

****AMENDED****

**AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday, October 21st, 2015
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)

a. LGROW Presentation on the Grand River Revitalization Efforts

Article 5. Approval of Consent Agenda

- a. Receive and File Various Meeting Minutes
 1. Regular Board Meeting Minutes for 10/07/15.
 2. Planning Commission Minutes for 9/14/15
- b. Education Requests
 1. Clem Bell – Hazardous Materials CBRNE Training – December 13-19, 2015 – Anniston, AL
- c. Receive and File Communications
 1. None
- d. Receive and File Reports
 1. None

Article 6. Financial Actions

a. Consider Pay Draw #3 for the Museum Gardens Project

Article 7. Unfinished Business

Article 8. New Business

070-2015 Consider approval of calling the CASCADE CTWP 2005 CAP IMP Bond

071-2015 Consider a resolution to close the Homeyer Fund (408) and commit the remaining funds in the CCT Open Space Fund (209) for the purpose of acquiring open space.

072-2015 Consider approval of a letter of financial support for Cascade Township projects in the Kent County CDBG-NDR grant application to be submitted by the MEDC.

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, October 7, 2015

7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order at 7:00 p.m.
Present: Supervisor Beahan, Clerk Goodyke, Treasurer Peirce, Trustee Lewis, Koessel, Goldberg and McDonald.
Absent: None
Also Present: Manager Swayze and DDA/ED Director Korhorn and those listed on Supplement #1.
- Article 2.** Supervisor Beahan led the Pledge of Allegiance to the Flag.
- Article 3.** Motion was made by Trustee Lewis and supported by Trustee Koessel to approve the Agenda as presented. Motion carried unanimously.
- Article 4. Presentations/Public Comments (limit comments to 3 minutes)**
- Jim Lareau, 2834 Thornapple River Dr.
- Questioned imminent domain
- Rebecca Sallgren, 2808 Thornapple River Dr.
- Why haven't homes been purchased that have been for sale the past 16 years.
- Karen Brechon, 2925 Cascade Springs
- Timeline for moving forward
 - Proposed park expansion plans
 - Who is pushing this project...public? Township?
- Ellen Waalkes, 7436 Ventura Dr.,
- Area of river has lots of rocks
 - Conditions change very radically
 - River is not so navigable
 - Safety concern...there is a lot of boat travel and it makes it difficult in narrow areas.
 - Should spend our tax dollars on developing the empty mall.
- Nancy Eardley, 1441 Sandy Point Ave.,
- disappointment in the transparency of this transaction.
 - Reviewed timeline of transaction
 - Township spent \$270,000 of tax dollars for a park that is difficult to understand why we need it.
 - Questioned FERC Flood Plain
 - What are your plans?
- Kirk Rottschaffer, 2641 Cascade Springs,
- Who is going to patrol the river and enforce boating laws?
 - Who is going to control the public access to the islands?
 - Why not expand above the Cascade Dam?
 - Access to River a "morale right"? How is it right to have access to our backyards.
 - Our association owns the river bottom, cuts all the weeds, plants fish and does all the maintenance for that whole section of the river.
- Mr. Ron Young (no address given)
- A letter was read by Mr. Rottschaffer...a copy was supplied to the Township.

Grace Miller, 2824 Thornapple River Dr.,

- concern about “imminent domain”.

Scott Barron, 2429 Cascade Springs Dr.,

- concern with people having access to “our waterfront”
- Items stolen from boats

Joel Harner, 7303 Grachen Dr., (president of the Thornapple River Assoc.)

- “stakeholder grouping” the Thornapple River Association was not mentioned.
- Problem with a boardwalk is the property is lower than Tassell Park.
- Concern with people launching kayaks and paddleboards...unsafe venture
- We are (Thornapple River Association Board) adamantly against any park expansion with the properties.

Doug Vickers, 2822 Thornapple River Dr.,

- concern about “boat launch” and the “park”
- but what are you going to do with it?

Roger Shammass, 2315 Cascade Springs Dr.,

- Thought this was a “private river”.
- Building another park seems to be a “waste of money”.
- The boat launch idea “blows me away” the water there is so shallow.
- Is there something we can do to submit a number of signatures that would persuade you from developing this potential park.

Brian Welch, 2809 Cascade Springs Dr.,

- what government organization “urged” the Township to buy the property in question.

Tom Ippel, 2861 Cascade Springs Dr.,

- was not aware this long term plan to develop the riverfront.
- Often very shallow...
- concerned about the number of people going down the river.

Jason Pater, 7314 Thornapple Park Dr.,

- echo the comments already made...
- lack of transparency.

Kim Shammass, 2315 Cascade Spring Dr.,

- never any concern about getting into Tassell Park...
- concern with boat ramp
- the water is incredibly shallow

Manager Swayze stated he would get answers to all the questions/concerns brought to the Board.

Trustee McDonald and Goldberg offered comments regarding the residents concerns.

Mandy Morgan, 2808 Thornapple River Dr.,

- Will I get an offer on my property next spring?

Roger Hill, 2875 Cascade Springs,

- the public is aware of this now...potentially affecting home values.

Ellen Waalkes, 7436 Ventura Dr.,

- clarified comment about Burton Park.

Jan McFarland, 2826 Thornapple River Dr.,

- I don't plan on going anywhere...I live right where you are going to put the park.

Rebecca Sallgren, 2808 Thornapple River Dr.,

- questioned property being flooded.

Dorothy Tissue, 2680 Horizon Dr., S.E., (Teleperformance)

- requesting the expansion of the Bus Service for our employees.
- Maria Besta, employee of Mary Free Bed Rehabilitation Hospital,
- requesting consideration of approval of the expanded public transportation to Cascade.

Article 5. Approval of Consent Agenda

- a. Receive and File Various Meeting Minutes
 1. Regular Board Meeting Minutes for 09/23/15.
 - b. Receive and File Reports
 1. Treasurer's Department Monthly Report for August, 2015.
 2. Building Department Monthly Report for September, 2015.
 - c. Receive and File Communications
 1. Letter from Charter Communications – re: Price Adjustments.
- Motion was made by Clerk Goodyke and supported by Trustee McDonald to approve the Consent Agenda. Motion carried unanimously.

Article 6. Financial Actions

- a. **Consider Approval of Change Order #2 and Pay Draw #2 for the Village Improvements.**
 Motion was made by Trustee Koessel and supported by Trustee Goldberg to approve Change Order #2 and Pay Draw #2 in the amount of \$332,328.18. Motion carried unanimously.
- b. **Consider Approval of Pay Draw #1 for the Recreation Park Improvements.**
 Motion was made by Trustee Lewis and supported by Clerk Goodyke to approve Pay Draw #1 for the Recreation Park Improvements in the amount of \$233,281.05. Motion carried unanimously.

Article 7. Unfinished Business

Article 8. New Business

064-2015 Consider Approval of Appointment to Planning Commission.
 Motion was made by Trustee Goldberg and supported by Trustee Koessel to approve the appointment of Brett J. Katsma to the Planning Commission. Motion carried unanimously.

065-2015 Consider Approval of Resolution to Amend Articles of Incorporation of GVMC. (Nelson Twp. And Village of Sparta) (roll call)
 Motion was made by Trustee Goldberg and supported by Clerk Goodyke to approve the Resolution to Amend Article of Incorporation of GVMC (Nelson Twp. And Village of Sparta). Motion carried unanimously by roll call vote.

066-2015 Consider Approval of Contract with Aquatic Consulting Services for Gypsy Moth Population Survey.
 Motion was made by Trustee McDonald and supported by Trustee Goldberg to approve the Contract with Aquatic Consulting Services for Gypsy Moth Population Survey in the amount of \$8,600. Motion carried unanimously.

067-2015 Consider Approval of the METRO Act Right-Of-Way Bilateral Permit request from Fiber Technologies Networks LLC.
Motion was made by Trustee Goldberg and supported by Trustee Lewis to approve the METRO Act Right-Of-Way Bilateral Permit request from Fiber Technologies Networks LLC. Motion carried unanimously.

068-2015 Consider Approval of Interurban Transit Partnership Transportation Services Contract.
Motion was made by Trustee Koessel and supported by Trustee Lewis to approve the Interurban Transit Partnership Transportation Services Contract. Motion carried unanimously.

069-2015 Consider Approval of Expanded Public Transportation in Cascade Township.
DDA/ED Director Korhorn reviewed the request. Discussion followed.
Kevin Wisselink, Senior Planner at The Rapid addressed the Board regarding the proposed service. Discussion followed.
Motion was made by Treasurer Peirce and supported by Trustee Lewis to approve Proposal 1B for the expanded public transportation. Motion carried.

Ayes – 6 Nays – 1 (Goldberg)

Article 9. Public Comments on any other matters. (limit comments to 3 minutes)
Nancy Eardley, 1441 Sandy Point Ave., questioned the purchase of the property on Thornapple River Dr.
John Murra, 4415 Heritage Ct., thanked the Board on the approval of the extension of public transportation in Cascade Township.

Article 10. Manager Comments

Article 11. Board Member Comments

Trustee Koessel offered the following comments:

- We had a lot of comments tonight and we have talked a lot amongst ourselves...when you do a 2015 plan means you start a process it doesn't mean you start and complete it in that particular year. I think a lot has been taken out of context.

Trustee Lewis offered the following comments:

- Appreciate the participation of the residents of Cascade Township.
- NO Boat Launch!!!

Trustee McDonald offered the following comments:

- Thank you for the consideration of the expanded bus service.

Trustee Goldberg offered the following comments:

- Expanded thoughts on the bus service issue ...hours we need, we haven't seen a budget with these numbers plugged into it, we have other things out there that are "calls" on our money.

Supervisor Beahan offered the following comments:

- Welcomed Ben back from his manager seminar.

- Received a call from a cub scout den pack from Pineridge school who went down to Tassell Park looking for a service project. Cleaned up (2) bags of trash and helped out the B&G Dept.

Article 12. Adjournment

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

Meeting adjourned at 8:56 p.m.

Respectfully submitted,

Denise M. Biegalle
Deputy Clerk

Approved by:

Ron Goodyke, Clerk

Robert S. Heahan, Supervisor

MINUTES

Cascade Charter Township Planning Commission

Monday, September 14, 2015

7:00 P.M.

ARTICLE 1. Vice Chairman Waalkes called the meeting to order at 7:00 PM.
Members Present: Hammond, Lewis, Mead, Rissi, Robinson, Sperla, Waalkes, Williams
Members Absent: Pennington (Excused)
Others Present: Community Development Director, Steve Peterson, and others listed on the sign in sheet.

ARTICLE 2. Pledge of Allegiance to the flag.

ARTICLE 3. Approve the current Agenda.

Motion by Member Mead to approve the Agenda. Support by Member Hammond. Motion carried 8-0.

ARTICLE 4. Approve the Minutes of the August 17, 2015 meeting.

Motion by Member Lewis to approve the minutes of the August 17, 2015 meeting as written. Support by Member Rissi. Motion carried 8-0.

ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items (Comments are limited to five minutes per speaker.)

No one wished to speak on non-agenda items.

ARTICLE 6. Case #15-3256 Robert Harmon
Public Hearing

Property Address: 4150 Cherry Lane

Requested Action: The Applicant is requesting a Special Use Permit to allow the construction of an accessory building in excess of 832 sq. ft.

Director Peterson presented the case. This is located in the agricultural zone. The Applicant is requesting approval for a 1,532 sq. ft. accessory building in their rear yard. The nearest property line is 60' away. This would allow for up to a 22' tall building. They are proposing a 16' tall metal sided building with asphalt shingles. In my opinion it is in the character of the area. The property itself is just shy of eight (8) acres and the house is 3,100 sq. ft. The size of the building would not be out of character for the area. Given the setbacks and the area this is located in, it did not trigger any other concerns that we would typically look for in a building of this size. My recommendation is that you approve the Special Use

Permit with our normal conditions that it cannot be used for living space or to run a business.

Member Lewis asked if this was the third accessory building on the property. Director Peterson stated that this was correct and with eight (8) acres the maximum allowed is three.

Vice Chairman Waalkes asked the Applicant to come forward with any comments.

Robert Harmon, 4150 Cherry Lane came forward as the Applicant.

Member Sperla asked the Applicant the square footage of the other buildings on the property. The Applicant stated that the accessory building was small and brought in on a truck and is used for lawn equipment storage.

Member Lewis asked what the new accessory building would be used for. The Applicant stated that it would be used for storage. Member Rissi asked if there would be electric or heat in the building. The Applicant stated it was strictly for storage.

Member Rissi asked if there was an additional structure on the property. The Applicant stated that there was a carport next to the garage.

Member Lewis made a motion to open the Public Hearing. Support by Member Robinson. Motion carried 8-0.

No one wished to speak at the Public Hearing.

Member Rissi made a motion to close the Public Hearing. Support by Member Hammond. Motion carried 8-0.

Member Mead made a motion to approve Case 15:3256 to allow an accessory building in excess of 832 sq. ft. with the conditions that it is not used as living space or to run a business. Support by Member Sperla. Motion carried 8-0.

ARTICLE 7. Case #15-3257 Jeff Shull

Public Hearing

Property Address: 7500 Buttrick Park Drive SE

Requested Action: The Applicant is requesting a Special Use Permit to allow the construction of an accessory building in excess of 832 sq. ft.

Director Peterson presented the case. This is located at the north end of the Township between Buttrick and Thornapple River Drive. The site is approximately 3 acres in the R-1 Zoning District. The Applicant is proposing a 1,440 sq. ft. building, 16' tall with proposed setbacks of 40' to the nearest property line which would allow up to an 18' tall building. There is another small accessory building on the property which makes this the last allowable building on the property. The property is a little over (3) three acres and the house itself is about 3,600 sq. ft. Taking into consideration the size of the house and property the 1,400 sq. ft. building is not out of character for others that we have done. I recommend approval of the Special Use Permit with our normal conditions that it cannot be used for living space or to run a business.

I did hear from a couple neighbors but for informational purposes and did not hear any comments one way or the other.

Vice Chairman Waalkes asked the Applicant to come forward with any comments.

Jeff Shull, 7500 Buttrick came forward as the Applicant for any questions.

Member Rissi asked if there would be any plumbing, heating or electrical to the building. The Applicant stated that there would be electricity but no plumbing or heating.

Member Rissi made a motion to open the Public Hearing. Support by Member Lewis. Motion carried 8-0.

No one wished to speak at the Public Hearing.

Member Rissi made a motion to close the Public Hearing. Support by Member Robinson. Motion carried 8-0.

Member Rissi made a motion to approve the Special Use Permit for Case 15:3256 to allow an accessory building in excess of 832 sq. ft. with the conditions that it is not used as living space or to run a business. Support by Member Robinson. Motion carried 8-0.

ARTICLE 8. Case #15-3260 Jay Nehls

Public Hearing

Property Address: 3100 Foxfire Lane

Requested Action: The Applicant is requesting a Special Use Permit to allow the construction of an accessory building in excess of 832 sq. ft.

Director Peterson presented the case. This is on the eastern side of the Township off of 28th Street and Foxfire Lane which is a private street running south off of 28th Street. The site is almost five acres, zoned Agricultural. The accessory building being proposed is almost 1,600 sq. ft. The location of the building is 90' from the closest property line which would allow up to a 22' building and they are proposing an 18' tall building. The building proposed is in the side yard as the road curves. The building would be steel siding with asphalt shingles. This is a pretty heavily wooded area on five (5) acres with the house measuring about 4,000 sq. ft. The size itself fits in with the area. I did have a couple neighbors stop in for information and the Applicant reached an agreement to make a couple minor modifications to satisfy one neighbor. The site is heavily wooded but it is deciduous trees. The Applicant agreed to plant evergreens along the back to help shield the neighbor to the east. The Applicant also agreed to lower the walls of the building from 15' to 13' feet and to increase the pitch of the roof to accommodate his own necessities while also compromising with the neighbor to the east. I am recommending approval of the Special Use Permit with our normal conditions that it cannot be used for living space or to run a business, and they add the 5-6 evergreens to the rear of the building and lower the walls of the building at least two feet from 15' to 13'.

Member Lewis asked if they changed the size of the building. Director Peterson stated that the foot print remained the same but the height of the walls changed as did the peak of the roof.

Vice Chairman Waalkes asked the Applicant to come forward with any comments.

Jay Nehls, 3100 Foxfire Lane came forward as the Applicant. The Applicant stated that Director Peterson did a great job summarizing the compromises that were made between my neighbor and myself.

Member Hammond asked if they were using scissor trusses to accommodate the roof peak. The Applicant stated this was correct.

Member Lewis stated that he congratulates the Applicant for being proactive with his neighbor.

Member Mead made a motion to open the Public Hearing. Support by Member Hammond. Motion carried 8-0.

No one wished to speak at the Public Hearing.

Member Sperla made a motion to close the Public Hearing. Support by Member Lewis. Motion carried 8-0.

Member Mead made a motion to approve the Special Use Permit for Case 15:3256 to allow an accessory building in excess of 832 sq. ft. with the conditions that it is not used as living space or to run a business, no less than 5 evergreens planted along the side and lowering the exterior walls a minimum of two feet to approximately 13' in height. Support by Member Rissi. Motion carried 8-0.

**ARTICLE 9. Case #15-3262 Robert Grooters Development
Property Address: 4957 Kraft Avenue SE
Requested Action: The Applicant is requesting Site Plan Approval for new warehouse facility.**

Director Peterson presented the case. The area we are looking at is Kraft Avenue where it dead ends into the airport, north of 52nd Street. The airport is to the north, to the north and east is the airport viewing area and to the south is 52nd Street. When we dealt with the development of the properties to the south of this, this building was actually shown on those plans. In between the buildings is a conservation and wetlands area. What they are proposing now is a 337,000 sq. ft. warehouse building. They do eventually plan to extend this development going west. This is the first phase of this project and it is in the Meadowbrooke PUD Zoning District and it meets those requirements.

They did give us a landscaping plan that does a nice job of landscaping the area along Kraft Avenue. Given the fact that they will be expanding to the west and with the airport to the north and the conservation area to the south it did not make sense to add additional landscaping in the area. I feel their proposal is adequate based on the circumstances.

The Applicant submitted a lighting plan to which I have requested some minor adjustments.

Access to the sight is off of Kraft Avenue and requires a Road Commission permit and they are currently in discussion and it does not look like there will be any issues. The fire department has reviewed the plans and had routine items but nothing that changes the site plan.

When the area to the south was developed there was concern by the airport and the FAA with the retention ponds attracting birds. Those items will need to be addressed and the comments from the airport and the FAA are in the packets.

The Township Engineer needs to review and approve the plans. This project will be a little more complicated with the airport and how the water will be treated at the wetlands. Essentially we believe it can all be addressed to everyone's satisfaction in regards to storm water. They have already received their soil erosion permit and they have started some site prep work which is certainly permitted.

The Meadowbrooke Review Board has reviewed the project and we are still waiting for their comments. I recommend approval for their Site Plan for their new warehouse building contingent on the following:

- \$5,000 Landscape Bond
- Approval of the curb cut
- Compliance with the Airport letter
- Compliance with the Engineering letter
- Approval of the Meadowbrooke Review Board

Vice Chairman Waalkes asked the Applicant to come forward with any comments.

Mike Kelly, Wolverine Building Group, came forward on behalf of the Applicant.

Member Mead asked why they were choosing wall lighting as opposed to the standard parking lot lights. The Applicant stated that they have never used light poles for snow removal purposes. They have always been able to achieve the light levels needed without using the standard poles.

Member Williams asked when the project would be completed. The Applicant stated that asphalt cannot be poured until May which puts estimated completion at approximately May 17, 2016.

Member Lewis stated that the intent is for warehouse only and no industrial. The Applicant stated that it could be used for industrial but the intent is for warehouse only based on the number of dock doors. Warehouse function seems to be the biggest need around the airport.

Member Sperla asked if there were any plans to fill in the conservation area or wetlands. The Applicant stated that they are not allowed to touch that area. It is a conservation area and the old growth trees and the water that is there is untouchable and to remain intact.

Member Rissi made a motion to approve the Site Plan for Case 15:3262 for a new warehouse facility contingent on the following conditions:

- \$5,000 Landscape Bond

- Approval of the curb cut by KCRC
- Compliance with the Airport letter
- Compliance with the Engineering letter
- Approval of the Meadowbrooke Review Board

Support by Member Robinson. Motion carried 8-0.

ARTICLE 10. Case #15-3258 Lacks Enterprises

Property Address: 5769 Kraft Avenue SE

Requested Action: The Applicant is requesting major changes to an approved site plan approval for new warehouse/distribution facility.

Director Peterson presented the case. It is essentially the same building, they have just moved the buildings location east. Administratively changes can be made but the scope of the changes required it to come back before the Planning Commission. The original approval was granted in May of this year. I have described this as essentially moving 1,500 feet to the east. The Site Plan still complies with all the conditions that we granted in May.

We did have them add some extra landscaping and storm water control devices because of the concern for the residential use nearby. The light concerns have also been addressed. There is no new access to the sight. The Applicant still needs to work with the Kent County Drain Commission on some storm water items and this is part of the conditions of the original plan. The Meadowbrooke Review Board did review the plan. There seems to be a little bit of confusion between Lacks and the Review Board for jurisdiction as this building crosses into Phase I and Phase II. I am recommending approval of the Site Plan with the following conditions:

- \$5,000 Landscape Bond
- Fire Department items addressed
- Compliance with Township Engineer letter
- Kent County Drain Commission approval

Member Lewis asked the buildings use. Director Peterson stated it is for warehouse distribution.

Vice Chairman Waalkes asked the Applicant to come forward with any comments.

Pat Knight, Lacks Industries, 5460 Cascade Road came forward as the Applicant. The Applicant stated the building will be a distribution center with light assembly. This is not a plating or molding operation. It will create jobs. Right

now we will bring people from our current facility but have the ability to expand to double the size.

Director Peterson stated that Approval of the Meadowbrooke Review Board should be added to the conditions for approval.

Member Sperla made a motion to approve Case 15:3258 Lacks Enterprises' major changes to an approved site plan for a new warehouse distribution facility that includes light manufacturing with the conditions specified by staff:

- **\$5,000 Landscape Bond**
- **Fire Department items addressed**
- **Compliance with Township Engineer letter**
- **Kent County Drain Commission approval**
- **Meadowbrooke Review Board Approval**

Support by Member Rissi. Motion carried 8-0.

ARTICLE 11. Case #15-3260 Lacks Enterprises

Property Address: 5460 Cascade Road SE

Requested Action: The Applicant is requesting to amend the Golfview PUD to allow an addition to the Lacks Corporate HQ building.

Director Peterson presented the case. This is a PUD Amendment. The Golfview PUD includes this building, the Fishbeck building to the west, the two office buildings on Cascade Road and the old Lacks manufacturing facility to the south and two additional buildings. The different phases are included in the staff report. We essentially look at the Golfview PUD as essentially a built out development. There were some tradeoffs made at the time the Golfview PUD was approved. Originally there was another 10,000 sq. ft. building proposed in the development. That was eliminated after the original developer was not able to remove a billboard that he had promised to remove on Cascade Road.

There was a cap on the total number of office space back in the old Lacks development to the south. That area has all been occupied as well or built out. We had the cap on office space to stay true to the old Cascade Road Corridor Study that talked about certain areas with the old industrial use. As you get further off the road the buildings are over 10,000 sq. ft. where the trees hide them a little more from the roadway.

There were no center turn lanes on Cascade Road at the time of the PUD and traffic was a concern and not knowing the mixed use for the area and the impact it would have on traffic.

The Master Plan identifies this area as Mixed Use which essentially is a reflection of the uses that were already present. I would describe this proposed change as not being inconsistent with the Master Plan. The addition itself is about 10,000 sq. ft. and they have done a nice job of trying to respect the Cascade Road Corridor with both the size of the addition and they have added pitched roof features to both the new building and the existing building. The new site plan is showing some additional landscaping out front to shield the parking lot from Cascade Road. They have done a pretty good job of meeting the recommendations we have in place for buildings along the Cascade Road corridor. This is just the introductory meeting but this is the time that you can give additional recommendations that you would like to require before the Public Hearing. The recommendations that Staff is requiring are:

- Site Plan information
- Address storm water
- Provide Landscaping plans
- Address comments from the Fire Chief
- Approval from the neighbor for access from Arboretum Drive to Cascade Road.

I have heard from one of the other owners in the development that would like to explore options for expansion in the Golfview PUD as well.

Member Lewis stated that one of the ordinance requirements was an owner occupancy of the building. Will that stay in place? Director Peterson stated that Lack's would occupy this building.

Member Sperla asked where the storm water that comes off this site filters too. Director Peterson stated that the development was part of the Schoolhouse Creek Watershed. Member Sperla asked which District the site was in. Director Peterson stated A District which means they have to look into infiltration vs. detention. They are aware of all of the requirements.

Member Mead asked if the Applicant had ever experienced any water problems at the site. The Applicant stated that they had not experienced any water problems.

Vice Chairman Waalkes asked the Applicant to come forward with any comments.

Mike Corby, Integrated Architecture, 4090 Lake Drive spoke on behalf of the Applicant. We wanted to explain the thinking behind the architecture. We are using hip roof forms that make it feel more campus like and from the road you are starting to reference the roof forms and the main building stays very

horizontal. We are adding a berm along Cascade Road to screen some of the parking both in the existing lot and what we are adding to the west. Our strategy is to make it look like several smaller buildings in a cluster rather than one large building. We will put some new finishes on the existing building so the new and the old are compatible. A new entry will be added and where the site drops off in the rear of the building, the juncture between the two buildings, will have a café and conferencing area.

Member Lewis asked if they were going to build a Leeds Certified building. The Applicant stated that it would be designed as a green building but will not pursue the Leeds Certification. We are using Leeds at the basis for the design of the building.

Member Mead asked if the back access was going to be an easement or a purchase. The Applicant stated they are looking into that now.

Member Sperla stated that there is a new Storm Water Ordinance and do you know how the existing storm water from this development been handled? The Applicant stated that they will be creating a retention basin in front that will still allow us to have the berm.

Vice Chairman Waalkes asked for clarification if the entire site had to be brought up to current standards or just the new construction. Director Peterson stated that the new construction would be up to current standards but they will not be required to update the entire site.

ARTICLE 12. Any other business

- **YMCA signage**

We wrote into the YMCA P.U.D. Ordinance that they would need to present to the Planning Commission their wall signage package for approval. The wall sign is on the west wall facing Burton Street. The sign is an internally lit wall sign. The rest of their signs would be at the entrances: one on Burton and one on the Burton and Kraft intersection. All the signs meet the parameters of our sign ordinance in size, height and square footage. We gave them 100 sq. ft. maximum and they are at 91 sq. ft. All of their signs are under the allowance that we allowed them.

- **Construction at Cascade Recreation Park**

Vice Chairman Waalkes stated that the back entrance to the park is having work done and many residents in Forest Valley are very upset about the work being done without notification to the neighborhood. Director Peterson stated that this

is the handicap accessible entrance to the park. The entrance has always been there and is the official bike entrance to the park for the pathway system. There will be a couple of parallel parking spaces added as well as the pedestrian handicap accessible entrance.

- **Special Use Permit for Accessory Buildings**

Vice Chairman Waalkes opened the discussion to explore whether there should be changes made to the size threshold for a special use permit. Director Peterson stated that this would be added to our Work Plan for next year.

ARTICLE 13. Adjournment

**Motion made by Member Sperla to Adjourn. Support by Member Mead.
Motion carried 8-0. Meeting adjourned at 8:25 PM.**

Respectfully submitted,

Aaron Mead, Secretary
Ann Seykora
Julie Kutchins
Planning Administrative Assistant

FIRE DEPARTMENT MEMORANDUM



TO: BENJAMIN SWAYZE – TOWNSHIP MANAGER
FROM: JOHN SIGG – FIRE CHIEF *John*
SUBJECT: HAZARDOUS MATERIALS CBRNE TRAINING FOR FF CLEM BELL – DECEMBER 13-19
2015
DATE: OCTOBER 6, 2015
CC: TOWNSHIP BOARD

This class is an extension to the Hazardous Materials Technician class FF Clem Bell completed. Hazardous Materials Technician for CBRNE (Chemical, Biological, Radiological, Nuclear and Explosive) Incidents is a demanding five-day course that challenges the hazardous materials technician with an extensive hands-on training experience. The technician will demonstrate learned skills in response actions to CBRNE weapons of mass destruction or any incident in both the Centers outdoor Northville training complex and nation's only toxic chemical training facility (chemical and biological materials) dedicated solely to the nation's emergency responders.

FF Bell's attendance at the FEMA course HT Program Z will take the basic skills learned at the Hazardous Materials Technician level and add extensive hands-on practicum. The "Hands-On" practical for further personal development will aid Cascade Fire Department, Tri-Com Hazardous Materials Team and the Community when responding to Hazmat calls. The wealth of practical Hazmat knowledge will assist in ensuring the safety of our firefighters and the citizens of the community. In addition, the class will assist others within the department with additional knowledge through our bi-monthly in house training.

This class is free, travel, lodging and food are all covered by the federal government. As stated above this is an extension to the Hazardous Material Technician training and will provide the township and Haz Mat team additional knowledge when responding to any type of hazardous materials incident.

I ask you approve this training for FF Clem Bell.



**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: CLEM H. BELL #18

Application Date: 9.29.16

Location of Seminar/Conference ANNISTON, AL DEC 13-19

Name of Proposed Seminar/Conference: PROGRAM Z - HT

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

(over)

How will the Seminar/Conference benefit the employee and the township? THIS CLASS
WILL GIVE CASCADE TOWNSHIP/FIRE DEPT A HAZMAT
TECHNICIAN WITH ADDITIONAL HANDS ON TRAINING
FOR RESPONSE ACTIONS GEARED TOWARDS CBRNE INCIDENTS.

Cost of the Seminar/Conference: (Registration) \$ PAID FOR BY FEMA

(Lodging) \$ 0.00 (Travel) \$ 0.00

Account #: N/A

Your Signature: Chris Bell

Approvals:

Department Head: [Signature] Date: 10-7-15

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

Center for
Domestic
Preparedness



Program Z (HT)

Hazardous Materials Technician for CBRNE Incidents

Week Offered

Subscribe to the iCal Feed of Program Z

The online application process is now available.

You'll need your FEMA SID and password to apply.

[Apply Online](#)

Things you should know before attending training

Register for or get help with your FEMA SID

Hazardous Materials Technician for CBRNE Incidents (HT)

Target Audience/Disciplines

Emergency Management, Emergency Medical Services, Fire Service, Governmental Administrative, Hazardous Materials, Healthcare, Law Enforcement, Public Health, Public Safety Communications, Public Works. This course is also open to HAZMAT technicians within private industry. **This is not the pre-requisite course for attendance to the Hazardous Devices School in Huntsville, AL (Please see program H).**

Overview

Hazardous Materials Technician for CBRNE Incidents is a demanding five-day course that challenges the hazardous materials technician with an extensive hands-on training experience. The technician will demonstrate learned skills in response actions to a Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) weapons of mass destruction incident in both the Centers outdoor Northville training complex and nation's only toxic chemical training facility (chemical and biological materials) dedicated solely to the nation's emergency responders.

“ I have now been at the CDP approximately eight times. I have NEVER had a bad experience there. The staff are the ultimate professionals and go beyond the norm to aid responders and point us in the right direction. I have found a ready font of information and I look forward to going each and every time. I regularly speak to other groups regarding the CDP and recommend the center for training. Keep up the good work! — Kristjan Rahe, Captain; Mecklenburg Sheriff's Office; North Carolina

Course Length

5.0 days

Course Code

PER-261

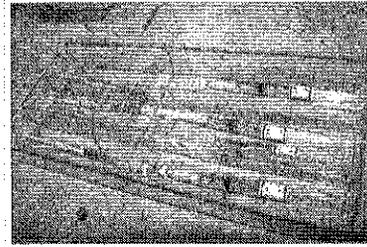
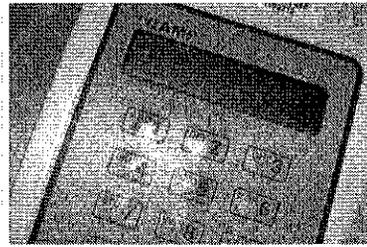
Additional Requirements

HT is specifically designed for OSHA-qualified HAZMAT technicians (29 CFR 1910.120).

Continuing Education Credits

- The Center for Domestic Preparedness is authorized by IACET to offer 4.0 CEUs for this program.
- Police Officer Standards and Training (POST; approved per state): 40

Related Photos



Related Video



Hazardous Materials Technician for CBRNE Incidents (HT)

Purpose: To provide responders, who are designated as hazardous material (HAZMAT) technicians, with operations- and technical-level knowledge, skills, and confidence in the critical response requirements for sampling and monitoring at Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) incidents.

Goals:

- To develop participants' critical thinking skills by presenting all-hazard operation and technical situations that require determination of protection, decontamination, sampling, and monitoring requirements
- To develop participants' confidence in equipment and ability to operate in a toxic environment by performing sampling and monitoring skills in the Chemical, Ordnance, Biological, and Radiological Training Facility (COBRATF)

Scope: This five day course provides participants with the technician-level knowledge, skills, and attributes necessary to respond confidently to a CBRNE incident site and use diverse technology to detect and sample hazards. Participants learn about technology and instrumentation used when responding to chemical, biological, radiological, and explosive hazards, with the majority of the time on each topic spent in hands-on operation of select detection equipment. Participants operate the equipment while wearing personal protective equipment (PPE) Levels A, B, C, and D. The course also includes training at the COBRATF where participants engage in toxic-agent and scenario-based exercises that require critical thinking skills related to the selection and use of CBRNE detection and sampling instruments.

Objectives: Participants will be trained to

- Select and operate chemical sampling and monitoring technology;
- Select and operate biological sampling and monitoring technology;
- Select and operate radiological monitoring technology;
- Select and operate explosives monitoring technology; and
- Perform HAZMAT operations in PPE Levels A through D

Eligibility:

- All OSHA qualified HAZMAT Technicians (29 CFR 1910.120)
- All graduates of the CDP's Emergency Responder Hazardous Materials Technician for CBRNE Incidents (ERHM)

"I figured I had seen it all. After the first day of training I found it was very much wrong. In one week here you can pick up so much knowledge and I feel this will benefit a person's career. I enjoyed the team aspect. It gave some a chance to practice leadership and others a chance to be a functioning member of a team—with people you have never worked with before."

Dan Bledsoe, Fire Captain,
Elko, NV



For schedule and registration, please visit the CDP website at <http://cdp.dhs.gov>.

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board
From: Sandra Korhorn, DDA/Economic Development Director SKK
Subject: Consider Pay Draw #3 for the Museum Gardens project
Meeting Date: October 21, 2015

Attached is the contractor's application for payment #3 for the Museum Gardens improvement project. The pay application, pay estimate report and account balance are attached.

The amount due is \$57,558.85. The work completed and recommended for payment in this pay request has been reviewed and approved by Pat Cornelisse of Cornelisse Design Associates.

The pay application covers the final removals, underground and storm work.

Staff recommends approval of Pay Draw #3 in the amount of \$57,558.85 for the Museum Gardens project.

Attachments: Cornelisse Design letter
Pay Draw #3



**Cornelisse
Design Associates, Inc.**
LANDSCAPE ARCHITECTURE

October 13, 2015

TO: Sandra Korhorn, Cascade Township

**RE: Pay Application #3 Approval
Cascade Township Gateway Park Improvements**

Dear Sandra:

We have reviewed the Pay Application #3 from Apex Contractors. This pay application covers the final removals, underground and storm work and a lot of stored materials. The stored materials are either on-site or in storage (we have verified the stored materials purchase).

We have adjusted/lowered \$10,000 of stored material request for the masonry materials as we felt this was too much (with Contractor's assent). This affected the retainage, etc and pay amount requested....again with Contractor's assent.

We recommend payment of the application.

Sincerely yours,

Patricia Cornelisse, ASLA, LLA
Cornelisse Design Associates, Inc.

site planning ■
land planning
park planning & design

APPLICATION AND CERTIFICATE FOR PAYMENT

Owner: Cascade Charter Township
 1865 Thornhills SE
 Grand Rapids, MI 49546
 FROM: APEX Contractors, Inc.
 1101 27th Street, Dor, MI 49323

PROJECT: Cascade Gateway Park Improvement
 VIA: Cornelisse Design Associates, Inc.
 818 Sarsoja SE
 Grand Rapids, MI 49546

Sheet 1

AIA DOCUMENT G702

PAGE ONE OF TWO PAGES

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY

Number	Date Approved	ADDITIONS	DEDUCTIONS
2	8/13/2015	\$ 8,652.00	\$
3	8/13/2015	\$ 32,783.00	\$
4	8/26/2015	\$ 1,224.00	\$
TOTAL		\$ 42,659.00	\$ 14,767.00
NET CHANGE BY CHANGE ORDERS		\$ 28,717.00	\$ 28,717.00

Change Orders approved in previous months by owner

The undersigned Contractor certifies that to the best of the Contractor's knowledge information and belief the Work covered by this application for payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: APEX Contractors, Inc.

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that in the best of the Architect's knowledge, information and belief, the Work has progressed as indicated, the Quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

APPLICATION NO: 3
 PERIOD TO: 9/30/15

ARCHITECT: Pat Cornelisse
 PROJECT NO: 201404
 PO NO: 44662
 CONTRACT DATE: March 5, 2015

OWNER
 ARCHITECT
 CONTRACTOR

Application is made for Payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM..... \$ 289,293.11
2. Net change by change Orders..... \$ 28,717.00
3. CONTRACT SUM TO DATE (LINE 1+2)..... \$ 318,010.11
4. TOTAL COMPLETED & STORED TO DATE..... \$152,679.28 142,679.28
 (Column G on G703)
5. RETAINAGE:
 a. 10% of Completed Work \$15,267.93 14,267.93
 b. 10% of Stored Material \$ 15,267.93 14,267.93
 Total Retainage (line 5a+5b) \$ 30,535.86 28,535.86
6. TOTAL EARNED LESS RETAINAGE \$187,474.25 128,411.35
 (LINE 4 LESS LINE 5 TOTAL)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 70,852.50
8. CURRENT PAYMENT DUE..... \$66,558.85 57,558.85
9. BALANCE TO FINISH, PLUS RETAINAGE..... \$ 180,598.76 159,598.76
 (Line 3 less Line 6)

State of: Michigan County of: Allegan

Subscribed and sworn to before me this 1st day of July, 2015
 Notary Public: *Quella Ann Maderna*
 My Commission Expires: April 5, 2019

AMOUNT CERTIFIED: 57,558.85
 ARCHITECT: *Pat Cornelisse* 10-9-15
 BY: *Pat Cornelisse*

Application Number: 3
 Application Date: 10/1/15
 Period To: 9/30/15
 Architect's Project No: 201404

B	C	D	E	F	G	H	I
DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED	THIS PERIOD	MATERIALS PRESENTLY STORED NOT IN DORE	TOTAL COMPLETED AND STORED TO DATE (D+E+F+G)	BALANCE TO FINISH (G-H)	RETAINAGE
Demolition work	\$ 10,203.28	\$ 10,000.00	\$ 203.28		\$ 10,203.28	\$ -	\$ 1,020.33
Earthwork	\$ 18,200.00	\$ 7,500.00	\$ 5,000.00		\$ 12,500.00	\$ 5,700.00	\$ 1,250.00
Drainage	\$ 30,073.10	\$ 17,200.00	\$ 10,600.00		\$ 27,800.00	\$ 2,273.10	\$ 2,780.00
Paving	\$ 64,015.73					\$ 64,015.73	-
Masonry Retaining Walls	\$ 46,600.00					\$ 26,600.00	\$ 2,000.00
Site Furnishings	\$ 16,285.00	\$ 2,700.00			\$ 2,700.00	\$ 13,585.00	\$ 270.00
Site Musical Instruments	\$ 28,025.00	\$ 22,000.00	\$ 4,000.00		\$ 26,000.00	\$ 2,025.00	\$ 2,600.00
Site Electrical	\$ 38,500.00	\$ 1,500.00	\$ 10,000.00		\$ 11,500.00	\$ 27,000.00	\$ 1,150.00
Landscape Work	\$ 8,819.50					\$ 8,819.50	-
Irrigation System	\$ 9,700.00					\$ 9,700.00	-
Miscellaneous Items	\$ 18,871.50	\$ 17,000.00			\$ 17,000.00	\$ 1,871.50	\$ 1,700.00
Change Order 1	\$ 825.00	\$ 825.00			\$ 825.00	\$ -	\$ 82.50
Change Order 2	\$ 8,517.00		\$ 6,000.00		\$ 6,000.00	\$ 2,517.00	\$ 600.00
Change Order 3	\$ 18,151.00		\$ 18,151.00		\$ 18,151.00	\$ -	\$ 1,815.10
Change Order 4	\$ 1,224.00					\$ 1,224.00	-
	\$ 318,010.11	\$ 78,725.00	\$ 29,954.28	\$ 26,954.28	\$ 142,679.28	\$ 146,896.83	\$ 15,267.93

DOCUMENT G703-APPLICATION AND CERTIFICATE FOR PAYMENT-MAY
 AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20005
 APPLICATION NUMBER: 3
 APPLICATION DATE: 10/1/15
 PERIOD TO: 9/30/15
 ARCHITECT'S PROJECT NO: 201404
 142,679.28 G703-1983
 14,267.93
 PK chg. 10.8.15



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

Date: October 21st, 2015
To: Supervisor Beahan and Cascade Township Board
From: Ben Swayze, Township Manager
Subject: Pathway Capital Improvement Bond Payoff

FACTS:

In recent years the Township has continually explored ways to save money by paying off bond debt when it becomes callable. On November 1st, 2015 the CASCADE CTWP 2005 CAP IMP bond will be callable for interest due plus the entire principal outstanding (\$175,000).

Originally the Township had budgeted \$55,000 for the due principal payment on this bond, plus the current interest due (\$3,587.50). In anticipation of calling the bond, during the second quarter budget amendments the Township Board approved a budget amendment in the amount of \$120,000 to make the remaining additional principal payment. By calling the bond at the first available call date, the Township will save an estimated \$7,380 in interest payments through 2017.

The pathways fund had an audited fund balance of \$758,014 on December 31, 2014

ANALYSIS AND CONCLUSION:

The Township Board has identified the payment of callable debt as one of its financial strategic goals. The pathway fund has the financial means to pay this debt as it has a healthy fund balance (\$758,014) which represents 150.3% of operating expenditures. Additionally, the fund is projected to run a significant surplus through the expiration of the millage after FY2017.

The finance committee reviewed the request and recommended it for approval at a meeting earlier this year.

FINANCIAL CONSIDERATIONS:

The original FY2015 budget did not include the payoff of this callable debt. In order to pay the debt, the Township Board approved a budget amendment for the amount of \$120,000 during the second quarter budget amendments.

RECOMMENDATION:

Authorize the Township Staff to call the CASCADE CTWP 2005 CAP IMP bond for interest due plus the entire principal outstanding (\$175,000) at the first available call date.



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: October 21st, 2015
To: Supervisor Beahan and Cascade Township Board
From: Ben Swayze, Township Manager
Subject: Closure of Homeyer Open Space Fund

FACTS:

The Homeyer Open Space Fund is a special revenue fund that was established in 2004. The fund was created with grant funds that the Township received from the August Homeyer Trust and was matched by the Township with contributions from the General Fund. The Township utilized a majority of the funds as a match for a Michigan Natural Resources Trust Fund Grant (along with millage backed bonds) to purchase open space in the Township. The regular grant from the August Homeyer Trust stopped in 2012, but the Township continues to receive small contributions and collect interest revenue. As of 12/31/14 the Homeyer Open Space Preservation Fund held approximately \$348,691.

During the last audit (as well as previous audits) it was recommended that the Homeyer Fund be closed and the remaining funds be moved to a more appropriate fund. The Homeyer Fund is currently a capital improvement construction account, but there are no projects planned for these funds in the 5 year Capital Improvement Program. In accordance with the wishes of the executors of the Homeyer Trust, these funds are being held until a strategic opportunity to acquire more open space presents itself.

The auditors have recommended that the funds could be incorporated into the Open Space Fund, which was created for the purchase, construction and maintenance of parkland and open-space properties in the Township after the successful Open Space millage campaign in 2008. This fund currently receives all of the tax revenue used to service the open space bonds.

Based on the recommendation of the auditors, the following plan of action is being recommended:

- Homeyer Open Space (408) fund be closed.
- Current funds in the Homeyer Open Space Fund (408) be transferred to the CCT Open Space Fund (209)
 - Homeyer Funds would be given their own cash account, interest account and expense account.
- Township Board officially commits the funds for the purchase of open space. This would ensure that the funds could only be used for their intended purpose.
- Township establishes a yearly report, to be provided to the executors of the August Homeyer Trust, detailing any activity utilizing the committed funds. Report would be completed and delivered by June 30th each year.

Supervisor Beahan has met with Charles and Sara Homeyer, executors of the Homeyer trust, to propose the arrangement to close the Homeyer Open Space fund and they have agreed to the arrangement.

Attached for your review:

- Response to closure proposal from the Homeyers
- Resolution to close the Homeyer Fund and transfer the remaining balance to the CCT Open Space Fund

ANALYSIS AND CONCLUSION:

By closing the Homeyer Fund and transferring the funds to the Open Space Fund we are following the advice of our auditors and ensuring that the funds are being classified appropriately. Eliminating the fund will simplify our accounting as well.

Committing the funds for the purpose of the purchase of open space will ensure that the funds are only used for the intended purpose and the yearly report to the executors of the Homeyer Trust and the heirs will confirm that the funds are only being utilized for the acquisition of open space.

The request was reviewed by the finance committee at their August meeting and recommended for approval by the Township Board.

FINANCIAL CONSIDERATIONS:

The proposed closure of the Homeyer Open Space fund will not have any material financial implications.

RECOMMENDATION:

Approve the resolution for the closure of the Homeyer Open Space fund and commit the remaining funds in the Open Space fund for the purpose of acquiring Open Space property in the Township.

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION __ of 2015

**RESOLUTION TO CLOSE THE HOMEYER OPEN SPACE FUND (408) AND TO
TRASFER FUNDS TO THE CASCADE CHARTER TOWNSHIP OPEN SPACE FUND
(209)**

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 October 21st, 2015 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, the Township operating budget currently contains the Homeyer Fund, a special revenue fund established to accept grant monies for the purchase of open space in the Township; and

WHEREAS, the fund currently contains monies designated for the purchase of open space but the Township has not identified any open space purchase in the 5 year Capital Improvement Plan; and,

WHEREAS, the Cascade Charter Township auditors have recommended that the Homeyer Open Space fund be closed and the monies be transferred to the Cascade Charter Township Open Space Fund; and,

WHEREAS, the executors of the August Homeyer Trust have been contacted regarding the remaining funds and have consented to the Township proposal to move then funds into the Cascade Charter Township Open Space fund given the conditions laid out in this resolution.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Trustees of Cascade Charter Township authorize that the Homeyer Open Space Fund (408) be closed prior to December 31st, 2015; and

BE IT FURTHER RESOLVED, that the Board of Trustees of Cascade Charter Township authorize all remaining funds to be transferred to the Cascade Charter Township Open Space Fund (209); and,

BE IT FURTHER RESOLVED, that the funds transferred from the Homeyer Open Space fund shall be committed, in their entirety, for the purpose of purchasing Open Space in Cascade Charter Township; and,

BE IT FURTHER RESOLVED, that the Township Board will seek input from the executors of the Homeyer Trust prior to utilizing any of the Homeyer Open Space committed funds for the purchase of open space in the Township; and,

BE IT FURTHER RESOLVED, THAT THE Township will establish a yearly report, to be provided to the executors of the August Homeyer Trust, detailing the status and any activity involving the Homeyer Open Space committed funds.

YEAS: Board members: _____

NAYS: Board members: _____

ABSTAIN: Board members: _____

ABSENT: Board members: _____

RESOLUTION DECLARED ADOPTED

Ronald Goodyke, 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 October 21st, 2015, 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: _____

Ronald Goodyke, Township Clerk

3539 Quiggle S.E.
Ada, MI 49301

December 16, 2014

Rob Beahan and
The Cascade Township Board
2865 Thornhills Ave. S.E.
Grand Rapids, MI 49546-7192

Re: The Cascade Open Space Fund

Dear Rob Beahan and the Cascade Township Board:

Thank you for your communication about the need to change your accounting procedures for the Cascade Open Space Fund. We certainly agree that you want to be sure to meet the requirements of your auditors, so your proposed changes make sense.

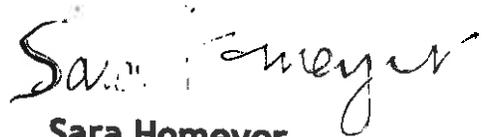
Our only request is that you also create a document that guarantees an annual report be made to us or our heirs. This report should include the purpose of the fund [90% for the acquisition of land for Open Space parks and up to 10% for Open Space park maintenance], the year-end balance, any expenditures during that year and the reasons for them. Please send us a copy of this document when it has been approved by the Township Board.

Enclosed is a check for \$500 to add to the Open Space Fund in 2014.

Best regards to you all for the new year,



Charles Homeyer



Sara Homeyer



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: October 21, 2015
To: Supervisor Beahan and Township Board
From: Ben Swayze, Township Manager
Subject: National Disaster Resiliency Letter of Financial Commitment

FACTS:

Cascade Township has been invited to participate in the Kent County application (through the State of Michigan MEDC) for the HUD National Disaster Resiliency Competition. For this program, congress has appropriated \$1 billion as part of a national program to create resilient communities that can withstand and bounce back quicker from unpredictable, natural events like tornadoes, floods, draughts and wildfires. The Kent County application passed through Phase I of the competition along with 39 other state and local communities. The smallest award will be \$1 million and the largest allowable award is \$500 million.

Cascade Township was invited to participate in the project during Phase II of the project. 6 of the 7 projects we submitted for consideration have been selected for final inclusion in the grant application. Those projects are listed in the attached spreadsheet. All of the included projects are projects that are in some stage of the planning process. Some projects, such as the Thornapple Hills Drain and Schoolhouse Creek projects, have had significant engineering work completed and will be completed next year. Some projects, such as the purchase of riverfront properties and the Schoolhouse creek regional detention system, are only in visioning phases. Once approved, the performance period for the grant will be 6 years.

The total cost for the 6 projects that Cascade Township has submitted for is \$6 million. Of that \$6million, the Township has requested \$3 million in grant funding. At this time, it is unknown how the HUD will determine grant awarding. It is possible they will award an entire application, it is possible they will pick and choose projects out of an application to award, and it is possible they will award a dollar amount, and it will be up to the applicant to determine which projects are awarded. In all, the Kent County application, known as the "Grand Strategy" includes \$230,972,646 worth of projects to implement, and the group has requested \$105,547,998 in grant funds to assist in completing the projects.

In order for the Cascade Township projects to be included in the final application, the Township will need to commit that, if the projects are awarded, the required match funds are available.

Attached for your review:

- Spreadsheet of Cascade Township projects included in the grant application
- Proposed letter of financial support

ANALYSIS AND CONCLUSION:

The Infrastructure Committee has reviewed the proposed project list and has recommended that the Township Board approve supporting the grant application.

Several of these projects, including the Schoolhouse Creek and Thornapple Hills drain projects are already well underway, and the supporting funds have been budgeted. Other projects, such as the property purchase projects and Schoolhouse Creek regional detention project, have only been visioned at this point. If grant funds are awarded for these projects the grant performance timeline, 6 years, will allow us to ensure proper planning and engineering guidelines are followed before the projects are developed. Any projects that end up “unobligated” will be returned to the pool of funds.

FINANCIAL CONSIDERATIONS:

By authorizing the letter, the Township is committing to making the stated funds available for the intended projects should they be awarded grant funding.

RECOMMENDATION:

Authorized the Cascade Township manager to execute the letter of financial commitment on behalf of the Township.



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

October 23, 2015

RE: CDBG-NDR Leverage

Secretary Castro
U.S. Department of Housing and Urban Development (HUD)
Washington DC

Dear Secretary:

Cascade Township is providing direct leverage for the proposed CDBG-NDR-assisted project, the Grand Strategy, as submitted by the State of Michigan. The following dollars are firmly committed and support the following:

Project	Direct Leverage Amount
Cascade Property Purchase - Riverfront Properties and 2984 TRD	\$1,700,000
Cascade Schoolhouse Creek Rehabilitation	\$100,000
Cascade Thornapple Hills Drain Rehabilitation	\$200,000
Cascade Schoolhouse Creek Regional Detention	\$1,000,000

These dollars and projects are currently available to Cascade Township. This commitment is subject to the award of CDBG-NDR grant funds to the State of Michigan.

As an officer of the Company I am authorized to commit these dollars and projects.

Sincerely,

Ben Swayze
Cascade Township Manager

Resiliency Grant

Project Name	HUD Goal Connection ¹	Project Total ²	Amount ³	Financial Leverage Source ^{3m}	Status	Low/Mid Impact	Regional Impact	Necessary Outreach ⁴	Plan Connection	ROI	Future Needs for Success	Additional Interested Parties
Purchase and Remove 2894 Thornapple River Drive SE as required by FERC	1,4	\$ 600,000	\$ 200,000	Cascade Township Dam Fund	Firm	No	Yes	MEDC Sufficient	Cascade Parks Master Plan ; Cascade Dam Plan; FERC Requirement Agreement for Cascade Dam			FERC
Schoolhouse Creek Rehabilitation	1,2,4,5,6	\$ 600,000	\$ 100,000	Cascade Township General Fund	Firm	Yes	Yes	MEDC Sufficient	Cascade Township Stormwater Master Plan; Schoolhouse Creek Rehabilitation Study			LGROW
Schoolhouse Creek Regional Detention System	1,2,3,4,6	\$ 1,750,000	\$ 1,000,000	Cascade Township General Fund	Firm	Yes	Yes	MEDC Sufficient	Cascade Township Stormwater Master Plan; Schoolhouse Creek Rehabilitation Study			LGROW
Thorapple Hills Drain Rehabilitation	1,2,4,5,6	\$ 500,000	\$ 200,000	Cascade Township General Fund	Firm	Yes	Yes	MEDC Sufficient	Cascade Township Stormwater Master Plan			LGROW
Purchase property on Thornapple River for flood plain access, public access and economic development purposes	1,4	\$ 3,000,000	\$ 1,500,000	Cascade Township Downtown Development Authority, Cascade Township General Fund, Cascade Dam Fund	Proposed	No	No	MEDC Sufficient	FERC Requirement Agreement for Cascade Dam			FERC, Cascade DDA

(1) - HUD Goal List

- 1 - Fairly allocate remaining CDBG disaster recovery funds.
- 2 - Create multiple examples of local disaster recovery planning that applies science based and forward looking risk analysis
- 3 - Leave a legacy of institutionalizing in as many states and local jurisdictions as possible the implementation of thoughtful, innovative and resilient approaches
- 4 - Provide resources to help communities plan and implement disaster recovery that makes them more resilient
- 5 - Fully inform and engage community stakeholders about current and projected impacts of climate change and to develop pathways to resilience based on sound science.
- 6 - Serving low- and moderate-income people.

(2) - Please identify the total cost of the project inclusive of leverage.

(3) - Please identify the total and source of the leverage amount. Examples could be Philanthropy, Taxes, Assessment, Operating Budget

(4) - Please identify what type of outreach is needed, or if the MEDC process is sufficient.