

**AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday, December 11, 2019
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 11/20/2019.
 2. Regular Planning Commission Minutes 11/11/2019.
 3. Regular Downtown Development Authority Minutes 10/15/2019.
- b. Receive and File Various Reports
 1. Building Department Report—November 2019

Article 7. Financial Actions

- a. **Consider Approval of September, 2019 Payroll, Payables and Transfers.**
- b. **Consider Approval of September, 2019 Financial Reports.**
- c. **Consider Approval of Pay Draw #3 for the Centennial Park Sidewalks & Medians Project.**

Article 8. Unfinished Business

Article 9. New Business

- 084-2019 Consider Approval of Resolution of Support for Redevelopment liquor license for MSA Fieldhouse—5433/5435 28th St. Ct. (roll call)**
- 085-2019 Consider Approval for Installment Purchase Agreement for 6896 Cascade Rd. SE**
- 086-2019 Consider Approval of an agreement(s) with the Interurban Transit Partnership for Transportation Services**

- 087-2019** Consider approval of an agreement with Hope Network for Specialized Transportation Services
- 088-2019** Consider approval of an agreement to purchase real property at 5920 Tahoe
- 089-2019** Consider Approval of a Resolution to Adopt the Cascade Charter Township 2020 – 2024 Capital Improvement Plan (roll call)
- 090-2019** Consider Approval of a Resolution of the General Fund Support to the Fire Department (roll call)
- 091-2019**
 - a. Public Hearing – Proposed 2020 General/Special Budgets.**
 - b. Consider Approval of Resolution to Adopt the FY 2020 Cascade Charter Township General/Special Budgets. (roll call)**
- 092-2019** Consider Approval of Resolution of Support for 2020 Poverty Exemption Guidelines. (roll call)
- 093-2019** Consider Approval of the Cascade Charter Township meeting schedule for 2020
- 094-2019** Consider Approval of Resolution of Support for Intent to Levy the 2020 Millage Rates. (roll call)
- 095-2019** Consider Approval of the Supervisor Appointments to Various Boards and Commissions.

Article 11. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)

Article 12. Manager Comments

Article 13. Board Member Comments

Article 14. Adjournment

**MINUTES OF THE
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**
Wednesday, November 20, 2019
7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order.
Present: Supervisor Beahan, Clerk Slater, Treasurer Peirce, Trustees Lewis, Koessel, McDonald and Shipley.
Absent: None
Also Present: Manager Swayze, DDA/ED Director Korhorn and Community Development Assistant Fast, and those listed in supplement #1.
- Article 2.** Supervisor Beahan led the Pledge of Allegiance.
- Article 3.** Motion was made by Trustee Koessel and supported by Trustee Shipley to approve the Agenda as revised. Motion carried unanimously.
- 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 11/06/2019.
2. Regular Planning Commission Minutes 10/07/2019.
b. **Receive and File Education Requests**
1. Clerk Slater and Padley Callagher – MAMC Clerks Institute – Mount Pleasant – March 15-20, 2020.
c. **Receive and File Reports**
1. Building Department Monthly Report for October 2019.
Motion was made by Trustee Lewis and supported by Trustee Shipley to approve the Consent Agenda as presented. Motion carried unanimously.
- Article 7.** **Financial Actions**
- Article 8.** **Unfinished Business**
- Article 9.** **New Business**
080-2019 Consider Approval of Special Use Permit for dog daycare at 9051 36th Street.
DDA/ED Director Korhorn was present to address the Board regarding the permit. Discussion followed. Applicant Sarah Hodgekiss – 9051 36th St., Ada— answered questions from the board about the property, business hours, and the business name. Motion was made by Trustee McDonald and supported by Trustee Koessel to approve the Special Use Permit for dog daycare at 9051 36th Street. Motion carried unanimously by roll call vote.

081-2019 Consider Approval of Resolution of Support for Redevelopment Liquor License for Electric Cheetah – 6450 28th St.
DDA/ED Director Korhorn was present to address the Board regarding the liquor license. Discussion followed. Cory Dement – 1530 Hawthorn Hills, Ada— answered questions from the board about the application and the opening date as well as restaurant specifics. Motion was made by Clerk Slater and supported by Trustee Shipley to approve the Redevelopment Liquor License for Electric Cheetah at 6450 28th St. Motion carried unanimously by roll call vote.

082-2019 Consider Approval of Resolution for the Special Assessment Roll for 2019.
Manager Swayze reviewed the Special Assessment Roll for 2019. Discussion followed. Motion was made by Trustee Koessel and supported by Trustee Shipley to approve the Special Assessment Roll for 2019. Motion carried unanimously by roll call vote.

083-2019 Consider Approval of resolutions for removal of two streetlights in Centennial Business Park.
DDA/ED Director Korhorn was present to address the Board regarding the resolutions. Discussion followed. Motion was made by Trustee Shipley and supported by Trustee McDonald to approve the resolutions for removal of two streetlights in Centennial Business Park. Motion carried unanimously by roll call vote.

Article 11. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)

Article 12. Manager Comments

Manager Swayze offered the following comment:

- Update on the Township Hall Project: Had a “design day” last week with staff and election officials at the potential new building in order to get information and obtain a first draft of the designs in the near future. December 4th is our public meeting Day for the potential Township Hall Project. December 11th will be the last opportunity for the board to back out of the purchase agreement for any reason. If it goes forward, we would be closing on December 19th, 2019.

Article 13. Board Member Comments

Trustee Shipley offered the following comments:

- Asked Manager Swayze about the presentation of other options for the township hall project at the December 4th meeting.

Trustee Koessel offered the following comments:

- Looking forward to the next meeting, wished the board a Happy Thanksgiving.

Supervisor Beahan offered the following comments:

- December 1st is the annual Christmas Tree Lighting at the Museum Gardens at 5pm.
- Ben presented everything about the Bus System at the DDA meeting last night. They are looking forward to working with the township.

Article 14. Adjournment

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

Meeting adjourned at 7:36 p.m.

Respectfully submitted,

Denise M. Biegalle
Deputy Clerk

Approved by:

Susan B. Slater, Clerk

Robert S. Beahan, Supervisor

DRAFT

MINUTES
Cascade Charter Township
Planning Commission
Monday, November 11, 2019
7:00 P.M.

ARTICLE 1. Chairman Sperla called the meeting to order at 7:00 P.M.
Members Present: Johnson, Katsma, Lewis, Noordyke, Pennington, Rissi, Moxley, and Sperla
Members Absent: Krieter
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 Lewis to approve the Agenda. Supported by Member Katsma. Motion carried 8 to 0.

ARTICLE 4. Approve the Minutes of the October 7, 2019 meeting.

Motion was made by Member Johnson to approve the Minutes of the October 7, 2019 Meeting. Supported by Member Rissi. Motion carried 8-0.

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

No visitors came forward.

ARTICLE 6. Case #19-3561 Jeffrey Hayes

Public Hearing

Property Address: 3570 Buttrick Ave

Requested Action: The Applicant is requesting a Special Use Permit to construct an accessory building over 832 sq ft.

Director Peterson stated that this area is part of the Quailridge Golf Course. The PUD does allow for accessory buildings. Director Peterson stated that the site plan shows the building is proposed to be a little over 50 feet away from the rear and side property line, and it is behind the house. With less than 3 acres, it is the only building. The application does state there is a small building that will be taken down upon completion of this new building. Director Peterson states this is typical, and has been done many times before. Director Peterson describes the building size and metal exterior as both being normal for this area.

Director Peterson recommends approval of the special use permit as required with the following conditions:

1. The building can not be used to run a business out of;
2. The building cannot be used for living space;
3. Any outdoor lighting meets township regulations;
4. The “old” building be removed within 30 days of the completion of the new one.

Chairman Sperla invited the applicant to come forward with comments.

Mr. Hayes showed Members a picture that his building will be modeled after, stating the pictures in the packet were not exact.

Motion was made by Member Rissi to open public hearing. Supported by Member Pennington. Motion carried 8 to 0.

Mr. Gerry VanBaren (3500 Buttrick Ave) came forward to voice his support for the Applicants request.

Motion was made by Member Rissi to close public hearing. Supported by Member Noordyke. Motion carried 8 to 0.

Motion was made by Member Pennington to approve the special use permit to construct an accessory building over 832 sq ft with the conditions stated above by Director Peterson. Supported by Member Rissi. Motion carried 8 to 0.

ARTICLE 7. Case #19-3558 Sarah Hotchkiss

Public Hearing

Property Address: 9051 36th St

Requested Action: The Applicant is requesting a Type II Special Use Permit for Dog Day Care.

Director Peterson stated that the Planning Commission will recommend final approval or denial for this request to the Township Board. This area is about 10 acres in size, and zoned Agricultural. Animal kennels, hospitals, and stables are allowed in this zoning district. The Shaggy Pines dog park/day care in this area was approved several years ago using the same section of the Zoning Ordinance being used to evaluate this application. Director Peterson stated that the Applicant does intend to occupy the home on the property, and the business will be open 7 days a week, 7am-7pm. With a piece of property this size, the maximum number of dogs allowed for a kennel is 30, however the Applicant states they will have no more than 10. Director Peterson stated that dog runs are required to be kept a minimum of 100 feet away from a property line, the Applicants site plan shows that they meet this requirement. Animal waste will be disposed of by composting in the rear of the facility. There will be seven parking spaces, which is adequate per Director Peterson.

The Township Engineer has determined there is no need for stormwater requirements as there will not be any additional impervious areas. The Township Fire Department has reviewed and approved this plan. Director Peterson states that there is no indicated lighting, he noted that if they do add lighting, it will need to meet Township requirements.

Director Peterson recommends forwarding a positive recommendation to the Board as the Special Use Permit standard requirements have been met. Director Peterson adds that he has included the following conditions:

1. The location of the composting bin is clarified and approved;
2. Any added outdoor lighting meets Township regulations.

Chairman Sperla invited the applicant to come forward with comments.

Ms. Sarah Hotchkiss came forward and stated that “Ada Paws and Play” is the suggested name of the day care and kennel. There is a barn that will be repurposed on the inside (with noise barriers) for the intention of kenneling 10 dogs. Ms. Hotchkiss added that there will be privacy fencing added, and that the waste compost will be at the north end, just outside of the fenced area behind the barn. This compost bin will be well vented, away from property lines, their house, and the barn. It will also have a plastic cover to keep insects out. Ms. Hotchkiss stated that they do intend to pave the current crushed gravel driveway.

Motion was made by Member Rissi to open public hearing. Supported by Member Lewis. Motion carried 8 to 0.

Mr. Kyle Travis (3450 Bloomington Hills) came forward seeking clarification of fence lines. Ms. Hotchkiss came forward to clarify the fence locations.

Mr. Rich O’Keefe (3418 Bloomington Hills) came forward to clarify how far back the Applicants property goes, and that the trees in the rear of the property area will in fact continue to “hide” his house. On behalf of the Bloomington Hills Association (Mr. O’Keefe is the president),
Mr. O’Keefe states they have no concerns with this permit.

Chairman Sperla asked Ms. Hotchkiss if overnight/extended stays will be allowed since the operating hours will be M-F, 7a-7p. Ms. Hotchkiss stated that yes, they will be allowed, however the dogs will be kept inside “after hours”.

Motion was made by Member Rissi to close public hearing. Supported by Member Pennington. Motion carried 8 to 0.

Motion was made by Member Rissi to make a favorable recommendation to the Township Board with the conditions stated above by Director Peterson. Supported by Member Pennington. Motion carried 8 to 0.

Director Peterson stated this will be in front of the Township Board on November 20th.

ARTICLE 8. Any other business

Director Peterson stated that the upcoming November 18th Meeting will be cancelled, the Meeting on December 2nd will be the next one held.

ARTICLE 9. Adjournment

**Motion was made by Member Rissi to adjourn. Supported by Member Katsma.
Motion carried 8 to 0. The meeting was adjourned at 7:25 p.m.**

Respectfully submitted,
Phil Johnson, Secretary

MINUTES
Cascade Charter Township
Downtown Development Authority Board of Directors
October 15, 2019
5:30 P.M.
Cascade Library Wisner Center

ARTICLE 1. Chairman Puplava called the meeting to order at 5:30 P.M.
Members Present: Siegle, Makkar, Kingsland, McNeil-Chapman, Puplava, Growney, Stephan
Members Absent: Beahan, DeWitt
Others Present: DDA Director Sandra Korhorn, and those listed on the sign in sheet.

ARTICLE 2. Approve the current Agenda.

Motion was made by Member Stephan to approve the Agenda. Supported by Member McNeil-Chapman. Motion carried 6 to 0.

ARTICLE 3. Approve the Minutes of the September 17, 2019 Meeting.

Motion was made by Member Siegle to approve the Minutes as presented. Supported by Member McNeil-Chapman. Motion carried 6 to 0.

ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items.
(Comments are limited to five minutes per speaker)

No visitors came forward with comment.

ARTICLE 5. Update on Centennial Park project

Director Korhorn stated that the project is moving along well, and that she has even seen people using the sidewalks already. Director Korhorn states that the project should be wrapped up within a couple of weeks, exception being the streetlights. The bases are in and the electrical is ready, however the streetlights are on backorder until November 25th. Director Korhorn states there have been good comments received from businesses and residents in the area.

Member Makkar arrived at this time.

ARTICLE 6. Discuss Tree Replacement on 28th Street

Director Korhorn stated that are five trees along 28th St between Old 28th St. and the Walgreens driveway that have been dead for a couple of years. The Kent County Road Commission gave the Township permission to cut them down this fall, so the Township Buildings and Grounds crew used the bucket truck to saw them down. Director Korhorn stated that she included current pictures of the area with the trees removed, and that she contacted Thornapple River Nursery to recommend what (if anything) should be planted in place of those trees that were removed.

There is a proposal of \$3,100 from Thornapple River Nursery for five new trees; four Cleveland pear trees in an offset position from where the original trees were, and one lilac tree near the Walgreens driveway. Director Korhorn stated that she thinks it may be a good idea to wait until spring to decide if additional trees are even needed in that area, or to possibly put in less than the recommended five.

Member Kingsland stated that she was recently in that area and noticed how nice it was to be able to clearly see the sidewalk and signs, and still have plenty of foliage behind them. When the stumps of the five recently cut down trees are removed, Member Kingsland believes that area will be perfect with just grass. Many Members immediately agreed. Chairman Pupilava also stated her concern of adding pear trees as they are messy/dirty.

Director Korhorn asked if this is a matter Members would like to revisit on a spring Agenda; Chairman Pupilava said that after the “no” opinions today, revisiting this matter does not seem necessary.

Motion was made by Member Kingsland to remove the stumps of the trees that were cut down, and to re-sod the area in place of planting new trees. Supported by Member Siegle. Motion carried 7-0.

Discussion was then held about trimming, removing, and planting trees in the DDA area in the future.

ARTICLE 7. Closed Session – To Discuss Potential Acquisition of Commercial Business.

Motion was made by Member Stephan to move into Closed Session at 5:45. Supported by Member Growney. Motion carried 7-0.

Motion was made by Member Growney to move into Regular Session. Supported by Member Makkar. Motion carried 7-0

ARTICLE 8. Any Other Business

Director Korhorn reminded Members of the upcoming Joint Meeting (October 21st).

ARTICLE 9. Adjournment

Motion was made by Member Siegle to adjourn. Supported by Member Growney. Motion carried 7 to 0. The meeting was adjourned at 6:15 p.m.

The DDA held a scheduled Informational Meeting after the conclusion of this Meeting.

ARTICLE 1. Chairman Puplava called the Meeting to order at 6:15pm.

ARTICLE 2. Approve the Informational Meeting Agenda

Motion was made by Member Kingsland to approve the Agenda of the Informational Meeting. Supported by Member Stephan. Motion carried 7-0.

ARTICLE 3. Overview of 2019 Projects

Director Korhorn listed many things the DDA has done so far this year, including:

- New holiday decorations (lights, trees, etc.) have been purchased.
- The Centennial Park streetscape project that is being worked on currently.
- Contributions have been made to events in the community such as the Metro Cruise Warm Up, Sunday Afternoon Live concert series at the Library, and the Thursday night series outdoors at the Library.
- Marketing and updating of the Business Guide for the community.
- Contribution towards the Rapid Bus service in the area.
- Many repairs and maintenance in the district.

Overview of Future Plans

- Director Korhorn briefly went over a list of expected future projects, including:
- The construction of an Outdoor Gathering Space at the Library.
- The purchase of the Tuffy property.
- The sidewalk addition on Cascade Road from 28th St. to The Cascade Hospital for Animals. (The Township will further the sidewalk to Burton)
- The lumec to LED lighting conversion.
- A synthetic ice sheet in the winter, location to be determined.
- Future property purchase. (Hopeful for the corner across from Tuffy, or property next to it)

Capital Improvement Plan (CIP) Overview

- Carry on with future projects.
- Village gateway improvements/features.
- 28th St. midblock crossing near the Crowne Plaza.

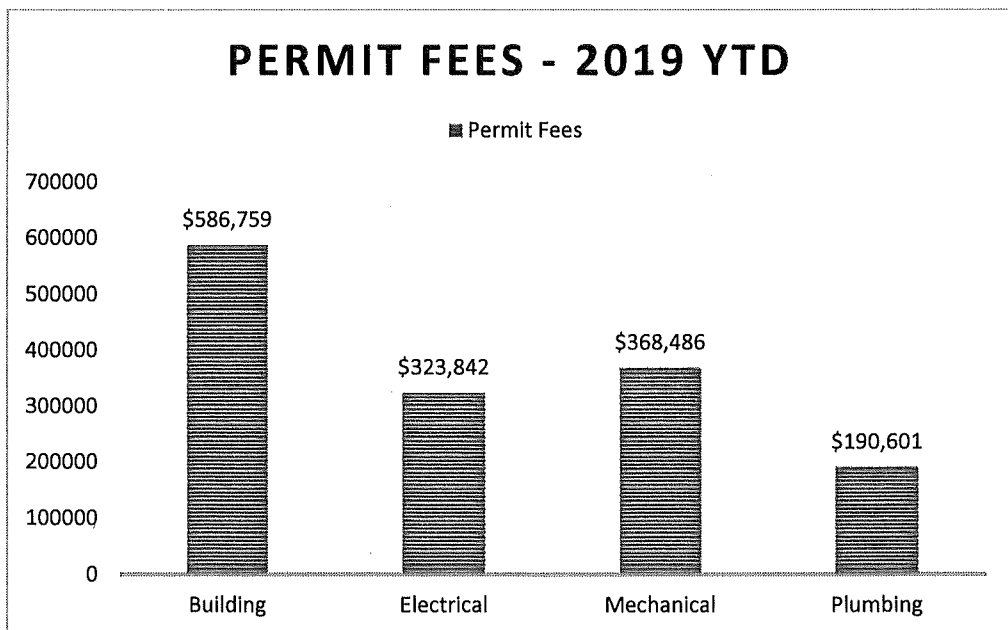
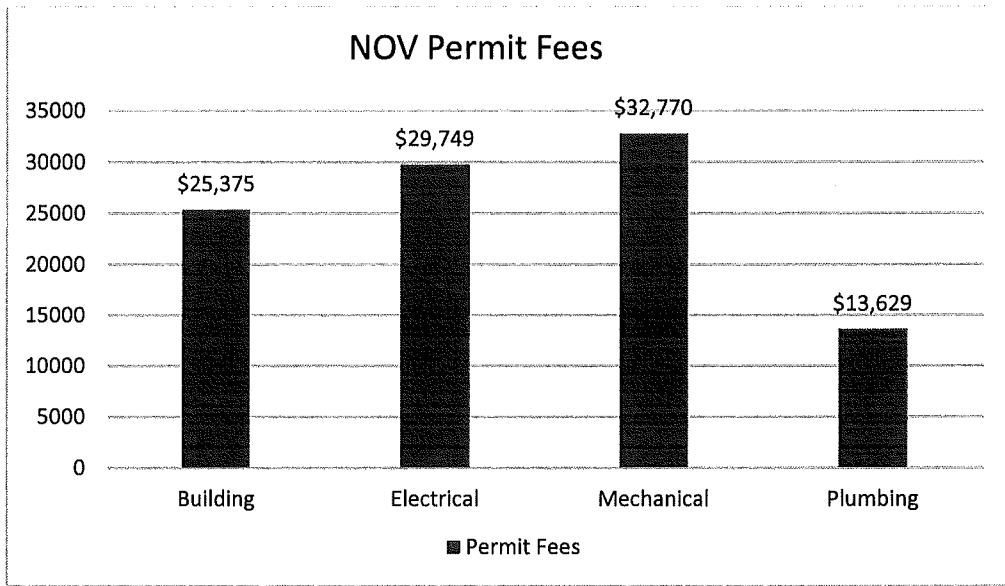
Motion was made by Member Siegle to adjourn the Meeting. Supported by Member Kingsland. Motion carried 7-0.

Respectfully submitted,
Diana Kingsland, Secretary

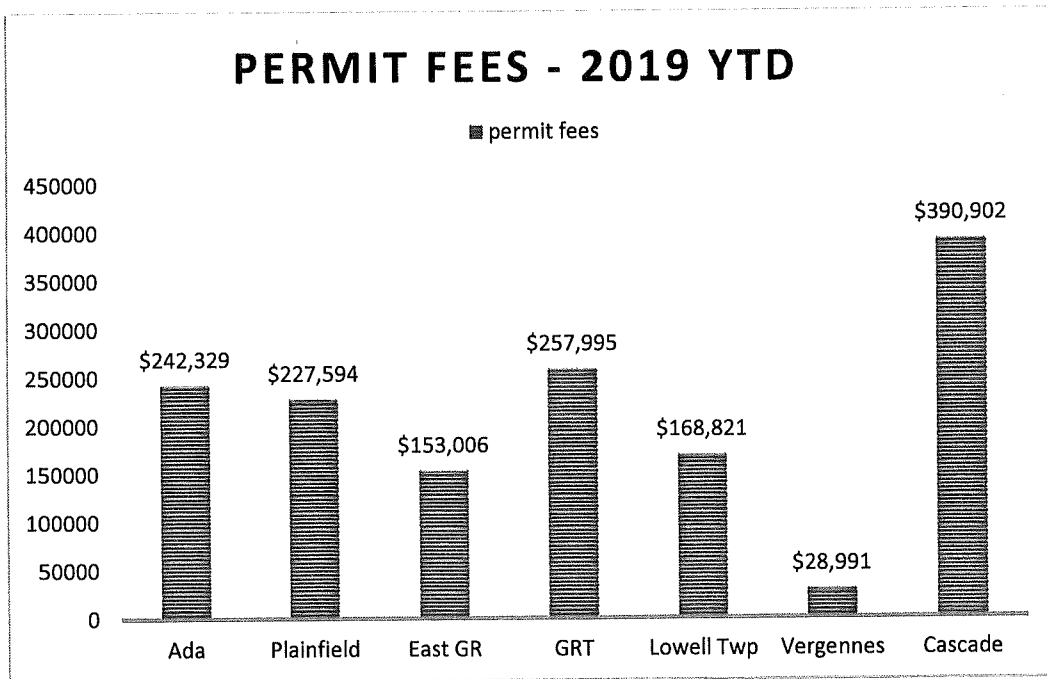
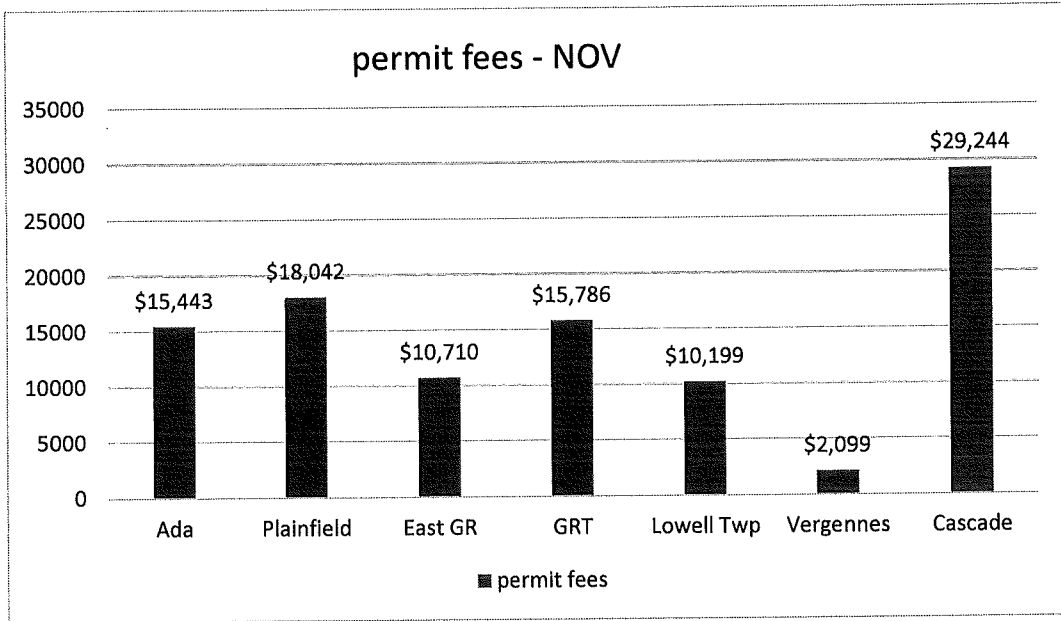
Cascade Inspection Services

NOV 2019

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	1476	\$561,383.50	1888	\$294,093.00	2842	\$335,716.20	1246	\$176,972.00	7452	\$1,368,114.70
NOV										
Cascade	33	\$12,394.00	53	\$7,294.00	69	\$7,328.00	18	\$2,228.00	173	\$29,244.00
Lowell Twp	4	\$1,319.00	19	\$5,491.00	15	\$2,612.25	3	\$777.00	41	\$10,199.25
Ada	19	\$5,051.00	32	\$3,932.00	49	\$4,740.00	14	\$1,720.00	114	\$15,443.00
Vergennes			9	\$961.00	12	\$1,065.00	1	\$73.00	22	\$2,099.00
GR Twp	16	\$3,768.00	31	\$4,233.00	48	\$5,317.00	17	\$2,468.00	112	\$15,786.00
EGR	20	\$2,843.00	21	\$1,958.00	36	\$3,920.00	20	\$1,989.00	97	\$10,710.00
Plainfield			49	\$5,880.00	70	\$7,787.50	28	\$4,374.00	147	\$18,041.50
MONTH TOTAL	92	\$ 25,375.00	214	\$ 29,749.00	299	\$ 32,769.75	101	\$ 13,629.00	706	\$101,522.75
2019 YTD	1568	\$ 586,758.50	2102	\$ 323,842.00	3141	\$ 368,485.95	1347	\$ 190,601.00	8158	\$ 1,469,637.45
TOTAL-2018	1705	\$ 920,876.00	2116	\$ 380,754.00	3585	\$ 456,603.00	1654	\$ 238,664.00	9060	\$ 1,996,897.00
TOTAL-2017	1758	\$ 753,389.00	2210	\$ 376,979.00	3273	\$ 412,867.25	1485	\$ 219,324.00	8726	\$ 1,762,559.25
TOTAL-2016	1475	\$529,552.24	1992	\$310,463.00	3217	\$383,718.00	1404	\$190,762.00	8088	\$ 1,414,495.24
TOTAL-2015	1510	\$ 665,025.51	1948	\$ 327,865.00	3070	\$ 385,822.30	1361	\$ 216,089.00	7889	\$ 1,594,801.81
TOTAL-2014	1354	\$ 615,191.80	1780	\$ 297,971.00	2860	\$ 359,989.90	1257	\$ 196,553.00	7251	\$ 1,469,705.70
TOTAL-2013	1241	\$644,712.00	1667	\$288,442.06	2583	\$334,045.70	969	\$142,474.00	6460	\$ 1,409,673.76
TOTAL-2012	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-2011	949	\$410,550.75	990	\$148,549.50	1585	\$189,180.10	753	\$111,023.00	4277	\$ 859,303.35
TOTAL-2010	850	\$309,779.00	1330	\$162,994.00	1644	\$188,927.25	625	\$94,790.00	4449	\$ 756,490.25
TOTAL-2009	712	\$222,039.00	875	\$125,848.00	1313	\$149,101.75	554	\$74,397.00	3463	\$ 571,382.75
TOTAL-2008	848	\$582,100.75	1043	\$147,674.00	1348	\$164,271.30	697	\$91,695.00	3933	\$ 951,266.55
TOTAL-2007	1032	\$336,749.55	1069	\$137,857.00	1447	\$151,002.60	778	\$98,270.00	4326	\$ 723,879.15
TOTAL-2006	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 2019

MONTH	Building		Electrical	Mechanical	Plumbing	TOTAL
	Comm.	Residential				
JANUARY	\$2,335.00	\$3,398.00	\$4,084.00	\$5,960.00	\$3,517.00	\$19,294.00
FEBRUARY	\$1,177.00	\$4,855.00	\$9,292.00	\$5,248.00	\$4,621.00	\$25,193.00
MARCH	\$2,700.00	\$6,501.00	\$3,700.00	\$3,770.00	\$2,404.00	\$19,075.00
APRIL	\$12,168.00	\$6,366.00	\$6,616.00	\$7,656.00	\$3,220.00	\$36,026.00
MAY	\$9,292.00	\$7,211.00	\$4,806.00	\$6,870.00	\$2,948.00	\$31,127.00
JUNE	\$50,807.00	\$4,980.00	\$12,307.00	\$6,250.00	\$2,869.00	\$77,213.00
JULY	\$5,022.00	\$6,117.00	\$4,640.00	\$9,678.25	\$5,054.00	\$30,511.25
AUGUST	\$1,836.00	\$14,655.00	\$4,726.00	\$10,160.00	\$4,086.00	\$35,463.00
SEPTEMBER	\$18,299.00	\$12,448.00	\$6,630.00	\$8,555.00	\$4,081.00	\$50,013.00
OCTOBER	\$16,619.00	\$5,200.00	\$8,004.00	\$8,969.00	\$3,911.00	\$42,703.00
NOVEMBER	\$7,333.00	\$5,061.00	\$7,294.00	\$7,328.00	\$2,228.00	\$29,244.00
DECEMBER						
YEAR END TOTAL	\$127,588.00	\$76,792.00	\$72,099.00	\$80,444.25	\$38,939.00	\$395,862.25
PERMIT # FOR MONTH	13	20	53	69	18	173
PREV PERMIT TOTAL	116	357	391	589	318	1771
PERMIT TOTAL FOR YR	129	377	444	658	336	1944
YEAR TO DATE	2019	\$395,862.25				
YEAR TO DATE	2018	\$513,871.80				
UNDER	\$118,009.55					

CASCADE SINGLE FAMILY HOMES

	NOV	YTD 2019	2018	2017	2016
Number of Permits					
New Residential Homes	4	31	43	57	56
VALUE - RESIDENTIAL	\$ 1,818,917.00	\$ 14,985,045.00	\$ 28,327,352.00	\$ 32,980,308.00	\$ 24,019,640.00

Cascade Twp -Permit Report by Category/ Fee

11/1/2019 12:00: to 11/30/2019 12:0

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee	Work Description
Res. Single Family						
PB19001523	RDI HOMES LLC	5983 HALLIDAY RIDGE DR SE	11/12/2019	393,917	983.00	RESIDENCE W/FINISHED BASEMI
PB19001624	RDI HOMES LLC	5970 HALLIDAY RIDGE DR SE	11/18/2019	325,000	731.00	RESIDENCE W/FINISHED HOME &
PB19001634	DEHAAN BUILDERS I	3010 THORNAPPLE RIV DR SE	11/26/2019	650,000	843.00	RESIDENCE W/FINISHED BASEMI
PB19001640	DEHAAN BUILDERS I	6316 LAMPOST CIRCLE	11/26/2019	450,000	721.00	RESIDENCE W/FINISHED BASEMI
				1,818,917	3,278.00	

4 Permits Value Total **1,818,917** Fee Total **3,278.00**

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 09/01/2019 - 09/30/2019

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
FUND 101 - GENERAL FUND							
09/05/2019	GENF	69930	123NET	EVC 100708	924-000	265	699.00
09/05/2019	GENF	69930	123NET	EVC 100709	924-000	265	699.00
				CHECK GENF 69930 TOTAL FOR FUND 101:			<u>1,398.00</u>
09/05/2019	GENF	69934	ROBERT BEAHAN	REIMBURSE 52 MILES- R. BEAHAN	860-000	171	30.16
09/05/2019	GENF	69934	ROBERT BEAHAN	REIMBURSE MEAL- R. BEAHAN	862-500	171	4.78
09/05/2019	GENF	69934	ROBERT BEAHAN	REIMBURSE CELL- R. BEAHAN	925-000	171	50.00
				CHECK GENF 69934 TOTAL FOR FUND 101:			<u>84.94</u>
09/05/2019	GENF	69938#	CASCADE PRINTING & GRAPHICS	51 X 36 MAP	788-000	262	65.00
09/05/2019	GENF	69938	CASCADE PRINTING & GRAPHICS	49 X 36 MAP	788-000	262	252.00
09/05/2019	GENF	69938	CASCADE PRINTING & GRAPHICS	30 X 21 MAP	788-000	262	415.00
09/05/2019	GENF	69938	CASCADE PRINTING & GRAPHICS	TOWNSHIP ENVELOPES	727-000	295	213.65
				CHECK GENF 69938 TOTAL FOR FUND 101:			<u>945.65</u>
09/05/2019	GENF	69941	CNA SURETY DIRECT BILL	NOTARY BOND- C. LOCKWOOD	787-000	295	55.00
09/05/2019	GENF	69944*#	DTE ENERGY	9100 206 5243 4	923-000	265	36.84
09/05/2019	GENF	69944	DTE ENERGY	9100 206 5254 1	923-000	803	82.47
				CHECK GENF 69944 TOTAL FOR FUND 101:			<u>119.31</u>
09/05/2019	GENF	69946*	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS	718-000	850	218.56
09/05/2019	GENF	69948*#	GRAND RAPIDS CITY TREASURER	WS2064692 2900 TRD TASSEL PK IRRIGATION	927-000	756	892.69
09/05/2019	GENF	69948	GRAND RAPIDS CITY TREASURER	WS2064693 2900 TRD TASSEL PK SW	927-000	756	331.28
09/05/2019	GENF	69948	GRAND RAPIDS CITY TREASURER	WS2064703 2839 TRD MUSEUM	927-000	803	65.40
09/05/2019	GENF	69948	GRAND RAPIDS CITY TREASURER	WS2144359 2839 TRD IRRIGATION MUSEUM	927-000	803	564.27
				CHECK GENF 69948 TOTAL FOR FUND 101:			<u>1,853.64</u>
09/05/2019	GENF	69951*#	THE HOME DEPOT CREDIT SERVICES	COMPLEX MAINTENANCE	931-000	265	927.23
09/05/2019	GENF	69951	THE HOME DEPOT CREDIT SERVICES	COMPLEX MAINTENANCE	931-000	265	319.73
				CHECK GENF 69951 TOTAL FOR FUND 101:			<u>1,246.96</u>
09/05/2019	GENF	69955	ROGER MC CARTY	REIMBURSE 282 MILES- R. MCCARTY	724-000	257	163.56
09/05/2019	GENF	69955	ROGER MC CARTY	REIMBURSE PARKING- R. MCCARTY	860-000	257	1.25
09/05/2019	GENF	69955	ROGER MC CARTY	REIMBURSE 25 MILES- R. MCCARTY	860-000	257	14.50
				CHECK GENF 69955 TOTAL FOR FUND 101:			<u>179.31</u>
09/05/2019	GENF	69957*#	MELSE FIRE PROTECTION LLC	ANNUAL INSPECTION OF FIRE EXTINGUISHERS	931-000	265	33.00
09/05/2019	GENF	69957	MELSE FIRE PROTECTION LLC	ANNUAL INSPECTION OF FIRE EXTINGUISHERS	931-000	265	98.00
09/05/2019	GENF	69957	MELSE FIRE PROTECTION LLC	ANNUAL INSPECTION OF FIRE EXTINGUISHERS	961-000	803	33.00
				CHECK GENF 69957 TOTAL FOR FUND 101:			<u>164.00</u>
09/05/2019	GENF	69959	MINER SUPPLY COMPANY	PARK OPERATING SUPPLIES	756-000	756	316.50
09/05/2019	GENF	69966	MI MUNICIPAL TREAS ASSOCIATION	MMTA FALL CONFERENCE- OXANA SOURINE	724-000	253	339.00
09/05/2019	GENF	69970	RADISSON PLAZA HOTEL	CONF# 50472145 OXANA SOURINE 10/14-10/16	724-000	253	262.50
09/05/2019	GENF	69972*#	REPUBLIC SERVICES	COMPLEX MAINTENANCE REPUBLIC	931-000	265	879.34
09/05/2019	GENF	69972	REPUBLIC SERVICES	PARK MAINTENANCE REPUBLIC	935-000	756	394.67
				CHECK GENF 69972 TOTAL FOR FUND 101:			<u>1,274.01</u>
09/05/2019	GENF	69975	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	32.30

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09/05/2019	GENF	69980*#	VERIZON WIRELESS	SUPERVISOR CELL PHONE	925-000	171	63.74
09/05/2019	GENF	69980	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES	924-100	265	185.80
09/05/2019	GENF	69980	VERIZON WIRELESS	COMM DEV CELL/DATA	925-000	721	103.92
				CHECK GENF 69980 TOTAL FOR FUND 101:			353.46
09/05/2019	GENF	69982	PLAINFIELD TOWNSHIP	WMME DUES 2018-19 B. SWAYZE	723-000	171	125.00
09/06/2019	GENF	5608(A)*#	AQUARIUS LAWN SPRINKLING	OFFICE SYSTEM-1HEAD, 2 RISERS, REPROGRAM	931-000	265	90.20
09/06/2019	GENF	5608(A)	AQUARIUS LAWN SPRINKLING	STATION 1-REPLACED 1 HEAD, FLSH LINES	931-000	265	91.74
09/06/2019	GENF	5608(A)	AQUARIUS LAWN SPRINKLING	TASSELL PARK-REPLACED 2 HEADS, MOVED 1	935-000	756	178.90
09/06/2019	GENF	5608(A)	AQUARIUS LAWN SPRINKLING	MUSEUM-REPLACED 1 HEAD, ADJUSTED OTHERS	935-000	756	62.70
				CHECK GENF 5608(A) TOTAL FOR FUND 101:			423.54
09/06/2019	GENF	5610(A)*#	CONSUMERS ENERGY	103023462197 2867 THORNHILLS AVE SE	921-000	265	28.13
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100000285161 2865 THORNHILLS AVE SE	921-000	265	1,819.66
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100012052419 6569 THORNBROOK ST SE	921-000	265	25.40
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100012548051 5601 WHITNEYVILLE AVE SE	921-000	276	25.40
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100012957591 7200 30TH ST SE	921-000	276	29.64
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100011965082 2870 JACK SMITH AVE SE	926-000	448	93.53
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100012592265 2900 THORNAPPLE RIVER DR	921-000	756	230.33
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100014570673 3804 THORNAPPLE RIVE	921-000	756	221.45
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100014570889 3820 THORNAPPLE RIVER D	921-000	756	45.88
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100012592398 2839 THORNAPPLE RIVER DR	921-000	803	104.87
				CHECK GENF 5610(A) TOTAL FOR FUND 101:			2,624.29
09/06/2019	GENF	5613(A)*#	FISHBECK THOMPSON CARR & HUBER	STANDBY GENERATOR REVIEW AND MEETING	821-000	295	445.50
09/06/2019	GENF	5613(A)	FISHBECK THOMPSON CARR & HUBER	REC PARK GARAGE ESTIMATES	821-000	295	82.50
09/06/2019	GENF	5613(A)	FISHBECK THOMPSON CARR & HUBER	PLANNIGN MAPS	821-000	295	173.01
09/06/2019	GENF	5613(A)	FISHBECK THOMPSON CARR & HUBER	SITE PLAN REVIEW	821-000	295	4,987.50
09/06/2019	GENF	5613(A)	FISHBECK THOMPSON CARR & HUBER	30TH CEMETERY STUDY	974-000	901	4,500.90
09/06/2019	GENF	5613(A)	FISHBECK THOMPSON CARR & HUBER	BURTON PARK DRIVEWAY	975-000	901	889.00
				CHECK GENF 5613(A) TOTAL FOR FUND 101:			11,078.41
09/06/2019	GENF	5617(A)*#	KINGSLAND'S ACE HARDWARE	VEHICLE MAINT	863-000	265	36.87
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	PARK MAINTENANCE	935-000	756	16.99
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	PARK MAINTENANCE	935-000	756	8.98
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	PARK MAINTENANCE	935-000	756	13.54
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	PARK MAINTENANCE	935-000	756	4.49
				CHECK GENF 5617(A) TOTAL FOR FUND 101:			80.87
09/06/2019	GENF	5622(A)	I T RIGHT	RENEWAL OF MAX WEB YEARLY SERVICE	932-000	265	235.00
09/06/2019	GENF	5632(A)*#	WEX BANK	FUEL	864-000	265	1,478.96
09/12/2019	GENF	69984*#	B&V MECHANICAL INC.	REPLACED STRAINER, CALL AUTOMATED LOGIC	931-000	265	339.04
09/12/2019	GENF	69985	CASCADE CHARTER TOWNSHIP	3RD QTR 2019 REVENUE SHARING	999-005	965	10,000.00
09/12/2019	GENF	69987	CASCADE CHARTER TOWNSHIP	GF ALLOCATION TO FIRE SEPTEMBER 2019	999-006	965	33,333.33
09/12/2019	GENF	69989	CONSUMERS ENERGY	STREETLIGHTING AUGUST 2019	926-000	448	10,836.65
09/12/2019	GENF	69989	CONSUMERS ENERGY	STREETLIGHTING AUGUST 2019	926-000	448	68.30
				CHECK GENF 69989 TOTAL FOR FUND 101:			10,904.95
09/12/2019	GENF	69991*#	CINTAS	2019 RUG CLEANING SERVICE COMPLEX	931-000	265	288.67
09/12/2019	GENF	69996	HALLAND HOMES LLC	PLANNING AND ZONING FEES	600-608	000	120.00

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09/12/2019	GENF	69998	KENT COUNTY SUPERVISORS ASSOC	SUP/MGR MEMBERSHIPS KCSA BEAHAN 2019	723-000	171	75.00
09/12/2019	GENF	69999	KENT COMMUNICATIONS INC.	4 NEWSLETTERS AND MAILING	885-000	295	1,893.02
09/12/2019	GENF	70001	STATE OF MICHIGAN - MDOT	TRAFFIC SIGNALS	927-100	448	69.18
09/12/2019	GENF	70002	MELSE FIRE PROTECTION LLC	VEHICLE MAINT	863-000	265	119.00
09/12/2019	GENF	70004*#	MINER SUPPLY COMPANY	COMPLEX MAINTENANCE	931-000	265	94.92
09/12/2019	GENF	70034	MLIVE MEDIA GROUP	19:3532	900-000	721	136.00
09/12/2019	GENF	70034	MLIVE MEDIA GROUP	19:3549	900-000	721	136.00
09/12/2019	GENF	70034	MLIVE MEDIA GROUP	19:3550	900-000	721	167.50
09/12/2019	GENF	70034	MLIVE MEDIA GROUP	19:3551	900-000	721	146.50
09/12/2019	GENF	70034	MLIVE MEDIA GROUP	CHICK-FIL-A ORD #5	900-000	721	665.20
				CHECK GENF 70034 TOTAL FOR FUND 101:			1,251.20
09/12/2019	GENF	70035	MUNIWEB	WEBSITE HOSTING	815-000	295	228.00
09/12/2019	GENF	70042*#	VERIZON WIRELESS	TRUSTEE CELL PHONES	924-100	101	47.15
09/12/2019	GENF	70042	VERIZON WIRELESS	SUPERVISOR CELL PHONE	925-000	171	391.43
09/12/2019	GENF	70042	VERIZON WIRELESS	CLERK CELL PHONE	925-000	215	31.43
09/12/2019	GENF	70042	VERIZON WIRELESS	TREASURER'S CELL PHONES	924-100	253	15.72
09/12/2019	GENF	70042	VERIZON WIRELESS	CELL PHONES/DATA	924-100	257	15.72
09/12/2019	GENF	70042	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES	924-100	265	31.44
09/12/2019	GENF	70042	VERIZON WIRELESS	CELL PHONES/DATA	924-100	295	15.72
09/12/2019	GENF	70042	VERIZON WIRELESS	COMM DEV CELL/DATA	925-000	721	31.44
				CHECK GENF 70042 TOTAL FOR FUND 101:			580.05
09/13/2019	GENF	5636(A)	EASTERN FLORAL & GIFTS	PLANT MAINTENANCE SEPT 2019	787-000	295	54.00
09/13/2019	GENF	5637(A)	NAPA AUTO PARTS	VEHICLE MAINT	863-000	265	81.87
09/13/2019	GENF	5638(A)	KONICA MINOLTA BUSINESS SOLUTIONS	C308 PRINTING COSTS	900-000	295	74.34
09/13/2019	GENF	5638(A)	KONICA MINOLTA BUSINESS SOLUTIONS	C558 PRINTING COSTS	900-000	295	218.51
09/13/2019	GENF	5638(A)	KONICA MINOLTA BUSINESS SOLUTIONS	C308 PRINTING COSTS	900-000	295	69.65
				CHECK GENF 5638(A) TOTAL FOR FUND 101:			362.50
09/13/2019	GENF	5639(A)	PITNEY BOWES GLOBAL	POSTAGE MACHINE LEASE	941-000	295	688.17
09/19/2019	GENF	70046	B&V MECHANICAL INC.	COMPLEX MAINTENANCE	931-000	265	123.00
09/19/2019	GENF	70049*#	FIRST BANKCARD	ICMA CONFERENCE- B. SWAYZE	724-000	171	765.00
09/19/2019	GENF	70049	FIRST BANKCARD	ELGL ROADTRIP- B. SWAYZE	724-000	171	60.00
09/19/2019	GENF	70049	FIRST BANKCARD	MANAGER EXPENSE ACCOUNT	862-500	171	16.16
09/19/2019	GENF	70049	FIRST BANKCARD	OFFICE EQUIPMENT	981-000	171	299.00
09/19/2019	GENF	70049	FIRST BANKCARD	MER CONFERENCE- D. BIEGALLE	724-000	215	175.00
09/19/2019	GENF	70049	FIRST BANKCARD	HOTEL RESERVATION- R. MCCARTY	724-000	257	386.64
09/19/2019	GENF	70049	FIRST BANKCARD	COMPLEX PHONES	924-000	265	0.99
09/19/2019	GENF	70049	FIRST BANKCARD	PAINT	727-000	295	32.84
09/19/2019	GENF	70049	FIRST BANKCARD	MER CONFERENCE- S. FAST	724-000	721	250.00
09/19/2019	GENF	70049	FIRST BANKCARD	MWEA REGISTRATION- S. PETERSON	724-000	721	210.00
09/19/2019	GENF	70049	FIRST BANKCARD	COMM DEV EXPENSE ACCOUNT	862-500	721	31.20
09/19/2019	GENF	70049	FIRST BANKCARD	COMM DEV EXPENSE ACCOUNT	862-500	721	30.29
				CHECK GENF 70049 TOTAL FOR FUND 101:			2,257.12
09/19/2019	GENF	70050	FRAMES UNLIMITED	ELECTION MISC EXPENSES	788-000	262	142.80

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09/19/2019	GENF	70054	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	131.29
09/19/2019	GENF	70062	POSITIVE PROMOTIONS, INC	HALLOWEEN	881-200	295	436.48
09/20/2019	GENF	5650(A)*	DELTA DENTAL	DENTAL INSURANCE BENEFITS	721-000	850	1,769.80
09/26/2019	GENF	70073**	COMCAST	COMPLEX PHONES	924-000	265	168.62
09/26/2019	GENF	70073	COMCAST	PARK PHONES	924-000	756	22.99
				CHECK GENF 70073 TOTAL FOR FUND 101:			<u>191.61</u>
09/26/2019	GENF	70074	DIESELTEC INC	2012 F250, LICENSE 015X241	863-000	265	983.87
09/26/2019	GENF	70076	LOWE'S	LUMBER	931-000	265	** VOIDED **
09/26/2019	GENF	70081**	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H (C) GF	231-220	000	11.70
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H (C) FIRE	231-220	000	19.50
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H (C) BLDG	231-220	000	3.90
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (D) GF	231-221	000	17.00
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (D) FIRE	231-221	000	36.00
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (E) GF	231-221	000	78.10
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (E) FIR	231-221	000	273.30
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (E) BLDG	231-221	000	50.00
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	LIFE LTD BENEFITS (F)	720-000	850	614.69
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	LIFE INSURANCE BENEFITS (A)	720-000	850	237.38
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	LIFE AD&D BENEFITS (B)	720-000	850	36.10
				CHECK GENF 70081 TOTAL FOR FUND 101:			<u>1,377.67</u>
09/26/2019	GENF	70084	SOURINE, OXANA	TREASURER MILEAGE	860-000	253	64.38
09/26/2019	GENF	70085**	SUPPLYGEEKS.BIZ	GENERAL FUND OFFICE SUPPLIES	727-000	295	111.82
09/26/2019	GENF	70089**	WINDSTREAM	CELL PHONES/DATA	924-100	295	194.47
09/26/2019	GENF	70089	WINDSTREAM	PARK PHONES	924-000	756	129.65
				CHECK GENF 70089 TOTAL FOR FUND 101:			<u>324.12</u>
09/27/2019	GENF	34(E)*	WEST MICHIGAN HEALTH INSURANCE POOL	HEALTH INSURANCE BENEFITS	719-000	850	17,408.22
09/27/2019	GENF	5663(A)	AQUARIUS LAWN SPRINKLING	SPRINKLER HEAD MAINTENANCE	935-000	756	686.03
09/27/2019	GENF	5665(A)	CRYSTAL FLASH ENERGY	PROPANE DELIVERY FOR B&G	935-000	756	413.48
				Total for fund 101 GENERAL FUND			<u>111,793.80</u>
FUND 151- CEMETERY FUND							
09/05/2019	GENF	69957**	MELSE FIRE PROTECTION LLC	ANNUAL INSPECTION OF FIRE EXTINGUISHERS	931-000	276	33.00
				Total for fund 151 CEMETERY TRUST FUND			<u>33.00</u>
FUND 206 - FIRE FUND							
09/05/2019	GENF	69932	ANDREW ALBRIGHT	REIMBURSE MEAL TICKET- A. ALBRIGHT	787-000	336	181.88
09/05/2019	GENF	69937	B&V MECHANICAL INC.	HVAC REPAIR	936-002	336	216.00
09/05/2019	GENF	69942	COMCAST	ACCT 8529112730015086 SEPT 2019	850-000	336	94.90
09/05/2019	GENF	69944**	DTE ENERGY	9100 206 5269 9	928-000	336	54.95

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09/05/2019	GENF	69946*	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS	718-000	850	198.15
09/05/2019	GENF	69947	THE GOODYEAR TIRE & RUBBER CO.	E-6 TIRES	938-000	336	2,210.22
09/05/2019	GENF	69948**	GRAND RAPIDS CITY TREASURER	WS2059561 2990 BUTTRICK FIRE/WATER	928-000	336	120.83
09/05/2019	GENF	69948	GRAND RAPIDS CITY TREASURER	WS2059560 2990 BUTTRICK FIRE PROTECTION	928-000	336	56.66
09/05/2019	GENF	69948	GRAND RAPIDS CITY TREASURER	WS 2059562 2990 BUTTRICK IRRIGATION	928-000	336	534.69
				CHECK GENF 69948 TOTAL FOR FUND 206:			<u>712.18</u>
09/05/2019	GENF	69951**	THE HOME DEPOT CREDIT SERVICES	FIRE SUPPLEMENTAL EQUIPMENT	958-000	336	145.54
09/05/2019	GENF	69953	J&B MEDICAL SUPPLY	FIRE SUPPLEMENTAL EQUIPMENT	958-000	336	69.98
09/05/2019	GENF	69967	PHOENIX SAFETY OUTFITTERS	FIRE PROTECTIVE CLOTHING	959-000	336	75.00
09/05/2019	GENF	69972**	REPUBLIC SERVICES	FIRE STATION MAINT REPUBLIC	936-002	336	316.14
09/05/2019	GENF	69977	TECH MASTER INC	E-5 MAINTENANCE	938-000	336	1,627.23
09/05/2019	GENF	69977	TECH MASTER INC	PORTABLE FAN MAINTENANCE	938-000	336	69.87
				CHECK GENF 69977 TOTAL FOR FUND 206:			<u>1,697.10</u>
09/05/2019	GENF	69980**	VERIZON WIRELESS	COMMUNICATIONS	850-000	336	113.92
09/06/2019	GENF	5607(A)	5 ALARM	ANNUAL FLOW TESTS	958-000	336	1,580.00
09/06/2019	GENF	5608(A)**	AQUARIUS LAWN SPRINKLING	STATION 2-REPLACED 1 HEAD, PROGRM CONTRL	936-000	336	92.99
09/06/2019	GENF	5609(A)	BATTERIES PLUS - 383	FIRE SUPPLEMENTAL EQUIPMENT	958-000	336	35.95
09/06/2019	GENF	5610(A)**	CONSUMERS ENERGY	100012762959 2990 BUTTRICK AVE SE	928-000	336	973.84
09/06/2019	GENF	5614(A)	FUEL MANAGEMENT SYSTEM	FIRE FUELS	745-000	336	137.99
09/06/2019	GENF	5614(A)	FUEL MANAGEMENT SYSTEM	FIRE FUELS DISCOUNT	745-000	336	(4.22)
				CHECK GENF 5614(A) TOTAL FOR FUND 206:			<u>133.77</u>
09/06/2019	GENF	5615(A)	NAPA AUTO PARTS	FIRE EQUIPMENT MAINT	938-000	336	19.99
09/06/2019	GENF	5617(A)**	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT	936-000	336	2.81
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT	936-000	336	3.59
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	FIRE STATION MAINT/BUTTRICK	936-002	336	3.23
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	FIRE EQUIPMENT MAINT	938-000	336	27.84
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	FIRE EQUIPMENT MAINT	938-000	336	17.07
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	FIRE EQUIPMENT MAINT	938-000	336	2.69
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	FIRE SUPPLEMENTAL EQUIPMENT	958-000	336	17.99
				CHECK GENF 5617(A) TOTAL FOR FUND 206:			<u>75.22</u>
09/06/2019	GENF	5632(A)**	WEX BANK	FIRE FUELS	745-000	336	1,650.88
09/12/2019	GENF	69984**	B&V MECHANICAL INC.	FIRE STATION MAINT	936-000	336	153.00
09/12/2019	GENF	69991**	CINTAS	2019 RUG CLEANING SERVICE FIRE	936-000	336	196.70
09/12/2019	GENF	69993	DETTWILER, JOSHUA	FIRE EDUCATION	724-000	336	35.00

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09/12/2019	GENF	69994	FORZLEY, COLIN	FIRE UNIFORMS	768-000	336	80.00
09/12/2019	GENF	69997	J&B MEDICAL SUPPLY	FIRE SUPPLEMENTAL EQUIPMENT	958-000	336	118.23
09/12/2019	GENF	70003	MIDSTATE SECURITY CO.	CARD READER MAINTENANCE	932-000	336	332.50
09/12/2019	GENF	70036	PHOENIX SAFETY OUTFITTERS	FLASHLIGHTS	959-000	336	2,434.66
09/12/2019	GENF	70037	POOLMAN, MICHAEL	REIMBURSE TUITION- M. POOLMAN	725-000	336	163.00
09/12/2019	GENF	70038	RIVERHOUSE	TSHIRTS	768-000	336	271.70
09/12/2019	GENF	70042*#	VERIZON WIRELESS	COMMUNICATIONS	850-000	336	15.72
09/12/2019	GENF	70042	VERIZON WIRELESS	COMMUNICATIONS	850-000	336	152.04
				CHECK GENF 70042 TOTAL FOR FUND 206:			<u>167.76</u>
09/13/2019	GENF	5634(A)*#	AQUARIUS LAWN SPRINKLING	FIRE STATION MAINT/BUTTRICK	936-002	336	159.45
09/13/2019	GENF	5635(A)	DINGES FIRE CO.	FIRE SUPPLEMENTAL EQUIPMENT	958-000	336	114.57
09/13/2019	GENF	5648(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	11.95
09/13/2019	GENF	5648(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	11.95
				CHECK GENF 5648(A) TOTAL FOR FUND 206:			<u>23.90</u>
09/13/2019	GENF	5649(A)	WEST INVESTIGATIONS INC	CRIMINAL BACKGROUND CHECK- J. BARKER	803-000	336	60.00
09/13/2019	GENF	5649(A)	WEST INVESTIGATIONS INC	BACKGROUND CHECK- J. GOLDBERG	803-000	336	60.00
09/13/2019	GENF	5649(A)	WEST INVESTIGATIONS INC	BACKGROUND CHECK- L. MCCARTHY	803-000	336	70.00
				CHECK GENF 5649(A) TOTAL FOR FUND 206:			<u>190.00</u>
09/19/2019	GENF	70049*#	FIRST BANKCARD	FALL LIVE BURN TRAINING	724-000	336	1,500.00
09/19/2019	GENF	70049	FIRST BANKCARD	FIRE EDUCATION	724-000	336	20.00
09/19/2019	GENF	70049	FIRST BANKCARD	FIRE EDUCATION	724-000	336	20.00
09/19/2019	GENF	70049	FIRST BANKCARD	MISCELLANEOUS	787-000	336	81.00
09/19/2019	GENF	70049	FIRST BANKCARD	FIRE SUPPLEMENTAL EQUIPMENT	958-000	336	406.81
				CHECK GENF 70049 TOTAL FOR FUND 206:			<u>2,027.81</u>
09/19/2019	GENF	70051	GREAT AMERICA FINANCIAL SERVICE	ANNUAL COPIER	939-000	336	264.59
09/19/2019	GENF	70061	NATIONAL HOSE TESTING SPECIALTIES	ANNUAL TESTING	938-000	336	3,477.05
09/19/2019	GENF	70069	VERIZON WIRELESS	ACCT #542095061-00001 SEPT	850-000	336	320.08
09/20/2019	GENF	5650(A)*	DELTA DENTAL	DENTAL INSURANCE BENEFITS	721-000	850	2,229.21
09/20/2019	GENF	5651(A)	FUEL MANAGEMENT SYSTEM	FIRE FUELS	745-000	336	63.09
09/20/2019	GENF	5651(A)	FUEL MANAGEMENT SYSTEM	FIRE FUELS DISCOUNT	745-000	336	(1.93)
				CHECK GENF 5651(A) TOTAL FOR FUND 206:			<u>61.16</u>
09/20/2019	GENF	5661(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	43.15
09/26/2019	GENF	70073*#	COMCAST	COMMUNICATIONS	850-000	336	114.96

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09/26/2019	GENF	70077	MI ASSOCIATION OF FIRE CHIEFS	FIRE MEMBERSHIP AND DUES- MAFC A. MAGERS	723-000	336	125.00
09/26/2019	GENF	70078	MAKUCH, JOHN	FIRE TUITION - J.MAKUCH	725-000	336	810.00
09/26/2019	GENF	70081**	MUTUAL OF OMAHA INSURANCE	LIFE AD&D BENEFITS (B)	720-000	850	49.94
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	LIFE INSURANCE BENEFITS (A)	720-000	850	328.50
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	LIFE LTD BENEFITS (F)	720-000	850	798.59
				CHECK GENF 70081 TOTAL FOR FUND 206:			<u>1,177.03</u>
09/26/2019	GENF	70082	DOUG POOLMAN	FIRE EDUCATION - HOTEL REIMB	724-000	336	117.00
09/26/2019	GENF	70083	STEVEN RIDDLE	FIRE MEMBERSHIP AND DUES - S.RIDDLE	723-000	336	80.00
09/26/2019	GENF	70085**	SUPPLYGEEKS.BIZ	FIRE FUND OFFICE SUPPLIES	727-000	336	37.17
09/26/2019	GENF	70087	TECH MASTER INC	E8 FANSET	938-000	336	12.15
09/26/2019	GENF	70087	TECH MASTER INC	E8 HYDPUMP	938-000	336	69.87
09/26/2019	GENF	70087	TECH MASTER INC	E6	938-000	336	3,480.99
09/26/2019	GENF	70087	TECH MASTER INC	E6 FAN	938-000	336	69.87
09/26/2019	GENF	70087	TECH MASTER INC	E6 COOLANT	938-000	336	69.87
09/26/2019	GENF	70087	TECH MASTER INC	R7	938-000	336	812.50
09/26/2019	GENF	70087	TECH MASTER INC	R7 HYD	938-000	336	77.87
				CHECK GENF 70087 TOTAL FOR FUND 206:			<u>4,593.12</u>
09/26/2019	GENF	70088	VILLAGE BIKE SHOP	EQUIP REPAIR	958-000	336	778.00
09/26/2019	GENF	70089**	WINDSTREAM	COMMUNICATIONS	850-000	336	388.94
09/27/2019	GENF	34(E)*	WEST MICHIGAN HEALTH INSURANCE POOL	HEALTH INSURANCE BENEFITS	719-000	850	16,984.61
09/27/2019	GENF	5664(A)	CASCADE AUTOMOTIVE SERVICE	CAR 1 BATTERY	938-000	336	256.36
09/27/2019	GENF	5677(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	32.75
				Total for fund 206 FIRE FUND			<u>49,007.06</u>
FUND 207 - POLICE FUND							
09/06/2019	GENF	5616(A)	KENT COUNTY TREASURER	SHERIFF PROTECTION JULY 2019	801-000	301	45,858.56
09/27/2019	GENF	5666(A)	KENT COUNTY TREASURER	SHERIFF PROTECTION AUG 2019	801-000	301	53,017.00
				Total for fund 207 POLICE FUND			<u>98,875.56</u>
FUND 209 - OPEN SPACE FUND							
09/05/2019	GENF	69948**	GRAND RAPIDS CITY TREASURER	WS2049855 6805 BURTON PK WATER	927-000	751	100.79
09/05/2019	GENF	69951**	THE HOME DEPOT CREDIT SERVICES	PARK MAINTENANCE	935-000	751	55.00
09/06/2019	GENF	5610(A)**	CONSUMERS ENERGY	100041772151 6803 BURTON ST SE	921-000	751	152.91
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100061096465 6803 BURTON ST SE	921-000	751	25.40
				CHECK GENF 5610(A) TOTAL FOR FUND 209:			<u>178.31</u>
09/12/2019	GENF	69990	CHASE BANK	BOND INTEREST REFINANCE	992-201	990	25,879.60
09/12/2019	GENF	69995	GRAND RAPIDS CITY TREASURER	SEWER 6803 BURTON WS2171840	927-000	751	122.14

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09/27/2019	GENF	5667(A)	KERKSTRA PORTABLE RESTROOM SERVICE	RESTROOM RENTAL OCT 2019	935-000	751	125.00
				Total for fund 209 CCT OPEN SPACE			26,460.84
FUND 216 - PATHWAYS FUND							
09/05/2019	GENF	69951**	THE HOME DEPOT CREDIT SERVICES	ROUNDUP WEED & FEED REFILL	728-000	758	239.76
09/05/2019	GENF	69951	THE HOME DEPOT CREDIT SERVICES	ROUNDUP, MOSS&ALGAE READYUSE TREATMENT	931-000	758	256.74
				CHECK GENF 69951 TOTAL FOR FUND 216:			496.50
09/06/2019	GENF	5613(A)**	FISHBECK THOMPSON CARR & HUBER	PATHWAY REPAIRS	821-100	758	288.75
09/06/2019	GENF	5613(A)	FISHBECK THOMPSON CARR & HUBER	SMALL PATHWAY REPAIR PROJECT	821-100	758	617.00
09/06/2019	GENF	5613(A)	FISHBECK THOMPSON CARR & HUBER	MILLAGE PATHWAY EXPANSION	821-100	758	11,965.04
				CHECK GENF 5613(A) TOTAL FOR FUND 216:			12,870.79
09/06/2019	GENF	5617(A)**	KINGSLAND'S ACE HARDWARE	MAINT & REPAIR	931-000	758	13.12
09/26/2019	GENF	70075	LAKE COUNTRY CORPORATION	12 SINGLE SIDED SIGNS	955-000	758	394.56
				Total for fund 216 PATHWAYS FUND			13,774.97
FUND 246 - IRF							
09/06/2019	GENF	5613(A)**	FISHBECK THOMPSON CARR & HUBER	WATER SYSTEM MASTER PLANNING	974-000	901	499.00
				Total for fund 246 IRF			499.00
FUND 248 - DDA FUND							
09/05/2019	GENF	69933	AWARD PLUS	Metro Cruise warmup Dash Plaques	931-300	170	225.00
09/05/2019	GENF	69948**	GRAND RAPIDS CITY TREASURER	WS2060194 6818 CASCADE RD SE DDA WATER	927-000	170	530.12
09/05/2019	GENF	69956	MICHIGAN DOWNTOWN ASSOCIATION	MEMBERSHIP DUES	723-000	170	575.00
09/05/2019	GENF	69980**	VERIZON WIRELESS	CELL PHONES	924-100	170	50.69
09/06/2019	GENF	5608(A)**	AQUARIUS LAWN SPRINKLING	BARBER SHOP-REPLACED 3 HEADS, MISC REPRS	931-000	170	204.91
09/06/2019	GENF	5608(A)	AQUARIUS LAWN SPRINKLING	OLD28TH-INSTALLED FAUCET ON SYSTEM	931-000	170	217.18
09/06/2019	GENF	5608(A)	AQUARIUS LAWN SPRINKLING	28TH ST-REPLACED 6 HEADS, ADJUSTED OTHER	931-000	170	404.85
09/06/2019	GENF	5608(A)	AQUARIUS LAWN SPRINKLING	VILLAGE-REPAIRED/CLEANED VALVE 4	931-000	170	127.50
				CHECK GENF 5608(A) TOTAL FOR FUND 248:			954.44
09/06/2019	GENF	5610(A)**	CONSUMERS ENERGY	100041059393 6282 28TH ST SE	921-000	170	97.97
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100063460503 5770 FOREMOST DR SE	921-000	170	130.52
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100066874924 2990 LUCERNE DR SE	921-000	170	154.28
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100054379084 5196 28TH ST SE	921-000	170	194.02
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100054393572 5434 28TH ST SE	921-000	170	70.18
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100041058650 6116 28TH ST SE	921-000	170	69.35
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100041059278 5905 28TH ST SE	921-000	170	85.59
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100041081355 5613 28TH ST SE	921-000	170	68.13
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100012017115 6753 OLD 28TH ST SE	921-000	170	174.49
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100012017305 6610 28TH ST SE	921-000	170	120.56
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100012213862 6658 28TH ST	921-000	170	25.81
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100011901541 6800 CASCADE RD SE	921-000	170	220.23
09/06/2019	GENF	5610(A)	CONSUMERS ENERGY	100011901814 6811 CASCADE RD SE	921-000	170	106.77
				CHECK GENF 5610(A) TOTAL FOR FUND 248:			1,517.90
09/06/2019	GENF	5613(A)**	FISHBECK THOMPSON CARR & HUBER	ENVIRONMENTAL ISSUES DDA LAND	821-000	170	228.50
09/06/2019	GENF	5613(A)	FISHBECK THOMPSON CARR & HUBER	SIDEWALK AND LIGHTS ORCH VISTA AND CHARL	821-000	170	9,775.90
09/06/2019	GENF	5613(A)	FISHBECK THOMPSON CARR & HUBER	DDA PATHWAY	821-000	170	10,345.50
				CHECK GENF 5613(A) TOTAL FOR FUND 248:			20,349.90
09/06/2019	GENF	5617(A)**	KINGSLAND'S ACE HARDWARE	MAINT & REPAIR/IMPROVEMENTS	931-000	170	2.98
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	MAINT & REPAIR/IMPROVEMENTS	931-000	170	69.40

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09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	MAINT & REPAIR/IMPROVEMENTS	931-000	170	12.39
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	MAINT & REPAIR/IMPROVEMENTS	931-000	170	69.40
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	MAINT & REPAIR/IMPROVEMENTS	931-000	170	(10.00)
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	MAINT & REPAIR/IMPROVEMENTS	931-000	170	(10.00)
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	DDA REPAIR & MAINT- METRO CRUISE WU	931-300	170	476.98
				CHECK GENF 5617(A) TOTAL FOR FUND 248:			611.15
09/06/2019	GENF	5621(A)	PLUMMERS DISPOSAL SERVICE	RESTROOMS & HANDWASHING STATIONS	931-300	170	425.00
09/12/2019	GENF	69983	ANLAAN CORPORATION	CENTENNIAL PARK SIDEWALKS AND MEDIAN	821-000	170	164,251.86
09/12/2019	GENF	70000	KNOPPERS, JOHN	DDA REPAIR & MAINT- METRO CRUISE WU	931-300	170	88.95
09/12/2019	GENF	70042*#	VERIZON WIRELESS	CELL PHONES	924-100	170	15.72
09/13/2019	GENF	5634(A)*#	AQUARIUS LAWN SPRINKLING	WATER VALVE INSTALLATION-OLD 28TH ST	931-000	170	489.42
09/19/2019	GENF	70049*#	FIRST BANKCARD	DDA REPAIR & MAINT- METRO CRUISE WU	931-300	170	873.10
09/19/2019	GENF	70049	FIRST BANKCARD	DDA REPAIR & MAINT- METRO CRUISE WU	931-300	170	(174.62)
09/19/2019	GENF	70049	FIRST BANKCARD	DDA REPAIR & MAINT- METRO CRUISE WU	931-300	170	17.74
				CHECK GENF 70049 TOTAL FOR FUND 248:			716.22
09/19/2019	GENF	70060	MUNIWEB	WEBSITE HOSTING MADEINCASCADE.ORG	787-000	170	135.00
09/19/2019	GENF	70063	RIVERHOUSE	TSHIRTS FOR METRO CRUISE WARMUP	931-300	170	947.10
09/27/2019	GENF	5672(A)	THE LIGHT BULB COMPANY	13 BULBS - MP1004THXHK 06503	931-000	170	1,335.43
09/27/2019	GENF	5678(A)	WEST MICHIGAN TREE SERVICE	BROKEN ELM@OLD 28TH W/BUCKET TRUCK	931-000	170	388.00
				Total for fund 248 DDA			193,606.90
FUND 249 - BUILDING FUND							
09/05/2019	GENF	69931	ADA TOWNSHIP	PERMITS DUE TO ADA TWP	964-400	964	3,295.15
09/05/2019	GENF	69935	BENOIT, BILL	REIMBURSE 384 MILES- B. BENOIT	860-000	371	222.72
09/05/2019	GENF	69936	BIEGALLE, JEFFREY	REIMBURSE 592 MILES- J. BIEGALLE	860-000	371	343.36
09/05/2019	GENF	69939	CASCADE CHARTER TOWNSHIP	PERMITS DUE CASCADE TWP	964-800	964	7,092.60
09/05/2019	GENF	69940	CASCADE CHARTER TOWNSHIP	S/W CONNECTION- 6454 CASCADE RD	237-000	000	1,100.00
09/05/2019	GENF	69940	CASCADE CHARTER TOWNSHIP	S/W CONNECTION- 2726 ORANGE CT SE	237-000	000	2,200.00
09/05/2019	GENF	69940	CASCADE CHARTER TOWNSHIP	S/W CONNECTION- 2800 CASCADE SPRINGS	237-000	000	1,100.00
09/05/2019	GENF	69940	CASCADE CHARTER TOWNSHIP	DUE TO I.R.F.- S&W CONNECTIONS	237-000	000	2,200.00
				CHECK GENF 69940 TOTAL FOR FUND 249:			6,600.00
09/05/2019	GENF	69943	KEN DAVIS	REIMBURSE 422 MILES- K. DAVIS	860-000	371	244.76
09/05/2019	GENF	69946*	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS	718-000	850	119.36
09/05/2019	GENF	69949	GRAND RAPIDS CHARTER TOWNSHIP	PERMITS DUE TO GR TWP	964-300	964	4,959.55
09/05/2019	GENF	69950	DANIEL L HEYER	REIMBURSE 216 MILES- D. HEYER	860-000	371	125.28

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09/05/2019	GENF	69952	HUYSER, DANIEL A.	REIMBURSE 577 MILES- D. HUYSER	860-000	371	334.66
09/05/2019	GENF	69954	KUTCHINS, JULIE	REIMBURSE 16 MILES- J. KUTCHINS	860-000	371	9.28
09/05/2019	GENF	69958	VINCENT MILITO	REIMBURSE 580 MILES- V. MILITO	860-000	371	336.40
09/05/2019	GENF	69968	PLBG INSPECTORS' ASSOC OF MI	PIAM CONFERENCE- J. BIEGALLE	724-000	371	250.00
09/05/2019	GENF	69969	PLBG INSPECTORS' ASSOC OF MI	PIAM CONFERENCE- D. HEYER	724-000	371	250.00
09/05/2019	GENF	69971	REITSMA, RON	REIMBURSE 62 MILES- R. REITSMA	860-000	371	35.96
09/05/2019	GENF	69973	ROWLADER, DENNIS	REIMBURSE 386 MILES- D. ROWLADER	860-000	371	223.88
09/05/2019	GENF	69974	RON SABIN	REIMBURSE 520 MILES- R. SABIN	860-000	371	301.60
09/05/2019	GENF	69979	VANDERLAAN, TOM	REIMBURSE 115 MILES- T. VANDERLAAN	860-000	371	66.70
09/05/2019	GENF	69980*#	VERIZON WIRELESS	CELL PHONES	924-100	371	461.29
09/05/2019	GENF	69981	BRIAN WILSON	REIMBURSE 325 MILES- B. WILSON	860-000	371	188.50
09/06/2019	GENF	5611(A)	EAST GRAND RAPIDS/CITY OF	PERMITS DUE TO EAST GR	964-500	964	3,310.00
09/06/2019	GENF	5612(A)	FIRST CHOICE COFFEE SERVICE	COFFEE SERVICE FOR BLDG DEPT	939-000	371	92.83
09/06/2019	GENF	5618(A)	KONICA MINOLTA BUSINESS SOLUTIONS	C454 AUGUST 2019	939-000	371	52.67
09/06/2019	GENF	5619(A)	LOWELL TOWNSHIP	AUGUST 2019 PERMITS	964-100	964	9,926.60
09/06/2019	GENF	5620(A)	PLAINFIELD CHARTER TOWNSHIP	PERMITS DUE PLAINFIELD	964-600	964	3,712.20
09/06/2019	GENF	5631(A)	VERGENNES TOWNSHIP	PERMITS DUE TO VERGENNES TWP	964-200	964	619.00
09/12/2019	GENF	69988	CASCADE CHARTER TOWNSHIP	DUE TO I.R.F.- S&W CONNECTIONS	237-000	000	14,300.00
09/12/2019	GENF	69992	CODE OFFICIALS CONFERENCE OF MI	COCM FALL CONFERENCE- R. SABIN	724-000	371	325.00
09/12/2019	GENF	70039	SUPPLYGEEKS.BIZ	OFFICE SUPPLIES	727-000	371	89.30
09/12/2019	GENF	70039	SUPPLYGEEKS.BIZ	OFFICE SUPPLIES	727-000	371	19.80
				CHECK GENF 70039 TOTAL FOR FUND 249:			109.10
09/12/2019	GENF	70042*#	VERIZON WIRELESS	CELL PHONES	924-100	371	141.46
09/12/2019	GENF	70042	VERIZON WIRELESS	CELL PHONES	924-100	371	41.56
				CHECK GENF 70042 TOTAL FOR FUND 249:			183.02
09/13/2019	GENF	5633(A)	3040 CHARLEVOIX II, LLC	RENT 3040 CHARLEVOIX OCTOBER 2019	940-000	371	5,030.64
09/19/2019	GENF	70043	BENOIT, BILL	REIMBURSE 596 MILES- B. BENOIT	860-000	371	345.68

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09/19/2019	GENF	70044	BIEGALLE, JEFFREY	REIMBURSE 518 MILES- J. BIEGALLE	860-000	371	300.44
09/19/2019	GENF	70047	CASCADE CHARTER TOWNSHIP	DUE TO I.R.F.- S&W CONNECTIONS	237-000	000	1,100.00
09/19/2019	GENF	70047	CASCADE CHARTER TOWNSHIP	DUE TO I.R.F.- S&W CONNECTIONS	237-000	000	1,100.00
09/19/2019	GENF	70047	CASCADE CHARTER TOWNSHIP	DUE TO I.R.F.- S&W CONNECTIONS	237-000	000	2,200.00
				CHECK GENF 70047 TOTAL FOR FUND 249:			<u>4,400.00</u>
09/19/2019	GENF	70048	KEN DAVIS	REIMBURSE 454 MILES- K. DAVIS	860-000	371	263.32
09/19/2019	GENF	70049**	FIRST BANKCARD	HOTEL RESERVATION DEPOSIT- R. SABIN	724-000	371	119.00
09/19/2019	GENF	70049	FIRST BANKCARD	EDUCATION	724-000	371	215.00
09/19/2019	GENF	70049	FIRST BANKCARD	OFFICE SUPPLIES	727-000	371	85.71
				CHECK GENF 70049 TOTAL FOR FUND 249:			<u>419.71</u>
09/19/2019	GENF	70052	DANIEL L HEYER	REIMBURSE 521 MILES- D. HEYER	860-000	371	302.18
09/19/2019	GENF	70053	HUYSER, DANIEL A.	REIMBURSE 569 MILES- D. HUYSER	860-000	371	330.02
09/19/2019	GENF	70055	KUTCHINS, JULIE	MILEAGE KUTCHINS	860-000	371	10.44
09/19/2019	GENF	70056	VINCENT MILITO	REIMBURSE 389 MILES- V. MILITO	860-000	371	225.62
09/19/2019	GENF	70064	ROWLADER, DENNIS	REIMBURSE 298 MILES- D. ROWLADER	860-000	371	172.84
09/19/2019	GENF	70065	RON SABIN	REIMBURSE 373 MILES- R. SABIN	860-000	371	216.34
09/19/2019	GENF	70066	SUPPLYGEEKS.BIZ	OFFICE SUPPLIES	727-000	371	118.70
09/19/2019	GENF	70070	BRIAN WILSON	REIMBURSE CONFERENCE- B. WILSON	724-000	371	555.55
09/19/2019	GENF	70070	BRIAN WILSON	REIMBURSE 262 MILES- B. WILSON	860-000	371	151.96
				CHECK GENF 70070 TOTAL FOR FUND 249:			<u>707.51</u>
09/20/2019	GENF	5650(A)*	DELTA DENTAL	DENTAL INSURANCE BENEFITS	721-000	850	813.96
09/20/2019	GENF	5652(A)	RICOH USA INC	MP C4504ex COPIER/PRINTER	727-000	371	64.58
09/26/2019	GENF	70072	CASCADE CHARTER TOWNSHIP	DUE TO I.R.F.- S&W CONNECTIONS	237-000	000	1,100.00
09/26/2019	GENF	70073**	COMCAST	PHONES	924-000	371	53.65
09/26/2019	GENF	70081**	MUTUAL OF OMAHA INSURANCE	LIFE LTD BENEFITS (F)	720-000	850	404.68
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	LIFE INSURANCE BENEFITS (A)	720-000	850	161.41
09/26/2019	GENF	70081	MUTUAL OF OMAHA INSURANCE	LIFE AD&D BENEFITS (B)	720-000	850	24.54
				CHECK GENF 70081 TOTAL FOR FUND 249:			<u>590.63</u>
09/26/2019	GENF	70089**	WINDSTREAM	PHONES	924-000	371	64.82
09/27/2019	GENF	34(E)*	WEST MICHIGAN HEALTH INSURANCE POOL	HEALTH INSURANCE BENEFITS	719-000	850	9,595.78
09/27/2019	GENF	5662(A)	3040 CHARLEVOIX II, LLC	UTILITIES 3040 CHARLEVOIX AUG	940-000	371	422.95
				Total for fund 249 BUILDING FUND			<u>83,641.28</u>

FUND 270 - LIBRARY FUND

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
09/05/2019	GENF	69944**	DTE ENERGY	9100 206 6816 6	923-000	790	194.50
09/05/2019	GENF	69945	ELEVATOR SERVICE INC	LIBRARY MAINTENANCE	931-000	790	127.68
09/05/2019	GENF	69951**	THE HOME DEPOT CREDIT SERVICES	LIBRARY MAINTENANCE	931-000	790	179.00
09/05/2019	GENF	69957**	MELSE FIRE PROTECTION LLC	EMERGENCY LIGHTS, SIGNS	931-000	790	9,737.00
09/05/2019	GENF	69972**	REPUBLIC SERVICES	LIBRARY MAINTENANCE REPUBLIC	931-000	790	669.15
09/06/2019	GENF	5610(A)**	CONSUMERS ENERGY	100000284784 2870 JACK SMITH AVE SE	921-000	790	4,986.22
09/06/2019	GENF	5617(A)**	KINGSLAND'S ACE HARDWARE	LIBRARY MAINTENANCE	931-000	790	53.83
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	LIBRARY MAINTENANCE	931-000	790	2.50
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	LIBRARY MAINTENANCE	931-000	790	47.39
09/06/2019	GENF	5617(A)	KINGSLAND'S ACE HARDWARE	LIBRARY MAINTENANCE	931-000	790	5.92
				CHECK GENF 5617(A) TOTAL FOR FUND 270:			<u>109.64</u>
09/12/2019	GENF	69984**	B&V MECHANICAL INC.	PERFORMED COIL WASHING FOR 10 CONDENSERS	931-000	790	562.00
09/12/2019	GENF	69984	B&V MECHANICAL INC.	REPLACED BEARING ASSEMBLY ON UNIT #25	931-000	790	<u>1,280.00</u>
				CHECK GENF 69984 TOTAL FOR FUND 270:			<u>1,842.00</u>
09/12/2019	GENF	69991**	CINTAS	2019 RUG CLEANING SERVICE LIBRARY	931-000	790	359.21
09/12/2019	GENF	70004**	MINER SUPPLY COMPANY	BATH TISSUE, TOWELS	931-000	790	69.00
09/13/2019	GENF	5634(A)**	AQUARIUS LAWN SPRINKLING	SPRAY HEAD, NOZZLE, LABOR @ LIBRARY	931-000	790	278.65
09/19/2019	GENF	70045	BUIST ELECTRIC INC	LIBRARY MAINTENANCE	931-000	790	120.00
09/26/2019	GENF	70071	B&V MECHANICAL INC.	COOLING SYSTEM TROUBLESHOOT/FIX @LIBRARY	931-000	790	1,122.56
09/26/2019	GENF	70073**	COMCAST	LIBRARY PHONES	924-000	790	15.33
09/26/2019	GENF	70079	MINER SUPPLY COMPANY	BATH TISSUE, TOWELS	931-000	790	129.60
09/26/2019	GENF	70089**	WINDSTREAM	LIBRARY PHONES	924-000	790	<u>129.65</u>
				Total for fund 270 LIBRARY FUND			<u><u>20,069.19</u></u>
FUND 701 - TRUST AND AGENCY							
09/05/2019	GENF	69960	LINDA K DOERING JOYCE W KINGSLAND	DUE TO 41-19-35-100-032	275-000	000	90.00
09/05/2019	GENF	69961	UNITED BANK	DUE TO 41-19-07-376-042	275-000	000	5,207.89
09/05/2019	GENF	69962	UNITED BANK	DUE TO 41-19-07-376-601	275-000	000	3,069.91
09/05/2019	GENF	69963	UNITED BANK	DUE TO 41-19-33-400-046	275-000	000	5,692.52
09/05/2019	GENF	69964	WELLS FARGO R/E TAX SERVICES REFUND	DUE TO 41-19-15-331-034	275-000	000	3,021.63
09/05/2019	GENF	69965	WELLS FARGO R/E TAX SERVICES REFUND	DUE TO 41-19-07-252-029	275-000	000	2,743.94

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09/05/2019	GENF	69976	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	38,442.02
09/05/2019	GENF	69978	STATE OF MICHIGAN	IFT SET & OPER TAX CALED OPER	228-201	000	1,815.85
09/05/2019	GENF	69978	STATE OF MICHIGAN	IFT SET & OPER TAX CALED SET	228-201	000	2,470.55
				CHECK GENF 69978 TOTAL FOR FUND 703:			4,286.40
09/06/2019	GENF	5623(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	111,559.15
09/06/2019	GENF	5624(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	78,647.76
09/06/2019	GENF	5624(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - IFT DEBT	225-520	000	1,470.62
				CHECK GENF 5624(A) TOTAL FOR FUND 703:			80,118.38
09/06/2019	GENF	5625(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	472,302.45
09/06/2019	GENF	5625(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	414,579.23
09/06/2019	GENF	5625(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	61,991.30
09/06/2019	GENF	5625(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT DEBT	225-220	000	720.02
09/06/2019	GENF	5625(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT RECREATION	225-230	000	107.66
				CHECK GENF 5625(A) TOTAL FOR FUND 703:			949,700.66
09/06/2019	GENF	5626(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	267,244.80
09/06/2019	GENF	5626(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - IFT TAX	235-210	000	381.25
				CHECK GENF 5626(A) TOTAL FOR FUND 703:			267,626.05
09/06/2019	GENF	5627(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	644,408.60
09/06/2019	GENF	5627(A)	KENT COUNTY TREASURER	KENT COUNTY - IFT OPERATING	222-210	000	2,710.60
				CHECK GENF 5627(A) TOTAL FOR FUND 703:			647,119.20
09/06/2019	GENF	5628(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	127,287.67
09/06/2019	GENF	5628(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	742,983.42
09/06/2019	GENF	5628(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	25,297.84
				CHECK GENF 5628(A) TOTAL FOR FUND 703:			895,568.93
09/06/2019	GENF	5629(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	849,398.55
09/06/2019	GENF	5629(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - IFT TAXES	234-210	000	3,572.87
				CHECK GENF 5629(A) TOTAL FOR FUND 703:			852,971.42
09/06/2019	GENF	5630(A)	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	18,733.11
09/06/2019	GENF	5630(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	14,757.03
09/06/2019	GENF	5630(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	2,056.61
				CHECK GENF 5630(A) TOTAL FOR FUND 703:			35,546.75
09/12/2019	GENF	69986	CASCADE CHARTER TOWNSHIP	KENT COUNTY - OPERATING SUMMER CAPTURE	222-110	000	355,507.21
09/12/2019	GENF	69986	CASCADE CHARTER TOWNSHIP	GRCC - SUMMER CAPTURE	235-110	000	147,632.26
				CHECK GENF 69986 TOTAL FOR FUND 703:			503,139.47
09/12/2019	GENF	70005	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-08-324-029	275-000	000	1,029.08
09/12/2019	GENF	70006	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-04-176-003	275-000	000	3,598.35
09/12/2019	GENF	70007	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-05-427-008	275-000	000	5,172.80
09/12/2019	GENF	70008	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-07-177-083	275-000	000	2,800.67
09/12/2019	GENF	70009	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-09-301-017	275-000	000	2,575.45

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09/12/2019	GENF	70010	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-17-228-014	275-000	000	1,206.45
09/12/2019	GENF	70011	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-08-435-001	275-000	000	2,714.68
09/12/2019	GENF	70012	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-13-326-001	275-000	000	3,554.59
09/12/2019	GENF	70013	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-23-300-015	275-000	000	2,379.18
09/12/2019	GENF	70014	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-33-200-011	275-000	000	4,430.78
09/12/2019	GENF	70015	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-16-427-004	275-000	000	2,209.33
09/12/2019	GENF	70016	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-27-327-001	275-000	000	1,602.57
09/12/2019	GENF	70017	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-08-226-002	275-000	000	1,370.14
09/12/2019	GENF	70018	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-08-403-022	275-000	000	1,757.28
09/12/2019	GENF	70019	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-08-324-037	275-000	000	1,384.41
09/12/2019	GENF	70020	ADAC AUTOMOTIVE	DUE TO 41-19-17-365-030	275-000	000	20,117.59
09/12/2019	GENF	70021	ADAC AUTOMOTIVE	DUE TO 41-19-17-365-028	275-000	000	2,416.83
09/12/2019	GENF	70022	LERETA CENTRAL REFUNDS	DUE TO 41-19-13-302-012	275-000	000	3,703.01
09/12/2019	GENF	70023	LERETA CENTRAL REFUNDS	DUE TO 41-19-03-304-006	275-000	000	2,418.34
09/12/2019	GENF	70024	LERETA CENTRAL REFUNDS	DUE TO 41-19-04-390-005	275-000	000	3,959.32
09/12/2019	GENF	70025	LERETA CENTRAL REFUNDS	DUE TO 41-19-07-177-118	275-000	000	3,197.33
09/12/2019	GENF	70026	LERETA CENTRAL REFUNDS	DUE TO 41-19-08-324-017	275-000	000	744.45
09/12/2019	GENF	70027	LERETA CENTRAL REFUNDS	DUE TO 41-19-08-351-002	275-000	000	2,169.21
09/12/2019	GENF	70028	LERETA CENTRAL REFUNDS	DUE TO 41-19-08-353-018	275-000	000	973.92
09/12/2019	GENF	70029	LERETA CENTRAL REFUNDS	DUE TO 41-19-08-402-020	275-000	000	2,116.71
09/12/2019	GENF	70030	LERETA CENTRAL REFUNDS	DUE TO 41-19-08-402-021	275-000	000	1,395.01
09/12/2019	GENF	70031	LERETA CENTRAL REFUNDS	DUE TO 41-19-16-231-006	275-000	000	1,887.87
09/12/2019	GENF	70032	LERETA CENTRAL REFUNDS	DUE TO 41-19-16-476-022	275-000	000	1,930.38
09/12/2019	GENF	70033	LERETA CENTRAL REFUNDS	DUE TO 41-19-17-228-001	275-000	000	1,029.63
09/12/2019	GENF	70040	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	2.60

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09/12/2019	GENF	70040	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	123,793.92
09/12/2019	GENF	70040	CASCADE CHARTER TWP	TAX NSF FEES	230-044	000	0.96
				CHECK GENF 70040 TOTAL FOR FUND 703:			123,797.48
09/12/2019	GENF	70041	STATE OF MICHIGAN	IFT SET & OPER TAX CALED OPER	228-201	000	59,715.16
09/12/2019	GENF	70041	STATE OF MICHIGAN	IFT SET & OPER TAX CALED SET	228-201	000	58,331.68
09/12/2019	GENF	70041	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS OPER	228-201	000	12,414.39
09/12/2019	GENF	70041	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS SET	228-201	000	11,732.06
				CHECK GENF 70041 TOTAL FOR FUND 703:			142,193.29
09/13/2019	GENF	5640(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	178,852.85
09/13/2019	GENF	5641(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	142,301.64
09/13/2019	GENF	5641(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - IFT DEBT	225-520	000	23,706.97
				CHECK GENF 5641(A) TOTAL FOR FUND 703:			166,008.61
09/13/2019	GENF	5642(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	609,623.61
09/13/2019	GENF	5642(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	1,575,329.09
09/13/2019	GENF	5642(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	235,553.55
09/13/2019	GENF	5642(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT DEBT	225-220	000	4,961.42
09/13/2019	GENF	5642(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT RECREATION	225-230	000	741.88
				CHECK GENF 5642(A) TOTAL FOR FUND 703:			2,426,209.55
09/13/2019	GENF	5643(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - DDA CAPTURE	235-110	000	(147,632.26)
09/13/2019	GENF	5643(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	940,841.57
09/13/2019	GENF	5643(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - IFT TAX	235-210	000	4,488.24
				CHECK GENF 5643(A) TOTAL FOR FUND 703:			797,697.55
09/13/2019	GENF	5644(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	2,250,624.93
09/13/2019	GENF	5644(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING DDA CAPTURE	222-110	000	(355,507.21)
09/13/2019	GENF	5644(A)	KENT COUNTY TREASURER	KENT COUNTY - IFT OPERATING	222-210	000	35,187.40
				CHECK GENF 5644(A) TOTAL FOR FUND 703:			1,930,305.12
09/13/2019	GENF	5645(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	234,189.08
09/13/2019	GENF	5645(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	2,840,401.59
09/13/2019	GENF	5645(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	85,404.88
				CHECK GENF 5645(A) TOTAL FOR FUND 703:			3,159,995.55
09/13/2019	GENF	5646(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	2,966,562.15
09/13/2019	GENF	5646(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - IFT TAXES	234-210	000	46,380.66
				CHECK GENF 5646(A) TOTAL FOR FUND 703:			3,012,942.81
09/13/2019	GENF	5647(A)	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	6,798.94
09/13/2019	GENF	5647(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	49,819.30
09/13/2019	GENF	5647(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	6,942.87
				CHECK GENF 5647(A) TOTAL FOR FUND 703:			63,561.11
09/19/2019	GENF	70057	JESSICA A MURPHY	DUE TO 41-19-04-276-013	275-000	000	60.00
09/19/2019	GENF	70058	HWANG EUNICE S	DUE TO 41-19-08-478-012	275-000	000	824.43
09/19/2019	GENF	70059	HONIGMAN LLP AND WAL-MART STORES	411908376009 MTT #19-001236	275-000	000	9,484.95
09/19/2019	GENF	70067	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	0.09
09/19/2019	GENF	70067	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	108,740.47
				CHECK GENF 70067 TOTAL FOR FUND 703:			108,740.56
09/19/2019	GENF	70068	STATE OF MICHIGAN	IFT SET & OPER TAX CALED OPER	228-201	000	8,895.33
09/19/2019	GENF	70068	STATE OF MICHIGAN	IFT SET & OPER TAX CALED SET	228-201	000	10,511.34

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09/19/2019	GENF	70068	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS OPER	228-201	000	491.68
09/19/2019	GENF	70068	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS SET	228-201	000	658.56
09/19/2019	GENF	70068	STATE OF MICHIGAN	KENT ISD - CALEDONIA IFT TAXES	234-210	000	9,365.83
09/19/2019	GENF	70068	STATE OF MICHIGAN	KENT ISD - FHPS IFT TAXES	234-210	000	2,630.39
				CHECK GENF 70068 TOTAL FOR FUND 703:			32,553.13
09/20/2019	GENF	5653(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	399,291.68
09/20/2019	GENF	5654(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	224,089.01
09/20/2019	GENF	5654(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - IFT DEBT	225-520	000	3,971.40
				CHECK GENF 5654(A) TOTAL FOR FUND 703:			228,060.41
09/20/2019	GENF	5655(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	996,066.95
09/20/2019	GENF	5655(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	1,234,854.76
09/20/2019	GENF	5655(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	184,110.30
09/20/2019	GENF	5655(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT DEBT	225-220	000	1,540.21
09/20/2019	GENF	5655(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT RECREATION	225-230	000	194.69
				CHECK GENF 5655(A) TOTAL FOR FUND 703:			2,416,766.91
09/20/2019	GENF	5656(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	776,880.29
09/20/2019	GENF	5656(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - IFT TAX	235-210	000	2,687.20
				CHECK GENF 5656(A) TOTAL FOR FUND 703:			779,567.49
09/20/2019	GENF	5657(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	1,878,497.04
09/20/2019	GENF	5657(A)	KENT COUNTY TREASURER	KENT COUNTY - IFT OPERATING	222-210	000	6,497.72
				CHECK GENF 5657(A) TOTAL FOR FUND 703:			1,884,994.76
09/20/2019	GENF	5658(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	370,363.37
09/20/2019	GENF	5658(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	2,211,637.68
09/20/2019	GENF	5658(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	41,656.65
				CHECK GENF 5658(A) TOTAL FOR FUND 703:			2,623,657.70
09/20/2019	GENF	5659(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	2,476,057.95
09/20/2019	GENF	5659(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - IFT TAXES	234-210	000	8,564.68
09/20/2019	GENF	5659(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - STATE PORTION	234-210	000	(11,996.22)
				CHECK GENF 5659(A) TOTAL FOR FUND 703:			2,472,626.41
09/20/2019	GENF	5660(A)	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	9,833.32
09/20/2019	GENF	5660(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	24,299.58
09/20/2019	GENF	5660(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	3,386.34
				CHECK GENF 5660(A) TOTAL FOR FUND 703:			37,519.24
09/26/2019	GENF	70080	LEGACY TITLE AGENCY	DUE TO 41-19-04-476-012	275-000	000	29.25
09/26/2019	GENF	70086	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	(0.15)
09/26/2019	GENF	70086	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	23,555.40
				CHECK GENF 70086 TOTAL FOR FUND 703:			23,555.25
09/27/2019	GENF	5668(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	43,609.21
09/27/2019	GENF	5668(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST OPER	225-411	000	24.94
				CHECK GENF 5668(A) TOTAL FOR FUND 703:			43,634.15
09/27/2019	GENF	5669(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST	225-411	000	24.04
09/27/2019	GENF	5669(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	35,895.24
09/27/2019	GENF	5669(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - IFT DEBT	225-520	000	0.35
				CHECK GENF 5669(A) TOTAL FOR FUND 703:			35,919.63
09/27/2019	GENF	5670(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	268,669.73
09/27/2019	GENF	5670(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST	225-111	000	294.73
09/27/2019	GENF	5670(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	280,156.90

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
09/27/2019	GENF	5670(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	41,891.41
				CHECK GENF 5670(A) TOTAL FOR FUND 703:			<u>591,012.77</u>
09/27/2019	GENF	5671(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	168,667.15
09/27/2019	GENF	5671(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	111.18
09/27/2019	GENF	5671(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - IFT TAX	235-210	000	0.17
				CHECK GENF 5671(A) TOTAL FOR FUND 703:			<u>168,778.50</u>
09/27/2019	GENF	5673(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	407,837.15
09/27/2019	GENF	5673(A)	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	268.85
09/27/2019	GENF	5673(A)	KENT COUNTY TREASURER	KENT COUNTY - IFT OPERATING	222-210	000	0.42
				CHECK GENF 5673(A) TOTAL FOR FUND 703:			<u>408,106.42</u>
09/27/2019	GENF	5674(A)	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST	222-111	000	367.02
09/27/2019	GENF	5674(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	50,456.71
09/27/2019	GENF	5674(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	505,548.51
09/27/2019	GENF	5674(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	7,728.14
				CHECK GENF 5674(A) TOTAL FOR FUND 703:			<u>564,100.38</u>
09/27/2019	GENF	5675(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	537,572.36
09/27/2019	GENF	5675(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	354.36
09/27/2019	GENF	5675(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - IFT TAXES	234-210	000	0.56
				CHECK GENF 5675(A) TOTAL FOR FUND 703:			<u>537,927.28</u>
09/27/2019	GENF	5676(A)	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	2,586.58
09/27/2019	GENF	5676(A)	LOWELL AREA SCHOOLS	LOWELL - INTEREST	226-111	000	15.06
09/27/2019	GENF	5676(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	4,508.05
09/27/2019	GENF	5676(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	628.20
				CHECK GENF 5676(A) TOTAL FOR FUND 703:			<u>7,737.89</u>
				Total for fund 703 CURRENT TAX COLLECTION FUND			<u>29,868,262.79</u>
			TOTAL - ALL FUNDS				<u>30,466,024.39</u>

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Transactions Log for Payroll Deductions
MONTH ENDING: SEPTEMBER 2019

Direct Deposit

Date Submitted 9.3.19 Transaction# _____ Amount 74,075.38
 Date Submitted 9.17.19 Transaction# _____ Amount 80,122.84
 Date Submitted _____ Transaction# _____ Amount _____

Deferred Comp

Date Submitted 9.3.19 Transaction# _____ Amount 824.72
 Date Submitted 9.17.19 Transaction# _____ Amount 1076.20
 Date Submitted _____ Transaction# _____ Amount _____

Payroll Taxes

Date Submitted 8.30.19 (Holiday) Transaction# 90551381 Amount 29,343.94
 Date Submitted 9.18.19 Transaction# 63002151 Amount 33,324.54
 Date Submitted _____ Transaction# _____ Amount _____

HSA

Date Submitted 9.3.19 Transaction# _____ Amount 3890.87
 Date Submitted 9.17.19 Transaction# _____ Amount 2390.86
 Date Submitted _____ Transaction# _____ Amount _____

ICMA RC

Date Submitted 9.3.19 Transaction# _____ Amount 568.87
 Date Submitted 9.17.19 Transaction# _____ Amount 2525.50
 Date Submitted _____ Transaction# _____ Amount _____

MERS DB EE

Date Submitted 9.18.19 Transaction# 98945-2 Amount 10,250.70

MERS DB ER

Date Submitted 9.18.19 Transaction# 98945-2 Amount 13,297.00

MERS DC

Date Submitted 9.3.19 Transaction# BATCA 42 Amount 12,052.29
 Date Submitted 9.18.19 Transaction# " 43 Amount 12,294.53
 Date Submitted _____ Transaction# _____ Amount _____

Monthly Check Register - Gross

Date Submitted 10.18.19 Amount 396,635.23

Clerk's Office

Date 10.18.19

**FINANCIAL REPORTS
SEPTEMBER 2019**

FUND NAME	FUND BALANCE	LIABILITIES LONG TERM DEBT	BOND FINAL PAYMENT	CURRENT INTEREST RATE
GENERAL FUND - 101 UNASSIGNED	6,703,863			
GENERAL FUND - 101 COMMITTED	2,999,543			
GENERAL FUND BALANCE	\$ 9,703,406			
FIRE FUND BALANCE	\$ 3,059,963			
POLICE FUND - 207 RESTRICTED	1,387,834			
POLICE FUND - 207 COMMITTED	230,000			
POLICE FUND BALANCE	\$ 1,617,834			
HAZMAT FUND - 208 RESTRICTED	\$ 31,848			
CCT OPEN SPACE FUND - 209 RESTRICTED	416,281	REF/2017	2,941,343	2028
AUGUST HOMEYER - 209 COMMITTED	356,412	**		1.94
CCT OPEN SPACE FUND BALANCE	\$ 772,693			
DAM MAJOR REPAIR FUND - 211 RESTRICTED	465,638			
DAM MAJOR REPAIR FUND - 211 COMMITTED	250,000			
DAM MAJOR REPAIR FUND BALANCE	\$ 715,638			
PATHWAYS FUND BALANCE	\$ 2,122,244			
IMPROVEMENT REVOLVING FUND - 246 RESTRICTED	\$ 1,693,127			
DDA FUND - 248 RESTRICTED	\$ 1,524,630	REF/2010	106,760	2020
 				3.45
BUILDING INSP FUND - 249 RESTRICTED	2,465,801			
BUILDING INSP FUND - 249 COMMITTED	1,000,000			
BUILDING INSP FUND BALANCE	\$ 3,465,801			
LIBRARY FUND - 270 RESTRICTED	1,784,677			
LIBRARY FUND - 270 COMMITTED	400,000			
LIBRARY FUND BALANCE	\$ 2,184,677			
TOTAL ALL FUNDS	\$ 26,891,861		\$ 3,048,102	
<u>TRUST AND AGENCY FUNDS</u>				
CEMETERY TRUST FUND - 151 NONSPENDABLE	103,459			
CEMETERY TRUST FUND - 151 COMMITTED	8,883			
TOTAL CEMETERY TRUST FUND	\$ 112,342			
TRUST & AGENCY FUND -701	\$ 225,234			
TAX FUND - 703	\$ 6,519,147			
TOTAL TRUST & AGENCY	\$ 6,856,723			

**** A portion of A Homeyer balance has not been committed by Board as of statement date.****

FOR DETAILS OF COMMITTED FUNDS, SEE BALANCE SHEET OF EACH FUND
BOARD RESOLUTIONS: 104-2012, 8-2018
ARTICLE 7, BOARD MTG 3/28/2018

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2019**

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
101-000-401-401	GENERAL PROPERTY TAXES	1,294,768.40	1,353,060.00	1,351,562.88	0.00	1,497.12	99.89%
101-000-401-405	STREETLIGHT	64,956.12	73,200.00	72,772.92	0.00	427.08	99.42%
101-000-401-410	PERSONAL PROPERTY TAX	91,103.84	98,527.00	95,825.39	0.00	2,701.61	97.26%
101-000-401-420	DELINQUENT TAXES	4,259.56	8,000.00	2,997.18	0.00	5,002.82	37.46%
101-000-401-437	ABATEMENT TAXES	10,357.38	11,003.00	10,472.05	0.00	530.95	95.17%
101-000-401-441	COMMUNITY STABILIZATION SHARE TAX	94,078.79	80,134.00	0.00	0.00	80,134.00	0.00%
101-000-401-445	INTEREST & PENALTIES ON TAXES	12,671.66	12,000.00	15,880.32	0.00	(3,880.32)	132.34%
101-000-401-447	TAX ADMINISTRATION FEES	571,240.10	600,000.00	550,421.93	294,531.81	49,578.07	91.74%
101-000-450-460	CABLE REVENUE	340,399.27	352,400.00	174,048.75	0.00	178,351.25	49.39%
101-000-450-465	CABLE - PEG FEES	69,976.48	74,000.00	36,703.67	0.00	37,296.33	49.60%
101-000-450-490	DOG LICENSES	65.60	150.00	72.00	0.00	78.00	48.00%
101-000-450-498	OTHER PERMITS	405.00	750.00	215.00	0.00	535.00	28.67%
101-000-451-000	LIQUOR LICENSE	35,933.15	23,000.00	36,129.50	0.00	(13,129.50)	157.08%
101-000-539-010	DEQ-SAW GRANT 2017	28,414.80	0.00	0.00	0.00	0.00	0.00
101-000-539-576	STATE SHARED REV.-SALES TAX	1,513,703.00	1,512,337.00	744,213.00	0.00	768,124.00	49.21%
101-000-539-579	ELECTION REIMBURSEMENTS	7,370.00	0.00	0.00	0.00	0.00	0.00
101-000-539-581	METRO ACT	15,841.96	14,800.00	15,201.56	0.00	(401.56)	102.71%
101-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	44,318.04	0.00	(44,318.04)	0.00
101-000-600-608	PLANNING AND ZONING FEES	30,793.98	25,000.00	7,440.17	3,126.32	17,559.83	29.76%
101-000-600-610	SUMMER TAX COLLECTION FEE	25,762.80	26,000.00	0.00	0.00	26,000.00	0.00%
101-000-600-611	SEWER & WATER IMPLEMENTATION	51,809.12	21,000.00	0.00	0.00	21,000.00	0.00%
101-000-600-614	PA 198 TAX APPLICATION FEE	3,000.00	2,000.00	2,000.00	0.00	0.00	100.00%
101-000-600-626	PASSPORT APPLICATION FEE	30,470.00	34,000.00	24,675.00	1,645.00	9,325.00	72.57%
101-000-600-634	CEMETERY-OPENINGS AND CLOSINGS	22,950.00	19,000.00	12,079.00	1,225.00	6,921.00	63.57%
101-000-600-644	NSF FEES	0.00	100.00	0.00	0.00	100.00	0.00%
101-000-600-647	YARD WASTE TAG FEE	1,470.00	1,500.00	632.00	0.00	868.00	42.13%
101-000-600-648	SALE OF PRINTED MATERIAL	2.00	100.00	0.00	0.00	100.00	0.00
101-000-665-000	INTEREST ON INVESTMENTS	99,462.41	150,250.00	166,231.76	6,058.08	(15,981.76)	110.64%
101-000-665-001	INTEREST TIMMONS FUND	206.53	0.00	0.00	0.00	0.00	0.00
101-000-665-002	DAM LEASE PAYMENTS	70,318.94	133,000.00	116,405.95	0.00	16,594.05	87.52%
101-000-665-003	RENTAL OF FACILITIES	7,950.00	1,200.00	1,305.00	195.00	(105.00)	108.75%
101-000-665-004	CELLULAR TOWERS	143,048.65	104,906.00	94,507.86	12,866.92	10,398.14	90.09%
101-000-665-014	CELL TOWER - KEPS ANTENNA LEASE	375.00	0.00	450.00	0.00	(450.00)	0.00
101-000-665-031	INTEREST ON INVESTMENT- WELLS FARGO	1,189.61	0.00	0.00	0.00	0.00	0.00
101-000-665-301	INTEREST ON COMM PAPER	11,025.00	0.00	0.00	0.00	0.00	0.00
101-000-671-653	PARK INCOME	365.00	7,000.00	6,160.00	235.00	840.00	88.00%
101-000-671-671	MISCELLANEOUS INCOME	15,922.97	15,000.00	648.56	12.50	14,351.44	4.32%
101-000-671-675	DONATIONS	4,000.00	0.00	0.00	0.00	0.00	0.00
101-000-671-676	PARK DONATIONS	0.00	0.00	500.00	0.00	(500.00)	0.00
101-000-671-680	MISC INCOME - TRANSIT TICKETS	1,017.00	1,500.00	780.00	60.00	720.00	52.00%
101-000-671-683	REIMBURSEMENTS/REFUNDS	2,260.98	1,000.00	0.00	0.00	1,000.00	0.00%
101-000-673-000	SALE OF ASSETS	0.00	8,700.00	8,833.00	0.00	(133.00)	101.53%
101-000-674-000	4TH OF JULY SPONSORS	20,200.00	20,000.00	18,530.00	0.00	1,470.00	92.65%
101-000-674-200	HALLOWEEN SPONSORS	2,155.00	2,000.00	1,750.00	725.00	250.00	87.50%
101-000-675-000	DDA CONTRIBUTION	0.00	98,077.00	0.00	0.00	98,077.00	0.00%
101-000-676-000	ELECTION REIMBURSEMENT	0.00	2,200.00	2,194.30	0.00	5.70	99.74%
101-000-679-000	INTERFUND REIMBURSE/BLDG INSPECTION FUND	113,884.66	95,000.00	53,505.25	7,092.60	41,494.75	56.32%
101-000-679-100	REIMBURSEMENT FROM PATHWAYS	0.00	47,700.00	0.00	0.00	47,700.00	0.00%
101-000-679-200	REIMBURSEMENT FROM LIBRARY	32,672.00	64,036.00	0.00	0.00	64,036.00	0.00%
101-000-699-100	TRANSFER FROM	31,499.00	31,499.00	0.00	0.00	31,499.00	0.00%
101-000-699-248	TRF FROM DDA	98,077.00	0.00	0.00	0.00	0.00	0.00%
TOTAL REVENUES		4,976,932.76	5,125,129.00	3,669,462.04	327,773.23	1,455,666.96	
Expenditures							
Dept 101 - TOWNSHIP BOARD							
101-101-703-000	TRUSTEE SALARIES	36,000.00	0.00	0.00	0.00	0.00	0.00
101-101-704-000	WAGES- PART TIME	0.00	37,613.00	28,209.60	3,134.40	9,403.40	75.00%
101-101-723-000	TOWNSHIP DUES	17,835.95	17,950.00	8,523.94	0.00	9,426.06	47.49%
101-101-724-000	EDUCATION	0.00	1,700.00	0.00	0.00	1,700.00	0.00%
101-101-860-000	TRUSTEE MILEAGE	0.00	250.00	0.00	0.00	250.00	0.00%
101-101-862-500	TRUSTEE EXPENSE ACCOUNT	98.84	500.00	0.00	0.00	500.00	0.00%
101-101-924-100	TRUSTEE CELL PHONES	932.57	1,000.00	421.08	47.15	578.92	42.11%
101-101-981-000	OFFICE EQUIPMENT	0.00	2,500.00	2,295.62	0.00	204.38	91.82%
Total Dept 101 - TOWNSHIP BOARD		54,867.36	61,513.00	39,450.24	3,181.55	22,062.76	
Dept 171 - SUPERVISOR							
101-171-702-000	WAGES- FULL TIME	0.00	120,225.00	85,082.34	9,248.08	35,142.66	70.77%
101-171-703-000	SUPERVISOR SALARY	20,000.04	0.00	0.00	0.00	0.00	0.00
101-171-704-000	WAGES- PART TIME	0.00	20,896.00	15,671.97	1,741.33	5,224.03	75.00%
101-171-706-000	MANAGERS SALARY	115,073.33	0.00	0.00	0.00	0.00	0.00
101-171-723-000	SUPERVISOR MEMBERSHIPS AND DUES	1,376.00	2,100.00	838.20	0.00	1,261.80	39.91%
101-171-724-000	EDUCATION	3,010.85	4,600.00	1,701.98	825.00	2,898.02	37.00%
101-171-725-100	TUITION REIMBURSEMENT	0.00	2,500.00	0.00	0.00	2,500.00	0.00%
101-171-860-000	SUPERVISOR MILEAGE	3,205.98	3,600.00	1,955.56	30.16	1,644.44	54.32%
101-171-862-500	SUPERVISOR EXPENSE ACCOUNT	4.48	500.00	4.78	4.78	495.22	0.96%
101-171-862-550	MANAGER EXPENSE ACCOUNT	174.34	650.00	312.51	16.16	337.49	48.08%
101-171-901-000	SUPERVISOR PUBLICATIONS	0.00	500.00	0.00	0.00	500.00	0.00%
101-171-925-000	SUPERVISOR CELL PHONE	2,087.27	1,940.00	1,525.68	505.17	414.32	78.64%
101-171-967-000	SPECIAL PROJECTS	0.00	10,000.00	0.00	0.00	10,000.00	0.00%

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
101-171-981-000	OFFICE EQUIPMENT	110.55	1,500.00	1,174.41	299.00	325.59	78.29%
Total Dept 171 - SUPERVISOR		145,042.84	169,011.00	108,267.43	12,669.68	60,743.57	
Dept 215 - CLERK							
101-215-702-000	WAGES- FULL TIME	0.00	72,751.00	51,485.04	5,596.20	21,265.96	70.77%
101-215-703-000	CLERK SALARY	15,999.96	0.00	0.00	0.00	0.00	0.00
101-215-704-000	WAGES- PART TIME	6,962.00	16,717.00	12,537.63	1,393.07	4,179.37	75.00%
101-215-704-050	HR DIRECTOR	62,995.92	0.00	0.00	0.00	0.00	0.00
101-215-707-000	WAGES- CASUAL	0.00	2,500.00	0.00	0.00	2,500.00	0.00%
101-215-723-000	CLERK MEMBERSHIPS AND DUES	299.00	320.00	200.00	0.00	120.00	62.50%
101-215-724-000	EDUCATION	1,143.26	2,600.00	1,369.60	175.00	1,230.40	52.68%
101-215-768-000	UNIFORMS	0.00	0.00	114.92	0.00	(114.92)	0.00
101-215-860-000	CLERK MILEAGE	318.99	1,000.00	220.69	0.00	779.31	22.07%
101-215-862-500	CLERK'S EXPENSE ACCOUNT	45.04	300.00	105.60	0.00	194.40	35.20%
101-215-925-000	CLERK CELL PHONE	1,073.98	1,100.00	709.40	81.43	390.60	64.49%
101-215-981-000	OFFICE EQUIPMENT	2,754.54	2,000.00	807.17	0.00	1,192.83	40.36%
Total Dept 215 - CLERK		91,592.69	99,288.00	67,550.05	7,245.70	31,737.95	
Dept 253 - TREASURER							
101-253-702-000	WAGES- FULL TIME	0.00	101,905.00	77,081.48	8,300.90	24,823.52	75.64%
101-253-703-000	TREASURER SALARY	15,999.96	0.00	0.00	0.00	0.00	0.00
101-253-704-000	WAGES- PART TIME	0.00	16,717.00	12,537.63	1,393.07	4,179.37	75.00%
101-253-707-000	WAGES- CASUAL	55,903.63	2,500.00	1,299.50	325.00	1,200.50	51.98%
101-253-707-050	ACCOUNT CLERK I	6,176.00	0.00	0.00	0.00	0.00	0.00
101-253-707-060	ACCOUNT CLERK II	54,313.05	0.00	0.00	0.00	0.00	0.00
101-253-707-100	ADDITIONAL HELP/OVERTIME	3,282.94	0.00	0.00	0.00	0.00	0.00
101-253-723-000	TREASURER MEMBERSHIPS AND DUES	585.00	600.00	395.00	0.00	205.00	65.83%
101-253-724-000	EDUCATION	0.00	2,500.00	2,667.77	601.50	(167.77)	106.71%
101-253-860-000	TREASURER MILEAGE	318.24	500.00	382.89	64.38	117.11	76.58%
101-253-862-500	TREASURER'S EXPENSE ACCOUNT	0.00	200.00	0.00	0.00	200.00	0.00%
101-253-924-100	TREASURER'S CELL PHONES	215.27	250.00	129.69	15.72	120.31	51.88%
101-253-939-000	TREASURER SERVICE CONTRACTS	2,273.00	2,350.00	2,327.00	0.00	23.00	99.02%
101-253-981-000	OFFICE EQUIPMENT	2,222.56	1,500.00	759.98	0.00	740.02	50.67%
Total Dept 253 - TREASURER		141,289.65	129,022.00	97,580.94	10,700.57	31,441.06	
Dept 257 - ASSESSING							
101-257-702-000	WAGES- FULL TIME	0.00	216,542.00	153,245.14	16,657.08	63,296.86	70.77%
101-257-703-000	ASSESSOR	90,597.21	0.00	0.00	0.00	0.00	0.00
101-257-706-000	ASSESSING BOARD OF REVIEW EXPENSE	2,147.48	0.00	0.00	0.00	0.00	0.00
101-257-708-000	SR RESIDENTIAL APPRAISER JM/JG	67,864.88	0.00	0.00	0.00	0.00	0.00
101-257-708-500	RESIDENTIAL APPRAISER	49,767.23	0.00	0.00	0.00	0.00	0.00
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	1,720.00	1,655.00	190.00	0.00	1,465.00	11.48%
101-257-724-000	EDUCATION	8,768.06	9,780.00	4,021.28	550.20	5,758.72	41.12%
101-257-727-000	ASSESSING OFFICE SUPPLIES	397.15	6,800.00	48.51	0.00	6,751.49	0.71%
101-257-808-000	BOARD OF REVIEW EXPENSES	0.00	3,370.00	1,727.64	0.00	1,642.36	51.27%
101-257-860-000	ASSESSING MILEAGE	1,712.51	2,900.00	319.90	15.75	2,580.10	11.03%
101-257-862-500	ASSESSING EXPENSE ACCOUNT	54.87	100.00	0.00	0.00	100.00	0.00%
101-257-900-000	ASSESSING PRINTING AND PUBLISHING	125.74	1,000.00	1,270.00	0.00	(270.00)	127.00%
101-257-924-100	CELL PHONES/DATA	215.27	500.00	129.69	15.72	370.31	25.94%
101-257-939-000	ASSESSING SERVICE CONTRACTS	3,343.20	3,525.00	3,396.20	0.00	128.80	96.35%
101-257-981-000	OFFICE EQUIPMENT	369.00	3,100.00	1,507.59	0.00	1,592.41	48.63%
Total Dept 257 - ASSESSING		227,082.60	249,272.00	165,855.95	17,238.75	83,416.05	
Dept 262 - ELECTIONS							
101-262-703-000	ELECTION SALARIES/PT HELP	21,469.00	0.00	0.00	0.00	0.00	0.00
101-262-703-100	WAGES & SALARIES- EK	1,188.00	0.00	0.00	0.00	0.00	0.00
101-262-707-000	WAGES- CASUAL	0.00	12,000.00	4,965.96	1,339.86	7,034.04	41.38%
101-262-756-000	ELECTION SUPPLIES	13,861.35	1,000.00	0.00	0.00	1,000.00	0.00%
101-262-788-000	ELECTION MISC EXPENSES	9,173.01	1,000.00	1,263.09	874.80	(263.09)	126.31%
101-262-801-000	ELECTION CONTRACT INSPECTOR	820.00	0.00	444.60	0.00	(444.60)	0.00
101-262-932-000	MAINT/OFFICE EQUIP & COMPUTER REPAIR	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 262 - ELECTIONS		46,511.36	14,000.00	6,673.65	2,214.66	7,326.35	
Dept 265 - BUILDING AND GROUNDS							
101-265-702-000	WAGES- FULL TIME	0.00	272,176.00	195,016.43	21,086.55	77,159.57	71.65%
101-265-707-000	WAGES- CASUAL	49,649.28	65,920.00	22,564.01	3,807.25	43,355.99	34.23%
101-265-707-100	BLDG & GROUNDS ADDITIONAL HELP	66,195.98	0.00	0.00	0.00	0.00	0.00
101-265-707-200	BLDG & GROUNDS LABORER I	35,850.49	0.00	0.00	0.00	0.00	0.00
101-265-707-250	BLDG & GROUNDS LABORER I	39,068.61	0.00	0.00	0.00	0.00	0.00
101-265-707-300	BLDG & GROUNDS LABORER I	38,360.14	0.00	0.00	0.00	0.00	0.00
101-265-707-400	BLDG & GROUNDS LABORER I	35,976.44	0.00	0.00	0.00	0.00	0.00
101-265-709-000	WAGES/SALARIES OVERTIME	7,893.86	0.00	0.00	0.00	0.00	0.00
101-265-713-000	OVERTIME	0.00	10,000.00	3,192.23	200.58	6,807.77	31.92%
101-265-724-000	EDUCATION	0.00	1,250.00	105.00	0.00	1,145.00	8.40%
101-265-768-000	BLDG & GROUNDS UNIFORMS	2,508.99	3,200.00	1,641.88	0.00	1,558.12	51.31%
101-265-802-200	JANITORIAL & MAINTENANCE	5,999.00	600.00	553.00	0.00	47.00	92.17%
101-265-863-000	VEHICLE MAINT	34,099.05	35,000.00	17,013.84	1,221.61	17,986.16	48.61%
101-265-864-000	FUEL	20,130.35	20,000.00	11,609.27	1,478.96	8,390.73	58.05%
101-265-921-000	COMPLEX ELECTRICITY	26,251.68	30,000.00	16,339.41	1,873.19	13,660.59	54.46%
101-265-923-000	COMPLEX HEATING	8,702.90	12,000.00	4,694.01	36.84	7,305.99	39.12%
101-265-924-000	COMPLEX PHONES	17,544.58	21,900.00	16,172.74	1,567.61	5,727.26	73.85%
101-265-924-100	BLDG AND GROUNDS CELL PHONES	2,685.38	2,300.00	1,695.36	217.24	604.64	73.71%
101-265-927-000	COMPLEX WATER-SEWER	6,531.85	7,500.00	4,106.93	0.00	3,393.07	54.76%
101-265-931-000	COMPLEX MAINTENANCE	56,398.14	60,000.00	43,833.50	3,969.53	16,166.50	73.06%
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	11,336.25	16,250.00	15,574.50	235.00	675.50	95.84%

GL NUMBER	DESCRIPTION	2018	2019	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	09/30/2019 NORM (ABNORM)	MONTH 09/30/2019 INCR (DECR)	BALANCE NORM (ABNORM)	
101-265-939-000	SERVICE CONTRACTS	0.00	800.00	429.51	0.00	370.49	53.69%
101-265-961-000	MUSEUM MAINTENANCE	139.05				0.00	0.00
101-265-981-000	OFFICE EQUIPMENT	2,297.28	10,000.00	1,449.99	0.00	8,550.01	14.50%
Total Dept 265 - BUILDING AND GROUNDS		467,619.30	568,896.00	355,991.61	35,694.36	212,904.39	
Dept 276 - CEMETERY							
101-276-820-000	BACKHOE SERVICES	0.00	5,000.00	0.00	0.00	5,000.00	0.00%
101-276-821-000	ENGINEERING COSTS	0.00	2,500.00	0.00	0.00	2,500.00	0.00%
101-276-921-000	CEMETERY ELECTRICITY	885.33	1,000.00	448.70	55.04	551.30	44.87%
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	75.00	5,000.00	4,685.00	0.00	315.00	93.70%
101-276-932-000	CEMETERY MAINT	4,751.21	10,000.00	4,250.53	0.00	5,749.47	42.51%
Total Dept 276 - CEMETERY		5,711.54	23,500.00	9,384.23	55.04	14,115.77	
Dept 295 - ADMINISTRATIVE							
101-295-702-000	WAGES- FULL TIME	0.00	151,263.00	61,505.77	4,712.00	89,757.23	40.66%
101-295-704-000	WAGES- PART TIME	67,595.25	0.00	110.32	0.00	(110.32)	0.00
101-295-707-000	WAGES- CASUAL	40,974.20	5,000.00	1,821.91	1,821.91	3,178.09	36.44%
101-295-709-000	WAGES/SALARIES OVERTIME	1,581.98	0.00	0.00	0.00	0.00	0.00%
101-295-713-000	OVERTIME	0.00	2,000.00	0.00	0.00	2,000.00	0.00%
101-295-723-000	MEMBERSHIP AND DUES	310.00	775.00	240.00	0.00	535.00	30.97%
101-295-724-000	EDUCATION	1,078.65	4,900.00	70.00	0.00	4,830.00	1.43%
101-295-725-100	TUITION REIMBURSEMENT	0.00	1,500.00	0.00	0.00	1,500.00	0.00%
101-295-726-000	EMPLOYEE TRAINING	2,745.00	10,000.00	523.16	0.00	9,476.84	5.23%
101-295-727-000	OFFICE SUPPLIES	14,678.31	15,000.00	5,891.29	521.90	9,108.71	39.28%
101-295-730-000	POSTAGE	21,588.62	19,000.00	8,386.57	0.00	10,613.43	44.14%
101-295-787-000	MISCELLANEOUS	13,706.71	12,200.00	8,052.97	109.00	4,147.03	66.01%
101-295-788-000	ORDINANCE VIOLATIONS	(474.60)	0.00	0.00	0.00	0.00	0.00
101-295-807-000	AUDIT FEES & SERVICES	15,400.00	15,040.00	15,040.00	0.00	0.00	100.00%
101-295-810-000	LIABILITY INSURANCE	15,448.00	17,987.00	16,998.00	0.00	989.00	94.50%
101-295-814-000	TAX/ASSESSING ADMIN COSTS	13,614.69	22,000.00	10,409.96	0.00	11,590.04	47.32%
101-295-815-000	COMPUTER COSTS-ISP	3,388.50	3,500.00	3,889.50	228.00	(389.50)	111.13%
101-295-815-100	COMPUTER COSTS-WEB SITE	4,074.00	6,000.00	165.00	0.00	5,835.00	2.75%
101-295-816-000	INSECT/WEEED CONTROL	78,291.09	128,100.00	118,246.97	0.00	9,853.03	92.31%
101-295-821-000	ENGINEERING COSTS	32,689.62	35,000.00	28,856.01	5,688.51	6,143.99	82.45%
101-295-826-000	LEGAL FEES	76,657.99	35,000.00	37,078.35	0.00	(2,078.35)	105.94%
101-295-860-000	ADMINISTRATIVE MILEAGE	7.09	500.00	78.88	0.00	421.12	15.78%
101-295-881-000	FOURTH OF JULY	51,879.00	50,000.00	51,494.64	0.00	(1,494.64)	102.99%
101-295-881-300	HALLOWEEN	2,245.74	2,500.00	1,036.48	436.48	1,463.52	41.46%
101-295-881-300	KDL MUSIC PROGRAMING	3,500.00	3,500.00	3,500.00	0.00	0.00	100.00%
101-295-882-000	SENIOR CITIZENS	1,666.25	2,000.00	1,617.00	0.00	383.00	80.85%
101-295-885-000	NEWSLETTER	14,545.57	20,000.00	16,604.89	1,893.02	3,395.11	83.02%
101-295-900-000	PRINTING/PUBLISHING	5,129.83	12,000.00	5,531.35	362.50	6,468.65	46.09%
101-295-924-100	CELL PHONES/DATA	638.15	2,000.00	1,679.66	210.19	320.34	83.98%
101-295-939-000	SERVICE CONTRACTS	13,770.52	17,000.00	1,161.00	0.00	15,839.00	6.83%
101-295-941-000	POSTAGE MACHINE LEASE	2,752.68	2,700.00	2,064.51	688.17	635.49	76.46%
101-295-950-000	PROPERTY TAX REFUNDS	896.39	1,000.00	532.13	0.00	467.87	53.21%
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000.00	35,000.00	35,000.00	0.00	0.00	100.00%
101-295-952-000	REGIS	38,564.32	40,000.00	10,941.10	0.00	29,058.90	27.35%
101-295-952-100	KENT COUNTY AERIAL PHOTO	2,647.31	3,000.00	2,647.31	0.00	352.69	88.24%
101-295-954-000	NPDES PHASE II	2,855.00	2,900.00	0.00	0.00	2,900.00	0.00%
101-295-955-000	COMMUNITY MEDIA CENTER	5,000.00	5,000.00	5,000.00	0.00	0.00	100.00%
101-295-956-000	RIGHT PLACE PROGRAM	7,500.00	7,500.00	7,500.00	0.00	0.00	100.00%
101-295-957-000	GENERAL FUND PHYSICAL EXAMS	313.94	2,000.00	0.00	0.00	2,000.00	0.00%
101-295-967-000	SPECIAL PROJECTS	102,740.77	78,000.00	70,597.25	0.00	7,402.75	90.51%
101-295-981-000	OFFICE EQUIPMENT	5,074.53	5,600.00	6,315.71	0.00	(715.71)	112.78%
Total Dept 295 - ADMINISTRATIVE		700,075.10	776,465.00	540,587.69	16,671.68	235,877.31	
Dept 445 - DRAIN							
101-445-816-000	DRAIN MAINTENANCE	1,184.12	37,000.00	889.90	0.00	36,110.10	2.41%
101-445-818-000	STORM WATER GRANT MATCH/KCDC	3,157.20	0.00	0.00	0.00	0.00	0.00
101-445-818-010	STORM WATER/SAW GRANT CONTR SERVICE	28,414.80	0.00	0.00	0.00	0.00	0.00
101-445-821-000	DRAIN ENGINEERING	15,063.00	15,000.00	29,612.35	0.00	(14,612.35)	197.42%
101-445-822-000	ILLICIT DISCHARGE PLAN	500.00	500.00	500.00	0.00	0.00	100.00%
101-445-823-000	LGROW MEMBERSHIP DUES	400.00	400.00	0.00	0.00	400.00	0.00%
Total Dept 445 - DRAIN		48,719.12	52,900.00	31,002.25	0.00	21,897.75	
Dept 446 - ROADS							
101-446-818-000	DUST CONTROL LAYER	2,272.62	3,300.00	0.00	0.00	3,300.00	0.00%
101-446-821-000	ROAD OVERLAYS	1,414,976.27	1,472,000.00	223,428.37	0.00	1,248,571.63	15.18%
101-446-821-500	ROAD ENGINEERING STUDIES	165.00	3,000.00	479.65	0.00	2,520.35	15.99%
Total Dept 446 - ROADS		1,417,413.89	1,478,300.00	223,908.02	0.00	1,254,391.98	
Dept 447 - YARD WASTE REMOVAL							
101-447-787-000	MISCELLANEOUS	0.00	1,400.00	1,337.00	0.00	63.00	95.50%
101-447-818-000	CONTRACTED SERVICES	36,046.00	0.00	0.00	0.00	0.00	0.00
101-447-820-000	SPRING/FALL CLEAN-UP	17,052.57	26,000.00	28,718.65	0.00	(2,718.65)	110.46%
101-447-939-000	SERVICE CONTRACTS	0.00	34,000.00	25,688.00	0.00	8,312.00	75.55%
Total Dept 447 - YARD WASTE REMOVAL		53,098.57	61,400.00	55,743.65	0.00	5,656.35	
Dept 448 - STREET LIGHTS							
101-448-926-000	STREETLIGHTING	128,043.60	120,000.00	91,991.31	10,998.48	28,008.69	76.66%
101-448-927-100	TRAFFIC SIGNALS	1,152.94	3,000.00	1,369.79	69.18	1,630.21	45.66%
Total Dept 448 - STREET LIGHTS		129,196.54	123,000.00	93,361.10	11,067.66	29,638.90	

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Dept 652 - TRANSPORTATION							
101-652-859-000	TRANSPORTATION SERVICES	35,226.88	44,000.00	15,079.15	0.00	28,920.85	34.27%
101-652-859-100	TRANSPORTATION SERVICE-GO BUS TICKETS	0.00	2,000.00	0.00	0.00	2,000.00	0.00%
101-652-861-000	BUS SERVICE 33RD & 36TH	128,263.50	26,289.00	15,146.25	0.00	11,142.75	57.61%
101-652-861-100	BUS SERVICE 28TH ST	153,028.78	127,894.00	145,701.67	0.00	(17,807.67)	113.92%
Total Dept 652 - TRANSPORTATION		316,519.11	200,183.00	175,927.07	0.00	24,255.93	
Dept 721 - PLANNING							
101-721-702-000	WAGES- FULL TIME	0.00	249,073.00	175,479.71	19,159.43	73,593.29	70.45%
101-721-703-000	COMMUNITY DEVELOPMENT DIRECTOR	88,794.96	0.00	0.00	0.00	0.00	0.00
101-721-704-500	PLANNING INTERN	5,928.00	0.00	0.00	0.00	0.00	0.00
101-721-705-500	DDA ECONOMIC DEVELOPMENT DIRECTOR	67,127.15	0.00	0.00	0.00	0.00	0.00
101-721-705-550	COMMUNITY STANDARDS OFFICER	51,378.50	0.00	0.00	0.00	0.00	0.00
101-721-706-000	PLANNING COMMISSION PER DIEM	6,030.00	0.00	0.00	0.00	0.00	0.00
101-721-707-000	WAGES- CASUAL	1,020.00	12,500.00	4,128.00	996.00	8,372.00	33.02%
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	1,113.00	1,300.00	425.00	0.00	875.00	32.69%
101-721-724-000	EDUCATION	2,215.38	7,000.00	1,435.00	460.00	5,565.00	20.50%
101-721-727-000	COMM DEV SUPPLIES	436.44	500.00	266.95	0.00	233.05	53.39%
101-721-768-000	COMM DEV UNIFORMS	232.85	500.00	537.34	0.00	(37.34)	107.47%
101-721-787-000	MISCELLANEOUS	874.20	500.00	428.78	0.00	71.22	85.76%
101-721-809-000	PLANNING COMMISSION EXPENSES	0.00	9,000.00	0.00	0.00	9,000.00	0.00%
101-721-860-000	COMM DEV MILEAGE	3,600.34	4,000.00	668.20	163.56	3,331.80	16.71%
101-721-862-500	COMM DEV EXPENSE ACCOUNT	264.81	600.00	415.93	61.49	184.07	69.32%
101-721-900-000	PRINTING & PUBLISHING	16,612.58	12,000.00	5,368.08	1,251.20	6,631.92	44.73%
101-721-901-000	DIGITAL IMAGING	18,502.95	6,000.00	0.00	0.00	6,000.00	0.00%
101-721-925-000	COMM DEV CELL/DATA	1,689.67	1,700.00	1,085.14	135.36	614.86	63.83%
101-721-967-000	SPECIAL PROJECTS	96,947.66	60,000.00	21,273.64	0.00	38,726.36	35.46%
101-721-981-000	OFFICE EQUIPMENT	339.66	2,200.00	759.98	0.00	1,440.02	34.54%
Total Dept 721 - PLANNING		363,108.15	366,873.00	212,271.75	22,227.04	154,601.25	
Dept 756 - PARKS							
101-756-756-000	PARK OPERATING SUPPLIES	3,191.80	6,000.00	3,688.33	316.50	2,311.67	61.47%
101-756-921-000	PARK ELECTRICITY	5,045.91	5,800.00	3,033.38	497.66	2,766.62	52.30%
101-756-924-000	PARK PHONES	792.49	900.00	1,064.09	152.64	(164.09)	118.23%
101-756-927-000	PARK WATER-SEWER	2,926.16	3,200.00	1,933.69	1,223.97	1,266.31	60.43%
101-756-935-000	PARK MAINTENANCE	55,328.70	55,000.00	27,918.40	1,779.78	27,081.60	50.76%
101-756-981-000	OFFICE EQUIPMENT	567.06	5,000.00	0.00	0.00	5,000.00	0.00%
Total Dept 756 - PARKS		67,852.12	75,900.00	37,637.89	3,970.55	38,262.11	
Dept 803 - HISTORICAL							
101-803-758-000	COMMUNITY PROMOTION	6,000.00	6,000.00	6,000.00	0.00	0.00	100.00%
101-803-921-000	MUSEUM - ELECTRICITY	685.32	750.00	528.46	104.87	221.54	70.46%
101-803-923-000	MUSEUM - HEATING/UTILITY	1,074.19	1,100.00	758.26	82.47	341.74	68.93%
101-803-927-000	MUSEUM WATER-SEWER	1,088.22	300.00	883.84	629.67	(583.84)	294.61%
101-803-961-000	MUSEUM MAINTENANCE	1,697.41	2,400.00	862.12	33.00	1,537.88	35.92%
Total Dept 803 - HISTORICAL		10,545.14	10,550.00	9,032.68	850.01	1,517.32	
Dept 850 - BENEFITS/INSURANCE							
101-850-715-000	FICA-EMPLOYER	86,772.59	106,205.00	67,862.55	7,395.15	38,342.45	63.90%
101-850-716-000	DEFINED CONTRIBUTION PLAN	66,469.53	87,122.00	82,446.89	5,544.51	4,675.11	94.63%
101-850-717-000	WORKERS COMP INSURANCE	31,475.00	30,051.00	(944.35)	0.00	30,995.35	-3.14%
101-850-718-000	VISION INSURANCE BENEFITS	1,978.96	2,771.00	1,955.47	218.56	815.53	70.57%
101-850-718-200	OTHER BENEFITS	0.00	21,000.00	26,000.00	0.00	(5,000.00)	123.81%
101-850-719-000	HEALTH INSURANCE BENEFITS	137,551.84	195,029.00	143,939.47	15,247.76	51,089.53	73.80%
101-850-719-100	OPT-OUT INSURANCE	4,500.00	5,000.00	3,000.00	0.00	2,000.00	60.00%
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	8,652.69	10,853.00	8,741.73	888.17	2,111.27	80.55%
101-850-721-000	DENTAL INSURANCE BENEFITS	15,326.13	21,570.00	19,934.70	1,613.02	1,635.30	92.42%
101-850-721-200	MI CLAIMS TAX - DENTAL	90.03	0.00	0.00	0.00	0.00	0.00
101-850-722-000	PENSION PLAN BENEFITS	139,229.32	91,995.00	50,531.31	9,866.38	41,463.69	54.93%
101-850-723-000	OTHER BENEFITS	1,500.00	0.00	0.00	0.00	0.00	0.00
Total Dept 850 - BENEFITS/INSURANCE		493,546.09	571,596.00	403,467.77	40,773.55	168,128.23	
Dept 901 - CAPITAL OUTLAY							
101-901-970-000	CAPITAL OUTLAY - FFE	114,054.39	140,000.00	99,174.35	0.00	40,825.65	70.84%
101-901-974-000	CAPITAL OUTLAY - LANDIMP	616.60	450,000.00	20,972.27	4,500.90	429,027.73	4.66%
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	95,206.13	30,000.00	131,136.71	889.00	(101,136.71)	437.12%
101-901-980-100	GENERAL ADMIN. CAPITAL OUTLAY	253,835.35	0.00	(7,511.25)	(7,511.25)	7,511.25	0.00
Total Dept 901 - CAPITAL OUTLAY		463,712.47	620,000.00	243,772.08	(2,121.35)	376,227.92	
Dept 965 - TRANSFERS OUT							
101-965-999-004	TRANSFER TO CEMETERY TRUST FUN	3,000.00	1,500.00	0.00	0.00	1,500.00	0.00%
101-965-999-005	TRANSFER TO DAM MAJOR REPAIR	40,000.00	40,000.00	30,000.00	10,000.00	10,000.00	75.00%
101-965-999-006	TRANSFER TO FIRE FUND	400,000.00	400,000.00	300,000.01	33,333.33	99,999.99	75.00%
Total Dept 965 - TRANSFERS OUT		443,000.00	441,500.00	330,000.01	43,333.33	111,499.99	
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		4,976,932.76	5,125,129.00	3,669,462.04	327,773.23	1,455,666.96	71.60%
TOTAL EXPENDITURES		5,686,503.64	6,093,169.00	3,207,466.06	225,772.78	2,885,702.94	52.64%
NET OF REVENUES & EXPENDITURES		(709,570.88)	(968,040.00)	461,995.98	102,000.45	(1,430,035.98)	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2019**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 101 - GENERAL FUND			
101-000-001-001	CASH DRAWER-PETTY CASH	175.00	
101-000-001-110	FLAGSTAR BANK - CASH GENERAL FUND	598,749.09	
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	132.42	
101-000-001-500	GF CASH - K.C. POOL	1,152,585.61	
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	1,716,921.06	
101-000-001-700	CASH - GIFT CARDS	33.04	
101-000-003-001	CD - INDEPENDENT BANK M 9/27/19	312,389.49	
101-000-003-005	CD - COMERICA M 9/19, 8/20	1,028,848.86	
101-000-003-022	CD- MERCANTILE BANK OF MI M 7/26/22	535,196.94	
101-000-003-025	CD - MACATAWA BANK M 5/21/2020	262,944.89	
101-000-003-028	CONSUMER CREDIT UNION M 1/08/2021	262,175.00	
101-000-003-033	CD - PRIVATE BANK M3/15/2020	500,000.00	
101-000-003-036	HORIZON BANK CD M 3/9/2020	512,673.60	
101-000-003-038	GRAND RIVER BANK CD M 12/19/20	515,629.42	
101-000-003-041	LAKE MICH CREDIT UNION CD M 6/02/2020	1,000,000.00	
101-000-015-019	M/M - FLAGSTAR BANK	307,968.97	
101-000-017-401	US TREASURY NOTES	999,876.34	
101-000-202-000	ACCOUNTS PAYABLE		466.76
101-000-214-000	DUE TO OTHER FUNDS		3,144.05
101-000-231-220	DEPENDENT LIFE W/H	103.52	
101-000-231-221	ADDITIONAL LIFE W/H	613.53	
101-000-390-000	FUND BALANCE - UNASSIGNED		6,241,866.99
101-000-391-001	FUND BALANCE - COMMITTED/PENSION 2012		499,543.00
101-000-391-004	FUND BAL - COMMIT FUTURE FACIL IMP 2018		2,500,000.00
101-000-401-401	GENERAL PROPERTY TAXES		1,351,562.88
101-000-401-405	STREETLIGHT		72,772.92
101-000-401-410	PERSONAL PROPERTY TAX		95,825.39
101-000-401-420	DELINQUENT TAXES		2,997.18
101-000-401-437	ABATEMENT TAXES		10,472.05
101-000-401-445	INTEREST & PENALTIES ON TAXES		15,880.32
101-000-401-447	TAX ADMINISTRATION FEES		550,421.93
101-000-450-460	CABLE REVENUE		174,048.75
101-000-450-465	CABLE - PEG FEES		36,703.67
101-000-450-490	DOG LICENSES		72.00
101-000-450-498	OTHER PERMITS		215.00
101-000-451-000	LIQUOR LICENSE		36,129.50
101-000-539-576	STATE SHARED REV.-SALES TAX		744,213.00
101-000-539-581	METRO ACT		15,201.56
101-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		44,318.04
101-000-600-608	PLANNING AND ZONING FEES		7,440.17
101-000-600-614	PA 198 TAX APPLICATION FEE		2,000.00
101-000-600-626	PASSPORT APPLICATION FEE		24,675.00
101-000-600-634	CEMETERY-OPENINGS AND CLOSINGS		12,079.00
101-000-600-647	YARD WASTE TAG FEE		632.00

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-000-665-000	INTEREST ON INVESTMENTS		166,231.76
101-000-665-002	DAM LEASE PAYMENTS		116,405.95
101-000-665-003	RENTAL OF FACILITIES		1,305.00
101-000-665-004	CELLULAR TOWERS		94,507.86
101-000-665-014	CELL TOWER - KEPS ANTENA LEASE		450.00
101-000-671-653	PARK INCOME		6,160.00
101-000-671-671	MISCELLANEOUS INCOME		648.56
101-000-671-676	PARK DONATIONS		500.00
101-000-671-680	MISC INCOME - TRANSIT TICKETS		780.00
101-000-673-000	SALE OF ASSETS		8,833.00
101-000-674-000	4TH OF JULY SPONSORS		18,530.00
101-000-674-200	HALLOWEEN SPONSORS		1,750.00
101-000-676-000	ELECTION REIMBURSEMENT		2,194.30
101-000-679-000	INTERFUND REIMBURSE/BLDG INSPECTION FUND		53,505.25
101-101-704-000	WAGES- PART TIME	28,209.60	
101-101-723-000	TOWNSHIP DUES	8,523.94	
101-101-924-100	TRUSTEE CELL PHONES	421.08	
101-101-981-000	OFFICE EQUIPMENT	2,295.62	
101-171-702-000	WAGES- FULL TIME	85,082.34	
101-171-704-000	WAGES- PART TIME	15,671.97	
101-171-723-000	SUPERVISOR MEMBERSHIPS AND DUES	838.20	
101-171-724-000	EDUCATION	1,701.98	
101-171-860-000	SUPERVISOR MILEAGE	1,955.56	
101-171-862-500	SUPERVISOR EXPENSE ACCOUNT	4.78	
101-171-862-550	MANAGER EXPENSE ACCOUNT	312.51	
101-171-925-000	SUPERVISOR CELL PHONE	1,525.68	
101-171-981-000	OFFICE EQUIPMENT	1,174.41	
101-215-702-000	WAGES- FULL TIME	51,485.04	
101-215-704-000	WAGES- PART TIME	12,537.63	
101-215-723-000	CLERK MEMBERSHIPS AND DUES	200.00	
101-215-724-000	EDUCATION	1,369.60	
101-215-768-000	UNIFORMS	114.92	
101-215-860-000	CLERK MILEAGE	220.69	
101-215-862-500	CLERK'S EXPENSE ACCOUNT	105.60	
101-215-925-000	CLERK CELL PHONE	709.40	
101-215-981-000	OFFICE EQUIPMENT	807.17	
101-253-702-000	WAGES- FULL TIME	77,081.48	
101-253-704-000	WAGES- PART TIME	12,537.63	
101-253-707-000	WAGES- CASUAL	1,299.50	
101-253-723-000	TREASURER MEMBERSHIPS AND DUES	395.00	
101-253-724-000	EDUCATION	2,667.77	
101-253-860-000	TREASURER MILEAGE	382.89	
101-253-924-100	TREASURER'S CELL PHONES	129.69	
101-253-939-000	TREASURER SERVICE CONTRACTS	2,327.00	
101-253-981-000	OFFICE EQUIPMENT	759.98	
101-257-702-000	WAGES- FULL TIME	153,245.14	
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	190.00	
101-257-724-000	EDUCATION	4,021.28	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-257-727-000	ASSESSING OFFICE SUPPLIES		48.51
101-257-808-000	BOARD OF REVIEW EXPENSES	1,727.64	
101-257-860-000	ASSESSING MILEAGE	319.90	
101-257-900-000	ASSESSING PRINTING AND PUBLISHING	1,270.00	
101-257-924-100	CELL PHONES/DATA	129.69	
101-257-939-000	ASSESSING SERVICE CONTRACTS	3,396.20	
101-257-981-000	OFFICE EQUIPMENT	1,507.59	
101-262-707-000	WAGES- CASUAL	4,965.96	
101-262-788-000	ELECTION MISC EXPENSES	1,263.09	
101-262-932-000	MAINT/OFFICE EQUIP & COMPUTER REPAIR	444.60	
101-265-702-000	WAGES- FULL TIME	195,016.43	
101-265-707-000	WAGES- CASUAL	22,564.01	
101-265-713-000	OVERTIME	3,192.23	
101-265-724-000	EDUCATION	105.00	
101-265-768-000	BLDG & GROUNDS UNIFORMS	1,641.88	
101-265-802-200	JANITORIAL & MAINTENANCE	553.00	
101-265-863-000	VEHICLE MAINT	17,013.84	
101-265-864-000	FUEL	11,609.27	
101-265-921-000	COMPLEX ELECTRICITY	16,339.41	
101-265-923-000	COMPLEX HEATING	4,694.01	
101-265-924-000	COMPLEX PHONES	16,172.74	
101-265-924-100	BLDG AND GROUNDS CELL PHONES	1,695.36	
101-265-927-000	COMPLEX WATER-SEWER	4,106.93	
101-265-931-000	COMPLEX MAINTENANCE	43,833.50	
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	15,574.50	
101-265-939-000	SERVICE CONTRACTS	429.51	
101-265-981-000	OFFICE EQUIPMENT	1,449.99	
101-276-921-000	CEMETERY ELECTRICITY	448.70	
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	4,685.00	
101-276-932-000	CEMETERY MAINT	4,250.53	
101-295-702-000	WAGES- FULL TIME	61,505.77	
101-295-704-000	WAGES- PART TIME	110.32	
101-295-707-000	WAGES- CASUAL	1,821.91	
101-295-723-000	MEMBERSHIP AND DUES	240.00	
101-295-724-000	EDUCATION	70.00	
101-295-726-000	EMPLOYEE TRAINING	523.16	
101-295-727-000	OFFICE SUPPLIES	5,891.29	
101-295-730-000	POSTAGE	8,386.57	
101-295-787-000	MISCELLANEOUS	8,052.97	
101-295-807-000	AUDIT FEES & SERVICES	15,040.00	
101-295-810-000	LIABILITY INSURANCE	16,998.00	
101-295-814-000	TAX/ASSESSING ADMIN COSTS	10,409.96	
101-295-815-000	COMPUTER COSTS-ISP	3,889.50	
101-295-815-100	COMPUTER COSTS-WEB SITE	165.00	
101-295-816-000	INSECT/WEED CONTROL	118,246.97	
101-295-821-000	ENGINEERING COSTS	28,856.01	
101-295-826-000	LEGAL FEES	37,078.35	
101-295-860-000	ADMINISTRATIVE MILEAGE	78.88	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-295-881-000	FOURTH OF JULY	51,494.64	
101-295-881-200	HALLOWEEN	1,036.48	
101-295-881-300	KDL MUSIC PROGRAMING	3,500.00	
101-295-882-000	SENIOR CITIZENS	1,617.00	
101-295-885-000	NEWSLETTER	16,604.89	
101-295-900-000	PRINTING/PUBLISHING	5,531.35	
101-295-924-100	CELL PHONES/DATA	1,679.66	
101-295-939-000	SERVICE CONTRACTS	1,161.00	
101-295-941-000	POSTAGE MACHINE LEASE	2,064.51	
101-295-950-000	PROPERTY TAX REFUNDS	532.13	
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000.00	
101-295-952-000	REGIS	10,941.10	
101-295-952-100	KENT COUNTY AERIAL PHOTO	2,647.31	
101-295-955-000	COMMUNITY MEDIA CENTER	5,000.00	
101-295-956-000	RIGHT PLACE PROGRAM	7,500.00	
101-295-967-000	SPECIAL PROJECTS	70,597.25	
101-295-981-000	OFFICE EQUIPMENT	6,315.71	
101-445-816-000	DRAIN MAINTENANCE	889.90	
101-445-821-000	DRAIN ENGINEERING	29,612.35	
101-445-822-000	ILLCIT DISCHARGE PLAN	500.00	
101-446-821-000	ROAD OVERLAYS	223,428.37	
101-446-821-500	ROAD ENGINEERING STUDIES	479.65	
101-447-787-000	MISCELLANEOUS	1,337.00	
101-447-820-000	SPRING/FALL CLEAN-UP	28,718.65	
101-447-939-000	SERVICE CONTRACTS	25,688.00	
101-448-926-000	STREETLIGHTING	91,991.31	
101-448-927-100	TRAFFIC SIGNALS	1,369.79	
101-652-859-000	TRANSPORTATION SERVICES	15,079.15	
101-652-861-000	BUS SERVICE 33RD & 36TH	15,146.25	
101-652-861-100	BUS SERVICE 28TH ST	145,701.67	
101-721-702-000	WAGES- FULL TIME	175,479.71	
101-721-707-000	WAGES- CASUAL	4,128.00	
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	425.00	
101-721-724-000	EDUCATION	1,435.00	
101-721-727-000	COMM DEV SUPPLIES	266.95	
101-721-768-000	COMM DEV UNIFORMS	537.34	
101-721-787-000	MISCELLANEOUS	428.78	
101-721-860-000	COMM DEV MILEAGE	668.20	
101-721-862-500	COMM DEV EXPENSE ACCOUNT	415.93	
101-721-900-000	PRINTING & PUBLISHING	5,368.08	
101-721-925-000	COMM DEV CELL/DATA	1,085.14	
101-721-967-000	SPECIAL PROJECTS	21,273.64	
101-721-981-000	OFFICE EQUIPMENT	759.98	
101-756-756-000	PARK OPERATING SUPPLIES	3,688.33	
101-756-921-000	PARK ELECTRICITY	3,033.38	
101-756-924-000	PARK PHONES	1,064.09	
101-756-927-000	PARK WATER-SEWER	1,933.69	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-756-935-000	PARK MAINTENANCE	27,918.40	
101-803-758-000	COMMUNITY PROMOTION	6,000.00	
101-803-921-000	MUSEUM - ELECTRICITY	528.46	
101-803-923-000	MUSEUM - HEATING/UTILITY	758.26	
101-803-927-000	MUSEUM WATER-SEWER	883.84	
101-803-961-000	MUSEUM MAINTENANCE	862.12	
101-850-715-000	FICA-EMPLOYER	67,862.55	
101-850-716-000	DEFINED CONTRIBUTION PLAN	82,446.89	
101-850-717-000	WORKERS COMP INSURANCE		944.35
101-850-718-000	VISION INSURANCE BENEFITS	1,955.47	
101-850-718-200	OTHER BENEFITS	26,000.00	
101-850-719-000	HEALTH INSURANCE BENEFITS	143,939.47	
101-850-719-100	OPT-OUT INSURANCE	3,000.00	
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	8,741.73	
101-850-721-000	DENTAL INSURANCE BENEFITS	19,934.70	
101-850-722-000	PENSION PLAN BENEFITS	50,531.31	
101-901-970-000	CAPITAL OUTLAY - FFE	99,174.35	
101-901-974-000	CAPITAL OUTLAY - LANDIMP	20,972.27	
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	131,136.71	
101-901-980-100	GENERAL ADMIN. CAPITAL OUTLAY		7,511.25
101-965-999-005	TRANSFER TO DAM MAJOR REPAIR	30,000.00	
101-965-999-006	TRANSFER TO FIRE FUND	300,000.01	
Total Fund 101 - GENERAL FUND		12,922,938.44	12,922,938.44

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2019

GL Number	Description	Balance
Fund 101 - GENERAL FUND		
*** Assets ***		
101-000-001-001	CASH DRAWER-PETTY CASH	175.00
101-000-001-110	FLAGSTAR BANK - CASH GENERAL FUND	598,749.09
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	132.42
101-000-001-500	GF CASH - K.C. POOL	1,152,585.61
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	1,716,921.06
101-000-001-700	CASH - GIFT CARDS	33.04
101-000-003-001	CD - INDEPENDENT BANK M 9/27/19	312,389.49
101-000-003-005	CD - COMERICA M 9/19, 8/20	1,028,848.86
101-000-003-022	CD- MERCANTILE BANK OF MI M 7/26/22	535,196.94
101-000-003-025	CD - MACATAWA BANK M 5/21/2020	262,944.89
101-000-003-028	CONSUMER CREDIT UNION M 1/08/2021	262,175.00
101-000-003-033	CD - PRIVATE BANK M3/15/2020	500,000.00
101-000-003-036	HORIZON BANK CD M 3/9/2020	512,673.60
101-000-003-038	GRAND RIVER BANK CD M 12/19/20	515,629.42
101-000-003-041	LAKE MICH CREDIT UNION CD M 6/02/2020	1,000,000.00
101-000-015-019	M/M - FLAGSTAR BANK	307,968.97
101-000-017-401	US TREASURY NOTES	999,876.34
	Total Assets	9,706,299.73
*** Liabilities ***		
101-000-202-000	ACCOUNTS PAYABLE	466.76
101-000-214-000	DUE TO OTHER FUNDS	3,144.05
101-000-231-220	DEPENDENT LIFE W/H	(103.52)
101-000-231-221	ADDITIONAL LIFE W/H	(613.53)
	Total Liabilities	2,893.76
*** Fund Balance ***		
101-000-390-000	FUND BALANCE - UNASSIGNED	6,241,866.99
101-000-391-001	FUND BALANCE - COMMITTED/PENSION 2012	499,543.00
101-000-391-004	FUND BAL - COMMIT FUTURE FACIL IMP 2018	2,500,000.00
	Total Fund Balance	9,241,409.99
	Beginning Fund Balance	9,241,409.99
	Net of Revenues VS Expenditures	461,995.98
	Ending Fund Balance	9,703,405.97
	Total Liabilities And Fund Balance	9,706,299.73

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 151 - CEMETERY TRUST FUND							
Revenues							
151-000-600-634	CEMETERY-OPENINGS AND CLOSINGS	0.00	1,500.00	0.00	0.00	1,500.00	0.00%
151-000-600-636	CEMETERY-CARE FEE	4,885.00	3,500.00	3,210.00	0.00	290.00	91.71%
151-000-665-000	INTEREST ON INVESTMENTS	540.29	550.00	367.12	47.56	182.88	66.75%
151-000-699-101	TRANSFER FROM GENERAL FUND	3,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		8,425.29	5,550.00	3,577.12	47.56	1,972.88	
Dept 276 - CEMETERY							
151-276-787-000	MISCELLANEOUS	1,073.27	500.00	439.20	0.00	60.80	87.84%
151-276-931-000	MAINT & REPAIR/IMPROVEMENTS	3,364.00	2,000.00	33.00	33.00	1,967.00	1.65%
Total Dept 276 - CEMETERY		4,437.27	2,500.00	472.20	33.00	2,027.80	
Fund 151 - CEMETERY TRUST FUND:							
TOTAL REVENUES		8,425.29	5,550.00	3,577.12	47.56	1,972.88	64.45%
TOTAL EXPENDITURES		4,437.27	2,500.00	472.20	33.00	2,027.80	18.89%
NET OF REVENUES & EXPENDITURES		3,988.02	3,050.00	3,104.92	14.56	(54.92)	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 151 - CEMETERY TRUST FUND			
151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	112,341.69	
151-000-390-000	FUND BALANCE - UNASSIGNED		104,236.77
151-000-391-001	FUND BALANCE-COMMITTED WHITNEYVILLE M 11		5,000.00
151-000-600-636	CEMETERY-CARE FEE		3,210.00
151-000-665-000	INTEREST ON INVESTMENTS		367.12
151-276-787-000	MISCELLANEOUS	439.20	
151-276-931-000	MAINT & REPAIR/IMPROVEMENTS	33.00	
Total Fund 151 - CEMETERY TRUST FUND		112,813.89	112,813.89

Fund 151 - CEMETERY TRUST FUND

***** Assets *****

151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	112,341.69
	Total Assets	112,341.69

***** Liabilities *****

Total Liabilities	0.00
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***** Fund Balance *****

151-000-390-000	FUND BALANCE - UNASSIGNED	104,236.77
151-000-391-001	FUND BALANCE-COMMITTED WHITNEYVILLE M :	5,000.00
	Total Fund Balance	109,236.77
	Beginning Fund Balance	109,236.77
	Net of Revenues VS Expenditures	3,104.92
	Ending Fund Balance	112,341.69
	Total Liabilities And Fund Balance	112,341.69

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 206 - FIRE FUND							
Revenues							
206-000-401-402	TAX LEVY	1,752,668.85	1,831,552.00	1,829,482.93	0.00	2,069.07	99.89%
206-000-401-410	PERSONAL PROPERTY TAX	123,326.56	134,070.00	129,712.77	0.00	4,357.23	96.75%
206-000-401-412	DELINQUENT TAXES-LEVY	4,694.02	8,000.00	4,012.14	0.00	3,987.86	50.15%
206-000-401-437	ABATEMENT TAXES-LEVY	14,020.27	14,894.00	14,175.33	0.00	718.67	95.17%
206-000-401-441	COMMUNITY STABILIZATION SHARE TAX	51,815.63	47,558.00	0.00	0.00	47,558.00	0.00%
206-000-401-445	PENALTIES & INTEREST ON TAXES	348.25	350.00	423.59	0.00	(73.59)	121.03%
206-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	66,285.62	0.00	(66,285.62)	0.00
206-000-655-661	DISTRICT COURT FINES	0.00	500.00	660.00	0.00	(160.00)	132.00%
206-000-665-000	INTEREST REVENUE	59,980.97	77,500.00	44,285.05	1,634.54	33,214.95	57.14%
206-000-665-210	INT ON INVESTMENT COAMERICA PIR148983	3,750.00	0.00	0.00	0.00	0.00	0.00
206-000-671-671	MISCELLANEOUS INCOME	60.00	250.00	0.00	0.00	250.00	0.00%
206-000-671-675	DONATIONS	0.00	500.00	0.00	0.00	500.00	0.00%
206-000-671-683	REIMBURSEMENTS/REFUNDS	4,919.58	250.00	131.22	0.00	118.78	52.49%
206-000-673-000	SALE OF ASSETS	0.00	24,000.00	24,000.00	0.00	0.00	100.00%
206-000-699-000	TRANSFER IN	400,000.00	400,000.00	300,000.01	33,333.33	99,999.99	75.00%
TOTAL REVENUES		2,415,584.13	2,539,424.00	2,413,168.66	34,967.87	126,255.34	
Dept 336 - FIRE DEPARTMENT							
206-336-702-000	WAGES- FULL TIME	0.00	1,353,328.00	908,799.64	93,749.56	444,528.36	67.15%
206-336-703-000	FIREFIGHTERS SALARY	883,772.78	0.00	0.00	0.00	0.00	0.00
206-336-705-000	FIRE CHIEF	87,927.29	0.00	0.00	0.00	0.00	0.00
206-336-707-000	WAGES- CASUAL	76,094.63	120,000.00	128,815.89	15,450.01	(8,815.89)	107.35%
206-336-708-000	LIEUTENANT-TS	69,140.99	0.00	0.00	0.00	0.00	0.00
206-336-708-200	LIEUTENANT-DV	76,191.46	0.00	0.00	0.00	0.00	0.00
206-336-708-400	FIRE INSPECTOR	68,430.96	0.00	0.00	0.00	0.00	0.00
206-336-709-000	WAGES/SALARIES OVERTIME	85,297.81	0.00	0.00	0.00	0.00	0.00
206-336-710-000	FIRE PAID ON CALL	90,780.56	0.00	0.00	0.00	0.00	0.00
206-336-713-000	OVERTIME	0.00	70,000.00	50,232.48	5,642.55	19,767.52	71.76%
206-336-723-000	FIRE MEMBERSHIP AND DUES	1,281.00	1,700.00	1,598.18	205.00	101.82	94.01%
206-336-724-000	FIRE EDUCATION	6,438.56	10,000.00	6,501.78	1,692.00	3,498.22	65.02%
206-336-725-000	FIRE TUITION	3,076.00	4,500.00	6,901.50	973.00	(2,401.50)	153.37%
206-336-726-000	FIRE TRAINING	8,025.87	12,000.00	11,993.26	0.00	6.74	99.94%
206-336-727-000	FIRE OFFICE SUPPLIES	3,058.17	3,000.00	2,319.80	37.17	680.20	77.33%
206-336-738-000	FIRE MAINT SUPPLIES	2,136.24	1,700.00	1,378.35	0.00	321.65	81.08%
206-336-745-000	FIRE FUELS	19,667.84	20,000.00	14,628.74	1,845.81	5,371.26	73.14%
206-336-768-000	FIRE UNIFORMS	22,000.71	10,000.00	7,841.85	351.70	2,158.15	78.42%
206-336-787-000	MISCELLANEOUS	4,266.01	4,000.00	1,867.94	279.08	2,132.06	46.70%
206-336-802-000	CONTRACTUAL SERVICES	11,227.46	12,600.00	8,418.47	0.00	4,181.53	66.81%
206-336-803-000	FIRE FIGHTER HIRING	1,603.00	2,000.00	2,682.89	190.00	(682.89)	134.14%
206-336-807-000	FIRE AUDIT FEES & SERVICES	2,325.00	2,805.00	2,820.00	0.00	(15.00)	100.53%
206-336-810-000	LIABILITY INSURANCE	16,150.00	17,987.00	16,998.00	0.00	989.00	94.50%
206-336-826-000	FIRE LEGAL FEES	608.00	1,000.00	0.00	0.00	1,000.00	0.00%
206-336-850-000	COMMUNICATIONS	0.00	0.00	11,551.88	1,242.89	(11,551.88)	0.00
206-336-860-000	FIRE MILEAGE	0.00	300.00	0.00	0.00	300.00	0.00%
206-336-887-000	FIRE PUBLIC RELATIONS	1,236.74	3,000.00	2,528.57	0.00	471.43	84.29%
206-336-901-000	FIRE PUBLICATIONS	2,777.08	1,500.00	923.20	0.00	576.80	61.55%
206-336-921-002	FIRE ELECTRICITY/BUTTRICK	7,929.83	12,000.00	0.00	0.00	12,000.00	0.00%
206-336-923-002	FIRE HEATING/BUTTRICK	3,538.36	4,320.00	0.00	0.00	4,320.00	0.00%
206-336-924-000	FIRE PHONES	5,372.27	7,000.00	0.00	0.00	7,000.00	0.00%
206-336-924-002	FIRE PHONES/BUTTRICK	2,720.67	3,000.00	0.00	0.00	3,000.00	0.00%
206-336-924-100	CELL PHONES/DATA-MODEMS	5,539.16	4,500.00	0.00	0.00	4,500.00	0.00%
206-336-927-002	FIRE WATER/BUTTRICK	1,103.75	2,500.00	0.00	0.00	2,500.00	0.00%
206-336-928-000	UTILITIES	0.00	0.00	11,366.96	1,740.97	(11,366.96)	0.00
206-336-932-000	FIRE OFF EQUIP & COMPUTER REPA	2,666.45	4,000.00	2,632.99	332.50	1,367.01	65.82%
206-336-936-000	FIRE STATION MAINT	15,071.35	16,000.00	13,916.38	548.89	2,083.62	86.98%
206-336-936-002	FIRE STATION MAINT/BUTTRICK	16,528.25	25,000.00	20,237.09	694.82	4,762.91	80.95%
206-336-937-000	FIRE RADIO MAINT	5,782.83	10,000.00	5,334.34	0.00	4,665.66	53.34%
206-336-938-000	FIRE EQUIPMENT MAINT	63,129.92	48,000.00	41,421.37	12,301.44	6,578.63	86.29%
206-336-939-000	FIRE COPIER/LEASE/SERVICE	2,950.64	2,500.00	1,841.51	264.59	658.49	73.66%
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	750.00	900.00	450.00	0.00	450.00	50.00%
206-336-950-000	PROPERTY TAX REFUNDS	0.00	200.00	0.00	0.00	200.00	0.00%
206-336-957-000	FIRE PHYSICAL EXAMS	15,109.42	16,000.00	14,416.82	0.00	1,583.18	90.11%
206-336-958-000	FIRE SUPPLEMENTAL EQUIPMENT	10,297.30	13,000.00	10,327.06	3,267.07	2,672.94	79.44%
206-336-959-000	FIRE PROTECTIVE CLOTHING	29,542.69	40,000.00	31,345.43	2,509.66	8,654.57	78.36%
206-336-981-000	OFFICE EQUIPMENT	18,870.20	25,000.00	11,895.22	0.00	13,104.78	47.58%
Total Dept 336 - FIRE DEPARTMENT		1,750,417.25	1,885,340.00	1,353,987.59	143,318.71	531,352.41	

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Dept 850 - BENEFITS/INSURANCE							
206-850-715-000	FICA-EMPLOYER	104,089.28	118,065.00	82,056.24	8,387.58	36,008.76	69.50%
206-850-716-000	DEFINED CONTRIBUTION PLAN	137,641.65	100,529.00	79,772.31	7,361.52	20,756.69	79.35%
206-850-717-000	WORKERS COMP INSURANCE	78,309.65	74,776.00	(2,341.98)	0.00	77,117.98	-3.13%
206-850-718-000	VISION INSURANCE BENEFITS	2,495.64	3,010.00	1,862.31	198.15	1,147.69	61.87%
206-850-718-200	OTHER BENEFITS	0.00	21,000.00	22,000.00	0.00	(1,000.00)	104.76%
206-850-719-000	HEALTH INSURANCE BENEFITS	140,985.27	176,551.00	154,857.55	14,445.79	21,693.45	87.71%
206-850-719-100	OPT-OUT INSURANCE	6,113.10	6,000.00	4,500.00	0.00	1,500.00	75.00%
206-850-720-000	LIFE & DISABILITY INSURANCE	9,866.22	11,893.00	11,166.34	1,177.03	726.66	93.89%
206-850-720-100	FIRE CASUALTY INSURANCE	18,649.00	0.00	0.00	0.00	0.00	0.00
206-850-721-000	DENTAL INSURANCE BENEFITS	19,523.87	23,160.00	17,050.96	2,058.81	6,109.04	73.62%
206-850-721-200	MI CLAIMS TAX - DENTAL	143.86	0.00	0.00	0.00	0.00	0.00
206-850-722-000	PENSION PLAN BENEFITS	152,550.90	106,259.00	54,575.98	10,556.66	51,683.02	51.36%
Total Dept 850 - BENEFITS/INSURANCE		670,368.44	641,243.00	425,499.71	44,185.54	215,743.29	
Dept 901 - CAPITAL OUTLAY							
206-901-970-000	CAPITAL OUTLAY - FFE	77,461.30	35,000.00	34,932.93	0.00	67.07	99.81%
206-901-974-000	CAPITAL OUTLAY - LAND IMP	6,269.84	0.00	0.00	0.00	0.00	0.00
Total Dept 901 - CAPITAL OUTLAY		83,731.14	35,000.00	34,932.93	0.00	67.07	
Dept 965 - TRANSFERS OUT							
206-965-999-208	TRANSFER TO HAZMAT	0.00	2,000.00	2,000.00	0.00	0.00	100.00%
Total Dept 965 - TRANSFERS OUT		0.00	2,000.00	2,000.00	0.00	0.00	
Fund 206 - FIRE FUND:							
TOTAL REVENUES		2,415,584.13	2,539,424.00	2,413,168.66	34,967.87	126,255.34	95.03%
TOTAL EXPENDITURES		2,504,516.83	2,563,583.00	1,816,420.23	187,504.25	747,162.77	70.85%
NET OF REVENUES & EXPENDITURES		(88,932.70)	(24,159.00)	596,748.43	(152,536.38)	(620,907.43)	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 206 - FIRE FUND			
206-000-001-001	CASH DRAWER-PETTY CASH	80.00	
206-000-001-510	MI CLASS CASH - POOL ACCOUNTS	589,947.71	
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	194,732.28	
206-000-003-000	53RD -CASH	0.05	
206-000-003-015	CD - COMMUNITY WEST CR UN	5.00	
206-000-003-031	WELLS FARGO CD 949763SX5 M 9/13/19	500,000.00	
206-000-003-032	COMMUNITY CHOICE CR UN M 4/18/21	261,290.23	
206-000-003-035	ADVENTURE CR UNION M 2/23/20	255,688.63	
206-000-003-039	LEVEL ONE BANK CD M11/21/2019	266,244.86	
206-000-015-005	MONEY MARKET LAKE MICH CR UN	5.00	
206-000-017-001	COMERICA CP M 9/20/19	992,063.89	
206-000-202-000	ACCOUNTS PAYABLE		94.23
206-000-390-000	FUND BALANCE - UNASSIGNED		2,463,214.99
206-000-401-402	TAX LEVY		1,829,482.93
206-000-401-410	PERSONAL PROPERTY TAX		129,712.77
206-000-401-412	DELINQUENT TAXES-LEVY		4,012.14
206-000-401-437	ABATEMENT TAXES-LEVY		14,175.33
206-000-401-445	PENALTIES & INTEREST ON TAXES		423.59
206-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		66,285.62
206-000-655-661	DISTRICT COURT FINES		660.00
206-000-665-000	INTEREST REVENUE		44,285.05
206-000-671-683	REIMBURSEMENTS/REFUNDS		131.22
206-000-673-000	SALE OF ASSETS		24,000.00
206-000-699-000	TRANSFER IN		300,000.01
206-336-702-000	WAGES- FULL TIME	908,799.64	
206-336-707-000	WAGES- CASUAL	128,815.89	
206-336-713-000	OVERTIME	50,232.48	
206-336-723-000	FIRE MEMBERSHIP AND DUES	1,598.18	
206-336-724-000	FIRE EDUCATION	6,501.78	
206-336-725-000	FIRE TUITION	6,901.50	
206-336-726-000	FIRE TRAINING	11,993.26	
206-336-727-000	FIRE OFFICE SUPPLIES	2,319.80	
206-336-738-000	FIRE MAINT SUPPLIES	1,378.35	
206-336-745-000	FIRE FUELS	14,628.74	
206-336-768-000	FIRE UNIFORMS	7,841.85	
206-336-787-000	MISCELLANEOUS	1,867.94	
206-336-802-000	CONTRACTUAL SERVICES	8,418.47	
206-336-803-000	FIRE FIGHTER HIRING	2,682.89	
206-336-807-000	FIRE AUDIT FEES & SERVICES	2,820.00	
206-336-810-000	LIABILITY INSURANCE	16,998.00	
206-336-850-000	COMMUNICATIONS	11,551.88	
206-336-887-000	FIRE PUBLIC RELATIONS	2,528.57	
206-336-901-000	FIRE PUBLICATIONS	923.20	
206-336-928-000	UTILITIES	11,366.96	
206-336-932-000	FIRE OFF EQUIP & COMPUTER REPA	2,632.99	
206-336-936-000	FIRE STATION MAINT	13,916.38	
206-336-936-002	FIRE STATION MAINT/BUTTRICK	20,237.09	
206-336-937-000	FIRE RADIO MAINT	5,334.34	
206-336-938-000	FIRE EQUIPMENT MAINT	41,421.37	
206-336-939-000	FIRE COPIER/LEASE/SERVICE	1,841.51	
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	450.00	
206-336-957-000	FIRE PHYSICAL EXAMS	14,416.82	
206-336-958-000	FIRE SUPPLEMENTAL EQUIPMENT	10,327.06	
206-336-959-000	FIRE PROTECTIVE CLOTHING	31,345.43	
206-336-981-000	OFFICE EQUIPMENT	11,895.22	
206-850-715-000	FICA-EMPLOYER	82,056.24	
206-850-716-000	DEFINED CONTRIBUTION PLAN	79,772.31	
206-850-717-000	WORKERS COMP INSURANCE		2,341.98
206-850-718-000	VISION INSURANCE BENEFITS	1,862.31	
206-850-718-200	OTHER BENEFITS	22,000.00	
206-850-719-000	HEALTH INSURANCE BENEFITS	154,857.55	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
206-850-719-100	OPT-OUT INSURANCE	4,500.00	
206-850-720-000	LIFE & DISABILITY INSURANCE	11,166.34	
206-850-721-000	DENTAL INSURANCE BENEFITS	17,050.96	
206-850-722-000	PENSION PLAN BENEFITS	54,575.98	
206-901-970-000	CAPITAL OUTLAY - FFE	34,932.93	
206-965-999-208	TRANSFER TO HAZMAT	2,000.00	
Total Fund 206 - FIRE FUND		4,878,819.86	4,878,819.86

Fund 206 - FIRE FUND

***** Assets *****

206-000-001-001	CASH DRAWER-PETTY CASH	80.00
206-000-001-510	MI CLASS CASH - POOL ACCOUNTS	589,947.71
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	194,732.28
206-000-003-000	53RD -CASH	0.05
206-000-003-015	CD - COMMUNITY WEST CR UN	5.00
206-000-003-031	WELLS FARGO CD 949763SX5 M 9/13/19	500,000.00
206-000-003-032	COMMUNITY CHOICE CR UN M 4/18/21	261,290.23
206-000-003-035	ADVENTURE CR UNION M 2/23/20	255,688.63
206-000-003-039	LEVEL ONE BANK CD M11/21/2019	266,244.86
206-000-015-005	MONEY MARKET LAKE MICH CR UN	5.00
206-000-017-001	COMERICA CP M 9/20/19	992,063.89
	Total Assets	3,060,057.65

***** Liabilities *****

206-000-202-000	ACCOUNTS PAYABLE	94.23
	Total Liabilities	94.23

***** Fund Balance *****

206-000-390-000	FUND BALANCE - UNASSIGNED	2,463,214.99
	Total Fund Balance	2,463,214.99
	Beginning Fund Balance	2,463,214.99
	Net of Revenues VS Expenditures	596,748.43
	Ending Fund Balance	3,059,963.42
	Total Liabilities And Fund Balance	3,060,057.65

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 207 - POLICE FUND							
Revenues							
207-000-401-402	TAX LEVY	611,783.55	639,306.00	638,583.10	0.00	722.90	99.89%
207-000-401-410	PERSONAL PROPERTY TAX	43,048.16	46,555.00	45,276.60	0.00	1,278.40	97.25%
207-000-401-412	DELINQUENT TAXES-LEVY	1,638.31	5,000.00	1,400.31	0.00	3,599.69	28.01%
207-000-401-437	ABATEMENT TAXES-LEVY	4,893.96	5,200.00	4,947.98	0.00	252.02	95.15%
207-000-401-441	COMMUNITY STABILIZATION SHARE TAX	9,813.21	16,601.00	0.00	0.00	16,601.00	0.00%
207-000-401-445	INTEREST & PENALTIES ON TAX	121.47	150.00	147.81	0.00	2.19	98.54%
207-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	23,727.06	0.00	(23,727.06)	0.00
207-000-665-000	INTEREST REVENUE	12,054.27	30,000.00	6,228.32	527.35	23,771.68	20.76%
TOTAL REVENUES		683,352.93	742,812.00	720,311.18	527.35	22,500.82	
Dept 301 - POLICE DEPARTMENT							
207-301-787-000	MISCELLANEOUS	5,626.14	5,000.00	0.00	0.00	5,000.00	0.00%
207-301-801-000	SHERIFF PROTECTION	637,991.34	665,000.00	413,888.07	98,875.56	251,111.93	62.24%
207-301-950-000	PROPERTY TAX REFUNDS	0.00	150.00	0.00	0.00	150.00	0.00%
Total Dept 301 - POLICE DEPARTMENT		643,617.48	670,150.00	413,888.07	98,875.56	256,261.93	
Dept 965 - TRANSFERS OUT							
207-965-999-000	TRANSFER TO OTHER FUND	31,499.00	31,499.00	0.00	0.00	31,499.00	0.00%
Total Dept 965 - TRANSFERS OUT		31,499.00	31,499.00	0.00	0.00	31,499.00	
Fund 207 - POLICE FUND:							
TOTAL REVENUES		683,352.93	742,812.00	720,311.18	527.35	22,500.82	96.97%
TOTAL EXPENDITURES		675,116.48	701,649.00	413,888.07	98,875.56	287,760.93	58.99%
NET OF REVENUES & EXPENDITURES		8,236.45	41,163.00	306,423.11	(98,348.21)	(265,260.11)	
Fund 208 - HAZMAT FUND							
Revenues							
208-000-581-000	LOCAL CONTRIBUTIONS	0.00	4,000.00	4,000.00	0.00	0.00	100.00%
208-000-665-000	HAZMAT INTEREST	105.13	200.00	66.09	8.88	133.91	33.05%
208-000-699-000	TRANSFER IN	0.00	2,000.00	2,000.00	0.00	0.00	100.00%
Total Dept 000		105.13	6,200.00	6,066.09	8.88	133.91	
TOTAL REVENUES		105.13	6,200.00	6,066.09	8.88	133.91	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 207 - POLICE FUND			
207-000-003-000	CASH-POLICE FUND - 53RD SECURITIES	0.05	
207-000-003-027	CD - NORTHPOINTE BANK M 5/09/20	264,005.12	
207-000-003-029	CD - FIRST COMMUNITY BANK M 3/13/20	250,000.00	
207-000-003-033	CD - PRIVATE BANK M 9/25/19	759,534.49	
207-000-015-019	POLICE M/M FLAGSTAR BANK	344,293.95	
207-000-390-000	FUND BALANCE - UNASSIGNED		1,081,410.50
207-000-391-001	FUND BALANCE - COMMITTED/ PP TAX 2012		230,000.00
207-000-401-402	TAX LEVY		638,583.10
207-000-401-410	PERSONAL PROPERTY TAX		45,276.60
207-000-401-412	DELINQUENT TAXES-LEVY		1,400.31
207-000-401-437	ABATEMENT TAXES-LEVY		4,947.98
207-000-401-445	INTEREST & PENALTIES ON TAX		147.81
207-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		23,727.06
207-000-665-000	INTEREST REVENUE		6,228.32
207-301-801-000	SHERIFF PROTECTION	413,888.07	
Total Fund 207 - POLICE FUND		2,031,721.68	2,031,721.68

Fund 207 - POLICE FUND

***** Assets *****

207-000-003-000	CASH-POLICE FUND - 53RD SECURITIES	0.05
207-000-003-027	CD - NORTHPOINTE BANK M 5/09/20	264,005.12
207-000-003-029	CD - FIRST COMMUNITY BANK M 3/13/20	250,000.00
207-000-003-033	CD - PRIVATE BANK M 9/25/19	759,534.49
207-000-015-019	POLICE M/M FLAGSTAR BANK	344,293.95
	Total Assets	1,617,833.61

***** Liabilities *****

Total Liabilities 0.00

***** Fund Balance *****

207-000-390-000	FUND BALANCE - UNASSIGNED	1,081,410.50
207-000-391-001	FUND BALANCE - COMMITTED/ PP TAX 2012	230,000.00
	Total Fund Balance	1,311,410.50

Beginning Fund Balance	1,311,410.50
Net of Revenues VS Expenditures	306,423.11
Ending Fund Balance	1,617,833.61
Total Liabilities And Fund Balance	1,617,833.61

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Dept 344 - HAZMAT							
208-344-726-000	HAZMAT SUPPLIES	0.00	500.00	0.00	0.00	500.00	0.00%
208-344-787-000	MISCELLANEOUS	0.00	1,500.00	467.69	0.00	1,032.31	31.18%
208-344-789-000	HAZMAT TRAINING	1,266.93	3,000.00	1,226.80	0.00	1,773.20	40.89%
208-344-958-000	HAZMAT EQUIPMENT	4,981.50	3,000.00	0.00	0.00	3,000.00	0.00%
Total Dept 344 - HAZMAT		6,248.43	8,000.00	1,694.49	0.00	6,305.51	
Fund 208 - HAZMAT FUND:							
TOTAL REVENUES		105.13	6,200.00	6,066.09	8.88	133.91	97.84%
TOTAL EXPENDITURES		6,248.43	8,000.00	1,694.49	0.00	6,305.51	21.18%
NET OF REVENUES & EXPENDITURES		(6,143.30)	(1,800.00)	4,371.60	8.88	(6,171.60)	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 208 - HAZMAT FUND			
208-000-015-005	MM LAKE MICH CR UN 112010265771	31,848.11	
208-000-390-000	FUND BALANCE - UNASSIGNED		27,476.51
208-000-581-000	LOCAL CONTRIBUTIONS		4,000.00
208-000-665-000	HAZMAT INTEREST		66.09
208-000-699-000	TRANSFER IN		2,000.00
208-344-787-000	MISCELLANEOUS	467.69	
208-344-789-000	HAZMAT TRAINING	1,226.80	
Total Fund 208 - HAZMAT FUND		33,542.60	33,542.60

Fund 208 - HAZMAT FUND

***** Assets *****

208-000-015-005	MM LAKE MICH CR UN 112010265771	31,848.11
	Total Assets	31,848.11

***** Liabilities *****

Total Liabilities	0.00
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***** Fund Balance *****

208-000-390-000	FUND BALANCE - UNASSIGNED	27,476.51
	Total Fund Balance	27,476.51
	Beginning Fund Balance	27,476.51
	Net of Revenues VS Expenditures	4,371.60
	Ending Fund Balance	31,848.11
	Total Liabilities And Fund Balance	31,848.11

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 209 - CCT OPEN SPACE							
Revenues							
209-000-401-402	TAX LEVY	306,473.11	320,265.00	319,901.21	0.00	363.79	99.89%
209-000-401-410	PERSONAL PROPERTY TAX	21,565.64	23,443.00	22,681.74	0.00	761.26	96.75%
209-000-401-412	DELINQUENT TAXES-LEVY	820.82	2,000.00	701.45	0.00	1,298.55	35.07%
209-000-401-437	ABATEMENT TAXES-LEVY	2,451.67	2,604.00	2,478.81	0.00	125.19	95.19%
209-000-401-441	COMMUNITY STABILIZATION SHARE TAX	24,035.25	8,317.00	0.00	0.00	8,317.00	0.00%
209-000-401-445	INTEREST & PENALTIES ON TAXES	60.67	75.00	73.94	0.00	1.06	98.59%
209-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	10,333.15	0.00	(10,333.15)	0.00
209-000-665-000	INTEREST ON INVESTMENTS	4,690.54	2,400.00	3,380.11	273.28	(980.11)	140.84%
209-000-665-408	INTEREST ON HOMEYER FUND	6,699.46	8,000.00	6,038.51	697.40	1,961.49	75.48%
209-000-671-674	DONATIONS - HOMEYER	1,000.00	0.00	0.00	0.00	0.00	0.00
209-000-671-675	DONATIONS	0.00	1,000.00	0.00	0.00	1,000.00	0.00%
TOTAL REVENUES		367,797.16	368,104.00	365,588.92	970.68	2,515.08	
Dept 751 - OPEN SPACE PRESERVATION							
209-751-921-000	ELECTRICITY	1,872.93	2,000.00	1,746.76	178.31	3,746.76	87.34%
209-751-923-000	HEATING/UTILITY	0.00	1,500.00	0.00	0.00	1,500.00	0.00%
209-751-927-000	WATER-SEWER	359.56	500.00	400.54	222.93	900.54	80.11%
209-751-935-000	PARK MAINTENANCE	16,249.42	20,000.00	1,568.26	180.00	21,568.26	7.84%
209-751-950-000	TAX REFUNDS	0.00	100.00	0.00	0.00	100.00	0.00%
Total Dept 751 - OPEN SPACE PRESERVATION		18,481.91	24,100.00	3,715.56	581.24	27,815.56	
Dept 905 - DEBT SERVICE							
209-905-993-001	DEBIT SERVICE PAYING AGENT FEES	750.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 905 - DEBT SERVICE		750.00	0.00	0.00	0.00	0.00	
Dept 990 - DEBT SERVICE							
209-990-991-201	BOND PRINCIPAL REFINANCE	29,000.00	35,000.00	35,000.00	0.00	0.00	100.00%
209-990-992-001	BOND PRINCIPAL PAYMENT	225,000.00	230,000.00	230,000.00	0.00	0.00	100.00%
209-990-992-201	BOND INTEREST REFINANCE	58,906.97	52,235.00	52,166.60	25,879.60	68.40	99.87%
209-990-996-001	INTEREST AND FEES BA 2009	12,818.13	4,370.00	4,370.00	0.00	0.00	100.00%
Total Dept 990 - DEBT SERVICE		325,725.10	321,605.00	321,536.60	25,879.60	68.40	
Fund 209 - CCT OPEN SPACE:							
TOTAL REVENUES		367,797.16	368,104.00	365,588.92	970.68	2,515.08	99.32%
TOTAL EXPENDITURES		344,957.01	345,705.00	325,252.16	26,460.84	20,452.84	94.08%
NET OF REVENUES & EXPENDITURES		22,840.15	22,399.00	40,336.76	(25,490.16)	(17,937.76)	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 209 - CCT OPEN SPACE			
209-000-001-100	CASH -CHEM	402,543.03	
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	370,150.09	
209-000-390-000	FUND BALANCE - UNASSIGNED		375,944.24
209-000-391-004	FUND BALANCE - COMMITTED HOMEYER 12/15		356,412.12
209-000-401-402	TAX LEVY		319,901.21
209-000-401-410	PERSONAL PROPERTY TAX		22,681.74
209-000-401-412	DELINQUENT TAXES-LEVY		701.45
209-000-401-437	ABATEMENT TAXES-LEVY		2,478.81
209-000-401-445	INTEREST & PENALTIES ON TAXES		73.94
209-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		10,333.15
209-000-665-000	INTEREST ON INVESTMENTS		3,380.11
209-000-665-408	INTEREST ON HOMEYER FUND		6,038.51
209-751-921-000	ELECTRICITY	1,746.76	
209-751-927-000	WATER-SEWER	400.54	
209-751-935-000	PARK MAINTENANCE	1,568.26	
209-990-991-201	BOND PRINCIPAL REFINANCE	35,000.00	
209-990-992-001	BOND PRINCIPAL PAYMENT	230,000.00	
209-990-992-201	BOND INTEREST REFINANCE	52,166.60	
209-990-996-001	INTEREST AND FEES BA 2009	4,370.00	
Total Fund 209 - CCT OPEN SPACE		1,097,945.28	1,097,945.28

Fund 209 - CCT OPEN SPACE

***** Assets *****

209-000-001-100	CASH -CHEM	402,543.03
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	370,150.09
	Total Assets	772,693.12

***** Liabilities *****

Total Liabilities	0.00
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***** Fund Balance *****

209-000-390-000	FUND BALANCE - UNASSIGNED	375,944.24
209-000-391-004	FUND BALANCE - COMMITTED HOMEYER 12/15	356,412.12
	Total Fund Balance	732,356.36
	Beginning Fund Balance	732,356.36
	Net of Revenues VS Expenditures	40,336.76
	Ending Fund Balance	772,693.12
	Total Liabilities And Fund Balance	772,693.12

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Dept 905 - DEBT SERVICE							
209-905-993-001	DEBIT SERVICE PAYING AGENT FEES	750.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 905 - DEBT SERVICE		750.00	0.00	0.00	0.00	0.00	
Dept 990 - DEBT SERVICE							
209-990-991-201	BOND PRINCIPAL REFINANCE	29,000.00	35,000.00	35,000.00	0.00	0.00	100.00%
209-990-992-001	BOND PRINCIPAL PAYMENT	225,000.00	230,000.00	230,000.00	0.00	0.00	100.00%
209-990-992-201	BOND INTEREST REFINANCE	58,906.97	52,235.00	52,166.60	25,879.60	68.40	99.87%
209-990-996-001	INTEREST AND FEES BA 2009	12,818.13	4,370.00	4,370.00	0.00	0.00	100.00%
Total Dept 990 - DEBT SERVICE		325,725.10	321,605.00	321,536.60	25,879.60	68.40	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 211 - DAM MAJOR REPAIR FUND			
211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	386,666.49	
211-000-003-014	CD - LAKE MICH CR UN 3/10/2020	328,971.95	
211-000-390-000	FUND BALANCE - UNASSIGNED		424,766.51
211-000-391-001	FUND BALANCE-COMMITTED/FUTURE REPAIRS12		250,000.00
211-000-665-000	INTEREST REVENUE		5,871.93
211-000-675-000	CONTRIBUTIONS		5,000.00
211-000-699-101	TRANSFER FROM GENERAL FUND		30,000.00
Total Fund 211 - DAM MAJOR REPAIR FUND		715,638.44	715,638.44

Fund 211 - DAM MAJOR REPAIR FUND

***** Assets *****

211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	386,666.49
211-000-003-014	CD - LAKE MICH CR UN 3/10/2020	<u>328,971.95</u>
	Total Assets	715,638.44

***** Liabilities *****

Total Liabilities	<u>0.00</u>
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***** Fund Balance *****

211-000-390-000	FUND BALANCE - UNASSIGNED	424,766.51
211-000-391-001	FUND BALANCE-COMMITTED/FUTURE REPAIRS1	<u>250,000.00</u>
	Total Fund Balance	674,766.51
	Beginning Fund Balance	674,766.51
	Net of Revenues VS Expenditures	40,871.93
	Ending Fund Balance	715,638.44
	Total Liabilities And Fund Balance	715,638.44

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 216 - PATHWAYS FUND							
Revenues							
216-000-401-402	TAX LEVY	531,024.49	489,539.00	490,322.21	0.00	(783.21)	100.16%
216-000-401-410	PERSONAL PROPERTY TAX	37,365.37	35,648.00	33,333.21	0.00	2,314.79	93.51%
216-000-401-412	DELINQUENT TAX LEVY	1,422.07	2,000.00	1,074.98	0.00	925.02	53.75%
216-000-401-437	ABATEMENT TAXES-LEVY	4,247.95	3,981.00	3,788.66	0.00	192.34	95.17%
216-000-401-441	COMMUNITY STABILIZATION SHARE TAX	41,623.17	12,712.00	0.00	0.00	12,712.00	0.00%
216-000-401-445	PENALTIES & INTEREST ON TAX	105.60	100.00	113.60	0.00	(13.60)	113.60%
216-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	17,903.29	0.00	(17,903.29)	0.00
216-000-665-000	INTEREST REVENUE	18,581.96	12,000.00	5,573.53	669.61	6,426.47	46.45%
216-000-671-000	INSURANCE REIMBURSEMENT	6,970.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		641,340.61	555,980.00	552,109.48	669.61	3,870.52	
Dept 758 - PATHWAYS							
216-758-728-000	OPERATING SUPPLIES	5,284.95	8,000.00	5,838.06	239.76	2,161.94	72.98%
216-758-821-100	ENGINEERING	28,159.25	15,000.00	106,352.23	12,870.79	(91,352.23)	709.01%
216-758-931-000	MAINT & REPAIR	64,061.35	100,000.00	9,628.91	269.86	90,371.09	9.63%
216-758-931-200	PATHWAY MAINTENANCE	0.00	47,700.00	0.00	0.00	47,700.00	0.00%
216-758-955-000	MISCELLANEOUS EXPENSE	0.00	0.00	394.56	394.56	(394.56)	0.00
Total Dept 758 - PATHWAYS		97,505.55	170,700.00	122,213.76	13,774.97	48,486.24	
Fund 216 - PATHWAYS FUND:							
TOTAL REVENUES		641,340.61	555,980.00	552,109.48	669.61	3,870.52	99.30%
TOTAL EXPENDITURES		97,505.55	170,700.00	122,213.76	13,774.97	48,486.24	71.60%
NET OF REVENUES & EXPENDITURES		543,835.06	385,280.00	429,895.72	(13,105.36)	(44,615.72)	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 216 - PATHWAYS FUND			
216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	304,616.33	
216-000-003-016	CD- ADVENTURE CU M 4/09/20	541,910.74	
216-000-003-033	CD - PRIVATE BANK M 10/17/20	503,000.00	
216-000-003-038	GRAND RIVER BANK M 10/4/19	500,000.00	
216-000-015-025	PATHWAYS M/M MACATAWA BANK	272,716.47	
216-000-390-000	FUND BALANCE - UNASSIGNED		1,692,347.82
216-000-401-402	TAX LEVY		490,322.21
216-000-401-410	PERSONAL PROPERTY TAX		33,333.21
216-000-401-412	DELINQUENT TAX LEVY		1,074.98
216-000-401-437	ABATEMENT TAXES-LEVY		3,788.66
216-000-401-445	PENALTIES & INTEREST ON TAX		113.60
216-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		17,903.29
216-000-665-000	INTEREST REVENUE		5,573.53
216-758-728-000	OPERATING SUPPLIES	5,838.06	
216-758-821-100	ENGINEERING	106,352.23	
216-758-931-000	MAINT & REPAIR	9,628.91	
216-758-955-000	MISCELLANEOUS EXPENSE	394.56	
Total Fund 216 - PATHWAYS FUND		2,244,457.30	2,244,457.30

Fund 216 - PATHWAYS FUND

***** Assets *****

216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	304,616.33
216-000-003-016	CD- ADVENTURE CU M 4/09/20	541,910.74
216-000-003-033	CD - PRIVATE BANK M 10/17/20	503,000.00
216-000-003-038	GRAND RIVER BANK M 10/4/19	500,000.00
216-000-015-025	PATHWAYS M/M MACATAWA BANK	272,716.47
	Total Assets	2,122,243.54

***** Liabilities *****

Total Liabilities 0.00

***** Fund Balance *****

216-000-390-000	FUND BALANCE - UNASSIGNED	1,692,347.82
	Total Fund Balance	1,692,347.82
	Beginning Fund Balance	1,692,347.82
	Net of Revenues VS Expenditures	429,895.72
	Ending Fund Balance	2,122,243.54
	Total Liabilities And Fund Balance	2,122,243.54

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 246 - IRF							
Revenues							
246-000-630-000	HOOKUP FEES	517,228.00	200,000.00	186,464.00	26,400.00	13,536.00	93.23%
246-000-665-000	INTEREST ON INVESTMENTS	27,758.62	15,000.00	15,021.22	1,922.51	(21.22)	100.14%
246-000-669-000	INT & P S/A-ORDINANCE	3,765.59	1,000.00	829.42	0.00	170.58	82.94%
246-000-672-000	S/A REVENUE-ORDINANCE	18,119.69	0.00	0.00	0.00	0.00	0.00
246-000-672-008	S/A REVENUE-INACTIVE	0.00	1,000.00	675.00	0.00	325.00	67.50%
246-000-672-011	S/A REVENUE - OAK TERRACE	6,984.74	6,500.00	6,402.66	0.00	97.34	98.50%
246-000-672-012	S/A REVENUE - TRD	0.00	12,500.00	12,196.24	0.00	303.76	97.57%
TOTAL REVENUES		573,856.64	236,000.00	221,588.54	28,322.51	14,411.46	
Dept 295 - ADMINISTRATIVE							
246-295-821-000	ADMIN ENGINEERING COSTS	16,316.27	30,000.00	8,592.46	0.00	21,407.54	28.64%
246-295-826-000	ADMIN LEGAL FEES	4,230.00	2,500.00	200.00	0.00	2,300.00	8.00%
246-295-964-000	ADMIN 10%/HOOKUP TO GENERAL	51,722.80	20,000.00	0.00	0.00	20,000.00	0.00%
246-295-980-000	ADMIN MISCELLANEOUS EXPENSE	55.00	1,000.00	0.00	0.00	1,000.00	0.00%
Total Dept 295 - ADMINISTRATIVE		72,324.07	53,500.00	8,792.46	0.00	44,707.54	
Dept 901 - CAPITAL OUTLAY							
246-901-974-000	CAPITAL OUTLAY - LANDIMP	251,772.62	66,000.00	499.00	499.00	65,501.00	0.76%
Total Dept 901 - CAPITAL OUTLAY		251,772.62	66,000.00	499.00	499.00	65,501.00	
Fund 246 - IRF:							
TOTAL REVENUES		573,856.64	236,000.00	221,588.54	28,322.51	14,411.46	93.89%
TOTAL EXPENDITURES		324,096.69	119,500.00	9,291.46	499.00	110,208.54	7.78%
NET OF REVENUES & EXPENDITURES		249,759.95	116,500.00	212,297.08	27,823.51	(95,797.08)	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 246 - IRF			
246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	840,182.88	
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	323,857.62	
246-000-003-018	CD - CHEMICAL BANK 1/5/20	514,640.80	
246-000-030-010	S/A RECEIVABLE- KRAFT & 60TH IMPRV 2014	274,829.61	
246-000-030-011	S/A RECEIVABLE- OAK TERRACE	14,551.55	
246-000-030-012	TRD SEWER	231,729.82	
246-000-040-001	ACCOUNTS RECEIVABLE-ORDINANCE	1,439.56	
246-000-339-000	DEFERRED REVENUE-ORDINANCE		261,823.27
246-000-339-011	DEFERRED REVENUE- OAK TERRACE		14,551.56
246-000-339-012	DEFERRED REVENUE TRD SEWER		231,729.82
246-000-390-000	FUND BALANCE - UNASSIGNED		1,480,830.11
246-000-630-000	HOOKUP FEES		186,464.00
246-000-665-000	INTEREST ON INVESTMENTS		15,021.22
246-000-669-000	INT & P S/A-ORDINANCE		829.42
246-000-672-008	S/A REVENUE-INACTIVE		675.00
246-000-672-011	S/A REVENUE - OAK TERRACE		6,402.66
246-000-672-012	S/A REVENUE - TRD		12,196.24
246-295-821-000	ADMIN ENGINEERING COSTS	8,592.46	
246-295-826-000	ADMIN LEGAL FEES	200.00	
246-901-974-000	CAPITAL OUTLAY - LANDIMP	499.00	
Total Fund 246 - IRF		2,210,523.30	2,210,523.30

Fund 246 - IRF

***** Assets *****

246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	840,182.88
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	323,857.62
246-000-003-018	CD - CHEMICAL BANK 1/5/20	514,640.80
246-000-030-010	S/A RECEIVABLE- KRAFT & 60TH IMPRV 2014	274,829.61
246-000-030-011	S/A RECEIVABLE- OAK TERRACE	14,551.55
246-000-030-012	TRD SEWER	231,729.82
246-000-040-001	ACCOUNTS RECEIVABLE-ORDINANCE	1,439.56
	Total Assets	2,201,231.84

***** Liabilities *****

246-000-339-000	DEFERRED REVENUE-ORDINANCE	261,823.27
246-000-339-011	DEFERRED REVENUE- OAK TERRACE	14,551.56
246-000-339-012	DEFERRED REVENUE TRD SEWER	231,729.82
	Total Liabilities	508,104.65

***** Fund Balance *****

246-000-390-000	FUND BALANCE - UNASSIGNED	1,480,830.11
	Total Fund Balance	1,480,830.11
	Beginning Fund Balance	1,480,830.11
	Net of Revenues VS Expenditures	212,297.08
	Ending Fund Balance	1,693,127.19
	Total Liabilities And Fund Balance	2,201,231.84

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDTG USED
Fund 248 - DDA							
Revenues							
248-000-401-401	TAXES - CASCADE TOWNSHIP	208,805.87	241,884.00	241,283.43	0.00	600.57	99.75%
248-000-401-402	TAXES - G.R.C.C.	122,845.58	130,000.00	147,327.88	147,632.26	(17,327.88)	113.33%
248-000-401-403	TAXES-KENT COUNTY	401,765.77	465,000.00	495,152.86	355,507.21	(30,152.86)	106.48%
248-000-401-406	KDL TAXES-DDA	75,834.62	88,953.00	88,734.71	0.00	218.29	99.75%
248-000-665-000	INTEREST REVENUE	13,505.12	20,000.00	14,578.44	1,559.90	5,421.56	72.89%
248-000-675-300	DDACONTRIB & DONATION- METRO CRUISE WU	3,450.00	5,000.00	5,210.00	0.00	(210.00)	104.20%
TOTAL REVENUES		826,206.96	950,837.00	992,287.32	504,699.37	(41,450.32)	
Dept 170 - DDA OPERATIONS/CONSTRUCTION							
248-170-723-000	DDA - MEMBERSHIP AND DUES	915.00	915.00	920.00	575.00	(5.00)	100.55%
248-170-724-000	DDA - EDUCATION	1,198.74	2,000.00	103.66	0.00	1,896.34	5.18%
248-170-787-000	MISCELLANEOUS	3,533.49	5,000.00	1,960.20	135.00	3,039.80	39.20%
248-170-802-300	DDA ADMINISTRATIVE	0.00	98,077.00	0.00	0.00	98,077.00	0.00%
248-170-821-000	ENGINEERING	21,964.50	15,000.00	253,550.11	184,601.76	(238,550.11)	1690.33%
248-170-826-265	LEGAL	650.00	2,000.00	390.00	0.00	1,610.00	19.50%
248-170-860-000	DDA - MILEAGE	182.06	400.00	71.85	0.00	328.15	17.96%
248-170-861-100	BUS SERVICE 28TH ST	87,511.11	127,894.00	86,122.72	0.00	41,771.28	67.34%
248-170-921-000	ELECTRICITY	23,466.53	25,000.00	14,201.89	1,517.90	10,798.11	56.81%
248-170-924-100	CELL PHONES	0.00	5,000.00	0.00	0.00	5,000.00	0.00%
248-170-927-000	WATER-SEWER	787.95	850.00	532.25	66.41	317.75	62.62%
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	5,523.31	6,500.00	2,260.51	530.12	4,239.49	34.78%
248-170-931-300	DDA REPAIR & MAINT- METRO CRUISE WU	24,465.03	77,800.00	42,488.04	3,301.46	35,311.96	54.61%
248-170-950-000	DDA PROPERTY TAX REFUNDS	3,633.18	12,000.00	6,218.05	2,879.25	5,781.95	51.82%
248-170-967-000	SPECIAL PROJECTS	0.00	10,000.00	149.85	0.00	9,850.15	1.50%
248-170-981-000	OFFICE EQUIPMENT	41,961.18	50,000.00	20,658.00	0.00	29,342.00	41.32%
248-170-981-000	OFFICE EQUIPMENT	199.52	2,000.00	904.97	0.00	1,095.03	45.25%
Total Dept 170 - DDA OPERATIONS/CONSTRUCTION		215,991.60	440,436.00	430,532.10	193,606.90	9,903.90	
Dept 901 - CAPITAL OUTLAY							
248-901-970-000	CAPITAL OUTLAY - FFE	0.00	30,000.00	29,900.00	0.00	100.00	99.67%
Total Dept 901 - CAPITAL OUTLAY		0.00	30,000.00	29,900.00	0.00	100.00	
Dept 965 - TRANSFERS OUT							
248-965-999-101	TRANSFER TO GENERAL FUND	98,077.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 965 - TRANSFERS OUT		98,077.00	0.00	0.00	0.00	0.00	
Dept 990 - DEBT SERVICE							
248-990-992-003	MUN BOND 2010 /PRINCIPAL	97,000.00	100,000.00	100,000.00	0.00	0.00	100.00%
248-990-996-003	MUN BOND 2010 / INT & FEES	10,362.00	7,210.00	7,209.50	0.00	0.50	99.99%
Total Dept 990 - DEBT SERVICE		107,362.00	107,210.00	107,209.50	0.00	0.50	
Fund 248 - DDA:							
TOTAL REVENUES		826,206.96	950,837.00	992,287.32	504,699.37	(41,450.32)	104.36%
TOTAL EXPENDITURES		421,430.60	577,646.00	567,641.60	193,606.90	10,004.40	98.27%
NET OF REVENUES & EXPENDITURES		404,776.36	373,191.00	424,645.72	311,092.47	(51,454.72)	113.79%

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 248 - DDA			
248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	720,585.69	
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	349,488.32	
248-000-003-035	ADVENTURE CU CD M 2/24/20	204,550.90	
248-000-003-040	CD - UNION BANK M 8/26/20	250,000.00	
248-000-015-010	OPTION 1 CR UN-MM	5.00	
248-000-390-000	FUND BALANCE - UNASSIGNED		1,099,984.19
248-000-401-401	TAXES - CASCADE TOWNSHIP		241,283.43
248-000-401-402	TAXES - G.R.C.C.		147,327.88
248-000-401-403	TAXES-KENT COUNTY		495,152.86
248-000-401-406	KDL TAXES-DDA		88,734.71
248-000-665-000	INTEREST REVENUE		14,578.44
248-000-675-300	DDACONTRIB & DONATION- METRO CRUISE WU		5,210.00
248-170-723-000	DDA - MEMBERSHIP AND DUES	920.00	
248-170-724-000	DDA - EDUCATION	103.66	
248-170-787-000	MISCELLANEOUS	1,960.20	
248-170-821-000	ENGINEERING	253,550.11	
248-170-826-265	LEGAL	390.00	
248-170-860-000	DDA - MILEAGE	71.85	
248-170-861-100	BUS SERVICE 28TH ST	86,122.72	
248-170-921-000	ELECTRICITY	14,201.89	
248-170-924-100	CELL PHONES	532.25	
248-170-927-000	WATER-SEWER	2,260.51	
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	42,488.04	
248-170-931-300	DDA REPAIR & MAINT- METRO CRUISE WU	6,218.05	
248-170-950-000	DDA PROPERTY TAX REFUNDS	149.85	
248-170-967-000	SPECIAL PROJECTS	20,658.00	
248-170-981-000	OFFICE EQUIPMENT	904.97	
248-901-970-000	CAPITAL OUTLAY - FFE	29,900.00	
248-990-992-003	MUN BOND 2010 /PRINCIPAL	100,000.00	
248-990-996-003	MUN BOND 2010 / INT & FEES	7,209.50	
Total Fund 248 - DDA		2,092,271.51	2,092,271.51

Fund 248 - DDA

***** Assets *****

248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	720,585.69
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	349,488.32
248-000-003-035	ADVENTURE CU CD M 2/24/20	204,550.90
248-000-003-040	CD - UNION BANK M 8/26/20	250,000.00
248-000-015-010	OPTION 1 CR UN-MM	5.00
	Total Assets	1,524,629.91

***** Liabilities *****

Total Liabilities	0.00
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***** Fund Balance *****

248-000-390-000	FUND BALANCE - UNASSIGNED	1,099,984.19
	Total Fund Balance	1,099,984.19
	Beginning Fund Balance	1,099,984.19
	Net of Revenues VS Expenditures	424,645.72
	Ending Fund Balance	1,524,629.91
	Total Liabilities And Fund Balance	1,524,629.91

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 249 - BUILDING FUND							
Revenues							
249-000-600-644	NSF FEES	0.00	0.00	25.00	0.00	(25.00)	100.00
249-000-607-483	CASCADE TWP BLDG COM PERMITS	218,896.00	150,000.00	84,070.00	18,299.00	65,930.00	56.05%
249-000-607-484	CASCADE TWP BLDG RES PERMITS	99,503.00	90,000.00	61,532.00	8,012.00	28,468.00	68.37%
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	101,326.00	80,000.00	55,465.00	6,575.00	24,535.00	69.33%
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	100,870.30	100,000.00	63,772.25	8,495.00	36,227.75	63.77%
249-000-607-487	CASCADE TWP PLUMBING PERMITS	48,848.00	55,000.00	32,745.00	4,081.00	22,255.00	59.54%
249-000-607-488	CASCADE - PR	152,948.00	110,000.00	27,470.00	5,034.00	82,530.00	24.97%
249-000-607-490	CASCADE TWP CONTRACTOR REG	6,830.00	8,000.00	10,140.00	1,905.00	(2,140.00)	126.75%
249-000-607-500	LOWELL TWP BUILDING PERMITS	82,527.00	55,000.00	72,130.50	9,652.00	(17,130.50)	131.15%
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	16,971.00	24,000.00	23,743.00	3,549.00	257.00	98.93%
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	16,450.25	20,000.00	20,579.00	1,575.00	(579.00)	102.90%
249-000-607-503	LOWELL TWP PLUMBING PERMITS	10,310.00	14,000.00	18,501.00	4,044.00	(4,501.00)	132.15%
249-000-607-504	LOWELL TWP - PR	0.00	0.00	7,710.00	100.00	(7,710.00)	0.00
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS	10,679.00	12,000.00	8,337.00	1,214.00	3,663.00	69.48%
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	12,530.00	14,000.00	9,883.00	888.00	4,117.00	70.59%
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	8,626.00	14,000.00	4,839.00	1,140.00	9,161.00	34.56%
249-000-607-520	ADA TWP BUILDING PERMITS	170,879.00	130,000.00	81,291.00	18,992.00	48,709.00	62.53%
249-000-607-521	ADA TWP PLUMBING PERMITS	50,737.00	50,000.00	20,186.00	3,712.00	29,814.00	40.37%
249-000-607-523	ADA TWP ELECTRICAL PERMITS	71,435.00	60,000.00	34,527.00	2,764.00	25,473.00	57.55%
249-000-607-524	ADA TWP MECHANICAL PERMITS	88,033.75	70,000.00	44,895.65	5,752.90	25,104.35	64.14%
249-000-607-525	ADA TWP - PR	0.00	0.00	9,395.00	3,914.00	(9,395.00)	0.00
249-000-607-531	GR TWP BUILDING PERMITS	196,712.00	120,000.00	93,832.00	8,344.00	26,168.00	78.19%
249-000-607-532	GR TWP ELECTRICAL PERMITS	50,468.00	55,000.00	37,843.00	4,807.00	17,157.00	68.81%
249-000-607-533	GR TWP MECHANICAL PERMITS	73,983.80	65,000.00	45,811.75	4,632.00	19,188.25	70.48%
249-000-607-534	GR TWP PLUMBING PERMITS	37,393.00	40,000.00	24,383.00	2,182.00	15,617.00	60.96%
249-000-607-535	GRT - PR	0.00	0.00	17,711.00	2,145.00	(17,711.00)	0.00
249-000-607-536	EAST GR BUILDING PERMITS	143,075.00	55,000.00	45,745.00	5,677.00	9,255.00	83.17%
249-000-607-537	EAST GR ELECTRICAL PERMITS	32,253.00	35,000.00	25,239.00	2,172.00	9,761.00	72.11%
249-000-607-538	EAST GR MECHANICAL PERMITS	43,923.25	40,000.00	33,487.75	2,901.25	6,512.25	83.72%
249-000-607-539	EAST GR PLUMBING PERMITS	24,503.00	25,000.00	18,863.00	2,319.00	6,137.00	75.45%
249-000-607-540	EGR - PR	0.00	0.00	850.00	0.00	(850.00)	0.00
249-000-607-541	EAST GR-RENTAL INSP	3,050.00	4,000.00	2,700.00	0.00	1,300.00	67.50%
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS	92,845.00	90,000.00	63,589.00	11,972.00	26,411.00	70.65%
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	116,097.25	110,000.00	75,295.30	13,059.00	34,704.70	68.45%
249-000-607-553	PLAINFIELD - PLUMBING PERMITS	55,249.00	60,000.00	36,531.00	6,057.00	23,469.00	60.89%
249-000-607-555	PLAINFIELD INSPECTION FEES-NP	8,291.00	20,000.00	1,150.00	0.00	18,850.00	5.75%
249-000-607-560	LOWELL, CITY OF - BUILDING PERMITS	7,039.00	0.00	0.00	0.00	0.00	0.00
249-000-607-561	LOWELL, CITY OF - ELECTRICAL PERMITS	3,078.00	0.00	0.00	0.00	0.00	0.00
249-000-607-562	LOWELL, CITY OF - MECHANICAL PERMITS	4,260.00	0.00	0.00	0.00	0.00	0.00
249-000-607-563	LOWELL CITY OF - PLUMBING PERMITS	2,556.00	0.00	0.00	0.00	0.00	0.00
249-000-665-000	INTEREST REVENUE	27,411.38	60,000.00	25,877.07	885.23	34,122.93	43.13%
249-000-671-671	MISCELLANEOUS INCOME	2,025.00	1,000.00	1,100.00	100.00	(100.00)	110.00%
249-000-673-000	SALE OF ASSETS	75.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		2,192,686.98	1,836,000.00	1,241,244.27	176,950.38	594,755.73	
Dept 371 - BUILDING DEPARTMENT							
249-371-702-000	WAGES- FULL TIME	0.00	673,803.00	505,673.13	54,827.47	168,129.87	75.05%
249-371-703-000	DIRECTOR OF INSPECTIONS	90,517.45	0.00	0.00	0.00	0.00	0.00
249-371-704-000	WAGES- PART TIME	0.00	18,214.00	6,413.75	437.50	11,800.25	35.21%
249-371-706-000	BLDG WAGES/SALARY- KD	66,009.03	0.00	0.00	0.00	0.00	0.00
249-371-706-302	BLDG INSPECTOR - JB	65,325.56	0.00	0.00	0.00	0.00	0.00
249-371-706-303	BLDG INSPECTOR - WB	69,100.85	0.00	0.00	0.00	0.00	0.00
249-371-706-304	BLDG INSPECTOR - DH	69,467.87	0.00	0.00	0.00	0.00	0.00
249-371-706-305	BLDG INSPECTOR - JV/M	65,237.21	0.00	0.00	0.00	0.00	0.00
249-371-706-306	BLDG INSPECTOR / PT - SB	65,145.79	0.00	0.00	0.00	0.00	0.00
249-371-706-309	BLDG INSPECTOR - DHU	60,666.71	0.00	0.00	0.00	0.00	0.00
249-371-706-400	BUILDING CLERICAL I	40,235.37	0.00	0.00	0.00	0.00	0.00
249-371-706-401	BUILDING CLERICAL II- JC	10,473.50	0.00	0.00	0.00	0.00	0.00
249-371-706-402	BUILDING CLERICAL II - JK	39,725.28	0.00	0.00	0.00	0.00	0.00
249-371-706-500	BLDG ADDITIONAL HELP	30,716.00	0.00	0.00	0.00	0.00	0.00
249-371-707-000	WAGES- CASUAL	12,923.10	11,786.00	10,320.00	960.00	1,466.00	87.56%
249-371-723-000	MEMBERSHIPS AND DUES	4,172.50	4,000.00	1,575.00	0.00	2,425.00	39.38%
249-371-724-000	EDUCATION	5,728.76	6,000.00	5,725.01	1,714.55	274.99	95.42%
249-371-727-000	SUPPLIES	9,870.17	12,000.00	3,934.58	378.09	8,065.42	32.79%
249-371-757-000	BOOKS	455.50	4,000.00	484.75	0.00	3,515.25	12.12%
249-371-768-000	DEPARTMENT UNIFORMS	3,857.15	4,200.00	2,419.60	0.00	1,780.40	57.61%
249-371-787-000	MISCELLANEOUS	1,553.01	1,500.00	0.00	0.00	1,500.00	0.00%
249-371-787-200	CREDIT CARD FEES	15,308.99	14,000.00	11,111.89	0.00	2,888.11	79.37%
249-371-807-000	AUDIT FEES & SERVICES	775.00	935.00	940.00	0.00	(5.00)	100.53%
249-371-810-000	LIABILITY INSURANCE	7,613.00	8,994.00	8,499.00	0.00	495.00	94.50%
249-371-821-000	BLDG ENGINEERING	515.00	2,000.00	0.00	0.00	2,000.00	0.00%
249-371-860-000	MILEAGE	57,778.16	58,000.00	44,447.43	4,751.94	13,552.57	76.63%
249-371-862-500	DEPT HEAD, SUPV EXPENSES	310.15	500.00	86.83	0.00	413.17	17.37%
249-371-900-000	PRINTING & PUBLISHING	163.48	0.00	0.00	0.00	0.00	0.00
249-371-924-000	PHONES	1,006.18	2,000.00	934.34	118.47	1,065.66	46.72%
249-371-924-100	CELL PHONES	7,814.73	8,250.00	5,141.83	644.31	3,108.17	62.33%
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	6,662.57	9,000.00	797.04	0.00	8,202.96	8.86%
249-371-939-000	SERVICE CONTRACTS	16,524.82	14,500.00	15,627.46	145.50	(1,127.46)	107.78%

GL NUMBER	DESCRIPTION	2018	2019	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	09/30/2019 NORM (ABNORM)	MONTH 09/30/2019 INCR (DECR)	BALANCE NORM (ABNORM)	
249-371-940-000	BUILDING RENTAL-LEASE	69,797.24	75,000.00	57,102.86	5,453.59	17,897.14	76.14%
249-371-941-000	POSTAGE & MACHINE LEASE	750.00	1,000.00	450.00	0.00	550.00	45.00%
249-371-957-000	BLDG PHYSICAL EXAMS	0.00	750.00	0.00	0.00	750.00	0.00%
249-371-967-000	BLDG - SPECIAL PROJECTS	20,754.89	24,000.00	7,559.29	0.00	16,440.71	31.50%
249-371-981-000	OFFICE EQUIPMENT	5,803.94	8,000.00	6,720.64	0.00	1,279.36	84.01%
Total Dept 371 - BUILDING DEPARTMENT		922,758.96	962,432.00	695,964.43	69,431.42	266,467.57	
Dept 850 - BENEFITS/INSURANCE							
249-850-715-000	FICA-EMPLOYER	49,445.20	56,075.00	38,504.37	4,049.28	17,570.63	68.67%
249-850-716-000	DEFINED CONTRIBUTION PLAN	99,166.77	59,839.00	78,467.10	4,587.30	(18,628.10)	131.13%
249-850-717-000	WORKERS COMP INSURANCE	16,115.35	15,386.00	(491.06)	0.00	15,877.06	-3.19%
249-850-718-000	VISION INSURANCE BENEFITS	1,165.44	1,275.00	1,070.16	119.36	204.84	83.93%
249-850-718-200	OTHER BENEFITS	0.00	11,000.00	11,000.00	0.00	0.00	100.00%
249-850-719-000	HEALTH INSURANCE BENEFITS	90,623.70	103,020.00	81,875.67	8,022.84	21,144.33	79.48%
249-850-719-100	OPT-OUT INSURANCE	3,000.00	3,000.00	2,500.00	0.00	500.00	83.33%
249-850-720-000	LIFE & DISABILITY INSURANCE	5,423.25	6,143.00	5,906.30	590.63	236.70	96.15%
249-850-721-000	DENTAL INSURANCE BENEFITS	7,209.80	8,125.00	5,691.52	726.60	2,433.48	70.05%
249-850-721-200	MI CLAIMS TAX - DENTAL	50.92	0.00	0.00	0.00	0.00	0.00
249-850-722-000	PENSION PLAN BENEFITS	105,507.55	52,918.00	32,143.89	6,276.18	20,774.11	60.74%
249-850-960-000	BLDG UNEMPLOYMENT COSTS	2,327.00	0.00	0.00	0.00	0.00	0.00
Total Dept 850 - BENEFITS/INSURANCE		380,034.98	316,781.00	256,667.95	24,372.19	60,113.05	
Dept 901 - CAPITAL OUTLAY							
249-901-975-000	CAPITAL OUTLAY - BLDGIMP	6,269.84	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		6,269.84	0.00	0.00	0.00	0.00	
Dept 964 - PAYMENTS TO OTHER TOWNSHIPS							
249-964-964-100	PERMITS DUE TO LOWELL TWP	25,323.25	22,600.00	24,674.90	9,926.60	(2,074.90)	109.18%
249-964-964-200	PERMITS DUE TO VERGENNES TWP	6,521.80	8,000.00	3,963.40	619.00	4,036.60	49.54%
249-964-964-300	PERMITS DUE TO GR TWP	71,679.36	56,000.00	39,502.15	4,959.55	16,497.85	70.54%
249-964-964-400	PERMITS DUE TO ADA TWP	76,089.55	62,000.00	30,983.95	3,295.15	31,016.05	49.97%
249-964-964-500	PERMITS DUE TO EAST GR	48,721.85	31,000.00	22,248.90	3,310.00	8,751.10	71.77%
249-964-964-600	PERMITS DUE PLAINFIELD	52,823.25	52,000.00	28,836.46	3,712.20	23,163.54	55.45%
249-964-964-700	PERMITS DUE CITY OF LOWELL	5,962.00	0.00	0.00	0.00	0.00	0.00
249-964-964-800	PERMITS DUE CASCADE TWP	113,884.66	95,000.00	53,505.25	7,092.60	41,494.75	56.32%
Total Dept 964 - PAYMENTS TO OTHER TOWNSHIPS		401,005.72	326,600.00	203,715.01	32,915.10	122,884.99	
Fund 249 - BUILDING FUND:							
TOTAL REVENUES		2,192,686.98	1,836,000.00	1,241,244.27	176,950.38	594,755.73	67.61%
TOTAL EXPENDITURES		1,710,069.50	1,605,813.00	1,156,347.39	126,718.71	449,465.61	72.01%
NET OF REVENUES & EXPENDITURES		482,617.48	230,187.00	84,896.88	50,231.67	145,290.12	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 249 - BUILDING FUND			
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	132,106.32	
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	304,616.33	
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	191,665.05	
249-000-003-001	CD - INDEPENDENT BANK M 6/19/21	321,327.11	
249-000-003-007	CD - 53RD BANK M 12/4/19	257,604.00	
249-000-003-018	CD - CHEMICAL BANK M 4/30/21	307,919.91	
249-000-003-021	FNB OF MI M 2/11/20	529,133.59	
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	616,117.75	
249-000-003-028	CONSUMER CR UN M 3/10/20	305,310.87	
249-000-003-037	CHEMICAL BANK CD M 10/28/19	500,000.00	
249-000-390-000	FUND BALANCE - UNASSIGNED		2,380,904.05
249-000-391-001	FUND BAL- COMMITTED FUTURE FAC IMP 2018		1,000,000.00
249-000-600-644	NSF FEES		25.00
249-000-607-483	CASCADE TWP BLDG COM PERMITS		84,070.00
249-000-607-484	CASCADE TWP BLDG RES PERMITS		61,532.00
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS		55,465.00
249-000-607-486	CASCADE TWP MECHANICAL PERMITS		63,772.25
249-000-607-487	CASCADE TWP PLUMBING PERMITS		32,745.00
249-000-607-488	CASCADE - PR		27,470.00
249-000-607-490	CASCADE TWP CONTRACTOR REG		10,140.00
249-000-607-500	LOWELL TWP BUILDING PERMITS		72,130.50
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS		23,743.00
249-000-607-502	LOWELL TWP MECHANICAL PERMITS		20,579.00
249-000-607-503	LOWELL TWP PLUMBING PERMITS		18,501.00
249-000-607-504	LOWELL TWP - PR		7,710.00
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS		8,337.00
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS		9,883.00
249-000-607-516	VERGENNES TWP PLUMBING PERMITS		4,839.00
249-000-607-520	ADA TWP BUILDING PERMITS		81,291.00
249-000-607-521	ADA TWP PLUMBING PERMITS		20,186.00
249-000-607-523	ADA TWP ELECTRICAL PERMITS		34,527.00
249-000-607-524	ADA TWP MECHANICAL PERMITS		44,895.65
249-000-607-525	ADA TWP - PR		9,395.00
249-000-607-531	GR TWP BUILDING PERMITS		93,832.00
249-000-607-532	GR TWP ELECTRICAL PERMITS		37,843.00
249-000-607-533	GR TWP MECHANICAL PERMITS		45,811.75
249-000-607-534	GR TWP PLUMBING PERMITS		24,383.00
249-000-607-535	GRT - PR		17,711.00
249-000-607-536	EAST GR BUILDING PERMITS		45,745.00
249-000-607-537	EAST GR ELECTRICAL PERMITS		25,239.00
249-000-607-538	EAST GR MECHANICAL PERMITS		33,487.75
249-000-607-539	EAST GR PLUMBING PERMITS		18,863.00
249-000-607-540	EGR - PR		850.00
249-000-607-541	EAST GR-RENTAL INSP		2,700.00
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS		63,589.00
249-000-607-552	PLAINFIELD MECHANICAL PERMITS		75,295.30
249-000-607-553	PLAINFIELD - PLUMBING PERMITS		36,531.00
249-000-607-555	PLAINFIELD INSPECTION FEES -NP		1,150.00
249-000-665-000	INTEREST REVENUE		25,877.07
249-000-671-671	MISCELLANEOUS INCOME		1,100.00
249-371-702-000	WAGES- FULL TIME	505,673.13	
249-371-704-000	WAGES- PART TIME	6,413.75	
249-371-707-000	WAGES- CASUAL	10,320.00	
249-371-723-000	MEMBERSHIPS AND DUES	1,575.00	
249-371-724-000	EDUCATION	5,725.01	
249-371-727-000	SUPPLIES	3,934.58	
249-371-757-000	BOOKS	484.75	
249-371-768-000	DEPARTMENT UNIFORMS	2,419.60	
249-371-787-200	CREDIT CARD FEES	11,111.89	
249-371-807-000	AUDIT FEES & SERVICES	940.00	
249-371-810-000	LIABILITY INSURANCE	8,499.00	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
249-371-860-000	MILEAGE	44,447.43	
249-371-862-500	DEPT HEAD, SUPV EXPENSES	86.83	
249-371-924-000	PHONES	934.34	
249-371-924-100	CELL PHONES	5,141.83	
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	797.04	
249-371-939-000	SERVICE CONTRACTS	15,627.46	
249-371-940-000	BUILDING RENTAL-LEASE	57,102.86	
249-371-941-000	POSTAGE & MACHINE LEASE	450.00	
249-371-967-000	BLDG - SPECIAL PROJECTS	7,559.29	
249-371-981-000	OFFICE EQUIPMENT	6,720.64	
249-850-715-000	FICA-EMPLOYER	38,504.37	
249-850-716-000	DEFINED CONTRIBUTION PLAN	78,467.10	
249-850-717-000	WORKERS COMP INSURANCE		491.06
249-850-718-000	VISION INSURANCE BENEFITS	1,070.16	
249-850-718-200	OTHER BENEFITS	11,000.00	
249-850-719-000	HEALTH INSURANCE BENEFITS	81,875.67	
249-850-719-100	OPT-OUT INSURANCE	2,500.00	
249-850-720-000	LIFE & DISABILITY INSURANCE	5,906.30	
249-850-721-000	DENTAL INSURANCE BENEFITS	5,691.52	
249-850-722-000	PENSION PLAN BENEFITS	32,143.89	
249-964-964-100	PERMITS DUE TO LOWELL TWP	24,674.90	
249-964-964-200	PERMITS DUE TO VERGENNES TWP	3,963.40	
249-964-964-300	PERMITS DUE TO GR TWP	39,502.15	
249-964-964-400	PERMITS DUE TO ADA TWP	30,983.95	
249-964-964-500	PERMITS DUE TO EAST GR	22,248.90	
249-964-964-600	PERMITS DUE PLAINFIELD	28,836.46	
249-964-964-800	PERMITS DUE CASCADE TWP	53,505.25	
Total Fund 249 - BUILDING FUND		4,622,639.38	4,622,639.38

Fund 249 - BUILDING FUND

***** Assets *****

249-000-001-111	-CASH-RECEIVING - FLAGSTAR	132,106.32
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	304,616.33
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	191,665.05
249-000-003-001	CD - INDEPENDENT BANK M 6/19/21	321,327.11
249-000-003-007	CD - 53RD BANK M 12/4/19	257,604.00
249-000-003-018	CD - CHEMICAL BANK M 4/30/21	307,919.91
249-000-003-021	FNB OF MI M 2/11/20	529,133.59
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	616,117.75
249-000-003-028	CONSUMER CR UN M 3/10/20	305,310.87
249-000-003-037	CHEMICAL BANK CD M 10/28/19	500,000.00
	Total Assets	3,465,800.93

***** Liabilities *****

Total Liabilities 0.00

***** Fund Balance *****

249-000-390-000	FUND BALANCE - UNASSIGNED	2,380,904.05
249-000-391-001	FUND BAL- COMMITTED FUTURE FAC IMP 2018	1,000,000.00
	Total Fund Balance	3,380,904.05
	Beginning Fund Balance	3,380,904.05
	Net of Revenues VS Expenditures	84,896.88
	Ending Fund Balance	3,465,800.93
	Total Liabilities And Fund Balance	3,465,800.93

GL NUMBER	DESCRIPTION	2018 AUDITED BALANCE	2019 AMENDED BUDGET	YTD BALANCE 09/30/2019 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/2019 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 270 - LIBRARY FUND							
Revenues							
270-000-401-402	TAX LEVY	200,023.02	208,947.00	208,710.75	0.00	236.25	99.89%
270-000-401-410	PERSONAL PROPERTY TAX	14,065.30	15,204.00	14,787.21	0.00	416.79	97.26%
270-000-401-412	DELINQUENT TAX LEVY	535.35	1,000.00	457.18	0.00	542.82	45.72%
270-000-401-437	ABATEMENT TAXES-LEVY	1,598.88	1,698.00	1,616.03	0.00	81.97	95.17%
270-000-401-441	COMMUNITY STABILIZATION SHARE TAX	15,667.95	5,412.00	0.00	0.00	5,412.00	0.00%
270-000-401-445	PENALTIES & INTEREST ON TAX	39.60	50.00	48.18	0.00	1.82	96.36%
270-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	6,739.01	0.00	(6,739.01)	100.00%
270-000-587-587	KENT DISTRICT LIBRARY PAYMENT	32,869.52	32,869.00	24,652.14	0.00	8,216.86	75.00%
270-000-665-000	INTEREST REVENUE	41,216.18	10,000.00	8,889.15	1,038.54	1,110.85	88.89%
TOTAL REVENUES		306,015.80	275,180.00	265,899.65	1,038.54	9,280.35	
Dept 790 - LIBRARY							
270-790-727-000	LIBRARY SUPPLIES	5,291.01	6,600.00	553.55	0.00	6,046.45	8.39%
270-790-729-000	LIB ELECTRONIC SUBSCRIPTIONS	882.00	900.00	0.00	0.00	900.00	0.00%
270-790-787-000	MISCELLANEOUS	0.00	1,000.00	193.85	0.00	806.15	19.39%
270-790-802-200	JANITORIAL & MAINTENANCE	35,707.20	8,000.00	2,975.60	0.00	5,024.40	37.20%
270-790-810-000	LIABILITY INSURANCE	12,688.00	15,088.00	14,165.00	0.00	923.00	93.88%
270-790-921-000	LIBRARY ELECTRICITY	58,738.51	55,000.00	31,410.33	4,986.22	23,589.67	57.11%
270-790-923-000	LIBRARY HEATING	12,997.34	12,000.00	8,036.57	194.50	3,963.43	66.97%
270-790-924-000	LIBRARY PHONES	755.12	840.00	995.31	144.98	(155.31)	118.49%
270-790-927-000	LIBRARY WATER-SEWER	6,316.52	8,000.00	3,797.20	0.00	4,202.80	47.47%
270-790-931-000	LIBRARY MAINTENANCE	109,557.95	88,120.00	63,442.86	14,873.09	24,677.14	72.00%
270-790-931-100	LIBRARY MAINTENANCE	32,672.00	64,036.00	0.00	0.00	64,036.00	0.00%
270-790-950-000	PROPERTY TAX REFUNDS	0.00	50.00	0.00	0.00	50.00	0.00%
270-790-981-000	OFFICE EQUIPMENT	0.00	1,000.00	0.00	0.00	1,000.00	0.00%
Total Dept 790 - LIBRARY		275,605.65	260,634.00	125,570.27	20,198.79	135,063.73	
Dept 901 - CAPITAL OUTLAY							
270-901-970-000	CAPITAL OUTLAY - FFE	15,369.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		15,369.00	0.00	0.00	0.00	0.00	
Fund 270 - LIBRARY FUND:							
TOTAL REVENUES		306,015.80	275,180.00	265,899.65	1,038.54	9,280.35	96.63%
TOTAL EXPENDITURES		290,974.65	260,634.00	125,570.27	20,198.79	135,063.73	48.18%
NET OF REVENUES & EXPENDITURES		15,041.15	14,546.00	140,329.38	(19,160.25)	(125,783.38)	
TOTAL REVENUES - ALL FUNDS							
TOTAL EXPENDITURES - ALL FUNDS		13,050,017.63	12,693,216.00	10,492,175.20	1,086,685.66	2,201,040.80	82.66%
NET OF REVENUES & EXPENDITURES		12,065,856.65	12,453,899.00	7,746,257.69	893,444.80	4,707,641.31	62.20%
		984,160.98	239,317.00	2,745,917.51	193,240.86	(2,506,600.51)	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 270 - LIBRARY FUND			
270-000-001-510	CASH - MI CLASS	460,251.56	
270-000-003-014	CD - LAKE MICH CR UN #40 M3/27/2020	428,459.83	
270-000-003-026	CD - WEST MI COMMUNITY BANK M 6/1/2020	258,829.54	
270-000-003-027	CD - NORTHPOINTE BANK MM 4/7/2020	547,852.06	
270-000-015-023	LIBRARY M/M UNITED BANK	489,413.78	
270-000-202-000	ACCOUNTS PAYABLE		129.60
270-000-390-000	FUND BALANCE - UNASSIGNED		1,644,347.79
270-000-391-001	FUND BALANCE - COMMITTED/MAJOR REPAIRS11		400,000.00
270-000-401-402	TAX LEVY		208,710.75
270-000-401-410	PERSONAL PROPERTY TAX		14,787.21
270-000-401-412	DELINQUENT TAX LEVY		457.18
270-000-401-437	ABATEMENT TAXES-LEVY		1,616.03
270-000-401-445	PENALTIES & INTEREST ON TAX		48.18
270-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		6,739.01
270-000-587-587	KENT DISTRICT LIBRARY PAYMENT		24,652.14
270-000-665-000	INTEREST REVENUE		8,889.15
270-790-727-000	LIBRARY SUPPLIES	553.55	
270-790-787-000	MISCELLANEOUS	193.85	
270-790-802-200	JANITORIAL & MAINTENANCE	2,975.60	
270-790-810-000	LIABILITY INSURANCE	14,165.00	
270-790-921-000	LIBRARY ELECTRICITY	31,410.33	
270-790-923-000	LIBRARY HEATING	8,036.57	
270-790-924-000	LIBRARY PHONES	995.31	
270-790-927-000	LIBRARY WATER-SEWER	3,797.20	
270-790-931-000	LIBRARY MAINTENANCE	63,442.86	
Total Fund 270 - LIBRARY FUND		2,310,377.04	2,310,377.04

Fund 270 - LIBRARY FUND

***** Assets *****

270-000-001-510	CASH - MI CLASS	460,251.56
270-000-003-014	CD - LAKE MICH CR UN #40 M3/27/2020	428,459.83
270-000-003-026	CD - WEST MI COMMUNITY BANK M 6/1/2020	258,829.54
270-000-003-027	CD - NORTHPOINTE BANK MM 4/7/2020	547,852.06
270-000-015-023	LIBRARY M/M UNITED BANK	489,413.78
	Total Assets	2,184,806.77

***** Liabilities *****

270-000-202-000	ACCOUNTS PAYABLE	129.60
	Total Liabilities	129.60

***** Fund Balance *****

270-000-390-000	FUND BALANCE - UNASSIGNED	1,644,347.79
270-000-391-001	FUND BALANCE - COMMITTED/MAJOR REPAIRS1	400,000.00
	Total Fund Balance	2,044,347.79
	Beginning Fund Balance	2,044,347.79
	Net of Revenues VS Expenditures	140,329.38
	Ending Fund Balance	2,184,677.17
	Total Liabilities And Fund Balance	2,184,806.77

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 701 - TRUST AND AGENCY			
701-000-003-002	HENRY KRAMER ESCROW	15,336.62	
701-000-003-004	JACK SMITH ESCROW	23,058.33	
701-000-003-018	CD - CHEMICAL BANK JAMES TIMMONS	12,400.00	
701-000-015-004	MONEY MARKET - CHEMICAL BANK	167,083.29	
701-000-214-000	DUE TO GENERAL FUND		4.63
701-000-230-004	T&A INTERST DUE GF		1,041.12
701-000-250-080	CASCADE POINTE-PATHWAY BOND		9,554.62
701-000-250-173	PATHWAYS-WOLVERINE BLDG GROUP- 6010 28TH		1,800.00
701-000-250-175	PATHWAYS - CASCADE TRAILS SENIOR LIVING		3,000.00
701-000-250-176	PATHWAYS- KANAAN COMMUNICATIONS		500.00
701-000-252-050	WALMART S/W INSP GR 3/2013		826.83
701-000-252-166	REDWOOD LIVING/WHITE WATER S/W 4/2014		3,413.30
701-000-252-167	RIDGES OF CASCADE S/W 4/2014		948.12
701-000-252-168	STONESHIRE PHASE II S/W 4/2014		1,559.25
701-000-252-200	GROOTERS 52ND ST PROJ S/W 4/2017	5,916.25	
701-000-252-215	BAYBERRY CHASE/RL SW 12/17/2017	1,440.00	
701-000-252-227	CASCADE MARKETPLACE 5/08		8,858.33
701-000-252-230	FORD AIRPORT PK LOT S/W		8,468.75
701-000-252-231	DRURY DEVELOPMENT S/W 9/2015		4,201.08
701-000-252-232	FORD AIRPORT VIEWING PARK		32.00
701-000-252-236	LACKS TRIM DIV S/W 1/2016		4,518.05
701-000-252-237	LEISURE LIVING MGT 5/2018		4,966.45
701-000-252-238	LANTERNS OF CASCADE JUNE 2019		30,000.00
701-000-252-239	NATIONAL TIRE SEPTEMBER 2019		30,000.00
701-000-252-751	GLENWOOD HILLS S/W BOND		23,211.72
701-000-253-221	UNIVERSAL SIGN SYSEMS 17-3397 7/2017		48.34
701-000-253-328	MIEDEMA METAL BUILDING SYSTEM 11/14		26.00
701-000-253-360	WOLVERING BLDG GROUP 16-3318 6/2016		500.00
701-000-253-373	ROBERT GROOTER 17-3386 5/2017		500.00
701-000-253-375	WATERFALL SHOPPES LLC 17-3389 6/2017		500.00
701-000-253-376	TOWN CENTER INN & SUITES 17-3391 6/2017		500.00
701-000-253-377	JAMNBEAN/FREEDOM REINS FARM 17-3392 7/17		500.00
701-000-253-378	PARADIGM DESIGN INC 17-3395 7/17		500.00
701-000-253-379	2771 ORANGE AVE LLC 17-3401 8/2017		500.00
701-000-253-382	RJP CONSULTING INC 17-3407 9/2017		500.00
701-000-253-385	INNOVATIVE DESIGN PC 17-3419 10/2017		500.00
701-000-253-386	LACK ENTERPRISES INC 17-3421 10/2017		500.00
701-000-253-387	NEDERVELD 17-3423 10/2017		500.00
701-000-253-388	BENITEAU RESIDENTIAL LLC 17-3424 11/2017		500.00
701-000-253-389	ALPHA LIMA VENTURES LLC 17-3425 11/2017		500.00
701-000-253-390	QUAIL RIDGE GOLF COURSE 17-3428 12/2017		500.00
701-000-253-391	THORNAPPLE EVANGELICAL 17-3429 12/17		500.00
701-000-253-392	THORNAPPLE RIVER NURSERY 18-3433 1/18		500.00
701-000-253-394	THE EAGLE PROPERTIES 18-3438 2/2018		500.00
701-000-253-395	KAMMINGA & ROODVOETS 18-3444 2/2018		500.00
701-000-253-397	DYKEMA EXCAVATORS INC 18:3450		500.00
701-000-253-398	SIBSCO LLC 18-3456 5/2018		500.00
701-000-253-399	GREEN CASTLE PROPERTIES 18-3458 5/2018		500.00
701-000-253-401	THORNAPPLE ENTERPRISES 18-3464 5/2018		500.00
701-000-253-404	NEDERVELD 18-3471 6/2018		500.00
701-000-253-405	NEWCO DESIGN BUILD LLC 18:3477		500.00
701-000-253-407	LANTERS 18:3488		500.00
701-000-253-408	PARADIGM DESIGN INC 18-3492 9/2018		500.00
701-000-253-409	LACKS TRIM SYSTEMS 18:3501 11/2018		500.00
701-000-253-411	BUFFUM HOMES LLC 18:3507		500.00
701-000-253-412	ROGUE LLC 18:3508		500.00
701-000-253-413	ROGUE LLC 18:3509		500.00
701-000-253-414	BDR EXECUTIVE HOMES PATHWAY BOND		500.00
701-000-253-415	GLENWOOD DEVELOPMENT PARTNERS 19:3516		500.00
701-000-253-416	GOLDEN VALLEY DEVELOPMENT 19:3519		500.00
701-000-253-417	ROBERT GROOTERS DEVELOPMENT CO 19:3526		500.00

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
701-000-253-418	TOM GIUSTI/ ROUND HILL 19:3527		500.00
701-000-253-419	CASCADE TLC DAYCARE 19:3534		500.00
701-000-253-420	NATIONAL TIRE WHOLESale 19:3538		500.00
701-000-253-421	WATERMARK PROPERTIES LLC 19:3542		500.00
701-000-253-422	WALMART 19:3541		500.00
701-000-253-423	BRAD HARMON/ BKBE HOLDINGS LLC 19:3550		500.00
701-000-255-000	CASCADE THORN RIVER ASSOC 16:3303		500.00
701-000-255-741	JAMES TIMMONS TRUST		12,400.00
701-000-255-742	JACKS SMITH (IRF) M 10/16/2015		23,049.96
701-000-255-743	CUSTOMER DEPOSITS- SOLICITATION BONDS		975.00
701-000-283-004	REDWOOD LIVING PERFORMANCE BOND 13-3139		10,000.00
701-000-283-168	RON DYKSTRA 2769 TRD		500.00
701-000-283-169	CHICK-FIL-A PUD AMEND 19:3533		500.00
701-000-283-740	HENRY KRAMER PERFORMANCE BOND		15,330.94
701-000-283-741	PERFORMANCE BOND 5801 KRAFT		5,000.00
Total Fund 701 - TRUST AND AGENCY		225,234.49	225,234.49

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 703 - CURRENT TAX COLLECTION FUND			
703-000-001-001	CASH (CASH DRAWER)	150.00	
703-000-001-103	CASH- CHEM /TAX WIRE		8.56
703-000-001-110	FLAGSTAR BANK - CASH		6,309,195.18
703-000-001-111	CASH RECEIVING & WIRE - FLAGSTAR	6,514,163.02	
703-000-001-112	CASH DELINQUENT - FLAGSTAR	1,628.77	
703-000-084-000	DUE FROM OTHER FUNDS	3,144.05	
703-000-214-111	CCT-INTEREST & PENALTY		170.63
703-000-214-112	CCT - OVER/SHORT	0.41	
703-000-214-155	CCT - ADMIN		1,975.12
703-000-222-110	KENT COUNTY - OPERATING		27,233.42
703-000-222-111	KENT COUNTY - INTEREST		710.39
703-000-222-175	KENT COUNTY - DOG LICENSE		2,657.60
703-000-222-210	KENT COUNTY - IFT OPERATING		6,053.06
703-000-225-110	FHPS - OPERATING		7,224.02
703-000-225-111	FHPS - INTEREST		314.39
703-000-225-120	FHPS - DEBT		16,180.17
703-000-225-130	FHPS - RECREATION		2,419.38
703-000-225-220	FHPS - IFT DEBT		1,792.50
703-000-225-230	FHPS - IFT RECREATION		201.03
703-000-225-410	CALEDONIA - OPERATING		2,370.71
703-000-225-411	CALEDONIA - INTEREST		196.75
703-000-225-420	CALEDONIA - DEBT		4,767.81
703-000-225-520	CALEDONIA - IFT DEBT		3,561.42
703-000-226-110	LOWELL - OPERATING		2.71
703-000-226-111	LOWELL - INTEREST		6.75
703-000-226-120	LOWELL - DEBT		590.53
703-000-226-130	LOWELL BLDG/SITE		82.30
703-000-228-001	SET & OPERATING TAX (COUNTY)		37,752.88
703-000-228-201	IFT SET & OPER TAX (STATE)		29,659.71
703-000-230-001	TAX INT- DUE TO OTHER UNIT GOVT		3,507.45
703-000-230-002	DELQ TAX - DUE TO OTHER UNIT OF GOVT		1,509.40
703-000-230-003	WIRE ACCT-DUE TO OTHER UNIT GOVT		1.00
703-000-230-012	DELQ TAX INT- DUE OTHER UNIT GOVT		105.03
703-000-230-013	WIRE ACCT INT - DUE TO OTHER GOVT		169.53
703-000-230-032	DELQ TAX OVER AND SHORT	3.88	
703-000-230-043	WIRE- ONLINE SERVICE FEES	56.70	
703-000-230-044	TAX NSF FEES		137.89
703-000-234-110	KENT ISD - TAXES		35,896.57
703-000-234-111	KENT ISD - TAXES INTEREST		438.74
703-000-234-210	KENT ISD - IFT TAXES		7,978.55
703-000-235-110	GRCC - TAXES		11,262.78
703-000-235-111	GRCC - TAXES INTEREST		137.66
703-000-235-210	GRCC - IFT TAX		2,503.34
703-000-274-000	UNDISTRIBUTED TAX COLLECTION		371.87
Total Fund 703 - CURRENT TAX COLLECTION FUND		6,519,146.83	6,519,146.83

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board
From: Sandra Korhorn, DDA/Economic Development Director *SKK*
Subject: Consider Pay Draw #3 for the Centennial Park Sidewalks & Medians project
Meeting Date: December 11, 2019

Attached is the contractor's application for payment #3 for the Centennial Park Sidewalk, Lights and Median improvement project. The pay application, pay estimate report and account balance are attached.

The amount due is \$190,343.42. The work completed and recommended for payment in this pay request has been reviewed and approved by FTCH.

Staff recommends approval of Pay Draw #3 in the amount of \$190,343.42 for the Centennial Park Sidewalk, Lights and Median improvement project.

Attachments: FTCH letter
Pay Draw #3

Transmittal – Pay App

Sandra Korhorn
Cascade Charter Township
2865 Thornhills Avenue, SE
Grand Rapids, MI 49546

November 21, 2019

Re: Cascade Charter Township
2019 DDA Sidewalk, Lights, and Median Improvements

Project No. 181644

- FOR REVIEW
- FOR YOUR USE
- AS REQUESTED

Sent By: Kevin E. Kietzman, PE

PAY APP NO.	PERIOD ENDING	DESCRIPTION
3	11/19/2019	Application and Recommendation for Payment

COMMENTS

The noted Application and Recommendation for Payment has been reviewed. It is found to be in compliance with the work completed to date. An executed copy is attached. Please forward one copy, with payment, to the Contractor; ensure you keep a copy for your files.

By email

Copy: Jason Workman - Anlaan Corporation
Todd Huizenga - Anlaan Corporation

APPLICATION AND RECOMMENDATION FOR PAYMENT
 PAGE 1 OF 2

TO: City of Grand Rapids FROM (Contractor): Anlaan Corporation
 In Care of: Fishbeck, Thompson, Carr & Huber, Inc. P.O. Box 599
 1515 Arboretum Drive, SE Grand Haven, MI 49417
 Grand Rapids, MI 49546

Application No: 3 Project: 2019 DDA Sidewalk, Lights, and
 Period From: October 5, 2019 Median Improvements
 To: November 19, 2019 FTCH Project Number: 180639

APPLICATION FOR PAYMENT:

Application for Payment is made, as indicated below, in connection with the Contract. Schedule of Values sheet is attached.

1.	Original Contract Price		\$606,430.74
2.	Net change by Change Orders		\$0.00
3.	Current Contract Price (1 plus 2)		\$606,430.74
4.	Gross Amount Due (From Unit Price Schedule)		\$446,786.13
	Retainage (Per Agreement)	10% _____ % of Work Completed: \$30,321.00	
		_____ % of Stored Material: \$0	
5.	Total Retainage		\$30,321.00
6.	Amount Eligible to Date (4 minus 5)		\$416,465.13
7.	Less Previous Payments		\$226,121.71
8.	Amount Due This Application (6 minus 7)		\$190,343.42
9.	Balance to Finish, Plus Retainage (3 – 7 – 8)		\$189,965.61

CHANGE ORDER SUMMARY:

Change Orders Approved by Owner	ADDITIONS	DEDUCTIONS
Change Order No. 1	\$0.00	\$0.00
Change Order No. 2	\$0.00	\$0.00
Change Order No. 3	\$0.00	\$0.00
Change Order No. 4	\$0.00	\$0.00
Change Order No. 5	\$0.00	\$0.00
Net Change by Change Orders	\$0.00	

APPLICATION AND RECOMMENDATION FOR PAYMENT

PAGE 2 OF 2

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor certifies that to the best of its knowledge (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Dated _____

Anlaan Corporation
Contractor

By _____
(Signature)

Nathan Wagenmaker, Controller
Name and Title of Signatory

ENGINEER'S RECOMMENDATION:

To: City of Grand Rapids

In accordance with the Contract, the undersigned recommends payment to Contractor.

AMOUNT RECOMMENDED: \$190,343.42
(Attach explanation if amount recommended differs from the amount applied for.)

ENGINEER: Fishbeck, Thompson, Carr & Huber, Inc.

Dated _____

By _____
(Signature)

Kevin E. Kietzman, PE
Name and Title of Signatory

This Recommendation is not negotiable. The AMOUNT RECOMMENDED is payable only to Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of Owner or Contractor under this Contract.

This recommendation for payment is based on a review of the Work performed as compared to the amount of the application. This recommendation does not imply that Engineer is reviewing construction lien documents nor does it imply that Engineer is acting as a guarantor of the property. Any review of construction lien documents by Engineer is for information purposes only.



Construction Pay Estimate Report

11/20/2019 2:48 AM

Fishbeck

FieldManager 5.3c

Contract: _181644, Cascade Charter Township 2019 DDA

Estimate Date	Estimate No.	Entered By	Estimate Type	Electronic File Created	All Contract Work Completed	Construction Started Date
11/20/2019	3	Sarah K Davenport	Semi-Monthly	No		
Prime Contractor Anlaan Corporation				Managing Office Fishbeck		

Item Usage Summary

Item Description	Item Code	Prop. Line	Project	Category	Project Line No.	Item Type	Mod. No.	Quantity	Dollar Amount
6'-8' Coniferous Tree	_2202025	0025	181644	0001	0125	00	000	2.000	\$640.00
ADA Sidewalk Ramp Tactile Warning Plate	_2202023	0023	181644	0001	0115	00	000	26.000	\$780.00
Brick Pavers	_2202028	0028	181644	0001	0140	00	000	1.000	\$20,349.02
Cash Allowances – Testing	_2202002	0002	181644	0001	0010	00	000	834.900	\$834.90
Concrete Curb and Gutter	_2202020	0020	181644	0001	0100	00	000	45.500	\$830.38
Concrete Sidewalk, 4-inch	_2202021	0021	181644	0001	0105	00	000	1,011.500	\$3,287.38
Concrete Sidewalk, 6-inch	_2202022	0022	181644	0001	0110	00	000	130.000	\$617.50
Electrical Street Lighting	_2202031	0031	181644	0001	0155	00	000	0.500	\$115,650.00
Landscaping Planting	_2202027	0027	181644	0001	0135	00	000	1.000	\$9,666.72
Lawn Restoration	_2202026	0026	181644	0001	0130	00	000	2,893.000	\$10,414.80
Maintaining Traffic	_2202003	0003	181644	0001	0015	00	000	0.500	\$8,500.00
Miscellaneous Work Allowance	_2202029	0029	181644	0001	0145	00	000	12,469.080	\$12,469.08
Mobilization	_2202001	0001	181644	0001	0005	00	000	0.250	\$11,500.00
Total Estimated Item Payment:								\$195,539.78	

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	Overall Contract Site	Calendar Days	47	\$0
Total Liquidated Damages:				\$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
181644, Cascade Charter Township 2019 DDA Sidewalk, Lights, and	0003	\$195,539.78	\$0.00	\$195,539.78
Voucher Total:				\$195,539.78



Construction Pay Estimate Report

Fishbeck

11/20/2019 2:48 AM

FieldManager 5.3c

Summary

Current Voucher Total:	\$195,539.78	Earnings to date:	\$446,786.13
-Current Retainage:	\$5,196.36	- Retainage to date:	\$30,321.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$190,343.42	Net Earnings to date:	\$416,465.13
		- Payments to date:	\$226,121.71
		Net Earnings this period:	\$190,343.42

Estimate Certification

Mr. Kevin Kietzman - Fishbeck (Project Engineer) and/or

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 3

11/20/2019 2:48 AM

Fishbeck

FieldManager 5.3c

Contract: _181644, Cascade Charter Township 2019 DDA

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
Mobilization	_22020010001		181644	0001	1.000	0.250	1.000	1.000	100%	46,000.00000	\$46,000.00
Cash Allowances – Testing	_22020020002		181644	0001	20,000.000	834.900	834.900	834.900	4%	1.00000	\$834.90
Maintaining Traffic	_22020030003		181644	0001	1.000	0.500	1.000	1.000	100%	17,000.00000	\$17,000.00
Soil Erosion and Sedimentation Control	_22020040004		181644	0001	1.000		0.500	0.500	50%	3,500.00000	\$1,750.00
Remove Pavement	_22020050005		181644	0001	1,500.000		1,441.790	1,441.790	96%	8.00000	\$11,534.32
Remove Concrete Sidewalk and Drive Approach	_22020060006		181644	0001	200.000		112.780	112.780	56%	10.00000	\$1,127.80
Remove Concrete Curb and Gutter	_22020070007		181644	0001	800.000		804.500	804.500	101%	13.00000	\$10,458.50
Remove Tree 6-inch and Larger	_22020080008		181644	0001	24.000		24.000	24.000	100%	250.00000	\$6,000.00
Remove, Salvage, and Reinstall Sign	_22020090009		181644	0001	2.000		0.000			100.00000	
Storm Sewer, 15-inch	_22020100010		181644	0001	9.000		16.000	16.000	178%	115.00000	\$1,840.00
Storm Sewer, 18-inch	_22020110011		181644	0001	15.000		0.000			125.00000	
Catch Basin, 4-foot Diameter	_22020120012		181644	0001	1.000		1.000	1.000	100%	2,700.00000	\$2,700.00
Sidewalk Grading	_22020130013		181644	0001	3,200.000		2,893.000	2,893.000	90%	9.00000	\$26,037.00
Subbase	_22020140014		181644	0001	25.000		25.100	25.100	100%	30.00000	\$753.00
Aggregate Base, 8-inch	_22020150015		181644	0001	1,500.000		1,101.400	1,101.400	73%	12.00000	\$13,216.80
Structure Casting, Adjust	_22020160016		181644	0001	2.000		1.000	1.000	50%	250.00000	\$250.00
Valve Box, Adjust	_22020170017		181644	0001	7.000		2.000	2.000	29%	250.00000	\$500.00
Bituminous Paving, LVSP	_22020180018		181644	0001	30.000		28.000	28.000	93%	105.00000	\$2,940.00
Hand Patching, LVSP	_22020190019		181644	0001	200.000		122.800	122.800	61%	105.00000	\$12,894.00
Concrete Curb and Gutter	_22020200020		181644	0001	2,400.000	45.500	2,312.500	2,312.500	96%	18.25000	\$42,203.13
Concrete Sidewalk, 4-inch	_22020210021		181644	0001	17,500.000	1,011.500	17,122.700	17,122.700	98%	3.25000	\$55,648.78
Concrete Sidewalk, 6-inch	_22020220022		181644	0001	3,400.000	130.000	3,538.500	3,538.500	104%	4.75000	\$16,807.88
ADA Sidewalk Ramp Tactile Warning Plate	_22020230023		181644	0001	150.000	26.000	147.800	147.800	99%	30.00000	\$4,434.00
6-inch Pavement Marking	_22020240024		181644	0001	240.000		0.000			4.00000	



Construction Pay Estimate Amount Balance Report

Estimate: 3

11/20/2019 2:48 AM

Fishbeck

FieldManager 5.3c

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
6'-8' Coniferous Tree	_2202025	0025	181644	0001	10.000	2.000	2.000	2.000	20%	320.00000	\$640.00
Lawn Restoration	_2202026	0026	181644	0001	3,200.000	2,893.000	2,893.000	2,893.000	90%	3.60000	\$10,414.80
Landscaping Planting	_2202027	0027	181644	0001	1.000	1.000	1.000	1.000	100%	9,666.72000	\$9,666.72
Brick Pavers	_2202028	0028	181644	0001	1.000	1.000	1.000	1.000	100%	20,349.02000	\$20,349.02
Miscellaneous Work Allowance	_2202029	0029	181644	0001	10,000.000	12,469.080	14,871.480	14,871.480	149%	1.00000	\$14,871.48
Tree Trimming (Additional)	_2202030	0030	181644	0001	10.000		0.000			115.00000	
Electrical Street Lighting	_2202031	0031	181644	0001	1.000	0.500	0.500	0.500	50%	231,300.00000	\$115,650.00
3-inch PVC Sleeve	_2202032	0032	181644	0001	200.000		176.000	176.000	88%	1.50000	\$264.00

Percentage of Contract Completed(curr): 74%

(total paid to date / total of all authorized work)

Total Amount Paid This Estimate: \$195,539.78

Total Amount Paid To Date: \$446,786.13

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

From: Sandra Korhorn, DDA/Economic Development Director *SKK*

Subject: Consider Resolution of Support for Redevelopment Liquor License

Meeting Date: December 11, 2019

Township staff has been working with Jarrod Trombley, who is representing the Michigan Sports Academies (MSA Fieldhouse), located at 5433/5435 28th St. Ct.

Jarrod, on behalf of MSA, is requesting a redevelopment liquor license through the DDA. MSA offers a variety of sports programming along with facility rentals to serve communities and families in the Grand Rapids area. They also host a wide range of sporting events, drop in sports, business expos and more.

While the township does not issue or approve a liquor license, we can offer our support in the form of a resolution, which is then sent to the Michigan Liquor Control Commission (MLCC) before they make their final decision.

Staff circulated the application to Township department heads for their review and approval. All department heads have signed off on the application.

The applicant is required to obtain a resolution of support from the Township for the license. The following factors will be considered when deciding to support the resolution:

- a. A conviction of three or more liquor violations or a felony in any court or before the Michigan Liquor Control Commission, within a period of five years preceding the receipt of the application
 - i. **No known liquor violations or felonies.**
- b. A license which, under this chapter, has been revoked for cause.
 - i. **No known revoked licenses.**
- c. Whether all of the members of such copartnership shall qualify to obtain a license.
 - i. **To be determined by the LCC.**
- d. With respect to a corporation, whether any officer, manager or director thereof, or a stock owner or stockholders owning in the aggregate more than 5% of the stock of such corporation, is not eligible to receive a license hereunder for any reason.

- i. To be determined by the LCC**
- e. Whether the business is conducted by a manager or agent unless such manager or agent possesses the same qualifications required of the licensee.
 - i. The applicant is the authorized agent for the owner of the business/license.**
- f. A conviction of any federal or state law concerning the manufacture, possession or sale of alcoholic liquor or a controlled substance.
 - i. No known convictions**
- g. Whether the applicant owns the premises for which a license is sought or does not have lease therefor for the full period for which the license is issued, or a person, corporation or copartnership that does not have sufficient financial assets to carry on or maintain the business.
 - i. The premises is owned by an affiliate of the applicant, MSA Fieldhouse, and the applicant, Michigan Sports Academies, LLC, is a tenant.**
- h. Whether the applicant is a law enforcement public official or a member of the Township Board, and whether such official is interested in any way, either directly or indirectly, in the manufacture, sale or distribution of alcoholic liquor.
 - i. Not applicable**
- i. Whether there exists a violation of the applicable building, electrical, mechanical, plumbing or fire codes, applicable zoning regulations, applicable public health regulations, or any other applicable Township ordinance.
 - i. No current violations, See attached signature sheet**
- j. Whether, for any new license or for the transfer of any existing license, the sale of beer, wine or spirits is shown to be an accessory use to other permitted business uses upon the site, such as but not limited to food sales, motel operations, or recreational activities.
 - i. The primary use is a sports academy**
- k. Whether the premises does not or will not soon after commencement of operations have adequate off-street parking, lighting, refuse disposal facilities, screening, noise, or nuisance control or where a nuisance does or will exist.
 - i. Meets requirements and not anticipated to cause a nuisance.**
- l. With respect to a person whose license is in escrow, whether owners of the escrowed license are in violation of any provision of this chapter, state law, other local ordinance or rule of the Michigan Liquor Control Commission, or if the license is held in escrow for more than one year.
 - i. Not applicable**

Based on the factors above, staff recommends approval of the resolution to support the redevelopment liquor license for Michigan Sports Academies located at 5433/5435 28th St. Ct.



Warner Norcross + Judd LLP

October 30, 2019

Via Email and First-Class Mail

Sandra Korhorn
DDA/Economic Development Director
Cascade Charter Township
2865 Thornhills Avenue SE,
Grand Rapids, MI 49546-7192

Re: **Redevelopment Liquor License Application
Michigan Sports Academies, LLC
5435 28th St. Ct. SE, Grand Rapids, MI 49546**

Dear Ms. Korhorn:

On behalf of our client, Michigan Sports Academies, LLC, please find enclosed the following:

1. The Cascade Township Application for liquor License Support Resolution
2. The building and site plans showing the entire structure and premises where the liquor license will be utilized. Please note that the space proposed to be licensed includes the entire interior of premises will be licensed (except for the portion marked as "Excluded") and the outdoor space outlined in red.

If any additional information or materials are needed, please feel free to reach to me at (616) 752-2716 or ecantor@wnj.com, or to Jarrod Trombley at (616) 752-2573 or jtrombley@wnj.com.

Sincerely,

Emily E. Cantor

EEC/jht
Enclosures

19191882

Emily E. Cantor | Associate
D 616.752.2716
E ecantor@wnj.com
900 Fifth Third Center, 111 Lyon Street, N.W.
Grand Rapids, MI 49503-2487



Cascade Charter Township
Application for Liquor License Support Resolution

Cascade Township does not issue liquor licenses. This application is for a resolution of support from the Township, which may be required by the State of Michigan Liquor Control Commission before a liquor license is issued.

APPLICANT INFORMATION

Name: Dan Clemo, Authorized Agent DOB: 07/05/80
Street Address: 4940 Cascade Road SE
City: Grand Rapids State: MI Zip: 49546
Phone: (616) 975-5706 Mobile: _____ Email: danc@cdv5.com

BUSINESS INFORMATION

Name of Business: Michigan Sports Academies, LLC
Street Address: 5435 28th St. Ct. SE
City: Grand Rapids State: MI Zip: 49546

Business Partners (all individuals with greater than 5% interest in the business):

Name	Address	DOB
CDV5 Properties, LLC	4940 Cascade Road SE, Grand Rapids, MI 49546	N/A

Note: CDV5 Properties, LLC is owned 99% by the Susanne C. DeVos Revocable Trust u/a/d January 17, 1992, as amended and 1% by CDV5 Holdings, Inc.

LICENSE INFORMATION:

Please list the Michigan Liquor License Commission license that is being applied for. If you are applying for transfer of an escrowed license, please list the license number and current owner.

Requesting Class C Redevelopment Liquor License

Business Description: Michigan Sports Academies, LLC offers a variety of sports programming along with facility rentals in order to serve communities and families in the greater Grand Rapids area.

Have you or any of the business partners been convicted of a felony in any court?

Yes No If yes, explain: _____

Have you or any of the business partners been convicted on any state or federal law concerning the manufacture, possession or sale of alcoholic liquor or a controlled substance: Yes No If yes, explain: _____

Have you ever had a liquor license revoked for cause, or been convicted of a liquor license violation by the Michigan Liquor Control Commission? Yes No
If yes, explain: _____

Is the sale or manufacturing of beer, wine or liquor an accessory use to other permitted uses upon the site? Yes No

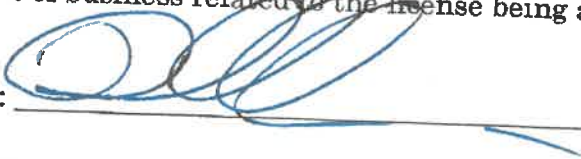
If yes, explain: Well over 50% of the income generated by Michigan Sports Academies, LLC will come from sources other than the sale of beer, wine and liquor, namely sports programming and facility rentals, and the sale of beer, wine and liquor will merely supplement those activities.

Please attach to this application a building and site plan showing the entire structure and premises and, in particular, the specific area where the license is to be utilized. Where applicable, the plans shall demonstrate adequate off-street parking, lighting, refuse disposal facilities, screening and noise control measures.

Please initial the following statements:

I (the applicant) have never been convicted of a felony and am not disqualified to receive a license by any matter contained in the Cascade Charter Township Liquor Licenses Ordinance or the laws of the State of Michigan.


I (the applicant) have read and understood the Cascade Charter Township Liquor License ordinance and will not violate any of the laws of the State of Michigan or of the United States or any ordinances of Cascade Charter Township in the conduct of business related to the license being applied for.

Signature: 

Date: 10/29/19

For Official Use Only

Fire Department Approval Signature:  Date: 11-11-19
Notes: _____

Building Department Approval Signature:  Date: 11.11.19
Notes: _____

Clerk Department Approval Signature:  Date: 11/11/19
Notes: _____

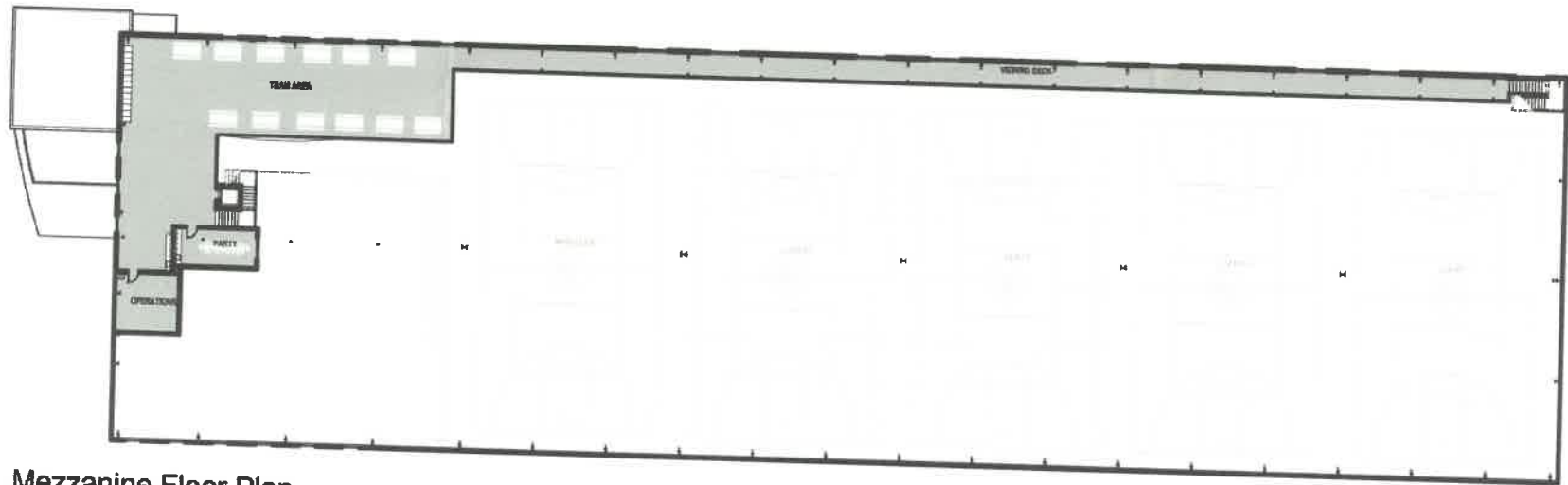
Treasurer Department Approval Signature:  Date: 11/13/19
Notes: _____

Zoning Department Approval Signature:  Date: 11/11/19
Notes: no use changes

Township Board Approval Signature: _____ Date: _____
Notes: _____
Resolution Number _____



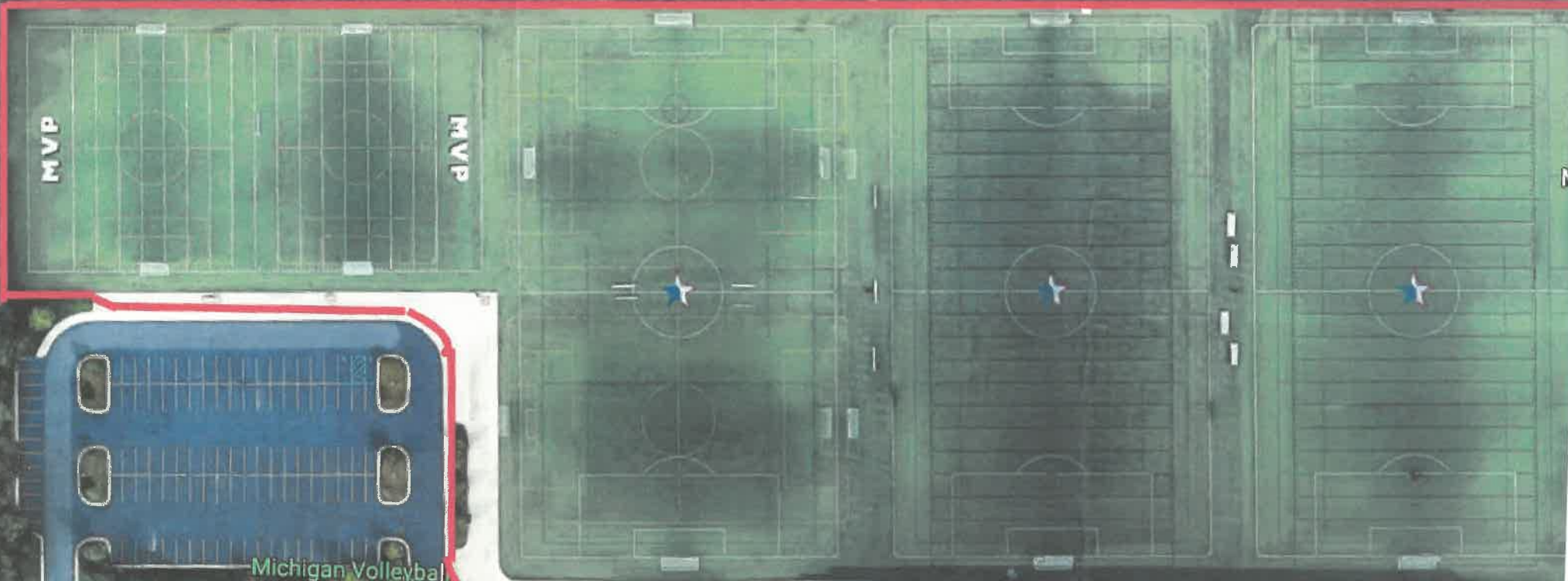
Main Floor Plan



Mezzanine Floor Plan



Search this area



Michigan Volleyball Academy

Michigan Sports Academies

Michigan Basketball Academy

MSA Fieldhouse

28th St Ct SE

28th St Ct SE

28th St Ct SE



Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ Cascade Charter Township _____ council/board
(regular or special) (township, city, village)
called to order by _____ Supervisor Beahan _____ on _____ Dec 11, 2019 _____ at _____ 7:00 p.m. _____
(date) (time)
the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____ Dan Clemo, Authorized Agent for Michigan Sports Academies, LLC _____
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): _____ New Class C license issued under MCL436.1521(a)(b) _____
(list specific licenses requested)

to be located at: _____ 5433 /5435 28th Street Ct. _____

and the following permit, if applied for:

Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____ Cascade Township _____
council/board at a _____ regular _____ meeting held on _____ Dec 11, 2019 _____
(regular or special) (date) (township, city, village)

Susan B. Slater

December 11, 2019

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

From: Sandra Korhorn, DDA/Economic Development Director *SKK*

Subject: Consider Resolution for Installment Purchase Agreement for 6896 Cascade Rd. SE

Meeting Date: December 11, 2019

As you know, Cascade Township DDA has a purchase agreement in place for the acquisition of the Tuffy property at 6896 Cascade Rd. This property is being purchased through an Installment Purchase agreement.

The Installment Purchase Contract will be entered into by the Township pursuant to Act 99 of the Public Acts of Michigan of 1933, as amended, and will be a limited tax general obligation of the Township. The Township does not have the power to levy taxes for payment of the Installment Purchase Contract in excess of existing constitutional and statutory tax rate limitations.

The purchase price of the Property is \$800,000 all of which the Township desires to finance. Therefore, the principal amount of the Installment Purchase Contract will be \$800,000. The interest rate is 3.25% per annum. The interest component on the Installment Purchase Contract will not be excluded from gross income of the recipient thereof for federal income tax purposes because the tenant, Tuffy, will continue to occupy the building for a period after the Township purchases it. But it is exempt from all present taxation in the State of Michigan.

The proposal submitted pursuant to the request assumes approximately level debt principal and interest payments in each of the years 2020 through 2029 (i.e. 10-year term) with interest payable semiannually and principal payable annually and with an optional prepayment redemption any time at par.

The Township received two (2) proposals for the Installment Purchase Agreement. Attached is the proposal for the lowest responsive proposal as well as a resolution which would approve United Bank of Michigan as the bank for the installment purchase. The closing on the property is scheduled for December 19.



United Bank
real solutions

Cascade Charter Township
Sandra Korhorn, Economic Development Director
2865 Thornhills SE
Grand Rapids, MI 49546-7140

Dear Ms. Korhorn:

I am pleased to inform you that United Bank of Michigan ("Bank") is prepared to offer you the following credit facility:

<u>BORROWER:</u>	Cascade Charter Township
<u>AMOUNT OF LOAN:</u>	\$800,000.00
<u>USE OF PROCEEDS:</u>	Purchase property located at 6896 Cascade Rd SE, Grand Rapids, MI 49546
<u>MATURITY DATE OF THE LOAN:</u>	10 Year Amortization with a 10 year term.
<u>INTEREST RATE:</u>	The interest rate will be fixed at Three and one quarter (3.25%) for the term of the loan.
<u>PAYMENT:</u>	Annual Principal payments, with Semi-Annual Interest Payments will be due on the loan.
<u>PREPAYMENT PREMIUM:</u>	Waived

CLOSING COSTS: Closing costs will consist of a \$350.00 fee for document preparation/review plus all out of pocket expenses incurred in the closing and administration of this loan.

SECURITY TO BE PLEDGED: Collateral for this loan will consist of an Assignment of the Installment Purchase Agreement, and the Limited Full Faith and Credit of Cascade Charter Township.

CROSS-DEFAULT/CROSS COLLATERALIZATION: An event of default under this loan shall constitute an event of default under all other existing or later incurred obligations of Borrower and/or Guarantors. An event of default under all other existing or later incurred obligations of the Borrower and/or Guarantors shall constitute an event of default under this loan. Collateral for this loan shall secure all existing or later incurred other obligations of Borrower and/or Guarantors. All other collateral securing now existing or later incurred obligations of Borrower and/or Guarantors shall also collateralize and secure this loan.



United Bank
real solutions

CONTINGENCIES: The following must be agreed to or completed prior to disbursement of the loan:

1. Upon the funding of this loan, you will agree to provide Bank with: •Annual Audit Financial Statements of Borrower within 15 days of completion.

Again, we are pleased to present this proposal for your consideration. If it is acceptable, please acknowledge these terms and conditions below by December 15, 2019, which is the expiration date of this proposal. If the closing of the loan does not occur within 60 days from the date of this letter, through no fault of Bank, the deposit mentioned above shall be deemed earned and non-refundable and the proposal shall become null and void.

The Bank may unilaterally, and without liability, terminate this offer if:

1. Any of the information or representations supplied to Bank by the Borrower is found to be incomplete, misleading or untrue
2. There are any material adverse changes in the financial condition of the Borrower(s) and/or Guarantor(s) OR
3. If any of the conditions outlined above are not satisfied on or before the expiration date.

Please feel free to call me at your convenience with any questions you may have regarding our proposal.

Sincerely,

Susan Rankin
Vice President

USA PATRIOT ACT NOTICE & ACKNOWLEDGEMENT: Federal law requires all financial institutions to obtain, verify and record information that identifies each person who opens an account. The undersigned agree to provide Bank with the name, address, date of birth, driver's license or other identifying documents and other information that will allow Bank to identify the undersigned.

Acknowledged and accepted on _____, 2019

Cascade Charter Township

BY: Rob Beahan
ITS: Supervisor

t 616.559.7000
f 616.559.4631

900 East Paris Avenue SE
Grand Rapids, MI 49546

UnitedBank4U.com

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION NO. _____ of 2019

**RESOLUTION APPROVING INSTALLMENT PURCHASE
AGREEMENT TO FINANCE A PORTION OF THE COST
OF ACQUIRING REAL PROPERTY, AUTHORIZING
EXECUTION OF SAID INSTALLMENT PURCHASE
AGREEMENT AND AUTHORIZING THE UNDERTAKING
OF ALL OTHER NECESSARY AND REQUIRED ACTS IN
CONNECTION WITH THE FINANCING THEREOF**

Boardmember _____, supported by Boardmember _____,
moved the adoption of the following resolution:

WHEREAS, Cascade Charter Township (the “Township”) has determined to acquire real property located at 6896 Cascade Road in the Township for use by Township for public purposes (the “Property”) at a cost of \$800,000 and to finance the cost thereof through an installment purchase; and

WHEREAS, the owner of the Property is S&R Service Centers, Inc., a Michigan corporation (the “Property Owner”); and

WHEREAS, under the provisions of Act 99 of the Public Acts of Michigan of 1933, as amended (“Act 99”), the Township is authorized to enter into an agreement for the acquisition of the Property to be used for public purposes, to be paid for in installments over a period of 10 years; and

WHEREAS, the outstanding balance of all such installment purchases by the Township under Act 99, exclusive of interest, shall not exceed one and one-quarter percent (1-1/4%) of the equalized assessed value of real and personal property in the Township on the date of such agreement or agreements; and

WHEREAS, the acquisition of the Property pursuant to an installment purchase agreement will not result in the outstanding balance of all such installment purchases to be in excess of the limitations contained in Act 99 as set forth above; and

WHEREAS, the Township requested proposals for financing a portion of the cost of the acquisition of the Property through an installment purchase agreement pursuant to Act 99; and

WHEREAS, the Township received proposals from Horizon Bank, and United Bank of Michigan and the proposal of United Bank of Michigan (the “Financial Institution”), has been determined to be the lowest responsive proposal; and

WHEREAS, the Township Board of Trustees has had presented to it at this meeting the form Installment Purchase Agreement (the “Agreement”) attached hereto as Exhibit A to be entered into by the Township, the Financial Institution and the Property Owner in connection with such financing, and it is the desire of the Township Board of Trustees to approve and authorize the execution of such Agreement; and

WHEREAS, the Township Board of Trustees desires to authorize the undertaking of all such acts necessary to complete the financing of the cost of the Property, i.e. \$800,000.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the acquisition of the Property is hereby found and declared to be for a valid public purpose and in the best interests of the health, safety and welfare of the residents of the Township.

2. That the proposal of the Financial Institution is hereby approved and that the cost of the Property in the amount of \$800,000 shall be financed through the Financial Institution through an installment purchase at an interest rate of 3.25% per annum by the level payment of principal and interest commencing April 1, 2020, and ending October 1, 2029, with annual

payments of principal payable on October 1 of each year and semiannual payment of interest payable on April 1 and October 1 of each year.

3. That the Agreement is hereby approved substantially in the form presented at this meeting with such additions, changes and modifications as shall be approved by the Township Supervisor and Township Clerk and shall be acknowledged by their execution of the Agreement.

4. That the Property has a useful life extending beyond October 1, 2029, the term of the Agreement.

5. That the Township hereby agrees to include in its budget for each fiscal year during the term of the Agreement an amount sufficient to pay when due the principal of and interest coming due under the Agreement during such fiscal year. In addition, the Township hereby pledges to levy in each fiscal year *ad valorem* taxes on all taxable property in the Township in an amount, which, together with other funds available for such purpose, shall be sufficient for the payments required under the Agreement in such fiscal year. Any such tax levy is, however, subject to existing statutory and constitutional tax limitations.

6. That the Township Supervisor, Clerk and Treasurer or any of them, are hereby directed and authorized to execute the Agreement and such additional certificates and other documents in a form approved by bond counsel as shall be necessary to effectuate the closing contemplated by the Agreement.

7. That all resolutions or parts of resolutions insofar as they conflict with the provisions hereof be and the same hereby are rescinded to the extent of such conflict.

YEAS: Boardmembers _____

NAYS: Boardmembers _____

ABSTAIN: Boardmembers _____

ABSENT: Boardmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: December 11, 2019

Susan B. Slater, Township Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Trustees of Cascade Charter Township, at a regular meeting held on December 11, 2019, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: December 11, 2019

Susan B. Slater, Township Clerk

EXHIBIT A

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
ACT 99 INSTALLMENT PURCHASE, SERIES 2019**

INSTALLMENT PURCHASE AGREEMENT

THIS INSTALLMENT PURCHASE AGREEMENT made and executed as of December 19, 2019, (hereinafter referred to as the “Agreement”), by and between **CASCADE CHARTER TOWNSHIP**, Kent County, Michigan, a Michigan charter township, organized and existing under the Constitution and laws of the State of Michigan (hereinafter referred to as the “Township”), **S&R SERVICE CENTERS, INC.**, a Michigan corporation (hereinafter referred to as the “Property Owner”), and **UNITED BANK OF MICHIGAN**, as assignee of the Property Owner (hereinafter referred to as the “Financial Institution”).

WITNESSETH:

WHEREAS, the Township intends to acquire real property located at 6896 Cascade Road, S.E., in the Township and identified as Permanent Parcel No. 41-19-16-203-023 (hereinafter referred to as the “Property”) from the Property Owner for use by the Township for public purposes; and

WHEREAS, the Township desires to pay the cost of the Property through an installment purchase as authorized by Act 99 of the Public Acts of Michigan of 1933, as amended (hereinafter referred to as “Act 99”); and

WHEREAS, the Financial Institution is willing to provide the required funding that will enable the Township to acquire the Property on an installment purchase plan pursuant to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the respective representations and agreements herein contained, the parties hereto agree as follows:

Section 1. Definitions. The following terms, wherever used in this Agreement shall have the following meanings, unless the context shall indicate another or different meaning:

“Act 99” means Act 99 of the Public Acts of Michigan of 1933, as amended.

“Agreement” means this Installment Purchase Agreement, by and between the Township, Property Owner and Financial Institution.

“Financed Funds” means the sum of \$800,000 to be provided by the Financial Institution for the Purchase Price of the Property.

“Financed Purchase Price” means \$800,000, to be provided pursuant to the terms of this Agreement.

“Financial Institution” means United Bank of Michigan, Grand Rapids, Michigan.

“Interest Payment” means the payment of interest on the unpaid principal balance of the Financed Purchase Price in accordance with the schedule set forth in Exhibit A attached hereto.

“Interest Rate” means an interest rate of 3.25% per annum, computed on the basis of a 360-day year for the actual number of days elapsed.

“Payment Date” means the date a Principal Payment and Interest Payment are due and payable in accordance with the schedule set forth in Exhibit A attached hereto. The first Payment Date shall be April 1, 2020, and subsequent Payment Dates shall be the first day of each April 1 and October 1 to and including October 1, 2029.

“Principal Payment” means the payment of a principal installment of the Financed Purchase Price in accordance with the schedule set forth in Exhibit A attached hereto.

“Property Owner” means S&R Service Centers, Inc., a Michigan corporation.

“Purchase Price” means the purchase price of the Property in the amount of \$800,000.

“State” means the State of Michigan.

Section 2. Purchase of Property. The Township agrees to purchase and the Property Owner agrees to sell and provide the Property to the Township for the Purchase Price pursuant to the terms and conditions of this Agreement. The Township has or will pay the Property Owner the Purchase Price for the Property from the Financed Funds it receives from the Financial Institution.

Section 3. Assignment of Property Owner’s Interest. The Property Owner hereby irrevocably assigns its interest in this Agreement, except for certain warranties, indemnifications, representations and other obligations as hereinafter provided, to the Financial Institution in consideration for the Township’s promise to pay or its payment to the Property Owner of the Purchase Price of the Property. Such assignment shall not, however, include any warranties, indemnifications, representations or other obligations of the Property Owner referenced in Section 13 hereof, and Property Owner hereby acknowledges that all of said warranties, indemnifications, representations and other obligations shall not be assigned and shall remain the sole responsibility of the Property Owner. The Township hereby consents to this assignment in consideration for the Financial Institution’s promise to provide the Township an amount equal to the Financed Purchase Price to be used to pay the Property Owner the Purchase Price for the Property. The Financial Institution hereby accepts this assignment and will, upon execution of this Agreement, pay to the Township in immediately available funds, an amount equal to the Financed Purchase Price of the Property to be used by the Township to pay the Property Owner the Financed Purchase Price of the Property in consideration for the Township’s promise to pay the Financial Institution the Principal Payments and Interest Payments in accordance with Section 4 hereof.

Section 4. Installment Payments. The Township agrees to pay to the Financial Institution, as assignee of the Property Owner, the Principal Payments and Interest Payments on

the Payment Dates in accordance with the schedule set forth in Exhibit A attached hereto as payment for the Purchase Price of the Property on an installment purchase plan in accordance with Act 99.

Section 5. Payments Unconditional. The Township obligation to the Financial Institution to pay the Principal Payments and Interest Payments and any other amounts owed hereunder is absolute and unconditional and shall remain in full force and effect until the amounts owed hereunder shall have been paid by the Township to the Financial Institution, and such obligation shall not be affected, modified or impaired upon the happening from time to time of any event, including without limitation, any of the following:

- (a) any defect of title with respect to the Property;
- (b) the invalidity, unenforceability or termination of this Agreement;
- (c) the modification or amendment (whether material or otherwise) of any obligation, covenant or agreement set forth in this Agreement;
- (d) the voluntary or involuntary liquidation, dissolution, sale or other disposition of all or substantially all of the assets, marshalling of assets and liabilities, receivership, insolvency, bankruptcy, assignment for the benefit of creditors, reorganization, arrangement, composition with creditors or readjustment or other similar proceedings affecting the Property Owner or any of its assets or any allocation or contest of the validity of this Agreement, or the disaffirmance of this Agreement in any such proceeding;
- (e) to the extent permitted by law, any event or action which would, in the absence of this clause, result in release or discharge by operation of law of the Property Owner from the performance or observation of any obligation, covenant or agreement contained in this Agreement;
- (f) the default or failure of the Property Owner fully to perform any of its obligations set forth in this Agreement or any other agreement; or
- (g) any damage or destruction of the Property.

The Township shall make payments when due and shall not withhold any such payments as a result of any disputes arising between the Township and the Property Owner or any other person, nor shall the Township assert any right of set-off or counterclaim against its obligation to make such payments or be entitled to any abatement of such payments as a result of unforeseen circumstances.

Section 6. Prepayment. The Principal Payments may be prepaid by the Township at par plus accrued interest to the redemption date at any time on and after the fifth Principal Payment date upon 30 days prior written notice to the Financial Institution.

Section 7. Ownership of the Property. Upon closing of the purchase of the Property, ownership of the Property shall vest in the Township.

Section 8. Useful Life of Property. The Township represents that the useful life of the Property is equal to or longer than the date of the final Principal Payment as set forth in Exhibit A attached hereto.

Section 9. Security for Payment – Limited Full Faith and Credit. The Township agrees to include in its budget for each fiscal year during the term hereof an amount sufficient to pay when due the Principal Payments and Interest Payments coming due under this Agreement during such fiscal year. In addition, the Township hereby pledges to levy in each fiscal year *ad valorem* taxes on all taxable property in the Township in an amount which, together with other funds available for such purpose, shall be sufficient for the payment of such Principal Payments and Interest Payments in such fiscal year. Any such tax levy is, however, subject to existing constitutional and statutory tax limitations.

Section 10. Term of Agreement. This Agreement shall terminate on the final Payment Date indicated on Exhibit A attached hereto or such earlier date that all amounts due hereunder by Township to Financial Institution are paid in full.

Section 11. Representations of the Township. The Township makes the following representations:

(a) The Township is a charter township organized and legally existing under the constitution and laws of the State.

(b) The Township will do or cause to be done all things necessary to preserve and keep in full force and effect its existence as a charter township.

(c) The Township is authorized under the constitution and laws of the State to enter into this Agreement and the transactions contemplated hereby and to perform all of its obligations hereunder.

(d) This Agreement constitutes a legal, valid, binding and enforceable obligation of the Township in accordance with its terms, except to the extent limited by applicable bankruptcy, insolvency, reorganization or other laws affecting creditors' rights generally.

(e) During the term of this Agreement, the Property will be used exclusively by the Township only for the purpose of performing one or more governmental public functions of the Township consistent with the permissible scope of the Township's authority.

(f) The Township will, upon request, annually provide the Financial Institution with a copy of its annual audit within 180 days after the end of each fiscal year of the Township during the term of this Agreement.

(g) There is no action, suit, proceeding, inquiry or investigation, at law or in equity, before or by any court, public board or body, pending or threatened against or affecting the Township, nor to the best knowledge of the Township is there any basis therefor, wherein an unfavorable decision, ruling or finding would materially adversely affect the transactions contemplated by this Agreement. All actions, authorizations, consents and approvals of

governmental bodies or agencies required in connection with the execution and delivery by the Township of this Agreement or in connection with the carrying out by the Township of its obligations hereunder have been obtained.

(h) The entering into and performance of this Agreement or any other document or agreement contemplated hereby to which the Township is or is to be a party will not violate any judgment, order, law or regulation applicable to the Township.

(i) The Township has adopted a binding resolution determining the useful life of the Property is equal to or longer than the date of final payment hereunder.

Section 12. Representations of the Property Owner and Financial Institution. The Property Owner and Financial Institution each respectively make the following representations:

(a) It has the legal capacity to execute this Agreement and to carry out its obligations and undertakings hereunder and the person executing this Agreement on its behalf has been duly authorized to do so.

(b) The Agreement is valid, binding and enforceable in accordance with its terms, except as enforcement may be limited by applicable bankruptcy, insolvency, reorganization or other laws affecting creditors' rights generally.

Section 13. Property Owner's Representations. The Property Owner agrees to all of the terms and conditions in any other agreement between the Township and the Property Owner to purchase the Property. In the event of a conflict in terms between this Agreement and the above referenced documents, the specific terms of this Agreement shall govern. Representations, warranties and indemnification, if any, with respect to the Property shall not be assigned, but shall remain enforceable by the Township against the Property Owner. The Township's sole remedy for the breach of any such warranties, representations or indemnification shall be against the Property Owner. The Township expressly acknowledges that the Financial Institution makes, and has made, no representations or warranties whatsoever as to the existence or availability or enforceability of such representations, warranties or indemnifications of the Property Owner.

Section 14. Disclaimer of Warranties by Financial Institution. The Financial Institution makes no warranty or representation, either expressed or implied, as to the value, design, condition, fitness or use of the Property. In no event shall the Financial Institution be liable for any incidental, indirect, special, or consequential damage in connection with or arising out of this Agreement or the existence, condition, or the Township's use of the Property.

Section 15. Indemnification by Township. To the extent permitted by the laws and the constitution of the State, the Township shall protect, hold harmless and indemnify the Financial Institution from and against any and all liability, obligations, losses, claims and damages whatsoever, regardless of cause thereto, and expenses in connection therewith, including without limitation, reasonable counsel fees and expenses arising out of the acquisition, use, condition or purchase of the Property or any accident in connection with the use or condition of the Property resulting in damage to the Property or injury or death to any person. This

indemnification shall continue in full force and effect notwithstanding the full payment of all obligations under this Agreement or the termination of this Agreement for any reason.

Section 16. Events of Default. The following shall be an “Event of Default” under this Agreement:

(a) Failure by the Township to make the Principal Payments and Interest Payments at the times specified herein; or

(b) Failure of the Township to observe and perform any other covenant, condition or agreement on its part to be observed or performed and continuation of such failure for a period of 30 days after written notice specifying such failure and requesting that it be remedied, unless the Financial Institution shall agree in writing to an extension of such time prior to its expiration, or unless such failure is other than the payment of money and shall be such that it cannot with due diligence be corrected within such period, it shall not constitute an Event of Default if corrective action is instituted by the Township within such period and diligently pursued until corrected; or

(c) The Township shall: (i) admit in writing its inability to pay its debts generally as they become due; (ii) commence a proceeding under any federal or state bankruptcy, insolvency, reorganized or other similar law, or have such a proceeding commenced against it and either have an order of insolvency or reorganization entered against it or have the proceeding remain undismissed or unstayed for 60 days; (iii) make an assignment for the benefit of creditors or provide for the entry into any agreement for the composition of creditors; or (iv) have applied for the appointment of a receiver, purchaser or liquidator for it or the whole or any substantial part of its property; or

(d) The Township shall materially breach any representation or warranty under this Agreement.

Section 17. Remedies Upon Default. Whenever an Event of Default referred to in Section 16 hereof shall occur and be continuing, the Financial Institution shall have the right to exercise the following remedies:

(a) Upon the occurrence of an Event of Default described in Section 16(a) hereof and the failure to cure such Event of Default within 5 days, may declare all of the unpaid Principal Payments and Interest Payments (the portion thereof accrued) to be immediately due and payable, whereupon such amounts shall become immediately due and payable without presentment, demand, protest or other notice of any kind, all of which are expressly waived; and

(b) Take whatever action at law or in equity may appear necessary or desirable to enforce its rights under this Agreement.

Section 18. Assignment. This Agreement, and the obligation of the Township to make the payments hereunder, may be assigned by the Financial Institution and reassigned in whole or in part to one or more assignees at any time subsequent to its execution, without the necessity of obtaining the consent of the Township. The Financial Institution agrees to give notice of assignment to the Township and upon receipt of such notice the Township agrees to

make all payments to the assignee, notwithstanding any claim, defense, set off or counterclaim whatsoever (whether arising from a breach of this Agreement or otherwise) that the Township may from time to time have against the Financial Institution or the assignee. The Financial Institution's interest in this Agreement may not be assigned or reassigned in whole or in part unless (i) the document by which such assignment or reassignment is made discloses the name and address of the assignee, and (ii) the Township receives written notification of the name and address of the assignee. The Township hereby designates the Financial Institution or its assignee as its agent to maintain a book entry system, consisting of a record of ownership that identifies the owner of any interest in this Agreement, which record may be examined by the Township at its request. The right to payment of the amounts due hereunder may be transferred only through such book entry system. Anything in the foregoing to the contrary notwithstanding, the Financial Institution's interest in this Agreement may be assigned in whole or in part upon terms which provide in effect that the assignor or assignee will act as a collection and paying agent for holders of certificates of participation in this Agreement.

Section 19. Notice. All notices, certificates or other communications hereunder shall be sufficiently given and shall be deemed given when dispatched by registered or certified mail, return receipt requested, postage prepaid, or by hand delivery, or by telegram and confirmed the same day by registered or certified mail, return receipt requested, postage prepaid, addressed as follows:

If to the Township:

Cascade Township
2865 Thornhills Avenue, S.E.
Grand Rapids, Michigan 49546-7192

If to the Financial Institution:

United Bank of Michigan
900 East Paris Avenue, S.E.
Grand Rapids, Michigan 49546

If to the Property Owner:

S&R Service Centers, Inc.
1899 Forrest Park Road
Norton Shores, Michigan 49441

The parties hereto may, by notice given hereunder, designate any further or different address to which subsequent notices, certificates or other communications may be sent.

Section 20. Governing Law. This Agreement shall be construed in all respects in accordance with the laws of the State.

Section 21. Severability. In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 22. Binding Effect. The covenants herein contained shall bind, and the benefits and advantages shall inure to, the respective successors and assigns of the parties hereto.

Section 23. Counterparts. This Agreement may be simultaneously executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

Section 24. Captions. The captions or headings in this Agreement are for convenience only and in no way define, limit or describe the scope or intent of any provisions or sections of this Agreement.

Section 25. Entire Agreement. This Agreement constitutes the entire agreement between the parties, and there are no representations, warranties, promises, guarantees or agreements, oral or written, express or implied, between the parties hereto with respect to this Agreement.

Section 26. Amendments. This Agreement may not be effectively amended, changed, modified, altered or terminated without the prior written consent of the Township and Financial Institution.

IN WITNESS WHEREOF, the Township, Financial Institution and Property Owner have caused these presents to be signed all as of the day and year first above written.

**CASCADE CHARTER TOWNSHIP
“Township”**

By: _____
Rob Beahan, Supervisor

Attest: _____
Susan Slater, Township Clerk

UNITED BANK OF MICHIGAN
“Financial Institution”

By: _____
Susan Rankin, Vice President

S&R SERVICE CENTERS, INC.
“Property Owner”

By: _____
Its: _____

EXHIBIT A
INSTALLMENT PAYMENTS

Payment Date	Principal Payment	Interest Payment	Total Principal and Interest Payment
04/01/2020	0	\$8,666.67	\$8,666.67
10/01/2020	\$60,000.00	13,000.00	73,000.00
04/01/2021	0	12,025.00	12,025.00
10/01/2021	70,000.00	12,025.00	82,025.00
04/01/2022	0	10,887.50	10,887.50
10/01/2022	75,000.00	10,887.50	85,887.50
04/01/2023	0	9,668.75	9,668.75
10/01/2023	75,000.00	9,668.75	84,668.75
04/01/2024	0	8,450.00	8,450.00
10/01/2024	80,000.00	8,450.00	88,450.00
04/01/2025	0	7,150.00	7,150.00
10/01/2025	80,000.00	7,150.00	87,150.00
04/01/2026	0	5,850.00	5,850.00
10/01/2026	85,000.00	5,580.00	90,850.00
04/01/2027	0	4,468.75	4,468.75
10/01/2027	90,000.00	4,468.75	94,468.75
04/01/2028	0	3,006.25	3,006.25
10/01/2028	90,000.00	3,006.25	93,006.25
04/01/2029	0	1,543.75	1,543.75
10/01/2029	95,000.00	1,543.75	96,543.75



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: December 11th, 2019
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Interurban Transit Partnership Transportation Services Contract

FACTS:

Cascade Township contracts with the Interurban Transit Partnership (commonly known as “The Rapid”) to provide route specific linehaul transportation services as well as paratransit services to individuals with disabilities that live within $\frac{3}{4}$ mile of the linehaul designated route. There are two linehaul routes within the Township:

- **28th Street Route** – East on 28th Street, North on Patterson, East on Burton, South on Kraft, East on 28th Street, turnaround in Thornapple Center, west on 28th Street past Patterson.
- **36th Street Route** – West on 36th Street, north on Kraft Avenue, East on 33rd Street, south on Patterson, west on 36th Street. (Peak periods only, 15 trips daily)

28th Street Route - For the FY2020 contract, the proposed cost is \$378,420. This is calculated at 5,526 billable hours at a contract rate of \$68.48 per hour. This represents a 9.8% contract rate *increase* from FY 2019 (but is still lower than the FY2015 contract rate from when this service began.)

36th Street Route - For the FY2020 contract, the proposed cost is \$28,522. This is calculated at 416.5 billable hours at a contract rate of \$68.48 per hour. This represents a 9.8% contract rate *increase* from FY 2019.

Attached for your review are:

- Proposed agreement between The Interurban Transit Partnership and Cascade Township For Linehaul and Paratransit Services
- Copy of the FY 2019 3rd Quarter Transit Report

ANALYSIS & CONCLUSIONS:

Besides the increase in the contractual rate, the agreement is the same that has been approved by the Township in previous years. Though the contract rate is based on service hours for the linehaul service, the paratransit service is included as well, no matter the usage. The paratransit service applies to any individual that qualifies for the service and lives within $\frac{3}{4}$ mile of the linehaul route.

The most recent comprehensive ridership report has been included for your review as well. The report indicated that the 28th Street Service through September saw weekday daily ridership (boardings and alightings) of approximately 246 riders per day, Saturday ridership of 150 riders

per day and Sunday ridership of 82 riders per day. According to Rapid personnel, those numbers compare favorably to other crosstown routes and the 28th Street route has performed in the top 25% of routes throughout the Rapid system

The availability of Go!Bus paratransit service has also lessened the financial burden of paratransit services on the Township. Prior to the introduction of the Go!Bus, the Township subsidized \$16.50 for every paratransit ride in the Township through the Hope Network. With the Go!Bus now servicing those eligible residents residing within a ¾ mile distance of the linehaul route (which the Township subsidizes at a rate of just \$0.50 per ride), the Township has already saved over \$15,00 on paratransit services through September.

The 36th Street route is a route that was specifically designed for the businesses on 36th and 33rd Streets, and operates only during peak hours based around the shift schedules of the businesses. Unfortunately we do not have recent ride data, but 2017 data showed an average of 79 boardings and alightings per week.

While each contract is for 1 year (October 1, 2019 – September 30, 2020), the contracts can be terminated at any time, by either party, with a 3-month notification. The Transportation ad-hoc committee reviewed the service this fall, and has made the recommendation that the service be renewed with 50% of the 28th Street service coming from the DDA fund and the remaining cost (50% of the 28th Street service and 100% of the 36th Street service) coming from the general fund. They have also recommended that the Township Staff continue to pursue greater financial participation from ITP, particularly changing the 28th Street service to a “revenue service” cost model similar to the 36th street service.

FINANCIAL CONSIDERATIONS:

The estimated contract cost for 28th Street contract for FY 2020 (October 1 – Sept 30) is \$378,420. This amount is split 50/50 between the General Fund and the Downtown Development Authority in the proposed FY 2020 budget.

The estimated contract cost for 36th Street contract for FY 2020 (October 1 – Sept 30) is \$28,522. This amount is budgeted entirely in the General Fund in the FY 2020 budget.

RECOMMENDED ACTION:

Approve the *Agreement Between the Interurban Transit Partnership and Cascade Township For Linehaul and Paratransit Services on 28th Street* and the *Agreement Between the Interurban Transit Partnership and Cascade Township For Linehaul and Paratransit Services on 36th Street* and authorize the Township Manager to execute the agreements on behalf of the Township.



Interurban Transit Partnership

300 Ellsworth Avenue SW Grand Rapids, MI 49503-4005 616.456.7514 • Fax 616.456.1941

August 27, 2019

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

Dear Mr. Swayze:

Enclosed are two original contracts for transit service to Cascade Road and 28th Street within Cascade Township for Fiscal Year 2020. Please sign both copies and return both copies to me at the address listed above.

The contract is effective from October 1, 2019 through September 30, 2020. The renewal and termination terms are outlined in articles V.1 and V.2. The annual cost is \$378,420 outlined in attachment "A" of the agreement. This cost includes a 9% contract rate increase (\$68.48) from FY 2019. There is no change in service hours in Cascade Township.

The Rapid appreciates the partnership with the Cascade Township to provide the highest quality of transit service. Please feel free to contact me if you have any questions at the email address of lmolina@ridetherapid.org or at 774-1149.

Sincerely,

A handwritten signature in blue ink that reads 'Linda Medina'.

Linda Medina
Finance Manager
The Rapid

CC: Andrew Johnson
Dina Reed

AGREEMENT BETWEEN
THE INTERURBAN TRANSIT PARTNERSHIP
AND
CASCADE TOWNSHIP
FOR LINEHAUL AND PARATRANSIT SERVICES on 28th Street

Agreement made by and between Cascade Township, hereinafter called the "Township", and the Interurban Transit Partnership, hereinafter called "ITP", with offices at 300 Ellsworth Ave., S.W., Grand Rapids, MI, 49503.

ARTICLE I – RECITALS

1. Whereas, ITP provides regular bus service over established routes during published hours and at published frequencies, and
2. Whereas, ITP has the capability of expanding its bus service, particularly service in the Township area, and
3. Whereas, the use of ITP bus service is advantageous for Township residents.

Now, therefore, be it resolved that the Township wishes to encourage the use of ITP bus service by Township residents. The responsibilities of the Township and ITP in the execution of this resolve are set forth below.

ARTICLE II – RESPONSIBILITIES OF ITP

1. ITP shall provide bus service to the Township. The route(s) will be developed in agreement with both ITP and the Township. Passenger fares charged for both linehaul and paratransit service shall be those currently adopted by the ITP Board. ITP shall retain all passenger fare revenue.
2. ITP shall provide paratransit service pursuant to the requirements of the Americans with Disabilities Act. All equipment used in providing service to the Township shall be accessible to persons with disabilities. The ADA requires paratransit service be provided to those with a physical or mental disability who are prevented from utilizing linehaul. The paratransit service shall be provided during the same days and hours of operation of the linehaul service, and shall be provided to those whose trips begin or end within the $\frac{3}{4}$ mile corridor either side

of the linehaul service within the township. ITP shall perform all certifications necessary to determine paratransit eligibility.

3. Liability and Risk

A. ITP shall provide for a Certificate of Insurance to be issued naming the Township as an additional insured. This insurance certificate shall be supplied prior to the start of service. ITP agrees to maintain such insurance for the duration of the project or the term for which services will be rendered.

- Workmen’s Compensation (including occupational disease) under the terms of the Michigan Workmen’s Compensation Act.
- General Liability: \$3,000,000 ultimate net loss each occurrence.
- Automobile Liability: \$3,000,000 ultimate net loss each occurrence.

B. In addition to the above insurance provision, ITP shall indemnify and hold harmless the Township and Township agents, servants, and employees against all loss, damages, legal expenses, and other expenses which they may sustain or become liable for on account of injury to or death of persons, or on account of damage to or destruction of property resulting from any accident resulting from activities conducted by ITP pursuant to this Agreement.

ARTICLE III – RESPONSIBILITIES OF THE TOWNSHIP

For linehaul and paratransit service:

Actual linehaul and paratransit costs per hour, less Michigan Department of Transportation Operating Assistance, which shall be 32.93% of expenses for FY 2018. For purposes of calculating this cost, the Township shall pay for all hours of service that a bus(es) are in revenue service within the Township’s boundaries.

The cost per hour to the Township, after MDOT assistance, is as follows:

\$68.48 per revenue hour

ARTICLE IV – MARKETING AND INFORMATION

ITP shall provide all materials, schedules, and maps necessary to promote the service.

ARTICLE V – TERM OF AGREEMENT

1. This Agreement shall be effective starting October 1 through September 30. The township shall make its intentions to ITP for renewal of the agreement on or before August 1. The hourly rates shall adjusted at renewal based upon inflationary increases in operating expenses, a decrease in local or State revenues to ITP, or a change in the service levels provided to the Township.
2. This Agreement may be terminated by either party with a minimum three -month prior written notification to the other party.
3. If at any time during the term of this Agreement, either party shall fail to satisfactorily meet the provisions of this Agreement, the dissatisfied party shall so advise the other party by registered mail, indicating in specific detail the nature and basis of its dissatisfaction. If the complaint is based on reasonable cause, the party to whom the complaint is addressed shall have an opportunity to correct the situation giving rise to the complaint within forty-five (45) days written notice by registered mail.

ARTICLE VI – ADDITIONAL CONDITIONS

1. ITP shall install all bus stops within the Township service area at its expense.
2. Service shall only be offered on days which the ITP linehaul operates, the hours of service shall be mutually agreed upon and made part of this agreement as attachment "A" – FY 2017 Fixed-Route Services in Cascade Township – 28th Street.
3. Additional services may be provided as permitted under Federal Transit Administration charter regulations. Under these guidelines, the service must be advertised and open to the general public. ITP must control the route and determine the fares to be charged. Any trips which do not meet this criteria, as determined by ITP, must first be offered to the private sector. The cost for any charter work shall be at ITP's current charter rate.

The Agreement is dated the _____ day of _____, A.D., 2019.

INTERURBAN TRANSIT
PARTNERSHIP

CASCADE TOWNSHIP

By _____
Executive Director

By _____
Appointing Officer

Attest: _____

Attest: _____



Interurban Transit Partnership

300 Ellsworth Avenue SW Grand Rapids, MI 49503-4005 616.456.7514 • Fax 616.456.1941

August 27, 2019

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

Dear Mr. Swayze:

Enclosed are two original contracts for transit service to 36th and Patterson within Cascade Township for Fiscal Year 2020. Please sign both copies and return both copies to me at the address at the top of the page.

The contract is effective from October 1, 2019 through September 30, 2020. The renewal and termination terms are outlined in articles V.1 and V.2. The annual cost is \$28,522 as outlined in attachment "A" of the agreement. This cost includes a 10% contract rate increase (\$68.48) from FY 2019. There is no change in service hours in Cascade Township.

The Rapid appreciates the partnership with Cascade Township to provide the highest quality of transit service. Please feel free to contact me if you have any questions at the email address of lmedina@ridetherapid.or or at 774-1149.

Sincerely,

A handwritten signature in blue ink that reads 'Linda Medina'.

Linda Medina
Finance Manager
The Rapid

CC: Andrew Johnson
Dina Reed

ATTACHMENT A

FY 2020 Fixed-Route Services in Cascade Township – 36th Street

Route Description:

West on 36th, north on Kraft, East on 33rd, and south on Patterson. **Weekday peak periods only (5 AM - 8:30 AM, 3:30 PM - 7 PM: 15 trips)**

Frequency of Service:

Weekday peak: Every 30-minutes

Hours of Service

Weekday: 5:00 AM - 8:30 AM
and 3:30 PM - 7:00 PM

Weekday Evening: None

Saturday: None

Sunday: None



Figure 1 - FY 2019 Route 5 Alignments in Cascade Township

FY 2020 Billable Hours:	416.5
FY 2020 Contract Rate:	\$68.48
FY 2020 Annual Cost:	\$28,522

AGREEMENT BETWEEN
THE INTERURBAN TRANSIT PARTNERSHIP
AND
CASCADE TOWNSHIP
FOR LINEHAUL AND PARATRANSIT SERVICES on 36th Street

Agreement made by and between Cascade Township, hereinafter called the "Township", and the Interurban Transit Partnership, hereinafter called "ITP", with offices at 300 Ellsworth Ave., S.W., Grand Rapids, MI, 49503.

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of the linehaul service within the township. ITP shall perform all certifications necessary to determine paratransit eligibility.

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- Workmen’s Compensation (including occupational disease) under the terms of the Michigan Workmen’s Compensation Act.
 - General Liability: \$3,000,000 ultimate net loss each occurrence.
 - Automobile Liability: \$3,000,000 ultimate net loss each occurrence.
- B. In addition to the above insurance provision, ITP shall indemnify and hold harmless the Township and Township agents, servants, and employees against all loss, damages, legal expenses, and other expenses which they may sustain or become liable for on account of injury to or death of persons, or on account of damage to or destruction of property resulting from any accident resulting from activities conducted by ITP pursuant to this Agreement.

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The Agreement is dated the _____ day of _____, A.D., 2019.

INTERURBAN TRANSIT
PARTNERSHIP

CASCADE TOWNSHIP

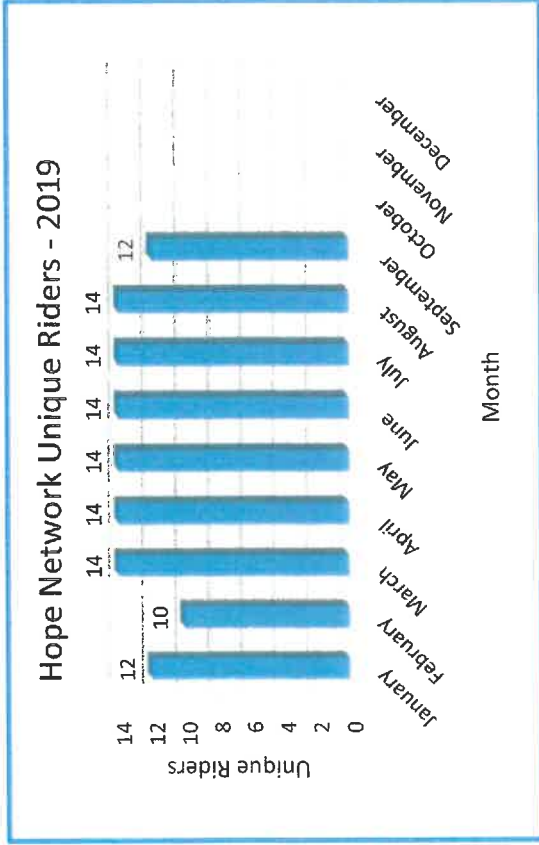
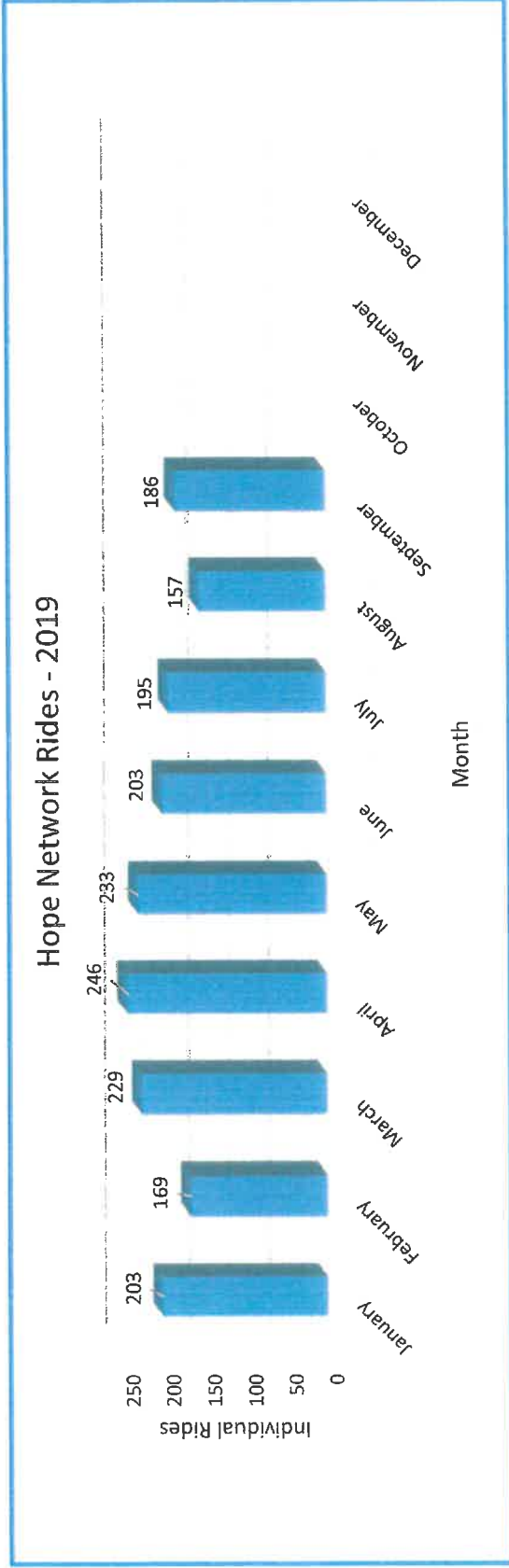
By _____
Executive Director

By _____
Appointing Officer

Attest: _____

Attest: _____

Hope Network - FY2019 3rd Quarter Ridership Data



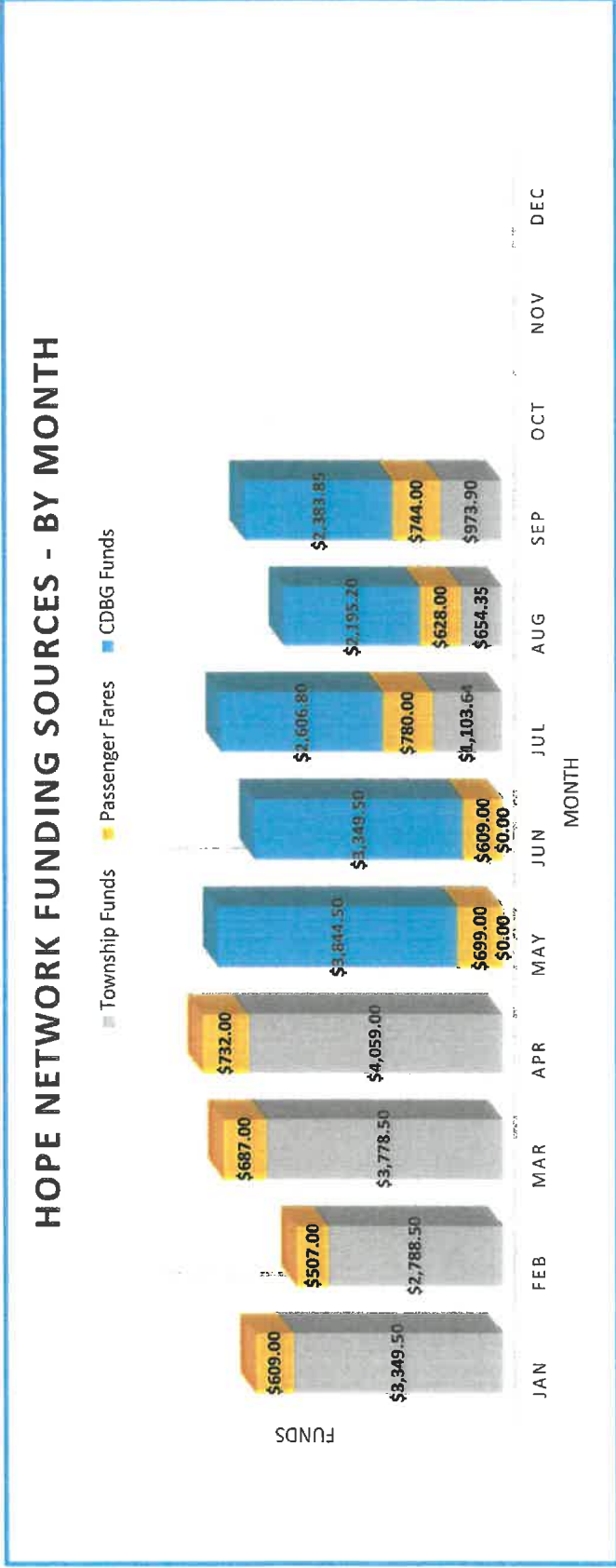
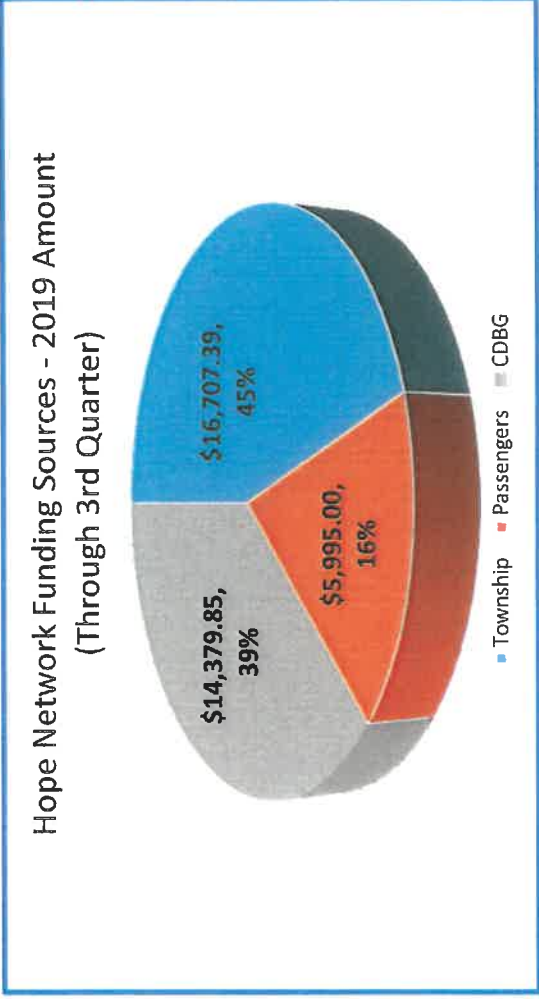
Through FY2019 3rd Quarter, there have been 1821 rides to Township residents provided by the Hope Network. The amount of Hope Network rides have remained relatively stable since 2017 when several Hope Network riders were transferred to the Go!Bus. The township does offer Hope Network service to Go!Bus riders if their destination is outside the Go!Bus service area.

For May and June 2019, the Township was able to utilize CDBG funds that had previously been assigned to other municipalities since it wasn't being used. Starting in July 2019 the CDBG funding has significantly changed, allowing the Township to capture CDBG funding for the first 20 rides for each resident. This has led to a significant decrease in Township funds for the service.

Hope Network - FY2019 3rd Quarter Financial Data

The Hope Network Transportation Services provides specialized transportation for Cascade residents who live outside of The Rapid 3/4 mile service area. Beginning in July 2019, rides are provided at a cost of \$22.15 per ride, each way. The CDBG/Township covers \$18.15 and the passenger is responsible for \$4.00. CDBG funds cover \$17.15 of the first 20 trips

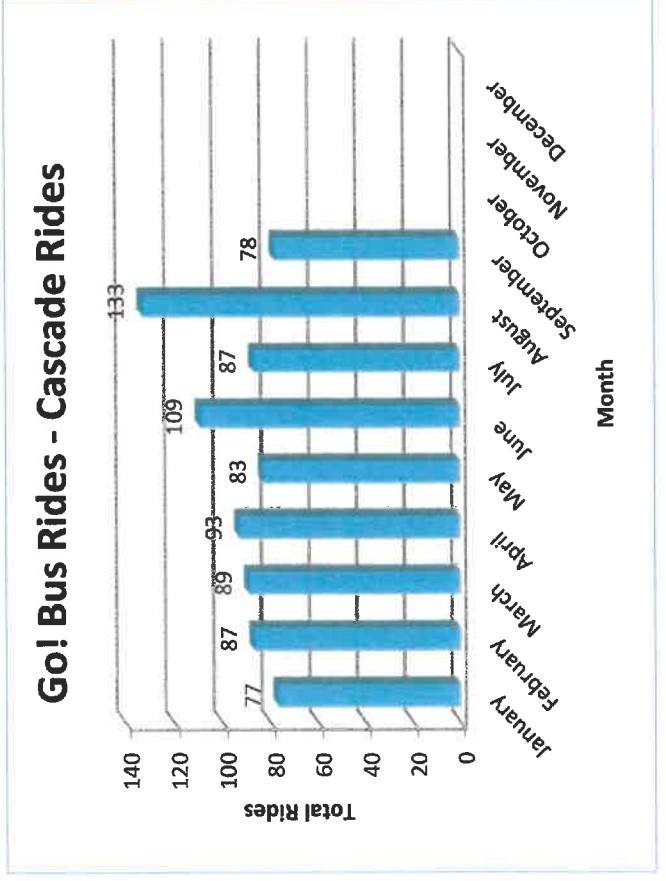
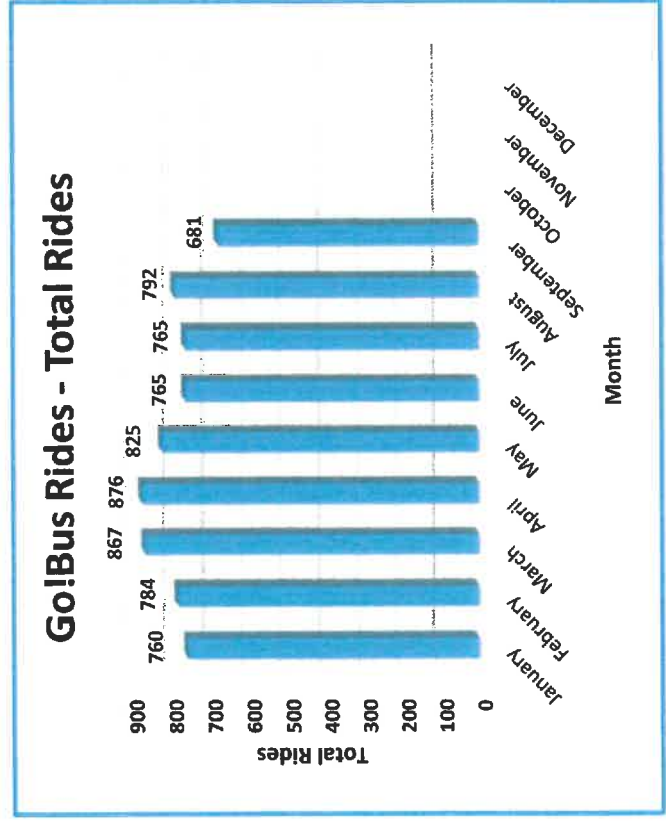
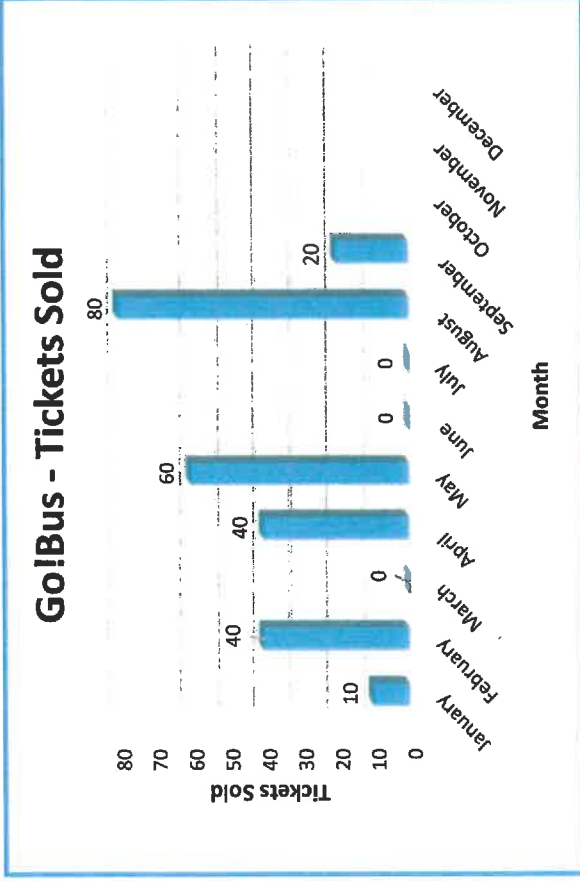
Through 3rd Quarter of FY 2019, the Township has spent \$16,708 with Hope Network, while passengers have contributed \$5,995. CDBG funds account for \$14,380, but it should be noted CDBG funds may run out before the year is up. Overall, the Township has provided 45% of the funding.



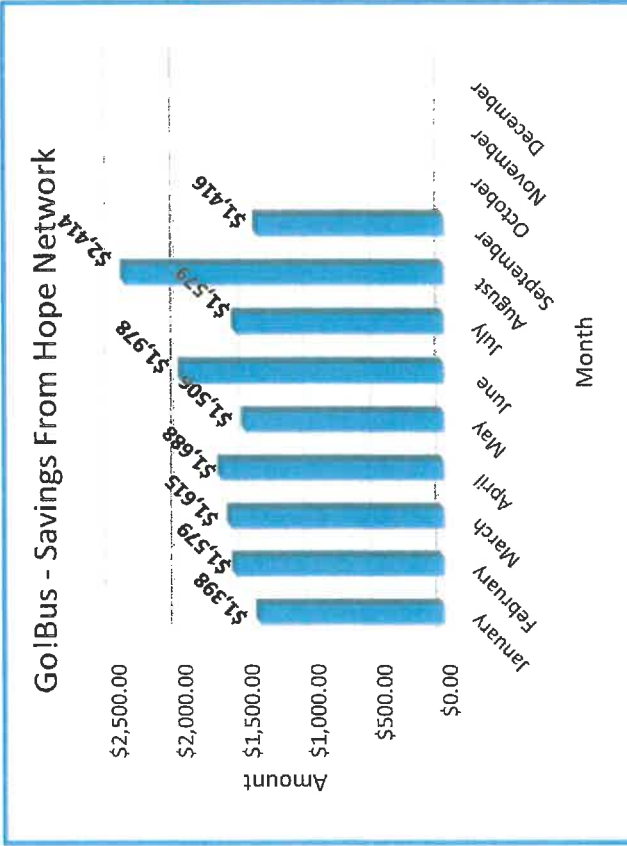
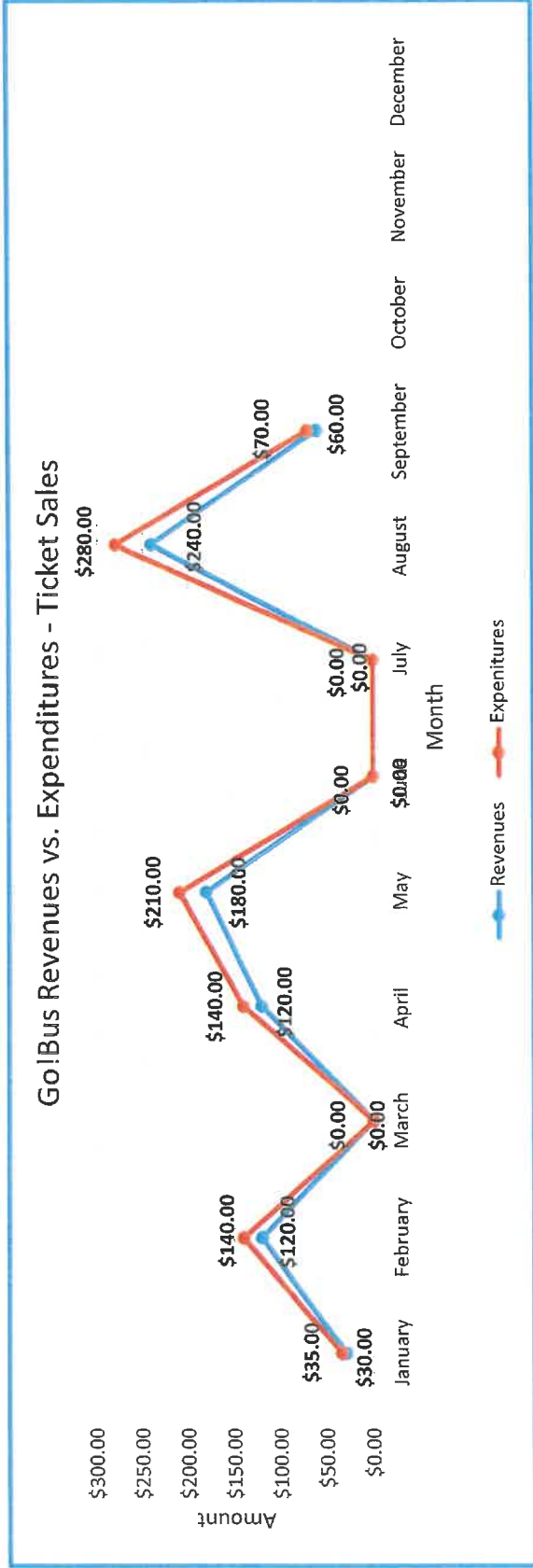
Go!Bus - FY2019 3rd Quarter Ridership Data

Through FY 2019 3rd Quarter, there have been 7,115 Go!Bus trips that have either originated in Cascade Township or had a destination in Cascade Township. We have also been able to single out rides that were given to Cascade residents, which we weren't previously able to do. Through FY 2019 3rd Quarter there have been 836 rides given to Cascade residents through the Go!Bus system, rides that otherwise would have been given through the significantly more expensive Hope Network service.

We are able to track the sale of Go!Bus tickets to Cascade Township residents. Because we offer a discount over the regular price (\$3.00 instead of \$3.50) we believe a majority of Cascade Township Go!Bus riders will purchase their tickets through our office. Through FY19 3rd Quarter, we have sold 250 Go!Bus tickets. We are unable to determine whether or not those tickets have been used, only that they have been sold



Go!Bus - FY2019 3rd Quarter Financial Data



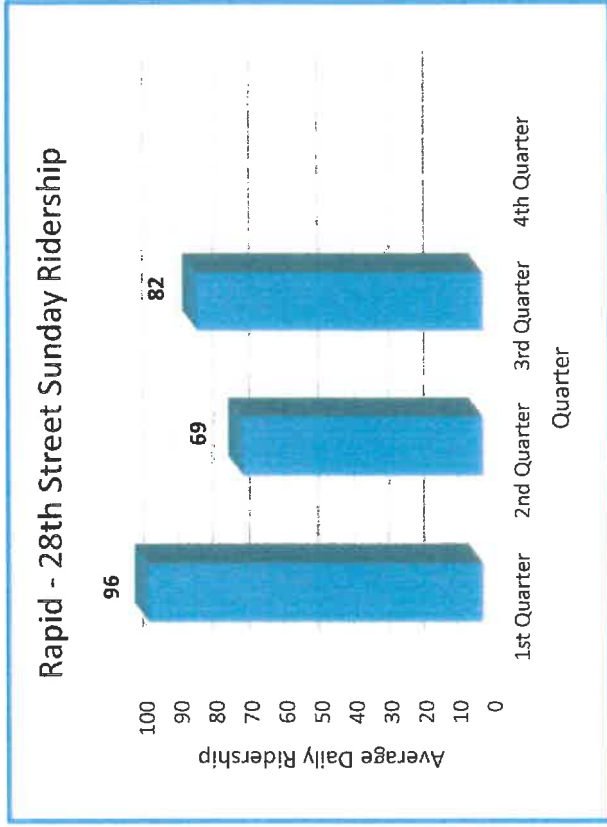
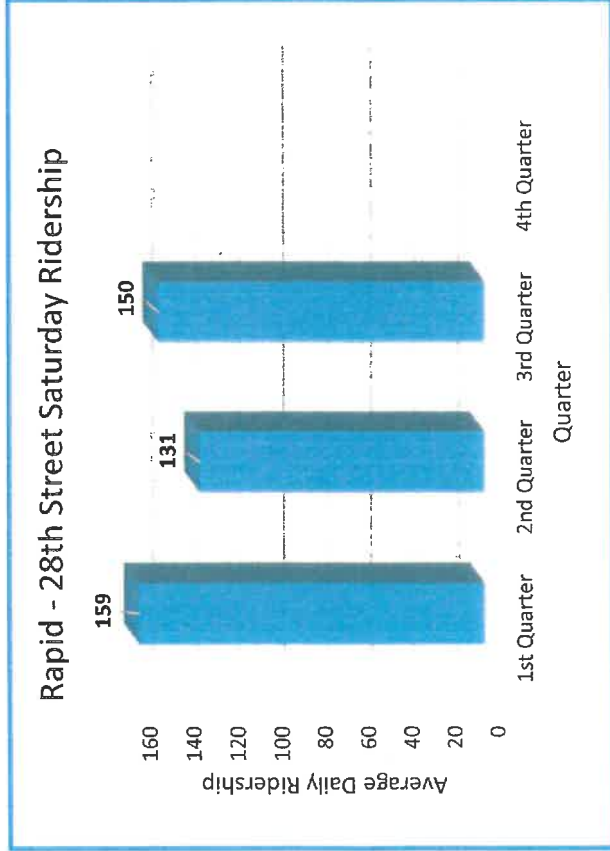
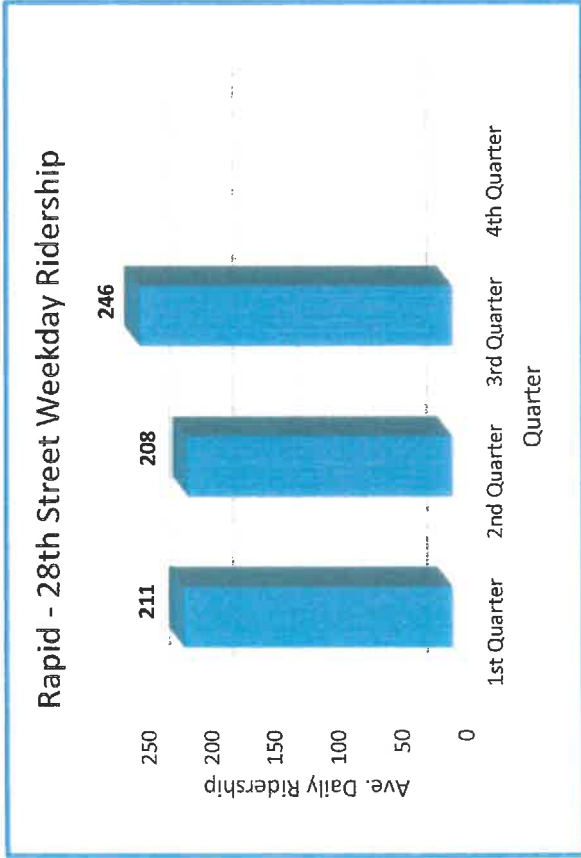
The Go!Bus is the division of The Rapid service that provides specialized transportation services to individuals that live within 3/4 miles of a Rapid bus line. Typically this service would be offered without Township contribution, however, the Township has chosen to cover \$0.50 of each ride (Cascade residents only) to keep the cost to Cascade residents equal to those that ride the Hope Network (\$3.00 per ride).

Through FY 19 3rd Quarter, the Township has net expenditures of \$125 when accounting for the \$0.50 per ride subsidy. Had the Cascade resident riders currently utilizing the Go!Bus used the Hope Network instead, the Township would have incurred \$15,173 in expenditures to cover the additional \$18.15 per ride subsidy. The Go! Bus service represents a \$15,048 savings over potential Hope Network costs on Go!Bus rides to Cascade Township residents through 3rd Quarter.

Rapid 28th Street - FY2019 3rd Quarter Ridership Data

The Rapid collects realtime boarding data and no longer relies on sampling estimates. Alightings are still estimated, with one alighting estimated per boarding. The riders summary is charted on this sheet, while actual rider data and ridership logs are available upon request. Based on data from 2018 and 2019, it appears the ridership has matured, and changes in ridership patterns are due more to changes along the route than the availability of the service.

Through 3rd Quarter 2019, average weekday ridership has begun to creep up again after two quarters of down ridership. The decrease in ridership is more then likely related to the closure of businesses (i.e. Teleperformance) with high ridership numbers. First and second quarter numbers were also likely effected by a colder then normal winter and wetter then normal spring, which can effect the number of "voluntary" riders.

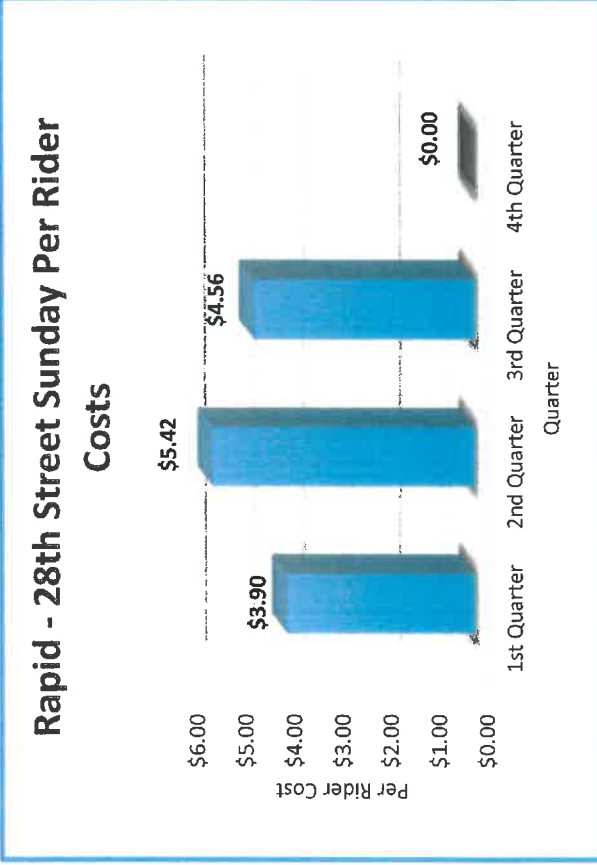
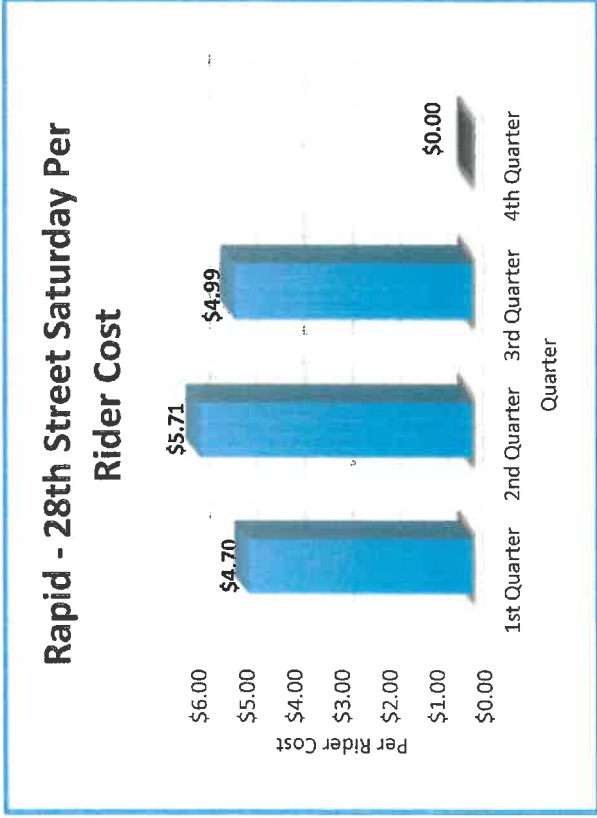
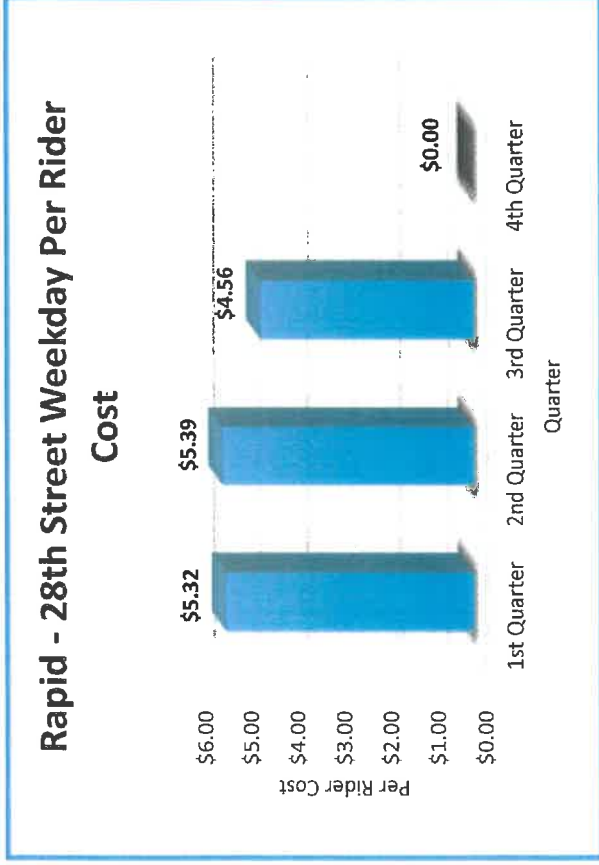


Rapid 28th Street - FY2018 3rd Quarter Financial Data

Cascade Township funds the 28th Street Linehaul service on a "per service hour" formula, which is \$62.34 per service hour for the current contract (and was \$63.68 in 2017.) Based on the hours of service, the Township pays the following "per day" costs:

Weekday - \$1,122.12 Saturday - \$748.08 Sunday - \$374.04

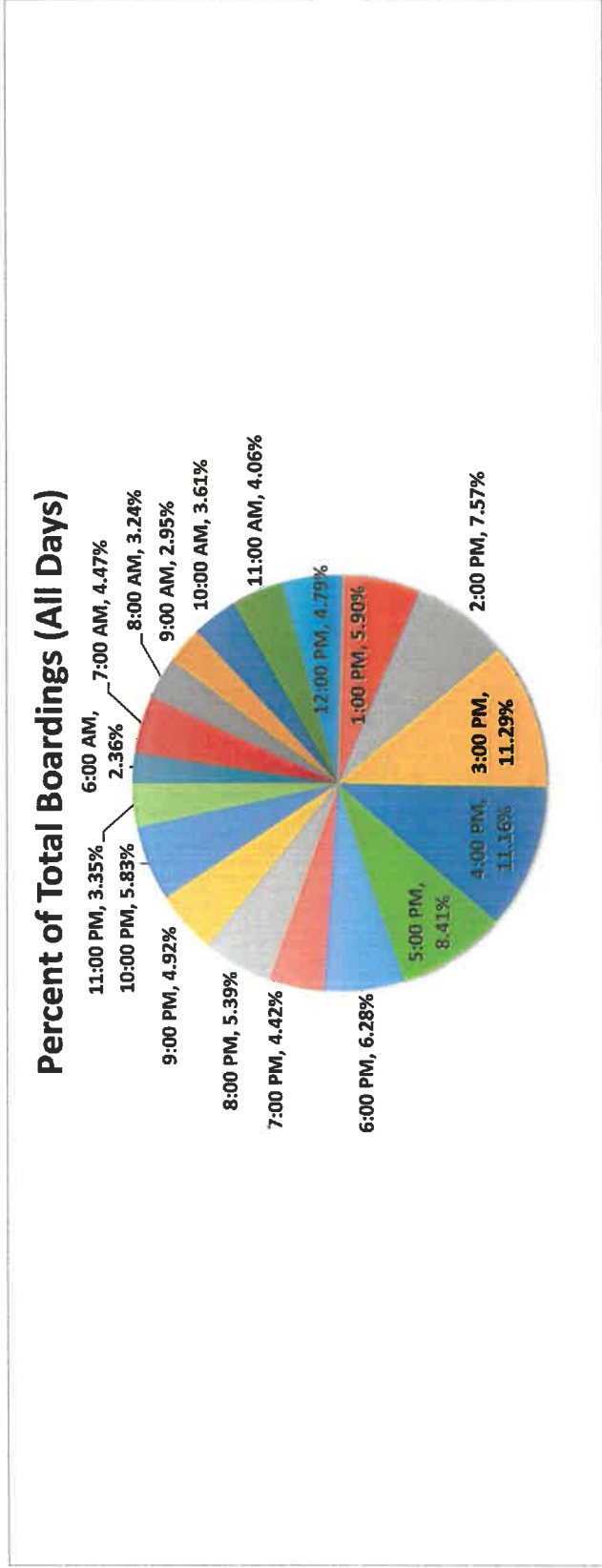
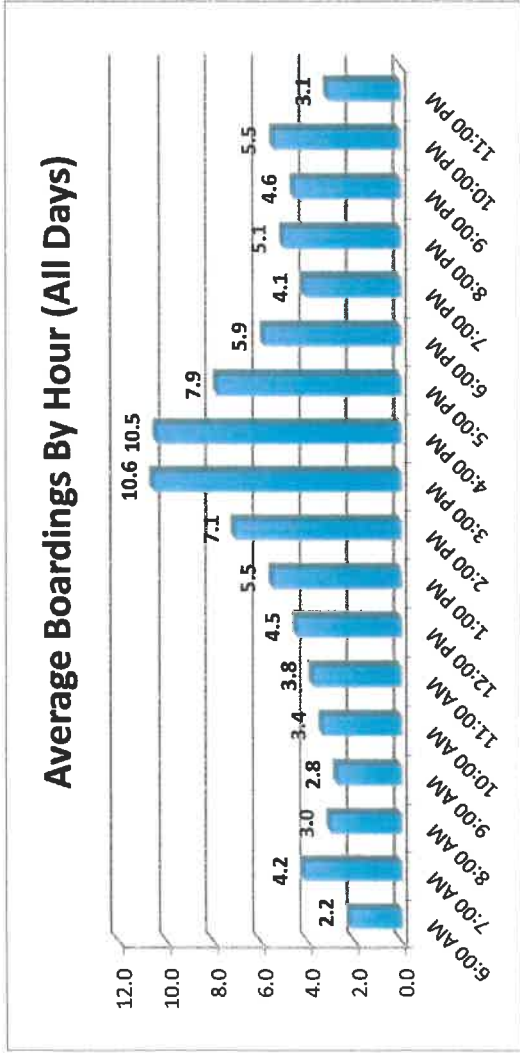
Because the costs per day are fixed, the subsidy that is spent per rider is variable based on the volume of riders, the more riders that utilize the service the lower the subsidy per rider paid by the Township. In 3rd Quarter 2019 the per ride subsidy for weekdays was lowered to \$4.56 after reaching a high of \$5.39 in the 2nd quarter. The weekend subsidies (\$4.99 on Saturday, \$4.56 on Sunday) have also begun to trend down after reaching highs in the 2nd Quarter.



Rapid 28th Street - FY 2019 3rd Quarter Hourly Boarding Data

The Rapid busses are outfitted with data collection devices that count every boarding in the system. The top chart represents the amount of boardings, per hour of service, for all of the Cascade Township stops. The data collection system does not collect alighting information. It should be noted that the data is for all days (week day and weekend days). The chart continues to follow the same trend seen in previous charts, with peak ridership mid-day.

The bottom chart represents the same data set as the top chart, but expressed as a percentage of total boardings rather than a number. The smallest percentage of boardings happens in the 6 am hour (2.36%) and the largest occurs in the 3 pm hour (11.29%)





CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: December 11, 2019
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Hope Network Transportation Services Contract

FACTS:

Cascade Township contracts with Hope Network West Michigan to provide door-to-door and door-through-door specialized transportation service to senior citizens aged 60 years and above and individuals with disabilities to Cascade Township residents. Funding for this service comes from two sources, an allocation from the CDBG funds available to the Township, and general fund support. Attached for your review is:

- Proposed contract between Cascade Charter Township and Hope Network West Michigan (with highlighted changes)
- FY2019 3rd Quarter Transportation Report

ANALYSIS & CONCLUSIONS:

The way CDBG funds are distributed changes significantly as of July 1, 2019 which has allowed for Cascade Township to capture a greater amount of those funds. Prior to 7/1/2019, the limit of CDBG funds available to Township residents, as a whole, was just over \$7,100. Now, each eligible rider in the Township is allocated 20 CDBG funded rides. Per the terms of the contract, for each of those rides the rider is responsible for \$4.00 fare and the Township is responsible for \$1. For each ride over 20 rides, the rider is responsible for \$4.00 and the Township is responsible for \$18.15.

The changes have resulted in significant savings for the Township. Through the first three months of the Hope Network service year, the Township has already utilized \$14,379.85 of CDBG funds, which is double the CDBG funds we previously had access too.

Other than the funding formula, the terms of the service have remained the same from previous years.

FINANCIAL CONSIDERATIONS:

For the FY 2020, the Township has budgeted \$36,000 for this service. This amount is approximately \$8,000 less than was budgeted the previous year and \$41,000 less than was budget prior to the implementation of the 28th Street Rapid service. This is due to the fact that all residents that live within $\frac{3}{4}$ of a mile of The Rapid service are now eligible to take the Go!Bus rather than the Hope Network service, which the Township subsidizes at a much lower per ride rate.

RECOMMENDED ACTION:

Approve the *Contract between Cascade Charter Township and Hope Network West Michigan* and authorize the Township Manager to execute the contract on behalf of the Township.

**CONTRACT BETWEEN
CASCADE CHARTER TOWNSHIP
AND
HOPE NETWORK WEST MICHIGAN**

THIS CONTRACT entered into this ____ day of _____, 2019, effective from July 1, 2019, through June 30, 2020, by and between Cascade Charter Township (hereinafter called the "Township"), and Hope Network West Michigan, (hereinafter called the "Agency").

WITNESSETH THAT:

WHEREAS, the Township, desires to engage the Agency to perform certain Services and Activities; and

WHEREAS, the Agency agrees to perform such Services and Activities in a lawful, satisfactory, and proper manner, and in accordance with all policies, procedures, and requirements which have been or, from time to time, may be prescribed by the Township;

NOW, THEREFORE, the Township, and the Agency do mutually agree as follows:

ARTICLE I - PROJECT OBJECTIVES

The project objectives of this Contract are herein established as the standards to be used by the Township to determine the impact and effectiveness of the Services and Activities to be performed by the Agency under Article 2 below. The objectives are:

The Township desires to provide door-to-door and door-through-door specialized transportation service to senior citizens aged 60 years and above and individuals with disabilities during the period covered by this contract. The Agency shall arrange for the desired service to be provided to eligible Township residents under the terms and conditions of this Contract. The Township shall compensate the Agency for the desired Services and Activities as specified herein.

ARTICLE II- SCOPE OF SERVICES AND ACTIVITIES

In order to accomplish the project objectives defined in Article 1 above, the Agency shall perform in a lawful, satisfactory, and proper manner, the following Services and Activities:

- a.) Advance reservation door-to-door and door-through-door transportation service shall be furnished to individuals meeting the Agency's eligibility criteria. The service will be offered solely to eligible township residents in which the origin or destination is to or from the township. Trips requested by eligible Cascade residents which do not have an origin or destination in the Township are considered a special case and will need approval by the township manager or supervisor. Eligible Cascade Township residents may travel to and from any point within Kent County, Michigan.
- b.) Any Cascade resident living in the Go!Bus geographical boundaries (within 3/4 miles from The Rapid's city bus line), will be referred to the Go!Bus service and will be required to schedule their rides with them with the exception of trips to areas in which Go!Bus does not travel but is part of this contract. Hope Network will provide trips to these areas.
- c.) These transportation services will be furnished from 6:00a.m. to 6:00 p.m., Sunday through Saturday, The beginning time of service is the earliest time at which passengers will be scheduled to be picked up. The ending time of service is the latest time at which passengers will be scheduled to be picked up for return trips. No transportation service will be provided on, New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.
- d.) Passenger eligibility shall be limited to Cascade Charter Township residents. Persons desiring to use the service shall be required to complete a registration procedure and proof to verify eligibility as a

nondisabled senior citizen aged 60 years or more, or have a qualifying disability. Registration of eligible individuals shall be carried out by the Agency using Agency's procedures and operational requirements.

- e.) A passenger fare of \$4.00 per one-way trip shall be charged to eligible persons and \$1.00 to the township. These fares shall apply to all service provided under this contract. Fare revenues shall be retained by the Agency as partial reimbursement for service expenses.
- f.) Wheelchair-accessible vehicles with lifts or ramps plus wheelchair securement equipment shall be made available and operated as needed to meet the travel needs of persons using wheelchairs who request service.
- g.) The Agency shall provide, at no charge, copies of public information brochures and other materials developed for purposes of marketing Agency service. Agency personnel shall assist the Township in developing appropriate public information for Services and Activities under this Contract. The Agency and the Township shall coordinate an effective public information program.
- h.) The Agency shall prepare and submit to the Township a quarterly report on the Services and Activities undertaken to fulfill its obligations under the contract.

ARTICLE III - TIME OF PERFORMANCE

- a.) On July 1, 2019, the Agency shall commence performance of the Services and Activities required under this Contract.
- b.) The Agency shall continue to perform such Services and Activities until the expiration of this Contract on June 30, 2020, unless otherwise terminated pursuant to the terms of this Contract.

ARTICLE IV - COMPENSATION AND METHOD OF PAYMENT

- a.) As full compensation for the Contractor's satisfactory performance under, and completion of, this contract, the Township hereby agrees to pay the Agency the amount of \$17.15 per one-way trip for all trips beyond 20 rides per month per person performed under this contract. The County of Kent will reimburse for the first 20 rides per month per person. It is agreed that the above-specified amounts shall be the maximum amounts to be charged by the Agency during the term of the contract. Should the Agency's net cost of providing the specified Services and Activities be reduced due to an increase in the fare(s) paid by passengers, the above-specified amounts shall be adjusted as of the effective date(s) of any such changes.
- b.) At the end of each month of service, the Agency shall prepare and provide to the Township a statement of charges due for service provided during the prior month, supported and accompanied by detailed documentation of the basis for the charges shown. The Township shall determine whether or not the charges are acceptable for processing and payment. Invoices shall be due and payable within thirty (30) days of the date of the invoice.

ARTICLE V - CONTINUED FUNDING

The Township makes no implied or explicit guarantee, offer, or representation of future funding from the Township beyond the termination of this Contract.

ARTICLE VI - CONTRACT MODIFICATIONS

The Township, from time to time, may expand, diminish, or otherwise modify the Project Objectives, the Scope of Services and Activities, or any other Contract provisions related thereto, which the Agency is required to perform pursuant to Articles I and II of this Contract; provided, however, such modifications are mutually agreed upon by the Township, and the Agency. The Township and the Agency agree that this Contract sets forth, in the entirety, all agreements between the parties hereto.

ARTICLE VII - TERMINATION OF CONTRACT

- a.) If, through any cause, the Agency fails to fulfill its obligations under this Contract or if Agency violates any of the covenants, agreements, or stipulations of this contract, the Township shall have the right to terminate this Contract in whole, or in part, by giving (60) calendar days written notice by certified United States mail to Agency specifying the effective termination date.

- b.) In the event the Agency fails to perform, in a timely and proper manner, any of the Services or Activities required under this Contract, the Township shall notify the Agency and allow the Agency ten (10) days to cure any such failure to perform the Services or Activities in a timely manner.
- c.) In the event the Agency fails to cure the unsatisfactory or untimely work or performance pursuant to this Contract, the Township may take any other action permitted by law or this Contract, including but not limited to termination of the contract.
- d.) In the event this Contract is terminated, the Agency shall receive just and equitable compensation for any work which the Agency satisfactorily completed pursuant to this Contract.
- e.) The Agency, for adequate cause, may terminate this Contract at any time by giving written notice by United States certified mail at least sixty (60) calendar days before the effective date of such termination and specifying the effective date.

ARTICLE VIII - ELIGIBLE COSTS OF THE AGENCY

Under this Contract, a cost incurred or expenditure made by or pursuant to this Contract shall be fully documented and shall be in conformance with any limitations or exclusions of applicable federal, state, and local laws, rules, and regulations, and conditions mandated by the Township, including OMB Circular A-122, entitled "Cost Principles for Nonprofit Organizations".

ARTICLE IX - RECORDS AND DOCUMENTATION

- a.) The Agency shall establish and maintain all necessary records concerning any matter covered by this Contract which, from time to time, may be required by the Township.
- b.) Unless otherwise expressly authorized by the Township, the Agency shall maintain all records related to this Contract, including financial records and accounts, for a period of six (6) years after receipt of final payment under this Contract.
- c.) If any litigation, claim, or audit regarding the services described in this Contract is started before the expiration of the six (6) year period, the records shall be retained by the Agency until all litigation, claims, or audit findings involving the records have been resolved.

ARTICLE X - AUDITS AND INSPECTIONS

At anytime during normal business hours and as often as the Township may deem necessary to ensure proper accounting for all project funds, the Agency shall:

- a.) Make available to the Township all checks, payrolls, time records, invoices, contracts, vouchers, orders and other data, information, and material concerning any matter covered by this Contract.
- b.) Permit the Township to audit, examine, excerpt, or transcribe all checks, payrolls, time records, invoices, contracts, vouchers, orders, or other data, information, and material concerning any matter covered by this Contract.
- c.) Allow the Township to review such documents that are considered as backup to the operation of the Agency, related to this Contract.

ARTICLE XI - CONFLICT OF INTEREST

- a.) The Agency covenants that no conflict of interest exists and no person having any conflicting interest in this Contract shall be employed for the purpose of performing the Services and Activities set forth in the Scope of Services and Activities (Article II) of this Contract or fulfilling the terms, conditions, obligations, covenants, agreements, or stipulations herein.
- b.) The Agency shall establish safeguards to prohibit employees from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

ARTICLE XII - ASSIGNMENT AND TRANSFER OF INTEREST; SUBCONTRACTING

The Agency shall not assign or transfer, whether by assignment or novation any interest in this Contract, or subcontract any performance or portion hereof pursuant to the Contract without the prior written consent of the Township; provided, however, that claims for money due or to become due the Agency from the Township pursuant to this Contract may be assigned or transferred to a bank, trust company, or other

financial institution without such consent, and the Agency shall promptly notify the Township of any such assignment or transfer.

ARTICLE XIII - INDEMNIFICATION

To the extent permitted by law, the Agency will indemnify and save harmless the Township against any and all damages to property or injuries to or death of any person or persons, including the property and employees or agents of the Township, and the Agency shall defend, indemnify and save harmless the Township from any and all claims, demands, suits, liabilities and/or payments, actions or proceedings of any kind or nature, including workers compensation claims, of or by anyone whomsoever, in any way resulting from or arising out of the Agency's operations in connection with this Contract, including the operations of the Agency's subcontractors, and the acts or omissions of employees or agents of the Agency or its subcontractors. To the extent permitted by law, the Township will indemnify and save harmless the Agency against any and all damages to property or injuries to or death of any person or persons, including the property and employees or agents of the Agency, and the Township shall defend, indemnify and save harmless the Agency from any and all claims, demands, suits, liabilities and/or payments, actions or proceedings of any kind or nature, including workers compensation claims, of or by anyone whomsoever, in any way resulting from or arising out of the Township's operations in connection with this Contract, including the operations of the Township's subcontractors, and the acts or omissions of employees or agents of the Township or its subcontractors. In the event of a suit or action filed to enforce this Contract or with respect to this Contract, the prevailing party shall be reimbursed by the other party for all costs and expenses incurred in connection with the suit or action, including without limitation reasonable attorneys' fees.

ARTICLE XIV - INSURANCE

The Agency will procure and maintain, at its own cost and expense, and as long as it is providing services to the Township, the following insurance coverage:

- a.) Commercial General Liability: per occurrence form, minimum limits of \$1,000,000 per occurrence.
- b.) Automobile Liability: Michigan no-fault coverage, and residual Liability for bodily injury and property damage, minimum limits \$1,000,000.
- c.) Worker's Compensation and Employer's Liability: Statutory coverage or proof acceptable to the Township of approval as a self-insurer by the State of Michigan. Employer's Liability \$500,000.

ARTICLE XV - CIVIL RIGHTS

- a.) The Agency agrees that it will not discriminate as to provision of Services and Activities pursuant to this Contract or as to hiring or terms or conditions of employment based on race, color, religion, national origin, sex, disability, marital status, height, weight, age or other protected class against whom discrimination is prohibited by law.
- b.) The Agency shall, in all solicitations or advertisements for employees placed by or on behalf of the Agency, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, sex, disability, marital status, height, weight, age or other protected class against whom discrimination is prohibited by law.
- c.) In the event of the Agency's noncompliance with the nondiscrimination clauses of this Contract or with any of such rules, regulations or orders, this Contract may be cancelled, terminated, or suspended in whole or in part.

ARTICLE XVI - COMPLIANCE WITH LAW

In performing the Services and Activities required under this Contract and in fulfilling the terms, conditions, obligations, covenants, agreements and stipulations of this Contract, the Agency will comply with all applicable Federal, State and local laws, including but not limited to the following: the Architectural Barrier Act of 1968, as amended, 42 USC § 4151 *et seq.*; the Barrier Free Design Act, 1966 PA 1, as amended, MCL 125.1351 *et seq.*; the Davis-Bacon Act, as amended, 40 USC § 3141 *et seq.*; the Copeland Anti-Kickback Act,

as amended, 18 USC § 874, 40 USC § 3145, and as supplemented by 29 CFR Part 3; and the Federal Fair Labor Standards Act of 1938, as amended, 29 USC § 201 *et seq.*

ARTICLE XVII - SEVERABILITY

If any clauses, sections, provisions, or parts of this Contract are held invalid, or if any portion of any clause, section, provision or part of this Contract is held invalid, the remainder of this Contract shall not be affected thereby, if such remainder of this Contract would then continue to conform to the terms and requirements of applicable law. Unless otherwise specified in this Contract, all notices, duties, or rights of the Township shall be exercised by and through this Contract as specified herein.

ARTICLE VIII - WAIVER

The failure of the Township to demand compliance with any term of this Contract, or to take action when this Contract is breached in any way, shall not be considered a waiver of that contractual requirement thereafter, nor of the Township's right of action for the breach of that term.

ARTICLE XIX - DISCLOSURE OF CONFIDENTIAL MATERIAL

The parties agree not to disclose any information regarding this Contract or services provided pursuant to this Contract except as required by law or regulation.

IN WITNESS WHEREOF, the Agency and the Township have executed this Contract as of the date first above written.

CASCADE CHARTER TOWNSHIP

By: _____

Date: _____

ATTEST:

By: _____

Date: _____

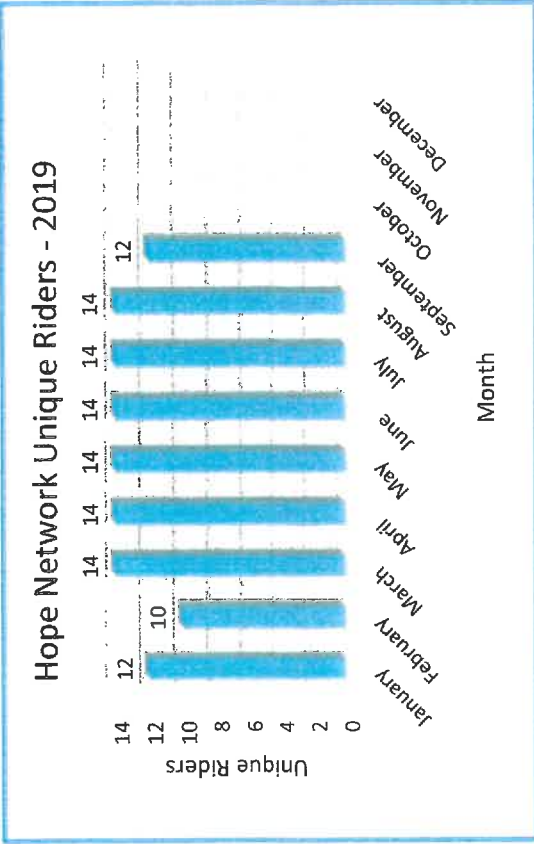
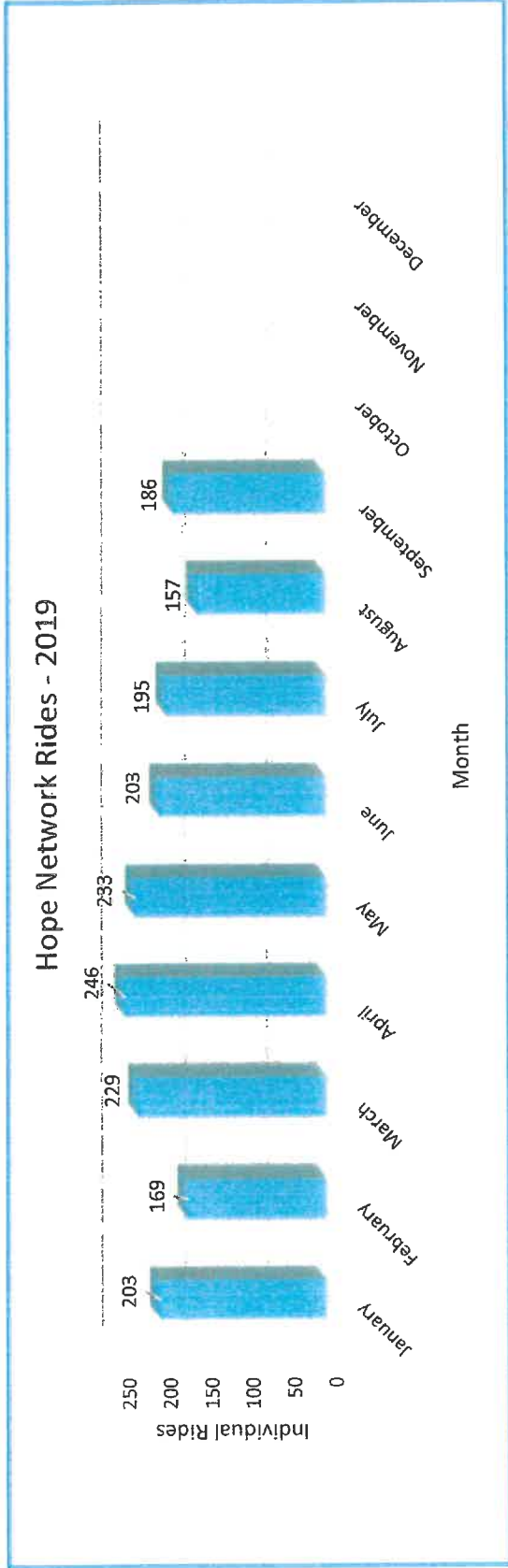
HOPE NETWORK WEST MICHIGAN

By: _____

Date: _____

Steven Hartman, Executive Director

Hope Network - FY2019 3rd Quarter Ridership Data



Through FY2019 3rd Quarter, there have been 1821 rides to Township residents provided by the Hope Network. The amount of Hope Network rides have remained relatively stable since 2017 when several Hope Network riders were transferred to the Go!Bus. The township does offer Hope Network service to Go!Bus riders if their destination is outside the Go!Bus service area.

For May and June 2019, the Township was able to utilize CDBG funds that had previously been assigned to other municipalities since it wasn't being used. Starting in July 2019 the CDBG funding has significantly changed, allowing the Township to capture CDBG funding for the first 20 rides for each resident. This has led to a significant decrease in Township funds for the service.

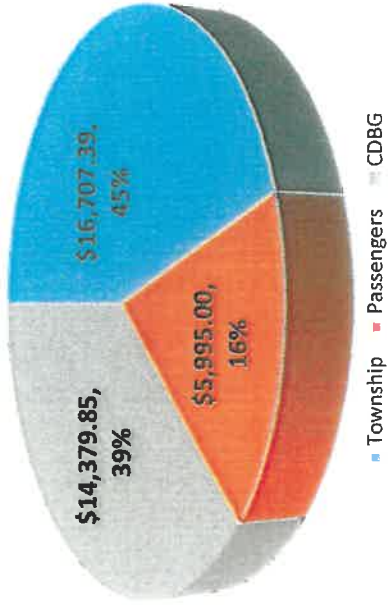
Hope Network - FY2019 3rd Quarter Financial Data

The Hope Network Transportation Services provides specialized transportation for Cascade residents who live outside of The Rapid 3/4 mile service area.

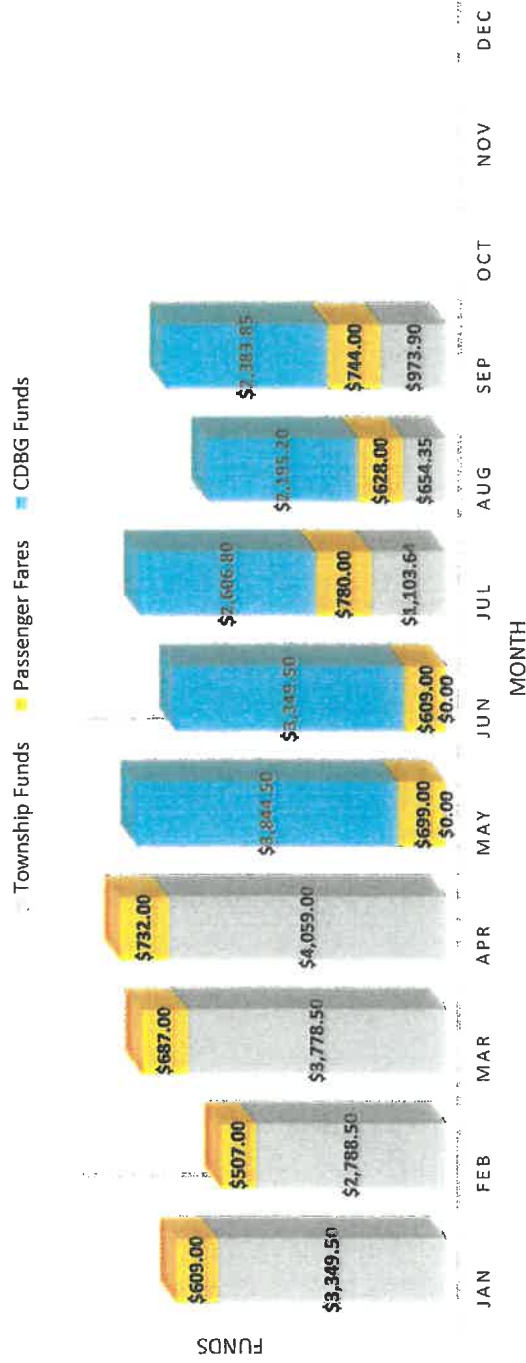
Beginning in July 2019, rides are provided at a cost of \$22.15 per ride, each way. The CDBG/Township covers \$18.15 and the passenger is responsible for \$4.00. CDBG funds cover \$17.15 of the first 20 trips

Through 3rd Quarter of FY 2019, the Township has spent \$16,708 with Hope Network, while passengers have contributed \$5,995. CDBG funds account for \$14,380, but it should be noted CDBG funds may run out before the year is up. Overall, the Township has provided 45% of the funding.

Hope Network Funding Sources - 2019 Amount (Through 3rd Quarter)



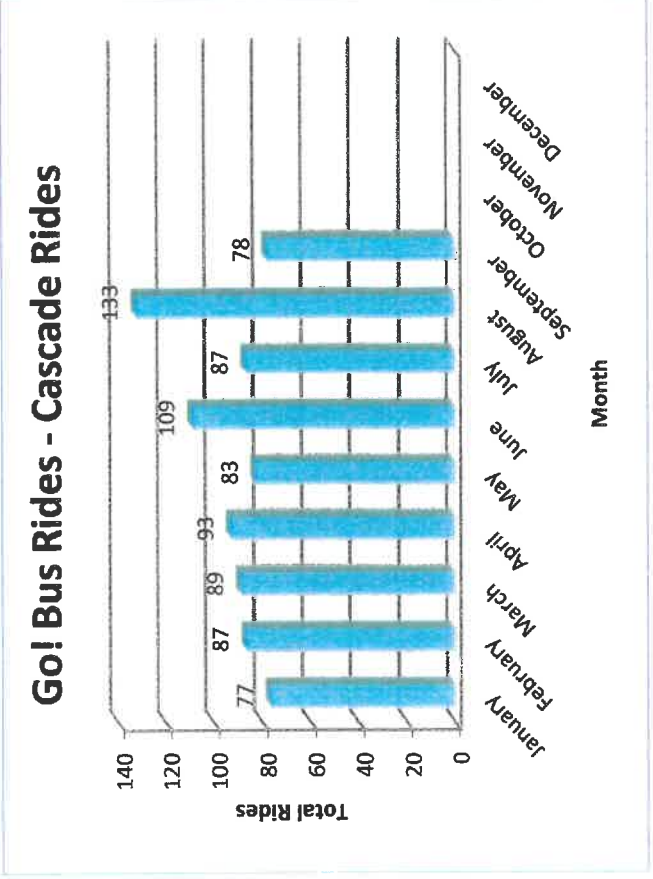
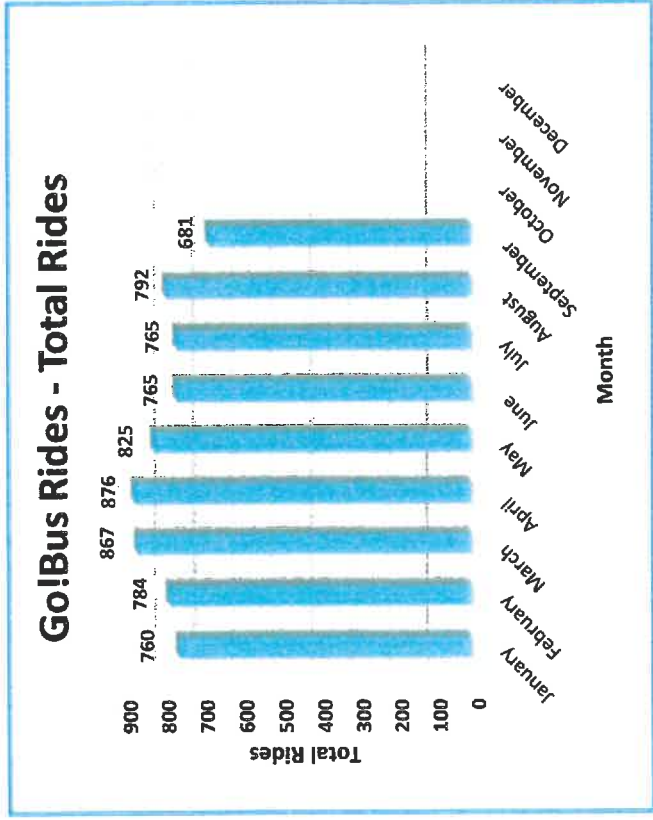
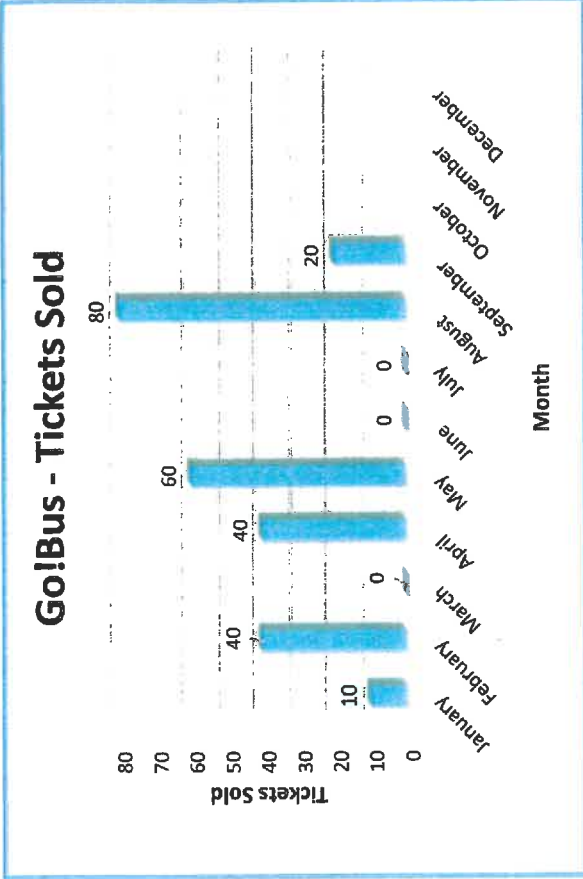
HOPE NETWORK FUNDING SOURCES - BY MONTH



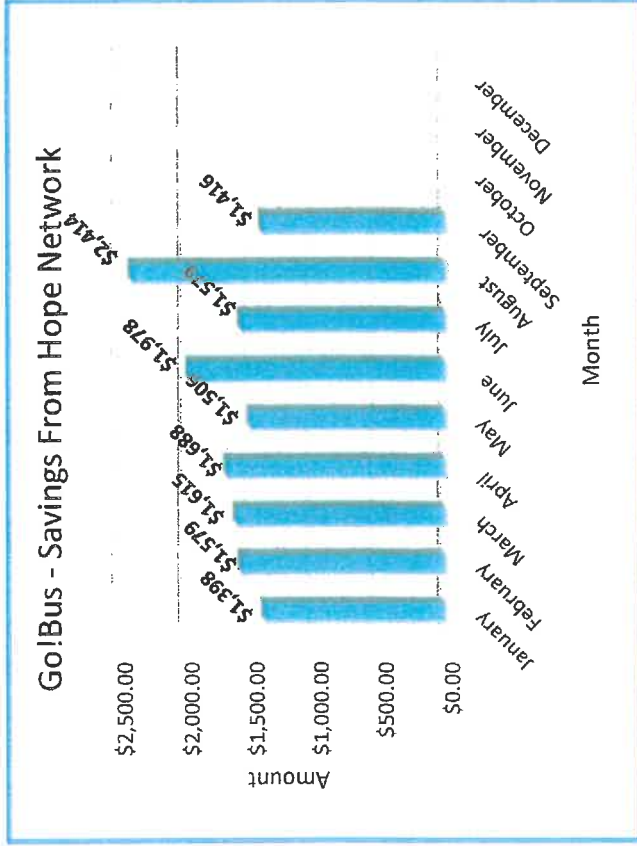
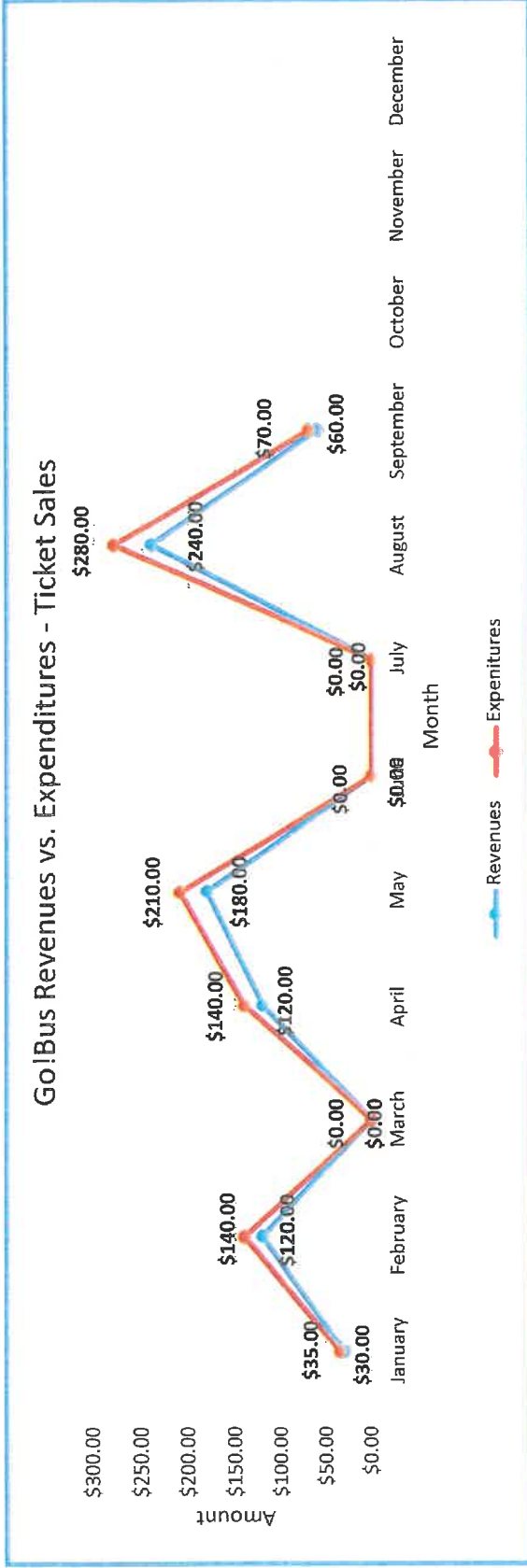
Go!Bus - FY2019 3rd Quarter Ridership Data

Through FY 2019 3rd Quarter, there have been 7,115 Go!Bus trips that have either originated in Cascade Township or had a destination in Cascade Township. We have also been able to single out rides that were given to Cascade residents, which we weren't previously able to do. Through FY 2019 3rd Quarter there have been 836 rides given to Cascade residents through the Go!Bus system, rides that otherwise would have been given through the significantly more expensive Hope Network service.

We are able to track the sale of Go!Bus tickets to Cascade Township residents. Because we offer a discount over the regular price (\$3.00 instead of \$3.50) we believe a majority of Cascade Township Go!Bus riders will purchase their tickets through our office. Through FY19 3rd Quarter, we have sold 250 Go!Bus tickets. We are unable to determine whether or not those tickets have been used, only that they have been sold



Go!Bus - FY2019 3rd Quarter Financial Data



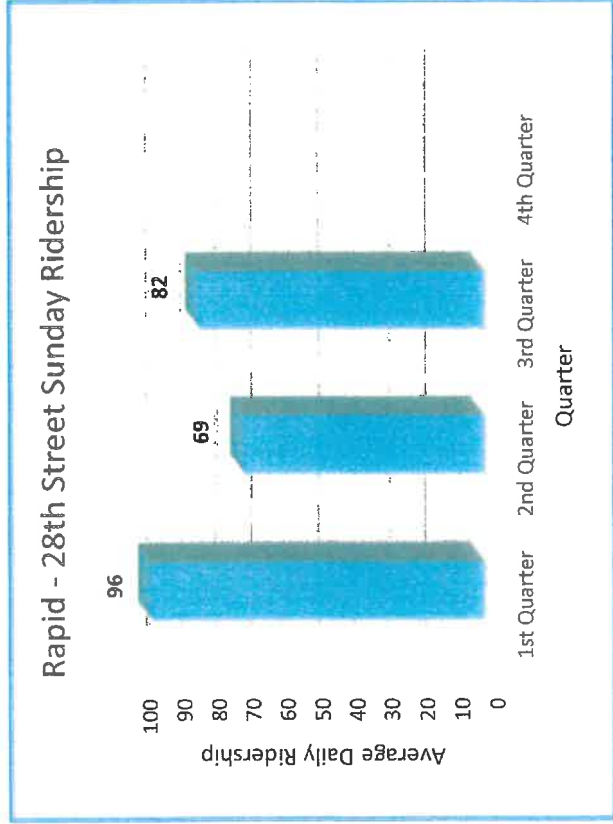
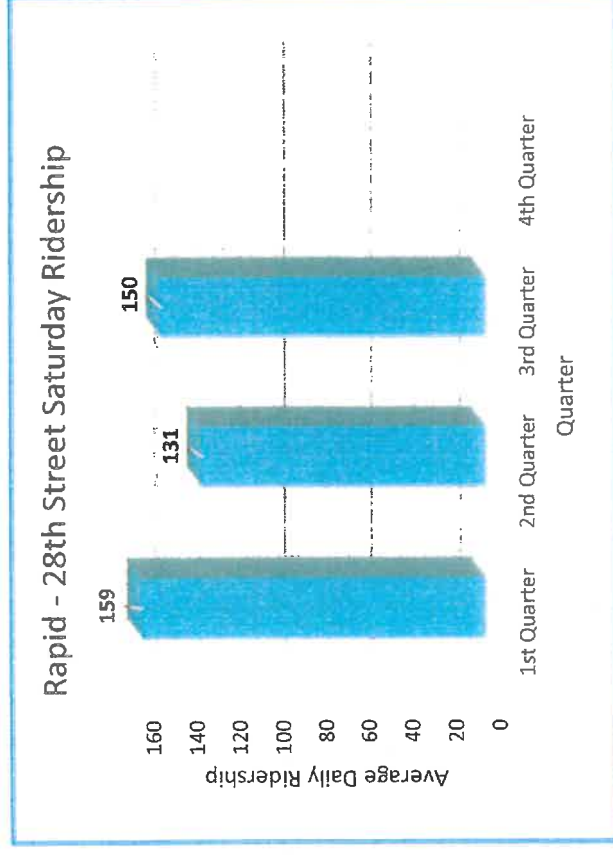
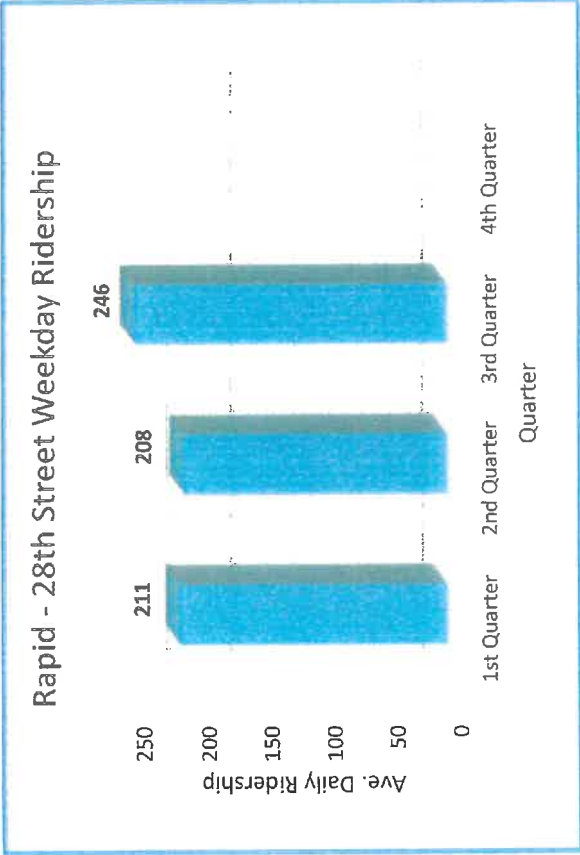
The Go!Bus is the division of The Rapid service that provides specialized transportation services to individuals that live within 3/4 miles of a Rapid bus line. Typically this service would be offered without Township contribution, however, the Township has chosen to cover \$0.50 of each ride (Cascade residents only) to keep the cost to Cascade residents equal to those that ride the Hope Network (\$3.00 per ride).

Through FY 19 3rd Quarter, the Township has net expenditures of \$125 when accounting for the \$0.50 per ride subsidy. Had the Cascade resident riders currently utilizing the Go!Bus used the Hope Network instead, the Township would have incurred \$15,173 in expenditures to cover the additional \$18.15 per ride subsidy. The Go! Bus service represents a \$15,048 savings over potential Hope Network costs on Go!Bus rides to Cascade Township residents through 3rd Quarter.

Rapid 28th Street - FY2019 3rd Quarter Ridership Data

The Rapid collects realtime boarding data and no longer relies on sampling estimates. Alightings are still estimated, with one alighting estimated per boarding. The riders summary is charted on this sheet, while actual rider data and ridership logs are available upon request. Based on data from 2018 and 2019, it appears the ridership has matured, and changes in ridership patterns are due more to changes along the route than the availability of the service.

Through 3rd Quarter 2019, average weekday ridership has begun to creep up again after two quarters of down ridership. The decrease in ridership is more then likely related to the closure of businesses (i.e. Teleperformance) with high ridership numbers. First and second quarter numbers were also likely effected by a colder then normal winter and wetter then normal spring, which can effect the number of "voluntary" riders.



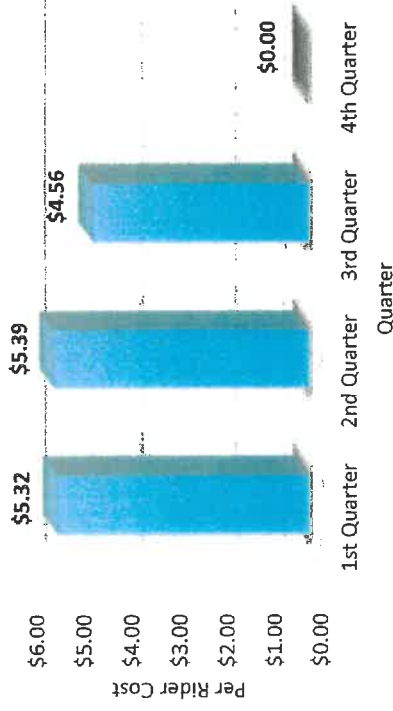
Rapid 28th Street - FY2018 3rd Quarter Financial Data

Cascade Township funds the 28th Street Linehaul service on a "per service hour" formula, which is \$62.34 per service hour for the current contract (and was \$63.68 in 2017.) Based on the hours of service, the Township pays the following "per day" costs:

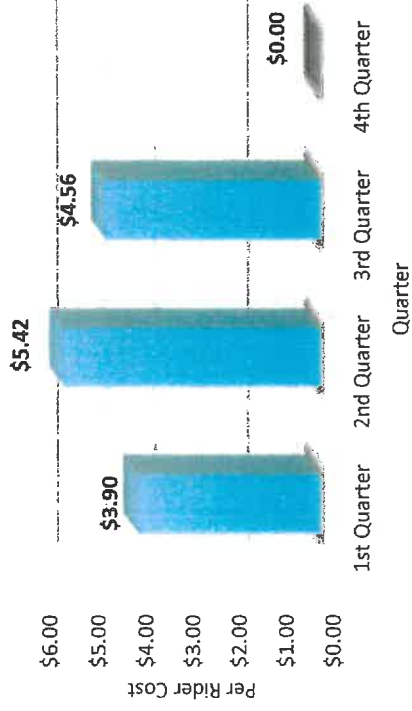
Weekday - \$1,122.12 Saturday - \$748.08 Sunday - \$374.04

Because the costs per day are fixed, the subsidy that is spent per rider is variable based on the volume of riders, the more riders that utilize the service the lower the subsidy per rider paid by the Township. In 3rd Quarter 2019 the per ride subsidy for weekdays was lowered to \$4.56 after reaching a high of \$5.39 in the 2nd quarter. The weekend subsidies (\$4.99 on Saturday, \$4.56 on Sunday) have also begun to trend down after reaching highs in the 2nd Quarter.

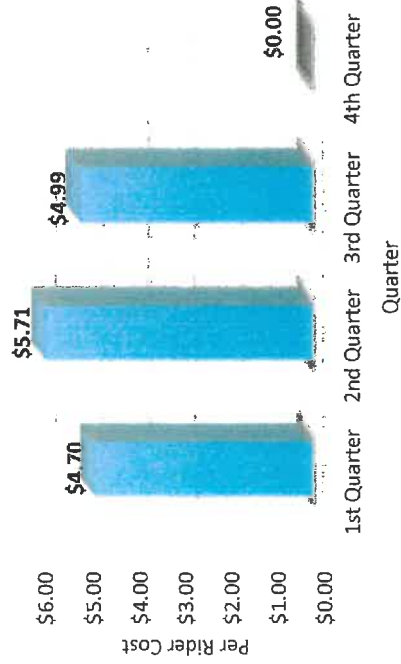
Rapid - 28th Street Weekday Per Rider Cost



Rapid - 28th Street Sunday Per Rider Costs



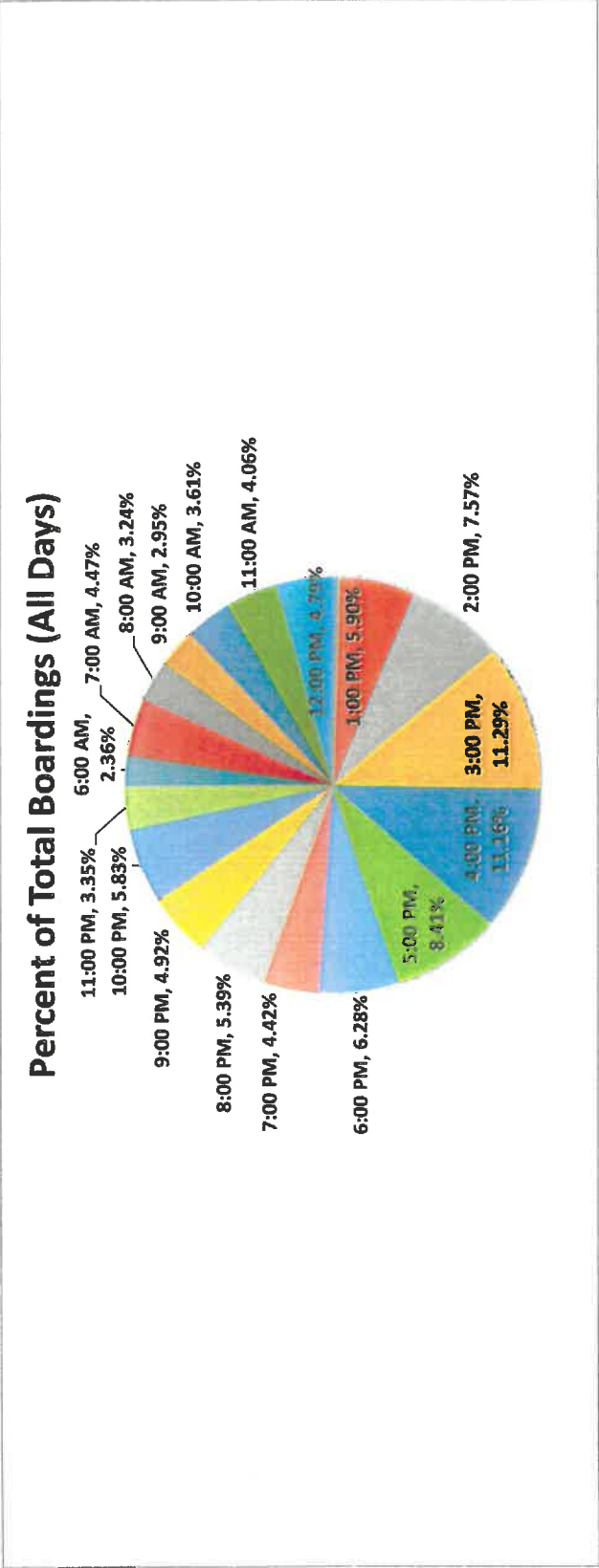
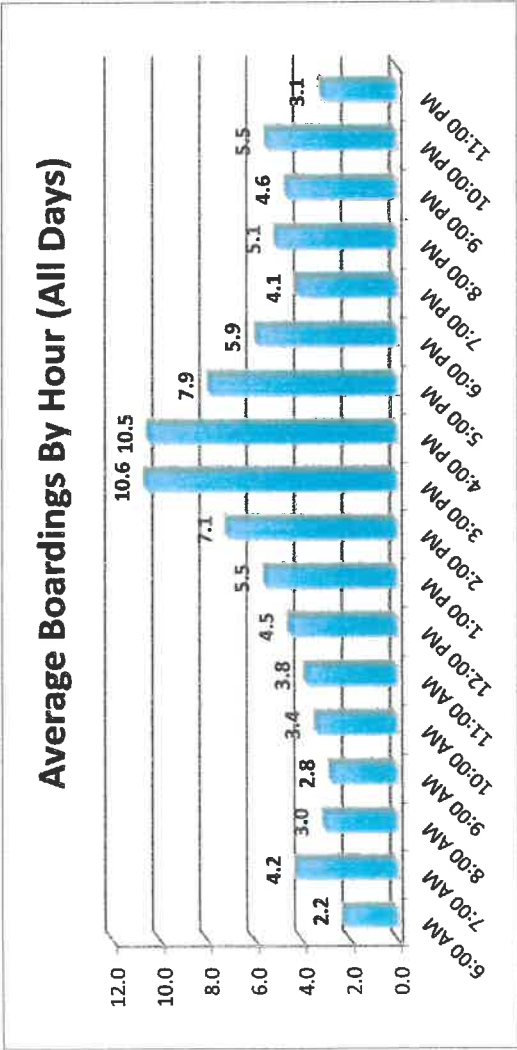
Rapid - 28th Street Saturday Per Rider Cost



Rapid 28th Street - FY 2019 3rd Quarter Hourly Boarding Data

The Rapid busses are outfitted with data collection devices that count every boarding in the system. The top chart represents the amount of boardings, per hour of service, for all of the Cascade Township stops. The data collection system does not collect alighting information. It should be noted that the data is for all days (week day and weekend days). The chart continues to follow the same trend seen in previous charts, with peak ridership mid-day.

The bottom chart represents the same data set as the top chart, but expressed as a percentage of total boardings rather than a number. The smallest percentage of boardings happens in the 6 am hour (2.36%) and the largest occurs in the 3 pm hour (11.29%)

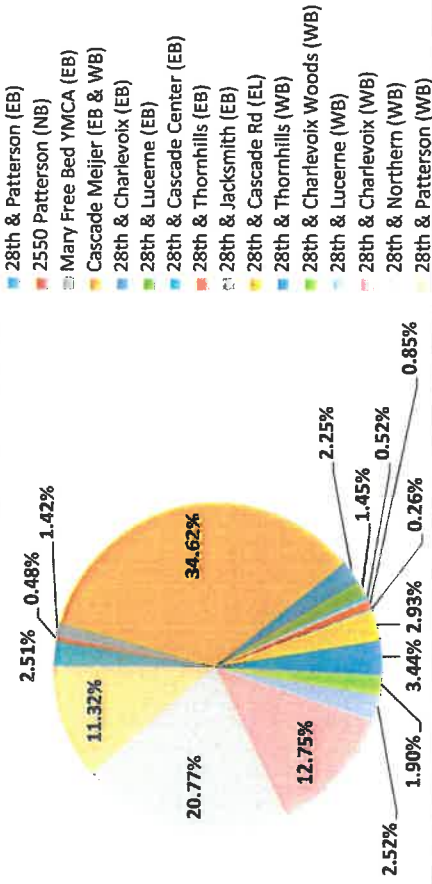


Rapid 28th Street - FY 2019 3rd Quarter Stop Boarding Data

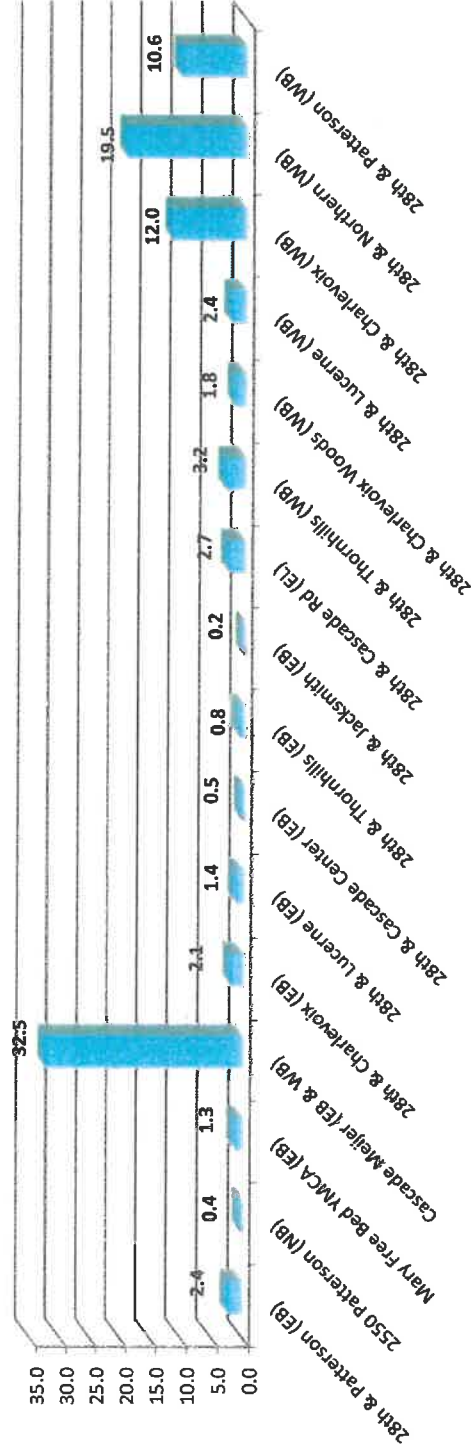
The Rapid bus data collection system also collects stop location data for boardings. By far the largest amount of stops occur at the Meijer stop, though it should be noted that this stop is utilized both EB and WB on the route. The boardings patterns shows that the ridership constitutes primarily riders coming into Cascade. It should also be noted that a rider may not board and alight at the same location. Some will alight on an EB stop and board on a WB stop.

The bottom chart represents the same data set as the top chart, but expressed as the average boardings per day for each stop. The Meijer stop has the highest number (32.5) while several stops average less than 5 boardings per day. It should be noted the data represents all weekdays and weekend days.

Percent of Boardings by Stop (All Days)



Average Daily Boardings By Stop (All Days)





CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: December 11, 2019
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Purchase Agreement for 5920 Tahoe Drive

FACTS:

Earlier this year the Township Board accepted the first phase of the Township Facility study. The first priority in the study was identified as the renovation or replacement of Fire Station #1. Early this fall the Township Board approved an agreement with Progressive AE to lead the second phase of the Station #1 study, which will culminate in a site selection, schematic design and engineer's estimate of costs for a new Station #1. As part of the process the Township will explore not only the current location for Station #1, but a minimum of two alternative sites as well.

The second priority identified in the Township facilities study was the replacement of Township Hall. As part of the presentation at the conclusion of the study, staff identified three alternatives that the Township should look at for the replacement of Township Hall:

- If Station #1 was to relocate, renovation and expansion of Township Hall at its current location
- If Station #1 was to remain on the current site, and expansion of the Cascade Library/Wisner Center to accommodate Township Hall
- If Station #1 was to remain on the current site, purchasing an existing property in the Township and renovating it for the Township Hall

After touring several properties, Township staff identified 5920 Tahoe as a potential suitable property for the Township. The property, formerly occupied as the headquarters for ADAC, is approximately 13,000 square feet and was listed at \$1.495 million. During the 10/23/19 regularly scheduled meeting, the Township Board approved a purchase agreement with Tahoe Associates for the building. Highlights include:

- \$1.4 million purchase price
- Standard due diligence contingencies
- Due diligence period where the Township can affirm the operational and financial fit for the Township.
- Deadline of December 12th for the Township to notify seller if they intend to terminate the agreement due to any of the contingency clauses
- December 20 closing date

Over the past 2 months the Township staff have conducted and coordinated all of the allowed due diligence activities. Activities undertaken include:

- Title Commitment & Survey

- Environmental Assessment Study
- Physical Building Inspection
- Availability of Financing
- Governmental Approvals
- Financial & Operational Feasibility Study

Attached for your review are:

- Proposed purchase agreement for 5920 Tahoe Drive
- Presentation on Financial and Operational Feasibility Study
- Completed Title Commitment
- Completed Environment Study
- Completed Physical Inspection Report

ANALYSIS & CONCLUSIONS:

Over the past two months the Township, with assistance from Progressive AE and Fishbeck, have been conducting the allowable due diligence activities. These activities culminated in a presentation that was given to the Township Board and the public on December 4th. The presentation has been included for review, and below is a summary of the information given:

- **Financial and Operational Feasibility Study** – Staff worked with Progressive AE to develop a “test fit” schematic floor plan and to estimate the probable renovation cost. The plan indicated the Township would be able to operate effectively, and the renovation costs should be around \$550,000. Other options, including adding on to the Wisner Center and building on the existing site had estimates in the \$4-\$5 million range, with opportunity costs as well with the location of the Fire Station project.
- **Environmental Study** – Conducted by Fishbeck, the environmental study indicated that both the current and historical use of the property does not appear to create a recognized environment condition (REC). Furthermore, the property is unlikely to be affected by a REC on other sites.
- **Title Commitment** – Conducted by First American Title Insurance Company, there were two minor issues identified. The first was regarding a discrepancy in legal description, which has been corrected. The second requires a discharge of existing mortgages by the seller, which they have agreed to satisfy.
- **Survey** – Conducted by Fishbeck. Survey produced a couple minor issues that were noted. Primary issue involves a retaining wall that encroaches on the neighboring property.
- **Physical Inspections** – Conducted by Fishbeck. Building found to be in good to very good condition. Two ADA compliance issues that will be resolved as part of the renovations.

The property at 5920 Tahoe, with minor renovations, would meet our current operational needs and allow for organic growth in our organization. It would allow departments to work together in an efficient manner, and save significant funds by eliminating the Building Department lease. Furthermore, it is a more cost-effective plan than the other options identified, and will allow for the Fire Station #1 to be rebuilt on the current site if that is the recommended solution.

The purchase agreement allows for the Township Board to terminate the agreement, on or before December 12, 2019, for reasons related to the contingencies section. If terminated, the township will receive a refund of the \$25,000 deposit.

FINANCIAL CONSIDERATIONS:

The purchase price in the purchase agreement is \$1.4 million The Township currently has \$1.5 million in the General Fund and \$1,000,000 in the Building fund committed for this project.

RECOMMENDED ACTION:

Confirm the Purchase Agreement for 5920 Tahoe and authorize the Township Manager to execute the documents on behalf of the Township.

OR

Terminate the Purchase Agreement for 5920 Tahoe. Reason for termination must be stated in the motion.

AGREEMENT TO PURCHASE REAL ESTATE

THIS AGREEMENT TO PURCHASE REAL ESTATE (this "Agreement") is executed October 16, 2019 (the "Effective Date"), between CASCADE CHARTER TOWNSHIP, a Michigan charter township, of 2865 Thornhills Avenue SE, Grand Rapids, Michigan 49546-7192 ("Buyer"), and TAHOE ASSOCIATES, LLC, a Michigan limited liability company of 5920 Tahoe Drive SE, Grand Rapids, Michigan 49546 ("Seller").

RECITALS

A. Seller owns real property located in the Township of Cascade, County of Kent, State of Michigan, commonly known as 5920 Tahoe Drive SE, Grand Rapids, Michigan 49546, and identified with Permanent Parcel No. 41-19-17-127-004 (the "Real Estate").

B. Seller desires to sell the Real Estate to Buyer and Buyer desires to purchase the Real Estate from Seller according to the terms and subject to the conditions in this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing and the mutual promises and agreements set forth herein, the parties hereto, intending to be legally bound, hereby agree as follows:

1. Sale and Purchase. Seller agrees to sell the Real Estate to Buyer, and Buyer agrees to purchase the Real Estate from Seller, for the Purchase Price (defined below) and according to the terms and conditions set forth in this Agreement. Buyer will pay to Seller the Purchase Price in cash or other immediately available funds at the Closing. The Real Estate shall also include all of the right, title and interest of Seller in and to the following:

- (a) All buildings, improvements and structures located on the Real Estate;
- (b) All strips and gores of land adjoining or abutting the Real Estate, if any;
- (c) All land lying in the bed of any street, road, avenue or alley, opened or proposed, in front of, running through or adjoining the Real Estate;
- (d) All easements, privileges or rights-of-way over, contiguous or adjoining the Real Estate, and all other rights belonging to and accruing to the benefit of the Real Estate, including, without limitation, any rights acquired by prescription, acquiescence or adverse possession;
- (e) All appurtenances and hereditaments belonging or in any way appertaining to the Real Estate; and
- (f) All awards made or to be made in lieu of any interest referred to in the foregoing subsections.

2. Purchase Price. The purchase price for the Real Estate shall be One Million Four Hundred Thousand and 00/100 Dollars (\$1,400,000.00), subject to pro-rations, debits and credits at Closing (the "Purchase Price").

3. Title and Survey.

(a) Warranty Deed. Seller will transfer the Real Estate to Buyer by warranty deed, subject only to the Permitted Encumbrances. The form of the Warranty Deed shall be subject to Buyer's approval in its reasonable discretion.

(b) Title Insurance. Buyer will order from the Title Insurance Company (defined below) a commitment for an ALTA Owner's title insurance policy, without standard exceptions, in the amount of the Purchase Price covering title to the Real Estate on or after this date, showing Seller as owner of the Real Estate in fee simple, subject only to those exceptions acceptable to Buyer. The commitment will provide for full extended coverage over all general title exceptions commonly contained in such policies, except such title exceptions that require a survey for coverage or removal unless a survey satisfactory to the Title Insurance Company is provided by Buyer at Buyer's sole expense. If such commitment contains exceptions which, in Buyer's opinion, are not Permitted Encumbrances, then Seller must, after receiving notice from Buyer of the same, promptly remove such exceptions. If Seller fails to clear the title as herein provided, then Buyer may either terminate this Agreement on or before December 12, 2019 and receive a refund of the Deposit, or proceed to Closing taking title subject to such exceptions; provided, however, that if the exception is a monetary encumbrance capable of being cured by the application of the Purchase Price at Closing (e.g., a mortgage or construction lien), then the Buyer may proceed to Closing and utilize such portion of the Purchase Price as is necessary to discharge the exception at Closing. At Closing, Seller agrees to execute such affidavits and other documents as may be required by the Title Insurance Company in order to issue the required policy. Seller will pay the premium due for the issuance of a title insurance policy pursuant to the aforesaid commitment at Closing.

(c) Survey. Within three (3) days after the Effective Date, Seller will provide Buyer with any existing survey of the Real Estate in Seller's possession or reasonably available to Seller. Buyer may order from an engineer or surveyor satisfactory to Buyer, at Buyer's cost and expense, a new or recertified survey of the Real Estate. The survey may not show any encroachments onto the Real Estate from any adjacent property, any encroachments by or from the Real Estate onto any adjacent property or any violation of any recorded building lines, restrictions or easements affecting the Real Estate. If the survey discloses any such encroachment or violation or any exceptions to title or matters indicating possible rights of third parties other than as accepted by Buyer then, upon notice from Buyer, Seller must have all such encroachments, violations, and unpermitted exceptions corrected and removed from the survey and provide evidence thereof to Buyer, and if Seller fails to have the same removed then Buyer may elect, on or before December 12, 2019, to either terminate this Agreement and receive a refund of the Deposit or to accept the Real Estate subject only to those uncured encroachments shown on the survey.

4. Environmental Matters.

(a) Definitions. As used in this Agreement, “Environmental Laws” means: the Comprehensive Environmental Response, Compensation and Liability Act of 1980; the Solid Waste Disposal Act; the Federal Water Pollution Control Act of 1972; the Emergency Planning and Community Right-To-Know Act of 1986; the Clean Air Act of 1966; the Occupational Safety and Health Act of 1970; the Safe Drinking Water Act of 1974; all amendments to any of the foregoing; any similar laws enacted by any state including, without limitation, Public Act 451 of the Michigan Public Acts of 1994, entitled the Natural Resources and Environmental Protection Act, including the amendments contained in Part 201, as amended, or implementing laws enacted by any state, as amended, applicable to the Real Estate and the rules or regulations pursuant to any of the foregoing. As used in this Agreement, “Hazardous Material” or “Hazardous Materials” include any materials, substances, chemicals, or wastes, including, without limitation, petroleum (including crude oil or any fraction thereof), polychlorinated biphenyls, and asbestos-containing materials, which are regulated by or designated under or pursuant to Environmental Laws, and “Release” or “Releases” means any discharge, spill, disposing, dumping, escaping, leaching or migrating of a Hazardous Material.

(b) Representations and Warranties. Seller represents and warrants to Buyer that:

(i) Seller has, during its ownership of the Real Estate, operated the Real Estate at all times in compliance with Environmental Laws.

(ii) No underground or above-ground storage tanks are or have been used in connection with, or located on, the Real Estate at any time.

(iii) No Hazardous Materials have been or are currently used, manufactured, stored, processed, treated, disposed of, or Released on the Real Estate except in compliance with Environmental Laws.

(iv) Seller has not received any notice, claim, demand, summons, complaint, request for information, or other communication, written or oral, alleging or asserting that the Real Estate is or may be (a) in violation of any Environmental Laws; the subject of any investigatory, remedial or cleanup action, order or directive in connection with a Release or threatened Release of Hazardous Materials; or (b) subject to a lien in favor of any governmental body or agency or other third party for any liability, cost, damage, or other relief under Environmental Laws. Seller has provided true and complete copies of any of the foregoing communications to Buyer prior to the execution of this Agreement.

(v) Seller has filed all reports, documents, and notices in connection with the Real Estate as required under Environmental Laws.

(vi) Prior to the execution of this Agreement, Seller has provided Buyer with copies of or an opportunity to review all environmental reports, wastewater discharge

reports, waste profiles, waste manifests, or other information generated, prepared or compiled in connection with the Real Estate.

(vii) No restriction has been placed or proposed on the use of the Real Estate that is due in whole or part to the Release or presence of a Hazardous Material.

(viii) No person is currently under any obligation to investigate, respond to, monitor, or make any report to the government relating to a Release of a Hazardous Material at the Real Estate, and the creation of such an obligation is not pending or contemplated.

(ix) Nothing in this Agreement relieves Seller from any duty to make any disclosure under any Environmental Law or pursuant to the requirements of any government or judicial order or settlement.

(c) Environmental Site Assessments. Should Buyer elect to obtain one, this Agreement is contingent upon Buyer's receipt of a Phase I Environmental Site Assessment meeting the requirements of ASTM Standard E 1527-13 ("Phase I") that concludes that there are no "recognized environmental conditions" at the Real Estate or, if Buyer elects to obtain one, completion of a Baseline Environmental Assessment (as defined in Part 201, as amended, of Public Act 451 of the Michigan Public Acts) ("BEA"), that is satisfactory to Buyer, in its sole discretion. Environmental sampling and chemical analysis, and other investigation of environmental conditions (collectively, "Phase II") may be performed, at the Buyer's discretion. Any Phase I, Phase II, and BEA must be performed by an environmental consulting and/or environmental engineering company or companies ("Consultant") acceptable to Buyer, at Buyer's sole expense. Buyer may contract with the Consultant for the Phase I, Phase II and BEA and will have the right to direct their scope of work. Seller acknowledges that the purpose of Buyer's obtaining a Phase I, Phase II and BEA is to qualify for an exemption from liability for new owners and operators and to determine compliance with obligations imposed on new owners and operators of properties, all as set forth in Part 201, as amended, of Public Act 451 of the Michigan Public Acts. In that regard, Buyer may: (i) determine the scope of the investigation and the types of activities which are necessary, in Buyer's sole discretion and (ii) take any other actions and follow any other procedures which are available to Buyer under Part 201, as amended, of Public Act 451 of the Michigan Public Acts to qualify for an exemption from liability for new owners and operators and to determine compliance with obligations imposed on new owners and operators in Part 201, as amended, of Public Act 451 of the Michigan Public Acts. Any such activities will be paid for by Buyer. In connection with the performance of the Phase I, Phase II and BEA, Seller must cooperate with the Consultant and provide the Consultant with access to the Real Estate, access to all environmental reports, notices, waste profiles, waste manifests and other documents relating to the environmental condition of the Real Estate and related environmental matters, and access to employees (including employees of tenants) with knowledge about such matters (which employees shall complete questionnaires as to their knowledge regarding the use and condition of the Real Estate if requested by the Consultant).

5. Pre-Closing and Closing.

(a) Pre-Closing. Buyer will have full access to the Real Estate during normal business hours of operation for purposes of fully inspecting the same. During Pre-closing Buyer and its employees, agents or contractors may go upon the Real Estate for the purpose of making any investigations or inspections which Buyer deems necessary, including, without limitation, soils studies (including borings), wetland studies and surveys of existing improvements for lead and asbestos containing materials. During Pre-closing, Seller agrees to cooperate with Buyer in connection with the aforementioned inspections and Buyer's attempt to obtain the Governmental Approvals (defined below). Further Seller agrees to execute such applications in connection with the Governmental Approvals as may be requested by Buyer, where such applications may only be made in the name of, or with the consent of, title holders.

(b) Closing.

(i) Closing Documents. At the Closing, the following documents will be executed and delivered by and between the parties:

(A) Seller will execute and deliver to Buyer a warranty deed in recordable form conveying good and marketable title to the Real Estate subject only to the Permitted Encumbrances.

(B) Seller and Buyer will execute and deliver to each other a Closing Statement reflecting the manner in which the Purchase Price is allocated and paid.

(C) Seller will deliver to Buyer an owner's policy of title insurance in the form contemplated by Section 3(b).

(D) Seller and Buyer will execute and deliver to each other and the Title Insurance Company such further documentation as is reasonably necessary to evidence the transaction or to allow the Title Insurance Company to issue its title insurance policy, including any necessary corporate resolutions.

(ii) Closing Costs. At the Closing, the following expenses will be paid and the Purchase Price will be adjusted in accordance with the following provisions:

(A) Seller will pay in full at Closing all special assessments on the Real Estate which have become a lien or due and payable (or both) upon the Real Estate, including, without limitation, any deferred special assessments. Seller will also pay all ad valorem real estate taxes, together with interest and penalties to the date of Closing, which have become a lien or due and payable (or both) upon the Real Estate in the years prior to Closing. All ad valorem real estate taxes on the Real Estate which are first billed July 1 and December 1 of the year of Closing will be prorated between Buyer and Seller as of the Closing Date, on a calendar year basis, with the Buyer paying only for the portion attributable to period after the Closing Date. If the July 1 and December 1 bills are not then available, the current year's millage rates and taxable values shall be used for such calculation.

(B) Seller will fully pay the Michigan real estate transfer tax applicable to this transaction.

(C) Seller will receive from the Escrowee cash in the amount of the Deposit. Buyer will receive a credit for the Deposit against the Purchase Price. Any interest earned on the Deposit will be delivered by Escrowee to Buyer.

(D) Seller will pay the cost for the owner's title insurance policy to be issued by the Title Insurance Company.

(c) Possession. Seller will tender possession of the Real Estate to Buyer at Closing, free and clear of all leases, third party possessory rights, options, rights of first refusal and offers to purchase.

6. Warranties and Representations: Covenants.

(a) Seller's Warranties and Representations. Seller represents and warrants to Buyer as follows:

(i) Title. On the Closing Date, Seller will own, outright and absolutely, the Real Estate, free and clear of any and all claims, liens or encumbrances, and free and clear of all leases, third party possessory rights, options, rights of first refusal and offers of purchase.

(ii) Authority. Seller has full capacity, right, power and authority to execute, deliver and perform this Agreement and all documents to be executed by Seller pursuant hereto, and all required action and approvals therefor have been duly taken and obtained. The individuals signing this Agreement and all other documents executed or to be executed pursuant hereto on behalf of Seller are and will be duly authorized to sign the same on Seller's behalf and to bind Seller thereto. This Agreement and all documents to be executed pursuant hereto by Seller are and will be binding upon and enforceable against Seller in accordance with their respective terms, and the transaction contemplated hereby will not result in a breach of, or constitute a default or permit acceleration of maturity under, any indenture, mortgage, deed of trust, loan agreement or other agreement to which Seller or the Real Estate is subject or by which Seller or the Real Estate is bound. Seller has the right and power to transfer and convey the Real Estate without violating any contract, lease, mortgage, law, code or regulation, including, but not limited to, any fraudulent conveyances law.

(iii) No Default. Seller is not in default in any material respects in the payment of its obligations or under any agreement to which it is a party which will or could adversely affect the Real Estate.

(iv) Litigation and Other Proceedings. There are no claims, actions, suits or proceedings pending or, to Seller's knowledge, threatened against or affecting Seller before any court or administrative agency which will or could involve or affect the Real Estate.

(v) Conformity with Local Law. To the best of Seller's knowledge, Seller is not in violation of any federal, state or local statute, regulation, order or ruling materially affecting the Real Estate.

(vi) Utilities. All water, sewer, electric, telephone and drainage facilities and all other utilities and public or quasi-public improvements upon or adjacent to the Real Estate required by law are installed, are connected under valid permits, are in good working order, are adequate and unconditionally available to service the Real Estate and are fully paid for.

(vii) Construction Liens. Seller has not contracted for any improvements on the Real Estate within the last one hundred twenty (120) days which could give rise to a construction lien against the Real Estate.

(viii) Condemnation. There is no existing, pending or, to the best of Seller's knowledge, contemplated, threatened or anticipated (a) condemnation of any part of the Real Estate, (b) widening, change of grade or limitation on use of streets, roads or highways abutting the Real Estate, (c) special tax or assessment to be levied against the Real Estate, (d) change in the zoning classification of the Real Estate, or (e) change in the tax assessment of the Real Estate.

(ix) Boundary Disputes. Seller is not aware of any boundary disputes regarding the Real Estate.

(x) Material Changes. There are no facts or circumstances not disclosed to Buyer of which Seller has knowledge and which have or could have a material adverse effect upon the Real Estate. Seller agrees to notify Buyer immediately of such facts or circumstances if it becomes aware of the same.

(xi) Flood Plain. To the best of Seller's knowledge, the Real Estate does not lie in an area identified by the Secretary of Housing and Urban Development as an area having special flood hazard and in which flood insurance has been made available under the National Flood Insurance Act of 1968.

(b) Survival of Representations and Warranties. Any and all covenants, representations, warranties and agreements made by Seller in this Agreement or in any instrument to be furnished pursuant to this Agreement will be true through and will survive the Closing. Seller agrees to notify Buyer promptly if Seller becomes aware of any transaction or occurrence prior to the Closing Date which would make any of the representations or warranties of Seller contained in this Agreement untrue in any material respect.

(c) Indemnification by Seller. Seller agrees to indemnify, defend, reimburse and hold harmless Buyer, its employees and agents from and against all costs, loss, penalty, liability, damage and expense, including without limitation, all costs associated with administrative and judicial proceedings and attorneys' and consultants' fees and cleanup and remediation costs, suffered or incurred by Buyer on account of Seller's breach of any of

representation or warranty by Seller contained in this Agreement. This provision shall survive the closing until fully performed.

(d) Condition of Property. By executing this Agreement, Seller states to Buyer that it has received no notice that the Real Estate has been cited for violating any laws, ordinances and regulations, or that it fails to comply with all applicable building codes and zoning ordinances. If Seller receives any such notice prior to Closing, it will immediately notify Buyer and Buyer may, at its option, within fifteen (15) days of receipt of such notice, terminate this Agreement and be returned the Deposit.

7. Contingencies. Buyer may terminate this Agreement and receive a refund of the Deposit if any one or more of the following contingencies is not satisfied or waived by Buyer, each in Buyer's sole discretion, on or before December 12, 2019:

(a) Title and Survey Approval. Buyer must be satisfied with the status of title and survey, as more particularly described in Section 3(b) and 3(c).

(b) Environmental Approval. Buyer must be satisfied as to the environmental condition of the Real Estate, including those matters described in Section 4.

(c) Approval of Physical Inspections. Buyer must be satisfied with the physical condition of the Real Estate and its suitability for Buyer's intended use as determined from its inspections, including, without limitation, the availability, size, quality and quantity of any utility service or connection; access to and from the Real Estate; surrounding land uses; suitability and fitness of the Real Estate for the Buyer's proposed use; and such other investigations, approvals, and matters of fact and law as Buyer deems necessary or appropriate.

(d) Financing. Buyer must be satisfied with its ability to obtain any necessary financing for the acquisition of the Real Estate and for the Buyer's intended use thereof, in an amount, and on terms satisfactory to Buyer.

(e) Governmental Approvals. Buyer must have obtained, or be satisfied with its ability to obtain, all necessary governmental approvals for its intended use of the Real Estate ("Governmental Approvals"). Governmental Approvals may include, without limitation, any necessary rezoning, special land use approval, site plan approval, approval of curb cuts, stoplight(s), acceleration and deceleration lanes and other traffic-related permits and approvals, and approval of engineering plans for necessary infrastructure.

(f) Financial and Operational Feasibility Studies. Buyer must be satisfied with such financial and operational feasibility studies confirming the viability of the Real Estate for redevelopment and renovation for Buyer's intended use, in relation to other competing alternatives, as it may elect to conduct in its sole discretion.

(g) Soil. Buyer must be satisfied with the results of all soil borings and other soil tests conducted on the Real Estate during Pre-Closing.

8. Default:

(a) By Seller. Upon occurrence of any event of default by Seller, Buyer may either seek specific performance of this Agreement or exercise any of the rights accorded to it by the laws of the state of Michigan.

(b) By Buyer. If, after the satisfaction of all contingencies stated herein, Buyer refuses to close this transaction, then Seller may retain the Deposit as liquidated damages as its sole and exclusive remedy, actual damages being difficult or impossible to determine.

9. Miscellaneous.

(a) Maintenance of the Real Estate. Prior to the Closing, Seller will, at Seller's sole cost and expense, continue to operate and maintain the Real Estate in the ordinary course of business for its own account in the same manner and scope as at present, and will maintain the Real Estate free from waste and neglect and keep and perform or cause to be performed all obligations applicable to the Real Estate under applicable federal, state, county and municipal laws, ordinances, regulations, orders and directives. The Real Estate must be delivered to Buyer at Closing in at least as good a condition as it was in on the date of this Agreement, reasonable wear and tear excepted.

(b) Assignment. This Agreement may be assigned by Buyer. Buyer's assignee will enjoy the full rights and benefits of the terms and conditions of this Agreement as if it were Buyer.

(c) Casualty. If, prior to Closing, any improvement located upon the Real Estate is damaged or destroyed by fire or other casualty, Buyer will, at its option, be entitled to (i) terminate this Agreement and be returned its Deposit, or (ii) proceed to Closing and receive whatever insurance proceeds may be available to Seller.

(d) Eminent Domain. If, after the execution of this Agreement, but prior to Closing, all or any portion of the Real Estate is taken by exercise of the power of eminent domain or any proceedings are threatened or instituted to effect such a taking, Seller will immediately give Buyer notice of such occurrence, and Buyer may, within fifteen (15) days after receipt of such notice, elect either (i) to terminate this Agreement, in which event the Deposit and all interest earned thereon will be returned to Buyer and all obligations of the parties will cease and this Agreement will have no further force and effect, or (ii) to close the transaction contemplated hereby as scheduled (except that if the Closing Date is sooner than fifteen (15) days following Buyer's receipt of such notice, Closing will be delayed until Buyer makes such election), in which event Seller will assign and/or pay to Buyer at Closing all condemnation awards or other damages collected or claimed with respect to such taking.

(e) Notices. All notices, requests and demands to or upon any party to this Agreement must be in writing and delivered or mailed first class, postage prepaid. Notice will be deemed effective on the date postmarked, if by mail, or on the date of delivery, if personally delivered.

(f) No Assumption. Buyer does not assume any responsibility or liability of any other person relating to compliance with Environmental Laws, including any responsibility to investigate or monitor any environmental condition, make any report or disclosure to the government or any person, respond in any way to the presence or Release of any Hazardous Material, or limit any activity at or use of the Real Estate as a result of the Release of a Hazardous Material.

(g) Waiver. No term, condition, covenant or provision contained in this Agreement may be waived except in a writing signed by the waiving party. No oral statements, course of conduct or course of dealing will be deemed a waiver. No waiver by any party hereto of any violation or breach of this Agreement will be deemed or construed to constitute a waiver of any other violation or breach, or as a continuing waiver of any violation or breach.

(h) Binding Effect. This Agreement will be binding upon and inure to the benefit of the parties hereto as well as their respective heirs, devisees, executors, administrators, personal representatives, successors and assigns.

(i) Merger and Modification. This constitutes the entire Agreement between the parties and any prior discussions, negotiations and Agreements between the parties are merged herein. No amendment or modification of this Agreement will be enforceable except if in writing and signed by the party against whom enforcement is sought.

(j) Governing Law. This Agreement is being executed and delivered and is intended to be performed in the state of Michigan and will be construed and enforced in accordance with, and the rights of the parties will be governed by, the laws thereof.

(k) Headings. The headings to the various paragraphs contained in this Agreement have been inserted for convenient reference only and do not affect the meaning or interpretation hereof.

(l) Realtor Commission. The parties represent and warrant to each other that there are no brokers, finders, or similar fees due or payable in connection with this transaction, except for NAI Wisinski of West Michigan representing Seller ("NAI"). Seller will pay any commission in connection with this transaction due to NAI. If either party is responsible to pay any other commission, broker's fee, finder's fee, or similar fee on the purchase and sale of this Property, then such fee is the sole responsibility of that party. Each party agrees to hold the other harmless from and indemnify it against any damage or liability, including reasonable legal costs, resulting from a breach of this provision.

(m) Contingent on Formal Approvals. The parties acknowledge that, while this Agreement may be executed in advance of formal approval of this Agreement by the Township Board of Cascade Charter Township (the "Township Board"), this Agreement shall not be effective until it has been ratified and approved by the Township Board in its sole discretion. If such approval is not granted, then Buyer may terminate this Agreement on or before December 12, 2019 and receive a refund of the Deposit. If Buyer has not terminated this

Agreement on or before December 12, 2019, then Buyer shall be deemed to have satisfied or waived this contingency.

(n) Execution in Counterparts. This Agreement may be executed in counterparts which, when combined, shall constitute on in the same binding and legal document. Counterparts executed and/or delivered by facsimile or electronic mail shall have the same effect as originals.

10. Definitions.

(a) Agreement: This Agreement to Purchase Real Estate.

(b) Closing: Consummation of the transaction described in this Agreement. The Closing will take place on the day determined by the Buyer, but not later than December 20, 2019 (referred to herein as the "Closing Date") at the offices of the Title Insurance Company. No funds will be disbursed at the Closing until a title policy insuring Buyer's interest has actually been issued by the Title Insurance Company. "Pre-closing" means that period from the date of this Agreement to the Closing Date during which time the parties will work to satisfy all requirements of this Agreement necessary prior to a transfer of the Real Estate.

(c) Conditions Precedent: Those requirements set forth in Section 7 which, if not satisfied in the manner specifically provided therein or waived in writing by the Buyer, will relieve the Buyer of its obligation to buy the Real Estate.

(d) Deposit: \$25,000.00, which Buyer must deliver to Escrowee within ten (10) days after the date of this Agreement. If the Conditions Precedent are satisfied or waived by Buyer, then the Deposit will become nonrefundable to Buyer, but will, if the transaction contemplated by this Agreement closes, be applied against the Purchase Price.

(e) Encumbrances: Any matters affecting title to the Real Estate.

(f) Escrowee: First American Title Insurance Company; 4362 Cascade Road SE, Suite 109, Grand Rapids, Michigan 49546; Attention: Gary Wadsworth.

(g) Permitted Encumbrances: Those Encumbrances which do not, in Buyer's sole judgment, interfere with Buyer's intended use of the Real Estate.


(h) Title Insurance Company: First American Title Insurance Company; 4362 Cascade Road SE, Suite 109, Grand Rapids, Michigan 49546; Attention: Gary Wadsworth.

[signatures on following page]

By signing this Agreement to Purchase Real Estate, the parties acknowledge that they have read this document, they know its contents and they are voluntarily signing it.

BUYER:

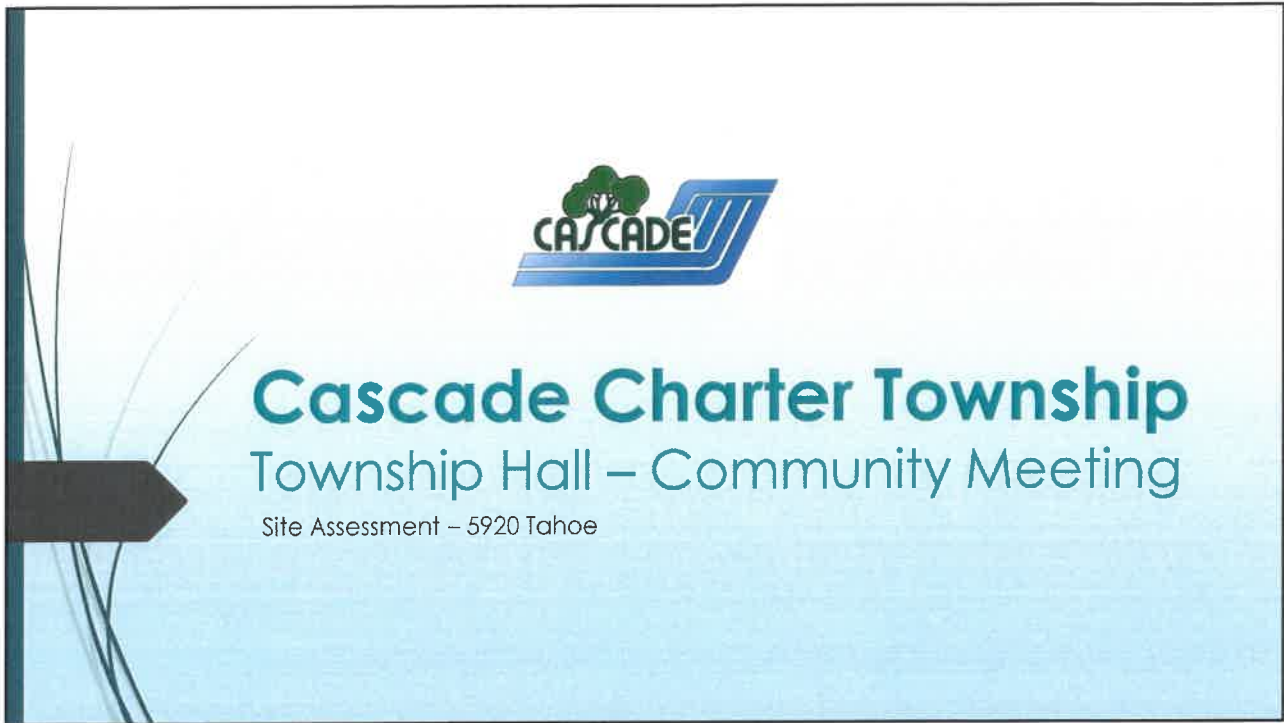
CASCADE CHARTER TOWNSHIP, a
Michigan charter township

By: 
Name: BENJAMIN SWARTZ
Its: TOWNSHIP MANAGER

SELLER:

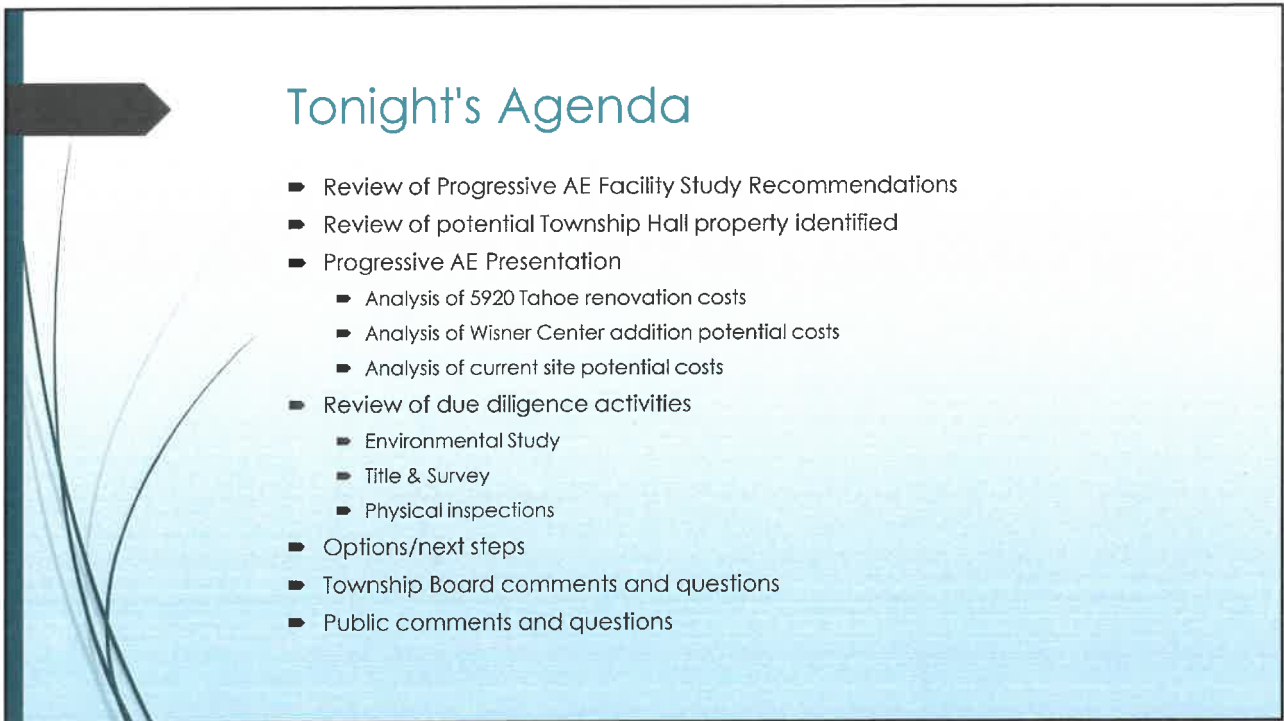
TAHOE ASSOCIATES, LLC,
a Michigan limited liability company

By: 
Name: KENNETH G HUNGERFORD II
Its: MEMBER/MANAGER



The slide features the Cascade Charter Township logo at the top center, which includes a stylized tree and the word "CASCADE" in a blue, blocky font. Below the logo, the title "Cascade Charter Township" is written in a large, bold, teal font. Underneath that, "Township Hall – Community Meeting" is written in a slightly smaller teal font. At the bottom of the title section, "Site Assessment – 5920 Tahoe" is written in a smaller, dark teal font. On the left side of the slide, there is a decorative graphic consisting of thin, dark lines resembling grass or reeds, and a dark grey arrow pointing to the right.

1



The slide features the title "Tonight's Agenda" in a large, teal font. Below the title is a bulleted list of agenda items. On the left side of the slide, there is a decorative graphic consisting of thin, dark lines resembling grass or reeds, and a dark grey arrow pointing to the right.

- ▶ Review of Progressive AE Facility Study Recommendations
- ▶ Review of potential Township Hall property identified
- ▶ Progressive AE Presentation
 - ▶ Analysis of 5920 Tahoe renovation costs
 - ▶ Analysis of Wisner Center addition potential costs
 - ▶ Analysis of current site potential costs
- ▶ Review of due diligence activities
 - ▶ Environmental Study
 - ▶ Title & Survey
 - ▶ Physical inspections
- ▶ Options/next steps
- ▶ Township Board comments and questions
- ▶ Public comments and questions

2

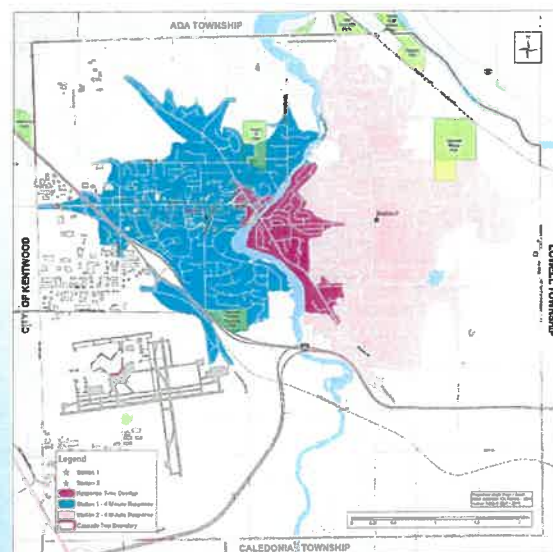
Fire Station #1 - Recommendations

- ▶ Fire Station 1 needs additional building area to provide a safe environment for fire fighters, internal operation and the community
 - ▶ Department has outgrown facility that currently does not meet certain building codes
 - ▶ Safe separation between visitor and internal operations does not exist
 - ▶ Vehicular and pedestrian traffic conflict on site
 - ▶ Fire staff living quarters are undersized, do not have gender separation and has movement circulation issues
 - ▶ Vehicle apparatus bays are undersized and do not adequately accommodate all apparatus
 - ▶ Mechanical systems and building envelope are not adequate.

3

Fire Station #1 – Response Time Mapping

- ▶ NFPA 1710 requires:
 - ▶ 80 seconds for fire turnout and 60 seconds for EMS turnout
 - ▶ 240 seconds for arrival of first arriving engine company at a fire
 - ▶ 480 seconds for deployment of an initial full alarm assignment at a fire
 - ▶ 240 seconds for arrival of a unit with first responder with AED (or higher level capability) at an emergency incident



4

Fire Station #1 – Facility Location/Cost

- The Township Board is currently engaged in a study to determine ideal location and subsequent cost for Fire Station #1
 - Current site remains an attractive option
 - Exploring existing sites (minimum 2-3 acres) closer to 28th Street/Kraft Ave intersection
 - Increases response time efficiencies
 - Real Estate Market is very tight
 - Green sites almost non-existent
 - Property values high and escalating
 - Estimated at \$1.5 - \$4 million+ based on current prices

5

Township Hall - Recommendations

- Township Hall should be detached from Fire Station 1. All Township administrative services should be collocated in one facility. Facility should be efficiently designed and outfitted to serve the future needs of the Township.
 - Connection to Fire Station 1 constrains the station's ability to grow and safely circulate throughout the site
 - Size of facility prevents the Township administrative services to be consolidated in the same building
 - Organization of the existing facility is outdated and prevents operational efficiencies for delivery of services
 - Mechanical systems and building envelope are not adequate.

6

Township Hall – Existing Site Evaluation

- Reviewed 3 properties in the Township for a potential Township Hall site
 - Selected 5920 Tahoe for further evaluation
 - Price
 - Location
 - Condition
 - Availability
 - Layout



7

Township Hall – 5920 Tahoe

- Township Signs Purchase Agreement – October 2019
- Purchase Price - \$1.4 million
- Contingencies
 - Title & Survey Approval
 - Environmental Approval
 - Physical Inspection Approval
 - Available Financing
 - Governmental Approvals
 - Financial & Operational Feasibility
 - Soil Borings
- Township may terminate PA on or before December 12
- If PA not terminated - closing December 19
- Financial & Operational Feasibility Study
- Progressive AE hired to:
 - Determine the operational feasibility of 5920 Tahoe
 - Estimation of renovation costs based on draft schematic floor plan
 - Provide "high level" estimation of Township Hall addition to Wisner Center or building on existing site

8

Cascade Township

WORK SESSION
DECEMBER 4, 2019

9

CASCADE TOWNSHIP FACILITY STUDY

Based on the results of the investigation, observation, interviews and community input gathered in the previous study, Progressive AE developed the following recommended priorities for future investment in the township:

- 1 FIRE STATION 1
- 2 TOWNSHIP HALL
- 3 NEW EMERGENCY
- 4 TOWNSHIP CENTER



DECEMBER 4, 2019

10

CASCADE TOWNSHIP HALL LOCATION OPTIONS



SITE PLAN

DECEMBER 4, 2019

progressive ae

11

OPTION A (WISNER CENTER ADDITION)



ESTIMATED PROJECT COST
 Low \$4.3 - High \$5.4
 (\$245/SF CONSTRUCTION VALUE)

ADDITION SQUARE FOOTAGE
 16,000 SF

SITE DIAGRAM

DECEMBER 4, 2019

progressive ae

12

OPTION B (5920 TAHOE LITE RENOVATION)



ESTIMATED PROJECT COST
 \$550,000
 (\$40/SF CONSTRUCTION VALUE)

BUILDING SQUARE FOOTAGE
 12,940 SF

SITE DIAGRAM

DECEMBER 4, 2019

progressive | ae

13

OPTION C (NEW BUILDING AT CURRENT SITE)



ESTIMATED PROJECT COST
 Low \$4.3 - High \$5.4
 (\$245/SF CONSTRUCTION VALUE)

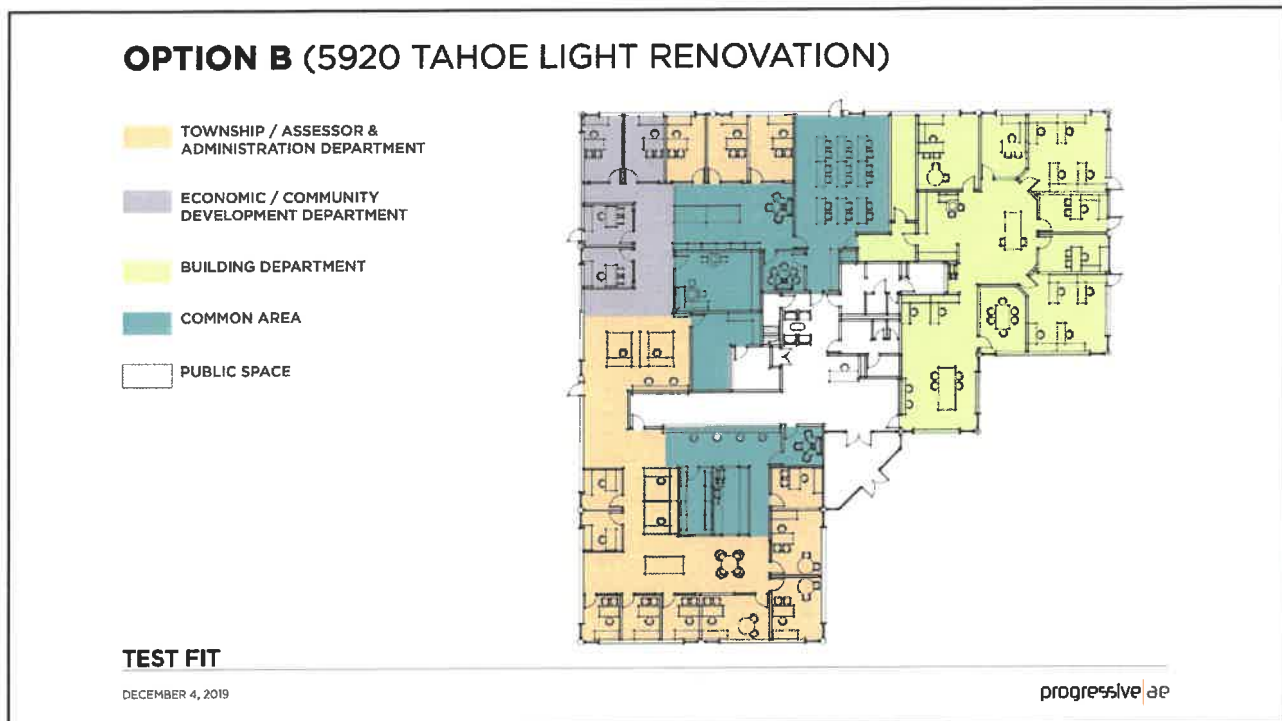
ADDITION SQUARE FOOTAGE
 16,000 SF

SITE DIAGRAM

DECEMBER 4, 2019

progressive | ae

14



15

5920 Tahoe – Due Diligence

- **Environmental Study – Conducted by Fishbeck**
 - Required for protections under the Comprehensive Environmental Response, Compensation and Liability Act
 - REC – Recognized Environmental Condition
 - Current use of the subject property does not appear to create a REC
 - Historical use of the subject property does not appear to create a REC
 - Office building constructed in 1986
 - Part of larger agricultural property prior to that
 - Subject property is unlikely to be effected by REC on sites identified through the Environmental Data Resources report

16

5920 Tahoe – Due Diligence

- **Title Commitment & Survey**
- Title Commitment by First American Title Insurance Company
 - Legal Description different from that of Kent County Tax Rolls
 - Has been resolved
 - Discharge of Mortgages
 - Seller must satisfy the mortgage/lien discharge requirements at closing
- Survey by Fishbeck
 - AT&T Vault located on property without easement
 - Hydrant located on property without easement
 - Landscaping wall encroaches neighboring property by 1 – 1.3 feet

17

5920 Tahoe – Due Diligence

- **Physical Inspections – Conducted by Fishbeck**
- Overall, the physical condition of the building is categorized as good to very good, with several renovations taking place over the past few years
- Physical Deficiencies Identified (Would be part of renovation costs)
 - Men and Women barrier free toilet stalls deficient
 - Turning radius & door width
 - Entryway
 - Slope of approach is ADA compliant but lacks a "landing pad" at doorway

18

Township Hall - Summary


- ▶ 5920 Tahoe, with moderate renovations, would meet out current operational needs and allow for organic growth in the organization
 - ▶ Would allow for all administrative functions to be in one building, saving significant funds currently spent on lease space and utilities (\$70,000+)
 - ▶ Would allow departments to work together in a more efficient manner
- ▶ Purchase and renovation of 5920 Tahoe would be the most financially efficient solution to address Township Hall and Fire Station #1 facility needs:
 - ▶ \$2 million vs. \$4-\$5+ million for an addition to the Wisner Center or facility on the current site
 - ▶ Would allow for Fire Station #1 to be rebuilt on current site without additional property acquisition costs
 - ▶ Would provide the Township with an appreciable asset

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Township Hall – Options & Next Steps


- ▶ Option #1 – Purchase 5920 Tahoe
 - ▶ Closing on or before 12/19/19
 - ▶ Design & Perform Renovations (6 months)
- ▶ Option #2 – Terminate Purchase Agreement
 - ▶ Must terminate on or before 12/12/19
 - ▶ If termination is for something listed in contingency section – deposit would be returned

20



Board Member Questions & Comments

21



Resident Questions & Comments

22



Thank You!

Next Township Board Meeting – December 11, 2019



First American

Commitment

Commitment for Title Insurance

ISSUED BY

First American Title Insurance Company

4362 Cascade Road SE, Suite 109, Grand Rapids, Michigan, 49546,
(616)975-4102, kentcomm@firstam.com

File No. 865233

COMMITMENT FOR TITLE INSURANCE

Issued By

FIRST AMERICAN TITLE INSURANCE COMPANY

NOTICE

IMPORTANT-READ CAREFULLY: THIS COMMITMENT IS AN OFFER TO ISSUE ONE OR MORE TITLE INSURANCE POLICIES. ALL CLAIMS OR REMEDIES SOUGHT AGAINST THE COMPANY INVOLVING THE CONTENT OF THIS COMMITMENT OR THE POLICY MUST BE BASED SOLELY IN CONTRACT.

THIS COMMITMENT IS NOT AN ABSTRACT OF TITLE, REPORT OF THE CONDITION OF TITLE, LEGAL OPINION, OPINION OF TITLE, OR OTHER REPRESENTATION OF THE STATUS OF TITLE. THE PROCEDURES USED BY THE COMPANY TO DETERMINE INSURABILITY OF THE TITLE, INCLUDING ANY SEARCH AND EXAMINATION, ARE PROPRIETARY TO THE COMPANY, WERE PERFORMED SOLELY FOR THE BENEFIT OF THE COMPANY, AND CREATE NO EXTRACONTRACTUAL LIABILITY TO ANY PERSON, INCLUDING A PROPOSED INSURED.

THE COMPANY'S OBLIGATION UNDER THIS COMMITMENT IS TO ISSUE A POLICY TO A PROPOSED INSURED IDENTIFIED IN SCHEDULE A IN ACCORDANCE WITH THE TERMS AND PROVISIONS OF THIS COMMITMENT. THE COMPANY HAS NO LIABILITY OR OBLIGATION INVOLVING THE CONTENT OF THIS COMMITMENT TO ANY OTHER PERSON.

COMMITMENT TO ISSUE POLICY

Subject to the Notice; Schedule B, Part I-Requirements; Schedule B, Part II-Exceptions; and the Commitment Conditions, **First American Title Insurance Company**, a Nebraska Corporation (the "Company"), commits to issue the Policy according to the terms and provisions of this Commitment. This Commitment is effective as of the Commitment Date shown in Schedule A for each Policy described in Schedule A, only when the Company has entered in Schedule A both the specified dollar amount as the Proposed Policy Amount and the name of the Proposed Insured.

If all of the Schedule B, Part I-Requirements have not been met within six months after the Commitment Date, this Commitment terminates and the Company's liability and obligation end.

First American Title Insurance Company

Dennis J. Gilmore
President

Jeffrey S. Robinson
Secretary

If this jacket was created electronically, it constitutes an original document.

This page is only a part of a 2016 ALTA® Commitment for Title Insurance issued by First American Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I-Requirements; Schedule B, Part II-Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

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COMMITMENT CONDITIONS

1. DEFINITIONS

- (a) "Knowledge" or "Known": Actual or imputed knowledge, but not constructive notice imparted by the Public Records.
- (b) "Land": The land described in Schedule A and affixed improvements that by law constitute real property. The term "Land" does not include any property beyond the lines of the area described in Schedule A, nor any right, title, interest, estate, or easement in abutting streets, roads, avenues, alleys, lanes, ways, or waterways, but this does not modify or limit the extent that a right of access to and from the Land is to be insured by the Policy.
- (c) "Mortgage": A mortgage, deed of trust, or other security instrument, including one evidenced by electronic means authorized by law.
- (d) "Policy": Each contract of title insurance, in a form adopted by the American Land Title Association, issued or to be issued by the Company pursuant to this Commitment.
- (e) "Proposed Insured": Each person identified in Schedule A as the Proposed Insured of each Policy to be issued pursuant to this Commitment.
- (f) "Proposed Policy Amount": Each dollar amount specified in Schedule A as the Proposed Policy Amount of each Policy to be issued pursuant to this Commitment.
- (g) "Public Records": Records established under state statutes at the Commitment Date for the purpose of imparting constructive notice of matters relating to real property to purchasers for value and without Knowledge.
- (h) "Title": The estate or interest described in Schedule A.

2. If all of the Schedule B, Part I—Requirements have not been met within the time period specified in the Commitment to Issue Policy, this Commitment terminates and the Company's liability and obligation end.

3. The Company's liability and obligation is limited by and this Commitment is not valid without:

- (a) the Notice;
- (b) the Commitment to Issue Policy;
- (c) the Commitment Conditions;
- (d) Schedule A;
- (e) Schedule B, Part I—Requirements;
- (f) Schedule B, Part II—Exceptions

4. COMPANY'S RIGHT TO AMEND

The Company may amend this Commitment at any time. If the Company amends this Commitment to add a defect, lien, encumbrance, adverse claim, or other matter recorded in the Public Records prior to the Commitment Date, any liability of the Company is limited by Commitment Condition 5. The Company shall not be liable for any other amendment to this Commitment.

5. LIMITATIONS OF LIABILITY

- (a) The Company's liability under Commitment Condition 4 is limited to the Proposed Insured's actual expense incurred in the interval between the Company's delivery to the Proposed Insured of the Commitment and the delivery of the amended Commitment, resulting from the Proposed Insured's good faith reliance to:
 - (i) comply with the Schedule B, Part I—Requirements;
 - (ii) eliminate, with the Company's written consent, any Schedule B, Part II—Exceptions; or
 - (iii) acquire the Title or create the Mortgage covered by this Commitment.
- (b) The Company shall not be liable under Commitment Condition 5(a) if the Proposed Insured requested the amendment or had Knowledge of the matter and did not notify the Company about it in writing.
- (c) The Company will only have liability under Commitment Condition 4 if the Proposed Insured would not have incurred the expense had the Commitment included the added matter when the Commitment was first delivered to the Proposed Insured.
- (d) The Company's liability shall not exceed the lesser of the Proposed Insured's actual expense incurred in good faith and described in Commitment Conditions 5(a)(i) through 5(a)(iii) or the Proposed Policy Amount.
- (e) The Company shall not be liable for the content of the Transaction Identification Data, if any.
- (f) In no event shall the Company be obligated to issue the Policy referred to in this Commitment unless all of the Schedule B, Part I—Requirements have been met to the satisfaction of the Company.
- (g) In any event, the Company's liability is limited by the terms and provisions of the Policy.

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6. LIABILITY OF THE COMPANY MUST BE BASED ON THIS COMMITMENT

- (a) Only a Proposed Insured identified in Schedule A, and no other person, may make a claim under this Commitment.
- (b) Any claim must be based in contract and must be restricted solely to the terms and provisions of this Commitment.
- (c) Until the Policy is issued, this Commitment, as last revised, is the exclusive and entire agreement between the parties with respect to the subject matter of this Commitment and supersedes all prior commitment negotiations, representations, and proposals of any kind, whether written or oral, express or implied, relating to the subject matter of this Commitment.
- (d) The deletion or modification of any Schedule B, Part II—Exception does not constitute an agreement or obligation to provide coverage beyond the terms and provisions of this Commitment or the Policy.
- (e) Any amendment or endorsement to this Commitment must be in writing and authenticated by a person authorized by the Company.
- (f) When the Policy is issued, all liability and obligation under this Commitment will end and the Company's only liability will be under the Policy.

7. IF THIS COMMITMENT HAS BEEN ISSUED BY AN ISSUING AGENT

The issuing agent is the Company's agent only for the limited purpose of issuing title insurance commitments and policies. The issuing agent is not the Company's agent for the purpose of providing closing or settlement services.

8. PRO-FORMA POLICY

The Company may provide, at the request of a Proposed Insured, a pro-forma policy illustrating the coverage that the Company may provide. A pro-forma policy neither reflects the status of Title at the time that the pro-forma policy is delivered to a Proposed Insured, nor is it a commitment to insure.

9. ARBITRATION

The Policy contains an arbitration clause. All arbitrable matters when the Proposed Policy Amount is *less than the certain dollar amount set forth in any applicable arbitration clause*, shall be arbitrated at the option of either the Company or the Proposed Insured as the exclusive remedy of the parties. A Proposed Insured may review a copy of the arbitration rules at <http://www.alta.org/arbitration>.

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First American

Schedule A

ALTA Commitment for Title Insurance

ISSUED BY

First American Title Insurance Company

File No: 865233

Transaction Identification Data for reference only:

Issuing Agent: First American Title Insurance Company

Issuing Office: 4362 Cascade Road SE, Suite 109,
Grand Rapids, MI 49546

Commitment No.: 865233

Issuing Office File No.: 865233

Property Address: 5920 Tahoe Drive SE, Grand Rapids, MI
49546

Revision:

SCHEDULE A

1. Commitment Date: September 27, 2019 8:00 AM
2. Policy to be issued:
 - (A) ALTA Owner's Policy (6-17-06)
Proposed Insured: Cascade Charter Township, a Michigan charter township
Proposed Policy Amount: \$1,400,000.00
3. The estate or interest in the Land described or referred to in this Commitment is
Fee Simple
4. The Title is, at the Commitment Date, vested in:

Tahoe Associates, LLC, a Michigan limited liability company
5. The Land is described as follows:
See Schedule C attached hereto and made a part hereof

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First American

Schedule BI & BII

ALTA Commitment for Title Insurance

ISSUED BY

First American Title Insurance Company

File No: 865233

Commitment No.: 865233

SCHEDULE B, PART I

Requirements

All of the following Requirements must be met:

1. The Proposed Insured must notify the Company in writing of the name of any party not referred to in this Commitment who will obtain an interest in the Land or who will make a loan on the Land. The Company may then make additional Requirements or Exceptions.
2. Pay the agreed amount for the estate or interest to be insured.
3. Pay the premiums, fees, and charges for the Policy to the Company.
4. Documents satisfactory to the Company that convey the Title or create the Mortgage to be insured, or both, must be properly authorized, executed, delivered, and recorded in the Public Records.
5. Submit completed Owner's Estoppel/Affidavit/ALTA Statement on the form provided by the Company and signed by or on behalf of all owners.
6. If the Company has been requested to limit the exception for rights of tenants to rights of tenant, as tenants only, the exception will be limited as requested upon submission and review of copies of leases to confirm there are no rights of first refusal or options to purchase contained in any lease or upon submission of such other evidence satisfactory to the company that there are no rights of first refusal or options to purchase in favor of any tenant.
7. The property as described in this commitment covers the same land as that in the Kent County Tax Rolls, however it is described differently, which may lead to the Deed to be insured to be rejected for recording. Submit evidence satisfactory to the Company that the legal description for the land to be insured has been approved by the Kent County office.
8. Discharge(s) of the Mortgage(s) excepted on Schedule B - Section II. In the event any lien to be paid, satisfied and released of record is an Equity Line or Future Advance Mortgage, we require a written payoff request authorized and signed by the Mortgagor to the Lender requesting the payoff amount and instructing the Lender, upon receipt of the request, to freeze the account, make no further advances and to record a Discharge of Mortgage upon receipt of payoff funds. Prior to or at closing, submit an Affidavit by seller attesting that seller has made no withdrawals by check, draft, electronic transfer or otherwise that would increase the balance due since the provision of a payoff amount for the account.
9. Submit a copy of the operating agreement of Tahoe Associates, LLC, a Michigan limited liability company. Further requirements may be made upon review of the operating agreement.

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10. Provide satisfactory evidence of the authority of the person or persons authorized to execute the Deed on behalf of Tahoe Associates, LLC, a Michigan limited liability company.
11. Warranty Deed from Tahoe Associates, LLC, a Michigan limited liability company to Cascade Charter Township, a Michigan charter township.
12. Application has been made for the issuance of Owner's policy without standard exceptions. Such policy will be issued upon receipt of the following:
 - a) A fully executed Owner's affidavit which evidences there has been no work completed on the property within the last 90 days or, if work has been completed, a final sworn statement satisfactory to First American Title Insurance Company. Full unconditional waivers of lien must accompany such affidavit; and
 - b) An ALTA/NSPS survey or other survey satisfactory to First American Title Insurance Company. Additional exceptions will be made for any easements, encroachments or other matters which may be disclosed by the survey.
13. Pay unpaid taxes and assessments unless shown as paid.
14. All Taxes paid to and including 2018
 2018 Winter Taxes PAID in the amount of \$8,938.07
 2019 Summer Taxes PAID in the amount of \$14,129.72
 Tax Item No. 41-19-17-127-004
 Property Address: 5920 Tahoe Drive SE, Grand Rapids, MI 49546
 If any amounts are shown as DUE, the total does not include collection fees, penalties or interest.
15. If the Land is connected to public/community water or sewer, furnish a copy of the current bill to First American Title Insurance Company showing that all charges have been paid to date or the Policy to be issued will include an exception on Schedule B for water and sewer charges which became a lien prior to the Date of Policy.

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First American

Schedule BI & BII (Cont.)

ALTA Commitment for Title Insurance

ISSUED BY

First American Title Insurance Company

File No: 865233

Commitment No.: 865233

SCHEDULE B, PART II

Exceptions

THIS COMMITMENT DOES NOT REPUBLISH ANY COVENANT, CONDITION, RESTRICTION, OR LIMITATION CONTAINED IN ANY DOCUMENT REFERRED TO IN THIS COMMITMENT TO THE EXTENT THAT THE SPECIFIC COVENANT, CONDITION, RESTRICTION, OR LIMITATION VIOLATES STATE OR FEDERAL LAW BASED ON RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, HANDICAP, FAMILIAL STATUS, OR NATIONAL ORIGIN.

The Policy will not insure against loss or damage resulting from the terms and provisions of any lease or easement identified in Schedule A, and will include the following Exceptions unless cleared to the satisfaction of the Company:

1. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I-Requirements are met.
2. Any facts, rights, interests, or claims that are not shown by the Public Records but that could be ascertained by an inspection of the Land or by making inquiry of persons in possession of the Land.
3. Easements, liens or encumbrances, or claims thereof, not shown by the Public Records.
4. Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title including discrepancies, conflicts in boundary lines, shortage in area, or any other facts that would be disclosed by an accurate and complete land survey of the Land, and that are not shown in the Public Records.
5. Any lien or right to lien for services, labor or material imposed by law and not shown by the Public Records.
6. Taxes and assessments not due and payable at Commitment Date.
7. Leasehold Mortgage executed by ADAC Plastics, Inc., a Michigan corporation to Fifth Third Bank, dated September 14, 2001, recorded September 28, 2001, in [Liber 5635, page 815](#).
8. Easement for Electric Facilities in favor of Consumers Power Company and the Covenants, Conditions and Restrictions contained in instrument recorded in [Liber 2499, page 949](#).
9. Interest, if any, of the United States, State of Michigan, or any political subdivision thereof, in the oil, gas and minerals in and under and that may be produced from the captioned land.

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10. Rights of tenants, if any, under any unrecorded leases.
11. Lien for outstanding water or sewer charges, if any.

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First American

Schedule C

ISSUED BY

First American Title Insurance Company

File No:865233

Commitment No.: 865233

Land in the Township of Cascade, Kent County, MI, described as follows:

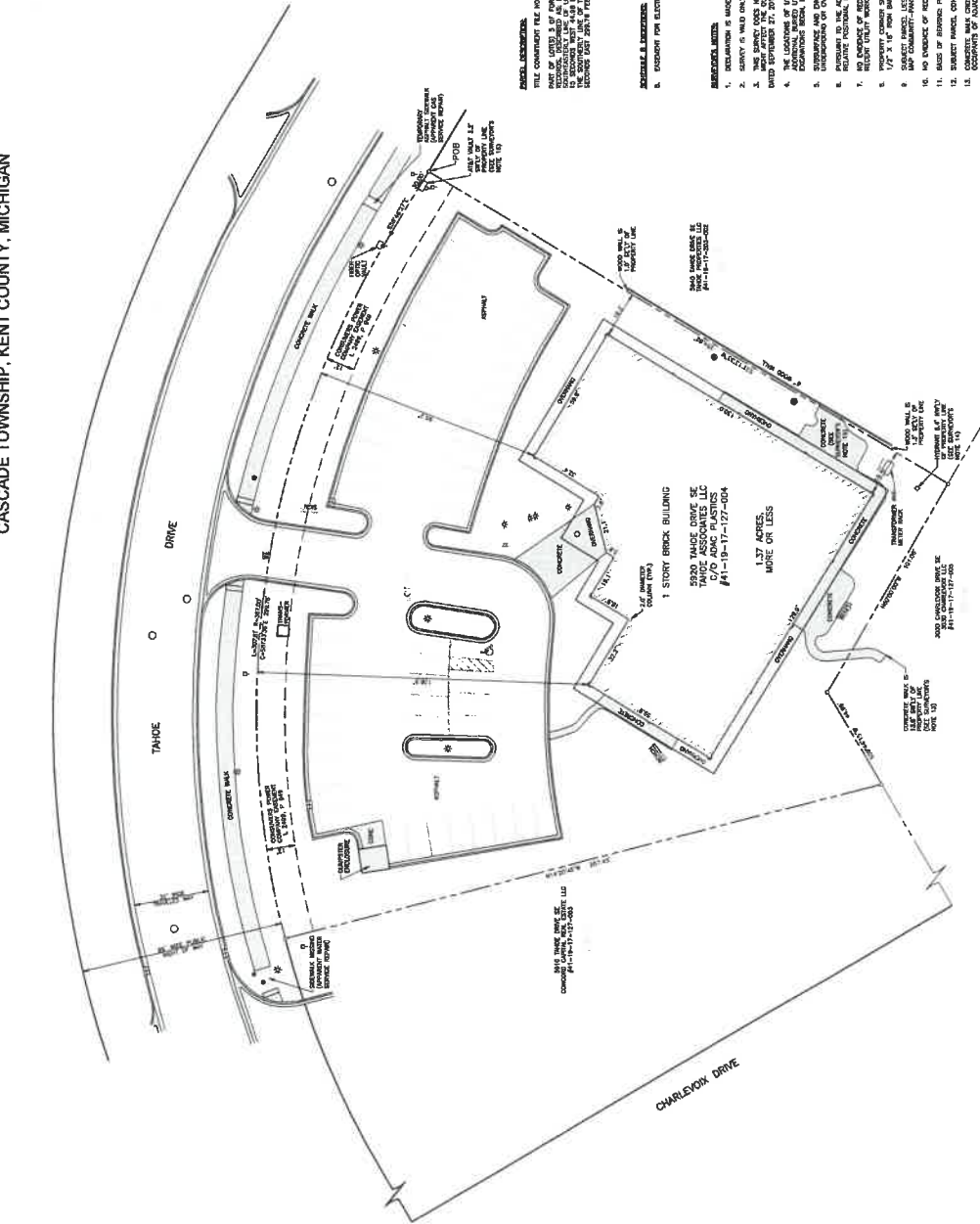
Part of Lot(s) 5 of FOREMOST CENTENNIAL PARK NO. 1 according to the plat thereof recorded in Liber 73 of Plats, Pages 49, 50 and 50-A of Kent County Records, described as: Beginning at the most Easterly corner of said Lot 5; thence South 31 degrees 13 minutes 33 seconds West 254.62 feet along the Southeasterly line of Lot 5; thence North 60 degrees 00 minutes West 101.06 feet along the Southerly line of Lot 5; thence South 59 degrees 44 minutes 15 seconds West 44.96 feet along said Southerly line; thence North 14 degrees 20 minutes 45 seconds West 257.45 feet; thence Easterly 307.81 feet along the Southerly line of Tahoe Drive (86 feet wide) on a 387 foot radius curve to the right, the chord of which bears South 81 degrees 33 minutes 36 seconds East 299.76 feet; thence South 58 degrees 46 minutes 27 seconds East 30.0 feet along said Southerly line to the place of beginning.

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ALTA / NSPS LAND TITLE SURVEY
 PART OF NORTHWEST 1/4, SECTION 17,
 TOWN 6 NORTH, RANGE 10 WEST,
 CASCADE TOWNSHIP, KENT COUNTY, MICHIGAN



- LEGEND**
- PROPERTY IRON (FOUND)
 - PROPERTY IRON (SET)
 - CURB
 - CURB CATCH BASIN
 - ROUND CATCH BASIN
 - SQUARE CATCH BASIN
 - WATER VALVE
 - HYDRANT
 - WET/DRY STOP BOX
 - CLEANOUT
 - ELECTRICAL PANEL
 - SIGNALING LIGHT
 - TELEPHONE/ELECTRIC/CABLE W/ ROOSTER
 - FLAG POLE
 - POB POINT OF BEGINNING



THIS PLAN AND THE SURVEY THEREON WERE PREPARED BY THE SURVEYOR IN ACCORDANCE WITH THE REQUIREMENTS OF THE MICHIGAN SURVEYING ACT AND THE MICHIGAN LAND TITLE ACT. THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND HAS FOUND NO EVIDENCE OF ANY UNRECORDED EASEMENTS OR INTERESTS. THE SURVEYOR HAS ALSO CONDUCTED A VISUAL INSPECTION OF THE RECORDS OF THE PUBLIC RECORDS OFFICE AND HAS FOUND NO RECORDS OF ANY UNRECORDED EASEMENTS OR INTERESTS. THE SURVEYOR HAS ALSO CONDUCTED A VISUAL INSPECTION OF THE RECORDS OF THE PUBLIC RECORDS OFFICE AND HAS FOUND NO RECORDS OF ANY UNRECORDED EASEMENTS OR INTERESTS.

ALTA/NSPS Land Title Survey
 Kent County, Michigan
 Part of Northwest 1/4, Section 17,
 T6N, R10W, Cascade Township

DRAFT

Drawn By	LP
Designer	LP
Checker	LP
Project No.	190019
Sheet No.	1 of 1

- GENERAL NOTES:**
- THE COMPARISON FILE IS A MODEL, ISSUED BY FIRST MICHIGAN TITLE INSURANCE COMPANY, DATED SEPTEMBER 27, 2018, AT 10:48 AM.
 - THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND HAS FOUND NO EVIDENCE OF ANY UNRECORDED EASEMENTS OR INTERESTS. THE SURVEYOR HAS ALSO CONDUCTED A VISUAL INSPECTION OF THE RECORDS OF THE PUBLIC RECORDS OFFICE AND HAS FOUND NO RECORDS OF ANY UNRECORDED EASEMENTS OR INTERESTS.
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Phase I Environmental Site Assessment

5920 Tahoe Drive SE
Grand Rapids, Michigan

Project No. 190019
October 25, 2019

REVIEW DRAFT

Phase I Environmental Site Assessment

**5920 Tahoe Drive SE
Grand Rapids, Michigan**

**Prepared For:
Cascade Township
Grand Rapids, Michigan**

**October 25, 2019
Project No. 190019**

Review Draft

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List of Abbreviations/Acronyms

- AAI all appropriate inquiry
- ACM asbestos containing material
- AIRS Permit and Emissions Inventory Data
- AMSD approximate minimum search distance
- amsl above mean sea level
- AST aboveground storage tank
- ASTM American Society for Testing and Materials
- AUL Activity and Use Limitation
- BEA Baseline Environmental Assessment
- bgs below ground surface
- BTEX benzene, toluene, ethylbenzene, and xylenes
- CERCLA Comprehensive Environmental Response, Compensation, and Liability Act

CERCLIS	Comprehensive Environmental Response, Compensation, and Liability Information System
CESQG	conditionally-exempt small-quantity generator
CFR	Code of Federal Regulations
CORRACTS	Corrective Action Report
CPG	Certified Professional Geologist
DCC	Direct Contact Criteria
DCE	dichloroethene
DRO	diesel range organics
DWC	Drinking Water Criteria
DWPC	Drinking Water Protection Criteria
ECHO	Enforcement and Compliance History Information Online
EDR	Environmental Data Resources, Inc.
EGLE	Michigan Department of Environment, Great Lakes, and Energy
EGLE-AQD	Air Quality Division of EGLE
EGLE-ODWMA	Office of Drinking Water and Municipal Assistance
EGLE-OWMRP	Office of Waste Management and Radiological Protection
EGLE-RRD	Remediation and Redevelopment Division of EGLE
EGLE-WHMD	Waste and Hazardous Materials Division of EGLE
EGLE-WRD	Water Resources Division of EGLE
ERD	Environmental Response Division
ERNS	Emergency Response Notification Systems
ESA	Environmental Site Assessment
FINDS	Facility Index System/Facility Registration System
FOIA	U.S. Freedom of Information Act
GIS	Geographic Information System
GRCC	Generic Residential Cleanup Criteria
GSIPC	Groundwater/Surface Water Interface Protection Criteria
ICIS	Integrated Compliance Information System
IC/EC	Institutional Controls/Engineering Controls
IRAP	Interim Remedial Action Plan
LNAPL	light non-aqueous phase liquids
LQG	large quantity generator
LUST	leaking underground storage tank
MDLARA	Michigan Department of Licensing and Regulatory Affairs
MDNR	Michigan Department of Natural Resources
NFA Report	No Further Action Report
NFRAP	No Further Remedial Action Planned
NLR	No License Required
NPDES	National Pollutant Discharge Elimination System
NPL	National Priorities List
NREPA	Natural Resources and Environmental Protection Act
PA	Public Act
PCBs	polychlorinated biphenyls
PCE	tetrachloroethene or tetrachloroethylene
PFAS	Poly-and Perfluoroalkyl Substances
PFOA	perfluorooctanoic acid
PFOS	perfluorooctane sulfonic acid
PNA	polynuclear aromatic hydrocarbons

PSIC	Particulate Soil Inhalation Criteria
RBSL	Risk-Based Screening Levels
RCRA	Resource Conservation and Recovery Act
RMP	Risk Management Program or Plan
REC	recognized environmental condition
SDBL	Statewide Default Background Levels
SEMS-ARCHIVE	Superfund Enterprise Management System Archive
SHWS	State Hazardous Waste Site
SQG	small quantity generator
SVOC	semi-volatile organic compound
TCE	trichloroethene or trichloroethylene
TRIS	Toxic Release Inventory System
TSCA	Toxic Substances Control Act
TSD	treatment, storage, and disposal
µg/kg	micrograms per kilogram
µg/L	micrograms per liter
USDA	U.S. Department of Agriculture
USEPA	U.S. Environmental Protection Agency
USGS	U.S. Geological Survey
UST	underground storage tank
VEC	vapor encroachment condition
VIAP	Volatilization to Indoor Air Pathway
VEC	vapor encroachment condition
VOC	volatile organic compound
WDS	waste disposal site
WWTP	wastewater treatment plant

1.0 Summary

Fishbeck has performed a Phase I ESA on 5920 Tahoe Drive SE, Grand Rapids, Michigan (subject property). This Phase I ESA was conducted in conformance with the scope and limitations of ASTM Standard Practice E1527-13 (ASTM Standard), and constitutes all appropriate inquiry into the previous ownership and uses of the property consistent with good commercial or customary practice, as defined in *Standards and Practices for All Appropriate Inquiries (AAI)* (40 CFR Part 312). For reference, Appendix 1 contains the ASTM Standard Practice E1527-13 Definitions.

The purpose of this assessment is to determine if RECs exist on the subject property and to satisfy one of the requirements to qualify for the innocent landowner, contiguous property owner, or bona fide prospective purchaser limitations on CERCLA liability.

The subject property consists of approximately 1.23 acres and contains a 12,756-square-foot building. The subject property is located within a mixed commercial and residential area. A Location Map and a Site Map for the subject property are included in Appendix 2. The property is currently used by ADAC Automotive as an office building. Historical records indicate the subject property has been primarily used as an office building since its construction in 1986. Prior to development, the subject property was part of a larger agricultural field. This assessment has revealed no evidence of RECs in connection with the subject property.

2.0 Introduction

2.1 Purpose

This document presents the results of a Phase I ESA on the subject property. Cascade Township has requested Fishbeck perform this assessment, which was conducted by Ms. Marley McVey and Mr. Thomas Budge.

This assessment was conducted to provide an objective, independent professional opinion of the potential environmental risks, if any, associated with the subject property. The purpose of this assessment is to identify RECs in connection with the subject property and to satisfy one of the requirements to qualify for the innocent landowner, contiguous property owner, or bona fide prospective purchaser limitations on CERCLA liability, i.e., “all appropriate inquiry into the previous ownership and uses of the property consistent with good commercial or customary practice.”

A REC means the presence or likely presence of any hazardous substances or petroleum products in, on, or at a property: (1) due to any release to the environment; (2) under conditions indicative of a release to the environment; or (3) under conditions that pose a material threat of a future release to the environment. This term is not meant to include de minimis conditions that generally do not pose a threat to human health or the environment and that generally would not be the subject of an enforcement action if brought to the attention of appropriate government agencies. Conditions deemed de minimis are not RECs.

2.2 Detailed Scope of Services

This Phase I ESA was conducted in general accordance with the scope and limitations of the ASTM Standard. This assessment included a site reconnaissance, review of governmental records and environmental databases, interviews with persons knowledgeable of site conditions, review of available historical information on the subject property and surrounding properties, and report preparation.

The client did not request that any additional issues be addressed in this report.

2.3 Significant Assumptions

Fishbeck assumes the information reviewed in this assessment (including government records and environmental databases, prior ESAs, and historical sources) is reliable and accurate. We also assume all interviewees have responded truthfully and to the extent of their knowledge.

2.4 Limitations and Exceptions

The information gathered for this Phase I ESA is limited to information that is publicly available, obtainable within reasonable time and cost constraints, and is practically reviewable. It is also limited to accessible areas and conspicuous visual indicators encountered during the site reconnaissance. The ESA interpretations are made within the context of these limitations.

2.5 Special Terms and Conditions

No special terms and conditions were required in this assessment.

2.6 User Reliance

This Phase I ESA report is provided for the client's exclusive use. The report may also be used by any lender that is loaning funds in connection with the subject property. Any use of the report by others, without the written consent of Fishbeck, will be without liability to Fishbeck.

3.0 User-Provided Records

Mr. Ben Swayze, Cascade Township Manager, completed a User Questionnaire on October 28, 2019, provided by Fishbeck. A copy of the questionnaire is included in Appendix 3.

3.1 Title Records

Mr. Swayze provided Fishbeck with a commitment for title insurance for the subject property, issued by First America title Insurance Company, Grand Rapids, Michigan, dated September 27, 2019. A copy is located in Appendix 3.

3.2 Environmental Liens or Activity and Use Limitations

Mr. Swayze was unaware of any federal, state, or local environmental cleanup liens in effect for the subject property. In addition, Mr. Swayze was unaware of any legal restrictions on the property's use or for activities conducted on the property.

The title search or insurance information referenced above did not identify any environmental liens or activity or use limitations for the subject property.

Fishbeck reviewed <http://www.mcgi.state.mi.us/environmentalmapper/>, the EGLE online database Environmental Mapper, for any land use or activities restrictions for the subject property. The database did not show any recorded land use or activities restrictions on the subject property.

Fishbeck also reviewed https://www.michigan.gov/documents/deq/deq-rrd-ce-PerfectedLienList_496199_7.pdf, the online Michigan Environmental Liens list. The database did not show any recorded land use or activities restrictions on the subject property.

3.3 User Knowledge

Mr. Swayze stated he had no specialized or actual knowledge of any conditions on the subject property that would be interpreted as a REC.

3.4 Valuation Reduction for Environmental Issues

Mr. Swayze stated the proposed price being paid for this property reasonably reflects the fair market value.

3.5 Prior Site Investigations

There are no known previous Phase I ESAs or other site investigations for the subject property.

3.6 Reasons for Performing Phase I ESA

This Phase I ESA was completed to satisfy due diligence requirements prior to acquisition of the subject property by Cascade Township.

4.0 Subject Property Description

4.1 Location and Legal Description

The subject property is located in the Northeast ¼ of the Northwest ¼ of Section 17, Town 6 North, Range 10 West, Cascade Township, Kent County, Michigan. The subject property is owned by ADAC under the ownership entity Tahoe Associates LLC. The property address is 5920 Tahoe Drive SE, and the tax identification number is 41-19-17-127-004. A legal description is included in Appendix 4.

4.2 Physical Description

The subject property consists of approximately 1.23 acres and contains a 12,756-square-foot office building located in a mixed commercial and residential area.

According to Cascade Township’s online BS&A Software database, the building was constructed in 1986. It is constructed primarily with concrete block set on a concrete slab.

Utilities supplied to the subject property include electricity, natural gas, and municipal water and sanitary sewer service. The building is heated with natural gas and is air conditioned. Water and sanitary sewer services have been supplied to the subject property by municipal authorities since its construction.

4.3 Current Uses of the Subject Property

The subject property is currently used by ADAC Automotive as an office building.

4.4 Current Uses of Adjoining Properties

Adjoining properties were assessed during the site reconnaissance to identify uses that may potentially create an offsite source of contamination that could impact the subject property. The adjoining properties were viewed from the subject property and/or readily accessible public roadways or right-of-ways. The observed uses of the adjoining properties are summarized below:

Direction	Observed Use	Environmental Concerns
North	Tahoe Drive SE followed by Acosta Sales & Marketing	None observed
South	Vacant lot	
East	First American Title Insurance Company	
West	Helmholdt + Company LLP	

5.0 Environmental Setting

5.1 Topography and Surface Water

The current USGS topographic map (provided in Appendix 5) indicates the surface elevation of the subject property is approximately 770 feet amsl. The closest surface water body is the Thornapple River, which is located approximately 0.9 miles east of the subject property.

5.2 Soils

According to <http://websoilsurvey.nrcs.usda.gov/app/>, the USDA Natural Resources Conservation Service Web Soil Survey, the soils on the subject property consist of Blount loam with 2 to 6 percent slopes and urban land. A copy of the soil survey is provided in Appendix 5.

5.3 Hydrogeology

There are no known hydrogeological investigations on the subject property; therefore, the hydrogeology of the subject property cannot be documented. A well log for a test well drilled on a property located approximately 900 feet west of the subject property was obtained from <http://ww2.deq.state.mi.us/GeoWebFace/>, the EGLE online GeoWebFace database. The well log indicated depth to groundwater is approximately 83 feet bgs. Subsurface soils consist of clay to a depth of 50 feet bgs. The clay was underlain by a 20-foot-thick layer of sand and gravel, which is underlain by an approximately 170-foot layer of sand. Groundwater flow direction is not documented; however, it is inferred to be to the east, toward the Thornapple River.

6.0 Subject Property History

The historical uses of the subject property have been reconstructed from information obtained during with knowledgeable persons, reviews of Sanborn™ Fire Insurance Maps, city directories, historical topographic maps, and historical aerial photographs. Historical research documentation is located in Appendix 6.

6.1 Interviews with Knowledgeable Persons

Interviews are described in Section 10.

6.2 Historical Sanborn™ Maps

Sanborn map information obtained from EDR indicates the subject property is an “Unmapped Property.” A copy of the EDR Sanborn Map Report is included in Appendix 6.

6.3 Historical City Directories

Fishbeck reviewed reproductions of historical City Directory entries for the subject property, dated from 1977 to 2014, obtained from EDR. Historical City Directories can give an indication of the ownership, occupancy, or use of a property when combined with the Sanborn Map and aerial photograph information. A copy of the EDR City Directory report is included in Appendix 6. The City Directory entries are summarized as follows:

5920 Tahoe Drive SE

Directory Date(s)	Directory Findings	Environmental Concern
1977 - 1982	No listing	None observed
1987	American Equity Group, Great Lake Insurance Group, McDonalds Restaurants, Riebel Development, and Riebel Management Corporation	

Directory Date(s)	Directory Findings	Environmental Concern
1992	American Equities Building Association, American Pleasant View Limited, American SN Lake LTD Partnership, American West Michigan Properties, American-Bay Harbor LTD Partnership, Dan Bauer, ECO Inc., Forest Park Partnership, McDonalds Corporation, Riebel Development Corporation, and Spring Lake LTD Partnership	None observed
1995	American West Michigan Properties, McDonalds Restaurants of Michigan, and Spring Lake LTD Partnership	
2000	ADAC Plastics Inc., BP Retail Investors LLC, and David M. Riebel	
2005	ADAC Plastics Inc. and BP Retail Investors LLC	
2010	ADAC Plastics Inc.	
2014	ADAC Automotive Trim Inc., ADAC Door Components Inc., and ADAC Plastics Inc.	

6.4 Historical Aerial Photographs

Fishbeck reviewed historical aerial photographs for the subject property, dated at various intervals from 1938 to 2016, obtained from EDR. Satellite imagery dated 2015 from *Google Earth* was also reviewed. Although the scale and resolution of the historical aerial photographs do not always produce the clarity necessary to determine individual site features, they are instructive for tracking the overall development of the subject property and the surrounding area. A copy of the EDR aerial photograph report is included in Appendix 6. Observations made during the review of the photographs are summarized below:

Photo Date	Photo Findings	Environmental Concern
1938 - 1981	Agricultural field	None observed
1987 - 2016	Building and associated parking appear in same configuration as today.	

6.5 Historical Topographic Maps

Fishbeck reviewed historical topographic maps for the subject property obtained from EDR. Historical topographic map entries can present unique or additional information about the history of a site, including the presence of former lagoons, wells (oil/gas/mineral), and surface mining operations. A copy of the EDR historical topographic map report is included in Appendix 6. There were no significant findings in the historical topographic maps.

7.0 Surrounding Properties History

Based on the above historical references, the properties surrounding the subject property were undeveloped land and agricultural fields from the late 1930s to the mid 1970s. Residential and commercial development of the land appears to have begun slowly in the mid 1960s. In the mid 1970s, many of the roads have been constructed and development of the surrounding properties begins to increase. The property to the west appears to have been utilized as an orchard from at least 1938 to the late 1990s, when most of the orchard appears to have been developed. The orchard is estimated to have been located approximately 300 feet west of the subject property. In the late 1980s to early 1990s, the surrounding area is in a similar configuration to today.

8.0 Records Review

8.1 Database Review

EDR was retained to conduct a computerized search of publicly available environmental regulatory databases. The EDR report included a review of Standard Environmental Record Sources located within their respective AMSD as described in the ASTM Standard. The number of listed sites identified within the AMSD are summarized in the following table. A copy of the EDR research data and a description of the databases are included in Appendix 7.

Standard Federal, State, and Tribal Environmental Record Sources	AMSD (Miles)	Subject Property Listing (Yes/No)	No. of Sites Listed in AMSD (other than subject property)
Federal NPL List	1.0	No	0
Federal Delisted NPL List	1.0	No	0
Federal CERCLIS List	0.5	No	0
Federal CERCLIS NFRAP List	0.5	No	0
Federal RCRA CORRACTS Facilities List	1.0	No	0
Federal RCRA non-CORRACTS TSD Facilities List	0.5	No	0
Federal RCRA Generators List	Subject Property and Adjoining Properties	No	0
Federal IC/EC Registries	Subject Property Only	No	0
Federal ERNS List	Subject Property Only	No	0
State and Tribal Equivalent NPL/CERCLIS List (EGLE Part 201/Inventory Sites)	1.0	No	3
State and Tribal Landfill and/or Disposal Sites List	0.5	No	0
State and Tribal LUST Sites List	0.5	No	1
State and Tribal Registered Storage Tank (UST/AST) List	Subject Property and Adjoining Properties	No	0
State and Tribal IC/EC Registries	Subject Property Only	No	0
State and Tribal Voluntary Cleanup Sites	0.5	No	0
State and Tribal Brownfield Sites	0.5	No	0
*BEA Sites	0.5	No	4

*BEA Sites are not included on the ASTM prescribed Standard Environmental Record Source, but are included in the record sources summary because BEA sites are properties that have been documented to contain contaminants exceeding EGLE Part 201 GRCC in soil and/or groundwater.

The subject property was not identified in any of the Standard Environmental Record Sources, nor was it identified in any of the additional record sources in the EDR report.

The following neighboring sites identified in the EDR report are considered significant to the subject property:

- 2959 Lucerne Drive SE, Grand Rapids, approximately 572 feet east of the subject property, listed as EDR Hist Auto.
- 6025 and 6035 28th Street SE, Grand Rapids, approximately 1,330 feet northeast of the subject property, listed as RCRA-VSQG, Inventory, Part 201, and BEA.

- 5757 28th Street SE, Grand Rapids, approximately 1,555 feet northwest of the subject property, listed as BEA and Inventory.
- 5703 28th Street SE, Grand Rapids, approximately 1,834 feet northwest of the subject property, listed as LUST, UST, WDS, and Inventory.

The EDR report identified numerous surrounding sites on the Standard Environmental Record Sources within their respective AMSD, as described in the ASTM Standard. However, Fishbeck considered most of the listed sites unlikely to impact the subject property based on factors including, but not limited to:

- Fishbeck's interpretation of subsurface conditions with respect to inferred groundwater conditions and movement.
- The distance between the listed site and the subject site, with respect to subsurface migration pathways.
- Potential drainage, obstructions, or preferential pathways.
- The physical site setting.
- The nature, age, and current status of the listings.

8.2 EGLE/MDLARA Agency File Review

Based on the EDR report, a FOIA request was submitted to the Grand Rapids District Office of EGLE for the subject property and the properties considered significant to the subject property, as described above.

No information was on file for the subject property or the property located at 2959 Lucerne Drive SE at the EGLE offices.

6025 and 6035 28th Street SE – 1,330 Feet Northeast

A November 24, 2003, BEA prepared by Rose & Westra, Inc. (RW) for the site was reviewed. The two parcels were formerly occupied by separate tenants, but was later developed with one commercial building and associated parking lots. During the 2003 investigation, a total of six soil samples were collected from five soil borings on 6025 28th Street SE, and a total of nine soil samples were collected from seven soil borings on 6035 28th Street SE. In addition, three surface samples were collected from 6035 28th Street SE. The BEA identified chromium and tetrachloroethene in soil collected from the soil samples located at 6025 28th Street SE that exceeded Part 201 GRCC. The BEA identified chromium and silver in soil collected from the soil samples located at 6035 28th Street SE that exceeded Part 201 GRCC. Therefore, this entire site is considered a *facility*. Groundwater was not included in the investigation conducted by RW in 2003. It was noted, however, that due to the concentrations of silver and chromium on the property that exceeded GRCC for the protection of Groundwater Surface Water Interface and the presence of a storm water ditch along the north side of the property, the Groundwater Surface Water Interface could potentially be a complete exposure pathway. Based on the distance to this site from the subject property and the inferred groundwater flow direction to the east, this site is not expected to impact the subject property. Relevant portions of the report are included in Appendix 8.

5757 28th Street SE – 1,555 Feet Northwest

EGLE provided Fishbeck with a November 25, 2008, BEA conducted on this site by PM Environmental, Inc. (PM). The BEA identified selenium in soil collected from SB-6 at concentrations exceeding Part 201 Residential and Commercial I GSIP Cleanup Criteria. Groundwater was not encountered during the investigation to a maximum depth of 20.0 feet below ground surface. Therefore, this site is not expected to affect the subject property. Relevant portions of the report are included in Appendix 8.

5703 28th Street SE – 1,834 Feet Northwest

A BEA was submitted to EGLE for this site by Superior Environmental Corp. (Superior) on September 16, 2005. The property located at 5703 28th Street SE is now under the address 5751 28th Street SE. The BEA summarized the Phase II ESA findings from activities conducted in August 2005 and in 2001 by Superior. The site is considered a *facility* based on soil samples that identified benzo(a)pyrene, naphthalene, arsenic, chromium, copper, lead, selenium, and zinc at concentrations exceeding EGLE's Generic Residential Cleanup Criteria. During the August 2005 Phase II ESA, one groundwater sample was collected from soil boring PB-112 and analyzed for VOCs and PNAs. There were no detectable concentrations of VOCs or PNAs in the groundwater sample. Due to the distance to the subject property and the absence of contamination in the groundwater sample collected from the property, this site is not expected to affect the subject property. Relevant portions of the report are included in Appendix 8.

8.3 County Health Department

No information was on file for the subject property at the Kent County Health Department.

8.4 Local Fire Department

No information was on file for the subject property at the Cascade Township Fire Department.

9.0 Site Reconnaissance

Mr. Budge conducted a site reconnaissance of the subject property on November 1, 2019. The reconnaissance included an inspection of interior and exterior building areas and the outside areas of the subject property. Adjacent properties were viewed from the subject property. Photographs taken during the reconnaissance are included in Appendix 9. The site reconnaissance was limited by paved surfaces and the building footprint. A summary of observations made during the reconnaissance is provided below.

9.1 General Site Setting

The subject property is located in the Centennial Park office park on the south side of Tahoe Drive. The building is located on the south side of the subject property, with paved parking north of the building. A landscaped lawn surrounds the building and parking lot, and an outdoor patio area is located east of the building. Neighboring properties include office buildings. The property immediately south is a dirt lot. According to Mr. Bill Powers, Treasurer for ADAC (ADAC is owner of the subject property), this is the location of the former Charlevoix Fitness Center that was demolished.

The interior of the building is typical of an office building and contains individual office space, larger office space with cubicles, and conference rooms. A janitorial room is located the men's restroom. The building's mechanical systems, including a water heater and hot water boilers, are located in a Penthouse Mechanical room. Air conditioning units are located on the roof outside the Penthouse Mechanical room.

At the time of the reconnaissance, ADAC was in the process of vacating the building.

9.2 Site Observations

Site Conditions	Observations
Potable Water Supply	The subject property is connected to municipal water. There were no wells observed. Mr. Powers indicated the lawn is irrigated with the city water supply.
Wastewater/Stormwater	Sanitary wastewater from restrooms and sinks are discharged to the municipal sanitary sewer system. Storm water appears to discharge to the municipal storm sewer system.
Drains or Sumps	Floor drains observed included a drain in the mop sink of the janitorial room and condensate drains in the Penthouse Mechanical room.
Stains, Corrosion, or Odors	No stains, corrosion, or unusual odors were noted.
Heating Source	The building is heated with natural gas fired hot water boilers.
Solid Waste/Fill Material	There was no solid waste or evidence of fill material observed.
Abandoned Containers	There were no abandoned containers observed.
Pits, Ponds, Lagoons	There were no pits, ponds, or lagoons observed.
Stained Soil or Pavement	There was no stained soil or pavement observed.
Stressed Vegetation	There was no stressed vegetation observed.
Storage Tanks	There were no ASTs or evidence of current or former USTs observed.
Hazardous Substances or Petroleum Products	There were no hazardous substances or petroleum products observed in significant quantities. Household-size containers of cleaning products were observed in the janitorial closet. A one-gallon can of refrigeration oil was observed in the Penthouse Mechanical room, and several one-gallon paint cans were observed on the floor beneath the steps leading up to the Penthouse Mechanical room.
Hazardous and Nonhazardous waste	There was no hazardous waste observed. Nonhazardous waste and recyclable cardboard generated from the office is collected in dumpsters located in an enclosed area in the northwest corner of the parking lot.
Presence of Potential PCB-Containing Equipment (older hydraulic equipment/electrical transformers)	A pad-mounted electrical transformer is located southeast of the building. It did not have a "Non-PCB" label. However, given the date of construction (1986), it is unlikely to contain PCBs. Mr. Powers indicated the transformer has been inspected. There was no evidence of a release of fluids from the transformer.
Environmental Permits	The subject property, as it currently exists, does not require environmental permits.

10.0 Interviews

10.1 Interview with Owner Representative

An interview was conducted by phone on November 12, 2009, with Mr. Powers regarding the environmental conditions associated with the subject property. Mr. Powers has worked for ADAC for approximately 21 years and indicated ADAC purchased the subject property approximately 20 years ago. Mr. Powers also indicated that ADAC purchased the subject property from Riebel Development, who was an occupant of the building at that time,

along with McDonalds of West Michigan, who used the building for corporate offices. Mr. Powers was unaware of any releases of hazardous substances or petroleum products on the subject property or neighboring properties. A copy of the interview questions and answers is located in Appendix 10.

10.2 Interviews with Occupants

ADAC is the sole occupant.

10.3 Interviews with Others

Local and state governmental agency files were obtained through FOIA requests and the files were reviewed by Fishbeck staff. No questions arose from the file reviews that would require an interview with the government agencies.

11.0 Findings and Opinions

The subject property consists of approximately 1.23 acres and contains a 12,756-square-foot building. The property is currently used by ADAC Automotive as an office building. The current use of the subject property does not appear to create a REC.

Historical records indicate the subject property has been primarily used as an office building since its construction in 1986. Prior to development, the subject property was part of larger agricultural field since at least 1938. The historical use of the subject property is not considered a REC.

The property west of the subject property appears to have been utilized as an orchard from at least 1938 to the late 1990s, when most of the orchard appears to have been developed. Based on the distance to the subject property (approximately 300 feet), the use of this property as an orchard and associated environmental concerns is not considered a REC.

The EGLE files for the sites identified in the EDR report and considered potential RECs to the subject property were reviewed. Based on the review, it is unlikely that the subject property has been or will be affected by these sites. The sites described in Section 8.0 above are not expected to impact the subject property and are not considered to be RECs.

12.0 Data Gap Analysis

Fishbeck was unable to determine the first developed use of the subject property and was, therefore, unable to achieve the historical research objectives identified in the ASTM standard, even after reviewing the standard historical resources identified in the ASTM standard that were reasonably ascertainable and likely to be useful. Based on our knowledge of the historic developed uses, this data failure is not considered likely to have a material impact upon the findings and conclusions of this report. Therefore, this data failure is not considered a significant data gap.

13.0 Conclusions

Fishbeck has performed a Phase I ESA in conformance with the scope and limitations of the ASTM Standard at 5920 Tahoe Drive SE, Grand Rapids, Michigan, the subject property. Any exceptions to, or deletions from, this practice are described in the Limitations and Exceptions section of this report. This assessment has revealed no evidence of RECs in connection with the subject property.

14.0 Deviations

In the process of conducting this Phase I ESA, the following deviations were made from the ASTM Standard:

- A. The State of Michigan does not publish two separate lists that are directly comparable to the NPL and CERCLIS listings. Michigan compiles a List of Contaminated Sites (Part 201 sites, Inventory sites, and/or BEA sites) which includes both sites that have been investigated and those requiring investigation. This one list serves the purpose of both the CERCLIS and NPL lists on a state level.
- B. In an effort to provide a more concise and usable document, Fishbeck has deviated from the report format recommended in the ASTM Standard. The Fishbeck format is cross referenced to the ASTM Standard format on a checklist provided in Appendix 11.

15.0 Additional Services

No additional services were requested as part of this Phase I ESA.

16.0 References

ASTM Standard E 1527-13, *Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process*.

The EDR Radius Map with GeoCheck®, 5920 Tahoe Drive SE, Grand Rapids, MI 49546, October 24, 2019.

Aerial Photographs dated 1938 to 2016; *The EDR Aerial Photo Decade Package*, 5920 Tahoe Drive SE, Grand Rapids, MI 49546, October 24, 2019.

Fire Insurance Maps; *Certified Sanborn® Map Report*, 5920 Tahoe Drive SE, Grand Rapids, MI 49546, October 24, 2019.

City Directories dated 1977 to 2014; *The EDR-City Directory Image Report*, 5920 Tahoe Drive SE, Grand Rapids, MI 49546, October 29, 2019.

Historical Topographic Maps; *EDR Historical Topo Map Report*, 5920 Tahoe Drive SE, Grand Rapids, MI 49546, October 24, 2019.

EGLE GeoWebFace database (<http://ww2.deq.state.mi.us/GeoWebFace/>), Accessed October 25, 2019.

USDA, Natural Resources Conservation Service, (<http://websoilsurvey.nrcs.usda.gov/app/>) *Web Soil Survey*, Accessed October 25, 2019.

EGLE Environmental Mapper database (<http://www.mcgi.state.mi.us/environmentalmapper/>), Accessed October 25, 2019.

17.0 Signatures of Environmental Professionals

We declare that, to the best of our professional knowledge and belief, we meet the definition of an Environmental Professional, as defined in 40 CFR §312.10.

We have the specific qualifications based on education, training, and experience to assess a property of the nature, history, and setting of the subject property. We have developed and performed the *all appropriate inquiries* in conformance with the standards and practices set forth in 40 CFR Part 312.

Assessment Conducted By:

Assessment Reviewed By:

Marley E. McVey

Thomas Budge

Qualification statements for the Fishbeck personnel responsible for conducting this Phase I ESA are provided as Appendix 12.

Property Condition Report
Prepared in Accordance
with ASTM Standard E22018-08

Subject Property:
ADAC Building
5920 Tahoe Drive
Grand Rapids, Michigan

Project No. 190019
December 3, 2019

REVIEW DRAFT

Property Condition Report

Prepared in Accordance with ASTM Standard E22018-08

Subject Property:

ADAC Building
5920 Tahoe Drive
Grand Rapids, Michigan

Prepared For:

Cascade Township
Grand Rapids, Michigan

December 3, 2019

Project No. 190019

Prepared By:

Michael Berrevoets, PE- Civil
Gregg Yeomans, RA- Architectural
Patrick O'Connor- Mechanical
Roger Maddox, PE- Electrical

Review Draft

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List of Appendices

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- Appendix 2 – Summary of Minor Deficiencies
- Appendix 3 – Abbreviated Accessibility Survey

List of Abbreviations/Acronyms

- ASTM American Society for Testing and Materials
- GFI Ground Fault Circuit Interrupters
- LED Light-emitting Diode
- PCA Property Condition Assessment
- PCR Property Condition Report
- PVC Polyvinyl Chloride
- QO Qohelet
- TPO Thermoplastic Polyolefin
- UPS Uninterruptible Power Supply

1.0 Executive Summary

1.1 General Description

The purpose of this Property Condition Assessment (PCA), and completing this Property Condition Report (PCR), is to observe and report on the physical condition of the subject Property to the extent feasible pursuant to the processes prescribed in American Society for Testing and Materials (ASTM) Standard E2018 08, Standard Guide for Property Condition Assessments: Baseline Property Condition - Assessment Process (the Standard). This PCR incorporates the information obtained during the walk-through survey, and document review sections of the Standard. The PCR does not include opinions of probable costs for suggested remedies of the physical deficiencies identified. According to the Standard a Physical Deficiency is a building, material or system deficiency with a repair or replacement cost in excess of \$3,000.00.

The commercial real estate that is the subject of this PCA consists of the site and building known as the ADAC Building, 5920 Tahoe Drive, Grand Rapids, Michigan. The subject Property is located in Cascade Township, Michigan.

The Property is office use and is approximately 13,000 square feet in area. The building is a one-story, slab on grade, masonry walled building with primarily a sloped shingled roof. There are flat roofs on a penthouse mechanical room and adjacent exterior HVAC area. The Property was constructed in 1985 and has had subsequent renovations. The subject Property site includes less than three acres of land with the building, parking, and other site improvements.

Fishbeck prepared this PCR for Cascade Township. The site visit was completed on November 1, 2019.

1.2 General Physical Condition

1.2.1 Physical Deficiencies

According to the Standard a Physical Deficiency is a building, material or system deficiency with a repair or replacement cost in excess of \$3,000.00. The term as used herein means the presence of conspicuous defects or material deferred maintenance of a subject Property's material systems, components, or equipment as observed during the field observer's walk-through survey. Excluded from this definition are deficiencies that may be remedied with routine maintenance, miscellaneous minor repairs, normal operating maintenance, etc., and excludes minor conditions that generally do not present material physical deficiencies of the subject Property.

The building is well maintained and showed little evidence of deferred maintenance and few occurrences of any Physical Deficiencies or Minor Deficiencies. There are no significant capital improvements pending, in-progress, or recently implemented. No life-safety or building code violations were observed. Physical Deficiencies were noted throughout the Report and included in Appendix 1 – Summary of Physical Deficiencies. Minor Deficiencies, which don't reach the threshold of the Standards definition of a physical deficiency, were noted throughout the Report and included in Appendix 2 – Summary of Minor Deficiencies.

1.3 Opinions of Probable Costs

Opinions of probable costs for suggested remedy of the Physical Deficiencies noted have not been provided. This is due both to more research being required to establish the scope of the issue and that multiple remedies may be possible that would result in a range of potential costs

Opinions of Probable Costs for Minor Deficiencies are not provided.

1.4 Deviations from the Guide

Fishbeck has not deviated from the ASTM guide, nor provided additional consultant services that have exceeded ASTM's suggested requirements other than summarizing Minor Deficiencies which do not reach the threshold of the Standards definition of a Physical Deficiency.

1.5 Recommendations

Concerns noted and recommendations made in the body of the PCR are summarized in Appendix 1- Summary of Physical Deficiencies and Appendix 2- Summary of Minor Deficiencies.

2.0 Purpose and Scope

2.1 PCA Objective

The purpose of this PCA, and completing this PCR, is to observe and report on the physical condition of the subject Property to the extent feasible pursuant to the processes prescribed in ASTM Standard E2018 08, Standard Guide for Property Condition Assessments: Baseline Property Condition - Assessment Process (the Standard). This PCR incorporates the information obtained during the walk-through survey and the document review sections of the Standard. The main three components of the PCA are as follows:

- Documentation Review.
- Walk-through Survey.
- Preparing a PCR.

2.2 Methodology

This PCR was prepared in accordance with the Standard. The methodology included document reviews, a walk-through survey and observations of the applicable building and site components and systems. Photos complementary to the narrative, showing specific conditions described in the PCR, are included in the Report.

3.0 System Description and Observations

3.1 Overall General Description

A walk-through survey was completed on November 1, 2019, to visually observe and acquire information on material systems and components. Observation was made of general physical conditions of the subject Property, age and expectant service life of specific construction materials and building systems, and barrier free compliance.

3.2 Site

3.2.1 Topography

The site could be characterized as flat, with a general grade change running down from the southwest to the northeast. A level area was created for the building footprint.

3.2.2 Stormwater Drainage

The site generally drains to the north where there are two catch basins located in the parking lot and an additional catch basin located in the middle of the driveway. The parking lot appears to have enough positive grade to avoid ponding areas and standing water.

The majority of the roof utilizes downspouts to direct water away from the building.

There are a few areas of wet ground and standing water around the building. Grass and soil in the areas west and southwest of the building were soft, but there were only a few small areas of standing water. At the time of the inspection there had recently been significant rainfall with most ground in the area having a saturated condition. These areas with minor wet ground may not be an issue during normal seasonal variations and with the building not having a basement the concern of building damage is minor and the soft ground is more aesthetic or inconvenient for maintenance staff.

The area to the southeast of the building by a picnic area is more of a concern. There were multiple areas of standing water and two small clay catch basins that appear to have been installed to address the standing water. However, they were not functioning as intended. In this area it should be possible to complete some grading and modify the catch basins and drainage system to address the standing water.



3.2.3 Access and Egress

Parking lot vehicle access is a single two-way driveway that connects to Tahoe Drive.

The primary pedestrian access to the building from the parking lot is a colored stamped concrete walkway approximately 20 feet in width. The walkway has a few cracks and there are also a few locations where the brick stamping has left a raised edge. This walkway has a longitudinal grade of 3.1% which is generally acceptable for accessible access however there is no landing area at the doorway. See section 3.3.4.2.

There is a secondary access to side doors on the west side of the building via a 3-foot-wide walkway from the parking lot. This walkway would not be considered accessible due to the narrow width and the lack of ramp at the curb.

There is also a sidewalk off the back of the building on the southwest side that terminates at the back of an adjacent parcel. This was possibly a walkway to the former building located on the adjacent parcel that has since been removed.

3.2.4 Paving, Curbing, and Parking

The parking lot is constructed out of asphalt with concrete curb and gutter around the perimeter. The parking lot contains 51 marked parking spaces with one of those spaces being marked as barrier free. Generally, the parking lot has typical cross slope with no area being excessively steep or flat that would hold water. We did observe some items in poor condition which are a concern and will require budgeting for maintenance improvements in the near future.

3.2.4.1 Asphalt Condition

The parking lot contains several areas where the asphalt is in poor condition. Evidence of alligator and block cracking is present, and areas look to have been crack sealed in the recent past. The areas of poor condition appear to be predominantly located in the travel lanes however there is also distressed pavement in some parking spaces as well. The location of the cracking (travel lanes) and the type of cracking (Alligator/block) suggests there are potential issues with the underlying base material.

We recommend the Township plan for a full depth asphalt parking lot removal and replacement including approximately 25% to 50% of the area receiving new aggregate base material or other structural improvements once further investigation is performed. This work should be scheduled within the next 5 years at the latest.

A few representative photos are included:



3.2.4.2 Concrete Curb

The condition of the concrete curb around the perimeter is generally Good, however there are several areas with cracked and broken curb. We noticed at least half a dozen areas with broken or cracked curb. While these areas are noticeable they are still a relatively small overall portion of the concrete curb length.

When the parking lot is replaced it would be prudent to also include areas of spot curb replacement. We would estimate there is less than 100 linear feet of concrete curb replacement necessary.

A few representative photos are included:



3.2.4.3 Barrier Free Parking

The parking lot contains only 1 barrier free parking space. The requirement for a parking lot of this size (51 to 75 spaces) is a minimum of 3 spaces with at least one being van accessible with an 8-foot blocked out area.

We recommend that a portion of the parking lot be restriped to provide at least 3 barrier free spaces that are located closest to the walkway. Although not required, ideally the barrier free spaces should be located so they do not cross traffic aisles. This could be accomplished with denoting the barrier free parking spaces on the north side of the building, replacing some curb for a ramp and adding a sidewalk along the back of the curb to the entrance sidewalk to the building.

3.2.5 Landscaping and Appurtenances

The refuse container enclosure is constructed of concrete block with a brick face. Several of the bricks on the north wall near the top are delaminating, cracked and separating from the wall. This is primarily an aesthetic concern since the structure of the enclosure is the concrete block.



3.2.6 Recreational Facilities

There are no recreational facilities onsite.

3.2.7 Utilities

3.2.7.1 Water

The building is served by a 6-inch City of Grand Rapids water main.

3.2.7.2 Electricity

The building electrical service is supplied by a utility pad mounted transformer and electric meter located on the south end of the building. The utility pad mounted transformer also serves the adjacent building to the east, each building has its own meter.

3.2.7.3 Natural Gas

The building is connected to DTE Energy for Natural Gas supply.

3.2.7.4 Sanitary Sewer

The building is connected to the City of Grand Rapids sanitary sewer system.

3.2.7.5 Storm Sewer

The parking lot catch basins are likely connected to the public storm sewer system in Tahoe Drive although that connection was not confirmed.

3.2.7.6 Special Utility Systems

None.

3.3 Building Envelope and Interior

3.3.1 General Building Construction

The actual construction of the building was not observable from any existing holes or openings. However, the building has every indication of being constructed following the drawings and assuming that is the case the following assumptions can be made:

- The level of insulation meets or exceeds what was required by Code in 1985, which is less than would be provided today (2016 minimums in parenthesis). Walls are estimated to be at least R12 (R24). Roof estimated to be R30 (R49).
- The sloped roof is mostly constructed of pre-engineered wood trusses with plywood sheathing. The plywood is likely to still be in very good condition and should be able to remain in place past the time of the next re-shingling.
- The flat roofed areas of the building have rigid insulation on a metal deck on steel beams. There are no signs of leaks so the steel components should be in good condition. The rigid insulation appears to be damaged at some locations.
- The wall construction system offers an adequate level of protection against moisture penetration and there is no sign of failure.

3.3.2 Building Envelope

3.3.2.1 Exterior Walls

The building is covered in a brick veneer and the walls are in Good condition. It does not look like it has ever been repointed and there is no cause to do so now. No cracked mortar joints were observed, no brick faces were spalled and no bricks are missing.

3.3.2.2 Windows and Doors

All openings are an aluminum framed system. Both doors and windows have two-pane insulated glass. The framing system does not have a thermal break as evidenced by the cold temperature of the interior of the frames. The framing system is in Good condition and no glass lights were observed to be fogged- the sign of a broken seal.

3.3.2.3 Skylights

There are two types of skylights on the building. There are two small (approximately 3-foot by 3-foot) punched openings that appear to be in Good condition. There are also four large areas of "stick-framed" skylights that are aluminum framed with glass panels. They appear to be in Good condition. It could not be determined from the ground what type of glazing is used. It is likely insulated glass. The condition of the exterior flashing was not observed but it appears to be functioning adequately as judged by the lack of sign of leaking or condensation on the building interior.

3.3.2.4 Roofs

There are two roofing systems on the building.

The majority of the building has a shingled roof at a 4:12 pitch. The shingles appear to be in good to very good condition with the time of installation estimated to be from 4 to 8 years ago. They should have another 12 to 15 years of life and require no attention at this time. There are continuous soffit vents for attic ventilation, but no exhaust vents were located. This could lead to ice dams if building heat is trapped in the attic in the winter. Lack of attic ventilation would also increase the air conditioning load in the summer. With further investigation it is likely that this situation could be improved upon for a reasonable cost.

There are "flat" roof areas of the building on top of the Mechanical Penthouse and in the adjacent area of the exterior mechanical equipment. These are roofed with a single ply fully adhered membrane. This is most likely a Thermoplastic Polyolefin (TPO) or Polyvinyl Chloride (PVC) material and the roofing system is approaching the end of its life. There are soft spots under the membrane where the rigid insulation must be damaged. There are a lot of locations where the membrane is billowed out, not securely adhered to the substrate. Walk pads are not securely fastened in place and some are missing. There are also multiple locations with spot patches.



The membrane roof on the Penthouse drains by downspout onto the lower membrane roof. There are roof drains in the lower roof with drain lines within the building. There are no overflow drains so the condition of the drains should be monitored to keep them clean of leaves and debris. The addition of overflow drains may be worth considering at the time of reroofing.

The majority of the perimeter of the building roof has eavestrough and downspouts. Some of the downspouts feed into underground pipes and the rest discharge onto the lawn. A few of the connection points between downspout and underground drain line are in need of repair. For some reason about 150 feet of roof edge at the northeast corner of the building is without a gutter system. The roof sheet drains onto the yard at this location, which appears to be working fine so there is no need to add additional gutter.

3.3.2.5 Soffit and Fascia

The roof overhang consists of a stained wood fascia and soffit. These areas are in Very Good condition and look freshly stained. They should require no maintenance until a re-staining could be scheduled for in at least 5 years.

3.3.2.6 Ice Melt Systems

The facility has two ice melt systems; one on the roof and one in the front sidewalk. The roof system consists of heated wires placed over specific areas of the shingled roof. One reason these were installed may be that ice dams form because of the very large roof overhang. It was indiscernible whether the wires extend up and around the major skylights. There may be icing conditions in those areas as well, due to heat escaping through the skylights. The wires terminate at locations in the soffit where power is available. It is very likely that circuit(s) are overloaded, with one location having four heating lines plugged into a single duplex outlet. At the least, the way the components are plugged together is not Code compliant.



The second ice melt system pumps heated fluid under the concrete sidewalk. It was reported that the system is operational. The circulation pipes run down the outside of the building which likely indicates the system was added sometime after the building was constructed.

3.3.2.7 Miscellaneous

There are a few areas where landscape material has been added to a height above the floor line. This condition should be changed to avoid plugging weeps in the brick wall and to avoid covering areas of the glass and its aluminum framing.



Roof-top Unit Area of the Roof: There are a pair of small louvers on the wall that are rusty and should be replaced. There is an insulated steel door between the Mechanical Mezzanine and the roof that is very rusted and in need of replacement. The frame and all door hardware must also be replaced. There are wood stairs over ductwork to allow circulation around the equipment. While they are fairly sturdy and not in need of replacement, adding a handrail on each stair could be beneficial.

3.3.3 Building Interior

3.3.3.1 Floors

The majority of the floors are carpeted and are in Fair condition. None must be replaced due to tears or frayed edges. There are some vinyl tile floors and all are in Fair to Good condition. There are some ceramic tile floors, all in Good condition.

3.3.3.2 Walls

All walls are gypsum board. Many rooms have wallcovering and all of the rest of the building is painted. The wallcovering is in Good condition and there are no rooms that require wall repair or repainting.

3.3.3.3 Ceilings

The majority of rooms have 2x2 acoustical board tiles and grid ceilings. No broken, stained or damaged tiles were observed. There are no spots where mismatched tiles were installed. All grid ceilings could remain unchanged. There are a few rooms with painted gypsum board ceilings. They are in Good condition and require no attention. One room has a finished wood ceiling and it is in Very Good condition. The interiors of the skylights show no sign of water penetration. There is no staining or deterioration of surrounding materials.

3.3.3.4 Doors

Interior doors are stained wood. They are all in Fair to Good condition and few if any should be considered for replacement. Door hardware is not the same throughout the entire building due to the division into two suites. No broken hardware was observed so although worn, all could remain in place.

3.3.3.5 Miscellaneous

Window sills are covered with plastic laminate. No loose or broken spots were observed and all look to be in above average condition considering their age.

Many windows have mini-blinds. They appear to all be operational and could remain in place with no attention required.

The display wall in the Lobby is in Very Good condition. The reception counter assembly is in Good condition. There are multiple rooms with plastic laminate covered cabinetry and counters, none require repair or replacement.

Restroom countertops, mirrors and hand dryers are in Very Good condition. Toilets are in individual rooms with wood doors. Accessories are in Very Good condition.

Fire extinguishers were noticed at various locations. No attempt was made to ascertain their condition.

3.3.4 Barrier Free

3.3.4.1 ASTM E2018

ASTM E2018 includes a Tier 2 Abbreviated Accessibility Survey check sheet. See Appendix 1, Table 3. The majority of line items were either met by the building or were not applicable. Following is a list of flagged items in Sections A through H:

- A. Building History- Not Applicable.
- B. Parking- Item #2: only one of the required spots is marked with the International Sign of Accessibility.
Parking Item #3: there aren't signs marking the designated parking spots.
- C. Ramps- Not Applicable.
- D. Entrances/Exits- all applicable Items satisfy the requirements.
- E. Paths of Travel- all applicable items satisfy the requirements.
- F. Elevators- Not Applicable.
- G. Toilet Rooms- Item #3: there are not audible and visual fire alarm devices in the Toilet Rooms.
Item #5: neither Men's nor Women's barrier free stalls have the required turning space.
Item #7: neither Men's nor Women's wheelchair stall doors are accessible due to a lack of the minimum required clear areas.
Item #9: there is only 28-inch clear height below the counter at the lavatory (29-inch min. is required).
Item #11: accessible sinks must have under-counter pipes insulated. One sink in each Restroom does, but they are both sinks disqualified from being barrier free by sidewall mounted hand dryers encroaching upon the clear floor area.
- H. Guest Rooms- Not Applicable.

Note that this is an abbreviated assessment. Consequently, there are items in the PCR not noted here. Item G-9 can be classified as a Minor Deficiency. With further investigation it may be found that the skirt-board can be cut off to allow for the 29-inch clear height.



3.3.4.2 Door Clearance

All but seven of the doors examined in the building interior have clear floor areas where required for wheelchair access.

- One pair of exceptions are the two diagonal entrances to the corner offices on the west end of the building. There is supposed to be 18-inch clear beside the latch side of the door, on the office face. This situation could be remedied by reversing the door swing so they swung out of the rooms.
- Another pair of non-conforming doors are at the barrier free “stalls” in the restrooms. The barrier free water-closets are in actual rooms with full height solid walls and typical hinged interior doors. Neither the Men’s nor Women’s door has needed clear areas on the exterior side and the Men’s lacks the required clear area within the toilet compartment.
- There is one 4-foot wide door into the east suite, but it does not serve as the only means of access so may not be required to be barrier free.
- The door into the I/T Room in the East Suite does not have the required clear area on the strike side of the door, from within the room.
- There is a door in the long exterior wall of the east Suite that has an obstruction within the clear area at the latch side of the door. The fin tube radiator extends over close to the door jamb and the face of it is at least 10 inches into the room from the plane of the door.

3.3.4.3 Entry Walks

The building entry walk slopes up from the curb cut at the parking lot to the front doors. The slope is approximately 1:32. This is an allowable building entrance walk as sidewalks can be as steep as 1:20 before being considered a ramp, which then requires handrails. This slope continues right up to the threshold of the doors, which is problematic. A 60-inch deep flat area is required as an outside landing at an entrance door, for wheelchair maneuvering. Consequently, while the general slope of the walk is allowable the lack of a flat area at the door disqualifies this as a barrier free entry.

3.3.5 Recommendations For Consideration – Architectural

The lack of a level maneuvering area outside of the building entry doors is a Physical Deficiency. Further study may show that the correct geometry may be obtained by removal of the entire length of sidewalk between the building and the curb line. A new, slightly steeper, entry walk could be provided that reached the building floor height 5 feet out from the entry doors. That would allow the landing area of the sidewalk to be created. Decisions to be made before pricing a solution include: would the walk be the same width; would the walk have the same surface finish; and would the walk reutilize the under-slab heating system.

Lack of accessibility to, and within, the designated barrier free toilet stalls is a Physical Deficiency. This is a complicated situation and while there may be multiple ways to address it, further study would be required before any opinions of probable cost could be established. The access space outside of the Men’s stall may be able to be enlarged for a reasonable cost but a turning radius within the stall cannot be created in the existing room size. The turning radius within the Women’s stall may be able to be achieved for a reasonable cost but access space outside of the stall isn’t available without significant wall and plumbing fixture reconfiguration.

The membrane roof cannot be categorized as a Physical Deficiency, but it does appear to be reaching the end of its useful life. There are no signs of leaking and it does not appear to be in immediate danger of failure. We recommend that the membrane roofs be prioritized as a major maintenance item to address, probably in the next 3 to 5 years.

3.4 Mechanical System

3.4.1 Plumbing and Fire Protection Systems

3.4.1.1 Supply and Waste Piping

3.4.1.1.1 Sanitary Sewer

The original building design drawings indicate a 4-inch sanitary sewer pipe serves the toilet rooms and break rooms. The sewer pipe materials within the building are both cast iron and PVC. There are no visible problems with this service.

3.4.1.1.2 Domestic Cold Water

A 2-inch domestic cold-water service enters the building from beneath the floor of the Electrical Room. This service serves all plumbing fixtures, the irrigation system and the limited area fire protection sprinkler system. Irrigation is metered separately from domestic water. Cold and hot water supply piping is copper. There are freezeproof wall hydrants on the outside of the building. The piping system appears to be in Good condition.



3.4.1.2 Domestic Hot Water Production

Domestic hot water is produced by a 30-gallon tank type gas fired water heater located in the Penthouse Mechanical room. The water heater appears to be in Good condition. There is a hot water circulation pump to assure hot water reaches faucets quickly.



3.4.1.3 Fixtures

Plumbing fixtures are appropriate for the use and also appear to be in Good condition.



3.4.1.4 Fire Protection

The fire protection sprinkling system covers the Main Lobby and Penthouse Mechanical room areas only. It includes concealed and exposed type sprinkler heads. Steel pipe is used to distribute the water. The piping system appears to be in Good condition.

3.4.2 Heating, Ventilating and Air Conditioning Systems

3.4.2.1 Heat Generating Equipment

The building is heated by gas fired high efficiency hot water boilers located in the Penthouse Mechanical Room. There are two 3-year old Viessmann boilers and one 14-year old Munchkin boiler. The Munchkin boiler is reaching the end of its median useful service life. Based on the heating capacity of the original single boiler that was removed, the new Viessmann boilers could heat the building without the Munchkin boiler. Venting of the boilers appears to be in Good condition. Combustion air is provided through sidewall louvers.

Heating hot water is circulated throughout the building by multiple zone pumps located in the Penthouse Mechanical Room. The pumps appear to be in Good condition. Insulated copper pipe is used to distribute the hot water and it appears to be in Good condition.



Boilers



Distribution Pump

3.4.2.2 Heat Transfer Equipment

Heating hot water is piped to baseboard finned tube radiation along the perimeter walls. The radiation is in Good condition but some of the covers are misaligned. These can be adjusted to correct position. Piping for these is routed underground.



Heating hot water is also piped to a unit heater and small air handler in the Penthouse Mechanical Room. The unit heater is in Good condition. The small air handler appears to serve the main Lobby. It has an air-cooled condensing unit on the roof and a hot water heating coil in the supply duct. The air handler appears to be reaching the end of its median useful service life.



Small Air Handler

Heating hot water is also piped to supply duct heating coils located above the ceilings of the main floor areas. Two of these coils were visually inspected and appeared to be in Good condition.

3.4.2.3 Air Distribution System

Air is distributed through sheet metal duct and through insulated flexible duct. These duct systems are generally located above the ceilings. It appears that the supply air sheet metal ducts have internal insulation in them. The ductwork appears to be in Good condition.

Ceiling and wall mounted diffusers and grilles deliver and return air from the spaces. These appear to be in Good condition.

Shut off style Carrier variable air volume terminals are located above the ceiling throughout the building. These terminals are each tied to a wall mounted Carrier thermostat that signals the terminals to open and close based on space temperature. The supply duct mounted heating coils provide heat when required. These terminal units appear to be in Good condition.

3.4.2.4 Exhaust System

There are three main exhaust fans serving the building. One is mounted on the roof outside the Penthouse Mechanical Room, the other two are located on outside walls above the low flat roof area. Sheet metal duct is used to transfer the exhaust air from toilet rooms to the fans. The three fans appear to be older but are in Good condition.

3.4.2.5 Air Conditioning Equipment

There are five small air-cooled condensing units located on the flat roof area outside the Penthouse Mechanical Room. One of them serves the small air handler serving the Main Lobby. It is unclear what areas the other four serve. Two of them appear to be in Good condition, the other three appear to be reaching the end of their median useful service life. At least two of them use the banned refrigerant R-22.

The main cooling system for the building is a Trane packaged roof mounted unit. This unit consists of an air filter, a pumped hot water heating coil and a refrigerant based cooling coil section. It has R-410A refrigerant in it. It is 9 years old and appears to be in Good condition.

Small lengths of supply and return air duct from this unit are routed outside above the roof until they go into the above ceiling space below the roofline. The original drawings indicate that these ducts have 2 inches of fiberglass insulation lining the inside. The drawings also indicate that the duct seams are to be soldered. The pictures below show that water is collecting on the duct and that the seams also have caulk sealant on them. The caulk appears to be cracking in some areas. A concern with lined duct located outside is that if water gets inside, it soaks the insulation and can also promote mold growth. We have no evidence that has or has not happened.



3.4.2.6 Control Systems

The main building control system is by Carrier and is digital style. Each office zone is controlled by a Carrier thermostat. A Carrier building controller is located in a control panel mounted in the Penthouse Mechanical Room. The control system appears to be in Good condition.



3.4.3 Snow Melt System

The main entrance walk way has a snow melt system beneath it. A small Lochinvar gas fired boiler makes hot water with glycol in it that is circulated through tubing buried beneath the sidewalk. The system has a Tekmar controller. There is an outdoor slab mounted sensor. The boiler and circulating pumps appear to be in Good condition. The system was reported to be in working condition.

Just to the left of the main building entrance there are two pipes running from the roof soffit area to underground. They have insulation and electric heat trace on them. We surmise that these pipes are for the snow melt system.



3.4.4 Recommendations For Consideration – Mechanical Systems

Continue to provide the normal annual service and maintenance on the equipment through an outside service provider.

The exterior ductwork from the main air handler on the roof should be inspected inside with a bore scope to determine if water has infiltrated. If it has, the exterior ductwork should be replaced. If it has not, then applying new sealer on the exterior of the duct will ensure that it will continue to be watertight.

3.5 Electrical Systems

3.5.1 Electrical Service and Meter

The building electrical service is supplied by a utility pad mounted transformer and electric meter located on the south end of the building. The utility pad mounted transformer also serves the adjacent building to the east, each building has its own meter.



3.5.2 Electrical Distribution System

Main electrical equipment is located on the north wall of an equipment room. This room is adjacent to and accessible from the Men's Room. This room also includes the water service, water meter and main telecom system equipment. The main distribution panel is a 400A main fuses only, 208Y/120V, three phase, four wire, Square D I-line distribution panel. The panel does not have a main disconnecting means and includes 7 branch circuit breakers as follows:

- 3P100, American Equities Panel
- 3P100, Panel B
- 3P50A, UPS feed
- 3P50A, Panel D
- 3P250A, large AHU on roof
- 3P50A, Panel A
- 3P100A, Panel C
- Physical space for future circuit breakers.



This room also includes Panel D and other electrical equipment, 10KVA single phase transformer and transfer switch for a UPS system that is no longer in the building. Panel D is a Siemens load center 100A main lugs only with 12 circuits and no available circuit spaces. Adjacent to Panel D is a Paragon time clock with label "Attic Fans". This room includes a second time clock with label "Exhaust Fan".

Electrical panels located in the closet adjacent to the lobby include the following items:

- Panel A (LP-1), 100A main lugs only, 120/208V Square D QO load center with 20 circuits and no available circuit spaces.
- Panel B (LP-2), 100A main lugs only, 120/208V Square D QO load center with 42 circuits and no available circuit spaces.
- Panel C (LP-3), 100A main lugs only, 120/208V Square D QO load center with 42 circuits and no available circuit spaces. This panel includes a few tandem circuit breakers.
- This closet also includes a time clock that is not labeled. This closet is full with no space to accommodate any other electrical equipment. A wireway is installed above these three panels. Recent electric work was done by All Service Electric in Comstock Park, Michigan.



There is one electrical panel located in a storage room in the office area. This panel is 100A main lugs only, 120/208V Square D Qohelet (QO) recessed load center with 42 circuits and no available circuit spaces. There is a surface mounted timer switch located near this panel. Timer switch is not labeled but it may control outside lights, circuit No. 8.

3.5.3 Electrical wiring devices

Electrical switches and receptacles are installed throughout the building, color of devices is gray. In break rooms, Ground Fault Circuit Interrupters (GFI) receptacles are provided above counters near sink locations. The large meeting room includes multiple electrical floor boxes, each floor box has two duplex receptacles and compartment for low voltage wiring. Each row of floor boxes is connected to a main header. This main header allows access to power and data wiring recessed in the concrete floor. This system was manufactured by Walker. Beneath the fin tube in the open office areas, there is a surface mounted raceway. Raceway includes receptacles and raceway for low voltage wiring. This raceway is not being used to serve any open office furniture because the perimeter area adjacent to the windows is being used as an aisleway.



3.5.4 Lighting

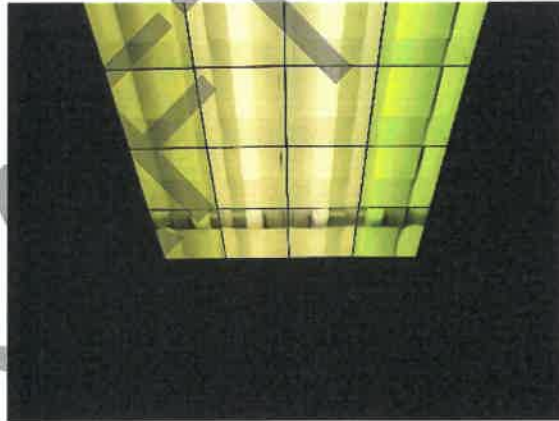
The lighting for the lobby and restrooms has been replaced recently with decorative lighting: track lighting with light-emitting diode (LED) light heads with black finish to blend in with painted ceiling finish. Track lighting is used to illuminate art work and wall surfaces. The lobby area also includes round downlights in the sloped ceiling areas, square downlights, two types of decorative pendant mounted light fixtures and linear pendant mounted lighting. The light sources include tungsten halogen lamps, fluorescent lamps and LED. The lobby includes an exit sign with integral emergency lighting heads. There are two other emergency lighting units in the black ceiling areas. Lighting in the restrooms consist of square downlights and wall mounted sconces installed above the sink locations. The restrooms include wall mounted integral emergency lighting units. Exposed conduits and low voltage wiring is visible at the ceiling in the lobby near the restrooms. The conduits are painted black to match the ceiling.



Lighting in the large meeting room consists of 2x2 recessed fluorescent parabolic light fixtures with T8 U-tube lamps. This room also includes downlights in the center of the room and small square downlights at the perimeter. The larger downlights include LED retrofit lamps. Two switches control the 2x2's and four dimmer switches control the downlights. Near these switches is a volume control device for ceiling mounted speakers. The exit sign at the perimeter exit door includes two emergency light fixture heads.



Lighting in the open office area consists of four lamp T12 2x4 recessed parabolic fluorescent light fixtures. Some fixtures have been changed to T8 fluorescent lamps. Most of the light fixtures are operational, there are a few fixtures that are not working. There is a mixture of lamps with different color temperatures. The lighting in the open office areas is controlled by a bank of switches in one location (nine switches).



Three rooms on the east side of the building (previously used for executive offices) include skylights and 11 adjustable downlights with LED retrofit lamps. These downlights are controlled by dimmer switches. The reception room includes 4 adjustable downlights and surface mounted linear fluorescent tube lighting.

The parking lot lighting consists of three light poles with LED light fixtures, two poles with one fixture each and one pole with two fixtures. A ground mounted uplight illuminates the flag pole near the main entrance.

3.5.5 Low Voltage Systems

The building includes a First Alert, fire and security panel and keypad located in electrical closet, this panel was installed by EPS. The building does not have any fire alarm system horn strobes.

Utility communication system wiring enters the building in same room as the main electrical panel. This equipment is wrapped with wood for physical protection. Telephone cabling and punch down telephone blocks and main telecom system equipment is also located in this room.



3.5.6 Potential Concerns/Recommendations

The open office area lighting includes T12 fluorescent lamps and a mixture of color temperatures. Consider replacing the lighting in the open office areas and large meeting room with new LED lighting, occupancy sensors, lighting controls, and new emergency lighting. This will reduce re-lamping and associated maintenance effort and provide energy savings. New LED fixtures would be approx. 40 watts/unit compared to 180 watts per unit for some of the older T12 lamp/ballast fixtures. In addition, as time goes on, it may be difficult to get replacement lamps and ballasts for some of the T12 fixtures.

Consider removing the circuit breaker labeled UPS and all items associated with the Uninterruptible Power Supply (UPS) that is no longer in the building. This building main distribution panel does not have a main circuit breaker, removing this circuit breaker would reduce the total number of circuit breakers to six and meet the intent of the "six switch rule", NEC 230-71.

Nameplate data for AHU-1 indicates 225A maximum overcurrent protection. AHU-1 is fed from a 250A circuit breaker in main distribution panel. At the unit, there is a 200A disconnect switch. Consider replacing the 250A circuit breaker with a 200A circuit breaker to match rating of disconnect switch at unit and to be below 225A maximum overcurrent protection rating of unit as indicated on the nameplate.

The building has had a few renovations. The branch panels in the building do not have spaces to accommodate future circuits. Consider replacing two of the existing panels with larger panels with more branch circuits. At the same time, existing circuits could be traced and consolidated as needed to reduce overall circuit count and tandem circuit breakers could be removed and updated type written circuit directories could be provided for each panel.

Cascade Township may want to consider adding a small addressable fire alarm panel for the building with horns and strobes for fire alarm system notification devices.

After ADAC removes all of their furniture and equipment, consider having township IT representatives visit the building to determine specific needs or modifications necessary to accommodate the Township's voice and data structured cabling system and associated equipment room requirements.

After the Township moves into the building, it is likely that other minor electrical revisions will be required in order to accommodate specific needs.

4.0 Qualifications

The civil, architectural, mechanical, and electrical members of the project team were each field observer for the PCA and co-author and reviewer of this PCR. They all shared responsibility for the data assembly, interpretation, and technical conclusions listed in this Property Condition Report.

PCR Field Observer and Reviewer:

Michael L. Berrevoets, PE, Registered Engineer, State of Michigan

Gregg Yeomans, RA, Professional Architect, State of Michigan

Patrick O'Connor LEED AP

Roger Maddox, PE, Registered Engineer, State of Michigan.

It is not the intent of the ASTM guide that by conducting the walk-through survey or reviewing the PCR that the consultant, the field observer, or the PCR reviewer is practicing architecture or engineering. Furthermore, it is not the intent of the ASTM guide that either the PCR reviewer or the field observer, if they are an architect or engineer, must either sign or seal the PCR as an instrument of professional service or identify their signatures as being that of an architect or engineer.

Warranty, Guarantee, and Code Compliance

By conducting a PCA and preparing a PCR, Fishbeck merely is providing an opinion and does not warrant or guarantee the present or future condition of the subject Property, nor may the PCA be construed as either a warranty or guarantee of any of the following:

- A. Any system's or component's physical condition or use, nor is a PCA to be construed as substituting for any system's or equipment's warranty transfer inspection;
- B. Compliance with any Federal, State, or Local statute, ordinance, rule, or regulation including, but not limited to, building codes or zoning ordinances or compliance with trade/design standards or the standards developed by the insurance industry; however, should there be any conspicuous material present or violations observed or reported based upon actual knowledge of the field observer or the PCR reviewer, they should be identified in the PCR
- C. Compliance of any material, equipment, or system with any certification or actuation rate program, vendor's or manufacturer's warranty provisions, or provisions established by any standards that are related to insurance industry acceptance/approval, such as Factory Mutual, State Board of Fire Underwriters, etc.

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Appendix 1

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Appendix 1

Summary of Physical Deficiencies

1.1 Physical Deficiencies

The following items are cited in the body of the Property Condition Report.

1. 3.3.4.1 (page 10) Lack of accessibility to, and within, the designated barrier free toilet stalls is a Physical Deficiency. This is a complicated situation and while there may be multiple ways to address it, further study would be required before any opinions of probable cost could be established. The access space outside of the Men's stall may be able to be enlarged for a reasonable cost but a turning radius within the stall cannot be created in the existing room size. The turning radius within the Women's stall may be able to be achieved for a reasonable cost but access space outside of the stall is not available without significant wall and plumbing fixture reconfiguration.
2. 3.3.4.3 (page 11) The lack of a level maneuvering area outside of the building entry doors is a Physical Deficiency. Further study may show that the correct geometry may be obtained by removal of the entire length of sidewalk between the building and the curb line. A new, slightly steeper, entry walk could be provided that reached the building floor height five feet out from the entry doors. That would allow the landing area of the sidewalk to be created. Decisions to be made before pricing a solution include: would the walk be the same width; would the walk have the same surface finish; and would the walk reutilize the under-slab heating system.

Appendix 2

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Appendix 2

Summary of Minor Deficiencies

1.1 Minor Deficiencies

The following items are cited in the body of the Property Condition Report either as concerns within the descriptions of building systems or as recommendations for consideration. They do not require immediate action for use of the building, but are noteworthy as potential items of improvement.

1. 3.2.2 (page 3) Drainage of the area to the south east of the building, by the picnic area, is of concern. There were multiple areas of standing water and two small clay catch basins that appear to have been installed to address the standing water. However, they were not functioning as intended. In this area it should be possible to complete some grading and modify the catch basins and drainage system to address the standing water.
2. 3.2.4.1 (page 4) We recommend the Township plan for a full depth asphalt parking lot removal and replacement including approximately 25% to 50% of the area receiving new aggregate base material or other structural improvements once further investigation is performed. This work should be scheduled within the next five years at the latest.
3. 3.3.2.4 (page 7) There are continuous soffit vents for attic ventilation, but no exhaust vents were located. This could lead to ice dams if building heat is trapped in the attic in the winter. Lack of attic ventilation would also increase the air conditioning load in the summer. With further investigation it is likely that this situation could be improved upon by adding locations where air can exit the attic near the top of the roof.
4. 3.3.2.6 (page 8) The facility has an ice melt system consisting of heated wires placed over specific areas of the shingled roof. The wires terminate at locations in the soffit where power is available. It is very likely that circuit(s) are overloaded, with one location having four heating lines plugged into a single duplex outlet. At the least, the way the components are plugged together is not Code compliant.
5. 3.3.2.7 (page 9) Roof-top Unit Area of the Roof: There are a pair of small louvers on the wall that are rusty and should be replaced. There is an insulated steel door between the Mechanical Mezzanine and the roof that is very rusted and in need of replacement. The frame and all door hardware must also be replaced.
6. 3.3.4.1 (page 10) There is only 28-inch clear height below the counter at the lavatory (29-inch min. is required). It is possible that the front skirt could be cut to gain the additional 1 inch that is required.
7. 3.3.4.2 (page 11) There are doors into three rooms that lack adequate clear areas at the latch side. It will require varying amounts of physical modification to remedy these deficiencies.
8. 3.3.5 (page 11) The membrane roof appears to be reaching the end of its useful life. There are no signs of leaking and it does not appear to be in immediate danger of failure. We recommend that the membrane roofs be prioritized as a major maintenance item to address, probably in the next three to five years.
9. 3.4.4 (page 16) The exterior ductwork from the main air handler on the roof should be inspected inside with a bore scope to determine if water has infiltrated. If it has, the exterior ductwork should be replaced. If it has not, then applying new sealer on the exterior of the duct will ensure that it will continue to be watertight.
10. 3.5.6 (page 20) The open office area lighting includes T12 fluorescent lamps and a mixture of color temperatures. Consider replacing the lighting in the open office areas and large meeting room with new LED lighting, occupancy sensors, lighting controls, and new emergency lighting. This will reduce re-lamping and associated maintenance effort and provide energy savings. New LED fixtures would be approx. 40 watts/unit compared to 180 watts per unit for some of the older T12 lamp/ballast fixtures. In addition, as time goes on, it may be difficult to get replacement lamps and ballasts for some of the T12 fixtures.
11. 3.5.6 (page 21) Consider removing the circuit breaker labeled UPS and all items associated with the Uninterruptible Power Supply (UPS) that is no longer in the building. This building main distribution panel does not have a main circuit breaker, removing this UPS circuit breaker would reduce the total number of circuit breakers to six and meet the intent of the "six switch rule", NEC 230-71.

12. 3.5.6 (page 21) Nameplate data for AHU-1 indicates 225A maximum overcurrent protection. AHU-1 is fed from a 250A circuit breaker in main distribution panel. At the unit, there is a 200A disconnect switch. Consider replacing the 250A circuit breaker with a 200A circuit breaker to match rating of disconnect switch at unit and to be below 225A maximum overcurrent protection rating of unit as indicated on the nameplate.
13. 3.5.6 (page 21) The branch panels in the building do not have spaces to accommodate future circuits. Consider replacing two of the existing panels with larger panels with more branch circuits. At the same time, existing circuits could be traced and consolidated as needed to reduce overall circuit count and tandem circuit breakers could be removed and updated type written circuit directories could be provided for each panel.
14. 3.5.6 (page 21) Cascade Township may want to consider adding a small addressable fire alarm panel for the building with horns and strobes for fire alarm system notification devices.

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Appendix 3

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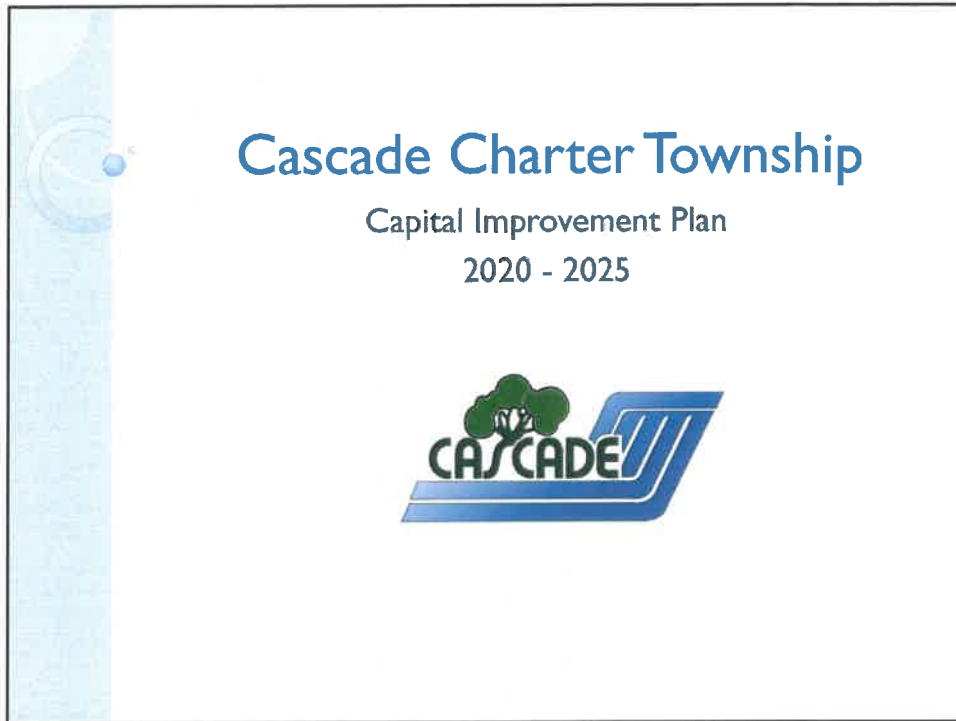
Survey Location: 5920 Tahoe Drive
 Survey Date: November 1, 2019

Tier II: Abbreviated Accessibility Survey					
	Item	Yes	No	N/A	Comments
A. Building History Note: No Building History available					
1.	Has an ADA survey previously been completed for this property?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.	Have any ADA improvements been made to the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.	Does a Barrier Removal Plan exist for the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.	Has the Barrier Removal Plan been reviewed/approved by an arms-length third party such as an engineering firm, architectural firm, building department, or other agency, etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.	Has building ownership or building management reported receiving any ADA related complaints that have not been resolved?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6.	Is any litigation pending related to ADA issues?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
B. Parking					
1.	Are there sufficient accessible parking spaces with respect to the total number of reported spaces? (See Table X2.1)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2.	Are there sufficient van-accessible parking spaces available (96 in. wide by 60 in. aisle)? (See Table X2.1)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3.	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading "Van Accessible" at van spaces?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
4.	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5.	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths and drop-offs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Does signage exist directing you to accessible parking and an accessible building entrance?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
C. Ramps Note: Sloped walk is not steep enough to be considered a ramp.					
1.	If there is a ramp from parking to an accessible building entrance, does it meet slope requirements? (1:12 slope or less)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.	Are ramps longer than 6 ft complete with railings on both sides?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.	Is the width between railings at least 36 in.?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.	Is there a level landing for every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
D. Entrances/Exits					
1.	Is the main accessible entrance doorway at least 32 in. wide?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	If the main entrance is inaccessible, are there alternate accessible entrances?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Inaccessible due to lack of flat area at door
3.	Can the alternate accessible entrance be used independently?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.	Is the door hardware easy to operate (lever/push type hardware, no twisting required, and not higher than 48 in. above floor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Are main entry doors other than revolving doors available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	If there are two main doors in series, is the minimum space between the doors 48 in. plus the width of any door swinging into the space?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

FIG. X2.1 Abbreviated Accessibility Survey

Tier II: Abbreviated Accessibility Survey					
	Item	Yes	No	N/A	Comments
E. Paths of Travel					
1.	Is the main path of travel free of obstruction and wide enough for a wheelchair (at least 36 in. wide)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Does a visual scan of the main path of travel reveal any obstacles (phones, fountains, etc.) that protrude more than 4 in. into walkways or corridors?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3.	Is at least one wheelchair-accessible public telephone available?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4.	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Is there a path of travel that does not require the use of stairs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
F. Elevators Note: Building is one storey, no need for elevator.					
1.	Do the call buttons have visual signals to indicate when a call is registered and answered?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.	Is the "UP" button above the "DOWN" button?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
3.	Are there visual and audible signals inside cars indicating floor change?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
4.	Are there standard raised and Braille markings on both jambs of each hoist way entrance?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
5.	Do elevator doors have a reopening device that will stop and reopen a car door if an object or a person obstructs the door?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
6.	Do elevator lobbies have visual and audible indicators of car arrival?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7.	Are elevator controls low enough to be reached from a wheelchair (48 in. front approach/54 in. side approach)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
8.	Are elevator control buttons designated by Braille and by raised standard alphabet characters (mounted to the left of the button)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
9.	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
G. Toilet Rooms Note: same conditions in Mens & Womens, unless noted otherwise.					
1.	Are common-area public toilet rooms located on an accessible route?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Are door handles push/pull or lever types?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Are there audible and visual fire alarm devices in the toilet rooms?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4.	Are corridor access doors wheelchair-accessible (at least 32 in. wide)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Are public toilet rooms large enough to accommodate a wheelchair turnaround (60 in. turning diameter)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Accessible stalls are not large enough
6.	In unisex toilet rooms, are there safety alarms with pull cords?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
7.	Are toilet stall doors wheelchair-accessible (at least 32 in. wide)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	But no accessible route
8.	Are grab bars provided in toilet stalls?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9.	Are sinks provided with clearance for a wheelchair to roll under (29 in. clearance)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
10.	Are sink handles operable with one hand without grasping, pinching, or twisting?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11.	Are exposed pipes under sinks sufficiently insulated against contact?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
H. Guestrooms Note: Building use doesn't include Guestrooms.					
1.	Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? (See Table X2.2)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
2.	Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? (See Table X2.2)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

FIG. X2.1 Abbreviated Accessibility Survey (continued)

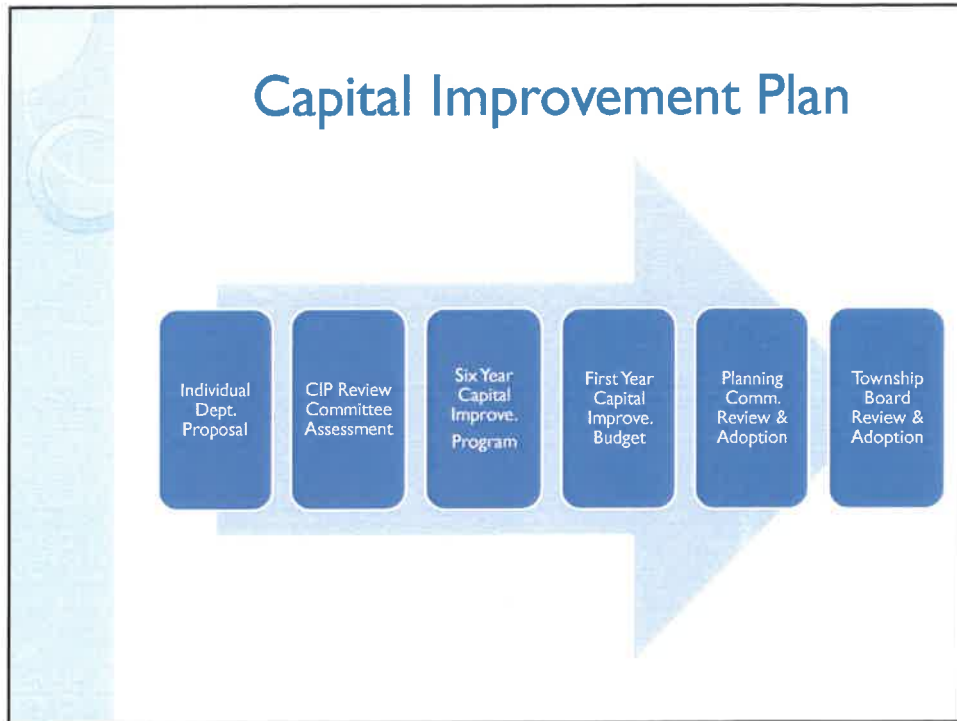


1

Capital Improvement Plan

- Capital Improvements Plan (CIP) outlines a schedule of potential capital expenditures for the next 6 years
 - CIP is a **PLANNING** document, not a **BUDGET** document
 - In order for a CIP project to be completed, it must be budgeted for and approved by the Township Board.
- To be included, must be consistent with:
 - Master Plan
 - State/Federal Requirement
 - Township Approved Policy
- Typically should be at least \$10,000

2



3



4

Capital Improvement Plan

- The Benefits of a Capital Improvement Plan
 - Focuses attention on community goals, needs and capabilities
 - Optimizes use of the taxpayer's dollar
 - Guides future growth and development
 - Encourages the most efficient government
 - Improves the basis for intergovernmental and regional cooperation
 - Maintains a sound and stable financial program
 - Enhances federal and state grant opportunities

5

Capital Improvement Plan

- Project Prioritization
 - **Essential** – Urgent, high priority project that should be done if at all possible
 - **Desirable** – High priority project that should be done as funding becomes available
 - **Acceptable** – Worthwhile project to be considered if funding is available
 - **Deferrable** – Low priority project which can be postponed

6

Capital Improvement Plan

- **Funding Sources**
 - **Millage Funding**
 - General, Fire, Police, Pathways, Open Space, Library
 - **General Obligation & Revenue Bonds**
 - G.O. Bonds – Taxing power pledged to retire debt
 - Revenue Bonds – User charges and other income to pay debt – backed by “Full faith and credit”
 - **Tax Increment Financing**
 - DDA funding – tax collections above “base” taxable value

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Capital Improvement Plan

- **Funding Sources (Con't)**
 - **Federal & State Funds**
 - Grants (DNR Trust Fund, etc...)
 - Entitlements (Revenue Sharing)
 - **Special Assessments**
 - Oak Terrace Water, Kraft Ave. Water/Sewer, etc...
 - **Developer Contributions**
 - Dedicated Infrastructure
 - Payments for Improvements
 - **Utility System Funding**
 - Township approved improvement
 - Paid for through utility bills
 - **Other Funds**
 - Capital leases, dedicated revenues, sale of assets, community partners, etc...

8

Capital Improvement Plan

The total capital need over the next six years includes 52 projects, totaling \$24,958,000

Project Type	Number of Projects	Six - Year Plan FY2020-2025
GF - Administration	6	\$5,040,000
GF - Building & Grounds	4	\$620,000
GF - Cemeteries	3	\$1,000,000
GF - Parks	3	\$400,000
GF - Community Development	4	\$1,345,000
Fire Fund	7	\$1,043,000
Dam Repair Fund	3	\$375,000
Pathways Fund	8	\$4,805,000
Utility Fund	2	\$1,350,000
DDA Fund	9	\$6,305,000
Building Fund	0	\$0
Library Fund	3	\$2,275,000
TOTALS	52	\$24,558,000

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Capital Improvement Plan

General Fund -Administration (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Local Road Maintenance	1,200,000	400,000	400,000	400,000	400,000	400,000	3,200,000*
Schoolhouse Creek Rehab. Project	325,000						325,000
Laraway Lake Level Project	75,000						75,000
New Township Hall Renovation	1,000,000						1,000,000
Administrative Copier			15,000				15,000
Township Server(s) Replacement			25,000				25,000
Totals	2,600,000	400,000	440,000	400,000	400,000	400,000	5,440,000

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Capital Improvement Plan

General Fund - Cemetery (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
30 th Street Cemetery Expansion	900,000						900,000
Whitneyville Cemetery Improvements	50,000						50,000
Snow Cemetery Improvements	50,000						50,000
Totals	1,000,000	0	0	0	0	0	1,000,000

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Capital Improvement Plan

General Fund - Buildings & Grounds (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Rec. Park Facility Improvements	320,000						320,000
F-250 Crew Cab Replacement (3)			60,000	60,000	60,000		180,000
John Deere Tractor Replacement	80,000						80,000
Mower Replacement (3)		20,000		20,000			40,000
Totals	400,000	20,000	60,000	80,000	60,000	0	620,000

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Capital Improvement Plan

General Fund - Parks (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Repave Rec Park Main Drive & Parking Lot			320,000				
Tassel Park Fishing Pier				40,000			40,000
McGraw Park Fishing Pier				40,000			40,000
Totals	0	0	320,000	80,000	0	0	400,000

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Capital Improvement Plan

General Fund - Community Development (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
36 th Street Interchange Streetscape/Signage		275,000					275,000
Bus Stop Installations		30,000	30,000	30,000	30,000	30,000	150,000
Entryway Sign & Landscape Program			80,000	80,000	80,000	80,000	320,000
Railroad Right-of-Way Acquisition			300,000		300,000		600,000*
Totals	0	305,000	410,000	110,000	410,000	110,000	1,845,000

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Capital Improvement Plan

Fire Department Fund - 206							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Emergency All-Terrain Vehicle	48,000						48,000
Genesis Rescue System		10,000					10,000
Chief Vehicle Replacement			60,000				60,000
Medic 11 Suburban Replacement			65,000				65,000
Snow Plow/Grass Truck Replacement				80,000			80,000
Buttrick Fire Station HVAC				50,000			50,000
Engine #5 Replacement						750,000	750,000
Totals	48,000	10,000	125,000	110,000	0	750,000	1,043,000

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Capital Improvement Plan

Cascade Dam Repair Fund (211)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Purchase of 2884 Thornapple River Dr	225,000						225,000
Tainter Gate Seals (2&3)	25,000		25,000				50,000
Concrete Repairs		50,000		50,000			100,000
Totals	250,000	50,000	25,000	50,000	0	0	375,000

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Capital Improvement Plan

Pathway Fund (216)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Pathway Extension -- Cascade Rd (36 th to Whitneyville)	600,000						600,000
Pathway Extension -- Thornapple River Dr. (Berger to Thornhills)	300,000						300,000
Pathway Extension -- Cascade Rd (DDA)	280,000						280,000
Pathway Extension -- Cascade Road (Hall to Watermark)	615,000						615,000
Pathway Extension -- Burton Street		2,200,000					2,200,000
Pathway Extension -- Thornapple Elem.					240,000		240,000
Pathway Extension -- Pine Ridge Elem. (I)					300,000		300,000
Pathway Extension -- Pine Ridge Elem. (II)					270,000		270,000
Totals	1,795,000	2,200,000	0	0	810,000	0	4,805,000

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Capital Improvement Plan

Utility Revolving Fund (246)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Burton St. Highway Crossing - Watermain		350,000					350,000
Water/Sewer Extension -- 52 nd Street			1,000,000				1,000,000
Totals	0	350,000	1,000,000	0	0	0	1,350,000

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Capital Improvement Plan

Downtown Development Authority Fund (248)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Purchase of Riverfront Properties	TBD	TBD	TBD	TBD	TBD	TBD	3,000,000**
Pathway Extension – Cascade Rd (DDA)	250,000						250,000
Synthetic Ice Rink	150,000						150,000
LED Lighting Conversion - Village	80,000						80,000
Cascade Office Park Property Purchase		400,000					400,000
Community Gathering Space - Amphitheater		1,800,000					1,800,000
Community Gathering Space - Streetscape			375,000				375,000
3 rd Street Mid-Block Crossing			300,000				300,000
Village Area Gateway Improvements					250,000		250,000
Totals	480,000	2,200,000	675,000	0	250,000	0	6,805,000

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Capital Improvement Plan

Library Fund (270)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Library Refresh Project		1,800,000					1,800,000
Library Reroof Project			400,000				400,000
Trail Loop & Children's/Sound Garden				575,000			575,000
Totals	0	1,800,000	400,000	575,000	0	0	2,275,000

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**Cascade Charter Township
Kent County, Michigan**

**2020 – 2025
Capital Improvements Plan**

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION ___ of 2019

**RESOLUTION TO ADOPT THE CASCADE CHARTER TOWNSHIP 2020-2025
CAPITAL IMPROVEMENT PLAN**

Minutes of a regular meeting of the Township Board of Cascade Charter Township, County of Kent, State of Michigan, held at the Wisner Center in said Township on December 11th, 2019 at 7:00 o'clock p.m., Eastern Standard Time

PRESENT: Members _____

ABSENT: Members _____

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

WHEREAS, a Capital Improvement Plan is a tool that can be used to implement the Township Master Plan; and,

WHEREAS, the Capital Improvement Plan is a budgeting process used to determine public improvements needs over a 6-year period; and,

WHEREAS, the Capital Improvement Plan will assist the Township in making decisions for improvements to its roads, parks, utilities and public buildings; and,

WHEREAS, the Capital Improvement Plan represents sound planning and management techniques that improve the efficiency and economy of local government; and,

WHEREAS, the Cascade Township Planning Commission unanimously adopted the 2020-2025 Capital Improvement Plan for Cascade Charter Township at their regular meeting on December 2nd, 2019 and have forwarded it to the Township Board for adoption.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT, the Cascade Charter Township Board adopts the 2020-2025 Capital Improvement Plan for Cascade Charter Township.

YEAS: Board members _____

NAYS: Board members _____

ABSTAIN: Board members _____

ABSENT: Board members _____

RESOLUTION DECLARED ADOPTED

Susan B. Slater, Township Clerk

I HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Cascade Charter Township, County of Kent, Michigan, at a regular meeting held on December 11, 2019, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: _____

Susan B. Slater, Township Clerk

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Chapter 1 - Executive Summary

Overview

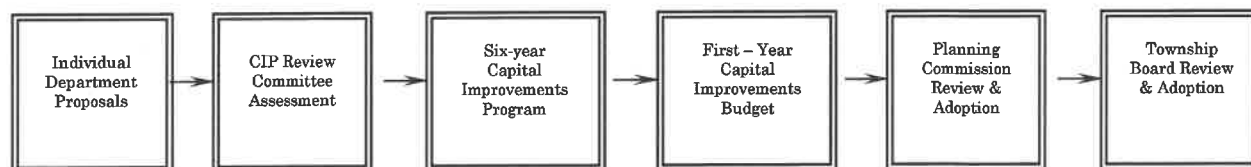
The capital improvements program (CIP) outlines a schedule of public service expenditures over the ensuing six-year period (Fiscal Years 2020-2025). The CIP does not address all of the capital expenditures for the Township, but provides for large, physical improvements which are permanent, including the basic facilities, equipment, services and installations needed for the functioning of the community. These include utilities, municipal facilities and other miscellaneous projects.

To qualify for inclusion into this initial CIP, a project must be consistent with 1) an adopted or anticipated component of the master plan, 2) a state and/or federal requirement, or 3) a Township approved policy. The minimum project cost for a CIP project is \$10,000.

Preparation of the capital improvements program is done under the authority of the Township Planning Act (PA 168 of 1959, as amended). A significant amount of informational language is included to help citizens, staff and elected officials understand the complexity of the program and guide its future development. Subsequent CIP documents will be reviewed by the Planning Commission with the goal that the CIP will help implement the Township's Master Plan.

The capital improvements program proposes project funding relative to the anticipated availability of fiscal resources and the choice of specific improvements to be achieved throughout the six-year plan.

The Capital Improvements Program



- ❖ **Six – Year Capital Improvements Plan**
 - Mid-range planning document.
 - Describes all proposals submitted by individual departments.
 - Includes an assessment & prioritization of each project.
 - Adopted by Planning Commission.
 - Submitted to Township Board for approval.

- ❖ **First – year Capital Improvements Budget**
 - Short – range budget document.
 - Recommends which of these capital needs should be funded.
 - Identifies the expected revenue sources.
 - Submitted by the Township Manager to Township Board for adoption.

Organization

The Capital Improvements Program is divided into three major sections.

- ❖ The first section provides general information about the Township’s programming. It contains:
 - Introduction
 - Program Summary
 - Program Policies
 - Program Funding
- ❖ The 2020 Recommended Capital Improvements Budget provides information on projects for the first fiscal year of the plan. It contains:
 - Project Type
 - Project Name
 - Total Project Cost
 - 2019 Funding Requirements
 - Funding Source
- ❖ The 2020-2025 Capital Improvements Plan lists individual capital projects on separate pages within each section, divided by project types. Each project page contains:
 - A brief description of the project.
 - Proposed scheduling.
 - A narrative assessment and justification.
 - A statement regarding the project’s anticipated impact on operating expenses.
 - Cost and funding source information.
 - Project priority ranking
 - Anticipated year of implementation

Project Prioritization

Staff assessed all capital needs and gave each project a priority rating. The rating figure indicates whether a project is:

- ❖ **Essential:** urgent, high priority project that should be done if at all possible.
- ❖ **Desirable:** high priority project that should be done as funding becomes available.
- ❖ **Acceptable:** worthwhile project to be considered if funding is available.
- ❖ **Deferrable:** low priority project which can be postponed.

The Totals

- ❖ The total capital need over the next six years includes 52 projects, totaling \$24,558,000.

<u>Project Type</u>	<u>Number of Projects</u>	<u>Six – Year Plan FY 2020-2025</u>
GF - Administration	6	\$5,040,000
GF - Building & Grounds	4	\$620,000
GF - Cemeteries	3	\$1,000,000
GF - Parks	3	\$400,000
GF - Community Dev.	4	\$1,345,000
Fire Fund	7	\$1,043,000
Dam Repair Fund	3	\$375,000
Pathways Fund	8	\$4,805,000
Utility Fund	2	\$1,350,000
DDA Fund	9	\$6,305,000
Building Fund	0	\$0
Library Fund	3	\$2,275,000
TOTALS	52	\$24,558,000

Projects

There are 52 projects totaling \$24,558,000 that are submitted as part of this initial Capital Improvements Program. Here are the 20 first-year projects, totaling \$6,208,000, ranked by their priority.

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 8 Projects \$3,280,000)		
Local Road Maintenance Program	\$1,200,000	General Fund
Purchase of 2894 Thornapple River Dr	\$225,000	Dam Fund, Federal Grant
Tainter Gate Seals	\$25,000	Dam Fund; Eagle Creek
Water Rescue Boat Replacement	\$35,000	Fire Fund
Pathway Extension (Cas – 36 to Whit)	\$600,000	Pathway Fund
Pathway Extension (TRD – Thornhills to Berger)	\$300,000	Pathway Fund
Pathway Extension (Cascade Road (DDA))	\$280,000	Pathway Fund
Pathway Extension (Cascade Road – Hall to Watermark)	\$615,000	Pathway Fund
Desirable (Total - 12 Projects \$2,928,000)		
Schoolhouse Creek Rehab. Project	\$325,000	General Fund
Laraway Lake Level Project	\$75,000	General Fund
New Township Hall Renovation	\$600,000	General Fund, Building Fund
30 th Street Cemetery Expansion	\$900,000	General Fund, Cemetery Fund
Whitneyville Cemetery Improvement	\$50,000	General Fund, Cemetery Fund
Snow Cemetery Improvement	\$50,000	General Fund; Cemetery Fund
Rec Park Facility Improvements	\$320,000	General Fund
John Deere Tractor Replacement	\$80,000	General Fund
Emergency All-Terrain Vehicle	\$48,000	Fire, Open Space, Pathway, Grant
Pathway Extension – Cascade Road (DDA)	\$250,000	DDA Fund
Synthetic Ice Rink	\$150,000	DDA Fund
LED Lighting Conversion – DDA	\$80,000	DDA Fund
Acceptable (Total – 0 Projects \$0)		
Deferrable (Total – Projects \$0)		

Timing

The proposed expenditures are distributed as follows:

Department Highlights

General Fund –Administration (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Local Road Maintenance	1,200,000	400,000	400,000	400,000	400,000	400,000	3,200,000*
Schoolhouse Creek Rehab. Project	325,000						325,000
Laraway Lake Level Project	75,000						75,000
New Township Hall Renovation	600,000						600,000
Administrative Copier			15,000				15,000
Township Server(s) Replacement			25,000				25,000
Totals	2,200,000	400,000	440,000	400,000	400,000	400,000	5,040,000

*Project anticipated to be financed over a period of years

General Fund – Buildings & Grounds (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Rec. Park Facility Improvements	320,000						320,000
F-250 Crew Cab Replacement (3)			60,000	60,000	60,000		180,000
John Deere Tractor Replacement	80,000						80,000
Mower Replacement (3)		20,000		20,000			40,000
Totals	400,000	20,000	60,000	80,000	60,000	0	620,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2020-2025

General Fund – Cemetery (101)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
30 th Street Cemetery Expansion	900,000						900,000
Whitneyville Cemetery Improvements	50,000						50,000
Snow Cemetery Improvements	50,000						50,000
Totals	1,000,000	0	0	0	0	0	1,000,000

*Project anticipated to be financed over a period of years

General Fund – Parks (101)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Repave Rec Park Main Drive & Parking Lot			320,000				
Tassel Park Fishing Pier				40,000			40,000
McGraw Park Fishing Pier				40,000			40,000
Totals	0	0	320,000	80,000	0	0	400,000

*Project anticipated to be financed over a period of years

General Fund – Community Development (101)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
36 th Street Interchange Streetscape/Signage		275,000					275,000
Bus Stop Installations		30,000	30,000	30,000	30,000	30,000	150,000
Entryway Sign & Landscape Program			80,000	80,000	80,000	80,000	320,000
Railroad Right-of-Way Acquisition			300,000		300,000		600,000*
Totals	0	305,000	410,000	110,000	410,000	110,000	1,345,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2020-2025

Fire Department Fund - 206							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Emergency All-Terrain Vehicle	48,000						48,000
Genesis Rescue System		10,000					10,000
Chief Vehicle Replacement			60,000				60,000
Medic 11 Suburban Replacement			65,000				65,000
Snow Plow/Grass Truck Replacement				60,000			60,000
Buttrick Fire Station HVAC				50,000			50,000
Engine #5 Replacement						750,000	750,000
Totals	48,000	10,000	125,000	110,000	0	750,000	1,043,000

*Project anticipated to be financed over a period of years

Cascade Dam Repair Fund (211)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Purchase of 2894 Thornapple River Dr	225,000						225,000
Tainter Gate Seals (2&3)	25,000		25,000				50,000
Concrete Repairs		50,000		50,000			100,000
Totals	250,000	50,000	25,000	50,000	0	0	375,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2020-2025

Pathway Fund (216)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Pathway Extension – Cascade Rd (36 th to Whitneyville)	600,000						600,000
Pathway Extension – Thornapple River Dr. (Berger to Thornhills)	300,000						300,000
Pathway Extension – Cascade Rd (DDA)	280,000						280,000
Pathway Extension – Cascade Road (Hall to Watermark)	615,000						615,000
Pathway Extension – Burton Street		2,200,000					2,200,000
Pathway Extension – Thornapple Elem.					240,000		240,000
Pathway Extension – Pine Ridge Elem. (I)					300,000		300,000
Pathway Extension – Pine Ridge Elem. (II)					270,000		270,000
Totals	1,795,000	2,200,000	0	0	810,000	0	4,805,000

*Project anticipated to be financed over a period of years

Utility Revolving Fund (246)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Burton St. Highway Crossing - Watermain		350,000					350,000
Water/Sewer Extension – 52 nd Street			1,000,000				1,000,000
Totals	0	350,000	1,000,000	0	0	0	1,350,000

*Project anticipated to be financed over a period of years

Cascade Charter Township Capital Improvements Program 2020-2025

Downtown Development Authority Fund (248)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Purchase of Riverfront Properties	TBD	TBD	TBD	TBD	TBD	TBD	3,000,000**
Pathway Extension – Cascade Rd (DDA)	250,000						250,000
Synthetic Ice Rink	150,000						150,000
LED Lighting Conversion - Village	80,000						80,000
Cascade Office Park Property Purchase		400,000					400,000
Community Gathering Space - Amphitheater		1,800,000					1,800,000
Community Gathering Space - Streetscape			375,000				375,000
28th Street Mid-Block Crossing			300,000				300,000
Village Area Gateway Improvements					250,000		250,000
Totals	480,000	2,200,000	675,000	0	250,000	0	6,305,000

*Project anticipated to be financed over a period of years
 ** Not all funding to come from DDA

Building Department Fund (249)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Totals	0	0	0	0	0	0	

*Project anticipated to be financed over a period of years

Library Fund (270)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Library Refresh Project		1,300,000					1,300,000
Library Reroof Project			400,000				400,000
Trail Loop & Children's/Sound Garden				575,000			575,000
Totals	0	1,300,000	400,000	575,000	0	0	2,275,000

*Project anticipated to be financed over a period of years

Chapter 2 - Introduction

Several factors influence infrastructure management, including the type of project being considered and the financing options available to fund the project. Whether to develop a new neighborhood park or to extend sewer or water lines to an existing neighborhood is a difficult decision when a choice has to be made between them. The Township may not have enough money available for all the projects it would like to do. The challenges to retain and/or expand Township services in the midst of shrinking resources and increasing costs has put pressure on Township government to make its limited capital resources work more efficiently. Administration, elected and appointed officials, and staff have taken several steps to make its capital expenditures more closely reflect its long-range objectives. One such stride is the continuing commitment to ensure that the most needed projects are funded and that the results are those that are called out in the adopted plans and policies. The capital improvements plan accomplishes this.

Capital Improvements Projects

Projects generally considered capital improvements are large, expensive and permanent in nature. They often place a continuing financial burden on the Township (planning and design, maintenance, operations, energy requirements, legal responsibilities, etc.). The capital improvements program addresses all of the capital expenditures for the Township that are valued over \$10,000. It represents the large projects in the near future.

The Capital Improvements Budget (CIB) shows projects scheduled to be funded in the upcoming fiscal year. Voting to accept the Capital Improvements Budget does *not* mean that Township Board approves all the projects that it contains. Acceptance acknowledges only that they agree with the Township Manager that these projects represent a reasonable interpretation of the upcoming needs for the Township.

The Relationship between the Capital Improvements Budget and the Annual Budget

As indicated above, the capital improvements budget includes projects that anticipate funding in the first fiscal year. The annual budget itemizes the money needed for all municipal purposes during the next fiscal year. This includes the day-to-day operational expenses of the Township, such as salaries and supplies. The projects included in the capital improvements budget are directly included in the annual budget, and all funding sources required to pay for the projects are

confirmed. Approving a particular project still takes place by appropriating money as individual requests come before Township Board throughout the fiscal year.

The Relationship between the Capital Improvements Program and the Township Planning Process

Ideally, comprehensive land use planning influences capital improvements programming. The long-range master plan should yield the perspective on which the mid-range CIP is based. Each type of land use has different degrees of need for capital facilities. For example, a use that requires extensive parking and paving places a burden on the storm water system designed to handle the drainage from the site. The Township will need differing water system improvements and firefighting equipment if a land use plan recommends certain densities of residential development or commercial use for a certain location. These and other possible changes in the Township land use policies necessitate a linkage with the capital improvements program.

On the other hand, a capital improvements program may show that some land should not be zoned for a particular use because it is too expensive to provide the necessary infrastructure. For example, zoning land for industrial use without nearby sewer and water lines makes little sense. Many communities have over zoned the amount of land for industrial use, hoping for increases in tax base. However, often it is too expensive to install the needed services and no prospective manufacturing firm would be willing to pay for installation. Thus, a capital improvements program may help revise the zoning map.

The best strategy is to coordinate the capital improvements program with the master plan and zoning ordinances, to ensure that adequate utility and transportation services will be available in areas targeted for growth or redevelopment. Different zoning districts will need different services and infrastructure.

Many people view the long-range nature of the master plan as one of its greatest strengths. Because it is long-range, typically 20 years in the future, it provides a steady course for the community for a significant period. It contains a vision not subject to short-term obstacles. However, that strength can also be its weakness. The long-range character of the plan also has an air of unreality, which may provide little guidance for decision makers who must invest in the expansion of a water system in the next five years. Over the past few years, the correlation between the master plan components and the CIP has become stronger. In fact, recent changes to the Township Planning Act now allows for the development of a CIP and many legal and planning experts suggest the development of a CIP as a means to insure the township's master plan is legally enforceable, should it be challenged in court. Before the development of the CIP, the Township has begun to take incremental steps towards capital improvements planning. The Cascade Charter Township Park and Recreation Plan, the DDA Tax Increment Financing Plan, the Village

Design Plan and the Complete Streets Plan all provide implementation recommendations that link the future vision of the community to relatively short-term actions.

The first recommended program policy in the CIP recognize the importance of the link between the Capital Improvements Plan and implementation of the master plan. In bringing most, if not all, of the decision makers together into the planning process, and by using the CIP process to reinforce the desired future land use patterns, the Township's physical future can be better shaped.

Legal Basis for Capital Improvements Programming

The State of Michigan provides for the development and use of a capital improvements program in the Township Planning Act (Section 10, Act 263 of the Public Acts of 2001). The Act briefly states that, "a township may adopt a capital improvement plan." The Act does not specifically outline a procedure, however many land use planning publications provide a recommended process.

The Benefits of Capital Improvements Programming

All communities need to develop a capital improvements plan. With time, public facilities need major repair, replacement or expansion. Maintaining and upgrading a community's capital stock requires significant financial investment. This investment must be weighed against other community needs and analyzed in light of community goals. Cascade Charter Township, like many communities, is under pressure to make efficient use of capital resources and must make difficult choices. There are more needs than can be satisfied at once, and the selection of one investment over another may shape the development of the community for years to come.

Capital improvements programming is a valuable tool to ensure that choices are made wisely. The Township's development goals are implemented, in part, by the careful provision of capital facilities. The benefits of this systematic approach to planning capital projects include the following:

Focuses attention on community goals, needs, and capabilities.

Through capital improvements, programming, capital projects can be brought into line with the Township's objectives, anticipated growth, and financial capabilities. Considered individually, a new park, water system improvements, and street widening may be great ideas. However, each project may look quite different when, in the course of the CIP process, it is forced to compete directly with other projects for limited funds.

Optimizes use of the taxpayer's dollar.

The capital improvements plan helps the Township Board and Township Manager make sound annual budget decisions. Careful planning of capital improvements helps prevent costly mistakes. In addition, capital planning allows the Township to save money in several other ways. For example, investors in municipal bonds tend to look more favorably on communities that have a CIP; if bond financing is selected for a capital improvement project, the Township may realize significant savings on interest. The CIP can also provide an opportunity, assuming funds are available, to purchase land at a lower cost in advance of construction.

Guides future growth and development

The location and capacity of capital improvements shape the growth of the Township. The Township Board can use the CIP to develop well thought out policies to guide future land use and economic development. The process can also ease political decision making by providing a rationale for approving or rejecting requests for immediate capital expenditures.

Encourages the most efficient government

Interdepartmental coordination of capital improvements programming can reduce scheduling conflicts and ensure that no single function receives more than its fair share of resources. In addition, the CIP can be used to promote innovative management techniques and improve governmental efficiency and effectiveness.

Improves the basis for intergovernmental and regional cooperation.

Capital improvements programming offers public officials of all governmental units (Cascade Charter Township, City of Grand Rapids, Kent County Road Commission, Gerald R. Ford International Airport, Kent County, Kent District Library, Caledonia Public Schools, Forest Hills Public Schools, Lowell Public Schools and the Downtown Development Authority), an opportunity to plan the location, timing, and financing of improvements in the interest of the community as a whole.

Maintains a sound and stable financial program.

Having to make large or frequent unplanned expenditures can endanger the financial well-being of the Township. Sharp changes in the tax structure or bonded indebtedness may be avoided when construction projects are planned and scheduled at intervals over

a number of years. When there is ample time for planning, the most economical means of financing each project can be selected in advance. Furthermore, a CIP can help the Township avoid commitments and debts that would prevent the initiation of other important projects later.

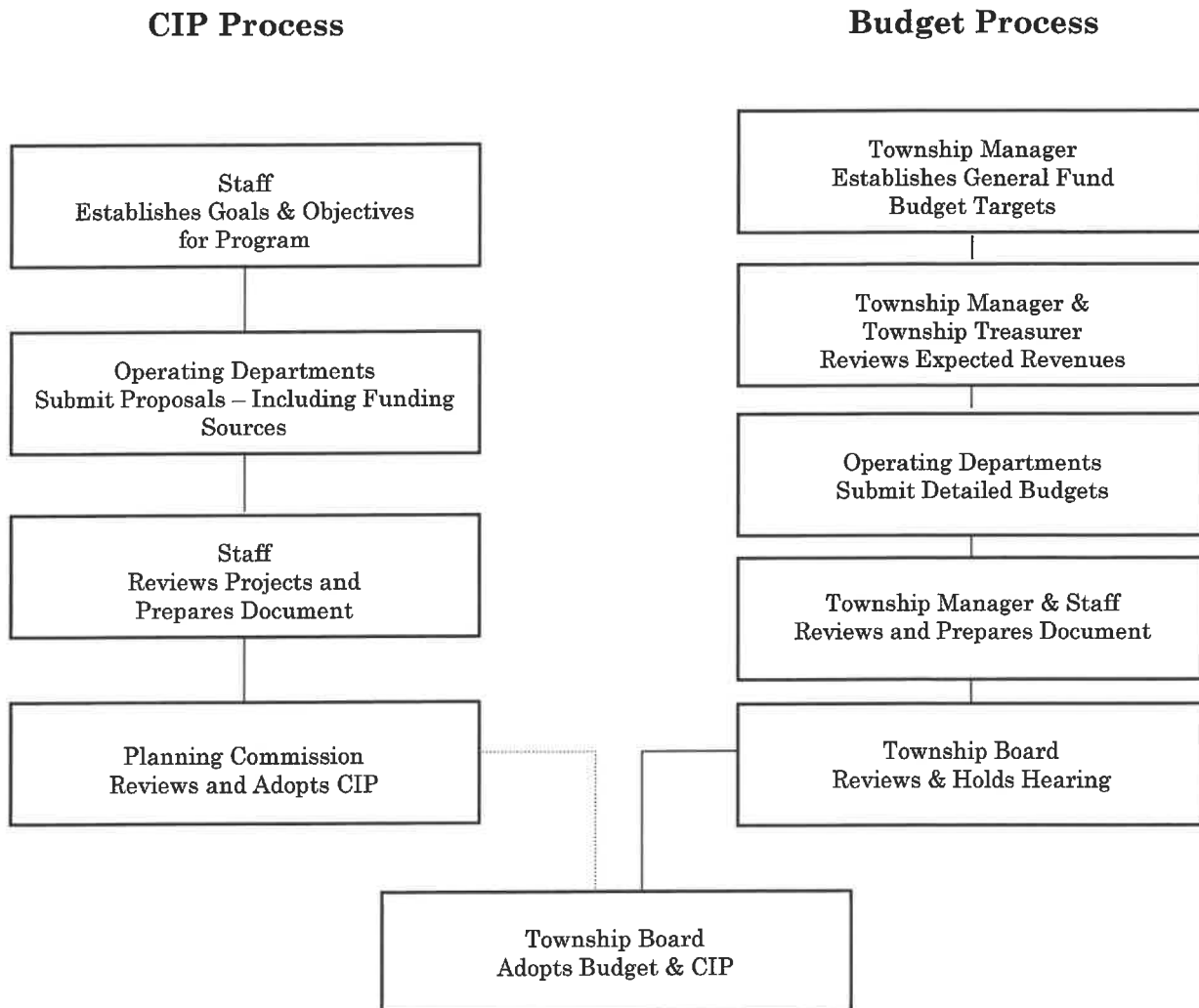
Enhances opportunities for participation in federal or state grant-in-aid programs

Preparing a CIP improves the Township's chance of obtaining aid through federal and state programs that provide funds for planning, construction and financing of capital improvements. There has been little activity in the federal and state grant field recently. Nevertheless, there are cyclical patterns to federal and state programs. The CIP is considered a "public works shelf that contains projects which can be started quickly by having construction, or bid, documents ready should any grants become available.

Chapter 3 - Program Summary

The Capital Improvements Plan Process

The capital improvements plan is a distinct element of the annual budget process that flows through the Township government in somewhat separate channels. The CIP process occurs earlier in the annual cycle than the annual budget. This initial CIP was developed through the Manager's office. The Township Manager and staff will coordinate all operating expenditures. The entire process takes several months to complete.



Cascade Charter Township used a traditional needs driven approach to develop its initial CIP. The process for developing the CIP involved the following steps

Step 1: Organize the Process

Staff began meeting in August to establish the administrative and policy framework within which the CIP process would operate. Before this first step, the Township Manager met with department heads to get their input on upcoming capital purchases and to explain the CIP development process.

Step 2: Develop Criteria

The second task of staff was to review different criteria for capital improvement projects. Literature from planning organizations and other communities with long established capital improvements planning programs were compared. Based upon the review staff adopted program priorities which are explained in further detail, later on in this section.

Step 3: Develop Project Requests

In September, the Township Manager issued a memorandum to all department heads, requesting that they submit proposed capital improvement projects to the Manager's Office. Forms accompanied the memorandum and deadline dates. The department heads that develop project requests were given guidance by the Manager throughout August and September. The project request form is a useful tool for ensuring that proposed projects are well thought out and based on realistic assessment of need.

Because the Township may not have sufficient funding capacity to meet all the capital needs, priorities are set, based on the criteria established earlier in the process. Departments that submit proposals typically will rank their own projects. Priority rankings do not necessarily correspond to funding sequence. For example, a park improvement project ranked lower than a fire equipment purchase may have better access to funds. The fire equipment could require more funds and have to wait for grants or a voter-approved millage. A project's desirability depends on a number of factors – not only what it is, but also on how it's done, where it may be located, how much it costs and its funding potential.

Step 4: Present Departmental Projects

The objective now is to pull together a CIP that was sensitive to the policies that have been adopted and contained projects that related to the master plan objectives.

Step 5: Screen, Evaluate and Prioritize Projects

The most difficult task for staff normally occurs in late September and early October when it evaluated and prioritized the projects submitted for approval. This is a critical component of the CIP process. Project selection must correspond to the amount of money assumed available for capital spending. Within the limited budget, is a new park vehicle or a water line extension of greater importance? Shrinking funds and rising costs incurred in maintaining and rehabilitating deteriorating infrastructure make the process of selecting the most vital capital projects even more crucial and difficult. The merits of each project must be judged against the policies and criteria of the CIP process and the goals of each component of the master plan. Does the project conform in terms of location, size, service provided, relation to its service area, effect on land use patterns, and relation to public policy and community goals? More than merely a technical process, prioritization involves value preferences, policy choices and political actions. Throughout the examination of the proposed projects, staff attempted to overcome some inherent problems in the CIP process:

- a) Government projects are difficult to evaluate because of their diversity and the fact that many, essentially, are not comparable. Individual CIP project requests reflect the need to serve different constituencies and diverse community values. Staff must attempt to reconcile and balance conflicting community values and judgments.
- b) Staff must continually approach the decisions required in this process rationally and analytically regardless of political forces. While conflicting interests within the political process are acknowledged, staff must attempt to develop a program that provides the most benefit to the entire community.
- c) It is inevitable that the number of projects requested exceeds available funding. In the endeavor to provide better service to the community, departments often propose capital projects that, unfortunately, go un-funded. This process should not discourage departments from continuing to submit proposals, but should develop into a mechanism to help in the effort to uncover alternate sources of funding and see that higher-priority projects get implemented.

The initial review (evaluation of project impact) takes place without regard to funding availability and focuses on policies and the objectivity and judgment based on input from Township staff. In the future, staff will review the following impacts of projects:

- Fiscal consequences.
- Health and safety effects.
- Community economic effects.
- Environmental, aesthetic, and social effects.
- Disruption and inconvenience caused during construction.
- Distributional effects (who benefits, who pays).
- Feasibility
- Implications of deferring the project
- Amount of uncertainty and risk.
- Effects on inter-jurisdictional relationships.

Next, the projects are placed into the appropriate funding priority group in relation to their necessity or urgency. Although many communities have developed detailed weighted ranking systems, staff has consciously avoided this type of system. The staff has established the following classification system to prioritize proposed projects:

Priority A - Essential

Urgent, high-priority projects that should be done if possible. These include projects that are required to complete a major public improvement; projects that would address an emergency, or remedy a condition dangerous to public health, welfare, and safety, projects that would provide facilities for a critically needed community program; projects needed to correct an inequitable distribution of public improvements in the past and projects vital to the economic stability of the City. A special effort is made to find sufficient funding for all of the projects in this group.

Priority B - Desirable

High-priority projects that should be done as funding becomes available. These include projects that would benefit the community, and projects whose validity of planning and validity of timing have been established.

Priority C - Acceptable

Worthwhile projects to be considered if funding is available. These are projects that are adequately planned, but not absolutely required, and should be deferred to a subsequent year if budget reductions are necessary.

Priority D - Deferrable

Low-priority projects which are desirable but not essential and can be postponed without detriment to present services.

In addition, projects may be eliminated from consideration if it is determined that they pose a serious question of community need, adequate planning, or proper timing. This step is also conducted without consideration of project cost or funding.

Step 6: Select Projects

In the end, the availability of funds each year, as approved by the Township Board upon the recommendation of the Township Manager, determines the number of projects that are funded.

As with the measurement of project impacts in Step 5, placing projects in priority groupings relies on the judgment of staff, and is not a completely objective process. The criteria used are not subject to precise measurement. This judgment is not arbitrary and is done within the context of the plans, policies and the goals of the master plan.

The Township Board ultimately approves the assumptions, criteria, policies, and recommendations of the staff by accepting the CIP. Depending on the policy, modifications are expected throughout the process. This is considered an essential part of the procedure, placing the burden on those who dissent to assess the policies underlying the recommendations and to advocate their differences, resulting in the necessary evolution of the entire capital planning process.

Step 7: Prepare and Adopt the CIP and CIB

In Step 2 of the process, broad criteria are established to help staff plan capital improvement projects. As the process continues, and increasingly detailed information emerges, projects may be added, altered, or abandoned. Eventually, staff arrives at a final list of projects that is submitted to the Township Manager and the Planning Commission for review.

The Township Manager and Planning Commission evaluate the CIP package in light of additional information, and makes final programming decisions before sending the CIP on to Township Board. The Board accepts the CIP after its review. Acceptance is ***not*** a commitment to finance the approved projects, but is a statement of policy regarding the Township's approach to meeting its future capital needs.

Chapter 4 - Program Funding

Because capital improvement projects involve the outlay of substantial funds, numerous sources are necessary to provide financing over the life of the project. Most capital funding sources are earmarked for specific purposes and cannot be transferred from one capital program to another. For instance, funds raised by the Pedestrian Pathway millage must be used for the purpose that was stated when the millage was approved by the electors. The CIP has to be prepared with some assumptions as to the amount of money to be available. The following is a summary of the funding sources for projects included in the capital improvements program.

General Obligation (G.O.) and Revenue Bonds

When the Township sells bonds, purchasers are, in effect, lending money to the Township. The money is repaid, with interest, from taxes or fees over the years. The logic behind issuing bonds (or "floating a bond issue") for capital projects is that the citizens who benefit from the capital improvements over a period of time should help the Township pay for them. The Township issues bonds in two forms:

General Obligation Bonds

Perhaps the most flexible of all capital funding sources, G.O. bonds can be used for the design or construction of any capital project. These bonds are financed through property taxes. In financing through this method, the taxing power of the Township is pledged to pay interest and principal to retire the debt. Voter approval is required and the amount is included in the Township's state-imposed debt limits. G.O. Bonds are authorized by a variety of state statutes.

Revenue Bonds

Revenue bonds are sold for projects, such as water and sewer systems, that produce revenues. Revenue bonds depend on user charges and other project-related income to cover their costs. Unlike G.O. bonds, revenue bonds are not included in the Township's state-imposed debt limits because they are backed by the full faith and credit of the Township. Revenue Bonds are authorized by a variety of state statutes.

Tax Increment Financing (TIF)

TIF is a municipal financing tool that can be used to renovate or redevelop declining areas while improving their tax base. TIF applies the increase in various state and local taxes that results from a redevelopment project to pay for project-related public improvements. For purposes of financing activities within the Cascade Village district, the Downtown Development Authority adopted a 30-year TIF plan in 2011. TIF is authorized by Public Act 281 of 1986, the Local Development Finance Authority Act and Public Act 450 of 1980, the Tax Increment Financing Act.

Millages

The property tax is one of the most important sources of Township revenue. The property tax rate is stated in mills (one dollar per \$1,000 of valuation). This rate is applied to the taxable value of a property to determine the property tax. Millages are voter-approved taxes which are specifically earmarked for a particular purpose. The Township is authorized to utilize millages under Public Act 90 of 1976, the Charter Township Act.

Federal and State Funds

The federal and state governments make funds available to townships through numerous grants and programs. Some federal and state funds are tied directly to a specific program. The Township has discretion (within certain guidelines) over the expenditure of others. For the most part, the Township has no direct control over the amount of money received under these programs.

Special Assessments

Capital improvements that benefit particular properties, rather than the community as a whole, may be financed more equitably by special assessment: that is, by those who directly benefit. Local improvements often financed by this method include street improvements, sanitary and storm sewers, and water mains.

Developer Contributions

Sometimes capital improvements are required to serve new development. Where funding is not available from the Township to construct the improvements, developers may agree to voluntarily contribute their share or to install the facilities themselves so the development can go ahead.

Chapter 5 - 2020 Recommended Capital Improvements Budget

The 2020 recommended Capital Improvements Budget is listed in the table below. There are a total of 20 projects at a cost of \$6,208,000. 8 projects are listed as Essential, 12 as Desirable and 0 as Acceptable or Deferrable. Detail sheets for the individual projects listed can be found in the following section

Table – 2020 Capital Improvement Budget

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - 8 Projects \$3,280,000)		
Local Road Maintenance Program	\$1,200,000	General Fund
Purchase of 2894 Thornapple River Dr	\$225,000	Dam Fund, Federal Grant
Tainter Gate Seals	\$25,000	Dam Fund; Eagle Creek
Water Rescue Boat Replacement	\$35,000	Fire Fund
Pathway Extension (Cas – 36 to Whit)	\$600,000	Pathway Fund
Pathway Extension (TRD – Thornhills to Berger)	\$300,000	Pathway Fund
Pathway Extension (Cascade Road (DDA))	\$280,000	Pathway Fund
Pathway Extension (Cascade Road – Hall to Watermark)	\$615,000	Pathway Fund
Desirable (Total – 12 Projects \$2,928,000)		
Schoolhouse Creek Rehab. Project	\$325,000	General Fund
Laraway Lake Level Project	\$75,000	General Fund
New Township Hall Renovation	\$600,000	General Fund, Building Fund
30 th Street Cemetery Expansion	\$900,000	General Fund, Cemetery Fund
Whitneyville Cemetery Improvement	\$50,000	General Fund, Cemetery Fund
Snow Cemetery Improvement	\$50,000	General Fund; Cemetery Fund
Rec Park Facility Improvements	\$320,000	General Fund
John Deere Tractor Replacement	\$80,000	General Fund
Emergency All-Terrain Vehicle	\$48,000	Fire, Open Space, Pathway, Grant
Pathway Extension – Cascade Road (DDA)	\$250,000	DDA Fund
Synthetic Ice Rink	\$150,000	DDA Fund
LED Lighting Conversion – DDA	\$80,000	DDA Fund
Acceptable (Total – 0 Projects \$0)		

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Deferrable (Total – Projects \$0)		

Capital Improvement Projects

What follows is specific details on each project submitted for the Capital Improvement project. Each department begins with a summary sheet that includes a table with the projects listed individually with the cost by year and a second table with the project listed individually under the corresponding priority ranking. After the Department Summary Sheet, each project has a two page project form that contains all of the details of the project that were considered when compiling the Capital Improvements Plan.

FY20 – FY25 CIP – General Fund Administrative

General Fund –Administration (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Local Road Maintenance	1,200,000	400,000	400,000	400,000	400,000	400,000	3,200,000*
Schoolhouse Creek Rehab. Project	325,000						325,000
Laraway Lake Level Project	75,000						75,000
New Township Hall Renovation	600,000						600,000
Administrative Copier			15,000				15,000
Township Server(s) Replacement			25,000				25,000
Totals	2,200,000	400,000	440,000	400,000	400,000	400,000	5,040,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$3,225,000)		
Local Road Maintenance Program	\$3,200,000	General Fund
Township Hall Server(s) Replacement	\$25,000	General Fund
Desirable (Total -Project \$1,415,000)		
Schoolhouse Creek Rehabilitation Project	\$325,000	General Fund
Laraway Lake Level Project	\$75,000	General Fund
New Township Hall - Renovation	\$600,000	General & Building Fund
Administrative Copier	\$15,000	General Fund
Acceptable (Total -Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: 09-01-2019

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Local Road Maintenance Program

B. **Location of Project:** Various Local Roads

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Cascade Township traditionally participates in local road maintenance by dedicating funds for preventative maintenance and reconstruction. These funds are matched by the KCRC to complete the projects. The Township approves program projects each spring. Additional funding will be needed in coming years to deal with more intensive projects.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other: Contribution to KCRC	\$3,200,000
Total Estimated Cost	\$3,200,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds	\$800,000					
Grant Funding						
Special Millage						
Other ()						
Totals	\$1,200,000	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2020 - 2025

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ X (Kent County Road Commission)
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Ben Swayze – Township Manager

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 09-01-2019

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Schoolhouse Creek Rehabilitation Project

B. **Location of Project:** Schoolhouse Creek

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Township have been working with the property owners along Schoolhouse Creek to rehabilitate the creek to reduce sediment load, reduce erosion and increase floodplain connectivity. The Township has obtained all necessary easements and the project is currently in the permitting phase.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$325,000
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$325,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	\$325,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$325,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 09-01-2019

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Laraway Lake – Lake Level Project

B. **Location of Project:** Laraway Lake

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Township have been working with the property owners surrounding Laraway Lake to develop a long-term solution to establish and maintain the Lake level. The surrounding property owners have consented to a special assessment district for long term maintenance. The Township has agreed to fund the improvements needed to establish the lake level. The project is being led by the KCDC.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$75,000
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$75,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	\$75,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals	\$75,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X (Kent County Drain Commission)
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: 09-01-2019

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** New Township Hall - Renovation

B. **Location of Project:** 5920 Tahoe

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
X	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Township is going through the process of evaluating the purchase of 5920 Tahoe for the future Township Hall. If purchased, the building will require renovations before it can be occupied. Cost estimates have not been developed yet, but will be available prior to the end of 2019.

3. **Alternatives to Proposed Project?**

Stay in current Township Hall and renovate; build new Township Hall.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$500,000
Equipment & furnishings	
Professional services	\$100,000
Other (Specify)	
Total Estimated Cost	\$600,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	None

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Reduction
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	\$350,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Bldg. Fund)	\$250,000					
Totals	\$600,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 09-01-2019

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Township Hall Copier

B. **Location of Project:** Township Hall - Work Room

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Township Hall copier serves as the main source of document reproduction for the Township organization. It is scheduled to be replaced every four years to ensure the highest possible efficiency and reduction in maintenance costs. Current copier is 2 years old.

3. **Alternatives to Proposed Project?**

Continue to operate with current machines and incur escalating maintenance costs and downtime.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$15,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$15,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$500
No income:	
Other revenue (specify):	
Total Revenue:	\$500

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund			\$15,000			
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals			\$15,000			

* If funding of this project goes beyond 2024, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: 09-01-2019

Department: General Fund - Administrative

1. **Description of Project:**

A. **Project Title:** Township Hall Server Replacement

B. **Location of Project:** Township Hall – IT Room

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

There are two Township Servers scheduled for replacement – the Exchange Server and the Application Server. The Exchange server hosts our user and email system while the Application server hosts all of our programs and files. Both of these servers are replaced every 4 years to minimize downtime and maintenance costs and keep up with technology.

3. **Alternatives to Proposed Project?**

Continue to operate with current machines and incur escalating maintenance costs and downtime and risk compatibility issues with updated PC machines on the network.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$25,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$25,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund			\$25,000			
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals			\$25,000			

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

FY20 – FY25 CIP – General Fund Cemetery

General Fund – Cemetery (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
30 th Street Cemetery Expansion	900,000						900,000
Whitneyville Cemetery Improvements	50,000						50,000
Snow Cemetery Improvements	50,000						50,000
Totals	1,000,000	0	0	0	0	0	1,000,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total -Project \$1,000,000)		
30 th Street Cemetery Expansion	\$900,000	General, Cemetery Fund
Whitneyville Cemetery Expansion	\$50,000	General, Cemetery Fund
Snow Cemetery Expansion	\$50,000	General; Cemetery Fund
Acceptable (Total -Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 09-01-2019

Department: General Fund - Cemetery

1. **Description of Project:**

A. **Project Title:** 30th Street Cemetery Expansion

B. **Location of Project:** 30th Street Cemetery

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The 30th Street Cemetery is quickly filling up, and in the near future there will be a need to expand the cemetery if we are going to continue to provide burial space for Cascade residents. The Township owns enough land to potentially double the amount of space in the cemetery. Project was funded in the FY18 and FY19 budgets and approved by the Township Board in FY 19

3. **Alternatives to Proposed Project?**

Alternatives to the project involve discontinuing the availability of burial space once the currently developed space is filled up.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$800,000
Equipment & furnishings	
Professional services	\$100,000
Other (Specify)	
Total Estimated Cost	\$900,000

5. **Estimated Revenue from Project:**

Annual project income:	\$12,000
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$12,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$10,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	\$900,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$900,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X – Possible Design/Build
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 09-01-2019

Department: General Fund - Cemetery

1. **Description of Project:**

A. **Project Title:** Whitneyville Cemetery Improvements

B. **Location of Project:** Whitneyville Cemetery

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Though not as popular as the 30th Street Cemetery, there are several burials a year in Whitneyville and it is well visited by family members of the deceased. Improvements to landscaping, hardscaping and roads will keep the cemetery in top shape for all to enjoy.

3. **Alternatives to Proposed Project?**

Continue general maintenance of the cemetery only

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$50,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$50,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	\$50,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$50,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 09-01-2019

Department: General Fund - Cemetery

1. Description of Project:

A. Project Title: Snow Cemetery Improvements

B. Location of Project: Snow Cemetery

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Though not as popular as the 30th Street Cemetery, there are several burials a year in Snow Cemetery and it is well visited by family members of the deceased. Improvements to landscaping, hardscaping and roads will keep the cemetery in top shape for all to enjoy.

3. Alternatives to Proposed Project?

Continue general maintenance of the cemetery only

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$50,000
Professional services	
Other (Specify)	
Total Estimated Cost	\$50,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	\$50,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals	\$50,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

FY20 – FY25 CIP – General Fund Building & Grounds

General Fund – Buildings & Grounds (101)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Rec. Park Facility Improvements	320,000						320,000
F-250 Crew Cab Replacement (3)			60,000	60,000	60,000		180,000
John Deere Tractor Replacement	80,000						80,000
Mower Replacement (3)		20,000		20,000			40,000
Totals	400,000	20,000	60,000	80,000	60,000	0	620,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$180,000)		
F-250 Crew Cab Replacement (3)	\$180,000	General Fund
Desirable (Total -Project \$460,000)		
Rec. Park Facility Improvements	\$320,000	General Fund
Mower Replacement (3)	\$60,000	General Fund
John Deere Tractor Replacement	\$80,000	General Fund
Acceptable (Total -Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 09-01-2019

Department: Buildings & Grounds

1. **Description of Project:**

A. **Project Title:** Rec Park Facility Improvements

B. **Location of Project:** Cascade Recreation Park

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Buildings and Grounds Department currently operates out of several facilities, including the facility located at the Recreation Park. This facility, which is currently used for park maintenance activities and storage, is in need of general maintenance (roof, siding, etc...) and is undersized. An expansion will include space to house the bucket truck and generator

3. **Alternatives to Proposed Project?**

Continue to use current building, additional maintenance costs

Construct an outbuilding to be shared with the fire department either at Station 2 or as part of the new Station 1 project

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$280,000
Equipment & furnishings	
Professional services	\$40,000
Other (specify)	
Total Estimated Cost	\$320,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: **\$1,000** _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	\$320,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals	\$320,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2020 _____

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: **X – Potential Design/Build** _____
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ Steve Peterson – Comm. Development Dir. _____

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: October 9, 2019

Department: Buildings & Grounds

1. **Description of Project:**

A. **Project Title:** Ford F250 Crew Cab Replacement

B. **Location of Project:** _____

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short-term benefits, other planning documents project may be included in, etc.)

The basic Buildings and Grounds vehicle is an F250 Crew Cab, of which we have 3. These are placed on a 10-year replacement plan. One replacement scheduled each for 2022, 2023 and 2024

3. **Alternatives to Proposed Project?**

Keep existing and incur additional maintenance costs

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$60,000 (x3)
Professional services	
Other (specify)	
Total Estimated Cost	\$180,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,000 (x3)
No income:	
Other revenue (specify):	
Total Revenue:	\$6,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund			\$60,000	\$60,000	\$60,000	
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals			\$60,000	\$60,000	\$60,000	

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022, 2023, 2024

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X – (Through State Purchasing)
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson – Community Development Director

**Cascade Charter Township
2019-2024 CIP Project Request Form**

Date: October 9, 2019

Department: Buildings & Grounds

1. **Description of Project:**

A. **Project Title:** John Deer Tractor Replacement

B. **Location of Project:** Buildings & Grounds Facility

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short-term benefits, other planning documents project may be included in, etc.)

John Deere tractor is used primarily to dig graves at the cemeteries.

3. **Alternatives to Proposed Project?**

Keep existing tractor and incur further maintenance bills; contract out grave digging

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$80,000
Professional services	
Other (specify)	
Total Estimated Cost	\$80,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$10,000
No income:	
Other revenue (specify):	
Total Revenue:	\$10,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000 (same)
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	\$80,000					
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$80,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X – (Through State Purchasing)
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson – Community Development Director

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: October 9, 2019

Department: Buildings & Grounds

1. **Description of Project:**

A. **Project Title:** Large Mower Replacement

B. **Location of Project:** Building & Grounds Facility

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short-term benefits, other planning documents project may be included in, etc.)

The Buildings and Grounds crew uses a variety of large-scale mowers to maintain the parks and public areas. Mowers are replaced every 5-8 years based on usage.

3. **Alternatives to Proposed Project?**

Keep existing and incur additional maintenance costs

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$20,000 (x3)
Professional services	
Other (specify)	
Total Estimated Cost	\$60,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$1,000 (x3)
No income:	
Other revenue (specify):	
Total Revenue:	\$3,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000 (same)
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund		\$20,000		\$20,000		
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals		\$20,000		\$20,000		

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021, 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X – (Through State Purchasing)
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson – Community Development Director

FY20 – FY25 CIP – General Fund Parks

General Fund – Parks (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Repave Rec Park Main Drive & Parking Lot			320,000				
Tassel Park Fishing Pier				40,000			40,000
McGraw Park Fishing Pier				40,000			40,000
Totals	0	0	320,000	80,000	0	0	400,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total -Project \$320,000)		
Repave Rec Park Main Drive & Lot	\$320,000	General Fund
Acceptable (Total -Projects \$60,000)		
Tassel Park Fishing Pier	\$40,000	General Fund
McGraw Park Fishing Pier	\$40,000	General Fund
Deferrable (Total - Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: September 23, 2019

Department: Community Development

1. **Description of Project:**

A. **Project Title:** Rec Park Main drive and main parking lot

B. **Location of Project:** _____

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
x	Building	X	Replace
	Vehicle		Develop / Improve
	Equipment	x	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The main parking lot and drive have not been repaved in well over 20 years.

3. **Alternatives to Proposed Project?**

Patch as needed

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	300,000
Professional services	20,000
Other (specify)	
Total Estimated Cost	320,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: 1,000
- B. Estimated annual cost of new staff (if any): -
- C. Estimated annual cost of materials & supplies: -

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund			\$320,000			
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals			\$320,000			

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson – Community Development Dir.

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: September 1, 2016

Department: General Fund - Parks

1. **Description of Project:**

A. **Project Title:** Tassel Park Fishing Pier

B. **Location of Project:** Tassel Park

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

From the 2014 – 2019 Parks and Recreation Plan. Will improve access to the Thornapple River and provide fishing opportunities. Will be a floating dock with pilings.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$40,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$40,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: None

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund				\$40,000		
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals				\$40,000		

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Acceptable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** S. Peterson – Community Develop. Director

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: September 1, 2016

Department: General Fund - Parks

1. **Description of Project:**

A. **Project Title:** McGraw Park Fishing Pier

B. **Location of Project:** McGraw Park

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

From the 2014 – 2019 Parks and Recreation Plan. Will improve access to the Grand River and provide fishing opportunities. Will be a floating dock.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$40,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$40,000

FY20 – FY25 CIP – General Fund Community Development

General Fund – Community Development (101)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
36 th Street Interchange Streetscape/Signage		275,000					275,000
Bus Stop Installations		30,000	30,000	30,000	30,000	30,000	150,000
Entryway Sign & Landscape Program			80,000	80,000	80,000	80,000	320,000
Railroad Right-of-Way Acquisition			300,000		300,000		600,000*
Totals	0	305,000	410,000	110,000	410,000	110,000	1,345,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total –Project \$425,000)		
36 th Street Interchange Streetscape/Sign	\$275,000	General Fund
Bus Stop Installations	\$150,000	General Fund, DDA
Acceptable (Total –Projects \$920,000)		
Entryway Sign & Landscape Program	\$320,000	General Fund, DDA
Railroad ROW Acquisition	\$600,000	Grant Funds, Donations, Special Assessment
Deferrable (Total – 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: August 30, 2016

Department: General Fund – Community Development

5. **Description of Project:**

A. **Project Title:** 36th Street Interchange Streetscape/Signage

B. **Location of Project:** 36th Street Interchange

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

36th Street currently serves as a major entryway into our community, but does little to identify Cascade or provide a welcoming atmosphere. This would be part of an ongoing project to implement expanded entryway identification and landscaping at all major entrances to the Township. This project would be quite a bit larger than other projects, and would include major landscaping and hardscaping improvements.

3. **Alternatives to Proposed Project?**

None – leave intersection as is.

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$250,000
Equipment & furnishings	
Professional services	\$25,000
Other (specify)	
Total Estimated Cost	\$275,000

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: August 30, 2016

Department: General Fund - Community Development

1. **Description of Project:**

A. **Project Title:** Bus Stop Installation

B. **Location of Project:** High Usage Areas Along Bus Routes

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Township has committed to a 3-year pilot program to bring bus service to Cascade Township along 28th Street. The bus shelter program would build bus shelters in strategic locations along the route. The first shelter was built at the MDOT Park and Ride location by Meijer, and the second was built at the Mary Free Bed YMCA by The Rapid. With a permanent bus route solution to be made in 2020, we should consider installation of Township funded stops beginning in 2021.

3. **Alternatives to Proposed Project?**

None – no shelters at stops

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$150,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$150,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$2,000
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: \$500

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund		XX	XX	XX	XX	XX
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Rapid or Donations)		XX	XX	XX	XX	XX
Totals		\$30,000	\$30,000	\$30,000	\$30,000	\$30,000

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021 - 2025

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – ED/DDA Director

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: August 30, 2016

Department: General Fund – Community Development

5. Description of Project:

A. Project Title: Cascade Entryway Sign & Landscape Program

B. Location of Project: Various Interchanges and Facilities

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	X	Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

An entryway sign program consistent with the DDA design guidelines and other planned entryway signs in the Township. The signs would be at strategic intersections and facilities in the Township. Estimated at one per year.

3. Alternatives to Proposed Project?

None

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$320,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$320,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	\$0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: \$500

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund			\$80,000	\$80,000	\$80,000	\$80,000
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund			If in DDA	If in DDA	If in DDA	If in DDA
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Specify)						
Totals			\$80,000	\$80,000	\$80,000	\$80,000

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022 - 2025

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: XX
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra Korhorn – ED/DDA Director

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: August 30, 2016

Department: General Fund - Community Development

1. Description of Project:

A. Project Title: Railroad Right-of-Way Acquisition

B. Location of Project: Patterson Ave to Kraft Ave

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
X	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Purchase the railroad right of way to protect for future use.

3. Alternatives to Proposed Project?

none

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	\$600,000
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$600,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: 5,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment			XX		XX	
GO/Revenue Bonds						
Grant Funding			XX		XX	
Special Millage						
Other (Grant, Donations)			XX		XX	
Totals			\$300,000		\$300,000	

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Acceptable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022, 2024

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: XX
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Dev. Dir.

FY20 – FY25 CIP – Fire Department Fund

Fire Department Fund - 206							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Emergency All-Terrain Vehicle	48,000						48,000
Genesis Rescue System		10,000					10,000
Chief Vehicle Replacement			60,000				60,000
Medic 11 Suburban Replacement			65,000				65,000
Snow Plow/Grass Truck Replacement				60,000			60,000
Buttrick Fire Station HVAC				50,000			50,000
Engine #5 Replacement						750,000	750,000
Totals	48,000	10,000	125,000	110,000	0	750,000	1,043,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$970,000)		
Chief Vehicle Replacement	\$60,000	Fire Fund
Snow Plow/Grass Truck Replacement	\$60,000	Fire Fund
Water Rescue Boat Replacement	\$35,000	Fire Fund
Medic 11 Suburban Replacement	\$65,000	Fire Fund
Engine #5 Replacement	\$750,000	Fire Fund
Desirable (Total -Project \$108,000)		
Emergency All-Terrain Vehicle	\$48,000	Fire, Open Space, Pathway Funds; Grant
Genesis Rescue System	\$10,000	Fire Fund
Buttrick Fire Station HVAC	\$50,000	Fire Fund
Acceptable (Total -Projects \$0)		
Deferrable (Total - Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: November 1, 2019

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Emergency All-Terrain Vehicle

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land	X	New Purchase
	Building		Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Fire Department is not currently equipped with the appropriate apparatus to conduct search and rescue in the Township natural parks. ATV vehicle can also be utilized for pathway rescues and for hydrant flushing.

3. **Alternatives to Proposed Project?**

Continue to rely on neighboring Departments to supply the necessary equipment

4. **Estimated Cost of Project:**

Vehicle purchase	\$48,000.00
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$48,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,000
No income:	
Other revenue (specify):	
Total Revenue:	\$2,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund	\$12,000					
Pathway Fund	\$12,000					
Open Space Fund	\$24,000					
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding	XX					
Special Millage						
Other (_____)						
Totals	\$48,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief – A. Magers

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: September 9, 2017

Department: Fire Department

1. Description of Project:

A. Project Title: Genesis Rescue System

B. Location of Project: Fire Department (Rescue 7)

C. Project Type: (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
	Building	x	Replace
	Vehicle		Develop / Improve
x	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This set of tools on Rescue 7 are 10 years old. We will move them to one of the Engines as a back-up set of rescue tools.

3. Alternatives to Proposed Project?

None

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$10,000
Professional services	
Other (specify)	
Total Estimated Cost	\$10,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	Zero

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: None
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: None

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund		\$10,000				
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals		\$10,000				

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief - A. Magers

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: October 13, 2017

Department: Fire Department

5. Description of Project:

A. Project Title: Chief Vehicle

B. Location of Project: Fire Department

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will be a replacement for the Chief Vehicle and the old one becomes the Inspectors vehicle.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	\$55,000.00
Land Acquisition	
Construction	
Equipment & furnishings	\$5,000.00
Professional services	
Other (specify)	
Total Estimated Cost	\$60,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,000
No income:	
Other revenue (specify):	
Total Revenue:	\$2,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund		\$60,000				
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals		\$60,000				

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief – A. Magers

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: October 13, 2017

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Medic 11 – Suburban Replacement

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will a replacement for our medical unit used for responses to medical emergencies. This will cover a new vehicle and emergency equipment. Vehicle is replaced every 10 years, and becomes Inspector Vehicle for 5 years once retired.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	\$65,000.00
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$65,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,000
No income:	
Other revenue (specify):	
Total Revenue:	\$2,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund		\$65,000				
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals		\$65,000				

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief – A. Magers

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: October 13, 2017

Department: Fire Department

1. **Description of Project:**

A. **Project Title:** Plow Truck / Grass Truck

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This is to replace the grass truck. Grass Truck is replaced every 5-10 years, and the previous truck becomes the plow truck.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	\$50,000.00
Land Acquisition	
Construction	
Equipment & furnishings	10,000.00
Professional services	
Other (specify)	
Total Estimated Cost	\$60,000.00

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$2,000
No income:	
Other revenue (specify):	
Total Revenue:	\$2,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$500
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund			\$60,000			
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals			\$60,000			

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief – A. Magers

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: October 1, 2019

Department: FIRE

1. Description of Project:

A. Project Title: Buttrick Fire Station HVAC

B. Location of Project: Station 2

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building	X	Replace
	Vehicle		Develop / Improve
X	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Both HVAC systems are 23 years old and are at the end of their expected useful life. Currently functioning but are requiring more maintenance every year.

3. Alternatives to Proposed Project?

Keep fixing current systems while parts still available.

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$46,298

5. **Estimated Revenue from Project:**

Annual project income:	0
Gain from sale of replace item:	0
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

A.	Estimated annual maintenance & repair costs:	<u>Minimal</u>
B.	Estimated annual cost of new staff (if any):	<u>0</u>
C.	Estimated annual cost of materials & supplies:	<u>0</u>

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund				X		
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals						

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief A. Magers

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: October 13, 2018

Department: Fire Department

5. **Description of Project:**

A. **Project Title:** Engine 5 Replacement

B. **Location of Project:** Fire Department

C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
	Land		New Purchase
	Building	X	Replace
X	Vehicle		Develop / Improve
	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This will be a replacement for Engine 5. Engine 5 was originally purchased in 2010, so will be 15 years old at the time of replacement. Replacement schedule for engines is typically 15-20 years, however we are attempting to space the purchases out further as the last three engines were replaced within 6 years. Replacement can be deferred if needed.

3. **Alternatives to Proposed Project?**

Deferred replacement.

4. **Estimated Cost of Project:**

Vehicle purchase	\$750,000
Land Acquisition	
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$750,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	\$25,000
No income:	
Other revenue (specify):	
Total Revenue:	\$25,000

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$5,000 (same)
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						\$750,000
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (_____)						
Totals						\$750,000

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2025

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: Yes
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Chief A. Magers

FY20 – FY25 CIP – Cascade Dam Fund

Cascade Dam Repair Fund (211)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Purchase of 2894 Thornapple River Dr	225,000						225,000
Tainter Gate Seals (2&3)	25,000		25,000				50,000
Concrete Repairs		50,000		50,000			100,000
Totals	250,000	50,000	25,000	50,000	0	0	375,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$375,000)		
Purchase of 2894 Thornapple River Drive	\$225,000	Dam Fund; Eagle Creek
Tainter Gate Seals (2&3)	\$50,000	Dam Fund; Eagle Creek
Concrete Repairs	\$100,000	Dam Fund; Eagle Creek
Desirable (Total - Project \$0)		
Acceptable (Total - Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 11-01-2019

Department: Cascade Dam Fund

1. **Description of Project:**

A. **Project Title:** Purchase of 2894 Thornapple River Drive

B. **Location of Project:** Adjacent to Tassel Park

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land	X	New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

FERC consent agreement requires us to attempt to purchase this property if possible. Building owner has indicated the property will be available in December 2020

3. **Alternatives to Proposed Project?**

None - Required by FERC

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	<i>\$225,000</i>
Construction	
Equipment & furnishings	
Professional services	
Other (Specify)	
Total Estimated Cost	\$225,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	0
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: None
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: None

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding	XX					
Special Millage						
Other (Dam Fund)	\$225,000					
Totals	\$225,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: X
- C. Other (specify): _____

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 10-01-2018

Department: Cascade Dam Fund

1. **Description of Project:**

A. Project Title: Tainter Gate Seals (2 & 3)

B. Location of Project: Cascade Dam

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
X	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Replacement of the Tainter Gate Seals (2 & 3) as identified by dam operator Eagle Creek Renewable Energy

3. **Alternatives to Proposed Project?**

None - Required by FERC

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	<i>\$50,000</i>
Professional services	
Other (Specify)	
Total Estimated Cost	\$50,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	0
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Same
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: Same

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Dam Fund)	\$25,000		\$25,000			
Totals	\$25,000		\$25,000			

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020, 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): To be completed by Eagle Creek Renewable Energy

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 10-01-2018

Department: Cascade Dam Fund

1. **Description of Project:**

A. **Project Title:** Concrete Repairs

B. **Location of Project:** Cascade Dam

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
X	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Concrete repairs as identified by dam operator Eagle Creek Renewable Energy

3. **Alternatives to Proposed Project?**

None – Required by FERC

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	<i>\$100,000</i>
Professional services	
Other (Specify)	
Total Estimated Cost	\$100,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	0
No income:	
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Same
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: Same

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Dam Fund)		\$50,000		\$50,000		
Totals		\$50,000		\$50,000		

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021, 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): To be completed by Eagle Creek Renewable Energy

11. **Request Sheet Completed By:** Ben Swayze – Township Manager

FY20 – FY25 CIP – Pathway Fund

Pathway Fund (216)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Pathway Extension – Cascade Rd (36 th to Whitneyville)	600,000						600,000
Pathway Extension – Thornapple River Dr. (Berger to Thornhills)	300,000						300,000
Pathway Extension – Cascade Rd (DDA)	280,000						280,000
Pathway Extension – Cascade Road (Hall to Watermark)	615,000						615,000
Pathway Extension – Burton Street		2,200,000					2,200,000
Pathway Extension – Thornapple Elem.					240,000		240,000
Pathway Extension – Pine Ridge Elem. (I)					300,000		300,000
Pathway Extension – Pine Ridge Elem. (II)					270,000		270,000
Totals	1,795,000	2,200,000	0	0	810,000	0	4,805,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$3,995,000)		
Pathway Extension – Cascade Rd (36 th to Whitneyville)	\$600,000	Path Fund
Pathway Extension – Thornapple River Dr (Berger to Thornhills)	\$300,000	Path Fund
Pathway Extension – Cascade Road (DDA)	\$280,000	Path Fund; DDA
Pathway Extension – Cascade Road (Hall to Watermark)	\$615,000	Path Fund
Pathway Extension – Burton Street	\$2,200,000	Path Fund, TEA (State)
Desirable (Total -Project \$810,000)		
Pathway Extension – Thornapple Elem	\$240,000	SRTS (State Grant)
Pathway Extension – Pine Ridge Elem. (I)	\$300,000	SRTS (State Grant)
Pathway Extension – Pine Ridge Elem. (II)	\$270,000	SRTS (State Grant)
Acceptable (Total -Projects \$0)		
Deferrable (Total - 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

A. Project Title: Pathway Extension – Cascade Road

B. Location of Project: Cascade Road – 36th Street to Whitneyville

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 4500 feet of new pathway. Would connect large residential neighborhoods to the existing pathway system and Cascade Parks. Was approved to be constructed as part of the November 2018 millage renewal.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$600,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$600,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund	\$600,000					
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: (Specify)						
Totals	\$600,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson – Community Development Director

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 10-01-2018

Department: Pathways

1. **Description of Project:**

A. **Project Title:** Pathway Extension – Thornapple River Drive

B. **Location of Project:** TRD – Berger to Thornhills

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Pathway will allow residents from the Berger Plat to access the further pathway system without utilizing TRD roadway. Was approved to be constructed as part of the November 2018 millage renewal.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$300,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$300,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund	\$300,000					
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: (Specify)						
Totals	\$300,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** S Peterson – Community Development Director

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: 08-12-2015

Department: Pathways

1. **Description of Project:**

A. **Project Title:** Pathway Extension – Cascade Rd (Non-DDA Portion)

B. **Location of Project:** Cascade Road – Villa Apts. To Burton Street

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other Specify below)

Other: (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Both the DDA Development Plan and the Village Area Complete Streets Plan call for the pathway system to be built on the south side of Cascade Road to facilitate pedestrian traffic in and out of the Village area and reduce the amount of times pedestrians need to cross Cascade Road when utilizing the pathway coming into the Village area. This section is pathway that would be outside of the DDA boundaries. Project was included in the November 2018 millage renewal.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$280,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$280,000

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. Description of Project:

A. Project Title: Pathway Extension – Cascade (Hall to Watermark)

B. Location of Project: Cascade Road – Hall to Watermark

C. Project Type: (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 3600 feet of new pathway. Would connect large residential neighborhoods to the existing pathway system and Cascade Parks.

Approved as part of the November 2018 millage renewal.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$615,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$615,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund	\$615,000					
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: (Specify)						
Totals	\$615,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:** S. Peterson – Community Development Director

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. Description of Project:

A. Project Title: Pathway Extension – Burton Street

B. Location of Project: Burton Road – Spaulding to Patterson

C. Project Type: (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1300 feet of new pathway as well as a pedestrian crossing over I-96.. Would connect Cascade Pathway system to Kentwood system and provide pedestrian route to Grand Rapids. Project should be coordinated with the KCRC and MDOT on bridge and road improvements. Approved as part of the November 2018 millage renewal.

3. Alternatives to Proposed Project?

Wait until Bridge Replacement (not currently scheduled) to coordinate pedestrian crossing.

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$2,200,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$2,200,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$2500
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund		\$725,000				
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant		\$1,475,000				
Special Millage						
Other: (Specify)						
Totals		\$2,200,000				

* If funding of this project goes beyond 2025 please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:** S. Peterson – Community Development Director

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

A. Project Title: Pathway Extension – Thornapple Elementary

B. Location of Project: Bridgewater – T.R.D. to Thornapple Elem.

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1600 feet of new pathway. Would connect pathway system to Thornapple Elementary Drive. Project should be coordinated with the KCRC and FHPS, could be eligible for Safe Routes to Schools.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$240,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$240,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund					\$240,000	
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant					xx	
Special Millage						
Other:						
Totals					\$240,000	

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2024

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:** S. Peterson – Community Development Director

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

- A. **Project Title:** Pathway Extension – Pine Ridge Elementary (I)
- B. **Location of Project:** Leyton/Redford – Cascade Road to Pine Ridge
- C. **Project Type:** (check appropriate item in each column)

<small>(Check here)</small>		<small>(Check here)</small>	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 2000 feet of new pathway. Would connect pathway system to Pine Ridge Elementary. Project should be coordinated with the KCRC and FHPS, could be eligible for Safe Routes to Schools.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$300,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$300,000

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 8-14-2015

Department: Pathways

1. **Description of Project:**

- A. **Project Title:** Pathway Extension – Pine Ridge Elementary (II)
 B. **Location of Project:** Hayward/Leyton/Redford – 30th to Pine Ridge
 C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1800 feet of new pathway. Would connect pathway system to Pine Ridge Elementary. Project should be coordinated with the KCRC and FHPS, could be eligible for Safe Routes to Schools.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$270,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$270,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1000
- B. Estimated annual cost of new staff (if any):
- C. Estimated annual cost of materials & supplies:

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund					\$270,000	
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant					XX	
Special Millage						
Other:						
Totals					\$270,000	

* If funding of this project goes beyond 2023, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2024

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel:
- C. Other (specify):

11. **Request Sheet Completed By:** S Peterson – Community Development Director

FY20 – FY25 CIP – Infrastructure Revolving Fund

Utility Revolving Fund (246)							
Project Title:	Project Costs						TOTAL
	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Burton St. Highway Crossing - Watermain		350,000					350,000
Water/Sewer Extension – 52 nd Street			1,000,000				1,000,000
Totals	0	350,000	1,000,000	0	0	0	1,350,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$0)		
Desirable (Total - Project \$350,000)		
Burton St. Highway Crossing – Watermain	\$350,000	Utility System Funded
Acceptable (Total - Projects \$1,000,000)		
Water/Sewer Extension – 52 nd Street	\$1,000,000	Utility Fund, S.A.D.
Deferrable (Total – 0 Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 8-14-2015

Department: Infrastructure Revolving Fund

1. **Description of Project:**

A. **Project Title:** Burton Street Highway Crossing – Water Main

B. **Location of Project:** Burton Street – I-96 Crossing

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
X	Other (specify below)		Other Specify below)

Other : (specify here):

Utility Infrastructure

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Approximately 1700' of 12" water main, bore/jack installation. Connection is needed for system looing and to improve pressure and reliability. Eligible for system funding. Should also be done in connection with the Burton Street pedestrian bridge.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$350,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$350,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: System Funded		\$350,000				
Totals		\$350,000				

* If funding of this project goes beyond 2025 please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ X _____
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** _____ S. Peterson – Community Development Director _____

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 8-14-2015

Department: Infrastructure Revolving Fund

1. Description of Project:

A. Project Title: Water/Sewer Extension – 52nd Street East of Kraft

B. Location of Project: 52nd Street – East of Kraft

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
X	Other (specify below)		Other Specify below)

Other : (specify here):

Utility Infrastructure

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The extension of water and sewer utilities along 52nd Street to create more land for potential industrial development. Project intended to stimulate economic development in the area. Project would NOT include necessary pump stations, which could be installed as development dictated.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$1,000,000
Equipment & furnishings	
Professional services	
Other: (Specify)	
Total Estimated Cost	\$1,000,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify): Tap Fees	Variable – but could be substantial
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Sewer Fund			XX			
Water Fund			XX			
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment			XX			
Federal Grant						
State Grant						
Special Millage						
Other: <i>Developer</i>			XX			
Totals			\$1,000,000			

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Acceptable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____ X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Steve Peterson – Community Development Director

FY20 – FY25 CIP – DDA Fund

Downtown Development Authority Fund (248)							
	Project Costs						
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Purchase of Riverfront Properties	TBD	TBD	TBD	TBD	TBD	TBD	3,000,000**
Pathway Extension – Cascade Rd (DDA)	250,000						250,000
Synthetic Ice Rink	150,000						150,000
LED Lighting Conversion - Village	80,000						80,000
Cascade Office Park Property Purchase		400,000					400,000
Community Gathering Space - Amphitheater		1,800,000					1,800,000
Community Gathering Space - Streetscape			375,000				375,000
28th Street Mid-Block Crossing			300,000				300,000
Village Area Gateway Improvements					250,000		250,000
Totals	480,000	2,200,000	675,000	0	250,000	0	6,305,000

*Project anticipated to be financed over a period of years

** Not all funding to come from DDA

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$3,000,000)		
Purchase of Riverfront Property	\$3,000,000	DDA Fund; General Fund, Grants
Desirable (Total -Project \$3,205,000)		
Synthetic Ice Rink	\$150,000	DDA Fund
Lighting Conversion	\$80,000	DDA Fund
Pathway Extension – Cascade Rd (DDA)	\$250,000	DDA Fund
28th Street Mid-Block Crossing	\$300,000	DDA Fund
Community Gathering Space - Amphitheater	\$1,800,000	DDA Fund

FY20 – FY25 CIP – DDA Fund

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Community Gathering Space - Streetscape	\$375,000	DDA Fund
Village Area Gateway Improvements	\$250,000	DDA Fund
Acceptable (Total – Projects \$400,000)		
Cascade Office Park – Property Purchase	\$400,000	DDA Fund
Deferrable (Total – Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: September 8, 2015

Department: Downtown Development Authority/General Fund

1. Description of Project:

A. Project Title: Purchase of Riverfront Properties

B. Location of Project: Cascade Rd/Thornapple River Drive

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
X	Land	X	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

In the DDA plan, Master Plan and Strategic plan, it discusses the acquisition of land and the development of riverfront properties. This ranks very high in the joint DDA/Planning Commission meeting in 2015. 12 out of 14 people ranked this as an "A", Essential priority.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	\$3,000,000
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$3,000,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: TBD
- B. Estimated annual cost of new staff (if any): None
- C. Estimated annual cost of materials & supplies: TBD

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund	TBD	TBD	TBD	TBD	TBD	TBD
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA/Private	TBD	TBD	TBD	TBD	TBD	TBD
Totals	TBD	TBD	TBD	TBD	TBD	TBD

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Essential
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** As properties become available

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): X (Township Staff, Varnum, Real Estate Prof.)

11. **Request Sheet Completed By:** Sandra Korhorn – DDA Director

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: 08-12-2015

Department: Downtown Development Authority

1. Description of Project:

A. Project Title: Pathway Extension – Cascade Rd (Part I)

B. Location of Project: Cascade Road – 28th Street to Villa Apts.

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Both the DDA Development Plan and the Village Area Complete Streets Plan call for the pathway system to be built on the south side of Cascade Road to facilitate pedestrian traffic in and out of the Village area and reduce the amount of times pedestrians need to cross Cascade Road when utilizing the pathway coming into the Village area. This section is pathway that would be in the DDA boundaries. Coincides with pathway approved with the November 2018 millage renewal.

3. Alternatives to Proposed Project?

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	\$250,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$250,000

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: September 26, 2019

Department: DDA/Economic Development

1. **Description of Project:**

A. **Project Title:** Synthetic Ice Rink

B. **Location of Project:** Village/Library Area

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
x	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

When putting together the Outdoor Gathering space plan, the master plan and facilities plan, residents stated they have a desire for more active recreational areas in the Township. This is a common theme that staff has heard throughout the years.

Since the rink would be portable, there is a possibility that during the summer months the rink location could be converted to a skate park. The cost for this request however is strictly for the ice rink.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$150,000
Professional services	
Other (specify)	

Total Estimated Cost	\$150,000
----------------------	-----------

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund	\$150,000					
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$150,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra _____

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: September 26, 2019

Department: DDA/Economic Development

1. Description of Project:

A. Project Title: Lighting Conversion

B. Location of Project: Village and 28th St.

C. Project Type: (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
x	Equipment		Construct / Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. Justification for Project: (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Lumec lights in the village are approximately 20 years old and the lights along 28th St. are approximately 10-20 years old. These fixtures continue to fail and are expensive to repair. The ballasts are at the bottom of the pole and the bulbs and ballasts continually need replacing. Converting these fixtures to LED will save on maintenance and electric bills.

There are 3 lights along 28th St. that we have swapped out with an LED product that we are sampling.

3. Alternatives to Proposed Project?

Continue to maintain the lights as we have

4. Estimated Cost of Project:

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$80,000
Professional services	
Other (specify)	

Total Estimated Cost	\$80,000
----------------------	----------

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	0
Other revenue (specify):	
Total Revenue:	0

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund	\$80,000					
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other ()						
Totals	\$80,000					

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2020

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** Sandra _____

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 9/24/2018

Department: DDA/Economic Development

1. **Description of Project:**

A. **Project Title:** Purchase of Property

B. **Location of Project:** Cascade Office Park

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
x	Land	x	New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment		Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The DDA plan discusses the goal of acquiring property for development and redevelopment purposes if and when such properties meet the goals of the DDA development areas.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	\$400,000
Construction	
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$400,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: _____
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund		\$400,000				
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Bond)						
Totals		\$400,000				

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** _____ Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** _____ 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: _____
- B. Township Personnel: _____
- C. Other (specify): _____ X (Varnum, Real Estate Consultant)

11. **Request Sheet Completed By:** _____ S. Korhorn – ED/DDA Director

**Cascade Charter Township
2019-2024 CIP Project Request Form**

Date: 9/24/2018

Department: DDA/Economic Development

1. **Description of Project:**

A. **Project Title:** Community Gathering Space – Amphitheater Area

B. **Location of Project:** Library Property – Jacksmith/28th St.

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	x	Develop / Improve
	Equipment	x	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This project ranked as a high priority at a joint DDA/Planning Commission meeting. It is a planned project in the DDA TIF Plan. 12 out of 14 members ranked it as an A or B. In meetings/events, residents also rank a gathering space as a high priority.

The amphitheater area would be Phase 1 of the project.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$1,800,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$1,800,000

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 9/24/2018

Department: DDA/Economic Development

1. **Description of Project:**

A. **Project Title:** Community Gathering Space – Streetscape Improve.

B. **Location of Project:** Library Property – Jacksmith/28th St.

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	x	Develop / Improve
	Equipment	x	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This project ranked as a high priority at a joint DDA/Planning Commission meeting. It is a planned project in the DDA TIF Plan. 12 out of 14 members ranked it as an A or B. In meetings/events, residents also rank a gathering space as a high priority.

The amphitheater area would be Phase 2 of the project to redevelop the streetscape on Jacksmith. Should be coordinated with GF street repairs

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$375,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$375,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Bond)			\$375,000			
Totals			\$375,000			

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2022

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X – Design/Build
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** S. Korhorn – ED/DDA Director

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: 08-12-2015

Department: Downtown Development Authority

1. **Description of Project:**

A. **Project Title:** 28th Street Mid-Block Crossing

B. **Location of Project:** 28th Street between Kraft and Charlevoix

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Currently there is no crossing point on 28th Street between Kraft and Charlevoix, where many individuals (including guests of the Crowne Plaza) are crossing to get to the restaurants on the north side of 28th Street. A mid-block crossing would provide safe passage for these pedestrians.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$300,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$300,000

Cascade Charter Township 2020-2025 CIP Project Request Form

Date: 08-12-2015

Department: Downtown Development Authority

1. **Description of Project:**

A. **Project Title:** Village Area Gateway Improvements

B. **Location of Project:** Cascade Road near Thornapple River Bridge

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct / Repair / Renovate
	Other (specify below)		Other Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

Both the DDA Development Plan and the Village Area Complete Streets Plan call for an enhanced gateway feature into the DDA area. Preliminary conceptual design work on this has been done, but there are several issues that need to be resolved prior to construction.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$250,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$250,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

A. Estimated annual maintenance & repair costs:	<u>\$1,000</u>
B. Estimated annual cost of new staff (if any):	<u>None</u>
C. Estimated annual cost of materials & supplies:	<u>\$500</u>

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Sewer Fund						
Water Fund						
Pathway Fund						
Revenue Bonds						
G.O. Bonds						
Special Assessment						
Federal Grant						
State Grant						
Special Millage						
Other: DDA Fund					\$250,000	
Totals					\$250,000	

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:**

(Essential, Desirable, Acceptable, Deferrable)

Desirable

9. **Recommended Year(s) for Implementation:**

2024

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:**

Sandra Korhorn – DDA Director

FY20 – FY25 CIP – Library Fund

Library Fund (270)							
Project Costs							
Project Title:	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Library Refresh Project		1,300,000					1,300,000
Library Reroof Project			400,000				400,000
Trail Loop & Children's/Sound Garden				575,000			575,000
Totals	0	1,300,000	400,000	575,000	0	0	2,275,000

*Project anticipated to be financed over a period of years

<i>Projects</i>	<i>Project Need*</i>	<i>Funding Prospects</i>
Essential (Total - Projects \$400,000)		
Library Reroof Project	\$400,000	Library Fund
Desirable (Total - Project \$1.875,000)		
Library Refresh Project	\$1,300,000	Library Fund; KDL
Trail Loop & Children's/Sound Garden	\$575,000	Library Fund; DDA
Acceptable (Total - Projects \$0)		
Deferrable (Total - Projects \$0)		

* Reflects Total Cost of Project

**Cascade Charter Township
2019-2024 CIP Project Request Form**

Date: 10-01-2018

Department: Cascade Library

1. **Description of Project:**

A. **Project Title:** Library Refresh Project

B. **Location of Project:** Cascade Library

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
	Land		New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Cascade Library is now 20 + years old and in need of a "refresh." KDL is funding an architectural study to determine needs. Included items may be carpet, wall coverings, furniture and lighting, among others. Study was completed in 2019.

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$1,300,000
Professional services	
Other (specify)	
Total Estimated Cost	\$1,300,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Same
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding		XX				
Special Millage						
Other (Library Fund)		XX				
Totals		\$1,300,000				

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2021

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X – Design/Build
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** B. Swayze – Township Manager

**Cascade Charter Township
2019-2024 CIP Project Request Form**

Date: 10-01-2018

Department: Cascade Library

1. **Description of Project:**

A. **Project Title:** Library Reroof

B. **Location of Project:** Cascade Library

C. **Project Type:** (check appropriate item in each column)

<u>(Check here)</u>		<u>(Check here)</u>	
	Land		New Purchase
X	Building		Replace
	Vehicle		Develop / Improve
	Equipment	X	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

The Cascade Library is now 25-year-old, with the roof near the end of it's useful life. It is anticipated the earliest it may need to be replaced is 2022, but the repairs could be delayed longer if roof holds up.

3. **Alternatives to Proposed Project?**

None

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	
Equipment & furnishings	\$400,000
Professional services	
Other (specify)	
Total Estimated Cost	\$400,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: Reduced
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund						
Special Assessment						
GO/Revenue Bonds						
Grant Funding						
Special Millage						
Other (Library Fund)			\$400,000			
Totals			\$400,000			

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
(Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** B. Swayze – Township Manager

**Cascade Charter Township
2020-2025 CIP Project Request Form**

Date: 10-01-2018

Department: Cascade Library

1. **Description of Project:**

A. **Project Title:** Trail Loop & Children's Sound Garden

B. **Location of Project:** Library Property – Jacksmith/28th St.

C. **Project Type:** (check appropriate item in each column)

(Check here)		(Check here)	
X	Land		New Purchase
	Building		Replace
	Vehicle	x	Develop / Improve
	Equipment	x	Construct /Repair / Renovate
	Other (specify below)		Other (Specify below)

Other : (specify here):

2. **Justification for Project:** (Describe need for project, long term or short term benefits, other planning documents project may be included in, etc.)

This project ranked as a high priority at a joint DDA/Planning Commission meeting. It is a planned project in the DDA TIF Plan. 12 out of 14 members ranked it as an A or B. In meetings/events, residents also rank a gathering space as a high priority.

This is projected to be done as part of the DDA amphitheater project, but could also be a separate project

3. **Alternatives to Proposed Project?**

4. **Estimated Cost of Project:**

Vehicle purchase	
Land Acquisition	
Construction	\$575,000
Equipment & furnishings	
Professional services	
Other (specify)	
Total Estimated Cost	\$575,000

5. **Estimated Revenue from Project:**

Annual project income:	
Gain from sale of replace item:	
No income:	
Other revenue (specify):	
Total Revenue:	

6. **Effect on Future Operating Costs:**

- A. Estimated annual maintenance & repair costs: \$1,000
- B. Estimated annual cost of new staff (if any): _____
- C. Estimated annual cost of materials & supplies: _____

(If this project replaces a vehicle or equipment, you may attach a sheet comparing operating cost of existing item with the proposed item to illustrate potential cost savings.)

7. **Proposed Method of Financing This Project*:**

Method \ Year	2020	2021	2022	2023	2024	2025
General Fund						
Fire Fund						
Pathway Fund						
Open Space Fund						
Infrastructure Fund						
DDA Fund				XX		
Special Assessment						
GO/Revenue Bonds						
Grant Funding				XX		
Special Millage						
Other (Library Fund)				XX		
Totals				\$575,000		

* If funding of this project goes beyond 2025, please attach a proposed schedule to this page

8. **Department Ranking for this Project:** Desirable
 (Essential, Desirable, Acceptable, Deferrable)

9. **Recommended Year(s) for Implementation:** 2023

10. **Proposed Method of Implementation:** (check appropriate method)

- A. Contract Out: X – Design/Build
- B. Township Personnel: _____
- C. Other (specify): _____

11. **Request Sheet Completed By:** B. Swayze – Township Manager



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: December 11, 2019
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Resolution of General Fund Support to the Fire Fund

FACTS:

In June of 2004 the Township Board approved a resolution to place a fire protection services ballot proposal of the August 3, 2004 primary election for 0.5800 mills. That resolution contained the following provision:

“That the Township Board agrees that should the ballot proposal be approved by the electors, subject to the immediately following sentence, it will commit annually during the time the approved millage is levied a minimum of \$400,000 from the Township General Fund for fire protection services. Such annual commitment may only be suspended by formal resolution of the Township Board upon a finding that severe economic conditions exist which would cause a budget deficit without such suspension”

The proposed 0.5800 mills for fire protection services was approved by the Cascade Charter Township electors in August of 2004 and is currently scheduled to be levied through 2024. The Township Board has made the required appropriation each year the millage has been levied.

During the FY2014 budget process it was recommended by the Finance Committee that this appropriation be made each year by formal resolution, which it was beginning with the 2014 fiscal year budget.

ANALYSIS & CONCLUSIONS:

The prepared FY 2020 budget indicates that “*severe economic conditions...which would cause a budget deficit without such suspension*” do not exist. The FY 2020 budget has been prepared with a proposed budget surplus after the appropriation has been made, before the effect of Capital Improvements is considered.

During their budget review meeting, the Finance and Personnel Committee has recommended the Township Board make the annual contribution to the Fire Fund of \$400,000.

FINANCIAL CONSIDERATIONS:

Approval of the proposed resolution will appropriate \$400,000 of general fund support to the fire fund. The proposed FY 2020 budget has been prepared with this appropriation.

RECOMMENDED ACTION:

To approve the Resolution of General Fund Support to the Fire Fund.

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION __ of 2019

RESOLUTION OF GENERAL FUND SUPPORT TO THE FIRE FUND

Minutes of a regular meeting of the Township Board of Cascade charter Township, County of Kent, State of Michigan, held at the Wisner Center in said Township on December 11, 2019 at 7:00 o'clock p.m., Eastern Standard Time

PRESENT: Members _____

ABSENT: Members _____

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

WHEREAS, in August 2004 the Township Board approved a resolution to place a fire protection services ballot proposal on the August 3, 2004 primary election for 0.5800 mills; and,

WHEREAS, in that resolution the Township Board agreed that should the ballot proposal be approved by the electors it would commit annually during the time the approved millage is levied a minimum of \$400,000 from the Township General Fund for fire protection services; and,

WHEREAS, the Township Board indicated that the annual commitment may only be suspended by formal resolution of the Township Board upon a finding that severe economic conditions exist which would cause a budget deficit without such suspension; and,

WHEREAS, the fire protection services ballot proposal was approved by the electors of Cascade Charter Township.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT, the Cascade Charter Township Board finds that severe economic conditions which would cause a budget deficit without suspension of the payment *do not* exist; and,

FURTHERMORE, BE IT RESOLVED THAT, The Cascade Township Board will make the aforementioned \$400,000 general fund contribution to the Fire Fund in the FY 2020 Budget.

YEAS: Board members _____

NAYS: Board members _____

ABSTAIN: Board members _____

ABSENT: Board members _____

RESOLUTION DECLARED ADOPTED

Susan B. Slater, Township Clerk

I HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Cascade Charter Township, County of Kent, Michigan, at a regular meeting held on December 11, 2019, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: _____

Susan B. Slater, Township Clerk

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION __ of 2019

**RESOLUTION TO ADOPT THE FY 2019 CASCADE CHARTER TOWNSHIP
GENERAL AND SPECIAL FUNDS BUDGET**

Minutes of a regular meeting of the Township Board of Cascade charter Township, County of Kent, State of Michigan, held at the Wisner Center in said Township on December 12, 2018 at 7:00 o'clock p.m., Eastern Standard Time

PRESENT: Members _____

ABSENT: Members _____

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

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Cascade Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, the Cascade Charter Township Board has reviewed the proposed 2020 budgets for the General Fund and all Special Revenue Funds as prepared by the Township Manager and Township Treasurer; and

WHEREAS, on August 28, 2019 the Township Board passed a resolution to approve the levy of the 2019 millage rate, which is utilized to fund the FY 2020 budget; and

WHEREAS, for the purpose of the FY 2020 budgets the 2019 millage rates have been adopted by resolution as follows:

- Operating Millage: 0.9674
 - Voted Fire Millage: 1.3105
 - Voted Police Millage: 0.4580
 - Voted Pathway Millage: 0.3500
 - Voted Open Space Millage: 0.2290
 - Voted Library Millage: 0.1493
- Total*** ***3.4642***

WHEREAS, on December 11, 2019 at 7:00pm the Cascade Charter Township Board held a public hearing to solicit input from the public on the proposed Fiscal Year 2020 budget.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS THAT, the Cascade Charter Township Board adopts the 2020 budgets for the General Fund and all Special Revenue Funds as attached to this Resolution as “Attachment – A” at *the departmental level*.

(Continued on Next Page)

YEAS: Board members _____

NAYS: Board members _____

ABSTAIN: Board members _____

ABSENT: Board members _____

RESOLUTION DECLARED ADOPTED

Susan B. Slater, Township Clerk

I HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Cascade Charter Township, County of Kent, Michigan, at a regular meeting held on December 11, 2019, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: _____

Susan B. Slater, Township Clerk



Cascade Charter Township Fiscal Year 2020 Budget Budget Overview

1

General Fund Overview

- The General Fund covers the following departments
 - Township Board, Supervisor/Manager, Clerk, Treasurer, Assessing, Elections, Buildings & Grounds, Cemetery, Administrative, Drains, Roads, Yard Waste Removal, Street Lights, Transportation, Planning, Parks, Historical, Benefits/Insurance, Capital Outlay, Debt Service
 - Assist in other funds through transfers
- General Fund entails all activities that are generally funded through tax dollars.
 - Many departments have associated fee revenues as well.

2

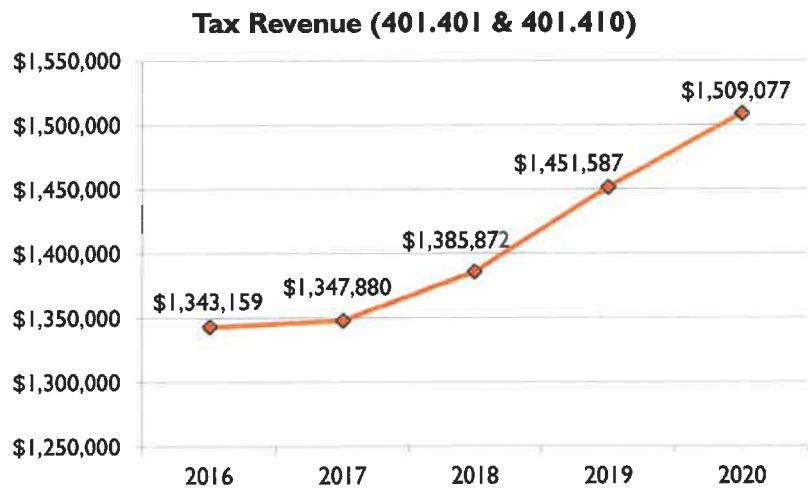
General Fund Revenues

- Millage Rate - \$1 per \$1000 of value
 - Millage rate – 0.9674
 - Headlee Rate Cap – 0.9674 (FY 18 = 0.9716)
 - Original Authorized Millage – 1.100

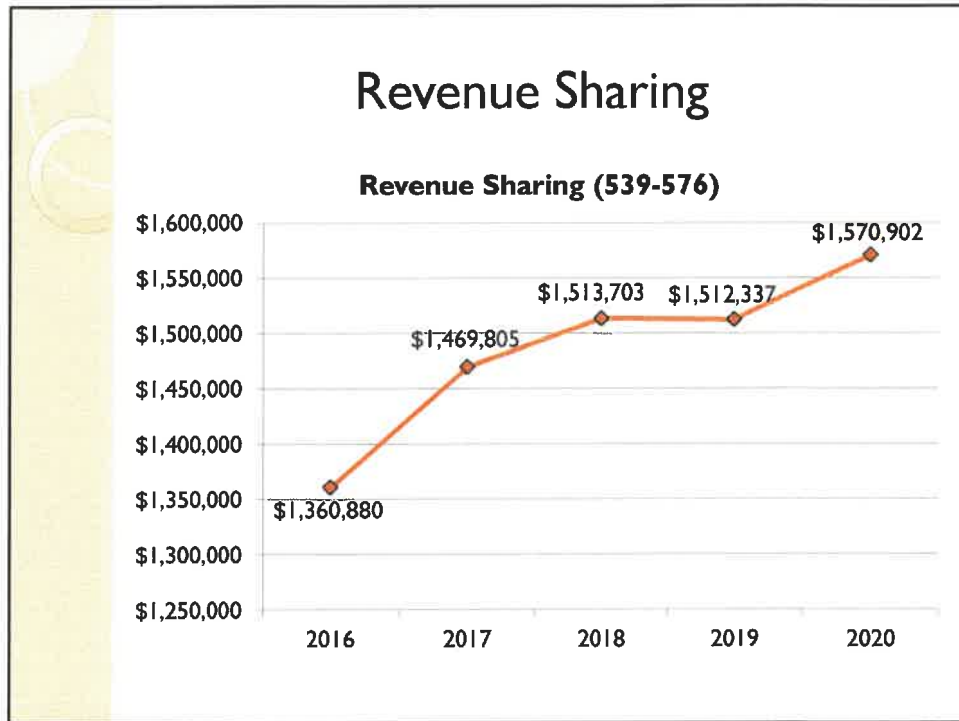
- FY 2019 Values (Real & Personal)
 - FY19 Ad Valorum (SEV) - \$1,908,687,400
 - FY19 Ad Valorum (TV) - \$1,649,507,840
 - Difference of \$259,179,560
 - Represents \$250,730 of potential tax revenue

3

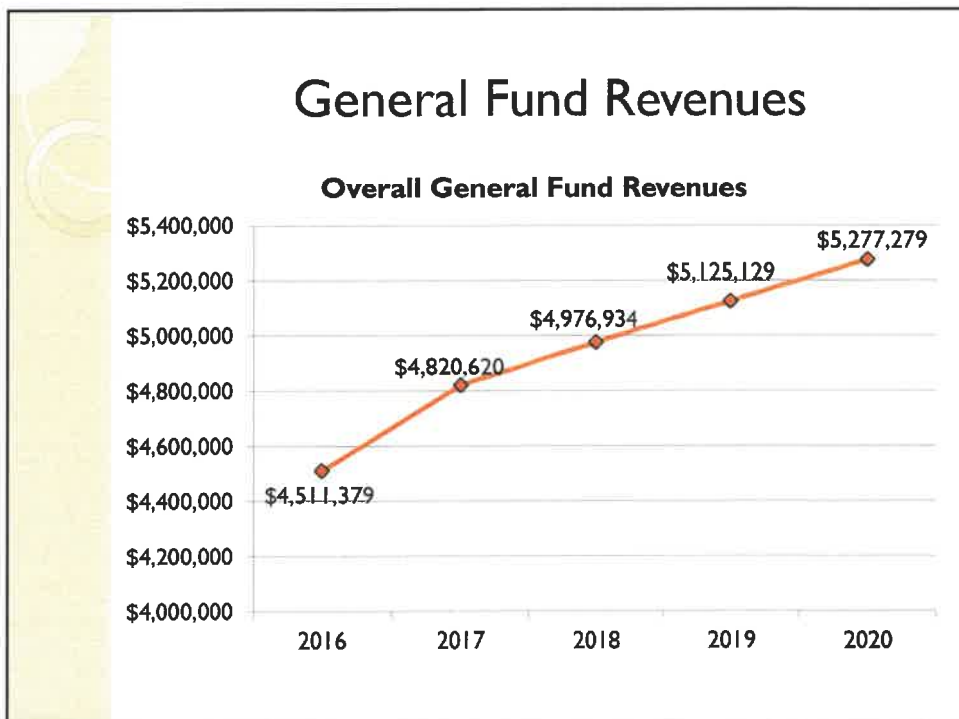
Real & Personal Property Revenues



4



5



6

General Fund – Revenues

- **FY 2020 - Line Items of Note:**
 - **General Property Taxes(401-402)**
 - Real Property Tax Revenues up 4.17%
 - **Personal Property Tax (401-410)**
 - Personal Property Tax Revenues up 1.15%
 - PPT Reform Continues (Industrial PPT)
 - Local Governments Reimbursed at 2013 Tax Roll Levels
 - Community Stabilization Share - \$36,883 Estimate for FY 2020
 - Tier III Payment - Unknown (Not Budgeted) (Reforms Coming)
 - **State Shared Revenue (539-576)**
 - Based on SoM Treasury Estimate
 - Constitutional Estimates up approximately 1.9%
 - Approximately \$60,581 in CVTRS Program (flat)
 - Additional Amount Allocated - \$0.81198 Per Resident
 - Has been rolled into CVTRS rather than separate

7

General Fund – Revenues (Con't)

- **FY 2020 - Line Items of Note:**
 - **Cable Revenue/PEG Fees (450-460; 465)**
 - Revenues Declining for 1st time; cord cutters
 - Township DOES NOT get revenue from internet
 - **Interest on Investments (665-000)**
 - Liquid; CD; Tax; T&A
 - **TRF From Police (699-100)**
 - Cover ½ Township Assistant Manager
 - Will be adjusted once final compensation is calculated
 - **TRF From DDA (675-000)**
 - Cover ½ Econ/DDA Director; 1 Full B&G Emp.
 - Will be adjusted once final compensation is calculated
 - **TRF From Pathways (679-100)**
 - Cover 1 Full B&G Emp
 - Will be adjusted once final compensation is calculated
 - **TRF From Library (679-200)**
 - Cover 1 Full B&G Emp (Replacement for Janitorial)
 - Cover ½ Full B&G Emp (Grounds Maintenance)
 - Will be adjusted once final compensation is calculated

8

Wages

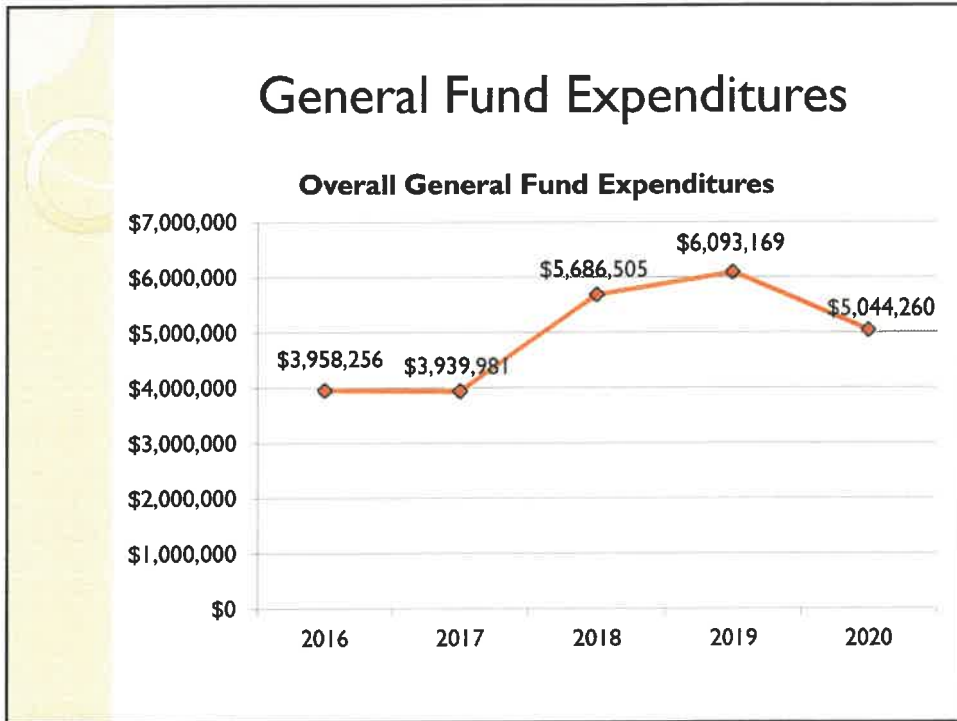
- Three types of increases:
 - Cost of Living Increases – General increases applied unilaterally to all employees, and subsequently applied to the Pay Grade / Step scales
 - Defined Step Increases – Increase in step pay for employees (typically newer) that have not yet reached the “Open Step” for their position. Contingent on positive performance evaluation
 - Merit Pay Increases – Increase in pay for employees in “Open Range” for position, awarded for bringing “value added” to the Township

9

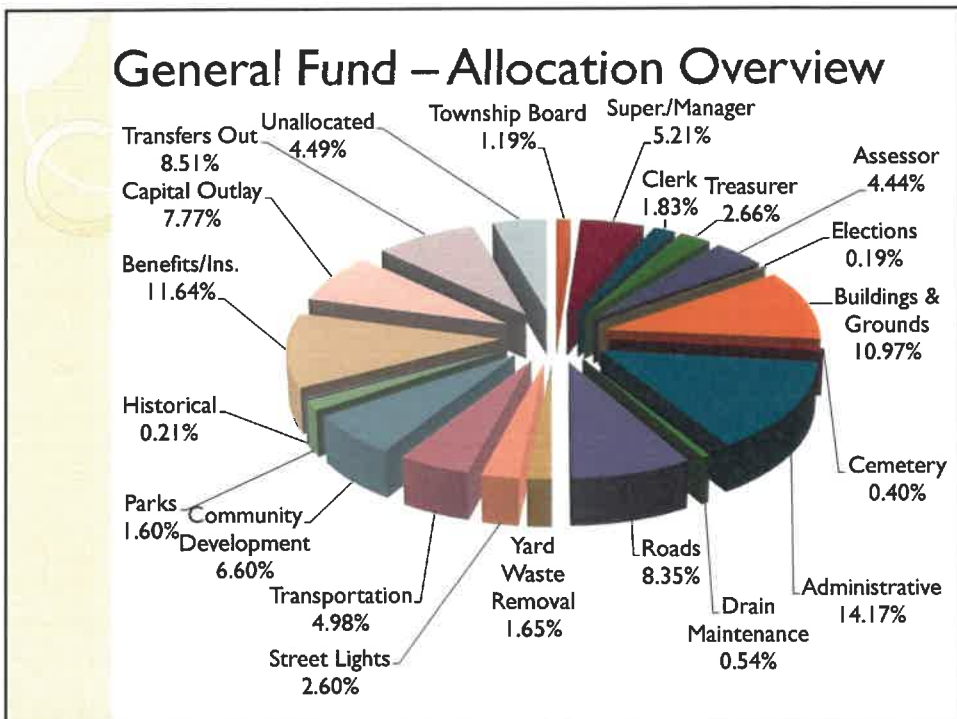
Wages

- Overall Increase in wage compensation
 - Recommended at 4.17%
 - Reflects the Township increase in real property tax related revenues
 - All raises (CPI, Step, Merit)

10



11



12

General Fund Expenditures

- Major Items / Changes for 2020
 - Township Board (Department 101)
 - All salaries for Trustees (4)
 - Township Dues (723-000)
 - Pays for all dues of Township (GVMC, Chamber, Etc...)
 - Education (724-000)
 - Available for Trustee Educational Opportunities
 - Supervisor/Manager (Department 171)
 - Wages – Full Time (702-000)
 - Township Manager and Assistant Township Manager
 - Wages – Part Time (704-000)
 - Township Supervisor
 - Assignable Salary (703.200)
 - Merit Based Raises not yet Assigned (Early December)
 - Will be \$0 in Final Budget

13

General Fund Expenditures

- Major Items / Changes for 2020
 - Clerk (Department 215)
 - Wages – Full Time (702-000)
 - Deputy Clerk
 - Wages – Part Time (704-000)
 - Clerk
 - Wages – Casual (707-000)
 - Administrative Help (20 Hrs Per Week)
 - Treasurer (Department 253)
 - Wages – Full Time (702-000)
 - Deputy Treasurer; Account Clerk II
 - Wages – Part Time (704-000)
 - Treasurer
 - Wages – Casual (707-000)
 - Tax Collection Help
 - Assessing (Department 257)
 - Wages – Full Time (702-000)
 - Assessor; Deputy Assessor; Residential Appraiser
 - Wages – Casual (707-000)
 - Board of Review

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General Fund Expenditures

- Major Items / Changes for 2020
 - Elections (Department 262)
 - Staffing & Supplies for Three Elections
 - March – State of Michigan Presidential Primary
 - Reimbursable
 - August – Primary Election
 - November – Presidential General Election
 - Buildings & Grounds (Department 265)
 - Wages – Full-Time (702.000)
 - 7 Full-Time Building & Grounds Employees
 - 1 Funded by DDA
 - 1 Funded by Pathways
 - 1.5 Funded by Library
 - Wages – Casual (707.000)
 - 2 Long-Term Seasonal (April – October)
 - 2 Traditional Seasonal (May- August)
 - All Maintenance Expenses for Township Hall & Buildings & Grounds Facilities & Equipment
 - Maintenance, Utilities, Communication, Fuel, Etc...

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General Fund Expenditures

- Major Items / Changes for 2020
 - Cemetery (Department 276)
 - Backhoe Services (820-000)
 - Emergency Services; Winter Services
 - Administrative (Department 295)
 - Wages – Full Time (702-000)
 - Human Resources Generalist (Split from Deputy Clerk)
 - Sr Accountant
 - Wages – Part Time (704-000)
 - Front Desk Clerk(s)
 - Insect/Weed Control (816-000)
 - Year 3 of 3 year Commitment (anticipated minor reduction in spray acreage)
 - Special Projects (967-000)
 - Communications Consultant & Expenses
 - Contains all General Expenses of the Township
 - Engineering, Legal, Special Events, Communication, Etc..

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General Fund Expenditures

- Major Items / Changes for 2020
 - Drain (Department 445)
 - Drain Maintenance (816-000)
 - Thornapple Hills Drain Clean-out; KCDC Assessments
 - Drain Engineering (821-000)
 - Begin SWMP project meetings
 - Budget Does Not Currently Contain
 - Laraway Lake Level Project (\$75,000)
 - Schoolhouse Creek Project (\$250,000)
 - These projects were budgeted in previous years and are currently mingled with the Township General Fund Balance. Will be carried into budget via amendment when bids are accepted.
 - Roads (Department 446)
 - Road Overlays (821.000)
 - Return to "standard" program
 - KCRC matches dollar-for-dollar
 - Does not include Centennial/Foremost work
 - Road Engineering Studies (821.500)
 - Cascade Road Corridor Safety Study

17

General Fund Expenditures

- Major Items / Changes for 2020
 - Yard Waste Removal (Department 447)
 - Spring/Fall Clean-Up (820-000)
 - Additional cost for electronic recycling
 - Service Contracts (939-000)
 - Bag Leaf Pick Up
 - Hazardous Waste Day
 - Yard Waste Dumpsters
 - Storm Damage Dumpster (New)
 - Streetlights (Department 448)
 - 60% of the cost of non-DDA streetlights are reimbursed through the Streetlight SAD

18

General Fund Expenditures

- Major Items / Changes for 2020
 - Transportation (Department 652)
 - Transportation Services (859.000)
 - Savings from Go!Bus Availability around \$30,000
 - CDBG Reworked – More Money Available to Cascade but Funds are running out
 - Go!Bus Tix (859.100)
 - Eliminate \$0.50 subsidy in 2020
 - Bus Service 33rd & 36th (861-000)
 - General Fund Covers 100%
 - Bus Service 28th St (861-100)
 - First Year of Post-Pilot Program
 - 50% of contract cost – split with DDA
 - Township still responsible for full bus cost – continue to negotiate

19

General Fund Expenditures

- Major Items / Changes for 2020
 - Community Development (Department 721)
 - Wages – Full time (702-000)
 - Community Development Director; ED/DDA Director; Planner; Front Desk Clerk
 - Wages – Casual (707-000)
 - 18 Week Summer Intern Program
 - Planning Commission; Zoning Board of Appeals
 - Special Projects (967-000)
 - Tactical Urbanism (Split with DDA)
 - Parks (Department 756)
 - Park Maintenance (935-000)
 - General Maintenance
 - Concrete Improvement at Tassel Park
 - Small Equipment/Furniture (981-000)
 - Replacement of blowers, weedwhips, etc...

20

General Fund Expenditures

- Major Items / Changes for 2020
 - Historical (Department 803)
 - Projects, Promotions & Programs (758-000)
 - Continuation of \$6,000 contribution to Historical Society

21

General Fund Expenditures

- Major Items / Changes for 2020
 - Capital Outlay – FFE (970-000)
 - John Deere Tractor Replacement (\$70,000)
 - Lawnmower Replacement (2) (\$6,000)
 - Capital Outlay – Bldgimp (975-000)
 - Recreation Park Facility Replacement (\$320,000)
 - Will not begin until Fire Station project designed
 - Potential for B&G Storage Facility on-Site
 - Items Not Included:
 - Cemetery Expansion
 - Will be carried forward from FY18 & FY 19 once it is bid out
 - New Township Hall Renovations
 - Will be split with Building, come from fund balance

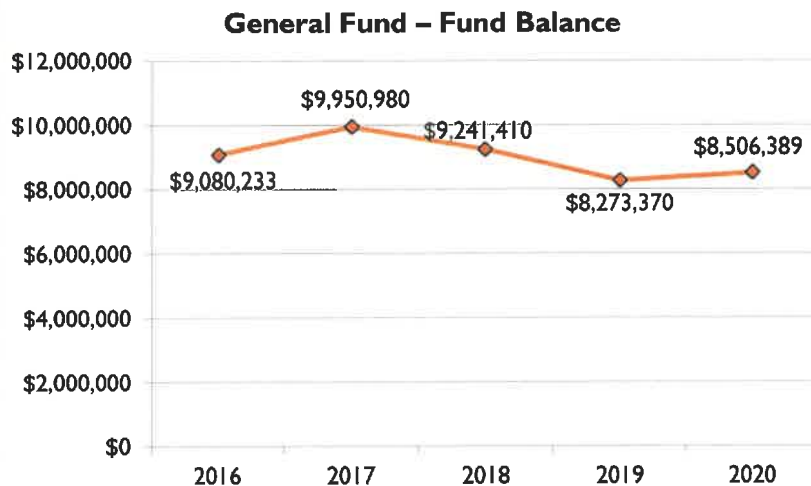
22

General Fund Expenditures

- Major Items / Changes for 2018
 - Transfers Out (Department 965)
 - Transfer to Fire Fund (999-006)
 - Economic Conditions are Steady – Transfer Recommended
 - Debt Service (Department 990)
 - Not Included
 - Debt Service for Centennial/Foremost Road Improvements
 - Will be Included once debt service is known and funding approved by Township Board

23

General Fund – Fund Balance



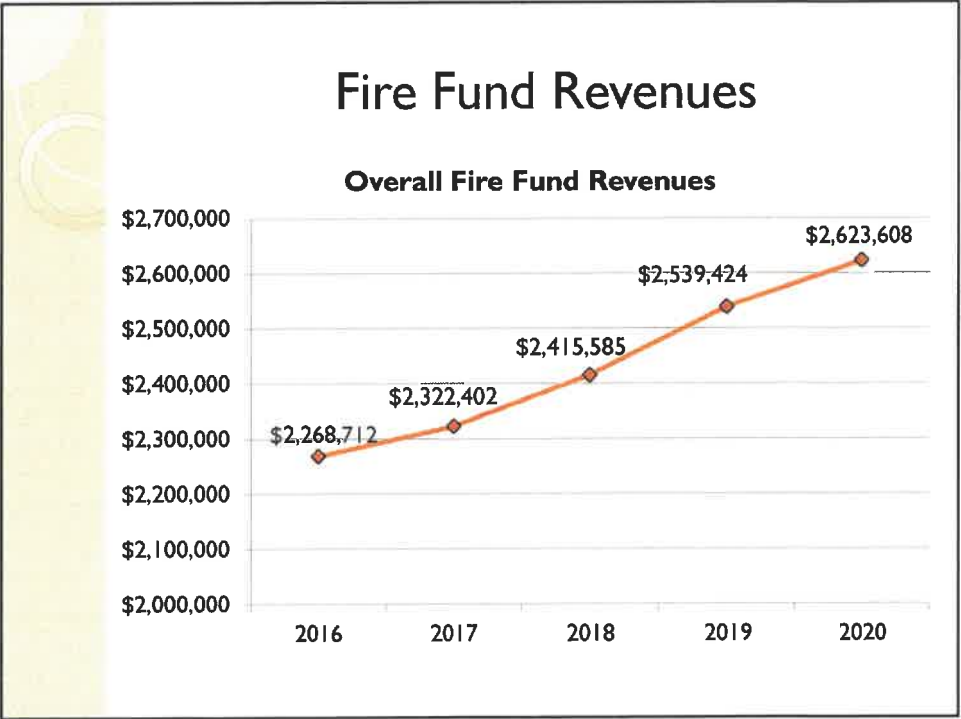
24

Fire Fund Revenues

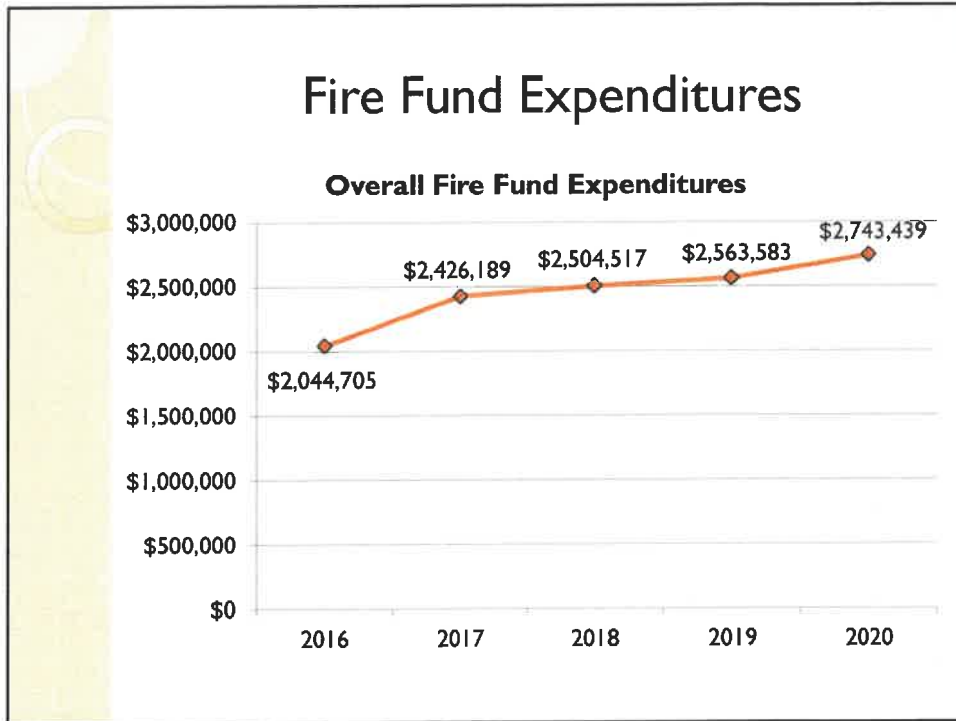
- **Millage Rate - \$1 per \$1000 of value**
 - Millage rate (Reduced by Headlee) – 1.3095
 - .5058 (Expires 5/3/34)
 - .5775 (Expires 8/3/24)
 - .2262 (Expires 8/5/28)
 - Headlee Rate Cap – 1.3095 (Was - 1.3152 in 2018)
 - Original Authorized Millage – 1.3152

- **FY 2019 Values (Real & Personal)**
 - FY19 Ad Valorum (SEV) - \$1,908,687,400
 - FY19 Ad Valorum (TV) - \$1,649,507,840
 - Difference of \$259,179,560
 - Represents \$339,395 of potential tax revenue

25



26



27

- ### Fire Fund – Expenditures
- Major Items / Changes for 2020
 - Fire Department (Department 336)
 - Firefighters Salary (702-000)
 - Fire Chief
 - Fire Marshall, Inspector
 - 3 Fire Captains
 - 3 Fire Lieutenants
 - 12 Firefighters
 - Administrative Assistant
 - Assignable Salary (703-200)
 - Merit based raises (will be \$0 in final budget)
 - Overtime & Paid On Call (707-000; 713-000)
 - More then likely over budgeted right now due to extended absences

28

Fire Fund – Expenditures

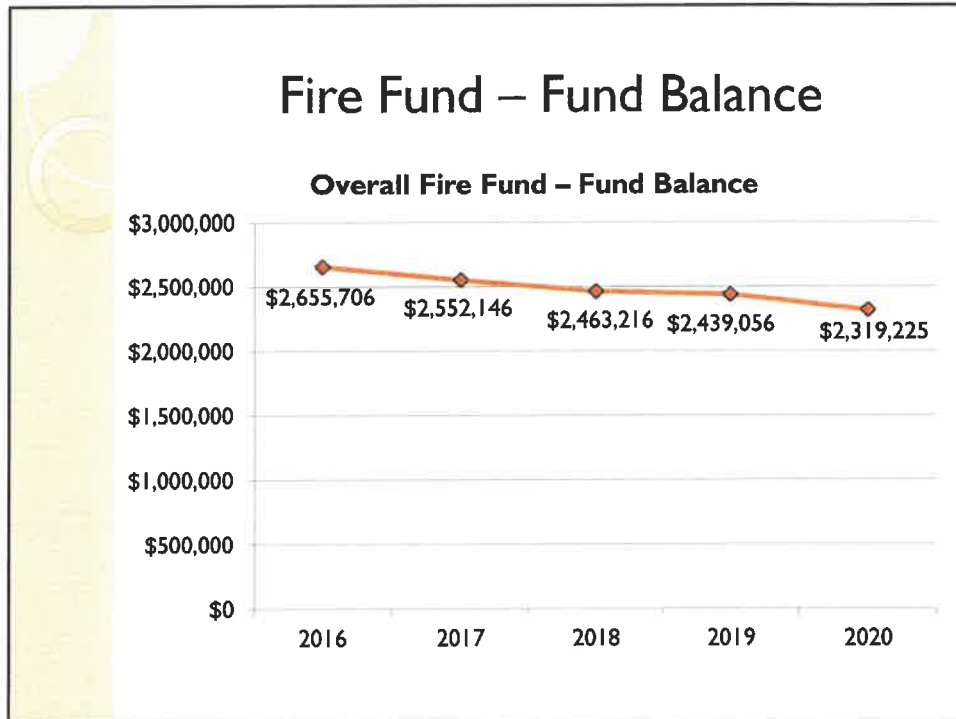
- Major Items / Changes for 2020
 - Fire Department (Department 336)
 - Fire Training (726-000)
 - Combined Training and Education
 - Respiratory Program (804-000)
 - Maintenance of New System Purchased in 2018
 - Communications (850-000)
 - Combination of all Phone/Data/Technology GL
 - Vehicle Maintenance (863-000)
 - Separated from Equipment Maintenance (938-000)
 - Utilities (928-000)
 - Combined All Utility Line Items

29

Fire Fund – Expenditures

- Major Items / Changes for 2020
 - Fire Department (Department 336)
 - Capital Outlay – FFE (970-000)
 - 25% of FD ATV(\$12,000)
 - 50% Open Space, 25% Pathways
 - Fire Fund Deficit (\$119,831)
 - Expected from staffing increase (small deficits through 2024 when next millage is up for renewal)
 - Expected Fund Balance YE 2019 - \$2.4 million+

30

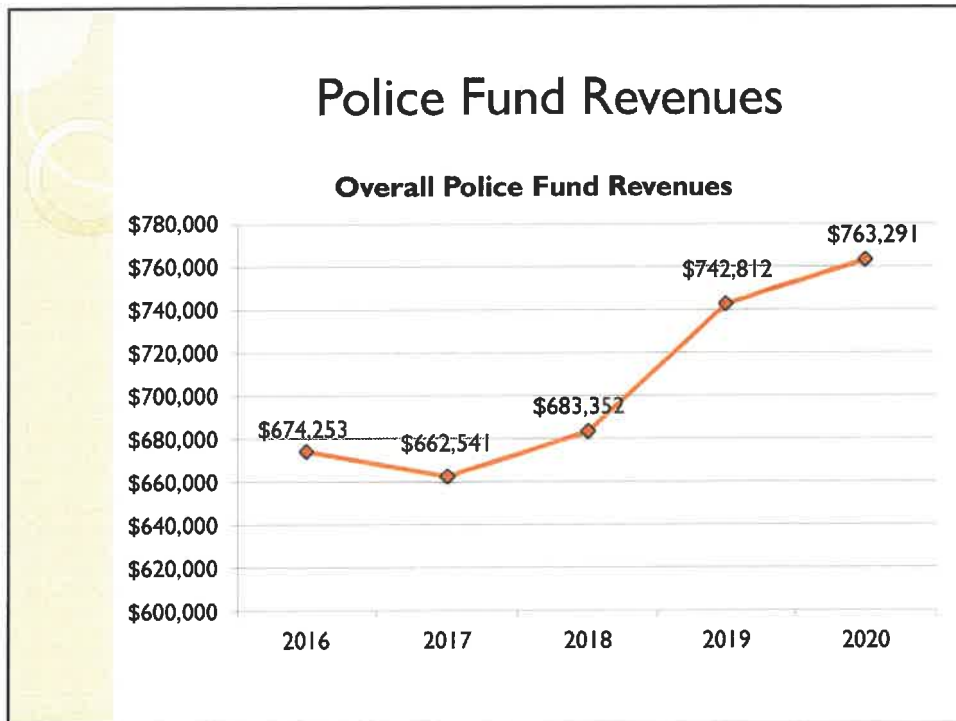


31

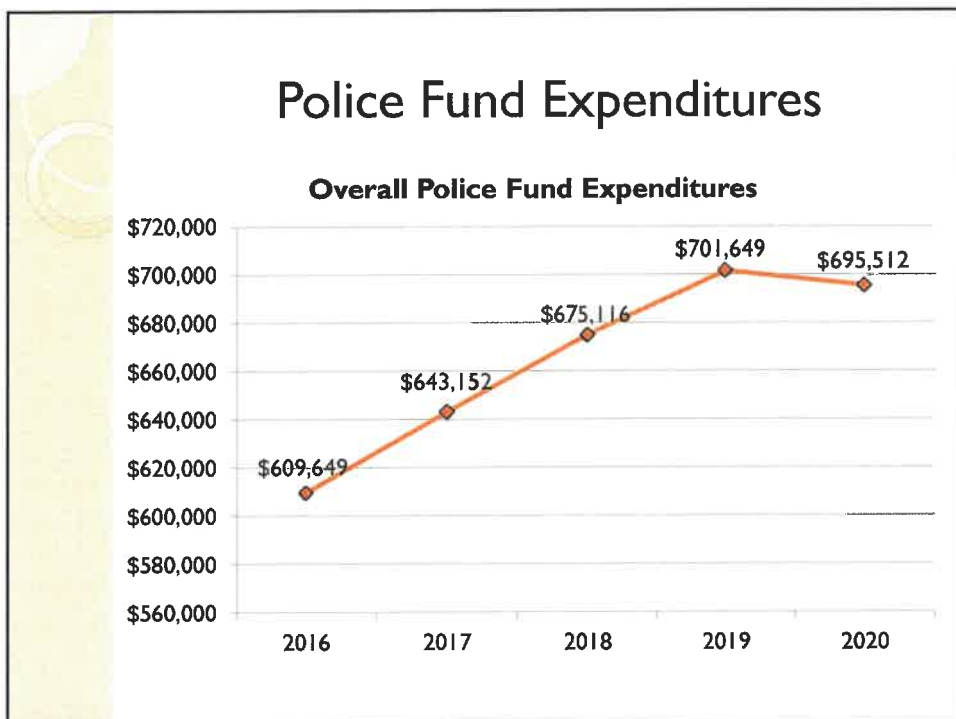
- ### Police Fund Revenues
- **Millage Rate - \$1 per \$1000 of value**
 - Millage rate– 0.4571
 - .2480 (Expires 8/7/34)
 - .2091 (Expires 8/5/28)
 - Headlee Rate Cap – 0.4571 (Was - 0.4591 in FY18)
 - Original Authorized Millage – 0.4591

 - **FY 2019 Values (Real & Personal)**
 - FY19 Ad Valorum (SEV) - \$1,908,687,400
 - FY19 Ad Valorum (TV) - \$1,649,507,840
 - Difference of \$259,179,560
 - Represents \$118,470 of potential tax revenue

32



33



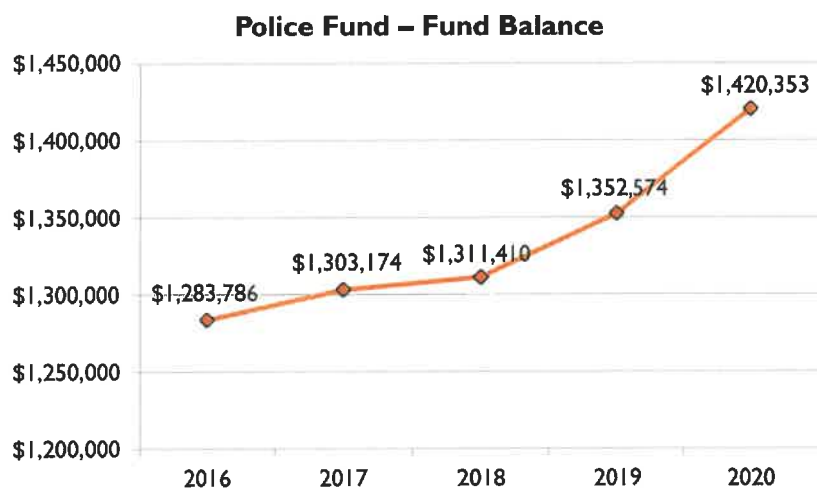
34

Police Fund – Expenditures

- Major Items / Changes for 2020
 - Miscellaneous (787-000)
 - New Speed Trailer
 - Sheriff Protection(801-000)
 - Budget Estimate from KCSD – Based on FY19 monthly payment levels +3%
 - Transfer to Other Fund (999-000)
 - Funds 50% of Assistant Township Manager
 - Adjusted to Final Total Compensation

35

Police Fund – Fund Balance



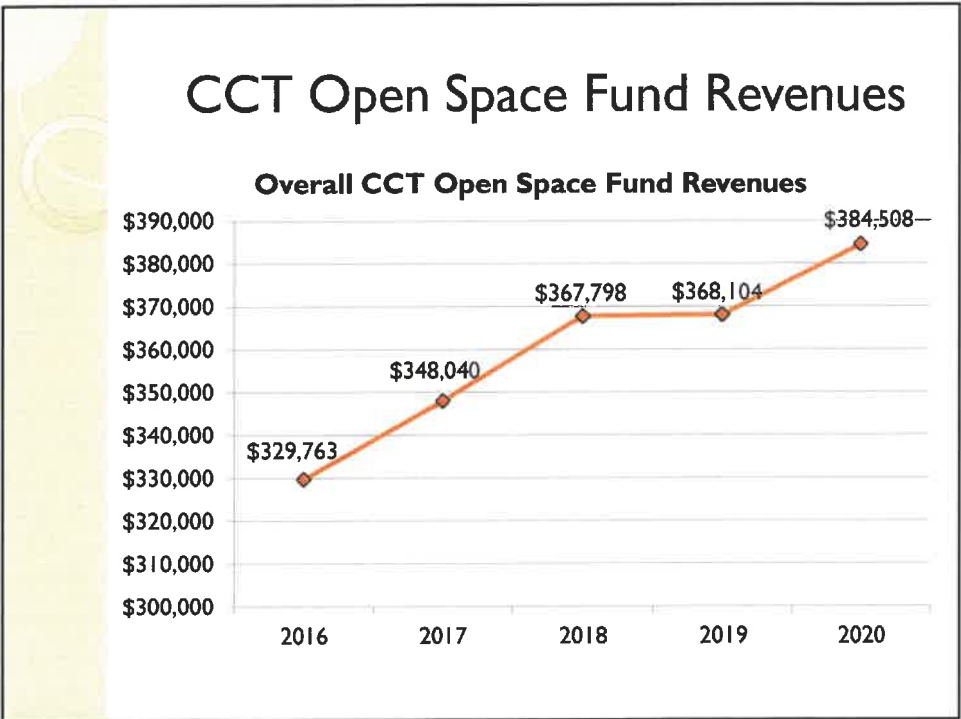
36

CCT Open Space Fund Revenues

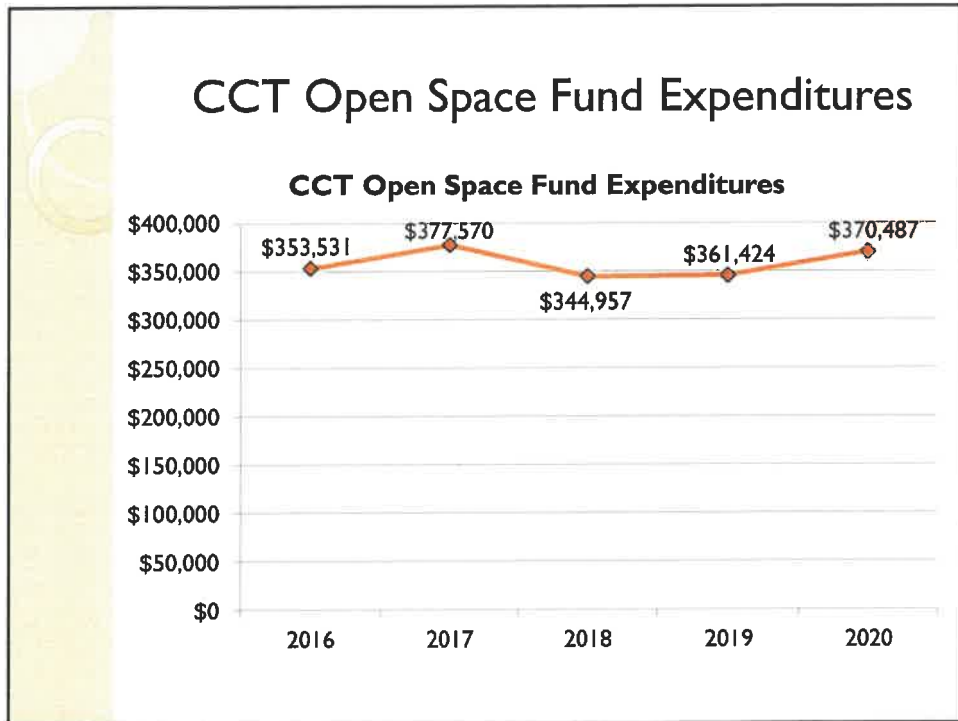
- **Millage Rate - \$1 per \$1000 of value**
 - Millage rate – 0.2290
 - (Expires 11/3/28)
 - Headlee Rate Cap – 0.2290 (Was - 0.2300 in FY18)
 - Original Authorized Millage – 0.2300

- **FY 2019 Values (Real & Personal)**
 - FY19 Ad Valorum (SEV) - \$1,908,687,400
 - FY19 Ad Valorum (TV) - \$1,649,507,840
 - Difference of \$259,179,560
 - Represents \$59,352 of potential tax revenue

37



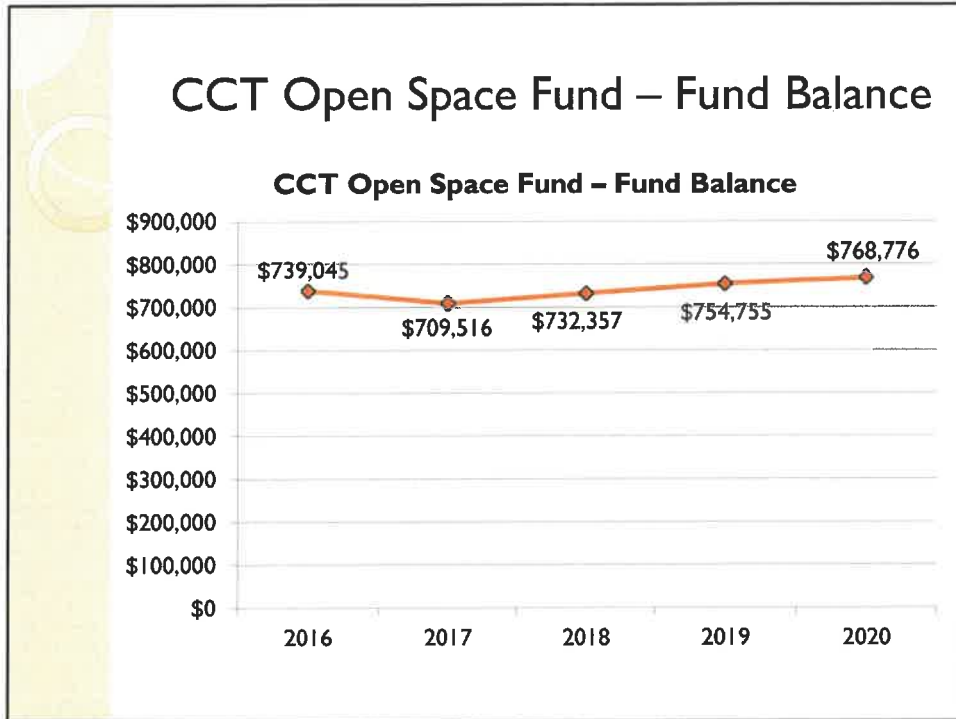
38



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- ### CCT Open Space Fund – Expenditures
- Major Items / Changes for 2020
 - Capital Outlay (970-000)
 - FD ATV – Primary Use for Park Rescue Operations (50% of cost)
 - Debt Service
 - Refinanced in FY2018 (Advanced Refunding)
 - Original Bond Paid Off
 - Refinanced Bond – Only payment remaining

40

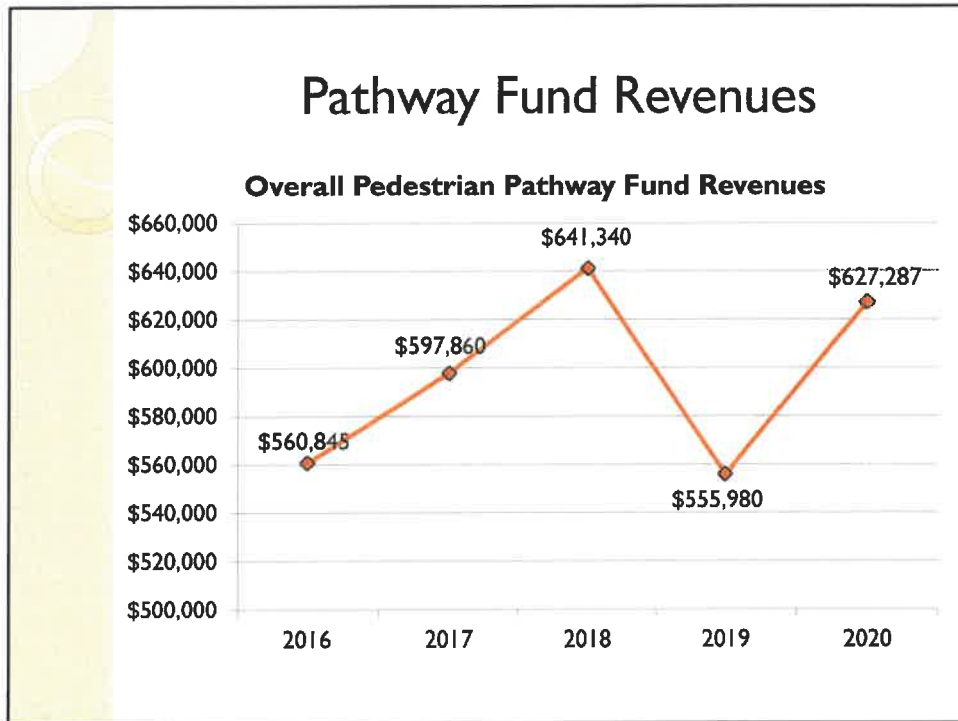


41

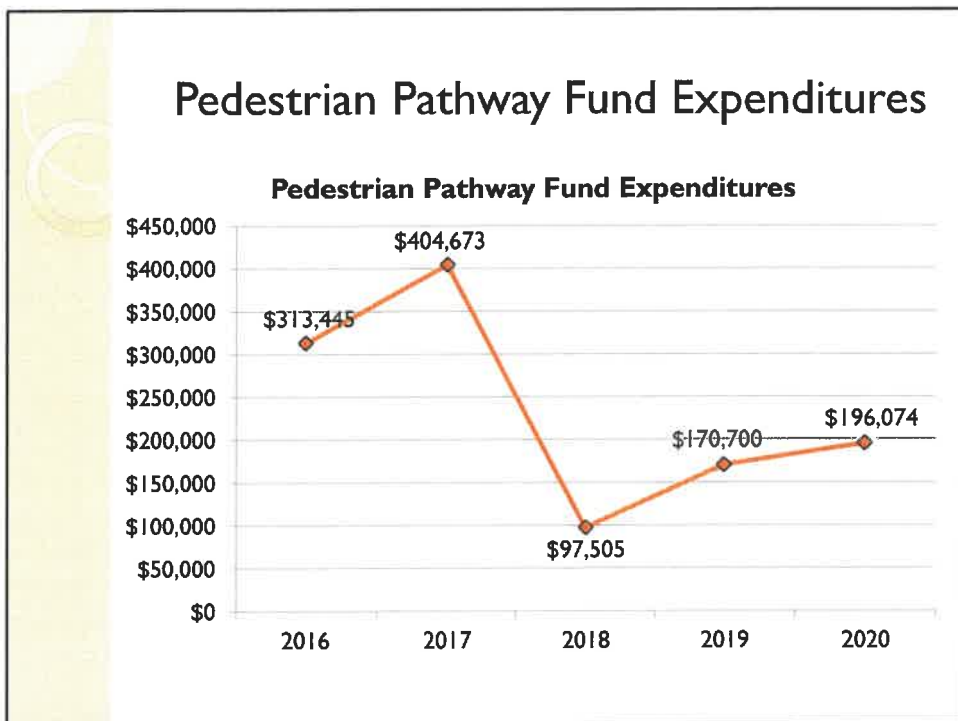
- ### Pedestrian Pathway Fund Revenues
- Millage Rate - \$1 per \$1000 of value
 - Millage rate to remain steady – 0.3500
 - (Expires 11/6/28)
 - Headlee Rate Cap – 0.3500 (Was – 0.3985 FY18)
 - Original Authorized Millage – 0.3500 (Was 0.40)

 - FY 2019 Values (Real & Personal)
 - FY19 Ad Valorum (SEV) - \$1,908,687,400
 - FY19 Ad Valorum (TV) - \$1,649,507,840
 - Difference of \$259,179,560
 - Represents \$90,712 of potential tax revenue

42



43



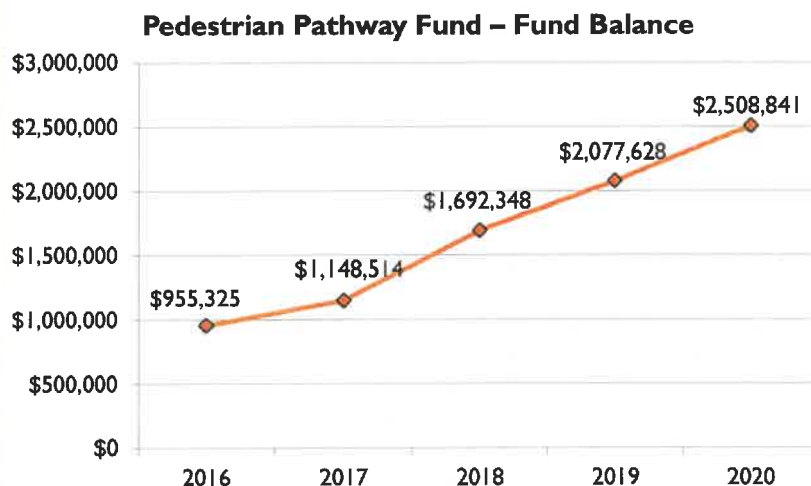
44

Pedestrian Pathway Fund – Expenditures

- Major Items / Changes for 2020
 - Maintenance & Repair (931-000)
 - Will Slowly increase to \$125,000 over 5 years
 - Pathway Maintenance (931-200)
 - 1 FT B&G Employee (Transferred to GF)
 - Capital Outlay (970-000)
 - FD ATV – 25% of cost
 - Bobcat Snowbrush Attachment (\$7,000)
- Not Included:
 - Debt Service for Pathways Bond...will be added in once financing is approved by Township Board

45

Pedestrian Pathway Fund – Fund Balance

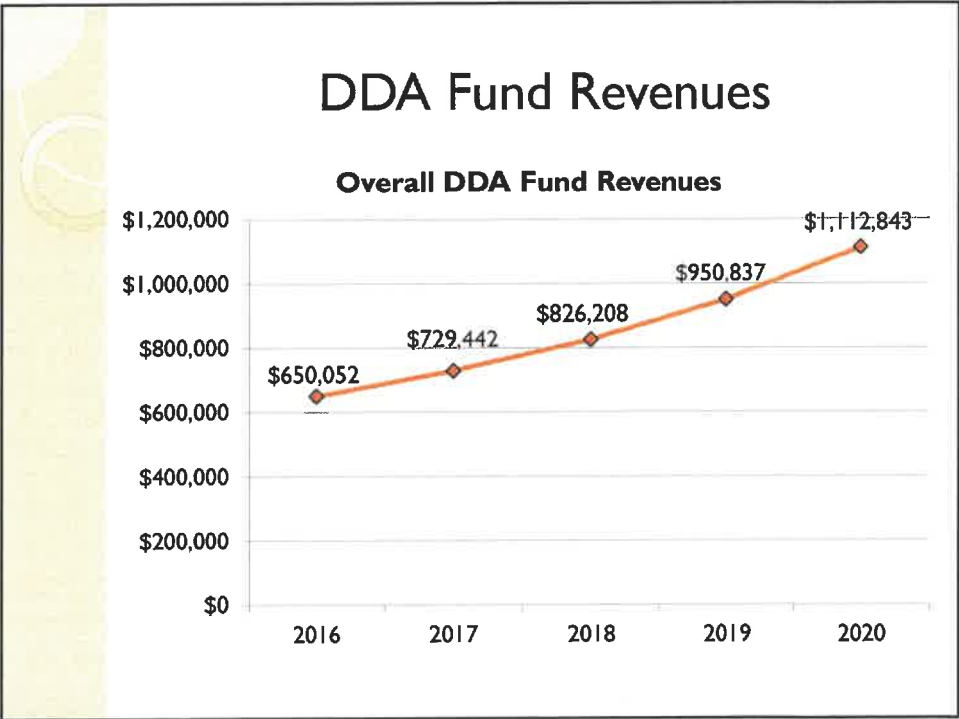


46

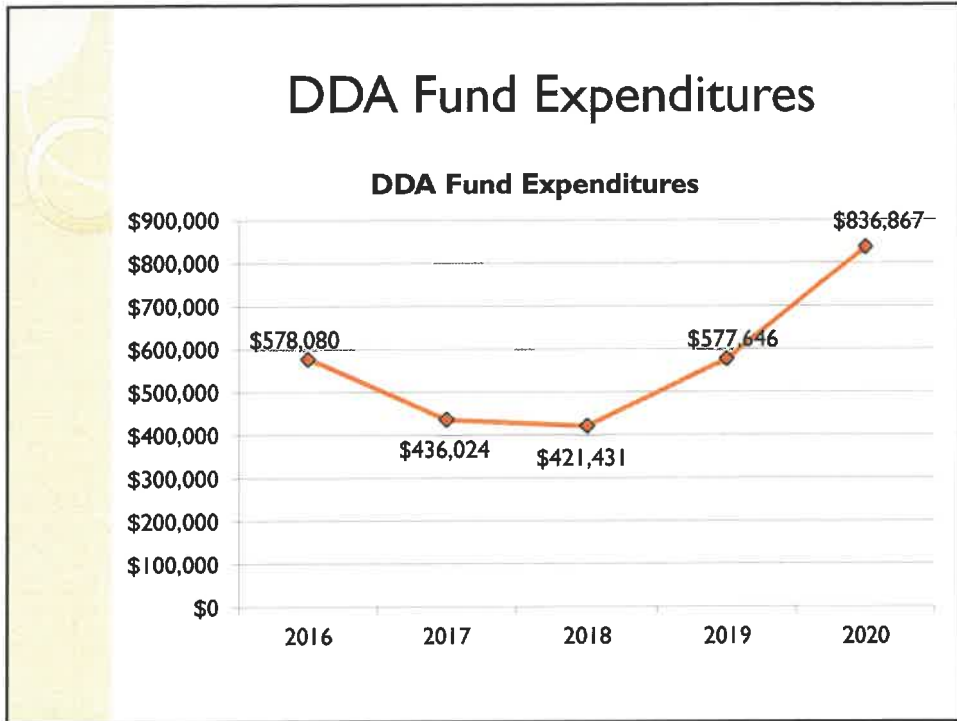
DDA Fund Revenues

- Revenues come from the capture of incremental taxes from local taxing jurisdictions
 - Taxes – Up significantly due to new development, uncapping
 - G.R.C.C. and Kent County Could be Higher
 - Total Millage = 12.7474 mills
 - TV (FY19)= \$69,860,582
 - TV (FY20)= \$83,853,383 (up 20%)

47



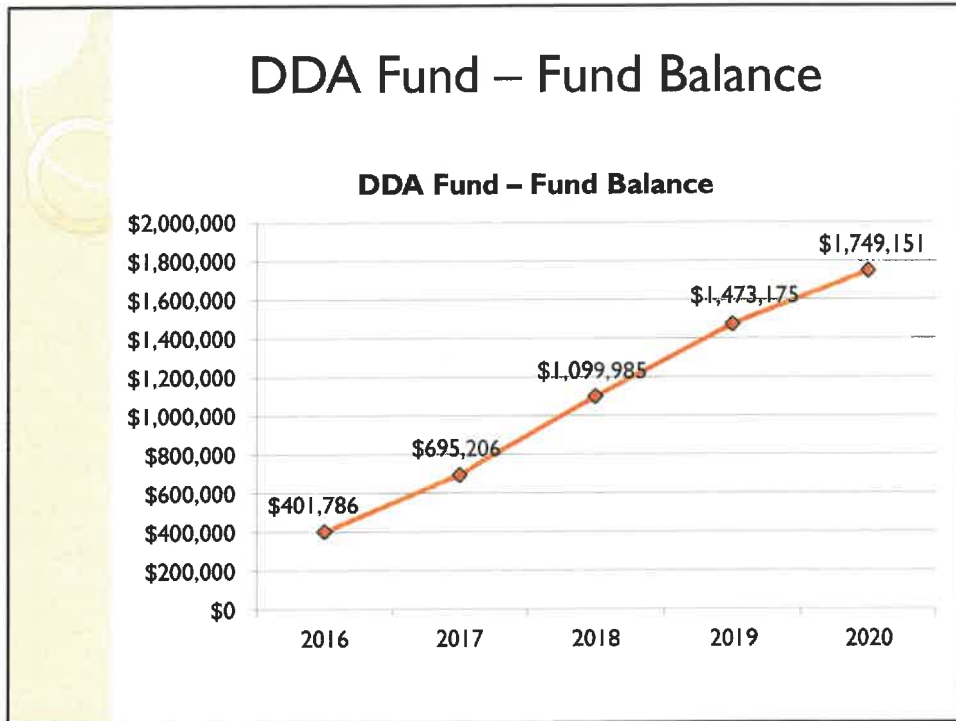
48



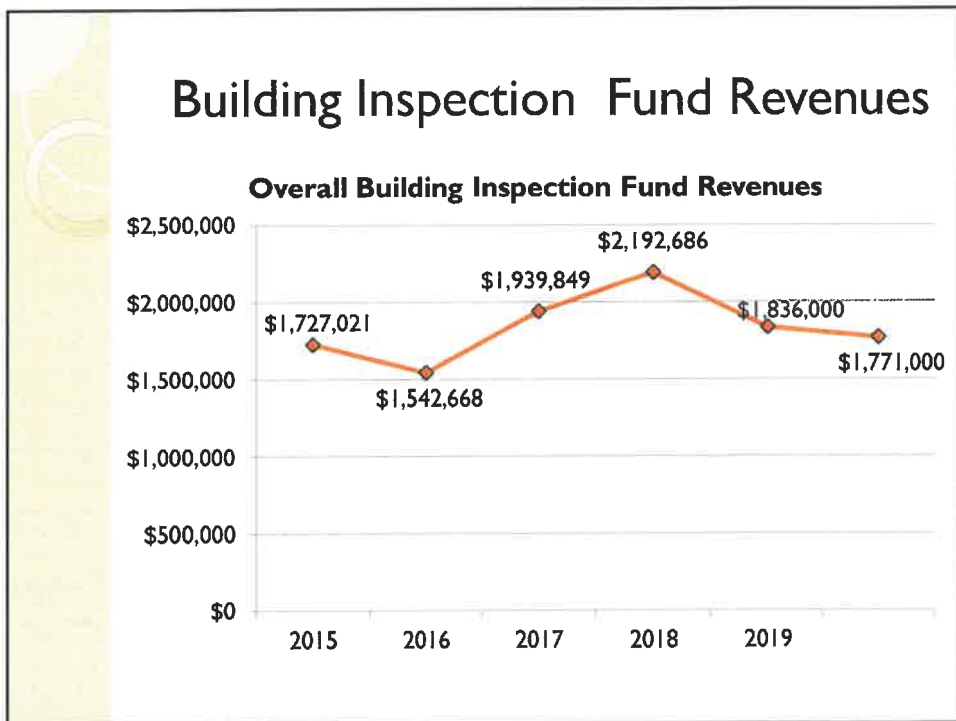
49

- ### DDA Fund – Expenditures
- **FY 2020 - Line Items of Note:**
 - **Bus Service 28th St (861-100)**
 - 50% of contract cost – Still full bus cost
 - Continue negotiating new cost sharing model
 - Revenue Service vs. Full Bus Cost
 - **Special Projects (967-000)**
 - DDA Lighting/Decorations
 - Special Events
 - PR Services
 - Marketing/Branding Materials
 - Tactical Urbanism (w/Community Development)
 - **Transfer to General Fund (802-300)**
 - 1/2 of DDA Director (to be adjusted when final compensation set)
 - 1 Full B&G Employee (to be adjusted when final compensation set)
 - **Capital Outlay (970-000)**
 - Mobile Synthetic Ice Rink (\$150,000)
 - Village Lighting Enhancements (\$80,000)
 - **NOT Included:**
 - **Debt Service for Tuffy purchase and Centennial Improvements**
 - Will be added when financing is approved by Township Board

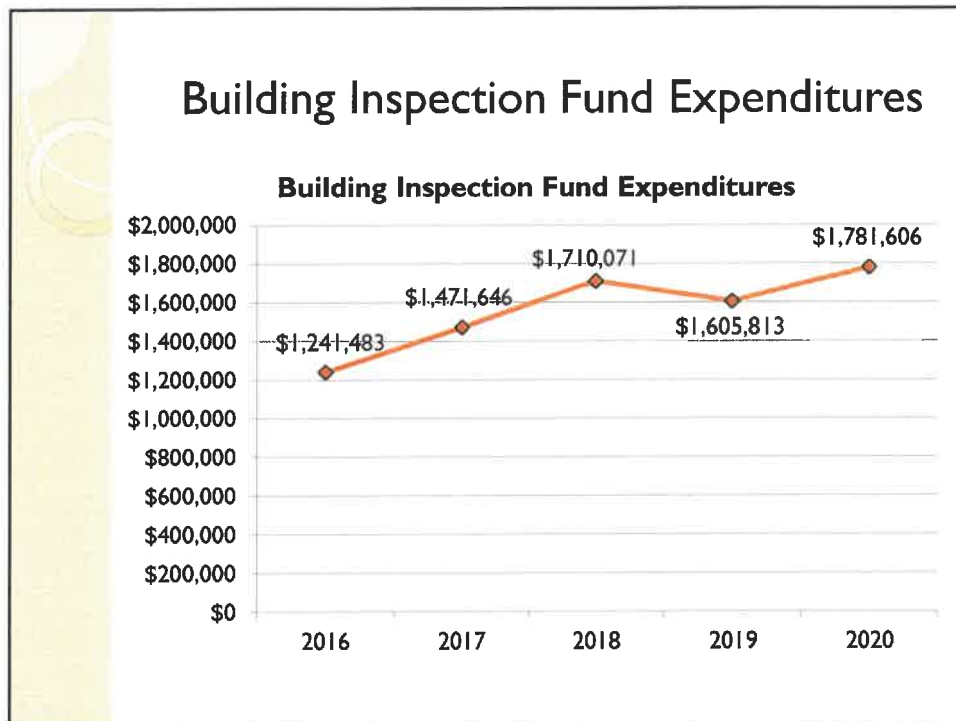
50



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52



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Building Fund – Revenues

- **FY 2020 - Line Items of Note:**
 - All Revenue lines are estimated by Building Official based on historical trends minus major projects
 - General trend has been good for 5+ years
 - FY 2019 – Experienced a bit of a “leveling”
 - Budget conservative. However, we know major projects are coming
 - Garden Place Apartment (...and possibly commercial)
 - Over 120 houses approved but not built

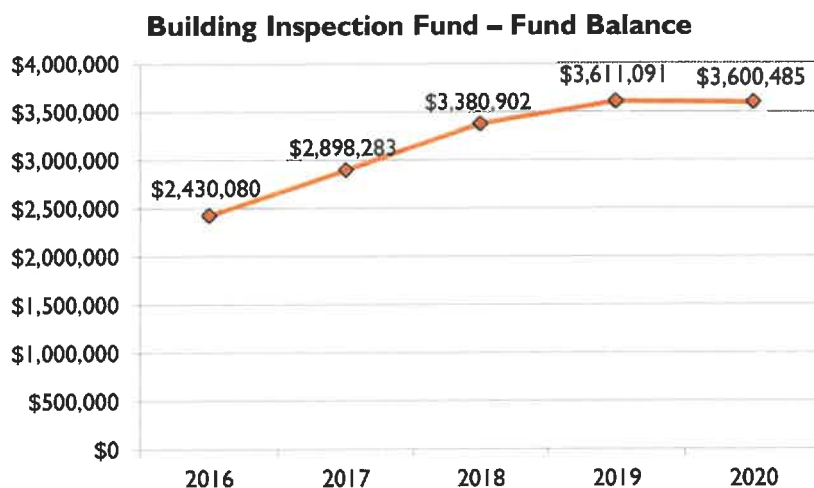
54

Building Inspection Fund – Expenditures

- Major Items / Changes for 2020
 - Wages – Full time (702-000)
 - Director of Inspections
 - 3 Building Inspectors
 - 2 Mechanical/Plumbing Inspectors
 - 1 Plumbing Inspector
 - 2 Electrical Inspector
 - 25% of combined Fire Inspectors
 - 2 Administrative Assistants
 - Facilities Use (893-000)
 - Lease and Utilities for New Facility
 - Payments to Other Townships (964-100+)
 - Equals 20% of estimated revenues
- Not Included:
 - Potential Renovation Costs to New Township Hall

55

Building Inspection Fund – Fund Balance



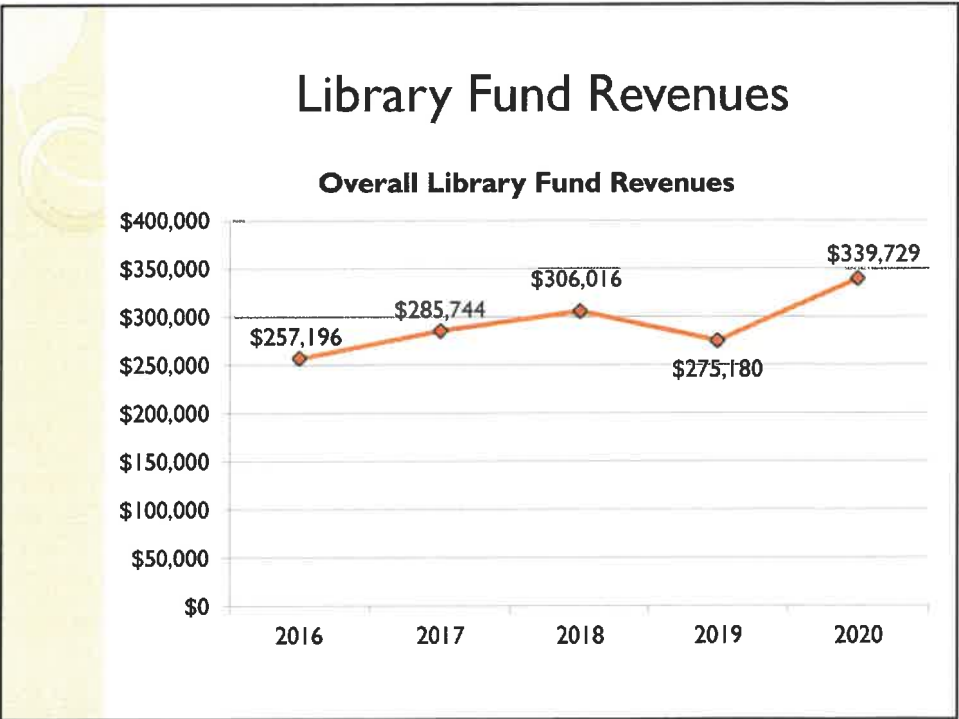
56

Library Fund Revenues

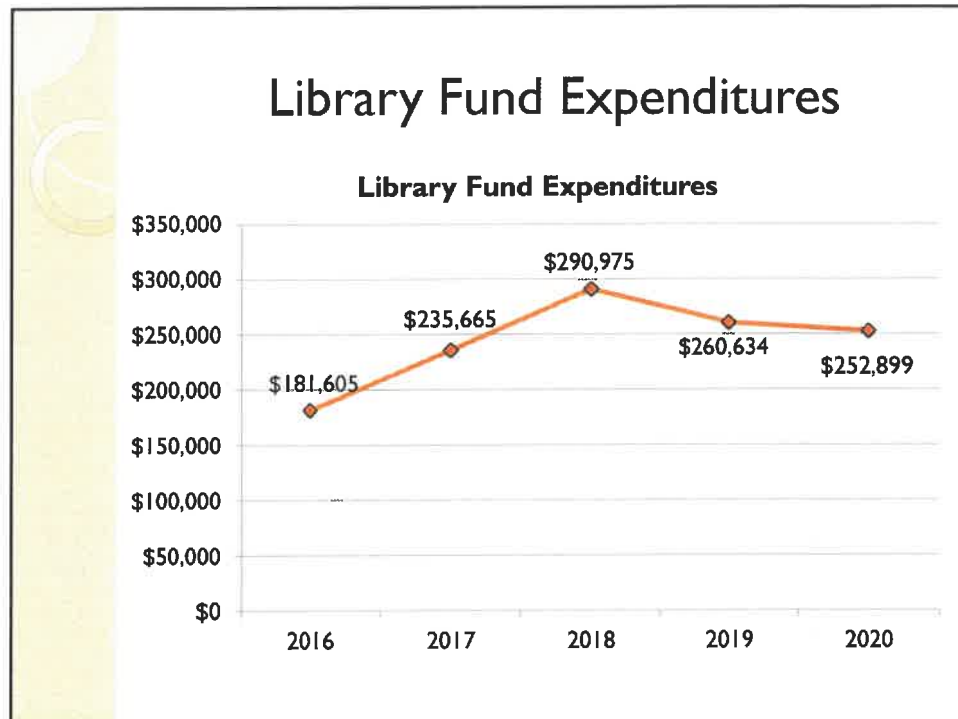
- Millage Rate - \$1 per \$1000 of value
 - Millage rate – 0.1493 (Expires 8/5/24)
 - Headlee Rate Cap – 0.1493 (Was - 0.1500 in FY18)
 - Original Authorized Millage – 0.1500

- FY 2019 Values (Real & Personal)
 - FY19 Ad Valorum (SEV) - \$1,908,687,400
 - FY19 Ad Valorum (TV) - \$1,649,507,840
 - Difference of \$259,179,560
 - Represents \$38,695 of potential tax revenue

57



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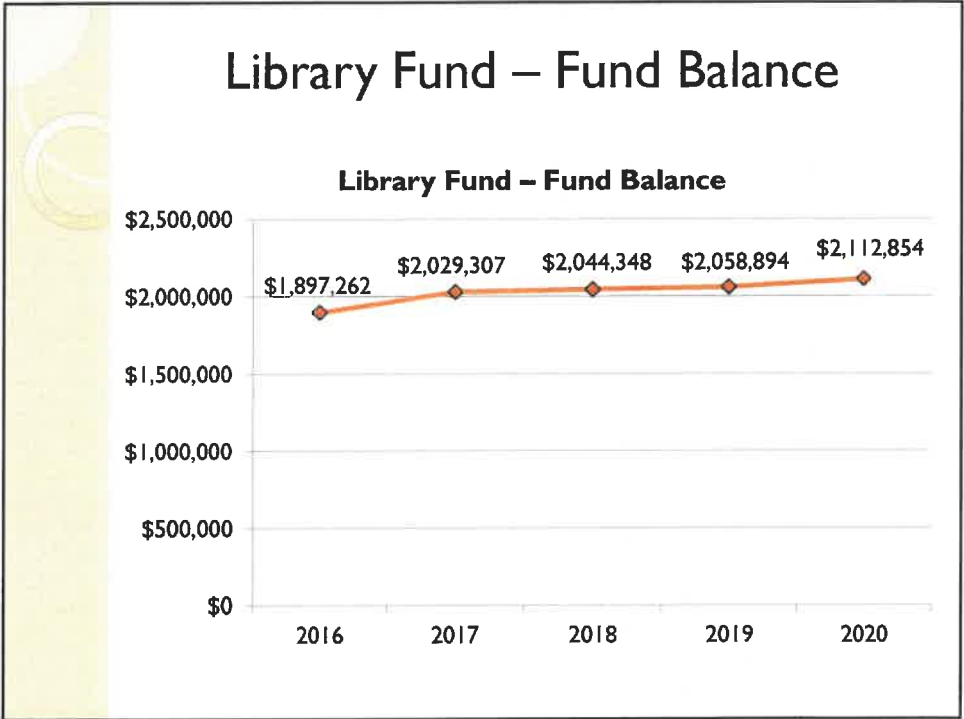


59

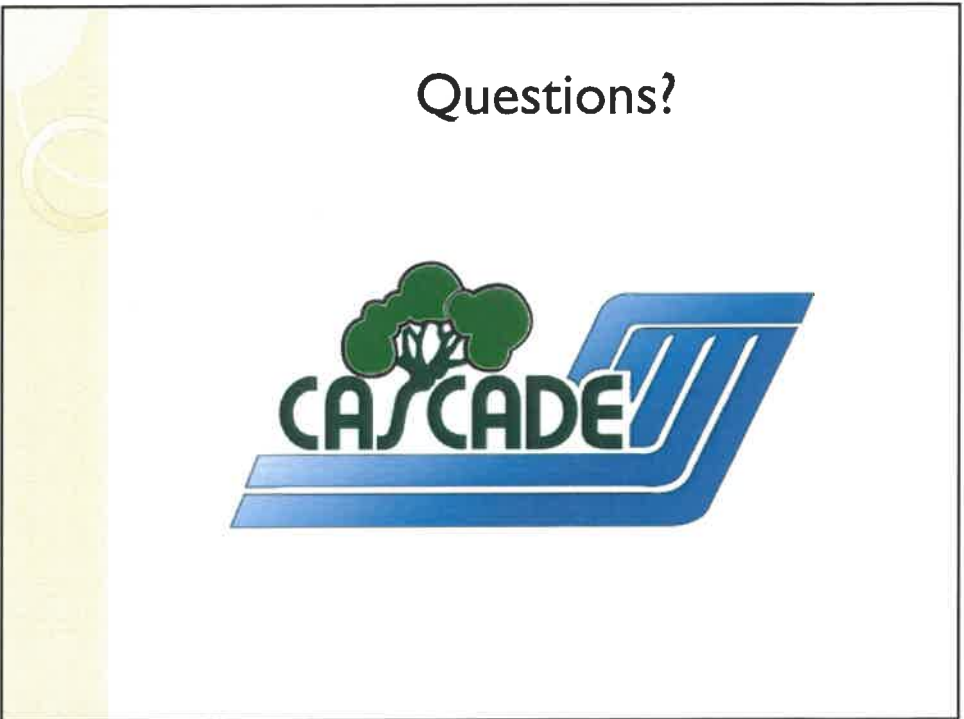
Library Fund – Expenditures

- Major Items / Changes for 2020
 - Library Maintenance (931-100)
 - 1.5 B&G Employees
 - 1 to replace janitorial contract
 - 0.5 for grounds maintenance
 - KDL/Friends of the Library funding a “Facility Refresh” Study
 - Furniture, Lighting, Carpet, Painting, Minor Renovations, Etc...
 - To be finished in FY 2019
 - Possible Improvements in 2020

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11/08/2019 - BUDGET REPORT FOR BOARD BUDGET WORKSHOP

CASCADE CHARTER TOWNSHIP
2020 RECOMMENDED BUDGET REPORT

GL NUMBER	DESCRIPTION	2017	2018	2019	2020
		ACTIVITY	ACTIVITY	AMENDED BUDGET	REQUESTED BUDGET
Dept 000					
101-000-401-401	GENERAL PROPERTY TAXES	1,252,152	1,294,768	1,353,060	1,409,415
101-000-401-405	STREETLIGHT	62,185	64,956	73,200	79,200
101-000-401-410	PERSONAL PROPERTY TAX	95,728	91,104	98,527	99,662
101-000-401-420	DELINQUENT TAXES	9,001	4,260	8,000	5,000
101-000-401-437	ABATEMENT TAXES	6,481	10,357	11,003	11,890
101-000-401-441	COMMUNITY STABILIZATION SHARE TAX	83,216	94,079	80,134	
101-000-401-445	INTEREST & PENALTIES ON TAXES	10,267	12,672	12,000	12,000
101-000-401-447	TAX ADMINISTRATION FEES	606,384	571,240	600,000	625,000
101-000-450-460	CABLE REVENUE	381,007	340,399	352,400	344,800
101-000-450-465	CABLE - PEG FEES	58,466	69,976	74,000	72,000
101-000-450-490	DOG LICENSES	74	66	150	100
101-000-450-498	OTHER PERMITS	560	405	750	400
101-000-451-000	LIQUOR LICENSE	23,928	35,933	23,000	35,000
101-000-539-010	DEQ-SAW GRANT 2017	42,770	28,415		
101-000-539-576	STATE SHARED REV.-SALES TAX	1,469,805	1,513,703	1,512,337	1,570,902
101-000-539-579	ELECTION REIMBURSEMENTS		7,370		
101-000-539-581	METRO ACT	15,565	15,342	14,800	15,000
101-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE				
101-000-600-608	PLANNING AND ZONING FEES	33,728	30,794	25,000	36,883
101-000-600-610	SUMMER TAX COLLECTION FEE	26,012	25,763	26,000	26,000
101-000-600-611	SEWER & WATER IMPLEMENTATION	36,568	51,809	21,000	21,000
101-000-600-614	PA 198 TAX APPLICATION FEE	2,776	3,000	2,000	2,000
101-000-600-626	PASSPORT APPLICATION FEE	22,275	30,470	34,000	31,500
101-000-600-634	CEMETERY-OPENINGS AND CLOSINGS	21,545	22,950	19,000	19,000
101-000-600-644	NSF FEES			100	
101-000-600-647	YARD WASTE TAG FEE	1,382	1,470	1,500	1,500

	103	2	100
101-000-600-648	SALE OF PRINTED MATERIAL		
101-000-665-000	INTEREST ON INVESTMENTS	99,462	150,250
101-000-665-001	INTEREST TIMMONS FUND	207	
101-000-665-002	DAM LEASE PAYMENTS	70,319	133,000
101-000-665-003	RENTAL OF FACILITIES	7,950	1,200
101-000-665-004	CELLULAR TOWERS	143,049	104,906
101-000-665-014	CELL TOWER - KEPS ANTENA LEASE	375	1,800
101-000-665-031	INTEREST ON INVESTMENT- WELLS FARGO	1,190	
101-000-665-210	INT ON INVEST-GF COAMERICA 983 QRT JP		
101-000-665-301	INTEREST ON COMM PAPER	11,025	
101-000-671-653	PARK INCOME	365	7,000
101-000-671-671	MISCELLANEOUS INCOME	15,923	15,000
101-000-671-675	DONATIONS	4,000	
101-000-671-680	MISC INCOME - TRANSIT TICKETS	1,341	1,500
101-000-671-683	REIMBURSEMENTS/REFUNDS	2,261	1,000
101-000-673-000	SALE OF ASSETS	50	8,700
101-000-674-000	4TH OF JULY SPONSORS	20,200	20,000
101-000-674-200	HALLOWEEN SPONSORS	2,155	2,000
101-000-675-000	DDA CONTRIBUTION		98,077
101-000-676-000	ELECTION REIMBURSEMENT	13,616	2,200
101-000-679-000	INTERFUND REIMBURSE/BLDG INSPECTION F	113,885	95,000
101-000-679-100	REIMBURSEMENT FROM PATHWAYS		47,700
101-000-679-200	REIMBURSEMENT FROM LIBRARY	32,672	64,036
101-000-699-100	TRANSFER FROM	31,499	31,499
101-000-699-248	TRF FROM DDA	98,077	
	NET OF REVENUES/APPROPRIATIONS - 000 -	4,976,934	5,125,129
	NET OF REVENUES/APPROPRIATIONS - 000 -		5,277,279
Dept 101 - TOWNSHIP BOARD			
101-101-703-000	TRUSTEE SALARIES	36,000	
101-101-704-000	WAGES- PART TIME		37,613
101-101-723-000	TOWNSHIP DUES	17,836	17,950
101-101-724-000	EDUCATION		1,700
101-101-860-000	TRUSTEE MILEAGE		250
101-101-862-500	TRUSTEE EXPENSE ACCOUNT	99	500
101-101-924-100	TRUSTEE CELL PHONES	933	1,000
101-101-981-000	OFFICE EQUIPMENT		2,500
			1,000

NET OF REVENUES/APPROPRIATIONS - 101 - TOWNSHIP BOARD

(40,898) (54,868) (61,513) (61,616)

Dept 171 - SUPERVISOR						
101-171-702-000	WAGES- FULL TIME			120,225		185,965
101-171-703-000	SUPERVISOR SALARY	15,000	20,000			
101-171-703-200	ASSIGNABLE SALARY					34,381
101-171-704-000	WAGES- PART TIME			20,896		21,398
101-171-706-000	MANAGERS SALARY	108,595	115,073			
101-171-723-000	SUPERVISOR MEMBERSHIPS AND DUES	1,557	1,376	2,100		2,550
101-171-724-000	EDUCATION	3,333	3,011	4,600		4,600
101-171-725-100	TUITION REIMBURSEMENT			2,500		2,500
101-171-860-000	SUPERVISOR MILEAGE	3,544	3,206	3,600		3,600
101-171-862-500	SUPERVISOR EXPENSE ACCOUNT	189	4	500		500
101-171-862-550	MANAGER EXPENSE ACCOUNT	274	174	650		750
101-171-901-000	SUPERVISOR PUBLICATIONS	124		500		500
101-171-925-000	SUPERVISOR CELL PHONE	1,940	2,087	1,940		2,040
101-171-967-000	SPECIAL PROJECTS			10,000		10,000
101-171-981-000	OFFICE EQUIPMENT	15	111	1,500		1,700
NET OF REVENUES/APPROPRIATIONS - 171 - SUPERVISOR		(134,571)	(145,042)	(169,011)		(270,484)

Dept 215 - CLERK

101-215-702-000	WAGES- FULL TIME			72,751		52,971
101-215-703-000	CLERK SALARY	11,701	16,000			
101-215-704-000	WAGES- PART TIME	6,733	6,962	16,717		17,118
101-215-704-050	HR DIRECTOR	60,640	62,996			
101-215-707-000	WAGES- CASUAL			2,500		17,098
101-215-723-000	CLERK MEMBERSHIPS AND DUES	509	299	320		400
101-215-724-000	EDUCATION	844	1,143	2,600		2,600
101-215-860-000	CLERK MILEAGE	560	319	1,000		1,000
101-215-862-500	CLERK'S EXPENSE ACCOUNT		45	300		500
101-215-925-000	CLERK CELL PHONE	703	1,074	1,100		1,200
101-215-981-000	OFFICE EQUIPMENT		2,755	2,000		2,200
NET OF REVENUES/APPROPRIATIONS - 215 - CLERK		(81,690)	(91,593)	(99,288)		(95,087)

Dept 253 - TREASURER

101-253-702-000	WAGES- FULL TIME			101,905		106,012
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101-253-703-000	TREASURER SALARY	11,701	16,000		
101-253-704-000	WAGES- PART TIME			16,717	17,118
101-253-707-000	WAGES- CASUAL	53,289	55,904	2,500	3,000
101-253-707-050	ACCOUNT CLERK I	5,916	6,176		
101-253-707-060	ACCOUNT CLERK II	47,954	54,313		
101-253-707-100	ADDITIONAL HELP/OVERTIME	1,257	3,283		3,000
101-253-723-000	TREASURER MEMBERSHIPS AND DUES	585	585	600	600
101-253-724-000	EDUCATION	755		2,500	3,500
101-253-860-000	TREASURER MILEAGE	186	318	500	500
101-253-862-500	TREASURER'S EXPENSE ACCOUNT			200	200
101-253-924-100	TREASURER'S CELL PHONES	176	215	250	600
101-253-939-000	TREASURER SERVICE CONTRACTS	2,576	2,273	2,350	2,500
101-253-981-000	OFFICE EQUIPMENT	2,403	2,223	1,500	1,000
	NET OF REVENUES/APPROPRIATIONS - 253 - TREASURER	(126,798)	(141,290)	(129,022)	(138,030)
Dept 257 - ASSESSING					
101-257-702-000	WAGES- FULL TIME			216,542	195,497
101-257-703-000	ASSESSOR	87,249	90,597		
101-257-706-000	ASSESSING BOARD OF REVIEW EXPENSE	2,285	2,147		
101-257-707-000	WAGES- CASUAL				2,970
101-257-708-000	SR RESIDENTIAL APPRAISER JM/JG	65,049	67,865		
101-257-708-500	RESIDENTIAL APPRAISER	47,702	49,767		
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	1,509	1,720	1,655	2,115
101-257-724-000	EDUCATION	3,944	8,768	9,780	11,150
101-257-727-000	ASSESSING OFFICE SUPPLIES	304	397	6,800	5,800
101-257-808-000	BOARD OF REVIEW EXPENSES			3,370	400
101-257-860-000	ASSESSING MILEAGE	1,875	1,713	2,900	2,900
101-257-862-500	ASSESSING EXPENSE ACCOUNT	19	55	100	100
101-257-900-000	ASSESSING PRINTING AND PUBLISHING	1,902	126	1,000	1,600
101-257-924-100	CELL PHONES/DATA	176	215	500	600
101-257-939-000	ASSESSING SERVICE CONTRACTS	3,292	3,343	3,525	3,650
101-257-981-000	OFFICE EQUIPMENT	1,227	369	3,100	3,800
	NET OF REVENUES/APPROPRIATIONS - 257 - ASSESSING	(216,533)	(227,082)	(249,272)	(230,582)
Dept 262 - ELECTIONS					
101-262-703-000	ELECTION SALARIES/PT HELP	5,610	21,469		

101-262-703-100	WAGES & SALARIES- EK		1,188			
101-262-707-000	WAGES- CASUAL			12,000		70,000
101-262-756-000	ELECTION SUPPLIES	544	13,861	1,000		20,000
101-262-788-000	ELECTION MISC EXPENSES	1,630	9,173	1,000		6,000
101-262-801-000	ELECTION CONTRACT INSPECTOR		820			
101-262-932-000	MAINT/OFFICE EQUIP & COMPUTER REPAIR					2,500
NET OF REVENUES/APPROPRIATIONS - 262 - ELECTIONS		(7,784)	(46,511)	(14,000)		(98,500)

Dept 265 - BUILDING AND GROUNDS						
101-265-702-000	WAGES- FULL TIME			272,176		280,118
101-265-707-000	WAGES- CASUAL	46,914	49,649	65,920		54,560
101-265-707-100	BLDG & GROUNDS ADDITIONAL HELP	47,916	66,196			
101-265-707-200	BLDG & GROUNDS LABORER I	33,693	35,850			
101-265-707-250	BLDG & GROUNDS LABORER I	35,324	39,069			
101-265-707-300	BLDG & GROUNDS LABORER I	33,706	38,360			
101-265-707-400	BLDG & GROUNDS LABORER I	33,851	35,976			
101-265-709-000	WAGES/SALARIES OVERTIME	7,085	7,894			
101-265-713-000	OVERTIME			10,000		10,000
101-265-724-000	EDUCATION	715		1,250		1,250
101-265-768-000	BLDG & GROUNDS UNIFORMS	1,624	2,509	3,200		3,200
101-265-802-200	JANITORIAL & MAINTENANCE	5,544	5,999	600		2,000
101-265-863-000	VEHICLE MAINT	24,328	34,099	35,000		35,000
101-265-864-000	FUEL	12,561	20,130	20,000		20,000
101-265-921-000	COMPLEX ELECTRICITY	27,565	26,252	30,000		30,000
101-265-923-000	COMPLEX HEATING	5,520	8,703	12,000		12,000
101-265-924-000	COMPLEX PHONES	7,503	17,545	21,900		21,900
101-265-924-100	BLDG AND GROUNDS CELL PHONES	1,952	2,685	2,300		3,000
101-265-927-000	COMPLEX WATER-SEWER	7,468	6,532	7,500		7,500
101-265-931-000	COMPLEX MAINTENANCE	31,798	56,398	60,000		60,000
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	10,645	11,336	16,250		16,750
101-265-939-000	SERVICE CONTRACTS	110		800		800
101-265-961-000	MUSEUM MAINTENANCE	20	139			
101-265-981-000	OFFICE EQUIPMENT	2,566	2,297	10,000		11,200
NET OF REVENUES/APPROPRIATIONS - 265 - BUILDING AND GROUNDS		(378,408)	(467,618)	(568,896)		(569,278)

Dept 276 - CEMETERY

101-276-820-000	BACKHOE SERVICES				5,000	5,000
101-276-821-000	ENGINEERING COSTS	15,510			2,500	
101-276-921-000	CEMETERY ELECTRICITY	841	885		1,000	1,000
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	9,880	75		5,000	15,000
101-276-932-000	CEMETERY MAINT	3,920	4,751		10,000	
NET OF REVENUES/APPROPRIATIONS - 276 - CEMETERY		(30,151)	(5,711)		(23,500)	(21,000)
Dept 295 - ADMINISTRATIVE						
101-295-702-000	WAGES- FULL TIME				151,263	105,000
101-295-704-000	WAGES- PART TIME	63,275	67,595			35,835
101-295-704-050	FRONT DESK CLERK (FT)	8,706				
101-295-707-000	WAGES- CASUAL	30,350	40,974		5,000	5,000
101-295-709-000	WAGES/SALARIES OVERTIME	2,158	1,582			
101-295-713-000	OVERTIME				2,000	2,000
101-295-723-000	MEMBERSHIP AND DUES	365	310		775	775
101-295-724-000	EDUCATION	2,183	1,079		4,900	6,500
101-295-725-100	TUITION REIMBURSEMENT				1,500	
101-295-726-000	EMPLOYEE TRAINING	683	2,745		10,000	10,000
101-295-727-000	OFFICE SUPPLIES	8,689	14,678		15,000	15,000
101-295-730-000	POSTAGE	12,034	21,589		19,000	19,000
101-295-787-000	MISCELLANEOUS	8,514	13,707		12,200	12,200
101-295-788-000	ORDINANCE VIOLATIONS		(475)			
101-295-807-000	AUDIT FEES & SERVICES	14,560	15,400		15,040	15,040
101-295-810-000	LIABILITY INSURANCE	16,065	15,448		17,987	17,848
101-295-814-000	TAX/ASSESSING ADMIN COSTS	18,959	13,615		22,000	22,000
101-295-815-000	COMPUTER COSTS-ISP	2,744	3,389		3,500	4,800
101-295-815-100	COMPUTER COSTS-WEB SITE	3,983	4,074		6,000	6,000
101-295-816-000	INSECT/WEEED CONTROL	36,247	78,291		128,100	108,600
101-295-821-000	ENGINEERING COSTS	30,263	32,690		35,000	35,000
101-295-826-000	LEGAL FEES	81,460	76,658		35,000	40,000
101-295-860-000	ADMINISTRATIVE MILEAGE		7		500	500
101-295-881-000	FOURTH OF JULY	49,942	51,879		50,000	50,000
101-295-881-200	HALLOWEEN	1,287	2,246		2,500	2,500
101-295-881-300	KDL MUSIC PROGRAMING	3,500	3,500		3,500	3,500
101-295-882-000	SENIOR CITIZENS	1,615	1,666		2,000	2,000
101-295-885-000	NEWSLETTER	23,459	14,546		20,000	22,800

101-295-900-000	PRINTING/PUBLISHING	5,993	5,130	12,000	12,000
101-295-901-000	PUBLICATIONS	375			
101-295-924-100	CELL PHONES/DATA	176	638	2,000	600
101-295-939-000	SERVICE CONTRACTS	16,832	13,771	17,000	17,000
101-295-941-000	POSTAGE MACHINE LEASE	2,038	2,753	2,700	2,800
101-295-950-000	PROPERTY TAX REFUNDS	539	896	1,000	1,000
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000	35,000	35,000	35,000
101-295-952-000	REGIS	38,231	38,564	40,000	40,000
101-295-952-100	KENT COUNTY AERIAL PHOTO	10,200	2,647	3,000	3,500
101-295-954-000	NPDES PHASE II	2,855	2,855	2,900	2,900
101-295-955-000	COMMUNITY MEDIA CENTER	5,000	5,000	5,000	5,000
101-295-956-000	RIGHT PLACE PROGRAM	7,500	7,500	7,500	7,500
101-295-957-000	GENERAL FUND PHYSICAL EXAMS	203	314	2,000	2,000
101-295-967-000	SPECIAL PROJECTS	38,373	102,741	78,000	58,000
101-295-981-000	OFFICE EQUIPMENT	1,171	5,075	5,600	5,900
NET OF REVENUES/APPROPRIATIONS - 295 - ADMINISTRATIVE		(585,527)	(700,077)	(776,465)	(735,098)

Dept 445 - DRAIN					
101-445-816-000	DRAIN MAINTENANCE	24,833	1,184	37,000	12,000
101-445-818-000	STORM WATER GRANT MATCH/KCDC	4,756	3,157		
101-445-818-010	STORM WATER/SAW GRANT CONTR SERVICE	42,806	28,415		
101-445-821-000	DRAIN ENGINEERING	17,139	15,063	15,000	15,000
101-445-822-000	ILLICIT DISCHARGE PLAN	500	500	500	500
101-445-823-000	LGROW MEMBERSHIP DUES	400	400	400	400
NET OF REVENUES/APPROPRIATIONS - 445 - DRAIN		(90,434)	(48,719)	(52,900)	(27,900)
Dept 446 - ROADS					
101-446-818-000	DUST CONTROL LAYER	2,083	2,273	3,300	3,300
101-446-819-000	ROAD REPAIR	217,882			
101-446-821-000	ROAD OVERLAYS	36,128	1,414,976	1,472,000	400,000
101-446-821-500	ROAD ENGINEERING STUDIES		165	3,000	30,000
NET OF REVENUES/APPROPRIATIONS - 446 - ROADS		(256,093)	(1,417,414)	(1,478,300)	(433,300)

Dept 447 - YARD WASTE REMOVAL					
101-447-787-000	MISCELLANEOUS	733		1,400	1,400
101-447-818-000	CONTRACTED SERVICES	34,526	36,046		

101-447-820-000	SPRING/FALL CLEAN-UP	22,237	17,053	26,000	40,000
101-447-939-000	SERVICE CONTRACTS			34,000	44,000
NET OF REVENUES/APPROPRIATIONS - 447 - YARD WASTE REMOVAL		(57,496)	(53,099)	(61,400)	(85,400)

Dept 448 - STREET LIGHTS

101-448-926-000	STREETLIGHTING	112,115	128,044	120,000	132,000
101-448-927-100	TRAFFIC SIGNALS	467	1,153	3,000	3,000
NET OF REVENUES/APPROPRIATIONS - 448 - STREET LIGHTS		(112,582)	(129,197)	(123,000)	(135,000)

Dept 652 - TRANSPORTATION

101-652-859-000	TRANSPORTATION SERVICES	41,564	35,227	44,000	36,000
101-652-859-100	TRANSPORTATION SERVICE-GO BUS TICKETS			2,000	2,000
101-652-861-000	BUS SERVICE 33RD & 36TH	43,556	128,264	26,289	28,879
101-652-861-100	BUS SERVICE 28TH ST	252,800	153,029	127,894	191,576
NET OF REVENUES/APPROPRIATIONS - 652 - TRANSPORTATION		(337,920)	(816,520)	(200,183)	(258,455)

Dept 721 - PLANNING

101-721-702-000	WAGES- FULL TIME	85,514	88,795	249,073	257,122
101-721-703-000	COMMUNITY DEVELOPMENT DIRECTOR	5,392	5,928		
101-721-704-500	PLANNING INTERN	64,623	67,127		
101-721-705-500	DDA ECONOMIC DEVELOPMENT DIRECTOR	28,880	51,379		
101-721-706-000	COMMUNITY STANDARDS OFFICER	7,380	6,030		
101-721-706-000	PLANNING COMMISSION PER DIEM	1,585	1,020	12,500	21,500
101-721-707-000	WAGES- CASUAL	968	1,113	1,300	1,700
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	5,458	2,215	7,000	7,000
101-721-724-000	EDUCATION	199	436	500	500
101-721-727-000	COMM DEV SUPPLIES	238	233	500	1,000
101-721-768-000	COMM DEV UNIFORMS	2,319	874	500	500
101-721-787-000	MISCELLANEOUS				
101-721-809-000	PLANNING COMMISSION EXPENSES	2,587	3,600	9,000	4,000
101-721-860-000	COMM DEV MILEAGE	473	265	4,000	800
101-721-862-500	COMM DEV EXPENSE ACCOUNT	14,860	16,613	600	12,000
101-721-900-000	PRINTING & PUBLISHING	4,579	18,503	12,000	6,000
101-721-901-000	DIGITAL IMAGING	1,544	1,690	6,000	1,800
101-721-925-000	COMM DEV CELL/DATA	3,018	96,948	1,700	1,800
101-721-967-000	SPECIAL PROJECTS			60,000	25,000

101-721-981-000	OFFICE EQUIPMENT	1,333	340	2,200	3,600
NET OF REVENUES/APPROPRIATIONS - 721 - PLANNING		(2,30,950)	(363,109)	(366,873)	(342,522)
Dept 756 - PARKS					
101-756-756-000	PARK OPERATING SUPPLIES	4,319	3,192	6,000	6,000
101-756-921-000	PARK ELECTRICITY	5,072	5,046	5,800	5,800
101-756-924-000	PARK PHONES	730	792	900	1,920
101-756-927-000	PARK WATER-SEWER	3,173	2,926	3,200	3,200
101-756-935-000	PARK MAINTENANCE	43,985	55,329	55,000	61,000
101-756-981-000	OFFICE EQUIPMENT	4,700	567	5,000	5,000
NET OF REVENUES/APPROPRIATIONS - 756 - PARKS		(61,979)	(67,852)	(75,900)	(82,920)

Dept 803 - HISTORICAL

101-803-758-000	COMMUNITY PROMOTION	5,000	6,000	6,000	6,000
101-803-921-000	MUSEUM - ELECTRICITY	715	685	750	750
101-803-923-000	MUSEUM - HEATING/UTILITY	837	1,074	1,100	1,200
101-803-927-000	MUSEUM WATER-SEWER	1,106	1,088	300	300
101-803-961-000	MUSEUM MAINTENANCE	1,425	1,697	2,400	2,400
NET OF REVENUES/APPROPRIATIONS - 803 - HISTORICAL		(9,083)	(10,544)	(10,550)	(10,650)

Dept 850 - BENEFITS/INSURANCE

101-850-715-000	FICA-EMPLOYER	78,083	86,773	106,205	114,329
101-850-716-000	DEFINED CONTRIBUTION PLAN		66,470	87,122	102,554
101-850-717-000	WORKERS COMP INSURANCE	21,245	31,475	30,051	34,642
101-850-718-000	VISION INSURANCE BENEFITS	1,810	1,979	2,771	2,670
101-850-718-200	OTHER BENEFITS			21,000	42,100
101-850-719-000	HEALTH INSURANCE BENEFITS	123,897	137,552	195,029	190,166
101-850-719-100	OPT-OUT INSURANCE	3,500	4,500	5,000	10,000
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	7,505	8,653	10,853	15,138
101-850-721-000	DENTAL INSURANCE BENEFITS	12,646	15,326	21,570	21,311
101-850-721-200	MI CLAIMS TAX - DENTAL	108	90		
101-850-722-000	PENSION PLAN BENEFITS	112,719	139,229	91,995	71,028
101-850-723-000	OTHER BENEFITS	3,000	1,500		
NET OF REVENUES/APPROPRIATIONS - 850 - BENEFITS/INSURANCE		(364,513)	(493,547)	(571,596)	(603,938)

Dept 901 - CAPITAL OUTLAY

101-901-970-000	CAPITAL OUTLAY - FFE	68,372	114,054	140,000	83,000
101-901-971-000	CAPITAL OUTLAY - LAND	922	617		
101-901-974-000	CAPITAL OUTLAY - LANDIMP	254,893	95,206	450,000	
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	59,784	253,835	30,000	320,000
	NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY	(383,971)	(463,712)	(620,000)	(403,000)
Dept 965 - TRANSFERS OUT					
101-965-999-004	TRANSFER TO CEMETERY TRUST FUN	2,775	3,000	1,500	1,500
101-965-999-005	TRANSFER TO DAM MAJOR REPAIR	40,000	40,000	40,000	40,000
101-965-999-006	TRANSFER TO FIRE FUND	400,000	400,000	400,000	400,000
	NET OF REVENUES/APPROPRIATIONS - 965 - TRANSFERS OUT	(442,775)	(443,000)	(441,500)	(441,500)
ESTIMATED REVENUES - FUND 101					
		4,820,903	4,976,934	5,125,129	5,277,279
APPROPRIATIONS - FUND 101					
		3,950,156	5,686,505	6,093,169	5,044,260
	NET OF REVENUES/APPROPRIATIONS - FUND 101	870,747	(709,571)	(968,040)	233,019
BEGINNING FUND BALANCE					
		9,080,233	9,950,981	9,241,410	8,273,370
ENDING FUND BALANCE					
		9,950,980	9,241,410	8,273,370	8,506,389

Fund 151 - CEMETERY TRUST FUND

Dept 000						
151-000-600-634	CEMETERY-OPENINGS AND CLOSINGS			1,500		1,500
151-000-600-636	CEMETERY-CARE FEE	3,725	4,885	3,500		3,500
151-000-665-000	INTEREST ON INVESTMENTS	485	540	550		560
151-000-699-101	TRANSFER FROM GENERAL FUND	2,775	3,000			
NET OF REVENUES/APPROPRIATIONS - 000 -		6,985	8,425	5,550		5,560

Dept 276 - CEMETERY

151-276-787-000	MISCELLANEOUS	513	1,073	500		500
151-276-931-000	MAINT & REPAIR/IMPROVEMENTS		3,364	2,000		2,000
NET OF REVENUES/APPROPRIATIONS - 276 - CEMETERY		(513)	(4,437)	(2,500)		(2,500)

ESTIMATED REVENUES - FUND 151		6,985	8,425	5,550		5,560
APPROPRIATIONS - FUND 151		513	4,437	2,500		2,500
NET OF REVENUES/APPROPRIATIONS - FUND 151		6,472	3,988	3,050		3,060

BEGINNING FUND BALANCE		98,776	105,249	109,237		112,287
ENDING FUND BALANCE		105,248	109,237	112,287		115,347

Fund 206 - FIRE FUND									
Dept 000									
206-000-401-402	TAX LEVY	1,694,987	1,752,669	1,831,552	1,907,836				
206-000-401-410	PERSONAL PROPERTY TAX	129,582	123,327	134,070	134,906				
206-000-401-412	DELINQUENT TAXES-LEVY	4,947	4,694	8,000	5,000				
206-000-401-437	ABATEMENT TAXES-LEVY	8,773	14,020	14,894	16,093				
206-000-401-441	COMMUNITY STABILIZATION SHARE TAX	45,836	51,816	47,558					
206-000-401-445	PENALTIES & INTEREST ON TAXES	329	348	350	450				
206-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE			500	50,000				
206-000-655-661	DISTRICT COURT FINES	33			500				
206-000-665-000	INTEREST REVENUE	27,238	59,981	77,500	63,500				
206-000-665-210	INT ON INVESTMENT COAMERICA PIR14898:	3,750	3,750						
206-000-671-671	MISCELLANEOUS INCOME	89	60	250	250				
206-000-671-675	DONATIONS			500	500				
206-000-671-683	REIMBURSEMENTS/REFUNDS	22	4,920	250	250				
206-000-673-000	SALE OF ASSETS	7,041		24,000					
206-000-699-000	TRANSFER IN	400,000	400,000	400,000	444,323				
NET OF REVENUES/APPROPRIATIONS - 000 -		2,322,627	2,415,585	2,539,424	2,623,608				

Dept 336 - FIRE DEPARTMENT									
206-336-702-000	WAGES- FULL TIME			1,353,328	1,442,593				
206-336-703-000	FIREFIGHTERS SALARY	695,867	883,773						
206-336-703-200	ASSIGNABLE SALARY				45,145				
206-336-705-000	FIRE CHIEF	46,618	87,927						
206-336-707-000	WAGES- CASUAL	80,608	76,095	120,000	150,000				
206-336-708-000	LIEUTENANT-TS	67,396	69,141						
206-336-708-200	LIEUTENANT-DV	78,327	76,191						
206-336-708-400	FIRE INSPECTOR	65,673	68,431						
206-336-709-000	WAGES/SALARIES OVERTIME	78,726	85,298						
206-336-710-000	FIRE PAID ON CALL	129,266	90,781						
206-336-713-000	OVERTIME			70,000	70,000				
206-336-723-000	FIRE MEMBERSHIP AND DUES	970	1,281	1,700	1,700				
206-336-724-000	FIRE EDUCATION	3,882	6,439	10,000	5,000				
206-336-725-000	FIRE TUITION	4,454	3,076	4,500					
206-336-726-000	FIRE TRAINING	2,600	8,026	12,000	25,000				

206-336-727-000	FIRE OFFICE SUPPLIES	3,380	3,058	3,000	4,000
206-336-738-000	FIRE MAINT SUPPLIES	822	2,136	1,700	1,700
206-336-745-000	FIRE FUELS	14,342	19,668	20,000	20,000
206-336-752-000	SUPPLIES				2,000
206-336-768-000	FIRE UNIFORMS	7,391	22,001	10,000	13,500
206-336-787-000	MISCELLANEOUS	1,806	4,266	4,000	4,000
206-336-802-000	CONTRACTUAL SERVICES	3,559	11,227	12,600	15,500
206-336-802-100	FIRE DISPATCH SERVICE	31,267			
206-336-803-000	FIRE FIGHTER HIRING	1,595	1,603	2,000	2,000
206-336-804-000	RESPIRATORY PROGRAM				8,600
206-336-807-000	FIRE AUDIT FEES & SERVICES	2,730	2,325	2,805	2,820
206-336-810-000	LIABILITY INSURANCE	14,555	16,150	17,987	17,987
206-336-826-000	FIRE LEGAL FEES		608	1,000	1,000
206-336-850-000	COMMUNICATIONS				14,500
206-336-860-000	FIRE MILEAGE			300	
206-336-863-000	VEHICLE MAINT				50,000
206-336-887-000	FIRE PUBLIC RELATIONS	1,662	1,237	3,000	5,000
206-336-901-000	FIRE PUBLICATIONS	1,452	2,777	1,500	1,500
206-336-921-002	FIRE ELECTRICITY/BUTTRICK	7,423	7,930	12,000	
206-336-923-002	FIRE HEATING/BUTTRICK	2,354	3,538	4,320	
206-336-924-000	FIRE PHONES	3,455	5,372	7,000	
206-336-924-002	FIRE PHONES/BUTTRICK	2,133	2,721	3,000	
206-336-924-100	CELL PHONES/DATA-MODEMS	7,355	5,539	4,500	
206-336-927-002	FIRE WATER/BUTTRICK	1,534	1,104	2,500	
206-336-928-000	UTILITIES				18,820
206-336-932-000	FIRE OFF EQUIP & COMPUTER REPA	3,378	2,666	4,000	4,000
206-336-936-000	FIRE STATION MAINT	30,395	15,071	16,000	16,000
206-336-936-002	FIRE STATION MAINT/BUTTRICK	36,949	16,528	25,000	31,000
206-336-937-000	FIRE RADIO MAINT	531	5,783	10,000	12,000
206-336-938-000	FIRE EQUIPMENT MAINT	41,477	63,130	48,000	8,000
206-336-939-000	FIRE COPIER/LEASE/SERVICE	1,681	2,951	2,500	3,300
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	600	750	900	900
206-336-950-000	PROPERTY TAX REFUNDS	66		200	200
206-336-957-000	FIRE PHYSICAL EXAMS	13,348	15,109	16,000	16,000
206-336-958-000	FIRE SUPPLEMENTAL EQUIPMENT	8,280	10,297	13,000	14,000
206-336-959-000	FIRE PROTECTIVE CLOTHING	3,521	29,543	40,000	30,000

206-336-981-000	OFFICE EQUIPMENT	13,156	18,870	25,000	12,000
NET OF REVENUES/APPROPRIATIONS - 336 - FIRE DEPARTMENT		(1,516,584)	(1,750,417)	(1,885,340)	(2,069,765)
Dept 850 - BENEFITS/INSURANCE					
206-850-715-000	FICA-EMPLOYER	90,820	104,089	118,065	127,189
206-850-716-000	DEFINED CONTRIBUTION PLAN		137,642	100,529	113,877
206-850-717-000	WORKERS COMP INSURANCE	52,856	78,310	74,776	86,190
206-850-718-000	VISION INSURANCE BENEFITS	2,310	2,496	3,010	2,761
206-850-718-200	OTHER BENEFITS			21,000	30,800
206-850-719-000	HEALTH INSURANCE BENEFITS	119,393	140,985	176,551	174,522
206-850-719-100	OPT-OUT INSURANCE	3,000	6,113	6,000	12,000
206-850-720-000	LIFE & DISABILITY INSURANCE	8,651	9,866	11,893	14,407
206-850-720-100	FIRE CASUALTY INSURANCE	6,171	18,649		
206-850-721-000	DENTAL INSURANCE BENEFITS	20,027	19,524	23,160	22,688
206-850-721-200	MI CLAIMS TAX - DENTAL	175	144		
206-850-722-000	PENSION PLAN BENEFITS	117,169	152,551	106,259	75,240
NET OF REVENUES/APPROPRIATIONS - 850 - BENEFITS/INSURANCE		(420,572)	(670,369)	(641,243)	(659,674)
Dept 901 - CAPITAL OUTLAY					
206-901-970-000	CAPITAL OUTLAY - FFE	388,131	77,461	35,000	12,000
206-901-974-000	CAPITAL OUTLAY - LAND IMP	71,000	6,270		
206-901-975-000	CAPITAL OUTLAY - BLDGIMP	29,902			
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY		(489,038)	(83,731)	(35,000)	(12,000)
Dept 965 - TRANSFERS OUT					
206-965-999-208	TRANSFER TO HAZMAT			2,000	2,000
NET OF REVENUES/APPROPRIATIONS - 965 - TRANSFERS OUT				(2,000)	(2,000)
ESTIMATED REVENUES - FUND 206					
		2,322,627	2,415,585	2,539,424	2,623,608
APPROPRIATIONS - FUND 206					
		2,426,189	2,504,517	2,563,583	2,743,439
NET OF REVENUES/APPROPRIATIONS - FUND 206		(103,562)	(88,932)	(24,159)	(119,831)
BEGINNING FUND BALANCE					
		2,655,708	2,552,148	2,463,215	2,439,056
ENDING FUND BALANCE		2,552,146	2,463,216	2,439,056	2,319,225

Fund 207 - POLICE FUND

Dept 000							
207-000-401-402	TAX LEVY	591,648	611,784	639,306	665,933		
207-000-401-410	PERSONAL PROPERTY TAX	45,232	43,048	46,555	47,090		
207-000-401-412	DELINQUENT TAXES-LEVY	1,727	1,638	5,000	3,000		
207-000-401-437	ABATEMENT TAXES-LEVY	3,062	4,894	5,200	5,618		
207-000-401-441	COMMUNITY STABILIZATION SHARE TAX	8,681	9,813	16,601			
207-000-401-445	INTEREST & PENALTIES ON TAX	115	121	150	150		
207-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE				20,000		
207-000-665-000	INTEREST REVENUE	12,076	12,054	30,000	21,500		
NET OF REVENUES/APPROPRIATIONS - 000 -		662,541	683,352	742,812	763,291		

Dept 301 - POLICE DEPARTMENT

207-301-787-000	MISCELLANEOUS	5,354	5,626	5,000	10,000		
207-301-801-000	SHERIFF PROTECTION	637,775	637,991	665,000	645,000		
207-301-950-000	PROPERTY TAX REFUNDS	23		150	150		
NET OF REVENUES/APPROPRIATIONS - 301 - POLICE DEPARTMENT		(643,152)	(643,617)	(670,150)	(655,150)		

Dept 965 - TRANSFERS OUT

207-965-999-000	TRANSFER TO OTHER FUND		31,499	31,499	40,362		
NET OF REVENUES/APPROPRIATIONS - 965 - TRANSFERS OUT			(31,499)	(31,499)	(40,362)		

ESTIMATED REVENUES - FUND 207

APPROPRIATIONS - FUND 207		662,541	683,352	742,812	763,291		
NET OF REVENUES/APPROPRIATIONS - FUND 207		643,152	675,116	701,649	695,512		
		19,389	8,236	41,163	67,779		

BEGINNING FUND BALANCE

		1,283,785	1,303,174	1,311,411	1,352,574		
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ENDING FUND BALANCE

		1,303,174	1,311,410	1,352,574	1,420,353		
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Fund 208 - HAZMAT FUND

Dept 000

208-000-581-000	LOCAL CONTRIBUTIONS			4,000	4,000
208-000-665-000	HAZMAT INTEREST	124	105	200	100
208-000-699-000	TRANSFER IN			2,000	2,000
NET OF REVENUES/APPROPRIATIONS - 000 -		124	105	6,200	6,100

Dept 344 - HAZMAT

208-344-726-000	HAZMAT SUPPLIES	381		500	500
208-344-787-000	MISCELLANEOUS	1,885		1,500	1,500
208-344-789-000	HAZMAT TRAINING		1,267	3,000	3,000
208-344-958-000	HAZMAT EQUIPMENT	486	4,982	3,000	3,000
NET OF REVENUES/APPROPRIATIONS - 344 - HAZMAT		(2,752)	(6,249)	(8,000)	(8,000)

ESTIMATED REVENUES - FUND 208

		124	105	6,200	6,100
APPROPRIATIONS - FUND 208		2,752	6,249	8,000	8,000
NET OF REVENUES/APPROPRIATIONS - FUND 208		(2,628)	(6,144)	(1,800)	(1,900)

BEGINNING FUND BALANCE

36,248

ENDING FUND BALANCE

27,477

25,677

27,476

25,677

23,777

Fund 209 - CCT OPEN SPACE

Dept 000									
209-000-401-402	TAX LEVY	296,385	306,473	320,265	333,604				
209-000-401-410	PERSONAL PROPERTY TAX	22,660	21,566	23,443	23,590				
209-000-401-412	DELINQUENT TAXES-LEVY	865	821	2,000	1,500				
209-000-401-437	ABATEMENT TAXES-LEVY	1,534	2,452	2,604	2,814				
209-000-401-441	COMMUNITY STABILIZATION SHARE TAX	21,252	24,035	8,317					
209-000-401-445	INTEREST & PENALTIES ON TAXES	57	61	75					
209-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE				10,000				
209-000-665-000	INTEREST ON INVESTMENTS	463	4,691	2,400	4,000				
209-000-665-408	INTEREST ON HOMEYER FUND	1,774	6,699	8,000	9,000				
209-000-671-674	DONATIONS - HOMEYER		1,000						
209-000-671-675	DONATIONS			1,000					
209-000-689-000	BOND SALE PROCEEDS	3,050							
NET OF REVENUES/APPROPRIATIONS - 000 -		348,040	367,798	368,104	384,508				

Dept 751 - OPEN SPACE PRESERVATION

209-751-921-000	ELECTRICITY	1,624	1,873	2,000	2,500				
209-751-923-000	HEATING/UTILITY			1,500					
209-751-927-000	WATER-SEWER	342	360	500	750				
209-751-935-000	PARK MAINTENANCE	27,535	16,249	20,000	20,000				
209-751-950-000	TAX REFUNDS	12		100					
NET OF REVENUES/APPROPRIATIONS - 751 - OPEN SPACE PRESERVATIC		(29,513)	(18,482)	(24,100)	(23,250)				

Dept 901 - CAPITAL OUTLAY

209-901-970-000	CAPITAL OUTLAY - FFE				24,000				
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY					(24,000)				

Dept 905 - DEBT SERVICE

209-905-993-001	DEBIT SERVICE PAYING AGENT FEES		750						
NET OF REVENUES/APPROPRIATIONS - 905 - DEBT SERVICE			(750)						

Dept 990 - DEBT SERVICE

209-990-991-201	BOND PRINCIPAL REFINANCE		29,000	35,000	274,000				
209-990-992-001	BOND PRINCIPAL PAYMENT	215,000	225,000	230,000					

209-990-992-201	BOND INTEREST REFINANCE		58,907	52,235	49,237
209-990-996-001	INTEREST AND FEES BA 2009	133,057	12,818	4,370	
	NET OF REVENUES/APPROPRIATIONS - 990 - DEBT SERVICE	(348,057)	(325,725)	(321,605)	(323,237)
	ESTIMATED REVENUES - FUND 209	348,040	367,798	368,104	384,508
	APPROPRIATIONS - FUND 209	377,570	344,957	345,705	370,487
	NET OF REVENUES/APPROPRIATIONS - FUND 209	(29,530)	22,841	22,399	14,021
	BEGINNING FUND BALANCE	739,046	709,516	732,356	754,755
	ENDING FUND BALANCE	709,516	732,357	754,755	768,776

Fund 211 - DAM MAJOR REPAIR FUND

Dept 000

211-000-665-000	INTEREST REVENUE	11,581	12,713	7,000	20,850
211-000-675-000	CONTRIBUTIONS	5,000	5,000	5,000	5,000
211-000-699-101	TRANSFER FROM GENERAL FUND	40,000	40,000	40,000	40,000
NET OF REVENUES/APPROPRIATIONS - 000 -		56,581	57,713	52,000	65,850

Dept 901 - CAPITAL OUTLAY

211-901-980-000	EXPENSES/DAM MAJOR REPAIR				225,000
211-901-990-000	INSPECTION REPORTS		5,000		
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY			(5,000)		(225,000)

ESTIMATED REVENUES - FUND 211		56,581	57,713	52,000	65,850
APPROPRIATIONS - FUND 211				5,000	225,000
NET OF REVENUES/APPROPRIATIONS - FUND 211		56,581	57,713	47,000	(159,150)

BEGINNING FUND BALANCE		560,472	617,053	674,767	721,767
ENDING FUND BALANCE		617,053	674,766	721,767	562,617

Fund 216 - PATHWAYS FUND

Dept 000

216-000-401-402	TAX LEVY	513,547	531,024	489,539	509,928
216-000-401-410	PERSONAL PROPERTY TAX	39,261	37,365	35,648	36,058
216-000-401-412	DELINQUENT TAX LEVY	1,499	1,422	2,000	1,500
216-000-401-437	ABATEMENT TAXES-LEVY	2,658	4,248	3,981	4,301
216-000-401-441	COMMUNITY STABILIZATION SHARE TAX	36,822	41,623	12,712	
216-000-401-445	PENALTIES & INTEREST ON TAX	100	106	100	
216-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE				15,000
216-000-665-000	INTEREST REVENUE	3,973	18,582	12,000	60,500
216-000-671-000	INSURANCE REIMBURSEMENT		6,970		
NET OF REVENUES/APPROPRIATIONS - 000 -		597,860	641,340	555,980	627,287

Dept 758 - PATHWAYS

216-758-728-000	OPERATING SUPPLIES	13,150	5,285	8,000	18,000
216-758-821-100	ENGINEERING	21,687	28,159	15,000	15,000
216-758-931-000	MAINT & REPAIR	77,393	64,061	100,000	100,000
216-758-931-200	PATHWAY MAINTENANCE			47,700	50,974
216-758-950-000	PROPERTY TAX REFUNDS	20			100
NET OF REVENUES/APPROPRIATIONS - 758 - PATHWAYS		(112,250)	(97,505)	(170,700)	(184,074)

Dept 901 - CAPITAL OUTLAY

216-901-970-000	CAPITAL OUTLAY - FFE				19,000
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY					(19,000)

Dept 990 - DEBT SERVICE

216-990-992-007	BOND PRINCIPAL- 2012 REFINANCE	287,000			
216-990-996-207	BOND INTEREST- 2012 REFINANCE	5,423			
NET OF REVENUES/APPROPRIATIONS - 990 - DEBT SERVICE		(292,423)			

ESTIMATED REVENUES - FUND 216

APPROPRIATIONS - FUND 216		641,340	555,980	627,287
NET OF REVENUES/APPROPRIATIONS - FUND 216		97,505	170,700	203,074
		543,835	385,280	424,213

BEGINNING FUND BALANCE	955,327	1,148,513	1,692,348	2,077,628
ENDING FUND BALANCE	1,148,514	1,692,348	2,077,628	2,501,841

Fund 246 - IRF									
Dept 000									
246-000-630-000	HOOKUP FEES	362,654	517,228	200,000	200,000				200,000
246-000-665-000	INTEREST ON INVESTMENTS	3,629	27,759	15,000	15,000				39,900
246-000-669-000	INT & P S/A-ORDINANCE	3,945	3,766	1,000	1,000				1,000
246-000-669-006	INT & P S/A-KRAFT #28S	254							
246-000-669-011	INT & P S/A OAK TERRACE	(1,118)							
246-000-672-000	S/A REVENUE-ORDINANCE	35,412	18,120						
246-000-672-008	S/A REVENUE-INACTIVE	19,500		1,000	1,000				1,000
246-000-672-011	S/A REVENUE - OAK TERRACE		6,985	6,500	6,500				6,500
246-000-672-012	S/A REVENUE - TRD			12,500	12,500				12,500
NET OF REVENUES/APPROPRIATIONS - 000 -		424,276	573,858	236,000	236,000				260,900
Dept 295 - ADMINISTRATIVE									
246-295-821-000	ADMIN ENGINEERING COSTS	78,729	16,316	30,000	30,000				30,000
246-295-826-000	ADMIN LEGAL FEES		4,230	2,500	2,500				2,500
246-295-964-000	ADMIN 10%/HOOKUP TO GENERAL	36,265	51,723	20,000	20,000				20,000
246-295-980-000	ADMIN MISCELLANEOUS EXPENSE		55	1,000	1,000				1,000
NET OF REVENUES/APPROPRIATIONS - 295 - ADMINISTRATIVE		(114,994)	(72,324)	(53,500)	(53,500)				(53,500)
Dept 901 - CAPITAL OUTLAY									
246-901-974-000	CAPITAL OUTLAY - LANDIMP	595,142	251,773	66,000	66,000				33,000
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY		(595,142)	(251,773)	(66,000)	(66,000)				(33,000)
Dept 990 - DEBT SERVICE									
246-990-992-001	BOND PRINCIPAL-2012 REFINANCE	77,000							
246-990-996-201	BOND INTEREST -2012 REFINANCE	2,289							
NET OF REVENUES/APPROPRIATIONS - 990 - DEBT SERVICE		(79,289)							
ESTIMATED REVENUES - FUND 246		424,276	573,858	236,000	236,000				260,900
APPROPRIATIONS - FUND 246		789,425	324,097	119,500	119,500				86,500
NET OF REVENUES/APPROPRIATIONS - FUND 246		(365,149)	249,761	116,500	116,500				174,400
BEGINNING FUND BALANCE		1,596,219	1,231,070	1,480,830	1,480,830				1,597,330

ENDING FUND BALANCE

1,231,070

1,480,831

1,597,330

1,771,730

Fund 248 - DDA

Dept 000

248-000-401-401	TAXES - CASCADE TOWNSHIP	186,381	208,806	241,884	290,326
248-000-401-402	TAXES - G.R.C.C.	106,138	122,846	130,000	150,000
248-000-401-403	TAXES-KENT COUNTY	349,496	401,766	465,000	520,000
248-000-401-406	KDL TAXES-DDA	67,690	75,835	88,953	106,167
248-000-665-000	INTEREST REVENUE	6,414	13,505	20,000	41,350
248-000-675-000	CONTRIBUTIONS	6,500			
248-000-675-300	DDACONTRIB & DONATION- METRO CRUISE	6,823	3,450	5,000	5,000
	NET OF REVENUES/APPROPRIATIONS - 000 -	729,442	826,208	950,837	1,112,843

Dept 170 - DDA OPERATIONS/CONSTRUCTION

248-170-723-000	DDA - MEMBERSHIP AND DUES	1,600	915	915	1,655
248-170-724-000	DDA - EDUCATION	873	1,199	2,000	2,000
248-170-787-000	MISCELLANEOUS	15,178	3,533	5,000	7,200
248-170-802-300	DDA ADMINISTRATIVE			98,077	99,426
248-170-821-000	ENGINEERING	1,416	21,965	15,000	25,000
248-170-826-265	LEGAL		650	2,000	2,000
248-170-860-000	DDA - MILEAGE	144	182	400	400
248-170-861-100	BUS SERVICE 28TH ST	96,064	87,511	127,894	191,576
248-170-921-000	ELECTRICITY	20,964	23,467	25,000	25,000
248-170-922-000	STREETLIGHTS	282		5,000	5,000
248-170-924-100	CELL PHONES	777	788	850	850
248-170-927-000	WATER-SEWER	6,815	5,523	6,500	6,500
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	17,631	24,465	77,800	47,800
248-170-931-300	DDA REPAIR & MAINT- METRO CRUISE WU	5,144	3,633	12,000	8,000
248-170-950-000	DDA PROPERTY TAX REFUNDS	10,065		10,000	5,000
248-170-967-000	SPECIAL PROJECTS	57,502	41,961	50,000	71,700
248-170-981-000	OFFICE EQUIPMENT		200	2,000	1,000
	NET OF REVENUES/APPROPRIATIONS - 170 - DDA OPERATIONS/CONST	(234,455)	(215,992)	(440,436)	(500,107)

Dept 901 - CAPITAL OUTLAY

248-901-970-000	CAPITAL OUTLAY - FFE			30,000	230,000
	NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY			(30,000)	(230,000)

Dept 965 - TRANSFERS OUT				
248-965-999-101	TRANSFER TO GENERAL FUND	94,340	98,077	
	NET OF REVENUES/APPROPRIATIONS - 965 - TRANSFERS OUT	(94,340)	(98,077)	
Dept 990 - DEBT SERVICE				
248-990-992-003	MUN BOND 2010 / PRINCIPAL	94,000	97,000	100,000
248-990-996-003	MUN BOND 2010 / INT & FEES	13,229	10,362	7,210
	NET OF REVENUES/APPROPRIATIONS - 990 - DEBT SERVICE	(107,229)	(107,362)	(107,210)
	ESTIMATED REVENUES - FUND 248	729,442	826,208	950,837
	APPROPRIATIONS - FUND 248	436,024	421,431	577,646
	NET OF REVENUES/APPROPRIATIONS - FUND 248	293,418	404,777	373,191
	BEGINNING FUND BALANCE	401,788	695,208	1,099,984
	ENDING FUND BALANCE	695,206	1,099,985	1,473,175
				1,749,151

Fund 249 - BUILDING FUND

Dept 000

249-000-607-483	CASCADE TWP BLDG COM PERMITS	180,886	218,896	150,000	155,000
249-000-607-484	CASCADE TWP BLDG RES PERMITS	93,979	99,503	90,000	85,000
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	84,775	101,326	80,000	80,000
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	92,525	100,870	100,000	95,000
249-000-607-487	CASCADE TWP PLUMBING PERMITS	46,053	48,848	55,000	50,000
249-000-607-488	CASCADE - PR	150,046	152,948	110,000	20,000
249-000-607-490	CASCADE TWP CONTRACTOR REG	10,755	6,830	8,000	8,500
249-000-607-500	LOWELL TWP BUILDING PERMITS	30,881	82,527	55,000	60,000
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	13,678	16,971	24,000	30,000
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	13,105	16,450	20,000	25,000
249-000-607-503	LOWELL TWP PLUMBING PERMITS	8,496	10,310	14,000	20,000
249-000-607-504	LOWELL TWP - PR				8,000
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS	11,338	10,679	12,000	12,000
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	14,360	12,530	14,000	14,000
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	7,143	8,626	14,000	8,000
249-000-607-520	ADA TWP BUILDING PERMITS	135,722	170,879	130,000	125,000
249-000-607-521	ADA TWP PLUMBING PERMITS	27,593	50,737	50,000	45,000
249-000-607-523	ADA TWP ELECTRICAL PERMITS	46,849	71,435	60,000	55,000
249-000-607-524	ADA TWP MECHANICAL PERMITS	52,430	88,034	70,000	60,000
249-000-607-525	ADA TWP - PR				15,000
249-000-607-531	GR TWP BUILDING PERMITS	219,211	196,712	120,000	120,000
249-000-607-532	GR TWP ELECTRICAL PERMITS	88,488	50,468	55,000	55,000
249-000-607-533	GR TWP MECHANICAL PERMITS	84,624	73,984	65,000	65,000
249-000-607-534	GR TWP PLUMBING PERMITS	43,359	37,393	40,000	40,000
249-000-607-535	GRT - PR				20,000
249-000-607-536	EAST GR BUILDING PERMITS	66,181	143,075	55,000	60,000
249-000-607-537	EAST GR ELECTRICAL PERMITS	32,330	32,253	35,000	35,000
249-000-607-538	EAST GR MECHANICAL PERMITS	39,760	43,923	40,000	40,000
249-000-607-539	EAST GR PLUMBING PERMITS	24,684	24,503	25,000	25,000
249-000-607-540	EGR - PR				10,000
249-000-607-541	EAST GR-RENTAL INSP	2,550	3,050	4,000	4,000
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS	82,020	92,845	90,000	90,000
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	104,641	116,097	110,000	110,000

249-000-607-553	PLAINFIELD - PLUMBING PERMITS	53,987	55,249	60,000	60,000
249-000-607-555	PLAINFIELD INSPECTION FEES -NP		8,291	20,000	5,000
249-000-607-560	LOWELL, CITY OF - BUILDING PERMITS	26,249	7,039		
249-000-607-561	LOWELL, CITY OF - ELECTRICAL PERMITS	16,113	3,078		
249-000-607-562	LOWELL, CITY OF - MECHANICAL PERMITS	10,418	4,260		
249-000-607-563	LOWELL, CITY OF - PLUMBING PERMITS	8,133	2,556		
249-000-665-000	INTEREST REVENUE	14,817	27,411	60,000	60,500
249-000-671-671	MISCELLANEOUS INCOME	1,670	2,025	1,000	1,000
249-000-673-000	SALE OF ASSETS		75		
NET OF REVENUES/APPROPRIATIONS - 000 -		1,939,849	2,192,686	1,836,000	1,771,000

Dept 371 - BUILDING DEPARTMENT

249-371-702-000	WAGES- FULL TIME			673,803	731,953
249-371-703-000	DIRECTOR OF INSPECTIONS	87,160	90,517		22,798
249-371-703-200	ASSIGNABLE SALARY				18,651
249-371-704-000	WAGES- PART TIME			18,214	
249-371-706-000	BLDG WAGES/SALARY- KD	64,117	66,009		
249-371-706-302	BLDG INSPECTOR - JB	63,758	65,326		
249-371-706-303	BLDG INSPECTOR - WB	66,826	69,101		
249-371-706-304	BLDG INSPECTOR - DH	67,838	69,468		
249-371-706-305	BLDG INSPECTOR - JV/VM	63,758	65,237		
249-371-706-306	BLDG INSPECTOR / PT - SB	61,802	65,146		
249-371-706-309	BLDG INSPECTOR - DHU	58,561	60,667		
249-371-706-400	BUILDING CLERICAL I	39,285	40,235		
249-371-706-401	BUILDING CLERICAL II- JC	10,300	10,474		
249-371-706-402	BUILDING CLERICAL II - JK	27,754	39,725		
249-371-706-500	BLDG ADDITIONAL HELP	10,728	30,716		
249-371-707-000	WAGES- CASUAL		12,923	11,786	24,000
249-371-723-000	MEMBERSHIPS AND DUES	1,000	4,173	4,000	4,000
249-371-724-000	EDUCATION	2,810	5,729	6,000	6,500
249-371-727-000	SUPPLIES	3,341	9,870	12,000	10,000
249-371-757-000	BOOKS	3,260	456	4,000	3,500
249-371-768-000	DEPARTMENT UNIFORMS	3,823	3,857	4,200	4,200
249-371-787-000	MISCELLANEOUS	219	1,553	1,500	1,500
249-371-787-200	CREDIT CARD FEES	13,308	15,309	14,000	16,800
249-371-807-000	AUDIT FEES & SERVICES	910	775	935	935

249-371-810-000	LIABILITY INSURANCE	7,278	7,613	8,994	8,994
249-371-821-000	BLDG ENGINEERING	472	515	2,000	1,500
249-371-860-000	MILEAGE	55,552	57,778	58,000	60,000
249-371-862-500	DEPT HEAD, SUPV EXPENSES	418	310	500	500
249-371-900-000	PRINTING & PUBLISHING	925	163	2,000	2,000
249-371-924-000	PHONES	6,804	7,815	8,250	8,250
249-371-924-100	CELL PHONES	4,089	6,663	9,000	4,200
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	11,020	16,525	14,500	14,413
249-371-939-000	SERVICE CONTRACTS	10,523	69,797	75,000	76,125
249-371-940-000	BUILDING RENTAL-LEASE	600	750	1,000	1,000
249-371-941-000	POSTAGE & MACHINE LEASE	403		750	750
249-371-957-000	BLDG PHYSICAL EXAMS	35,525	20,755	24,000	20,000
249-371-967-000	BLDG - SPECIAL PROJECTS	4,835	5,804	8,000	4,000
249-371-981-000	OFFICE EQUIPMENT				
NET OF REVENUES/APPROPRIATIONS - 371 - BUILDING DEPARTMENT		(789,002)	(922,760)	(962,432)	(1,046,569)

Dept 850 - BENEFITS/INSURANCE					
249-850-715-000	FICA-EMPLOYER	44,746	49,445	56,075	59,258
249-850-716-000	DEFINED CONTRIBUTION PLAN		99,167	59,839	113,877
249-850-717-000	WORKERS COMP INSURANCE	10,877	16,115	15,386	17,737
249-850-718-000	VISION INSURANCE BENEFITS	1,214	1,165	1,275	1,542
249-850-718-200	OTHER BENEFITS			11,000	15,400
249-850-719-000	HEALTH INSURANCE BENEFITS	89,873	90,624	103,020	118,146
249-850-719-100	OPT-OUT INSURANCE	3,000	3,000	3,000	4,000
249-850-720-000	LIFE & DISABILITY INSURANCE	5,069	5,423	6,143	11,230
249-850-721-000	DENTAL INSURANCE BENEFITS	7,327	7,210	8,125	10,279
249-850-721-200	MI CLAIMS TAX - DENTAL	64	51		
249-850-722-000	PENSION PLAN BENEFITS	70,760	105,508	52,918	45,168
249-850-960-000	BLDG UNEMPLOYMENT COSTS		2,327		
NET OF REVENUES/APPROPRIATIONS - 850 - BENEFITS/INSURANCE		(232,930)	(380,035)	(316,781)	(396,637)

Dept 901 - CAPITAL OUTLAY					
249-901-975-000	CAPITAL OUTLAY - BLDGIMP	100,902	6,270		
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY		(100,902)	(6,270)		

Dept 964 - PAYMENTS TO OTHER TOWNSHIPS

249-964-964-100	PERMITS DUE TO LOWELL TWP	13,193	25,323	22,600	28,600
249-964-964-200	PERMITS DUE TO VERGENNES TWP	6,209	6,522	8,000	6,800
249-964-964-300	PERMITS DUE TO GR TWP	87,192	71,679	56,000	60,000
249-964-964-400	PERMITS DUE TO ADA TWP	52,557	76,090	62,000	60,000
249-964-964-500	PERMITS DUE TO EAST GR	32,558	48,722	31,000	34,000
249-964-964-600	PERMITS DUE PLAINFIELD	48,119	52,823	52,000	52,000
249-964-964-700	PERMITS DUE CITY OF LOWELL	12,234	5,962		
249-964-964-800	PERMITS DUE CASCADE TWP	96,750	113,885	95,000	97,000
	NET OF REVENUES/APPROPRIATIONS - 964 - PAYMENTS TO OTHER TOWNS	(348,812)	(401,006)	(326,600)	(338,400)
	ESTIMATED REVENUES - FUND 249	1,939,849	2,192,686	1,836,000	1,771,000
	APPROPRIATIONS - FUND 249	1,471,646	1,710,071	1,605,813	1,781,606
	NET OF REVENUES/APPROPRIATIONS - FUND 249	468,203	482,615	230,187	(10,606)
	BEGINNING FUND BALANCE	2,430,080	2,898,287	3,380,904	3,611,091
	ENDING FUND BALANCE	2,898,283	3,380,902	3,611,091	3,600,485

Fund 270 - LIBRARY FUND

Dept 000

270-000-401-402	TAX LEVY	193,445	200,023	208,947	217,645
270-000-401-410	PERSONAL PROPERTY TAX	14,779	14,065	15,204	15,379
270-000-401-412	DELINQUENT TAX LEVY	564	535	1,000	1,000
270-000-401-437	ABATEMENT TAXES-LEVY	1,000	1,599	1,698	1,835
270-000-401-441	COMMUNITY STABILIZATION SHARE TAX	13,860	15,668	5,412	
270-000-401-445	PENALTIES & INTEREST ON TAX	37	40	50	
270-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE				5,000
270-000-587-587	KENT DISTRICT LIBRARY PAYMENT	32,870	32,870	32,869	32,870
270-000-665-000	INTEREST REVENUE	29,189	41,216	10,000	66,000
NET OF REVENUES/APPROPRIATIONS - 000 -		285,744	306,016	275,180	339,729

Dept 790 - LIBRARY

270-790-727-000	LIBRARY SUPPLIES	3,868	5,291	6,600	6,600
270-790-729-000	LIB ELECTRONIC SUBSCRIPTIONS	882	882	900	900
270-790-787-000	MISCELLANEOUS	63		1,000	1,000
270-790-802-200	JANITORIAL & MAINTENANCE	34,729	35,707	8,000	10,000
270-790-810-000	LIABILITY INSURANCE	12,129	12,688	15,088	15,088
270-790-921-000	LIBRARY ELECTRICITY	51,807	58,739	55,000	55,000
270-790-923-000	LIBRARY HEATING	7,064	12,997	12,000	12,000
270-790-924-000	LIBRARY PHONES	691	755	840	1,800
270-790-927-000	LIBRARY WATER-SEWER	8,165	6,317	8,000	8,000
270-790-931-000	LIBRARY MAINTENANCE	64,953	109,558	88,120	65,000
270-790-931-100	LIBRARY MAINTENANCE	16,336	32,672	64,036	76,461
270-790-950-000	PROPERTY TAX REFUNDS	8		50	50
270-790-981-000	OFFICE EQUIPMENT			1,000	1,000
NET OF REVENUES/APPROPRIATIONS - 790 - LIBRARY		(200,695)	(275,606)	(260,634)	(252,899)

Dept 901 - CAPITAL OUTLAY

270-901-970-000	CAPITAL OUTLAY - FFE		15,369		
270-901-980-650	LIBRARY CIP	34,970			
NET OF REVENUES/APPROPRIATIONS - 901 - CAPITAL OUTLAY		(34,970)	(15,369)		
ESTIMATED REVENUES - FUND 270		285,744	306,016	275,180	339,729

APPROPRIATIONS - FUND 270	235,665	290,975	260,634	252,899
NET OF REVENUES/APPROPRIATIONS - FUND 270	50,079	15,041	14,546	86,830
BEGINNING FUND BALANCE	1,979,228	2,029,307	2,044,348	2,058,894
ENDING FUND BALANCE	2,029,307	2,044,348	2,058,894	2,145,724

ESTIMATED REVENUES - ALL FUNDS	12,194,972	13,050,020	12,693,216	13,237,955
APPROPRIATIONS - ALL FUNDS	10,737,765	12,065,860	12,453,899	12,250,144
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	1,457,207	984,160	239,317	987,811

BEGINNING FUND BALANCE - ALL FUNDS	21,816,912	23,274,125	24,258,286	24,497,603
ENDING FUND BALANCE - ALL FUNDS	23,274,119	24,258,285	24,497,603	25,485,414

Memo

To: Cascade Township Board

From: Roger Mc Carty, Assessor

CC:

Date: 12/2/2019

Re: Request for approval of 2020 Poverty Exemption Guidelines

Attached is a resolution we approve each year for the updated Poverty Guidelines. The only change is the updated Federal household income guidelines as reported on STC Bulletin 14 of 2019.

We usually have only one or two applications each year.

If you have any questions, please contact me.

CASCADE CHARTER TOWNSHIP
Kent County, Michigan
Resolution /2019

**RESOLUTION TO ADOPT 2020 POVERTY EXEMPTION
POLICY AND GUIDELINES**

At a regular meeting of the Township Board for the Township of Cascade, County of Kent, State of Michigan, held in the Cascade Library, Wisner Center in said Township on the 11th of December, 2019 at 7:00 p.m.

MEMBERS PRESENT:

MEMBERS ABSENT:

Resolution offered by: Supported by:

WHEREAS, on December 1, 2004 the Cascade Charter Township Board did establish “Policies and Guideline to Grant Poverty Exemption, and

WHEREAS, Resolution #55/2006 did approve the “Policy and Guidelines to Grant Poverty Exemptions” in accordance with the State Tax Commission Bulletin #5 dated January 23, 1995, and Bulletin #1 dated January 8, 2003 and

WHEREAS, The Board of Review and Assessor’s office recognized the need to adopt definite procedures and guidelines, approved by the Township Board, to be used as standards when considering appeals made based upon financial hardship.

NOW, BE IT THEREFORE RESOLVED that the Cascade Charter Township Board approves the “2020 Poverty Exemption Policy and Guidelines” as updated per the Federal Poverty Guidelines for the 2020 assessments which is attached.

The vote being as follows on the foregoing resolution:

YEAS:

NAYS:

ABSENT:

Susan Slater
Cascade Charter Township Clerk

CERTIFICATION

I certify that the foregoing to be a true copy of a Resolution adopted by the Cascade Charter Township Board at a Regular Meeting held on December 11, 2019

Dated: December __, 2019

Susan Slater
Cascade Charter Township Clerk



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

**Bulletin 14 of 2019
October 14, 2019
Procedural Changes for 2020**

TO: Assessing Officers and County Equalization Directors
FROM: State Tax Commission
SUBJECT: Procedural Changes for the 2020 Assessment Year

The purpose of this Bulletin is to provide information on statutory changes, procedural changes and reminders for the 2020 assessment year.

A. Inflation Rate Used in the 2020 Capped Value Formula

The inflation rate, expressed as a multiplier, to be used in the 2020 Capped Value Formula is 1.019.

The 2020 Capped Value Formula is as follows:

$$2020 \text{ CAPPED VALUE} = (2019 \text{ Taxable Value} - \text{LOSSES}) \times 1.019 + \text{ADDITIONS}$$

The formula above does not include 1.05 because the inflation rate multiplier of 1.019 is lower than 1.05.

B. Federal Poverty Guidelines Used in the Determination of Poverty Exemptions for 2020

MCL 211.7u, which deals with poverty exemptions, was significantly altered by PA 390 of 1994 and was further amended by PA 620 of 2002.

Local governing bodies are required to adopt guidelines that set income levels for their poverty exemption guidelines and those income levels **shall not be set lower** by a city or township than the federal poverty guidelines updated annually by the U.S. Department of Health and Human Services. This means, for example, that the income level for a household of 3 persons **shall not** be set lower than \$21,330 which is the amount shown on the following chart for a family of 3 persons. The income level for a family of 3 persons may be set higher than \$21,330. Following are the federal poverty guidelines for use in setting poverty exemption guidelines for 2020 assessments:

Size of Family Unit	Poverty Guidelines
1	\$12,490
2	\$16,910
3	\$21,330
4	\$25,750
5	\$30,170
6	\$34,590
7	\$39,010
8	\$43,430
For each additional person	\$4,420

Note: PA 390 of 1994 states that the poverty exemption guidelines established by the governing body of the local assessing unit shall also include an asset level test. An asset test means the amount of cash, fixed assets or other property that could be used, or converted to cash for use in the payment of property taxes. The asset test should calculate a maximum amount permitted and all other assets above that amount should be considered as available. Please see STC Bulletin 6 of 2017 for more information on poverty exemptions.

Note: P.A. 135 of 2012 changed the requirements for filing documentation in support of a poverty exemption to allow an affidavit (Treasury Form 4988) to be filed for all persons residing in the residence who were not required to file federal or state income tax returns in the current year or in the immediately preceding year. This does include the owner of the property who is filing for the exemption.

C. Sales Studies

Equalization study dates are as follows for 2020 equalization:

- Two Year Study: April 1, two years prior through March 31, current year
- Single Year Study: October 1, preceding year through September 30, current year

For 2019 studies for 2020 equalization the dates are as follows:

- Two Year Study: April 1, 2017 through March 31, 2019
- Single Year Study: October 1, 2018 through September 30, 2019

Note that the time period revisions apply to all equalization studies, that is: sales ratio studies, land value studies and economic condition factor studies for appraisals. Also note that the revised time period for two year studies applies to all real property classifications.

Please be advised that the above sale study dates **are not** the same as the valuation date used in appeals before the Michigan Tax Tribunal. Evidence presented in a Tax Tribunal appeal should reflect the value of the property as of tax day (December 31). This means that sales occurring *after* March 31, 2019 and September 30, 2019 should still be considered and included when submitting evidence in a Tax Tribunal appeal involving the 2019 tax year.

D. Property Classification

The State Tax Commission reminds assessors that classification is to be determined annually and is based upon the use of the property and not highest and best use of the property. The



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: December 11th, 2019
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: 2020 Meeting Schedule

FACTS:

Attached is the 2020 meeting schedule for the Township Board and the other boards and commissions of the Township. There are no major changes to the 2020 meeting schedule, other than meeting dates that have been moved to accommodate the election date schedule or recognized holidays. Highlights include:

- Township Board to meet the 2nd and 4th Wednesday of each month
 - 2 Budget review meetings in October and November
- Planning Commission to meet the 1st and 3rd Monday of each month
- Zoning Board of Appeals to meet the 2nd Tuesday of each month
- Parks Committee to meet 4 times on the days indicated (3rd Tuesday of selected months)
- DDA to meet the 3rd Tuesday of each month.
- Historical Society to meet the 1st Thursday of each month
- Infrastructure Committee to meet the 1st Wednesday of each month
- Finance & Personnel Committee to meet the 2nd Wednesday of each month
- Public Safety Advisory Committee to meet the 3rd Wednesday of each month
- Governance Committee to meet the 4th Wednesday of each month

Any changes to the regular meeting schedule have been indicated by an asterisk.

ANALYSIS & CONCLUSIONS:

The schedule has been prepared based on the preexisting schedule with changes made to accommodate holidays, elections or times that are typically hard to schedule regular meetings (i.e. spring break). We post the entire schedule at the beginning of the year to comply with Open Meetings Act requirements. Any changes to the schedule during the year will be posted a minimum of 18 hours prior to the meeting at Township Hall.

FINANCIAL CONSIDERATIONS:

None

RECOMMENDED ACTION:

To approve the 2020 Cascade Charter Township Meeting schedule.

CASCADE CHARTER TOWNSHIP 2020 MEETING SCHEDULE

	TOWNSHIP BOARD	TOWNSHIP BOARD 2020 BUDGET WORK SESSIONS ¹	TOWNSHIP BOARD	PLANNING COMMISSION	PLANNING COMMISSION	ZONING BD. OF APPEALS	PARKS	DDA	HISTORICAL COMMITTEE	INFRASTR. COMMITTEE	FINANCE & PERSONNEL COMMITTEE	PUBLIC SAFETY ADVISORY COMMITTEE	GOVERN. COMMITTEE
JANUARY	8		22	6	20	14	-	21	2	8*	15*	22*	29*
FEBRUARY	12		26	3	17	11	18	18	6	5	12	19	26
MARCH	11		25	2	16	3*	-	17	5	4	11	18	25
APRIL	1*		22	-	20	14	21	21	2	1	8	15	22
MAY	13		27	11*	18	12	-	19	7	6	13	20	27
JUNE	10		24	1	8*	9	-	16	4	3	10	17	24
JULY	8		22	13*	20	14	-	21	-	1	8	15	22
AUGUST	12		26	10*	17	11	-	18	6	5	12	19	26
SEPTEMBER	9		23	14*	21	8	15	15	3	2	9	16	23
OCTOBER	14	21	28	5	19	13	-	20	1	7	14	21	28
NOVEMBER	4*	11	18*	9*	16	10	17	17	5	4	11	18	25
DECEMBER	16*		-	7	21	8	-	15	3	2	9	16	30*

* Indicates a change in the regular meeting date

Township Board: 2nd & 4th Wednesday of each month, or as indicated above

Planning Commission: 1st & 3rd Monday of each month, or as indicated above

Zoning Board of Appeals: 2nd Tuesday of each month, or as indicated above

Parks Committee: 3rd Tuesday of the month, or as indicated above.

DDA: 3rd Tuesday of the month, or as indicated above

Infrastructure Committee: 1st Wednesday of the month, or as indicated above

Finance & Personnel Committee: 2nd Wednesday of the month, or as indicated above

Public Safety Advisory Committee: 3rd Wednesday of the month, or as indicated above

Governance Committee: 4th Wednesday of the month, or as indicated above

Historical Society: 1st Thursday of each month, or as indicated above.

.. Special meetings are on the call of the Chairperson.

.. All regular meetings which fall on an official legal holiday are usually are held on the next business day or as rescheduled by the Chairperson.

.. All Parks Committee meetings are held at the Township Offices, located at 2865 Thornhills Avenue at 8:00 a.m.

.. All Planning Commission meetings are held at the Cascade Public Library – Wisner Center, located at 2870 Jacksmith Drive at 7:00 p.m.

.. All Zoning Board of Appeals meetings are held at the Cascade Public Library – Wisner Center, located at 2870 Jacksmith Drive at 5:30 p.m.

.. All DDA meetings are held at the Cascade Public Library – Wisner Center, located at 2870 Jacksmith Drive at 5:30 p.m

.. All Township Board meetings are held at the Cascade Public Library – Wisner Center, located at 2870 Jacksmith Drive at 7:00 p.m.

.. All Township Board Committee meetings are held at Township Hall, located at 2865 Thornhills Ave. at 8:00am.

.. All Historical Society meetings are held at the Township Museum Building, located at 2839 Thornapple River Drive at 9:30 a.m.

.. Any meeting changes to the above schedule (time/date/location, etc) will be posted at the Township Hall at least 18 hours prior to the meeting.

¹ Township Board 2020 Budget Work Sessions are located at the Township offices, located at 2865 Thornhills Ave at 5:30 p.m.

Memo

To: Cascade Township Board

From: Roger Mc Carty, Assessor

CC:

Date: 12/2/2019

Re: Request to approve Resolution to Approve the Intent to Levy the 2020 Millage Rates

The Board approves this resolution each year announcing the millage rates that will be the basis for the 2020 property tax levy.

The resolution is approved after the approval of the budget.

CASCADE CHARTER TOWNSHIP
Kent County, Michigan
Resolution / 2019

RESOLUTION OF INTENT TO LEVY THE 2020 MILLAGE RATES

WHERE AS, The Township intends on complying with Section 16 of the Uniform Budgeting and Accounting Act by holding a public hearing on its proposed budget.

WHERE AS, the Township gave notice of the hearing, by publication, in the local newspaper of general circulation at least 6 days before the hearing. The notice included the time and place of the hearing and stated the place where a copy of the budget is available for public inspection. The date and time is December 11, 2019 at 7:00 in Wisner Center in the Cascade Public Library at 2870 Jacksmith Ave, SE, Grand Rapids, MI. As required, the notice included the following **“the property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing”**.

WHERE AS, the 2019 millage rates for Cascade Township are as follows:

Operating	.9674
Ex. Vote Fire	.2262
Ex. Vote Police	.2091
Ex Vote Fire	.5058
Ex. Vote Police	.2480
Ex. Vote Library	.1493
Pathway	.3500
Ex. Vote Fire	.5775
Open Space	.2290

These millage rates will be utilized as the basis for calculating the 2020 millage rates, as well as any millage reduction factors that may apply. The millage reduction factors will be determined in May, 2020.

NOW THEREFORE, BE IT RESOLVED that Cascade Township intends to levy the maximum allowable after all millage reduction factors have been applied for the 2020 tax year.

The foregoing resolution was offered by Board Member _____ and supported by Board Member _____ with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted.

Susan Slater
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Cascade Charter Township Board at a Regular Board Meeting held on December 11, 2019

Susan Slater
Cascade Charter Township Clerk



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: December 11, 2019
To: Cascade Charter Township Board
From: Supervisor Rob Beahan
Subject: Appointments to Various Boards and Commissions

I ask that the Township Board confirm the following appointments to the Boards and Commissions of Cascade Charter Township.

Planning Commission

<u>Name</u>	<u>Term</u>
Deidre Deering (Appointment 1st Term)	Three year term (Exp. 12/31/2022)

Deidre is the Executive Assistant/Office Manager of the Literacy Center of West Michigan and longtime Cascade resident.
Replacing John Sperla who has completed 4 terms.

Benjamin Rapin (Appointment 1st Term)	Three year term (Exp. 12/31/2022)
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Ben is Web Manager for Grand Valley State University and resident since 2012. He also served on the Pathway expansion committee.
Replacing Al Pennington who has completed 4 terms.

Brett Katsma (Reappointment 3rd Term, originally appointed to fill a partial term 10/17/15)	Three year term (Exp. 12/31/2022)
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Zoning Board Of Appeals

<u>Name</u>	<u>Term</u>
Jennifer Pupilava - Alternate (Reappointment 2nd Term)	Three year term (Exp. 12/31/2022)

Downtown Development Authority (DDA)

<u>Name</u>	<u>Term</u>
Jennifer Pupilava (Reappointment 3rd Term)	Four year term (Exp. 12/31/2023)

Dr. Rick Siegle (Reappointment 4th Term)	Four year term (Exp. 12/31/2023)
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Park Committee

<u>Name</u>	<u>Term</u>
Mike Reese (Appointment 1st Term)	Three year term (Exp. 12/31/2022)

Mike is Vice President of Landscape Architecture & Planning for the Troyer Group.
Replacing Sara Homeyer who completed three terms.