

AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING

Wednesday, January 10, 2018

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

Article 5. Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)

Article 6. Approval of Consent Agenda

- a. Receive and File Various Meeting Minutes
 1. Regular Township Board Minutes for 12/13/17.
 2. Planning Commission Minutes for 12/04/17.
 3. Zoning Board of Appeals Minutes for 11/14/2017.
- b. Receive and File Reports
 1. Building Department Monthly Report for December, 2017.
 2. City of Grand Rapids Citizens Guide – Water/Sewer Final Rate Study 2017.
- c. Receive and File Communications
 1. Letter from City of Grand Rapids re: Recommended Water/Sewer Rate Adjustments.
 2. Letter from City of Grand Rapids – re: Rule changes being proposed by DEQ.
 2. Letter from Charter Communications– re: Channel Line-ups
- d. Education Requests
 1. Susan B. Slater, Municipal Clerks Institute – March 11-16, 2018 – Mt. Pleasant, MI.

Article 7. Financial Actions

- a. **Consider Final Pay Application from Katerberg Verhage re: Pathway repairs.**

Article 8. Unfinished Business

Article 9. New Business

- Article 10. Public Comments – Any comments...whether it is on the Agenda or not.
(limit comments to 3 minutes)**
- Article 11. Manager Comments**
- Article 12. Board Member Comments**
- Article 13. Adjournment**

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

Wednesday, December 13, 2017

7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order.
Present: Supervisor Beahan, Clerk Slater, Treasurer Peirce, Trustee Koessel,
Lewis, McDonald.
Absent: Trustee Shipley
Also Present: Manager Swayze, Fire Chief Magers, Interim Fire Chief Rowland
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 Lewis and supported by Trustee Koessel to approve
the Agenda as presented. Motion carried.
- Article 4.** **Presentations**
- Article 5.** **Public Comments-Anything on the Agenda not scheduled for a public
hearing. (limit comments to 3 minutes)**
- Article 6.** **Approval of Consent Agenda**
- a. **Receive and File Various Meeting Minutes**
 - 1. Regular Township Board Minutes for 11/15/17.
 - 2. Budget Workshop Minutes for 11/09/17.
 - 3. DDA Minutes for 10/17/17.
 - 4. Planning Commission Minutes for 11/06/17 & 11/20/17.
 - 5. Zoning Board of Appeals Minutes for 10/10/17.
 - b. **Receive and File Reports**
 - 1. Building Department Monthly Report for November, 2017.
 - 2. Treasurer's Report for July, 2017.
 - 3. 2017 Budget Adjustment Correction – Fire Fund.
 - c. **Receive and File Communications**
 - 1. Letter from Kent County Sheriff's Department – re: Thank you.
 - 2. Letters from Comcast – re: Price Changes/Channel Line-ups
 - d. **Education Requests**
 - 1. Doug Poolman, Michigan Fire Inspectors-Winter Educational
Seminar – January 17-19, 2018 – Lansing, MI.
- Motion was made by Clerk Slater and supported by Trustee Koessel to approve
the Consent Agenda as presented. Motion carried.
- Article 7.** **Financial Actions**
- a. **Consider Approval of Pay Draw #5 and Change Order #2 for the
Thornapple River Dr. Utility Extension Project.**
Motion was made by Trustee McDonald and supported by Trustee Lewis
to approve the Pay Draw #5 and Change Order #2 for the Thornapple
River Dr. Utility Extension Project in the amount of \$67,847.33. Motion
carried.
 - b. **Consider Approval of General/Special Funds for
October/November, 2017.**
Motion was made by Treasurer Peirce and supported by Trustee
McDonald to approve the General/Special Funds for October/November,
2017. Motion carried.

- c. **Consider Approval of Payables, Payroll and Transfers for October/November, 2017.**
Motion was made by Trustee Koessel and supported by Trustee McDonald to approve the Payables, Payroll and Transfers for October/November, 2017. Motion carried.
- d. **Consider Approval of Pay Application No. 3 for the Cascade/Hall Renovations.**
Motion was made by Trustee McDonald and supported by Clerk Slater to approve the Pay Application No. 3 for the Cascade/Hall Renovations in the amount of \$23,758.84. Motion carried.
- e. **Consider Approval of FY 2017 Budget Amendments.**
Motion was made by Trustee McDonald and supported by Trustee Koessel to approve the FY 2017 Budget Amendments. Motion carried by roll call vote.

Article 8. Unfinished Business

Article 9. New Business

- 078-2017 Consider Approval of Resolution to Amend the Boundaries of the Election Precincts and Polling Locations of the Charter Township of Cascade.**
Motion was made by Trustee Lewis and supported by Trustee McDonald to approve the Resolution to Amend the Boundaries of the Election Precincts and Polling Locations of the Charter Township of Cascade. Motion carried by roll call vote.
- 079-2017 Consider Approval of Resolution to Adopt the Cascade Charter Township 2018-2023 Capital Improvement Plan.**
Motion was made by Trustee Lewis and supported by Trustee Koessel to approve the Resolution to Adopt the Cascade Charter Township 2018-2023 Capital Improvement Plan. Motion carried by roll call vote.
- 080-2017 Consider Approval of Resolution of the General Fund Support to the Fire Fund.**
Motion was made by Trustee Koessel and supported by Treasurer Peirce to approve the Resolution of the General Fund Support to the Fire Fund in the amount of \$400,000. Motion carried by roll call vote.
- 081-2017**
 - a. Public Hearing – Proposed 2018 General/Special Budgets.**
Motion was made by Trustee Koessel and supported by Trustee McDonald to move into public hearing. Motion carried.
Supervisor Beahan asked Manager Swayze if any Public Comment had been received prior to the meeting, Manager Swayze indicated none had been received. No comment from the public.
Motion was made by Trustee Lewis and supported by Trustee Koessel to reconvene into regular session. Motion carried.
 - b. Consider Approval of Resolution to Adopt the FY 2018 Cascade Charter Township General/Special Budgets.**
Motion was made by Trustee McDonald and supported by Trustee Koessel to approve the Resolution to Adopt the FY 2018

Cascade Charter Township General/Special Budgets. Motion carried by roll call vote.

- 082-2017 Consider Approval of Resolution to Approve the Intent to Levy the 2018 Millage Rates.**
Motion was made by Clerk Slater and supported by Trustee Koessel to approve the Resolution to approve the Intent to Levy the 2018 Millage Rates. Motion carried by roll call vote.
- 083-2017 Consider Approval of Resolution to Adopt 2018 Poverty Exemption Policy and Guidelines.**
Motion was made by Trustee McDonald and supported by Trustee Lewis to approve the Resolution to Adopt 2018 Poverty Exemption Policy and Guidelines. Motion carried by roll call vote.
- 084-2017 Consider Approval of Resolution to Renew AT&T Franchise Agreement.**
Motion was made by Trustee McDonald and supported by Trustee Lewis to approve the Resolution to Renew AT&T Franchise Agreement. Motion carried by roll call vote.
- 085-2017 Consider Approval of the Issuance of the Cascade Charter Township Request for Proposals for a Township Space Needs and Facilities Study.**
Motion was made by Trustee Lewis and supported by Trustee McDonald to approve the Issuance of the Cascade Charter Township request for Proposals for a Township Space Needs and Facilities Study. Discussion followed. Motion carried.
- 086-2017 Consider Approval of the 2018 Meeting Schedule.**
Motion was made by Trustee Koessel and supported by Treasurer Peirce to approve the 2018 Meeting Schedule. Motion carried.
- 087-2017 Consider Approval of the Supervisor Appointments to Various Boards and Commissions.**
Supervisor Beahan presented the Board with recommendations for appointments to various Boards and Commissions. Motion was made by Trustee Koessel and supported by Trustee McDonald to approve the recommended appointments to the Planning Commission, Zoning Board of Appeals and the DDA. Motion carried.

- Article 10. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)**
Kerry Gorsuch, 3044 Thornapple River Dr., requested information on the progress for the Thornapple Bayou study. Manager Swayze indicated the information had been reviewed by the Infrastructure Committee and a meeting with homeowners would be set up after the first of the year.
Ron McCullum, 3010 Thornapple River Dr., expressed concerns with the recently completed Thornapple Hills Drain project including continued sedimentation of the Thornapple Bayou.

Article 11. Manager Comments

Manager Swayze offered the following comments:

- Updated the Board on the Spaulding/Burton traffic light and the ongoing need to install a left-turn signal.
- Updated the Board on the X-Golf and Fowling Warehouse businesses and a video detailing the Township participation in Redevelopment Liquor Licenses for the projects.

Article 12. Board Member Comments

Supervisor Beahan offered the following comments:

- Introduced new Fire Chief Adam Magers and thanked Lt. Ron Rowland for his dedicated service as Interim Chief.

Article 13. Adjournment

Motion was made by Treasurer Peirce and supported by Clerk Slater to adjourn. Motion carried.

Meeting adjourned at 8:05 p.m.

Respectfully submitted,

Denise M. Biegalle
Deputy Clerk

Approved by:

Susan B. Slater, Clerk

Robert S. Beahan, Supervisor

MINUTES

Cascade Charter Township
Planning Commission
Monday, December 4, 2017
7:00 P.M.

ARTICLE 1. Vice Chairman Sperla called the meeting to order at 7:00 P.M.
Members Present: Katsma, Johnson, Lewis, Mead, Pennington, Rissi, Robinson and Williams
Members Absent: None
Others Present: Community Development Director, Steve Peterson and those listed on the sign in sheet.

ARTICLE 2. Pledge of Allegiance.

ARTICLE 3. Approve the current Agenda.

Motion was made by Member Robinson to approve the Agenda. Supported by Member Lewis. Motion carried 9 to 0.

ARTICLE 4. Approve the Minutes of the November 20, 2017 Meeting.

Motion was made by Member Rissi to approve the Minutes. Supported by Member Mead. Motion carried 7 to 0.

ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.

None.

ARTICLE 6. Case #17-3418 Bill Bos

Public Hearing

Property Address: 1674 Spaulding

Requested Action: The Applicant is requesting a Type I Special Use Permit to allow for a taller fence around the perimeter of the farm to keep deer out.

Director Peterson stated that the Applicant is requesting a Type I Special Use Permit to allow for a taller fence around the perimeter of the farm in order to keep deer out. Applicant is allowed to have a 4 feet tall fence in the front yard and 6 feet elsewhere, but would like to go to the maximum of 8 feet. Because Applicant would like to go over 4 and 6 feet respectively, they need a special use permit. Fences do not require a building permit, but are required to comply with Section 4.30 of the Zoning Ordinance.

Director Peterson went on to state that the Township has granted other permits for taller fences, including the need to keep deer out. The Township has tried to preserve what little agricultural use it has and have identified the farm uses on Spaulding as our “farmers markets.” Allowing the farmer to have a taller fence to keep the deer out would be consistent with that goal.

Applicant has indicated that it would be a wire fence.

The fence would only be permitted on the property lines and would not be able to be placed in the Kent County Road right-of-way along Spaulding.

With a Type 1 Special Use Permit, the Planning Commission may allow the height of the fence to increase to 8 feet.

Director Peterson recommends that the Type I Special Use Permit for an eight feet tall fence in the front yard as proposed.

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

Mr. Bill Bos came forward to explain that his need for the fence was to keep deer out of his property because they destroy/damage his crops.

Motion was made by Member Lewis to open public hearing. Supported by Member Robinson. Motion carried 9 to 0.

No members of the public came forward.

Motion was made by Member Mead to close public hearing. Supported by Member Johnson. Motion carried 9 to 0.

Motion was made by Member Rissi to approve Applicant's request for a Type I Special Use Permit to allow for an 8 feet fence around the perimeter of the property. Supported by Member Robinson. Motion carried 9 to 0.

ARTICLE 7.

Case #17-3425 Alpha Lima Ventures

Property Address: 3009 Thornhills Avenue S.E.

Requested Action: The Applicant is requesting to amend the Centennial P.U.D. to allow for 9 additional residential units at the corner of Thornhills and Tahoe.

Director Peterson stated that the Applicant is requesting Basic Plan Review to amend the Centennial Park P.U.D. to allow 9 more residential units.

Originally, this location was planned for a child or adult day care facility. This has obviously never been built. They are now asking that this location be permitted for 3 buildings of 3 units each for a total of 9 units.

A lot of discussion went into the total number of units permitted on the redevelopment of the golf course. We permitted a total of 252 units on the redevelopment of the golf course, on about 43 acres, plus the day care, lawn maintenance operation, and the recreational uses, including the catering operation at the clubhouse.

This new amendment would bring the total amount of new residential units for the redevelopment of the golf course to 259 units. On 43 acres, this comes to about 6.06 units per acre.

Amending the plan to eliminate the day care and go with 9 new units seems like a reasonable request. During the redevelopment of the golf course, the developer originally asked that this corner be allowed some commercial uses and the day care was a compromise from what they originally wanted.

The property is zoned PUD #39 Centennial Park and is Master Planned Community Residential. The community residential designation reflects the existing mix use nature of the park.

The site plan shows the setback off from Thornhills at 35 feet. Since Thornhills is a collector road, the setback is 43 feet. The plan should be revised to show the correct setback.

The project would be serviced by public sewer and water. Some concern was expressed by the City of Grand Rapids relative to the current plan in regards to the pump station that services this development. A new review will need to be done to determine if this change causes a concern for the city.

The development of this corner also required the development of a sidewalk along Thornhills. Since that time, there has been some interest by the DDA to extend sidewalks on Tahoe and Thornhills.

Curb cut locations and a new street name will need to be approved by the Kent County Road Commission ("KCRC").

The size of each condominium is about 1,500 – 1,600 sq. ft.

The traffic study report from the redevelopment in 2014 indicated that the existing roadways have capacity to handle the redevelopment. The only improvement noted was to clear some vegetation looking North on Thornhills to help sight distance.

The KCRC has indicated that a typical two-lane road has the capacity for about 8-10,000 trips per day. The current road system has plenty of capacity to handle the traffic from this development. The KCRC has also indicated that they will continue to monitor signal operations around the area.

The Township Engineer will need to review the revised plans and provide a report.

Director Peterson stated that if the Planning Commission finds that all of the procedural information has been provided by the Applicant, then this matter would proceed to a public hearing and consideration of a Preliminary Development Plan. It will be at that stage of the review process that the merits of the request will be considered and the detailed site plans will be required and reviewed.

Therefore, before proceeding to the Preliminary Development Plan review (Public Hearing), Director Peterson recommends that the Applicant address the following:

1. Review and approval by the Township Engineer;
2. Provide review comments from the City of Grand Rapids relative to the pump station;
3. KCRC review of curb cut location and street name approval;
4. Pathway on Thornhills and sidewalk on Tahoe; and
5. Revise the site plan to show the correct setback off from Thornhills.

Once these items are satisfied, a public hearing will be set to consider the amendments.

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

Mr. Rick Palaskey of Nederveld came forward on behalf of Applicant to give a presentation/overview of the project and to answer any questions the Planning Commission may have in regards to the project.

No formal action is required at this time. Planning Commission members gave Applicant their feedback and this will proceed towards the next step in the process which is the public hearing.

ARTICLE 8. Case #16:3424 Bentineau Residential

Property Address: 2768 Orange Avenue

Requested Action: The Applicant is requesting to rezone the property from R2 to B1. The Applicant is offering a conditional rezoning for three new homes.

Director Peterson stated that the Applicant is requesting a conditional rezone from R2 to B1. Since the township has not done this before, there are a few things that are important to point out for a conditional rezoning.

The Applicant must offer the conditions. The Township cannot place additional conditions on the rezone. This is not a P.U.D. It is essentially reviewed as a straight rezoning request with conditions the Applicant has offered.

The advantage to the Township for this process is to know what we are getting when the property is rezoned. This is the only way to do this because the property is not eligible for a P.U.D. rezoning due to the fact that it is less than 2 acres.

Because the Township has not done this before (and neither has Applicant), the Applicant has agreed with the following process:

1. Plan introduction;
2. Public Hearing;
3. Review of contract offered by the Applicant and recommendation to the Township Board;
4. Township Board public hearing.

The standards used to make the decision will be the conventional rezoning criteria. The rezoning would allow three single family detached homes. The homes would be about

3,000 sq. ft. of finished living space and an attached 2 car garage. Very typical in terms of size for Cascade.

The property is zoned R2, but is identified in the Master Plan as B1.

Applicant has supplied a site plan showing the three homes and does meet the minimum setback requirements.

The property is on the corner of Orange Avenue and Peace Street. Orange Avenue is a public street until Peace Street is changed to a private road.

Anytime there are additional lots added to a private street, we need to evaluate the private road. While the staff evaluation of the road indicates that the road itself meets out standards, we need to see the private road maintenance agreement, as well.

We do not have driveway spacing standard for residential homes. The homes are coming off from the private road section of Orange Avenue.

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

Messrs. Joel Peterson and Rick Palaskey came forward on behalf of Applicant to give a brief overview of the project. These units will be single family, one-story homes with a walk-out.

A brief discussion followed mostly concerning storm water and roads. Director Peterson reminded the Planning Commission that the storm water ordinance does not apply since these are single family homes and no road is being built.

Formal action was not required. The Planning Commission asked staff to advertise the project for the public hearing.

ARTICLE 9. Any other business

ARTICLE 10. Adjournment

Motion was made by Member Mead to adjourn. Supported by Member Rissi. Motion carried 9 to 0. The meeting was adjourned at 7:40 p.m.

Respectfully submitted,
Scott Rissi, Secretary

MINUTES
Cascade Charter Township Zoning Board of Appeals
Tuesday, November 14, 2017
7:00 P.M.

ARTICLE 1. Chairman Berra called the meeting to order at 7:00 P.M.
Members Present: Casey, McDonald, Puplava
Members Absent: Milliken and Pennington
Others Present: Community Development Director, Steve Peterson and those listed on the sign in sheet.

ARTICLE 2. Chairman Berra led the Pledge of Allegiance.

ARTICLE 3. Approve the Agenda.

Motion was made by Member Casey to approve the Agenda. Supported by Member McDonald. Motion carried 4 to 0.

ARTICLE 4. Approve the Minutes of the October 10, 2017 Meeting.

Motion was made by Member McDonald to approve the Minutes of October 10, 2017. Supported by Member Puplava. Motion carried 4 to 0.

ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items.

No visitors who were present wished to speak about non-agenda items.

**ARTICLE 6. Case #17:3416 Gary Kuhlman
Public Hearing**

Property Address: 1763 River Oaks Drive

Requested Action: The Applicant is requesting a variance that would allow the property owner at 1763 River Oaks Drive to remove the home and leave the accessory buildings on the property.

Director Peterson stated that the Applicant is requesting a variance that would allow them to remove the principal structure on their property before an accessory building, in order to build a new home. The Zoning Ordinance requires that the home be at least 50% complete before an accessory building can be built.

The Zoning Board has had similar instances in the past and those variances were given with the condition that a performance bond is provided to allow the township to remove the accessory building if the property was not in compliance.

Applicant has indicated that they believe they will have the new house at the 50% completion stage in 6 months. They have also indicated that they are willing to obtain a \$10,000 bond to guarantee that the home will be built.

Director Peterson recommends approval of the variance allowing the property owner at 1763 River Oaks Drive to remove the existing home and leave the accessory building on the property with the following conditions:

1. The home is at least 50% complete (rough-in) within 1 year;
2. Provide a performance bond for the removal of the accessory building if the home is not at least 50% complete within one year. The amount of the bond will be a \$10,000 minimum.
3. Bond will be released when the property is in compliance.

Chairman Berra asked if the Applicant would like to come forward.

Mr. Gary Kuhlmann came forward to assure the Board that he is prepared to move forward immediately with the demolition and rebuild. He has a building permit and is ready to produce the bond.

Motion was made by Member McDonald to open the Public Hearing. Supported by Member Casey. Motion carried 4 to 0.

One neighbor, who is the closest to Mr. Kuhlmann's property, came forward to voice her support for the project.

Motion was made by Member McDonald to close the Public Hearing. Supported by Member Puplava. Motion carried 4 to 0.

Motion was made by Member McDonald to approve the variance allowing the property owner at 1763 River Oaks Drive to remove the existing home and leave the accessory building on the property with the conditions laid out by Director Peterson above. Supported by Member Casey. Motion carried 4 to 0.

ARTICLE 7. Any other business.

No other business was presented.

ARTICLE 8. Adjournment

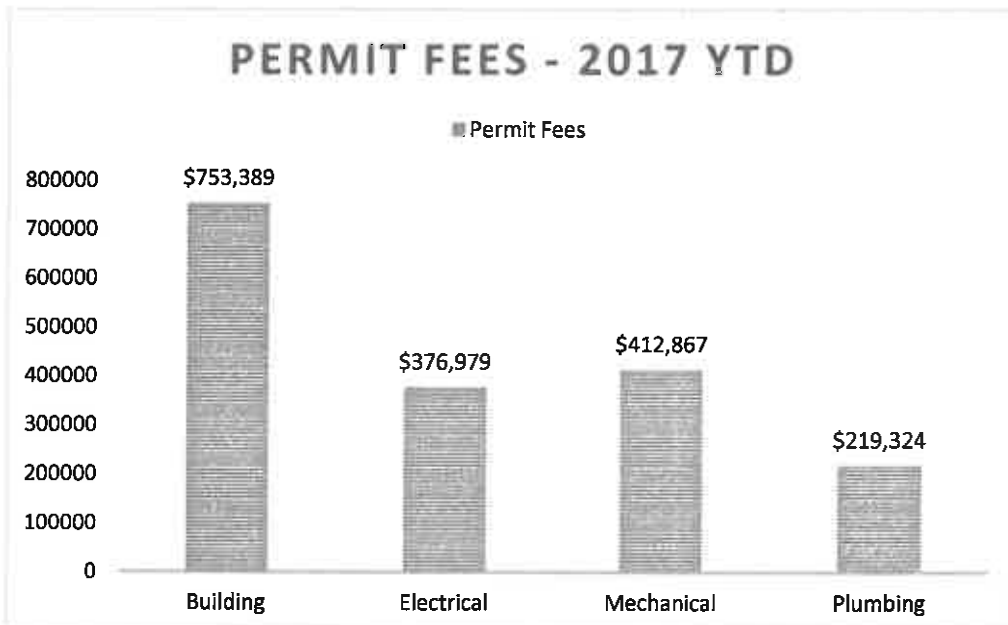
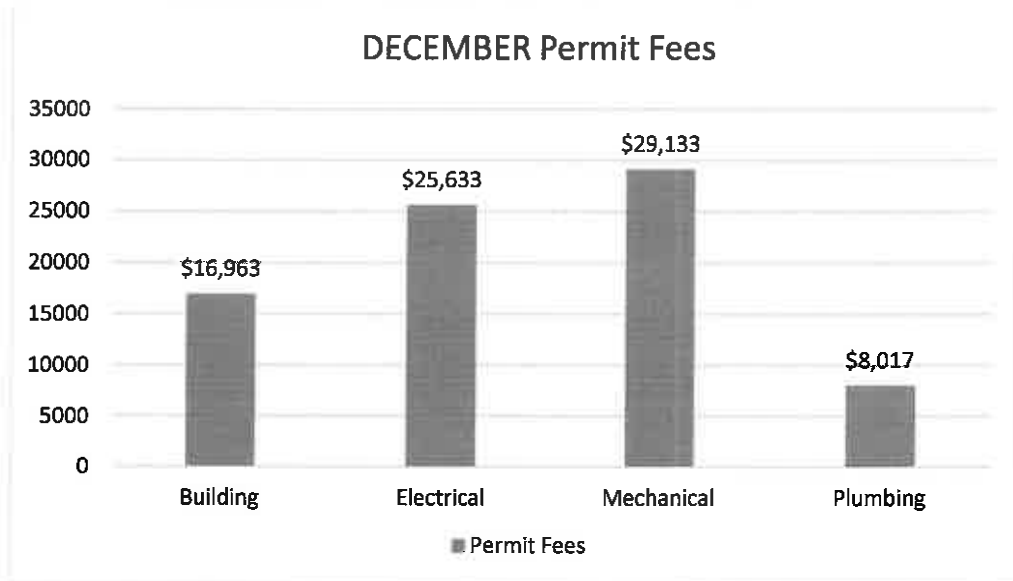
Motion was made by Member McDonald to adjourn. Supported by Member Casey. Motion carried 4 to 0. Meeting adjourned at 7:15.

Respectfully submitted,
Tom McDonald, Secretary

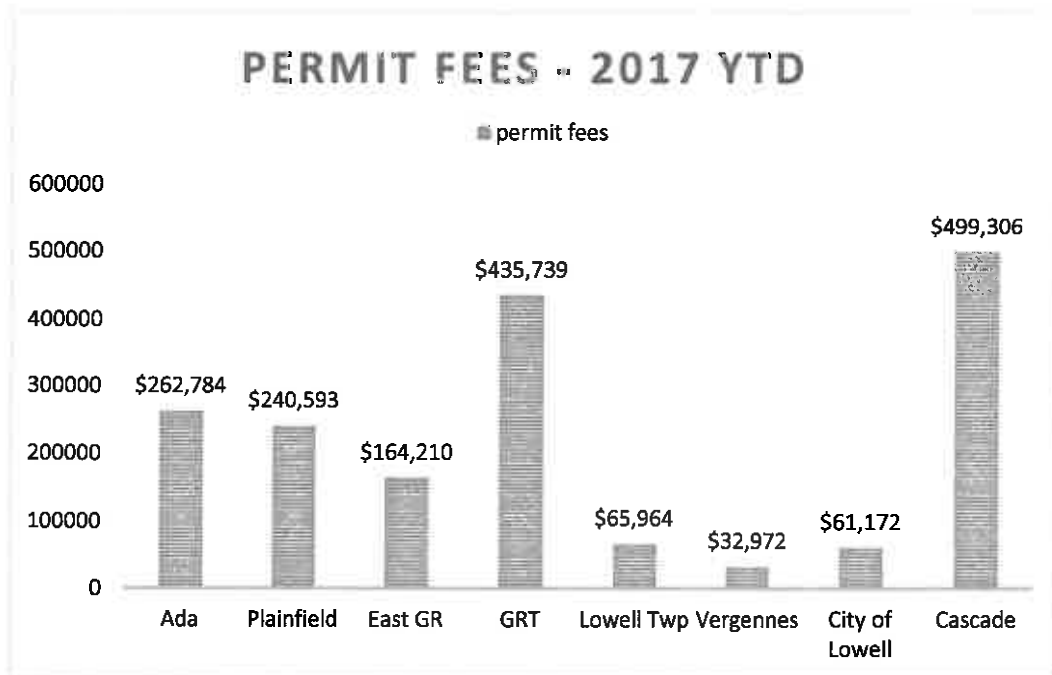
Cascade Inspection Services

DECEMBER 2017

Permit Fees by Type



Permit Fees by Municipality



Township	#of Per	Building	#of Per	Electrical	# of Per	Mechanical	# of Per	Plumbing	Total Permits	Total Fees
PREV YTD TOTAL	1688	\$736,426.00	1961	\$351,346.00	3016	\$383,734.00	1412	\$211,307.00	8077	\$1,682,813.00
DECEMBER										
Cascade	12	\$3,808.00	32	\$4,629.00	58	\$6,979.75	18	\$1,693.00	120	\$17,109.75
Lowell Twp	5	\$1,079.00	7	\$1,038.00	13	\$1,795.00	2	\$115.00	27	\$4,027.00
Ada	22	\$5,836.00	21	\$3,752.00	40	\$4,309.00	10	\$1,293.00	93	\$15,190.00
Vergennes			7	\$1,002.00	17	\$2,110.00	2	\$284.00	26	\$3,396.00
GR Twp	10	\$2,595.00	19	\$2,288.00	36	\$3,383.75	8	\$940.00	73	\$9,206.75
EGR	18	\$3,318.00	9	\$1,056.00	19	\$1,670.00	12	\$1,317.00	58	\$7,361.00
Plainfield			147	\$11,313.00	69	\$8,090.75	20	\$2,252.00	236	\$21,655.75
City of Lowell	3	\$327.00	7	\$555.00	5	\$795.00	1	\$123.00	16	\$1,800.00
MONTH TOTAL	70	\$18,963.00	249	\$25,633.00	257	\$29,133.25	73	\$8,017.00	649	\$79,746.25

YTD 2017										
TOTAL-2016	1758	\$753,389.00	2210	\$376,979.00	3273	\$412,867.25	1485	\$219,324.00	8726	\$1,762,559.25
TOTAL-2015	1475	\$529,552.24	1992	\$310,463.00	3217	\$383,718.00	1404	\$190,762.00	8088	\$1,414,495.24
TOTAL-2014	1510	\$665,025.51	1948	\$327,865.00	3070	\$385,822.30	1361	\$216,089.00	7889	\$1,594,801.81
TOTAL-2013	1354	\$615,191.80	1780	\$297,971.00	2860	\$359,989.90	1257	\$196,553.00	7251	\$1,469,705.70
TOTAL-2012	1241	\$644,712.00	1667	\$288,442.06	2583	\$334,045.70	969	\$142,474.00	6460	\$1,409,673.76
TOTAL-2011	1,122	\$511,272.00	1,349	\$188,766.99	2,134	\$247,625.30	835	\$118,335.00	5,440	\$1,065,999.29
TOTAL-2010	949	\$410,550.75	990	\$148,549.50	1585	\$189,180.10	753	\$111,023.00	4277	\$859,303.35
TOTAL-2009	850	\$309,779.00	1330	\$162,994.00	1644	\$188,927.25	625	\$94,790.00	4449	\$756,490.25
TOTAL-2008	712	\$222,039.00	875	\$125,848.00	1313	\$149,101.75	554	\$74,397.00	3463	\$571,382.75
TOTAL-2007	848	\$582,100.75	1043	\$147,674.00	1348	\$164,271.30	697	\$91,695.00	3933	\$951,266.55
TOTAL-2006	1032	\$336,749.55	1069	\$137,857.00	1447	\$151,002.60	778	\$98,270.00	4326	\$723,879.15
TOTAL-2005	1181	\$481,673.30	1547	\$215,121.00	2147	\$243,076.90	1243	\$162,020.00	5173	\$940,523.41
TOTAL-2005	1032	\$419,355.30	1369	\$191,694.00	1874	\$211,234.15	1111	\$144,926.00	5386	\$967,209.45

CASCADE CONSOLIDATED FEES

YEAR 2017

MONTH	Building Comm.	Building Residential	Electrical	Mechanical	Plumbing	TOTAL
JANUARY	\$20,215.00	\$7,445.00	\$5,437.00	\$5,210.00	\$2,160.00	\$40,467.00
FEBRUARY	\$27,256.00	\$5,206.00	\$4,738.00	\$4,965.00	\$2,559.00	\$44,724.00
MARCH	\$24,077.00	\$7,913.00	\$6,126.00	\$8,929.75	\$5,132.00	\$52,177.75
APRIL	\$23,693.00	\$12,560.00	\$6,416.00	\$8,040.00	\$4,618.00	\$55,327.00
MAY	\$21,860.00	\$5,709.00	\$11,151.00	\$9,673.25	\$3,879.00	\$52,272.25
JUNE	\$7,686.00	\$5,586.00	\$6,329.00	\$7,846.25	\$6,014.00	\$37,461.25
JULY	\$37,685.00	\$9,714.00	\$4,145.00	\$6,907.50	\$4,204.00	\$62,655.50
AUGUST	\$3,351.00	\$8,418.00	\$6,359.00	\$6,870.75	\$3,946.00	\$28,944.75
SEPTEMBER	\$7,900.00	\$8,795.00	\$13,168.00	\$8,480.25	\$4,113.00	\$42,466.25
OCTOBER	\$3,733.00	\$7,574.00	\$10,624.00	\$10,350.75	\$4,069.00	\$36,350.75
NOVEMBER	\$3,015.00	\$7,881.00	\$5,871.00	\$8,967.00	\$3,516.00	\$29,350.00
DECEMBER	\$415.00	\$3,393.00	\$4,629.00	\$6,979.75	\$1,693.00	\$17,109.75
YEAR END TOTAL	\$180,886.00	\$94,194.00	\$85,093.00	\$93,230.25	\$45,903.00	\$499,306.25
PERMIT # FOR MONTH	3	9	32	58	18	120
PREV PERMIT TOTAL	132	375	454	715	308	1984
PERMIT TOTAL FOR YR	135	384	486	773	326	2104
YEAR TO DATE	2017	\$499,306.25				
YEAR TO DATE	2016	\$415,800.74				
OVER	\$83,505.51					

CASCADE SINGLE FAMILY HOMES

	DEC	YTD 2017	2016	2015	2014	2013
Number of Permits						
New Residential Homes	3	57	56	62	154	74
VALUE - RESIDENTIAL	\$ 1,810,000.00	\$ 32,980,308.00	\$ 24,019,640.00	\$ 26,706,215.00	\$ 39,466,458.00	\$ 30,714,184.00

Cascade Twp -Permit Report by Category/ Fee

Printed: 01/02/2018

12/1/2017 12:00: to 12/31/2017 12:0

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee	Work Description
Res. Single Family						
PB17001793	SCHULTZ BUILDERS	5451 CASCADE RD SE	12/15/2017	475,000	891.00	RESIDENCE W/FINISHED BASEMI
PB17001810	FOREST HILLS HOME	6234 HALL ST SE	12/18/2017	460,000	801.00	RESIDENCE W/FINISHED BASEMI
PB17001820	EPIQUE HOMES INC	2894 BURWOOD HILL CT	12/19/2017	875,000	971.00	RESIDENCE W/FINISHED BASEMI
				1,810,000	2,663.00	

3 Permits Value Total **1,810,000** Fee Total **2,663.00**



City of Grand Rapids, Michigan

Citizen's Guide

Water/Sewer Rate Study

2017

Final



December 21, 2017

Grand Rapids Water and Sewerage Customers:

This Citizen's Guide contains the City of Grand Rapids' final Water/Sewer Rates Study for water and sewer utility rates (effective Jan. 1, 2018). This marks the 41st annual water/sewer rate study report containing a comprehensive review of operating and capital costs by community and incorporates usage variation.

The 2017 final rate study recommends rate increases of 2.45 percent to Water rates and 3.08 percent to Sewer service rates. The study sets the 2018 rates and continues to employ the three-year average of billed volume use to calculate annual rates. This average, teamed with efficient asset management, minimizes and levels year-over-year usage variability and achieves reasonably-stable rate changes.

Based on the 2.45 and 3.08 percent increases, the typical Grand Rapids customer will likely pay \$7.48 or 4.01 percent more for water and sewer services quarterly. Rates for retail customers living in Walker, Kentwood, Cascade Township, Grand Rapids Township and Tallmadge Township and wholesale customers living in East Grand Rapids, Ada, Gaines, Caledonia and Ottawa vary due to various capital infrastructure costs as well as usage trends that effect rates in each jurisdiction.

Rate increases in the 2017 Rate Study are driven by additional investment in infrastructure improvements. Both utility systems are also adopting programs that will generate future efficiencies, these programs include advanced meter reading and engaging phase two of the competitive assessment.

- Specifically for the Water System, the investment in the lead service replacement program (City of Grand Rapids impact only), improvements at the Lake Michigan Filtration Plant, and anticipating a reduced vacancy rate in the next year have contributed to the rate increase.
- For the Sewer System, besides anticipating filling current position vacancies, the Sewer System's rate increase is also being driven by a reduction in credits against the revenue requirement. These credits include reduced revenue received in fiscal year 2017 from integrated connection fees, surcharge rates, and other non-operating revenues, which are all lower than last year. In spite of these challenges, the Sewer System was able to maintain stable operation and maintenance expenses, which tempered the rate increase for the System.

The preliminary report was released on November 14th, which began a 20-day comment period for public comment. The Grand Rapids City Commission approved the final rates on Tuesday, December 12th for implementation January 1st, 2018.

Rate Setting Methodology Background:

In 1976, the City undertook the task of establishing a methodology to be used annually to determine appropriate rates and charges for customers using the System. Prior to that time, the City had periodically adjusted rates for City users based on short-term projections of cash flow requirements and indexed suburban customer rates at a factor of two times the City rates. The rates that resulted from such adjustments did not adequately reflect the long term needs of the System and did not adequately reflect the variations in usage rates and operating and capital costs of providing service to the various suburban customer communities.

To remedy this and to establish a procedure for implementing annual rate adjustments, the City, in consultation with the customer communities with which it had retail and wholesale water service agreements, adopted a method of adjusting rates annually. The rate study methodology has four major objectives: (1) the methodology recognizes variations among the various communities; (2) the methodology produces adequate revenues over the period; (3) the methodology results in a wide variety of rate adjustments; and (4) the methodology operates in an open and transparent manner with information available to customer communities and users. The City has conducted annual rate studies each year since 1978 and has adjusted rates accordingly.

The rate setting methodology is founded on the basic principle that rates will be set to meet revenue requirements as defined by historical costs adjusted by known cost increases and decreases. Also, a significant goal of the methodology was the proper allocation of costs and rates among the users in each of the customer communities served. In general, the costs of capital improvements which benefit specific customers of the System are allocated to those customers in the rate setting methodology, while the costs of capital improvements related to the operation of the entire System are allocated to all users.

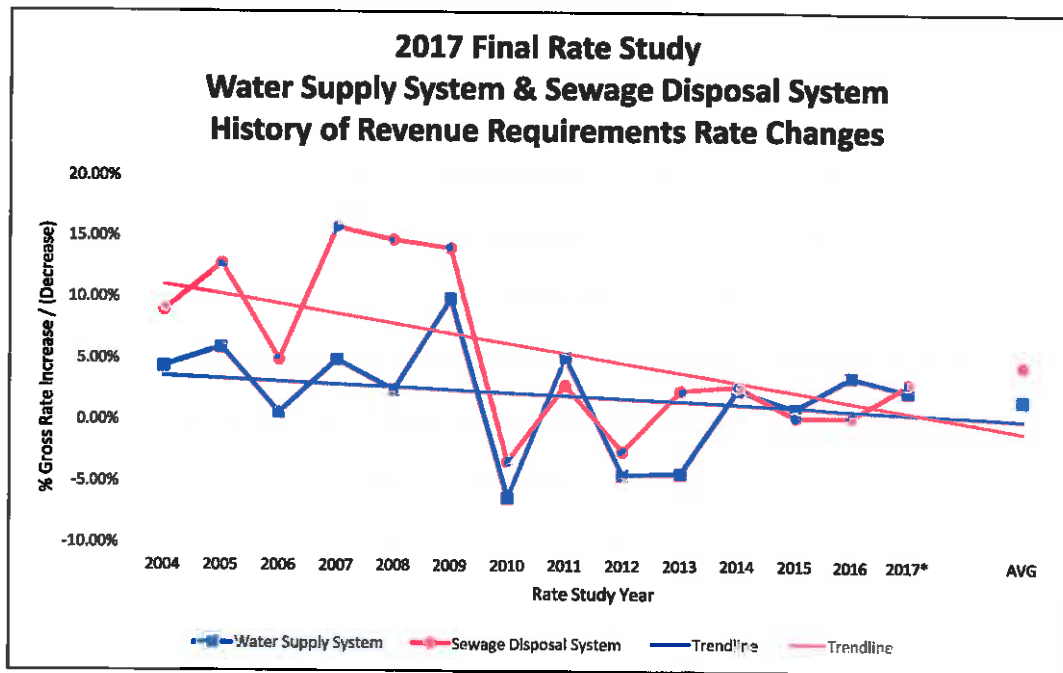
The annual rate analysis background material is assembled during the period from August through November of each year. The base period financial information consists of the actual revenues and expenses of the fiscal year ended on the most recent June 30th. Revenue requirements of the System are comprised of operating and maintenance expense, depreciation expense, a "return" on the net book value of fixed assets constructed and acquired utilizing the retained earnings of the System and certain debt service costs. Integrated connection fees are an offset to revenue requirements. The revenue requirement components are adjusted to reflect current unit cost data available during the pendency of the rate study. Rates are then calculated that will generate revenues equal to the net revenue requirement. New rates and charges are reported to the City Commission and customer communities through the Utility Advisory Board on or about November 15th each year with implementation on the following January 1st. The most recent rate structure herein was adopted and approved by the City Commission on December 12, 2017 for users within the City and customer communities.

**CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
HISTORY OF RATE CHANGES
FOR RATES EFFECTIVE JANUARY 1**

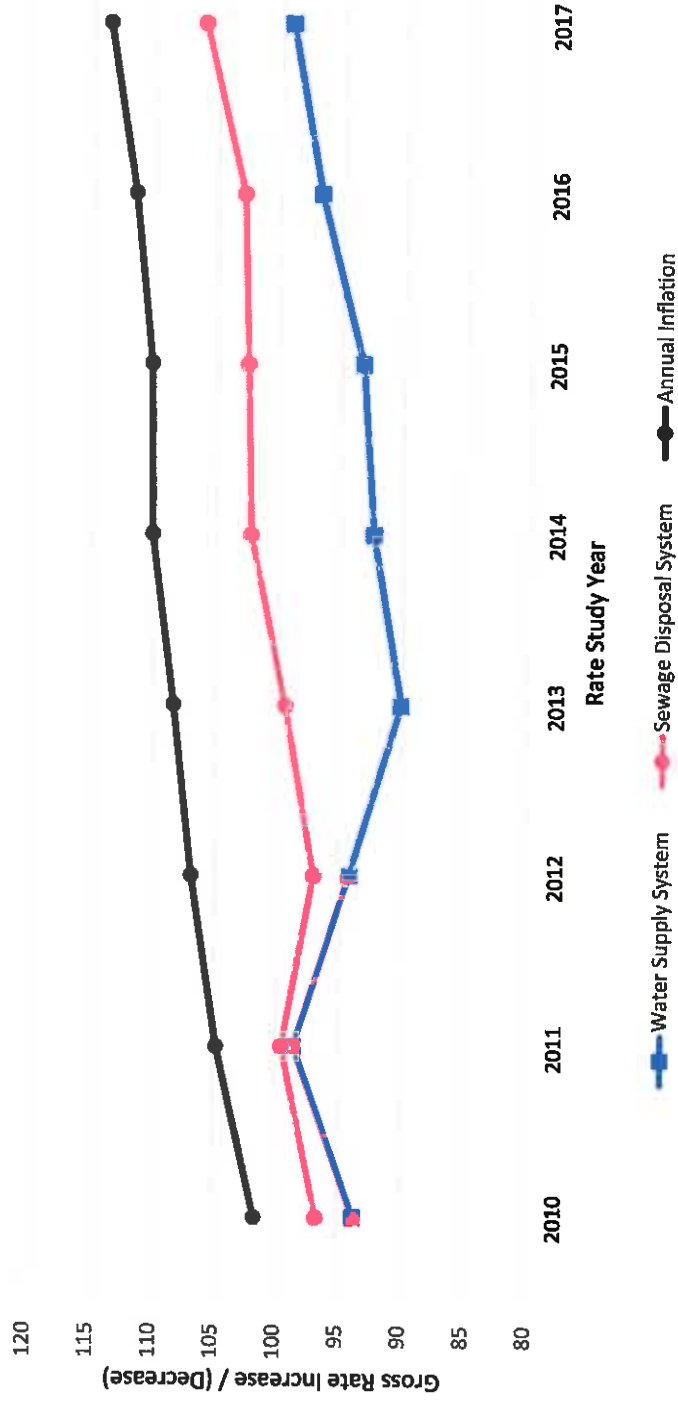
Rate Study Year	Water Supply System			Sewage Disposal System		
	Revenue Requirements	% change in RR over prev year	% gross rate incr (decr) **	Revenue Requirements	% change in RR over prev year	% gross rate incr (decr) *
2001	\$ 34,240,004	0.11%	3.74%	\$ 30,827,952	-4.16%	-1.20%
2002	34,423,700	0.54%	0.48%	31,843,039	3.29%	5.15%
2003	35,146,650	2.10%	-2.18%	30,596,272	-3.92%	-4.03%
2004	35,193,350	0.13%	4.41%	32,212,584	5.28%	9.03%
2005	37,329,089	6.07%	5.94%	36,283,756	12.64%	12.76%
2006	39,629,260	6.16%	0.63%	38,301,107	5.56%	4.94%
2007	40,270,271	1.62%	4.95%	42,742,825	11.60%	15.73%
2008	42,017,680	4.34%	2.45%	47,092,925	10.18%	14.69%
2009	42,939,752	2.19%	9.89%	51,378,424	9.10%	14.04%
2010	41,200,107	-4.05%	-6.27%	49,673,390	-3.32%	-3.30%
2011	41,802,404	1.46%	5.15%	50,082,541	0.82%	2.89%
2012	39,247,442	-6.11%	-4.41%	48,183,681	-3.79%	-2.46%
2013	38,646,748	-1.53%	-4.30%	48,946,212	1.58%	2.46%
2014	40,055,985	3.65%	2.50%	49,962,043	2.08%	2.81%
2015	40,178,439	0.31%	1.00%	49,868,027	-0.19%	0.30%
2016	41,187,517	2.51%	3.63%	50,400,344	1.07%	0.36%
2017*	42,828,972	3.99%	2.45%	52,319,981	3.81%	3.08%
AVG	39,196,316	1.38%	1.77%	43,571,477	3.04%	4.54%

* Revenue Requirements per the 2017 Final Rate Study.

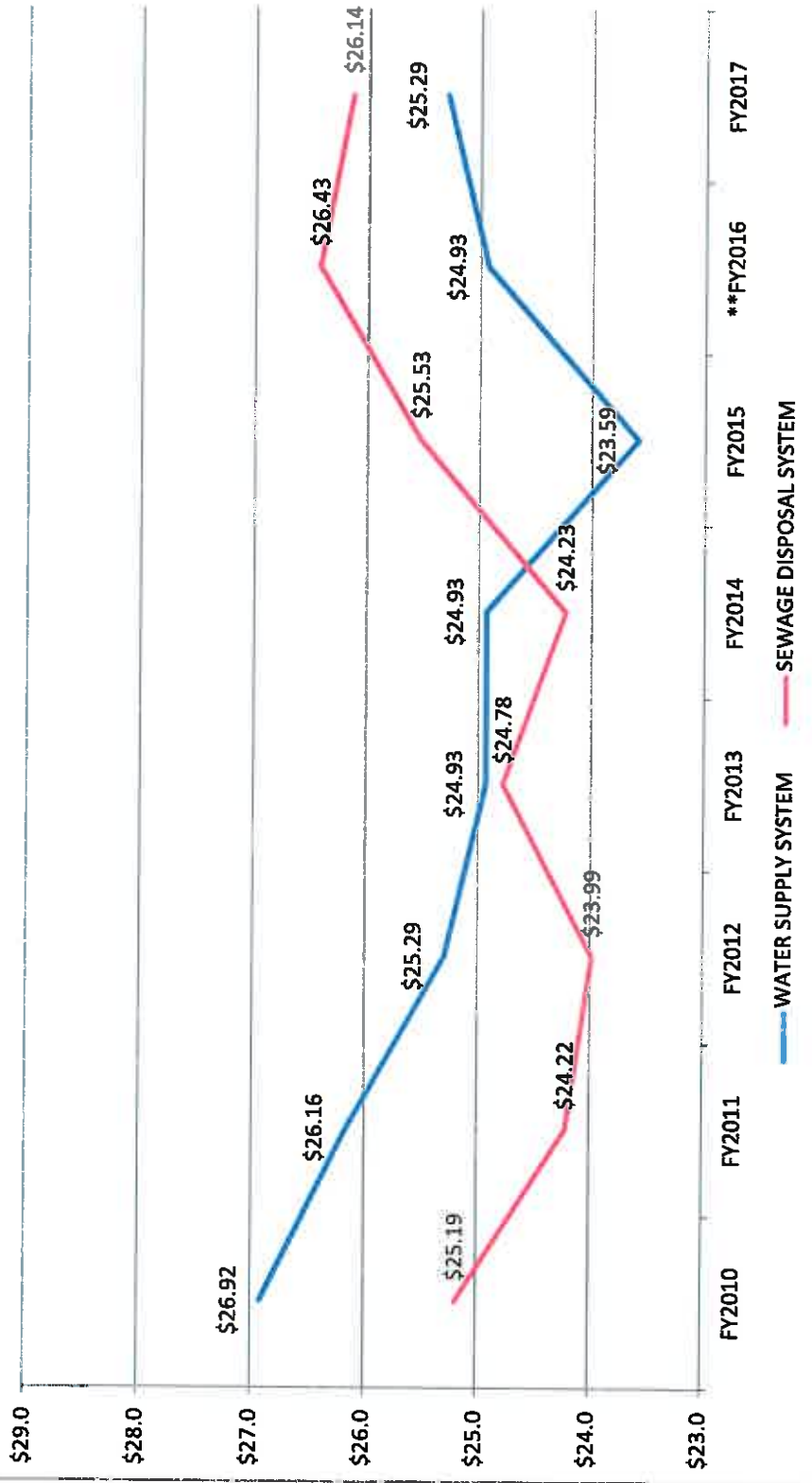
** The percentage gross rate increase (decrease) differs from the annual percentage change in Revenue Requirements due to differences in usage volumes/customers/application of Circuit Breaker.



2017 Final Rate Study Water Supply System & Sewage Disposal System Cummulative Effect of Rate Changes

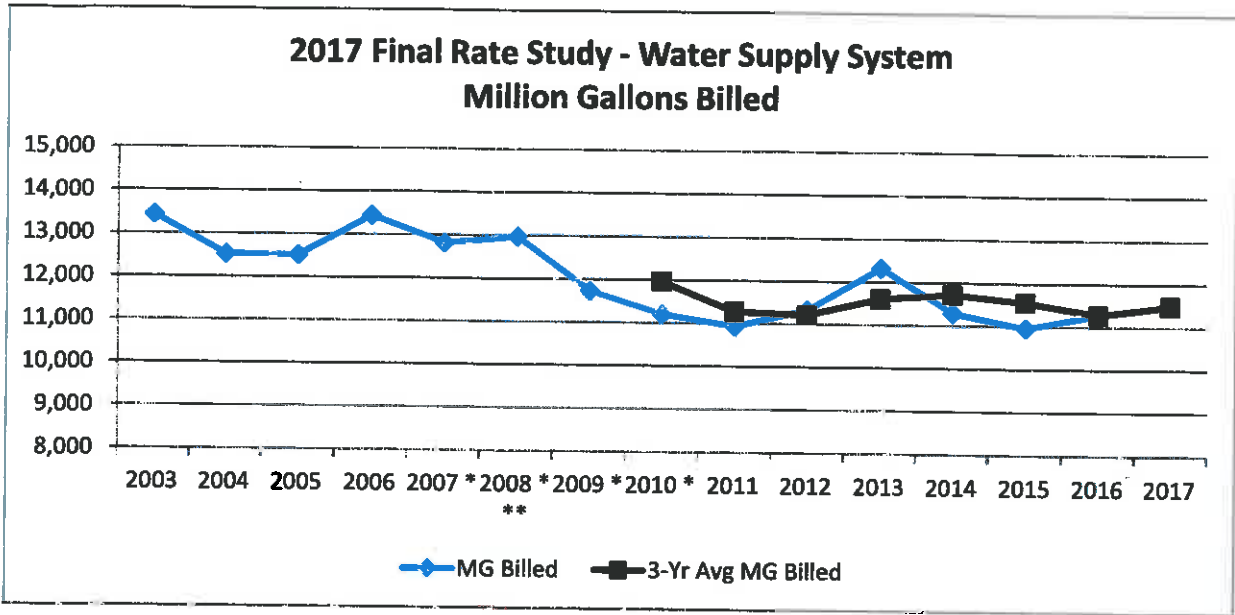


**2017 FINAL WATER/SEWER RATE STUDY
WATER SUPPLY & SEWAGE DISPOSAL SYSTEMS
OPERATING EXPENSES (MILLIONS) ***

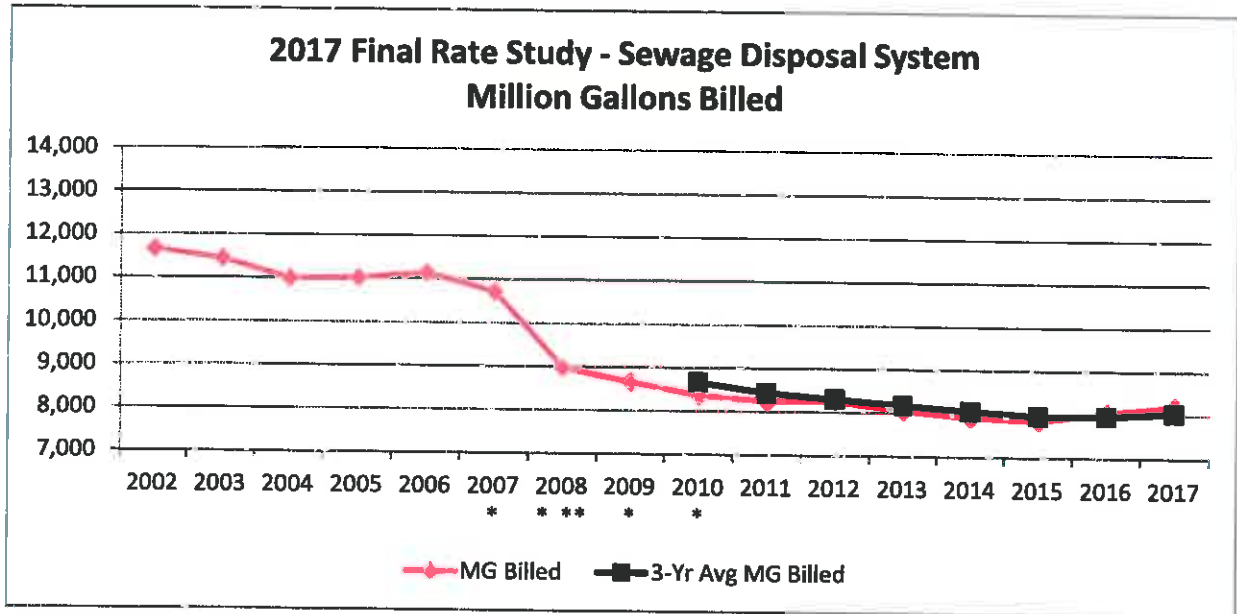


* Total operating expenses reported in Comprehensive Annual Report (CAFR) less depreciation plus transfer out; does not include interest expense on debt.

**Total operating expenses for FY2016 exclude loss fixed assets.



* Volumes were restated from these Rate Studies to reflect actual billings without adjustment for accrued revenues.



* Volumes were restated from these Rate Studies to reflect actual billings without adjustment for accrued revenues.

** Service to North Kent/Algoma ended November 2008; 2007 included 1,487.4 MG billed to North Kent/Algoma.

**CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
SUMMARY OF REVENUE REQUIREMENT CHANGES
FOR RATES EFFECTIVE JANUARY 1, 2018
December 21, 2017**

	<u>WATER (1)</u>		<u>SEWER (1)</u>	
	<u>AMOUNT</u>	<u>PERCENT</u>	<u>AMOUNT</u>	<u>PERCENT</u>
GRAND RAPIDS	\$ 835,377	3.38%	\$ 1,022,777	2.93%
WALKER	(150)	0.00%	129,690	2.93%
NET OF CONTRIBUTION OF:	109,500			
KENTWOOD	(240,102)	-5.48%	228,194	5.95%
CASCADE TWP	114,524	3.38%	(29,333)	-1.22%
GRAND RAPIDS TWP	73,105	3.38%	73,367	3.14%
TALLMADGE TWP	(13,517)	-7.09%	(34,362)	-7.97%
WRIGHT TWP	N/A	N/A	8,293	3.14%
EAST GRAND RAPIDS	39,335	5.22%	57,999	9.33%
ADA TWP	23,441	1.90%	83,979	7.04%
OTTAWA COUNTY	82,978	4.75%	NA	NA
GAINES TWP	N/A	N/A	7,383	3.39%
CALEDONIA TWP	N/A	N/A	14,701	12.16%
SYSTEM	\$ 1,024,490	2.45%	\$ 1,562,688	3.08%

(1) Change in revenue requirements based on revenues currently generated from rates, customer base and volumes reported in the preliminary rate study (Includes consideration for relief from CCCCB).

DISCLOSE RELIEF PROVIDED BY CITY & CUSTOMER COMMUNITY CIRCUIT BREAKER (CCCB)

	<u>WATER</u>		<u>SEWER</u>	
	<u>AMOUNT</u>	<u>PERCENT</u>	<u>AMOUNT</u>	<u>PERCENT</u>
SYSTEM REVENUE REQUIREMENT	\$ 42,828,972	2.45%	\$ 52,319,981	3.08%
ADD: CCCCB RELIEF	390,549	0.93%	138,000	0.27%
LESS: CAPITAL INVESTMENT REIMBURSEMENT			(107,854)	-0.21%
SYSTEM CHANGE- WITHOUT RELIEF	\$ 43,219,521	3.38%	\$ 52,350,127	3.14%

**CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
IMPACT OF RATE ADJUSTMENTS ON WHOLESALE CUSTOMER COMMUNITIES
EFFECTIVE JANUARY 1, 2018
December 21, 2017**

	<u>2017</u>	<u>2018</u>	<u>PERCENTAGE CHANGE</u>
EAST GRAND RAPIDS			
WATER - SERVICE (MONTHLY)	\$15,291.00	\$14,728.00	-3.68%
- COMMODITY (100 CF)	\$0.99	\$1.07	8.08%
SEWER - SERVICE (MONTHLY)	\$1,818.00	\$2,198.00	20.90%
- COMMODITY (MG)	\$1,684.00	\$1,834.00	8.91%
ADA TWP			
WATER - SERVICE	\$44,400.00	\$41,158.00	-7.30%
- COMMODITY	\$1.12	\$1.22	8.93%
SEWER - SERVICE	\$45,939.00	\$45,942.00	0.01%
- COMMODITY	\$2,023.00	\$2,288.00	13.10%
OTTAWA COUNTY			
WATER - SERVICE	\$0.00	\$414	N/A
- COMMODITY	\$1.12	\$1.17	4.46%
GAINES TWP			
SEWER - SERVICE	\$1,620.00	\$1,488.00	-8.15%
- COMMODITY	\$1,482.00	\$1,549.00	4.52%
CALEDONIA TWP			
SEWER - SERVICE	\$755.00	\$719.00	-4.77%
- COMMODITY	\$4,040.00	\$4,587.00	13.54%

NOTE: Monthly defined as 1/12th of 365 days.

**CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
WATER & SEWER RATES FOR GRAND RAPIDS & RETAIL CUSTOMER COMMUNITIES
EFFECTIVE JANUARY 1, 2018
December 21, 2017**

WATER RATES

COMMODITY	METER CODE	GRAND RAPIDS	WALKER	KENTWOOD	CASCADE	GR. RAPIDS TOWNSHIP	TALLMADGE TOWNSHIP	WRIGHT TOWNSHIP
CHARGE (HCF)		\$ 2.00	\$ 1.64	\$ 1.52	\$ 2.33	\$ 1.85	\$ 3.33	NA
MONTHLY SERVICE CHARGE BY METER SIZE								
3/4" & Less	A	\$ 10.16	\$ 12.73	\$ 14.56	\$ 22.30	\$ 16.02	\$ 6.19	NA
1"	B	\$ 15.06	\$ 19.63	\$ 22.88	\$ 36.64	\$ 25.48	\$ 8.00	NA
1-1/4"	C	\$ 21.36	\$ 28.50	\$ 33.58	\$ 55.08	\$ 37.64	\$ 10.33	NA
1-1/2"	D	\$ 29.06	\$ 39.34	\$ 46.66	\$ 77.62	\$ 52.50	\$ 13.18	NA
2"	E	\$ 48.66	\$ 66.94	\$ 79.95	\$ 134.99	\$ 90.33	\$ 20.43	NA
3"	F	\$ 104.66	\$ 145.78	\$ 175.06	\$ 298.90	\$ 198.42	\$ 41.14	NA
4"	G	\$ 183.06	\$ 256.16	\$ 308.22	\$ 528.37	\$ 349.74	\$ 70.14	NA
6" & Over	H	\$ 407.06	\$ 571.54	\$ 688.66	\$ 1,184.02	\$ 782.10	\$ 152.98	NA

SEWER RATES

COMMODITY	METER CODE	GRAND RAPIDS	WALKER	KENTWOOD	CASCADE	GR. RAPIDS TOWNSHIP	TALLMADGE TOWNSHIP	WRIGHT TOWNSHIP
CHARGE (HCF)		\$ 3.30	\$ 2.50	\$ 2.54	\$ 2.60	\$ 2.30	\$ 9.93	NA
REU Charge (Monthly) *		NA	NA	NA	NA	NA	NA	\$ 53.73
MONTHLY SERVICE CHARGE BY METER SIZE								
3/4" & Less	A	\$ 17.33	\$ 28.10	\$ 7.59	\$ 31.77	\$ 27.08	\$ 31.74	NA
1"	B	\$ 27.89	\$ 47.04	\$ 10.58	\$ 53.56	\$ 45.23	\$ 53.51	NA
1-1/4"	C	\$ 41.47	\$ 71.39	\$ 14.42	\$ 81.58	\$ 68.56	\$ 81.50	NA
1-1/2"	D	\$ 58.07	\$ 101.15	\$ 19.11	\$ 115.83	\$ 97.07	\$ 115.71	NA
2"	E	\$ 100.32	\$ 176.91	\$ 31.06	\$ 203.00	\$ 169.65	\$ 202.79	NA
3"	F	\$ 221.03	\$ 393.35	\$ 65.19	\$ 452.07	\$ 377.03	\$ 451.59	NA
4"	G	\$ 390.02	\$ 696.37	\$ 112.98	\$ 800.76	\$ 667.36	\$ 799.91	NA
6" & Over	H	\$ 872.87	\$ 1,562.15	\$ 249.51	\$ 1,797.03	\$ 1,496.87	\$ 1,795.11	NA

* REU - Residential Equivalent Unit (Wright Township Only)

FIRE PROTECTION RATES- ALL GOVERNMENTAL UNITS

6"	H	\$ 18.04	10"	J	\$ 50.15
8"	I	\$ 32.02	12"	K	\$ 72.16

NOTE: Monthly defined as 1/12th of 365 days.

CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
IMPACT OF RATE ADJUSTMENTS ON DOMESTIC USERS
BY CUSTOMER COMMUNITY *
December 21, 2017

	<u>APPROXIMATE QUARTERLY BILL</u>		<u>CHANGE</u>	
	<u>2017</u>	<u>2018</u>	<u>DOLLARS</u>	<u>PERCENT</u>
GRAND RAPIDS				
WATER	\$ 79.23	\$ 82.48	\$ 3.25	4.10%
SEWER	107.16	111.39	4.23	3.95%
	<u>\$ 186.39</u>	<u>\$ 193.87</u>	<u>\$ 7.48</u>	4.01%
BASE RATIO	1.00	1.00		
WALKER				
WATER	\$ 80.08	\$ 80.83	\$ 0.75	0.94%
SEWER	125.10	129.30	4.20	3.36%
	<u>\$ 205.18</u>	<u>\$ 210.13</u>	<u>\$ 4.95</u>	2.41%
RATIO TO GR	1.10	1.08		
KENTWOOD				
WATER	\$ 86.65	\$ 83.20	\$ (3.45)	-3.98%
SEWER	63.81	68.49	4.68	7.33%
	<u>\$ 150.46</u>	<u>\$ 151.69</u>	<u>\$ 1.23</u>	0.82%
RATIO TO GR	0.81	0.78		
CASCADE TWP				
WATER	\$ 122.28	\$ 127.48	\$ 5.20	4.25%
SEWER	142.89	142.11	(0.78)	-0.55%
	<u>\$ 265.17</u>	<u>\$ 269.59</u>	<u>\$ 4.42</u>	1.67%
RATIO TO GR	1.42	1.39		
GRAND RAPIDS TWP				
WATER	\$ 92.44	\$ 96.16	\$ 3.72	4.02%
SEWER	118.44	122.64	4.20	3.55%
	<u>\$ 210.88</u>	<u>\$ 218.80</u>	<u>\$ 7.92</u>	3.76%
RATIO TO GR	1.13	1.13		
TALLMADGE TWP				
WATER	\$ 114.17	\$ 105.15	\$ (9.02)	-7.90%
SEWER	296.04	273.96	(22.08)	-7.46%
	<u>\$ 410.21</u>	<u>\$ 379.11</u>	<u>\$ (31.10)</u>	-7.58%
RATIO TO GR	2.20	1.96		

* THE COMPARISONS ABOVE ARE BASED ON SYSTEM AVERAGE DOMESTIC CUSTOMER
 QUARTERLY CONSUMPTION OF: WATER- 26.00 UNITS OR 19,448 GALLONS
 SEWER - 18.00 UNITS OR 13,464 GALLONS
 NO. OF MONTHS: 3

REU (RESIDENTIAL EQUIVALENT UNIT) CUSTOMER COMMUNITY- APPROXIMATE QUARTERLY BILL

WRIGHT TWP-				
SEWER (No. of REU 1.00)	<u>\$ 146.10</u>	<u>\$ 156.27</u>	<u>\$ 10.17</u>	6.96%

**CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
IMPACT OF RATE ADJUSTMENTS ON COMMERCIAL USERS
BY CUSTOMER COMMUNITY
December 21, 2017**

	<u>APPROXIMATE QUARTERLY BILL</u>		<u>CHANGE</u>	
	<u>2017</u>	<u>2018</u>	<u>DOLLARS</u>	<u>PERCENT</u>
GRAND RAPIDS				
WATER	\$ 460.20	\$ 477.18	\$ 16.98	3.69%
SEWER	779.91	776.67	(3.24)	-0.42%
	<u>\$ 1,240.11</u>	<u>\$ 1,253.85</u>	<u>\$ 13.74</u>	1.11%
BASE RATIO	1.00	1.00		
WALKER				
WATER	\$ 414.18	\$ 413.13	\$ (1.05)	-0.25%
SEWER	648.06	666.12	18.06	2.79%
	<u>\$ 1,062.24</u>	<u>\$ 1,079.25</u>	<u>\$ 17.01</u>	1.60%
RATIO TO GR	0.86	0.86		
KENTWOOD				
WATER	\$ 420.75	\$ 396.96	\$ (23.79)	-5.65%
SEWER	533.76	565.14	31.38	5.88%
	<u>\$ 954.51</u>	<u>\$ 962.10</u>	<u>\$ 7.59</u>	0.80%
RATIO TO GR	0.77	0.77		
CASCADE TWP				
WATER	\$ 592.77	\$ 613.20	\$ 20.43	3.45%
SEWER	715.29	706.68	(8.61)	-1.20%
	<u>\$ 1,308.06</u>	<u>\$ 1,319.88</u>	<u>\$ 11.82</u>	0.90%
RATIO TO GR	1.05	1.05		
GRAND RAPIDS TWP				
WATER	\$ 461.61	\$ 476.04	\$ 14.43	3.13%
SEWER	600.63	618.69	18.06	3.01%
	<u>\$ 1,062.24</u>	<u>\$ 1,094.73</u>	<u>\$ 32.49</u>	3.06%
RATIO TO GR	0.86	0.87		
TALLMADGE TWP				
WATER	\$ 804.15	\$ 743.28	\$ (60.87)	-7.57%
SEWER	2,440.02	2,245.83	(194.19)	-7.96%
	<u>\$ 3,244.17</u>	<u>\$ 2,989.11</u>	<u>\$ (255.06)</u>	-7.86%
RATIO TO GR	2.62	2.38		

* THE COMPARISONS ABOVE ARE BASED ON SYSTEM AVERAGE COMMERCIAL CUSTOMER
 QUARTERLY CONSUMPTION OF: WATER- 216.00 UNITS OR 161,568 GALLONS
 SEWER - 210.00 UNITS OR 157,080 GALLONS
 NO. OF MONTHS: 3

REU (RESIDENTIAL EQUIVALENT UNIT) CUSTOMER COMMUNITY- APPROXIMATE QUARTERLY BILL

WRIGHT TWP

SEWER (No. of REU 1.00)	<u>\$ 156.27</u>	<u>\$ 161.19</u>	<u>\$ 4.92</u>	3.15%
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CITY CLERK



CITY OF GRAND RAPIDS

December 18, 2017

Mr. Clem Bell, Clerk
Cascade Charter Township
2865 Thornhills SE
Grand Rapids, MI 49546-7192

Dear Mr. Bell:

The "2017 Preliminary Water/Sewer Rate Study" recommended water and sewer rate adjustments for the City of Grand Rapids and each customer community contracting with the City of Grand Rapids for water and sewer services.

Customer communities were electronically notified of the recommended rate changes on November 10th, 2017, followed by a thirty-day comment period.

On December 12, 2017, the Grand Rapids City Commission adopted a resolution to approve the new rates with an effective date of January 1, 2018. A certified copy of the resolution and the approved rate schedules for Cascade Charter Township are attached for your information.

If you need any further information, please call me at 456-3014.

Sincerely,


Darlene O'Neal
City Clerk

DO/ec

Enclosures

cc: Tom Almonte, Managing Director of Public Services
Molly Eastman, Fiscal Services Manager

87265 Result: Adopted.
Mover: Shaffer. Supporter: Allen.

WHEREAS:

1. The Water/Sewer rate studies have been undertaken and completed for the years 1976 through 2016; and
2. The 2017 Water/Sewer Rate Review has been completed using the same general methodology as the 1976 through 2016 Water/Sewer Rate Studies, as adjusted where appropriate for the uniform water and sanitary sewer service agreements; therefore

RESOLVED:

1. That the attached water and sewer rates are approved for retail and wholesale partner communities of the City's Water Supply System and Sanitary Sewer System and shall be effective January 1, 2018; and
2. That the City Clerk is directed to notify the contractual water and sewer service customers in writing of the water and sewer rates, and the Mayor and City Clerk are authorized to take any action as may be required to evidence the new water and sewer rates.

I hereby certify that the foregoing is a true transcript of the action of the City Commission of the City of Grand Rapids, Michigan, in public session held December 12, 2017.



Darlene O'Neal, City Clerk

**CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
SUMMARY OF REVENUE REQUIREMENT CHANGES
FOR RATES EFFECTIVE JANUARY 1, 2018
December 21, 2017**

	<u>WATER (1)</u>		<u>SEWER (1)</u>	
	<u>AMOUNT</u>	<u>PERCENT</u>	<u>AMOUNT</u>	<u>PERCENT</u>
GRAND RAPIDS	\$ 835,377	3.38%	\$ 1,022,777	2.93%
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CASCADE TWP	114,524	3.38%	(29,333)	-1.22%
GRAND RAPIDS TWP	73,105	3.38%	73,367	3.14%
TALLMADGE TWP	(13,517)	-7.09%	(34,362)	-7.97%
WRIGHT TWP	N/A	N/A	8,293	3.14%
EAST GRAND RAPIDS	39,335	5.22%	57,999	9.33%
ADA TWP	23,441	1.90%	83,979	7.04%
OTTAWA COUNTY	82,978	4.75%	NA	NA
GAINES TWP	N/A	N/A	7,383	3.39%
CALEDONIA TWP	N/A	N/A	14,701	12.16%
SYSTEM	\$ 1,024,490	2.45%	\$ 1,562,688	3.08%

(1) Change in revenue requirements based on revenues currently generated from rates, customer base and volumes reported in the preliminary rate study (Includes consideration for relief from CCCCCB).

DISCLOSE RELIEF PROVIDED BY CITY & CUSTOMER COMMUNITY CIRCUIT BREAKER (CCCCB)

	<u>WATER</u>		<u>SEWER</u>	
	<u>AMOUNT</u>	<u>PERCENT</u>	<u>AMOUNT</u>	<u>PERCENT</u>
SYSTEM REVENUE REQUIREMENT	\$ 42,828,972	2.45%	\$ 52,319,981	3.08%
ADD: CCCCCB RELIEF	390,549	0.93%	138,000	0.27%
LESS: CAPITAL INVESTMENT REIMBURSEMENT			(107,854)	-0.21%
SYSTEM CHANGE- WITHOUT RELIEF	\$ 43,219,521	3.38%	\$ 52,350,127	3.14%

**CITY OF GRAND RAPIDS, MICHIGAN
 2017 FINAL WATER/SEWER RATE STUDY
 IMPACT OF RATE ADJUSTMENTS ON WHOLESALE CUSTOMER COMMUNITIES
 EFFECTIVE JANUARY 1, 2018
 December 21, 2017**

	<u>2017</u>	<u>2018</u>	<u>PERCENTAGE CHANGE</u>
EAST GRAND RAPIDS			
WATER - SERVICE (MONTHLY)	\$15,291.00	\$14,728.00	-3.68%
- COMMODITY (100 CF)	\$0.99	\$1.07	8.08%
SEWER - SERVICE (MONTHLY)	\$1,818.00	\$2,198.00	20.90%
- COMMODITY (MG)	\$1,684.00	\$1,834.00	8.91%
ADA TWP			
WATER - SERVICE	\$44,400.00	\$41,158.00	-7.30%
- COMMODITY	\$1.12	\$1.22	8.93%
SEWER - SERVICE	\$45,939.00	\$45,942.00	0.01%
- COMMODITY	\$2,023.00	\$2,288.00	13.10%
OTTAWA COUNTY			
WATER - SERVICE	\$0.00	\$414	N/A
- COMMODITY	\$1.12	\$1.17	4.46%
GAINES TWP			
SEWER - SERVICE	\$1,620.00	\$1,488.00	-8.15%
- COMMODITY	\$1,482.00	\$1,549.00	4.52%
CALEDONIA TWP			
SEWER - SERVICE	\$755.00	\$719.00	-4.77%
- COMMODITY	\$4,040.00	\$4,587.00	13.54%

NOTE: Monthly defined as 1/12th of 365 days.

**CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
WATER & SEWER RATES FOR GRAND RAPIDS & RETAIL CUSTOMER COMMUNITIES
EFFECTIVE JANUARY 1, 2018
December 21, 2017**

WATER RATES

COMMODITY	METER CODE	GRAND RAPIDS	WALKER	KENTWOOD	CASCADE	GR. RAPIDS TOWNSHIP	TALLMADGE TOWNSHIP	WRIGHT TOWNSHIP
CHARGE (HCF)		\$ 2.00	\$ 1.64	\$ 1.52	\$ 2.33	\$ 1.85	\$ 3.33	NA
MONTHLY SERVICE CHARGE BY METER SIZE								
3/4" & Less	A	\$ 10.16	\$ 12.73	\$ 14.56	\$ 22.30	\$ 16.02	\$ 6.19	NA
1"	B	\$ 15.06	\$ 19.63	\$ 22.88	\$ 36.64	\$ 25.48	\$ 8.00	NA
1-1/4"	C	\$ 21.36	\$ 28.50	\$ 33.58	\$ 55.08	\$ 37.64	\$ 10.33	NA
1-1/2"	D	\$ 29.06	\$ 39.34	\$ 46.66	\$ 77.62	\$ 52.50	\$ 13.18	NA
2"	E	\$ 48.66	\$ 66.94	\$ 79.95	\$ 134.99	\$ 90.33	\$ 20.43	NA
3"	F	\$ 104.66	\$ 145.78	\$ 175.06	\$ 298.90	\$ 198.42	\$ 41.14	NA
4"	G	\$ 183.06	\$ 256.16	\$ 308.22	\$ 528.37	\$ 349.74	\$ 70.14	NA
6" & Over	H	\$ 407.06	\$ 571.54	\$ 688.66	\$ 1,184.02	\$ 782.10	\$ 152.98	NA

SEWER RATES

COMMODITY	METER CODE	GRAND RAPIDS	WALKER	KENTWOOD	CASCADE	GR. RAPIDS TOWNSHIP	TALLMADGE TOWNSHIP	WRIGHT TOWNSHIP
CHARGE (HCF)		\$ 3.30	\$ 2.50	\$ 2.54	\$ 2.60	\$ 2.30	\$ 9.93	NA
REU Charge (Monthly) *		NA	NA	NA	NA	NA	NA	\$ 53.73
MONTHLY SERVICE CHARGE BY METER SIZE								
3/4" & Less	A	\$ 17.33	\$ 28.10	\$ 7.59	\$ 31.77	\$ 27.08	\$ 31.74	NA
1"	B	\$ 27.89	\$ 47.04	\$ 10.58	\$ 53.56	\$ 45.23	\$ 53.51	NA
1-1/4"	C	\$ 41.47	\$ 71.39	\$ 14.42	\$ 81.58	\$ 68.56	\$ 81.50	NA
1-1/2"	D	\$ 58.07	\$ 101.15	\$ 19.11	\$ 115.83	\$ 97.07	\$ 115.71	NA
2"	E	\$ 100.32	\$ 176.91	\$ 31.06	\$ 203.00	\$ 169.65	\$ 202.79	NA
3"	F	\$ 221.03	\$ 393.35	\$ 65.19	\$ 452.07	\$ 377.03	\$ 451.59	NA
4"	G	\$ 390.02	\$ 696.37	\$ 112.98	\$ 800.76	\$ 667.36	\$ 799.91	NA
6" & Over	H	\$ 872.87	\$ 1,562.15	\$ 249.51	\$ 1,797.03	\$ 1,496.87	\$ 1,795.11	NA

* REU - Residential Equivalent Unit (Wright Township Only)

FIRE PROTECTION RATES- ALL GOVERNMENTAL UNITS

6"	H	\$ 18.04	10"	J	\$ 50.15
8"	I	\$ 32.02	12"	K	\$ 72.16

NOTE: Monthly defined as 1/12th of 365 days.

**CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
IMPACT OF RATE ADJUSTMENTS ON DOMESTIC USERS
BY CUSTOMER COMMUNITY *
December 21, 2017**

	<u>APPROXIMATE QUARTERLY BILL</u>		<u>CHANGE</u>	
	<u>2017</u>	<u>2018</u>	<u>DOLLARS</u>	<u>PERCENT</u>
GRAND RAPIDS				
WATER	\$ 79.23	\$ 82.48	\$ 3.25	4.10%
SEWER	107.16	111.39	4.23	3.95%
	<u>\$ 186.39</u>	<u>\$ 193.87</u>	<u>\$ 7.48</u>	4.01%
BASE RATIO	1.00	1.00		
WALKER				
WATER	\$ 80.08	\$ 80.83	\$ 0.75	0.94%
SEWER	125.10	129.30	4.20	3.36%
	<u>\$ 205.18</u>	<u>\$ 210.13</u>	<u>\$ 4.95</u>	2.41%
RATIO TO GR	1.10	1.08		
KENTWOOD				
WATER	\$ 86.65	\$ 83.20	\$ (3.45)	-3.98%
SEWER	63.81	68.49	4.68	7.33%
	<u>\$ 150.46</u>	<u>\$ 151.69</u>	<u>\$ 1.23</u>	0.82%
RATIO TO GR	0.81	0.78		
CASCADE TWP				
WATER	\$ 122.28	\$ 127.48	\$ 5.20	4.25%
SEWER	142.89	142.11	(0.78)	-0.55%
	<u>\$ 265.17</u>	<u>\$ 269.59</u>	<u>\$ 4.42</u>	1.67%
RATIO TO GR	1.42	1.39		
GRAND RAPIDS TWP				
WATER	\$ 92.44	\$ 96.16	\$ 3.72	4.02%
SEWER	118.44	122.64	4.20	3.55%
	<u>\$ 210.88</u>	<u>\$ 218.80</u>	<u>\$ 7.92</u>	3.76%
RATIO TO GR	1.13	1.13		
TALLMADGE TWP				
WATER	\$ 114.17	\$ 105.15	\$ (9.02)	-7.90%
SEWER	296.04	273.96	(22.08)	-7.46%
	<u>\$ 410.21</u>	<u>\$ 379.11</u>	<u>\$ (31.10)</u>	-7.58%
RATIO TO GR	2.20	1.96		

* THE COMPARISONS ABOVE ARE BASED ON SYSTEM AVERAGE DOMESTIC CUSTOMER
 QUARTERLY CONSUMPTION OF: WATER- 26.00 UNITS OR 19,448 GALLONS
 SEWER - 18.00 UNITS OR 13,464 GALLONS
 NO. OF MONTHS: 3

REU (RESIDENTIAL EQUIVALENT UNIT) CUSTOMER COMMUNITY- APPROXIMATE QUARTERLY BILL

WRIGHT TWP-

SEWER (No. of REU 1.00)	<u>\$ 146.10</u>	<u>\$ 156.27</u>	<u>\$ 10.17</u>	6.96%
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**CITY OF GRAND RAPIDS, MICHIGAN
2017 FINAL WATER/SEWER RATE STUDY
IMPACT OF RATE ADJUSTMENTS ON COMMERCIAL USERS
BY CUSTOMER COMMUNITY
December 21, 2017**

	<u>APPROXIMATE QUARTERLY BILL</u>		<u>CHANGE</u>	
	<u>2017</u>	<u>2018</u>	<u>DOLLARS</u>	<u>PERCENT</u>
GRAND RAPIDS				
WATER	\$ 460.20	\$ 477.18	\$ 16.98	3.69%
SEWER	779.91	776.67	(3.24)	-0.42%
	<u>\$ 1,240.11</u>	<u>\$ 1,253.85</u>	<u>\$ 13.74</u>	1.11%
BASE RATIO	1.00	1.00		
WALKER				
WATER	\$ 414.18	\$ 413.13	\$ (1.05)	-0.25%
SEWER	648.06	666.12	18.06	2.79%
	<u>\$ 1,062.24</u>	<u>\$ 1,079.25</u>	<u>\$ 17.01</u>	1.60%
RATIO TO GR	0.86	0.86		
KENTWOOD				
WATER	\$ 420.75	\$ 396.96	\$ (23.79)	-5.65%
SEWER	533.76	565.14	31.38	5.88%
	<u>\$ 954.51</u>	<u>\$ 962.10</u>	<u>\$ 7.59</u>	0.80%
RATIO TO GR	0.77	0.77		
CASCADE TWP				
WATER	\$ 592.77	\$ 613.20	\$ 20.43	3.45%
SEWER	715.29	706.68	(8.61)	-1.20%
	<u>\$ 1,308.06</u>	<u>\$ 1,319.88</u>	<u>\$ 11.82</u>	0.90%
RATIO TO GR	1.05	1.05		
GRAND RAPIDS TWP				
WATER	\$ 461.61	\$ 476.04	\$ 14.43	3.13%
SEWER	600.63	618.69	18.06	3.01%
	<u>\$ 1,062.24</u>	<u>\$ 1,094.73</u>	<u>\$ 32.49</u>	3.06%
RATIO TO GR	0.86	0.87		
TALLMADGE TWP				
WATER	\$ 804.15	\$ 743.28	\$ (60.87)	-7.57%
SEWER	2,440.02	2,245.83	(194.19)	-7.96%
	<u>\$ 3,244.17</u>	<u>\$ 2,989.11</u>	<u>\$ (255.06)</u>	-7.86%
RATIO TO GR	2.62	2.38		

* THE COMPARISONS ABOVE ARE BASED ON SYSTEM AVERAGE COMMERCIAL CUSTOMER
 QUARTERLY CONSUMPTION OF : WATER- 216.00 UNITS OR 161,568 GALLONS
 SEWER - 210.00 UNITS OR 157,080 GALLONS
 NO. OF MONTHS: 3

REU (RESIDENTIAL EQUIVALENT UNIT) CUSTOMER COMMUNITY- APPROXIMATE QUARTERLY BILL

WRIGHT TWP

SEWER (No. of REU 1.00)	<u>\$ 156.27</u>	<u>\$ 161.19</u>	<u>\$ 4.92</u>	3.15%
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EXECUTIVE
OFFICE



CITY OF GRAND RAPIDS

December 14, 2017

Angela Ayers
Deputy Director of Strategy
Executive Office and Deputy Director of the Office of the Great Lakes
State of Michigan
P.O. Box 30013
Lansing, MI 48909

Dear Ms. Ayers:

The City of Grand Rapids (City) provides water and sewer services to its partner communities under an agreement pursuant to the Urban Cooperation Act. The arrangement is overseen by the Utility Advisory Board (Board) which is comprised of the City and all of the municipalities served (Ada Township, Cascade Charter Township, City of East Grand Rapids, Grand Rapids Charter Township, City of Kentwood, Tallmadge Charter Township, Ottawa County, Gaines Township, Caledonia Township, City of Walker, and Wright Township). The Board writes to you today to express serious concerns with some of the rule changes that are being proposed by the Department of Environmental Quality (DEQ) and discussed by the Michigan Lead and Copper Rule Stakeholder workgroup.

We all agree that protecting the public and providing safe drinking water for all is a non-negotiable critical outcome that must be achieved. We also agree that the rule making process is the correct vehicle to make these changes. While the goal of removing lead service lines (LSL) from the water system is a shared vision for all of our members, the approach and some of the draft rule changes are concerning. We strongly urge you to consider best practices and the use of data to drive these decisions to protect public health.

Our concerns are focused on three main rule changes recommended by MDEQ: 1) the replacement of all lead service lines (full lead service line) within 20 years; 2) requirement for updated distribution system materials inventories, preliminary inventory by 1/1/2020 and certified inventory by 1/1/2024; and 3) sampling and testing requirement change from the current 3-year cycle to an annual requirement. Our specific concerns are detailed below along with a specific recommended alternative that will accomplish our joint goal of protecting the public and ensuring that safe drinking water is available to all Michiganders.

Full Lead Service Line Replacement within 20 years

Current Rule:

Supplies not required to remove lead service lines unless Lead Action Level of 15 ppb is exceeded after corrosion control treatment is installed.

Observation/Concern:

We support full lead service line replacement so long as it is tied to a municipality's asset management plan. We support and encourage the recommendation from the Governor's 21st Century Infrastructure Commission report regarding asset management. Both that it is critical that an asset management process is utilized and that common-sense, outcome-based regulation is crucial to the success of implementation. Our communities have all engaged in the asset management process and have begun to operationalize these plans including lead service line replacement.

The linkage to impacts on other asset classes is also critical to understand. For example, linking LSL replacement to water system asset management would enable service line replacement at the time of street reconstruction. A 20 year schedule would require communities to damage streets in good and fair condition after they have been reconstructed or rehabilitated.

Moreover, all of our members are well below the current lead action level of 15 ppb. In the Grand Rapids service area, implementation of the 20 year rule would increase water rates another 25% for 20 years.

Recommendation:

The 20-year requirement would be waived for water supplies consistently showing a commitment to water quality by taking steps as indicated below:

- Maintain a ppb at or below 75% of the Lead Action Level for a minimum of 3 years;
- Asset management plan includes lead service line replacement;
- Utilization of effective corrosion control such as phosphates, to reduce corrosion and coat and treat the lead pipes; and
- We also strongly urge inclusion of abatement as an option to allow for innovative technology and solutions to lead service line replacement.
- The proposed rules should not become effective until legislation is signed into law that expressly authorizes water systems to expend rate payer dollars on private portions of existing water services.

Permissive language that would allow a municipality the option to work with the building owner to pay for and replace the lead service line under the building owner's control is also encouraged.

Distribution System Materials Inventory and Lead Copper Tap Sampling Pool

Current Rule:

Many supplies still using their original distribution system materials evaluation. Original evaluations are not required to be submitted to the state.

Observation/Concern:

The preliminary and verified inventory requirements are well intentioned and the Utility Advisory Board (UAB) members have already completed an inventory analysis of their systems. However, the inventory from the public right of way to the home and within the home cannot be “verified” to a level of known certainty where we can certify exact knowledge. As stewards protecting the public, we agree that we should have an inventory of the public portion of water service lines.

Recommendation:

Any inventory of private service lines should be qualified as “based on the information available and provided to date, the municipality or supply verifies the inventory, by January 1, 2024”

Lead and Copper Tap Sampling – Sites and Frequency

Current Rule:

Supplies can reduce lead and copper rule sampling to every three years if they meet certain testing outcomes.

Observation/Concern:

The proposed rule would increase sampling from once every 3 years to annual sampling. If optimal corrosion control treatment is in place, and at or below 75% of the Lead Action Level, there is no reason for annual sampling. The rule should be drafted to focus on water supplies that have demonstrated lead action levels that exceed the proposed 10 ppb or where optimal corrosion control treatment is not installed.

Recommendation:

Allow water supplies with optimal corrosion control treatment in place and Lead Action Levels of at or below 75% of the lead action level ppb to continue with sampling every 3 years.

Communities like all within the UAB with a water supply that consistently remains well below the actionable threshold and who have optimal corrosion control treatment in place, and make investment based on an asset management plan, should not be subject to annual testing. This will result in increased cost to the water supply and ultimately the customers and residents with no corresponding increase in protection or assurances for safe drinking water.

The Board supports the use of increased reporting and transparency in this process and agrees that more stringent requirements are needed. However, data must drive the outcomes in this process and with these rule changes.

Strong consideration should be given to both public health and to the impact on rate payers, especially those within our communities with limited resources or fixed incomes. Perhaps the appropriation from the new State Infrastructure Fund could be utilized to invest in this outcome.

We appreciate the opportunity to have been a part of the stakeholder workgroup and we encourage consideration of our concerns and proposed language changes.

We will make ourselves available to answer any questions and continue to assist with the changes to the Lead and Copper Rules. Please don't hesitate to contact me at 616-456-3119 if you have any questions.

Sincerely,



Eric DeLong, Chair, Utility Advisory Board

Attachments

CC: UAB Members
Amy Lachance
Claire Khouri

2017 Utility Advisory Board -- City Members

Tom Almonte, Managing Director, Public Services
LaToya Black, Administrative Services Officer, Public Services
Jenessa Carter, Financial Analyst, Public Services
Mark DeClercq, City Engineer, Engineering
Eric DeLong, Deputy City Manager
Richard DeVries, Assistant City Engineer
Jeff Dood, Chief Financial Officer, Fiscal Services
Molly Eastman, Fiscal Services Manager, Fiscal Services
Michael Grenier, Water Filtration Plant Superintendent
Dave Harran, Acting Water System Manager
Wayne Jernberg, Assistant Water System Manager, Public Services
Bill Kaiser, Plant Superintendent, Public Services
Michael Lunn, Environmental Services Manager, Public Services
Jeff McCaul, Assistant City Engineer, Engineering
Nicole Pasch, Environmental Assessment Supervisor, Public Services
Scott Saindon, Fiscal Services Manager, Fiscal Services
Charles Schroeder, Assistant Environmental Services Manager, Public Services

PARTNER COMMUNITY MEMBERS

<p>DOUG LaFAVE, Assistant City Manager City of East Grand Rapids 750 Lakeside Drive SE East Grand Rapids, MI 49506 Phone: 949-2110 Fax: 940-4884 dlafave@eastgr.org</p> <p>Brian Donovan, City Manager bdonovan@eastgr.org Phone: 949-2110 Fax: 940-4884</p>	<p>DARREL SCHMALZEL, City Manager City of Walker 4243 Remembrance Road, NW Walker, MI 49544 Phone: 453-6311 Fax: 791-6808 cvanderm@ci.walker.mi.us</p> <p>Scott Conners, City Engineer sconners@ci.walker.mi.us</p>
<p>GEORGE HAGA, Supervisor Ada Township 7330 Thomapple River Drive, PO Box 370 Ada, MI 49301 Phone: 676-9191 Fax: 676-5870 ghaga@adatownshipmi.com</p>	<p>TOBY VAN ESS Tallmadge Charter Township 0-1451 Leonard Street, NW Grand Rapids, MI 49544 Phone: 677-1248 Fax: 677-6133 tvanness@tallmadge.com</p>
<p>EDWARD ROBINETTE, Trustee Grand Rapids Charter Township 3142 4 Mile Road NE Grand Rapids, MI 49525 Phone: 361-5567 Fax: 361-6445 Home: 361-1368 edrobinette@comcast.net</p> <p>Michael DeVries, Supervisor Grand Rapids Charter Township 1836 East Beltline, NE Grand Rapids, MI 49525 Phone: 361-7391 Fax: 361-6620 Home: 942-9143 mdevries@grandrapidsstwp.org</p>	<p>JOSH WESTGATE, Supervisor Wright Township P.O. Box 255 Marne, MI 49435 Phone: 677-3048 Fax: 677-3046 supervisor@ocwrightwp.org</p>
<p>BEN SWAYZE, Township Manager Cascade Township 2865 Thomhills SE Grand Rapids, MI 49546-7192 Phone: 949-1500 Fax: 949-3918 bswayze@cascadetwp.com Cell: 616-540-9453</p> <p>Sandra Korhorn, Assistant to the Manager sotey@cascadetwp.com</p>	<p>TIM BRADSHAW, City Engineer City of Kentwood 4900 Breton Avenue SE, PO Box 8848 Kentwood, MI 49518-8848 Phone: Fax: bradshawt@ci.kentwood.mi.us</p> <p>Dan VanderHeide, Asst. City Engineer vanderheided@ci.kentwood.mi.us</p>
<p>RICHARD ROBERTSON, Township Treasurer Caledonia Township rcrdds@gmail.com</p> <p>Todd Boerman, Engineer todd@vkcivil.com</p> <p><i>(Note: Bryan Harrison is Twp. Super. but appointed the Treasurer to serve on UAB)</i></p>	

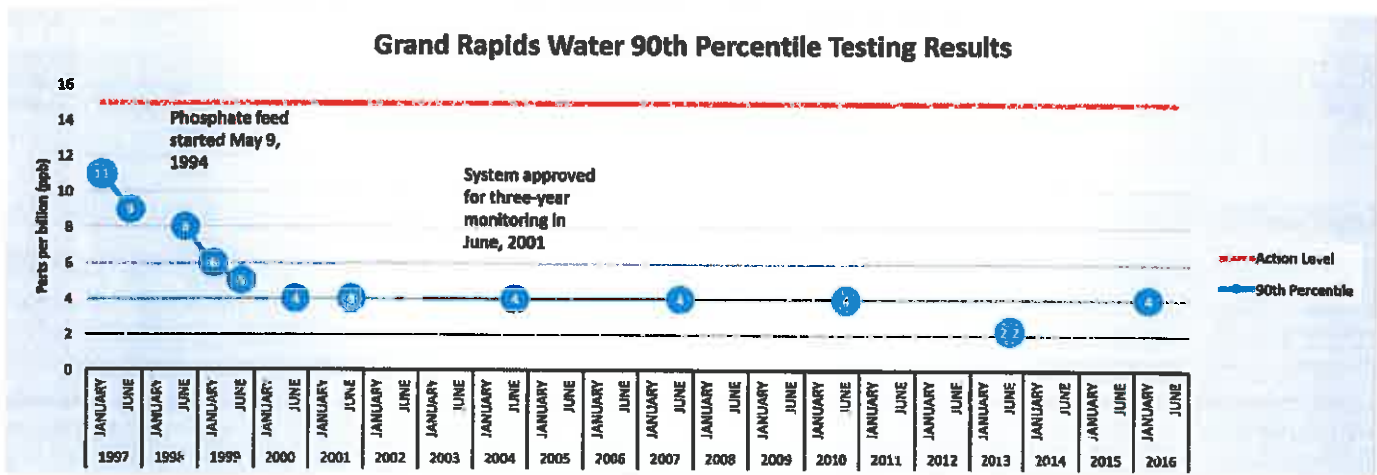


MEDIA RELEASE

For Immediate Release
November 4, 2016

Contact: Steve Guitar
Communications Director
(616) 456-3773

Grand Rapids Water System lead levels remain low



GRAND RAPIDS, Mich. – According to testing results certified by the Michigan Department of Environmental Quality (MDEQ), lead levels in drinking water provided by the Grand Rapids Water System remain low, matching levels in six of the last seven readings since the year 2000.

According to Joellen Thompson, water system manager at the Grand Rapids Water System, customers should continue to be confident in the Grand Rapids Water System’s water quality and safety. The latest results of testing completed this past summer show lead levels are at 4 parts per billion (ppb) in the 90th percentile, well below the MDEQ’s Action Level of 15 parts per billion.

“With the exception of readings that were slightly lower in 2013, our readings have remained at 4 ppb for the past 16 years. This long-term consistency is a tribute to the source quality of our water from Lake Michigan and our team of water treatment professionals who have added phosphates to our water since 1994 to reduce corrosion and coat any remaining lead pipes.”

Eric DeLong, Grand Rapids deputy city manager who oversees the City's Public Services Group and its Water System agrees with Thompson's assurance saying that, "The Grand Rapids Water System tests samples for a variety of water quality parameters on an hourly, daily, weekly, monthly and annual basis following strict local, state and federal standards."

"Our readings show lead test results at 4 parts per billion in the 90th percentile are holding at consistent levels, are among the lowest in Michigan, and tell a positive, reassuring story that should resonate with our customers," he said.

This past summer, residents in 52 homes scattered across the City participated to measure 2016 water lead level readings. This year's testing included 19 new addresses to replace samples drawn from customer homes back in 2013 because occupants chose not to participate this year.

The Grand Rapids Water System's testing determines lead levels, as required by the Lead and Copper Rule requirements of the United States Environmental Protection Agency (USEPA) and State of Michigan Safe Drinking Water Act. To prepare for the home testing phase, Water System staff thoroughly inspected the plumbing and service lines entering each location. They also instructed residents in how to collect water samples.

Testing protocol requires that samples be taken from the tap after at least six hours of stagnation. For 2016, the MDEQ eliminated its prior requirement to flush the faucet prior to the six-hour minimum stagnation period (a procedure referred to as "pre-flush"). Thompson said this change in sample protocol may explain the slight change in the 90th percentile over testing completed in 2013.

According to the Grand Rapids Water System, the City has an estimated 19,000 lead service lines (most installed before 1930), out of 80,000 total water service lines. The historic, central City contains most of the lead service lines. However, as streets, sewers and watermains have been reconstructed over the past 20 years, the City has replaced several thousand lead service lines.

Residents are encouraged to change out their private lead service lines at the same time that the City replaces its part of the lead service line. The City replaces its portion of the lead service lines during construction projects or whenever they leak, break or if requested by a property owner. Officials stress that the replacement of lead service lines is a routine practice to update aging infrastructure -- not as a matter of public health. In April, the City Commission adopted a new ordinance that sets a new lower annual finance rate (currently at 3.38 percent), payable over 10 years, for those wishing to finance their part of the lead water service replacement.

Lead in the environment from old paint, dust and soil remains a concern that the City and its partners are working to address. On the state level, Mayor Rosalynn Bliss serves on Governor Snyder's Child Lead Poisoning Elimination Board. On the local level, Commissioners Senita Lenear and Jon O'Connor both serve on the Kent County Lead Poisoning Task Force.

The Healthy Homes Coalition and the Kent County Health Department suggest that all children receiving Medicaid and children living in older housing be tested for lead poisoning at one and two years of age. For more information, please contact the Health Department at (616) 632-7063 or the Healthy Homes Coalition at (616) 241-3300.

###

TITLE: Full lead service line replacement

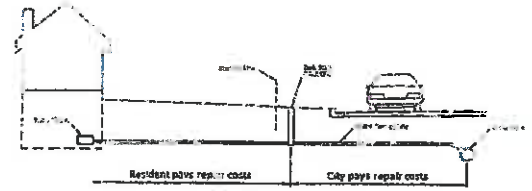
OWNERS NAME / DEPARTMENT:

Joellen Thompson (Water), Wayne Jernberg (Water) and Alen Ganic (Water)

Background:

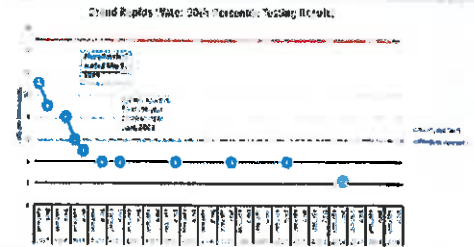
- ❖ 78,994 Water Customers (data source: Cayenta)
- ❖ 1880 – 1930 all lead service lines
- ❖ 1930 – 1950 some lead some copper service lines
- ❖ 1950 – 2016 non-lead service lines
- ❖ 1991 EPA created the current lead and copper rule
- ❖ 1992 Started to replace lead service lines with every project
- ❖ 1994 Phosphate added to drinking water to prevent pipe corrosion
- ❖ 2015 The Flint water crisis occurred
- ❖ 1995 - 2016 there have been 399 ten-pay contracts valued at \$518,107

City of Grand Rapids Water System
Water Service Line Responsibility



Current Condition:

- ❖ No implementation plan or set schedule in place for replacing all lead service lines
- ❖ ~ 2.2 PPB is found during our water testing (Action Level = 15 PPB)
- ❖ Water sampling is conducted every 3 years at 50 homes (\$25 Incentive)
- ❖ Ways of collecting data: Paper, OnBase, Cityworks, Cayenta & GIS
- ❖ Data accuracy is unknown
- ❖ Only 5% of water services are captured in GIS at this time (100% Paper)
- ❖ Incomplete data on the customer end (from the curb stop to the meter)
- ❖ ~ 19,473 Lead service locations (City, ~681.555 feet of lead pipe)
- ❖ Ten-pay plan is available with low interest rate (3.80%)
- ❖ There are currently 170 open ten-pay contracts (Est. Value = \$176,534)
- ❖ LSL replacements = 104/year (City) + 800/year (Contractor)
- ❖ ~ 33,000 feet of LSL replaced during projects in 2016 - Arden Postma
- ❖ Corrosion prevention: ~\$300K phosphate cost+\$10K maintenance. cost



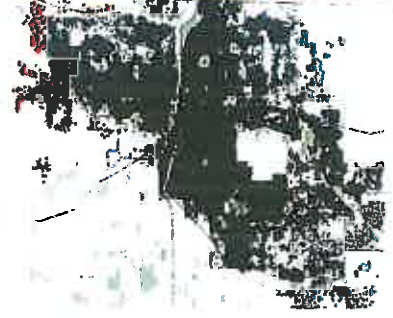
Type	2010	2011	2012	2013	2014	2015	2016
Lead Abatement	16	67	89	80	103	90	80
Lead Abatement (partial)	0	0	0	6	8	0	40
Service Repair	19	30	46	22	43	18	9

Target/Goals:

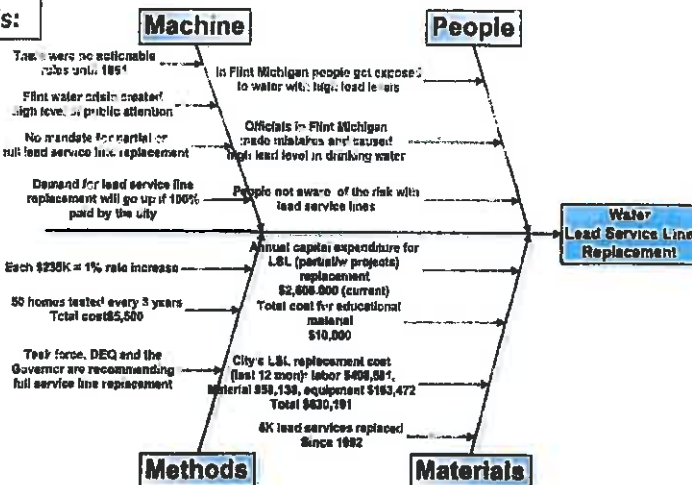
- ❖ By July 1, 2016 revise and enhance information distributed by public water system on the implications of widespread use of lead and inform customers about the ten-pay plan (3.80% interest rate)
- ❖ By September 1, 2016 create a plan to show proximately how long it will take to replace ~19,473 (subject to verify) lead service lines, customer and city owned
- ❖ Develop a plan to facilitate full lead service line replacement-no partial replacements
- ❖ By December, 2016 to standardize the process for the tapping permit (Value Stream Map – assigned to Alen Ganic)
- ❖ By December 31, 2016 GIS task force to collect, verify and update the data in GIS databases (Separate Child A3 – assigned to Wayne Jernberg)

Mailed out!

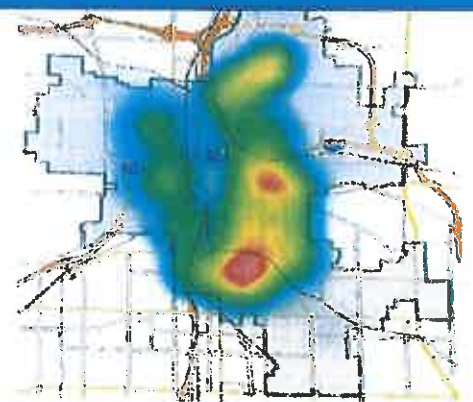
Red = Lead Yellow = Unknown Green = No Lead



Analysis:



Heat map of all completed full lead abatements since the water department starting using Cityworks



Date: 2/6/17

Initials:

JT,WJ, AG

Owner

JT, WJ, AG

Supervisor(s)

Eric DeLong, Tom Almonte

Proposed Counter-Measures:

Current State - Continue with partial lead line replacements	Current State Annual Total Cost	Option 3 - Full lead line replacement paid by the City	Option 3 Annual Total Cost	Counter-Measures reviewed and discarded
Paid by program (Capital Budget)		Paid by the City of Grand Rapids		Option 1 - Mandate full lead service line replacements paid by the City + Owner Option 2 - Full lead line replacement paid by the City + Cell Tower revenue + Owner
~ 400 LSL replacements per year		~ 400 LSL replacements per year (300 LSL Operating - 300 LSL Capital; 50 year program)		
Educational material	\$ 30,000.00	Educational material	\$ 30,000.00	
Seasonal employee to assist with the testing	\$ 70,000.00	Seasonal employee to assist with the testing	\$ -	
Additional testing cost	\$ 40,000.00	Additional testing cost	\$ -	
Replacement cost (City)	\$ 2,324,000.00	Replacement cost (City)	\$ 2,504,000.00	* Estimated 1st-year rate impact is only for Grand Rapids residents * CDBG funds available for low-income residents for lead service line replacement assistance
Replacement cost (Owner - customer)	\$ -	Replacement cost (Owner)	\$ -	* 2nd year ratepayer impact will be an additional 0.10%; 3rd year it will be an additional 0.20% for a total of 0.30%
Incentive (\$0/customer)	\$ -	Incentive (\$0/customer)	\$ -	
Customer Copy	\$ -	Customer Copy	\$ -	
LSL Replacement Cost Estimates				
Estimated Annual Total Cost	\$ 3,384,000.00	Estimated Annual Total Cost	\$ 2,514,000.00	\$3,000 Private
Current Annual Capital Investment	\$ 3,204,000.00	Current Annual Capital Investment	\$ 1,304,000.00	\$3,260 City
Private Side Contribution	\$ -	Private Side Contribution	\$ -	\$6,260 Total
Estimated Year One (Capital)	\$ -	Estimated Year One (Capital)	\$ 110,000.00	
Estimated Year One (Operating Budget)	\$ 80,000.00	Estimated Year One (Operating Budget)	\$ 300,000.00	
1% increase in rates	\$ 235,000.00	1% increase in rates	\$ 235,000.00	
Estimated 1st-Year Rate Impact (Capital-50 Year Amort.)	0.00%	Estimated 1st-Year Rate Impact (Capital-50 Year Amort.)	0.10%	
Estimated 1st-Year Rate Impact (Operating Budget)	0.14%	Estimated 1st-Year Rate Impact (Operating Budget)	1.26%	
Total Ratepayer Impact - 1st Year	0.14%	Total Ratepayer Impact - 1st Year	1.36%	

Action Plan	When	Who	Status
1.0 Revise and enhance information distributed by public water system on the implications of widespread use of lead			
1.1 Identify and revise all current documents	7/1/16	Dave Harlan	Done
1.2 Inform customers about tap-water and 3.99% interest rate	7/1/16	Dave Harlan	Done
1.3 Create Standard Work	7/1/16	Dave Harlan/Jeff M. Caul	Done
2.0 Create a plan for all lead service line replacements			
2.1 Create a CRM A3 to document all lead service lines in our database	4/1/17	Wayne Jernberg	In Process
2.2 Identify all lead service lines (Public and Private)	4/1/17	Arden Postma	In Process
2.3 Enter lead service line information into GIS database	4/1/17	Wayne Jernberg	In Process
2.4 Audit GIS database	4/1/17	Wayne Jernberg	In Process
2.5 A3 - Lead service line replacement presentation to Greg D. Administration and Service delivery	2/1/16	Eric DeLong	Done
2.6 A3 - Lead service line replacement costing to the City-Cama-Balonen	2/1/17	Joellen Thompson	In Process
2.7 A3 - Lead service line presentation to the City-Cama-Balonen	4/1/17	Joellen Thompson	In Process
2.8 Bid process - Public and Private	5/24/17	Arden Postma	In Process
2.9 Schedule work for the next 5 years in coordination with city capital plan	7/1/17	Wayne Jernberg	Done
3.0 Create an ordinance to implement the plan	5/3/17	Joellen, City Attorney	In Process
3.1 Project supervision	Ongoing	Arden Postma	In Process
3.0 Standardize tapping permit process			
3.1 Document the current process using Value Stream Map (VSM)	7/1/16	Alan Garcia	Done
3.2 Create VSM with best	7/1/16	Alan Garcia + TEAM	Done
3.3 Create future State VSM	7/1/16	Alan Garcia + TEAM	Done
3.4 Present new and improved process (to employees)	Unknown	TEAM	In Process
3.5 Share the new process with the public - City's Website	Unknown	Joellen Thompson	In Process

Follow-Up:

Who	Communication	When
Utility Engineering	City & Private information documented in GIS/Cayenta	M-F
Joellen + A3 Team	Review the progress of two A3's	every 6 months
Joellen & Wayne	A3 update with all employees	every 6 months
Arden	Field data collection and reporting of progress meeting	Quarterly
Joellen/Wayne	Review and present LSL A3 for city leadership and elected officials	Annual



December 22, 2017



T4 P1 581 *****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 upcoming changes to your channel line-up. **The channel numbers will remain the same.** This change will take effect on or after January 25, 2018:

Moving these channels from a Spectrum Tier to Spectrum Select will provide customers with network availability without the need to subscribe to Spectrum Tier service level going forward.

Programming Network	From	To
BET, Comedy Central, MTV, Nickelodeon, Spike, TV Land, VH1	SPP Tier 2	SPP Select
CMT	SPP Tier 1	SPP Select

We have also added a new channel to Spectrum Select service: i24 News on channels 146 and 815 (HD).

The networks listed below are moving from Spectrum Tier 1 or Spectrum Tier 1 & 2 to Spectrum Tier 2; it may be necessary for customers to update their video service to continue to receive these channels.

Programming Network	From	To
MTV2, MTV Classic, Teen Nick, Nicktoons, Tr3s, Logo, MTV Live, Nick Music	SPP Tier 1	SPP Tier 2
BET Her, BET Jams, BET Soul	SPP Tier 1 & 2	SPP Tier 2

Charter Communications customers in your community are already receiving information regarding this change. If you have any questions related to this change, please do not hesitate to contact me at (616) 607-2377.

Sincerely,

Marilyn Passmore

Marilyn Passmore
Director, Charter State Government Affairs, Michigan
Charter Communications



MICHIGAN ASSOCIATION OF MUNICIPAL CLERKS INSTITUTE REGISTRATION

Comfort Inn Hotel & Suites Conference Center, Mt. Pleasant, Michigan | March 11-16, 2018

The registration deadline is February 23, 2018

(Please print or type. You may enter information into this PDF form if accessed on the website.)

YEAR 1



YEAR 2

YEAR 3

The sessions are non-sequential and one may begin the three-year cycle at any time. Please check the appropriate year of participation in the three-year cycle. Participation is mandatory for all sessions. Please do not register unless prepared to attend all sessions.

First Name Susan B. Last Name Slater
(Print your name as you wish it to appear on your certificate. Include CMC/MMC/CMMC information if you want it included.)

Preferred Name Sue Slater Title Clerk
(For your name tag) (If you are not a Clerk or a Deputy Clerk, the endorsement of your organization's Clerk is required.)

Organization Cascade Charter Township Address 2865 Thornhills, S.E.

City Grand Rapids State MI Postal Code 49546

Email sslater@cascadetwp.com Phone (616) 949-1508
(Confirmation information will be sent via email so please print or type clearly.)

Please list the previous years that you have attended MAMC Institutes: 0

Please indicate any special needs such as a disability, hearing, visual, diet, etc.: 0

Institute Registration Fee - \$600.00 Member or \$650.00 Non Member*

- MAMC accepts credit card payments and online registration. www.michiganclerks.org/Events.aspx
- Fee includes lunch on Monday, Tuesday, and Thursday and dinner on Sunday and Thursday.
- The registration deadline is February 23, 2018.
- Faxing or emailing registration forms before the deadline does not avoid the late fee.
- Lodging is separate. A block of rooms are reserved at the Comfort Inn Hotel & Suites Conference Center at a special rate of \$75.00 per night. CLICK HERE for a direct link or call 989-772-4000 for reservations & indicate that you are with MAMC.
- A late fee of \$50.00 will be charged for payments postmarked after February 23, 2018.
- *MAMC membership forms are available on the website. www.michiganclerks.org/about/membership.aspx

MAIL THIS FORM TO:

MAMC
120 North Washington Square
Suite 110A
Lansing, MI 48933

Please include a check payable to MAMC with mail-in registrations. Return by February 23, 2018 to avoid the \$50.00 late fee. Sorry, no exceptions.

TAX ID 38-3554848

QUESTIONS?

Contact

MARY BENDER, Institute Coordinator
231-797-5536 | mbender102@aol.com

Scholarship Information

Scholarships are available for those who qualify. For more information, visit www.michiganclerks.org/programs/scholarship.htm

MAMC Cancellation Policy

Cancellation requests must be made in writing and email to:
info@michiganclerks.org
or faxed to GCSI at 517-371-1170

Advance registrations cancelled by the deadline will receive a full refund minus the \$50.00 cancellation fee. Cancellation requests received after the deadline, no-shows and instances where participants need to leave the event before it is over will be charged the full registration fee and are not entitled to any refund.

REMINDER

Attendance is required at all sessions in order to receive credit towards IIMC and MAMC certification.

Please do not register unless prepared to attend all sessions.

BE SURE TO KEEP A COPY OF THIS FORM FOR YOUR RECORDS.

MICHIGAN ASSOCIATION OF MUNICIPAL CLERKS

Comfort Inn Hotel & Suites Conference Center in Mt. Pleasant, Michigan

INSTITUTE ~ March 11-16, 2018

MASTER ACADEMY ~ March 20-22, 2018



Greetings to you and your staff!

The heart of MAMC's mission is to promote and encourage professional development through communication, education and training. The Institute and Master Academy provide ideal opportunities for learning, regeneration and connecting with peers from around the state.

On behalf of the MAMC Board of Directors, we are pleased to offer the upcoming Institute from March 11-16, 2018 and the Master Academy from March 20-22, 2018 at the Comfort Inn and Suites Conference Center located on the campus of Central Michigan University in Mt. Pleasant.

This will be our eleventh year with Central Michigan University (CMU) as our university sponsor. CMU will oversee the instruction to be sure that it meets International Institute of Municipal Clerks (IIMC) and MAMC certification requirements. Specific information about the IIMC and MAMC certification requirements can be found at www.iimc.com and www.michiganclerks.org.

Lewis Bender, Ph.D., will return as the facilitator, instructor and also the instructor of record for participants that wish to earn college credit. Mary Bender will provide program coordination for the Institute and Master Academy.

The Institute is sponsored by Central Michigan University, but is directed and administered by MAMC and its members. The MAMC Board of Directors and the Education Committee have been extremely pleased with the response from those that have attended the Institute at CMU. We are continuing to review and take direction from the good suggestions from the previous years' evaluations. Many of the recommendations and suggestions are incorporated into the 2018 program.

We are continuing to develop a challenging curriculum that will fulfill IIMC and MAMC certification requirements, provide practical and useful information, and at the same time be a very enjoyable and educational experience.

General information including the schedule for the Institute and Master Academy are available on the MAMC website and will be updated if there are any changes. Please review the schedule carefully and note that in order to receive credit towards your CMC or MMC certifications through the IIMC and MAMC you must attend all sessions.

We are certain that your experiences in Mt. Pleasant will leave you energized and revitalized in your pursuit of professional excellence. Please help spread the word about the MAMC Institute and plan to attend in 2018!



Mary Clark
Delta Township
Education Committee Chair



Robert Crawford
Fort Gratiot Township
Education Committee Co-chair

MARK YOUR CALENDAR!

FREE EDUCATION DAY

April 10, 2018

Soaring Eagle Resort, Mt. Pleasant

MAMC CONFERENCE

June 19th - 22nd, 2018

Grand Traverse Resort, Acme, Michigan

MASTER ACADEMY

June 18, 2018

Grand Traverse Resort, Acme, Michigan



MICHIGAN ASSOCIATION OF MUNICIPAL CLERKS INSTITUTE SCHEDULE

Comfort Inn Hotel & Suites Conference Center, Mt. Pleasant, Michigan | March 11 - 16, 2018

Sunday, March 11	Monday, March 12	Tuesday, March 13	Wednesday, March 14	Thursday, March 15	Friday, March 16
<p>INSTITUTE DIRECTOR Lewis Bender, Ph.D. Professor Emeritus SIU Edwardsville, Illinois As the facilitator and Institute Director, Lew keeps things moving and ties all the sessions together at the Institute. In addition to facilitation, he serves as a presenter and the instructor of record for those wishing to receive college credit for attending the Institute.</p> <p>3:00-5:00 PM REGISTRATION Conference Center</p> <p>5:00-7:30 PM CHANGES IN THE COMMUNITIES WE SERVE Working Session This opening session will call on participants to share what they are experiencing in terms of changes that are impacting the services provided in the Clerk's office.</p> <p>Includes first assignment. (Dinner provided)</p> <p>Lewis G. Bender, Ph.D. Professor Emeritus SIU Edwardsville Institute Director (2.5 HRS/1.25 PTS)</p>	<p>8:00 AM-NOON SMART STREETS An example of how new innovation can lead to cost reductions and new revenue opportunities. Paul Lippens, AICP, McKenna</p> <p>FINANCING LOCAL GOVERNMENT SERVICES IN CHANGING TIMES This session will include a look at Michigan trends and a facilitated discussion about challenges facing Michigan. Lewis G. Bender, Ph.D. Professor Emeritus SIU Edwardsville Institute Director and MAMC Board (4 HRS/2 PTS)</p> <p>NOON-1:00 PM LUNCH</p> <p>1:00-5:00 PM EFFECTIVE MEETING TECHNIQUES with Parliamentary Procedure Techniques for handling motions, debate, and votes within a meeting. Eleanor "Coco" Siewert Professional Registered Parliamentarian (4 HRS/2 PTS)</p> <p>5:00-9:00 PM UNDERSTANDING YOURSELF & OTHERS</p> <ul style="list-style-type: none"> • Personality Profile • DISC <p>Hearty snack provided. Lewis G. Bender, Ph.D. Professor Emeritus SIU Edwardsville Institute Director (4 HRS/2 PTS)</p>	<p>8:00 AM-NOON ELECTION UPDATE Virginia VanderRoest Election Specialist Bureau of Elections</p> <p>IMPLEMENTING NEW ELECTION EQUIPMENT Topics covered will include developing training materials and programs, voter outreach initiatives and examining the need for extra materials and supplies. Tina Barton City Clerk City of Rochester Hills Joe Rozell Director of Elections, Oakland County (4 HRS/2 PTS)</p> <p>NOON-1:00 PM LUNCH</p> <p>1:00-5:00 PM COMMUNITY EDUCATION THROUGH MEDIA AND COMMUNITY RELATIONS This will take you through the "who, what, when, where and how" of public communications. Just as importantly, it will discuss the "why" of communications, a much over-looked topic! Tina Barton City Clerk City of Rochester Hills (4 HRS/2 PTS)</p> <p>FREE EVENING On your own for dinner.</p>	<p>8:00 AM-NOON STRATEGIC PLANNING PROCESSES FOR THE CLERK'S OFFICE From how to get organized to implementation, this session will cover basic steps of the strategic planning process. Lewis G. Bender, Ph.D. Professor Emeritus SIU Edwardsville Institute Director (4 HRS/2 PTS)</p> <p>FREE AFTERNOON MAMC Institute is an intense education experience. This session is set aside for networking and regrouping for the rest of the week.</p> <p>It makes up for the evening session on Monday and participants are strongly encouraged not to return to work on Wednesday afternoon.</p>	<p>8:00 AM-NOON HOW TO BECOME A SUPERIOR COMMUNICATOR</p> <ul style="list-style-type: none"> • 3 keys that make communication work • 8 ways to improve your listening skills • Master non-verbal communication • How to effectively convey and receive directions • How to handle interruptions with ease <p>Doug Cartland Founder, DCI (4 HRS/2 PTS)</p> <p>NOON-1:00 PM LUNCH</p> <p>1:00-5:00 PM PRESENTATION SKILLS</p> <ul style="list-style-type: none"> • Gain influence by honing your presentation skills • Discover the importance of your nonverbal language • 14 skills that will take your presentation skills right to the top • 4 powerful techniques that will help engage your audience <p>Doug Cartland Founder, DCI (4 HRS/2 PTS)</p> <p>5:30 - 6:30 PM SOCIAL - CASH BAR</p> <p>6:30 - 8:00 PM DINNER AND AWARDS BANQUET Plaques and certificates will be presented to those who have completed the three year program.</p>	<p>8:00-11:00 AM ACCOUNTABILITY IN THE WORKPLACE For most team members and team leaders the top work frustrations are workers who don't meet deadlines or who continuously fail to effectively do their work. This workshop examines the causes and impacts of lack of accountability and offers substantive suggestions for improving workplace accountability. Lewis G. Bender, Ph.D. Professor Emeritus SIU Edwardsville Institute Director (3 HRS/1.5 PTS)</p> <p>11:00 AM-2:00 PM TACTICAL PLANNING Putting Eureka's to Action! Light lunch provided. Lewis G. Bender, Ph.D. Professor Emeritus SIU Edwardsville Institute Director (3 HRS/1.5 PTS)</p> <p>CERTIFICATES for those that have successfully completed all sessions of the Basic 1, Basic 2 and Basic 3 will be distributed at the closing session on Friday.</p>



CERTIFICATE OF COMPLETION

The IIMC requires a total of 120 hours of instruction in the three-year Institute program. Please do not register for the Institute if you cannot commit to the entire week which includes 40 hours of instruction. Those who complete three years of the Institute will receive a plaque stating they have successfully completed the full MAMC Institute program.

Master Academy certificates of completion will be provided at the end of each day of training; six hours of instruction and 3 points toward IIMC and six hours of instruction and 2 points for MAMC certification.

COLLEGE CREDIT

Central Michigan University will offer up to three hours of academic credit in an independent study format at either the undergraduate or graduate level for completion of each year of the Institute. Lewis Bender, Ph.D., will be the instructor of record for this course and additional information will be available at the beginning of the Institute.

EDUCATION COMMITTEE

The education committee plans, organizes and conducts all educational classes at the Annual Conference, Clerking 101, Master Academy classes, the Annual Education Day and other educational opportunities for MAMC members. If you would like to join the Education committee, please contact Mary Clark or Robert Crawford.

EDUCATION COMMITTEE CHAIRPERSONS

MARY CLARK	ROBERT CRAWFORD
Delta Township	Fort Gratiot Township
Education Committee Chair	Education Committee Co-chair

FACILITATOR

LEWIS G. BENDER, Ph. D.

Lewis professor emeritus, Southern Illinois University at Edwardsville. As the facilitator, his job is to keep things moving and tie all the sessions together at the Institute. In addition to facilitation, he will serve as an instructor for several sessions and the instructor of record for those wishing to receive college credit for attending the Institute. Throughout his career, Lew has been deeply involved in community-based applied research, organizational goal setting and planning and approached to organizational development. His educational background includes BS Grand Valley State University, Master's degree from Wayne State University, and Ph.D. in political science, university of Georgia. A specialist in training and organizational development for business and government, Lew is well known for his candid approach and casual style. For more information about Lew Bender, check out his website at www.Lewbender.com.

PROGRAM COORDINATOR

MARY BENDER

P.O. Box 330

Leroy, MI 46955

OFFICE: 231-797-5536 | EMAIL: mbender102@aol.com

INSTITUTE THREE YEAR CURRICULUM

The Institute is divided into three one-week, non-sequential sessions (one week each year) focusing on training that fulfills the IIMC and CMC certification requirements. Participation is mandatory for all sessions and attendance is monitored.

The sessions are non-sequential and one may begin the three-year cycle at any time. When you register for the Institute, just indicate if you are attending the Institute for the first, second or third time.

2018 CURRICULUM | MARCH 11 - 16, 2018

- Changes in the Communities We Serve
- Financing Local Government Services in Changing Times
- Effective Meeting Techniques
- Understanding Yourself and Others
- Election Update
- Implementing New Election Equipment
- Community Education through Media and Community Relations
- Strategic Planning Processes for the Clerk's Office
- How to Become a Superior Communicator
- Presentation Skills
- Accountability in the Workplace
- Tactical Planning

2019 CURRICULUM | MARCH 10 - 15, 2019

- Conflicting Demands on Public Service
- Delivering Service Excellence
- Creating a Culture of Service Excellence
- Surviving and Thriving
- Legal Update
- Understanding the Budgeting Process
- Managing Problem Employees: A Different Perspective
- How to Successfully Manage Change
- Mastering Customer Service
- Communication and Service Excellence
- Eureka to Action

2020 CURRICULUM | MARCH 15 - 20, 2020

- If I Knew Then What I Know Now...
- Societal Trends That Are Impacting Local Michigan Clerks
- Lessons Learned from the Presidential Election
- Organizational Culture
- Records Management
- Time Management: Strategies for Taming the E-mail Beast
- Problem Employees - A Different Perspective
- Legal Update - Open Meetings Act, Freedom of Information Act
- Michigan Legal System
- Leadership and Ethics in the Clerk's Office
- Thriving Through Change
- Creating a Personal Strategic Plan

MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Consider Final Pay Application from Katerberg Verhage re:
Pathway repairs
Meeting Date: **January 10, 2018**

Attached you will find the Invoice from Katerberg Verhage for the (2017) construction of the pathway repairs. The Township engineer has inspected all the work and is recommending release of the retainage for final payment of \$3,423.03.

Attachments:
Invoice



3717 MICHIGAN ST NE
GRAND RAPIDS, MI 49525
PHONE: 616.949.3030
FAX: 616.949.3326

**CASCADE CHARTER TOWNSHIP
2865 THORNHILLS AVE SE
GRAND RAPIDS, MI 49546-7192
ATTN: STEVE PETERSON**

INVOICE: 42295

DATE: 12/18/2017

PROJECT: 2017 PATHWAY REPAIR – 5% RETAINAGE

PAY APPLICATION ONE	\$	68,640.61
LESS PAYMENT ONE	\$	(65,208.58)
TOTAL DUE	\$	3,423.03

THANK YOU FOR YOUR BUSINESS!!

ALL ACCOUNTS DUE IN 30 DAYS UNLESS OTHER TERMS. GUARANTEE VOID WITH FAILURE OF PAYMENT.
2% PER MONTH SERVICE CHARGE WILL BE APPLIED TO ALL ACCOUNTS AFTER 30 DAYS.