

**AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday July 13, 2016

7:00 P.M.

Cascade Branch of the Kent District Library, Wisner Center
2870 Jacksmith, S.E.

Expected Meeting Procedures

1. During public comments you may speak on any item not noted on the agenda for a public hearing.
2. Please limit comments to 3 minutes per person and the Board may or may not choose to respond.
3. Please limit your comments to a specific issue.
4. Please turn OFF cellular phones.

Article 1. Call to Order, Roll Call

Article 2. Pledge of Allegiance to the Flag

Article 3. Approval of Agenda

Article 4. Presentations/Public Comments (limit comments to 3 minutes)

Article 5. Approval of Consent Agenda

- a. Receive and File Various Meeting Minutes
 1. Regular Township Board Minutes of 6/22/16.
- b. Receive and File Reports
 1. Fire Department Monthly Report – May 2016
- c. Education Requests
 1. Ben Swayze – MLGMA Summer Conference – July 26th – 29th – Midland
- d. Receive and File Communications
 1. Letter from Michigan Department of Licensing and Regulatory Affairs – Re: Video Franchise Operations
 2. Letter from Charter Communications – Re: Channel Line-up
 3. Letter from Michigan Public Service Commission - Re: Public Hearing

Article 6. Financial Actions

- a. **Consider Approval of June 2016, Payables, Payroll and Transfers Report.**
- b. **Consider Approval of Pay Draw #3 for the Cascade Rec Park Improvements (Basketball Court/Dog Park).**

Article 7. Unfinished Business

Article 8. New Business

- 053-2016**
- a. **Public Hearing – A Resolution Regarding the Proposed Township Hall Project**
 - b. **Consider a Resolution From Infrastructure Committee Regarding the Proposed Township Hall Project (roll call)**

- 054-2016** **a. Public Hearing – A Request for a lot split at 4834 Town Centre Dr.**
- b. Consider a Request for Approval of a lot split at 4834 Town Centre Dr. (roll call)**
- 055-2016** **Consider Approval to hire a contractor for pathway repairs**
- 056-2016** **Consider a Resolution to support the Kent County Board of Commissioners Millage Subcommittee Report and Recommendation to the Board of Commissioners for a Dispatch Surcharge**

Article 9. Public Comments on any other matters. (limit comments to 3 minutes)

Article 10. Manager Comments

Article 11. Board Member Comments

Article 12. Adjournment

**MINUTES OF THE
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday June 22, 2016

7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order at 7:00 p.m.
Present: Supervisor Beahan, Treasurer Peirce, Clerk Bell, Trustee Goldberg, McDonald, Lewis and Koessel
Also Present: Manager Swayze and those listed in Supplement #1.
- Article 2.** Supervisor Beahan led the Pledge of Allegiance to the Flag.
- Article 3.** Motion was made by Trustee Koessel and supported by Trustee McDonald asking the agenda be altered to moving Article 4 to the end of the meeting due to the amount of comments and being able to take care of the "action items" in a timely fashion. Motion carried unanimously.
- Article 4. Presentations/Public Comments (limit comments to 3 minutes)**
- Article 5. Approval of Consent Agenda**
- a. Receive and File Various Meeting Minutes
 - 1. Regular Township Board Minutes of 6/08/16.
 - 2. Zoning Board of Appeals Minutes of 3/22/16 and 5/10/16.
 - 3. Planning Commission Minutes of 5/16/16.
 - b. Receive and File Reports
 - 1. Treasurer Department's Monthly Report – April, 2016.
 - c. Education Requests
 - 1. Roger McCarty/Jennifer Genter – Michigan Assessor Association Conference – August 14-17, 2016 – Mackinac Island
 - d. Receive and File Communications
 - 1. Kent County Road Commissioner Resolution – re: Street Name Change.
 - 2. Letter from Comcast – re: Channel Line-ups.
- Motion was made by Trustee Lewis and supported by Trustee Koessel to approve Consent Agenda as presented. Motion carried unanimously.
- Article 6. Financial Actions**
- a. **Consider Approval of May 2016, General/Special Funds Financial Report.**
Motion was made by Treasurer Peirce and supported by Trustee McDonald to approve the May 2016, General/Special Funds Financial Report. Motion carried unanimously.
 - b. **Consider Approval of Pay Draw #9 for the Museum Garden Project.**
Motion was made by Clerk Bell and supported by Trustee Lewis to approve the Pay Draw #9 for \$2,500 for the Museum Garden Project. Motion carried unanimously.
 - c. **Consider Approval of Change Order #2 and Pay Draw #2 for Cascade Road and Burton Street PRV Reconstruction.**
Motion was made by Trustee Goldberg and supported by Clerk Bell to approve the Change Order #2 and Pay Draw #2 for \$15,138.75 for Cascade Road and Burton Street PRV Reconstruction. Motion carried unanimously.
- Article 7. Unfinished Business**

Article 8. New Business

~~045-2016~~ ~~a. Public Hearing A Request for Approval of IFT Plant Rehabilitation District for Lacks Industries LLC located at 5460 Cascade Rd.~~

~~b. Consider a Request for Approval of IFT Plant Rehabilitation District for Lacks Industries LLC located at 5460 Cascade Rd. (roll call)~~

~~046-2016~~ ~~a. Public Hearing A Request for Approval of IFT Certificate for Plant Rehabilitation for Lacks Industries LLC located at 5460 Cascade Rd.~~

~~b. Consider a Request for Approval of IFT Certificate for Plant Rehabilitation for Lacks Industries LLC located at 5460 Cascade Rd. (roll call)~~

~~047-2016~~ ~~a. Public Hearing A Request for Approval an Industrial Development District for Lacks Industries LLC located at 5460 Cascade Rd.~~

~~b. Consider a Request for Approval of an Industrial Development District for Lacks Industries LLC located at 5460 Cascade Rd. (roll call)~~

~~048-2016~~ ~~a. Public Hearing A Request for Approval of an IFT Certificate for Lacks Industries LLC located at 5460 Cascade Rd.~~

~~b. Consider a Request for Approval of an IFT Certificate for Lacks Industries LLC located at 5460 Cascade Rd. (roll call)~~

049-2016 Consider Approval of Outdoor Gathering Application from Schmozh Brewing on July 30th from noon until 7:00 p.m. Motion was made by Trustee Koessel and supported by Clerk Bell to approve the Outdoor Gathering Application from Schmozh Brewing on July 30th from noon until 7:00 p.m. Motion carried unanimously.

050-2016 Consider Approval of the METRO Act Right-of-way Unilateral Permit Request from McLeonUSA Telecommunication Services LLC and Authorize the Township Manager to Execute the Agreement on Behalf of the Township. Motion was made by Trustee Goldberg and supported by Trustee McDonald to approve the METRO Act Right-of-way Unilateral Permit Request from McLeonUSA Telecommunication Services LLC an Authorize the Township Manager to Execute the Agreement on Behalf of the Township. Motion carried unanimously.

051-2016

Consider Approval of the Issuance of the Cascade Charter Township Request for Proposals for Township Legal Services.

Manager Swayze reviewed the request for the RFP. Motion was made by Trustee Koessel and supported by Trustee Lewis to the Issuance of the Cascade Charter Township Request for Proposals for Township Legal Services. Discussion followed. Motion carried unanimously.

052-2016

Consider Approval of Resolution to Provide a Deferment From Summer Taxes Without Penalty for Certain Taxpayers.

Motion was made by Trustee Goldberg and supported by Clerk Bell to approve the Resolution to Provide a Deferment from Summer Taxes without Penalty for Certain Taxpayers. Motion carried unanimously by roll call vote.

Article 9.

Public Comments on any other matters. (limit comments to 3 minutes)

Frank Drew, 1730 Mont Rue, addressed some counterpoints to the fact sheet given out at the last Township Board Meeting regarding the Proposed Township Hall.

Gary Butts, 2865 Buttrick Ave., addressed the "Taj Mahal" being built "to just look nice".

Dan Pollert, 3534 S. Applecrest Ct., What gives you folks the idea that you're in a better position to decide on this than putting it to a vote?

Trustee McDonald addressed (3) quick items...we don't control the roads, the Road Commission does that...4-3 vote on the building of a new Hall was relative to where the Hall was to be built...will have (2) Township Forums regarding the new Hall. We make decisions based on fact.

Doug Lee, 8613 52nd St., disconnect between government and people.

Daniel Bolt, 2578 Orange Ct., Triathlon issues...vibrant community??

Tony Boks, 7560 Leyton, disturbed on the numbers put out. The number of 7.5 million dollars is outrageous.

Trustee Koessel addressed the cost of the building...not one bid received yet.

Evelyn Brandt, 7071 Oakbrook, people are wondering if this proposal is representative of good stewardship, necessity and prudence.

Ayn Valdes, 1733 Timbers, believe coming here tonight sets an interesting precedence on what's being "touted" for a new township hall.

Ann Shieber, 6751 Woodbrook, read e-mail that was sent to Boardmembers.

Elmi Nermin, 2469 Candlewick Ct., only resident at March meeting...asked why?

Nancy Eardley, 1441 Sandy Point, not until (2) years ago that I questioned the actions of our Township.

Alissa Lintemuth, 6965 Woodbrook, part of the problem is this is not a great use of existing Township facilities.

Jeffrey Shull, 7500 Buttrick Park Place, there has been a disconnect between Board and community.

Terry Wagner, 3422 N. Applecrest Ct., received a postcard in the mail, cannot be silent any more. It is improper to not include the people paying that expenditure.

Ken Clapp, 6800 Tricklewood Ct., huge disconnect here.

Kris Taylor, 6027 Champagne Ct., democracy is wonderful. The Board has an obligation to us.

Linda Perkins, 6905 Forest Valley, I object and would like a vote.

Steven Underwood, 6858 Maplecrest Dr., going in the red...have concluded that the board is fiscally irresponsible.

Jeff Dionne, 2984 Thornapple River Dr., overall feeling is to put this issue to a vote.

Paula Rowland, 2519 Riveredge, these are the people (boardmembers) that know what the needs are...

Jim Weston, 3284 Whitburn Ct., the existing plan is ever going to get support from your community.

Jeff Johnson, 2168 Thornapple River Dr., you don't know what we need.

Peter Postma, 2583 Knightsbridge, concerns with roads and traffic.

Alvin Pyle, 1944 Boxthorne, communication issues.

Patricia Carew, 6519 Wendall, I object.

Kris Bishop, 1393 Buttrick, all for a new Township Hall, but not this one.

Brain Spratke, 6167 DelCano, LEAD Certification... what benefit does that give the Township. We need better communication.

Carl Mead, 3346 Bentwood Dr., Cascade Township needs to avoid the East Grand Rapids "one-upmanship" trap. I am against this and it should be put up for a vote.

Debra Lonick, 2314 Cascade Lake Circle, I have never experienced a "problem" at the Township Office, always thought it was an attractive building.

Kenneth Carey, 2929 Thornapple River Dr., not too late for a write-in candidate.

Robert Merkler, 7160 Burger, not against a new fire station... still looking for an answer. Is there a reason why other cable companies can't come to Cascade Twp.?

Kirk Rottschafer, 2641 Cascade Springs, very much opposed to the new building... City of Grand Rapids leases almost all facilities for the Building Department.

John Beute, 1665 Laraway Lake, I oppose the project.

Art Lillibridge, 3435 Tuscany Dr., this is a done deal.

Grace LesPeron, 2573 Cascade Springs Dr., future growth?

Joanne King, 6820 Burton, Boardmembers are "messing" it up". Museum Garden was a done deal.

Julie Johnson, 6718 Burton St., museum gardens are ugly. Why aren't pots planted. Very against spending millions of dollars for this Township Hall.

Burgit Molenaar, 3274 Pinoak Ct., what happened to the bricks at the Museum Gardens.

Don Faas, 7374 Grachen, Is it possible to have a special edition of the Cascade Connection dedicated to the questions/responses heard tonight.

Diane Cutler, KDL Librarian, we have access to the web here at the Library.

Article 10. Manager Comments

Manager Swayze offered the following comments:

- Ribbon cutting ceremony for the new playground at the recreation park on July 1st at 10:00 a.m.

Article 11. Board Member Comments

Trustee Koessel offered the following comments:

- We are always looking for your input. This project is NOT a forgone conclusion. The 7.5 million cost was a projection from Fishbeck.

Trustee Lewis offered the following comments:

- Agree with Trustee Koessel.

Treasurer Peirce offered the following comments:

- It has been shown that we have done a poor job of communicating this whole project from the beginning. You have given us an awful lot to absorb... we have to take time to do what is best for the community and what is fiscally responsible.

Clerk Bell offered the following comments:

- It's simple...I heard you...thank you.

Trustee Goldberg offered the following comments:

- I agree with most has been said here tonight. I agree we communicated this poorly. I believe we very likely don't need as much space as is shown in the township hall. I believe we need more space than we have now.

Supervisor Beahan offered the following comments:

- Thanked everyone for coming and try our best to get these comments/questions answered as soon as possible. One of the main things has been mis-communication on everybody's part.

Article 12.

Adjournment

Motion was made by Treasurer Peirce and supported by Trustee Lewis to adjourn. Motion carried unanimously.

Meeting adjourned at 10:06 p.m.

Draft



Cascade Charter Township Fire Department Month End Report
May 2016

Site Plan Review:

We had one site plan review this month:

- Holiday Inn Express Hotel on 28th Street Court

Public Relations:

We participated in two public relation programs this month:

- CPR Class
- Memorial Day Program – Township Library

Meeting attendance:

- Metro Cruise meeting
- Fire Department Officer meeting
- MIMABAS meeting - Lansing
- MABAS 3603 Executive Board meeting
- KCEMS Dispatch Review Committee meeting
- Fulltime Applicants physical ability testing
- Coffee with Area Fire Chiefs
- First Quarter Budget Amendment meeting
- FDAC meeting
- Kent County CERT committee meeting
- Fire Alarm test at Drury Inn
- Written testing for Fulltime applicants
- GR Ford Airport Annual Emergency Plan review

On Site Program:

We performed no on-sites this month:

Fires and Fire Investigations:

We had three (3) reported fires or investigations this month:

- Fire in a garage in Caledonia. We assisted them on Automatic Aid. Burned garage with some extension into the house.
- Fire in garage in Caledonia. We assisted them on Automatic Aid. Fire was out on arrival.
- Vehicle Fire in the lot of Best Western. Vehicle full involved on arrival. Cause of fire is undetermined with loss estimated at \$7,000.00

New Hires:

We had no new hires this month.

Items Completed by Staff:

- Locking and unlocking Township properties
 - General repairs to apparatus and equipment
 - Monthly trainings – Department
 - Physical fitness
 - Cleaned both stations
 - Maintenance of buildings
 - Department training
 - Shift Training
 - Equipment Maintenance
 - Public Relations
 - CPR class
 - Cutting grass at Township Offices, Station 1 and Station 2
-

Training:

This month's training covered the following topics.

- Department training:
 - Training held at 5555 Glenwood Hills Parkway the old Humana building. Training consisted of pumping, hand lines, stand pipes, fire attack simulations, Incident Command and accountability.
 - Tour of Lacks facility on Kraft with Caledonia Fire.

Types of Alarms:

➤ Fire Alarms	10
➤ Automatic Aid	2
➤ Aircraft Alerts	0
➤ Bomb Threat	0
➤ CO Alarm	7
➤ Dumpster Fire	1
➤ Check Welfare	0
➤ Service Calls	2
➤ Fires	0
➤ Fuel Leak	2
➤ Grass Fire	0
➤ Hazardous Incident	0
➤ Illegal Burn	4
➤ Lock Out	5
➤ Lift Assist	6
➤ Lightning Strike (no fire)	0
➤ Med 1	46
➤ Med 2	20
➤ Med 3	43
➤ Medical Alarm	1
➤ Mechanical Failure	0
➤ Mutual Aid	0
➤ Gas Leak	0
➤ Odor of Smoke	0
➤ Personal Injury Accidents	9
➤ Property Damage Accidents	2
➤ Stand By	0

➤ Search	0
➤ Technical Rescue	1
➤ Tree Down	0
➤ Vehicle Fire	2
➤ Wires Down	0
➤ Wash Downs	0
➤ Water Leak	0
TOTAL	163

Mutual/Automatic Aid responses:

Ada Fire	Caledonia Fire	Kentwood Fire	Lowell Township	Alto Fire	Airport Fire
	AA on a garage fire.				
	MA on a garage fire.				

Mutual Aid=MA
Automatic Aid=AA

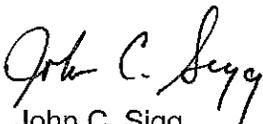
Number of calls by day of week:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
20	28	29	15	23	28	20

Average response time for all responses is 5 minutes.

Summary:

We responded to 163 calls for assistance this month with an average turnout per incident of four (4) personnel. As of May 31, 2016, we responded to 789 calls for the year compared to 669 as of May 31, 2015. This is an increase of 120 responses from last year. We had 10 calls that overlapped during the month.



John C. Sigg
Fire Chief

Life EMS Ambulance May 2016 Report

Cascade Twp

Total Responses: 122

Total Transports: 94

% Transports: 77%

Suburban Response Interval

Priority 1 12:00
Priority 2 20:00
Priority 3 20:00

Rural Response Interval

Priority 1 15:00
Priority 2 20:00
Priority 3 20:00

Fractile Response Interval

Cascade Twp Suburban Priority 1

0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-15 Min	15-16 Min	16-18 Min	18-20 Min	20-22 Min	22-24 Min	>24 Min	Requested Exceptions	TOTAL	Compliant	Average
3	5	6	11	10	4	1	1	0	0	0	0	0	0	1	42	95%	0:07:40

Cascade Twp Suburban Priority 2

0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-15 Min	15-16 Min	16-18 Min	18-20 Min	20-22 Min	22-24 Min	>24 Min	Requested Exceptions	TOTAL	Compliant	Average
0	0	0	3	2	7	2	1	3	1	0	0	0	1	1	21	95%	0:12:16

Cascade Twp Suburban Priority 3

0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-15 Min	15-16 Min	16-18 Min	18-20 Min	20-22 Min	22-24 Min	>24 Min	Requested Exceptions	TOTAL	Compliant	Average
1	0	2	0	6	8	6	2	3	7	3	0	0	2	0	40	95%	0:14:25

Cascade Twp Rural Priority 1

0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-15 Min	15-16 Min	16-18 Min	18-20 Min	20-22 Min	22-24 Min	>24 Min	Requested Exceptions	TOTAL	Compliant	Average
0	0	0	0	3	1	2	1	0	0	0	0	0	0	0	7	100%	0:12:14

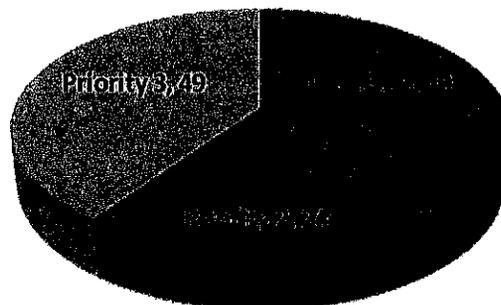
Cascade Twp Rural Priority 2

0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-15 Min	15-16 Min	16-18 Min	18-20 Min	20-22 Min	22-24 Min	>24 Min	Requested Exceptions	TOTAL	Compliant	Average
0	0	0	0	0	0	0	1	0	1	0	0	1	0	0	3	67%	0:19:51

Cascade Twp Rural Priority 3

0-2 Min	2-4 Min	4-6 Min	6-8 Min	8-10 Min	10-12 Min	12-14 Min	14-15 Min	15-16 Min	16-18 Min	18-20 Min	20-22 Min	22-24 Min	>24 Min	Requested Exceptions	TOTAL	Compliant	Average
0	0	0	0	2	0	0	2	1	1	1	0	0	2	0	9	78%	0:17:39

Cascade Twp May 2016



Response Priority	Total
Priority 1	49
Priority 2	24
Priority 3	49
Grand Total	122



**Cascade Charter Township
Seminar/Conference Attendance Request Form**

This form must be filled out if the employee is requesting Township payment or reimbursement for the employee's attendance to a seminar or conference.

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance.
2. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$200 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.

Name: BENJAMIN SWATZKE

Application Date: 7.7.16

Location of Seminar/Conference MIDLAND, MICHIGAN

Name of Proposed Seminar/Conference: MLHMA Summer Workshop

Description of Seminar/Conference: (may also be attached) ATTACHED

(over)

How will the Seminar/Conference benefit the employee and the township? _____

CONTINUING EDUCATION, PROFESSIONAL DEVELOPMENT,
MUNICIPAL GOVERNMENT TRENDS

Cost of the Seminar/Conference: (Registration) \$ 159

(Lodging) \$ 300 (Travel) \$ 143

Account #: _____

Your Signature: 

Approvals:

Department Head: _____ Date: _____

Township Manager:  Date: 7-7-10

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting



Michigan Local Government Management Association
A State Affiliate of IGLMA

**Summer Workshop
July 26-29, 2016
The H Hotel, Midland**

Theme: Culture Beats Luck

Tuesday 7/26/16

3:00–7:30 pm **Registration**
4:00–6:00 pm **MLGMA Board Meeting**
7:00–10:00 pm **Early Bird Reception**

Wednesday 7/27/16

7:00 – 8:00 am **Pere Marquette Rail Guided Trail Run**
Guide: **Marcie Post**, Recreation Manager, Midland

8:00 am–4:00 pm **Registration**

8:30–9:00 am **Welcome & Opening Comments**

Jon Lynch, City Manager, Midland; Chair
Dale Kerbyson, City Manager, Lapeer; President, MLGMA
Honorable Mayor Maureen Donker, Midland

9:00–10:15 am **The Kilpatrick Enterprise**
Speaker: **Robert Beeckman**, Special Agent, Federal
Bureau of Investigation

10:30–11:45 am **Breakout Session**

Teaching the Culture of Santa Claus
Speaker: **Tom Valent**, Dean, Charles W. Howard Santa Claus
School

11:45 am–1:15 pm

Lunch with Business Meeting and Session

Administrative Warfare

Speaker: **Terrence Moore**, President Emeritus and retired CEO of MidMichigan Health

Noon

Golf Outing – Currie Municipal Golf Course

1:30–2:30 pm

Breakout sessions

Flint Water Crisis, Lessons Learned

Speaker: **Mark Valacak**, MPH, Health Officer, Genesee County Health Department

Emotional Intelligence in Individuals and Organizations

Speaker: **Terrence Moore**, President Emeritus and retired CEO of MidMichigan Health

2:45–3:45 pm

Breakout Sessions

Juggling Life's Stressor's

Speaker: **Judi Powers**, Fitness Specialist, MidMichigan Health

Creating Community Partnerships

Speakers: **Paul Barbeau**, President & GM, Great Lakes Loons
Sharon Mortensen, President & CEO, Midland Area Community Foundation
Jenee Velasquez, Executive Director, Herbert H. and Grace A. Dow Foundation

5:30–8:30 pm

Reception and Dinner at Dow Diamond
(pre-registration required)

8:30–11:00 pm

After Dinner Reception at Dow Diamond

Friday 7/29/16

8:00–9:00 am

Breakfast

9:00–10:00 am

Economic Forecast

Speakers: **Paul Traub**, Sr. Business Economist, Federal Reserve Bank of Chicago–Detroit Branch

10:30–11:30 am

Legislative Update

Speaker: **Chris Hackbarth**, Director, State Government Affairs, Michigan Municipal League

11:30 am

Closing Comments

Jon Lynch, City Manager, Midland; Chair

Dale Kerbyson, City Manager, Lapeer; President, MLGMA

Thank you to our sponsors!



**Summer Workshop
July 26-29, 2016
The H Hotel, Midland**

Name of Registrant _____ Title _____
 Nickname for Badge _____ Municipality _____
 Address _____ Zip _____
 Significant Other's Name* *if attending* _____
 Children's Names* *if attending* _____
 Office Phone _____ Office Fax _____
 E-mail Address for Confirmation _____ Vegetarian Meals

<u>Quantity</u>		<u>Amount</u>
Registration		
<u>1</u>	MLGMA Member @ \$105.00 **	\$ <u>105.00</u>
	Non-Member @ \$135.00 **	\$ _____
	First Time Summer Workshop Attendee (fee waived), <i>MLGMA Members Only</i>	\$ 0.00
	Retired Member Summer Workshop Attendee (fee waived)	\$ 0.00
Wednesday Meals		
	Lunch Session - Adults @ \$10.00.....	\$ _____
	Lunch Session - Children under 12 @ \$5.00	\$ _____
<u>1</u>	NextGen Member Dinner - All @ \$10.00.....	\$ <u>10.00</u>
Thursday Meals		
	Inspirational Breakfast- Adults @ \$10.00.....	\$ _____
<u>1</u>	Lunch Session - Adults @ \$10.00.....	\$ <u>10.00</u>
	Lunch Session - Children under 12 @ \$5.00	\$ _____
<u>1</u>	Reception & Dinner - Adults @ \$24.00.....	\$ <u>24.00</u>
	Reception & Dinner - Children under 12 @ \$12.00.....	\$ _____
Thursday Activities		
	Golf Outing [Noon] @ \$55.00 (<i>pre-registration required</i>).....	\$ _____
Friday		
<u>1</u>	Breakfast Buffet - Adults @ \$10.00.....	\$ <u>10.00</u>
	Breakfast Buffet - Children under 12 @ \$5.00	\$ _____
	Total Amount	\$ <u>159.00</u>

Payment Options (please check one)

- Register Online** with credit card at www.mlgma.org
 In order to reduce the amount of printed paper and increase member privacy, the MLGMA will no longer accept credit card payments on printable registration forms. All credit card payments can be made via online registration.
- Check payable to Michigan Local Government Management Association**
 (Fax completed registration form to 734-669-4223; then send form with payment to:
 Michigan Local Government Management Association, P.O. Box 7409, Ann Arbor, MI. 48107-7409)

Cancellation Policy: Refunds for registration, meals and activities will be made ONLY if MLGMA is notified of cancellation in writing by July 20th either by fax, 734-669-4223 or by e-mail, registration@mlgma.org.

* There is no registration fee for spouses/partners or other members of the registrant's family but please include the first name of spouse/partner and children for name badges.

** No 2016 MLGMA memberships will be taken at the Summer Workshop. 2016 MLGMA memberships must be prepaid before the Workshop to qualify for the lesser membership Summer Workshop registration fee.

Registration Questions? Please call 800-653-2483 or email registration@mlgma.org



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
PUBLIC SERVICE COMMISSION
SALLY A. TALBERG
CHAIRMAN

NORMAN J. SAARI
COMMISSIONER

SHELLY EDGERTON
DIRECTOR

July 1, 2016

**Communication to Michigan Municipalities and Video/Cable Providers –
Michigan Public Service Commission Resumes Video Franchise Operations –
Effective July 1, 2016**

Interim funding for the Michigan Public Service Commission's (MPSC's) video franchise activity has been secured. The MPSC will resume video/cable franchise operations on July 1, 2016. The MPSC will resume handling and/or processing video/cable franchise entity, provider, and customer complaints. Municipalities can advise their residents to contact the MPSC for any video/cable customer complaints, in addition municipalities may contact the MPSC for any franchise agreement complaints. The MPSC looks forward to working with customers, municipalities and providers on matters related to Public Act 480 of 2006 (Uniform Video Services Local Franchise Act).

LARA is an equal opportunity employer/program.

Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.
7109 W. SAGINAW HIGHWAY • P.O. BOX 30221 • LANSING, MICHIGAN 48909 • www.michigan.gov/mpsc • 517-284-8100



July 1, 2016



T8 P1 557 *****AUTO**ALL FOR AADC 493
Cascade Township
2865 Thornhills Ave. SE
Grand Rapids, MI 49546-7195

Dear Franchise Official:

This letter is to inform you of a new channel addition to our line-up taking effect on or after August 2, 2016.

The new channel, EstrellaTV HD is an American Spanish-language broadcast television network featuring a mix of variety & sketch comedy, music programming, drama series, news, sports and imported Mexican-produced feature films - now offered in HD. EstrellaTV HD will be on the Latino Tier, channel 858.

Charter Communications customers in your community are already receiving information regarding this new addition.

If you have any questions related to this change, please do not hesitate to contact me at (616) 607-2377 or via email at marilyn.passmore@charter.com.

Sincerely,

Marilyn Passmore
Director, Government Affairs
Charter Communications - Michigan

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING
FOR THE ELECTRIC AND NATURAL GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-18025**

- Consumers Energy Company requests Michigan Public Service Commission approval to reconcile its Energy Optimization (EO) plan costs and surcharge revenues for 2015 as associated with the EO plan approved in Case No. U-17351.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

DATE/TIME: **Tuesday, July 12, 2016, at 10:00 a.m.**
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

BEFORE: Administrative Law Judge **Mark D. Eyster**

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider Consumers Energy Company's (Consumers Energy) May 31, 2016 application to reconcile its 2015 EO plan costs and revenues collected for both electric and natural gas service. Consumers Energy also seeks Commission approval to collect performance incentive payments for both the electric and natural gas EO programs.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you

require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by July 5, 2016. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's Legal Department – Regulatory Group, Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 2008 PA 295, MCL 460.1001 et seq., and the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

THE MICHIGAN PUBLIC SERVICE COMMISSION MAY
APPROVE, REJECT, OR AMEND PROPOSALS MADE BY
CONSUMERS ENERGY.

07/01/2016 CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 06/01/2016 - 06/30/2016
JUNE 2016 PAYABLES, PAYROLL, AND TRANSFERS

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
FUND 101 - GENERAL FUND								
06/02/2016	GENS	64115	REFUND PARK RESERV	BOSSCHER BRITANY	RENTAL OF FACILITIES CANCEL 7/2 PARK RES	665-003	000	50.00
06/30/2016	GENS	64246	REFUND- OVERPYMT PRK	ELLIOTT-THOMPSON, HOLLEY	PARK INCOME ELLIOTT-TH OVERPYMT PARK	671-653	000	5.00
06/30/2016	GENS	64256*#	000540712005	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H FIRE JULY	231-220	000	23.40
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H GF JULY	231-220	000	23.40
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H BLDG JULY	231-220	000	3.90
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H VLIFE JULY	231-221	000	30.00
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H FIRE JULY	231-221	000	337.60
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H BLDG JULY	231-221	000	50.00
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H GF JULY	231-221	000	145.60
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H VLIFE EE 2X JULY	231-221	000	33.00
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	SHORT TERM DISABILITY W/H GF JULY	231-222	000	52.01
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	SHORT TERM DISABILITY W/H FIRE JULY	231-222	000	140.13
					CHECK GENS 64256 TOTAL FOR FUND 101:			839.04
					Total for department 000:			894.04
Department: 101 TOWNSHIP BOARD								
06/16/2016	GENS	64208*#	9766338134	VERIZON WIRELESS	TRUSTEE CELL PHONES JUNE	924-100	101	64.13
06/30/2016	GENS	3401(A)	61853	THE EMPLOYERS ASSOCIATION	TOWNSHIP DUES - THE EMPLOYER ASSOC201	723-000	101	1,125.20
					Total for department 101:			1,189.33
Department: 171 SUPERVISOR/MANAGER								
06/09/2016	GENS	64139	MILG 5/10-16 & CELL	ROBERT S BEAHAN	SUP/MGR/DEPT MILEAGE BEAHAN 134 MILES	860-000	171	72.36
06/09/2016	GENS	64139	MILG 5/10-16 & CELL	ROBERT S BEAHAN	MANAGER CELL PHONE BEAHAN ALLOWANCI	925-000	171	50.00
					CHECK GENS 64139 TOTAL FOR FUND 101:			122.36
06/09/2016	GENS	64177*#	9766154269	VERIZON WIRELESS	MANAGERS CELL PHONE MAY	925-000	171	62.97
06/16/2016	GENS	64208*#	9766338134	VERIZON WIRELESS	MANAGERS CELL PHONE JUNE	925-000	171	32.07
06/23/2016	GENS	64218*#	7285	FIRST BANKCARD	SUP/MGR/DEPT MILEAGE SWAYZE PARKING	860-000	171	10.00
					Total for department 171:			227.40
Department: 215 CLERK								
06/02/2016	GENS	64111	MILG 5/04-5/26	BELL, CLEM	CLERK MILEAGE BELL PARKING- MTA	860-000	215	25.00
06/02/2016	GENS	64111	MILG 5/04-5/26	BELL, CLEM	CLERK MILEAGE BELL 221 MILES	860-000	215	119.34
06/02/2016	GENS	64111	MILG 5/04-5/26	BELL, CLEM	CLERK CELL PHONE- BELL ALLOWANCE	925-000	215	50.00
					CHECK GENS 64111 TOTAL FOR FUND 101:			194.34
06/02/2016	GENS	64112	MILG 6/01/2016	DENISE M BIEGALLE	CLERK MILEAGE BIEGALLE,D 22.8 MILES	860-000	215	12.31
06/16/2016	GENS	64208*#	9766338134	VERIZON WIRELESS	CLERK CELL PHONE JUNE	925-000	215	32.07
06/16/2016	GENS	64208	9766338134	VERIZON WIRELESS	CLERK CELL PHONE JUNE	925-000	215	32.07
					CHECK GENS 64208 TOTAL FOR FUND 101:			64.14
06/23/2016	GENS	64218*#	BIEGALLE,D	FIRST BANKCARD	EDUCATION- BIEGALLE MAMC CONF	724-000	215	60.00
06/23/2016	GENS	64218	557922	FIRST BANKCARD	CLERK MILEAGE PERSONNEL MTG / WILSON	860-000	215	29.00
					CHECK GENS 64218 TOTAL FOR FUND 101:			89.00

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06/30/2016	GENS	64242	MILG 6/1-27 & CELL	BELL, CLEM	CLERK MILEAGE BELL 136 MILES	860-000	215	73.44
06/30/2016	GENS	64242	MILG 6/1-27 & CELL	BELL, CLEM	CLERK CELL PHONE ALLOWANCE	925-000	215	50.00
						CHECK GENS 64242 TOTAL FOR FUND 101:		123.44
Department: 253 TREASURER						Total for department 215:		483.23
06/09/2016	GENS	64170	MILG 6/8/2016	PEIRCE, KENNETH	EDUCATION PEIRCE KCTA MTG	724-000	253	12.96
06/16/2016	GENS	64195	MILG 5/25/2016	PEIRCE, KENNETH	EDUCATION PEIRCE KCMTA MTG	724-000	253	12.42
06/16/2016	GENS	64208*#	9766338134	VERIZON WIRELESS	TREASURER'S CELL PHONES JUNE	924-100	253	16.03
Department: 257 ASSESSING						Total for department 253:		41.41
06/02/2016	GENS	64122	REIMB R.A LICENSE 16	HOLZHEI, SHAWN	ASSESS MEMBERSH- HOLZHEI R.A. LICENSES	723-000	257	350.00
06/02/2016	GENS	64122	MILG 5/03-5/31	HOLZHEI, SHAWN	ASSESSING MILEAGE HOLZHEI 108 MILES	860-000	257	58.32
						CHECK GENS 64122 TOTAL FOR FUND 101:		408.32
06/02/2016	GENS	64125	MILG 5/03-5/31	ROGER MC CARTY	EDUCATION MCCARTY KCCA	724-000	257	14.04
06/02/2016	GENS	64125	MILG 5/03-5/31	ROGER MC CARTY	ASSESSING MILEAGE MCCARTY 163 REG MILI	860-000	257	88.02
						CHECK GENS 64125 TOTAL FOR FUND 101:		102.06
06/16/2016	GENS	64188*#	48531	FALCON PRINTING INC	ASSESSING PRINTING AND PUB- B.C. GENTRY	900-000	257	48.00
06/16/2016	GENS	64191	MCCARTY,ROGER 8/2016	INTERNATIONAL ASSOCIATION OF	ED- MCCARTY 2016 IAAO CONF	724-000	257	550.00
06/16/2016	GENS	64208*#	9766338134	VERIZON WIRELESS	CELL PHONES/DATA JUNE	924-100	257	16.03
06/23/2016	GENS	64218*#	416-10 HOLZHEI	FIRST BANKCARD	EDUCATION HOLZHEI -ASSESSING CERTIFICAT	724-000	257	1,010.00
06/23/2016	GENS	64218	109226466	FIRST BANKCARD	ASSESSING PRINTING AND PUBLISH REPORT	900-000	257	121.99
						CHECK GENS 64218 TOTAL FOR FUND 101:		1,131.99
06/23/2016	GENS	64224	MCCARTY, ROGER 2016	MAA-MICHIGAN ASSESSORS ASSOCIA	EDUCATION MCCARTY 44 NNUAL ASSESSOR (724-000	257	250.00
06/23/2016	GENS	64224	GENTER, JENNIFER 16	MAA-MICHIGAN ASSESSORS ASSOCIA	EDUCATION GENTER 44TH ANN ASSESSOR CC	724-000	257	250.00
						CHECK GENS 64224 TOTAL FOR FUND 101:		500.00
Department: 262 ELECTIONS						Total for department 257:		2,756.40
06/16/2016	GENS	64208*#	9766348903	VERIZON WIRELESS	ELECTION MISC EXPENSES TELEPHONES JUNE	788-000	262	7.74
06/23/2016	GENS	64217	32668	ELECTION SOURCE	TEST CHARTS FOR PRECINCT 1-8	788-000	262	406.45
06/23/2016	GENS	64233*#	496901-1	SUPPLYGEEKS.BIZ	ELECTION SUPPLIES - LABELS	756-000	262	17.04
06/30/2016	GENS	64243	MLG 6/2-6/29	DENISE M BIEGALLE	ELECTION MISC EXP- BIEGALLE 45.6 MILES	788-000	262	24.63
Department: 265 BUILDING AND GROUNDS						Total for department 262:		455.86
06/02/2016	GENS	3366(A)*#	47259	AQUARIUS LAWN SPRINKLING	COMPLEX MAINTENANCE TURN ON IRRIG 1/2	931-000	265	164.44
06/02/2016	GENS	3366(A)	47257	AQUARIUS LAWN SPRINKLING	MAIN OFFICE	931-000	265	462.77

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06/02/2016	GENS	3366(A)	47258	AQUARIUS LAWN SPRINKLING	MAIN OFFICE IRRIGATION	931-000	265	208.27
06/02/2016	GENS	3366(A)	47258	AQUARIUS LAWN SPRINKLING	MAIN OFFICE IRRIGATION	931-000	265	62.23
					CHECK GENS 3366(A) TOTAL FOR FUND 101:			897.71
06/02/2016	GENS	3369(A)*#	CLIP41131	THORNAPPLE RIVER NURSERY, INC.	B&G WEED & FEE 1/3 #1	931-000	265	53.00
06/02/2016	GENS	3369(A)	CLIP41139	THORNAPPLE RIVER NURSERY, INC.	MAIN OFFICE WEED & FEED #1	931-000	265	95.00
					CHECK GENS 3369(A) TOTAL FOR FUND 101:			148.00
06/02/2016	GENS	64110*#	36696247-0	BARTLETT TREE EXPERTS	MAIN OFFICE AUSTRIAN PINE	931-000	265	159.00
06/02/2016	GENS	64119*#	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100000285161 2865 THORNHILLS AVE MAY	921-000	265	1,503.24
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012762959 2990 BUTTRICK AVE SE	921-000	265	291.26
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	103019008525 2800 THORNAPPLE RIV DR	921-000	265	7.98
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012052419 6569 THORNBROOK ST SE	921-000	265	22.59
					CHECK GENS 64119 TOTAL FOR FUND 101:			1,825.07
06/02/2016	GENS	64120*#	457268600048 5/2016	DTE ENERGY	COMPLEX HEATING B&G MAY	923-000	265	34.70
06/02/2016	GENS	64124	2848	KOETSIER GREENHOUSE	SALVIA	939-000	265	155.88
06/02/2016	GENS	64124	2848	KOETSIER GREENHOUSE	SNAPS	939-000	265	129.90
06/02/2016	GENS	64124	2848	KOETSIER GREENHOUSE	COLEUS	939-000	265	287.52
					CHECK GENS 64124 TOTAL FOR FUND 101:			573.30
06/02/2016	GENS	64128*#	0240-006159056	REPUBLIC SERVICES	COMPLEX MAINTENANCE RECYCLE JUNE	931-000	265	522.45
06/02/2016	GENS	64128	0240-006159056	REPUBLIC SERVICES	COMPLEX MAINTENANCE B&G JUNE	931-000	265	63.06
					CHECK GENS 64128 TOTAL FOR FUND 101:			585.51
06/02/2016	GENS	64130	11715202	SPARTAN DISTRIBUTORS INC	BLDG & GRDS VEHICLE FUEL- HUB-WHEEL	864-000	265	112.61
06/09/2016	GENS	3372(A)*#	81306	ENVIRO-CLEAN	CLEANING TOWNSHIP HALL MAY	802-200	265	462.00
06/09/2016	GENS	3376(A)*#	194186	KINGSLAND'S ACE HARDWARE	BLDG & GROUNDS UNIFORMS GLOVES	768-000	265	55.77
06/09/2016	GENS	3376(A)	194448	KINGSLAND'S ACE HARDWARE	BLDG & GROUNDS UNIFORMS- GLOVES	768-000	265	14.39
06/09/2016	GENS	3376(A)	194213	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINTENANCE FASTE	863-000	265	1.57
06/09/2016	GENS	3376(A)	194280	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT EXTRACTOR	863-000	265	11.69
06/09/2016	GENS	3376(A)	194319	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT SAFETY TAPE	863-000	265	13.47
06/09/2016	GENS	3376(A)	194367	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT VECH SUPPLIE	863-000	265	56.67
06/09/2016	GENS	3376(A)	194419	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINTENANCE TOOL	863-000	265	89.99
06/09/2016	GENS	3376(A)	194429	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT TRIMMER LINI	863-000	265	29.65
06/09/2016	GENS	3376(A)	194458	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT ECHO GEAR CA	863-000	265	94.09
06/09/2016	GENS	3376(A)	194460	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT FIRE EXTINGUI	863-000	265	17.99
06/09/2016	GENS	3376(A)	194460	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT TOW STRAP	863-000	265	21.59
06/09/2016	GENS	3376(A)	194491	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT SNAP BOLTS	863-000	265	5.02
06/09/2016	GENS	3376(A)	101265863	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINT REESE BALL	863-000	265	44.98
06/09/2016	GENS	3376(A)	194265	KINGSLAND'S ACE HARDWARE	BLDG & GRDS VEHICLE MAINTENANCE SUPPL	863-000	265	41.38
06/09/2016	GENS	3376(A)	194474	KINGSLAND'S ACE HARDWARE	COMPLEX MAINTENANCE MULCH	931-000	265	11.84
06/09/2016	GENS	3376(A)	194475	KINGSLAND'S ACE HARDWARE	COMPLEX MAINTENANCE MULCH	931-000	265	5.92
					CHECK GENS 3376(A) TOTAL FOR FUND 101:			516.01
06/09/2016	GENS	3380(A)*#	45666282	WEX BANK	BLDG & GRDS VEHICLE MAINT CITGO MAY	863-000	265	1,213.49
06/09/2016	GENS	3380(A)	45666282	WEX BANK	BLDG & GRDS VEHICLE FUEL CITGO REBATE	864-000	265	(9.97)
					CHECK GENS 3380(A) TOTAL FOR FUND 101:			1,203.52
06/09/2016	GENS	64137	49958	AUTOMATIC EQUIPMENT SALES	DOOR REPAIR	931-000	265	464.60

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06/09/2016	GENS	64138*#	36702195-0	BARTLETT TREE EXPERTS	COMPLEX MAINTENANCE B&G FOLIAGE TREA	931-000	265	26.00
06/09/2016	GENS	64138	36696248-0	BARTLETT TREE EXPERTS	MAIN OFFICE AUSTRIAN PINES	931-000	265	159.00
					CHECK GENS 64138 TOTAL FOR FUND 101:			185.00
06/09/2016	GENS	64147*#	301-02736 5/2016	CINTAS CORP #301	2016 RUG CLEANING SERVICE BLDG	931-000	265	39.64
06/09/2016	GENS	64147	301-02736 5/2016	CINTAS CORP #301	2016 RUG CLEANING SERVICE COMPLEX/BLD	931-000	265	179.36
					CHECK GENS 64147 TOTAL FOR FUND 101:			219.00
06/09/2016	GENS	64148*#	01720517386011 6/16	COMCAST	COMPLEX PHONES INTERNET/CABLE JUNE	924-000	265	206.97
06/09/2016	GENS	64150	6190714	DISCOUNT TIRE	TRAILER TIRES	863-000	265	352.00
06/09/2016	GENS	64153	2618/3	FRUIT BASKET FLOWERLAND	FLOWERS FOR LANDSCAPING	931-000	265	564.90
06/09/2016	GENS	64153	2585/33	FRUIT BASKET FLOWERLAND	FLOWER AND BEDDING PLANTS/LANDSCAPIN	931-000	265	32.97
06/09/2016	GENS	64153	2609/3	FRUIT BASKET FLOWERLAND	FLOWERS AND LANDSCAPE MATERIAL	932-000	265	769.62
06/09/2016	GENS	64153	2594/3	FRUIT BASKET FLOWERLAND	FLOWERS AND LANDSCAPE MATERIAL	932-000	265	766.46
					CHECK GENS 64153 TOTAL FOR FUND 101:			2,133.95
06/09/2016	GENS	64157*#	WS2059561 2/22-5/13	GRAND RAPIDS CITY TREASURER	COMPLEX WATER-SEWER B&G 2/22-5/13	927-000	265	33.64
06/09/2016	GENS	64157	WS2059560 3/2-5/31	GRAND RAPIDS CITY TREASURER	COMPLEX WATER-SEWER B&G FIRE PROTECT	927-000	265	16.36
06/09/2016	GENS	64157	WS2059562 11/13-5/13	GRAND RAPIDS CITY TREASURER	COMPLEX WATER-SEWER B&G IRRIGATION	927-000	265	6.30
					CHECK GENS 64157 TOTAL FOR FUND 101:			56.30
06/09/2016	GENS	64177*#	9766154269	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES MAY	924-100	265	132.44
06/16/2016	GENS	3384(A)*#	192044	QUALITY AIR	MONTHLY MAINTENANCE- B&G JUNE	931-000	265	50.36
06/16/2016	GENS	3384(A)	192044	QUALITY AIR	MONTHLY MAINTENANCE- BUILDING JUNE	931-000	265	78.47
06/16/2016	GENS	3384(A)	192044	QUALITY AIR	MONTHLY MAINTENANCE- COMPLEX JUNE	931-000	265	145.64
					CHECK GENS 3384(A) TOTAL FOR FUND 101:			274.47
06/16/2016	GENS	64181	02012865	B & B TRUCK EQUIPMENT INC	BLADE 18"	863-000	265	95.70
06/16/2016	GENS	64181	02012865	B & B TRUCK EQUIPMENT INC	BLADE 24.5"	863-000	265	80.85
06/16/2016	GENS	64181	02012865	B & B TRUCK EQUIPMENT INC	PULLEY	863-000	265	30.27
06/16/2016	GENS	64181	02012865	B & B TRUCK EQUIPMENT INC	DECK BELT	863-000	265	237.90
					CHECK GENS 64181 TOTAL FOR FUND 101:			444.72
06/16/2016	GENS	64184*#	53151	CANFIELD PLUMBING & HEATING	BOILER WATTS 909-426912-3/4"	931-000	265	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	IRRIGATION FEBCO 765-91729-1 1/2"	931-000	265	75.00
					CHECK GENS 64184 TOTAL FOR FUND 101:			150.00
06/16/2016	GENS	64189*#	38508	FLAGS UNLIMITED LTD	STATE OF MICHIGAN 4X6	931-000	265	57.00
06/16/2016	GENS	64190	FOC192571	FOX FORD MAZDA	BLDG & GRDS VEH MAINT OIL/LUBE 2014 F25	863-000	265	41.45
06/16/2016	GENS	64190	FOC192409	FOX FORD MAZDA	BLDG & GRDS VEH MAINT OIL/LUBE 2014 F25	863-000	265	41.45
					CHECK GENS 64190 TOTAL FOR FUND 101:			82.90
06/16/2016	GENS	64197	3748	RIVERHOUSE	POLO SHIRTS B&G	768-000	265	893.75
06/16/2016	GENS	64208*#	9766338134	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES JUNE	924-100	265	16.03
06/23/2016	GENS	3395(A)*#	9138	THORNAPPLE RIVER NURSERY, INC.	MULCH TWP	931-000	265	980.00

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06/23/2016	GENS	64215*#	43865351	COMCAST	COMPLEX PHONES	924-000	265	149.51
06/23/2016	GENS	64215	43865351	COMCAST	COMPLEX PHONES B&G	924-000	265	28.50
CHECK GENS 64215 TOTAL FOR FUND 101:								178.01
06/23/2016	GENS	64218*#	5/19 CAMPAU CORNER	FIRST BANKCARD	BLDG & GRDS VEHICLE FUEL 5/19 FUEL	864-000	265	57.58
06/23/2016	GENS	64218	5/17/2016 PURCHASES	FIRST BANKCARD	COMPLEX MAINTENANCE BENADRYL	931-000	265	15.94
06/23/2016	GENS	64218	282549	FIRST BANKCARD	FLOWER AND BEDDING PLANTS/LANDSCAPIN	931-000	265	166.77
CHECK GENS 64218 TOTAL FOR FUND 101:								240.29
06/30/2016	GENS	64239	61695708474592 6/16	AT&T	COMPLEX PHONES JUNE	924-000	265	190.46
06/30/2016	GENS	64240	02012904	B & B TRUCK EQUIPMENT INC	WHEEL AND TIRE ASSEMBLY	863-000	265	151.00
06/30/2016	GENS	64240	02012904	B & B TRUCK EQUIPMENT INC	BEARING ASM	863-000	265	133.90
06/30/2016	GENS	64240	02012904	B & B TRUCK EQUIPMENT INC	TIRE	863-000	265	124.00
06/30/2016	GENS	64240	02012904	B & B TRUCK EQUIPMENT INC	SPINDLE ASSEMBLY	863-000	265	295.00
06/30/2016	GENS	64240	02012904	B & B TRUCK EQUIPMENT INC	TIRE AND WHEEL ASSY	863-000	265	232.00
CHECK GENS 64240 TOTAL FOR FUND 101:								935.90
06/30/2016	GENS	64255#	464470	MINER SUPPLY COMPANY	CLEANING SUPPLIES/PAPER PRODUCTS COMI	931-000	265	354.58
06/30/2016	GENS	64257*#	0240-006195440	REPUBLIC SERVICES	COMPLEX MAINTENANCE B&G RECYCLE JULY	931-000	265	63.99
06/30/2016	GENS	64257	0240-006195440	REPUBLIC SERVICES	COMPLEX MAINTENANCE RECYCLE JULY	931-000	265	530.14
CHECK GENS 64257 TOTAL FOR FUND 101:								594.13
06/30/2016	GENS	64260*#	19623	SUPERIOR PEST CONTROL INC	PEST CONTROL- TWP HALL JUNE	931-000	265	16.00
06/30/2016	GENS	64260	19622	SUPERIOR PEST CONTROL INC	PEST CONTROL - B&G JUNE	931-000	265	16.00
CHECK GENS 64260 TOTAL FOR FUND 101:								32.00
Total for department 265:								15,691.93
Department: 276 CEMETERY								
06/02/2016	GENS	64119*#	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012957591 7200 30TH ST SE MAY	921-000	276	26.24
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012548051 5601 WHITNEYVILLE AVE	921-000	276	22.98
CHECK GENS 64119 TOTAL FOR FUND 101:								49.22
06/23/2016	GENS	64214	53520	CANFIELD PLUMBING & HEATING	REPLACE WELL TANK WX250 CEMETERY	932-000	276	750.00
Total for department 276:								799.22
Department: 295 ADMINISTRATIVE								
06/02/2016	GENS	64126	750991	OFFICE MAX	OFFICE SUPPLIES COPY PAPER	727-000	295	129.95
06/02/2016	GENS	64131*#	495546-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	58.08
06/02/2016	GENS	64131	495692-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	29.45
CHECK GENS 64131 TOTAL FOR FUND 101:								87.53
06/02/2016	GENS	64133	SUMMER 2016 PP	WAM PRINT / MAIL INC	MAILING OF NEWSLETTERS- SUMMER 2016 P	885-000	295	1,594.96
06/03/2016	GENS	64135	PROPOSAL 182104	KENT COMMUNICATIONS INC.	POSTAGE	730-000	295	1,119.99
06/03/2016	GENS	64135	PROPOSAL 182104	KENT COMMUNICATIONS INC.	SERVICES	730-000	295	201.94
CHECK GENS 64135 TOTAL FOR FUND 101:								1,321.93
06/09/2016	GENS	3373(A)*#	412927	FIRST CHOICE COFFEE SERVICE	COFFEE SERVICE FOR TWP. HALL	787-000	295	139.82

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06/09/2016	GENS	64167#	1000015084 5/2016	MLIVE MEDIA GROUP	PRINTING/PUBLISHING ADV SECRETARY/RECI	900-000	295	207.11
06/09/2016	GENS	64174	495299-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	214.27
06/09/2016	GENS	64178*#	3560	VREDEVELD HAEFNER LLC	2015 AUDIT FINAL BILLING FINAL	807-000	295	1,120.00
06/16/2016	GENS	3381(A)*#	352213	FISHBECK THOMPSON CARR & HUBER ENGINEERING COSTS REC PARK IMPR		821-000	295	90.00
06/16/2016	GENS	3381(A)	352212	FISHBECK THOMPSON CARR & HUBER ENGINEERING COSTS CASCAE PAPER CONVER		821-000	295	216.00
06/16/2016	GENS	3381(A)	352212	FISHBECK THOMPSON CARR & HUBER ENGINEERING COSTS HOLIDAY EXPRESS		821-000	295	165.00
06/16/2016	GENS	3381(A)	352212	FISHBECK THOMPSON CARR & HUBER ENGINEERING COSTS AIRPORT VIEWING ARE/		821-000	295	82.50
				CHECK GENS 3381(A) TOTAL FOR FUND 101:				553.50
06/16/2016	GENS	3383(A)	52046	MUNICIPAL WEB SERVICES	WEBSITE HOSTING	815-000	295	155.00
06/16/2016	GENS	64180	0000252811	290 SIGN SYSTEMS	BASES	787-000	295	311.64
06/16/2016	GENS	64180	0000252811	290 SIGN SYSTEMS	NAMEPLATE	787-000	295	18.06
06/16/2016	GENS	64180	0000252811	290 SIGN SYSTEMS	FREIGHT	787-000	295	8.00
				CHECK GENS 64180 TOTAL FOR FUND 101:				337.70
06/16/2016	GENS	64188*#	48478	FALCON PRINTING INC	NEWSLETTER PUBLICATION SUMMER 2016	885-000	295	3,533.33
06/16/2016	GENS	64194	9002446452	KONICA MINOLTA BUSINESS SOLUTIO	WORKROOM COPY CHARGES2/28-5/27	939-000	295	1,594.86
06/16/2016	GENS	64198*#	496655-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	67.43
06/16/2016	GENS	64207	975989	VARNUM	LEGAL FEES TOWNSHIP HALL	826-000	295	2,244.60
06/16/2016	GENS	64207	975548	VARNUM	LEGAL FEES MAY 2016	826-000	295	789.90
06/16/2016	GENS	64207	345249	VARNUM	LEGAL FEES BRODY	826-000	295	120.00
06/16/2016	GENS	64207	975549	VARNUM	LEGAL FEES MAY	826-000	295	291.20
06/16/2016	GENS	64207	975552	VARNUM	LEGAL FEES PLANNING COMMISSION HEARIN	826-000	295	91.00
				CHECK GENS 64207 TOTAL FOR FUND 101:				3,536.70
06/16/2016	GENS	64208*#	9766338134	VERIZON WIRELESS	CELL PHONES/DATA JUNE	924-100	295	16.03
06/23/2016	GENS	3391(A)	821796	APPLIED IMAGING	MONTHLY MAINT COPIER/ADM	939-000	295	14.85
06/23/2016	GENS	3391(A)	821796	APPLIED IMAGING	MONTHLY MAINT COPIER/ADM	939-000	295	177.04
				CHECK GENS 3391(A) TOTAL FOR FUND 101:				191.89
06/23/2016	GENS	64210	REFUND COURT COST	AMOS, DEBBIE	LEGAL FEES AMOS-REFUND COURT COST	826-000	295	80.00
06/23/2016	GENS	64218*#	110902	FIRST BANKCARD	OTHER EXPENSES COMM BLDG LUNCHEON	787-000	295	281.96
06/23/2016	GENS	64218	MAY 2016	FIRST BANKCARD	OTHER EXP- COMMUNITY BUILD LUNCHEON	787-000	295	109.84
06/23/2016	GENS	64218	MAY 2016	FIRST BANKCARD	OTHER EXP- COMM BUILD LUNCHEON 6/9	787-000	295	29.67
06/23/2016	GENS	64218	6/7-6/8/2016 ICE	FIRST BANKCARD	OTHER EXPENSES ICE COMM BUILD 6/6-6/8	787-000	295	15.87
06/23/2016	GENS	64218	6/5-6/7 COMM BUILD	FIRST BANKCARD	OTHER EXP- SUPPLIES COMMUNITY BUILD	787-000	295	46.46
06/23/2016	GENS	64218	47890-1605	FIRST BANKCARD	COMPUTER COSTS-WEB SITE FILE STORAGE	815-100	295	154.00
06/23/2016	GENS	64218	9403134445	FIRST BANKCARD	SMALL EQUIPMENT/FURNITURE FAX MACHIN	981-000	295	189.99
				CHECK GENS 64218 TOTAL FOR FUND 101:				827.79
06/23/2016	GENS	64221	381635	KENTWOOD RENTAL INC	OTHER EXPENSES SOUND SYSTEM MEMORIAI	787-000	295	200.00

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06/23/2016	GENS	64222	181881	KENT COMMUNICATIONS INC.	PRINTING AND MAILING OF THE TAX BILLS	814-000	295	3,197.04
06/23/2016	GENS	64226	1000845905	PITNEY BOWES INC	OFFICE SUPPLIES RED INK FOR PLOSTAGE	727-000	295	87.54
06/23/2016	GENS	64233*#	497416-0	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	163.98
06/23/2016	GENS	64233	496901-2	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	25.56
06/23/2016	GENS	64233	496901-0	SUPPLYGEEKS.BIZ	GENERAL FUND SUPPLIES LABELS	727-000	295	45.65
				CHECK GENS 64233 TOTAL FOR FUND 101:				235.19
06/23/2016	GENS	64237	1135662	WAM PRINT / MAIL INC	MAILING OF NEWSLETTERS SUMMER 2016	885-000	295	284.02
06/30/2016	GENS	3398(A)	91358-2	FUNNY BUSINESS AGENCY INC	JULY 4TH CONTRACT FOR JULY 4TH 2016	881-000	295	20,286.05
06/30/2016	GENS	64248	21128	HAMILTON HELICOPTERS INC.	INSECT/WEED CONTROL GYPSY MOTH SPRAY	816-000	295	24,192.00
				Total for department 295:				64,191.64
Department: 445 DRAIN								
06/09/2016	GENS	3374(A)*#	349840	FISHBECK THOMPSON CARR & HUBER	STORM WATER GRANT MATCH/KCDC APRIL	818-000	445	774.70
06/09/2016	GENS	3374(A)	347429	FISHBECK THOMPSON CARR & HUBER	STORM WATER GRANT MATCH/KCDC FEB	818-000	445	468.40
06/09/2016	GENS	3374(A)	349840	FISHBECK THOMPSON CARR & HUBER	STORM WATER/SAW GRANT CONTR SERVICE	818-010	445	6,972.30
06/09/2016	GENS	3374(A)	347429	FISHBECK THOMPSON CARR & HUBER	STORM WATER/SAW GRANT CONTR SERVICE	818-010	445	4,215.60
				CHECK GENS 3374(A) TOTAL FOR FUND 101:				12,431.00
06/16/2016	GENS	3381(A)*#	351440	FISHBECK THOMPSON CARR & HUBER	DRAIN ENGINEERING CASC/SCHOOLHOUSE C	821-000	445	3,038.20
				Total for department 445:				15,469.20
Department: 448 STREET LIGHTS								
06/02/2016	GENS	64119*#	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100011965082 2870 JACK SMITH AVE SE	926-000	448	91.24
06/09/2016	GENS	64146	100000373306 6/2016	CONSUMERS ENERGY	STREETLIGHTING MAY	926-000	448	8,564.13
06/16/2016	GENS	64192	409854	KENT COUNTY ROAD COMMISSION	TRAFFIC SIGNALS MAY 2016	927-100	448	9.44
				Total for department 448:				8,664.81
Department: 652 TRANSPORTATION								
06/09/2016	GENS	64160	074120	HOPE NETWORK	SENIOR AND DISABLED TRANSPORTATION 20	859-000	652	4,143.75
06/09/2016	GENS	64162*#	08671-	INTERURBAN TRANSIT PARTNERSHIP	LINEHAUL SERVICE - 36TH STREET MAY	861-000	652	2,386.71
06/09/2016	GENS	64162	086721	INTERURBAN TRANSIT PARTNERSHIP	28TH STREET LINEHAUL SERVICE APRIL	861-100	652	23,975.70
				CHECK GENS 64162 TOTAL FOR FUND 101:				26,362.41
06/30/2016	GENS	64251*#	087058A	INTERURBAN TRANSIT PARTNERSHIP	LINEHAUL SERVICE - 36TH STREET JUNE	861-000	652	2,386.71
06/30/2016	GENS	64251	087058	INTERURBAN TRANSIT PARTNERSHIP	28TH STREET LINEHAUL SERVICE MAY	861-100	652	23,975.70
				CHECK GENS 64251 TOTAL FOR FUND 101:				26,362.41
				Total for department 652:				56,868.57
Department: 721 PLANNING								
06/02/2016	GENS	64121	48462	FALCON PRINTING INC	COMM DEV SUPPLIES BUSINESS CARDS PETE	727-000	721	48.00

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06/09/2016	GENS	64151	MILG 5/04-5/25	FAST, STEPHANIE	PLANNING MILEAGE- FAST 146 MILES	860-000	721	78.84
06/09/2016	GENS	64167#	1000015084 5/2016	MLIVE MEDIA GROUP	PRINTING & PUBLISHING MAY ADV	900-000	721	439.50
06/09/2016	GENS	64177*#	9766154269	VERIZON WIRELESS	COMM DEV CELL/MAY	925-000	721	101.28
06/16/2016	GENS	3381(A)*#	352219	FISHBECK THOMPSON CARR & HUBER SPECIAL PROJECTS-	CASC/GATEWAY SIGNS	967-000	721	268.50
06/23/2016	GENS	64218*#	B&G MTG 5/17	FIRST BANKCARD	COMM DEV EXPENSE ACCOUNT B& G MTG	862-500	721	90.94
06/23/2016	GENS	64218	1086725646	FIRST BANKCARD	COMM DEV SMALL EQUIP AND FURN- SCAN I	981-000	721	71.92
06/23/2016	GENS	64218	1030415867	FIRST BANKCARD	COMM DEV SMALL EQUIP AND FURN SCAN D	981-000	721	49.35
					CHECK GENS 64218 TOTAL FOR FUND 101:			212.21
06/23/2016	GENS	64231	5164058	SNELLING STAFFING SERVICES	DDA MINUTES 6/17	787-000	721	111.60
06/30/2016	GENS	64259	5165226	SNELLING STAFFING SERVICES	MINUTES 6/19	787-000	721	106.95
					Total for department 721:			1,366.88
Department: 756 PARKS								
06/02/2016	GENS	3366(A)*#	47265	AQUARIUS LAWN SPRINKLING	REC PARK	935-000	756	87.50
06/02/2016	GENS	3366(A)	47267	AQUARIUS LAWN SPRINKLING	TASSEL PARK TURN ON IRRIG	935-000	756	87.50
06/02/2016	GENS	3366(A)	47266	AQUARIUS LAWN SPRINKLING	TASSEL PARK	935-000	756	372.67
06/02/2016	GENS	3366(A)	47268	AQUARIUS LAWN SPRINKLING	TASSEL PARK REPAIR ZONE HIT BY TREE	935-000	756	107.23
					CHECK GENS 3366(A) TOTAL FOR FUND 101:			654.90
06/02/2016	GENS	3368(A)	91726	KERKSTRA PORTABLE RESTROOM SER	PORTABLE TOILETS FOR PEACE AND MCGRAV	935-000	756	110.00
06/02/2016	GENS	3369(A)*#	CLIP41268	THORNAPPLE RIVER NURSERY, INC.	TASSELL PARK WEED & FEED #1	935-000	756	200.00
06/02/2016	GENS	64114	REC PARK 5/23/16	BOSSCHER ELECTRIC INC	5 HP WELL HOOK-UP AND LABOR	935-000	756	232.48
06/02/2016	GENS	64116	53146	CANFIELD PLUMBING & HEATING	PARK MAINT- 2900 THORNAPPLE- W TOILET	935-000	756	77.00
06/02/2016	GENS	64119*#	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100014570889 3820 THORNAPPLE RIV DR	921-000	756	44.35
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100014570673 3804 THORNAPPLE RIV DR	921-000	756	85.92
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012592265 2900 THORNAPPLE RIV DR	921-000	756	211.20
					CHECK GENS 64119 TOTAL FOR FUND 101:			341.47
06/02/2016	GENS	64123*#	5012885	THE HOME DEPOT CREDIT SERVICES	PARK MAINTENANCE- BLACKTOP AND FENCIN	935-000	756	203.61
06/02/2016	GENS	64123	6014389	THE HOME DEPOT CREDIT SERVICES	PARK MAINTENANCE 2X4'S	935-000	756	20.76
					CHECK GENS 64123 TOTAL FOR FUND 101:			224.37
06/02/2016	GENS	64128*#	0240-006159056	REPUBLIC SERVICES	PARK MAINTENANCE RECYCLE JUNE	935-000	756	454.78
06/09/2016	GENS	3376(A)*#	194270	KINGSLAND'S ACE HARDWARE	PARK MAINT BACK FLOW PREVENTER	935-000	756	11.68
06/09/2016	GENS	64157*#	WS2064692 11/2-5/11	GRAND RAPIDS CITY TREASURER	PARK WATER-SEWER IRRIGATION	927-000	756	82.55
06/09/2016	GENS	64157	WS2064693 2/18-5/11	GRAND RAPIDS CITY TREASURER	PARK WATER-SEWER 2900 THORNAPPLE RIV	927-000	756	249.98
					CHECK GENS 64157 TOTAL FOR FUND 101:			332.53

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06/16/2016	GENS	3382(A)	92967	KERKSTRA PORTABLE RESTROOM SER	PORTABLE TOILETS FOR PEACE AND MCGRAV	935-000	756	110.00
06/16/2016	GENS	3384(A)*#	192044	QUALITY AIR	MONTHLY MAINTENANCE- PARKS JUNE	935-000	756	11.66
06/16/2016	GENS	64184*#	53605	CANFIELD PLUMBING & HEATING	PARK MAINT LADIES RESTROOM REC PARK	935-000	756	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	FOUNTAIN WILKINS 975-126355-1 1/2"	935-000	756	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	IRRIGATION WILKINS 720-T281512-1"	935-000	756	75.00
					CHECK GENS 64184 TOTAL FOR FUND 101:			225.00
06/23/2016	GENS	3395(A)*#	9138	THORNAPPLE RIVER NURSERY, INC.	MULCH PARK	935-000	756	980.00
06/23/2016	GENS	64215*#	43865351	COMCAST	PARK PHONES	924-000	756	21.36
06/30/2016	GENS	3397(A)	000872763	CRYSTAL FLASH ENERGY	PROPANE CATHODIC TESTING FEE	935-000	756	80.00
06/30/2016	GENS	3403(A)	9271	THORNAPPLE RIVER NURSERY, INC.	PARK MAINTENANCE- WOOD CHIPS	935-000	756	76.00
06/30/2016	GENS	64241*#	36696239-0	BARTLETT TREE EXPERTS	REC PARK TREE TREATMENT 6/14	935-000	756	403.00
06/30/2016	GENS	64255#	464568	MINER SUPPLY COMPANY	CLEANING SUPPLIES/PARK MAINTENANCE	935-000	756	511.23
06/30/2016	GENS	64255	464333	MINER SUPPLY COMPANY	DISINFECTANT	935-000	756	98.50
06/30/2016	GENS	64255	464333	MINER SUPPLY COMPANY	60 GL LINER	935-000	756	114.24
					CHECK GENS 64255 TOTAL FOR FUND 101:			723.97
06/30/2016	GENS	64257*#	0240-006195440	REPUBLIC SERVICES	PARK MAINTENANCE RECYCLE JULY	935-000	756	461.47
					Total for department 756:			5,731.67
Department: 803 HISTORICAL								
06/02/2016	GENS	64119*#	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012592398 2839 THORNAPPLE RIV DR	921-000	803	42.53
06/02/2016	GENS	64120*#	457268600030 5/2016	DTE ENERGY	MUSEUM - HEATING/UTILITY MAY	923-000	803	43.54
06/09/2016	GENS	64157*#	WS2064703 2/19-5/11	GRAND RAPIDS CITY TREASURER	MUSEUM WATER-SEWER 2/19-5/11	927-000	803	58.01
06/09/2016	GENS	64157	WS2144359 4/20-5/11	GRAND RAPIDS CITY TREASURER	MUSEUM WATER-SEWER IRRIGATION	927-000	803	59.81
					CHECK GENS 64157 TOTAL FOR FUND 101:			117.82
06/16/2016	GENS	3384(A)*#	192044	QUALITY AIR	MONTHLY MAINTENANCE- MUSEUM JUNE	961-000	803	32.05
06/16/2016	GENS	64196	MUSEUM CHIMNEY	PRINS BROTHER INC	REPLACED CHIMNEY CAP & BRICKS	961-000	803	2,350.00
06/16/2016	GENS	64196	MUSEUM CHIMNEY	PRINS BROTHER INC	LABOR & MATERIALS	961-000	803	120.00
					CHECK GENS 64196 TOTAL FOR FUND 101:			2,470.00
06/30/2016	GENS	64260*#	19145	SUPERIOR PEST CONTROL INC	PEST CONTROL - MUSEUM ANTS	961-000	803	48.00
06/30/2016	GENS	64260	19621	SUPERIOR PEST CONTROL INC	PEST CONTROL - MUSEUM JUNE	961-000	803	45.00
					CHECK GENS 64260 TOTAL FOR FUND 101:			93.00
					Total for department 803:			2,798.94
Department: 850 BENEFITS/INSURANCE								
06/02/2016	GENS	64127*	161350064968	PRIORITY HEALTH	HEALTH INSURANCE BENEFITS JUNE	719-000	850	12,546.49

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06/09/2016	GENS	64152*	2000668	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS JUNE	718-000	850	146.43
06/16/2016	GENS	64186*	RIS0001140028	DELTA DENTAL	DENTAL INSURANCE BENEFITS JULY	721-000	850	1,093.76
06/16/2016	GENS	64186	RIS0001140028	DELTA DENTAL	MI CLAIMS TAX - DENTAL JULY	721-200	850	6.67
					CHECK GENS 64186 TOTAL FOR FUND 101:			1,100.43
06/23/2016	GENS	64227*	161660065026	PRIORITY HEALTH	HEALTH INSURANCE BENEFITS JULY	719-000	850	11,352.88
06/30/2016	GENS	64256*#	000540712005	MUTUAL OF OMAHA INSURANCE	LIFE & DIS INSURANCE BENEFITS LTD JULY	720-000	850	444.61
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	LIFE & DIS INSURANCE BENEFITS ADD JULY	720-000	850	27.25
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	LIFE & DIS INSURANCE BENEFITS LIF JULY	720-000	850	179.25
					CHECK GENS 64256 TOTAL FOR FUND 101:			651.11
					Total for department 850:			25,797.34
Department: 901 CAPITAL OUTLAY								
06/02/2016	GENS	64109	02012510	B & B TRUCK EQUIPMENT INC	DUMP REPLACEMENT	970-000	901	10,588.05
06/09/2016	GENS	64154	PJL-0036750	GAMETIME	DONOR SIGN	974-000	901	2,798.46
06/23/2016	GENS	64230	MO16078	SINCLAIR RECREATION LLC	GRAPHIC FOR DONOR SIGN	974-000	901	330.00
06/23/2016	GENS	64236	DOWNPYMT ENTRY	VALLEY CITY SIGNS	IST PAYMENT ENTRY SIGN	974-000	901	12,128.00
					Total for department 901:			25,844.51
Department: 965 TRANSFERS OUT								
06/16/2016	GENS	64185	JUNE 2016 GF ALLOC	CASCADE CHARTER TOWNSHIP	TRANSFER TO FIRE FUND JUNE 2016	999-006	965	33,333.33
06/30/2016	GENS	64245	3RD QRT GF ALLOC	CASCADE CHARTER TOWNSHIP	TRANSFER TO DAM MAJOR REPAIR 3RD QRT	999-005	965	10,000.00
					Total for department 965:			43,333.33
					Total for fund 101 GENERAL FUND			272,605.71
FUND 151 - CEMETERY TRUST FUND								
06/02/2016	GENS	64123*#	7251026	THE HOME DEPOT CREDIT SERVICES	MAINT & REPAIR/IMPROVEMENTS 4/8 PLYW(931-000	276	127.76
					Total for department 276:			127.76
					Total for fund 151 CEMETERY TRUST FUND			127.76
FUND 206 - FIRE FUND								
06/02/2016	GENS	3366(A)*#	47259	AQUARIUS LAWN SPRINKLING	BUTTRICK FIRE STATION - TURN ON IRRIGAT	936-002	336	328.87
06/02/2016	GENS	3367(A)	1615201	FUEL MANAGEMENT SYSTEM	FIRE FUELS	745-000	336	240.49
06/02/2016	GENS	3367(A)	1615201	FUEL MANAGEMENT SYSTEM	FIRE FUELS	745-000	336	(10.03)
					CHECK GENS 3367(A) TOTAL FOR FUND 206:			230.46
06/02/2016	GENS	3369(A)*#	CLIP41131	THORNAPPLE RIVER NURSERY, INC.	BUTTRICK FIRE STA. WEED & FEED 2/3 #1	936-002	336	107.00
06/02/2016	GENS	64113	FDI CONF 4/20-22	BOLT, MICHAEL	FIRE EDBOLT & STEVENSON FDIC CONF PARKI	724-000	336	40.55

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06/02/2016	GENS	64113	FDI CONF 4/20-22	BOLT, MICHAEL	FIRE EDUCATION BOLT FDIC CONF LODGING	724-000	336	301.86
06/02/2016	GENS	64113	FDI CONF 4/20-22	BOLT, MICHAEL	FIRE ED BOLT & STEVENSON FDIC CONF MEAI	724-000	336	358.30
06/02/2016	GENS	64113	FDI CONF 4/20-22	BOLT, MICHAEL	FIRE ED BOLT & STEVENSON FDIC CONF MILA	724-000	336	348.30
					CHECK GENS 64113 TOTAL FOR FUND 206:			1,049.01
06/02/2016	GENS	64119*#	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012762959 2990 BUTTRICK AVE SE	921-002	336	582.53
06/02/2016	GENS	64120*#	457268600048 5/2016	DTE ENERGY	FIRE HEATING/BUTTRICK MAY	923-002	336	69.42
06/02/2016	GENS	64123*#	6585238	THE HOME DEPOT CREDIT SERVICES	FIRE STATION MAINT 20W HALOGEN	936-000	336	15.94
06/02/2016	GENS	64123	1594759	THE HOME DEPOT CREDIT SERVICES	FIRE STATION MAINT/BUTTRICK GAS GRILL	936-002	336	179.00
					CHECK GENS 64123 TOTAL FOR FUND 206:			194.94
06/02/2016	GENS	64128*#	0240-006159056	REPUBLIC SERVICES	FIRE STATION MAINT/BUTTRICK RECYCLE JUN	936-002	336	126.15
06/02/2016	GENS	64132	116787	TIME EMERGENCY EQUIPMENT	HIGH RISE PACKS FOR ALL 3 ENGINES	938-000	336	1,821.70
06/09/2016	GENS	3373(A)*#	412926	FIRST CHOICE COFFEE SERVICE	FIRE OTHER EXPENSES COFFEE SERVICE	787-000	336	78.95
06/09/2016	GENS	3375(A)	261191	NAPA AUTO PARTS	FIRE EQUIPMENT MAINT OIL & OIL DRY	938-000	336	82.55
06/09/2016	GENS	3375(A)	266447	NAPA AUTO PARTS	FIRE EQUIPMENT MAINT TAIL NET	938-000	336	42.49
06/09/2016	GENS	3375(A)	267215	NAPA AUTO PARTS	FIRE EQUIPMENT MAINT DEFROSTER	938-000	336	17.98
					CHECK GENS 3375(A) TOTAL FOR FUND 206:			143.02
06/09/2016	GENS	3376(A)*#	194290	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT KITCHEN SUPPLIES	936-000	336	36.96
06/09/2016	GENS	3376(A)	194299	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT BATTERIES/KITCHEN SU	936-000	336	23.00
06/09/2016	GENS	3376(A)	194406	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT CIRCUIT BREAKERS	936-000	336	58.49
06/09/2016	GENS	3376(A)	194407	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT CR ON INV 194406	936-000	336	(58.49)
06/09/2016	GENS	3376(A)	194322	KINGSLAND'S ACE HARDWARE	FIRE EQUIPMENT MAINT SPRAY PAINT	938-000	336	24.94
					CHECK GENS 3376(A) TOTAL FOR FUND 206:			84.90
06/09/2016	GENS	3380(A)*#	45666282	WEX BANK	FIRE FUELS CITGO MAY	745-000	336	708.74
06/09/2016	GENS	64138*#	36702195-0	BARTLETT TREE EXPERTS	BUTTRICK FIRE STATION FOLIAGE TREATMEN	936-002	336	52.00
06/09/2016	GENS	64147*#	301-02736 5/2016	CINTAS CORP #301	2016 RUG CLEANING SERVICE FIRE	936-000	336	95.72
06/09/2016	GENS	64147	301-02736 5/2016	CINTAS CORP #301	2016 RUG CLEANING SERVICE S.C.	936-000	336	30.60
					CHECK GENS 64147 TOTAL FOR FUND 206:			126.32
06/09/2016	GENS	64148*#	01720517386011 6/16	COMCAST	FIRE PHONES CABLE JUNE	924-000	336	119.75
06/09/2016	GENS	64148	01720575391010 5/21	COMCAST	FIRE PHONES/BUTTRICK XFINITY JUNE	924-002	336	42.62
06/09/2016	GENS	64148	01720206159018 5/21	COMCAST	FIRE PHONES/BUTTRICK INTERNET JUNE	924-002	336	94.90
					CHECK GENS 64148 TOTAL FOR FUND 206:			257.27
06/09/2016	GENS	64156	36100-50522344 9/2	GRAND RAPIDS PRESS	FIRE PUBLICATIONS GR PRESS 6/09-9/02	901-000	336	48.00
06/09/2016	GENS	64157*#	WS2059561 2/22-5/13	GRAND RAPIDS CITY TREASURER	FIRE WATER/BUTTRICK 2/22-5/13	927-002	336	67.29
06/09/2016	GENS	64157	WS2059560 3/2-5/31	GRAND RAPIDS CITY TREASURER	FIRE WATER/BUTTRICK FIRE PROTECTION	927-002	336	32.71
06/09/2016	GENS	64157	WS2059562 11/13-5/13	GRAND RAPIDS CITY TREASURER	FIRE WATER/BUTTRICK IRRIGATION	927-002	336	12.61
					CHECK GENS 64157 TOTAL FOR FUND 206:			112.61

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06/09/2016	GENS	64163	AR144256	KRAFT BUSINESS SYSTEM	FIRE COPIER/LEASE/SERVICE SHARP MX-M36:	939-000	336	66.83
06/09/2016	GENS	64169	IAAI CONF 5/24-27/16	ROBERT J NORRIS	FIRE EDUCATION NORRIS IAAI CONF MILG	724-000	336	172.80
06/09/2016	GENS	64169	IAAI CONF 5/24-27/16	ROBERT J NORRIS	FIRE EDUCATION NORRIS IAAI CONF REGISTR	724-000	336	250.00
					CHECK GENS 64169 TOTAL FOR FUND 206:			422.80
06/09/2016	GENS	64171	IAAI CONF 5/24-27/16	DOUGLAS P. POOLMAN	FIRE EDUCATION POOLMAN LODGING	724-000	336	549.45
06/09/2016	GENS	64171	IAAI CONF 5/24-27/16	DOUGLAS P. POOLMAN	FIRE EDUCATION POOLMAN MILG	724-000	336	92.34
06/09/2016	GENS	64171	IAAI CONF 5/24-27/16	DOUGLAS P. POOLMAN	FIRE EDUCATION POOLMAN IAAI CONF REGIS	724-000	336	125.00
					CHECK GENS 64171 TOTAL FOR FUND 206:			766.79
06/09/2016	GENS	64173	16-2666	STROBRIDGE, JAMES R	CLEARANCE INSPECTION FOR STATION 2 KITC	936-002	336	996.00
06/09/2016	GENS	64175	28250600	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANIN	936-000	336	39.95
06/09/2016	GENS	64175	28229705	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANIN	936-000	336	39.95
06/09/2016	GENS	64175	28235474	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANIN	936-000	336	39.95
06/09/2016	GENS	64175	28240504	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANIN	936-000	336	39.95
06/09/2016	GENS	64175	28245587	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANIN	936-000	336	39.95
					CHECK GENS 64175 TOTAL FOR FUND 206:			199.75
06/09/2016	GENS	64177*#	9766154269	VERIZON WIRELESS	FIRE PHONES MAY	924-000	336	111.28
06/09/2016	GENS	64178*#	3560	VREDEVELD HAEFNER LLC	2015 AUDIT FINAL BILLING	807-000	336	165.00
06/09/2016	GENS	64178	3560	VREDEVELD HAEFNER LLC	FIRE AUDIT FEES & SERVICES FINAL	807-000	336	45.00
					CHECK GENS 64178 TOTAL FOR FUND 206:			210.00
06/16/2016	GENS	3384(A)*#	192044	QUALITY AIR	MONTHLY MAINTENANCE- FIRE JUNE	936-000	336	82.35
06/16/2016	GENS	3384(A)	192044	QUALITY AIR	MONTHLY MAINTENANCE- FIRE BUTTRICK JU	936-002	336	128.34
					CHECK GENS 3384(A) TOTAL FOR FUND 206:			210.69
06/16/2016	GENS	64182	36702193-0	BARTLETT TREE EXPERTS	25-0-12-1MG BOOST TO PLANTS & TREES	936-002	336	299.00
06/16/2016	GENS	64184*#	53151	CANFIELD PLUMBING & HEATING	BOILER WATTS 909-354833-1 1/2"	936-000	336	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	BOILER WILKINS 975-1879413-3/4"	936-000	336	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	IRRIGATION FEBCO 765-H001171-1 1/2"	936-002	336	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	AMES 2000SS-2DL0812-4"	936-002	336	75.00
					CHECK GENS 64184 TOTAL FOR FUND 206:			300.00
06/16/2016	GENS	64189*#	38508	FLAGS UNLIMITED LTD	POW	936-002	336	26.50
06/16/2016	GENS	64189	38508	FLAGS UNLIMITED LTD	STATE OF MICHIGAN 3X5	936-002	336	26.50
06/16/2016	GENS	64189	38508	FLAGS UNLIMITED LTD	USA 5x8	936-002	336	66.00
					CHECK GENS 64189 TOTAL FOR FUND 206:			119.00
06/16/2016	GENS	64208*#	9766348903	VERIZON WIRELESS	FIRE PHONES MODEMS JUNE	924-000	336	118.66
06/16/2016	GENS	64208	9766338134	VERIZON WIRELESS	FIRE PHONES JUNE	924-000	336	16.03
					CHECK GENS 64208 TOTAL FOR FUND 206:			134.69
06/23/2016	GENS	3392(A)	MARCH 2016 CLEANING	BEST CLEANERS	FIRE UNIFORMS MARCH CLEANING	768-000	336	127.85
06/23/2016	GENS	3392(A)	MAY 2016 CLEANING	BEST CLEANERS	FIRE UNIFORMS MAY 2016 CLEANING	768-000	336	129.85
					CHECK GENS 3392(A) TOTAL FOR FUND 206:			257.70
06/23/2016	GENS	3393(A)	1616701	FUEL MANAGEMENT SYSTEM	FIRE FUELS	745-000	336	(11.80)
06/23/2016	GENS	3393(A)	1616701	FUEL MANAGEMENT SYSTEM	FIRE FUELS	745-000	336	326.26

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06/23/2016	GENS	64215*#	43865351	COMCAST	FIRE PHONES	924-000	336	56.96
06/23/2016	GENS	64215	43865351	COMCAST	FIRE PHONES/BUTTRICK	924-002	336	21.36
CHECK GENS 64215 TOTAL FOR FUND 206:								78.32
06/23/2016	GENS	64218*#	1039554310	FIRST BANKCARD	FIRE EQUIPMENT MAINT TRAVELER ADAPTOF	938-000	336	52.98
06/23/2016	GENS	64229	485689	SHMG OCCUPATIONAL HEALTH	FIRE PHYSICAL EXAMS- KNOWLES	957-000	336	106.00
06/23/2016	GENS	64234	34708	TECH MASTER INC	REPAIRS TO RESCUE 7 CHARGING SYSTEM	938-000	336	1,015.26
06/23/2016	GENS	64235	117007	TIME EMERGENCY EQUIPMENT	HIGH RISE PACKS FOR ALL 3 ENGINE-GREEN	938-000	336	380.00
06/30/2016	GENS	3399(A)	192563	QUALITY AIR	REPLACE THERMOSTAT AT STATION 2,	936-002	336	365.54
06/30/2016	GENS	3400(A)	486475	SHMG OCCUPATIONAL HEALTH	FIRE PHYSICAL EXAMS- KNOWLES	957-000	336	62.00
06/30/2016	GENS	64244	46138	CASCADE AUTOMOTIVE SERVICE	FIRE EQUIP MAINT OIL LUBE 2015 CHEVY SUB	938-000	336	76.93
06/30/2016	GENS	64247	3842	EMPCO	WRITTEN FULLTIME TEST	803-000	336	972.00
06/30/2016	GENS	64249	6044770	THE HOME DEPOT CREDIT SERVICES	FIRE STATION MAINT- 20A BREAKER	936-000	336	65.97
06/30/2016	GENS	64253	6226120708	LENOVO (US) INC	LENOVO T460 SERIES THINK PAD	937-000	336	929.25
06/30/2016	GENS	64257*#	0240-006195440	REPUBLIC SERVICES	FIRE STATION MAINT/BUTTRICK RECYCLE JUL'	936-002	336	128.00
06/30/2016	GENS	64258	24107	SCOTT'S SIGNS LLC	FIRE EQUIP MAINT- REPLACE DECALS 2007 CI-	938-000	336	80.00
06/30/2016	GENS	64260*#	19623	SUPERIOR PEST CONTROL INC	PEST CONTROL - STA 1 JUNE	936-000	336	32.00
06/30/2016	GENS	64260	19622	SUPERIOR PEST CONTROL INC	PEST CONTROL - STA 2 JUNE	936-002	336	32.00
CHECK GENS 64260 TOTAL FOR FUND 206:								64.00
Total for department 336:								14,907.13
Department: 850 BENEFITS/INSURANCE								
06/02/2016	GENS	64127*	161350064968	PRIORITY HEALTH	HEALTH INSURANCE BENEFITS JUNE	719-000	850	10,769.07
06/09/2016	GENS	64142	MI10208	BURNHAM AND FLOWER AGENCY INC	FIRE CASUALTY INSURANCE INSTALL 2 OF 3	720-100	850	6,171.00
06/09/2016	GENS	64152*	2000668	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS JUNE	718-000	850	194.82
06/16/2016	GENS	64186*	RIS0001140028	DELTA DENTAL	DENTAL INSURANCE BENEFITS JULY	721-000	850	1,834.30
06/16/2016	GENS	64186	RIS0001140028	DELTA DENTAL	MI CLAIMS TAX - DENTAL JULY	721-200	850	11.19
CHECK GENS 64186 TOTAL FOR FUND 206:								1,845.49
06/23/2016	GENS	64227*	161660065026	PRIORITY HEALTH	HEALTH INSURANCE BENEFITS JULY	719-000	850	10,769.07

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06/30/2016	GENS	64256**	000540712005	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE AD&D JULY	720-000	850	29.34
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE LTD JULY	720-000	850	458.96
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	LIFE & DIS INSURANCE BENEFITS LIF JULY	720-000	850	193.00
					CHECK GENS 64256 TOTAL FOR FUND 206:			681.30
					Total for department 850:			30,430.75
Department: 901 CAPITAL OUTLAY								
06/02/2016	GENS	64117	110000249-1	CHROUCH COMMUNICATIONS INC	MOUNTS, ANTENNAS FOR MOBILE COMPUTE 980-000	980-000	901	1,999.60
06/02/2016	GENS	64117	125000033-2	CHROUCH COMMUNICATIONS INC	MOUNTS, ANTENNAS FOR MOBILE COMPUTE 980-000	980-000	901	818.00
06/02/2016	GENS	64117	125000031-1	CHROUCH COMMUNICATIONS INC	MOUNTS, ANTENNAS FOR MOBILE COMPUTE 980-000	980-000	901	638.00
06/02/2016	GENS	64117	125000029-1	CHROUCH COMMUNICATIONS INC	MOUNTS, ANTENNAS FOR MOBILE COMPUTE 980-000	980-000	901	292.74
06/02/2016	GENS	64117	125000032-1	CHROUCH COMMUNICATIONS INC	MOUNTS, ANTENNAS FOR MOBILE COMPUTE 980-000	980-000	901	449.00
06/02/2016	GENS	64117	125000078-1	CHROUCH COMMUNICATIONS INC	MOUNTS, ANTENNAS FOR MOBILE COMPUTE 980-000	980-000	901	137.20
06/02/2016	GENS	64117	125000089-1	CHROUCH COMMUNICATIONS INC	MOUNTS, ANTENNAS FOR MOBILE COMPUTE 980-000	980-000	901	130.98
					CHECK GENS 64117 TOTAL FOR FUND 206:			4,465.52
06/09/2016	GENS	64164	6225845324	LENOVO (US) INC	MOBILE LAP TOPS APPARAT ETHERNET ADPT 980-000	980-000	901	99.95
06/09/2016	GENS	64164	62258440813	LENOVO (US) INC	MOBILE LAP TOPS FOR APPARAT LICENSE KEY 980-000	980-000	901	289.94
					CHECK GENS 64164 TOTAL FOR FUND 206:			389.89
06/09/2016	GENS	64168	13107269	MOTOROLA SOLUTIONS	MODEMS FOR MOBILE COMPUTERS	980-000	901	10,240.00
					Total for department 901:			15,095.41
					Total for fund 206 FIRE FUND			60,433.29
FUNDS 209 - CCT OPEN SPACE FUND								
06/02/2016	GENS	3366(A)**	47256	AQUARIUS LAWN SPRINKLING	BURTON PARK IRRIGATION	935-000	751	98.55
06/02/2016	GENS	64119**	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100061096465 6803 BURTON ST SE MAY	921-000	751	22.59
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100041772151 6803 BURTON ST SE	921-000	751	84.09
					CHECK GENS 64119 TOTAL FOR FUND 209:			106.68
06/09/2016	GENS	3376(A)**	194219	KINGSLAND'S ACE HARDWARE	PARK MAINTENANCE SCREWS	935-000	751	0.31
06/09/2016	GENS	64157**	WS2049855 2/19-5/12	GRAND RAPIDS CITY TREASURER	WATER-SEWER 2/19-5/12	927-000	751	58.69
06/16/2016	GENS	3384(A)**	192044	QUALITY AIR	MONTHLY MAINTENANCE- BURTON PARK JUI	935-000	751	51.98
06/16/2016	GENS	64184**	53151	CANFIELD PLUMBING & HEATING	BOILER WATTS 009-1/2"	935-000	751	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	BOILER FEBCO 765-1"	935-000	751	75.00
					CHECK GENS 64184 TOTAL FOR FUND 209:			150.00
06/30/2016	GENS	64260**	19145	SUPERIOR PEST CONTROL INC	PARK MAINTENANCE PEST CONTROL	935-000	751	110.00
					Total for department 751:			576.21
					Total for fund 209 CCT OPEN SPACE			576.21
FUND 216 - PATHWAYS FUND								
06/02/2016	GENS	3369(A)**	9027	THORNAPPLE RIVER NURSERY, INC.	MAINT & REPAIR- PROMIX	931-000	758	75.00

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06/09/2016	GENS	3376(A)*#	194232	KINGSLAND'S ACE HARDWARE	OPERATING SUPPLIES POST LEVEL	728-000	758	5.39
06/16/2016	GENS	3381(A)*#	352214	FISHBECK THOMPSON CARR & HUBER ENGINEERING PATHWAYS REPAIRS		821-100	758	2,227.50
06/16/2016	GENS	64183	1227	BEHRENS LIMITED LTD	60 CASES MUTT MITTS 2PLY 800/CS #MM800	728-000	758	1,630.00
					Total for department 758:			3,937.89
					Total for fund 216 PATHWAYS FUND			3,937.89
FUND 246 - IRF FUND								
06/09/2016	GENS	3374(A)*#	350635	FISHBECK THOMPSON CARR & HUBER ADMIN ENGINEERING COSTS DDA 2014 UTILI'		821-000	295	775.50
06/09/2016	GENS	64143	REIMB DDA/FTCH INVS	CASCADE CHARTER TOWNSHIP	ADMIN ENGINEERING COSTS FTCH INV 32282	821-000	295	1,400.00
06/09/2016	GENS	64143	REIMB DDA/FTCH INVS	CASCADE CHARTER TOWNSHIP	ADMIN ENGINEERING COSTS FTCH INV 32931	821-000	295	437.50
06/09/2016	GENS	64143	REIMB DDA/FTCH INVS	CASCADE CHARTER TOWNSHIP	ADMIN ENGINEERING COSTS FTCH INV 33269	821-000	295	774.00
06/09/2016	GENS	64143	REIMB DDA/FTCH INVS	CASCADE CHARTER TOWNSHIP	ADMIN ENGINEERING COSTS FTCH INV 33437	821-000	295	2,156.50
06/09/2016	GENS	64143	REIMB DDA/FTCH INVS	CASCADE CHARTER TOWNSHIP	ADMIN ENGINEERING COSTS FTCH INV 32774	821-000	295	1,211.50
06/09/2016	GENS	64143	REIMB DDA/FTCH INVS	CASCADE CHARTER TOWNSHIP	ADMIN ENGINEERING COSTS FTCH INV 33105	821-000	295	471.00
06/09/2016	GENS	64143	REIMB DDA/FTCH INVS	CASCADE CHARTER TOWNSHIP	ADMIN ENGINEERING COSTS FTCH INV 321251	821-000	295	1,133.00
06/09/2016	GENS	64143	REIMB DDA/FTCH INVS	CASCADE CHARTER TOWNSHIP	ADMIN ENGINEERING COSTS FTCH INV 33607	821-000	295	844.50
06/09/2016	GENS	64143	REIMB DDA/FTCH INVS	CASCADE CHARTER TOWNSHIP	ADMIN ENGINEERING COSTS FTCH INV 33779	821-000	295	90.00
					CHECK GENS 64143 TOTAL FOR FUND 246:			8,518.00
06/09/2016	GENS	64155	16991021	G R CITY TREASURER	STEELCASE SEWER PAYBACK	964-110	295	60,486.84
06/16/2016	GENS	3381(A)*#	352216	FISHBECK THOMPSON CARR & HUBER ADM ENGINEER COSTS- CASC/BURTON/CAS P		821-000	295	3,073.60
					Total for department 295:			72,853.94
Department: 901 CAPITAL OUTLAY								
06/23/2016	GENS	3394(A)	APPL 2 CASC/BURTON	KAMMINGA AND ROODVOETS INC	BURTON/CASCADE PV PROJECT APPL 2	972-300	901	15,138.75
					Total for department 901:			15,138.75
					Total for fund 246 IRF			87,992.69
FUND 248 - DDA FUND								
06/02/2016	GENS	3366(A)*#	47261	AQUARIUS LAWN SPRINKLING	DDA - 4 INVOICES DDA BY CITGO GAS IRRIG	931-000	170	240.14
06/02/2016	GENS	3366(A)	47264	AQUARIUS LAWN SPRINKLING	DDA - 4 INVOICES NEW 28TH IRRIGATION	931-000	170	626.70
06/02/2016	GENS	3366(A)	47262	AQUARIUS LAWN SPRINKLING	DDA - 4 INVOICES OLD 28TH IRRIGATION	931-000	170	244.70
06/02/2016	GENS	3366(A)	47263	AQUARIUS LAWN SPRINKLING	DDA - 4 INVOICES OLD 28TH IRRIGATION	931-000	170	1,035.61
					CHECK GENS 3366(A) TOTAL FOR FUND 248:			2,147.15
06/02/2016	GENS	3369(A)*#	9124	THORNAPPLE RIVER NURSERY, INC.	STREET TREES - CHARLEVOIX DR.	931-000	170	6,000.00
06/02/2016	GENS	3369(A)	CLIP41101	THORNAPPLE RIVER NURSERY, INC.	28TH ST. WEED & FEED #1	931-000	170	55.00
06/02/2016	GENS	3369(A)	CLIP41237	THORNAPPLE RIVER NURSERY, INC.	OLD 28TH ST. WEED & FEED	931-000	170	156.00
					CHECK GENS 3369(A) TOTAL FOR FUND 248:			6,211.00
06/02/2016	GENS	64110*#	36696244-0	BARTLETT TREE EXPERTS	OLD 28TH STREET FOLIAGE TREATMENT	931-000	170	116.00
06/02/2016	GENS	64119*#	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100011901541 6800 CASCADE RD SE MAY	921-000	170	234.65
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100041081355 6282 28TH ST SE MAY	921-000	170	105.54
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100041081355 5613 28TH ST SE MAY	921-000	170	73.77
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012017305 6610 28TH ST SE MAY	921-000	170	145.19
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012213862 6658 28TH ST SE MAY	921-000	170	23.38

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06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100011901814 6811 CASCADE RD SE MAY	921-000	170	119.13
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100041058650 6116 28TH ST SE MAY	921-000	170	75.45
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100041059278 5905 28TH ST SE MAY	921-000	170	82.68
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100063460503 5770 FOREMOST DR SE	921-000	170	130.99
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100054393572 5434 28TH ST SE MAY	921-000	170	64.28
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100012017115 6753 OLD 28TH ST MAY	921-000	170	159.08
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100054379084 5196 28TH ST SE MAY	921-000	170	166.51
06/02/2016	GENS	64119	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100066874924 2900 LUCERNE DR SE MAY	921-000	170	171.99
					CHECK GENS 64119 TOTAL FOR FUND 248:			1,552.64
06/02/2016	GENS	64129	86067	SANISWEEP INC	OTHER EXPENSES CATCH BASUB CASC CHR CI	787-000	170	195.00
06/09/2016	GENS	64157*#	WS2060194 11/2-5/11	GRAND RAPIDS CITY TREASURER	WATER-SEWER 68185 CASCADE RD IRRIGATIC	927-000	170	28.33
06/09/2016	GENS	64162*#	086721	INTERURBAN TRANSIT PARTNERSHIP	28TH STREET LINEHAUL SERVICE APRIL	861-100	170	7,991.90
06/09/2016	GENS	64177*#	9766154269	VERIZON WIRELESS	CELL PHONES MAY	924-100	170	50.05
06/16/2016	GENS	64184*#	53151	CANFIELD PLUMBING & HEATING	IRRIGATION FEBCO 825-A255095-2"	931-000	170	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	IRRIGATION FEBCO 825Y-011363-1 1/2"	931-000	170	75.00
					CHECK GENS 64184 TOTAL FOR FUND 248:			150.00
06/16/2016	GENS	64208*#	9766338134	VERIZON WIRELESS	CELL PHONES JUNE	924-100	170	16.03
06/16/2016	GENS	64209	1616-1	VIRIDIS DESIGN GROUP	DESIGN PLAN FOR COMMUNITY SPACE- LIBR/	967-000	170	2,597.22
06/23/2016	GENS	3395(A)*#	9138	THORNAPPLE RIVER NURSERY, INC.	MULCH DDA	931-000	170	2,450.00
06/23/2016	GENS	64218*#	KORHORN,SANDRA SPRIN	FIRST BANKCARD	DDA - EDUCATION KORHORN/MEDA SPRING	724-000	170	95.00
06/23/2016	GENS	64223	MILG 6/9/2016	KORHORN, SANDRA	DDA - MILEAGE KORHORN 110 MILES	860-000	170	59.40
06/30/2016	GENS	64241*#	36696245-0	BARTLETT TREE EXPERTS	OLD 28TH STREET SOIL TREATMENT 6/15	931-000	170	295.00
06/30/2016	GENS	64251*#	087058	INTERURBAN TRANSIT PARTNERSHIP	28TH STREET LINEHAUL SERVICE MAY	861-100	170	7,991.90
06/30/2016	GENS	64254	INSTALLATION-PAISLEY	MCKEAN,CYNTHIA	INSTALLATION OF SCULPTURE	967-000	170	208.50
					Total for department 170:			32,155.12
Department: 901 CAPITAL OUTLAY								
06/09/2016	GENS	3370(A)	APPL# 8	APEX CONTRACTORS, INC.	MUSEUM GARDENS PROJECT APPL# 8	974-051	901	15,538.10
06/16/2016	GENS	3381(A)*#	352218	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - LANDIMP DRURY SW	974-000	901	1,536.00
06/23/2016	GENS	3390(A)	APPL# 9	APEX CONTRACTORS, INC.	MUSEUM GARDENS PROJECT APPL# 9	974-051	901	2,525.00
					Total for department 901:			19,599.10
					Total for fund 248 DDA			51,754.22

FUND 249 - BUILDING FUND

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06/02/2016	GENS	64118	P# 2571	CASCADE CHARTER TOWNSHIP	S/W CONNECT 8134 ASHWOOD DR	237-000	000	1,100.00
06/02/2016	GENS	64118	P# 2572	CASCADE CHARTER TOWNSHIP	S/W CONNECT 2029 TALAMORE CT	237-000	000	2,200.00
					CHECK GENS 64118 TOTAL FOR FUND 249:			3,300.00
06/09/2016	GENS	64145	P# 2573	CASCADE CHARTER TOWNSHIP	S/W CONNECT 2515 HIGHRIDGE HILLS LN	237-000	000	2,200.00
06/09/2016	GENS	64145	P# 2574	CASCADE CHARTER TOWNSHIP	S/W CONNECT 2511 HIGHRIDGE HILLS LN	237-000	000	2,200.00
06/09/2016	GENS	64145	P3 2575	CASCADE CHARTER TOWNSHIP	S/W CONNECT 1383 NOTTING HILL CT	237-000	000	2,200.00
06/09/2016	GENS	64145	P# 2569	CASCADE CHARTER TOWNSHIP	S/W CONNECT 7211 48TH	237-000	000	358.00
					CHECK GENS 64145 TOTAL FOR FUND 249:			6,958.00
06/23/2016	GENS	64232	REFUND- PE15501343	STIENSTRA, CURT	VERGENNES TWP ELECTRICAL PERMITS REFUI 607-511		000	200.00
06/23/2016	GENS	64232	REFUND PE15502118	STIENSTRA, CURT	VERGENNES TWP MECHANICAL PERMITS REF 607-512		000	400.00
					CHECK GENS 64232 TOTAL FOR FUND 249:			600.00
					Total for department 000:			10,858.00
Department: 371 BUILDING DEPARTMENT								
06/02/2016	GENS	64131*#	495546-0	SUPPLYGEEKS.BIZ	BUILDING FUND OFFICE SUPPLIES	727-000	371	176.49
06/02/2016	GENS	64131	495692-0	SUPPLYGEEKS.BIZ	BUILDING FUND OFFICE SUPPLIES	727-000	371	27.70
					CHECK GENS 64131 TOTAL FOR FUND 249:			204.19
06/09/2016	GENS	64140	MILG 5/16-6/03	BENOIT, BILL	MILEAGE - BENOIT 861 MILES	860-000	371	464.94
06/09/2016	GENS	64141	MILG 5/16-6/03	BIEGALLE, JEFFREY	MILEAGE- BIEGALLE,J 851 MILES	860-000	371	459.54
06/09/2016	GENS	64149	MILG 5/16-6/03	KEN DAVIS	MILEAGE DAVIS 840 MILES	860-000	371	453.60
06/09/2016	GENS	64159	MILG 5/16-6/03	DANIEL L HEYER	MILEAGE HEYER 765 MILES	860-000	371	413.10
06/09/2016	GENS	64161	MILG 5/16-6/03	HUYSER, DANIEL A.	MILEAGE- HUYSER 854 MILES	860-000	371	461.16
06/09/2016	GENS	64166	MILG 5/16-6/03	VINCENT MILITO	MILEAGE MILITO- 739 MILES	860-000	371	399.06
06/09/2016	GENS	64172	MILG 5/16-6/03	RON SABIN	MILEAGE SABIN 715 MILES	860-000	371	386.10
06/09/2016	GENS	64177*#	9766154269	VERIZON WIRELESS	CELL PHONES MAY	924-100	371	402.27
06/09/2016	GENS	64178*#	3560	VREDEVELD HAEFNER LLC	2015 AUDIT FINAL BILLING	807-000	371	70.00
06/09/2016	GENS	64179	MILG 5/16-6/03	BRIAN WILSON	MILEAGE WILSON 607 MILES	860-000	371	327.78
06/16/2016	GENS	64188*#	48492	FALCON PRINTING INC	FORMS BUSINESS CARDS SABIN & BENOIT	727-000	371	124.00
06/16/2016	GENS	64193	9002446451	KONICA MINOLTA ALBIN	C454 PRINTER/COPIER 4/28-5/27	939-000	371	52.14
06/16/2016	GENS	64198*#	496655-0	SUPPLYGEEKS.BIZ	BUILDING FUND SUPPLIES	727-000	371	4.42
06/16/2016	GENS	64208*#	9766338134	VERIZON WIRELESS	CELL PHONES JUNE	924-100	371	128.26

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06/23/2016	GENS	64212	MILG 6/6-6/17	BENOIT, BILL	MILEAGE - BENOIT 709 MILES	860-000	371	382.86
06/23/2016	GENS	64213	MILG 6/6-6/17	BIEGALLE, JEFFREY	MILEAGE- BIEGALLE,J 558 MILES	860-000	371	301.32
06/23/2016	GENS	64215*#	43865351	COMCAST	PHONES	924-000	371	49.84
06/23/2016	GENS	64216	MILG 6/6-6/16	KEN DAVIS	MILEAGE DAVIS 473 MILES	860-000	371	255.42
06/23/2016	GENS	64218*#	STAFF MTD 5/19	FIRST BANKCARD	DEPT HEAD, SUPV EXPENSES- STAFF MTF	862-500	371	13.47
06/23/2016	GENS	64219	MILG 6/6-6/17	DANIEL L HEYER	MILEAGE HEYER 586 MILES	860-000	371	316.44
06/23/2016	GENS	64220	MILG 6/6-6/17	HUYSER, DANIEL A.	DEPARTMENT UNIFORMS HUYSER CLOTH ALL	768-000	371	69.96
06/23/2016	GENS	64220	MILG 6/6-6/17	HUYSER, DANIEL A.	MILEAGE- HUYSER 653 MILES	860-000	371	352.62
					CHECK GENS 64220 TOTAL FOR FUND 249:			422.58
06/23/2016	GENS	64225	MILG 6/6-6/17	VINCENT MILITO	MILEAGE MILITO- 581 MILES	860-000	371	313.74
06/23/2016	GENS	64228	MILG 6/6-6/17	RON SABIN	MILEAGE SABIN 499 MILES	860-000	371	269.46
06/23/2016	GENS	64233*#	497416-0	SUPPLYGEEKS.BIZ	BUILDING FUND OFFICE SUPPLIES	727-000	371	37.99
06/23/2016	GENS	64238	MILG 6/6-6/17	BRIAN WILSON	MILEAGE WILSON 373 MILES	860-000	371	201.42
					Total for department 371:			6,915.10
Department: 850 BENEFITS/INSURANCE								
06/02/2016	GENS	64127*	161350064968	PRIORITY HEALTH	HEALTH INSURANCE BENEFITS JUNE	719-000	850	9,468.70
06/09/2016	GENS	64152*	2000668	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS JUNE	718-000	850	101.20
06/16/2016	GENS	64186*	RIS0001140028	DELTA DENTAL	DENTAL INSURANCE BENEFITS JULY	721-000	850	650.37
06/16/2016	GENS	64186	RIS0001140028	DELTA DENTAL	MI CLAIMS TAX - DENTAL JULY	721-200	850	3.97
					CHECK GENS 64186 TOTAL FOR FUND 249:			654.34
06/23/2016	GENS	64227*	161660065026	PRIORITY HEALTH	HEALTH INSURANCE BENEFITS JULY	719-000	850	9,201.92
06/30/2016	GENS	64256*#	000540712005	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE LTD JULY	720-000	850	224.75
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE AD&D JULY	720-000	850	14.48
06/30/2016	GENS	64256	000540712005	MUTUAL OF OMAHA INSURANCE	LIFE & DISABILITY INSURANCE BENEFITS LIF	720-000	850	95.25
					CHECK GENS 64256 TOTAL FOR FUND 249:			334.48
					Total for department 850:			19,760.64
Department: 964 PAYMENTS TO OTHER TOWNSHIPS								
06/09/2016	GENS	3371(A)	MAY 2016 PERMITS	EAST GRAND RAPIDS/CITY OF	PERMITS DUE TO EAST GR MAY	964-500	964	2,136.60
06/09/2016	GENS	3377(A)	MAY 2016 PERMITS	LOWELL TOWNSHIP	PERMITS DUE TO LOWELL TWP MAY	964-100	964	1,218.60

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06/09/2016	GENS	3378(A)	MAY 2016 PERMITS	PLAINFIELD CHARTER TOWNSHIP	PERMITS DUE PLAINFIELD MAY	964-600	964	3,830.20
06/09/2016	GENS	64136	MAY 2016 PERMITS	ADA TOWNSHIP	PERMITS DUE TO ADA TWP MAY	964-400	964	5,467.40
06/09/2016	GENS	64144	MAY 2016 PERMITS	CASCADE CHARTER TOWNSHIP	PERMITS DUE CASCADE TWP MAY	964-800	964	6,592.00
06/09/2016	GENS	64158	MAY 2016 PERMITS	GRAND RAPIDS CHARTER TOWNSHIP	PERMITS DUE TO GR TWP MAY	964-300	964	3,687.45
06/09/2016	GENS	64165	MAY 2016 PERMITS	LOWELL MI, CITY OF	PERMITS DUE CITY OF LOWELL MAY	964-700	964	479.40
06/09/2016	GENS	64176	MAY 2016 PERMITS	VERGENNES TOWNSHIP	PERMITS DUE TO VERGENNES TWP MAY	964-200	964	387.80
					Total for department 964:			23,799.45
					Total for fund 249 BUILDING FUND			61,333.19
FUND 270 - LIBRARY FUND								
06/02/2016	GENS	3366(A)*#	47260	AQUARIUS LAWN SPRINKLING	LIBRARY	931-000	790	665.29
06/02/2016	GENS	3369(A)*#	CLIP41138	THORNAPPLE RIVER NURSERY, INC.	LIBRARY WEED & FEED	931-000	790	638.00
06/02/2016	GENS	64119*#	5/2016 CCT ELECTRIC	CONSUMERS ENERGY	100000284784 2870 JACKSMITH AVE MAY	921-000	790	3,787.76
06/02/2016	GENS	64120*#	457271900013 5/2016	DTE ENERGY	LIBRARY HEATING MAY	923-000	790	350.53
06/02/2016	GENS	64128*#	0240-006159056	REPUBLIC SERVICES	LIBRARY MAINTENANCE RECYCLE JUNE	931-000	790	403.61
06/03/2016	GENS	64134	S3856	BRIGADE FIRE PROTECTION	REPAIR OF BROKEN SPRINKLER PIPE WISNER	931-000	790	1,357.26
06/09/2016	GENS	3372(A)*#	81306	ENVIRO-CLEAN	CLEANING LIBRARY (WEEKEND) MAY	802-200	790	180.00
06/09/2016	GENS	3372(A)	81306	ENVIRO-CLEAN	CLEANING WISNER MAY	802-200	790	330.00
06/09/2016	GENS	3372(A)	81306	ENVIRO-CLEAN	CLEANING LIBRARY MAY	802-200	790	1,487.00
					CHECK GENS 3372(A) TOTAL FOR FUND 270:			1,997.00
06/09/2016	GENS	3376(A)*#	194210	KINGSLAND'S ACE HARDWARE	LIBRARY MAINTENANCE BLEACH	931-000	790	4.49
06/09/2016	GENS	3376(A)	194335	KINGSLAND'S ACE HARDWARE	LIBRARY MAINTENANCE SPRAY PAINT	931-000	790	15.96
06/09/2016	GENS	3376(A)	194418	KINGSLAND'S ACE HARDWARE	LIBRARY MAINTENANCE ROUNDUP	931-000	790	149.97
06/09/2016	GENS	3376(A)	194471	KINGSLAND'S ACE HARDWARE	LIBRARY MAINTENANCE MULCH	931-000	790	11.84
06/09/2016	GENS	3376(A)	194201	KINGSLAND'S ACE HARDWARE	LIBRARY MAINTENANCE GARDENING SUPPLIE	931-000	790	27.86
					CHECK GENS 3376(A) TOTAL FOR FUND 270:			210.12
06/09/2016	GENS	3379(A)	9169	THORNAPPLE RIVER NURSERY, INC.	LEAF COMPOST PER CUBIC YARD	931-000	790	175.00
06/09/2016	GENS	3379(A)	9169	THORNAPPLE RIVER NURSERY, INC.	PROMIX PER CUBIC YARD	931-000	790	30.00
06/09/2016	GENS	3379(A)	9169	THORNAPPLE RIVER NURSERY, INC.	PREMIUM WOOD CHIPS	931-000	790	78.00
					CHECK GENS 3379(A) TOTAL FOR FUND 270:			283.00
06/09/2016	GENS	64138*#	36696240-0	BARTLETT TREE EXPERTS	LIBRARY FOLIAGE TREATMENT	931-000	790	132.00
06/09/2016	GENS	64147*#	301-02737 5/2016	CINTAS CORP #301	2016 RUG CLEANING SERVICE LIBRARY MAY	931-000	790	749.32

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06/16/2016	GENS	3384(A)*#	188083	QUALITY AIR	LABOR	931-000	790	612.00
06/16/2016	GENS	3384(A)	188083	QUALITY AIR	VALVE BODY & THERMOSTATIC OPERATOR	931-000	790	468.05
06/16/2016	GENS	3384(A)	188083	QUALITY AIR	VEHICLE CHARGE	931-000	790	48.00
06/16/2016	GENS	3384(A)	192044	QUALITY AIR	MONTHLY MAINTENANCE- LIBRARY JUNE	931-000	790	809.23
				CHECK GENS 3384(A) TOTAL FOR FUND 270:				1,937.28
06/16/2016	GENS	64184*#	53151	CANFIELD PLUMBING & HEATING	BOILER WATTS 009-215626-3/4"	931-000	790	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	AMES 2000-2JK1431-6"	931-000	790	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	SOUTH BOILER WILKINS 975-W039827-3/4"	931-000	790	75.00
06/16/2016	GENS	64184	53151	CANFIELD PLUMBING & HEATING	IRRIGATION FEBCO 765-AE35405-1 1/2"	931-000	790	75.00
06/16/2016	GENS	64184	53506	CANFIELD PLUMBING & HEATING	LIBRARY MAINT- URINAL DRAIN BACKUP	931-000	790	120.00
				CHECK GENS 64184 TOTAL FOR FUND 270:				420.00
06/16/2016	GENS	64187	52131	ELEVATOR SERVICE INC	LIBRARY MAINTENANCE ELEVATOR JUNE	931-000	790	99.00
06/16/2016	GENS	64189*#	38508	FLAGS UNLIMITED LTD	USA 6X10	931-000	790	194.00
06/23/2016	GENS	3395(A)*#	9138	THORNAPPLE RIVER NURSERY, INC.	MULCH LIBRARY	931-000	790	490.00
06/23/2016	GENS	64211	INV0033636	ASURESPLACE	WISNER CENTER ROOM RESERVATION SOFTV	729-000	790	750.00
06/23/2016	GENS	64215*#	43865351	COMCAST	LIBRARY PHONES	924-000	790	21.36
06/30/2016	GENS	3396(A)	383-339655	BATTERIES PLUS - 383	LIBRARY MAINTENANCE 12V LEAD BATTERIES	931-000	790	33.90
06/30/2016	GENS	3402(A)	003044730	THE LIGHT BULB COMPANY	32W 4PIN	931-000	790	288.00
06/30/2016	GENS	3402(A)	003044730	THE LIGHT BULB COMPANY	MH ED-17 100W -17	931-000	790	404.43
06/30/2016	GENS	3402(A)	003044730	THE LIGHT BULB COMPANY	48" 32 WATT -75	931-000	790	230.63
				CHECK GENS 3402(A) TOTAL FOR FUND 270:				923.06
06/30/2016	GENS	64241*#	36696241-0	BARTLETT TREE EXPERTS	LIBRARY FOLIAGE TREATMENT 6/18	931-000	790	132.00
06/30/2016	GENS	64250	23506	HOOGERHYDE SAFE & LOCK, INC	LIBRARY MAINT DEADLOCK SERVICE CLOSET	931-000	790	80.00
06/30/2016	GENS	64257*#	0240-006195440	REPUBLIC SERVICES	LIBRARY MAINTENANCE RECYCLE JULY	931-000	790	409.54
06/30/2016	GENS	64260*#	19620	SUPERIOR PEST CONTROL INC	PEST CONTROLL - LIBRARY JUNE	931-000	790	65.00
				Total for department 790:				16,129.03
				Total for fund 270 LIBRARY FUND				16,129.03
FUND 701 - TRUST AND AGENCY FUND								
06/16/2016	GENS	3381(A)*#	352221	FISHBECK THOMPSON CARR & HUBER LACKS TRIM DIV 5/W 1/2016		252-236	000	6,947.05
				Total for department 000:				6,947.05
				Total for fund 701 TRUST AND AGENCY				6,947.05
FUND 703 - CURRENT AND DELINQUENT TAC COLLECTION FUND								

07/01/2016

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 06/01/2016 - 06/30/2016
JUNE 2016 PAYABLES, PAYROLL, AND TRANSFERS

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
06/16/2016	GENS	3385(A)	DQ FHPS 16-3	FOREST HILLS PUBLIC SCHOOLS	DELQ TAX - FHPS DEBT	230-002	000	369.60
06/16/2016	GENS	3385(A)	DQ FHPS 16-3	FOREST HILLS PUBLIC SCHOOLS	DELQ TAX - FHPS INTEREST	230-002	000	45.87
06/16/2016	GENS	3385(A)	DQ FHPS 16-3	FOREST HILLS PUBLIC SCHOOLS	DELQ TAX - FHPS OPER	230-002	000	288.00
06/16/2016	GENS	3385(A)	DQ FHPS 16-3	FOREST HILLS PUBLIC SCHOOLS	DELQ TAX - FHPS REC	230-002	000	48.00
					CHECK GENS 3385(A) TOTAL FOR FUND 703:			751.47
06/16/2016	GENS	3386(A)	DQ GRCC 16-3	GRAND RAPIDS COMMUNITY COLLEGE	DELQ TAX - GRCC	230-002	000	85.74
06/16/2016	GENS	3386(A)	DQ GRCC 16-3	GRAND RAPIDS COMMUNITY COLLEGE	DELQ TAX - INTEREST	230-002	000	7.71
					CHECK GENS 3386(A) TOTAL FOR FUND 703:			93.45
06/16/2016	GENS	3387(A)	DQ KC 16-3	KENT COUNTY TREASURER	DELQ TAX - JAIL	230-002	000	37.87
06/16/2016	GENS	3387(A)	DQ KC 16-3	KENT COUNTY TREASURER	DELQ TAX - VETERANS	230-002	000	2.40
06/16/2016	GENS	3387(A)	DQ KC 16-3	KENT COUNTY TREASURER	DELQ TAX - INTEREST	230-002	000	21.06
06/16/2016	GENS	3387(A)	DQ KC 16-3	KENT COUNTY TREASURER	DELQ TAX - SENIOR	230-002	000	24.00
06/16/2016	GENS	3387(A)	DQ KC 16-3	KENT COUNTY TREASURER	DELQ TAX - OPERATING	230-002	000	205.45
					CHECK GENS 3387(A) TOTAL FOR FUND 703:			290.78
06/16/2016	GENS	3388(A)	DQ SET 16-3	KENT COUNTY TREASURER-SET	DELQ TAX - SET	230-002	000	288.00
06/16/2016	GENS	3388(A)	DQ SET 16-3	KENT COUNTY TREASURER-SET	DELQ TAX - INTEREST	230-002	000	25.92
					CHECK GENS 3388(A) TOTAL FOR FUND 703:			313.92
06/16/2016	GENS	3389(A)	DQ KISD 16-3	KENT INTERMEDIATE SCHOOLS	DELQ TAX - KISD	230-002	000	229.93
06/16/2016	GENS	3389(A)	DQ KISD 16-3	KENT INTERMEDIATE SCHOOLS	DELQ TAX - INTEREST	230-002	000	20.69
					CHECK GENS 3389(A) TOTAL FOR FUND 703:			250.62
06/16/2016	GENS	64199	DQ FIRE 16-3	CASCADE CHARTER TOWNSHIP	DELQ TAX - FIRE	230-002	000	63.12
06/16/2016	GENS	64199	DQ FIRE 16-3	CASCADE CHARTER TOWNSHIP	DELQ TAX - 100%	230-002	000	58,810.81
06/16/2016	GENS	64199	DQ FIRE 16-3	CASCADE CHARTER TOWNSHIP	DELQ TAX - INTEREST	230-002	000	2.53
					CHECK GENS 64199 TOTAL FOR FUND 703:			58,876.46
06/16/2016	GENS	64200	DQ GF 16-3	CASCADE CHARTER TWP	DELQ TAX - OPERATING PP	230-002	000	46.63
06/16/2016	GENS	64200	DQ GF 16-3	CASCADE CHARTER TWP	DELQ TAX - ADMIN	230-002	000	12,103.23
06/16/2016	GENS	64200	DQ GF 16-3	CASCADE CHARTER TWP	DELQ TAX - OPERATING 100%	230-002	000	43,445.93
06/16/2016	GENS	64200	DQ GF 16-3	CASCADE CHARTER TWP	DELQ TAX - INTEREST	230-002	000	2.41
06/16/2016	GENS	64200	DQ GF 16-3	CASCADE CHARTER TWP	DELQ TAX - PENALTY	230-002	000	54.29
06/16/2016	GENS	64200	DQ GF 16-3	CASCADE CHARTER TWP	DELQ TAX - PA 105 INTEREST	230-002	000	682.97
06/16/2016	GENS	64200	DQ GF 16-3	CASCADE CHARTER TWP	DELQ TAX - STREET LIGHT 100%	230-002	000	2,330.53
					CHECK GENS 64200 TOTAL FOR FUND 703:			58,665.99
06/16/2016	GENS	64201	DQ LIB 16-3	CASCADE TWP. LIBRARY FUND	DELQ TAX - 100%	230-002	000	6,706.60
06/16/2016	GENS	64201	DQ LIB 16-3	CASCADE TWP. LIBRARY FUND	DELQ TAX - INTEREST	230-002	000	0.28
06/16/2016	GENS	64201	DQ LIB 16-3	CASCADE TWP. LIBRARY FUND	DELQ TAX - LIBRARY	230-002	000	7.20
					CHECK GENS 64201 TOTAL FOR FUND 703:			6,714.08
06/16/2016	GENS	64202	DQ OS 16-3	CASCADE CHARTER TOWNSHIP	DELQ TAX - OPEN SPACE	230-002	000	11.04
06/16/2016	GENS	64202	DQ OS 16-3	CASCADE CHARTER TOWNSHIP	DELQ TAX - 100%	230-002	000	10,283.74
06/16/2016	GENS	64202	DQ OS 16-3	CASCADE CHARTER TOWNSHIP	DELQ TAX - INTEREST	230-002	000	0.44
					CHECK GENS 64202 TOTAL FOR FUND 703:			10,295.22
06/16/2016	GENS	64203	DQ PATH 16-3	PATHWAYS FUND	DELQ TAX - 100 %	230-002	000	17,818.49
06/16/2016	GENS	64203	DQ PATH 16-3	PATHWAYS FUND	DELQ TAX - PATHWAYS	230-002	000	19.12
06/16/2016	GENS	64203	DQ PATH 16-3	PATHWAYS FUND	DELQ TAX - INTEREST	230-002	000	0.77
					CHECK GENS 64203 TOTAL FOR FUND 703:			17,838.38
06/16/2016	GENS	64204	DQ POL 16-3	POLICE FUND	DELQ TAX - 100%	230-002	000	20,528.48
06/16/2016	GENS	64204	DQ POL 16-3	POLICE FUND	DELQ TAX - INTEREST	230-002	000	0.88

07/01/2016

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 JUNE 2016 PAYABLES, PAYROLL, AND TRANSFERS

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
06/16/2016	GENS	64204	DQ POL 16-3	POLICE FUND	DELQ TAX - POLICE	230-002	000	22.02
					CHECK GENS 64204 TOTAL FOR FUND 703:			20,551.38
06/16/2016	GENS	64205	DQ SA 16-3	CASCADE CHARTER TOWNSHIP	DELQ TAX - 2015 DELQ USAGE	230-002	000	2,533.83
06/16/2016	GENS	64205	DQ SA 16-3	CASCADE CHARTER TOWNSHIP	DELQ TAX - 2012 SEWER	230-002	000	985.69
					CHECK GENS 64205 TOTAL FOR FUND 703:			3,519.52
06/16/2016	GENS	64206	DQ KDL 16-3	KENT DISTRICT LIBRARY	DELQ TAX - KDL	230-002	000	61.44
06/16/2016	GENS	64206	DQ KDL 16-3	KENT DISTRICT LIBRARY	DELQ TAX - INTEREST	230-002	000	2.47
					CHECK GENS 64206 TOTAL FOR FUND 703:			63.91
06/30/2016	GENS	64252	CASCT 2016-QRT1	KENT COUNTY - HEALTH DEPT	KENT COUNTY - DOG LICENSE JAN- APR	222-175	000	654.40
					Total for department 000:			178,879.58
					Total for fund 703 CURRENT TAX COLLECTION FUND			178,879.58
					TOTAL - ALL FUNDS			740,716.62

** - INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

- INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Transactions Log for Payroll Deductions
MONTH ENDING: JUNE 2016

Direct Deposit

Date Submitted	<u>6.14.16</u>	Transaction#	<u>1127804</u>	Amount	<u>58,195.17</u>
Date Submitted	<u>6.28.16</u>	Transaction#	<u>1137476</u>	Amount	<u>63,158.03</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Payroll Taxes

Date Submitted	<u>6.14.16</u>	Transaction#	<u>23609332</u>	Amount	<u>28,206.72</u>
Date Submitted	<u>6.28.16</u>	Transaction#	<u>5505713</u>	Amount	<u>31,362.93</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

DEFERRED PAYMENTS

Date Submitted	<u>6.24.16</u>	Transaction#	<u>G99QL</u>	Amount	<u>1229.10</u>
Date Submitted	<u>6.27.16</u>	Transaction#	<u>G9APV</u>	Amount	<u>1,231.77</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

HSA

Date Submitted	<u>6.14.16</u>	Transaction#	<u>1127811</u>	Amount	<u>2863.00</u>
Date Submitted	<u>6.28.16</u>	Transaction#	<u>1137492</u>	Amount	<u>2863.00</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

ICMA RC

Date Submitted	<u>6.14.16</u>	Transaction#	<u>1127807</u>	Amount	<u>498.00</u>
Date Submitted	<u>6.27.16</u>	Transaction#	<u>1137485</u>	Amount	<u>498.00</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

MERS

Date Submitted	<u>6.6.16</u>	Transaction#	<u>58707-2</u>	Amount	<u>41,792.64</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Monthly Check Register - Gross

Date Submitted 7.5.16 Amount 338,635.00

Clerk's Office

Date _____

MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Consider Pay Application No.3 Flier Brothers Independent
Excavating re: Cascade rec Park
Meeting Date: **July 13, 2016**

Attached you will find the final Pay Application from Flier Brothers for the construction of the improvements at the Cascade Recreation Park. This payment closes out the project now that the basketball courts have been painted and the benches have been installed. We have inspected all the work and are recommending the payment of \$32,806.

Attachments:
Pay Application

APPLICATION AND RECOMMENDATION FOR PAYMENT
PAGE 3 OF 4

TO: Cascade Charter Township
In Care of: Fishbeck, Thompson, Carr & Huber, Inc. (FTCH)
1515 Arboretum Drive, SE
Grand Rapids, MI 49546

FROM (Contractor): Flier Brothers Independent
9720 – 2 Mile Road
Lowell, MI 49331

Application No: 3 – **Final Payment**
Period From: January 16, 2016
To: July 1, 2016

Project: 2015 Recreation Park Improvements
FTCH Project Number: G150166

Unit Price Schedule

See attached.

Gross Amount Due	\$460,052.69
Less Retainage	\$0.00
Amount Due to Date	\$460,052.69
Less Previous Payments Recommended	\$427,246.69
Amount Due This Application	\$32,806.00



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: July 13th, 2016
To: Supervisor Beahan & Cascade Township Board
From: Benjamin Swayze, Township Manager
Subject: Proposed Township Hall Project Resolution

FACTS:

In fall of 2014 the Township Board approved a Township Facility Master Plan and Administrative Office Design Study. The study was approved in response to several major needed repairs and facility deficiencies at Township Hall, and the sentiment was that we should determine the present and future needs of the Township, and insure our current facilities can fulfill those needs, before investing significant dollars into our current Township Hall facility. Issues that were identified that led to the study being approved included:

- Identification of nearly \$500,000 in repairs needed to the current Township Hall facility including a new roof and a complete overhaul of the HVAC system.
- Building Department has already run out of space, and does not have the space needed to accommodate scheduled equipment upgrades. In addition, future employment needs, including those related to anticipated new work in current customer communities, cannot be accommodated in our current facility.
- Township Hall lacks needed meeting space and it is becoming increasingly difficult to hold on site meetings. Meeting space is often occupied by non-regular operations (elections, auditors, Board of Review, etc...)
- Storage space is extremely limited, most archive record storage is held at the Wisner Center and current space barely meets the needs of regularly stored records.
- Township Hall is out of office space and lacks capacity to add any additional administrative staff.

The approved project was split into three phases:

- **Phase I – Programming** - Determine the programming needs, and subsequently space needs, for the Township operations
- **Phase II – Master Planning** - Plan the library complex land, given the programming and space needs identified in Phase I.
- **Phase III – Schematic Design** – Create a schematic design and elevations for a new Township Hall, renovations for the existing Township Hall, or another new facility need that is identified. The tasks in this phase may be altered based on the outcomes of Phases I and II.

The feasibility study culminated with a Community Forum on the proposed project, which was held on March 24th, 2016. Since the Community Forum and subsequent township board meetings were held, the Township has received substantial feedback from the residents of Cascade on the

proposed project. Most of this feedback has been received during public comments at regular Township Board meeting and via email and telephone. Overwhelmingly, the feedback received thus far has been that the Township residents do not support the proposed new Township Hall as presented.

Attached for your review are:

- Final Township Hall Facility Master Plan and Administrative Design Office Study
- Estimated Township Hall Construction Budget
- Township Hall Facts, Information and Frequently Asked Questions Sheet
- Proposed Resolution from Infrastructure Committee on Proposed Township Hall Project

ANALYSIS & CONCLUSIONS:

Based on the feedback that has been received from the Community, the Infrastructure Committee has made the following recommendation to the Township Board:

1. Receive and File the “Cascade Charter Township Facility Master Plan and Administrative Office Design Study” and declare that the project has been stopped and will not move forward.
2. Direct the Township Manager to have an RFP prepared to seek bids for the following Township Hall repairs:
 - a. Roof Replacement
 - b. HVAC Replacement
 - c. Parking Lot Resurfacing
3. Direct the Township Manager to utilize the “Needs Assessment” section of the study to segment the future needs of the Township into the following segments:
 - a. Immediate Needs (now to 2 years)
 - b. Short-term Needs (3-5 years)
 - c. Intermediate Needs (6-10 years)
 - d. Long Term Needs (10+ years)
4. Any future actions or projects to plan for potential new township offices will include at least two public forums and all Township residents will be notified via a direct mailing of these public forums. Information will also be posted on the township web site regarding these forums and related potential projects.

Essentially, the Infrastructure Committee is recommending that the Township seek to make the necessary repairs to the current Township Hall to continue operations in that facility. Additionally, by segmenting the proposed organizational needs that are unmet, or will be unmet, by the current facility, the Township Board can have a better understanding of when the needs of the Township organization will occur and when alternate arrangements may be needed.

FINANCIAL CONSIDERATIONS:

Our current budgetary estimations are that the roof repairs and HVAC replacement projects will cost in the vicinity of \$500,000, but soliciting repair bids will give us an actual figure to utilize. Parking lot improvements have been included in the 5 year Capital Improvement Plan for

2017 and are currently estimated at \$80,000. It is estimated that any needed repairs will be included in the FY2017 budget proposal for consideration by the Township Board. There will be cost associated with developing bid documents, and that proposal will be brought forward to the Township Board for approval.

RECOMMENDED ACTION:

To approve the proposed Resolution on the Proposed Township Hall Project.



Cascade Charter Township Facility Master Plan and Administrative Office Design Study



Fishbeck, Thompson, Carr & Huber, Inc.
engineers | scientists | architects | constructors

September 4, 2015



September 4, 2015
Project No. G140721

Mr. Benjamin Swayze, Township Manager
Cascade Charter Township
2865 Thornhills SE
Grand Rapids, MI 49546

Re: Township Facility Master Plan and Administrative Office Design Study

Dear Ben:

It is an exciting time for Cascade Township as you plan for your future site and building needs. Fishbeck, Thompson, Carr & Huber, Inc. (FTCH) is pleased to have the opportunity to work together with the Township in identifying current and projected space needs, evaluating how best to utilize your existing site to meet the identified needs, and developing the Schematic Design for a proposed new township hall facility.

As this initial study phase of the project comes to a conclusion, we have assembled the following information developed over the course of our study for your use and review.

- Phase 1 - Programming
 - Population Trends and Projections for Kent County
 - Preliminary Program for Office Areas
 - Preliminary Program for Separate Facilities (Off-Site)
- Phase 2 - Site Master Planning
 - Conceptual Site Master Plan Schemes
 - 3D Site Aerial Images
- Phase 3 - Schematic Design
 - Schematic Design Drawings - Site Plan, Floor Plans, Exterior and Interior Renderings
 - Preliminary LEED Scorecard
 - Preliminary Cost Estimate

Please contact our office if you have any questions regarding our report. We look forward to working together with Cascade Township toward the successful completion of this important project.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

Daniel E. Durkee, AIA, LEED AP

Gregg A. Yeomans, RA

pjb
By email

Phase 1 - Programming

The programming process began by gathering available information including drawings for each Township facility and population trends and projections for Kent County and Cascade Township (attached). A brief questionnaire was prepared and distributed to Township department leaders. FTCH then met with key Township staff to gain an understanding of current and assessed projected future space needs. Based upon input from Township staff interviews and past FTCH experience with similar municipal clients, the attached preliminary program documents for both office areas and separate facilities (off-site) were prepared for this report.

The first program document is devoted to Township office areas including Administration, Assessing, Building Inspections, Community Development and Planning, and Treasurer. Existing and projected office areas specific to each department are included, followed by common areas such as meeting rooms, and support areas such as mechanical/electrical and public restrooms. The program is concluded with a summary of all net office, common, and support spaces, including application of a grossing factor to accommodate for circulation corridors and partitions. In summary, the total office area is recommended to grow from an existing 8,610 Gross Square Feet (GSF) to 13,140 GSF, representing increases in every department with particular needs in Building Inspections and general meeting spaces to support all departments.

A second program document illustrates space needs in a similar format for other separate facilities (off-site) including Building and Grounds, Fire Station No. 1, and Fire Station No. 2.

This program information provides a foundation and guideline for further evaluation and design in connection with site Master Planning of the Township campus and schematic design for a proposed new administrative office facility.

Population Trends and Projections through 2030 for Kent County – DRAFT

Cities	Trends										Projections									
	1970		1980		1990		2000		2010		2015		2020		2025		2030			
	Low	High	Low	High	Low	High	Low	High	Trend	High										
Cedar Springs	1,807	2,815	2,800	3,112	3,508	3,708	3,922	3,992	4,105	4,233	4,335	4,478	4,303	4,475	4,303	4,475	10,378	9,868		
East Grand Rapids	12,585	10,914	10,807	10,764	10,664	10,669	10,615	10,536	10,495	10,457	10,399	10,378	10,378	10,378	10,378	10,378	10,378	10,378		
Grand Rapids	197,849	181,843	180,126	187,800	188,040	183,160	186,752	186,752	189,897	189,897	185,484	184,812	185,484	184,812	185,484	184,812	182,868	183,469		
Grandville	10,764	12,412	15,624	18,263	15,378	14,936	15,969	16,202	17,026	17,026	17,026	17,026	17,026	17,026	17,026	17,026	17,026	17,026		
Kentwood	20,310	30,438	37,828	45,255	48,707	50,433	52,430	57,220	52,159	52,159	52,159	52,159	52,159	52,159	52,159	52,159	52,159	52,159		
Lowell	3,068	3,707	3,863	4,013	3,763	3,668	3,771	3,863	3,763	3,668	3,563	3,477	3,393	3,323	3,253	3,183	3,113	3,043		
Rockford	2,428	3,324	3,750	4,828	6,719	6,768	6,835	6,888	6,812	6,652	6,492	6,332	6,172	6,012	5,852	5,692	5,532	5,372		
Walker	11,482	15,088	17,279	21,842	23,537	24,385	25,243	26,021	25,232	24,443	23,654	22,865	22,076	21,287	20,498	19,709	18,920	18,131		
Wyoming	58,560	59,816	63,891	69,368	72,125	73,604	74,163	74,608	74,882	74,882	74,882	74,882	74,882	74,882	74,882	74,882	74,882	74,882		
Villages																				
Calcedonia	716	722	885	1,102	1,511	1,716	1,714	1,721	1,920	1,917	1,930	2,140	2,328	2,140	2,328	2,140	2,328	2,350		
Cosnovia	205	167	189	176	176	176	175	173	176	174	170	172	176	172	176	172	176	184		
Kent City	688	880	899	1,081	1,057	1,055	1,081	1,128	1,053	1,125	1,200	1,051	1,049	1,159	1,049	1,159	1,193	1,343		
Sand Lake	388	388	466	482	500	504	514	520	508	527	539	512	516	559	516	559	554	579		
Spaëre	3,094	3,373	3,696	4,159	4,140	4,131	4,241	4,315	4,121	4,341	4,480	4,112	4,102	4,685	4,102	4,685	4,543	4,840		
Townships																				
Ada	4,470	5,472	7,578	8,882	13,142	14,772	15,046	16,319	18,402	18,960	19,497	22,674	19,662	20,767	19,662	20,767	20,767	20,767		
Albion	3,088	4,411	5,496	7,966	9,932	11,100	11,485	12,684	12,684	13,034	13,436	14,504	14,504	14,504	14,504	14,504	14,504	14,504		
Alpine	8,163	9,834	9,863	13,878	13,336	13,078	13,965	14,592	12,688	15,473	15,444	15,192	16,505	12,056	15,810	12,056	15,810	17,582		
Bowne	1,429	1,719	1,907	2,745	3,084	3,255	3,367	3,530	3,425	3,689	3,977	4,473	3,766	4,285	3,766	4,285	4,285	4,870		
Byron	7,483	10,104	13,235	17,653	20,317	21,689	22,835	24,683	23,081	24,953	26,010	27,271	25,356	27,271	25,356	27,271	25,356	27,271		
Calcedonia	3,126	4,205	5,369	7,862	10,821	12,301	12,803	14,151	13,780	14,985	17,480	16,768	18,739	16,768	18,739	16,768	18,739	24,140		
Carroll	3,680	4,863	7,928	12,075	13,338	13,867	15,260	17,684	14,597	17,245	22,051	15,228	18,199	15,228	18,199	15,228	18,199	24,140		
Cascade	5,743	10,128	12,869	15,107	17,134	18,148	18,907	21,991	19,181	20,669	26,849	21,175	22,437	21,175	22,437	21,175	22,437	26,564		
Courtford	2,196	3,272	3,950	5,817	7,878	8,609	8,983	10,074	9,536	10,288	12,470	11,470	11,470	11,470	11,470	11,470	11,470	12,868		
Grand Rapids	6,823	9,294	10,760	14,056	20,112	25,148	27,853	28,801	30,180	32,456	36,835	32,597	36,110	32,597	36,110	32,597	36,110	48,525		
Grantan	1,893	2,575	2,876	3,551	4,774	5,219	5,949	6,314	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454		
Lowell	2,150	3,972	4,774	5,219	5,949	6,314	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454	6,454		
Nelson	1,558	2,253	2,950	3,700	4,284	4,546	4,719	4,828	4,828	4,828	4,828	4,828	4,828	4,828	4,828	4,828	4,828	4,828		
Oakfield	2,159	2,963	3,842	5,058	5,782	6,144	6,410	6,995	6,508	7,039	8,208	7,867	8,421	7,867	8,421	7,867	8,421	11,167		
Plainfield	16,935	20,811	24,846	30,185	30,852	31,331	32,827	34,154	31,709	37,357	40,088	35,976	40,559	35,976	40,559	35,976	40,559	52,466		
Solon	2,114	2,809	3,648	4,682	5,974	6,530	6,780	7,338	7,288	7,808	8,701	7,942	10,065	7,942	10,065	7,942	10,065	11,428		
Sparta	3,372	3,581	4,749	4,779	4,970	5,066	5,141	5,284	5,191	5,311	5,558	5,257	5,482	5,352	5,558	5,352	5,558	6,148		
Stanger	1,456	2,385	3,784	3,881	3,980	4,100	4,283	4,809	4,608	4,608	4,608	4,608	4,608	4,608	4,608	4,608	4,608	4,608		
Tyrose	1,747	2,193	2,689	3,067	3,496	3,714	3,768	3,936	3,928	4,145	4,376	4,145	4,309	4,145	4,309	4,145	4,309	4,578		
Vergennes	1,400	1,819	2,482	3,611	4,189	4,478	4,746	5,232	4,767	5,304	6,275	5,058	5,945	5,058	5,945	5,058	5,945	8,362		
Kent County	411,044	444,508	500,631	574,336	602,622	616,766	634,834	684,760	630,909	667,047	728,868	645,053	689,259	645,053	689,259	645,053	689,259	731,472		

Source: West Michigan Regional Planning Commission; U.S. Census of Population

Notes: Projections are based on trends (10, 20, 30, & 40 year percent and numeric change) and may not be the best indicator of a community's future. Ideally, projections should incorporate planning and the established goals of a community

"High" projections are based on 40-year (1970-2010) percentage change. Trends and "low" projections are based on 10-year (2000-2010) numeric change trends

**Cascade Charter Township
 Facility Master Plan and Administrative Office Design Study
 Preliminary Program for Office Areas**

Fishbeck, Thompson, Carr & Huber, Inc.
 Project No. G140721
 December 4, 2014

Function	EXISTING			PROJECTED		
	# of Staff	# of Rooms	Total Area	# of Staff	# of Rooms	Total Area
OFFICE AREAS						
1 ADMINISTRATION						
a Supervisor	1	1	107	1	1	120
b Manager	1	1	201	1	1	200
c Senior Accountant	1	1	118	1	1	120
d Human Resources (future)	0	0	0	1	1	120
e Receptionist/Support	1	1	157	1	2	240
f Accounting Clerk (future)	0	0	0	1	1	80
g Public Computer Counter Station	1	1	40	1	1	40
h Receipt Processing	1	1	35	0	0	0
Subtotal - Admin. (NSF)	4		658	6		920
2 ASSESSING						
a Assessor	1	1	143	1	1	150
b Senior Residential Appraiser	1	1	128	1	1	120
c Residential Appraiser	1	1	107	1	1	120
d Clerk (future)	0	0	0	1	1	80
e Deed Counter Station	1	1	108	1	1	110
Subtotal - Assessing (NSF)	3		486	4		580
3 BUILDING INSPECTIONS						
a Building Inspections Director	1	1	192	1	1	200
b Permit Technician	1	1	115	0	0	0
c Plan Reviewer	2	2	114	4	4	480
d Electrical Inspector	2	2	85	2	2	160

**Cascade Charter Township
 Facility Master Plan and Administrative Office Design Study
 Preliminary Program for Office Areas**

d	IT Equipment Storage	0	0	0	0	1	80	80
e	Restrooms - Main	1	394	394		1	450	450
f	Janitor's Closet	0	0	0		1	40	40
g	General Building Storage	0	0	0		1	200	200
h	Exercise Room	0	0	0		1	220	220
i	Unisex Restroom & Shower	0	0	0		1	100	100
j	Building Delivery/Staging Area	0	0	0		1	80	80
	Subtotal - Building Support			760				1,830
	Subtotal - Common & Support Areas(NSF)			3,004				5,190
	GROSSING FACTOR (20-25%)			751				1,038
	TOTAL COMMON/SUPPORT AREAS (GSF)			3,755				6,228
	TOTAL OFFICE AREAS (GSF)			4,855				6,912
	TOTAL BUILDING AREA (GSF)			8,610				13,140

Cascade Charter Township Facility Master Plan and Administrative Office Design Study Preliminary Program for Separate Facilities

Fishbeck, Thompson, Carr & Huber, Inc.
 Project No. G140721
 December 4, 2014

Department/ Function	EXISTING			PROJECTED			Total Area	Total Area	Remarks
	# of Rooms	Room Area	Total Area	# of Rooms	Room Area	Total Area			
1 BUILDINGS & GROUNDS (Offices & Shop)									
a Director	1	110	110	1	150	150	150	Existing taken from Fire Station #2	
b Break & Meeting Room	1	634	634	1	280	280	280	Existing shared w/Fire Station #2	
c Office Storage	0	0	0	1	40	40	40		
d Locker Area	1	60	60	1	60	60	60		
e Shop	1	206	206	1	300	300	300		
Subtotal - Buildings & Grounds (NSF)			1,010			830			
GROSSING FACTOR (20%)			202			166	166	Circulation & partition allowance	
TOTAL OFFICE AREAS (GSF)			1,212			996			
COMMON/SUPPORT AREAS									
Department/ Function	# of Rooms	Room Area	Total Area	# of Rooms	Room Area	Total Area	Total Area	Remarks	
BUILDING SUPPORT									
a Entry Vestibule(s)	1	100	100	1	65	65	65		
b Mechanical/Electrical Room(s)	0	0	0	1	100	100	100		
c Unisex Restrooms	2	70	140	2	120	240	240	One of the new to have a shower	
d Janitor's Closet	1	55	55	1	40	40	40		
Subtotal - Building Support			295			445			
GROSSING FACTOR (20%)			59			89	89	Circulation & partition allowance	
TOTAL COMMON/SUPPORT AREAS (GSF)			354			534			
TOTAL OFFICE AREAS (GSF)			1,212			996			
TOTAL B&G BUILDING AREA (GSF)			1,566			1,530			

**Cascade Charter Township
 Facility Master Plan and Administrative Office Design Study
 Preliminary Program for Separate Facilities**

Department/ Function	EXISTING		PROJECTED		Total Remarks
	Total Area	Total Area	Total Area	Total Area	
BUILDING & GROUNDS REMOTE EQUIPMENT STORAGE					
a Fire Station #1	200	200	0	0	Remove B&G from Apparatus Rm.
b Fire Station #2	1,200	1,200	0	0	Remove B&G from Apparatus Rm.
c Burton Street Park	6,986	6,986	6,986	6,986	No change
d Tassell Park	576	576	576	576	No change
e Thirtieth Street Cemetery	556	556	556	556	No change
f Cascade Rec. Park- general	1,200	1,200	1,200	1,200	No change
g Cascade Rec. Park- salt storage	480	480	0	0	Double the size @ a new location
h Cascade Rec. Park- athletic storage	0	0	480	480	In area of exist salt storage
i New salt storage	0	0	800	800	Location to be determined
j Relocated from Fire Station #1	0	0	200	200	Location to be determined
k Relocated from Fire Station #2	0	0	1,200	1,200	Location to be determined
l Additional Equipment Area	0	0	600	600	Associated w/Department Offices
TOTAL- REMOTE STORAGE AREAS (GSF)	11,198	11,198	12,598	12,598	

**Cascade Charter Township
 Facility Master Plan and Administrative Office Design Study
 Preliminary Program for Separate Facilities**

Department/ Function	EXISTING			PROJECTED			Total Area	Total Area	Remarks	
	# of Rooms	Room Area	Total Area	# of Rooms	Room Area	Total Area				
2 FIRE STATION #1										
a Fire Chief	1	179	179	1	150	150				
b Deputy Chief	1	176	176	1	120	120				
c Fire Inspector	1	159	159	1	120	120				
d Watch Office	1	147	147	1	150	150				
e Conference Room	1	137	137	1	240	240				
f Copy Room	1	147	147	1	150	150				
g Break Room/ Dining Room	1	188	188	1	180	180				
h Kitchen	1	170	170	1	170	170				
i Day Room	1	210	210	1	200	200				
j Exercise Room	1	630	630	1	500	500				
k Restroom & Shower- Men's	0	0	0	1	130	130				
l Restroom & Shower- Women's	0	0	0	1	120	120				
m Men's Sleeping Room	1	319	319	1	320	320				
n Women's Sleeping Room	0	0	0	1	220	220				
o Storage Room	1	96	96	1	300	300				
p Secure Storage Room	1	312	312	1	100	100				
q Turn-out Gear Lockers	1	136	136	1	140	140				
r Shop	1	93	93	1	120	120				
s Tank Filling Room	0	0	0	1	80	80				
Subtotal -F.S. #1 (NSF)			3,099			3,510				
GROSSING FACTOR (20%)			619			702			Circulation & partition allowance	
TOTAL OFFICE AREAS (GSF)			3,718			4,212				
COMMON/SUPPORT AREAS										
Department/ Function	# of Rooms	Room Area	Total Area	# of Rooms	Room Area	Total Area	# of Rooms	Room Area	Total Area	Remarks
BUILDING SUPPORT										
a Entry Vestibule(s)	1	65	65	1	65	65	1	65	65	
b Mechanical/Electrical Room(s)	1	48	48	1	200	200	1	200	200	Exist. is part of Mezz. Storage Rm.

**Cascade Charter Township
 Facility Master Plan and Administrative Office Design Study
 Preliminary Program for Separate Facilities**

Department/ Function	EXISTING			PROJECTED			Total Area	Total Area	Remarks
	# of Rooms	Room Area	Total Area	# of Rooms	Room Area	Total Area			
3 FIRE STATION #2									
a Private Office	1	110	110	1	110	110	110	110	Currently used by Bldg. & Grounds
b Private Office	1	120	120	1	120	120	120	120	
c Watch Room	1	140	140	1	140	140	140	140	
d Training Room	1	634	634	1	634	634	634	634	
e "Public" Kitchen	1	80	80	1	80	80	80	80	
f Day Room	1	247	247	1	247	247	247	247	
g Kitchen	1	243	243	1	243	243	243	243	
h Exercise Room	1	231	231	1	231	231	231	231	
i Men's Sleeping Room	1	404	404	1	284	284	284	284	
j Women's Sleeping Room	0	0	0	1	120	120	120	120	
k Men's Restroom & Shower	1	120	120	1	120	120	120	120	
l Women's Restroom & Shower	1	130	130	1	130	130	130	130	
m Storage- Open	0	0	0	0	0	0	0	0	
n Storage Closets	2	30	60	2	30	60	60	60	
o Secure Storage Room	0	0	0	0	0	0	0	0	
p Shop	1	206	206	1	206	206	206	206	Currently shared w/Bldg. & Grounds
Subtotal - F.S. #2 (NSF)			2,725			2,725		2,725	
GROSSING FACTOR (20%)			545			545		545	Circulation & partition allowance
TOTAL OFFICE AREAS (GSF)			3,270			3,270		3,270	
COMMON/SUPPORT AREAS									
Department/ Function	# of Room Rooms Area			# of Room Rooms Area			Total Area	Total Area	Remarks
BUILDING SUPPORT									
a Lobby	1	100	100	1	100	100	100	100	
b Mechanical/Electrical Room	1	116	116	1	116	116	116	116	Plus Mezzanine Area
c Computer Server/Telecom Equip.	0	0	0	0	0	0	0	0	
d Restrooms - Public	1	100	100	1	100	100	100	100	
e Janitor's Closet	1	55	55	1	55	55	55	55	

**Cascade Charter Township
 Facility Master Plan and Administrative Office Design Study
 Preliminary Program for Separate Facilities**

f	Common Corridor	1	300	300	1	300	300
g	General Building Storage	0	0	0	0	0	0
	Subtotal - Building Support		671			671	
	GROSSING FACTOR (20%)		134		134		Circulation & partition allowance
	TOTAL COMMON/SUPPORT AREAS (GSF)		805			805	
	TOTAL OFFICE AREAS (GSF)		3,270			3,270	
	TOTAL APPARATUS FLOOR AREA (GSF)		2,495			3,672	Projected includes B&G area
	TOTAL FIRE STATION #2 BUILDING AREA (GSF)		6,570			7,747	

Phase 2 - Site Master Planning

Based upon the building and site needs outlined in the final program document approved at the January 14th Township Board meeting, a series of three (3) alternative master plan layouts were developed utilizing properties under Township control. These properties included the existing Township Hall/Fire Station site and land surrounding the Library and Wisner Center facility located within an existing Planned Unit Development (PUD). Each scheme addressed potential placement options of proposed new and future Township facilities and was reviewed with staff at meetings in February and March. A workshop was conducted on April 15th with public and staff invited to review and evaluate the master plan schemes, each of which included the following program elements:

- 13,000 square foot Administration Building
- 9,200 s.f. Fire Station with drive-through equipment bays
- Recreation splash/climbing park, along with a support Pavilion and dedicated parking
- 3,000 s.f. office and garage for Buildings & Grounds
- 6,000 s.f. potential expansion to the Library, which remained in the same location for each scheme
- A Children's Garden, located southeast of the Library addition
- Parking in quantities as required to service the new building elements

From this workshop and further input by staff, Schemes A and B were selected for further review and consideration and additional 3D computer models prepared to help illustrate them. Graphic illustrations of these two schemes are attached and were presented at the May 6th Infrastructure Committee and May 13th Township Board meeting where Scheme B was approved to proceed into the schematic design phase.

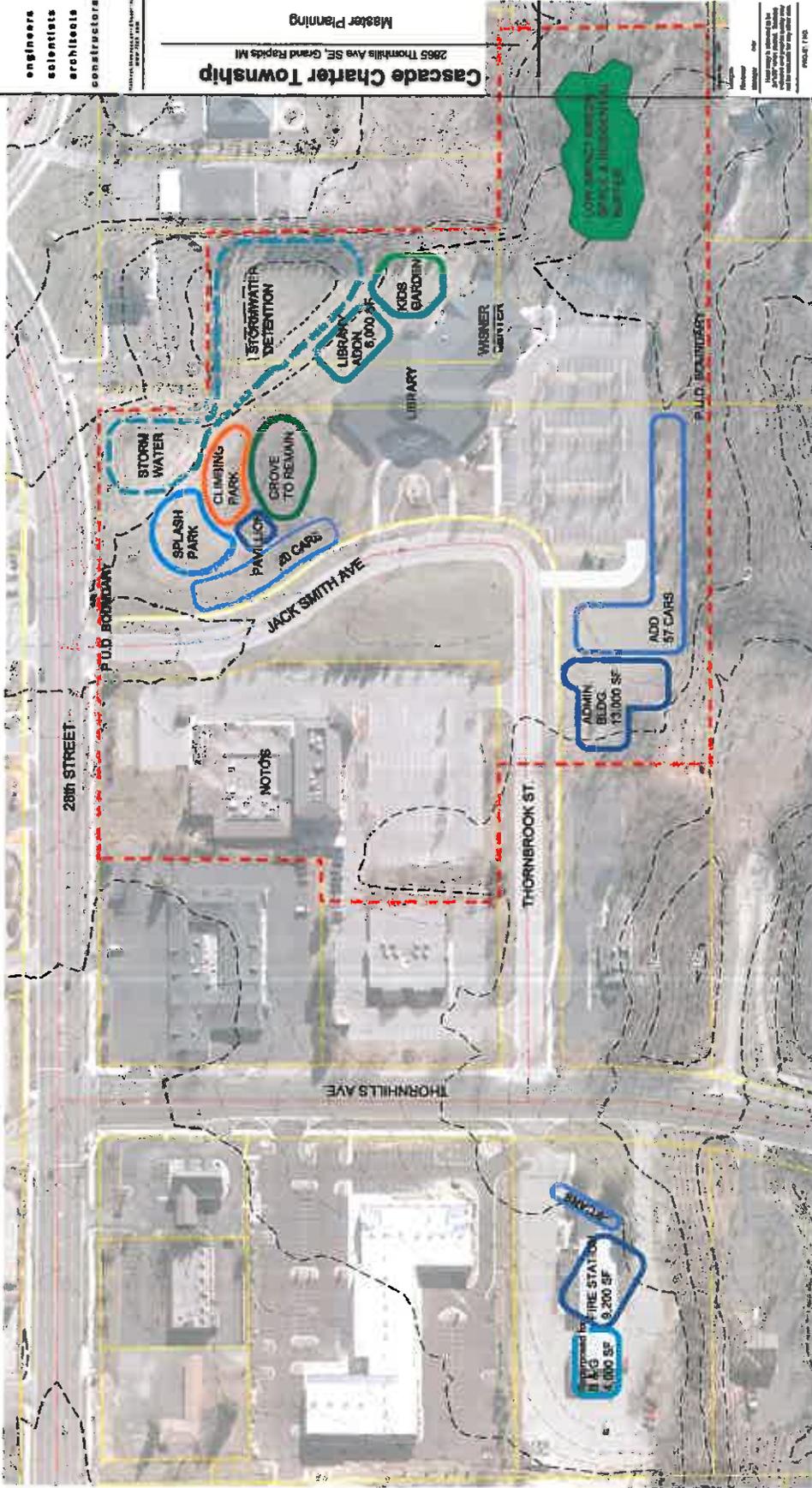


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Cascade Charter Township

2865 Thornhills Ave SE, Grand Rapids MI
Master Planning



PARKING COUNT	
158 CARS EXISTING	
57 CARS REQUIRED NEW*	
115 CARS NEW ALLOWANCE TOTAL*	

* Based on 15% of building area as per code
* Based on 15% of building area as per code

SITE PLAN
DATE: 4-28-2015
SCALE: 1" = 20'

PROJECT NO: G140721
SHEET NO: B-1.1
4-28-2015



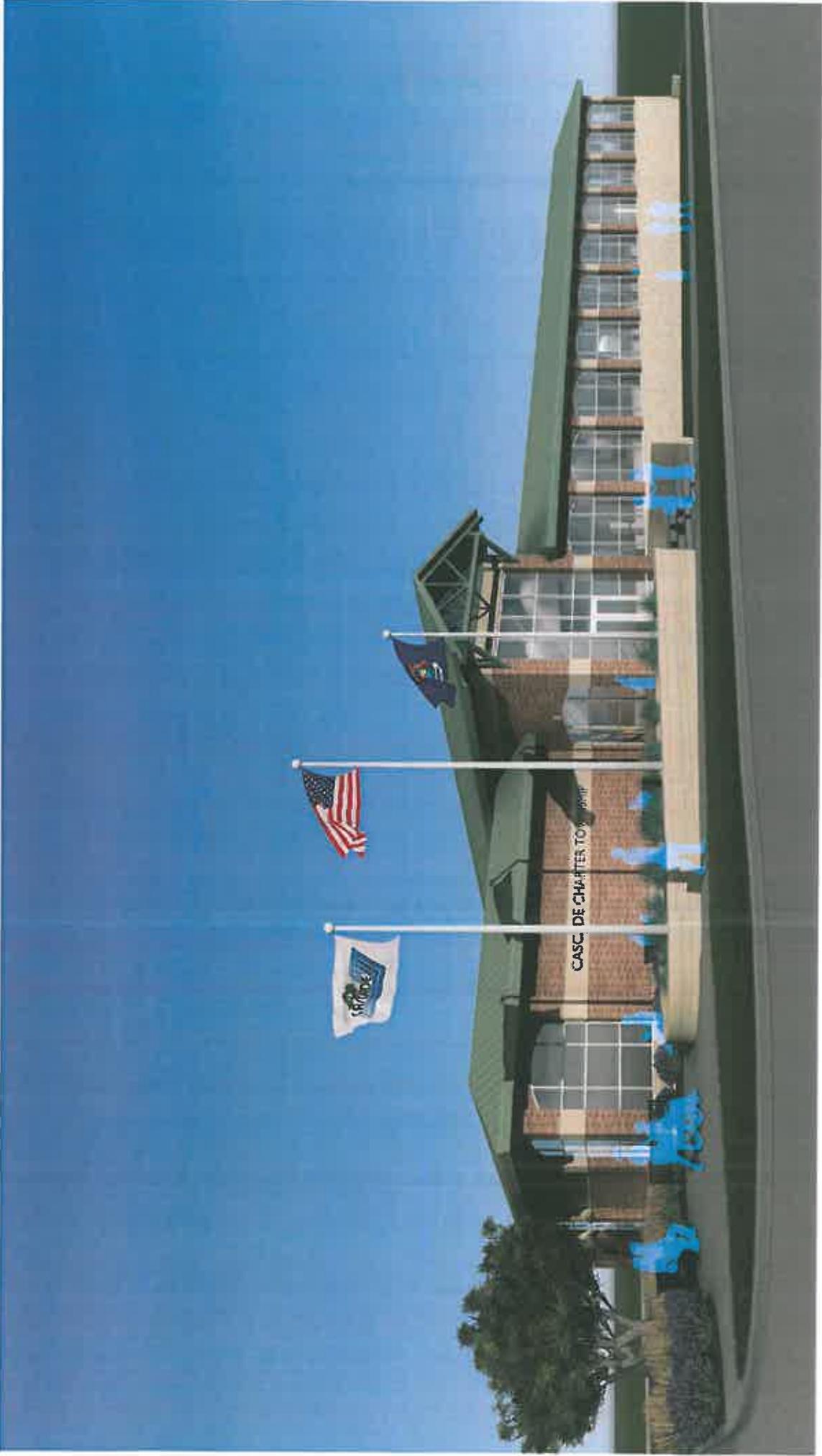


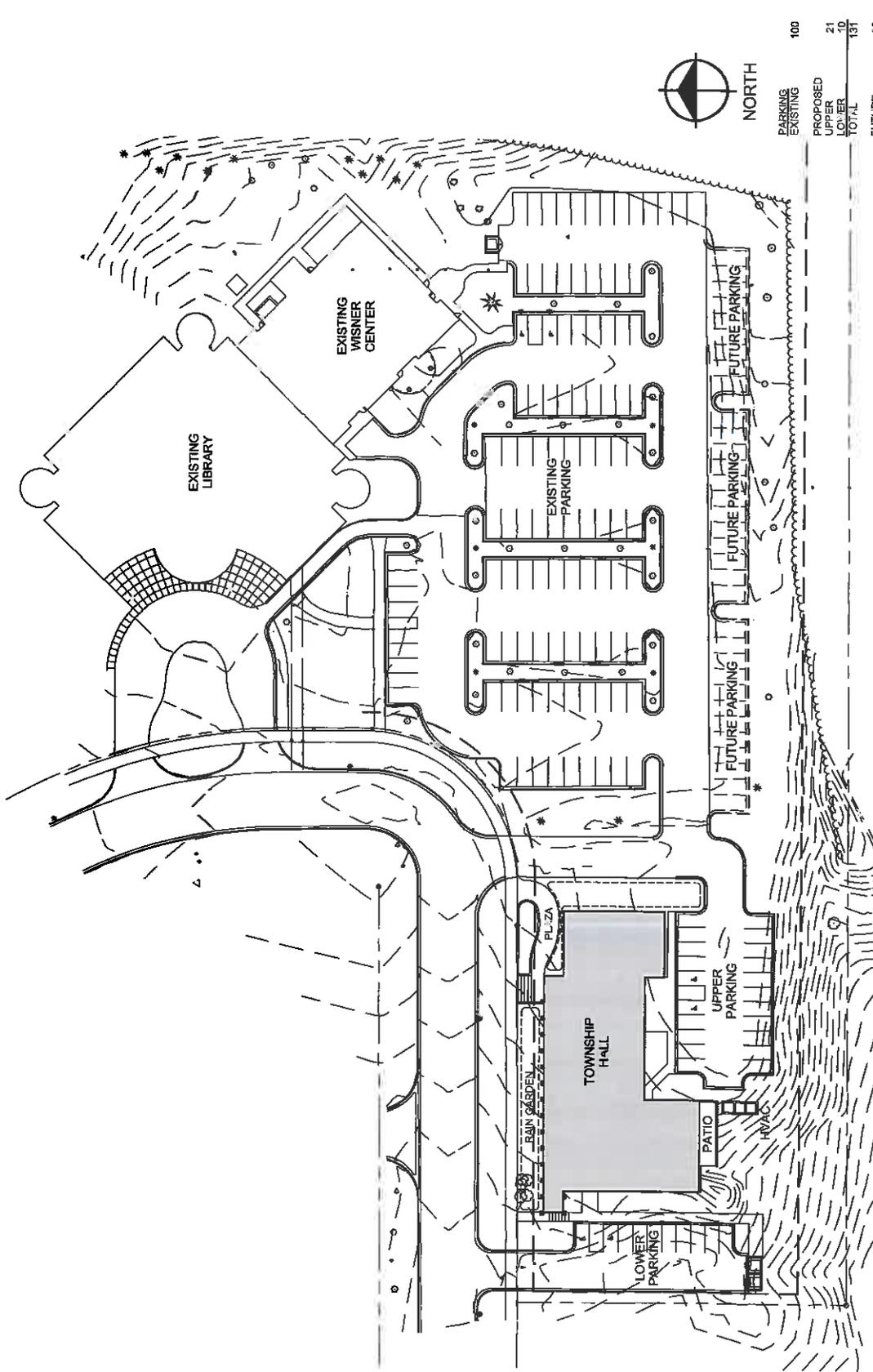
Phase 3 - Schematic Design

The schematic design phase began on June 2nd with tours of the East Grand Rapids, Wyoming, and Kentwood City Hall facilities to learn first-hand how similar municipalities dealt with their site and building design issues. Working with the approved program document and selected master plan layout, schematic design options for a proposed new administrative office facility were prepared and evaluated during a series of design team meetings from June 25th to August 14th. Options included placing all departments on a single/main level but, due to limitations of the site, the final plan incorporates the Building Inspection department on a lower level, together with other support functions. This approach works well in providing a separate parking area and secure entry to address a frequent need for building inspections staff to conduct early morning meetings with builders without allowing access to other areas of the building. The main level includes an entry corridor with dual access from both Thornbrook Street with a front entry plaza to the north and visitor parking to the south. A multi-purpose meeting room is positioned adjacent to this entry corridor together with public restrooms to allow secure access for after-hours meetings. Public access to each department on the main level is provided by a welcoming service lobby/corridor with north-facing natural light that extends from the entry corridor into adjacent staff areas. An open stair and elevator at the west end of the lobby/corridor provides access to and from the Building Inspections department on the lower level.

Exterior design of the new building is representative of a classic municipal style with brick masonry set on a stone base and individual window openings at office areas, which is distinct and yet compatible with the existing Library and Wisner Center. Schematic design drawings including site plan, floor plans, and 3D images of the exterior and interior service lobby/corridor are attached, together with a preliminary estimate for construction and other anticipated project costs.

As an expression of the Township's commitment toward sustainable design, the site and building will be designed to meet Leadership in Energy and Environmental Design (LEED) standards for certification at the silver or gold level. Attached is a copy of a preliminary LEED scorecard which was prepared during a review meeting on July 14th which indicates credits to be investigated and pursued during the development of the design and selection of building systems.





PARKING	EXISTING	100
PROPOSED	UPPER	21
	LOWER	10
	TOTAL	131
	FUTURE	33

CASCADE CHARTER TOWNSHIP
 SCALE: 1" = 60'-0"
 09/02/15

SITE PLAN

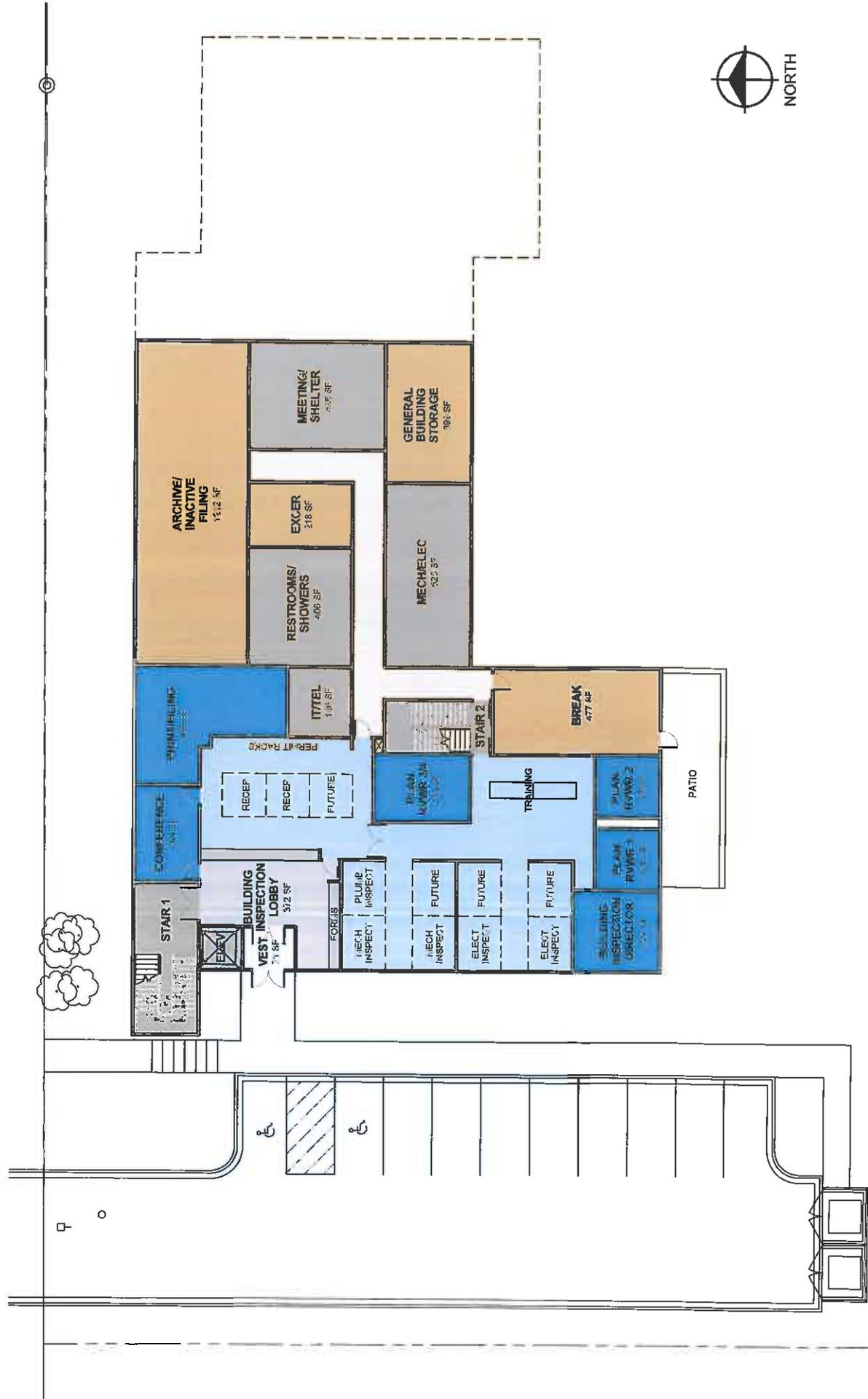
fishbeck, thompson, carr & huber, inc.



CASCADE CHARTER TOWNSHIP
 12,903 GSF

FIRST FLOOR
 SCALE: 1/16" = 1'-0"

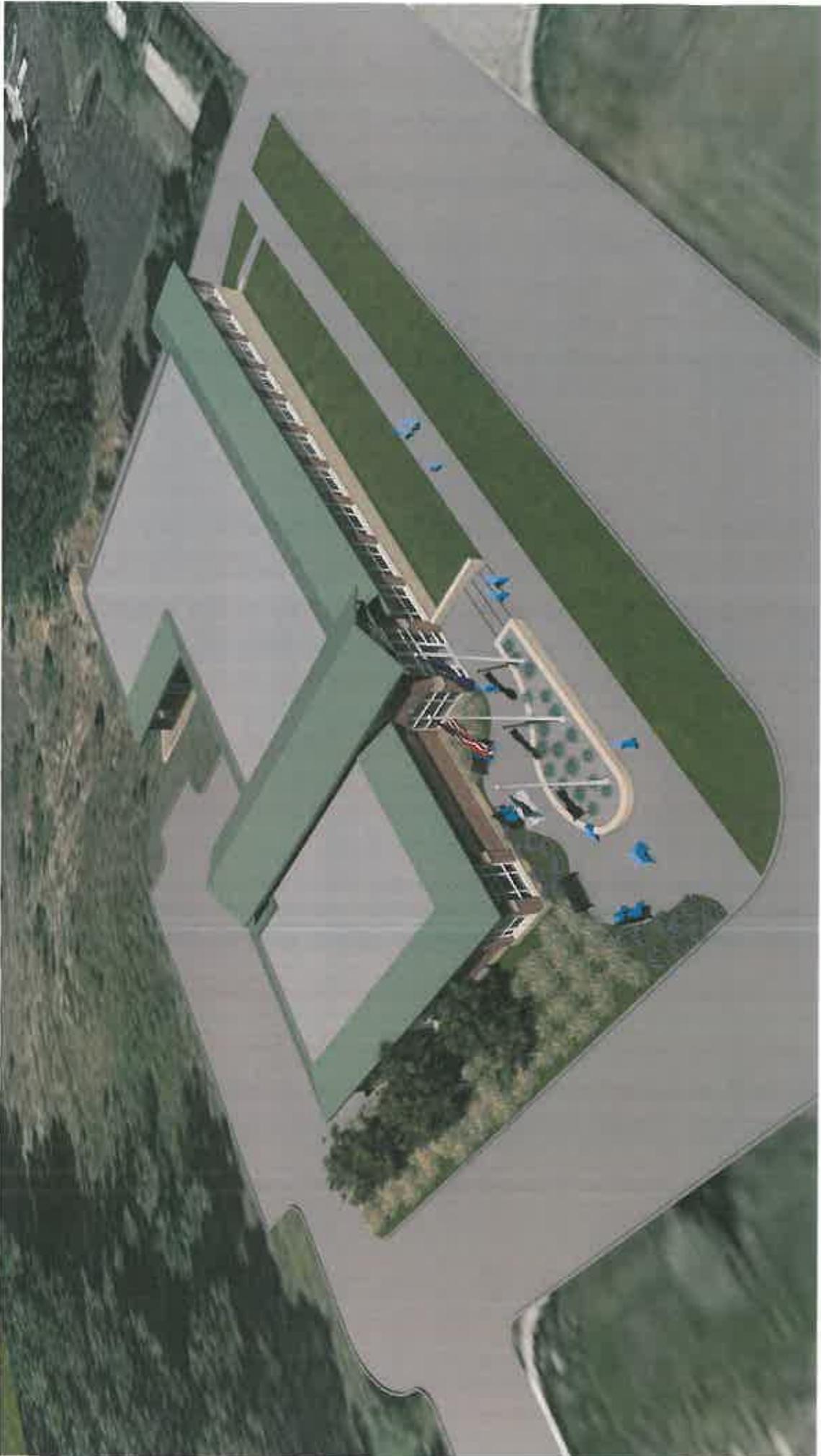
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 09/02/15

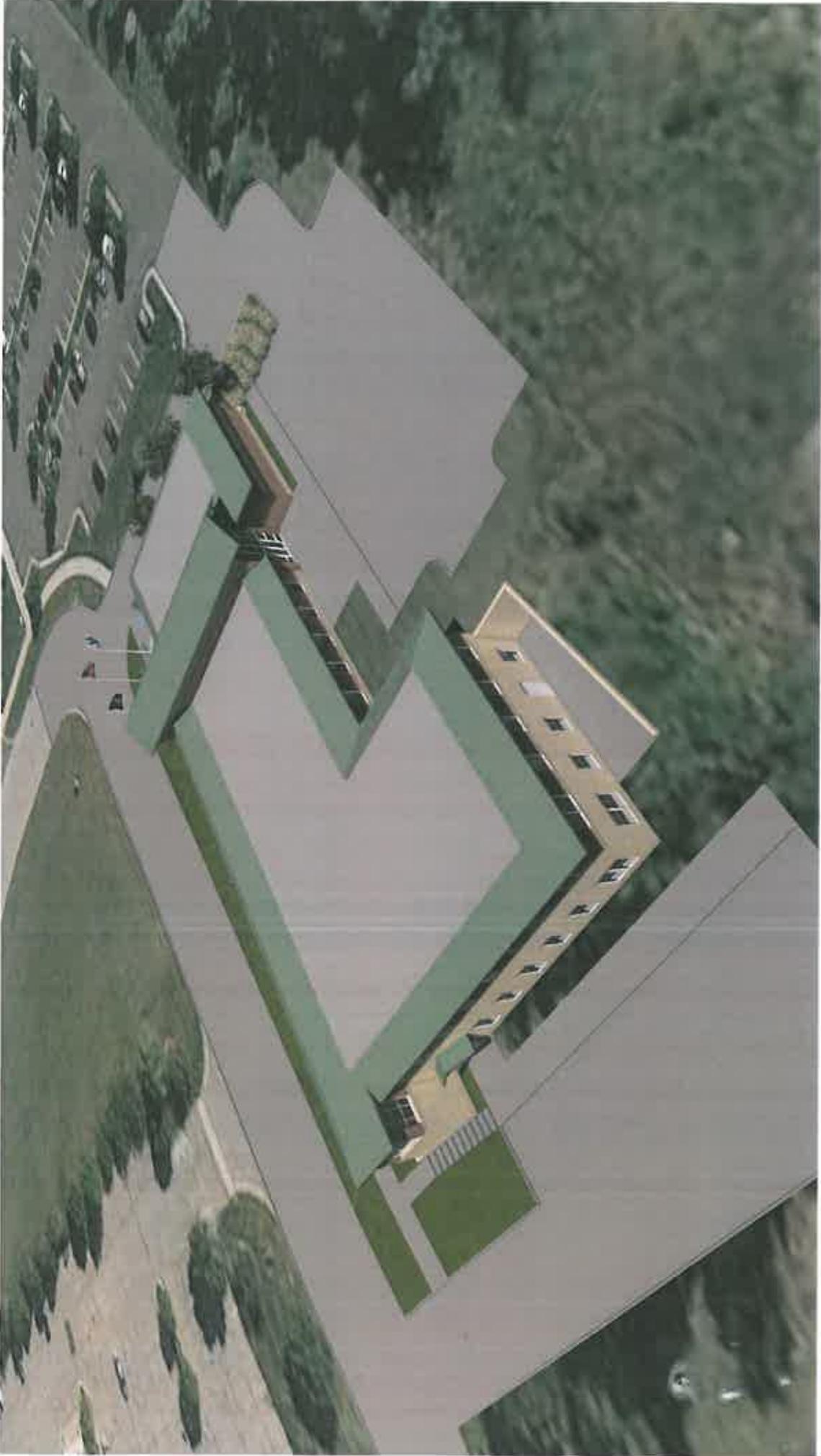


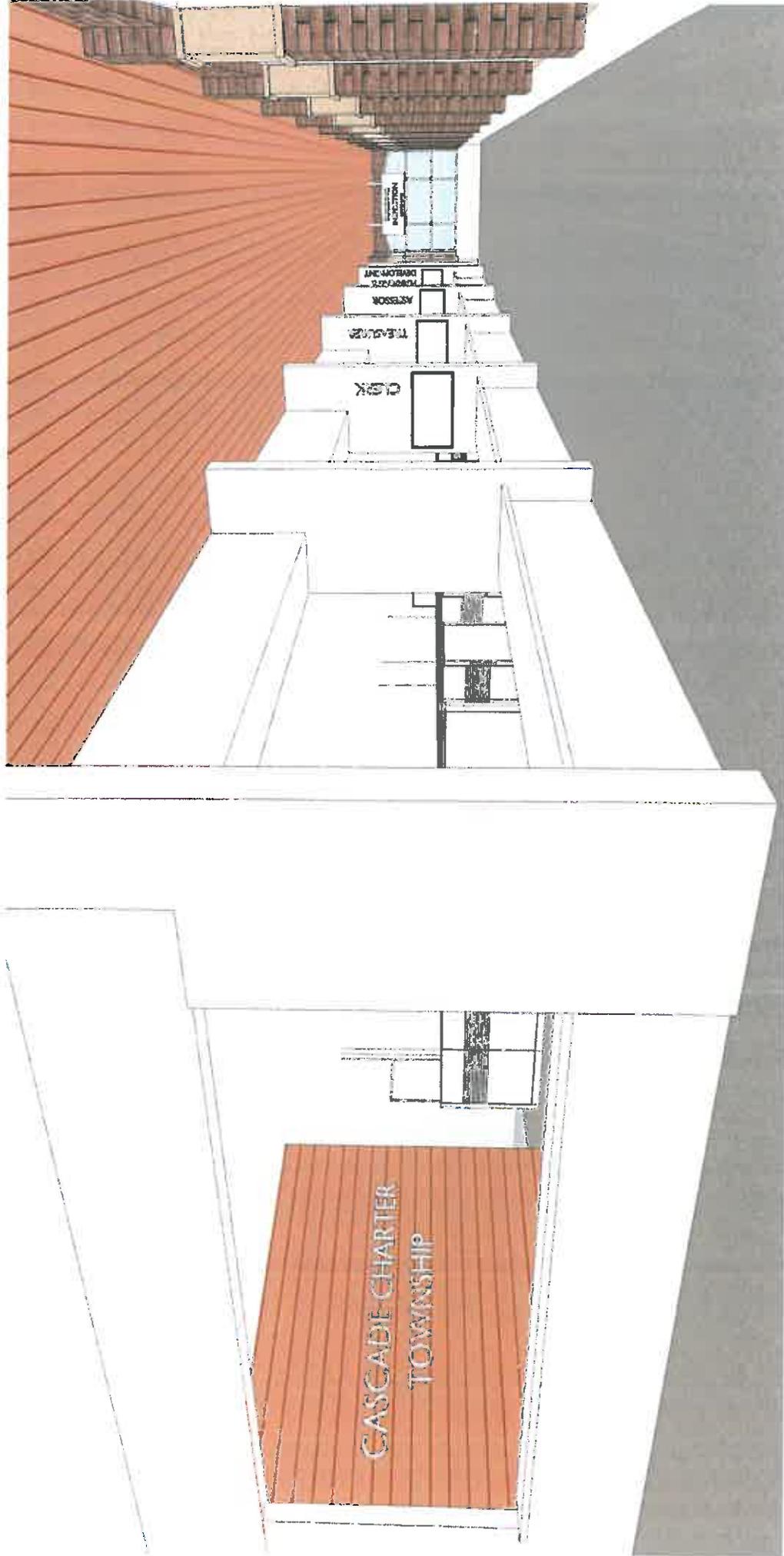
fishbeck, thompson, carr & huber, inc.
09/02/16

LOWER LEVEL
SCALE: 1/16" = 1'-0"

CASCADE CHARTER TOWNSHIP
8.937.GSF







Preliminary Construction Cost Estimate

Cascade Charter Township Office

August 24, 2015

Based upon Schematic Design Drawings dated 8/24/15

Main Level	Lower Level	Total
12,903	8,937	21,840

Work Item Description	Units	Factored Quantity	Unit Cost	Total Cost	Cost /SF
New Building					
A10 Standard Foundations	LS	1	\$ 256,912	\$ 256,912	
A20 Basement Construction	LS	1	\$ 217,116	\$ 217,116	
B10 Superstructure Construction	LS	1	\$ 745,062	\$ 745,062	
B20 Exterior Closure Construction	LS	1	\$ 674,365	\$ 674,365	
B30 Roof Covering Construction	LS	1	\$ 341,763	\$ 341,763	
C10 Interior Construction	LS	1	\$ 408,070	\$ 408,070	
C20 Stair Construction	LS	1	\$ 40,400	\$ 40,400	
C30 Interior Finishes	LS	1	\$ 346,161	\$ 346,161	
D10 Elevator Construction	LS	1	\$ 68,800	\$ 68,800	
D20 Plumbing	LS	1	\$ 92,697	\$ 92,697	
D30 HVAC	LS	1	\$ 654,330	\$ 654,330	
D40 Fire Protection	LS	1	\$ 76,339	\$ 76,339	
D50 Electrical	LS	1	\$ 528,917	\$ 528,917	
G10 Site Preparation	LS	1	\$ 25,868	\$ 25,868	
G20 Site Improvements	LS	1	\$ 148,681	\$ 148,681	
G30 Site Civil/Mechanical Utilities	LS	1	\$ 2,790	\$ 2,790	
"EV" Charging Station - Dual mount	ALLOW	1	\$ 6,500	\$ 6,500	
G50 Other Site Construction	LS	1	\$ 144,160	\$ 144,160	
Estimating and Design Contingencies	LS	1	\$ 443,893	\$ 443,893	
Builders Risk Insurance	LS	1	\$ 10,000	\$ 10,000	
Michigan Sales Tax	LS	0	\$ 143,173	\$ -	
SUBTOTAL BASE BUILDING AND SITE CONSTRUCTION COST				\$ 5,232,823	
BUILDING PERMITS				\$ 62,922	
GENERAL CONTRACTORS PROFIT				\$ 213,410	
CONTRACTORS OVERHEAD & GENERAL CONDITIONS				\$ 360,000	
SPECIAL INSPECTION & TESTING				\$ 50,000	
PAYMENT & PERFORMANCE BONDS				\$ 59,655	
TOTAL BASE CONSTRUCTION COST				\$ 5,869,155	\$269
CONSTRUCTION CONTINGENCY				\$ 299,628	
BASE CONSTRUCTION BUDGET				\$ 6,168,783	\$282
Furnishings					
Office Furnishings (based on 75% NEW)	LS	1	\$ 320,000	\$ 320,000	
Furnishing Design & Installation Fees	LS	1	\$ 35,000	\$ 35,000	
Audio - Visual Equipment	ALLOW	1	\$ 150,000	\$ 150,000	
Telecommunication/Data/Technology	ALLOW	1	\$ 25,000	\$ 25,000	
Window Treatment	ALLOW	1	\$ 12,000	\$ 12,000	
Artwork and Landscaping	ALLOW	1	\$ 10,000	\$ 10,000	
SUBTOTAL FURNISHINGS BUDGET				\$ 552,000	
CONTINGENCY				\$ 55,200	
TOTAL FURNISHINGS BUDGET				\$ 607,200	\$28
Soft Costs					
Basic Architect/Engineering Fees & Expenses	LS	1	\$ 520,000	\$ 520,000	
LEED Administration	LS	1	\$ 45,000	\$ 45,000	
LEED/GBCI Application & Review	LS	1	\$ 3,500	\$ 3,500	
LEED Fundamental and Enhanced Commissioning	LS	1	\$ 35,000	\$ 35,000	
LEED Energy Modeling	LS	1	\$ 30,000	\$ 30,000	
Moving Costs	ALLOW	1	\$ 10,000	\$ 10,000	
Owner Administrative/Legal Costs	ALLOW	1	\$ 10,000	\$ 10,000	
Building Surveying	LS	1	\$ 5,000	\$ 5,000	
Soil Boring and Geotech	LS	1	\$ 5,000	\$ 5,000	
SUBTOTAL SOFT COSTS/FEEES				\$ 663,500	
CONTINGENCY				\$ 66,350	
TOTAL SOFT COST/FEE BUDGET				\$ 729,850	\$33
Summary					
BASE CONSTRUCTION BUDGET				\$ 6,168,783	
TOTAL FURNISHINGS BUDGET				\$ 607,200	
TOTAL SOFT COST/FEE BUDGET				\$ 729,850	
TOTAL PROJECT BUDGET				\$ 7,505,833	\$344



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Cascade Township Hall **Facts, Information, and Frequently Asked Questions** *Updated – 7/07/16*

Cascade Charter Township has recently undertaken a feasibility study for a potential new Township Hall Project. The feasibility study has been completed and accepted by the Cascade Township Board of trustees, and considerations are being made to move the project forward. For those that have not followed the project, several questions have arisen regarding the nature and need of the project. This document is an attempt to answer some of the frequently asked questions and it provides extensive background and historical context for the project. The Township will continue to update this document as more questions arise. If you have additional questions, you may contact Benjamin Swayze, Township Manager, at bswayze@cascadetwp.com.

What are the services that are provided out of Township Hall?

Cascade Charter Township is a full service municipal organization that operates similar to a city. Services that are provided directly out of Township Hall include:

- Administration (Budgeting, Accounting, Human Resources, Operational Management)
- Clerk (Elections, Records Management, Passports, Cemeteries)
- Treasurer (Tax Collections, Fiscal Management, Investments)
- Assessing (Property Assessments, Board of Review, Tax Exemptions)
- Community Development (Planning, Zoning, Business & Economic Development, Downtown Development Authority, Parks, Recreation, Buildings and Grounds, Code Enforcement)
- Building Department (Full service inspections department serving Cascade Township, Grand Rapids Township, Ada Township, Plainfield Township, Vergennes Township, Lowell Township, City of East Grand Rapids and City of Lowell)

In addition to the above services provided directly out of Township Hall, these additional services are also supported by Township Hall and Township Hall staff:

- Fire Department (Full time, 24/7 operation, including fire, rescue and emergency services)
- Infrastructure Development and Maintenance

- Roads (in partnership with the Kent County Road Commission)
- Water/Sewer (in partnership with City of Grand Rapids)
- Police Services (In partnership with the Kent County Sheriff's Department)
- Library (In partnership with the Kent District Library)
- Pathway Maintenance and Development

What is the background of the current Township Hall?

The current Cascade Township Hall, located at 2865 Thornhills SE, was originally built in the late 1960's as a commercial office building. In 1980, the Township purchased the building and renovated it to become the Cascade Township Hall, Library, and Fire Station. In the late 1990's the library moved to the new facility located on Jacksmith Drive and the building was once again remodeled to accommodate the growing organization and Building Department.

What are the key reasons the Township is looking at a potential new Township Hall?

In fall of 2014 the Township Board approved a Township Facility Master Plan and Administrative Office Design Study. The study was approved in response to several major needed repairs and facility deficiencies at the current Township Hall. The sentiment was that we should first determine the present and future needs of Cascade Township and see if the existing structure could fulfill these needs before investing significant dollars into our current Township Hall facility. Issues that were identified that led to the study being approved included:

- Identification of nearly \$500,000 in repairs needed to the current Township Hall facility including a new roof and a complete overhaul of the HVAC system
- Current Township Hall was developed in 1980 and was built to accommodate a Township that was approximately 56% of what the population is today (not to mention the tremendous industrial, commercial, and retail growth). The Township was able to renovate the facility in 1997 to accommodate the organic growth in the organization, but the Township is not able to expand the facilities again due to zoning, fire department traffic circulation, and structural issues. Thus, adding to the current facility is not a viable option.
- The Building Department has already run out of space and does not have the space needed to accommodate scheduled equipment upgrades. In addition, future employment needs, including those related to anticipated new work in current customer communities, cannot be accommodated in our current facility. It is important to note that the Cascade Township Inspections Department serves Cascade Township, Grand Rapids Township, Ada Township, Plainfield Township, Vergennes Township, Lowell Township, City of East Grand Rapids, and City of Lowell. These shared services benefit all communities

and lower costs for all the communities while also generating revenue for Cascade to support general operations related to building department functions.

- Township Hall lacks needed meeting space and it is becoming increasingly difficult to hold on-site meetings. Meeting space is often occupied by non-regular operations (elections, auditors, Board of Review, etc...)
- Storage space is extremely limited. Most archive record storage is held at the Wisner Center and current space barely meets the needs of regularly stored active records.
- The proposed new Township Hall will require no new taxes or revenue. The Township has been fiscally responsible over the years and has purposely maintained a healthy fund balance in order to avoid financing costs for large capital improvements, such as this potential project.
- In addition to being undersized and needing significant maintenance, the current Township Hall does not project the image of a vibrant Township. We expect quality and attractive projects based on township ordinances and specifications. These are in place to make Cascade a better and more attractive place to live and do business, thus attracting more residents and businesses. This professional approach has been extremely successful and has helped to grow our community and its tax base while also providing new amenities, such as the pedestrian paths, new parks, the Buttrick Fire Station, the library, an updated recreation park, and others. So, we expect development in the Township to project a very favorable image, and our standards have led to a growing and vibrant township that has also generated a lot of pride from residents and businesses. Since our current Township Hall is inadequate, cannot be expanded, and is about 40 years old, a new Township Hall is needed to serve the community for the next 20-30 years or more. It was felt that any new Township Hall should reflect a very positive image on Cascade. However, a thorough process was needed to assess the feasibility of a new Township Hall.

What was the Township Hall Feasibility Study and how much did it cost?

The Township Hall Feasibility Study was a three-part study to determine the need, location, and conceptual design and budget for a potential new Township Hall. The parts were broken down as:

- **Phase I – Programming** – During this phase our consultant looked at historical trends and population projections and held interviews with Township staff and officials to determine the space that would be needed to accommodate the Township organization in the next 20 years.
- **Phase II – Master Planning** – During this phase our consultant looked at several different options for the location of a potential new Township Hall. In addition, the phase did a mini-master planning session for the property the Township owns surrounding the library.

- **Phase III – Schematic Design** – During this phase our consultant created conceptual and schematic design and elevations for a new Township Hall as well as creating a budgetary estimate.

The total cost of all three phases of the study was approximately \$45,000 and took place between September 2014 and March 2016.

Who participated in the Township Hall Feasibility Study?

The Township Hall feasibility study included participation from Township Elected Officials, Township Staff, members of the public during public meetings and other key stakeholders during various stages of the study (Library staff and Friends of the Library, etc...). The Infrastructure Committee of the Township Board (Trustee Lewis, Trustee McDonald and Treasurer Peirce) were responsible for reviewing the work done during the feasibility study and recommending action to the Township Board.

What was the outcome of the Township Hall Feasibility Study?

Phase I – The programming phase of the Township Hall Feasibility Study showed that based on historical trends, population estimates, and interviews with Township staff and elected officials, the Township will need approximately 52% more space to accommodate the Township organization over the next 20 years. Some of the space requirements come from deficiencies the Township is experiencing already (lack of meeting space, file storage space, office space in the Building Department) while other space needs come from anticipated organic growth of the Township staff as the resident and business population increases over the next 20 years.

Phase II – The Master Planning phase of the study took a look at the various opportunities for a new Township Hall facility, including the current site, the Township Library property, and various other areas of the Township. Part of the master planning phase was to look at the potential to significantly renovate the current Township Hall. While some minor renovations/additions could be implemented to relieve immediate issues, it was determined that renovation and addition to the current Township Hall could not fulfil all of the estimated needs of the Township. This was due to zoning regulations and fire station traffic flow issues (inability to build out) and structural issues (inability to build up).

After considering all options, the Township Board ultimately chose to locate a potential new Township Hall at the library property to continue to build a civic complex “feel” and to capture the synergy and efficiency between the two buildings, which includes that residents may need to visit both in the same trip. The Board did consider two locations on the property, both the currently proposed location and a location that would connect the Hall to the back of the Wisner Center. Ultimately the Township Board chose the current location as there was a want to provide a separate identity for the Township Hall from the library and make sure it was in a prominent location for resident and visitors.

Phase III – With the needs established and the location selected, the consultant worked with a focus group of Township Staff and officials to create a schematic and conceptual design for a potential new Township Hall. The process involved several site visits to the facilities of other

cities and township and involved several group sessions as plans were being developed. The floor layout saw several different variations as the group dealt with customer (residents and business) flow issues and site constraints. The consultants provided a half dozen various floor plans. Once a schematic design was selected, the consultant then created a budgetary estimate for the project.

You can see the completed Township Feasibility Study, including the needs assessment, master plan, schematic design, and budget estimate, on the Cascade Township website (beginning the first week of June) at www.cascadetwp.com

What is the budget estimate for the new Township Hall and what does it include?

The budget estimate for the new Township Hall is \$7.5 million and should be considered a “turnkey” estimate, including all construction, architectural, engineering, furniture, fixtures and equipment costs. The budgetary estimate also includes nearly \$800,000 in design and estimating contingencies as the construction market has proven to be very volatile of the past two years. Our hope is that these contingencies will not be needed, but we asked our consultant to provide us with a very conservative, worst-case-scenario estimate. This budgetary estimate will continue to be updated and modified as the Township goes through the building design process. A final budget will be presented when a final bid is presented to the Township Board for consideration.

How will the new Township hall be paid for?

The Township Board did not want any new taxes to be required for a new Township Hall. The Finance Committee of the Township Board spent considerable time reviewing the following proposed funding scenarios and offered the following insights:

- **All Cash Funded Project** – The main “pro” (advantage) of this scenario is that it would eliminate all financing costs, meaning the project cost would be the true cost of construction. The Finance Committee did not like this option as it would significantly spend down the Township fund balance and would limit Township financial flexibility, bond rating, and ability to withstand an economic downturn.
- **Finance Entire Project Over 20 Years** – The main “pro” of this scenario is that our financial stability and flexibility would remain intact. The Finance committee did not like this option as it adds significant cost to the project (\$3 million in interest) and there was worry that the general fund operating budget and/or building fund would not be able to handle the annual debt service without tapping fund balance anyways.
- **Finance Construction Costs Over 20 Years** - In this scenario, the Township would pay cash for the furnishings and soft costs and finance the base construction costs over a period of 20 years. Again, the Committee’s main issue with this scenario was that it drove up the overall cost of construction even though we do have enough cash to pay for a significant part of the project. The ability to meet debt service was less of a concern in this scenario, but could still stress the budget in “lean” years.

- **Finance Construction Costs Over 10 Years** – The same scenario as above, but reducing the debt service period from 20 to 10 years. The benefit here over the above scenario is that it reduces the financing cost from \$2.8 million to \$1.3 million. However, the debt service skyrockets to what the Finance Committee determined was an unsustainable amount.
- **Finance 50% of Construction Costs Over 15 Years** – In this scenario, the Township would pay cash for the furnishings and soft costs as well as 50% of the base construction costs. The remaining base construction costs, about \$3.1 million, would be financed over 15 years. The Finance Committee liked both this scenario and the next scenario the best. It seems to strike an appropriate balance between utilizing cash reserves and financing without putting a particular stress on either the financial health of the Township or the Budget going forward.
- **Finance 50% of Construction Costs Over 10 Years** – Same as the scenario above, but reducing the debt service period to 10 years. This increases the annual debt service requirements, but reduces the overall cost of financing about \$400,000.

After debating the pros and cons of each scenario, and bringing up other scenarios that the Township Board could consider, the Finance Committee recommended that the Township Board select the funding scenario where the furnishings and soft costs, as well as 50% of the construction costs would be paid for utilizing General Fund and Building Department fund balance, and the remaining costs would be financed over a period of 10 years. The analysis shows that both funds would continue to maintain a health fund balance, and the 10-year budget projection shows that each fund can handle the debt service without stressing the funding of General Operations. The Finance Committee is focused on the Building Fund providing 25% - 35% of the support for the project, but has asked staff to do more research before that recommendation is made.

For the General Fund, the cash outlay will end up being somewhere between \$3-\$3.5 million. The current fund balance for the general fund is over \$8 million dollars which means that the new fund balance will be between \$4-\$5 million, still well above 100% of regular operating expenditures. The debt service for the general fund will be around \$275,000, while our 10-year budget project shows surpluses (\$480,000 - \$1,000,000 +) in 8 of the next 10 years.

For the Building Fund, the cash outlay would be between \$1.1-\$1.3 million. The current fund balance for the Building Fund is around \$2.1 million, which means that the new Building Fund “fund balance” would be around \$1 million. It is important that the Building Fund “fund balance” remains at least at 100% of regular operating expenditures given the volatile nature of permit revenues. This scenario would maintain the balance at that level. The debt service to come from the Building Fund would be around \$100,000 depending on the final mix of support. Staff is working on exactly where that portion will come from, but unless we see a significant economic recession again we do not see covering that cost to be an issue. The Building Fund has run significant surpluses (\$400,000+) over the past several years.

Will there be a tax or fee increase for the new Township Hall.

No. The funding scenario selected by the Township Board for the new Township Hall involves no new revenues of any kind. All costs for the project will be paid for from either the Township Fund balances or revenues that the Township current receives through taxes, fees, leases, contracts, and revenue sharing with the State.

How did the Township Board get to the current point in the process and what were the votes for approval?

The Township Board approved the contract for the Township Hall Feasibility Study at its regular public meeting on August 27th, 2014. Below is a schedule of public meetings that were held regarding the project:

- **August 27th, 2014** – Contract for Feasibility Study approved. (Approved 7-0)
- **January 14th, 2015** – Needs Study Presented, Phase II approved (Approved 7-0)
- **May 13th, 2015** – Master Plan and Site Selection Presented, Phase III approved (Approved 4-3 for free standing building site selection Yeas – Beahan, Lewis, Koessel, Peirce Nays – Goodyke, McDonald, Goldberg)
- **September 9th, 2015** – Conceptual/Schematic Design and Budget Estimates Presented, board directs Finance Committee to consider funding options. (Approved 7-0)
- **February 24th, 2016** – Funding options presented, Township Board directs staff to hold Community Forum on the project. (Approved 4-0; Goldberg, Goodyke, Lewis Absent)
- **March 24th, 2016** – Community Forum held on project.
- **April 13th, 2016** – Board considers project, directs staff to seek design and construction management proposals. (Approved 5-0; Goldberg and Koessel Absent)

Does the proposed Township Hall include a “gym” and showers for the Township employees?

The proposed project includes restroom facilities for employees with showers. Showers are an important amenity for Township staff. Our Building Department employees spend a majority of their days in construction sites not only in Cascade but also in neighboring communities that we serve. Sometimes there is a need to take showers once employees return from the field, especially if they have business related meetings later in the day or came into contact with an environment that calls for an immediate shower. Other staff members also work in the field from time to time, including inspections in natural areas, parks, construction sites, and storm drains; thus, they may also need to use shower facilities. Showers may also encourage employees to take alternative means to work (biking, walking, etc.). It is also important to note that showers will be important should the Township Hall become a Red Cross relief site. The showers are also important for LEED certification (again, promoting alternative means of transportation). The

showers add minimal cost to the project (less than \$10,000) as they are only one stall in each of the already planned restrooms.

The Township Hall plan also calls for a small workout room for employees. This will be similar to the facility that Township employees already have access to in the current Township Hall. It is not a gym. The room will be approximately 200 square feet (e.g., 10 x 20) and will contain some basic fitness equipment (treadmill, elliptical, fitness ball, etc.). The fitness equipment placement will be coordinated so that equipment retired from the fire department can be repurposed for usage by Township Hall employees. It is anticipated that the workout room adds less than \$10,000 to the cost of the project. If needed, this space could be used for office expansion in the future.

Does the proposed Township Hall project involve the proposed amenities at Jacksmith and 28th Street referenced in the Master Planning portion of the feasibility study?

No, the proposed Township Hall project is specifically for the Township Hall building and site improvements only. The Cascade Township Downtown Development Authority is currently leading a planning exercise to consider what, if anything, should be considered for the Jacksmith Drive/28th Street property. Whatever recommendations come from that exercise would be considered an entirely separate project from the proposed Township Hall project.

Has the State of Michigan issued any direction to Cascade Township regarding the current fund balances of the Township are set any limitation on fund balance accumulation?

No, the State of Michigan does not regulate the level of fund balance that the Township can carry and the Township has not received any communication from the State regarding the level of fund balance. The only restriction that the State of Michigan imposes on the current fund balances of the Township is that any funds currently held in the Building Department fund must only be utilized on activities and projects related to the Building Department.

Who will make the final decision on whether or not to proceed with the proposed Township Hall project?

The Cascade Township Board of Trustees is the entity with the vested power to spend Township funds. Any decision to spend Township funds must be approved by a majority vote of the Cascade Township Board of Trustees.

Is there a limit on the amount of money that the Township can spend?

Per the Charter Township Act and other enabling legislation, the Township can levy no more than 1.1 mills for general fund operations without a vote of the residents. That millage rate has been rolled back to 0.9716 mills due to the Headlee Amendment, which ensures tax revenues do not grow greater than the rate of inflation. Besides the general fund millage, the township has other voted approved millages for services such as Fire, Police, Open Space, Pathways and the Library.

As long as the Township does not levy taxes higher than the authorized rate, the Township can spend funds at a level and rate that the Township Board of Trustees approves. The Township is required to approve a balanced budget each year, but the budget may be balanced by utilizing funds saved from previous years (fund balance).

Why will the proposed Township Hall project not be on a ballot?

The proposed funding method for the Township Hall project is through current revenues, including General Fund and Building Fund fund balance, and bonds to be paid for utilizing current General Fund and Building Fund Revenues. No new taxes or revenues would be utilized for the proposed project. Projects or services that have been approved through a ballot measure in the past have been projects or services to be funded through new property tax revenues, which require a vote. Since no new revenues are required, the proposed project would not appear on a ballot.

What is the method for Cascade residents to enact a referendum on this project?

The state of Michigan Charter Township Act, under which Cascade Charter Township is organized, does not provide a method for enacting a referendum on a decision of the Township Board. The Township has consulted with the Kent County Department of Elections, and they have indicated that they are unaware of a method to enact a referendum on a decision of the Township Board. Questions on referendum procedures should be directed to the Kent County Department of Election or the State of Michigan Secretary of State.

Is the Electric Vehicle Station and LEED certification necessary?

The Electric Vehicle Station and LEED Certification items were included in the schematic design budget estimate in order to give the Township Board a budgetary estimate on what costs would be associated with these items. The Township Board has not committed to including or not including either of these items as formal design work for the proposed project has not been considered. There are pros and cons to each of these items that the Township Board would weigh prior to making a commitment to pursue either of these items in a final design for the project.

What is the plan for the Fire Station and current Township Hall?

The long-term vision for the Fire Station is that when it is needed, a new Fire Station would be erected on the space where the current Township Hall sits, and the current Fire Station will either be repurposed for the Buildings and Grounds Department, or demolished if repurposing is not an efficient option.

The short-term plan would be for the Fire Station to remain in operation at its current location. More study is needed to determine what the short-term use of the Township Hall facility would

be. Possible alternative include repurposing for a related fire department use, repurposing for a community use, or partial/full demolition.

Who decides the Zoning regulations for the Township?

Zoning regulations for the Township are approved by the Township Board with input from the Planning Commission. The Township is required to comply with Zoning regulations just as any other entity is required to comply. Variances to the Zoning ordinances of the Township are considered by the Zoning Board of Appeals.

Why does the Township serve other communities for Building Inspection services and how are those services funded?

Cascade Township provides Building Inspection services for the following communities:

- Ada Township
- Grand Rapids Township
- Plainfield Township
- Vergennes Township
- Lowell Township
- City of Lowell
- City of East Grand Rapids

The Building Department is fully supported by revenue generated from Building Department activities. In addition to being self-funded, the Building Fund consistently contributes \$80,000 + per year to the General Fund to cover administrative costs related to the Building Department. The Building Department is structured so that no tax dollars are utilized to fund that service.

The funding for the Township Hall would be covered approximately 30% by Building Department funds, including usage of fund balance from the department and covering a portion of any debt service related to the project.

Is the Township planning on buying, swapping or otherwise acquiring additional land for a proposed “civic complex” project?

Cascade Township recently approved a Planned Unit Development (PUD) for the property located directly south of the land for the proposed Township Hall project. The approved project includes the development of 10 detached condo units (essentially single family homes.) The Township has absolutely no interest in this land and does not believe the land would provide any advantage for future Township facilities over the land the Township currently owns.

SUMMARY: Key Points Regarding a Potential New Township Hall

- The current Township Hall is a Township asset from 1960's. It is over 40 years old, has undergone multiple renovations, and was built to serve a township nearly half Cascade's current size.
- The current structure needs approximately \$500,000 of maintenance and cannot be expanded to meet current and future needs.
- The Building Inspections Department serves Cascade Township, Grand Rapids Township, Ada Township, Plainfield Township, Vergennes Township, Lowell Township, City of East Grand Rapids, and City of Lowell. This government sharing arrangement is efficient and smart, but the current township office cannot accommodate the department's requirements. This is a revenue generator for Cascade, while also saving money for other townships. Fees collected from Building Inspections will cover approximately 30% of the project.
- A new Township Hall will not require any new taxes. The township has been fiscally responsible over the years and has purposely maintained a surplus for this type of investment.
- An extensive study was done to determine the needs, requirements, and feasibility of new township offices. The evaluation also considered financing options and what would be best for Cascade Township. The work to date took place over the course of nearly 18 months and has included multiple public sessions and has been documented in township meeting packets and at Board meetings.
- The library has indicated a need to expand. A new Township Hall building will free up space in the library and potentially delay the need for expansion and/or reduce the cost of library expansion.
- Per this Facts and Information document, a detailed evaluation process shows that to facilitate Cascade's needs and growth over the next 30 years, a new Township Hall is needed.

In addition to being old and needing maintenance, the current Township Hall does not project the image of a vibrant township, which is what business and commercial enterprises, as well as new residents moving to the area, are looking for.

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION __ of 2016

**RESOLUTION FROM INFRASTRUCTURE COMMITTEE REGARDING THE
PROPOSED TOWNSHIP HALL PROJECT**

Minutes of a regular meeting of the Township Board of Cascade Charter Township, County of Kent, State of Michigan, held at the Wisner Center in said Township on July 13th, 2016 at 7:00 o'clock p.m., Eastern Daylight Time

PRESENT: Members: _____

ABSENT: Members: _____

The following preamble and resolution were offered by Board Member _____ and supported by Board Member _____.

WHEREAS, Cascade Charter Township has undertaken a Township Facility Master Plan and Administrative Office Design Study to determine the feasibility of a new Township Hall Facility, and

WHEREAS, through the study, the Township Board was presented with the schematic design and proposed budget for a new Township Hall facility to be located on the grounds of the Cascade Library, and

WHEREAS, the study culminated in a Community Forum which was held on March 24th, 2016 at the Wisner Center, and

WHEREAS, since the Community Forum and subsequent township board meetings were held, the Township has received substantial feedback from the residents of Cascade on the proposed project during public comments at regular Township Board meeting and via email and telephone. Overwhelmingly, the feedback received thus far has been that the Township residents do not support the proposed new Township Hall as presented, and

WHEREAS, given the feedback received by the residents of Cascade Township, the Infrastructure Committee met and formulated the following recommendations for the Township Board to consider:

1. Receive and File the “Cascade Charter Township Facility Master Plan and Administrative Office Design Study” and declare that the project has been stopped and will not move forward.
2. Direct the Township Manager to have an RFP prepared to seek bids for the following Township Hall repairs:
 - a. Roof Replacement
 - b. HVAC Replacement
 - c. Parking Lot Resurfacing
3. Direct the Township Manager to utilize the “Needs Assessment” section of the study to segment the future needs of the Township into the following segments:
 - a. Immediate Needs (now to 2 years)
 - b. Short-term Needs (3-5 years)
 - c. Intermediate Needs (6-10 years)
 - d. Long Term Needs (10+ years)
4. Any future actions or projects to plan for potential new township offices will include at least two public forums and all Township residents will be notified via a direct mailing of

these public forums. Information will also be posted on the township web site regarding these forums and related potential projects.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Trustees of Cascade Charter Township adopts the recommendations made by the Infrastructure Committee in regards to the new Township Hall project.

YEAS: Board members: _____

NAYS: Board members: _____

ABSTAIN: Board members: _____

ABSENT: Board members: _____

RESOLUTION DECLARED ADOPTED

Clem Bell, Township Clerk

I HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Cascade Charter Township, County of Kent, Michigan, at a regular meeting held on July 13, 2016, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: _____

Clem Bell, Township Clerk

MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Consider approval for a lot split at 4834 Town Centre Dr.
Meeting Date: July 13, 2016

Section XI.A of the Meadowbrooke P.U.D. Ordinance allows the Township Board to approve lot splits (The Ordinance states the that Township Board shall not unreasonably withhold approval). The minimum parcel size is 2 acres, with the ability to allow even smaller lots as approved by the Township Board. The point of this provision in the ordinance was to allow for some flexibility as market conditions changed over time. We have probably done about 5 lot splits in Meadowbrooke in the past 15 years.

The property requested to be split now was actually part of a reconfiguration about ten years ago. They are now asking to create a 2.2-acre lot and at 2.7-acre lot.

The new northern piece would be almost exactly like the original lot while the piece to the south would be smaller than the original parcel, thus creating one new parcel.

They have indicated a desire to build a couple of hotels on these properties which is the purpose of the lot split.

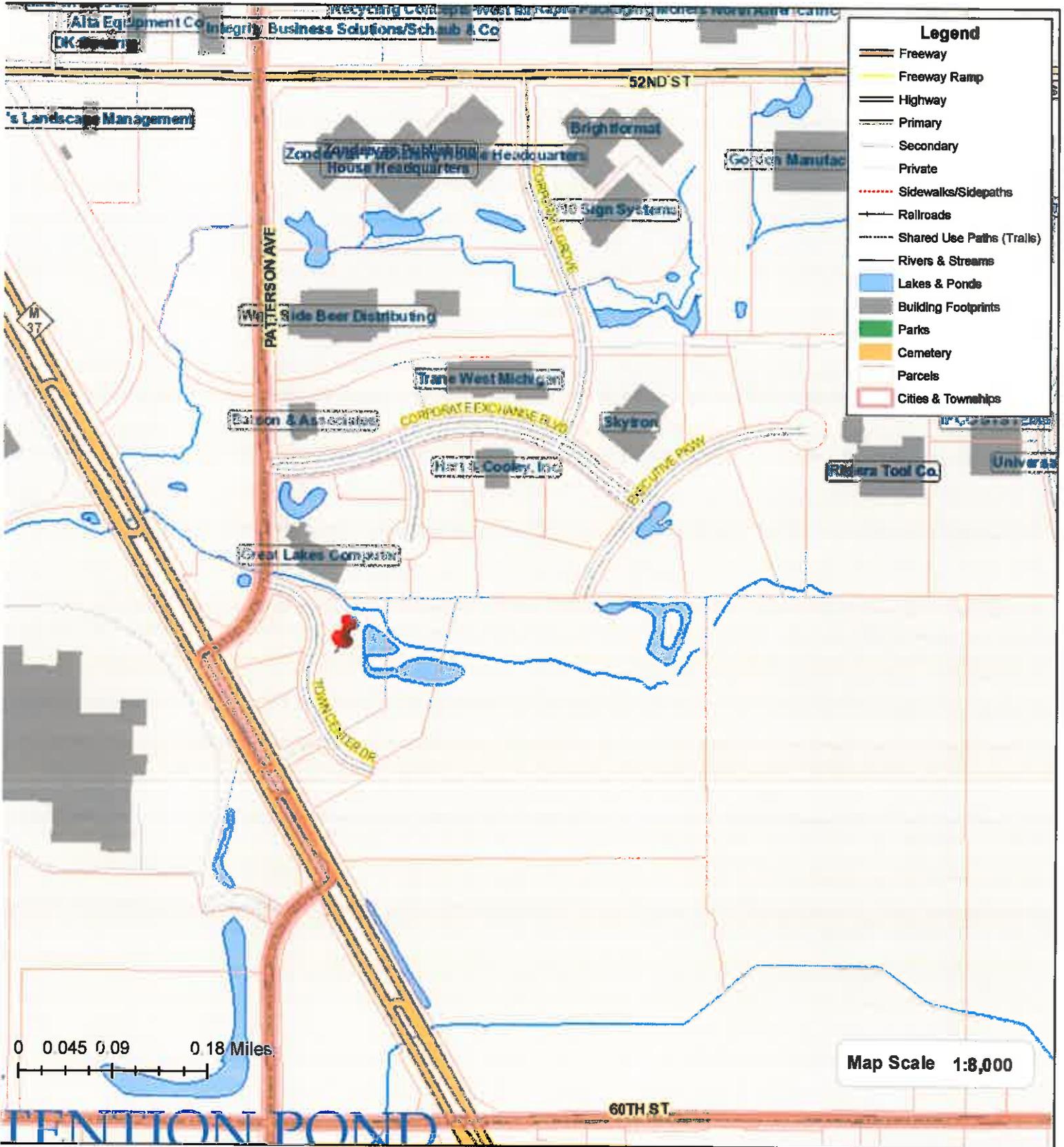
This has been noticed for public hearing as required by the P.U.D. Ordinance. I would recommend that you approve the lot splits.

Attachments:

Section XI.A of the Meadowbrooke P.U.D.

Survey of proposed lot splits

4834 Town Centre Dr



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The landscaping within the bufferstrip may be clustered to achieve the maximum aesthetic and screening capabilities of the selected plant materials. An undulating berm not exceeding six (6) feet and a 3:1 slope may be permitted within the required bufferstrip. Placement of landscaping under this subsection shall be in accordance with Section X.G.2 of this Ordinance.

H. Outside Storage Areas – Outside storage areas must be specifically approved by the Planning Commission and shall be effectively screened from view.

I. Curb Cuts – No permanent individual use curb cuts shall be permitted on Broadmoor Avenue. Individual curb cuts on the perimeter roads (ie. 52nd Street, 60th Street, Kraft Avenue and Patterson Avenue) shall be permitted at intervals of not less than three hundred (300) feet. Shared driveways shall be utilized where reasonably possible to minimize the number of curb cuts. Curb cuts on roads within the Premises shall, to the extent reasonably possible, be aligned with curb cuts on the opposite side of such roads.

J. Design Standard Modifications – The design standards contained herein may be amended by the Planning Commission. Such modifications may only be considered upon the finding of the Review Board that the change will result in a project that is in keeping with the purpose and intent of this PUD Ordinance.

K. Water and Sewer Service – Public water and sewer service must be available at a building site before approval of a site plan can be obtained. All buildings and structures located within the Meadowbrooke Business Park PUD shall be connected to public water and sewer systems.

L. Meadowbrooke Phase II Infrastructure.

In connection with site plan approvals for Meadowbrooke Phase II, the Developer of Meadowbrooke Phase II shall:

- (1) Assure that drainage of Meadowbrooke Phase II is established as required by the Township's Storm Water Drainage Ordinance and/or the Kent County Drain Commission;
- (2) As required by Section X K hereof, public water and sewer service must be available at a building site before approval of a site plan can be obtained; and be developed in accordance with the Township's utility plan as laid out by the Township engineer; and
- (3) include the location of curb cuts and roads in accordance with this Ordinance.

SECTION XI. SUBDIVISION PLATTING. (amended by Ord. No. 10 of 2003; 6/25/03)

A. Subdivision or Platting.

- (1) The entire Premises shall be either (a) platted in accordance with the Michigan Subdivision Control Act. , or (b) established as one or more site unit

condominiums in accordance with the Township's Site Unit Condominium Ordinance and the Michigan Condominium Act. Subject to the minimum areas specified in Section X A.1. hereof, the Developer may also divide portions of Meadowbrooke Phase II by land division or property line reconfigurations pursuant to the Michigan Land Division Act (each such parcel is referred to as a "Land Division Parcel").

(2) Should future market conditions require smaller lots, the Developer may request approval from the Township Board (and the Township Board shall not unreasonably withhold approval) to split any platted lot or site condominium unit. No more than a total of three (3) platted lot splits or site condominium splits resulting in a lot of less than two (2) acres shall be approved by the Township Board within (a) Meadowbrooke Phase I, or (b) Meadowbrooke Phase II during a calendar year.

(3) If Developer shall (i) request the Township to approve the split of any platted lot or site unit condominium in accordance with Subsection A(2) above, or (ii) if Developer shall request approval by the Township for a Land Division Parcel with a minimum size of twenty five (25) acres, as permitted by Section X A.1. (b) hereof, then notice of a public hearing shall be given to surrounding property owners within five hundred (500) feet. The notice shall be mailed no later than seven (7) days prior to the date of the public hearing to surrounding property owners.

B. Dedication of Public Facilities. This development shall include the dedication of public streets, utilities and certain required sites for public facilities. These properties and/or facilities including water and sewer services on the Premises, shall be constructed and installed by the Developer at their expense and deeded to the appropriate State, County, or Township agency without cost. Notwithstanding the above requirement the Developer shall not be obligated to pay for any oversizing of utilities (sewer and water) which is required to serve areas outside of the Premises.

C. Common Areas – The Developer shall incorporate common areas (i.e. theme entrances, landscape islands, traffic circles, etc.) in the development layout at its cost. At the time of platting, landscaping plans shall be submitted to the Township for their approval. Plans for signs, street lighting and other street furniture items shall be submitted to the Township for their record.

SECTION XII. FIRE PROTECTION.

The Developer agrees to donate a two (2) acre site located in the Premises, which site borders upon either 52nd Street or within six hundred (600) feet of 52nd Street on Kraft Avenue, for the purpose of providing a capital base to the Township for the provision of fire service to the southwest portion of the Township, including the Premises. This site will be identified in the Meadowbrooke Corporate Center Plat Number 1. Conveyance of title to this two (2) acre site will take place within sixty (60) days following groundbreaking for building construction in any subsequent phase of this development.

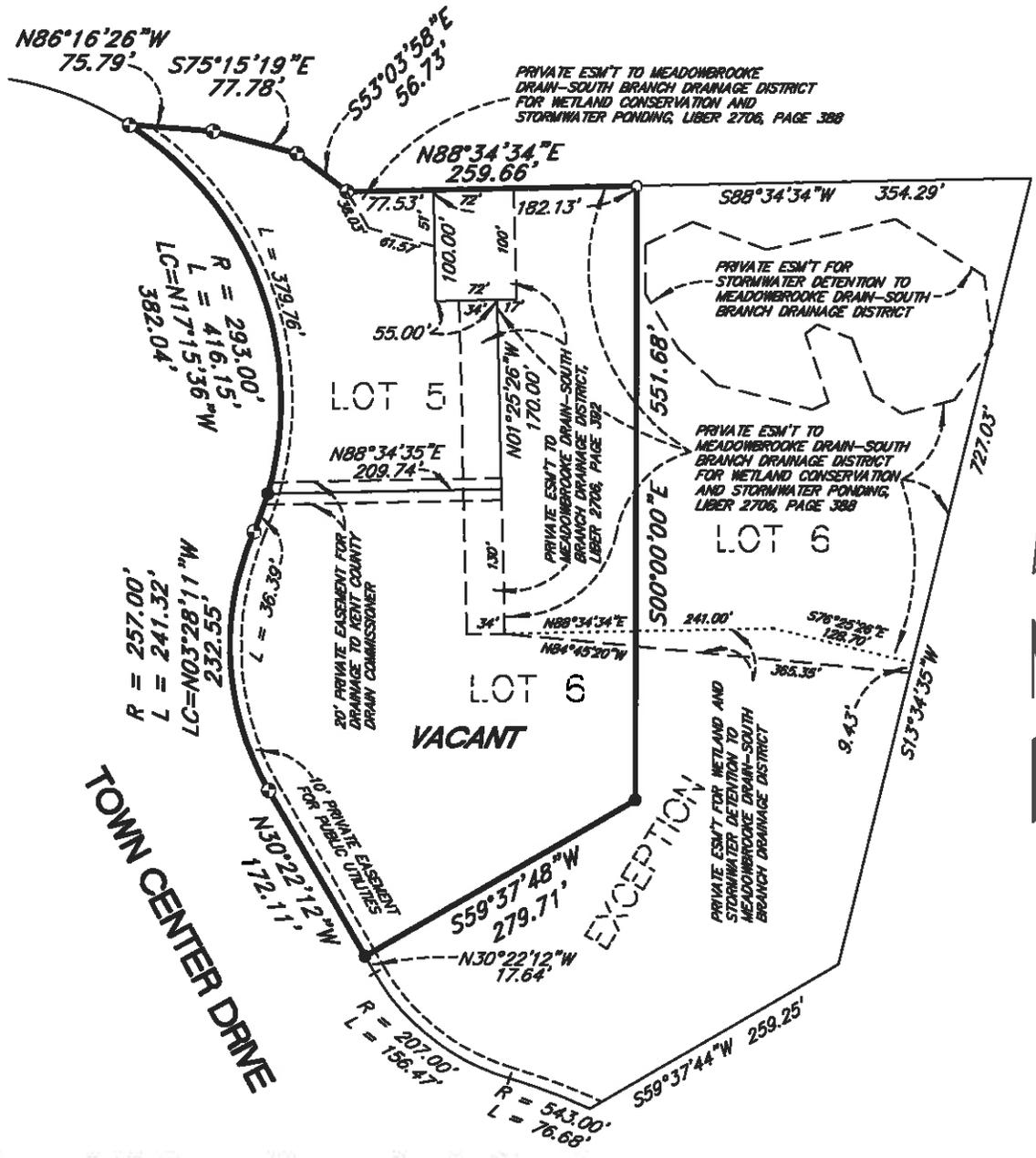
Existing (As Is)

Project No. 151594
Date: December 11, 2015
For: Mitul Patel
Bhima Property LLC
5960 Glen Ellyn Ct SE
Grand Rapids, MI 49546

Prop. Address: 4834 Town Center Dr SE

LEGAL DESCRIPTION
(See Sheet 2 of 2)

NOTE:
A title insurance policy was not provided at the time of this survey. One should be obtained to compare for accuracy of legal description and easements of record.



Project No. 151594

Sheet 2 of 2

Date: December 11, 2015

For: Mitul Patel

Bhima Property LLC
5960 Glen Ellyn Ct SE
Grand Rapids, MI 49546

Prop. Address: 4834 Town Center Dr SE

LEGAL DESCRIPTION

Lot 5 and part of Lot 6 of Meadowbrooke Town Center 1, being part of the Southeast 1/4 of Section 36, T6N, R11W, and part of the Southwest 1/4 of Section 31, T6N, R10W, and part of the Northwest 1/4 of Section 31, T6N, R10W, as recorded in Liber 101 of Plats, on page 1, Cascade Township, Kent County, Michigan, described as: Commencing at the Northeast corner of said Lot 6; thence S88°34'34"W 354.29 feet along the North line of said Lot 6 to the place of beginning; thence S00°00'00"E 551.68 feet; thence S59°37'48"W 279.71 feet; thence N30°22'12"W 172.11 feet; thence Northwesterly 241.32 feet along the arc of a 257.00 foot radius curve to the right, said curve having a central angle of 53°47'59" and the chord of which bears N03°28'11"W 232.55 feet; thence Northwesterly 416.15 feet along the arc of a curve of a 293.00 foot radius curve to the left, said curve having a central angle of 81°22'37" and the chord of which bears N17°15'36"W 382.04 feet (the previous three courses being along the Westerly lines of said Lots 5 and 6); thence S86°16'26"E 75.79 feet; thence S75°15'19"E 77.78 feet; thence S53°03'58"E 56.73 feet (previous three courses being along the North lines of said Lot 5); thence N88°34'34"E 259.66 feet along the North line of said Lots 5 and 6 to the Place of Beginning.

Project No. 160444

Sheet 2 of 2

Date: April 19, 2016

Prev. #151594

For: Mitul Patel

Revised: June 2, 2016

Bhima Property LLC
5960 Glen Ellyn Ct SE
Grand Rapids, MI 49546

(write desc. of A & B)

Prop. Address: 4834 Town Center Dr SE

LEGAL DESCRIPTIONS

Parcel A: Lot 5 and part of Lot 6 of Meadowbrooke Town Center 1, being part of the Southeast 1/4 of Section 36, T6N, R11W, and part of the Southwest 1/4 of Section 31, T6N, R10W, and part of the Northwest 1/4 of Section 31, T6N, R10W, as recorded in Liber 101 of Plats, on page 1, Cascade Township, Kent County, Michigan, described as: Commencing at the Northeast corner of said Lot 6; thence S88°34'34"W 354.29 feet along the North line of said Lot 6 to the Place of Beginning; thence S00°00'00"E 270.08 feet; thence S88°34'35"W 330.17 feet along the South line of said Lot 5 and its Easterly extension thereof to the Southwest corner of said Lot 5; thence Northwesterly 379.76 feet along the Westerly line of said Lot 5, along the arc of a curve of a 293.00 foot radius curve to the left, said curve having a central angle of 74°15'45" and the chord of which bears N20°48'59"W 353.73 feet; thence S86°16'26"E 75.79 feet; thence S75°15'19"E 77.78 feet; thence S53°03'58"E 56.73 feet (previous three courses being along the North line of said Lot 5); thence N88°34'34"E 259.66 feet along the North line of said Lots 5 and 6 to the Place of Beginning.

Parcel B: Part of Lot 6 of Meadowbrooke Town Center 1, being part of the Southeast 1/4 of Section 36, T6N, R11W, and part of the Southwest 1/4 of Section 31, T6N, R10W, and part of the Northwest 1/4 of Section 31, T6N, R10W, as recorded in Liber 101 of Plats, on page 1, Cascade Township, Kent County, Michigan, described as: Commencing at the Northeast corner of said Lot 6; thence S88°34'34"W 354.29 feet along the North line of said Lot 6; thence S00°00'00"E 270.08 feet to the Place of Beginning; thence continuing S00°00'00"E 281.60 feet; thence S59°37'48"W 279.71 feet; thence N30°22'12"W 172.11 feet; thence Northwesterly 241.32 feet along the arc of a 257.00 foot radius curve to the right, said curve having a central angle of 53°47'59" and the chord of which bears N03°28'11"W 232.55 feet; thence Northwesterly 36.39 feet along the arc of a curve of a 293.00 foot radius curve to the left, said curve having a central angle of 07°06'52" and the chord of which bears N19°52'20"E 36.36 feet (the previous three courses being along the Westerly line of said Lot 6); thence N88°34'35"E 330.17 feet along the South line of Lot 5 of said Meadowbrooke Town Center 1 and its Easterly extension thereof to the Place of Beginning.

MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Consider approval to hire contractor for pathway repairs
Meeting Date: **July 13, 2016**

Staff has identified four different section of the pathway that are in need of repair. We have budgeted \$70,000 for repairs this year. These repairs are replacing the existing pathway with new, this will not be an overlay. The largest repair is along Burton just west of Kraft. The others are on Buttrick Ave. south of 30th and Spaulding Ave. south of Cascade Rd. The final piece is in the Cascade Rec Park to address some ponding on the path.

The Township engineer has put together the specs for this job and received three bids. They are recommending the low bid (\$43,702.50) from Lawns of Distinction, who has done work for us in the past. If approved, the work will be done by the end of October.

Attachments:
Pathway specs
Bid sheet



July 6, 2016
Project No. G160330

Mr. Steve Peterson
Cascade Charter Township
2865 Thornhills Avenue, SE
Grand Rapids, MI 49546-7192

Re: 2016 Pathway Repair Project
Executed Contract Documents

Dear Mr. Peterson:

We sent the referenced project to four selected contractors for quotes on June 8, 2016. On June 30, 2016, we received bids from three of the four contractors. The three bids are:

Lawns of Distinction	\$43,702.50
Katerberg Verhage, Inc.	\$66,400.00
Kammaing & Roodvoets, Inc.	\$74,073.50

Fishbeck, Thompson, Carr & Huber, Inc. (FTCH) has reviewed the bids and discussed the project with Mr. Bob Banister of Lawns of Distinction. Mr. Banister has completed a number of smaller projects for the Township over the last 10 years and we recommend the project be awarded to Lawns of Distinction.

Enclosed for your review are the contract documents which includes the low bidder's signed bid form. Please review these documents and if acceptable, we will forward to Mr. Bob Banister for his approval and signature. Once Mr. Banister signs, we will return the contracts to the Township for Township signatures and execution of the contract. The bid tabulation is also enclosed.

If you have any questions or require additional information, please contact me at 616.464.3927.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

Michael L. Berrevoets, PE

jc2

Attachments

By email

cc: Mr. Bob Banister – Lawns of Distinction

EXHIBIT A PROJECT SPECIFICATIONS
(MEASUREMENT AND PAYMENT)

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions apply to this Section.

1.2 SUMMARY

- A. This Section includes descriptions of the method of measurement and the basis of payment for Unit Price Work under this Contract.
- B. Basis of Contract Payments:
1. Final Contract Price shall be determined by actual quantities installed at unit prices stated in Contractor's Bid.
 2. Engineer shall determine actual as-built quantities.
 3. All work identified on the Drawings, but not included as a Bid item shall be considered incidental to construction and not paid for directly, except Work that would be considered additional Work due to unforeseen conditions.
 4. Unit price payments for individual items shall include everything necessary for such item to function as intended in the system.
 5. Owner reserves the right to increase, decrease or eliminate any quantities for items listed in Contractor's Bid or which become a part of the Contract Documents.
- C. Items included as incidental to Unit Prices for systems and appurtenances. Unless there is a specific pay item identified, the unit price payment shall include, but not be limited to:
1. Clear, excavate, trench, bedding, trench backfill, compaction, disposal of items for clearing and unsuitable or excess excavated materials.
 2. Cleanup.

1.3 GENERAL CONDITIONS

- A. Item Nos. 1, 9, 19, and 26 - Mobilization:
1. Includes:
 - a. Preparatory work and expenses incurred prior to beginning work onsite.
 - b. Transport materials, personnel, and equipment to the job site.
 - c. Establish temporary onsite construction facilities.
 - d. Provide insurance, bonds, and other costs associated with the project in general and not included in other pay items.
 - e. All required submittals.
 2. Unit of Measure:
 - a. Lump sum.
 - b. 50% payment will be made after 5% of the original contract amount is earned.
 - c. Final 50% payment will be made after 25% of the contract amount is earned.

1.4 DEMOLITION AND REMOVALS

- A. Item Nos. 2, 10, 20, 27 - Remove HMA Surface:
1. Includes sawcut, remove (full depth) and dispose of existing bituminous materials.
 2. Unit of Measure: Square yard.
- B. Item Nos. 3, 11, 21, 28 - Pathway Grading:
1. Includes the following:
 - a. Clear site and dispose of unsuitable materials within grading limits.
 - b. Remove and stockpile topsoil.
 - c. Cut, fill, shape, grade, compact, or otherwise prepare a finish subgrade.
 - d. Removal of tree roots or other organic material located in the subgrade layer.
 - e. Proof roll subgrade to meet density requirements.
 - f. Shape, grade, and compact onsite subbase material.

2. Unit of Measure:
 - a. Linear foot.
 - b. Measured along the pathway.
- C. Item No. 4 – Root Trench Cutting:
 1. Includes the following as indicated on the Drawings:
 - a. Cutting a trench along the pathway a minimum of 12-inches in depth to sever all tree roots cleanly.
 - b. Backfill of trench with suitable material.
 2. Unit of Measure: Linear foot.
- D. Item No. 5 – Root Bio-Barrier:
 1. Includes the following as indicated on the Drawings:
 - a. Furnish and install "Typer Biobarrier" material in trench according to manufacturer's specifications.
 2. Unit of Measure: Linear foot.
- E. Item No. 22 – Tree, Stump and Root Removal:
 1. Includes the following in accordance with the Drawings:
 - a. Remove trees, including stumps and roots, to 2 feet below finished grade, dispose of stumps and roots.
 - b. Dispose of all tree material not specifically retained by property owner.
 2. Does not include the removal of roots in areas of pathway grading.
 3. Unit of Measure: Each.

1.5 STORM SEWER SYSTEM

- A. Item No. 12 – Yard Basin and 20 Feet of 6-inch Culvert
 1. Includes the following in accordance with the Drawings:
 - a. Furnish and install composite yard basin with 6-inch connection.
 - b. Furnish and install a 6-inch of solid wall Sch 40 PVC pipe or equivalent.
 - c. Excavate, backfill and compact trench.
 - d. Provide pipe bedding and trench backfill material.
 - e. Outlet to provide positive drainage and minor grading to outlet culvert.
 2. Unit of Measure:
 - a. Each.
 - b. Includes up to a maximum of 20 linear feet of 6-inch culvert. Actual length to be field determined based on existing conditions.
- B. Item No. 29 - Culvert, 8-inch:
 1. Includes the following in accordance with the Drawings:
 - a. Furnish and install solid wall PVC culvert.
 - b. Excavate, backfill and compact trench.
 - c. Provide pipe bedding and trench backfill material.
 2. Unit of Measure:
 - a. Linear foot.
 - b. Measured along the pipe centerline from end of pipe to end of pipe.

1.6 EARTHWORK AND GRADING

- A. Item No. 14 – Sand Subbase:
 1. Includes the following:
 - a. Furnish, place, and compact MDOT Class II subbase material.
 - b. Prepare subgrade.
 - c. Proof roll subgrade.
 2. Unit of measure: Cubic yard, compacted in place.
- B. Item Nos. 6, 16, and 23 - Aggregate Base, 6-inch and 8-inch:
 1. Includes the following:
 - a. Furnish, place, and compact MDOT 21AA-Mod Aggregate base material.
 - b. Prepare subgrade.
 - c. Proof roll subgrade.
 2. Unit of measure: Square yard, compacted in place.

- C. Item No. 30 - Aggregate Base:
 - 1. Includes the following:
 - a. Furnish, place, and compact MDOT 21AA-Mod Aggregate base material.
 - b. Prepare subgrade.
 - c. Proof roll subgrade.
 - 2. Unit of measure: Cubic yard, compacted in place.
 - 3.

- D. Item No. 13 – Geotextile, Woven:
 - 1. Includes the following as indicated on the Drawings:
 - a. Furnish and install woven geotextile separator meeting the MDOT specifications in Table 910-1 of the 2012 MDOT Standard Specifications for Construction.
 - 2. Unit of measure: Square yards.

- E. Item No. 15 – Geogrid Reinforcement:
 - 1. Includes the following as indicated on the Drawings:
 - a. Furnish and install Biaxial Geogrid (Terragrid RX1200 or approved equal) as indicated on the Drawings.
 - 2. Unit of measure: Square yards.

1.7 PAVING AND RESTORATION

- A. Item Nos. 7, 17, 24, and 31 – HMA, 13A:
 - 1. Includes the following in accordance with the Drawings and MDOT Specifications:
 - a. Prepare aggregate base and proof rolling.
 - b. Furnish, place, and compact bituminous leveling and top course mixture.
 - 2. Unit of measure: Ton.

- B. Item Nos. 8, 18, 25, and 32 - Lawn Restoration:
 - 1. Includes the following in accordance with the Drawings:
 - a. Furnish, place, and grade topsoil.
 - b. Place hydroseed.
 - c. Place mulch and mulch anchoring.
 - d. Maintain until final completion.
 - 2. Does not include restoration of any areas disturbed due to Contractor's operation that are outside the limits of normal construction.
 - 3. Unit of measure: Lump sum.

1.8 MISCELLANEOUS

- A. Item No. 33 - Cash Allowances - Testing:
 - 1. Includes cash allowance for testing requirements as directed by the Engineer.
 - 2. Unit of measure:
 - a. Actual dollars paid to independent laboratory.
 - b. General Contractor allowable mark-up is 10%.
 - c. Documented by invoices.

END OF SECTION



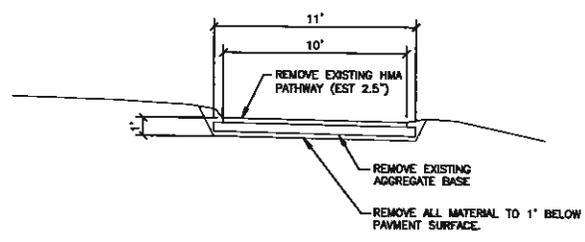
fich
 engineers
 scientists
 architects
 constructors

5400 W. Grand Ave.
 48763-1400, MI
 248-853-1100
 248-853-1101
 248-853-1102
 248-853-1103
 248-853-1104
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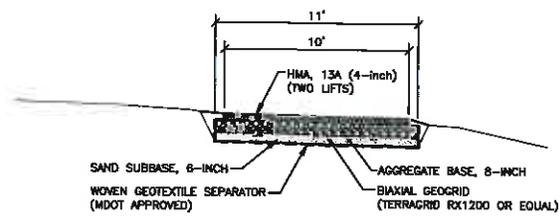
Cascade Charter Township
 Cascade Township, MI
 Pathway Repairs - 2016

PROJECT NO.
 G180330

FIGURE NO.
3



EXISTING PATHWAY CROSS SECTION-2 (BURTON ST)
 (LOOKING WEST) SCALE: 1" = 5'



PROPOSED PATHWAY CROSS SECTION-2 (BURTON ST)
 (LOOKING WEST) SCALE: 1" = 5'

PROJECT: CASCADE CHARTER TOWNSHIP, MI - 2016
 DRAWING: G180330 - 03 - PATHWAY REPAIRS - 2016
 DATE: 10/10/15
 DRAWN BY: J. B. BROWN
 CHECKED BY: J. B. BROWN
 APPROVED BY: J. B. BROWN
 SCALE: 1" = 50'
 SHEET NO. 3 OF 3



CASCADE CHARTER TOWNSHIP
2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: July 8, 2016
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Kent County Board of Commissioners Millage Subcommittee Report and Recommendation to the Board of Commissioners for a Data Surcharge

FACTS:

In 2014 the Cascade Charter Township Board approved an agreement with Kent County that called for the Township to contribute financially to the cost of providing fire dispatch services to the Township. The agreement came about as a way to ensure equitable cost sharing for the service as there were some Kent County municipalities that were contributing financially for the services and some that were not. As part of the agreement, Kent County agreed to explore the possibilities for a long-term, stable funding solution for fire dispatch services in the County that did not include contributions for the individual cities, villages and townships.

Over the past year-and-a-half Kent County and the Kent County Dispatch Authority (KCDA) have been exploring several different options related to dispatch operations and funding. The KCDA undertook a study to determine the feasibility of combining the City of Grand Rapids and Kent County dispatch services into a single entity. One result of that study was that the County lacks the necessary technological infrastructure to combine dispatch services at this time.

Based on the information that was gleaned from the KCDA as well as other research and recommendation conducted by the County itself, the Millage Subcommittee of the Kent County Board of Commissioners has issued the attached Report and Recommendation to the Kent County Board of Commissioners. Highlights of the report include:

- An increase of \$0.70 in the per line, per month phone surcharge that will be placed on the November 2016 ballot for consideration by the Kent County voters.
- That would be in addition to the \$0.45 current surcharge for a \$1.15 total Kent County surcharge.
- The operational expense of Fire Dispatch is paid entirely by surcharge funds with this proposal.
- The funding would be used to upgrade the 911 service to a 800 MHz communication system, which would ensure interoperability with other systems in the state.
- The initial equipment replacement cost for the local communities is included. Future replacement is the responsibility of each local unit, as it is now.

- The expense for police/sheriff dispatch is unchanged. The County is responsible for the Sheriff's Department dispatch cost and the cities are responsible for the costs of their own departments.

Attached for your review are:

- Kent County Board of Commissioners Millage Subcommittee Report and Recommendation to the Board of Commissioners for a Data Surcharge
- Proposed Resolution supporting the Report and Recommendation from the Millage Subcommittee
- Current agreement with Kent County for fire Dispatch services.

ANALYSIS & CONCLUSIONS:

In general, the Report and Recommendation from the Kent County Board of Commissioners Millage Subcommittee addresses all of the points that the Township (along with nearly all other Townships in Kent County) raised when we agreed to the short-term funding solutions for Fire Dispatch starting in 2015. One of the primary issues that Township has watched very closely is the funding mechanism that has been recommended. Early in the process there was a call for the funding to be millage based. As with most, if not all, millage based funding proposals, Cascade Township ends up being a donor community, meaning the level of service we receive is less than the millage dollars that are collected from the Township. This concern was brought to the forefront of the funding debate, and is outlined on page 4 of the report. The report highlights that if a millage funding mechanism was chosen, the Township would provide approximately 20% of the revenue collected from the millage but only accounts for 3% of the population of the County.

If approved by the voters of Kent County, the millage would relieve the Township of future financial contributions for fire dispatch operations. In addition, the millage would raise the necessary funds to upgrade the County communications system to an 800Mhz system, which is the biggest hurdle in having a single, consolidated dispatch center in the future. The study undertaken by the KCDA has shown that a consolidated dispatch can provide both operational and financial efficiencies to the service.

FINANCIAL CONSIDERATIONS:

Based on the current agreement for dispatch funding, which runs through FY2017, the Township pays the following costs for dispatch services:

- FY 2015 - \$9,952
- FY 2016 - \$19,904
- FY 2017 - \$29,856 (estimate)

Should the additional dispatch surcharge be approved by the Kent County voters, the Township would be relieved of future Fire Dispatch operations cost sharing. Should the millage be voted down, a new agreement would be negotiated for 2018 going forward.

RECOMMENDED ACTION:

To adopt the Resolution In Support of the Kent County Board of Commissioners Millage Subcommittee Report and Recommendation to the Board of Commissioners for a Data Surcharge

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION __ of 2016

**RESOLUTION IN SUPPORT OF KENT COUNT BOARD OF COMMISSIONERS
MILLAGE SUBCOMMITTEE REPORT AND RECOMMENDATION TO THE BOARD
OF COMMISSIONERS FOR A DISPATCH SURCHARGE**

Minutes of a regular meeting of the Township Board of Cascade Charter Township, County of Kent, State of Michigan, held at the Wisner Center in said Township on July 13th, 2016 at 7:00 o'clock p.m., Eastern Daylight Time

PRESENT: Members: _____

ABSENT: Members: _____

The following preamble and resolution were offered by Board Member _____ and supported by Board Member _____.

WHEREAS, Township government has a long rich history of efficient, effective, responsible, accountable governance in Michigan, and

WHEREAS, Governments in Kent County plan regionally and act locally to improve our quality of life, and

WHEREAS, the Township Board previously approved a resolution requesting the Kent County Board of Commissioners to develop a long-term funding solution for Fire Dispatch through the form of a 911 surcharge on phone bills, and

WHEREAS, the Millage Subcommittee of the Kent County Board of Commissioners has issued a Report and Recommendation that the Board of Commissioners place an additional \$0.70

per line per month phone surcharge on the November 2016 general election ballot to be voted on by the voters of Kent County, and

WHEREAS, if approved by the voters of Kent County, the additional surcharge will fully fund fire dispatch operations in the County and provide for technology upgrades to increase service levels and to possibly facilitate full consolidation of all Kent County dispatch services in the future.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Trustees of Cascade Charter Township is in support of the Report and Recommendation put forth by Kent County Board of Commissioners Millage Subcommittee that the Kent County Board of Commissioners place a \$0.70 per line, per month surcharge increase for the purpose of funding Fire Dispatch operations and dispatch technology upgrades on the November 2016 general election ballot for consideration by the Kent County voters.

YEAS: Board members: _____

NAYS: Board members: _____

ABSTAIN: Board members: _____

ABSENT: Board members: _____

RESOLUTION DECLARED ADOPTED

Clem Bell, Township Clerk

I HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Cascade Charter Township, County of Kent, Michigan, at a regular meeting held on July 13, 2016, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: _____

Clem Bell, Township Clerk



**BOARD OF COMMISSIONERS
MILLAGE SUBCOMMITTEE**

**REPORT AND RECOMMENDATION
TO THE
BOARD OF COMMISSIONERS
FOR A
DISPATCH SURCHARGE**

May 25, 2016

Millage Subcommittee:

Commissioner Dan Koorndyk, Chair
Commissioner Emily Brieve
Commissioner Carol Hennessy
Commissioner Ted Vonk
Commissioner Harold Voorhees

Introduction

Kent County is dedicated to providing our residents, and the first responders who protect them, with highly professional well-coordinated public safety services and an equitable funding structure to ensure fairness throughout local units. Over the past several months, information has been provided regarding the possibility of placing a dispatch millage or surcharge on the November 2016 ballot. Many different options have been evaluated with the goal of subsidizing the County's fire dispatch costs and funding capital costs associated with upgrading County dispatch operations to an 800 MHz system. The County has been working with the Kent County Dispatch Authority (KCDA), local units, and the Sheriff Department to identify a solution that is in the best interests of efficient and effective service delivery and also economically palatable to County residents and business owners. Discussions have also been held with the Grand Rapids Chamber of Commerce, which have served as a barometer of public perception and opinion regarding a dispatch funding request.

Technology upgrades are critical to ensure continued dispatch interoperability moving forward. Upgraded technology is also required to allow for adequate back-up if consolidation were ever to be pursued. The Sheriff Department has received a quote from Motorola of approximately \$25 million for comprehensive upgrades in technology and associated equipment costs for the entire County (including the City of Grand Rapids). Approximately 70 percent of the purchase price will be used to cover infrastructural costs; 20 percent for communication device acquisition, such as radios and pagers; and the remaining 10 percent for project management and coordination. Infrastructure costs account for 12 communication tower sites, ranging from \$1 million to \$1.5 million per site, depending on the current status of the site (two of the sites will have to be torn down and rebuilt). Motorola is the only vendor eligible to provide the infrastructure components of the system that we would be joining to ensure future interoperability, and has the State contract for the system. Motorola's quote includes a discount of approximately \$6 million and is a limited-time offer which expires on December 31, 2016.¹ If we do not take advantage of Motorola's quote, we risk losing the discount.

The Report is being provided for contextual background and facts regarding the issues and a recommendation to the Board of Commissioners.

Background

Over the past several years, dialogue has intensified about the future of dispatch in Kent County. Many of these discussions have circulated around the concept of having a fully consolidated call center that handles emergency call taking and dispatch services for the entire County. Earlier in January, the KCDA released a Report from the consulting firm, *Prima Civitas*, which analyzes costs associated with call-taking and dispatching in Kent County. The Report compares both of Kent County's Public Safety Answering Points (PSAPs)—Kent County Sheriff Department and the Grand Rapids Police Department—as they currently operate and how they could potentially operate under a consolidated model. Additionally, beginning July 1, 2016, the City of Wyoming will transition to receiving dispatch services from Kent County after previously receiving those services from the City of Grand Rapids. More recent discussions have acknowledged the possibility for dispatch consolidation but have also recognized an

¹ Motorola included two discounted rates: one for technology purchases made no later than December 31, 2016 and another for purchases made after January 1, 2017. The \$6 million discounted rate was calculated by taking the 2016 discounted rate less the 2017 discounted rate.

urgency to first address capital requirements to update dispatch equipment and establish funding equity for fire dispatch services county-wide. Therefore, while the ultimate goal is to further investigate consolidation, the current process is focused on two main areas: (1) addressing capital improvements for technology and equipment upgrades and associated funding and (2) funding to establish equity among local units for fire dispatch services.

The KCDA was established in 2006 to examine and improve the delivery of 911 emergency services. The County, along with the cities of Grand Rapids, Wyoming, Walker, and Grandville formed the Authority. Since that time, the KCDA has established a strategic plan, purchased a multi-million dollar Computer-Aided Dispatch (CAD) system and phone system, established performance standards, and continued to work to enhance 911 services. In addition, KCDA has made several “patchwork” updates in order to keep the system as up-to-date as possible. The KCDA, City of Grand Rapids, and the County have aging equipment and will need to upgrade to an 800 MHz system in order to ensure future interoperability and provide the best quality public safety services to our community.

Since 2008, the County has levied a \$0.45/month communication device surcharge which is assessed on all telecommunication devices capable of accessing 911 services with a billable address in the County.² The collected user fee provides approximately \$3 million annually to the KCDA, which is distributed between the Kent County and City of Grand Rapids’ PSAPs to cover a portion of operating costs, with the KCDA retaining some funds to cover its operations and a portion of capital costs. Each PSAP provides dispatch services for an assigned area; the City of Grand Rapids provides services within its borders while the Kent County PSAP provides services for all other local units in the County. Each PSAP also serves as back-up (i.e., redundancy) to the other in the event one of the call centers is rendered inactive. Actual “dispatch” involves two functions: taking the call (call-taking) and dispatching the required service (dispatch). A 911 call is automatically routed to a PSAP based on the location of the caller and is answered by either the Grand Rapids PSAP or the Sheriff Department’s PSAP based upon the shared CAD software.

While technological and operational demands have continued to grow for dispatch services, the County’s \$0.45 surcharge has remained the same. Additionally, surcharge revenues have been slightly declining over the past several years due to reductions in landline use and increases in pre-paid cellular phones.³ Unlike other counties that have a dedicated millage or a higher surcharge (or both) Kent County has no additional source for revenue to fund capital improvements and operational costs of dispatch other than cost allocations to local units receiving service and the County’s own General Fund contributions. (See *Attachment I* for current county central dispatch millage rates, *Attachment II* for current county surcharge rates, and *Attachment III* for counties that levy a combination of a millage and surcharge⁴).

Historically, there have been differing opinions about what is equitable in terms of funding for fire dispatch. During 2014, and the early part of 2015, the County—working with local units—was able to craft a short-term funding methodology for local units who contract for fire dispatch services. Formal agreements were approved by all but one local unit (although all local units abide by the provisions of

² Michigan Emergency 9-1-1 Service Enabling Act, MCL 484.1101-484.1717 (PA 32 of 1986).

³ A pre-paid cellular phone surcharge is assessed at 1.92 percent point of sale value. This amount is remitted to the State and not the County.

⁴ Michigan State 911 Committee.

the agreement). The methodology includes local units who contract for law enforcement dispatch services paying for 100 percent of that service, and a phased-in cost-sharing plan for fire dispatch services. This shared cost arrangement, implemented over three years, involves the County providing for a 25 percent credit "off the top" and the local units paying 25 percent of the 75 percent in 2015, 50 percent of the 75 percent in 2016, and 75 percent of the 75 percent in 2017). Under this methodology, 2016 total costs allocated to local units for police dispatch services are estimated at \$2.5 million and total costs allocated to local units for fire dispatch services are estimated at \$918,136 (of which the County currently covers \$573,835). The agreement was limited to three years in duration and expires on December 31, 2017. Most of the local units, primarily townships, who entered into this agreement adopted resolutions urging the County to consider placing a surcharge question on a ballot in 2016.

Current Status

Through research and discussion, it has been determined that an *additional* surcharge of \$0.70 would be needed to address technology improvements and establish enough operational revenue to cover the costs associated with the County's fire dispatch services and provide similar funding for the City of Grand Rapids fire dispatch operations.

The main reasoning behind increasing the existing surcharge vs. requesting a millage is due to the potential for inequalities in services derived and services paid for by local units within the County due to significant variances in each local unit's total State Taxable Value (STV). A millage would charge some local units more or less than their "fair share" of dispatch services. For example, under a 0.5 mill levy, the residents of Cascade Township would contribute \$729,054 toward dispatch services. This increase alone accounts for nearly 20 percent of the revenues needed to support the capital and operating costs being proposed for technology upgrades and fire dispatch (\$3.84 million). However, using 2014 US Census estimates, Cascade Township accounts for only three percent of the County's population. A surcharge, on the other hand, may be viewed as a "user-based" fee and has the ability to directly assess each emergency access point for its potential to use the service.

Parallel arguments have been presented about the unfair burden a surcharge could place on multi-line holders, such as businesses, because the surcharge is assessed per device that has access to emergency services. While this may be true for cell phones and devices with mobile data plans, it is not an accurate statement regarding land lines, particularly for businesses. For landline users, including a business which has multiple lines, a surcharge is only assessed for the first ten lines, individually, and then for every ten lines (or portion thereof) owned thereafter. For example, if a business owns 100 phone lines, the surcharge is (and would be) assessed based upon the usage of only 19 phone lines (the first 10 lines are counted, leaving 90 lines remaining; $90 \div 10 = 9$ lines; $9 + 10 = 19$ total lines assessed). Businesses would pay the same proportional share of the increased surcharge that they are paying now.

Revenue generated from the increased surcharge amount would be used to pay debt service on bonds issued to cover capital costs associated with technology upgrades and to pay for fire dispatch costs. Bonds must be issued to cover the approximately \$25 million in anticipated technology upgrade costs for new towers and equipment for an 800 MHz system. Over 20 years, debt service on the bonds would require \$1.84 million per year (assuming a four percent interest rate). Operational costs associated with establishing fire dispatch equity would require an anticipated \$2 million annually, taking into

consideration the County's cost of roughly \$.9 million and that the City of Grand Rapids cost is roughly \$1.1 million. As a result, the combined annual need of new capital and operational costs would equal \$3.84 million per year. Under the arrangement, surcharge revenues would be used to cover the initial acquisition of the 800 MHz system with local units being responsible for subsequent upgrades and replacements of smaller components of the system, such as handheld radios, which may need to be replaced within seven to 10 years following the initial purchase.

The County's current surcharge of \$0.45 generates roughly \$2.89 million annually. An additional surcharge is levied by the State of Michigan of \$0.19, which generates a total of \$975,417 for the KCDA. With both the State and County surcharges combined, the KCDA receives a total of \$3.86 million annually to cover its operations, capital costs for the CAD system, and partially subsidize the call-taking functions provided by the two PSAPS. If the County were to raise its surcharge by \$0.70 (for a total of \$1.15, plus the \$0.19 levied by the State) an additional \$4.5 million would be raised to cover the additional \$3.84 million needed for debt services and fire dispatch operating costs, leaving approximately \$740,000 to accommodate for contingency and inflation. (See Attachment IV).

Even after the potential surcharge increase, County residents will continue to be paying on the low end for dispatch services in comparison to many other counties within the State. Below is a cost per capita comparison ranking of Kent County and how it compares to other Counties (and the City of Grand Rapids) with our existing \$0.45 surcharge and after the proposed \$0.70 surcharge increase:

Cost per Capita Comparison - (Current- \$.45)	Cost per Capita Comparison (Technology and Fire - \$1.15)
Kent County - \$12.59	Genesee County - \$17.46
Genesee County - \$17.46	Kent County - \$17.66
Ottawa County - \$18.00	Ottawa County - \$18.00
Washtenaw County - \$19.74	Washtenaw County \$19.74
Oakland County - \$22.85	Oakland County - \$22.85
Ingham County - \$25.77	Ingham County - \$25.77

See Attachment V for additional details on cost per capita.

Next Steps and Timeline

Multiple stakeholders share the opinion that the best long-term solution for dispatch is to increase the surcharge from the current \$0.45 per line per month rate to a higher amount. This increase would be the first step in a much larger process of ensuring continued long term operational efficiency and financial sustainability of dispatch service within the County, which may include reviewing options for consolidation of the two PSAPs, once the 800 MHz radio interoperability is in place allowing for another established dispatch system (another county or the Michigan State Police) to serve as back up. Any consolidation effort would take many more conversations and a great deal of additional study to ensure that it is in the best interest of stakeholders and our residents. For now, the consensus seems to be that we should first address establishing fire dispatch equity and funding to ensure interoperability through the acquisition of an 800 MHz radio system.

In order for a proposal to reach voters through a ballot initiative, there are processes and a specific timeframe that must be followed. This includes: vetting of the proposal through the County's Millage Subcommittee, review and action by the Finance & Physical Resources Committee, the Legislative & Human Resources Committee, and approval by the Board of Commissioners. In order to be placed on the November 2016 ballot, any dispatch proposal would need to be submitted to the County Clerk no later than August 16, 2016, meaning that the Board of Commissioners would have to take action to approve the proposal no later than its regularly scheduled meeting on July 28, 2016.

The following is a recommended timeline for potential Board action on the proposal:

June 9	Board of Commissioners Work Session I	7:30 a.m.
June 21	Board of Commissioners Work Session II (if necessary)	7:30 a.m.
June 21	Finance & Physical Resources Committee	8:30 a.m.
July 12	Legislative & Human Resources Committee	8:30 a.m.
July 21	Board of Commissioners Work Session III (optional for any Commissioners having additional questions)	8:30 a.m.
July 28	Board of Commissioners action	8:30 a.m.

The Millage Subcommittee has met several times to discuss this matter, and on May 10, 2016 and May 24, 2016 reviewed and formalized this report and recommendation to the Board of Commissioners. On May 24, the Subcommittee unanimously approved recommending that the Board of Commissioners consider placing a surcharge of \$1.15 on the November 2016 General Election ballot.

As mentioned at the beginning of this report, Kent County is dedicated to providing our residents, and the first responders who protect them, with highly professional well-coordinated public safety services and an equitable funding structure to ensure fairness throughout local units. Additionally, the County has received a number of resolutions from townships supporting a sustainable funding model. The Millage Subcommittee believes that the local units of government and other stakeholders will be receptive to a \$0.70 surcharge increase and that such an increase, if approved for ballot initiative, will at a minimum, receive neutral support from the Grand Rapids Chamber of Commerce and other interested parties.

If the Board of Commissioners ultimately decides to approve placing the question on the November ballot, such a surcharge increase would take effect on July 17, 2017, after being submitted to the State 911 Committee. Regardless of whether the proposal is approved by voters, the County will remain committed to exploring consolidation and other measures to ensure the efficient delivery of quality dispatch services. However, for now, we must take the initial steps to ensure interoperability and establish fire dispatch equity in order for consolidation to be an option in the County's future.

ATTACHMENT I
Counties Levying Central Dispatch Millage

COUNTY	MILL LEVIED
ANTRIM	0.5000
ARENAC	0.7983
BARRY	0.8750
BAY	0.7000
BERRIEN	0.4500
BRANCH	1.0000
CASS	0.2000
CLARE	0.3500
DELTA	0.3000
DICKINSON	0.4000
EATON	0.9500
GLADWIN	1.7500
INGHAM	0.8431
MANISTEE	1.0000
MARQUETTE	0.4970
MIDLAND	0.6000
MUSKEGON	0.3000
OSCEOLA	1.0638
OTTAWA	0.4400
ROSCOMMON	0.6593
SANILAC	0.2000
SAINT JOSEPH	0.5000

ATTACHMENT II
Counties that Levy a Surcharge

COUNTY	SURCHARGE LEVIED
ALCONA	\$3.00
ALGER	\$0.42
ALLEGAN	\$3.00
ALPENA	\$2.46
ARENAC	\$0.32
BENZIE	\$3.00
BERRIEN	\$0.42
BRANCH	\$0.42
CALHOUN	\$0.60
CASS	\$1.39
CHARLEVOIX	\$0.61
CHEBOYGAN	\$0.61
CHIPPEWA	\$1.50
CLARE	\$0.47
CLINTON	\$2.25
CRAWFORD	\$2.35
DELTA	\$0.80
DICKINSON	\$0.68
EMMET	\$0.61
GENESEE	\$1.24
GLADWIN	\$0.51
GOGEBIC	\$1.30
GRAND TRAVERSE	\$1.85
GRATIOT	\$2.89
HILLSDALE	\$2.42
HOUGHTON	\$1.10
HURON	\$2.20
INGHAM	\$0.42
INONIA	\$2.30
IOSCO	\$2.10
IRON	\$2.70
ISABELLA	\$1.50
JACKSON	\$0.44
KALAMAZOO	\$0.42
KALKASKA	\$2.52

COUNTY	SURCHARGE LEVIED
KENT	\$0.42
LAPEER	\$1.55
LENAWEE	\$1.18
LIVINGSTON	\$1.85
LUCE	\$0.99
MACKINAC	\$1.48
MASON	\$2.09
MECOSTA	\$2.25
MENOMINEE	\$2.20
MONROE	\$0.42
MONTCALM	\$2.85
MONTGORENCY	\$1.47
MUSKEGON	\$0.34
NEWAYGO	\$1.95
OAKLAND	\$0.28
OCEANA	\$2.09
OGEMAW	\$1.38
ONTONAGON	\$0.51
OSCEOLA	\$2.25
OSCODA	\$1.45
OTSEGO	\$1.72
PRESQUE ISLE	\$0.42
SAGINAW	\$2.65
SANILAC	\$0.44
SCHOOLCRAFT	\$0.40
SHIAWASSEE	\$1.22
ST. CLAIR	\$0.60
TUSCOLA	\$2.03
VAN BUREN	\$1.92
WASHTENAW	\$0.43
WAYNE	\$0.42
WEXFORD	\$0.42

ATTACHMENT III
Counties that Levy a Millage and a Surcharge

COUNTY	MILL LEVIED	SURCHARGE LEVIED
ARENAC	0.7983	\$0.32
BERRIEN	0.4500	\$0.42
BRANCH	1.0000	\$0.42
CASS	0.2000	\$1.39
CLARE	0.3500	\$0.47
DELTA	0.3000	\$0.80
DICKINSON	0.4000	\$0.68
GLADWIN	1.7500	\$0.51
INGHAM	0.8431	\$0.42
OSCEOLA	0.3000	\$0.34
SANILAC	0.2000	\$0.44

ATTACHMENT IV
Proposed Surcharge Revenue and Distribution

Current Surcharge Revenues (\$0.45 & \$0.19)			
	Kent County	City of Grand Rapids	Total
Annual Local Surcharge Revenues at \$0.45	\$1,444,796	\$1,444,796	\$2,889,591
Annual State Surcharge Revenue at \$0.19 (State Keeps Portion)	<u>\$487,709</u>	<u>\$487,709</u>	<u>\$975,417</u>
Total Annual Surcharge Revenue	<u>\$1,932,504</u>	<u>\$1,932,504</u>	<u>\$3,865,008</u>

Note:

(1) Surcharge Revenue is estimated to be distributed 50% to Kent County and 50% to Grand Rapids due to the City of Wyoming switch from GR to KC.

Potential New Local Surcharge Revenue of \$0.70 (\$1.15 & \$0.19)			
	Kent County	City of Grand Rapids	Total
Annual Local Surcharge Revenues at New Rate of \$1.15.	\$3,692,255	\$3,692,255	\$7,384,509
Annual State Surcharge Revenue at \$.019 (State Keeps Portion)	<u>\$487,708</u>	<u>\$487,708</u>	<u>\$975,417</u>
Total Annual Surcharge Revenue	<u>\$4,179,963</u>	<u>\$4,179,963</u>	<u>\$8,359,926</u>

Annual Additional Revenues and Possible Expenditures			
	Kent County	City of Grand Rapids	Total
Annual Additional Revenues	\$2,247,459	\$2,247,459	\$4,494,918
Radio Infrastructure Improvements	\$0	\$0	(\$1,839,544)
Fire Dispatch - FY 2017 Budget Estimate	(\$954,720)	(\$1,000,000)	(\$1,954,720)
Technology Contingency and Inflation	<u>\$0</u>	<u>\$0</u>	<u>\$700,654</u>

Note:

(1) Bond improvements to radio infrastructure in amount of \$25M for 20 years at 4%

ATTACHMENT V
Detailed Comparison of Current Surcharge and
Proposed Surcharge

Cost per Capita Summary - Current Surcharge of \$.45						
	<i>Kent County</i>	<i>Genesee County</i>	<i>Ottawa County</i>	<i>Washtenaw County</i>	<i>Oakland County</i>	<i>Ingham County</i>
Total Expenditures	\$5,569,888	\$7,172,150	\$5,040,265	\$7,084,283	\$28,382,051	\$7,373,370
Population Served	442,577	410,849	279,955	358,880	1,242,304	286,082
Cost per Capita	\$12.59	\$17.46	\$18.00	\$19.74	\$22.85	\$25.77

Notes:
(1) The 2015 estimated Census figures are used for the counties.

Cost per Capita Summary - Total Surcharge of \$1.15 (\$.70 additional)						
	<i>Genesee Count</i>	<i>Kent County</i>	<i>Ottawa County</i>	<i>Washtenaw County</i>	<i>Oakland County</i>	<i>Ingham County</i>
Total Expenditures (1) (2)	\$7,172,150	\$7,817,347	\$5,040,265	\$7,084,283	\$28,382,051	\$7,373,370
Population Served	410,849	442,577	279,955	358,880	1,242,304	286,085
Cost per Capita	\$17.46	\$17.66	\$18.00	\$19.74	\$22.85	\$25.77

(1) Bond Improvements to radio infrastructure in amount of \$25 million for 20 years at 4% (amounts to \$1,839,544 per year) - divided evenly between Kent County and City of GR (\$919,772)
(2) Fire expenditures added of \$1,327,687 to Kent County and Grand Rapids (FY 2017 Budget estimate to subsidize without using existing \$.45 surcharge) (with contingency and inflationary costs)

EXECUTED

DISPATCH AGREEMENT

THIS AGREEMENT is between the COUNTY OF KENT, a Michigan Municipal Corporation, 300 Monroe Avenue NW, Grand Rapids, Michigan 49503 (hereafter called "The County") and the Township of Cascade (hereafter called "The Contracting Community").

WHEREAS, the County owns and operates a full-time around-the-clock Dispatch Center which has the capacity to efficiently provide dispatch services for certain fire and/or police departments of contracting communities; and

WHEREAS, the Contracting Community desires the County to provide its fire and/or police department with dispatch services as selected in this Agreement. If a service level is not selected or an executed Agreement is not returned, the community will receive only basic fire dispatch services.

NOW, THEREFORE, in consideration of the respective covenants of the County and Contracting Community, the parties agree that:

1) Dispatch Services and Equipment

A. The County, through its Dispatch Center, shall accept and process emergency or non-emergency telephones calls regarding fires, possible public safety and any other calls requesting the dispatch of fire, police and/or EMS services within the Contracting Community and its respective service area. The County shall promptly dispatch the reported location of such incidents and other matters to the appropriate fire and/or police department of the Contracting Community, such dispatch to be made by telephone and/or radio on the appropriate frequency. A more complete description of the County's services is contained on Exhibit A attached hereto. Once the County's

Dispatch Center has received a telephone call as described herein, and has promptly broadcast the reported location of the matter upon the appropriate frequency, the County shall have performed its complete 911 call-taking obligation hereunder to the Contracting Community with respect to such call.

- B. The Contracting Community shall acknowledge promptly and affirmatively by radio or telephone the receipt of all radio or other dispatches from the County's Dispatch Center regarding the reported request for services as described herein, within the Contracting Community and its respective service area.
- C. The Contracting Community shall provide the County's Dispatch Center with its service area telephone numbers for the Contracting Community's designated fire, police, and/or EMS personnel, all radio frequencies used by the Contracting Community's fire and police departments, and any other information necessary for the performance of the services pursuant to this Agreement as required by the County or which the Contracting Community deems relevant to the performance of such services.
- D. The Contracting Community shall install and maintain continuously during the term of this Agreement, including any formal or informal extensions thereof, radio and telephone equipment required by the County's Dispatch Center to properly provide efficient dispatch services to the Contracting Community pursuant to this Agreement.

2) Compensation

The Contracting Community shall pay the County for providing dispatch services pursuant to the Agreement an annual fee as calculated and shown on the attached Exhibit B for each calendar year covered by this Agreement. Exhibit B shall be updated annually by the County based on the actual number of dispatches provided to the Contracting Community in the immediately preceding calendar year and the County's dispatch budget for the upcoming calendar year. The fee shall be billed and payable in two equal installments on March 31 and September 30 each year. However, the County shall pay the Contracting Community a pro rata refund of any unused fees if this Agreement is properly terminated during any fiscal year.

3) Term and Effective Date

This Agreement shall be effective as of January 1, 2015 and shall expire on December 31, 2017. Notwithstanding the foregoing, either party may terminate the Agreement by providing the other party 365 days written notice of its intention to terminate.

4) Essential Governmental Function and Indemnification

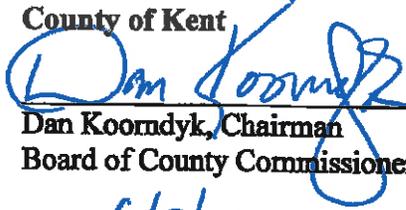
In providing dispatch services pursuant to this Agreement, the County is performing a valuable and essential governmental function for and on behalf of the Contracting Community. The County and the Contracting Community shall each be responsible for their own actions, omissions and/or negligence and only their own actions, omissions and/or negligence.

Nothing in this Agreement is intended to limit in any way, the rights of the County or the Contracting Community to defend any claim on the basis of governmental immunity.

- 5) Both the County and the Contracting Community are subject to the Michigan Freedom of Information Act, Act 442 of the Public Acts of 1977, as amended (MLC 15.231 et. seq.). The County and the Contracting Community mutually agree that, upon receipt of a request for information filed under the Michigan Freedom of Information Act, the party receiving the request will immediately provide a copy of the request to the other party and the parties shall cooperate on the gathering of potentially responsive material and the determination of whether any gathered material is exempt from disclosure under the terms of the Michigan Freedom of Information Act.
- 6) This Agreement shall supersede any and all existing agreements between the parties regarding dispatch services.
- 7) If requested to provide similar services to other municipalities within Kent County, the County shall attempt to negotiate agreements with the other municipalities which agreements are substantially similar to this Agreement. No third party shall be offered terms more favorable by the County than are set forth herein on behalf of the Contracting Community. The County anticipates and plans on using this Agreement as a template for future written dispatch service agreements.
- 8) This Agreement may be modified or extended by the parties by mutual written consent.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by its duly authorized officers on the dates shown below.

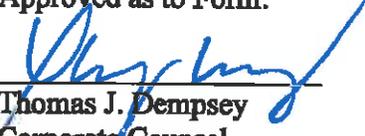
County of Kent

By: 
Dan Koorndyk, Chairman
Board of County Commissioners

Date: 6/8/15

Attest:

Mary Hollinrake
County Clerk

Approved as to Form:

Thomas J. Dempsey
Corporate Counsel

Dispatch Service to be obtained from the County pursuant to this Agreement:

Contracting Community Signatory to initial Selection of Service

- () Police/Public Safety Dispatch ONLY
- () Fire Dispatch ONLY
- () Police AND Fire Dispatch

Township of Cascade

By: 
Print Name BENJAMIN SCATZE
Print Title TOWNSHIP MANAGER

Date: 6-4-15

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EXHIBIT A
(1 of 2)

Scope of Services

Kent County shall provide the following dispatch services under this Agreement:

POLICE (INCLUDES PUBLIC SAFETY*) DISPATCH SERVICES

1. Answer calls for service from the public.
2. Notify the department via radio.
3. Tracking on-duty field units and their status (availability, at scene of an incident, at secondary location, etc.).
4. Utilize, in normal course of KCSD, a computer-aided dispatch system (CSD) that documents information, incidents, pending calls, etc. and assigns a unique agency-specific tracking number to every incident.
5. Periodically provide the information described in number 4 above to the Contracting Agency in electronic format approved by Kent County and paid for by the Contracting Agency.
6. Monitor activity and administrative/tactical radio traffic of field units of Contracting Community and support those operations through transmittal of information, provision of resource information, response to inquiries, etc.
7. Provide Law Enforcement Information Network (LEIN) supported activities such as access for queries, assists with administrative messages and emergency broadcasts or other emergency messages.
8. Electronically record radio voice traffic and 9-1-1/non-emergency telephone calls; retain those records for a minimum of thirty (30) days and provide copies to Contracting Community of their traffic upon request. Such copies will be provided within a reasonable time. Kent County may, but is not obligated to, maintain traffic recordings for longer than thirty (30) days. Contracting Community explicitly acknowledge that traffic records may be destroyed by Kent County on the 31st day after recording.
9. Provide trained telephone operators and dispatchers who will solicit defined information from callers on requests for police/fire services and transmit critical or requested information to field units.
10. Maintain dispatch radio consoles to provide input voice for radio systems owned by Contracting Community.
11. Perform other necessary tasks to support an effective dispatch center operation upon mutual agreement between Kent County and the Contracting Community on the necessary tasks and the apportionment of the costs of the same. The Contracting Community are individually and solely responsible for the acquisition, operations and maintenance of radio infrastructure within the jurisdiction of the Contracting Agency and all costs associated therewith.

* Public Safety Departments Receive Enhanced Fire Dispatch Services

EXHIBIT A
(2 of 2)

Scope of Services

FIRE DISPATCH

1. Answer calls for service from the public.
2. Notify the department via radio.
3. Track times of units calling in service, on scene, and clear.
4. Make follow-up phone calls for the fire department, e.g., checking ETA on ambulances, request for canteen service, calls to power company, and gas company, etc.
5. Provide reporting information, e.g., annual calls for service, average response times in service, on scene, and clear, etc.
6. Coordinate automatic or mutual aid of responding agencies, if the sending agency is from another communications center.
7. Provide communications assistance such as radio service personnel to check output wattage and signal strength of County owned infrastructure.
8. Provide access to County's fire ground channel for their use.
9. Provide access to the County's computer environment e.g. CAD and email notifications
10. Provide periodic "time-on-scene" updates when on major fires to assist command officers with operational awareness.
11. Provide authorized agencies (current agreement on file) with access to the Law Enforcement Information Network for information they are legally privy to on certain incident types.

EXHIBIT B
(1 of 3)

Annual Cost for Dispatch Services

ALLOCATION OF DISPATCH COSTS BETWEEN POLICE AND FIRE

**Kent County Sheriff Department
Dispatch Cost Allocations
Current Units Only - Exclusion of Grand Rapids and Exclusion of Wyoming**

	Number	Allocation	
		Percentage	Dollars
Police Dispatch	4.75	73.08%	\$ 1,970,759
Fire Dispatch	1.75	26.92%	726,069
	6.50	100%	\$ 2,696,828

Stations:
Police Dispatch
Fire Dispatch

Total 2015 Budgeted Expenses for County Org
code 101-346. \$ 3,904,128
Less: KC Dispatch Authority Revenue (1,207,300)
Net Cost to be Allocated \$ 2,696,828

EXHIBIT B
(2 of 3)

Annual Cost for Dispatch Services

POLICE (INCLUDES PUBLIC SAFETY) DISPATCH COSTS

**Kent County Sheriff Department
Dispatch Cost Allocations
Current Units Only - Exclusion of Grand Rapids and Exclusion of Wyoming**

	(A) Population 2008 Est.	(B) Percentage 2012-2014	(C) Incidents 2012-2014	(D) Percentage 2012-2014	(B+D)/2 Blended Percentage (E)	Cost Allocation
Police Dispatch:						
Sheriff ⁽¹⁾	228,896	67.06%	49,855	52.52%	59.79%	\$ 1,178,289
Kentwood	47,419	13.89%	18,426	19.41%	16.65%	328,159
Rockford ^{(2) & (3)}	5,411	1.59%	2,906	3.06%	2.32%	45,787
Sparta	4,054	1.19%	1,420	1.50%	1.34%	26,444
East Grand Rapids ⁽³⁾	10,467	3.07%	3,734	3.93%	3.50%	68,978
Walker	23,722	6.93%	9,166	9.66%	8.30%	163,630
City of Lowell	4,133	1.22%	2,007	2.11%	1.67%	32,823
Grandville	16,718	4.90%	7,351	7.74%	6.32%	124,570
Sand Lake	515	0.15%	57	0.06%	0.11%	2,078
	341,355	100.00%	94,921	100.00%	100.00%	\$ 1,970,759

FY 2015 Dispatch Budget Allocation - Police \$ 1,970,759

Notes:

- (1) All of Kent County excluding contracted agencies, Grand Rapids, and Wyoming.
- (2) Department of Public Safety - incidents include dispatch of personnel to non-emergency responses.
- (3) All calculations carried out 14 places and shown rounded to 2.
- (4) The City of Rockford Police provide dispatch services from 8:00 a.m. to 5:00 p.m., Monday through Friday. While this service is provided, the County will reduce its billing amount noted above by 26.8% (45 hrs. x 168 hrs. = weekly), so the City of Rockford's amount will be reduced by \$12,264, for an amount of \$33,516 in 2015.

EXHIBIT B
(3 of 3)

Annual Cost for Dispatch Services

FIRE DISPATCH SERVICES

**Kent County Sheriff Department
Dispatch Cost Allocations
Current Units Only - Exclusion of Grand Rapids and Exclusion of Wyoming**

	(A) 2015-2014	(B) Incidents	(C) Percentage	(D) Cost Allocation	(E) To Each Local Unit	(F) (C-D) Final Cost Allocation	2015			2016			2017			
							Amount of 75% of the Budget of Total Costs	Amount of 25% of the Budget of Total Costs	Final-In Amount of 50% of the Budget of Total Costs	Amount of 75% of the Budget of Total Costs	Amount of 25% of the Budget of Total Costs	Final-In Amount of 50% of the Budget of Total Costs	Amount of 75% of the Budget of Total Costs			
Fire Dispatch:							\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plainfield	2,476	11.15%	\$ 80,776	\$ 24,194	\$ 60,582		15,145	30,291	45,436							
Codyville (.5 Byron T., .5 Galena T.)	1,934	8.65%	63,094	15,778	47,316		11,830	23,660	35,490							
Cananda	1,627	7.31%	53,078	13,270	39,808		9,532	18,904	28,857							
Grand Rapids Township	408	1.81%	13,147	3,287	9,860		2,463	4,926	7,395							
Lewell Area	798	3.59%	26,034	6,508	19,525		4,881	9,763	14,644							
Alpine	987	4.45%	32,199	8,050	24,150		6,037	12,075	18,112							
Courland	328	1.47%	10,701	2,675	8,025		2,006	4,013	6,019							
Oakfield	263	1.18%	8,340	2,145	6,195		1,609	3,217	4,826							
Cheshire	515	2.31%	16,881	4,200	12,681		3,150	6,300	9,451							
Dutton (.5 Galena T.)	505	2.27%	16,475	4,119	12,356		3,089	6,178	9,267							
Chatham (Village/Township)	800	3.59%	26,089	6,525	19,564		4,884	9,767	14,681							
Chatham (Village/Township)	564	2.53%	18,400	4,600	13,800		3,450	6,900	10,350							
Ada	691	3.10%	22,543	5,636	16,907		4,227	8,454	12,680							
Byron Center (.5 Byron T.)	854	3.84%	27,860	6,963	20,897		5,224	10,448	15,672							
Sparks (Village/Township)	539	2.45%	17,384	4,386	13,000		3,287	6,574	9,861							
Algona	387	1.74%	12,503	3,126	9,377		2,367	4,734	7,102							
Solon	314	1.41%	10,244	2,561	7,683		1,921	3,841	5,762							
Seed Lake	330	1.57%	11,418	2,855	8,563		2,141	4,282	6,423							
East City (Byron Township)	588	2.64%	19,183	4,796	14,387		3,597	7,193	10,790							
Cedar Springs	321	1.44%	10,472	2,618	7,854		1,964	3,927	5,891							
Spencer	208	0.95%	6,786	1,696	5,089		1,272	2,545	3,817							
Gretna	206	0.94%	6,720	1,680	5,040		1,260	2,520	3,780							
Alto (Boyer Township)	237	1.07%	7,719	1,929	5,790		1,447	2,894	4,341							
Walker	435	1.95%	14,178	3,544	10,634		2,661	5,322	7,983							
Kennedy	1,719	7.72%	56,080	14,020	42,060		10,515	21,030	31,545							
Greenhill	24,256	100.00%	726,069	181,517	544,552		287,030	574,060	861,090							
FF 2015 Dispatch Budget Allocation - Fire			\$ 726,069	\$ 181,517	\$ 544,552		\$ 287,030	\$ 574,060	\$ 861,090							
Per-Incident Cost for 2015			\$ 324,916	\$ 32.62	\$ 24.47		\$ 13.35	\$ 13.23	\$ 13.35							
Average Revenue Generated Per Year (2015-17)			\$ 318,270													
Revenue Generated in 2014																

NOTE - The dollar figures included for 2015, 2016, and 2017 are for illustration only. Actual figures will differ based on the annual updated number of incidents and the dispatch budget allocation for fire dispatch.