerns about the owners' unwillingness to acknowledge the current use is subject to an existing special use permit and township zoning. From only a cursory review it is clear the property owner has failed to comply the requirements of the township zoning ordinance by expanding without approval. Whether this has occurred as a result of ignorance or some other reason is not clear. What is clear is that the current owners are either unable or unwilling to accept the township's authority to regulate its use of the land.

For example, the applicant has expanded the show north of its approved footprint. The expansion includes parcels on the south side of Arabian Lane as well the Morrissey residence on the north side of Arabian Lane. The improvements included parking areas, show rings, manure bins, horse barns, and fences. The activities included camping, parking, cookouts, and loud and obnoxious noise, and uncontrolled horses wandering the area to name only a few. We are not aware of any application or approval by Acme Township which granted the applicant authority to expand the horseshow.

The Township Planning Commission should carefully examine the SUP application and proceed with appropriate caution and deliberation. Once we have the requested information, I expect to submit our analysis of past and proposed uses and the impact the unregulated expansion of the horseshow has had on nearby properties and residents. In the meantime, I ask that the Township respond to the existing Freedom of Information Act Request in a timely manner so that we can communicate legitimate concerns while the public has an opportunity to comment on the application and to afford the Planning Commission the opportunity to consider those concerns in its deliberations regarding the application.

Sincerely,

PEZZETTI, VERMETTEN & POPOVITS, P.C.



Steven R. Fox

SRF/sab

cc. Jeffrey L. Jocks- via email to jjocks@sondeeracine.com

October 15, 2021

COUNTY OF GRAND TRAVERSE

Traverse City, Michigan

We have examined the law and such certified proceedings of the County of Grand Traverse, Michigan (the "County"), and other documents as we deemed necessary to render this opinion in connection with the issuance of its \$374,813 aggregate principal amount County of Grand Traverse Michigan Transportation Fund Bond, Series 2021, dated October 15, 2021 (the "Bond") under and pursuant to the Constitution and statutes of the State of Michigan and in particular Act No. 51, Public Acts of Michigan, 1951, as amended.

In so acting, we have examined a single executed and authenticated bond. As to questions of fact material to our opinion, we have relied upon the certified proceedings and other certifications of public officials and others furnished to us without undertaking to verify the same by independent investigation. We have not been engaged nor have we undertaken to review the accuracy, completeness or sufficiency of the Request for Proposal or any other offering material relating to the Bond, and we express no opinion relating thereto (excepting only the matters set forth as our opinion in the Request for Proposal).

Based on such examination, as of the date hereof and under existing law, we are of the opinion:

1. The Bond Resolution has been duly adopted by the Board of Commissioners of the County on September 1, 2021.

2. The Bond is a valid and binding obligation of the County primarily payable as to both principal and interest from revenues to be derived by the County from the state-collected taxes returned to the County by the Michigan Transportation Fund pursuant to law for highway and road purposes. The Bond is not an obligation of the State of Michigan or the Michigan Transportation Fund. The County has irrevocably appropriated and pledged a sufficient amount of such revenues to provide for the payment of the principal of and interest on the Bond when due. In the event such revenues are for any reason insufficient for such payment, the County is obligated to advance sufficient moneys from its general funds to make up such deficiency. The County, however, does not have the power to levy any tax for the payment of the Bond in excess of its constitutional or statutory limits.


3. Under existing federal statutes, decisions, regulations and rulings, interest on the Bond is excludable from gross income for federal income tax purposes. The opinion set forth above is subject to the condition that the County comply with all requirements of the Internal Revenue Code of 1986, as amended (the "Code"), that must be satisfied subsequent to the issuance of the Bond

in order that interest thereon be (or continue to be) excluded from gross income for federal income tax purposes. Failure to comply with certain of such requirements could cause the interest on the Bond to be so included in gross income retroactive to the date of issuance of the Bond. The County has covenanted to comply with all such requirements. We express no opinion regarding other federal tax consequences arising with respect to the Bond.

4. The Bond has NOT been designated by the County as "a qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Code.

The rights of holders of the Bond may be affected by bankruptcy, reorganization, moratorium, receivership or other similar laws affecting the enforceability of creditors' rights now existing or hereafter enacted to the extent constitutionally applicable, and the enforcement of such rights may be subject to the exercise of judicial discretion in appropriate cases.

CLARK HILL PLC

By: 
John R. Axe

RESOLUTION OF THE ACME TOWNSHIP BOARD OF TRUSTEES

RESOLUTION #R-2021-_____

Resolution on Budget Amendment

fund moves adjustments 2021-22 Township Budget

November 9, 2021

At a Board meeting of the Acme Township Board of Trustees, held on November 9, 2021, 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, November 9, 2021 Resolution R-2021-____ was approved to make fund moves to bring the 2021-22 Budget in balance and improve our 2021-22 audit.

Whereas; The Fund listed below has a budget correction to be made. The following Fund has budget amounts which need increased to Reflect Money spent for Cost increase to manage the Acme Township Fire fund 206. Please refer to the following data below.

Transaction	Description	Fund	Dept.	Line	Amend Amount	Beginning Balance	New Balance
From	fund Balance	206			\$53,828.00	\$64,172.00	\$10,344.00
To	Fire fund 206	206	000	699.000	\$53,828.00	\$877,500.00	\$931,328.00
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:

Abstaining:

Doug White Acme Township Supervisor

Cathy Dye Acme Township Clerk

11/1/21

PLEASE NOTE:

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

1. Allocation Cycle: _____ JUNE – New submission date, Postmarked by **MAY 31st**
_____ X _____ DECEMBER – New submission date, Postmarked by **NOVEMBER 30th**
2. Name of Applicant: _____ Traverse Area Recreation and Transportation (TART) Trails, Inc.
Address: _____ PO Box 252

148 E. Front St, Suite 201

Traverse City, MI 49685

Phone #: _____ 231.941.4300 Fax #: _____
Printed Name: _____ Doug White
- **Authorized Signature:** _____
(Signature of local unit of government official; e.g., county/city official, township supervisor, village president, college president, school superintendent)
- Title: _____ Acme Township Supervisor
- E-mail address: _____ Dwhite@acmetownship.org
- Printed Name of contact person: _____ Casey Ressler, TART Trails Development Director
- Telephone #: _____ 231.360.3604 Fax #: _____
- E-mail address: _____ casey@traversetrails.org
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
- X _____ 501c3 applying through local unit of government (name): Acme Township on behalf of TART Trails

4. Fiscal Data: Amount Requested: \$ 25,000 Percent: 2 %
 Local Leveraging: \$ 1,599,000 Percent: 98 %
 (Match)
 Total Budget: \$ 1,624,000 Percent: 100 %
5. Target Population numbers: X Children X Adults X Elders
 (Indicate the X* Total GTB member Community X Others
 number of GTB members)
 *Trail will connect directly to Grand Traverse Town Center
6. Counties Impacted: Antrim Benzie Charlevoix
X Grand Traverse Leelanau Manistee
7. Brief Description (purpose of funding); include statement of need:

TART Trails is applying for Grand Traverse Band 2% funding to provide critical transportation and recreational connections by constructing 1.8 miles of non-motorized trail in Acme Township as part of a larger effort to connect Traverse City and Charlevoix with the Nakwema Trailway (please see the see attached map). The Grand Traverse Band has been instrumental in the continued success of TART Trails and our regional trail network. We greatly appreciate your support of trails and community connections. With your help, we'd like to pursue the opportunity to connect our current trail network to the neighborhoods, businesses and parks in Acme Township.

Continued investment in non-motorized, multi-use trails is crucial because they provide residents and visitors with the ability to improve their physical and mental health, contribute to a vibrant economy, and build a greener transportation network. Trails can be a part of the solution in combatting heart disease, obesity, mental illness and more. They also offer transportation independence through a consistent alternative mode of transportation. They help build more resilient communities through the myriad of benefits they provide.

With the Tribe's support, project partners will construct 1.8 miles of non-motorized, multi-use trail that will expand transportation and recreational opportunities in Acme Township. The current TART Trail terminus at Bunker Hill Road does not provide easy access to local businesses or the public waterfront in Acme Township, nor does it provide parking. Conversely, visitors to Bayside Park cannot easily travel across US-31 to reach local businesses located there or the TART Trail. Once complete, the project will increase commuter use of the trail to local businesses, including the top two employers in Acme Township – the Meijer store and Grand Traverse Resort and Spa. As the Grand Traverse Town Center continues to grow and be a destination, this trail will support access to developments for visitors and employees. Snow clearing during the winter months will allow year-round use as our region continues to build its 4-season reputation.

With continued support for this project, the Grand Traverse Band is helping to catalyze an entire region to move forward with an initiative that will transform our region's identity. This segment is part of a larger vision to connect Traverse City, Acme, Elk Rapids, Eastport, Norwood and Charlevoix through a 46+ mile trail. Once complete, the Nakwema Trailway will create a connected network of 325+ miles of trails in northern Lower Michigan. Together, we can do something big. Thank you for your consideration of this proposal to create community connections in Acme Township and build the first segment of the Nakwema Trailway.

8. This question only pertains to Indian Education Programs of Public School Systems. If you are not an Indian Education Program of a Public School system, skip to question 9.

(a) **Program formula: (1) \$5,000, up to \$10,000 per school district + (\$1,000, up to \$1,500 x # of GTB member students) = allocation. The increase to the formula will be determined by the previous timely 2% report received, and the data provided within the report on the success of the school's Indian Education Program as a result of the 2% 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, up to \$125,000 per school, based on the school's GTB membership count and data provided within the 2% report received from the previous year.

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

Please have the Parent Committee sign the attached Certification Form.

(c) Describe parent involvement in project: _____

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

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

Start October 1, 2019 Completion September 30, 2022

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:

May 1, 2021 - December 31, 2021 and amounts: \$5,500 for Recycle-A-Bicycle Program

May 1, 2021 - December 31, 2021 and amounts: \$2,500 for Acme Connector Maintenance

March 1, 2020 - December 31, 2020 and amounts: \$25,000 for the Acme Connector

March 1, 2020 - December 31, 2020 and amounts: \$10,000 for the Leelanau Trail

March 1, 2020 - December 31, 2020 and amounts: \$6,400 for Recycle-A-Bicycle Program

March 1, 2019 - December 31, 2019 and amounts: \$4,041.82 for Recycle-A-Bicycle Program

March 1, 2018 - December 31, 2018 and amounts: \$15,000 for Boardman Lake Loop Trail

March 1, 2018 - December 31, 2018 and amounts: \$5,000

March 28, 2014 - December 31, 2014 and amounts: \$5,080

January 31, 2012 - December 31, 2013 and amounts: \$6,000

February 18, 2010 - December 1, 2010 and amounts: \$15,000

August 9, 2007 - December 31, 2008 and amounts: \$30,000

January 27, 2006 - December 31, 2006 and amounts: \$15,000

February 6, 2004 - December 31, 2005 and amounts: \$50,000

11. Is the proposed project new X or a continuation project ?

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

Note: The Grand Traverse Band previously awarded Acme Township a \$15,000 grant for engineering for this section of trail.

12. If the previous project has been completed, did you submit your 2% report? X YES NO.

The 2% report must be submitted one year from the date you received your 2% award. If your report has not been submitted, your current application will not be considered! 2% Reports are mandatory for future grant considerations. Mail your 2% report to: Attn: 2% Reports; GTB, 2605 N.W. Bay Shore Drive, Peshawbestown, MI 49682.

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).

This segment of trail will provide an important connection to residents including those who live and work in Acme Township as well as those who visit the Grand Traverse Town Center, Grand Traverse Resort & Spa and Turtle Creek Casino. It is our hope to continue to build non-motorized options including a connection to community attractions like Turtle Creek.

14. How will the success of the project be assessed (evaluation plan)? TART Trails has a long-standing trail use and monitoring program staffed by TART employees and volunteers. In the most recent TART Trail monitoring,

350,000 annual visits to the TART network were logged. The trail network experienced a sustaining 30% increase in use in 2020. In the near term, TART Trails will continue to count annual trail visits in multiple locations with TRAFx Trail Counters that use high-quality infrared scopes to track trail visits year-round. Once this section is complete, TART Trails will install trail counters on this “Acme Connector” segment. TART will also periodically survey individual users to determine how and why they are using the trails. In addition, TART Trails conducts health and economic benefits studies every 3-5 years to examine impact of trails in communities.

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

X YES _____ NO

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

IMPORTANT!! BEFORE YOU MAIL YOUR 2% APPLICATION, PLEASE REMEMBER TO:

- 1) Execute authorized signature on first page, question #2.
- 2) Attach 1-page budget
- 3) Attach Parent Committee Certification Form if application is from an Indian Education/Title VII Program.
- 3) Submit by appropriate deadline:
 - **If for June cycle, postmarked by May 31st.**
 - **If for December cycle, postmarked by November 30th.**

Mail completed 2% applications to:

**Attention: 2% Program
Grand Traverse Band of Ottawa and Chippewa Indians
2605 N.W. Bay Shore Drive
Peshawbestown, MI 49682**

If you have any questions, please call 231-534-7601.

Budget for Nakwema Trailway: Acme Connection Phase

 Contact: Casey Ressler, Development Director | 231-360-3604 | casey@traversetrails.org

Funding Source	Committed	Proposed	Total
State of Michigan*	\$500,000		\$500,000
Michigan DNR Trust Fund*	\$300,000		\$300,000
Iron Belle Trail Fund	\$300,000	\$25,000	\$325,000
Acme Township*	\$75,000	\$25,000	\$100,000
Public Phase Campaign & Private Gifts	\$87,033	\$7,467	\$94,500
Grand Traverse Band of Ottawa & Chippewa Indians*	\$27,500	\$25,000	\$52,500
Grand Traverse County*	\$50,000		\$50,000
Oleson Foundation	\$50,000		\$50,000
Rotary Charities of Traverse City	\$30,000		\$30,000
Harry A. and Margaret D. Towsley Foundation	\$25,000		\$25,000
Frey Foundation		\$25,000	\$25,000
Tri-County Bicycle Association – DALMAC Fund	\$15,000		\$15,000
Traverse City Track Club	\$12,000		\$12,000
Cherry Capital Cycling Club	\$10,000		\$10,000
Traverse City Tourism	\$10,000		\$10,000
Great Lakes Energy People Fund	\$10,000		\$10,000
Aspire North REALTORS®	\$10,000		\$10,000
Acme Fall Festival	\$5,000		\$5,000
Total	\$1,516,533	\$107,467	\$1,624,000

Use of Funds	Total
Construction: Bunker Hill to Bayside Park	\$370,000
Construction: Mount Hope to Grand Traverse Town Center	\$1,049,000
Grant/Construction Services Estimate, Project Management & Fundraising	\$75,000
Maintenance Fund	\$130,000
Total	\$1,624,000

Budget Details

Funds for the construction phase of the Acme Connector Trail include public funding sources* totaling \$1,002,500 (62%) and private funding sources totaling \$621,500 (38%). Construction estimates include a 10% contingency.

Updated 11/4/21



Nakwema Trailway

Acme Connector Trail



DESIGN ENGINEERING

- Proposed Trail
- Future Trail
- Existing Trail
- Public Land



NAKWEMA
TRAILWAY



0 0.125 0.25 Mile

nakwematrailway.org

July 2020

Acme Township
6042 Acme Road
Williamsburg, MI 49690

Capitalization Policy

I. Policy Statement

All property, real property and personal property obtained by Acme Township are to be capitalized in accordance with this Administrative Policy.

II. Responsibilities

The Supervisor, Clerk and Treasurer has the responsibility to administer and oversee the provisions of the policy.

III. Capitalization Policy

A. Valuation

Valuation is the amount, expressed in U.S. dollars, assigned in the financial records as the recorded value of a long-lived asset.

1. Land

- a. Land acquired by purchase is recorded at cost and includes the amount for the land itself and all related acquisition cost.
- b. Land acquired by gift or bequest is recorded at the fair market value at the date of acquisition.
- c. When land is acquired with buildings erected thereon, total cost is allocated between land and building in reasonable proportion at the date of acquisition. If the transfer document does not show the allocation, other sources of information may be used, such as an expert appraisal or the real estate tax assessment records.
- d. Land improvements with a total cost greater than \$5,000 and an estimated life greater than one year will be capitalized. Examples of such improvements include (but are not limited to) landscaping, utility distribution systems, and parking lots, etc.

2. Buildings and Building/Leasehold Improvements

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- a. Buildings are recorded at cost and include all permanent structures and all integral fixtures, machinery and other appurtenances that cannot be readily removed without disrupting the basic building structure or services to the building.
- b. Buildings acquired by gift or bequest are recorded at the fair market value at the date of acquisition.
- c. When buildings are constructed, all identifiable cost are included, such as contract costs and ancillary charges to place the asset into its intended location and condition for use.
- d. Structural remodeling/renovation and additions are capitalized when they enhance the use of or extend the life of the building beyond its original estimated useful life, and the total cost equals or exceeds ~~\$500~~ \$5,000 or 20% of the buildings cost, whichever is less.

3. Personal Property

- a. This includes all equipment that is not permanently affixed to land or buildings and has a useful life greater than one year and has a unit cost of ~~\$500~~ \$5,000 or more. Personal property acquired for resale is not to be recorded as personal property but as merchandise inventory.
- b. For equipment purchased, the valuation is the net amount paid through Accounts Payable, which is the invoice price less all discounts (except trade-in allowances). Freight and installation costs are also included if they are shown on the original invoice, or if they are readily available on related freight bills.
- c. The rebuilding of equipment will be capitalized if the total rebuilding costs exceed ~~\$500~~ \$5,000 and the rebuilding project effectively restores the equipment to "like new condition" and/or significantly extends the item's useful life or markedly increases the item's net book value. An example of this could be the rebuilding of a car or bus engine. Without the rebuilding, the car or bus is only worth the metal it is made from. After the rebuilding, the vehicle is totally operational and has resale value.
- d. Leased equipment is capitalized if it meets the capitalization criteria outline in this Administrative Policy and the Financial Accounting Standards Board (FASB) Standard No. 13, dated November 1976.

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If any one of the following conditions exist at the initiation of the lease it is to be treated as a capital lease:

- The lease transfers ownership of the leased asset to the lessee by the end of the lease term. There must be a provision in the lease contract that legal ownership will be transferred.
- The lease contains a bargain purchase option (BPO). The lease must have a provision that gives the lessee the right (an option) to buy the leased asset at a price that is significantly lower than the expected market at the option date.
- The lease term is equal to 75% or more of the total estimated economic life of the leased asset. If the estimated economic life is 5 years and the term of the lease is 4 years, then the lease is a capital lease (4/5-80%).
- The present value of the minimum lease payments at the inception of the lease is at least 90% of the market value of the leased asset at the time. Minimum lease payments are the rental payments that the lessee is obligated to make in connection with the leased property. If the lease contains a BPO, the minimum lease payments equal the minimum rental payments plus the BPO amount. If the lease does not contain a BPO, the minimum lease payments include: (1) the minimum rental payments called for by the lease over the lease term. (2) Any residual value guarantee by the lease term and (3) any penalty payment the lessee can be required to make if the lease is not renewed or extended at the expiration of the lease term.

B. Definitions for Non-Capital Expenditures

1. Expenditures for repairs, maintenance or replacement of component parts, or accessories, which do not extend the unit's original estimated useful life or significantly enhance its net value is considered non-capital expenditures.
2. Expenditures incurred in demolishing or dismantling equipment including those expenditures related to the replacement of units or system are non-capital expenditures:
3. Expenditures incurred in connection with the rearrangement, transfer, or moving of capitalized items from one location to another,

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including expenditures incurred in dismantling, transporting, and/or reassembling such items in a new location are non-capital expenditures.

C. Useful Life Policy

Listed below is the Capital Assets useful life table:

<u>Asset Class</u>	<u>Examples</u>	<u>Est. Useful Life In Years</u>
Land	No depreciation	N/A
Buildings		50
HVAC Systems	Heating, ventilation, and Air conditioning systems	20
Roofing		20
Interior Construction		20
Electrical/Plumbing		20
Sprinklers/File System		20
Site Improvements	Paving, flagpoles, retaining walls, Sidewalks, fencing, outdoor lighting	20
Contractor's Equip.	Major off-road vehicles, front-end loaders, Large tractors, mobile air compressor	10
Grounds Equip.	Mowers, tractors, mobile air compressor	10
Licensed Vehicles	Pick-ups, other on-road vehicles	10
Machinery & Tools	Shop & maintenance equipment, tools	10
Communication Equip.	Mobile, portable radios, non-computerized	10
Fire & Rescue Equipment	Hose, air packs, nozzles, sleds	10
Custodial Equipment	Floor scrubbers, vacuums, other	10
Furniture & Accessories	Office furniture	10
Business Machines	Fax, duplicating & printing equipment	10
Copiers		5

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Computer Hardware	PC's, printers, network hardware	5
Computer Software	Administrative or long-term	5

D. Salvage Value Policy

A fixed assets salvage value is an estimate of what an asset can be sold for at the end of its useful life. It is Acme Township's policy that buildings will have a 10% salvage value and all other assets will have no salvage value associated with them.

Now therefore be it be resolved the Acme Township Board of Trustees approve the Capitalization Policy presented for Acme Township. Resolution R#2021-

Township Board members present:

Absent:

Roll Call Vote: Aye: Nay: 0

Clerk's Certification

I hereby certify that the forgoing is a true statement of an action taken by the Acme Township Board at an official meeting of said board on November 9, 2021.

Cathy Dye Acme Township Clerk _____2021

AMBULANCE SERVICE AGREEMENT

THIS AGREEMENT made this Xst day of November, 2021, between **WHITEWATER TOWNSHIP**, a Michigan general law township, 5777 Vinton Road, P.O. Box 159, Williamsburg, Michigan 49690 and **ACME TOWNSHIP**, a Michigan general law township, 6042 Acme Road, Williamsburg, Michigan 49690 ("TOWNSHIPS") and **MOBILE MEDICAL RESPONSE, INC.**, a Michigan non-profit corporation, 834 S. Washington Avenue, Saginaw, Michigan 48601 ("MMR").

PREMISES:

TOWNSHIPS desire to provide ambulance service within WHITEWATER TOWNSHIP and ACME TOWNSHIP, including advanced life support ambulance services ("ALS"), basic life support services ("BLS") and non-emergent ambulance services.

MMR can and desires to provide ALS, BLS, emergency, non-emergent ambulance services, and within WHITEWATER TOWNSHIP and ACME TOWNSHIP.

NOW, THEREFORE, it is agreed as follows:

I. Definitions

The terms defined in Public Act 368 of 1978, as amended, and as defined in the rules adopted pursuant to sections 2233 and 20975 of 1978 PA 386, as amended, (MCL 333.20975 and MCL 333.223), are incorporated in and shall be applicable when the same terms are used in this Agreement. In addition, the following terms have the following meanings:

- A. "TOWNSHIPS" means WHITEWATER TOWNSHIP and ACME TOWNSHIP, Michigan general law townships. When used in the context of an area or place, "TOWNSHIPS" means the geographical area within the municipal boundaries of WHITEWATER TOWNSHIP and ACME TOWNSHIP, Michigan.
- B. "MMR" means MOBILE MEDICAL RESPONSE, INC., a Michigan non-profit corporation.

II. Designation of ALS/BLS Provider

- A. TOWNSHIPS hereby designate MMR as their sole assignee to provide ALS and BLS emergent and non-emergent ambulance service within the TOWNSHIPS.
- B. Under this Agreement MMR will equally divide its base of operations, to the maximum extent possible, between the TOWNSHIPS' boundaries. Operational locations will be 8380 Old M72, Williamsburg, MI 49690 and 6042 Acme Rd, Williamsburg, MI 49690
- C. MMR and Whitewater Township will execute the Real Estate Lease Agreement attached as Exhibit A.

III. Services

- A. From the TOWNSHIPS' Stations and as further provided herein, MMR shall provide ambulance service to the TOWNSHIPS based on demand. MMR will provide the TOWNSHIPS a full range of high quality ambulance service, including primary ALS and backup BLS emergency and non-emergency care service within the limits of the TOWNSHIPS when called upon by Grand Traverse County Central Dispatch, any law enforcement agency and/or fire department within the TOWNSHIPS, or any citizen making a direct request for such ambulance service within the TOWNSHIPS. The primary ambulance shall at all times be staffed as ALS. In addition, MMR will offer its system outside the TOWNSHIPS boundaries for support and backup within the TOWNSHIPS, provided its primary units are busy, and MMR has other units in the area to deploy. However, MMR shall prioritize services within the TOWNSHIPS and shall only utilize the ambulance dedicated to the TOWNSHIPS for services outside the TOWNSHIPS when directed by Grand Traverse County Central Dispatch.
- B. MMR shall provide ALS ambulance service within the boundaries of the TOWNSHIPS without regard to race, creed, color, sex, sexual preference, age, physical handicap, marital status, national origin, ancestry, or financial ability to pay. Failure to provide said ambulance service for any of the above mentioned reasons may, at the option of the TOWNSHIP, result in a termination of this Agreement within sixty (60) days of any written allegations being substantiated by the TOWNSHIPS.
- C. When a unit and crew are available, MMR will use its best efforts to station them at community events within the TOWNSHIPS, such as high school football games, community celebrations or festivals.

IV. Service District and Mutual Aid

- A. TOWNSHIPS will advise all entities with which it has mutual aid agreements that it is entering into this Agreement with MMR. MMR agrees to continue to honor the terms of such existing mutual aid agreements to provide back-up coverage for ambulance services in the TOWNSHIPS and in the areas served by those other entities.
- B. In the event MMR is unable to provide the required ambulance service within the TOWNSHIPS, ambulance services from surrounding areas may temporarily provide ambulance service upon request by MMR for mutual aid, subject to the availability of equipment and personnel. MMR shall immediately notify TOWNSHIPS whenever this situation occurs. However, MMR shall prioritize service within the TOWNSHIPS and shall only utilize the ambulance dedicated to the TOWNSHIPS for service outside of the TOWNSHIPS when directed by Grand Traverse County Central Dispatch.

V. Lease of Motor Vehicles

Mobile Medical Response and Whitewater Township have executed a Motor Vehicle Lease Agreement attached as Exhibit X.

VI. Subsidy

- A. TOWNSHIPS agree to pay MMR an annual subsidy as specified below. It is understood that the annual subsidy is funded through millage, special assessments and/or general fund monies from the TOWNSHIPS. If the TOWNSHIPS discontinue the payment of the annual subsidy or reduce the amount of the annual subsidy, MMR has the right to reduce the level of services required under this Agreement in proportion to the reduction of the subsidy

- B. Each Supporting TOWNSHIP agrees to pay MMR the annual subsidy as specified in the addendum attached as Exhibit XX. MMR agrees that the subsidy is the only compensation that MMR is due from TOWNSHIPS under this Agreement.
- C. TOWNSHIPS agree to make two equal annual payments of fifty (50%) percent of their annual subsidy's. The first annual payment is due at the beginning of each annual period under this Agreement, and the second shall be due six (6) months later. If there is a termination of this Agreement, any subsidy shall be pro-rated to the effective date of the termination.
- D. Nothing in this Agreement shall prevent the TOWNSHIPS or MMR from requesting that the other agree to decrease or increase the subsidy nor prevent the TOWNSHIPS or MMR from terminating the Agreement pursuant to its terms. However, nothing in the Agreement shall require the TOWNSHIPS or MMR to accept any requested decrease or increase in the subsidy and this Agreement shall continue under its same terms regardless of requests for a decrease or increase in the subsidy.
- E. If a subsidy payment is not fully made when due and the nonpayment is not cured by TOWNSHIPS within sixty (60) days of MMR's written notice of that default, MMR may at its option terminate this Agreement by giving TOWNSHIPS at least an additional sixty (60) days written notice of the termination.

VII. Cooperation with Central Dispatch

- A. MMR shall establish and maintain radio dispatch protocols and such other current and future policies and procedures that are necessary and reasonable for providing the ambulance services described under this Agreement. The protocols, policies and procedures shall be set forth by Grand Traverse County Central Dispatch and subject to approval by the TOWNSHIPS.
- B. The established protocols, policies and procedures, and any and all amendments thereto, shall be followed and adhered to by MMR.
- C. MMR's equipment shall have the capability of communicating with Grand Traverse County Central Dispatch. MMR agrees that Grand Traverse County Central Dispatch shall determine all dispatches for the ambulance service provided under this agreement.

VIII. Compliance with Laws, Ordinances, Rules and Regulations

- A. MMR shall comply with all applicable laws of the United States, State of Michigan, and local ordinances, now or hereafter existing, and with all applicable Federal and State rules and regulations now or hereafter existing relating to any of the services provided pursuant to this Agreement.
- B. MMR shall specifically comply with the applicable provisions of Public Act 368 of 1978, as amended, and the rules adopted pursuant to sections 2233 and 20975 of 1978 PA 386, as amended, (MCL 333.20975 and MCL 333.223) including any future amendments or additions thereto, and with any rules and regulations promulgated thereunder, now or hereafter existing or amended.

IX. Performance Standards

- A. ALS Response Times. MMR's deployment plan for the TOWNSHIPS is meant to handle pre-hospital calls. The MMR unit (Alpha 3) is assigned to the TOWNSHIPS and is designated solely to the TOWNSHIPS. MMR agrees to meet a response time of twelve (12) minutes and fifty-nine (59) seconds or less, for eighty (80%) percent of the calls in the TOWNSHIPS,

measured every four months, for potential life threatening emergency calls (Priority 1 and Priority 2) as screened by the Grand Traverse County Central Dispatch using the Pro-QA protocols of the NAEMD.

- B. Response Time Measurement. Response times to emergency requests shall be measured as the actual elapsed time in minutes and seconds from the time Grand Traverse County Central Dispatch has notified MMR personnel through the countywide paging system to the time when MMR's first appropriate emergency vehicle arrives at the scene and makes a radio transmission confirmation of its arrival to Grand Traverse County Central Dispatch. Where the patient is located in a residential, commercial or industrial building or complex, the response time will be calculated to the time MMR's ambulance arrives at the specific building or entrance. Not less than fifty (50) runs will be used to measure response time performance in any 4 month period. If less than fifty (50) successive calls are received within the TOWNSHIPS in a given period, successive calls in the following period will be included to reach a total of fifty (50) calls. MMR shall provide monthly reporting or for the previous month's activity. These reports will be included but are not limited to response times, nature of call, responses by geographical service area and response priority.
- C. Exceptions. MMR is exempt from the response time requirements set forth in subparagraph B above in the following situations, however MMR shall still report all response times for all calls set out in Subparagraph B:
1. Where the priority code of an emergency call is changed en-route to a call as the result of additional information received by the dispatcher prior to the arrival of the ambulance, i.e., if the response priority is upgraded from a routine response to an emergency response.
 2. There is a second request for service when the contracted unit is already engaged in a 911 call, but only if the contracted unit is engaged in the TOWNSHIPS.
 3. Where the original caller or the dispatcher is in error on the location.
 4. Severe weather conditions that would provide reason to believe that attempting to comply with the response time performance would be hazardous to the responders or others, or where the road or other weather conditions would not allow safe driving.
- D. Disaster Preparedness. MMR will follow the existing Grand Traverse County Emergency Operations Plan in the event of a disaster event.
- E. Oversight. The TOWNSHIPS will oversee MMR's response times and performance as set forth in these Performance Standards. The TOWNSHIPS will work cooperatively with MMR to ensure that high quality service is maintained in the TOWNSHIPS.
- F. Courteous Service. MMR management and employees shall conduct themselves in a professional and courteous manner at all times, and will address and correct any departures from this standard in an effective and timely manner.
- G. Paramedics. At least one (1) paramedic on each ALS unit will be licensed by the State of Michigan, certified in Advanced Cardiac Life Support by the American Heart Association, certified in Pre Hospital Trauma Life Support by the American College of Emergency Physicians (or a recognized equivalent), Pediatric Education for Pre-Hospital Professionals (or a recognized equivalent) and be authorized to practice as a paramedic by the Northwest Regional Medical Control Authority at all times.

- H. Recordings and Audits. Telephone and radio communications shall be recorded to allow review for quality. MMR will work with the TOWNSHIPS to define an acceptable reporting mechanism and audit process to verify performance. MMR will allow the TOWNSHIPS to verify MMR's compliance with this Agreement. MMR will supply the TOWNSHIP Boards with regular monthly reports regarding compliance with this Agreement.
- I. Quality Assurance System. MMR will maintain an in-house quality assurance program which shall include, at a minimum, regular chart review. Data from the quality assurance program will be made available to the Northwest Regional Medical Control Authority upon request.
- J. Collections. The collection procedures utilized by MMR shall be legally appropriate and designed to maximize reimbursement through Medicare, Medicaid and other third-party payers. Services will be billed under MMR's provider number. It is understood that MMR will be responsible for all ambulance billing for services provided in the TOWNSHIPS beginning with the first ambulance call after the start of operations by MMR. All accounts receivable and collections prior to the start of MMR operations shall remain the property of and in the control of TOWNSHIPS.
- K. Deployment. The TOWNSHIPS' unit (Alpha 3) will be deployed in 12 hour segments between the TOWNSHIPS or in other fashions as mutually agreed upon by the TOWNSHIPS and MMR.

X. Insurance-Indemnification-No Third Party Contract

- A. MMR shall purchase and maintain the following described insurance during the term of this Agreement and shall not commence work under this Agreement until it has obtained the insurance and has submitted proof of the insurance to the TOWNSHIPS:
 - 1. Workers compensation insurance pursuant to the Michigan Workers Disability Compensation Act of 1969, as amended.
 - 2. Comprehensive general and automobile liability insurance to cover the claims for bodily injury and property damage liability insurance with a minimum of \$1,000,000 per occurrence and \$2,000,000 general aggregate and excess insurance of not less than \$10,000,000.
 - 3. Professional liability insurance to cover errors and omissions of all professional staff and operations with a minimum of \$1,000,000 per occurrence and \$2,000,000 general aggregate and excess insurance of not less than \$10,000,000.
 - 4. The TOWNSHIPS and their officers, employees and agents shall be named additional insured on all liability insurance policies listed above and shall be furnished with Certificates of Insurance upon which Certificates shall be endorsed that in the event the policy is canceled, ten (10) day written notice is required by the Certificate holder.
- B. MMR agrees to defend, hold harmless and indemnify the TOWNSHIPS and their boards, officers and employees from any and all claims of liability, arising either directly or indirectly from MMR's performance or non-performance under this Agreement, including any reasonable attorney fees incurred by the TOWNSHIPS in the defense of any claims or actions. These indemnification, hold harmless, and duty to defend agreements

shall be construed liberally and against MMR as it is the express intent of the parties that the TOWNSHIPS shall not be liable for any damages or for the costs of defense should any provision of this agreement be challenged by any party in any forum, legal or otherwise. MMR expressly, knowingly, and affirmatively waives its right to challenge the legality or breadth of the indemnification, hold harmless, and duty to defend agreements that it has provided to the TOWNSHIPS herein.

- C. The TOWNSHIPS agree to defend, hold harmless and indemnify MMR, and its employees, to the extent allowed by law, from and all claims of liability, arising directly from the TOWNSHIPS', or their boards', officers', and employees', gross negligence or willful misconduct.
- D. MMR agrees that all indemnification, hold harmless, and duty to defend agreements provided herein shall survive the termination of this Agreement.
- E. No third party benefit contract is intended between MMR and any of the citizens being served in the TOWNSHIPS. Rather, the only intended beneficiaries of this Agreement are MMR and the TOWNSHIPS.

XI. Referral of Ambulance Calls

- A. TOWNSHIPS agree that they shall refer all calls and dispatches for emergency medical service within the TOWNSHIPS to Grand Traverse County Central Dispatch. The TOWNSHIPS will notify Grand Traverse County Central Dispatch that the TOWNSHIPS have entered into this Agreement with MMR.

XII. Discrimination and Affirmative Action

- A. MMR) as required by law, shall not discriminate against a person to be serviced or an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, sexual preference, handicap, height, weight, marital status, political affiliation or beliefs.
- B. MMR shall adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination, including but not limited to the following:
 - 1. The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.
 - 2. The Persons with Disabilities Civil Rights Act, 1976 PA. 220, as amended.
 - 3. Section 504 of the Federal Rehabilitation Act of 1974, PL 93-112, 87 Stat. 394, and regulations promulgated thereunder.

XIII. Independent Contractor

MMR is an independent contractor. The employees, servants and agents of MMR shall in no way be deemed to be and shall not hold themselves out as the employees, servants or agents of the TOWNSHIPS. MMR employees, servants and agents shall not be entitled to any fringe benefits of the TOWNSHIPS such as, but not limited to, health and accident insurance, life insurance, paid vacation leave or paid sick leave. MMR shall be responsible for the withholding and payment of all applicable taxes, including, but not limited to, income and Social Security taxes to the proper Federal, State and local governments.

XIV. Legal Status

MMR warrants that it is a Michigan non-profit corporation duly organized and existing under the laws of the State of Michigan and is presently and will continue during the term of this Agreement to be in good standing.

XV. Default

- A. The occurrence of any of the following events shall be a default under this Agreement, and if said default shall continue for forty-five (45) days after notice of the default, the TOWNSHIPS may immediately terminate this Agreement:
1. MMR's failure to comply with the rules, procedures and protocols established by the Northwest Regional Medical Control Authority and Grand Traverse Central Dispatch.
 2. MMR's insolvency, bankruptcy, assignment for the benefit of creditors or consent to the appointment of a trustee or receiver.
 3. Appointment of a trustee or receiver for any part of the properties of MMR used in the conduct of MMR's business.
 4. Institution of bankruptcy, reorganization or liquidation proceedings by or against MMR.
 5. Any statement, report or documentation required hereunder to be furnished by MMR proves untrue in any material respect as of the date the facts therein set forth were stated or certified.
 6. Any breach by MMR of the terms and conditions of this Agreement, the Real Estate Lease Agreement or the Motor Vehicle Lease Agreement.
- B. MMR shall respond in writing to the TOWNSHIPS within forty-five (45) days to any complaint by the TOWNSHIPS about MMR's performance under this Agreement. Within such forty-five (45) day period, MMR shall perform an investigation of the complaint and propose a specific remedy.
- C. If any material breach of this Agreement by the TOWNSHIPS continues for forty-five (45) days after MMR's notice of default, MMR may terminate this Agreement on forty-five (45) days' notice.

XVI. Assignment of Agreement

Neither the TOWNSHIPS nor MMR may assign or transfer its obligations or rights under this Agreement nor any part thereof without the prior written consent of the other party, except that the TOWNSHIPS may assign their responsibilities under this Agreement to a regional, public ambulance authority in which it participates. The TOWNSHIPS agree not to expand the service area under this Agreement without MMR's prior approval, which approval shall not be unreasonably withheld.

XVII. Severability

If any section, subsection, sentence, word or phrase of this Agreement is held invalid or unconstitutional for any reason by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and shall not affect the

validity of the remaining portions of this Agreement.

XVIII. Waivers

No failure or delay on the part of the TOWNSHIPS in exercising any right, power or privilege hereunder shall operate as a waiver thereof nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege.

XIX. Modifications, Amendments or Waivers

All modifications, amendments or waivers of any provision of this Agreement may be made only by the written mutual consent of the parties.

XX. Term

- A. This Agreement shall begin the Xst day of November, 2021, and continue for a term of 2 years through October 31, 2023, unless earlier terminated as provided in this Agreement. The TOWNSHIPS may renew this agreement for additional one (1) year term following the expiration of the initial two-year term. Review of the agreement may begin 180 days prior to the agreement expiration.
- B. This Agreement may be terminated before the expiration of the Term
 - a. By mutual agreement of the parties.
 - b. By any party, with or without cause, upon one hundred eighty (180) days prior written notice to the other parties.
- C. If MMR or the TOWNSHIPS give notice of termination or nonrenewal of this Agreement, MMR agrees to work with the TOWNSHIPS to provide for a smooth transition. Following termination of this Agreement by either party, the TOWNSHIPS shall pay MMR any money owed but not yet paid for service rendered before the effective date of termination. Similarly, MMR shall refund any subsidy paid in advance and not yet earned by the date of termination.
- D. The parties intend that this Agreement complies with all applicable federal, state and local laws with respect to the furnishing of healthcare goods or services. Either party may terminate this Agreement upon sixty (60) days written notice to the other party if this Agreement does not comply with a material change to a local, state or federal law.

XXI. Termination and Default of Related Agreements

The TOWNSHIPS and MMR agree that any termination, default or breach of this Agreement, the Motor Vehicle Lease Agreement or the Real Estate Lease Agreement shall also constitute a default in all other agreements between TOWNSHIPS and MMR. In the event of a termination, default or breach, the non-offending party shall be entitled to terminate all agreements between it and the offending party at the non-offending party's sole discretion, provided it has given the offending party sixty (180) days' written notice of the termination.

XXII. Certification

The persons signing on behalf of MMR and the TOWNSHIPS certify by their signatures that they are duly authorized to sign this Agreement on behalf of MMR and the TOWNSHIPS and that this Agreement has been authorized by MMR and the TOWNSHIPS.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first written above.

MOBILE MEDICAL RESPONSE, INC.

By: _____
Mark Thompson, President

WHITEWATER TOWNSHIP

By: _____
Ron Popp, Supervisor

By: _____
Cheryl Goss, Clerk

ACME TOWNSHIP

By: _____
Doug White, Supervisor

By: _____
Cathy Dye, Clerk