

MINUTES
Cascade Charter Township
Planning Commission
Monday, December 2, 2019
7:00 P.M.

ARTICLE 1. Chairman Sperla called the meeting to order at 7:00 P.M.
Members Present: Johnson, Moxley, Katsma, Sperla, Krieter, Lewis, Noordyke, Pennington, and Rissi
Members Absent:
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 Johnson to approve the Agenda. Supported by Member Katsma. Motion carried 9 to 0.

ARTICLE 4. Approve the Minutes of the November 11, 2019 meeting.

Motion was made by Member Lewis to approve the November 11, 2019 minutes. Supported by Member Johnson with two recommended changes. Motion carried 9 to 0.

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

No visitors came forward.

ARTICLE 6. Cascade Charter Township

Resolution of support to adopt the Cascade Charter Township Capital Improvement Plan 2020-2025.

Township Manager Ben Swayze stated that the CIP is a planning document, not a budget document. Some projects in this plan are scheduled for years beyond 2020, and this allows Staff and Board Members to plan for and appropriate money into the budget. This is the first of a many step process for some of these projects to get done. To be included in the CIP, a project has to be consistent in one of three things. Those three requirements are: to appear in a Master Plan of the Township; to be part of a federal or state requirement; or be part of a Township approved policy. It also needs to be above \$10,000. The CIP document describes all proposals submitted by each department.

Mr. Swayze states that benefits of having a Capital Improvement Plan are that it focus' attention on the community needs, goals and capabilities, it optimizes use of taxpayers dollars, it helps guide future growth and development, and encourages the most

efficient type of government, and helps coordinate potential projects with other departments and agencies if needed. The CIP helps to maintain a sound and stable financial program for big projects that may be on the horizon, it enhances federal and state grant opportunities by showing that we are prepared for a potential project.

Each project in a plan has a prioritization rank, these ranks are as follows:

- Essential: urgent, high priority project that should be done if at all possible;
- Desirable: high priority projects that should be done as funding is available;
- Acceptable: worthwhile projects to be considered if funding is available;
- Deferrable: low priority projects that can be postponed.

Mr. Swayze states that there are 52 potential projects in this CIP, totaling to just under 25 million dollars. This has been consistent over the last few years.

Mr. Swayze then went over potential projects listed in the Capital Improvement Plan of 2020-2025.

Motion was made by Member Pennington to adopt the Cascade Charter Township Capital Improvement Plan from 2020-2025 as presented by Mr. Swayze. Supported by Member Moxley. Motion carried 9-0.

ARTICLE 7. Cascade Charter Township

Memorandum of the Kent County Road Commission 5-year Road Improvement Plan.

Director Peterson provided Members with the memorandum from the road Commission, and stated that it is helpful to have in order to coordinate Township and Road Commission projects.

ARTICLE 8. Any Other Business

ARTICLE 9. Adjournment

Motion was made by Member Lewis to adjourn. Supported by Member Krieter. Motion carried 9 to 0. The meeting was adjourned at 8:15 p.m.

Respectfully submitted,
Phil Johnson, Secretary