



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

NOTICE OF PUBLIC MEETING VIA VIDEO CONFERENCE

In accordance with Public Act 228 of 2020, which declares that public bodies subject to the Open Meetings Act can use telephone and/or video conferencing technology to meet and conduct business during the ongoing COVID-19 pandemic, the Cascade Charter Township Board of Trustees will conduct a regular meeting on Wednesday, November 18, 2020 at 7pm utilizing the Zoom video conferencing platform, for the purpose of conducting official business while complying with the Michigan Department of Health and Human Services orders and recommendations designed to help prevent the spread of COVID-19. For up-to-date information regarding the ongoing public health crisis, please visit:

<http://www.Michigan.gov/coronavirus> or <http://www.CDC.gov/coronavirus>

INSTRUCTIONS FOR ACCESS AND PARTICIPATION

Meeting ID: 857 0616 0543

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85706160543>

iPhone one-tap :

US: +13017158592,,85706160543#

or

+13126266799,,85706160543#

Telephone:

(for higher quality, dial a number based on your current location):

+1 312 626 6799

or +1 929 205 6099

or +1 346 248 7799

or +1 669 900 6833

or +1 253 215 8782

or +1 301 715 8592

International numbers available: <https://us02web.zoom.us/j/85706160543>

Members of the public with disabilities may utilize the Michigan Relay System (7-1-1) to participate in the meeting. If other aids or services are needed for individuals with disabilities please contact the Township Deputy Clerk, Padley Gallagher, at pgallagher@cascadetwp.com or 616-949-1500 at least 24 hours prior to the meeting

PUBLIC PARTICIPATION

Members of the public will be able to listen to and view all discussion by the Township Board and all official materials for this meeting prepared for the Township Board will be included in the meeting packet and available to the public on the Township website www.cascadetwp.com Individuals will be permitted to speak during public comment periods in accordance with the Township Remote Public Meeting Procedure Policy.

If you would like to contact the Cascade Township Board about any matter, on the agenda or otherwise, please do so via email at the addresses below a minimum of 8 hours prior to the meeting. If you wish comments to be read into the public record during the public comment period, you must indicate so and draft communication that can be read in the allotted 3-minute timeframe.

Supervisor Rob Beahan: rbeahan@cascadetwp.com

Clerk Sue Slater: sslater@cascadetwp.com

Treasurer Ken Peirce: kpeirce@cascadetwp.com

Trustee Jim Koessel: jkoessel@cascadetwp.com

Trustee Jack Lewis: jlewis@cascadetwp.com

Trustee Tom McDonald: tmcdonald@cascadetwp.com

Trustee John Shipley: jshipley@cascadetwp.com

Manager Ben Swayze: bswayze@cascadetwp.com

AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING
Wednesday, November 18, 2020
7:00 P.M.

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 Reports
 1. Inspectors Report – October 2020
 - b. Receive and File Minutes
 1. Township Board Minutes – October 21, 2020
 2. Township Board Minutes – October 28, 2020
 3. Zoning Board of Appeals Minutes – September 8, 2020
 4. Planning Commission Minutes – September 21, 2020
 - c. Receive and File Financial Statements
 1. Financial Statements – September 2020
 2. Payables, Payroll and Transfers – September 2020
- Article 7. Financial Actions**
- a. Kent County CARES Act
- Article 8. Unfinished Business**
- Article 9. New Business**
- 072-2020 Public Hearing and Consider Resolution of Intent to Create and Provide for the Operation of a Brownfield Redevelopment Authority (BRA). (roll call)**
- 073-2020 Consider Approval of Special Assessment Resolution for the year 2020. (roll call)**
- 074-2020 Consider Approval of Staff Report for 1370 Buttrick Ave.**
- 075-2020 Consider Legal Services Request – Varnum.**

076-2020 Consider MERS 457 Voluntary Retirement Savings Program

077-2020 Reaffirm Purchase of 2894 Thornapple River Drive.

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

Article 12. Manager Comments

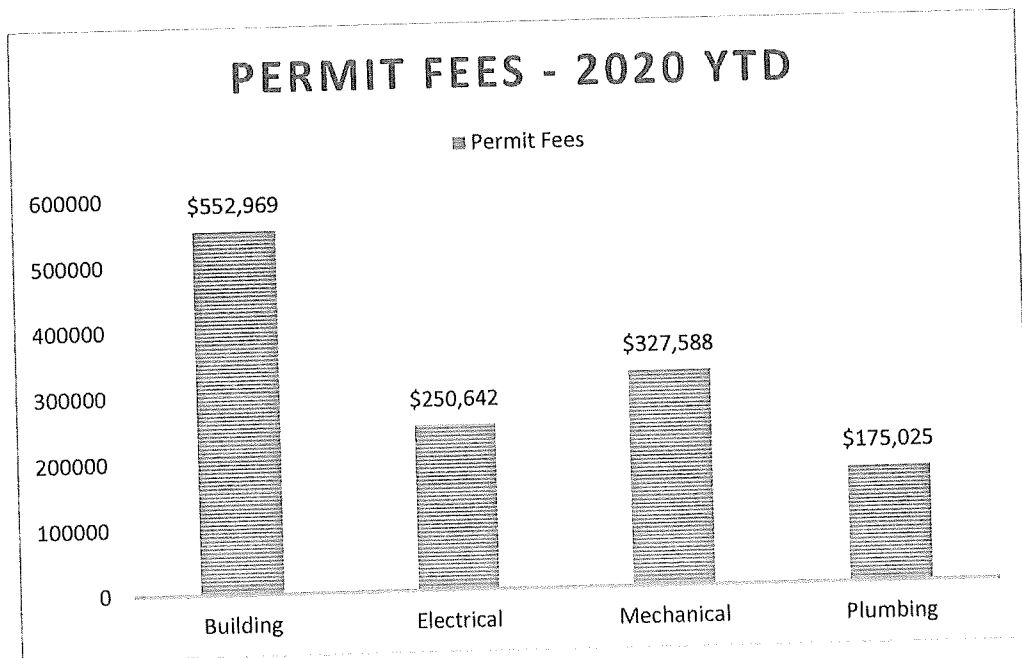
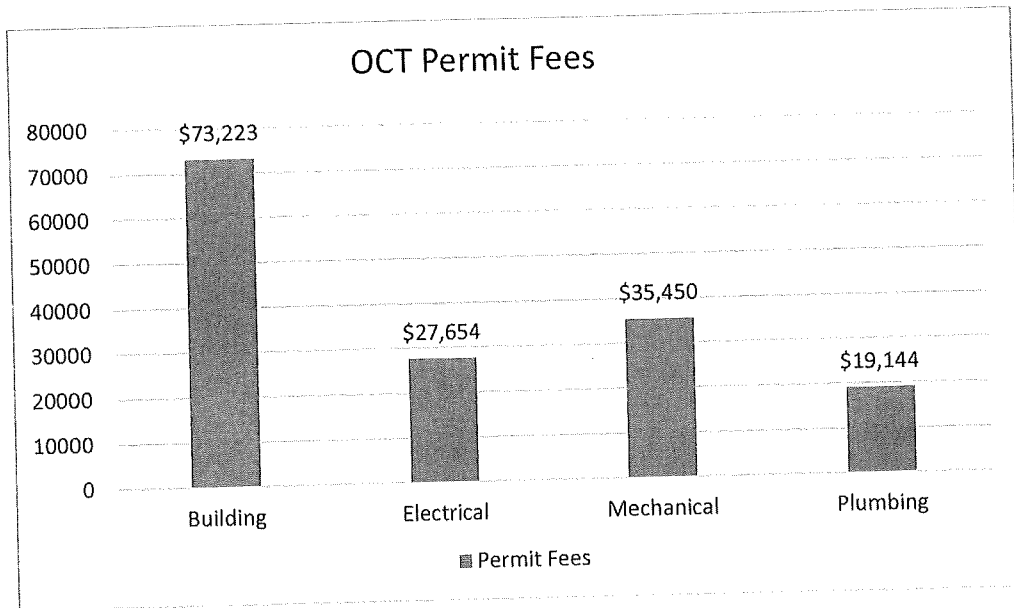
Article 13. Board Member Comments

Article 14. Adjournment

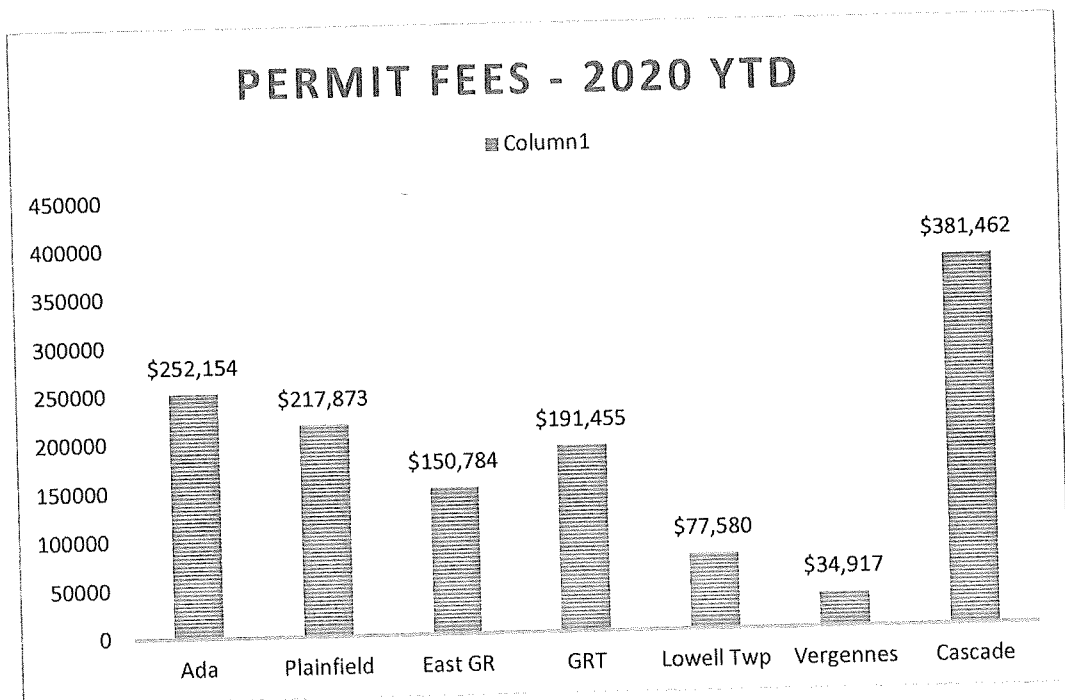
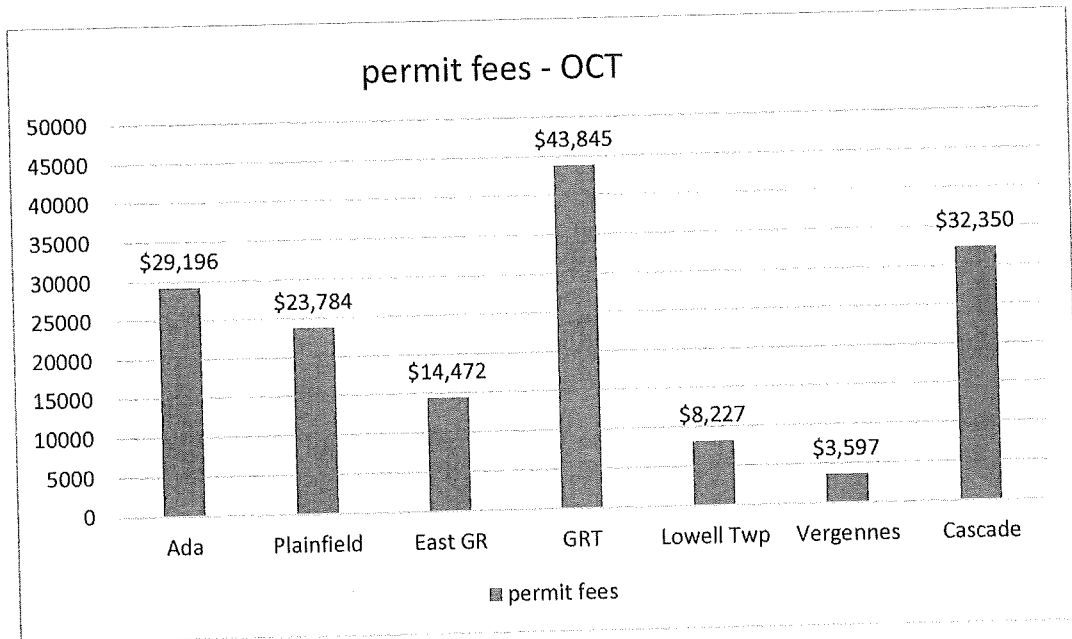
Cascade Inspection Services

OCT 2020

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	1190	\$479,746.00	1479	\$222,988.00	2481	\$292,137.25	1210	\$155,881.00	6360	\$1,150,752.25
OCT										
Cascade	56	\$14,390.00	41	\$6,139.00	69	\$7,301.00	33	\$4,520.00	199	\$32,350.00
Lowell Twp	9	\$3,861.00	10	\$1,666.00	17	\$1,980.00	4	\$720.00	40	\$8,227.00
Ada	34	\$18,392.00	18	\$3,698.00	40	\$4,954.25	18	\$2,152.00	110	\$29,196.25
Vergennes			6	\$682.00	16	\$2,165.00	6	\$750.00	28	\$3,597.00
GR Twp	34	\$30,568.00	28	\$4,219.00	54	\$5,425.00	19	\$3,633.00	135	\$43,845.00
EGR	34	\$6,012.00	27	\$2,957.00	34	\$3,655.00	17	\$1,848.00	112	\$14,472.00
Plainfield			62	\$8,293.00	101	\$9,970.00	50	\$5,521.00	213	\$23,784.00
							0	\$0.00	0	\$0.00
MONTH TOTAL	167	\$ 73,223.00	192	\$ 27,654.00	331	\$ 35,450.25	147	\$ 19,144.00	837	\$155,471.25

2020 YTD	1357	\$ 552,969.00	1671	\$ 250,642.00	2812	\$ 327,587.50	1357	\$ 175,025.00	7197	\$ 1,306,223.50
TOTAL -2019	1675	\$ 631,143.50	2288	\$ 347,205.00	3478	\$ 406,781.95	1469	\$ 206,608.00	8910	\$ 1,591,688.45
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 2020

MONTH	Building		Electrical	Mechanical	Plumbing	TOTAL
	Comm.	Residential				
JANUARY	\$2,741.00	\$3,852.00	\$4,500.00	\$8,380.50	\$3,568.00	\$23,041.50
FEBRUARY	\$16,296.00	\$6,013.00	\$5,977.00	\$6,090.00	\$3,560.00	\$37,936.00
MARCH	\$1,468.00	\$2,711.00	\$4,133.00	\$4,420.00	\$2,770.00	\$15,502.00
APRIL	\$683.00	\$3,027.00	\$1,054.00	\$2,660.00	\$865.00	\$8,289.00
MAY	\$74,540.00	\$7,217.00	\$4,827.00	\$5,340.00	\$1,948.00	\$93,872.00
JUNE	\$2,480.00	\$9,883.00	\$8,021.00	\$9,200.00	\$3,714.00	\$33,298.00
JULY	\$33,689.00	\$5,964.00	\$6,959.00	\$11,377.75	\$7,009.00	\$64,998.75
AUGUST	\$5,974.00	\$15,520.00	\$5,568.00	\$7,714.75	\$3,361.00	\$38,137.75
SEPTEMBER	\$2,530.00	\$10,020.00	\$6,089.00	\$7,515.00	\$7,883.00	\$34,037.00
OCTOBER	\$1,804.00	\$12,586.00	\$6,139.00	\$7,301.00	\$4,520.00	\$32,350.00
NOVEMBER						
DECEMBER						
YEAR END TOTAL	\$142,205.00	\$76,793.00	\$53,267.00	\$69,999.00	\$39,198.00	\$381,462.00
PERMIT # FOR MONTH	7	49	41	69	33	199
PREV PERMIT TOTAL	73	290	312	535	254	1464
PERMIT TOTAL FOR YR	80	339	353	604	287	1663
YEAR TO DATE	2020	\$381,462.00				
YEAR TO DATE	2019	\$366,618.25				
OVER	\$14,843.75					

CASCADE SINGLE FAMILY HOMES

	OCT	YTD 2020	2019	2018	2017
Number of Permits					
New Residential Homes	11	39	38	43	57
VALUE - RESIDENTIAL	\$ 4,027,174.00	\$ 28,701,017.00	\$ 18,187,545.00	\$ 28,327,352.00	\$ 32,980,308.00

Cascade Twp -Permit Report by Category/ Fe

10/1/2020 12:00:00 to 10/31/2020 12:00

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee
Res. Single Family					
PB20001073	JTB HOMES LLC	4539 HARBOR VIEW DR SE	10/02/2020	343,550	695.00
PB20001172	T BOSGRAAF HOMES I	4527 HARBOR VIEW DR SE	10/07/2020	395,046	987.00
PB20001255	BUFFUM BUILDERS LI	4872 PRAIRIE RIVER DR SE	10/07/2020	300,000	795.00
PB20001286	JH CUSTOM CONSTRU	4879 BUTTRICK AVE SE	10/09/2020	275,000	643.00
PB20001301	JTB HOMES LLC	4551 HARBOR VIEW DR SE	10/08/2020	310,650	825.00
PB20001330	JTB HOMES LLC	4741 HARBOR VIEW DR SE	10/27/2020	274,108	687.00
PB20001365	DEHAAN BUILDERS IN	6377 LAMPPOST CIR SE	10/20/2020	362,979	921.00
PB20001371	SUMNER DOUGLAS BU	8075 36TH ST SE	10/21/2020	400,000	727.00
PB20001395	EASTBROOK HOMES I	5832 THORNAPPLE RIVER DR SE	10/27/2020	245,000	659.00
PB20001413	BUFFUM BUILDERS LI	2698 ORANGE CT SE	10/26/2020	301,841	799.00
PB20001416	EPIQUE HOMES INC	2989 WINDSONG WOODS CT SE	10/27/2020	819,000	1,037.00
				4,027,174	8,775.00
11	Permits	Value Total			8,775

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

Wednesday, October 21, 2020

7:00 P.M.

Article 1. Supervisor Beahan called the meeting to order.
Present: Supervisor Beahan, Clerk Slater, Treasurer Peirce, Trustees Koessel, McDonald, and Shipley.
Absent: Trustee Lewis
Also Present: Township Manager Swayze, Assistant Township Manager Fast, and Community Development Director Peterson.

Article 2. Supervisor Beahan led the Pledge of Allegiance.

Article 3. Approval of Agenda
Motion was made by Trustee Shipley and supported by Trustee Koessel to approve the Agenda as presented. 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 Reports
 - 1. Inspectors Report – September 2020
 - 2. Financial Statements—July 2020
 - 3. Financial Statements—August 2020
 - 4. Payable, Payrolls, and Transfers—July 2020
 - 5. Payable, Payrolls, and Transfers—July 2020
- b. Receive and File Minutes
 - 1. Township Board Minutes—September 23, 2020

Motion was made by Trustee Koessel 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
060-2020 Public Hearing - "Declaration of Intent to Make Public Improvements" for Thornapple River Special Assessment District No. 1.
Motion was made by Trustee McDonald and supported by Trustee Shipley to open public hearing. Motion carried unanimously.

Manager Swayze read the following names into the record in support of the Special Assessment District:
Sally Jo Trapp – 7400 Whispering Ridge St. SE
Mary Kunkler – 5969 Tannon Trail Ct.

Michael Reid – 7275 60th St. SE
Harry and Sheri Herbruck – 7340 Cascade Rd. SE
Leann and Paul Rowland – 7176 Aqua Fria Ct. SE
Dennis DeKok – 4045 Maracaibo Shores Dr. SE
John Meyer – 5211 Cascade Rd. SE
Scott Jeffreys – 3206 Thorncrest Dr. SE
Jesse Clem – 7733 Sandy Hollow Dr. SE
Diane Cutler – 4884 Sequoia Dr. SE

And also [Manager Swayze] read the following opposed to the Special Assessment District:

Andrew Mayer – 6799 Turnberry Dr. SE

Andrew Mayer – 2990 Thornapple River Dr. SE – Addressed the board with issues to consider within the Special Assessment District.

Motion was made by Trustee Koessel and supported by Trustee McDonald to close public hearing. Motion carried unanimously.

Consider Approval of Resolution #2 - Thornapple River Special Assessment District No. 1.

Motion was made for approval by Trustee McDonald and supported by Trustee Koessel. Motion carried unanimously by roll call vote.

061-2020

(A) Public Hearing - "Declaration of Intent to Make Public Improvements" for Laraway Lake Special Assessment District No. 1.

Motion was made by Clerk Slater and supported by Trustee Koessel to open public hearing. Motion carried unanimously.

Motion was made by Trustee Shipley and supported by Trustee Koessel to close public hearing. Motion carried unanimously.

Consider Approval of Resolution #2 - Laraway Lake Special Assessment District No. 1.

Motion was made for approval by Trustee Koessel and supported by Trustee McDonald. Motion carried unanimously by roll call vote.

062-2020

Consider Extension of Contract with the Interurban Transit Partnership through December 2020.

Motion was made for approval by Trustee Shipley and supported by Trustee McDonald. Motion carried unanimously by roll call vote.

063-2020

Consider Acceptance of CARES funding from Kent County.

Motion was made for approval by Trustee Koessel and supported by Trustee Shipley. Motion carried unanimously by roll call vote.

- 064-2020 Consider Contract with Kent County for public WiFi Program.**
Motion was made for approval by Trustee McDonald and supported by Trustee Shipley. Motion carried unanimously by roll call vote.
- 065-2020 Consider Furniture and Moving Services Proposal for 5920 Tahoe (New Township Hall).**
Motion was made for approval by Trustee Koessel and supported by Trustee McDonald. Motion carried unanimously by roll call vote.
- 066-2020 Consider Resolution of Intent to Create and Provide for the Operation of a Brownfield Redevelopment Authority (BRA).**
Motion was made for approval by Trustee Koessel and supported by Trustee Shipley. Motion carried unanimously by roll call vote.
- 067-2020 Consider Approval of Waste Hauler for Township property.**
Motion was made for approval by Trustee Shipley and supported by Trustee McDonald. Motion carried unanimously by roll call vote.
- 068-2020 Consider Final Plan Approval of Hickory Point Woods.**
Motion was made for approval by Trustee Koessel and supported by Trustee McDonald. Motion carried unanimously by roll call vote.

Article 11. Public Comments – Any comments...whether it is on the Agenda or not.

Article 12. Manager Comments
Thanked the Board for their patience while waiting to know if the meetings would be held in person or virtually.

Article 13. Board Member Comments
Trustee Shipley made the following comment:

- Thanked everyone for attending the virtual meeting.

Trustee McDonald made the following comment:

- Told the Board about a resident issue that was handled well and the residents helped complimented Manager Swayze and Supervisor Beahan for their help in the matter.

Article 14. Adjournment
Motion was made by Treasurer Peirce and supported by Trustee Shipley to adjourn. Motion carried unanimously.
Meeting adjourned at 8:27 p.m.

Respectfully submitted,

Padley Gallagher
Deputy Clerk

Approved by:

Susan B. Slater, Clerk
Township Board Minutes
October 21, 2020
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**MINUTES OF THE
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**
Wednesday, October 28, 2020
7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order.
Present: Supervisor Beahan, Clerk Slater, Treasurer Peirce, Trustees Koessel, and McDonald.
Absent: Trustee Lewis and Trustee Shipley
Also Present: Township Manager Swayze, Assistant Township Manager Fast, DDA Director Korhorn, and Community Development Director Peterson.
- Article 2.** Supervisor Beahan led the Pledge of Allegiance.
- Article 3. Approval of Agenda**
Motion was made by Trustee McDonald and supported by Trustee Koessel to approve the Agenda as presented. 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 Reports
1. Treasurers Report – March 2020
Motion was made by Clerk Slater and supported by Trustee McDonald to approve the Consent Agenda as presented. Motion carried unanimously.
- Article 7. Financial Actions**
- Article 8. Unfinished Business**
- Article 9. New Business**
069-2020 Consider Approval of Bid for the LED Streetlight Conversion.
Motion was made for approval by Trustee Koessel and supported by Trustee McDonald. Motion carried unanimously.
- 070-2020 Receive Public Comments and Consider Lower Village Plan.**
DDA Director Korhorn read the comments from the following people to the board:
Barbara Skinner – 3024 Thornapple River Dr. – opposed to the Lower Village Plan because of safety hazards.
Dana Berlin – 2445 Santigo Ave. – provided feedback to the board regarding the plan.
Brett Katsma – 7109 Thorncrest Ave. - provided feedback to the board regarding the plan.
- Craig Meurlin – 6333 Thornhills Ave. – Addressed the board about concerns of the layout of the Lower Village Plan.

Tom Richardson – 3438 North Applecrest Ct. – Addressed the board with feedback to the design for the Lower Village Plan.

Grace Lesperance – Addressed the board about making another public input meeting to gather more of the public for suggestions for the design of the Lower Village Plan.

Motion was made to table item 070-2020 by Treasurer Peirce and supported by Trustee McDonald.

071-2020 Consider Resolution to Extend Timeline for Temporary Outdoor Uses. (roll call)
Motion was made for approval by Trustee McDonald and supported by Trustee Koessel. Motion carried unanimously by roll call vote.

Article 11. Public Comments – Any comments...whether it is on the Agenda or not.

Article 12. Manager Comments

Article 13. Board Member Comments

Supervisor Beahan made the following comment:

- Asked Clerk Slater about the upcoming November Election

Clerk Slater addressed the board about Election information, staffed office hours, and equipment testing.

Article 14. Adjournment

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

Meeting adjourned at 8:22 p.m.

Respectfully submitted,

Padley Gallagher
Deputy Clerk

Approved by:

Susan B. Slater, Clerk

MINUTES
Cascade Charter Township Zoning Board of Appeals
Tuesday, September 8th, 2020
5:30 P.M.
Virtual Zoom Meeting

ARTICLE 1. Chairman Milliken called the meeting to order at 5:30 P.M.
Members Present: Berra, McDonald, Mead, Milliken and Moxley
Members Absent: None
Others Present: Community Development Director, Steve Peterson, and Planner Brian Hilbrands.

ARTICLE 2. Chairman Milliken led the Pledge of Allegiance to the Flag.

ARTICLE 3. Approve the Agenda.

Motion was made by Member Mead to approve the Agenda. Supported by Member Berra. Motion carried 5 to 0.

ARTICLE 4. Approve the Minutes of the August 11, 2020 Meeting.

Motion was made by Member Berra to approve the Minutes of the August 11, 2020 Meeting. Supported by Member Mead. Motion carried 5 to 0.

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

No visitors came forward.

ARTICLE 6. Case #20-3597/Brad Maslowski

Public Hearing

Property Address: 9585 60th St SE

Requested Action: The applicant is requesting a variance to construct an addition to an accessory building in the front yard.

Planner Brian Hilbrands stated that this will be an addition to an accessory building that is currently 24x24 feet, and that the addition will be 24x30 feet. This will increase the square footage of the accessory building to over 832 square feet, requiring the applicant to submit an application for a special use permit. Mr. Hilbrands stated that since the applicant is on a corner lot, they are considered to have two front yards, and that the accessory building in question is in the front yard facing Snow Ave. The building is setback 63 feet from the road right of way (which is behind the required 35-foot setback), and the addition will not be move the building any closer to the street.

Mr. Hilbrands states that the existing building was granted a variance to be in the front yard, with one condition of approval being that any access to the building come off of

60th St., not Snow Ave. Mr. Hilbrands states that the most impacted neighbor is to the north, and that there is a significant amount of vegetation and trees between their property and the proposed addition, and that there is also a line of vegetation between the building and Snow Ave.

Mr. Hilbrands is recommending approval of the variance with the condition that any access to the building come off of 60th St.

Motion was made by Member McDonald to open Public Hearing. Supported by Member Mead. Motion carried 5 to 0.

Member McDonald asked Mr. Hilbrands if he received any comment from the public about this case, Mr. Hilbrands stated that he had not received any.

No member of the public came forward with comment.

Motion was made by Member Mead to close Public Hearing. Supported by Member Berra. Motion carried 5 to 0.

Motion was made by Member McDonald to approve the variance with Staffs condition that access to the building come off of 60th St. Supported by Member Berra. Motion carried 5 to 0.

ARTICLE 7. Any other business.

Director Peterson stated there will be a meeting held in October.

ARTICLE 8. Adjournment

Motion was made by Member McDonald to adjourn. Supported by Member Moxley. Motion carried 5 to 0. Meeting adjourned at 5:35 p.m.

Respectfully submitted,
Aaron Mead, Secretary

MINUTES

Cascade Charter Township
Planning Commission
Monday, September 21, 2020
7:00 P.M.
Virtual Zoom Meeting

ARTICLE 1. Chairman Rissi called the meeting to order at 7:00 P.M.
Members Present: Slater, Rapin, Deering, Johnson, Katsma, Krieter, Noordyke, Rissi, and Moxley
Members Absent: None
Others Present: Community Development Director, Steve Peterson, and Planner, Brian Hilbrands

ARTICLE 2. Pledge of Allegiance.

ARTICLE 3. Approve the current Agenda.

Motion was made by Member Johnson to approve the current Agenda. Supported by Member Katsma. Motion carried 9 to 0.

ARTICLE 4. Approve the Minutes of the September 14, 2020 meeting.

Motion was made by Member Katsma to approve the revised minutes of September 14, 2020. Supported by Member Deering. Motion carried 9 to 0.

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

No visitors came forward.

**ARTICLE 6. Case #20-3598/Maslowski
Public Hearing**

Property Address: 9585 60th St. SE

Requested Action: The applicant is requesting a special use permit to construct an addition to an accessory building that would make it larger than 832 sq ft.

Planner Brian Hilbrands stated that this will be a 24x30 foot addition to an existing 24x24 foot building, which will total almost 1,300 sq ft. The building will have a height of 12 feet, 4 ½ inches, and shows a setback of 63 feet from the right of way (35 feet is required). Mr. Hilbrands stated that a variance was needed for the addition since the building is located in the front yard facing Snow Ave. The variance was granted by the Zoning Board of Appeals at their September 8th, 2020 meeting with the one condition that access to the building come off 60th Street, which is where the existing driveway for the house is. Mr. Hilbrands stated that the property is less than 3 acres, so this will be the only accessory building permitted.

Mr. Hilbrands stated that the building is normal in appearance and size for the area, and that the applicant indicated they will be using the building for storage.

Mr. Hilbrands states that the applicant meets Township standards for an accessory building, so Staff is recommending approval of the special use permit with the three following conditions:

1. The building is not used for living space or to run a business out of.
2. Any outdoor lighting meet Township regulations.
3. Access to the building come off of 60th St.

Chairman Rissi invited the applicant to comment. The applicant did not comment.

Motion was made by Member Johnson to enter into Public Hearing. Supported by Member Krieter. Motion carried 9 to 0.

Chairman Rissi invited any member of the public to comment. There was no comment.

Chairman Rissi asked Mr. Hilbrands if he has received any written comment related to this case, Mr. Hilbrands stated that he has not.

Motion was made by Member Johnson to close Public Hearing. Supported by Member Rapin. Motion carried 9 to 0.

Motion was made by Member Rapin to approve the special use permit with the included Staff conditions. Supported by Member Krieter. Motion carried 9 to 0.

ARTICLE 7. Case #20-3601/Poolman

Public Hearing

Property Address: 6667 60th St SE

Requested Action: The applicant is requesting a special use permit to construct an addition to an accessory building that would make it larger than 832 sq ft.

Mr. Hilbrands stated that this will be a 42x64 foot addition to the existing 30x50 foot building, totaling 4,288 sq ft. The building will have a height of 14 feet tall, measured to the midpoint of the roof, and shows a 12-foot setback from the right of way from the original building, and a 22-foot setback from the proposed addition (10 feet is required). Mr. Hilbrands states that the property is between 3 and 6 acres, so the applicant is permitted to have up to two accessory buildings on the property. The applicant has stated that they intend to use the building to keep 2-5 horses, chickens, related hay and feed, and for storage. The property is in the agricultural zoning area, so this is a permitted use as long as the property owner owns the animals themselves. A separate special use permit for a public stable will be needed if they intend to house animals they do not own.

Mr. Hilbrands states that the building is normal in appearance for the area, although it is larger than average accessory buildings. Mr. Hilbrands states that there has been similar sized building approved in the agricultural area.

Mr. Hilbrands states that the applicant meets Township standards for an accessory building, so Staff is recommending approval of the special use permit with the two following conditions:

1. The building not be used for living space or to run a business out of, which includes a public stable.
2. Any outdoor lighting meet Township regulations.

Member Moxley asked if the width of 42 feet includes the covered overhang on the east side. Mr. Hilbrands states that yes, it does include the 10-foot overhang.

Chairman Rissi invited the applicant to comment. The applicant did not comment.

Motion was made by Member Rapin to enter into Public Hearing. Supported by Member Moxley. Motion carried 9 to 0.

Chairman Rissi invited any member of the public to comment. There was no comment.

Chairman Rissi asked Mr. Hilbrands if he has received any written comment related to this case, Mr. Hilbrands stated that he has not.

Motion was made by Member Slater to close Public Hearing. Supported by Member Krieter. Motion carried 9 to 0.

Motion was made by Johnson to approves the special use permit with the included Staff conditions. Supported by Member Deering. Motion carried 9 to 0.

ARTICLE 8. Case #20-3599/Green Castle Properties

Property Address: 6095, 6115, and 6143 28th St SE

Requested Action: The applicant is requesting a basic plan review for an amendment to the PUD to accommodate a new car dealership.

Mr. Hilbrands states that these lots a part of the current Cascade Business Center. The applicant is requesting that PUD 67 be amended to include this car dealership. PUD 67 currently includes the existing Porsche Audi dealership, and the Subaru dealership which are to the West of these properties. The applicant is proposing an approximate 36,500 square foot building, with no building height listed on the current plan. The building height, building elevations, floor plans, and a photometric site plan will need to be submitted before their next step. Mr. Hilbrands states that there are currently two stormwater system options being presented as the applicant is waiting for infiltration rate testing results. The next step in this process will be a preliminary development review.

Mr. Hilbrands states that the landscape plan shows there to be 22 Ginkgo trees, which have a male and female variety. The female variety is included on the Townships “Uncredited Species List”, which means that it is permitted, but will not count towards landscaping requirements. Mr. Hilbrands stated that if the applicant would like credit for the trees, they need to use the male variety, or a different species of tree.

Mr. Hilbrands states that the applicant will need to show documentation from the Kent County Road Commission approving a curb cut, and will need to show approval from the Kent County Drain Commission and Township Engineer for all proposed storm water drainage facilities. Mr. Hilbrands states that in his Staff Report, he has included minor changes Staff would like to see on the site plan before proceeding to a Public Hearing.

The point of this meeting is for introductions and questions about the project, the next phase will be a Public Hearing for the Preliminary Development Plan Review once the applicant provides the documents and information mentioned in the Staff Report.

Member Moxley asks if the parking lot shown on the north end of the site is proposed or existing, Mr. Hilbrands states that it is existing. Member Moxley asks if the three buildings shown will be demolished, Mr. Hilbrands states that they will be. Member Moxley asks if the stormwater detention system is a series of pipes surrounded by gravel that gradually leaks the water into the ground, Mr. Hilbrands states that he does believe so, but will let the applicant speak about that, and states that is something the Township Engineer will inspect and sign off on.

Chairman Rissi asks if there will be a cross connection with the parking lot to the east, as right now there appears to be parking spaces blocking that connection. Mr. Hilbrands states that will need to be asked of the applicant.

Member Slater asks for clarification that the approval needs to be prior to construction, but that the applicant can demolish the current buildings at their own risk. Mr. Hilbrands confirms that is correct.

Chairman Rissi invites the applicant to comment.

Mr. Brandon Simon (Nederveld) stated that they are the civil engineering firm representing the applicant. Mr. Simon states that the stormwater system will be an "arch" system, which is buried underground with a hard pipe connection to an outlet. Mr. Simon states that to the west of the proposed building is a 36" County drain that they will ask to tie into with approval from the Drain Commission. Mr. Simon states that the cross access is intended to be a drive aisle (not parking spaces), and they will work with the neighboring property on that easement.

Chairman Rissi confirmed with Mr. Hilbrands that this is a review, and no action is needed to be taken on this case tonight. Mr. Hilbrands confirmed that is accurate.

Member Rapin asked Mr. Hilbrands when the tree choice for landscaping will have to be identified, Mr. Hilbrands states that will need to be updated before this case is heard by the Planning Commission again.

Mr. Colin Schiefler introduced himself as Director of Project Development of the parent company of Fox Motors, and stated that the success of the Subaru brand is driving the need for a new dealership.

Member Katsma asked if these properties will continue to be connected by the north/south drive with the properties to the north. Mr. Simon stated that drive is part of an easement and a fire access, it will be kept intact.

There was no further discussion.

ARTICE 9. Case #20-3579/BDR Custom Homes

Property Address: 1370 Buttrick Ave

Requested Action: Develop into 19 detached single-family site condominium project.

Mr. Hilbrands states that tentative preliminary approval for these plans was given at the May 18, 2020 Planning Commission meeting, and the applicant is now requesting final preliminary approval. Mr. Hilbrands states that the plans have not changed much, however the applicant has received all approvals required by the Township, and is seeking a recommendation to the Township Board.

Mr. Hilbrands states that this plan includes an extension of the pathway system along Grand River Drive to their new private street, with an easement provided for future extensions of the pathway system from their private street to the east property line. Mr. Hilbrands states that the project will have sanitary sewer serviced by Ada Township, and private wells for water. The applicant has received the needed approvals from the Utility Advisory Board, as well as the Kent County Health Department.

The final preliminary approval will allow the developer 2 years to get started on the project by putting in the road and utilities. Mr. Hilbrands stated that an airport recognition statement, and a special assessment district agreement will need to be provided with their master deed. Mr. Hilbrands states that there are a number of buildings and fences that need to be removed from the property, so the applicant will need to indicate a timing of those removals.

Mr. Hilbrands stated that the applicant has provided all required documentation, Staff is recommending forwarding a positive recommendation to the Township Board with the following conditions:

1. The applicant indicates timing of the removal of existing buildings and fences from the property.
2. A copy of the proposed deed restrictions and bylaws is submitted, including the airport recognition statement and agreement to participate in the special assessment district if available.
3. The stormwater maintenance agreement is recorded.

Member Moxley asked if the sanitary sewer is currently stopped at Buttrick Ave and being extended down Grand River, or if it is already on Grand River. Mr. Hilbrands stated that he believes it will be extended down Grand River from Buttrick. Member Moxley asks if the sidewalk on the west side of the private drive will connect to the pathway, Mr. Hilbrands stated that yes, it will connect to the pathway.

Chairman Rissi invited the applicant to comment.

Mr. Dave Contant (BDR Custom Homes) stated that they are working on a removal plan for the structures and fences on the property, and expect to have everything off of the property by the end of the year.

Member Katsma asked Mr. Contant to discuss any planned landscaping. Mr. Contant stated that they are going to retain as many trees as possible on the east side of Buttrick, which is adjacent to their open space and storm water detention area. There will be additional landscaping added to the area, with details to be determine. Mr. Contant states that the front entrance will have basic signage and landscaping, and there are no plans to add a gate.

Motion was made by Member Moxley to approve the plan as presented with the included Staff conditions. Supported by Member Rapin. Motion carried 9 to 0.

ARTICLE 10. Any other business

Member Katsma asked for an update about the Tuffy property. Member Slater stated that the Township has authorized an environmental study, and that the property has been purchased. The business/lease owner has a couple of years left on his lease, with the option of renewing for two, five-year leases after that. The Township can not do anything until the lease is expired.

Member Moxley asked about construction on the pathway at Laraway Lake Drive and Cascade Road. Mr. Hilbrands stated that that is part of a new trail extension project on that side of the road. Director Peterson stated that the City of Grand Rapids is making changes to traffic signals near pathway connection points in the area.

ARTICLE 11. Adjournment

Motion was made by Member Johnson to adjourn. Supported by Member Deering. Motion carried 9 to 0. The meeting was adjourned at 7:43 p.m.

Respectfully submitted,
Brett Katsma, Secretary

**FINANCIAL REPORTS
SEPTEMBER 2020**

<u>FUND NAME</u>	<u>FUND BALANCE</u>	<u>LIABILITIES LONG TERM DEBT</u>	<u>BOND FINAL PAYMENT</u>	<u>CURRENT INTEREST RATE</u>
GENERAL FUND - 101 UNASSIGNED	2,012,758			
GENERAL FUND - 101 COMMITTED	2,999,543			
GENERAL FUND BALANCE	\$ 5,012,301			
FIRE FUND - 206- RESTRICTED BALANCE	\$ 2,389,618			
POLICE FUND - 207 RESTRICTED	944,751			
POLICE FUND - 207 COMMITTED	230,000			
POLICE FUND BALANCE	\$ 1,174,751			
HAZMAT FUND - 208 RESTRICTED	\$ 31,443			
CCT OPEN SPACE FUND - 209 RESTRICTED	41,484	REF/2017	2,667,343	2028
OCTOBER HOMEYER - 209 COMMITTED	356,412	**		1.94
CCT OPEN SPACE FUND BALANCE	\$ 397,896			
DAM MAJOR REPAIR FUND - 211 RESTRICTED	228,162			
DAM MAJOR REPAIR FUND - 211 COMMITTED	250,000			
DAM MAJOR REPAIR FUND BALANCE	\$ 478,162			
PATHWAYS FUND -216- RESTRICTED BALANCE	\$ 2,018,101			
IMPROVEMENT REVOLVING FUND - 246 RESTRICTED	\$ 1,699,618			
DDA FUND - 248 RESTRICTED	\$ 1,002,351	REF/2010	PAID IN-FULL -	2020 3.45
BUILDING INSP FUND - 249 RESTRICTED	1,020,192			
BUILDING INSP FUND - 249 COMMITTED	1,000,000			
BUILDING INSP FUND BALANCE	\$ 2,020,192			
LIBRARY FUND - 270 RESTRICTED	1,257,861			
LIBRARY FUND - 270 COMMITTED	400,000			
LIBRARY FUND BALANCE	\$ 1,657,861			
TOTAL ALL FUNDS	\$ 18,012,105		\$ 2,667,343	
<u>TRUST AND AGENCY FUNDS</u>				
CEMETERY TRUST FUND - 151 NONSPENDABLE	120,447			
CEMETERY TRUST FUND - 151 COMMITTED	9,385			
TOTAL CEMETERY TRUST FUND	\$ 129,811			
TRUST & AGENCY FUND -701	\$ 240,551			
TAX FUND - 703	\$ 7,440,531			
TOTAL TRUST & AGENCY	\$ 7,810,893			

**** 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 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
101-000-401-401	GENERAL PROPERTY TAXES	1,351,562.88	1,409,415.00	1,412,262.28	0.00	(2,847.28)	100.20
101-000-401-405	STREETLIGHT	72,772.92	79,200.00	77,278.05	0.00	1,921.95	97.57
101-000-401-410	PERSONAL PROPERTY TAX	95,825.39	99,662.00	96,806.89	0.00	2,855.11	97.14
101-000-401-420	DELINQUENT TAXES	2,997.18	5,000.00	2,901.82	0.00	2,098.18	58.04
101-000-401-437	ABATEMENT TAXES	10,472.05	11,890.00	11,888.21	0.00	1.79	99.98
101-000-401-445	INTEREST & PENALTIES ON TAXES	16,173.50	12,000.00	3,120.72	14.59	8,879.28	26.01
101-000-401-447	TAX ADMINISTRATION FEES	602,473.75	625,000.00	587,851.99	314,397.54	37,148.01	94.06
101-000-450-460	CABLE REVENUE	343,733.94	344,800.00	187,252.11	98,771.36	157,547.89	54.31
101-000-450-465	CABLE - PEG FEES	72,816.32	72,000.00	17,506.49	0.00	54,493.51	24.31
101-000-450-490	DOG LICENSES	108.00	100.00	147.20	0.00	(47.20)	147.20
101-000-450-498	OTHER PERMITS	265.00	400.00	0.00	0.00	400.00	0.00
101-000-451-000	LIQUOR LICENSE	36,129.50	35,000.00	25,248.30	0.00	9,751.70	72.14
101-000-528-000	OTHER FEDERAL GRANTS	0.00	0.00	171,542.00	171,542.00	(171,542.00)	100.00
101-000-539-576	STATE SHARED REV.-SALES TAX	1,574,348.00	1,570,902.00	699,320.00	0.00	871,582.00	44.52
101-000-539-581	METRO ACT	15,215.31	15,000.00	16,977.04	0.00	(1,977.04)	113.18
101-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	44,318.04	36,883.00	65,541.04	0.00	(28,658.04)	177.70
101-000-600-608	PLANNING AND ZONING FEES	15,657.85	25,000.00	24,938.45	850.00	61.55	99.75
101-000-600-610	SUMMER TAX COLLECTION FEE	25,830.00	26,000.00	0.00	0.00	26,000.00	0.00
101-000-600-611	SEWER & WATER IMPLEMENTATION	23,185.20	21,000.00	120.97	0.00	20,879.03	0.58
101-000-600-614	PA 198 TAX APPLICATION FEE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-000-600-626	PASSPORT APPLICATION FEE	32,270.00	31,500.00	10,955.00	0.00	20,545.00	34.78
101-000-600-634	CEMETERY-OPENINGS AND CLOSINGS	14,464.00	19,000.00	10,930.00	980.00	8,070.00	57.53
101-000-600-644	NSF FEES	1,733.00	0.00	0.00	0.00	0.00	0.00
101-000-600-647	YARD WASTE TAG FEE	233,329.84	1,500.00	0.00	0.00	1,500.00	0.00
101-000-600-648	SALE OF PRINTED MATERIAL	133,905.95	0.00	0.00	0.00	0.00	0.00
101-000-665-000	INTEREST ON INVESTMENTS	1,730.00	240,800.00	133,975.39	2,532.43	106,824.61	55.64
101-000-665-002	DAM LEASE PAYMENTS	114,546.07	70,000.00	70,000.00	12,500.00	0.00	100.00
101-000-665-003	RENTAL OF FACILITIES	675.00	1,200.00	585.00	0.00	615.00	48.75
101-000-665-004	CELLULAR TOWERS	6,160.00	107,004.00	88,694.30	(83,380.21)	18,309.70	82.89
101-000-665-014	CELL TOWER - KEPS ANTENA LEASE	2,483.80	1,800.00	675.00	0.00	1,125.00	37.50
101-000-671-653	PARK INCOME	500.00	7,000.00	4,295.00	380.00	2,705.00	61.36
101-000-671-671	MISCELLANEOUS INCOME	0.00	4,000.00	23,391.81	(20,842.99)	(19,391.81)	584.80
101-000-671-677	LMUC DEPOSIT FOR BUTTRICK PRIVATE ROAD	1,140.00	0.00	76,300.00	0.00	(76,300.00)	100.00
101-000-671-680	MISC INCOME - TRANSIT TICKETS	2,506.05	1,500.00	270.00	0.00	1,230.00	18.00
101-000-671-683	REIMBURSEMENTS/REFUNDS	8,833.00	0.00	1,890.16	0.00	(1,890.16)	100.00
101-000-673-000	SALE OF ASSETS	18,530.00	2,500.00	2,538.00	2,538.00	(38.00)	101.52
101-000-674-000	4TH OF JULY SPONSORS	2,085.00	20,000.00	5,300.00	0.00	14,700.00	26.50
101-000-674-200	HALLOWEEN SPONSORS	98,077.00	2,000.00	0.00	0.00	2,000.00	0.00
101-000-675-000	DDA CONTRIBUTION	2,194.30	99,426.00	0.00	0.00	99,426.00	0.00
101-000-676-000	ELECTION REIMBURSEMENT	77,897.25	12,000.00	26,822.65	0.00	(14,822.65)	223.52
101-000-679-000	INTERFUND REIMBURSE/BLDG INSPECTION FUND	47,700.00	97,000.00	71,031.10	7,627.55	25,968.90	73.23
101-000-679-100	REIMBURSEMENT FROM PATHWAYS	64,036.00	50,974.00	0.00	0.00	50,974.00	0.00
101-000-679-200	REIMBURSEMENT FROM LIBRARY	1,725.00	76,461.00	0.00	0.00	76,461.00	0.00
101-000-699-100	TRANSFER FROM	31,499.00	40,362.00	0.00	0.00	40,362.00	0.00
TOTAL REVENUES		5,203,905.09	5,277,279.00	3,928,356.97	507,910.27	1,348,922.03	
Expenditures							
Dept 101 - TOWNSHIP BOARD							
101-101-704-000	WAGES- PART TIME	39,898.38	38,516.00	27,100.50	3,265.12	11,415.50	70.36
101-101-723-000	TOWNSHIP DUES	18,570.01	18,450.00	8,054.17	850.00	10,395.83	43.65
101-101-724-000	EDUCATION	1,525.00	1,700.00	(769.23)	0.00	2,469.23	(45.25)
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	93.11	500.00	0.00	0.00	500.00	0.00
101-101-924-100	TRUSTEE CELL PHONES	609.66	1,200.00	377.20	47.15	822.80	31.43
101-101-981-000	OFFICE EQUIPMENT	2,295.62	1,000.00	0.00	0.00	1,000.00	0.00
Net - Dept 101 - TOWNSHIP BOARD		62,991.78	61,616.00	34,762.64	4,162.27	26,853.36	
Dept 171 - SUPERVISOR							
101-171-702-000	WAGES- FULL TIME	120,765.13	185,965.00	95,082.21	17,527.31	90,882.79	51.13
101-171-703-200	ASSIGNABLE SALARY	0.00	34,381.00	0.00	0.00	34,381.00	0.00
101-171-704-000	WAGES- PART TIME	22,225.73	21,398.00	15,055.78	1,813.95	6,342.22	70.36
101-171-723-000	SUPERVISOR MEMBERSHIPS AND DUES	978.20	2,550.00	1,830.20	0.00	719.80	71.77
101-171-724-000	EDUCATION	4,188.47	4,600.00	1,001.22	0.00	3,598.78	21.77
101-171-725-100	TUITION REIMBURSEMENT	0.00	2,500.00	0.00	0.00	2,500.00	0.00
101-171-850-000	COMMUNICATIONS	0.00	0.00	1,676.00	0.00	(1,676.00)	100.00
101-171-860-000	SUPERVISOR MILEAGE	3,199.13	3,600.00	847.13	215.05	2,752.87	23.53
101-171-862-500	SUPERVISOR EXPENSE ACCOUNT	104.15	500.00	0.00	0.00	500.00	0.00
101-171-862-550	MANAGER EXPENSE ACCOUNT	554.03	750.00	332.26	162.93	417.74	44.30
101-171-901-000	SUPERVISOR PUBLICATIONS	0.00	500.00	162.54	0.00	337.46	32.51
101-171-925-000	SUPERVISOR CELL PHONE	2,356.65	2,040.00	2,514.39	347.66	(474.39)	123.25
101-171-967-000	SPECIAL PROJECTS	4,068.75	10,000.00	0.00	0.00	10,000.00	0.00
101-171-981-000	OFFICE EQUIPMENT	1,235.60	1,700.00	0.00	0.00	1,700.00	0.00
Net - Dept 171 - SUPERVISOR		159,675.84	270,484.00	118,501.73	20,066.90	151,982.27	
Dept 215 - CLERK							
101-215-702-000	WAGES- FULL TIME	81,488.69	52,971.00	55,997.04	6,151.01	(3,026.04)	105.71
101-215-704-000	WAGES- PART TIME	17,732.65	17,118.00	13,344.63	1,451.16	3,773.37	77.96
101-215-707-000	WAGES- CASUAL	0.00	17,098.00	0.00	0.00	17,098.00	0.00
101-215-723-000	CLERK MEMBERSHIPS AND DUES	1,560.00	400.00	670.00	280.00	(270.00)	167.50

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	08/31/2020 NORM (ABNORM)	MONTH 08/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
101-215-724-000	EDUCATION	1,841.40	2,600.00	1,989.30	550.00	610.70	76.51
101-215-768-000	UNIFORMS	114.92	0.00	0.00	0.00	0.00	0.00
101-215-860-000	CLERK MILEAGE	276.37	1,000.00	615.18	0.00	384.82	61.52
101-215-862-500	CLERK'S EXPENSE ACCOUNT	370.00	500.00	0.00	0.00	500.00	0.00
101-215-925-000	CLERK CELL PHONE	985.15	1,200.00	1,238.14	308.07	(38.14)	103.18
101-215-981-000	OFFICE EQUIPMENT	870.16	2,200.00	1,085.26	0.00	1,114.74	49.33
Net - Dept 215 - CLERK		105,239.34	95,087.00	74,939.55	8,740.24	20,147.45	
Dept 253 - TREASURER							
101-253-702-000	WAGES- FULL TIME	108,240.85	106,012.00	80,371.98	12,231.00	25,640.02	75.81
101-253-704-000	WAGES- PART TIME	17,732.65	17,118.00	12,044.63	1,451.16	5,073.37	70.36
101-253-707-000	WAGES- CASUAL	1,445.10	3,000.00	939.90	273.00	2,060.10	31.33
101-253-707-100	ADDITIONAL HELP/OVERTIME	0.00	3,000.00	0.00	0.00	3,000.00	0.00
101-253-723-000	TREASURER MEMBERSHIPS AND DUES	695.00	600.00	374.00	0.00	226.00	62.33
101-253-724-000	EDUCATION	2,667.77	3,500.00	550.00	0.00	2,950.00	15.71
101-253-860-000	TREASURER MILEAGE	670.13	500.00	280.61	64.98	219.39	56.12
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	192.56	600.00	110.02	15.71	489.98	18.34
101-253-939-000	TREASURER SERVICE CONTRACTS	2,327.00	2,500.00	2,371.00	0.00	129.00	94.84
101-253-981-000	OFFICE EQUIPMENT	759.98	1,000.00	0.00	0.00	1,000.00	0.00
Net - Dept 253 - TREASURER		134,731.04	138,030.00	97,042.14	14,035.85	40,987.86	
Dept 257 - ASSESSING							
101-257-702-000	WAGES- FULL TIME	217,623.90	195,497.00	143,111.75	19,522.71	52,385.25	73.20
101-257-707-000	WAGES- CASUAL	0.00	2,970.00	0.00	0.00	2,970.00	0.00
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	1,635.00	2,115.00	524.00	0.00	1,591.00	24.78
101-257-724-000	EDUCATION	6,028.73	11,150.00	2,250.54	355.00	8,899.46	20.18
101-257-727-000	ASSESSING OFFICE SUPPLIES	252.78	5,800.00	13.87	0.00	5,786.13	0.24
101-257-752-000	SUPPLIES	0.00	0.00	45.98	45.98	(45.98)	100.00
101-257-801-000	ASSESSING CONTRACTUAL SERVICES	0.00	0.00	12,000.00	2,000.00	(12,000.00)	100.00
101-257-808-000	BOARD OF REVIEW EXPENSES	2,057.64	400.00	2,198.36	0.00	(1,798.36)	549.59
101-257-860-000	ASSESSING MILEAGE	1,789.78	2,900.00	107.36	0.00	2,792.64	3.70
101-257-862-500	ASSESSING EXPENSE ACCOUNT	0.00	100.00	0.00	0.00	100.00	0.00
101-257-900-000	ASSESSING PRINTING AND PUBLISHING	1,270.00	1,600.00	0.00	0.00	1,600.00	0.00
101-257-924-100	CELL PHONES/DATA	192.57	600.00	125.73	15.71	474.27	20.96
101-257-939-000	ASSESSING SERVICE CONTRACTS	3,396.20	3,650.00	4,037.20	1,251.20	(387.20)	110.61
101-257-981-000	OFFICE EQUIPMENT	2,131.59	3,800.00	2,841.67	0.00	958.33	74.78
Net - Dept 257 - ASSESSING		236,378.19	230,582.00	167,256.46	23,190.60	63,325.54	
Dept 262 - ELECTIONS							
101-262-703-000	ELECTION SALARIES/PT HELP	0.00	0.00	4,644.00	270.00	(4,644.00)	100.00
101-262-707-000	WAGES- CASUAL	10,511.86	70,000.00	41,535.66	6,944.96	28,464.34	59.34
101-262-756-000	ELECTION SUPPLIES	0.00	20,000.00	5,100.71	0.00	14,899.29	25.50
101-262-788-000	ELECTION MISC EXPENSES	4,346.69	6,000.00	12,228.31	2,087.70	(6,228.31)	203.81
101-262-932-000	MAINT/OFFICE EQUIP & COMPUTER REPAIR	444.60	2,500.00	0.00	0.00	2,500.00	0.00
Net - Dept 262 - ELECTIONS		15,303.15	98,500.00	63,508.68	9,302.66	34,991.32	
Dept 265 - BUILDING AND GROUNDS							
101-265-702-000	WAGES- FULL TIME	277,220.22	280,118.00	218,873.48	29,224.71	61,244.52	78.14
101-265-707-000	WAGES- CASUAL	27,313.43	54,560.00	21,433.50	3,300.50	33,126.50	39.28
101-265-713-000	OVERTIME	4,934.94	10,000.00	2,442.73	325.73	7,557.27	24.43
101-265-724-000	EDUCATION	105.00	1,250.00	0.00	0.00	1,250.00	0.00
101-265-768-000	BLDG & GROUNDS UNIFORMS	2,630.99	3,200.00	469.27	157.47	2,730.73	14.66
101-265-802-200	JANITORIAL & MAINTENANCE	553.00	2,000.00	0.00	0.00	2,000.00	0.00
101-265-863-000	VEHICLE MAINT	23,579.17	35,000.00	29,328.30	2,330.70	5,671.70	83.80
101-265-864-000	FUEL	22,898.91	20,000.00	8,188.52	0.00	11,811.48	40.94
101-265-921-000	COMPLEX ELECTRICITY	23,614.26	30,000.00	27,310.14	3,197.86	2,689.86	91.03
101-265-923-000	COMPLEX HEATING	6,880.38	12,000.00	6,816.52	135.22	5,183.48	56.80
101-265-924-000	COMPLEX PHONES	21,796.49	21,900.00	15,848.11	1,570.37	6,051.89	72.37
101-265-924-100	BLDG AND GROUNDS CELL PHONES	2,565.09	3,000.00	1,786.57	276.18	1,213.43	59.55
101-265-927-000	COMPLEX WATER-SEWER	6,082.80	7,500.00	5,090.14	321.17	2,409.86	67.87
101-265-931-000	COMPLEX MAINTENANCE	60,433.57	60,000.00	64,528.44	17,454.02	(4,528.44)	107.55
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	15,879.50	16,750.00	0.00	0.00	16,750.00	0.00
101-265-939-000	SERVICE CONTRACTS	429.51	800.00	0.00	0.00	800.00	0.00
101-265-981-000	OFFICE EQUIPMENT	9,006.77	11,200.00	1,085.26	0.00	10,114.74	9.69
Net - Dept 265 - BUILDING AND GROUNDS		505,924.03	569,278.00	403,200.98	58,293.93	166,077.02	
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	0.00	0.00	0.00	0.00	0.00
101-276-921-000	CEMETERY ELECTRICITY	527.99	1,000.00	693.24	0.00	306.76	69.32
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	4,685.00	15,000.00	1,108.44	162.72	13,891.56	7.39
101-276-932-000	CEMETERY MAINT	5,051.95	0.00	2,341.07	0.00	(2,341.07)	100.00
Net - Dept 276 - CEMETERY		10,264.94	21,000.00	4,142.75	162.72	16,857.25	
Dept 295 - ADMINISTRATIVE							
101-295-702-000	WAGES- FULL TIME	73,190.48	105,000.00	62,034.23	(5,243.12)	42,965.77	59.08
101-295-702-100	HAZARD PAY	0.00	0.00	9,600.00	4,200.00	(9,600.00)	100.00
101-295-704-000	WAGES- PART TIME	0.00	35,835.00	22,630.16	22,630.16	13,204.84	63.15
101-295-707-000	WAGES- CASUAL	9,935.28	5,000.00	10,140.85	2,318.62	(5,140.85)	202.82
101-295-713-000	OVERTIME	0.00	2,000.00	6,668.66	443.10	(4,668.66)	333.43

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	08/31/2020	MONTH 08/31/20	BALANCE	
				NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	
101-295-723-000	MEMBERSHIP AND DUES	290.00	775.00	409.00	219.00	366.00	52.77
101-295-724-000	EDUCATION	173.76	6,500.00	(501.08)	0.00	7,001.08	(7.71)
101-295-725-100	TUITION REIMBURSEMENT	523.16	0.00	0.00	0.00	0.00	0.00
101-295-726-000	EMPLOYEE TRAINING	8,787.52	10,000.00	1,747.47	900.00	8,252.53	17.47
101-295-727-000	OFFICE SUPPLIES	8,576.11	15,000.00	8,456.27	2,511.38	6,543.73	56.38
101-295-730-000	POSTAGE	0.00	19,000.00	11,211.93	2,700.00	7,788.07	59.01
101-295-755-000	COVID 19 EXPENSES	0.00	0.00	8,082.80	(15,701.00)	(8,082.80)	100.00
101-295-787-000	MISCELLANEOUS	13,087.28	12,200.00	9,188.57	(5,926.11)	3,016.43	75.28
101-295-807-000	AUDIT FEES & SERVICES	15,040.00	15,040.00	15,040.00	0.00	0.00	100.00
101-295-810-000	LIABILITY INSURANCE	17,221.00	17,848.00	22,739.10	0.00	(4,891.10)	127.40
101-295-814-000	TAX/ASSESSING ADMIN COSTS	19,153.32	22,000.00	7,349.80	0.00	14,650.20	33.41
101-295-815-000	COMPUTER COSTS-ISP	5,121.50	4,800.00	10,141.03	1,816.00	(5,341.03)	211.27
101-295-815-100	COMPUTER COSTS-WEB SITE	165.00	6,000.00	165.00	0.00	5,835.00	2.75
101-295-816-000	INSECT/WEED CONTROL	126,846.97	108,600.00	45,448.00	0.00	63,152.00	41.85
101-295-821-000	ENGINEERING COSTS	59,965.51	35,000.00	17,447.55	0.00	17,552.45	49.85
101-295-826-000	LEGAL FEES	65,299.60	40,000.00	43,448.40	1,732.50	(3,448.40)	108.62
101-295-860-000	ADMINISTRATIVE MILEAGE	229.68	500.00	0.00	0.00	500.00	0.00
101-295-881-000	FOURTH OF JULY	51,494.64	50,000.00	0.00	(23,187.50)	50,000.00	0.00
101-295-881-200	HALLOWEEN	2,355.12	2,500.00	28.95	0.00	2,471.05	1.16
101-295-881-300	KDL MUSIC PROGRAMING	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
101-295-882-000	SENIOR CITIZENS	1,617.00	2,000.00	0.00	0.00	2,000.00	0.00
101-295-885-000	NEWSLETTER	22,763.88	22,800.00	12,646.52	1,894.89	10,153.48	55.47
101-295-900-000	PRINTING/PUBLISHING	8,440.05	12,000.00	4,694.19	702.60	7,305.81	39.12
101-295-924-100	CELL PHONES/DATA	2,338.47	600.00	1,726.91	15.71	(1,126.91)	287.82
101-295-939-000	SERVICE CONTRACTS	9,454.67	17,000.00	2,378.00	1,195.00	14,622.00	13.99
101-295-941-000	POSTAGE MACHINE LEASE	2,752.68	2,800.00	2,064.51	688.17	735.49	73.73
101-295-950-000	PROPERTY TAX REFUNDS	682.24	1,000.00	715.94	0.00	284.06	71.59
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000.00	35,000.00	35,000.00	35,000.00	0.00	100.00
101-295-952-000	REGIS	30,379.02	40,000.00	11,096.86	(8,341.06)	28,903.14	27.74
101-295-952-100	KENT COUNTY AERIAL PHOTO	2,647.31	3,500.00	2,647.31	0.00	852.69	75.64
101-295-954-000	NPDES PHASE II	10,014.88	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	5,000.00	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	0.00	2,000.00	0.00	0.00	2,000.00	0.00
101-295-967-000	SPECIAL PROJECTS	104,184.59	58,000.00	50,056.58	4,218.60	7,943.42	86.30
101-295-981-000	OFFICE EQUIPMENT	6,315.71	5,900.00	8,676.77	397.47	(2,776.77)	147.06
Net - Dept 295 - ADMINISTRATIVE		730,046.43	735,098.00	455,675.28	30,184.41	279,422.72	
Dept 445 - DRAIN							
101-445-816-000	DRAIN MAINTENANCE	6,837.89	12,000.00	5,241.81	5,241.81	6,758.19	43.68
101-445-821-000	DRAIN ENGINEERING	47,421.35	15,000.00	1,665.50	0.00	13,334.50	11.10
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
Net - Dept 445 - DRAIN		55,159.24	27,900.00	7,407.31	5,241.81	20,492.69	
Dept 446 - ROADS							
101-446-818-000	DUST CONTROL LAYER	2,133.01	3,300.00	0.00	0.00	3,300.00	0.00
101-446-821-000	ROAD OVERLAYS	1,165,752.09	400,000.00	71,579.43	71,579.43	328,420.57	17.89
101-446-821-500	ROAD ENGINEERING STUDIES	1,549.55	30,000.00	255.43	0.00	29,744.57	0.85
Net - Dept 446 - ROADS		1,169,434.65	433,300.00	71,834.86	71,579.43	361,465.14	
Dept 447 - YARD WASTE REMOVAL							
101-447-787-000	MISCELLANEOUS	1,337.00	1,400.00	3,974.13	0.00	(2,474.13)	276.72
101-447-820-000	SPRING/FALL CLEAN-UP	69,060.67	40,000.00	17,872.88	0.00	22,127.12	44.68
101-447-939-000	SERVICE CONTRACTS	25,688.00	44,000.00	0.00	0.00	44,000.00	0.00
Net - Dept 447 - YARD WASTE REMOVAL		96,085.67	85,400.00	21,747.01	0.00	63,652.99	
Dept 448 - STREET LIGHTS							
101-448-926-000	STREETLIGHTING	135,207.19	132,000.00	88,062.24	10,788.43	43,937.76	66.71
101-448-927-100	TRAFFIC SIGNALS	1,768.56	3,000.00	404.88	7.18	2,595.12	13.50
Net - Dept 448 - STREET LIGHTS		136,975.75	135,000.00	88,467.12	10,795.61	46,532.88	
Dept 652 - TRANSPORTATION							
101-652-859-000	TRANSPORTATION SERVICES	19,658.55	36,000.00	1,958.95	141.60	34,041.05	5.44
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	24,440.49	28,879.00	17,166.03	(29,158.17)	11,712.97	59.44
101-652-861-100	BUS SERVICE 28TH ST	207,357.96	191,576.00	130,854.27	47,302.50	60,721.73	68.30
Net - Dept 652 - TRANSPORTATION		251,457.00	258,455.00	149,979.25	18,285.93	108,475.75	

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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GL NUMBER	DESCRIPTION	2019	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	08/31/2020 NORM (ABNORM)	MONTH 08/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Dept 721 - PLANNING							
101-721-702-000	WAGES- FULL TIME	249,568.99	257,122.00	228,916.93	37,961.61	28,205.07	89.03
101-721-707-000	WAGES- CASUAL	4,716.00	21,500.00	0.00	0.00	21,500.00	0.00
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	989.00	1,700.00	552.19	0.00	1,147.81	32.48
101-721-724-000	EDUCATION	2,375.60	7,000.00	835.00	245.00	6,165.00	11.93
101-721-727-000	COMM DEV SUPPLIES	356.32	500.00	127.56	0.00	372.44	25.51
101-721-752-000	SUPPLIES	0.00	0.00	89.99	0.00	(89.99)	100.00
101-721-768-000	COMM DEV UNIFORMS	685.69	1,000.00	1,033.35	0.00	(33.35)	103.34
101-721-787-000	MISCELLANEOUS	449.25	500.00	470.29	0.00	29.71	94.06
101-721-809-000	PLANNING COMMISSION EXPENSES	9,350.00	0.00	0.00	0.00	0.00	0.00
101-721-860-000	COMM DEV MILEAGE	2,763.43	4,000.00	69.00	0.00	3,931.00	1.73
101-721-862-500	COMM DEV EXPENSE ACCOUNT	653.36	800.00	228.30	0.00	571.70	28.54
101-721-900-000	PRINTING & PUBLISHING	7,949.38	12,000.00	7,053.63	996.00	4,946.37	58.78
101-721-901-000	DIGITAL IMAGING	0.00	6,000.00	0.00	0.00	6,000.00	0.00
101-721-925-000	COMM DEV CELL/DATA	1,627.00	1,800.00	967.88	131.39	832.12	53.77
101-721-967-000	SPECIAL PROJECTS	21,952.14	25,000.00	1,110.00	0.00	23,890.00	4.44
101-721-981-000	OFFICE EQUIPMENT	759.98	3,600.00	2,303.06	0.00	1,296.94	63.97
Net - Dept 721 - PLANNING		304,196.14	342,522.00	243,757.18	39,334.00	98,764.82	
Dept 756 - PARKS							
101-756-756-000	PARK OPERATING SUPPLIES	4,659.30	6,000.00	1,200.87	0.00	4,799.13	20.01
101-756-921-000	PARK ELECTRICITY	4,928.89	5,800.00	3,915.37	0.00	1,884.63	67.51
101-756-924-000	PARK PHONES	1,530.41	1,920.00	1,219.09	23.51	700.91	63.49
101-756-927-000	PARK WATER-SEWER	2,614.22	3,200.00	1,229.52	657.91	1,970.48	38.42
101-756-935-000	PARK MAINTENANCE	54,642.12	61,000.00	65,735.33	2,331.18	(4,735.33)	107.76
101-756-981-000	OFFICE EQUIPMENT	0.00	5,000.00	0.00	0.00	5,000.00	0.00
Net - Dept 756 - PARKS		68,374.94	82,920.00	73,300.18	3,012.60	9,619.82	
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	796.77	750.00	533.76	0.00	216.24	71.17
101-803-923-000	MUSEUM - HEATING/UTILITY	1,036.06	1,200.00	492.72	37.48	707.28	41.06
101-803-927-000	MUSEUM WATER-SEWER	1,190.69	300.00	793.56	649.95	(493.56)	264.52
101-803-961-000	MUSEUM MAINTENANCE	14,184.18	2,400.00	7,483.83	0.00	(5,083.83)	311.83
Net - Dept 803 - HISTORICAL		23,207.70	10,650.00	15,303.87	687.43	(4,653.87)	
Dept 850 - BENEFITS/INSURANCE							
101-850-715-000	FICA-EMPLOYER	93,307.65	114,329.00	80,129.76	12,176.81	34,199.24	70.09
101-850-716-000	DEFINED CONTRIBUTION PLAN	100,436.41	102,554.00	67,927.61	10,614.02	34,626.39	66.24
101-850-717-000	WORKERS COMP INSURANCE	32,695.90	34,642.00	(3,152.50)	(3,152.50)	37,794.50	(9.10)
101-850-718-000	VISION INSURANCE BENEFITS	2,777.07	2,670.00	1,739.46	0.00	930.54	65.15
101-850-718-200	OTHER BENEFITS	26,000.00	42,100.00	37,800.00	1,400.00	4,300.00	89.79
101-850-719-000	HEALTH INSURANCE BENEFITS	161,350.64	190,166.00	155,205.20	12,487.86	34,960.80	81.62
101-850-719-100	OPT-OUT INSURANCE	4,500.00	10,000.00	5,000.00	0.00	5,000.00	50.00
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	11,109.12	15,138.00	9,666.00	0.00	5,472.00	63.85
101-850-721-000	DENTAL INSURANCE BENEFITS	28,122.35	21,311.00	13,771.79	1,229.08	7,539.21	64.62
101-850-722-000	PENSION PLAN BENEFITS	68,766.83	71,028.00	58,734.52	5,919.00	12,293.48	82.69
101-850-723-000	OTHER BENEFITS	133.18	0.00	24.21	120.00	(24.21)	100.00
Net - Dept 850 - BENEFITS/INSURANCE		529,199.15	603,938.00	426,846.05	40,794.27	177,091.95	

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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GL NUMBER	DESCRIPTION	2019	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	08/31/2020 NORM (ABNORM)	MONTH 08/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Dept 901 - CAPITAL OUTLAY							
101-901-970-000	CAPITAL OUTLAY - FFE	154,505.35	83,000.00	45,613.02	0.00	37,386.98	54.96
101-901-974-000	CAPITAL OUTLAY - LANDIMP	167,362.81	0.00	1,136,186.20	5,930.00	(1,136,186.20)	100.00
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	1,082,744.27	320,000.00	93,478.95	0.00	226,521.05	29.21
101-901-980-100	GENERAL ADMIN. CAPITAL OUTLAY	(7,511.25)	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		1,397,101.18	403,000.00	1,275,278.17	5,930.00	(872,278.17)	
Dept 965 - TRANSFERS OUT							
101-965-999-004	TRANSFER TO CEMETERY TRUST FUN	1,725.00	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	299,999.97	33,333.33	100,000.03	75.00
Net - Dept 965 - TRANSFERS OUT		441,725.00	441,500.00	329,999.97	43,333.33	111,500.03	
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		5,203,905.09	5,277,279.00	3,928,356.97	507,910.27	1,348,922.03	.74.44
TOTAL EXPENDITURES		6,433,471.16	5,044,260.00	4,122,951.18	407,133.99	921,308.82	81.74
NET OF REVENUES & EXPENDITURES		(1,229,566.07)	233,019.00	(194,594.21)	100,776.28	427,613.21	83.51

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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	554,621.93	
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	896.83	
101-000-001-500	GF CASH - K.C. POOL	1,171,820.39	
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	1,506,679.11	
101-000-001-700	CASH - GIFT CARDS	333.04	
101-000-003-005	CD - COMERICA M 9/19, 8/20	1,046,167.21	
101-000-003-022	CD- MERCANTILE BANK OF MI M 7/26/22	535,196.94	
101-000-003-028	CONSUMER CREDIT UNION M 1/08/2021	262,175.00	
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	1,031,066.34	
101-000-003-042	CD MSU FCU	500,015.00	
101-000-015-018	MONEY MARKET - HORIZON BANK	527,206.24	
101-000-015-019	M/M - FLAGSTAR BANK	236,397.58	
101-000-020-000	TAXES RECEIVABLE- REAL PROPERTY	137,144.00	
101-000-084-000	DUE FROM OTHER FUNDS		2,106.49
101-000-123-000	PREPAID EXPENSE	23,187.50	
101-000-202-000	ACCOUNTS PAYABLE		59,556.56
101-000-214-000	DUE TO OTHER FUNDS		30,875.34
101-000-231-200	PENSION W/H		1,768.05
101-000-231-220	DEPENDENT LIFE W/H	13.22	
101-000-231-221	ADDITIONAL LIFE W/H		24.60
101-000-339-000	DEFERRED REVENUE		137,144.00
101-000-390-000	FUND BALANCE - UNASSIGNED		5,012,300.92
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		1,412,262.28
101-000-401-405	STREETLIGHT		77,278.05
101-000-401-410	PERSONAL PROPERTY TAX		96,806.89
101-000-401-420	DELINQUENT TAXES		2,901.82
101-000-401-437	ABATEMENT TAXES		11,888.21
101-000-401-445	INTEREST & PENALTIES ON TAXES		3,120.72
101-000-401-447	TAX ADMINISTRATION FEES		587,851.99
101-000-450-460	CABLE REVENUE		187,252.11
101-000-450-465	CABLE - PEG FEES		17,506.49
101-000-450-490	DOG LICENSES		147.20
101-000-451-000	LIQUOR LICENSE		25,248.30
101-000-528-000	OTHER FEDERAL GRANTS		171,542.00
101-000-539-576	STATE SHARED REV.-SALES TAX		699,320.00
101-000-539-581	METRO ACT		16,977.04
101-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		65,541.04
101-000-600-608	PLANNING AND ZONING FEES		24,938.45
101-000-600-611	SEWER & WATER IMPLEMENTATION		120.97
101-000-600-626	PASSPORT APPLICATION FEE		10,955.00
101-000-600-634	CEMETERY-OPENINGS AND CLOSINGS		10,930.00
101-000-665-000	INTEREST ON INVESTMENTS		133,975.39
101-000-665-002	DAM LEASE PAYMENTS		70,000.00
101-000-665-003	RENTAL OF FACILITIES		585.00

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-000-665-004	CELLULAR TOWERS		88,694.30
101-000-665-014	CELL TOWER - KEPS ANTENA LEASE		675.00
101-000-671-653	PARK INCOME		4,295.00
101-000-671-671	MISCELLANEOUS INCOME		23,391.81
101-000-671-677	LMUC DEPOSIT FOR BUTTRICK PRIVATE ROAD		76,300.00
101-000-671-680	MISC INCOME - TRANSIT TICKETS		270.00
101-000-671-683	REIMBURSEMENTS/REFUNDS		1,890.16
101-000-673-000	SALE OF ASSETS		2,538.00
101-000-674-000	4TH OF JULY SPONSORS		5,300.00
101-000-676-000	ELECTION REIMBURSEMENT		26,822.65
101-000-679-000	INTERFUND REIMBURSE/BLDG INSPECTION FUND		71,031.10
101-101-704-000	WAGES- PART TIME	27,100.50	
101-101-723-000	TOWNSHIP DUES	8,054.17	
101-101-724-000	EDUCATION		769.23
101-101-924-100	TRUSTEE CELL PHONES	377.20	
101-171-702-000	WAGES- FULL TIME	95,082.21	
101-171-704-000	WAGES- PART TIME	15,055.78	
101-171-723-000	SUPERVISOR MEMBERSHIPS AND DUES	1,830.20	
101-171-724-000	EDUCATION	1,001.22	
101-171-850-000	COMMUNICATIONS	1,676.00	
101-171-860-000	SUPERVISOR MILEAGE	847.13	
101-171-862-550	MANAGER EXPENSE ACCOUNT	332.26	
101-171-901-000	SUPERVISOR PUBLICATIONS	162.54	
101-171-925-000	SUPERVISOR CELL PHONE	2,514.39	
101-215-702-000	WAGES- FULL TIME	55,997.04	
101-215-704-000	WAGES- PART TIME	13,344.63	
101-215-723-000	CLERK MEMBERSHIPS AND DUES	670.00	
101-215-724-000	EDUCATION	1,989.30	
101-215-860-000	CLERK MILEAGE	615.18	
101-215-925-000	CLERK CELL PHONE	1,238.14	
101-215-981-000	OFFICE EQUIPMENT	1,085.26	
101-253-702-000	WAGES- FULL TIME	80,371.98	
101-253-704-000	WAGES- PART TIME	12,044.63	
101-253-707-000	WAGES- CASUAL	939.90	
101-253-723-000	TREASURER MEMBERSHIPS AND DUES	374.00	
101-253-724-000	EDUCATION	550.00	
101-253-860-000	TREASURER MILEAGE	280.61	
101-253-924-100	TREASURER'S CELL PHONES	110.02	
101-253-939-000	TREASURER SERVICE CONTRACTS	2,371.00	
101-257-702-000	WAGES- FULL TIME	143,111.75	
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	524.00	
101-257-724-000	EDUCATION	2,250.54	
101-257-727-000	ASSESSING OFFICE SUPPLIES	13.87	
101-257-752-000	SUPPLIES	45.98	
101-257-801-000	ASSESSING CONTRACTUAL SERVICES	12,000.00	
101-257-808-000	BOARD OF REVIEW EXPENSES	2,198.36	
101-257-860-000	ASSESSING MILEAGE	107.36	
101-257-924-100	CELL PHONES/DATA	125.73	
101-257-939-000	ASSESSING SERVICE CONTRACTS	4,037.20	
101-257-981-000	OFFICE EQUIPMENT	2,841.67	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-262-703-000	ELECTION SALARIES/PT HELP	4,644.00	
101-262-707-000	WAGES- CASUAL	41,535.66	
101-262-756-000	ELECTION SUPPLIES	5,100.71	
101-262-788-000	ELECTION MISC EXPENSES	12,228.31	
101-265-702-000	WAGES- FULL TIME	218,873.48	
101-265-707-000	WAGES- CASUAL	21,433.50	
101-265-713-000	OVERTIME	2,442.73	
101-265-768-000	BLDG & GROUNDS UNIFORMS	469.27	
101-265-863-000	VEHICLE MAINT	29,328.30	
101-265-864-000	FUEL	8,188.52	
101-265-921-000	COMPLEX ELECTRICITY	27,310.14	
101-265-923-000	COMPLEX HEATING	6,816.52	
101-265-924-000	COMPLEX PHONES	15,848.11	
101-265-924-100	BLDG AND GROUNDS CELL PHONES	1,786.57	
101-265-927-000	COMPLEX WATER-SEWER	5,090.14	
101-265-931-000	COMPLEX MAINTENANCE	64,528.44	
101-265-981-000	OFFICE EQUIPMENT	1,085.26	
101-276-921-000	CEMETERY ELECTRICITY	693.24	
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	1,108.44	
101-276-932-000	CEMETERY MAINT	2,341.07	
101-295-702-000	WAGES- FULL TIME	62,034.23	
101-295-702-100	HAZARD PAY	9,600.00	
101-295-704-000	WAGES- PART TIME	22,630.16	
101-295-707-000	WAGES- CASUAL	10,140.85	
101-295-713-000	OVERTIME	6,668.66	
101-295-723-000	MEMBERSHIP AND DUES	409.00	
101-295-724-000	EDUCATION		501.08
101-295-726-000	EMPLOYEE TRAINING	1,747.47	
101-295-727-000	OFFICE SUPPLIES	8,456.27	
101-295-730-000	POSTAGE	11,211.93	
101-295-755-000	COVID 19 EXPENSES	8,082.80	
101-295-787-000	MISCELLANEOUS	9,183.57	
101-295-807-000	AUDIT FEES & SERVICES	15,040.00	
101-295-810-000	LIABILITY INSURANCE	22,739.10	
101-295-814-000	TAX/ASSESSING ADMIN COSTS	7,349.80	
101-295-815-000	COMPUTER COSTS-ISP	10,141.03	
101-295-815-100	COMPUTER COSTS-WEB SITE	165.00	
101-295-816-000	INSECT/WEED CONTROL	45,448.00	
101-295-821-000	ENGINEERING COSTS	17,447.55	
101-295-826-000	LEGAL FEES	43,448.40	
101-295-881-200	HALLOWEEN	28.95	
101-295-885-000	NEWSLETTER	12,646.52	
101-295-900-000	PRINTING/PUBLISHING	4,694.19	
101-295-924-100	CELL PHONES/DATA	1,726.91	
101-295-939-000	SERVICE CONTRACTS	2,378.00	
101-295-941-000	POSTAGE MACHINE LEASE	2,064.51	
101-295-950-000	PROPERTY TAX REFUNDS	715.94	
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000.00	
101-295-952-000	REGIS	11,096.86	
101-295-952-100	KENT COUNTY AERIAL PHOTO	2,647.31	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
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	50,056.58	
101-295-981-000	OFFICE EQUIPMENT	8,676.77	
101-445-816-000	DRAIN MAINTENANCE	5,241.81	
101-445-821-000	DRAIN ENGINEERING	1,665.50	
101-445-822-000	ILLICIT DISCHARGE PLAN	500.00	
101-446-821-000	ROAD OVERLAYS	71,579.43	
101-446-821-500	ROAD ENGINEERING STUDIES	255.43	
101-447-787-000	MISCELLANEOUS	3,874.13	
101-447-820-000	SPRING/FALL CLEAN-UP	17,872.88	
101-448-926-000	STREETLIGHTING	88,062.24	
101-448-927-100	TRAFFIC SIGNALS	404.88	
101-652-859-000	TRANSPORTATION SERVICES	1,958.95	
101-652-861-000	BUS SERVICE 33RD & 36TH	17,166.03	
101-652-861-100	BUS SERVICE 28TH ST	130,854.27	
101-721-702-000	WAGES- FULL TIME	228,916.93	
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	552.19	
101-721-724-000	EDUCATION	835.00	
101-721-727-000	COMM DEV SUPPLIES	127.56	
101-721-752-000	SUPPLIES	89.99	
101-721-768-000	COMM DEV UNIFORMS	1,033.35	
101-721-787-000	MISCELLANEOUS	470.29	
101-721-860-000	COMM DEV MILEAGE	69.00	
101-721-862-500	COMM DEV EXPENSE ACCOUNT	228.30	
101-721-900-000	PRINTING & PUBLISHING	7,053.63	
101-721-925-000	COMM DEV CELL/DATA	967.88	
101-721-967-000	SPECIAL PROJECTS	1,110.00	
101-721-981-000	OFFICE EQUIPMENT	2,303.06	
101-756-756-000	PARK OPERATING SUPPLIES	1,200.87	
101-756-921-000	PARK ELECTRICITY	3,915.37	
101-756-924-000	PARK PHONES	1,219.09	
101-756-927-000	PARK WATER-SEWER	1,229.52	
101-756-935-000	PARK MAINTENANCE	65,735.33	
101-803-758-000	COMMUNITY PROMOTION	6,000.00	
101-803-921-000	MUSEUM - ELECTRICITY	533.76	
101-803-923-000	MUSEUM - HEATING/UTILITY	492.72	
101-803-927-000	MUSEUM WATER-SEWER	793.56	
101-803-961-000	MUSEUM MAINTENANCE	7,483.83	
101-850-715-000	FICA-EMPLOYER	80,129.76	
101-850-716-000	DEFINED CONTRIBUTION PLAN	67,927.61	
101-850-717-000	WORKERS COMP INSURANCE		3,152.50
101-850-718-000	VISION INSURANCE BENEFITS	1,739.46	
101-850-718-200	OTHER BENEFITS	37,800.00	
101-850-719-000	HEALTH INSURANCE BENEFITS	155,205.20	
101-850-719-100	OPT-OUT INSURANCE	5,000.00	
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	9,666.00	
101-850-721-000	DENTAL INSURANCE BENEFITS	13,771.79	
101-850-722-000	PENSION PLAN BENEFITS	58,734.52	
101-850-723-000	OTHER BENEFITS	24.21	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-901-970-000	CAPITAL OUTLAY - FFE	45,613.02	
101-901-974-000	CAPITAL OUTLAY - LANDIMP	1,136,186.20	
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	93,478.95	
101-965-999-005	TRANSFER TO DAM MAJOR REPAIR	30,000.00	
101-965-999-006	TRANSFER TO FIRE FUND	299,999.97	
Total Fund 101 - GENERAL FUND		12,176,098.74	12,176,098.74

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

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	554,621.93
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	896.83
101-000-001-500	GF CASH - K.C. POOL	1,171,820.39
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	1,506,679.11
101-000-001-700	CASH - GIFT CARDS	333.04
101-000-003-005	CD - COMERICA M 9/19, 8/20	1,046,167.21
101-000-003-022	CD- MERCANTILE BANK OF MI M 7/26/22	535,196.94
101-000-003-028	CONSUMER CREDIT UNION M 1/08/2021	262,175.00
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	1,031,066.34
101-000-003-042	CD MSU FCU	500,015.00
101-000-015-018	MONEY MARKET - HORIZON BANK	527,206.24
101-000-015-019	M/M - FLAGSTAR BANK	236,397.58
101-000-020-000	TAXES RECEIVABLE- REAL PROPERTY	137,144.00
101-000-084-000	DUE FROM OTHER FUNDS	(2,106.49)
101-000-123-000	PREPAID EXPENSE	23,187.50
	Total Assets	8,046,605.04
*** Liabilities ***		
101-000-202-000	ACCOUNTS PAYABLE	59,556.56
101-000-214-000	DUE TO OTHER FUNDS	30,875.34
101-000-231-200	PENSION W/H	1,768.05
101-000-231-220	DEPENDENT LIFE W/H	(13.22)
101-000-231-221	ADDITIONAL LIFE W/H	24.60
101-000-339-000	DEFERRED REVENUE	137,144.00
	Total Liabilities	229,355.33
*** Fund Balance ***		
101-000-390-000	FUND BALANCE - UNASSIGNED	5,012,300.92
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	8,011,843.92
	Beginning Fund Balance	8,011,843.92
	Net of Revenues VS Expenditures	(194,594.21)
	Ending Fund Balance	7,817,249.71
	Total Liabilities And Fund Balance	8,046,605.04

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 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	4,720.00	3,500.00	2,455.00	905.00	1,045.00	70.14
151-000-665-000	INTEREST ON INVESTMENTS	554.78	560.00	376.51	49.80	183.49	67.23
151-000-699-101	TRANSFER FROM GENERAL FUND	0.00	0.00	1,725.00	0.00	(1,725.00)	100.00
TOTAL REVENUES		5,274.78	5,560.00	4,556.51	954.80	1,003.49	
Dept 276 - CEMETERY							
151-276-787-000	MISCELLANEOUS	439.20	500.00	0.00	0.00	500.00	0.00
151-276-931-000	MAINT & REPAIR/IMPROVEMENTS	636.90	2,000.00	0.00	0.00	2,000.00	0.00
Net - Dept 276 - CEMETERY		1,076.10	2,500.00	0.00	0.00	2,500.00	
Fund 151 - CEMETERY TRUST FUND:							
TOTAL REVENUES		5,274.78	5,560.00	4,556.51	954.80	1,003.49	81.95
TOTAL EXPENDITURES		1,076.10	2,500.00	0.00	0.00	2,500.00	0.00
NET OF REVENUES & EXPENDITURES		4,198.68	3,060.00	4,556.51	954.80	(1,496.51)	148.91

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 151 - CEMETERY TRUST FUND			
151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	117,991.96	
151-000-390-000	FUND BALANCE		108,435.45
151-000-391-001	FUND BALANCE-COMMITTED WHITNEYVILLE M 11		5,000.00
151-000-600-636	CEMETERY-CARE FEE		2,455.00
151-000-665-000	INTEREST ON INVESTMENTS		376.51
151-000-699-101	TRANSFER FROM GENERAL FUND		1,725.00
Total Fund 151 - CEMETERY TRUST FUND		117,991.96	117,991.96

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 151 - CEMETERY TRUST FUND		
*** Assets ***		
151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	117,991.96
	Total Assets	117,991.96
*** Liabilities ***		
	Total Liabilities	0.00
*** Fund Balance ***		
151-000-390-000	FUND BALANCE	108,435.45
151-000-391-001	FUND BALANCE-COMMITTED WHITNEYVILLE M 11	5,000.00
	Total Fund Balance	113,435.45
	Beginning Fund Balance	113,435.45
	Net of Revenues VS Expenditures	4,556.51
	Ending Fund Balance	117,991.96
	Total Liabilities And Fund Balance	117,991.96

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	08/31/2020 NORM (ABNORM)	MONTH 08/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 206 - FIRE FUND							
Revenues							
206-000-401-402	TAX LEVY	1,829,482.93	1,907,836.00	1,911,691.24	0.00	(3,855.24)	100.20
206-000-401-410	PERSONAL PROPERTY TAX	129,712.77	134,906.00	131,041.56	0.00	3,864.44	97.14
206-000-401-412	DELINQUENT TAXES-LEVY	4,012.14	5,000.00	3,527.20	0.00	1,472.80	70.54
206-000-401-437	ABATEMENT TAXES-LEVY	14,175.33	16,093.00	16,092.16	0.00	0.84	99.99
206-000-401-445	PENALTIES & INTEREST ON TAXES	423.59	450.00	348.07	0.00	101.93	77.35
206-000-528-000	OTHER FEDERAL GRANTS	0.00	0.00	30,000.00	30,000.00	(30,000.00)	100.00
206-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	66,285.62	50,000.00	37,791.69	0.00	12,208.31	75.58
206-000-655-661	DISTRICT COURT FINES	660.00	500.00	0.00	0.00	500.00	0.00
206-000-665-000	INTEREST REVENUE	70,626.54	63,500.00	28,410.08	280.33	35,089.92	44.74
206-000-671-671	MISCELLANEOUS INCOME	0.00	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	131.22	250.00	120.00	0.00	130.00	48.00
206-000-673-000	SALE OF ASSETS	24,000.00	0.00	0.00	0.00	0.00	0.00
206-000-699-000	TRANSFER IN	400,000.00	444,323.00	299,999.97	33,333.33	144,323.03	67.52
TOTAL REVENUES		2,539,510.14	2,623,608.00	2,459,021.97	63,613.66	164,586.03	
Dept 336 - FIRE DEPARTMENT							
206-336-702-000	WAGES- FULL TIME	1,281,295.34	1,442,593.00	1,055,764.69	157,990.83	386,828.31	73.19
206-336-703-200	ASSIGNABLE SALARY	0.00	45,145.00	0.00	0.00	45,145.00	0.00
206-336-707-000	WAGES- CASUAL	182,335.76	150,000.00	128,406.19	22,509.23	21,593.81	85.60
206-336-710-000	FIRE PAID ON CALL	0.00	0.00	0.00	(9,957.37)	0.00	0.00
206-336-713-000	OVERTIME	78,280.08	70,000.00	83,197.34	14,425.78	(13,197.34)	118.85
206-336-723-000	FIRE MEMBERSHIP AND DUES	2,561.92	1,700.00	1,673.37	0.00	26.63	98.43
206-336-724-000	FIRE EDUCATION	10,498.76	0.00	0.00	2,400.00	0.00	0.00
206-336-725-000	FIRE TUITION	6,901.50	5,000.00	3,250.00	0.00	1,750.00	65.00
206-336-726-000	FIRE TRAINING	11,993.26	25,000.00	14,056.89	1,675.00	10,943.11	56.23
206-336-727-000	FIRE OFFICE SUPPLIES	3,850.61	4,000.00	2,550.68	188.40	1,449.32	63.77
206-336-738-000	FIRE MAINT SUPPLIES	1,951.46	1,700.00	1,380.35	102.90	319.65	81.20
206-336-745-000	FIRE FUELS	22,236.61	20,000.00	10,375.66	47.97	9,624.34	51.88
206-336-752-000	SUPPLIES	0.00	2,000.00	2,442.97	0.00	(442.97)	122.15
206-336-768-000	FIRE UNIFORMS	10,318.16	13,500.00	9,219.80	317.55	4,280.20	68.29
206-336-787-000	MISCELLANEOUS	3,500.88	4,000.00	3,191.77	0.00	808.23	79.79
206-336-802-000	CONTRACTUAL SERVICES	17,984.27	15,500.00	64,462.64	0.00	(48,962.64)	415.89
206-336-803-000	FIRE FIGHTER HIRING	2,977.89	2,000.00	1,212.63	0.00	789.37	60.63
206-336-804-000	RESPIRATORY PROGRAM	0.00	8,600.00	8,574.65	0.00	25.35	99.71
206-336-807-000	FIRE AUDIT FEES & SERVICES	2,820.00	2,820.00	2,820.00	0.00	0.00	100.00
206-336-810-000	LIABILITY INSURANCE	16,998.00	17,987.00	19,757.10	0.00	(1,770.10)	109.84
206-336-826-000	FIRE LEGAL FEES	0.00	1,000.00	0.00	0.00	1,000.00	0.00
206-336-850-000	COMMUNICATIONS	16,949.24	14,500.00	10,870.04	160.03	3,629.96	74.97
206-336-863-000	VEHICLE MAINT	534.21	50,000.00	46,853.48	3,599.84	3,146.52	93.71
206-336-887-000	FIRE PUBLIC RELATIONS	2,653.57	5,000.00	4,866.39	0.00	133.61	97.33
206-336-901-000	FIRE PUBLICATIONS	923.20	1,500.00	912.34	0.00	587.66	60.82
206-336-923-002	FIRE HEATING/BUTTRICK	0.00	0.00	113.65	55.48	(113.65)	100.00
206-336-924-000	FIRE PHONES	0.00	0.00	3,604.49	1,394.45	(3,604.49)	100.00
206-336-928-000	UTILITIES	16,293.03	18,820.00	10,335.91	1,188.10	8,484.09	54.92
206-336-932-000	FIRE OFF EQUIP & COMPUTER REPA	2,632.99	4,000.00	0.00	0.00	4,000.00	0.00
206-336-936-000	FIRE STATION MAINT	15,310.48	16,000.00	10,328.35	319.80	5,671.65	64.55
206-336-936-002	FIRE STATION MAINT/BUTTRICK	28,591.08	31,000.00	27,632.16	410.84	3,367.84	89.14
206-336-937-000	FIRE RADIO MAINT	8,473.13	12,000.00	9,801.79	0.00	2,198.21	81.68
206-336-938-000	FIRE EQUIPMENT MAINT	62,471.55	8,000.00	9,950.97	708.98	(1,950.97)	124.39
206-336-939-000	FIRE COPIER/LEASE/SERVICE	2,720.12	3,300.00	2,535.37	309.46	764.63	76.83
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	450.00	900.00	600.00	150.00	300.00	66.67
206-336-950-000	PROPERTY TAX REFUNDS	44.44	200.00	16.84	0.00	183.16	8.42
206-336-957-000	FIRE PHYSICAL EXAMS	14,926.45	16,000.00	13,224.00	0.00	2,776.00	82.65
206-336-958-000	FIRE SUPPLEMENTAL EQUIPMENT	12,831.52	14,000.00	21,197.96	0.00	(7,197.96)	151.41
206-336-959-000	FIRE PROTECTIVE CLOTHING	40,710.11	30,000.00	17,981.51	0.00	12,018.49	59.94
206-336-981-000	OFFICE EQUIPMENT	17,574.97	12,000.00	10,384.45	0.00	1,615.55	86.54
Net - Dept 336 - FIRE DEPARTMENT		1,900,594.59	2,069,765.00	1,613,546.43	197,997.27	456,218.57	
Dept 850 - BENEFITS/INSURANCE							
206-850-715-000	FICA-EMPLOYER	111,696.55	127,189.00	96,748.54	13,516.59	30,440.46	76.07
206-850-716-000	DEFINED CONTRIBUTION PLAN	106,289.99	113,877.00	80,427.96	12,326.03	33,449.04	70.63
206-850-717-000	WORKERS COMP INSURANCE	81,354.96	86,190.00	(7,843.42)	(7,843.42)	94,033.42	(9.10)
206-850-718-000	VISION INSURANCE BENEFITS	2,683.89	2,761.00	1,646.08	0.00	1,114.92	59.62
206-850-718-200	OTHER BENEFITS	22,000.00	30,800.00	29,400.00	0.00	1,400.00	95.45
206-850-719-000	HEALTH INSURANCE BENEFITS	187,867.43	174,522.00	180,633.78	20,113.58	(6,111.78)	103.50
206-850-719-100	OPT-OUT INSURANCE	6,000.00	12,000.00	5,000.00	0.00	7,000.00	41.67
206-850-720-000	LIFE & DISABILITY INSURANCE	14,557.30	14,407.00	12,156.62	0.00	2,250.38	84.38
206-850-721-000	DENTAL INSURANCE BENEFITS	17,533.35	22,688.00	17,789.91	1,850.24	4,898.09	78.41
206-850-722-000	PENSION PLAN BENEFITS	70,671.34	75,240.00	57,636.54	6,404.31	17,603.46	76.60
Net - Dept 850 - BENEFITS/INSURANCE		620,654.81	659,674.00	473,596.01	46,367.33	186,077.99	

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Dept 901 - CAPITAL OUTLAY							
206-901-970-000	CAPITAL OUTLAY - FFE	89,857.93	12,000.00	22,570.52	11,920.02	(10,570.52)	188.09
Net - Dept 901 - CAPITAL OUTLAY		89,857.93	12,000.00	22,570.52	11,920.02	(10,570.52)	
Dept 965 - TRANSFERS OUT							
206-965-999-208	TRANSFER TO HAZMAT	2,000.00	2,000.00	2,000.00	2,000.00	0.00	100.00
Net - Dept 965 - TRANSFERS OUT		2,000.00	2,000.00	2,000.00	2,000.00	0.00	
Fund 206 - FIRE FUND:							
TOTAL REVENUES		2,539,510.14	2,623,608.00	2,459,021.97	63,613.66	164,586.03	93.73
TOTAL EXPENDITURES		2,613,107.33	2,748,439.00	2,111,712.96	258,284.62	631,726.04	76.97
NET OF REVENUES & EXPENDITURES		(73,597.19)	(119,831.00)	347,309.01	(194,670.96)	(467,140.01)	289.83

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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	806,273.44	
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	878,960.98	
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	517,061.41	
206-000-003-039	LEVEL ONE BANK CD M11/21/2019	272,368.49	
206-000-015-005	MONEY MARKET LAKE MICH CR UN	5.00	
206-000-084-000	DUE FROM OTHER FUNDS	8,071.66	
206-000-202-000	ACCOUNTS PAYABLE		2,314.53
206-000-214-000	DUE TO OTHER FUNDS		504,874.92
206-000-390-000	FUND BALANCE		2,389,617.80
206-000-401-402	TAX LEVY		1,911,691.24
206-000-401-410	PERSONAL PROPERTY TAX		131,041.56
206-000-401-412	DELINQUENT TAXES-LEVY		3,527.20
206-000-401-437	ABATEMENT TAXES-LEVY		16,092.16
206-000-401-445	PENALTIES & INTEREST ON TAXES		348.07
206-000-528-000	OTHER FEDERAL GRANTS		30,000.00
206-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		37,791.69
206-000-665-000	INTEREST REVENUE		28,410.08
206-000-671-683	REIMBURSEMENTS/REFUNDS		120.00
206-000-699-000	TRANSFER IN		299,999.97
206-336-702-000	WAGES- FULL TIME	1,055,764.69	
206-336-707-000	WAGES- CASUAL	128,406.19	
206-336-713-000	OVERTIME	83,197.34	
206-336-723-000	FIRE MEMBERSHIP AND DUES	1,673.37	
206-336-725-000	FIRE TUITION	3,250.00	
206-336-726-000	FIRE TRAINING	14,056.89	
206-336-727-000	FIRE OFFICE SUPPLIES	2,550.68	
206-336-738-000	FIRE MAINT SUPPLIES	1,380.35	
206-336-745-000	FIRE FUELS	10,375.66	
206-336-752-000	SUPPLIES	2,442.97	
206-336-768-000	FIRE UNIFORMS	9,219.80	
206-336-787-000	MISCELLANEOUS	3,191.77	
206-336-802-000	CONTRACTUAL SERVICES	64,462.64	
206-336-803-000	FIRE FIGHTER HIRING	1,212.63	
206-336-804-000	RESPIRATORY PROGRAM	8,574.65	
206-336-807-000	FIRE AUDIT FEES & SERVICES	2,820.00	
206-336-810-000	LIABILITY INSURANCE	19,757.10	
206-336-850-000	COMMUNICATIONS	10,870.04	
206-336-863-000	VEHICLE MAINT	46,853.48	
206-336-887-000	FIRE PUBLIC RELATIONS	4,866.39	
206-336-901-000	FIRE PUBLICATIONS	912.34	
206-336-923-002	FIRE HEATING/BUTTRICK	113.65	
206-336-924-000	FIRE PHONES	3,604.49	
206-336-928-000	UTILITIES	10,335.91	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
206-336-936-000	FIRE STATION MAINT	10,328.35	
206-336-936-002	FIRE STATION MAINT/BUTTRICK	27,632.16	
206-336-937-000	FIRE RADIO MAINT	9,801.79	
206-336-938-000	FIRE EQUIPMENT MAINT	9,950.97	
206-336-939-000	FIRE COPIER/LEASE/SERVICE	2,535.37	
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	600.00	
206-336-950-000	PROPERTY TAX REFUNDS	16.84	
206-336-957-000	FIRE PHYSICAL EXAMS	13,224.00	
206-336-958-000	FIRE SUPPLEMENTAL EQUIPMENT	21,197.96	
206-336-959-000	FIRE PROTECTIVE CLOTHING	17,981.51	
206-336-981-000	OFFICE EQUIPMENT	10,384.45	
206-850-715-000	FICA-EMPLOYER	96,748.54	
206-850-716-000	DEFINED CONTRIBUTION PLAN	80,427.96	
206-850-717-000	WORKERS COMP INSURANCE		7,843.42
206-850-718-000	VISION INSURANCE BENEFITS	1,646.08	
206-850-718-200	OTHER BENEFITS	29,400.00	
206-850-719-000	HEALTH INSURANCE BENEFITS	180,633.78	
206-850-719-100	OPT-OUT INSURANCE	5,000.00	
206-850-720-000	LIFE & DISABILITY INSURANCE	12,156.62	
206-850-721-000	DENTAL INSURANCE BENEFITS	17,789.91	
206-850-722-000	PENSION PLAN BENEFITS	57,636.54	
206-901-970-000	CAPITAL OUTLAY - FFE	22,570.52	
206-965-999-208	TRANSFER TO HAZMAT	2,000.00	
Total Fund 206 - FIRE FUND		5,363,672.64	5,363,672.64

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 206 - FIRE FUND		
*** Assets ***		
206-000-001-001	CASH DRAWER-PETTY CASH	80.00
206-000-001-510	MI CLASS CASH - POOL ACCOUNTS	806,273.44
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	878,960.98
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	517,061.41
206-000-003-039	LEVEL ONE BANK CD M11/21/2019	272,368.49
206-000-015-005	MONEY MARKET LAKE MICH CR UN	5.00
206-000-084-000	DUE FROM OTHER FUNDS	8,071.66
	Total Assets	3,244,116.26
*** Liabilities ***		
206-000-202-000	ACCOUNTS PAYABLE	2,314.53
206-000-214-000	DUE TO OTHER FUNDS	504,874.92
	Total Liabilities	507,189.45
*** Fund Balance ***		
206-000-390-000	FUND BALANCE	2,389,617.80
	Total Fund Balance	2,389,617.80
	Beginning Fund Balance	2,389,617.80
	Net of Revenues VS Expenditures	347,309.01
	Ending Fund Balance	2,736,926.81
	Total Liabilities And Fund Balance	3,244,116.26

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 207 - POLICE FUND							
Revenues							
207-000-401-402	TAX LEVY	638,583.10	665,933.00	667,278.60	0.00	(1,345.60)	100.20
207-000-401-410	PERSONAL PROPERTY TAX	45,276.60	47,090.00	45,740.17	0.00	1,349.83	97.13
207-000-401-412	DELINQUENT TAXES-LEVY	1,400.31	3,000.00	1,231.29	0.00	1,768.71	41.04
207-000-401-437	ABATEMENT TAXES-LEVY	4,947.98	5,618.00	5,617.13	0.00	0.87	99.98
207-000-401-445	INTEREST & PENALTIES ON TAX	147.81	150.00	121.38	0.00	28.62	80.92
207-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	23,727.06	20,000.00	13,191.74	0.00	6,808.26	65.96
207-000-665-000	INTEREST REVENUE	36,662.03	21,500.00	22,271.80	99.26	(771.80)	103.59
TOTAL REVENUES		750,744.89	763,291.00	755,452.11	99.26	7,838.89	
Dept 301 - POLICE DEPARTMENT							
207-301-787-000	MISCELLANEOUS	153.00	10,000.00	12,829.60	0.00	(2,829.60)	128.30
207-301-801-000	SHERIFF PROTECTION	625,737.10	645,000.00	378,263.56	57,195.31	266,736.44	58.65
207-301-950-000	PROPERTY TAX REFUNDS	15.51	150.00	63.01	0.00	86.99	42.01
Net - Dept 301 - POLICE DEPARTMENT		625,905.61	655,150.00	391,156.17	57,195.31	263,993.83	
Dept 965 - TRANSFERS OUT							
207-965-999-000	TRANSFER TO OTHER FUND	31,499.00	40,362.00	0.00	0.00	40,362.00	0.00
Net - Dept 965 - TRANSFERS OUT		31,499.00	40,362.00	0.00	0.00	40,362.00	
Fund 207 - POLICE FUND:							
TOTAL REVENUES		750,744.89	763,291.00	755,452.11	99.26	7,838.89	98.97
TOTAL EXPENDITURES		657,404.61	695,512.00	391,156.17	57,195.31	304,355.83	56.24
NET OF REVENUES & EXPENDITURES		93,340.28	67,779.00	364,295.94	(57,096.05)	(296,516.94)	537.48

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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	273,694.20	
207-000-003-033	CD - PRIVATE BANK M 9/25/19	788,499.63	
207-000-003-041	LAKE MICH CREDIT UNION CD	257,609.64	
207-000-015-019	POLICE M/M FLAGSTAR BANK	449,243.20	
207-000-390-000	FUND BALANCE		1,174,750.78
207-000-391-001	FUND BALANCE - COMMITTED/ PP TAX 2012		230,000.00
207-000-401-402	TAX LEVY		667,278.60
207-000-401-410	PERSONAL PROPERTY TAX		45,740.17
207-000-401-412	DELINQUENT TAXES-LEVY		1,231.29
207-000-401-437	ABATEMENT TAXES-LEVY		5,617.13
207-000-401-445	INTEREST & PENALTIES ON TAX		121.38
207-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		13,191.74
207-000-665-000	INTEREST REVENUE		22,271.80
207-301-787-000	MISCELLANEOUS	12,829.60	
207-301-801-000	SHERIFF PROTECTION	378,263.56	
207-301-950-000	PROPERTY TAX REFUNDS	63.01	
Total Fund 207 - POLICE FUND		2,160,202.89	2,160,202.89

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
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	273,694.20
207-000-003-033	CD - PRIVATE BANK M 9/25/19	788,499.63
207-000-003-041	LAKE MICH CREDIT UNION CD	257,609.64
207-000-015-019	POLICE M/M FLAGSTAR BANK	449,243.20
	Total Assets	1,769,046.72
*** Liabilities ***		
	Total Liabilities	0.00
*** Fund Balance ***		
207-000-390-000	FUND BALANCE	1,174,750.78
207-000-391-001	FUND BALANCE - COMMITTED/ PP TAX 2012	230,000.00
	Total Fund Balance	1,404,750.78
	Beginning Fund Balance	1,404,750.78
	Net of Revenues VS Expenditures	364,295.94
	Ending Fund Balance	1,769,046.72
	Total Liabilities And Fund Balance	1,769,046.72

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 208 - HAZMAT FUND							
Revenues							
208-000-581-000	LOCAL CONTRIBUTIONS	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
208-000-607-500	HAZMAT - CASCADE TWP	0.00	0.00	2,000.00	2,000.00	(2,000.00)	100.00
208-000-607-600	HAZMAT KENTWOOD	0.00	0.00	4,000.00	2,000.00	(4,000.00)	100.00
208-000-607-700	HAZMAT - GAINES TWP	0.00	0.00	2,000.00	2,000.00	(2,000.00)	100.00
208-000-665-000	HAZMAT INTEREST	103.25	100.00	75.72	9.69	24.28	75.72
208-000-699-000	TRANSFER IN	2,000.00	2,000.00	2,000.00	2,000.00	0.00	100.00
TOTAL REVENUES		6,103.25	6,100.00	10,075.72	8,009.69	(3,975.72)	
Dept 344 - HAZMAT							
208-344-726-000	HAZMAT SUPPLIES	442.10	500.00	0.00	0.00	500.00	0.00
208-344-787-000	MISCELLANEOUS	467.69	1,500.00	0.00	0.00	1,500.00	0.00
208-344-789-000	HAZMAT TRAINING	1,226.80	3,000.00	0.00	0.00	3,000.00	0.00
208-344-958-000	HAZMAT EQUIPMENT	0.00	3,000.00	801.54	0.00	2,198.46	26.72
Net - Dept 344 - HAZMAT		2,136.59	8,000.00	801.54	0.00	7,198.46	
Fund 208 - HAZMAT FUND:							
TOTAL REVENUES		6,103.25	6,100.00	10,075.72	8,009.69	(3,975.72)	165.18
TOTAL EXPENDITURES		2,136.59	8,000.00	801.54	0.00	7,198.46	10.02
NET OF REVENUES & EXPENDITURES		3,966.66	(1,900.00)	9,274.18	8,009.69	(11,174.18)	488.11

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 208 - HAZMAT FUND			
208-000-015-005	MM LAKE MICH CR UN 112010265771	38,717.35	
208-000-084-000	DUE FROM OTHER FUNDS	2,000.00	
208-000-390-000	FUND BALANCE		31,443.17
208-000-607-500	HAZMAT - CASCADE TWP		2,000.00
208-000-607-600	HAZMAT KENTWOOD		4,000.00
208-000-607-700	HAZMAT - GAINES TWP		2,000.00
208-000-665-000	HAZMAT INTEREST		75.72
208-000-699-000	TRANSFER IN		2,000.00
208-344-958-000	HAZMAT EQUIPMENT	801.54	
Total Fund 208 - HAZMAT FUND		41,518.89	41,518.89

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 208 - HAZMAT FUND		
*** Assets ***		
208-000-015-005	MM LAKE MICH CR UN 112010265771	38,717.35
208-000-084-000	DUE FROM OTHER FUNDS	2,000.00
	Total Assets	40,717.35
 *** Liabilities ***		
	Total Liabilities	0.00
 *** Fund Balance ***		
208-000-390-000	FUND BALANCE	31,443.17
	Total Fund Balance	31,443.17
	Beginning Fund Balance	31,443.17
	Net of Revenues VS Expenditures	9,274.18
	Ending Fund Balance	40,717.35
	Total Liabilities And Fund Balance	40,717.35

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	08/31/2020 NORM (ABNORM)	MONTH 08/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 209 - CCT OPEN SPACE							
Revenues							
209-000-401-402	TAX LEVY	319,901.21	333,604.00	334,277.37	0.00	(673.37)	100.20
209-000-401-410	PERSONAL PROPERTY TAX	22,681.74	23,590.00	22,914.12	0.00	675.88	97.13
209-000-401-412	DELINQUENT TAXES-LEVY	701.45	1,500.00	616.78	0.00	883.22	41.12
209-000-401-437	ABATEMENT TAXES-LEVY	2,478.81	2,814.00	2,814.01	0.00	(0.01)	100.00
209-000-401-445	INTEREST & PENALTIES ON TAXES	73.94	0.00	60.90	0.00	(60.90)	100.00
209-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	10,333.15	10,000.00	16,694.72	0.00	(6,694.72)	166.95
209-000-665-000	INTEREST ON INVESTMENTS	4,218.17	4,000.00	2,189.73	3.34	1,810.27	54.74
209-000-665-408	INTEREST ON HOMEYER FUND	8,462.07	9,000.00	2,377.59	60.89	6,622.41	26.42
209-000-671-675	DONATIONS	1,088.78	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		369,939.32	384,508.00	381,945.22	64.23	2,562.78	
Dept 751 - OPEN SPACE PRESERVATION							
209-751-921-000	ELECTRICITY	2,699.90	2,500.00	2,058.63	0.00	441.37	82.35
209-751-923-000	HEATING/UTILITY	1,740.75	0.00	608.68	(1,703.27)	(608.68)	100.00
209-751-927-000	WATER-SEWER	612.84	750.00	946.66	263.22	(196.66)	126.22
209-751-928-000	UTILITIES	0.00	0.00	0.00	1,740.75	0.00	0.00
209-751-935-000	PARK MAINTENANCE	21,389.26	20,000.00	9,041.36	4,743.75	10,958.64	45.21
209-751-950-000	TAX REFUNDS	7.77	0.00	11.02	0.00	(11.02)	100.00
Net - Dept 751 - OPEN SPACE PRESERVATION		26,450.52	23,250.00	12,666.35	5,044.45	10,583.65	
Dept 901 - CAPITAL OUTLAY							
209-901-970-000	CAPITAL OUTLAY - FFE	0.00	24,000.00	23,840.04	23,840.04	159.96	99.33
Net - Dept 901 - CAPITAL OUTLAY		0.00	24,000.00	23,840.04	23,840.04	159.96	
Dept 990 - DEBT SERVICE							
209-990-991-201	BOND PRINCIPAL REFINANCE	35,000.00	274,000.00	274,000.00	0.00	0.00	100.00
209-990-992-001	BOND PRINCIPAL PAYMENT	230,000.00	0.00	0.00	0.00	0.00	0.00
209-990-992-201	BOND INTEREST REFINANCE	52,166.60	49,237.00	25,947.50	0.00	23,289.50	52.70
209-990-996-001	INTEREST AND FEES BA 2009	4,370.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 990 - DEBT SERVICE		321,536.60	323,237.00	299,947.50	0.00	23,289.50	
Fund 209 - CCT OPEN SPACE:							
TOTAL REVENUES		369,939.32	384,508.00	381,945.22	64.23	2,562.78	99.33
TOTAL EXPENDITURES		347,987.12	370,487.00	336,453.89	28,884.49	34,033.11	90.81
NET OF REVENUES & EXPENDITURES		21,952.20	14,021.00	45,491.33	(28,820.26)	(31,470.33)	324.45

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 209 - CCT OPEN SPACE			
209-000-001-100	CASH -CHEM	423,759.87	
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	376,040.02	
209-000-390-000	FUND BALANCE		397,896.44
209-000-391-004	FUND BALANCE - COMMITTTED HOMEYER 12/15		356,412.12
209-000-401-402	TAX LEVY		334,277.37
209-000-401-410	PERSONAL PROPERTY TAX		22,914.12
209-000-401-412	DELINQUENT TAXES-LEVY		616.78
209-000-401-437	ABATEMENT TAXES-LEVY		2,814.01
209-000-401-445	INTEREST & PENALTIES ON TAXES		60.90
209-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		16,694.72
209-000-665-000	INTEREST ON INVESTMENTS		2,189.73
209-000-665-408	INTEREST ON HOMEYER FUND		2,377.59
209-751-921-000	ELECTRICITY	2,058.63	
209-751-923-000	HEATING/UTILITY	608.68	
209-751-927-000	WATER-SEWER	946.66	
209-751-935-000	PARK MAINTENANCE	9,041.36	
209-751-950-000	TAX REFUNDS	11.02	
209-901-970-000	CAPITAL OUTLAY - FFE	23,840.04	
209-990-991-201	BOND PRINCIPAL REFINANCE	274,000.00	
209-990-992-201	BOND INTEREST REFINANCE	25,947.50	
Total Fund 209 - CCT OPEN SPACE		1,136,253.78	1,136,253.78

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 209 - CCT OPEN SPACE		
*** Assets ***		
209-000-001-100	CASH -CHEM	423,759.87
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	376,040.02
	Total Assets	<u>799,799.89</u>
*** Liabilities ***		
	Total Liabilities	<u>0.00</u>
*** Fund Balance ***		
209-000-390-000	FUND BALANCE	397,896.44
209-000-391-004	FUND BALANCE - COMMITTED HOMEYER 12/15	356,412.12
	Total Fund Balance	<u>754,308.56</u>
	Beginning Fund Balance	754,308.56
	Net of Revenues VS Expenditures	45,491.33
	Ending Fund Balance	<u>799,799.89</u>
	Total Liabilities And Fund Balance	<u>799,799.89</u>

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 09/30/2020

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDOGT USED
Fund 211 - DAM MAJOR REPAIR FUND							
Revenues							
211-000-665-000	INTEREST REVENUE	8,395.22	20,850.00	14,961.39	68.30	5,888.61	71.76
211-000-675-000	CONTRIBUTIONS	5,000.00	5,000.00	5,000.00	5,000.00	0.00	100.00
211-000-699-101	TRANSFER FROM GENERAL FUND	40,000.00	40,000.00	30,000.00	10,000.00	10,000.00	75.00
TOTAL REVENUES		53,395.22	65,850.00	49,961.39	15,068.30	15,888.61	
Dept 901 - CAPITAL OUTLAY							
211-901-980-000	EXPENSES/DAM MAJOR REPAIR	0.00	225,000.00	0.00	0.00	225,000.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		0.00	225,000.00	0.00	0.00	225,000.00	
Fund 211 - DAM MAJOR REPAIR FUND:							
TOTAL REVENUES		53,395.22	65,850.00	49,961.39	15,068.30	15,888.61	75.87
TOTAL EXPENDITURES		0.00	225,000.00	0.00	0.00	225,000.00	0.00
NET OF REVENUES & EXPENDITURES		53,395.22	(159,150.00)	49,961.39	15,068.30	(209,111.39)	31.39

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 211 - DAM MAJOR REPAIR FUND			
211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	431,748.51	
211-000-003-014	CD - LAKE MICH CR UN 3/10/2020	341,374.61	
211-000-084-000	DUE FROM OTHER FUNDS	5,000.00	
211-000-390-000	FUND BALANCE		478,161.73
211-000-391-001	FUND BALANCE-COMMITTED/FUTURE REPAIRS12		250,000.00
211-000-665-000	INTEREST REVENUE		14,961.39
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		778,123.12	778,123.12

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 211 - DAM MAJOR REPAIR FUND		
*** Assets ***		
211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	431,748.51
211-000-003-014	CD - LAKE MICH CR UN 3/10/2020	341,374.61
211-000-084-000	DUE FROM OTHER FUNDS	5,000.00
	Total Assets	778,123.12
*** Liabilities ***		
	Total Liabilities	0.00
*** Fund Balance ***		
211-000-390-000	FUND BALANCE	478,161.73
211-000-391-001	FUND BALANCE-COMMITTED/FUTURE REPAIRS12	250,000.00
	Total Fund Balance	728,161.73
	Beginning Fund Balance	728,161.73
	Net of Revenues VS Expenditures	49,961.39
	Ending Fund Balance	778,123.12
	Total Liabilities And Fund Balance	778,123.12

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	08/31/2020 NORM (ABNORM)	MONTH 08/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 216 - PATHWAYS FUND							
Revenues							
216-000-401-402	TAX LEVY	490,322.21	509,928.00	510,958.42	0.00	(1,030.42)	100.20
216-000-401-410	PERSONAL PROPERTY TAX	33,333.21	36,058.00	35,024.13	0.00	1,033.87	97.13
216-000-401-412	DELINQUENT TAX LEVY	1,074.98	1,500.00	943.33	0.00	556.67	62.89
216-000-401-437	ABATEMENT TAXES-LEVY	3,788.66	4,301.00	4,300.98	0.00	0.02	100.00
216-000-401-445	PENALTIES & INTEREST ON TAX	113.60	0.00	93.11	0.00	(93.11)	100.00
216-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	17,903.29	15,000.00	25,515.92	0.00	(10,515.92)	170.11
216-000-665-000	INTEREST REVENUE	26,033.90	60,500.00	24,045.87	71.70	36,454.13	39.75
TOTAL REVENUES		572,569.85	627,287.00	600,881.76	71.70	26,405.24	
Dept 758 - PATHWAYS							
216-758-728-000	OPERATING SUPPLIES	12,583.06	18,000.00	430.28	339.00	17,569.72	2.39
216-758-821-100	ENGINEERING	144,600.36	15,000.00	669,107.23	330,099.61	(654,107.23)	4,460.71
216-758-931-000	MAINT & REPAIR	38,848.88	100,000.00	8,897.46	762.74	91,102.54	8.90
216-758-931-200	PATHWAY MAINTENANCE	47,700.00	50,974.00	0.00	0.00	50,974.00	0.00
216-758-950-000	PROPERTY TAX REFUNDS	11.88	100.00	7.18	0.00	92.82	7.18
216-758-955-000	MISCELLANEOUS EXPENSE	3,072.24	0.00	36,729.08	64.08	(36,729.08)	100.00
Net - Dept 758 - PATHWAYS		246,816.42	184,074.00	715,171.23	331,265.43	(531,097.23)	
Dept 901 - CAPITAL OUTLAY							
216-901-970-000	CAPITAL OUTLAY - FFE	0.00	19,000.00	11,920.02	11,920.02	7,079.98	62.74
Net - Dept 901 - CAPITAL OUTLAY		0.00	19,000.00	11,920.02	11,920.02	7,079.98	
Fund 216 - PATHWAYS FUND:							
TOTAL REVENUES		572,569.85	627,287.00	600,881.76	71.70	26,405.24	95.79
TOTAL EXPENDITURES		246,816.42	203,074.00	727,091.25	343,185.45	(524,017.25)	358.04
NET OF REVENUES & EXPENDITURES		325,753.43	424,213.00	(126,209.49)	(343,113.75)	550,422.49	29.75

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 216 - PATHWAYS FUND			
216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	308,561.33	
216-000-003-016	CD- ADVENTURE CU M 4/09/20	563,499.08	
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	518,170.99	
216-000-015-025	PATHWAYS M/M MACATAWA BANK	171.36	
216-000-202-000	ACCOUNTS PAYABLE		1,511.00
216-000-390-000	FUND BALANCE		2,018,101.25
216-000-401-402	TAX LEVY		510,958.42
216-000-401-410	PERSONAL PROPERTY TAX		35,024.13
216-000-401-412	DELINQUENT TAX LEVY		943.33
216-000-401-437	ABATEMENT TAXES-LEVY		4,300.98
216-000-401-445	PENALTIES & INTEREST ON TAX		93.11
216-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		25,515.92
216-000-665-000	INTEREST REVENUE		24,045.87
216-758-728-000	OPERATING SUPPLIES	430.28	
216-758-821-100	ENGINEERING	669,107.23	
216-758-931-000	MAINT & REPAIR	8,897.46	
216-758-950-000	PROPERTY TAX REFUNDS	7.18	
216-758-955-000	MISCELLANEOUS EXPENSE	36,729.08	
216-901-970-000	CAPITAL OUTLAY - FFE	11,920.02	
Total Fund 216 - PATHWAYS FUND		2,620,494.01	2,620,494.01

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 216 - PATHWAYS FUND		
*** Assets ***		
216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	308,561.33
216-000-003-016	CD- ADVENTURE CU M 4/09/20	563,499.08
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	518,170.99
216-000-015-025	PATHWAYS M/M MACATAWA BANK	171.36
	Total Assets	1,893,402.76
*** Liabilities ***		
216-000-202-000	ACCOUNTS PAYABLE	1,511.00
	Total Liabilities	1,511.00
*** Fund Balance ***		
216-000-390-000	FUND BALANCE	2,018,101.25
	Total Fund Balance	2,018,101.25
	Beginning Fund Balance	2,018,101.25
	Net of Revenues VS Expenditures	(126,209.49)
	Ending Fund Balance	1,891,891.76
	Total Liabilities And Fund Balance	1,893,402.76

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	08/31/2020 NORM (ABNORM)	MONTH 08/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 246 - IRF							
Revenues							
246-000-630-000	HOOKUP FEES	231,852.00	200,000.00	343,010.00	2,200.00	(143,010.00)	171.51
246-000-665-000	INTEREST ON INVESTMENTS	22,015.77	39,900.00	25,386.01	338.43	14,513.99	63.62
246-000-669-000	INT & P S/A-ORDINANCE	829.42	1,000.00	7,301.08	0.00	(6,301.08)	730.11
246-000-672-008	S/A REVENUE-INACTIVE	675.00	1,000.00	0.00	0.00	1,000.00	0.00
246-000-672-010	S/A REVENUE - KRAFT WATER & 60TH	2,240.46	0.00	0.00	0.00	0.00	0.00
246-000-672-011	S/A REVENUE - OAK TERRACE	11,641.22	6,500.00	0.00	0.00	6,500.00	0.00
246-000-672-012	S/A REVENUE - TRD	21,699.21	12,500.00	2,693.27	0.00	9,806.73	21.55
TOTAL REVENUES		290,953.08	260,900.00	378,390.36	2,538.43	(117,490.36)	
Dept 295 - ADMINISTRATIVE							
246-295-821-000	ADMIN ENGINEERING COSTS	26,098.30	30,000.00	1,010.50	0.00	28,989.50	3.37
246-295-826-000	ADMIN LEGAL FEES	200.00	2,500.00	0.00	0.00	2,500.00	0.00
246-295-964-000	ADMIN 10%/HOOKUP TO GENERAL	23,185.20	20,000.00	0.00	0.00	20,000.00	0.00
246-295-980-000	ADMIN MISCELLANEOUS EXPENSE	0.00	1,000.00	0.00	0.00	1,000.00	0.00
Net - Dept 295 - ADMINISTRATIVE		49,483.50	53,500.00	1,010.50	0.00	52,489.50	
Dept 901 - CAPITAL OUTLAY							
246-901-974-000	CAPITAL OUTLAY - LANDIMP	22,682.00	33,000.00	14,450.50	0.00	18,549.50	43.79
Net - Dept 901 - CAPITAL OUTLAY		22,682.00	33,000.00	14,450.50	0.00	18,549.50	
Fund 246 - IRF:							
TOTAL REVENUES		290,953.08	260,900.00	378,390.36	2,538.43	(117,490.36)	145.03
TOTAL EXPENDITURES		72,165.50	86,500.00	15,461.00	0.00	71,039.00	17.87
NET OF REVENUES & EXPENDITURES		218,787.58	174,400.00	362,929.36	2,538.43	(188,529.36)	208.10

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 246 - IRF			
246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	851,063.78	
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	696,262.99	
246-000-003-018	CD - CHEMICAL BANK 1/5/20	532,500.72	
246-000-030-010	S/A RECEIVABLE- KRAFT & 60TH IMPRV 2014	253,918.66	
246-000-030-011	S/A RECEIVABLE- OAK TERRACE	9,313.00	
246-000-030-012	TRD SEWER	224,760.54	
246-000-040-001	ACCOUNTS RECEIVABLE-ORDINANCE	1,439.56	
246-000-040-006	ACCOUNTS RECEIVABLE-DELQ USAGE		49.51
246-000-339-010	DEFERRED REVENUE- KRAFT & 60TH IMPROVEMT		272,589.15
246-000-339-011	DEFERRED REVENUE- OAK TERRACE		9,313.00
246-000-339-012	DEFERRED REVENUE TRD SEWER		224,760.54
246-000-390-000	FUND BALANCE		1,699,617.69
246-000-630-000	HOOKUP FEES		343,010.00
246-000-665-000	INTEREST ON INVESTMENTS		25,386.01
246-000-669-000	INT & P S/A-ORDINANCE		7,301.08
246-000-672-012	S/A REVENUE - TRD		2,693.27
246-295-821-000	ADMIN ENGINEERING COSTS	1,010.50	
246-901-974-000	CAPITAL OUTLAY - LANDIMP	14,450.50	
Total Fund 246 - IRF		2,584,720.25	2,584,720.25

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 246 - IRF		
*** Assets ***		
246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	851,063.78
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	696,262.99
246-000-003-018	CD - CHEMICAL BANK 1/5/20	532,500.72
246-000-030-010	S/A RECEIVABLE- KRAFT & 60TH IMPRV 2014	253,918.66
246-000-030-011	S/A RECEIVABLE- OAK TERRACE	9,313.00
246-000-030-012	TRD SEWER	224,760.54
246-000-040-001	ACCOUNTS RECEIVABLE-ORDINANCE	1,439.56
246-000-040-006	ACCOUNTS RECEIVABLE-DELQ USAGE	(49.51)
	Total Assets	2,569,209.74
*** Liabilities ***		
246-000-339-010	DEFERRED REVENUE- KRAFT & 60TH IMPROVEMT	272,589.15
246-000-339-011	DEFERRED REVENUE- OAK TERRACE	9,313.00
246-000-339-012	DEFERRED REVENUE TRD SEWER	224,760.54
	Total Liabilities	506,662.69
*** Fund Balance ***		
246-000-390-000	FUND BALANCE	1,699,617.69
	Total Fund Balance	1,699,617.69
	Beginning Fund Balance	1,699,617.69
	Net of Revenues VS Expenditures	362,929.36
	Ending Fund Balance	2,062,547.05
	Total Liabilities And Fund Balance	2,569,209.74

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 248 - DDA							
Revenues							
248-000-401-401	TAXES - CASCADE TOWNSHIP	241,283.43	290,326.00	289,975.01	0.00	350.99	99.88
248-000-401-402	TAXES - G.R.C.C.	147,327.88	150,000.00	157,547.56	157,725.81	(7,547.56)	105.03
248-000-401-403	TAXES-KENT COUNTY	495,152.86	520,000.00	543,392.74	376,647.77	(23,392.74)	104.50
248-000-401-406	KDL TAXES-DDA	88,734.71	106,167.00	106,038.58	0.00	128.42	99.88
248-000-665-000	INTEREST REVENUE	20,150.51	41,350.00	24,207.48	149.97	17,142.52	58.54
248-000-667-001	RENT-TUFFY	0.00	0.00	49,500.00	5,500.00	(49,500.00)	100.00
248-000-671-671	MISCELLANEOUS INCOME	0.00	0.00	8,111.30	0.00	(8,111.30)	100.00
248-000-675-300	DDACONTRIB & DONATION- METRO CRUISE WU	5,210.00	5,000.00	0.00	0.00	5,000.00	0.00
248-000-698-000	BOND/LOAN PROCEEDS	800,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,797,859.39	1,112,843.00	1,178,772.67	540,023.55	(65,929.67)	
Dept 170 - DDA OPERATIONS/CONSTRUCTION							
248-170-723-000	DDA - MEMBERSHIP AND DUES	920.00	1,655.00	1,469.60	0.00	185.40	88.80
248-170-724-000	DDA - EDUCATION	583.11	2,000.00	335.00	0.00	1,665.00	16.75
248-170-787-000	MISCELLANEOUS	2,815.20	7,200.00	8,142.04	5,617.48	(942.04)	113.08
248-170-802-300	DDA ADMINISTRATIVE	98,077.00	99,426.00	0.00	0.00	99,426.00	0.00
248-170-821-000	ENGINEERING	(7,528.31)	25,000.00	107,224.05	0.00	(82,224.05)	428.90
248-170-826-265	LEGAL	2,810.00	2,000.00	2,185.00	0.00	(185.00)	109.25
248-170-860-000	DDA - MILEAGE	160.71	400.00	40.83	0.00	359.17	10.21
248-170-861-100	BUS SERVICE 28TH ST	147,779.01	191,576.00	131,032.32	15,767.50	60,543.68	68.40
248-170-921-000	ELECTRICITY	22,260.04	25,000.00	15,318.74	183.16	9,681.26	61.27
248-170-922-000	STREETLIGHTS	0.00	5,000.00	0.00	0.00	5,000.00	0.00
248-170-924-100	CELL PHONES	798.10	850.00	525.21	64.40	324.79	61.79
248-170-927-000	WATER-SEWER	3,880.36	6,500.00	3,878.11	1,235.56	2,621.89	59.66
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	47,413.18	47,800.00	26,351.90	5,365.80	21,448.10	55.13
248-170-931-300	DDA REPAIR & MAINT- METRO CRUISE WU	6,218.05	8,000.00	0.00	0.00	8,000.00	0.00
248-170-950-000	DDA PROPERTY TAX REFUNDS	149.85	5,000.00	14,465.74	0.00	(9,465.74)	289.31
248-170-967-000	SPECIAL PROJECTS	31,455.32	71,700.00	16,661.00	15,000.00	55,039.00	23.24
248-170-981-000	OFFICE EQUIPMENT	980.05	1,000.00	1,103.58	0.00	(103.58)	110.36
Net - Dept 170 - DDA OPERATIONS/CONSTRUCTION		358,771.67	500,107.00	328,733.12	43,233.90	171,373.88	
Dept 901 - CAPITAL OUTLAY							
248-901-970-000	CAPITAL OUTLAY - FFE	29,900.00	230,000.00	0.00	0.00	230,000.00	0.00
248-901-974-000	CAPITAL OUTLAY - LANDIMP	599,611.74	0.00	0.00	0.00	0.00	0.00
248-901-975-000	BUILDING ADDITIONS & IMPROVEMENTS	800,000.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		1,429,511.74	230,000.00	0.00	0.00	230,000.00	
Dept 990 - DEBT SERVICE							
248-990-992-003	MUN BOND 2010 /PRINCIPAL	100,000.00	103,000.00	0.00	0.00	103,000.00	0.00
248-990-992-007	LOAN PRINCIPAL	0.00	0.00	61,299.99	60,000.00	(61,299.99)	100.00
248-990-996-001	INTEREST AND FEES	0.00	0.00	20,366.68	13,000.00	(20,366.68)	100.00
248-990-996-003	MUN BOND 2010 / INT & FEES	7,209.50	3,760.00	1,879.75	0.00	1,880.25	49.99
Net - Dept 990 - DEBT SERVICE		107,209.50	106,760.00	83,546.42	73,000.00	23,213.58	
Fund 248 - DDA:							
TOTAL REVENUES		1,797,859.39	1,112,843.00	1,178,772.67	540,023.55	(65,929.67)	105.92
TOTAL EXPENDITURES		1,895,492.91	836,867.00	412,279.54	116,233.90	424,587.46	49.26
NET OF REVENUES & EXPENDITURES		(97,633.52)	275,976.00	766,493.13	423,789.65	(490,517.13)	277.74

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 248 - DDA			
248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	829,075.89	
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	470,371.86	
248-000-003-035	ADVENTURE CU CD M 2/24/20	213,640.41	
248-000-003-040	CD - UNION BANK M 8/26/20	260,171.62	
248-000-015-010	OPTION 1 CR UN-MM	5.00	
248-000-084-000	DUE FROM OTHER FUNDS	488.50	
248-000-202-000	ACCOUNTS PAYABLE		135.00
248-000-214-000	DUE TO GENERAL FUND		4,774.48
248-000-390-000	FUND BALANCE - UNASSIGNED		1,002,350.67
248-000-401-401	TAXES - CASCADE TOWNSHIP		289,975.01
248-000-401-402	TAXES - G.R.C.C.		157,547.56
248-000-401-403	TAXES-KENT COUNTY		543,392.74
248-000-401-406	KDL TAXES-DDA		106,038.58
248-000-665-000	INTEREST REVENUE		24,207.48
248-000-667-001	RENT-TUFFY		49,500.00
248-000-671-671	MISCELLANEOUS INCOME		8,111.30
248-170-723-000	DDA - MEMBERSHIP AND DUES	1,469.60	
248-170-724-000	DDA - EDUCATION	335.00	
248-170-787-000	MISCELLANEOUS	8,142.04	
248-170-821-000	ENGINEERING	107,224.05	
248-170-826-265	LEGAL	2,185.00	
248-170-860-000	DDA - MILEAGE	40.83	
248-170-861-100	BUS SERVICE 28TH ST	131,032.32	
248-170-921-000	ELECTRICITY	15,318.74	
248-170-924-100	CELL PHONES	525.21	
248-170-927-000	WATER-SEWER	3,878.11	
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	26,351.90	
248-170-950-000	DDA PROPERTY TAX REFUNDS	14,465.74	
248-170-967-000	SPECIAL PROJECTS	16,661.00	
248-170-981-000	OFFICE EQUIPMENT	1,103.58	
248-990-992-007	LOAN PRINCIPAL	61,299.99	
248-990-996-001	INTEREST AND FEES	20,366.68	
248-990-996-003	MUN BOND 2010 / INT & FEES	1,879.75	
Total Fund 248 - DDA		2,186,032.82	2,186,032.82

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 248 - DDA		
*** Assets ***		
248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	829,075.89
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	470,371.86
248-000-003-035	ADVENTURE CU CD M 2/24/20	213,640.41
248-000-003-040	CD - UNION BANK M 8/26/20	260,171.62
248-000-015-010	OPTION 1 CR UN-MM	5.00
248-000-084-000	DUE FROM OTHER FUNDS	488.50
	Total Assets	1,773,753.28
*** Liabilities ***		
248-000-202-000	ACCOUNTS PAYABLE	135.00
248-000-214-000	DUE TO GENERAL FUND	4,774.48
	Total Liabilities	4,909.48
*** Fund Balance ***		
248-000-390-000	FUND BALANCE - UNASSIGNED	1,002,350.67
	Total Fund Balance	1,002,350.67
	Beginning Fund Balance	1,002,350.67
	Net of Revenues VS Expenditures	766,493.13
	Ending Fund Balance	1,768,843.80
	Total Liabilities And Fund Balance	1,773,753.28

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 249 - BUILDING FUND							
Revenues							
249-000-600-644	NSF FEES	50.00	0.00	0.00	0.00	0.00	0.00
249-000-607-483	CASCADE TWP BLDG COM PERMITS	112,581.00	155,000.00	110,918.00	1,921.00	44,082.00	71.56
249-000-607-484	CASCADE TWP BLDG RES PERMITS	80,478.00	85,000.00	64,467.00	10,280.00	20,533.00	75.84
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	75,270.00	80,000.00	45,358.00	6,194.00	34,642.00	56.70
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	87,952.75	95,000.00	63,228.00	7,625.00	31,772.00	66.56
249-000-607-487	CASCADE TWP PLUMBING PERMITS	43,100.00	50,000.00	35,503.00	8,518.00	14,497.00	71.01
249-000-607-488	CASCADE - PR	38,205.00	20,000.00	29,603.00	609.00	(9,603.00)	148.02
249-000-607-490	CASCADE TWP CONTRACTOR REG	13,575.00	8,500.00	6,855.00	1,110.00	1,645.00	80.65
249-000-607-500	LOWELL TWP BUILDING PERMITS	85,130.50	60,000.00	33,148.00	4,028.00	26,852.00	55.25
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	33,583.00	30,000.00	13,364.00	3,612.00	16,636.00	44.55
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	30,326.25	25,000.00	13,855.00	3,480.00	11,145.00	55.42
249-000-607-503	LOWELL TWP PLUMBING PERMITS	22,061.00	20,000.00	9,175.00	1,731.00	10,825.00	45.88
249-000-607-504	LOWELL TWP - PR	8,291.00	8,000.00	248.00	0.00	7,752.00	3.10
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS	11,373.00	12,000.00	11,693.00	1,763.00	307.00	97.44
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	13,579.25	14,000.00	10,650.00	1,975.00	3,350.00	76.07
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	6,005.00	8,000.00	8,537.00	1,036.00	(537.00)	106.71
249-000-607-520	ADA TWP BUILDING PERMITS	108,323.00	125,000.00	98,177.00	7,558.00	26,823.00	78.54
249-000-607-521	ADA TWP PLUMBING PERMITS	27,366.00	45,000.00	22,684.00	2,543.00	22,316.00	50.41
249-000-607-523	ADA TWP ELECTRICAL PERMITS	48,651.00	55,000.00	37,804.00	6,343.00	17,196.00	68.73
249-000-607-524	ADA TWP MECHANICAL PERMITS	62,641.90	60,000.00	47,378.25	6,076.50	12,621.75	78.96
249-000-607-525	ADA TWP - PR	14,326.00	15,000.00	17,364.00	590.00	(2,364.00)	115.76
249-000-607-531	GR TWP BUILDING PERMITS	111,183.00	120,000.00	55,792.00	10,785.00	64,208.00	46.49
249-000-607-532	GR TWP ELECTRICAL PERMITS	49,815.00	55,000.00	28,150.00	4,951.00	26,850.00	51.18
249-000-607-533	GR TWP MECHANICAL PERMITS	62,191.00	65,000.00	39,225.50	5,490.00	25,774.50	60.35
249-000-607-534	GR TWP PLUMBING PERMITS	29,494.00	40,000.00	19,899.00	3,289.00	20,101.00	49.75
249-000-607-535	GRT - PR	19,432.00	20,000.00	3,446.00	219.00	16,554.00	17.23
249-000-607-536	EAST GR BUILDING PERMITS	58,829.00	60,000.00	61,794.00	4,670.00	(1,794.00)	102.99
249-000-607-537	EAST GR ELECTRICAL PERMITS	35,443.00	35,000.00	22,911.00	4,138.00	12,089.00	65.46
249-000-607-538	EAST GR MECHANICAL PERMITS	45,802.75	40,000.00	31,438.00	2,920.00	8,562.00	78.60
249-000-607-539	EAST GR PLUMBING PERMITS	24,516.00	25,000.00	14,713.00	1,036.00	10,287.00	58.85
249-000-607-540	EGR - PR	968.00	10,000.00	5,480.00	50.00	4,520.00	54.80
249-000-607-541	EAST GR-RENTAL INSP	2,700.00	4,000.00	3,710.00	130.00	290.00	92.75
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS	93,208.00	90,000.00	63,884.00	6,674.00	26,116.00	70.98
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	103,863.05	110,000.00	82,659.50	9,010.00	27,340.50	75.15
249-000-607-553	PLAINFIELD - PLUMBING PERMITS	52,228.00	60,000.00	45,369.00	6,263.00	14,631.00	75.62
249-000-607-555	PLAINFIELD INSPECTION FEES -NP	1,150.00	5,000.00	250.00	0.00	4,750.00	5.00
249-000-665-000	INTEREST REVENUE	66,948.29	60,500.00	37,205.51	6,540.32	23,294.49	61.50
249-000-671-671	MISCELLANEOUS INCOME	1,900.00	1,000.00	1,400.00	100.00	(400.00)	140.00
TOTAL REVENUES		1,682,539.74	1,771,000.00	1,197,335.76	143,257.82	573,664.24	
Dept 371 - BUILDING DEPARTMENT							
249-371-702-000	WAGES- FULL TIME	718,107.99	731,953.00	560,200.17	85,678.78	171,752.83	76.53
249-371-703-200	ASSIGNABLE SALARY	0.00	22,798.00	0.00	0.00	22,798.00	0.00
249-371-704-000	WAGES- PART TIME	9,838.21	18,651.00	2,785.10	506.55	15,865.90	14.93
249-371-707-000	WAGES- CASUAL	18,832.00	24,000.00	3,368.00	360.00	20,632.00	14.03
249-371-723-000	MEMBERSHIPS AND DUES	1,985.00	4,000.00	1,024.94	0.00	2,975.06	25.62
249-371-724-000	EDUCATION	7,658.62	6,500.00	708.75	0.00	5,951.25	10.90
249-371-727-000	SUPPLIES	6,573.10	10,000.00	5,112.29	1,436.33	4,887.71	51.12
249-371-757-000	BOOKS	484.75	3,500.00	400.04	0.00	3,099.96	11.43
249-371-768-000	DEPARTMENT UNIFORMS	4,002.61	4,200.00	2,456.07	38.14	1,743.93	58.48
249-371-787-000	MISCELLANEOUS	0.00	1,500.00	0.00	0.00	1,500.00	0.00
249-371-787-200	CREDIT CARD FEES	18,183.17	16,800.00	15,207.72	2,499.54	1,592.28	90.52
249-371-807-000	AUDIT FEES & SERVICES	940.00	935.00	940.00	0.00	(5.00)	100.53
249-371-810-000	LIABILITY INSURANCE	8,499.00	8,994.00	9,878.55	0.00	(884.55)	109.83
249-371-821-000	BLDG ENGINEERING	0.00	1,500.00	0.00	0.00	1,500.00	0.00
249-371-860-000	MILEAGE	64,206.17	60,000.00	36,366.83	5,066.48	23,633.17	60.61
249-371-862-500	DEPT HEAD, SUPV EXPENSES	202.80	500.00	0.00	0.00	500.00	0.00
249-371-924-000	PHONES	1,294.06	2,000.00	960.71	54.85	1,039.29	48.04
249-371-924-100	CELL PHONES	7,860.15	8,250.00	7,341.67	796.00	908.33	88.99
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	2,258.41	4,200.00	0.00	0.00	4,200.00	0.00
249-371-939-000	SERVICE CONTRACTS	20,878.29	14,413.00	13,798.22	167.29	614.78	95.73
249-371-940-000	BUILDING RENTAL-LEASE	68,675.32	76,125.00	96,094.46	5,604.94	(19,969.46)	126.23
249-371-941-000	POSTAGE & MACHINE LEASE	450.00	1,000.00	600.00	150.00	400.00	60.00
249-371-950-000	DEPARTMENT REFUNDS	0.00	0.00	26,388.00	0.00	(26,388.00)	100.00
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	7,918.61	20,000.00	0.00	0.00	20,000.00	0.00
249-371-981-000	OFFICE EQUIPMENT	6,995.70	4,000.00	1,085.26	0.00	2,914.74	27.13
Net - Dept 371 - BUILDING DEPARTMENT		975,843.96	1,046,569.00	784,716.78	102,358.90	261,852.22	

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019	2020	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AUDITED BALANCE	AMENDED BUDGET	08/31/2020 NORM (ABNORM)	MONTH 08/31/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Dept 850 - BENEFITS/INSURANCE							
249-850-715-000	FICA-EMPLOYER	53,221.34	59,258.00	42,508.94	6,208.25	16,749.06	71.74
249-850-716-000	DEFINED CONTRIBUTION PLAN	94,637.35	113,877.00	48,168.20	7,189.23	65,708.80	42.30
249-850-717-000	WORKERS COMP INSURANCE	16,732.75	17,737.00	(1,614.18)	(1,614.18)	19,351.18	(9.10)
249-850-718-000	VISION INSURANCE BENEFITS	1,547.60	1,542.00	954.88	0.00	587.12	61.92
249-850-718-200	OTHER BENEFITS	11,000.00	15,400.00	14,000.00	0.00	1,400.00	90.91
249-850-719-000	HEALTH INSURANCE BENEFITS	97,796.01	118,146.00	93,027.54	8,376.24	25,118.46	78.74
249-850-719-100	OPT-OUT INSURANCE	3,000.00	4,000.00	4,000.00	0.00	0.00	100.00
249-850-720-000	LIFE & DISABILITY INSURANCE	7,678.19	11,230.00	6,599.19	0.00	4,630.81	58.76
249-850-721-000	DENTAL INSURANCE BENEFITS	4,785.31	10,279.00	6,693.20	748.42	3,585.80	65.12
249-850-722-000	PENSION PLAN BENEFITS	45,454.31	45,168.00	68,481.29	3,764.00	(23,313.29)	151.61
Net - Dept 850 - BENEFITS/INSURANCE		335,852.86	396,637.00	282,819.06	24,671.96	113,817.94	
Dept 901 - CAPITAL OUTLAY							
249-901-975-000	CAPITAL OUTLAY - BLDGIMP	438,200.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		438,200.00	0.00	0.00	0.00	0.00	
Dept 964 - PAYMENTS TO OTHER TOWNSHIPS							
249-964-964-100	PERMITS DUE TO LOWELL TWP	33,722.35	28,600.00	14,606.60	2,151.40	13,993.40	51.07
249-964-964-200	PERMITS DUE TO VERGENNES TWP	5,798.25	6,800.00	6,089.60	1,291.60	710.40	89.55
249-964-964-300	PERMITS DUE TO GR TWP	51,571.00	60,000.00	30,471.90	6,945.00	29,528.10	50.79
249-964-964-400	PERMITS DUE TO ADA TWP	48,258.58	60,000.00	43,926.75	5,007.80	16,073.25	73.21
249-964-964-500	PERMITS DUE TO EAST GR	30,589.15	34,000.00	29,130.80	4,113.40	4,869.20	85.68
249-964-964-600	PERMITS DUE PLAINFIELD	45,518.71	52,000.00	38,558.20	6,219.55	13,441.80	74.15
249-964-964-800	PERMITS DUE CASCADE TWP	77,897.25	97,000.00	78,618.30	7,627.55	18,381.70	81.05
Net - Dept 964 - PAYMENTS TO OTHER TOWNSHIPS		293,355.29	338,400.00	241,402.15	33,356.30	96,997.85	
Fund 249 - BUILDING FUND:							
TOTAL REVENUES		1,682,539.74	1,771,000.00	1,197,335.76	143,257.82	573,664.24	67.61
TOTAL EXPENDITURES		2,043,252.11	1,781,606.00	1,308,937.99	160,387.16	472,668.01	73.47
NET OF REVENUES & EXPENDITURES		(360,712.37)	(10,606.00)	(111,602.23)	(17,129.34)	100,996.23	1,052.26

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 249 - BUILDING FUND			
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	84,561.00	
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	107,138.21	
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	34,182.13	
249-000-002-003	CONSUMERS CR UN SAVINGS	316,713.25	
249-000-003-001	CD - INDEPENDENT BANK M 6/19/21	321,327.11	
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	548,201.80	
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	631,804.85	
249-000-003-037	CHEMICAL BANK CD M 10/28/19	569,753.35	
249-000-084-000	DUE FROM OTHER FUNDS	1,614.18	
249-000-202-000	ACCOUNTS PAYABLE		11,326.34
249-000-237-000	DUE TO IRF SW CONNECTIONS		3,300.00
249-000-390-000	FUND BALANCE		2,020,191.68
249-000-391-001	FUND BAL- COMMITTED FUTURE FAC IMP 2018		1,000,000.00
249-000-607-483	CASCADE TWP BLDG COM PERMITS		110,918.00
249-000-607-484	CASCADE TWP BLDG RES PERMITS		64,467.00
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS		45,358.00
249-000-607-486	CASCADE TWP MECHANICAL PERMITS		63,228.00
249-000-607-487	CASCADE TWP PLUMBING PERMITS		35,503.00
249-000-607-488	CASCADE - PR		29,603.00
249-000-607-490	CASCADE TWP CONTRACTOR REG		6,855.00
249-000-607-500	LOWELL TWP BUILDING PERMITS		33,148.00
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS		13,364.00
249-000-607-502	LOWELL TWP MECHANICAL PERMITS		13,855.00
249-000-607-503	LOWELL TWP PLUMBING PERMITS		9,175.00
249-000-607-504	LOWELL TWP - PR		248.00
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS		11,693.00
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS		10,650.00
249-000-607-516	VERGENNES TWP PLUMBING PERMITS		8,537.00
249-000-607-520	ADA TWP BUILDING PERMITS		98,177.00
249-000-607-521	ADA TWP PLUMBING PERMITS		22,684.00
249-000-607-523	ADA TWP ELECTRICAL PERMITS		37,804.00
249-000-607-524	ADA TWP MECHANICAL PERMITS		47,378.25
249-000-607-525	ADA TWP - PR		17,364.00
249-000-607-531	GR TWP BUILDING PERMITS		55,792.00
249-000-607-532	GR TWP ELECTRICAL PERMITS		28,150.00
249-000-607-533	GR TWP MECHANICAL PERMITS		39,225.50
249-000-607-534	GR TWP PLUMBING PERMITS		19,899.00
249-000-607-535	GRT - PR		3,446.00
249-000-607-536	EAST GR BUILDING PERMITS		61,794.00
249-000-607-537	EAST GR ELECTRICAL PERMITS		22,911.00
249-000-607-538	EAST GR MECHANICAL PERMITS		31,438.00
249-000-607-539	EAST GR PLUMBING PERMITS		14,713.00
249-000-607-540	EGR - PR		5,480.00
249-000-607-541	EAST GR-RENTAL INSP		3,710.00
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS		63,884.00
249-000-607-552	PLAINFIELD MECHANICAL PERMITS		82,659.50
249-000-607-553	PLAINFIELD - PLUMBING PERMITS		45,369.00

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
249-000-607-555	PLAINFIELD INSPECTION FEES -NP		250.00
249-000-665-000	INTEREST REVENUE		37,205.51
249-000-671-671	MISCELLANEOUS INCOME		1,400.00
249-371-702-000	WAGES- FULL TIME	560,200.17	
249-371-704-000	WAGES- PART TIME	2,785.10	
249-371-707-000	WAGES- CASUAL	3,368.00	
249-371-723-000	MEMBERSHIPS AND DUES	1,024.94	
249-371-724-000	EDUCATION	708.75	
249-371-727-000	SUPPLIES	5,112.29	
249-371-757-000	BOOKS	400.04	
249-371-768-000	DEPARTMENT UNIFORMS	2,456.07	
249-371-787-200	CREDIT CARD FEES	15,207.72	
249-371-807-000	AUDIT FEES & SERVICES	940.00	
249-371-810-000	LIABILITY INSURANCE	9,878.55	
249-371-860-000	MILEAGE	36,366.83	
249-371-924-000	PHONES	960.71	
249-371-924-100	CELL PHONES	7,341.67	
249-371-939-000	SERVICE CONTRACTS	13,798.22	
249-371-940-000	BUILDING RENTAL-LEASE	96,094.46	
249-371-941-000	POSTAGE & MACHINE LEASE	600.00	
249-371-950-000	DEPARTMENT REFUNDS	26,388.00	
249-371-981-000	OFFICE EQUIPMENT	1,085.26	
249-850-715-000	FICA-EMPLOYER	42,508.94	
249-850-716-000	DEFINED CONTRIBUTION PLAN	48,168.20	
249-850-717-000	WORKERS COMP INSURANCE		1,614.18
249-850-718-000	VISION INSURANCE BENEFITS	954.88	
249-850-718-200	OTHER BENEFITS	14,000.00	
249-850-719-000	HEALTH INSURANCE BENEFITS	93,027.54	
249-850-719-100	OPT-OUT INSURANCE	4,000.00	
249-850-720-000	LIFE & DISABILITY INSURANCE	6,599.19	
249-850-721-000	DENTAL INSURANCE BENEFITS	6,693.20	
249-850-722-000	PENSION PLAN BENEFITS	68,481.29	
249-964-964-100	PERMITS DUE TO LOWELL TWP	14,606.60	
249-964-964-200	PERMITS DUE TO VERGENNES TWP	6,089.60	
249-964-964-300	PERMITS DUE TO GR TWP	30,471.90	
249-964-964-400	PERMITS DUE TO ADA TWP	43,926.75	
249-964-964-500	PERMITS DUE TO EAST GR	29,130.80	
249-964-964-600	PERMITS DUE PLAINFIELD	38,558.20	
249-964-964-800	PERMITS DUE CASCADE TWP	78,618.30	
Total Fund 249 - BUILDING FUND		4,233,767.96	4,233,767.96

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 249 - BUILDING FUND		
*** Assets ***		
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	84,561.00
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	107,138.21
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	34,182.13
249-000-002-003	CONSUMERS CR UN SAVINGS	316,713.25
249-000-003-001	CD - INDEPENDENT BANK M 6/19/21	321,327.11
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	548,201.80
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	631,804.85
249-000-003-037	CHEMICAL BANK CD M 10/28/19	569,753.35
249-000-084-000	DUE FROM OTHER FUNDS	1,614.18
	Total Assets	2,923,215.79
*** Liabilities ***		
249-000-202-000	ACCOUNTS PAYABLE	11,326.34
249-000-237-000	DUE TO IRF SW CONNECTIONS	3,300.00
	Total Liabilities	14,626.34
*** Fund Balance ***		
249-000-390-000	FUND BALANCE	2,020,191.68
249-000-391-001	FUND BAL- COMMITTED FUTURE FAC IMP 2018	1,000,000.00
	Total Fund Balance	3,020,191.68
	Beginning Fund Balance	3,020,191.68
	Net of Revenues VS Expenditures	(111,602.23)
	Ending Fund Balance	2,908,589.45
	Total Liabilities And Fund Balance	2,923,215.79

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 270 - LIBRARY FUND							
Revenues							
270-000-401-402	TAX LEVY	208,710.75	217,645.00	218,084.09	0.00	(439.09)	100.20
270-000-401-410	PERSONAL PROPERTY TAX	14,787.21	15,379.00	14,938.74	0.00	440.26	97.14
270-000-401-412	DELINQUENT TAX LEVY	457.18	1,000.00	403.27	0.00	596.73	40.33
270-000-401-437	ABATEMENT TAXES-LEVY	1,616.03	1,835.00	1,834.57	0.00	0.43	99.98
270-000-401-445	PENALTIES & INTEREST ON TAX	48.18	0.00	39.59	0.00	(39.59)	100.00
270-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	6,739.01	5,000.00	10,884.36	0.00	(5,884.36)	217.69
270-000-587-587	KENT DISTRICT LIBRARY PAYMENT	32,869.52	32,870.00	24,652.14	0.00	8,217.86	75.00
270-000-665-000	INTEREST REVENUE	12,564.88	66,000.00	57,329.59	188.45	8,670.41	86.86
270-000-671-671	MISCELLANEOUS INCOME	70.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		277,862.76	339,729.00	328,166.35	188.45	11,562.65	
Dept 790 - LIBRARY							
270-790-727-000	LIBRARY SUPPLIES	1,831.55	6,600.00	640.00	0.00	5,960.00	9.70
270-790-729-000	LIB ELECTRONIC SUBSCRIPTIONS	0.00	900.00	0.00	0.00	900.00	0.00
270-790-787-000	MISCELLANEOUS	193.85	1,000.00	126.00	0.00	874.00	12.60
270-790-802-200	JANITORIAL & MAINTENANCE	2,975.60	10,000.00	899.26	0.00	9,100.74	8.99
270-790-810-000	LIABILITY INSURANCE	14,165.00	15,088.00	16,464.25	0.00	(1,376.25)	109.12
270-790-921-000	LIBRARY ELECTRICITY	47,216.62	55,000.00	35,548.81	4,780.60	19,451.19	64.63
270-790-923-000	LIBRARY HEATING	11,994.42	12,000.00	6,121.24	148.57	5,878.76	51.01
270-790-924-000	LIBRARY PHONES	1,438.61	1,800.00	1,180.45	15.67	619.55	65.58
270-790-927-000	LIBRARY WATER-SEWER	5,784.61	8,000.00	3,917.96	0.00	4,082.04	48.97
270-790-931-000	LIBRARY MAINTENANCE	114,707.93	65,000.00	52,910.55	4,818.92	12,089.45	81.40
270-790-931-100	LIBRARY MAINTENANCE	64,036.00	76,461.00	325.00	0.00	76,136.00	0.43
270-790-950-000	PROPERTY TAX REFUNDS	5.06	50.00	21.99	0.00	28.01	43.98
270-790-981-000	OFFICE EQUIPMENT	0.00	1,000.00	2,475.27	0.00	(1,475.27)	247.53
Net - Dept 790 - LIBRARY		264,349.25	252,899.00	120,630.78	9,763.76	132,268.22	
Fund 270 - LIBRARY FUND:							
TOTAL REVENUES		277,862.76	339,729.00	328,166.35	188.45	11,562.65	96.60
TOTAL EXPENDITURES		264,349.25	252,899.00	120,630.78	9,763.76	132,268.22	47.70
NET OF REVENUES & EXPENDITURES		13,513.51	86,830.00	207,535.57	(9,575.31)	(120,705.57)	239.01

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 270 - LIBRARY FUND			
270-000-001-510	CASH - MI CLASS	466,212.18	
270-000-003-014	CD - LAKE MICH CR UN #40 M3/27/2020	445,585.17	
270-000-003-026	CD - WEST MI COMMUNITY BANK M 6/1/2020	272,563.93	
270-000-003-027	CD - NORTHPOINTE BANK MM 4/7/2020	570,033.64	
270-000-015-023	LIBRARY M/M UNITED BANK	511,001.95	
270-000-390-000	FUND BALANCE		1,657,861.30
270-000-391-001	FUND BALANCE - COMMITTED/MAJOR REPAIRS11		400,000.00
270-000-401-402	TAX LEVY		218,084.09
270-000-401-410	PERSONAL PROPERTY TAX		14,938.74
270-000-401-412	DELINQUENT TAX LEVY		403.27
270-000-401-437	ABATEMENT TAXES-LEVY		1,834.57
270-000-401-445	PENALTIES & INTEREST ON TAX		39.59
270-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		10,884.36
270-000-587-587	KENT DISTRICT LIBRARY PAYMENT		24,652.14
270-000-665-000	INTEREST REVENUE		57,329.59
270-790-727-000	LIBRARY SUPPLIES	640.00	
270-790-787-000	MISCELLANEOUS	126.00	
270-790-802-200	JANITORIAL & MAINTENANCE	899.26	
270-790-810-000	LIABILITY INSURANCE	16,464.25	
270-790-921-000	LIBRARY ELECTRICITY	35,548.81	
270-790-923-000	LIBRARY HEATING	6,121.24	
270-790-924-000	LIBRARY PHONES	1,180.45	
270-790-927-000	LIBRARY WATER-SEWER	3,917.96	
270-790-931-000	LIBRARY MAINTENANCE	52,910.55	
270-790-931-100	LIBRARY MAINTENANCE	325.00	
270-790-950-000	PROPERTY TAX REFUNDS	21.99	
270-790-981-000	OFFICE EQUIPMENT	2,475.27	
Total Fund 270 - LIBRARY FUND		2,386,027.65	2,386,027.65

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 270 - LIBRARY FUND		
*** Assets ***		
270-000-001-510	CASH - MI CLASS	466,212.18
270-000-003-014	CD - LAKE MICH CR UN #40 M3/27/2020	445,585.17
270-000-003-026	CD - WEST MI COMMUNITY BANK M 6/1/2020	272,563.93
270-000-003-027	CD - NORTHPOINTE BANK MM 4/7/2020	570,033.64
270-000-015-023	LIBRARY M/M UNITED BANK	511,001.95
	Total Assets	2,265,396.87
*** Liabilities ***		
	Total Liabilities	0.00
*** Fund Balance ***		
270-000-390-000	FUND BALANCE	1,657,861.30
270-000-391-001	FUND BALANCE - COMMITTED/MAJOR REPAIRS11	400,000.00
	Total Fund Balance	2,057,861.30
	Beginning Fund Balance	2,057,861.30
	Net of Revenues VS Expenditures	207,535.57
	Ending Fund Balance	2,265,396.87
	Total Liabilities And Fund Balance	2,265,396.87

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/20 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 282 - CARES ACT							
Dept 345 - 345							
282-345-528-000	OTHER FEDERAL GRANTS	0.00	0.00	15,701.00	0.00	(15,701.00)	100.00
282-345-755-000	COVID 19 EXPENSES	0.00	0.00	15,701.00	15,701.00	(15,701.00)	100.00
Net - Dept 345 - 345		0.00	0.00	31,402.00	15,701.00	(31,402.00)	
Fund 282 - CARES ACT :							
TOTAL REVENUES		0.00	0.00	15,701.00	0.00	(15,701.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	15,701.00	15,701.00	(15,701.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	31,402.00	15,701.00	(31,402.00)	0.00
TOTAL REVENUES - ALL FUNDS		13,550,657.51	13,237,955.00	11,288,617.79	1,281,800.16	1,949,337.21	85.27
TOTAL EXPENDITURES - ALL FUNDS		14,577,259.10	12,250,144.00	9,563,177.30	1,396,769.68	2,686,966.70	78.07
NET OF REVENUES & EXPENDITURES		(1,026,601.59)	987,811.00	1,725,440.49	(114,969.52)	(737,629.49)	174.67

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 09/30/2020

GL Number	Description	Balance
Fund 282 - CARES ACT		
*** Assets ***		
282-345-081-000	DUE FROM OTHER GOVERNMENT UNITS	15,701.00
	Total Assets	15,701.00
*** Liabilities ***		
282-345-202-000	ACCOUNTS PAYABLE	15,701.00
	Total Liabilities	15,701.00
*** Fund Balance ***		
	Total Fund Balance	0.00
	Beginning Fund Balance	0.00
	Net of Revenues VS Expenditures	0.00
	Ending Fund Balance	0.00
	Total Liabilities And Fund Balance	15,701.00

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 701 - TRUST AND AGENCY			
701-000-003-002	HENRY KRAMER ESCROW	15,389.12	
701-000-003-004	JACK SMITH ESCROW	23,137.26	
701-000-003-018	CD - CHEMICAL BANK JAMES TIMMONS	12,400.00	
701-000-015-004	MONEY MARKET - CHEMICAL BANK	185,604.43	
701-000-214-000	DUE TO GENERAL FUND		4.63
701-000-230-004	T&A INTERST DUE GF		1,564.71
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
701-000-252-205	GROOTERS DEV./ 5400 INTERNATIONAL PKWAY		500.00
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	4,020.35	
701-000-252-238	LANTERNS OF CASCADE JUNE 2019		9,296.95
701-000-252-239	NATIONAL TIRE SEPTEMBER 2019		256.50
701-000-252-240	EDWARD ROSE/ GARDEN APARTMENTS		19,615.50
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

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
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		1,000.00
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		408.00
701-000-253-413	ROGUE LLC 18:3509		406.75
701-000-253-414	BDR EXECUTIVE HOMES PATHWAY BOND		1,000.00
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		380.50
701-000-253-418	TOM GIUSTI/ ROUND HILL 19:3527		35,842.25
701-000-253-419	CASCADE TLC DAYCARE 19:3534		500.00
701-000-253-420	NATIONAL TIRE WHOLESAL 19:3538		500.00
701-000-253-421	WATERMARK PROPERTIES LLC 19:3542		500.00
701-000-253-422	WALMART 19:3541		494.10
701-000-253-423	BRAD HARMON/ BKBE HOLDINGS LLC 19:3550		500.00
701-000-253-424	SARAH HOTCHKISS 19-3558		363.50
701-000-253-425	AUGUSTA TOWER 19-3570		1,000.00
701-000-253-426	EDWARD ROSE DEV CO., LLC		500.00
701-000-253-427	TARGET 20-3576 ZONING VARIANCE		500.00
701-000-253-431	GOLDEN VALLEY SITE CONDO #20-3593-ESCROW		500.00
701-000-253-432	GOLDEN VALLEY SITE CONDO #20-3594- PLAN		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		23,137.26
701-000-255-743	CUSTOMER DEPOSITS- SOLICITATION BONDS		1,025.00
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
701-000-283-170	LANDSCAPE BOND - 5354 HALL		10,000.00
701-000-283-171	PATHWAY BOND - 1990 SPAULDING		500.00
701-000-283-740	HENRY KRAMER PERFORMANCE BOND		15,389.12
701-000-283-741	PERFORMANCE BOND 5801 KRAFT		5,000.00
Total Fund 701 - TRUST AND AGENCY		240,551.16	240,551.16

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 09/30/2020**

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	33.17	
703-000-001-110	FLAGSTAR BANK - CASH		7,084,864.67
703-000-001-111	CASH RECEIVING & WIRE - FLAGSTAR	7,438,491.46	
703-000-001-112	CASH DELINQUENT - FLAGSTAR	1,851.52	
703-000-214-111	CCT-INTEREST & PENALTY		26.13
703-000-214-112	CCT - OVER/SHORT	1.93	
703-000-214-155	CCT - ADMIN		3,223.69
703-000-222-110	KENT COUNTY - OPERATING		50,135.60
703-000-222-111	KENT COUNTY - INTEREST		1,283.95
703-000-222-175	KENT COUNTY - DOG LICENSE		872.60
703-000-222-210	KENT COUNTY - IFT OPERATING		5,144.18
703-000-225-110	FHPS - OPERATING		23,795.35
703-000-225-111	FHPS - INTEREST		590.36
703-000-225-120	FHPS - DEBT		29,837.85
703-000-225-130	FHPS - RECREATION		4,442.78
703-000-225-410	CALEDONIA - OPERATING		22,914.30
703-000-225-411	CALEDONIA - INTEREST		391.65
703-000-225-420	CALEDONIA - DEBT		10,029.87
703-000-225-520	CALEDONIA - IFT DEBT		4,262.16
703-000-226-110	LOWELL - OPERATING		253.42
703-000-226-111	LOWELL - INTEREST		3.67
703-000-226-120	LOWELL - DEBT		101.15
703-000-226-130	LOWELL BLDG/SITE		13.87
703-000-228-001	SET & OPERATING TAX (COUNTY)		71,166.66
703-000-228-201	IFT SET & OPER TAX (STATE)		4,572.96
703-000-230-001	TAX INT- DUE TO OTHER UNIT GOVT		1,014.94
703-000-230-002	DELQ TAX - DUE TO OTHER UNIT OF GOVT		1,812.44
703-000-230-003	WIRE ACCT-DUE TO OTHER UNIT GOVT		1.00
703-000-230-012	DELQ TAX INT- DUE OTHER UNIT GOVT		23.61
703-000-230-013	WIRE ACCT INT - DUE TO OTHER GOVT		207.57
703-000-230-032	DELQ TAX OVER AND SHORT	2.73	
703-000-230-043	WIRE- ONLINE SERVICE FEES		30.96
703-000-230-044	TAX NSF FEES		225.89
703-000-234-110	KENT ISD - TAXES		66,088.00
703-000-234-111	KENT ISD - TAXES INTEREST		739.27
703-000-234-210	KENT ISD - IFT TAXES		6,780.97
703-000-235-110	GRCC - TAXES		20,736.29
703-000-235-111	GRCC - TAXES INTEREST		231.98
703-000-235-210	GRCC - IFT TAX		2,127.67
703-000-274-000	UNDISTRIBUTED TAX COLLECTION		371.87
703-000-275-000	DUE TO TAXPAYERS		22,211.48
Total Fund 703 - CURRENT TAX COLLECTION FUND		7,440,530.81	7,440,530.81

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 09/01/2020 - 09/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
FUND 101 - GENERAL FUND							
09/03/2020	GENF	71665	ANDREW JESTER	PARK INCOME	671-653	000	25.00
09/03/2020	GENF	71666	LTC M.A. AND C.E. BAUMAN	PARK INCOME	671-653	000	** VOIDED **
Void Reason: CUSTOMER DID NOT WANT PARK REFUND							
09/03/2020	GENF	71667	ROBERT BEAHAN	SUPERVISOR MILEAGE	860-000	171	215.05
09/03/2020	GENF	71667	ROBERT BEAHAN	SUPERVISOR CELL PHONE	925-000	171	50.00
CHECK GENF 71667 TOTAL FOR FUND 101:							265.05
09/03/2020	GENF	71671	MARK A CARGILL	PARK INCOME	671-653	000	25.00
09/03/2020	GENF	71673	CONSUMERS ENERGY	STREETLIGHTING 1516 HILLSBORO AVE	926-000	448	100.00
09/03/2020	GENF	71675*#	COMCAST	COMPLEX PHONES	924-000	265	172.37
09/03/2020	GENF	71675	COMCAST	PARK PHONES	924-000	756	23.51
CHECK GENF 71675 TOTAL FOR FUND 101:							195.88
09/03/2020	GENF	71676	COMMUNITY MEDIA CENTER	CABLE EQUIPMENT GRANTS- 2019 PEG FEES	951-000	295	35,000.00
09/03/2020	GENF	71676	COMMUNITY MEDIA CENTER	COMMUNITY MEDIA CENTER- 2020 CONTRIB	955-000	295	5,000.00
CHECK GENF 71676 TOTAL FOR FUND 101:							40,000.00
09/03/2020	GENF	71680*#	FIRST BANKCARD	CC ADMIN - FILE ORGANIZER	727-000	257	13.87
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - SHARPIE, HIGHLIGHTERS, CASE	727-000	295	32.50
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - PENS	727-000	295	4.97
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - LETTER OPENER, PENS	727-000	295	35.13
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - AMAZON PRIME AUG 2020	727-000	295	12.99
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - ZOOM COVID 19 EXPENSES	755-000	295	100.69
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - ZIPLOC BAGS	787-000	295	12.17
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - WATERSENTRY FILTER	787-000	295	167.29
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - HAND WASH, LABELS	787-000	295	53.98
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - SHREDDER BAGS	787-000	295	23.31
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - INTEREST ON PURCHASES	787-000	295	12.39
CHECK GENF 71680 TOTAL FOR FUND 101:							469.29
09/03/2020	GENF	71681	FOX FORD MAZDA	OIL CHANGE 2016 FORD VIN 1FTBF2B62GEC731	863-000	265	39.16
09/03/2020	GENF	71681	FOX FORD MAZDA	OIL CHANGE FORD VIN 1FTSF2BT7CEA41226	863-000	265	75.20
CHECK GENF 71681 TOTAL FOR FUND 101:							114.36
09/03/2020	GENF	71684*#	THE HOME DEPOT CREDIT SERVICES	PAINT PRIMER BRUSH	931-000	265	60.43
09/03/2020	GENF	71686	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	64.20
09/03/2020	GENF	71688	MICHIGAN ASSOCIATION OF	PLANNING MI VIRTUAL CONF - S.PETERSON	724-000	721	185.00
09/03/2020	GENF	71691	MINER SUPPLY COMPANY	COMPLEX MAINTENANCE	931-000	265	393.06
09/03/2020	GENF	71691	MINER SUPPLY COMPANY	COMPLEX MAINTENANCE	931-000	265	238.00
CHECK GENF 71691 TOTAL FOR FUND 101:							631.06
09/03/2020	GENF	71693	AARON NEWTON	REIMBURSE 42 MILES - A.NEWTON	860-000	253	24.15
09/03/2020	GENF	71697*#	REPUBLIC SERVICES	COMPLEX MAINTENANCE REPUBLIC	931-000	265	1,010.27
09/03/2020	GENF	71697	REPUBLIC SERVICES	PARK MAINTENANCE REPUBLIC	935-000	756	454.90
CHECK GENF 71697 TOTAL FOR FUND 101:							1,465.17

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 09/01/2020 - 09/30/2020

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09/03/2020	GENF	71698*#	PITNEY BOWES RESERVE ACCOUNT	POSTAGE - GENERAL	730-000	295	2,700.00
09/03/2020	GENF	71702	STATE OF MICHIGAN UI	UIA 2ND QRT TAX PAYMENT (PYMT WAS SHORT)	723-000	850	60.00
09/03/2020	GENF	71702	STATE OF MICHIGAN UI	UIA 1ST QRT TAX PYMT DUE (PYMT WAS SHORT)	723-000	850	60.00
				CHECK GENF 71702 TOTAL FOR FUND 101:			<u>120.00</u>
09/03/2020	GENF	71703	SOURINE, OXANA	REIMBURSE 71 MILES - O.SOURINE	860-000	253	40.83
09/03/2020	GENF	71705	LIZ THOMPSON	OFFICE SUPPLIES	727-000	295	20.99
09/03/2020	GENF	71707*#	VERIZON WIRELESS	MANAGERS CELL PHONE	925-000	171	111.22
09/03/2020	GENF	71707	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES	924-100	265	180.23
09/03/2020	GENF	71707	VERIZON WIRELESS	COMM DEV CELL/DATA	925-000	721	99.92
				CHECK GENF 71707 TOTAL FOR FUND 101:			<u>391.37</u>
09/04/2020	GENF	6305(A)*#	AQUARIUS LAWN SPRINKLING	OFFICE, PARTS AND LABOR	931-000	265	255.64
09/04/2020	GENF	6305(A)	AQUARIUS LAWN SPRINKLING	STATION 1, PARTS AND LABOR	931-000	265	219.84
09/04/2020	GENF	6305(A)	AQUARIUS LAWN SPRINKLING	COMPLEX MAINTENANCE	931-000	265	264.05
				CHECK GENF 6305(A) TOTAL FOR FUND 101:			<u>739.53</u>
09/04/2020	GENF	6310(A)	IT RIGHT	COMPUTER COSTS-ISP	815-000	295	1,360.00
09/04/2020	GENF	6315(A)*#	THORNAPPLE RIVER NURSERY, INC.	COMPLEX MAINTENANCE	931-000	265	126.00
09/04/2020	GENF	6315(A)	THORNAPPLE RIVER NURSERY, INC.	COMPLEX MAINTENANCE	931-000	265	162.00
09/04/2020	GENF	6315(A)	THORNAPPLE RIVER NURSERY, INC.	PARK MAINTENANCE-TASSEL PARK	935-000	756	205.00
				CHECK GENF 6315(A) TOTAL FOR FUND 101:			<u>493.00</u>
09/04/2020	GENF	6322(A)	X-CEL CHEMICAL SPECIALTIES CO.	PARK MAINTENANCE	935-000	756	66.00
09/10/2020	GENF	71709	123NET	COMPLEX PHONES- EVC 10079	924-000	265	699.00
09/10/2020	GENF	71709	123NET	COMPLEX PHONES- EVC 10078	924-000	265	699.00
				CHECK GENF 71709 TOTAL FOR FUND 101:			<u>1,398.00</u>
09/10/2020	GENF	71711	STARCAP MARKETING, LLC	ASSESSING SERVICE CONTRACTS	939-000	257	595.00
09/10/2020	GENF	71713	B&V MECHANICAL INC.	COMPLEX MAINTENANCE	931-000	265	955.41
09/10/2020	GENF	71714	CASCADE PRINTING & GRAPHICS	BUSINESS CARDS- O.SOURINE/ J.MACDONALD	727-000	295	116.90
09/10/2020	GENF	71715	CASCADE CHARTER TOWNSHIP	TRANSFER TO DAM MAJOR REPAIR	999-005	965	10,000.00
09/10/2020	GENF	71717	CONSUMERS ENERGY	STREETLIGHTING	926-000	448	207.22
09/10/2020	GENF	71717	CONSUMERS ENERGY	STREETLIGHTING	926-000	448	10,481.21
				CHECK GENF 71717 TOTAL FOR FUND 101:			<u>10,688.43</u>
09/10/2020	GENF	71719*#	COMCAST	COMPLEX PHONES	924-000	265	229.90
09/10/2020	GENF	71720*#	DTE ENERGY	COMPLEX HEATING DTE ENERGY	923-000	265	84.03
09/10/2020	GENF	71720	DTE ENERGY	5920 TAHOE DR. SE DTE ENERGY	923-000	265	51.19
09/10/2020	GENF	71720	DTE ENERGY	MUSEUM HEATING DTE ENERGY	923-000	803	37.48
				CHECK GENF 71720 TOTAL FOR FUND 101:			<u>172.70</u>
09/10/2020	GENF	71721	FOX FORD MAZDA	OIL CHANGE 2019 F350	863-000	265	46.69

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09/10/2020	GENF	71722	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	61.60
09/10/2020	GENF	71722	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	199.88
				CHECK GENF 71722 TOTAL FOR FUND 101:			261.48
09/10/2020	GENF	71723#	KENT COMMUNICATIONS INC.	ELECTION MISC EXPENSES	788-000	262	2,087.70
09/10/2020	GENF	71723	KENT COMMUNICATIONS INC.	4 NEWSLETTERS	885-000	295	1,894.89
				CHECK GENF 71723 TOTAL FOR FUND 101:			3,982.59
09/10/2020	GENF	71745	MLIVE MEDIA GROUP	PRINTING & PUBLISHING	900-000	721	996.00
09/10/2020	GENF	71746	ELISABETH MURPHY	PARK REFUND	671-653	000	50.00
09/10/2020	GENF	71750	TIP TOP GRAVEL CO.	PARK MAINTENANCE	935-000	756	9.86
09/11/2020	GENF	6325(A)	CONSUMERS ENERGY	1030 3693 2491 5920 TAHOE DR SE	921-000	265	1,208.51
09/11/2020	GENF	6327(A)	HOPE NETWORK	TRANSPORTATION SERVICES- AUGUST	859-000	652	141.60
09/11/2020	GENF	6328(A)*#	KINGSLAND'S ACE HARDWARE	LAG SCREWS	863-000	265	18.89
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	BOLTS BY THE EACH	863-000	265	1.22
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	FLAT WASHERS BY THE EACH	863-000	265	0.92
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	NUTS BY THE EACH	863-000	265	1.07
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	ANCHORS BY THE EACH	863-000	265	3.53
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	RTU GROUND CLEAR	931-000	265	57.58
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	DISH SOAP	931-000	265	4.13
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	RTU GROUND CLEAR	932-000	276	28.79
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	CABLE TIES & SANITIZER GEL	935-000	756	6.10
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	CABLE BY THE FT	935-000	756	2.56
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	NITRILE GLOVE	935-000	756	13.66
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	RTU ROUNDUP & VEG KILLER	935-000	756	76.48
				CHECK GENF 6328(A) TOTAL FOR FUND 101:			214.93
09/11/2020	GENF	6329(A)	KONICA MINOLTA BUSINESS SOLUTIONS	PRINTING/PUBLISHING	900-000	295	209.62
09/11/2020	GENF	6329(A)	KONICA MINOLTA BUSINESS SOLUTIONS	PRINTING/PUBLISHING	900-000	295	71.40
09/11/2020	GENF	6329(A)	KONICA MINOLTA BUSINESS SOLUTIONS	PRINTING/PUBLISHING	900-000	295	212.30
				CHECK GENF 6329(A) TOTAL FOR FUND 101:			493.32
09/11/2020	GENF	6330(A)	PITNEY BOWES GLOBAL	POSTAGE MACHINE LEASE -QRT 3 2020	941-000	295	688.17
09/17/2020	GENF	71758	CASCADE CHARTER TOWNSHIP	TRANSFER TO FIRE FUND	999-006	965	33,333.33
09/17/2020	GENF	71759	CHULSKI'S SALT SERVICE LLC	COMPLEX MAINTENANCE	931-000	265	4,832.15
09/17/2020	GENF	71760*#	CINTAS	COMPLEX MAINTENANCE	931-000	265	507.72
09/17/2020	GENF	71761	CORELOGIC	ASSESSING SERVICE CONTRACTS-SUBSCRIPTION	939-000	257	656.20
09/17/2020	GENF	71763	DISCOUNT TIRE	TIRE & CERTIFICATES	863-000	265	112.00
09/17/2020	GENF	71764*#	FRUIT BASKET FLOWERLAND	FLOWERS	931-000	265	193.60
09/17/2020	GENF	71765	FOX FORD MAZDA	OIL CHANGE & AIR FILTER 2014 F-250	863-000	265	73.22
09/17/2020	GENF	71766	GR AREA CHAMBER OF COMMERCE	ANNUAL DUES MBR ID 7556	723-000	101	850.00

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09/17/2020	GENF	71767*#	GRAND RAPIDS CITY TREASURER	COMPLEX WATER-SEWER	927-000	265	321.17
09/17/2020	GENF	71767	GRAND RAPIDS CITY TREASURER	TASSEL PARK- IRRG METER	927-000	756	276.64
09/17/2020	GENF	71767	GRAND RAPIDS CITY TREASURER	TASSEL PARK S/W	927-000	756	381.27
09/17/2020	GENF	71767	GRAND RAPIDS CITY TREASURER	MUSEUM WATER-SEWER	927-000	803	134.60
09/17/2020	GENF	71767	GRAND RAPIDS CITY TREASURER	MUSEUM IRRIGATION	927-000	803	515.35
				CHECK GENF 71767 TOTAL FOR FUND 101:			<u>1,629.03</u>
09/17/2020	GENF	71770	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	13.76
09/17/2020	GENF	71770	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	42.37
				CHECK GENF 71770 TOTAL FOR FUND 101:			<u>56.13</u>
09/17/2020	GENF	71771*#	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 33RD & 36TH	861-000	652	2,376.83
09/17/2020	GENF	71771	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 28TH ST	861-100	652	15,767.50
				CHECK GENF 71771 TOTAL FOR FUND 101:			<u>18,144.33</u>
09/17/2020	GENF	71772	KENT COUNTY BUREAU OF EQUALIZATION	EDUCATION	724-000	257	335.00
09/17/2020	GENF	71774	MELSE FIRE PROTECTION LLC	INSPECTIONS OF ALL TOWNSHIP BUILDINGS	931-000	265	8,804.00
09/17/2020	GENF	71799*#	MUNIWEB	WEBSITE HOSTING	815-000	295	228.00
09/17/2020	GENF	71807*#	VERIZON WIRELESS	TRUSTEE CELL PHONES	924-100	101	47.15
09/17/2020	GENF	71807	VERIZON WIRELESS	MANAGERS CELL PHONE	925-000	171	186.44
09/17/2020	GENF	71807	VERIZON WIRELESS	CLERK CELL PHONE	925-000	215	71.63
09/17/2020	GENF	71807	VERIZON WIRELESS	CLERK CELL PHONE	925-000	215	186.44
09/17/2020	GENF	71807	VERIZON WIRELESS	TREASURER'S CELL PHONES	924-100	253	15.71
09/17/2020	GENF	71807	VERIZON WIRELESS	CELL PHONES/DATA	924-100	257	15.71
09/17/2020	GENF	71807	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES	924-100	265	64.51
09/17/2020	GENF	71807	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES	924-100	265	31.44
09/17/2020	GENF	71807	VERIZON WIRELESS	CELL PHONES/DATA	924-100	295	15.71
09/17/2020	GENF	71807	VERIZON WIRELESS	COMM DEV CELL/DATA	925-000	721	31.47
				CHECK GENF 71807 TOTAL FOR FUND 101:			<u>666.21</u>
09/18/2020	GENF	6339(A)	CONSUMERS ENERGY	LAND RENTS/ LEASE- MI51442KEN-E	926-000	448	100.00
09/18/2020	GENF	6340(A)*	DELTA DENTAL	DENTAL INSURANCE BENEFITS	721-000	850	1,449.79
09/18/2020	GENF	6341(A)	EASTERN FLORAL & GIFTS	MISCELLANEOUS	787-000	295	54.00
09/24/2020	GENF	71809	B & B TRUCK EQUIPMENT INC	BELT AND SPRINT KIT	863-000	265	250.69
09/24/2020	GENF	71810	BLOOM SLUGGETT, PC	LEGAL FEES	826-000	295	1,732.50
09/24/2020	GENF	71811	CASCADE PRINTING & GRAPHICS	OFFICE SUPPLIES- TWP ENVELOPES	727-000	295	631.36
09/24/2020	GENF	71811	CASCADE PRINTING & GRAPHICS	OFFICE SUPPLIES- BUS. CARD. J. GENTER	727-000	295	100.90
09/24/2020	GENF	71811	CASCADE PRINTING & GRAPHICS	OFFICE SUPPLIES	727-000	295	84.90
				CHECK GENF 71811 TOTAL FOR FUND 101:			<u>817.16</u>
09/24/2020	GENF	71813	DEBORAH KAY RING	ASSESSING CONTRACTUAL SERVICES-SEPT	801-000	257	2,000.00
09/24/2020	GENF	71814*#	FIRST BANKCARD	CC SWAYZE - PARKING	860-000	171	3.00
09/24/2020	GENF	71814	FIRST BANKCARD	CC SWAYZE - PARKING	860-000	171	12.00
09/24/2020	GENF	71814	FIRST BANKCARD	CC SWAYZE - BUSINESS LUNCH	862-550	171	12.49
09/24/2020	GENF	71814	FIRST BANKCARD	CC SWAYZE - LUNCH	862-550	171	43.47
09/24/2020	GENF	71814	FIRST BANKCARD	CC SWAYZE - LUNCH	862-550	171	44.04

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09/24/2020	GENF	71814	FIRST BANKCARD	CC SWAYZE - PHONE ACCESSORIES	862-550	171	150.44
09/24/2020	GENF	71814	FIRST BANKCARD	CC GENTER - STC MI MASTER PROGRAM	724-000	257	1,010.00
09/24/2020	GENF	71814	FIRST BANKCARD	CC SLATER - PARKING	756-000	262	8.75
09/24/2020	GENF	71814	FIRST BANKCARD	CC GALLAGHER - PARKING	756-000	262	8.75
09/24/2020	GENF	71814	FIRST BANKCARD	CC PETERSON - VILLAGE AD AUG 21- AUG 27	787-000	295	100.00
09/24/2020	GENF	71814	FIRST BANKCARD	CC - INTEREST	787-000	295	65.40
09/24/2020	GENF	71814	FIRST BANKCARD	CC - FEES CHARGED	787-000	295	39.00
09/24/2020	GENF	71814	FIRST BANKCARD	CC - PAST DUE	787-000	295	371.09
				CHECK GENF 71814 TOTAL FOR FUND 101:			1,868.43
09/24/2020	GENF	71815*#	FIRST BANKCARD	CC ADMIN - LAPTOP MESSENGER BAG	752-000	257	45.98
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - ELECTION SUPPLIES	756-000	262	17.52
09/24/2020	GENF	71815	FIRST BANKCARD	ELECTION SUPPLIES	756-000	262	222.53
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - ELECTION SUPPLIES	756-000	262	27.44
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - AMAZON PRIME SEP 2020	727-000	295	12.99
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	230.73
09/24/2020	GENF	71815	FIRST BANKCARD	OFFICE SUPPLIES	727-000	295	19.99
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	3.00
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	34.51
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	23.25
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - INK PADS	727-000	295	17.98
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - KITCHEN SUPPLIES	787-000	295	30.40
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - KITCHEN SUPPLIES	787-000	295	28.55
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - KITCHEN SUPPLIES	787-000	295	151.72
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - INTEREST	787-000	295	20.63
				CHECK GENF 71815 TOTAL FOR FUND 101:			887.22
09/24/2020	GENF	71816	GR AREA CHAMBER OF COMMERCE	EMPLOYEE TRAINING- BIAS TRAINING	726-000	295	900.00
09/24/2020	GENF	71818	INTERNATIONAL INSTITUTE OF	CLERK MEMBERSHIPS AND DUES	723-000	215	280.00
09/24/2020	GENF	71818	INTERNATIONAL INSTITUTE OF	EDUCATION- IIMC CONFERENCE- PADLEY	724-000	215	550.00
				CHECK GENF 71818 TOTAL FOR FUND 101:			830.00
09/24/2020	GENF	71819	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES- PRINTER	727-000	295	438.87
09/24/2020	GENF	71819	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES-TONER	727-000	295	492.32
09/24/2020	GENF	71819	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES- PAPER & RUBBERBANDS	727-000	295	105.64
09/24/2020	GENF	71819	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	83.47
				CHECK GENF 71819 TOTAL FOR FUND 101:			1,120.30
09/24/2020	GENF	71821	KENT COUNTY DRAIN COMMISSION	DRAIN MAINTENANCE	816-000	445	5,241.81
09/24/2020	GENF	71822#	KENT COUNTY ROAD COMMISSION	MAINT & REPAIR/IMPROVEMENTS	931-000	276	162.72
09/24/2020	GENF	71822	KENT COUNTY ROAD COMMISSION	ROAD OVERLAYS	821-000	446	71,579.43
09/24/2020	GENF	71822	KENT COUNTY ROAD COMMISSION	TRAFFIC SIGNALS	927-100	448	7.18
				CHECK GENF 71822 TOTAL FOR FUND 101:			71,749.33
09/24/2020	GENF	71823	MICHIGAN ASSOCIATION OF	PLANNING MI VIRTUAL CONF - B.HILBRANDS	724-000	721	245.00
09/24/2020	GENF	71830*#	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H (C) GF	231-220	000	11.70
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H (C) FIRE	231-220	000	19.50
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H (C) BLDG	231-220	000	3.90
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (D) GF	231-221	000	17.00
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (D) FIRE	231-221	000	36.00
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (E) GF	231-221	000	78.10
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (E) FIR	231-221	000	273.30
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (E) BLDG	231-221	000	67.50
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE AD&D BENEFITS (B)	720-000	850	38.75
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE INSURANCE BENEFITS (A)	720-000	850	254.88
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE STD BENEFITS (G)	720-000	850	262.88
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE LTD BENEFITS (F)	720-000	850	661.64
				CHECK GENF 71830 TOTAL FOR FUND 101:			1,725.15

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09/24/2020	GENF	71831	OTTAWA COUNTY EQUALIZATION DEPARTME	EDUCATION	724-000	257	20.00
09/24/2020	GENF	71833	RHD TIRE INC.	FIRESTONE TIRES X4 FOR TRUCK#3	863-000	265	875.00
09/24/2020	GENF	71834	SHRM	MEMBERSHIP AND DUES- SHRM	723-000	295	219.00
09/24/2020	GENF	71835	SLATER, SUE	CLERK CELL PHONE	925-000	215	50.00
09/25/2020	GENF	46(E)*	WEST MICHIGAN HEALTH INSURANCE POOL	HEALTH INSURANCE BENEFITS	719-000	850	15,882.06
09/25/2020	GENF	6354(A)*#	CONSUMERS ENERGY	100000285161 2865 THORNHILLS AVE SE	921-000	265	1,989.35
09/25/2020	GENF	6355(A)	FAST SIGNS	PARK MAINTENANCE- TRAIL SIGNS	935-000	756	1,470.42
09/25/2020	GENF	6357(A)	KERKSTRA PORTABLE RESTROOM SERVICE	PARK MAINTENANCE- HANDICAP RESTROOM RENT	935-000	756	125.00
09/25/2020	GENF	6359(A)	SABO PUBLIC RELATIONS	SPECIAL PROJECTS	967-000	295	4,218.60
09/25/2020	GENF	6369(A)*#	WEX BANK	FUEL	864-000	265	1,156.30
Total for fund 101 GENERAL FUND							<u>269,203.83</u>
FUND 206 - FIRE FUND							
09/03/2020	GENF	71674	CERTSTAFFIX TRAINING	EXCEL 1	726-000	336	2,900.00
09/03/2020	GENF	71675*#	COMCAST	COMMUNICATIONS	850-000	336	117.53
09/03/2020	GENF	71680*#	FIRST BANKCARD	CC ADMIN - LAUNDRY DETERGENT, PAPER TOWE	936-002	336	21.99
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - PAPER TOWELS	936-002	336	30.92
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - BOWL CLEANER	936-002	336	43.97
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - DISHWASHER PODS	936-002	336	17.65
CHECK GENF 71680 TOTAL FOR FUND 206:							<u>114.53</u>
09/03/2020	GENF	71684*#	THE HOME DEPOT CREDIT SERVICES	LED WORKLIGHT	938-000	336	211.79
09/03/2020	GENF	71684	THE HOME DEPOT CREDIT SERVICES	LED WORKLIGHT	938-000	336	75.94
CHECK GENF 71684 TOTAL FOR FUND 206:							<u>287.73</u>
09/03/2020	GENF	71689	MELSE FIRE PROTECTION LLC	STATION 1 EXTINGUISHER MAINTENANCE	936-000	336	750.50
09/03/2020	GENF	71689	MELSE FIRE PROTECTION LLC	STATION 2 EXTINGUISHER MAINTENANCE	936-002	336	750.50
09/03/2020	GENF	71689	MELSE FIRE PROTECTION LLC	EXTINGUISHERS/BRACKETS	938-000	336	966.00
CHECK GENF 71689 TOTAL FOR FUND 206:							<u>2,467.00</u>
09/03/2020	GENF	71692	NATIONAL HOSE TESTING SPECIALTIES	GROUND LADDER TEST HEAT SENSOR INSTALL	938-000	336	552.30
09/03/2020	GENF	71694*	POLARIS SALES INC	UTV	970-000	901	11,920.02
09/03/2020	GENF	71697*#	REPUBLIC SERVICES	FIRE STATION MAINT REPUBLIC	936-002	336	364.51
09/03/2020	GENF	71698*#	PITNEY BOWES RESERVE ACCOUNT	FIRE POSTAGE & MACHINE LEASE	941-000	336	150.00
09/03/2020	GENF	71701	SMART BUSINESS SOURCE	FIRE OFFICE SUPPLIES	727-000	336	104.80

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09/03/2020	GENF	71707*#	VERIZON WIRELESS	FIRE PHONES	924-000	336	364.64
09/04/2020	GENF	6320(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	29.95
09/10/2020	GENF	71710	ADVOWASTE MEDICAL SERVICES	MEDICAL WASTE DISPOSAL MANIFEST	936-000	336	200.00
09/10/2020	GENF	71718	COMCAST	COMCAST SEP-OCT 2020	850-000	336	94.90
09/10/2020	GENF	71719*#	COMCAST	COMMUNICATIONS	850-000	336	163.63
09/10/2020	GENF	71720*#	DTE ENERGY	BUTTRICK HEATING DTE ENERGY	923-002	336	55.48
09/10/2020	GENF	71749	TECH MASTER INC	VEHICLE MAINT FAN SET	863-000	336	70.26
09/10/2020	GENF	71749	TECH MASTER INC	VEHICLE MAINT	863-000	336	70.26
09/10/2020	GENF	71749	TECH MASTER INC	FLASHER SERVICE 2012 SPARTAN	863-000	336	106.73
09/10/2020	GENF	71749	TECH MASTER INC	HVAC CHECK SYSTEM AND LEAK SERVICE	863-000	336	598.47
				CHECK GENF 71749 TOTAL FOR FUND 206:			845.72
09/10/2020	GENF	71753	ZYLSTRA MEDICAL SUPPLY, INC.	DISPOSABLE MASKS COVID SUPPLIES	958-000	336	558.00
09/10/2020	GENF	71753	ZYLSTRA MEDICAL SUPPLY, INC.	MEDICAL SUPPLIES	958-000	336	94.00
				CHECK GENF 71753 TOTAL FOR FUND 206:			652.00
09/11/2020	GENF	6324(A)	BIO CARE	FIRE PHYSICAL EXAMS	957-000	336	440.00
09/11/2020	GENF	6326(A)	NAPA AUTO PARTS	VALVE STEM EXTENSIONS ON TRUCKS	863-000	336	137.40
09/11/2020	GENF	6328(A)*#	KINGSLAND'S ACE HARDWARE	HEADLAMP & KITCHEN SUPPLIES	738-000	336	53.20
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	LITHIUM BATTERY	752-000	336	4.13
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	SPRAYER BLEACH DISHWASHER	936-000	336	17.42
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	CREDIT RETURN INV 209577/1	936-000	336	(15.29)
				CHECK GENF 6328(A) TOTAL FOR FUND 206:			59.46
09/17/2020	GENF	71756	BOLT, MICHAEL	EMU EXPENSE REIMBURSEMENT - M.BOLT	726-000	336	36.19
09/17/2020	GENF	71760*#	CINTAS	FIRE STATION MAINT	936-000	336	77.64
09/17/2020	GENF	71767*#	GRAND RAPIDS CITY TREASURER	FIRE PROTECTION- BUTTRICK	928-000	336	62.98
09/17/2020	GENF	71767	GRAND RAPIDS CITY TREASURER	IRRIGATION- BUTTRICK	928-000	336	999.33
09/17/2020	GENF	71767	GRAND RAPIDS CITY TREASURER	WATER- BUTTRICK	928-000	336	125.79
				CHECK GENF 71767 TOTAL FOR FUND 206:			1,188.10
09/17/2020	GENF	71775	MICHIGAN FIRE INSPECTORS SOCIETY	FIRE TRAINING	726-000	336	350.00
09/17/2020	GENF	71801	RIVERHOUSE	FIRE UNIFORMS	768-000	336	239.00
09/17/2020	GENF	71805	TECH MASTER INC	E-6 DOT ANNUAL	863-000	336	1,530.12
09/17/2020	GENF	71805	TECH MASTER INC	2012 SPARTAN - LINES LEAKING AT PUMP	863-000	336	381.30
09/17/2020	GENF	71805	TECH MASTER INC	2012 HONDA GENERATOR SERVICE	863-000	336	70.26
09/17/2020	GENF	71805	TECH MASTER INC	E-8 BRAKES	863-000	336	1,050.94
09/17/2020	GENF	71805	TECH MASTER INC	E-8 SPRINGS	863-000	336	3,277.78
09/17/2020	GENF	71805	TECH MASTER INC	ANNUAL DOT	863-000	336	1,505.89
				CHECK GENF 71805 TOTAL FOR FUND 206:			7,816.29
09/17/2020	GENF	71807*#	VERIZON WIRELESS	FIRE PHONES	924-000	336	694.02

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09/17/2020	GENF	71807	VERIZON WIRELESS	FIRE PHONES	924-000	336	15.71
				CHECK GENF 71807 TOTAL FOR FUND 206:			709.73
09/18/2020	GENF	6340(A)*	DELTA DENTAL	DENTAL INSURANCE BENEFITS	721-000	850	2,121.58
09/18/2020	GENF	6352(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	29.95
09/18/2020	GENF	6352(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	29.95
				CHECK GENF 6352(A) TOTAL FOR FUND 206:			59.90
09/24/2020	GENF	71814*#	FIRST BANKCARD	TRIANGULAR SCALES AND STAINLESS RULER	752-000	336	51.55
09/24/2020	GENF	71814	FIRST BANKCARD	CC MAGERS - RECURRING CAR WASH SEP 2020	863-000	336	19.99
09/24/2020	GENF	71814	FIRST BANKCARD	CC MAGERS - RECURRING CAR WASH SEP 2020	863-000	336	19.99
09/24/2020	GENF	71814	FIRST BANKCARD	CC MAGERS - KHEADACHE RACK	938-000	336	314.49
09/24/2020	GENF	71814	FIRST BANKCARD	CC MAGERS - HOOD STORAGE RACK	938-000	336	314.49
				CHECK GENF 71814 TOTAL FOR FUND 206:			720.51
09/24/2020	GENF	71815*#	FIRST BANKCARD	MARRIOTT BOOKING - M.BOLT	726-000	336	572.25
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - FIRE MAINT SUPPLIES	738-000	336	102.90
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - FIRE STATION MAINT/BUTTRICK	936-002	336	124.43
09/24/2020	GENF	71815	FIRST BANKCARD	CC ADMIN - FIRE STATION MAINT/BUTTRICK	936-002	336	12.89
				CHECK GENF 71815 TOTAL FOR FUND 206:			812.47
09/24/2020	GENF	71817	GREAT AMERICA FINANCIAL SERVICE	FIRE COPIER/LEASE/SERVICE	939-000	336	309.46
09/24/2020	GENF	71824	MCDONALD PLUMBING	SLOAN VALVE REBUILD	936-002	336	279.00
09/24/2020	GENF	71830*#	MUTUAL OF OMAHA INSURANCE	LIFE LTD BENEFITS (F)	720-000	850	820.26
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE STD BENEFITS (G)	720-000	850	333.66
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE INSURANCE BENEFITS (A)	720-000	850	330.25
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE AD&D BENEFITS (B)	720-000	850	50.21
				CHECK GENF 71830 TOTAL FOR FUND 206:			1,534.38
09/24/2020	GENF	71836	SMART BUSINESS SOURCE	FIRE OFFICE SUPPLIES	727-000	336	83.60
09/24/2020	GENF	71838	TECH MASTER INC	SENSOR TEMP REPLACEMENT 2015 ROSENBAUER	863-000	336	627.08
09/24/2020	GENF	71838	TECH MASTER INC	T-4 DOT ANNUAL	863-000	336	1,179.88
09/24/2020	GENF	71838	TECH MASTER INC	E-6 ANNUAL DOT	863-000	336	1,163.94
				CHECK GENF 71838 TOTAL FOR FUND 206:			2,970.90
09/24/2020	GENF	71841	VERIZON WIRELESS	FIRE PHONES	924-000	336	320.08
09/24/2020	GENF	71843	JAMES WALKER	FIRE EQUIPMENT MAINT-CHAIN SAW	938-000	336	80.00
09/25/2020	GENF	46(E)*	WEST MICHIGAN HEALTH INSURANCE POOL	HEALTH INSURANCE BENEFITS	719-000	850	24,618.16
09/25/2020	GENF	6358(A)	NYE UNIFORM COMPANY	FIRE UNIFORMS - H.FLATHAU	768-000	336	37.50
09/25/2020	GENF	6358(A)	NYE UNIFORM COMPANY	FIRE UNIFORMS - J.BAKER	768-000	336	41.05
				CHECK GENF 6358(A) TOTAL FOR FUND 206:			78.55
09/25/2020	GENF	6368(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	29.95
09/25/2020	GENF	6369(A)*#	WEX BANK	FIRE FUELS	745-000	336	1,033.07
				Total for fund 206 FIRE FUND			67,490.16
FUND 207 - POLICE FUND							
09/24/2020	GENF	71812	COUNTY OF KENT	SHERIFF PROTECTION- AUG. 2020	801-000	301	57,195.31

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Total for fund 207 POLICE FUND							<u>57,195.31</u>
FUND 209 - OPEN SPACE FUND							
09/03/2020	GENF	71694*	POLARIS SALES INC	UTV	970-000	901	23,840.04
09/10/2020	GENF	71720*#	DTE ENERGY	6803 BURTON ST SE DTE ENERGY	923-000	751	37.48
09/11/2020	GENF	6328(A)*#	KINGSLAND'S ACE HARDWARE	DIGGER AND RENTAL DEPOSIT	935-000	751	161.62
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	BLK FLAG WASP&HORNET	935-000	751	16.17
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	CREDIT RETURN DIGGER	935-000	751	(25.00)
CHECK GENF 6328(A) TOTAL FOR FUND 209:							<u>152.79</u>
09/17/2020	GENF	71767*#	GRAND RAPIDS CITY TREASURER	BURTON PARK- WATER	927-000	751	161.87
09/17/2020	GENF	71767	GRAND RAPIDS CITY TREASURER	BURTON PARK WATER	927-000	751	101.35
CHECK GENF 71767 TOTAL FOR FUND 209:							<u>263.22</u>
09/24/2020	GENF	71814*#	FIRST BANKCARD	CC MACDONALD - LUMBER	935-000	751	964.95
09/24/2020	GENF	71820	KENT COUNTY CONERVATION DISTRICT	invasive plant treatment	935-000	751	4,743.75
Total for fund 209 CCT OPEN SPACE							<u>30,002.23</u>
FUND 216 - PATHWAYS FUND							
09/03/2020	GENF	71684*#	THE HOME DEPOT CREDIT SERVICES	50LB QUIKRETE BLACKTOP PATCH	931-000	758	123.75
09/03/2020	GENF	71694*	POLARIS SALES INC	UTV	970-000	901	11,920.02
09/10/2020	GENF	71712	ASTRO WOOD STAKE INC	48" PLOW PATH 25/BUNDLE	728-000	758	339.00
09/18/2020	GENF	6342(A)	KAMMINGA AND ROODVOETS INC	2020 CASCADE PATHWAYS 1&5, PHSE 2, APL 4	821-100	758	330,099.61
09/24/2020	GENF	71814*#	FIRST BANKCARD	CC MACDONALD - LUMBER	931-000	758	762.74
Total for fund 216 PATHWAYS FUND							<u>343,245.12</u>
FUND 248 - DDA FUND							
09/03/2020	GENF	71670	BUIST ELECTRIC INC	TROUBLESHOOTING AND REPAIR WORK	931-000	170	4,763.00
09/03/2020	GENF	71677	CONCORD CAPITAL MANAGEMENT	REIMB SPRINKLER DMG STREETScape PROJ	787-000	170	573.00
09/03/2020	GENF	71707*#	VERIZON WIRELESS	CELL PHONES	924-100	170	48.69
09/10/2020	GENF	71752	VIRIDIS DESIGN GROUP	PROFESSIONAL DESIGN SERVICES	967-000	170	3,600.00
09/11/2020	GENF	6328(A)*#	KINGSLAND'S ACE HARDWARE	HAMMER DEMOLITION RENTAL DEPOSIT	931-000	170	148.32
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	CREDIT RETURN INV 210310	931-000	170	(10.00)
CHECK GENF 6328(A) TOTAL FOR FUND 248:							<u>138.32</u>
09/17/2020	GENF	71764*#	FRUIT BASKET FLOWERLAND	FLOWERS	931-000	170	602.80
09/17/2020	GENF	71767*#	GRAND RAPIDS CITY TREASURER	DDA WATER	927-000	170	1,235.56

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09/17/2020	GENF	71771*#	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 28TH ST	861-100	170	15,767.50
09/17/2020	GENF	71799*#	MUNIWEB	WEBSITE HOSTING MADE IN CANADA	787-000	170	135.00
09/17/2020	GENF	71807*#	VERIZON WIRELESS	CELL PHONES	924-100	170	15.71
09/24/2020	GENF	71840	UNITED BANK	LOAN PRINCIPAL- OCT. 2020	992-007	990	60,000.00
09/24/2020	GENF	71840	UNITED BANK	INTEREST AND FEES- OCT 2020	996-001	990	13,000.00
				CHECK GENF 71840 TOTAL FOR FUND 248:			73,000.00
09/24/2020	GENF	71842	VIRIDIS DESIGN GROUP	LOWER VILLAGE MASTER PLAN	967-000	170	** VOIDED **
Void Reason: OVERPAYMENT							
09/25/2020	GENF	6354(A)*#	CONSUMERS ENERGY	100066874924 2990 LUCERNE DR SE	921-000	170	183.16
Total for fund 248 DDA							<u>100,062.74</u>
FUND 249 - BUILDING FUND							
09/03/2020	GENF	71664	ADA TOWNSHIP	PERMITS DUE TO ADA TWP	964-400	964	5,007.80
09/03/2020	GENF	71668	BENOIT, BILL	REIMBURSE CLOTHING ALLOW - B. BENOIT	768-000	371	38.14
09/03/2020	GENF	71668	BENOIT, BILL	REIMBURSE 446 MILES - B. BENOIT	860-000	371	256.45
				CHECK GENF 71668 TOTAL FOR FUND 249:			294.59
09/03/2020	GENF	71669	BIEGALLE, JEFFREY	REIMBURSE 590 MILES - J.BIEGALLE	860-000	371	339.25
09/03/2020	GENF	71672	CASCADE CHARTER TOWNSHIP	PERMITS DUE CASCADE TWP	964-800	964	7,627.55
09/03/2020	GENF	71675*#	COMCAST	PHONES	924-000	371	54.85
09/03/2020	GENF	71678	KEN DAVIS	REIMBURSE 477 MILES - K.DAVIS	860-000	371	274.28
09/03/2020	GENF	71680*#	FIRST BANKCARD	CC ADMIN - PAPER	727-000	371	29.98
09/03/2020	GENF	71680	FIRST BANKCARD	CC ADMIN - HDMI CABLES	727-000	371	28.78
				CHECK GENF 71680 TOTAL FOR FUND 249:			58.76
09/03/2020	GENF	71682	GRAND RAPIDS CHARTER TOWNSHIP	PERMITS DUE TO GR TWP	964-300	964	3,787.80
09/03/2020	GENF	71683	DANIEL L HEYER	REIMBURSE 323 MILES - D.HEYER	860-000	371	185.73
09/03/2020	GENF	71685	HUYSER, DANIEL A.	REIMBURSE 571 MILES - D.HUYSER	860-000	371	328.33
09/03/2020	GENF	71687	KUTCHINS, JULIE	REIMBURSE 16 MILES - J.KUTCHINS	860-000	371	9.20
09/03/2020	GENF	71690	VINCENT MILITO	REIMBURSE 536 MILES - V.MILITO	860-000	371	308.20
09/03/2020	GENF	71695	DOUG POOLMAN	REIMBURSE 140 MILES - D.POOLMAN	860-000	371	80.50
09/03/2020	GENF	71696	DOUG POOLMAN	REIMBURSE 102 MILES - D.POOLMAN	860-000	371	58.65
09/03/2020	GENF	71698*#	PITNEY BOWES RESERVE ACCOUNT	BLDG POSTAGE & MACHINE LEASE	941-000	371	150.00

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09/03/2020	GENF	71699	ROWLADER, DENNIS	REIMBURSE 515 MILES - D.ROWLADER	860-000	371	296.13
09/03/2020	GENF	71700	RON SABIN	REIMBURSE 388 MILES - R.SABIN	860-000	371	223.10
09/03/2020	GENF	71707*#	VERIZON WIRELESS	CELL PHONES	924-100	371	499.54
09/03/2020	GENF	71708	BRIAN WILSON	REIMBURSE 248 MILES - B.WILSON	860-000	371	142.60
09/04/2020	GENF	6306(A)	EAST GRAND RAPIDS/CITY OF	PERMITS DUE TO EAST GR	964-500	964	4,113.40
09/04/2020	GENF	6307(A)	KONICA MINOLTA BUSINESS SOLUTIONS	SERVICE CONTRACTS	939-000	371	36.82
09/04/2020	GENF	6308(A)	LOWELL TOWNSHIP	PERMITS DUE TO LOWELL TWP	964-100	964	2,151.40
09/04/2020	GENF	6309(A)	PLAINFIELD CHARTER TOWNSHIP	PERMITS DUE PLAINFIELD	964-600	964	6,219.55
09/04/2020	GENF	6321(A)	VERGENNES TOWNSHIP	PERMITS DUE TO VERGENNES TWP	964-200	964	1,291.60
09/10/2020	GENF	71716	CASCADE CHARTER TOWNSHIP	S/W CONNECTION 6384 CASCADE RD	237-000	000	1,100.00
09/10/2020	GENF	71716	CASCADE CHARTER TOWNSHIP	S/W CONNECTION 7455 CASCADE RD	237-000	000	1,100.00
				CHECK GENF 71716 TOTAL FOR FUND 249:			<u>2,200.00</u>
09/10/2020	GENF	71747	SMART BUSINESS SOURCE	OFFICE SUPPLIES	727-000	371	75.96
09/10/2020	GENF	71747	SMART BUSINESS SOURCE	OFFICE SUPPLIES	727-000	371	140.82
				CHECK GENF 71747 TOTAL FOR FUND 249:			<u>216.78</u>
09/11/2020	GENF	6323(A)	3040 CHARLEVOIX II, LLC	RENT / UTILITIES- OCT 2020	940-000	371	5,127.03
09/17/2020	GENF	71754	BENOIT, BILL	REIMBURSE 516 MILES - B. BENOIT	860-000	371	296.70
09/17/2020	GENF	71755	BIEGALLE, JEFFREY	REIMBURSE 545 MILES - J.BIEGALLE	860-000	371	313.38
09/17/2020	GENF	71762	KEN DAVIS	REIMBURSE 470 MILES - K. DAVIS	860-000	371	270.25
09/17/2020	GENF	71768	DANIEL L HEYER	REIMBURSE 226 MILES - D.HEYER	860-000	371	129.95
09/17/2020	GENF	71769	HUYSER, DANIEL A.	REIMBURSE 469 MILES - D.HUYSER	860-000	371	269.68
09/17/2020	GENF	71773	KUTCHINS, JULIE	REIMBURSE 10 MILES - J. KUTCHINS	860-000	371	5.75
09/17/2020	GENF	71776	VINCENT MILITO	REIMBURSE 463 MILES- V. MILITO	860-000	371	466.23
09/17/2020	GENF	71800	DOUG POOLMAN	REIMBURSE 46 MILES - D.POOLMAN	860-000	371	26.45
09/17/2020	GENF	71802	ROWLADER, DENNIS	REIMBURSE 358 MILES - D.ROWLADER	860-000	371	205.85
09/17/2020	GENF	71803	RON SABIN	REIMBURSE 267 MILES - R. SABIN	860-000	371	153.53

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09/17/2020	GENF	71807*#	VERIZON WIRELESS	CELL PHONES	924-100	371	296.46
09/17/2020	GENF	71808	BRIAN WILSON	REIMBURSE 235 MILES- B. WILSON	860-000	371	135.13
09/18/2020	GENF	6340(A)*	DELTA DENTAL	DENTAL INSURANCE BENEFITS	721-000	850	880.30
09/18/2020	GENF	6343(A)	RICOH USA INC	PRINTER	727-000	371	64.58
09/24/2020	GENF	71814*#	FIRST BANKCARD	CC WILSON - TONER CARTRIDGE	727-000	371	197.97
09/24/2020	GENF	71814	FIRST BANKCARD	CC WILSON - FACE MASKS AND FILTERS	727-000	371	318.00
				CHECK GENF 71814 TOTAL FOR FUND 249:			<u>515.97</u>
09/24/2020	GENF	71830*#	MUTUAL OF OMAHA INSURANCE	LIFE STD BENEFITS (G)	720-000	850	178.84
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE LTD BENEFITS (F)	720-000	850	440.25
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE AD&D BENEFITS (B)	720-000	850	26.34
09/24/2020	GENF	71830	MUTUAL OF OMAHA INSURANCE	LIFE INSURANCE BENEFITS (A)	720-000	850	<u>173.31</u>
				CHECK GENF 71830 TOTAL FOR FUND 249:			<u>818.74</u>
09/25/2020	GENF	46(E)*	WEST MICHIGAN HEALTH INSURANCE POOL	HEALTH INSURANCE BENEFITS	719-000	850	11,097.18
09/25/2020	GENF	6353(A)	3040 CHARLEVOIX II, LLC	UTILITIES- AUG. 2020	940-000	371	477.91
09/25/2020	GENF	6356(A)	FIRST CHOICE COFFEE SERVICE	COFFEE CONTRACT	939-000	371	130.47
09/25/2020	GENF	6370(A)	WOLVERINE PRINT SOLOUTIONS	FORMS	727-000	371	957.00
				Total for fund 249 BUILDING FUND			<u>58,594.95</u>
FUND 270 - LIBRARY FUND							
09/03/2020	GENF	71675*#	COMCAST	LIBRARY PHONES	924-000	790	15.67
09/03/2020	GENF	71679	ELEVATOR SERVICE INC	LIBRARY MAINTENANCE	931-000	790	142.60
09/03/2020	GENF	71684*#	THE HOME DEPOT CREDIT SERVICES	STEP STOOL SPRAY PAINT	931-000	790	64.92
09/03/2020	GENF	71697*#	REPUBLIC SERVICES	LIBRARY MAINTENANCE REPUBLIC	931-000	790	769.46
09/04/2020	GENF	6305(A)*#	AQUARIUS LAWN SPRINKLING	LIBRARY, PARTS AND LABOR	931-000	790	1,859.91
09/04/2020	GENF	6315(A)*#	THORNAPPLE RIVER NURSERY, INC.	LIBRARY MAINTENANCE	931-000	790	640.00
09/10/2020	GENF	71720*#	DTE ENERGY	LIBRARY HEATING DTE ENERGY	923-000	790	148.57
09/10/2020	GENF	71725	MINER SUPPLY COMPANY	LIBRARY MAINTENANCE	931-000	790	414.53
09/11/2020	GENF	6328(A)*#	KINGSLAND'S ACE HARDWARE	SNOW PUSHER	931-000	790	134.95
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	NITRILE GLOVE	931-000	790	6.83
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	RTU GROUND CLEAR	931-000	790	86.37
09/11/2020	GENF	6328(A)	KINGSLAND'S ACE HARDWARE	SNAPTOGGLE BOLTS	931-000	790	<u>28.78</u>
				CHECK GENF 6328(A) TOTAL FOR FUND 270:			<u>256.93</u>

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09/17/2020	GENF	71760*#	CINTAS	2020 MONTHLY RUG CLEANING SERVICE AUG	931-000	790	342.84
09/17/2020	GENF	71764*#	FRUIT BASKET FLOWERLAND	FLOWERS & SOIL	931-000	790	295.56
09/24/2020	GENF	71825	MINER SUPPLY COMPANY	LIBRARY MAINTENANCE	931-000	790	56.86
09/24/2020	GENF	71832	PROGRESSIVE AE	LIBRARY MAINTENANCE	931-000	790	640.00
09/25/2020	GENF	6354(A)*#	CONSUMERS ENERGY	100000284784 2870 JACK SMITH AVE SE	921-000	790	4,780.60
Total for fund 270 LIBRARY FUND							<u>10,428.45</u>

FUND 701 - TRUST AND AGENCY

09/10/2020	GENF	71724	MATERIALS TESTING CONSULTANTS, INC	TOM GIUSTI/ ROUND HILL 19:3527	253-418	000	2,855.25
09/10/2020	GENF	71724	MATERIALS TESTING CONSULTANTS, INC	TOM GIUSTI/ ROUND HILL 19:3527	253-418	000	17,824.00
CHECK GENF 71724 TOTAL FOR FUND 701:							20,679.25
Total for fund 701 TRUST AND AGENCY							<u>20,679.25</u>

FUND 703 - CURRENT TAX COLLECTION FUND

09/03/2020	GENF	71704	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	0.05
09/03/2020	GENF	71704	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	25,842.20
CHECK GENF 71704 TOTAL FOR FUND 703:							25,842.25
09/03/2020	GENF	71706	STATE OF MICHIGAN	IFT SET & OPER TAX CALED OPER	228-201	000	4,726.53
09/03/2020	GENF	71706	STATE OF MICHIGAN	IFT SET & OPER TAX CALED SET	228-201	000	6,302.05
CHECK GENF 71706 TOTAL FOR FUND 703:							11,028.58
09/04/2020	GENF	6311(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	112,648.85
09/04/2020	GENF	6312(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	60,077.22
09/04/2020	GENF	6312(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - IFT DEBT	225-520	000	1,838.09
CHECK GENF 6312(A) TOTAL FOR FUND 703:							61,915.31
09/04/2020	GENF	6313(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	320,753.79
09/04/2020	GENF	6313(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	268,040.58
09/04/2020	GENF	6313(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	39,910.34
CHECK GENF 6313(A) TOTAL FOR FUND 703:							628,704.71
09/04/2020	GENF	6314(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	174,924.26
09/04/2020	GENF	6314(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - IFT TAX	235-210	000	917.57
CHECK GENF 6314(A) TOTAL FOR FUND 703:							175,841.83
09/04/2020	GENF	6316(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	422,926.45
09/04/2020	GENF	6316(A)	KENT COUNTY TREASURER	KENT COUNTY - IFT OPERATING	222-210	000	2,218.47
CHECK GENF 6316(A) TOTAL FOR FUND 703:							425,144.92
09/04/2020	GENF	6317(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	96,857.03
09/04/2020	GENF	6317(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	481,540.24
09/04/2020	GENF	6317(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	14,033.23
CHECK GENF 6317(A) TOTAL FOR FUND 703:							592,430.50

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09/04/2020	GENF	6318(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	557,495.21
09/04/2020	GENF	6318(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - IFT TAXES	234-210	000	2,924.36
				CHECK GENF 6318(A) TOTAL FOR FUND 703:			<u>560,419.57</u>
09/04/2020	GENF	6319(A)	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	6,976.59
09/04/2020	GENF	6319(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	8,186.01
09/04/2020	GENF	6319(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	1,122.57
				CHECK GENF 6319(A) TOTAL FOR FUND 703:			<u>16,285.17</u>
09/10/2020	GENF	71726	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-08-324-029	275-000	000	1,182.21
09/10/2020	GENF	71727	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-06-489-104	275-000	000	4,661.29
09/10/2020	GENF	71728	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-21-253-002	275-000	000	3,504.93
09/10/2020	GENF	71729	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-22-126-023	275-000	000	4,551.99
09/10/2020	GENF	71730	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-22-328-027	275-000	000	2,762.54
09/10/2020	GENF	71731	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-06-226-015	275-000	000	1,657.42
09/10/2020	GENF	71732	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-09-127-043	275-000	000	5,425.50
09/10/2020	GENF	71733	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-17-227-013	275-000	000	1,544.63
09/10/2020	GENF	71734	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-15-476-019	275-000	000	4,637.24
09/10/2020	GENF	71735	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-16-231-003	275-000	000	2,376.34
09/10/2020	GENF	71736	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-02-351-019	275-000	000	3,078.06
09/10/2020	GENF	71737	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-04-120-001	275-000	000	3,618.55
09/10/2020	GENF	71738	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-15-470-008	275-000	000	2,572.96
09/10/2020	GENF	71739	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-04-302-002	275-000	000	3,451.75
09/10/2020	GENF	71740	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-06-252-006	275-000	000	1,574.56
09/10/2020	GENF	71741	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-15-253-004	275-000	000	3,203.53
09/10/2020	GENF	71742	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-27-232-036	275-000	000	1,213.59
09/10/2020	GENF	71743	CORELOGIC CENTRALIZED REFUNDS	DUE TO 41-19-16-352-030	275-000	000	4,174.25
09/10/2020	GENF	71744	CAPITAL R/E TAX SERVICES	DUE TO 41-19-06-176-002	275-000	000	500.00
09/10/2020	GENF	71748	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	(0.40)
09/10/2020	GENF	71748	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	<u>115,355.94</u>

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				CHECK GENF 71748 TOTAL FOR FUND 703:			115,355.54
09/10/2020	GENF	71751	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS SET	228-201	000	9,936.85
09/10/2020	GENF	71751	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS OPER	228-201	000	9,598.30
09/10/2020	GENF	71751	STATE OF MICHIGAN	IFT SET & OPER TAX CALED SET	228-201	000	82,792.88
09/10/2020	GENF	71751	STATE OF MICHIGAN	IFT SET & OPER TAX CALED OPER	228-201	000	77,122.06
				CHECK GENF 71751 TOTAL FOR FUND 703:			179,450.09
09/11/2020	GENF	6331(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	320,873.30
09/11/2020	GENF	6332(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	211,074.54
09/11/2020	GENF	6332(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - IFT DEBT	225-520	000	30,691.90
				CHECK GENF 6332(A) TOTAL FOR FUND 703:			241,766.44
09/11/2020	GENF	6333(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	744,498.89
09/11/2020	GENF	6333(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	1,347,973.88
09/11/2020	GENF	6333(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	200,707.27
09/11/2020	GENF	6333(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT DEBT	225-220	000	3,913.96
09/11/2020	GENF	6333(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT RECREATION	225-230	000	582.77
				CHECK GENF 6333(A) TOTAL FOR FUND 703:			2,297,676.77
09/11/2020	GENF	6334(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	831,561.00
09/11/2020	GENF	6334(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - IFT TAX	235-210	000	17,378.06
				CHECK GENF 6334(A) TOTAL FOR FUND 703:			848,939.06
09/11/2020	GENF	6335(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	2,010,526.84
09/11/2020	GENF	6335(A)	KENT COUNTY TREASURER	KENT COUNTY - IFT OPERATING	222-210	000	42,015.93
				CHECK GENF 6335(A) TOTAL FOR FUND 703:			2,052,542.77
09/11/2020	GENF	6336(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	2,427,638.45
09/11/2020	GENF	6336(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	354,160.84
09/11/2020	GENF	6336(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	61,380.55
				CHECK GENF 6336(A) TOTAL FOR FUND 703:			2,843,179.84
09/11/2020	GENF	6337(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	2,650,245.91
09/11/2020	GENF	6337(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - IFT TAXES	234-210	000	55,384.69
				CHECK GENF 6337(A) TOTAL FOR FUND 703:			2,705,630.60
09/11/2020	GENF	6338(A)	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	6,018.14
09/11/2020	GENF	6338(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	35,805.15
09/11/2020	GENF	6338(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	4,910.05
				CHECK GENF 6338(A) TOTAL FOR FUND 703:			46,733.34
09/17/2020	GENF	71757	CASCADE CHARTER TOWNSHIP	KENT COUNTY - 2020 OPERATING CAPTURE	222-110	000	376,647.77
09/17/2020	GENF	71757	CASCADE CHARTER TOWNSHIP	GRCC - 2020 TAX CAPTURE	235-110	000	157,725.81
				CHECK GENF 71757 TOTAL FOR FUND 703:			534,373.58
09/17/2020	GENF	71777	MURPHY DENNIS & KRISTIN	DUE TO 41-19-09-127-016	275-000	000	2,888.32
09/17/2020	GENF	71778	SWANSON DANIEL C & CONSTANCE TRUST	DUE TO 41-19-03-451-017	275-000	000	300.00
09/17/2020	GENF	71779	LERETA CENTRAL REFUNDS	DUE TO 41-19-05-130-048	275-000	000	5,093.54
09/17/2020	GENF	71780	LERETA CENTRAL REFUNDS	DUE TO 41-19-08-277-005	275-000	000	7,003.55
09/17/2020	GENF	71781	LERETA CENTRAL REFUNDS	DUE TO 41-19-08-435-003	275-000	000	2,499.49

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 09/01/2020 - 09/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
09/17/2020	GENF	71782	LERETA CENTRAL REFUNDS	DUE TO 41-19-09-455-001	275-000	000	2,093.63
09/17/2020	GENF	71783	LERETA CENTRAL REFUNDS	DUE TO 41-19-10-280-016	275-000	000	5,808.53
09/17/2020	GENF	71784	LERETA CENTERL REFUNDS	DUE TO 41-19-11-100-034	275-000	000	3,372.95
09/17/2020	GENF	71785	LERETA CENTRAL REFUNDS	DUE TO 41-19-13-326-001	275-000	000	4,127.47
09/17/2020	GENF	71786	LERETA CENTRAL REFUNDS	DUE TO 41-19-15-177-007	275-000	000	2,335.53
09/17/2020	GENF	71787	LERETA CENTRAL REFUNDS	DUE TO 41-19-16-351-013	275-000	000	2,376.23
09/17/2020	GENF	71788	LERETA CENTRAL REFUNDS	DUE TO 41-19-16-376-001	275-000	000	2,498.28
09/17/2020	GENF	71789	LERETA CENTRAL REFUNDS	DUE TO 41-19-22-201-032	275-000	000	2,155.45
09/17/2020	GENF	71790	LERETA CENTRAL REFUNDS	DUE TO 41-19-22-201-032	275-000	000	3,084.61
09/17/2020	GENF	71791	LERETA CENTRAL REFUNDS	DUE TO 41-19-22-328-034	275-000	000	2,709.66
09/17/2020	GENF	71792	LERETA CENTRAL REFUNDS	DUE TO 41-19-26-126-016	275-000	000	3,234.67
09/17/2020	GENF	71793	LERETA CENTRAL REFUNDS	DUE TO 41-19-27-427-006	275-000	000	3,581.92
09/17/2020	GENF	71794	LERETA CENTRAL REFUNDS	DUE TO 41-19-33-400-049	275-000	000	7,142.10
09/17/2020	GENF	71795	LERETA CENTRAL REFUNDS	DUE TO 41-19-33-415-003	275-000	000	199.03
09/17/2020	GENF	71796	LERETA CENTRAL REFUNDS	DUE TO 41-19-34-201-039	275-000	000	6,084.49
09/17/2020	GENF	71797	LERETA CENTRAL REFUNDS	DUE TO 41-19-34-302-016	275-000	000	4,419.52
09/17/2020	GENF	71798	CORELOGIC	DUE TO 41-19-02-104-117	275-000	000	3,676.53
09/17/2020	GENF	71804	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	1.46
09/17/2020	GENF	71804	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	126,474.97
				CHECK GENF 71804 TOTAL FOR FUND 703:			<u>126,476.43</u>
09/17/2020	GENF	71806	STATE OF MICHIGAN	IFT SET & OPER TAX CALED OPER	228-201	000	5,322.23
09/17/2020	GENF	71806	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS SET	228-201	000	6,793.09
09/17/2020	GENF	71806	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS OPER	228-201	000	5,051.45
09/17/2020	GENF	71806	STATE OF MICHIGAN	IFT SET & OPER TAX CALED SET	228-201	000	5,505.16
				CHECK GENF 71806 TOTAL FOR FUND 703:			<u>22,671.93</u>
09/18/2020	GENF	6344(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	389,440.87
09/18/2020	GENF	6345(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	215,687.64
09/18/2020	GENF	6345(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - IFT DEBT	225-520	000	2,344.67
				CHECK GENF 6345(A) TOTAL FOR FUND 703:			<u>218,032.31</u>

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 09/01/2020 - 09/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
09/18/2020	GENF	6346(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	1,044,228.44
09/18/2020	GENF	6346(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	1,502,124.82
09/18/2020	GENF	6346(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	223,660.66
09/18/2020	GENF	6346(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT DEBT	225-220	000	2,042.33
09/18/2020	GENF	6346(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT RECREATION	225-230	000	304.09
				CHECK GENF 6346(A) TOTAL FOR FUND 703:			<u>2,772,360.34</u>
09/18/2020	GENF	6347(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - CASCADE DDA CAPTURE	235-110	000	(157,725.81)
09/18/2020	GENF	6347(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	916,306.79
09/18/2020	GENF	6347(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - IFT TAX	235-210	000	2,243.62
				CHECK GENF 6347(A) TOTAL FOR FUND 703:			<u>760,824.60</u>
09/18/2020	GENF	6348(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	2,215,421.37
09/18/2020	GENF	6348(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING DDA CAPTURE	222-110	000	(376,647.77)
09/18/2020	GENF	6348(A)	KENT COUNTY TREASURER	KENT COUNTY - IFT OPERATING	222-210	000	5,424.61
				CHECK GENF 6348(A) TOTAL FOR FUND 703:			<u>1,844,198.21</u>
09/18/2020	GENF	6349(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	355,599.81
09/18/2020	GENF	6349(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	2,698,015.16
09/18/2020	GENF	6349(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	66,327.34
				CHECK GENF 6349(A) TOTAL FOR FUND 703:			<u>3,119,942.31</u>
09/18/2020	GENF	6350(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	2,920,334.25
09/18/2020	GENF	6350(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - IFT TAXES	234-210	000	7,150.63
				CHECK GENF 6350(A) TOTAL FOR FUND 703:			<u>2,927,484.88</u>
09/18/2020	GENF	6351(A)	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	15,350.92
09/18/2020	GENF	6351(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	38,690.81
09/18/2020	GENF	6351(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	5,305.82
				CHECK GENF 6351(A) TOTAL FOR FUND 703:			<u>59,347.55</u>
09/24/2020	GENF	71826	KENT COUNTY TREASURER	41-19-29-300-029 2019 TAXES	275-000	000	607.27
09/24/2020	GENF	71827	PITCHFORD ELAINE	DUE TO 41-19-17-228-004	275-000	000	90.00
09/24/2020	GENF	71828	BRANNAN GLORIA J TRUST	DUE 41-19-22-329-030	275-000	000	9.29
09/24/2020	GENF	71829	COVIUS MORTGAGE SOLUTIONS	DUE TO 41-19-09-226-038	275-000	000	2,971.86
09/24/2020	GENF	71837	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	1.34
09/24/2020	GENF	71837	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	46,724.43
				CHECK GENF 71837 TOTAL FOR FUND 703:			<u>46,725.77</u>
09/24/2020	GENF	71839	STATE OF MICHIGAN	IFT SET & OPER TAX CALED OPER	228-201	000	36,854.11
09/24/2020	GENF	71839	STATE OF MICHIGAN	IFT SET & OPER TAX CALED SET	228-201	000	35,497.56
09/24/2020	GENF	71839	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS OPER	228-201	000	5,615.22
09/24/2020	GENF	71839	STATE OF MICHIGAN	IFT SET & OPER TAX FHPS SET	228-201	000	4,010.66
09/24/2020	GENF	71839	STATE OF MICHIGAN	KENT ISD - IFT TAXES	234-210	000	17,430.39
				CHECK GENF 71839 TOTAL FOR FUND 703:			<u>99,407.94</u>
09/25/2020	GENF	6360(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	217,718.84
09/25/2020	GENF	6360(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST OPER	225-411	000	19.81
				CHECK GENF 6360(A) TOTAL FOR FUND 703:			<u>217,738.65</u>
09/25/2020	GENF	6361(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST	225-411	000	53.89
09/25/2020	GENF	6361(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	117,317.48

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 09/01/2020 - 09/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
09/25/2020	GENF	6361(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - IFT DEBT	225-520	000	14,342.47
				CHECK GENF 6361(A) TOTAL FOR FUND 703:			131,713.84
09/25/2020	GENF	6362(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	365,081.10
09/25/2020	GENF	6362(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST	225-111	000	873.33
09/25/2020	GENF	6362(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	495,777.02
09/25/2020	GENF	6362(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	73,819.37
09/25/2020	GENF	6362(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT DEBT	225-220	000	2,461.71
09/25/2020	GENF	6362(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - IFT RECREATION	225-230	000	366.54
				CHECK GENF 6362(A) TOTAL FOR FUND 703:			938,379.07
09/25/2020	GENF	6363(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	323,502.82
09/25/2020	GENF	6363(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	305.02
09/25/2020	GENF	6363(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - IFT TAX	235-210	000	8,453.30
				CHECK GENF 6363(A) TOTAL FOR FUND 703:			332,261.14
09/25/2020	GENF	6364(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	782,156.54
09/25/2020	GENF	6364(A)	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	737.40
09/25/2020	GENF	6364(A)	KENT COUNTY TREASURER	KENT COUNTY - IFT OPERATING	222-210	000	20,438.06
				CHECK GENF 6364(A) TOTAL FOR FUND 703:			803,332.00
09/25/2020	GENF	6365(A)	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST	222-111	000	1,040.53
09/25/2020	GENF	6365(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	189,230.62
09/25/2020	GENF	6365(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	893,691.40
09/25/2020	GENF	6365(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	15,187.29
				CHECK GENF 6365(A) TOTAL FOR FUND 703:			1,099,149.84
09/25/2020	GENF	6366(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	1,031,026.93
09/25/2020	GENF	6366(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	972.02
09/25/2020	GENF	6366(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - STATE PORTION OF IFT TAXES	234-210	000	(17,430.39)
09/25/2020	GENF	6366(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - IFT TAXES	234-210	000	26,941.11
				CHECK GENF 6366(A) TOTAL FOR FUND 703:			1,041,509.67
09/25/2020	GENF	6367(A)	LOWELL AREA SCHOOLS	LOWELL - OPERATING	226-110	000	3,266.87
09/25/2020	GENF	6367(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	8,859.18
09/25/2020	GENF	6367(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	1,214.86
				CHECK GENF 6367(A) TOTAL FOR FUND 703:			13,340.91
				Total for fund 703 CURRENT TAX COLLECTION FUND			31,897,176.54
				TOTAL - ALL FUNDS			32,854,078.58

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

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

Transactions Log for Payroll Deductions
MONTH ENDING: SEPTEMBER 2020

Direct Deposit

Date Submitted	<u>9-1-20</u>	Transaction#	<u>VISINT51V3-</u>	Amount	<u>90,128.10</u>
Date Submitted	<u>9-5-20</u>	Transaction#	<u>11V6R0E777</u>	Amount	<u>88,115.01</u>
Date Submitted	<u>9-28-20</u>	Transaction#	<u>VFUSPA474A</u>	Amount	<u>87,160.48</u>

Deferred Comp

Date Submitted	<u>9-1-20</u>	Transaction#		Amount	<u>100.00</u>
Date Submitted	<u>9-15-20</u>	Transaction#	<u>VF311</u>	Amount	<u>816.74</u>
Date Submitted	<u>9-29-20</u>	Transaction#		Amount	<u>100.00</u>

Payroll Taxes

Date Submitted	<u>9-1-20</u>	Transaction#		Amount	<u>33,442.28</u>
Date Submitted	<u>9-15-20</u>	Transaction#	<u>394994491</u>	Amount	<u>37,054.41</u>
Date Submitted	<u>9-29-20</u>	Transaction#	<u>90816593</u>	Amount	<u>31,753.82</u>

HSA

Date Submitted	<u>9-1-20</u>	Transaction#	<u>FMFNG89EM</u>	Amount	<u>1400.00</u>
Date Submitted	<u>9-1-20</u>	Transaction#	<u>13T2L0SHF</u>	Amount	<u>2272.00</u>
Date Submitted	<u>9-15-20</u>	Transaction#	<u>JBFG04ANR</u>	Amount	<u>2272.00</u>
Date Submitted	<u>9-29-20</u>	Transaction#	<u>RR2H19JK2R</u>	Amount	<u>2335.00</u>

ICMA RC

Date Submitted	<u>9-1-20</u>	Transaction#	<u>UGAE00SMW</u>	Amount	<u>394.68</u>
Date Submitted	<u>9-15-20</u>	Transaction#	<u>E4I1WVM28</u>	Amount	<u>1052.62</u>
Date Submitted	<u>9-28-20</u>	Transaction#	<u>046LS1026</u>	Amount	<u>478.48</u>
	<u>9-28-20</u>		<u>09KUP5E0C</u>	Amount	<u>83.38</u>

MERS DB EE

Date Submitted	<u>9-28-20</u>	Transaction#	<u>WEBPMT00010880P</u>	Amount	<u>12,985.43</u>
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MERS DB ER

Date Submitted	<u>9-28-20</u>	Transaction#	<u>WEBPMT000113803</u>	Amount	<u>15,953.00</u>
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MERS DC

Date Submitted	<u>9-1-20</u>	Transaction#	<u>76</u>	Amount	<u>14,057.52</u>
Date Submitted	<u>9-15-20</u>	Transaction#	<u>77</u>	Amount	<u>15,850.50</u>
Date Submitted	<u>9-28-20</u>	Transaction#	<u>79</u>	Amount	<u>14,123.98</u>

Monthly Check Register - Gross

Date Submitted	<u>10-9-20</u>	Amount	<u>462,295.40</u>
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Clerk's Office

Date _____



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: October 21, 2020
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Kent County CARES Act Funding

FACTS:

In response to the COVID-19 pandemic, Kent County was the recipient of significant federal CARES Act funding, passed through the State of Michigan. As part of the distribution package, Kent County reserved \$15,000,000 for Kent County local units of government (LUG's). The amount for LUG's was distributed utilizing a formula which accounted for population (33.3%) and the percentage of Kent County Confirmed cases (66.7%). Based on the formula approved by the County COVID Relief Subcommittee, Cascade Township has been awarded \$217,352. The Township Board voted to accept these funds in October.

The use of the CARES funds is restricted based on the CARES act language and guidance from the federal government. I have included the FAQ from the federal treasury department that indicates how funds may be utilized. In addition to federal guidelines, Kent County also instituted several restrictions in the agreement. Restrictions from Kent County include:

(c) **Restrictions.** Grantee may not use any Grant funds:

1. To create a program that duplicates a County program in any way without prior written approval from the County, which County shall provide in its sole discretion. This includes, but is not limited to, programs for COVID-19-related eviction assistance or economic support grants;
2. To provide any pass-through funding to any entity—excepting those entities regulated by MCL 380.1 et seq.—without prior written approval from County, which County shall provide in its sole discretion;
3. In a way that creates any additional expenses or liabilities for the County now or in the future, including, but not limited to, a cost-matching program;
4. For Grantee revenue replacement of any kind;
5. For COVID-19-related capital expenditures, such as the cost to build temporary medical facilities to treat COVID-19 or the costs of building improvements that help mitigate the spread of COVID-19, that aggregately exceed five percent (5%) of the amount of the Grant, or that cannot be completed by December 30, 2020; or
6. For any expense for which Grantee has received reimbursement from another source including, but not limited to, CARES Act funds provided by the State of Michigan.

Attached for your review are:

- Approved grant agreement between Kent County and Cascade Township For CARES Act Funding
- Coronavirus Relief Fund FAQ from Federal Treasury Department.

ANALYSIS & CONCLUSIONS:

Township Staff have identified several opportunities to utilize the funds:

- **Public Safety Payroll Expenses:** The FAQ document specifically identified public safety payroll expenses from the onset of the pandemic (March 27, 2020) through the end of the year as eligible expenses. The Township already received separate CARES Act funds for April and part of May payroll expenses. The average monthly payroll expense for public safety is approximately \$175,000.
- **Remote Work Expenses:** The Township invested approximate \$25,000 in technology to allow for broader remote work opportunities for employees.
- **COVID 19 Equipment and Supplies:** The Township (both the General Fund and the Fire Fund) has spent approximately \$40,000 for supplies and equipment related to the pandemic (sanitizing equipment, fiberglass partitions, PPE, etc...)
- **Teleconferencing Services and Equipment:** The Township has approximately \$150 per month in reoccurring expense related to hosting virtual meetings. The Township is also looking to invest \$15,000 in Wisner Center upgrades in order to host combined virtual meetings were some could be in attendance at the Wisner Center and some could be in attendance virtually.
- **Election Worker Hazard Pay:** Clerk Slater has requested approximately \$9,000 - \$10,000 for \$100 hazard pay stipends for election day poll workers.
- **Rural Internet:** Residents on Alaska Ridge have requested funds to extend wired internet to their neighborhood. There are approximately 12 homes that do not have access to wired internet. The estimated cost from Comcast to extend the service to their neighborhood is \$65,000 once the Comcast contribution is considered.

The Personnel and Finance Committee met in November to review the identified uses of the COVID funds, as well as brainstorm any additional uses. After reviewing the opportunities, as well as the CARES Act and Kent County requirements, they have made the following recommendations:

- **Remote Work Expenses:** Up to \$25,000
- **COVID 19 Equipment and Supplies:** Up to \$40,000
- **Teleconferencing Services and Equipment:** Up to \$15,000
- **Election Worker Hazard Pay:** Up to \$10,000 (...\$100 per worker)
- **Public Safety Payroll Expense:** Remaining Funds

The committee felt this represented the best intent on what the funds were to be used for. While the committee understood the request from the Alaska Ridge residents, the committee felt it was not an appropriate expenditure for the Township to make. The Township has never contributed to the extension of private internet service, which is not a Michigan Public Service Commission regulated utility. Further, the committee worried that there are other areas in the Township that do not have wired high-speed internet that could be "left out" while significant funds are invested in one neighborhood. Finally, the committee felt that investing \$65,000 for private internet service to 12 private residences could not be justified, and pointed to the use of CARES act funds to provide free Wifi access points at Township owned properties better served the Township at large.

FINANCIAL CONSIDERATIONS:

The Township has already accepted CARES funding from the County. If the spending plan is approved by the Board, the Township will make the necessary accounting adjustments to properly demonstrate to regulators how the funds were utilized.

RECOMMENDED ACTION:

To consider the Kent County CARES Act funding plan as recommended by the Personnel and Finance Committee

GRANT AGREEMENT

THIS GRANT AGREEMENT (“**Agreement**”) is effective as of September ___, 2020, by and between Kent County, a Michigan political subdivision (“**County**”), and Cascade Charter Township, a Michigan political subdivision (“**Grantee**”).

WHEREAS, County has received federal funding from the Coronavirus Relief Fund (“**Fund**”), pursuant to Section 601(a) of the Social Security Act, as added by Section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“**CARES Act**”); and

WHEREAS, pursuant to the CARES Act and related federal rules, regulations, decisions, and guidance (collectively, “**CARES Act Laws**”), all amounts received by County from the Fund, including any monies transferred to other local governments, may only be used to cover costs that (1) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) (“**Necessary Expenditures**”); (2) were not accounted for in the County’s budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act); and (3) are expended by County during the period that begins on March 1, 2020, and ends on December 30, 2020;

WHEREAS, County desires to use certain funds it has received from the Fund to help fund Necessary Expenditures incurred by Grantee related to organizational expenses resulting from responding to the COVID-19 pandemic, subject to the limitations contained in the CARES Act Laws and herein (“**Purpose**”);

WHEREAS, Grantee may not use funds obtained under this Agreement to fill shortfalls in revenue or for any form of revenue replacement or for any other restricted purpose set forth in this Agreement.

ACCORDINGLY, THE PARTIES HEREBY AGREE AS FOLLOWS:

1. **Grant.** Subject to the terms and conditions of this Agreement and all applicable statutes, laws, and other requirements and rules of law of governmental authorities, County agrees to pay to Grantee \$217,352.09 in immediately available funds (the “**Grant**”) promptly after this Agreement is fully executed.
2. **Grant Use.**
 - (a) **Purpose.** Grantee agrees to use the Grant in Kent County and solely for the Purpose.
 - (b) **Timing.** Grantee must use all Grant funds by no later than November 15, 2020. If Grantee anticipates that Grant funds will not be fully expended by November 15, 2020, Grantee must provide County a detailed written plan explaining why the Grant cannot be expended by that date and outlining how the Grant will be expended by December 15, 2020. Such written plan is subject to County’s approval, which it shall provide in its sole discretion. By no later than December 16, 2020, the Grantee shall certify to the County that the Grant has been fully expended or return any unspent Grant funds to the County.
 - (c) **Restrictions.** Grantee may not use any Grant funds:
 1. To create a program that duplicates a County program in any way without prior written approval from the County, which County shall provide in its sole discretion. This includes, but is not limited to, programs for COVID-19-related eviction assistance or economic support grants;

2. To provide any pass-through funding to any entity—excepting those entities regulated by MCL 380.1 et seq.—without prior written approval from County, which County shall provide in its sole discretion;
3. In a way that creates any additional expenses or liabilities for the County now or in the future, including, but not limited to, a cost-matching program;
4. For Grantee revenue replacement of any kind;
5. For COVID-19-related capital expenditures, such as the cost to build temporary medical facilities to treat COVID-19 or the costs of building improvements that help mitigate the spread of COVID-19, that aggregately exceed five percent (5%) of the amount of the Grant, or that cannot be completed by December 30, 2020; or
6. For any expense for which Grantee has received reimbursement from another source including, but not limited to, CARES Act funds provided by the State of Michigan.

3. **Acceptance of Lower Amount.** If Grantee desires to accept Grant funds from County under this Agreement in an amount less than the total amount set forth in Section 1, Grantee may do so by notifying County of the requested reduced amount consistent with Paragraph 15 of the Terms and Conditions.

4. **Registration and Reporting Requirements.** Prior to Grant receipt, Grantee must provide County with its DUNS number and register (or be registered) with the U.S. government's System for Award Management, available at sam.gov/SAM/. Grantee agrees to promptly provide County with such information as County may reasonably request from time to time related to the Grant, including Grantee's performance of the Purpose and an accounting of Grantee's use of the Grant funds. Certain information required by the 45 C.F.R. § 75.352 to be included in this Agreement with respect to the Grant is set forth in Exhibit A, attached hereto and incorporated herein by reference.

5. **Terms and Conditions.** This Agreement is subject to the current version of the KENT COUNTY CARES ACT GRANT TERMS AND CONDITIONS ("**Terms and Conditions**"), available at <https://accesskent.com/caresgrantterms.htm>, which are specifically incorporated herein by reference. To the extent that there is any conflict between this Agreement and the Terms and Conditions, the provisions of this Agreement shall control.

6. **Return of Grant.** Grantee shall immediately return any portion of the Grant to County that (a) is not used for the Purpose; (b) Grantee expends in any manner inconsistent with the CARES Act Laws; (c) County otherwise determines is not an acceptable use of the Grant; or (d) is not expended by December 15, 2020.

7. **Indemnification.** Grantee shall, to the fullest extent permitted by law, defend, indemnify, and hold harmless County, its officers, agents, employees, and the United States Treasury from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly or partially arising from or in connection with the Grant, this Agreement, or any act or omission of Grantee, its employees, or its agents. Grantee's obligation under this Agreement shall not exceed any amount that must be returned under Paragraph 6 plus one-hundred and fifty percent (150%) of the Grant. Any amount due to the County under this Agreement including this paragraph may be set off by any amounts due from County to the Grantee from any source.

8. **Complete Agreement; Amendment.** This Agreement (including the Terms and Conditions) constitutes the entire agreement of the parties with respect to the subject matter hereof and supersedes any prior written or oral agreements between the parties. This Agreement may be modified or amended only if the amendment is made in writing and signed by both parties.

9. **Counterparts; Electronic Signature.** This Agreement may be executed in counterparts, each of which will be an original, and all of which, taken together, will constitute a single instrument. The parties expressly agree that the transactions contemplated hereunder may be conducted by electronic means, and a facsimile, electronic scan, pdf, or other electronic signature shall be considered to have the same binding legal effect as an original manual signature.

[Signature page follows]

The parties have executed this Grant Agreement as of the date first set forth above.

COUNTY:

Kent County

By: _____
Wayman Britt, Kent County Administrator/Controller

GRANTEE:

Cascade Charter Township

By (Signature): Ben Swartz

Print Name: BENJAMIN SWARTZ

Title: TOWNSHIP MANAGER

20671241

EXHIBIT A
FEDERAL AWARD IDENTIFICATION

- Sub-recipient name: Cascade Charter Township
- Sub-recipient DUNS number: 095944864
- Federal Award Identification Number: SLT0177
- Federal Award date: March 27, 2020
- Sub-award Period of Performance: March 1, 2020 to December 30, 2020
- Amount of federal funds obligated to the sub-recipient by this agreement: \$217,352.09
- Total amount of Federal Award obligated to subrecipient by County: \$217,352.09
- Total amount of Federal Award committed to subrecipient by County: \$217,352.09
- Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA):

This grant is made for purposes of covering costs incurred by sub-recipient pursuant to the Coronavirus Relief Fund (Section 601(a) of the Social Security Act, as added by Section 5001 of the Coronavirus Aid, Relief and Economic Security Act ("CARES Act").

- Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the pass-through entity:

Awarding Agency: U.S. Department of Treasury
Pass-through Entity: Kent County
Contact Information: Jeff Dood, Fiscal Services Director
300 Monroe Ave., NW
Grand Rapids, MI 49503-2206
crf-reporting@kentcountymi.gov

- CFDA Number and Name: 21.019 – Coronavirus Relief Fund
- Is this grant award for research and development?: No
- Indirect Cost Rate for federal award: Not Applicable



COUNTY OF KENT
 300 MONROE AVE., N.W.
 GRAND RAPIDS, MI 49503-2221

HUNTINGTON BANK
 GRAND RAPIDS, MI

641701

Disbursement Account

56-1512/441

Account No. 01153110325

Void after 60 days
 Date 11/04/2020

Pay Amount \$217,352.09

Pay **TWO HUNDRED SEVENTEEN THOUSAND THREE HUNDRED FIFTY TWO AND 09/100 DOLLARS**

THIS ACCOUNT PROTECTED BY POSITIVE PAY

To The Order Of **Cascade Charter Township
 2865 Thornhills Avenue SE
 Grand Rapids MI 49546**

Kenneth D. Parrish
Wayne E. Burt

⑈641701⑈ ⑆044115126⑆ 01153110325⑈

Check Date: 11/04/2020						Check No. 641701	
Invoice Number/Comments	Invoice Date	PO ID	Document ID	Gross Amount	Discounts	Paid Amount	
CRF-GOV-009	11/03/2020		GAX 191 GOV20110300026	217,352.09		217,352.09	
Kent County CARES Act Grand Program							
Vendor Number		Vendor Name					
VC008095		Cascade Charter Township					
Check Number	Date	Total Amount		Discounts Taken	Total Paid Amount		
641701	11/04/2020	\$217,352.09		\$0.00	\$217,352.09		

Electronic Funds Transfer Available - Contact the Fiscal Services Department for details (616) 632-7687

Kent County CARES Act Grant Terms and Conditions

These CARES Act Terms and Conditions ("**Terms**") apply to any agreement (a "**Grant Agreement**") between Kent County, a Michigan political subdivision (the "**County**") and a grant recipient ("**Grantee**") to which the County is providing funds (the "**Grant**") from the federal funding the County received from the Coronavirus Relief Fund ("**Fund**"), pursuant to Section 601(a) of the Social Security Act, as added by Section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("**CARES Act**"). These Terms together with the Grant Agreement form the "**Agreement**" between the parties, and Grantee's acceptance of the Grant Agreement constitutes Grantee's acceptance of these Terms.

1. Grant

Grantee agrees that the Grant will be used solely for the purposes described in the Grant Agreement, subject to the limitations set forth in this Agreement (the "**Purpose**").

2. Grantee Obligations

Grantee agrees to use its best efforts to fulfill the Purpose and otherwise satisfy all the requirements stated in this Agreement, including only using the Grant in compliance with the CARES Act Laws. Grantee will immediately notify County about any changes in Grantee that could negatively affect Grantee's eligibility for the Grant or ability to fulfill the Purpose. Grantee must expend all Grant funds on or before October 31, 2020.

3. Grantee Representations and Warranties

Grantee represents, warrants, covenants and certifies to County that:

- (a) Grantee has full power and authority to execute and deliver the Agreement and to perform its obligations under the Agreement, and that this Agreement constitutes the legal, valid and binding agreement of Grantee;
- (b) all statements made in the Grant Agreement, the Grant application, and any other statements, certification, documentation, or other information provided by Grantee to County or its Grant administrator relative to the Grant or this Agreement are true, accurate, and not misleading;
- (c) Grantee has not been approved for or received other assistance as a result of COVID-19 to be used for the same purpose as the Purpose including, but not limited to, business-interruption insurance proceeds, CARES Act funding from a source other than the County, or private grant funding; and
- (d) Grantee will only use the Grant for the Purpose and will comply with all applicable laws, statutes, regulations, and rules of law of any kind of any governmental authority (collectively, "**Laws**") applicable to its performance under this Agreement and expenditure of the Grant. Without limiting the foregoing, Grantee shall not use the Grant funds to pay any person for influencing or attempting to influence an officer or employee of any federal agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the award of the Grant, the extension, continuation, renewal, amendment, or modification of the Grant, any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan, or cooperative agreement.

4. Registration Requirements

To receive Grant funds in excess of \$50,000, Grantee must have (or obtain) and provide County with its DUNS number and register (or be registered) with the U.S. government's System of Award Management, available at sam.gov/SAM/.

5. Federal Excluded Parties List

Grantee acknowledges that the County will be receiving funds from or through the Federal Government and that such funds may not be used to pay any contractor on the Federal Excluded Parties List ("EPL"). Grantee represents and warrants to the County that it is not on the EPL. If the Grantee is in non-compliance at any time during execution or term of the Grant Agreement (including any extensions thereof), Grantee shall be in breach and the County shall be entitled to all remedies available to it at law or equity, specifically including but not limited to recovery of all moneys paid to the Grantee, all consequential damages (including the loss of grant funding or the requirement that grant funding be returned), and attorney fees (including the costs of in-house counsel) sustained as a result of the Grantee's non-compliance with this warranty and representation.

6. Limitations; Return of Grant

Grantee acknowledges and agrees that the Grant is made only for the Purpose, and funds from the Grant may not be expended for any other purpose without the County's prior written approval. Grantee shall return any portion of the Grant to the County that: (a) is not used for the Purpose; (b) County has determined not to be an eligible expenditure related to the Fund, or that is not an acceptable use of the Grant, including, without limitation: (i) expenses for the State share of Medicaid; (ii) damages covered by insurance; (iii) payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public-health emergency; (iv) expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the State of Michigan of COVID-19 related expenses from CARES Act funds received by the State; (v) expenditures prohibited under Section 5001(b) of the CARES Act; (vi) reimbursement to donors for donated items or services; (vii) workforce bonuses other than hazard pay or overtime; (viii) severance pay; (ix) legal settlements; (x) costs that are not consistent with the Grant Agreement's purposes and as to which the County has not given its written approval; or (xi) the Treasury Department has otherwise deemed an ineligible expenditure, including through guidance made available on its website, home.treasury.gov (the "Guidance") which Guidance, as it may be amended from time to time, is incorporated as if restated herein its entirety. Further, County reserves the right to terminate the Agreement or amend the Grant, in whole or in part, at any time, with or without notice, if County reasonably believes that Grantee is no longer willing or able to carry out the Purpose or has otherwise breached this Agreement. Grantee shall return all or the applicable portion of the Grant within thirty (30) days of County's request.

7. Indemnification

Grantee shall, to the fullest extent permitted by law, defend, indemnify, and hold harmless County and its Affiliates (defined below) from and against any and all claims, liabilities, losses, and expenses (including reasonable attorneys' fees) directly, indirectly, wholly or partially arising from or in connection with the Grant, this Agreement, or any act or omission of Grantee, its employees, or its agents related to the Grant or this Agreement, including Grantee's breach of this Agreement or failure to fulfill the Purpose. The foregoing shall apply regardless of the form of action, whether in contract, tort (including County's negligence), warranty, or strict liability.

8. Limitations of Liability

EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, NEITHER COUNTY 20310850-7/21/2020 NOR ITS AFFILIATES, AGENTS, ELECTED OFFICIALS, OFFICERS, OR EMPLOYEES (COLLECTIVELY, "AFFILIATES") SHALL BE LIABLE FOR ANY LOSS, DAMAGE OR EXPENSE ARISING DIRECTLY OR INDIRECTLY IN CONNECTION WITH THIS AGREEMENT, THE GRANT OR GRANTS PROVIDED HEREUNDER, OR ANY ACT OR OMISSION OF GRANTEE OR ANY OTHER PARTY IN ANY WAY RELATED TO THIS AGREEMENT. IN NO EVENT SHALL COUNTY OR ITS AFFILIATES BE LIABLE FOR ANY CONSEQUENTIAL, SPECIAL OR PUNITIVE DAMAGES EVEN IF COUNTY HAS BEEN NOTIFIED OF THE POSSIBILITY OF SUCH DAMAGE. CONSEQUENTIAL DAMAGES SHALL INCLUDE LOST PROFITS, COST OF CAPITAL, LOSS OF BUSINESS REPUTATION AND OPPORTUNITY.

9. Publicity

County may disclose or use Grantee's name in connection with any announcements or statements made with respect to the Grant or Fund without Grantee's prior consent. Grantee shall participate in public programming, including public speaking and engagements with the press, as determined by County from time to time.

10. Reporting Requirements

Grantee shall, upon request, submit to County written reports summarizing the Grant activity and use of Grant funds, including a detailed accounting of the uses or expenditure of the Grant. Grantee further agrees to provide any other information reasonably requested by County.

11. Records and Access to Information

Grantee shall maintain records of all activities, including but not limited to, financial records, receipts, and expenditures, relating to the Grant, for at least 6 years after date of the final payment made by County under this Agreement. Upon prior reasonable notice, Grantee shall make its books and records available for inspection by County or any of County's agents or representatives during normal business hours at Grantee's principal place of business for the purpose of making such financial audits, verifications, or program evaluations as County deems necessary or appropriate concerning the Grant. If County is audited by the federal government, Grantee agrees to use best efforts to cooperate with County and provide any requested documentation related to the Grant requested by County.

12. Taxes

Grantee shall be responsible for all applicable federal, state, and local taxes resulting from or relating to the Grant. Grantee shall furnish County with all such documentation as County requests with respect to any required reporting of such taxes.

13. Freedom of Information Act

Nothing in this Agreement will be construed to limit in any way the ability of County or the Grantee to comply with any applicable laws or legal process concerning disclosures by public bodies. The parties acknowledge that any responses, materials, correspondence or documents provided to County or the Grantee are subject to the State of Michigan Freedom of Information Act and may be released to third parties in compliance with such act or any other Law, and such release will not constitute a breach or threatened breach of this Agreement.

14. Relationship of the Parties

County and Grantee are independent contractors with respect to each other, and: (a) neither County nor Grantee is an agent of another hereunder, and the parties have no right or authority to enter into any contract or undertaking in the name of, or for the account of, the other party, or to create or assume any obligation of any kind, express or implied, on behalf of the other, except as specifically set forth herein; and (b) nothing in this Agreement shall be construed to create an employer/employee relationship, partnership or joint venture among the parties, or between a party and any employee of another party.

15. Notices

All notices, requests, consents and other communications under this Agreement shall be in writing, shall be addressed to County at Attn: Jeff Dood, Fiscal Services Director, Kent County, 300 Monroe Ave., NW, Grand Rapids, MI 49503-2206 with a copy to Kent County Corporate Counsel, 300 Monroe Ave., NW, Grand Rapids, MI 49503-2206 and to Grantee at the address set forth below or to such other address as a party may designate by notice under this Agreement, and shall be either (a) delivered by hand, (b) sent by electronic transmission, and mailed promptly by first class mail, (c) sent by overnight courier, or (d) sent by registered mail, return receipt requested, postage prepaid.

16. Changes to Terms

County reserves the right to change these Terms or any other terms with respect to the Grant at any time in its sole discretion. County shall notify Grantee of such changes. Continued use of the Grant funds after County has notified Grantee of the same shall constitute Grantee's agreement to them.

17. No Waiver of Governmental Immunity

No party waives its governmental immunity by entering into this Agreement, and, except as expressly set forth herein, fully retains all immunities and defenses provided by law with respect to any action based upon or arising out of this Agreement.

18. Severability

If any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect any other provisions of this Agreement, which provisions shall remain in full force and effect.

19. General

This Agreement and all rights and duties under this Agreement shall be governed by, and construed in accordance with, the laws of the State of Michigan (without regard to its conflict of laws principles). Except as otherwise indicated in the Agreement, this Agreement may be amended, modified, or superseded only by written agreement of the parties. Grantee may not assign this Agreement or delegate any rights or duties without the prior written consent of County. This Agreement is for the sole benefit of the parties hereto and their respective successors and permitted assigns, and nothing herein, express or implied, is intended to or shall confer upon any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement. All covenants and agreements of the Grantee contained herein shall survive indefinitely or for the period explicitly specified herein. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

**Coronavirus Relief Fund
Frequently Asked Questions
Updated as of September 2, 2020¹**

The following answers to frequently asked questions supplement Treasury's Coronavirus Relief Fund ("Fund") Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, ("Guidance").² Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act").

A. Eligible Expenditures

1. *Are governments required to submit proposed expenditures to Treasury for approval?*

No. Governments are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19 and do not need to submit any proposed expenditures to Treasury.

2. *The Guidance says that funding can be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. How does a government determine whether payroll expenses for a given employee satisfy the "substantially dedicated" condition?*

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.

3. *The Guidance says that a cost was not accounted for in the most recently approved budget if the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. What would qualify as a "substantially different use" for purposes of the Fund eligibility?*

Costs incurred for a "substantially different use" include, but are not necessarily limited to, costs of personnel and services that were budgeted for in the most recently approved budget but which, due entirely to the COVID-19 public health emergency, have been diverted to substantially different functions. This would include, for example, the costs of redeploying corrections facility staff to enable compliance with COVID-19 public health precautions through work such as enhanced sanitation or enforcing social distancing measures; the costs of redeploying police to support management and enforcement of stay-at-home orders; or the costs of diverting educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty's ordinary responsibilities.

¹ On August 10, 2020, these Frequently Asked Questions were revised to add Questions A.49–52. On September 2, 2020, Questions A.53–56 were added, and Questions A.34 and A.38 were revised.

² The Guidance is available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>.

Note that a public function does not become a “substantially different use” merely because it is provided from a different location or through a different manner. For example, although developing online instruction capabilities may be a substantially different use of funds, online instruction itself is not a substantially different use of public funds than classroom instruction.

4. *May a State receiving a payment transfer funds to a local government?*

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

5. *May a unit of local government receiving a Fund payment transfer funds to another unit of government?*

Yes. For example, a county may transfer funds to a city, town, or school district within the county and a county or city may transfer funds to its State, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, a transfer from a county to a constituent city would not be permissible if the funds were intended to be used simply to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure.

6. *Is a Fund payment recipient required to transfer funds to a smaller, constituent unit of government within its borders?*

No. For example, a county recipient is not required to transfer funds to smaller cities within the county’s borders.

7. *Are recipients required to use other federal funds or seek reimbursement under other federal programs before using Fund payments to satisfy eligible expenses?*

No. Recipients may use Fund payments for any expenses eligible under section 601(d) of the Social Security Act outlined in the Guidance. Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement.

8. *Are there prohibitions on combining a transaction supported with Fund payments with other CARES Act funding or COVID-19 relief Federal funding?*

Recipients will need to consider the applicable restrictions and limitations of such other sources of funding. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of Fund payments.

9. *Are States permitted to use Fund payments to support state unemployment insurance funds generally?*

To the extent that the costs incurred by a state unemployment insurance fund are incurred due to the COVID-19 public health emergency, a State may use Fund payments to make payments to its respective state unemployment insurance fund, separate and apart from such State's obligation to the unemployment insurance fund as an employer. This will permit States to use Fund payments to prevent expenses related to the public health emergency from causing their state unemployment insurance funds to become insolvent.

10. *Are recipients permitted to use Fund payments to pay for unemployment insurance costs incurred by the recipient as an employer?*

Yes, Fund payments may be used for unemployment insurance costs incurred by the recipient as an employer (for example, as a reimbursing employer) related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

11. *The Guidance states that the Fund may support a "broad range of uses" including payroll expenses for several classes of employees whose services are "substantially dedicated to mitigating or responding to the COVID-19 public health emergency." What are some examples of types of covered employees?*

The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund. These classes of employees include public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered. Other eligible expenditures include payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures. Please see the Guidance for a discussion of what is meant by an expense that was not accounted for in the budget most recently approved as of March 27, 2020.

12. *In some cases, first responders and critical health care workers that contract COVID-19 are eligible for workers' compensation coverage. Is the cost of this expanded workers compensation coverage eligible?*

Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense.

13. *If a recipient would have decommissioned equipment or not renewed a lease on particular office space or equipment but decides to continue to use the equipment or to renew the lease in order to respond to the public health emergency, are the costs associated with continuing to operate the equipment or the ongoing lease payments eligible expenses?*

Yes. To the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance, such expenses would be eligible.

- 14. *May recipients provide stipends to employees for eligible expenses (for example, a stipend to employees to improve telework capabilities) rather than require employees to incur the eligible cost and submit for reimbursement?***

Expenditures paid for with payments from the Fund must be limited to those that are necessary due to the public health emergency. As such, unless the government were to determine that providing assistance in the form of a stipend is an administrative necessity, the government should provide such assistance on a reimbursement basis to ensure as much as possible that funds are used to cover only eligible expenses.

- 15. *May Fund payments be used for COVID-19 public health emergency recovery planning?***

Yes. Expenses associated with conducting a recovery planning project or operating a recovery coordination office would be eligible, if the expenses otherwise meet the criteria set forth in section 601(d) of the Social Security Act outlined in the Guidance.

- 16. *Are expenses associated with contact tracing eligible?***

Yes, expenses associated with contact tracing are eligible.

- 17. *To what extent may a government use Fund payments to support the operations of private hospitals?***

Governments may use Fund payments to support public or private hospitals to the extent that the costs are necessary expenditures incurred due to the COVID-19 public health emergency, but the form such assistance would take may differ. In particular, financial assistance to private hospitals could take the form of a grant or a short-term loan.

- 18. *May payments from the Fund be used to assist individuals with enrolling in a government benefit program for those who have been laid off due to COVID-19 and thereby lost health insurance?***

Yes. To the extent that the relevant government official determines that these expenses are necessary and they meet the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance, these expenses are eligible.

- 19. *May recipients use Fund payments to facilitate livestock depopulation incurred by producers due to supply chain disruptions?***

Yes, to the extent these efforts are deemed necessary for public health reasons or as a form of economic support as a result of the COVID-19 health emergency.

- 20. *Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?***

Yes, assuming that the recipient considers the grants to be a necessary expense incurred due to the COVID-19 public health emergency and the grants meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures.

21. *May recipients create a “payroll support program” for public employees?*

Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

22. *May recipients use Fund payments to cover employment and training programs for employees that have been furloughed due to the public health emergency?*

Yes, this would be an eligible expense if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency.

23. *May recipients use Fund payments to provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?*

Yes, if a government determines such assistance to be a necessary expenditure. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.

24. *The Guidance provides that eligible expenditures may include expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. What is meant by a “small business,” and is the Guidance intended to refer only to expenditures to cover administrative expenses of such a grant program?*

Governments have discretion to determine what payments are necessary. A program that is aimed at assisting small businesses with the costs of business interruption caused by required closures should be tailored to assist those businesses in need of such assistance. The amount of a grant to a small business to reimburse the costs of business interruption caused by required closures would also be an eligible expenditure under section 601(d) of the Social Security Act, as outlined in the Guidance.

25. *The Guidance provides that expenses associated with the provision of economic support in connection with the public health emergency, such as expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures, would constitute eligible expenditures of Fund payments. Would such expenditures be eligible in the absence of a stay-at-home order?*

Fund payments may be used for economic support in the absence of a stay-at-home order if such expenditures are determined by the government to be necessary. This may include, for example, a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.

26. *May Fund payments be used to assist impacted property owners with the payment of their property taxes?*

Fund payments may not be used for government revenue replacement, including the provision of assistance to meet tax obligations.

27. *May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?*

Fund payments may not be used for government revenue replacement, including the replacement of unpaid utility fees. Fund payments may be used for subsidy payments to electricity account holders to the extent that the subsidy payments are deemed by the recipient to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services.

28. *Could Fund payments be used for capital improvement projects that broadly provide potential economic development in a community?*

In general, no. If capital improvement projects are not necessary expenditures incurred due to the COVID-19 public health emergency, then Fund payments may not be used for such projects.

However, Fund payments may be used for the expenses of, for example, establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity or improve mitigation measures, including related construction costs.

29. *The Guidance includes workforce bonuses as an example of ineligible expenses but provides that hazard pay would be eligible if otherwise determined to be a necessary expense. Is there a specific definition of “hazard pay”?*

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.

30. *The Guidance provides that ineligible expenditures include “[p]ayroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” Is this intended to relate only to public employees?*

Yes. This particular nonexclusive example of an ineligible expenditure relates to public employees. A recipient would not be permitted to pay for payroll or benefit expenses of private employees and any financial assistance (such as grants or short-term loans) to private employers are not subject to the restriction that the private employers’ employees must be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

31. *May counties pre-pay with CARES Act funds for expenses such as a one or two-year facility lease, such as to house staff hired in response to COVID-19?*

A government should not make prepayments on contracts using payments from the Fund to the extent that doing so would not be consistent with its ordinary course policies and procedures.

32. *Must a stay-at-home order or other public health mandate be in effect in order for a government to provide assistance to small businesses using payments from the Fund?*

No. The Guidance provides, as an example of an eligible use of payments from the Fund, expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. Such assistance may be provided using amounts received from the Fund in the absence of a requirement to close businesses if the relevant government determines that such expenditures are necessary in response to the public health emergency.

33. *Should States receiving a payment transfer funds to local governments that did not receive payments directly from Treasury?*

Yes, provided that the transferred funds are used by the local government for eligible expenditures under the statute. To facilitate prompt distribution of Title V funds, the CARES Act authorized Treasury to make direct payments to local governments with populations in excess of 500,000, in amounts equal to 45% of the local government's per capita share of the statewide allocation. This statutory structure was based on a recognition that it is more administratively feasible to rely on States, rather than the federal government, to manage the transfer of funds to smaller local governments. Consistent with the needs of all local governments for funding to address the public health emergency, States should transfer funds to local governments with populations of 500,000 or less, using as a benchmark the per capita allocation formula that governs payments to larger local governments. This approach will ensure equitable treatment among local governments of all sizes.

For example, a State received the minimum \$1.25 billion allocation and had one county with a population over 500,000 that received \$250 million directly. The State should distribute 45 percent of the \$1 billion it received, or \$450 million, to local governments within the State with a population of 500,000 or less.

34. *May a State impose restrictions on transfers of funds to local governments?*

Yes, to the extent that the restrictions facilitate the State's compliance with the requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance and other applicable requirements such as the Single Audit Act, discussed below. Other restrictions, such as restrictions on reopening that do not directly concern the use of funds, are not permissible.

35. *If a recipient must issue tax anticipation notes (TANs) to make up for tax due date deferrals or revenue shortfalls, are the expenses associated with the issuance eligible uses of Fund payments?*

If a government determines that the issuance of TANs is necessary due to the COVID-19 public health emergency, the government may expend payments from the Fund on the interest expense payable on TANs by the borrower and unbudgeted administrative and transactional costs, such as necessary payments to advisors and underwriters, associated with the issuance of the TANs.

36. *May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?*

Such expenditures would only be permissible if they are necessary for the public health emergency. The cost of projects that would not be expected to increase capacity to a significant extent until the need for distance learning and telework have passed due to this public health emergency would not be necessary due to the public health emergency and thus would not be eligible uses of Fund payments.

37. *Are costs associated with increased solid waste capacity an eligible use of payments from the Fund?*

Yes, costs to address increase in solid waste as a result of the public health emergency, such as relates to the disposal of used personal protective equipment, would be an eligible expenditure.

38. *May payments from the Fund be used to cover across-the-board hazard pay for employees working during a state of emergency?*

No. Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19. Payments from the fund may only be used to cover such hazard pay.

39. *May Fund payments be used for expenditures related to the administration of Fund payments by a State, territorial, local, or Tribal government?*

Yes, if the administrative expenses represent an increase over previously budgeted amounts and are limited to what is necessary. For example, a State may expend Fund payments on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

40. *May recipients use Fund payments to provide loans?*

Yes, if the loans otherwise qualify as eligible expenditures under section 601(d) of the Social Security Act as implemented by the Guidance. Any amounts repaid by the borrower before December 30, 2020, must be either returned to Treasury upon receipt by the unit of government providing the loan or used for another expense that qualifies as an eligible expenditure under section 601(d) of the Social Security Act. Any amounts not repaid by the borrower until after December 30, 2020, must be returned to Treasury upon receipt by the unit of government lending the funds.

41. *May Fund payments be used for expenditures necessary to prepare for a future COVID-19 outbreak?*

Fund payments may be used only for expenditures necessary to address the current COVID-19 public health emergency. For example, a State may spend Fund payments to create a reserve of personal protective equipment or develop increased intensive care unit capacity to support regions in its jurisdiction not yet affected, but likely to be impacted by the current COVID-19 pandemic.

42. *May funds be used to satisfy non-federal matching requirements under the Stafford Act?*

Yes, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund's eligibility criteria and the Stafford Act. Regardless of the use of Fund payments for such purposes, FEMA funding is still dependent on FEMA's determination of eligibility under the Stafford Act.

43. *Must a State, local, or tribal government require applications to be submitted by businesses or individuals before providing assistance using payments from the Fund?*

Governments have discretion to determine how to tailor assistance programs they establish in response to the COVID-19 public health emergency. However, such a program should be structured in such a manner as will ensure that such assistance is determined to be necessary in response to the COVID-19 public health emergency and otherwise satisfies the requirements of the CARES Act and other applicable law. For example, a per capita payment to residents of a particular jurisdiction without an assessment of individual need would not be an appropriate use of payments from the Fund.

44. *May Fund payments be provided to non-profits for distribution to individuals in need of financial assistance, such as rent relief?*

Yes, non-profits may be used to distribute assistance. Regardless of how the assistance is structured, the financial assistance provided would have to be related to COVID-19.

45. *May recipients use Fund payments to remarket the recipient's convention facilities and tourism industry?*

Yes, if the costs of such remarketing satisfy the requirements of the CARES Act. Expenses incurred to publicize the resumption of activities and steps taken to ensure a safe experience may be needed due to the public health emergency. Expenses related to developing a long-term plan to reposition a recipient's convention and tourism industry and infrastructure would not be incurred due to the public health emergency and therefore may not be covered using payments from the Fund.

46. *May a State provide assistance to farmers and meat processors to expand capacity, such to cover overtime for USDA meat inspectors?*

If a State determines that expanding meat processing capacity, including by paying overtime to USDA meat inspectors, is a necessary expense incurred due to the public health emergency, such as if increased capacity is necessary to allow farmers and processors to donate meat to food banks, then such expenses are eligible expenses, provided that the expenses satisfy the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance.

47. *The guidance provides that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. May Fund payments be used to cover such an employee's entire payroll cost or just the portion of time spent on mitigating or responding to the COVID-19 public health emergency?*

As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020. An employer may also track time spent by employees related to COVID-19 and apply Fund payments on that basis but would need to do so consistently within the relevant agency or department.

48. *May Fund payments be used to cover increased administrative leave costs of public employees who could not telework in the event of a stay at home order or a case of COVID-19 in the workplace?*

The statute requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. As stated in the Guidance, a cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. If the cost of an employee was allocated to administrative leave to a greater extent than was expected, the cost of such administrative leave may be covered using payments from the Fund.

49. Are States permitted to use Coronavirus Relief Fund payments to satisfy non-federal matching requirements under the Stafford Act, including “lost wages assistance” authorized by the Presidential Memorandum on Authorizing the Other Needs Assistance Program for Major Disaster Declarations Related to Coronavirus Disease 2019 (August 8, 2020)?

Yes. As previous guidance has stated, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund’s eligibility criteria and the Stafford Act. States are fully permitted to use payments from the Fund to satisfy 100% of their cost share for lost wages assistance recently made available under the Stafford Act.

50. At what point would costs be considered to be incurred in the case of a grant made by a State, local, or tribal government to cover interest and principal amounts of a loan, such as might be provided as part of a small business assistance program in which the loan is made by a private institution?

A grant made to cover interest and principal costs of a loan, including interest and principal due after the period that begins on March 1, 2020, and ends on December 30, 2020 (the “covered period”), will be considered to be incurred during the covered period if (i) the full amount of the loan is advanced to the borrower within the covered period and (ii) the proceeds of the loan are used by the borrower to cover expenses incurred during the covered period. In addition, if these conditions are met, the amount of the grant will be considered to have been used during the covered period for purposes of the requirement that expenses be incurred within the covered period. Such a grant would be analogous to a loan provided by the Fund recipient itself that incorporates similar loan forgiveness provisions. As with any other assistance provided by a Fund recipient, such a grant would need to be determined by the recipient to be necessary due to the public health emergency.

51. If governments use Fund payments as described in the Guidance to establish a grant program to support businesses, would those funds be considered gross income taxable to a business receiving the grant under the Internal Revenue Code (Code)?

Please see the answer provided by the Internal Revenue Service (IRS) available at <https://www.irs.gov/newsroom/cares-act-coronavirus-relief-fund-frequently-asked-questions>.

52. If governments use Fund payments as described in the Guidance to establish a loan program to support businesses, would those funds be considered gross income taxable to a business receiving the loan under the Code?

Please see the answer provided by the IRS available at <https://www.irs.gov/newsroom/cares-act-coronavirus-relief-fund-frequently-asked-questions>.

53. May Fund recipients incur expenses associated with the safe reopening of schools?

Yes, payments from the Fund may be used to cover costs associated with providing distance learning (e.g., the cost of laptops to provide to students) or for in-person learning (e.g., the cost of acquiring personal protective equipment for students attending schools in-person or other costs associated with meeting Centers for Disease Control guidelines).

To this end, as an administrative convenience, Treasury will presume that expenses of up to \$500 per elementary and secondary school student to be eligible expenditures, such that schools do not need to document the specific use of funds up to that amount.

54. *May Fund recipients upgrade critical public health infrastructure, such as providing access to running water for individuals and families in rural and tribal areas to allow them to maintain proper hygiene and defend themselves against the virus?*

Yes, fund recipients may use payments from the Fund to upgrade public health infrastructure, such as providing individuals and families access to running water to help reduce the further spread of the virus. As required by the CARES Act, expenses associated with such upgrades must be incurred by December 30, 2020. Please see Treasury's Guidance as updated on June 30 regarding when a cost is considered to be incurred for purposes of the requirement that expenses be incurred within the covered period.

55. *How does a government address the requirement that the allowable expenditures are not accounted for in the budget most recently approved as of March 27, 2020, once the government enters its new budget year on July 1, 2020 (for governments with June 30 fiscal year ends) or October 1, 2020 (for governments with September 30 year ends)?*

As provided in the Guidance, the "most recently approved" budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Furthermore, the budget most recently approved as of March 27, 2020, provides the spending baseline against which expenditures should be compared for purposes of determining whether they may be covered using payments from the Fund. This spending baseline will carry forward to a subsequent budget year if a Fund recipient enters a different budget year between March 27, 2020 and December 30, 2020. The spending baseline may be carried forward without adjustment for inflation.

56. *Does the National Environmental Policy Act, 42 U.S.C. § 4321 et seq, (NEPA) apply to projects supported by payments from the Fund?*

NEPA does not apply to Treasury's administration of the Fund. Projects supported with payments from the Fund may still be subject to NEPA review if they are also funded by other federal financial assistance programs.

B. Questions Related to Administration of Fund Payments

1. *Do governments have to return unspent funds to Treasury?*

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Department of the Treasury of amounts received from the Fund that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

2. *What records must be kept by governments receiving payment?*

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act.

3. *May recipients deposit Fund payments into interest bearing accounts?*

Yes, provided that if recipients separately invest amounts received from the Fund, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 601(d) of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

4. *May governments retain assets purchased with payments from the Fund?*

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

5. *What rules apply to the proceeds of disposition or sale of assets acquired using payments from the Fund?*

If such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Fund provided by section 601(d) of the Social Security Act.

6. *Are Fund payments to State, territorial, local, and tribal governments considered grants?*

No. Fund payments made by Treasury to State, territorial, local, and Tribal governments are not considered to be grants but are "other financial assistance" under 2 C.F.R. § 200.40.

7. *Are Fund payments considered federal financial assistance for purposes of the Single Audit Act?*

Yes, Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

8. *Are Fund payments subject to other requirements of the Uniform Guidance?*

Fund payments are subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

9. *Is there a Catalog of Federal Domestic Assistance (CFDA) number assigned to the Fund?*

Yes. The CFDA number assigned to the Fund is 21.019.

10. ***If a State transfers Fund payments to its political subdivisions, would the transferred funds count toward the subrecipients' total funding received from the federal government for purposes of the Single Audit Act?***

Yes. The Fund payments to subrecipients would count toward the threshold of the Single Audit Act and 2 C.F.R. part 200, subpart F re: audit requirements. Subrecipients are subject to a single audit or program-specific audit pursuant to 2 C.F.R. § 200.501(a) when the subrecipients spend \$750,000 or more in federal awards during their fiscal year.

11. ***Are recipients permitted to use payments from the Fund to cover the expenses of an audit conducted under the Single Audit Act?***

Yes, such expenses would be eligible expenditures, subject to the limitations set forth in 2 C.F.R. § 200.425.

12. ***If a government has transferred funds to another entity, from which entity would the Treasury Department seek to recoup the funds if they have not been used in a manner consistent with section 601(d) of the Social Security Act?***

The Treasury Department would seek to recoup the funds from the government that received the payment directly from the Treasury Department. State, territorial, local, and Tribal governments receiving funds from Treasury should ensure that funds transferred to other entities, whether pursuant to a grant program or otherwise, are used in accordance with section 601(d) of the Social Security Act as implemented in the Guidance.

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

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

Subject: Public Hearing and Consider Resolution of Intent to Create and Provide for the Operation of a Brownfield Redevelopment Authority (BRA)

Meeting Date: November 18, 2020

At the October 21 meeting, the board approved a resolution of Intent to Create and Provide for the Operation of a Brownfield Redevelopment Authority (BRA). The October resolution specifically provided for a public hearing on the matter to be held at this meeting.

In order to consider individual projects for BRA funding, the Township must setup a local Brownfield Redevelopment Authority. The attached resolution is the next step in creating a BRA. The attached resolution establishes the BRA after the public hearing is held. Following this resolution, members of the BRA will have to be appointed and then Fishbeck will draft a Brownfield plan. This plan will be reviewed by the BRA and a public hearing will be held before the board before final approval. Taxing authorities will also be notified of the public hearing.

Susan Wenzlick, Senior Brownfield Specialist for Fishbeck, will be at the meeting for questions.

Staff is recommending approval of the Resolution of Intent to Create and Provide for the Operation of a Brownfield Redevelopment Authority (BRA).

CHARTER TOWNSHIP OF CASCADE
KENT COUNTY, MICHIGAN

RESOLUTION # OF 2020

RESOLUTION OF INTENT TO CREATE AND PROVIDE FOR THE
OPERATION OF A BROWNFIELD REDEVELOPMENT AUTHORITY
FOR CASCADE CHARTER TOWNSHIP PURSUANT TO
AND IN ACCORDANCE WITH THE PROVISIONS OF
ACT 381 OF THE PUBLIC ACTS OF THE
STATE OF MICHIGAN OF 1996, AS AMENDED

At a regular meeting of the Township Board of Cascade Charter Township, Kent County, November 18, 2020, at 7:00 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Member and supported by Member:

WHEREAS, the Cascade Charter Township Board, by Resolution adopted on October 21, 2020 (the "Resolution of Intent"), determined that it is in the best interest of the public to identify and treat environmentally distressed, functionally obsolete and/or blighted areas and promote revitalization within the municipal limits of Cascade Charter Township, and declared its intention to provide for the operation of a Brownfield Redevelopment Authority (the "Authority") pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended the (the "Act"); and

WHEREAS, on this date, pursuant to and in accordance with the Act and the Resolution of Intent, the Township Board held a public hearing, notice of which was given as required by Section 4(2) of the Act on the adoption of a resolution creating the Authority; and

WHEREAS, all citizens, taxpayers and property owners of Cascade Charter Township and officials of the affected taxing jurisdictions had the right and opportunity to be heard at the public hearing on the establishment of the Authority; and

WHEREAS, the Township Board desires to establish the Cascade Charter Township Brownfield Redevelopment Authority within the municipal limits of which the Authority shall exercise its powers, all pursuant to and in accordance with the Act.

Now therefore, be it resolved that:

1. **Authority Created.** Pursuant to the authority vested in the Township Board by the Act, the Authority is hereby established and shall be known as the Cascade Charter Township Brownfield Redevelopment Authority.
2. **Supervision of the Authority.** The Authority shall be under the supervision and control of a board (the "Board") appointed by the Supervisor of Cascade Charter Township in accordance with the membership provisions set forth in Section 5(1) of the Act, subject to the approval of the Township Board. The members of the Board shall hold office, and the Board shall conduct its procedures in accordance with the Act, and, in particular, Section 5 thereof.
3. **Jurisdiction of the Authority.** The Authority shall exercise its powers within the area of Cascade Charter Township.
4. **Powers and Duties of the Authority.** The Authority shall have the powers and duties to the full extent as provided and in accordance with the Act. Among other matters, through the exercise of its powers, the Board shall prepare a Brownfield Plan for eligible property pursuant to Section 13 of the Act and submit the plan to the Township Board for consideration pursuant to Section 14 of the Act.
5. **Bylaws and Rules of the Authority.** The Authority shall elect officers and adopt bylaws and rules governing its procedures and meetings in accordance with Sections 5(3) and 5(5) of the Act, and shall immediately forward a copy of the bylaws and rules after adoption by the Board to the Township Board in care of the Clerk of Cascade Charter Township (the "Clerk"). The Authority's bylaws and rules shall be subject to the approval of the Township Board. However, if the Township Board fails to either approve or disapprove the Authority's bylaws and rules at its next regular meeting after receipt of a copy thereof by the Clerk, the Authority's bylaws and rules shall be deemed to have been approved by the Township Board.
6. **Form of Approvals.** Except as may otherwise be provided by the Act or other applicable law, approvals by the Township Board of all matters pertaining to the Authority or its Board shall be by resolution.
7. **Severability.** Should any section, clause or phase of this Resolution be declared by the courts invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
8. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

9. Publication. The Clerk is hereby directed to file a true and complete copy with the Michigan Department of State, Office of the Great Seal, promptly after adoption and to take all other actions incident upon such adoption pursuant to applicable charter or other provisions.

AYES:

NAYES:

ABSTAINED:

ABSENT:

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN)

)ss.

COUNTY OF KENT)

I, the undersigned, the duly qualified and acting Clerk of Cascade Charter Township, County of Kent, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Cascade Charter Township Board at a regular meeting held on November 18, 2020, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 18th day of November, 2020.

Susan B. Slater
Cascade Charter Township Clerk



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7192

Date: November 10, 2020
To: Rob Beahan, Township Supervisor
CC: Township Board Members
From: Oxana Sourine, Deputy Treasurer
Subject: Special Assessment Resolution for the year 2020

The Treasurer's Office adds the costs associated with streetlights to the winter tax roll each year. We also put a lien for all unpaid water, sewer and ordinance charges on the property to insure their payment.

Here is the list of all Special Assessments charges:

Streetlights	\$ 77,484.85
2017 TRD Sewer	\$ 17,440.67
2020 Delq. Water	\$ 3,653.20
Oak Terrace Water	\$ 2,607.64
Total	\$101,186.36

RESOLUTION NO. _____
CHARTER TOWNSHIP OF CASCADE
KENT COUNTY, MICHIGAN

WHEREAS, The Charter Township of Cascade has instituted certain light districts and wishes to warrant the costs to the 2020 Tax Roll;

WHEREAS, The Charter Township of Cascade wishes to warrant to the Tax Roll certain water and sewer special assessments, and delinquent sewer and water usage for 2020;

BE IT THEREFORE RESOLVED, The streetlight roll of \$77,484.85, the sewer and water assessments of \$20,048.31, and the delinquent sewer and water usage of \$3,653.20 be warranted to the 2020 Tax Roll.

The foregoing Resolution was offered by Board Member _____ supported by Board Member _____ and the vote being as follows:

YEAS: _____

NAYS: _____

ABSENT:

Resolution declared adopted on November 18, 2020.

Susan B. Slater, Clerk
Cascade Charter Township

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a regular Board meeting of the Cascade Charter Township Board, held on Nov. 18th, 2020.

SPECIAL ASSESSMENT ROLL
All Records
All Special Assessments
WINTER SEASON

Parcel No	Owners Name	Sp. Assessment	Amount
Totals for 101636	STREETLIGHTING	Count: 1	310.00
Totals for 101650	STREETLIGHTING	Count: 2387	77,174.85
Totals for 20 Use 2020	Delq Usage	Count: 15	3,653.20
Totals for 8018012	APPLE HILLS	Count: 62	2,719.72
Totals for 8018138	FASE STREET	Count: 193	2,230.05
Totals for 8018150	GILLETT	Count: 1	1.70
Totals for 8018186	HUMPHREY	Count: 50	7,080.51
Totals for 8018260	OATMAN	Count: 18	16,116.75
Totals for OakTerrace	OakTerrace Water	Count: 2	2,607.64
Totals for TRD Sewer 2017	TRD Sewer	Count: 13	17,440.67
Grand Totals		Count: 2742	129,335.09

STAFF REPORT

TO: Cascade Charter Township Board
FROM: Brian Hilbrands, Planner
REPORT DATE: November 9, 2020
MEETING DATE: November 18, 2020
CASE: #20-3579/ 1370 Buttrick Ave

GENERAL INFORMATION

- A. Applicant: BDR Executive Custom Homes
5510 Cascade Rd SE
Suite 200
Cascade MI 49546
- B. Status of Applicant: Developer
- C. General Location:
The property is located on the Southeast corner of Buttrick and Grand River Dr.
- D. Requested Action:
Final preliminary plan approval to develop into a 19 detached single-family site condominium project.
- E. Existing Zoning on Subject Parcels: R1
- F. Zoning on Adjoining Parcels:
S,W -R1
E-PUD
N- AG (Ada Twp)
- G. Parcel Size: Approximately 23 acres
- H. Existing Land Use on Subject Parcel: Residential/Horse Farm
- I. Adjacent Area Land Uses:
E, S, W - Residential
N- Ada Township Park

STAFF ANALYSIS

- A. The applicant is requesting Final Preliminary Plan approval. The development would allow for a new subdivision for 19 single-family detached homes on a new private street.
- B. The property is zoned R1 and is Master Planned as Suburban Residential.
- C. You reviewed and approved the tentative preliminary plan in May of this year. The developer has now submitted all the required materials to proceed to final preliminary approval. Essentially, that entails all of the other government approvals.
- D. The applicant has provided a plan showing how the property can be developed with 19 lots using 25% open space with public sewer or public water. This method requires a minimum of 30,000 sq ft per lot. The lots range in size from 30,000 sq ft to just under 33,000 sq ft.
- E. The plan meets our subdivision ordinance for density and lot size requirements.
- F. The development will not be seeking deviations from our subdivision ordinance.
- G. They are proposing to extend public sewer and utilize private wells. The KCHD has approved the plans.
- H. The sewer is being extended from Ada Township. This has received approval from the Utility Advisory Board to allow the Ada system to serve this property in Cascade.
- I. The applicant is attempting to do this subdivision “by right” and therefore does not need to rezone the property.
- J. The development will be utilizing a new private street. The township engineer has approved the private street plans. The KCRC has indicated approval for the location of the new road.
- K. After approval from the Planning Commission, the KCRC provided comments to the applicant regarding engineering changes along Grand River. The applicant has made the required changes and received approval from the KCRC. Staff believe these changes are minor, and do not require the plans to go back before the Planning Commission.
- L. The township engineer has reviewed and approved the plans. They will have to enter into an agreement for maintenance of the storm water system.
- M. There are no projects in the Capital Improvement Plan that would be activated as a result of this project.

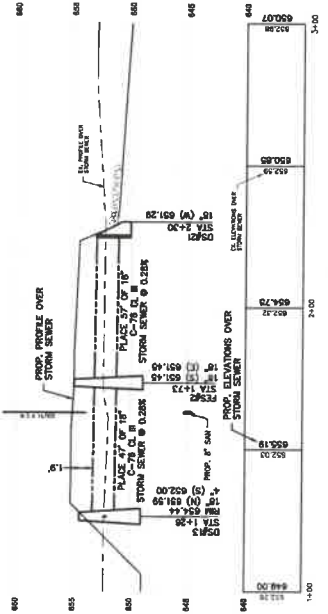
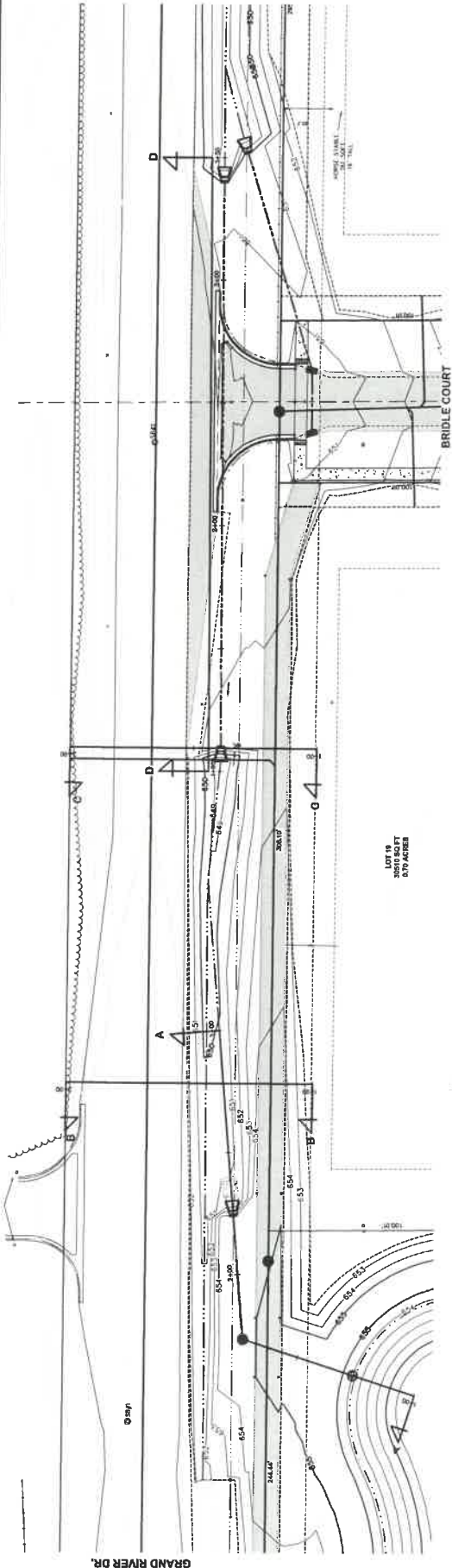
- N. The project includes a 5' sidewalk along the private street and the extension of the pedestrian pathway from Buttrick to the new private street along Grand River. There is also an easement provided for future pathway extensions from the private street to the east property line. The township would be responsible for the maintenance and the upkeep of the pathway.
- O. As with all our residential developments, an airport recognition statement will be required. This will need to be incorporated into the master deed and/or bylaws.
- P. The subdivision is located in the utility service area and should include an SAD agreement in the master deed language if public water ever becomes available. This is typical for projects that are inside the utility boundary.
- Q. The applicant has not yet submitted the master deed and bylaws. These documents should be submitted so that they can be reviewed by the township to ensure there are no inconsistencies with township ordinances.
- R. The development of this property will require the removal of several buildings that are now used for the horse farm. The applicant should indicate the timing of the removal of these buildings as well as the fencing.
- S. The Planning Commission reviewed and recommended approval of the final preliminary plan with staff conditions at their September 21, 2020 meeting.
- T. Final Preliminary approval essentially approves the project and allows the developer 2 years to get it started. Such tentative approval may be extended if applied for by the subdivider and granted by the Township Board in writing.

STAFF RECOMMENDATION

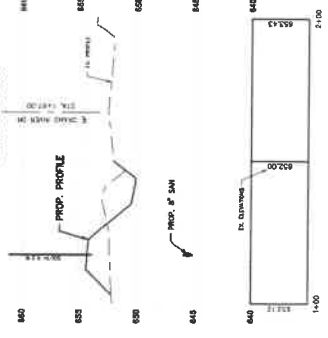
Staff believes this project meets the requirements for Final Preliminary approval of our subdivision ordinance and is consistent with the Master Plan. Staff Recommends approval of the plan with the following conditions:

1. Indicate timing of the removal of the existing buildings and fencing.
2. Submit a copy of the proposed deed restrictions and bylaws, including the airport recognition statement and agreement to participate in the Special Assessment District for water.
3. Record the stormwater maintenance agreement.
4. Submit an easement for the pathway extension from Buttrick to the private street, and for a potential future extension from the private street to the east property line.

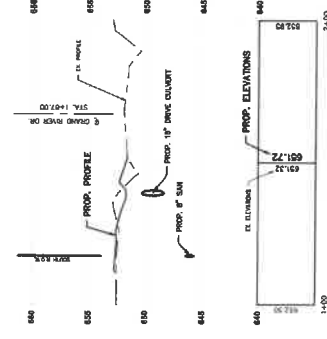
Attachments: Location Map, Site Plan, Approvals



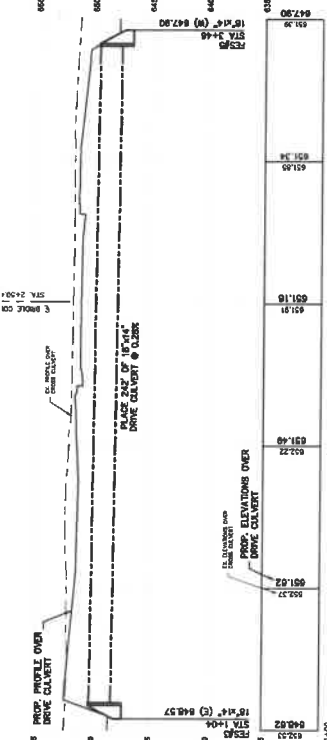
SEC A-A PROFILE



SEC B-B PROFILE

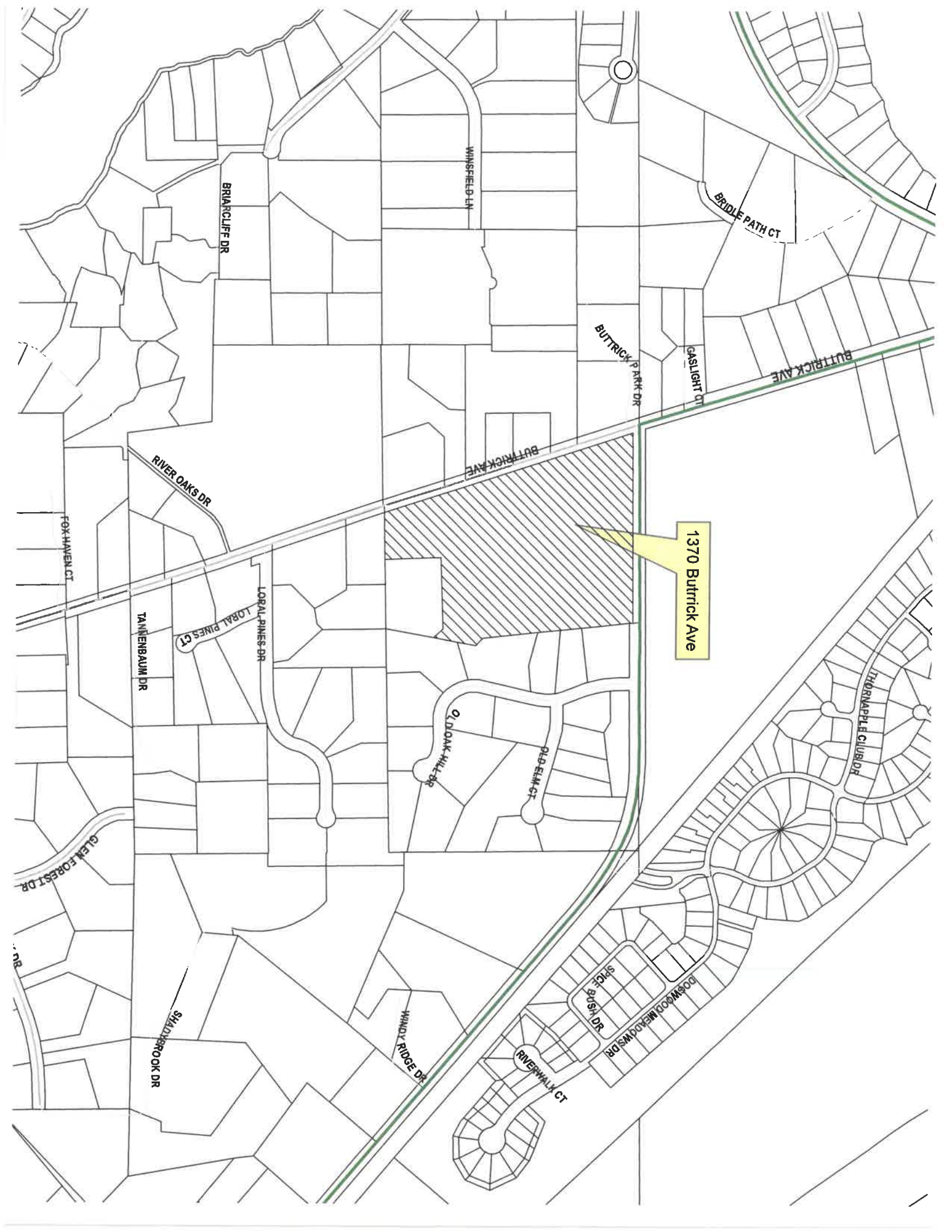


SEC C-C PROFILE



SEC D-D PROFILE

PREPARED FOR:
1370 BUTTRICK AVENUE
OSKADIE TOWNSHIP, KENT COUNTY, MI 49829



1370 Buttrick Ave

BRIDLE PATH CT

BUTTRICK PARK DR

GASLIGHT CT

BUTTRICK AVE

WINDSFIELD LN

BRIARCLIFF DR

RIVER OAKS DR

FOXHAM CT

TANENBAUM DR

LORAL PINES CT

LORAL PINES DR

OLD OAK HILLS DR

OLD ELM CT

THORNAPPLE CT

GLEN FOREST DR

SHADBROOK DR

WINDY RIDGE DR

RIVERWALK CT

SPICE BUSH DR

DOGWOOD MEADOWS DR



- UTILITY COMPANIES**
- CONSUMERS ENERGY (ELECTRIC)
 PO BOX 201
 EAST LANSING, MI 48021-4201
 (616) 524-2424
- AT&T (TELEPHONE)
 AMERICA'S TELEPHONE & TELEGRAPH CO.
 4800 BENTLEY ST. SE
 ALBUQUERQUE, NM 87105
 (505) 345-7779
- AT&T (CABLE)
 44 W. CALVERT ST., 2ND FLOOR
 BALTIMORE, MD 21202
 (410) 341-4000
- 21ST CENTURY CABLE TV
 200 CENTURY FIVE HWY
 SUITE 100
 FORT WORTH, TX 76102
 (817) 342-9029
- VERIZON BUSINESS (FIBER OPTICS)
 2000 GUNPOWDER MILL RD. NE
 SUITE 100
 ALBUQUERQUE, NM 87102
 (505) 224-9444
- CENTURY TEL. (FIBER OPTICS)
 1300 N. WASHINGTON SQUARE
 SUITE 100
 DENVER, CO 80202
 (303) 239-8110
- EARTHLINK (FIBER OPTICS)
 2811 CHAMBERLAIN BLVD. STE. 200
 DENVER, CO 80231
 (303) 886-7100
- US BROADBAND (FIBER OPTICS)
 201 BROADWAY
 SUITE 100
 NEW YORK, NY 10038
 (212) 850-8201
- UNIONVILLE
 41 W. MONROE CENTER ST. NW, STE. 204
 SUITE 204
 KENNESAW, GA 30144
 (770) 384-1007
- VOXAL ENERGY GRAND RAPIDS LLC - FIBER
 40 WOODBINE AVE., NW, SUITE 420
 GRAND RAPIDS, MI 49503
 (616) 304-2424
- THE METROPCS, LLC
 10000 W. WASHINGTON BLVD. SUITE B
 DENVER, CO 80231
 (303) 371-0023

CASCADE TOWNSHIP

KENT COUNTY, MICHIGAN

1370 BUTTRICK AVENUE

-2020-



SHEET NO.	PLAN INDEX DESCRIPTION
1	TITLE SHEET
2	SURVEY & SITE REMOVALS
3	SITE LAYOUT
4	PUBLIC UTILITIES
5	PRIVATE UTILITIES, GRADING & SOIL EROSION CONTROL
6	PRIVATE ROAD PLAN & PROFILE
7	MISCELLANEOUS DETAILS

REVISION: OCTOBER 5, 2020
 DATE: MARCH 6, 2020

1370 BUTTRICK AVENUE

DESIGNED & DESIGNED BY:
Moore + Bruggink
 Consulting Engineers
 2003 Lawrence Ave. #100
 Grand Rapids, MI 49503
 (616) 332-0801 info@moorebruggink.com

PREPARED UNDER SUPERVISION OF:
 JUSTIN F. LONGSTRETH, P.E.
 License No. 55291
 REGISTERED PROFESSIONAL ENGINEER
 MOORE + BRUGGINK
 2003 LAWRENCE AVE. GRAND RAPIDS, MI 49503

SHEET NUMBER
1

RESURFACING - MANURE

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EXISTING UNDERGROUND UTILITIES DATA

EXISTING UNDERGROUND UTILITIES DATA SHALL BE AS SHOWN ON THE ATTACHED UTILITY MAPS AND SHALL BE USED TO DETERMINE THE LOCATION AND DEPTH OF ALL UTILITIES.

SEGMENT	PARALLEL	CHORD	DELTA	START STATION	END STATION
C1	500.00'	438.34'	N 1° 08' 31" E	507+4.06'	424.46'
C2	500.00'	205.33'	N 12° 12' 10" E	233'14.44"	203.89'
				9+44.89	11+55.32

PROPOSED CENTER LINE

PROPOSED CENTER LINE SHALL BE AS SHOWN ON THE ATTACHED CENTER LINE MAPS AND SHALL BE USED TO DETERMINE THE LOCATION AND DEPTH OF ALL UTILITIES.

PROPOSED PRIVATE ROAD

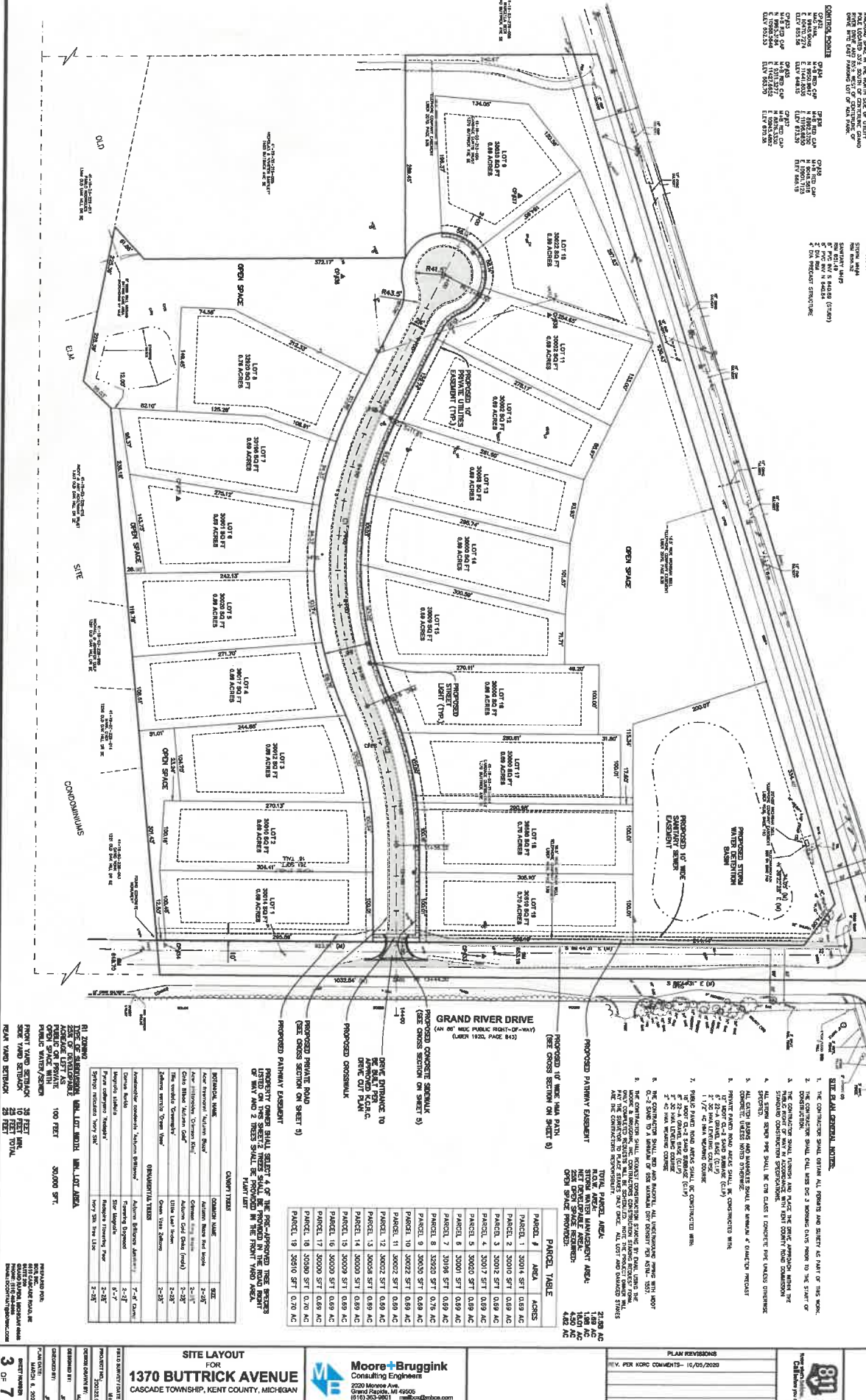
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PROPOSED DRIVEWAY

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PROPOSED SIDEWALK

PROPOSED SIDEWALK SHALL BE AS SHOWN ON THE ATTACHED SIDEWALK MAPS AND SHALL BE USED TO DETERMINE THE LOCATION AND DEPTH OF ALL UTILITIES.



RI ZONING
TYPE OF SUBDIVISION SHALL BE IN ACCORDANCE WITH THE ZONING ORDINANCE OF THE TOWNSHIP OF CASCADE, MICHIGAN.
MINIMUM LOT AREA SHALL BE 0.09 AC.
MINIMUM LOT WIDTH SHALL BE 100 FEET.
MINIMUM LOT DEPTH SHALL BE 50.000 FT.
MINIMUM SETBACK SHALL BE 5 FEET.
MINIMUM FRONT YARD SETBACK SHALL BE 10 FEET.
MINIMUM SIDE YARD SETBACK SHALL BE 5 FEET.
MINIMUM REAR YARD SETBACK SHALL BE 5 FEET.

EXISTING NAME	OWNER NAME	SIZE
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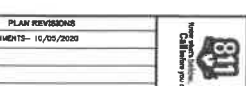
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SITE LAYOUT
FOR
1370 BUTTRICK AVENUE
CASCADE TOWNSHIP, KENT COUNTY, MICHIGAN

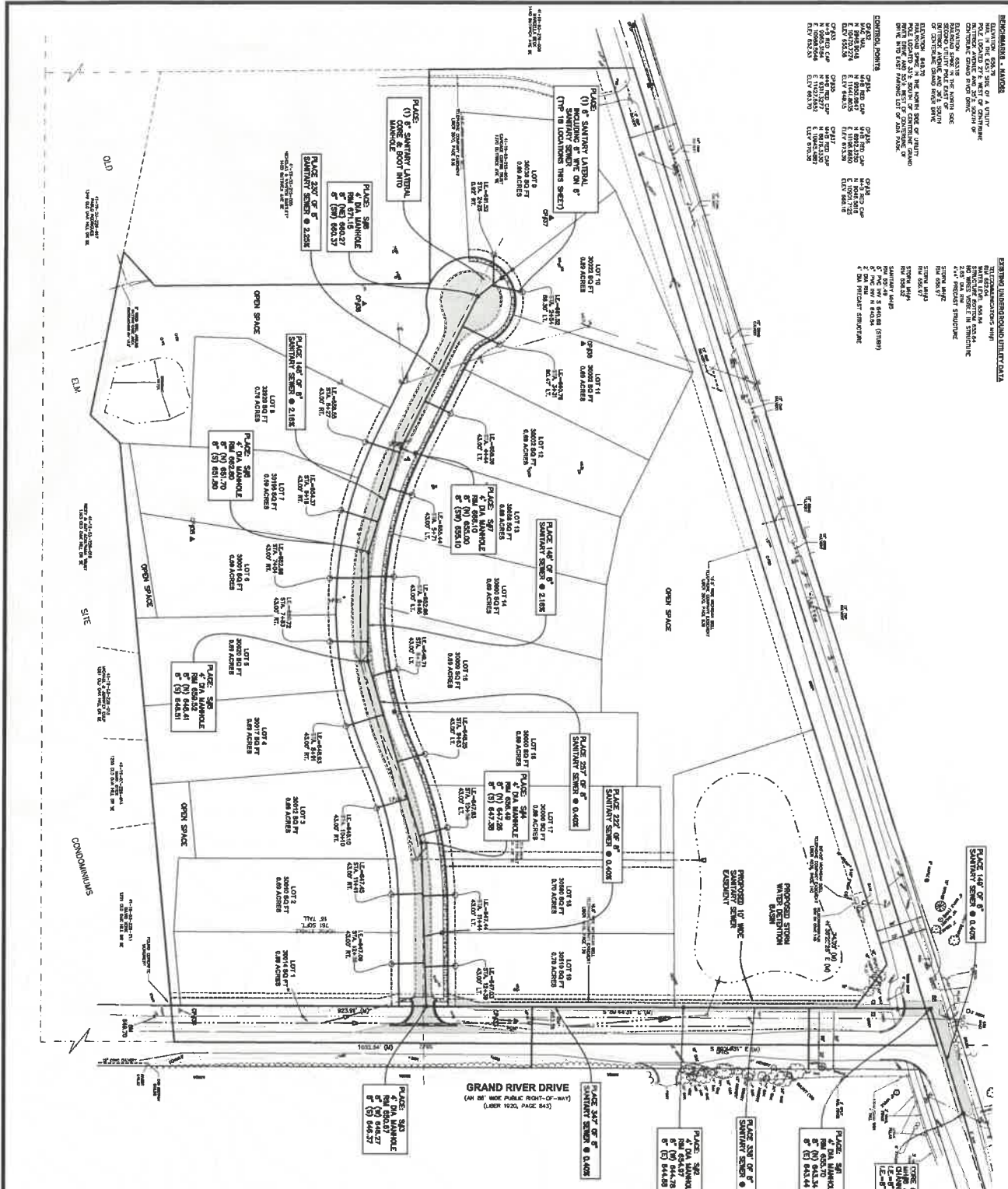
Moore+Bruggink
Consulting Engineers
2020 Monroe Ave.
Ann Arbor, MI 48106
(734) 963-0800
mbrca@moorebruggink.com

PLAN REVISIONS

NO.	DATE	DESCRIPTION
1	10/05/2025	ISSUE FOR PERMITS



DATE: 11/4/25
PROJECT: 1370 BUTTRICK AVENUE
DRAWN BY: MATT KOZAK
CHECKED BY: MATT KOZAK
SCALE: AS SHOWN
SHEET NO. 3 OF 7



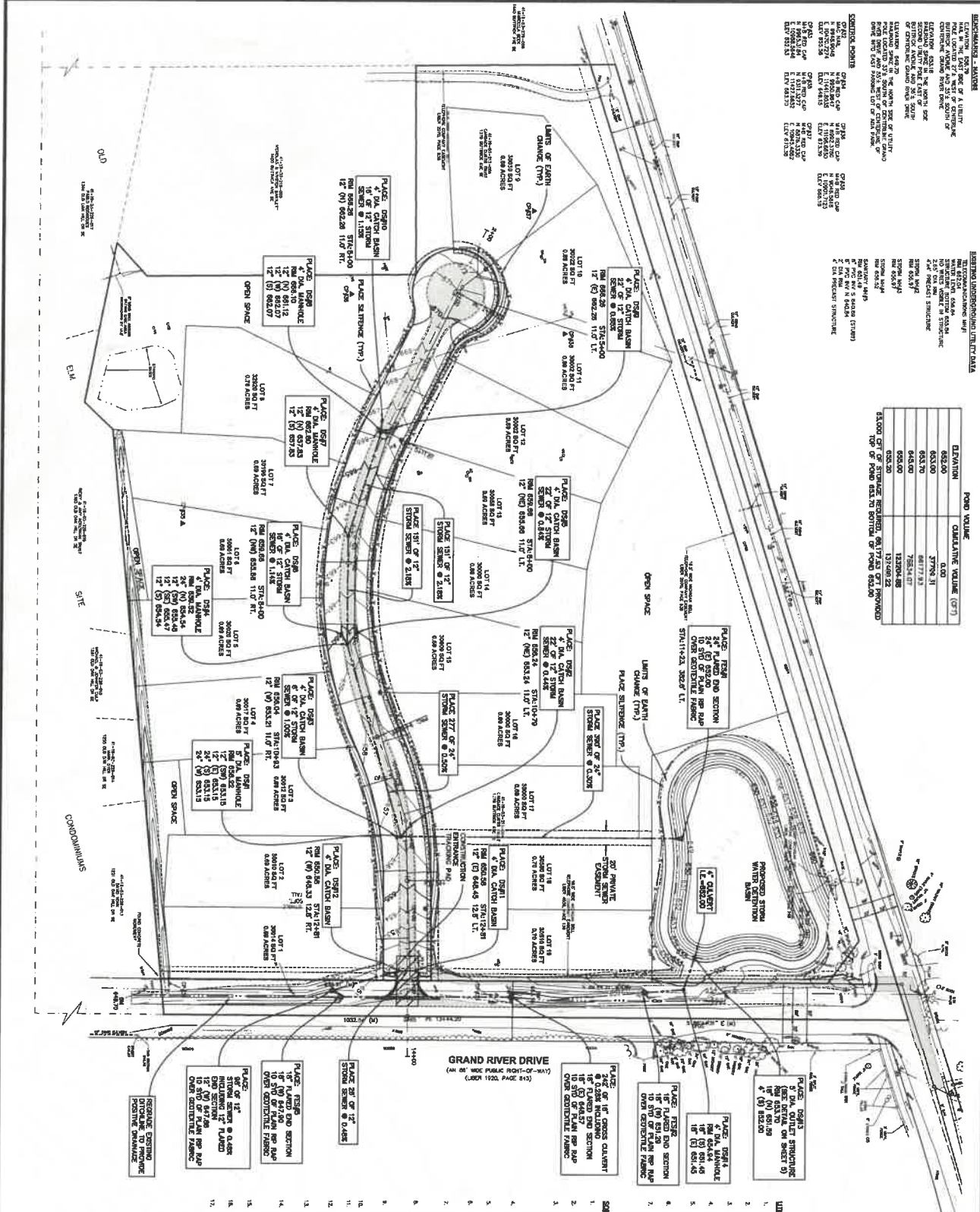
NOTE: UTILITIES ARE TO BE ASSUMED TO BE AS SHOWN IN SEPARATE APPROVED DATE PRINTED PLANS.

- BENCHMARKS - MANHOLE**
- MANHOLE 1: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 2: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 3: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 4: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 5: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 6: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 7: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 8: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 9: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 10: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 11: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 12: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 13: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 14: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 15: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 16: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 17: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 18: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 19: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 20: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 21: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37
 - MANHOLE 22: 4 DIA MANHOLE, ELEV 890.27, S/S (S) 800.37



PLAN REVISIONS	DATE	BY	CHKD
REV PER KOC COMMENTS	10/15/2020		

DATE	BY	CHKD
1/14/2020	MATT KOZAK	
1/14/2020	MATT KOZAK	

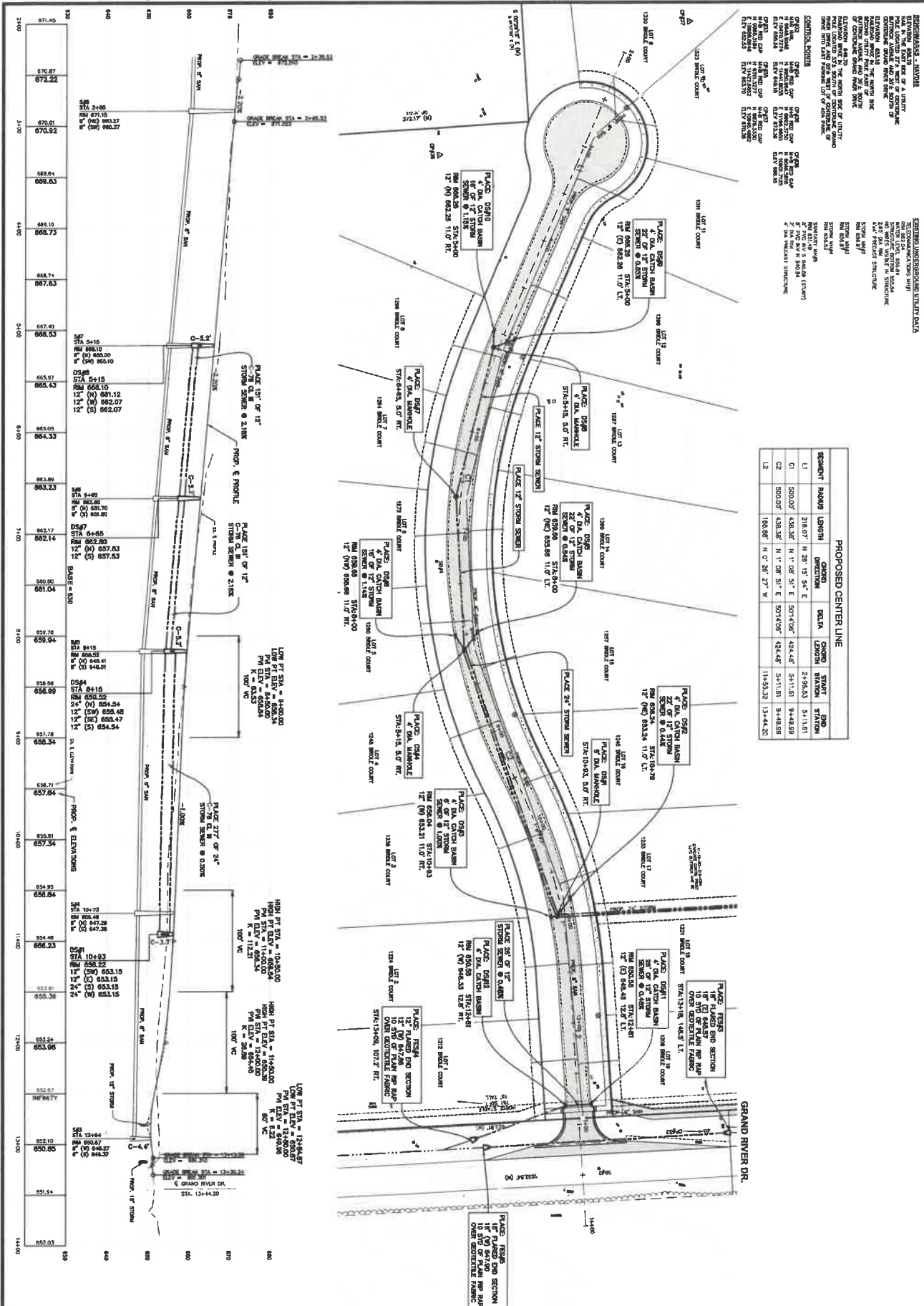


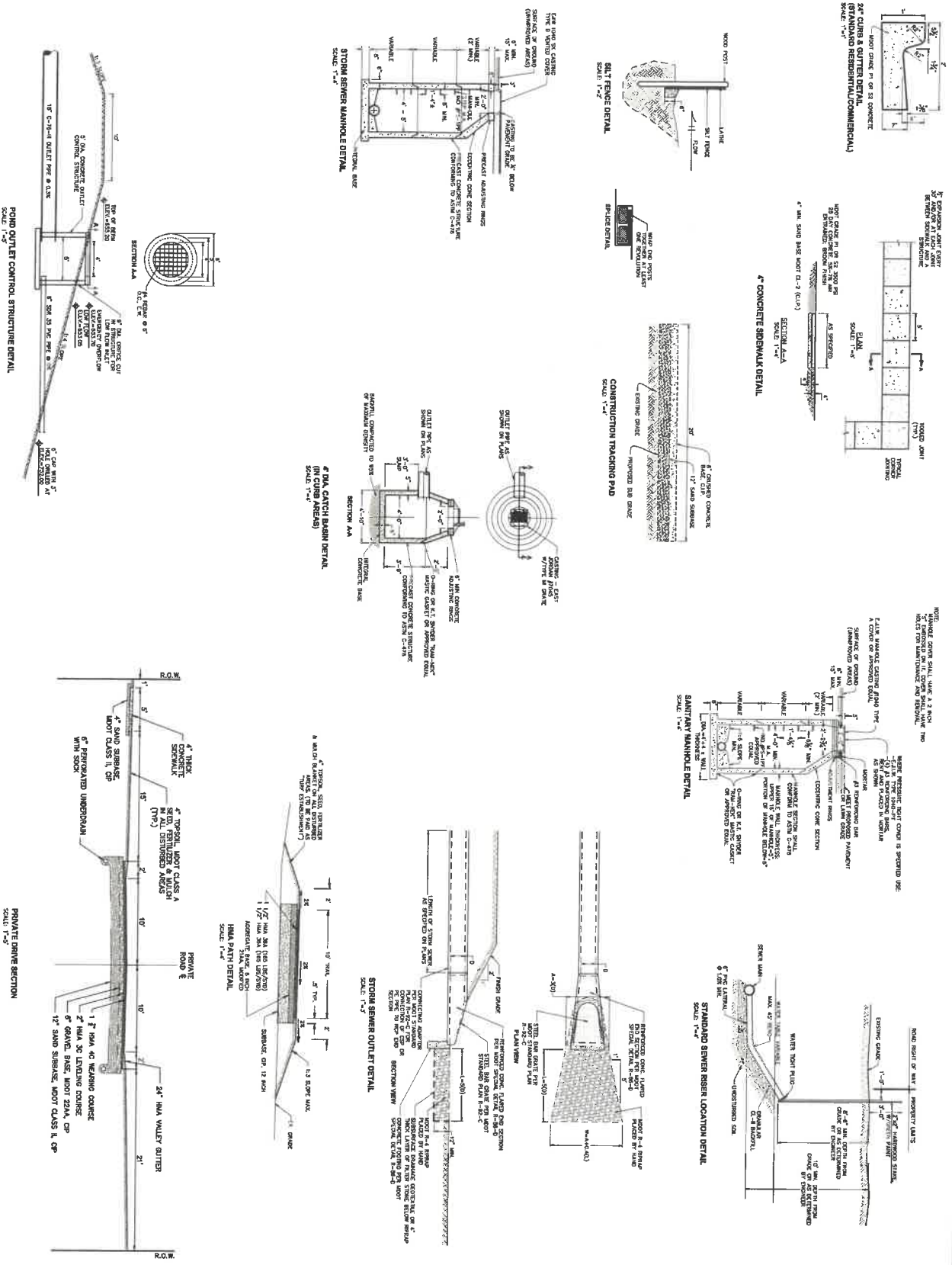
UTILITY AND GRADING NOTES:

1. THE CONTRACTOR SHALL OBTAIN ALL PERMITS AND SURVEY AS PART OF THIS WORK.
2. THE CONTRACTOR SHALL CALL 811 FOR A SCHEDULED DATE TO LOCATE ALL EXISTING UTILITIES.
3. ALL EXISTING UTILITIES SHALL BE PROTECTED AND MAINTAINED THROUGHOUT THE PROJECT.
4. ALL EXISTING UTILITIES SHALL BE MAINTAINED AT ALL TIMES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND SURVEY DATA TO CONSTRUCT THE UTILITIES.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND SURVEY DATA TO CONSTRUCT THE UTILITIES.
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MOORE+BRUGGLINK CONSULTING ENGINEERS
 2020 Monroe Ave.
 Grand Rapids, MI 49505
 moorebruggink.com

1370 BUTTRICK AVENUE
 CASCADE TOWNSHIP, KENT COUNTY, MICHIGAN





PROJECT NO. 1370 BUTTRICK AVENUE
 DATE: 08/15/2023
 DRAWN BY: MATT KOZAK
 CHECKED BY: JEFFREY BROWN
 PROJECT NO. 1370 BUTTRICK AVENUE
 DATE: 08/15/2023
 DRAWN BY: MATT KOZAK
 CHECKED BY: JEFFREY BROWN

NO.	DATE	DESCRIPTION
1	08/15/2023	ISSUED FOR PERMIT
2	08/15/2023	ISSUED FOR CONSTRUCTION

MISCELLANEOUS DETAILS
 FOR
1370 BUTTRICK AVENUE
 CASCADE TOWNSHIP, KENT COUNTY, MICHIGAN

Moore+Bruggink
 Consulting Engineers
 100 Grand Rapids, MI 49505
 (616) 363-9801 mbr@moorebruggink.com

NO.	DATE	DESCRIPTION
1	08/15/2023	ISSUED FOR PERMIT
2	08/15/2023	ISSUED FOR CONSTRUCTION

811
 Michigan 811 Service
 Call before you dig
 1-800-487-7373

Brian Hilbrands

From: Byle, Tom <tbyle@kentcountyroads.net>
Sent: Friday, October 30, 2020 3:06 PM
To: Justin Longstreth
Cc: Brian Hilbrands; Harrall, Wayne; Beck, David
Subject: Re: Bridle Ct

Justin:

Approved as submitted. Only comment on the 18 inch emergency pipe would be end the riprap at contour line at 651. I think the small amount will be sufficient once the grass get established.

It will be easier to maintain the area over time.
Tom

Sent from my iphone

On Oct 30, 2020, at 2:37 PM, Justin Longstreth <JLong@mbce.com> wrote:

Tom,

Attached are revised plans for your review. The changes are as follows:

- add manhole to outlet control structure and turn outlet to run more parallel with road ditch
- adjusted grading along ditch, west of Bridle Court, to provide flatter surface between path and ditch
- moved drive culvert 5 feet south and changed pipe back to 18" diameter circular pipe
- adjusted ditch alignment on either side of Bridle Court to meet proposed drive culvert location
- adjusted alignment of storm outlet on the east side of Bridle Court
- adjusted ditch side slope grades on east side of Bridle Court
- changed pipe labeling as suggested
- changed Grand River cross slope to be consistent with existing condition
- we maintained drive culvert elevations to provide sufficient cover over the pipe. This requires a bit of ditch re-grading both up and downstream.

Please let me know if there is anything I'm missing or if you see anything additional that needs to be adjusted. Thanks.

Justin F. Longstreth, P.E., CFM, LEED AP
<Outlook-5kobhvof.jpg>

2020 Monroe Avenue | Grand Rapids, MI 49505
Ph: (616) 363-9801 | Fx: (616) 363-2480 | jlong@mbce.com
[Website](#) | [LinkedIn](#)

This e-mail and any attachments are intended for the sole use of the addressee(s) listed, and may contain confidential or proprietary information. If you are not the intended recipient, please delete the e-mail and any attachments, and notify the sender. *Keep it green, think before you print this email.*

From: Byle, Tom <tbyle@kentcountyroads.net>
Sent: Friday, October 30, 2020 11:51 AM
To: Brian Hilbrands <bhilbrands@cascadetwp.com>
Cc: Justin Longstreth <jlong@mbce.com>; Harrall, Wayne <wharrall@kentcountyroads.net>; Beck, David <dbeck@kentcountyroads.net>
Subject: Bridle Ct

Brian:

Justin and I reviewed the plans by phone this morning. We are in agreement on what is needed for KCRC approval.

I told him if he sends them to me today, I will review them on my phone and email my approval.

My goal is to get these plans approved today so as to not delay their submittal to the township.

Once I'm home today or tomorrow I'll look them over on the big screen and advise if there's something that needs tweaking.
Tom

Sent from my iPhone
<200125_DRAINAGE PLAN_10-30-20.pdf>

KENT COUNTY HEALTH DEPARTMENT



ENVIRONMENTAL HEALTH
700 Fuller Avenue N.E.
Grand Rapids, Michigan 49503-1918
Phone: 616-632-6900
Fax: 616-632-6892
Email: KCEHmail@kentcountymi.gov
Website: www.accesskent.com

Adam London, RS, MPA
Administrative Health Officer

September 10, 2020

David Contant
BDR, Inc
5510 Cascade Rd SE, Suite 200
Grand Rapids, MI 49546

**RE: Preliminary Plat Approval
Proposed Bridle Trail Site Condominium, Single Family Residential, Units 1-19
Cascade Charter Township, Kent County, Michigan**

Dear Mr. Contant:

The Environmental Health Division of the Kent County Health Department has reviewed submittals to date for the subject proposed development. This review was conducted in accordance with Act 59, PA 1978, as amended and the Michigan Land Division Act, PA 288 of 1967.

We request the following be incorporated into the Restriction Covenants of the Plat prior to final Health Department approval:

SEWAGE DISPOSAL SYSTEMS:

- Onsite wastewater disposal systems will not be permitted on any parcel. All structures generating wastewater must be connected to the public sewer system.

WATER SYSTEMS

- Individual water supply systems will be permitted on a lot solely to provide water for domestic consumption at the residence, for irrigation purposes, swimming pools, or other nondomestic uses on the unit.
- A permit from the Kent County Health Department (KCHD) is required prior to the installation or major repair of any on-site water supply. As part of the application, KCHD will require a site plan of the property upon which the water supply is or will be located. Required features may include property boundaries, elevations, buildings, sanitary sewer lateral, surface water bodies, proposed and existing wells, driveways, and other significant details.
- All wells installed for private water supply must penetrate an adequate protective continuous clay overburden of at least ten (10) feet. This overburden is to be located greater than twenty-five (25) feet below the ground surface.
- Water well records in the vicinity and a test well within the development demonstrate that a suitable aquifer can be found between 90 feet and 120 feet deep.

Continued on Page 2

Proposed Bridle Trail Site Condominium, Units 1-19

- Wells in the vicinity have elevated levels of unregulated groundwater contaminants. While iron, sulfates, and hardness are not of a concern for public health, individual owners may wish to consider installing water treatment systems to reduce levels of contaminants that may cause an aesthetic nuisance. Iron in groundwater at or above 0.3 mg/l can cause reddish brown color and staining of plumbing fixtures. Sampling from nearby wells found iron levels as high as 1.63 mg/L. Hardness above 250 mg/L can cause sediment build-up and scaling of plumbing fixtures. Sampling from nearby wells found hardness levels between 230 and 592 mg/L. Sulfate at or above 300 mg/L may cause detectable tastes and odors and a laxative effect and accelerated corrosion of plumbing can be expected above 500 mg/L. Sulfate sampling of nearby wells found sulfate levels between 36 and 443 mg/L.
- Wells may be required to terminate in bedrock formations. Bedrock formations can change unpredictably in short distances. It may be necessary to complete one or more water wells to supply the dwelling with a minimum of 10 gallons per minute. If the water supply is not capable of 10 gallons per minute, this Department may require that additional storage capacity is provided by hydropneumatic storage tanks. Sizing of the tanks will be the responsibility of the water well contractor.
- Except as otherwise approved by KCHD, all wells must be located 10 feet from property boundaries, gravity sanitary sewers, storm sewers, and building foundations, 50 feet from pressure sewers, sewage lift stations, and adjacent onsite sewage disposal areas.
- Wells shall be installed at least 50 feet from abandoned septic tanks and sewage disposal areas for a period of one year from the date of decommissioning.

Noting the above conditions, the Kent County Health Department approves the subject preliminary plat. Accordingly, we ask to review and approve the amendments / additions prior to recording the Master Deed. This approval is contingent on the extension of public sewer to the proposed development and the proper decommissioning and demolition of the existing structures, water wells, septic systems, and fuel storage tanks.

Sincerely,



Jason E Buck, REHS
Sanitarian Specialist
Environmental Health Division

cc: Steve Peterson, Cascade Charter Township
Justin Longstreth, Moore and Bruggink

UTILITY ADVISORY BOARD

June 18, 2020

Minutes

Present: Mike Grenier, Tim Bradshaw, Tim Burkman, Chuck Schroeder, Brian Vu, Darrell Schmalzel, James Hurt, Wayne Jernberg, Bill Kaiser, Jenessa Carter, Jeff McCaul, Ben Swayze

Approval of Minutes- May 21, 2020

The meeting was called to order at 8:40 am by Mr. Jernberg. Mr. DeLong is not able to attend the meeting and has asked Mr. Jernberg to Chair the meeting.

Motion to approve minutes by Mr. Schmalzel second by Mr. Schroeder.

MOTION CARRIED.

Public Comment on Agenda Items

None

Approval of Agenda

Motion to approve agenda by Mr. Grenier second by Mr. Schroeder.

MOTION CARRIED.

Ada/Cascade USD Modification- Wayne Jernberg

Mr. Jernberg said that the City has reviewed the request from Cascade and Ada Township to modify their Sanitary Sewer Utility Service District (USD) size. The proposed change will increase Ada Township's Sanitary Sewer USD by approximately .034 square miles, for a total of 7.25 sq. miles. There are no changes to Cascade's Sanitary Sewer USD.

The area to be added to Ada's USD is the parcel located at 1370 Buttrick Rd. SE. The parcel is located in Cascade Township but can be served more efficiently by Ada Township.

Mr. Jernberg said that the request meets the guidelines set forth by the Utility Advisory Board Policy #10-01.

Motion to approve Ada and Cascade Township USD modification by Mr. Grenier second by Mr. McCaul.

MOTION CARRIED.

Budget FY21 Approval – Jenessa Carter

Ms. Carter mentioned that the Water System is in the market for pre-pricing for its bond issue today. The Water System is looking at \$33 million in bond proceeds, she will provide more information later in the meeting.

The FY21 budget was approved on May 21, 2020, by City Commission. For the Water System, revenue for FY20 is down from what was originally projected at \$48 million. This is due to the rainy weather last year, but the numbers are normalizing. The proposed revenue budget for FY21 is \$51.1 million and \$44.03 million for expenditures.

The increase in revenue from FY20 to FY21 is due to rate increases, and accounting changes. In FY20 Other Financing Sources, the amount budgeted was \$2.5 million and in FY21 it is \$118,514. Comptrollers requested that the money allocated for this line be moved to Charges and Services.

For expenditures in FY20, the biggest change was the money allocated for the pilot AMI program which was budgeted in capital. With that said, comptrollers decided that the project cannot be capitalized and should be budgeted in O&M. A budget amendment was submitted and was approved. That explains why the report shows that expenditures were over. For FY21 expenditures, the biggest change is a \$10 million decrease in the cash capital program which is why the net income is negative for the FY20 estimate. It is negative as a result of the metering project, and a robust cash capital program.

Overall, unassigned cash for the end of FY20 is \$14 million and for FY21 it is estimated to be \$16 million. The biggest thing for expenses when removing the capital program, the true O&M expense, between the two years is largely due to the private lead service line replacement program. This is a Grand Rapids only expense, along with the CMP expense that happens every 5 years. There have been no positions adds for the Water System.

Ms. Carter mentioned that on the agenda there's an FY21 preliminary fiscal plan for capital projects. For the bond amount, the System will be bonding \$12.5 million for the current bond program. She explained that the bond program used at the City is Just in Time financing. For example, the \$32 million of bonds proceeds that we are expecting will be for projects that are already planned or were already budgeted for in the last program and is being paid by the System's cash. The 5 years capital project plan will possibly be funded by the DWRP. The bond issue will mainly go towards linear assets.

Mr. Jernberg thanked Ms. Carter for her work in the unassigned cash. He also asks that customers communities review and verify the line items and that the planned projects are in the correct FY.

For sewer, the revenue projected for FY20 estimate is \$59.3 million which is down from the amended budget. Ms. Carter reminded the board that the sewer system experiences volatility much later than the Water System. She expects to see the effects of COVID-19 next year, and the sewer system budget uses the sewer cap. For the proposed FY21, revenue is \$62.8 million, and the increase is due to the rate increase. The department has done a great job with sticking to the budget and controlling expenses. On the expense side, the FY20 estimate is up to \$53.8 million due to the GRBA. The GRBA budget was finalized recently, and she expects that number to be \$1 million less. There have been no positions adds. Mr. Kaiser clarified that the GRBA increase was also affected by the biodigester not being online in April and the increase in landfills cost.

Ms. Carter referred to the 5-year preliminary capital project plan. There is one project that's a bond and she does not anticipate more investments in bonds for the next two years.

Mr. Chuck asked what the difference between unassigned and unrestricted cash? Ms. Carter said that due to the Water System and Environmental Services policies, it is required that each department reserve 25% of total expending, and on top of the 25% there is an additional 1.3% of total true unassigned cash. In

short, unrestricted is that there is no restriction on the use of the cash and unassigned cash is the 25% policy that must be kept as a reserve. On top of that, there is 1.3% of unassigned cash of the true cash value.

For the Water System, bill volume is down by 9% and the 3-year billed volume dropped by 2%. There is always a lag with billed volume and pumping vs. treatment due to the quarterly billing cycle. If you look at May 2019 compared to May 2020, bill volume for water was down by 20%. However, pump flow was up by 1% which means that it is slowly normalizing. Retail, wholesale, and front footage fees are down. She is hopeful that there will be a spike in the summer.

Penalty revenue is down by \$250,000 due to the suspension of late fees. The total amount of fees that have been waved totals to \$268,000. Additionally, the miscellaneous line is the finalization of the DWRP principal forgiveness and investment loss in the market. Overall, net revenue is \$2.8 million less than this time last year. On the expense side, personal services and supplies are slightly up. The Water System has absorbed about \$60,000 in PPE and other expenses related to COVID-19. Overall, expenses are up by \$500,000 and the total net income loss is \$3.3 million compared to last year.

For the sewer side, overall revenue is down by \$657,775. Again, there is not a big change as compared to the Water System. YTD bill volume is down by 4% and the three-year average is down by 1%. The current bill volume is down by 21%, but the treated volume is up by 15%. On the expense side, she has not seen significant swings this year. For capital outlay, that was an accounting change by comptrollers that resulted in an item being counted twice in the expense fund. It has been fixed. Overall, expenses are \$2.1 million less than this time last year. The net income increased by \$1.5 million.

Utility Financial Update with Graphs – Jenessa Carter

Ms. Carter gave a quick overview of the graphs attached. The graphs are mainly for information purposes, but it gives the board an idea of YTD billed flow and pumped vs treated flow. What she's looking at is the three-year average that is used for the Rate Study.

USD Size Recommendation Memo- Jenessa Carter

Ms. Carter said that this is an information item. The memo outlines USD size recommendation for the 2020 Water/Sewer Rate Study.

If any customer community need to request a change to the USD recommendation, please contact Ms. Carter by June 30th.

2020 Rate Study Schedule Memo – Jenessa Carter

Ms. Carter stated that this is also an information item regarding the Rate Study. In the memo attached she outlines the schedule for the 2020 Rate Study and dates of when major tasks are due.

If you have any questions about the attached Rate Study schedule, please contact Ms. Carter.

Updates

May Awards- Jeff McCaul

Mr. McCaul gave an overview of the May awards. One project was awarded in May, it is the Reconstruction of Hastings Street from Prospect Avenue to College Avenue and Sinclair Avenue from Hastings Street to 275' North of Hastings Street. The project is not integrated.

Lead & Copper Sampling & Construction – Mike Grenier

Mr. Grenier gave an update on the lead and copper sampling that will continue until September. Currently, the 90th percentile is 7ppb which is what he was expecting to see. There are 22 test kits out at different homes in the City. He will be sending a weekly update of the sampling progress to management.

With construction projects, no projects are affecting demand. The plant completed a trial run on the new plate settlers, and it was successful. Mr. Hurt asked if the sampling kits are only for the City of Grand Rapids? Mr. Grenier said yes. Other customer communities are responsible for their sampling if they have lead service lines.

Public Comment

Ms. Sasy from EGLE joined the meeting and she gave the board an overview of her role in drinking water. Her office of Clean Water Public Advocate was created by the Governor to engage and inform Michigan residents on water quality. Her office will be creating metrics on water quality, transparency, and community engagement. Her office will be creating and sharing general educational material that community water systems can use to engage their customers.

Items from Members

Mr. Jernberg said that late fees are being implemented again as of June 9th. As Ms. Carter mentioned, a total of \$268,000 late fees has been waived. This allowed for every customer in the system to take advantage of the waiver. Mr. Hurt asked what percent of customers continued to pay their utility bills? Mr. Jernberg will work on getting additional data on billing.

No further items from members.

Next Meeting – July 16, 2020

The next meeting is scheduled for July 16, 2020.

Adjournment

Motion to adjourn by Mr. Grenier second by Mr. Schmalzel.

MOTION CARRIED

The meeting was adjourned at 9:32 am.

November 11, 2020
Project No. 170168

Steve Peterson, AICP
Community Development Director
Cascade Charter Township
2865 Thornhills Avenue, SE
Grand Rapids, MI 49546

1370 Buttrick Avenue Site Plan Review

Dear Steve:

We have reviewed the site plan for 1370 Buttrick Avenue, prepared by Moore and Bruggink. The development is located at the southeast corner of the intersection of Buttrick Avenue and Grand River Drive. The current site plan and basis of this review are dated November 3, 2020. The proposed project is a 19-lot residential development with private street. The site is in the Thornapple River watershed, subdrainage district North Thornapple.

Stormwater and Drainage

Flood Control

The proposed project is a new development, so all improvements shall comply with the requirements of the Cascade Charter Township and Stormwater Ordinance (SWO). The site is located in Stormwater Management Zone B, which requires detention of the 25-year storm event. The SWO also requires the first 0.5 inch of stormwater runoff be detained and released over a 24-hour period.

The proposed stormwater management design is to collect stormwater runoff from the site and private street in a detention basin located at the northwest corner of the site. The detention basin is sized for the 25-year storm event with a restricted release rate of 0.13 cfs/acre. The applicant provided stormwater calculations in support of the detention basin design. The detention basin discharges through an outlet control structure to a drainage swale along Grand River Drive. The drainage swale continues to the east along the road.

The proposed stormwater management design is in accordance with the SWO.

Water Quality Control and Bank Erosion Control

The SWO requires the first 0.5 inch of stormwater runoff be detained and released over a 24-hour period. The detention basin is designed with outlet control structure and low flow outlet to detain the first 0.5 inch of runoff from the site and release it over a 24-hour period. The proposed design is in accordance with the Township SWO.

Stormwater Runoff

The applicant provided stormwater calculations to size the detention basin and onsite storm sewer system. All stormwater runoff from the new private street and developed portion of the site will drain to the detention basin. Therefore, the site will not see an increase in rate of stormwater leaving the site.

Drainage Plan

The applicant has submitted drawings, calculations and additional documentation as required in the SWO Section 2.03, Drainage Plan. Please refer to the attached checklist for items and comments on each item. Please note a maintenance agreement is required before construction begins. The agreement should be submitted to the Township for review. The maintenance agreement and plan should include at a minimum maintenance of the detention basin and cleaning of catch basin sumps.

Private Street Requirements

A new private street is proposed for the development. Fishbeck reviewed the road design against the Township Ordinance for Private Streets for right-of-way width, road and travel lane width, road grade, pavement cross section including aggregate base and subbase design, stormwater drainage, etc. The proposed private street was found to meet the requirements outlined in the Township Ordinance. The applicant has also addressed all comments from the Kent County Road Commission.

Utilities

The development includes new public 8-inch sanitary sewer. The new sanitary sewer runs along the private street to Grand River Drive, then west to Buttrick Avenue where it connects to an existing 8-inch sanitary sewer. The existing 8-inch sanitary sewer in Buttrick Avenue is part of the Ada Township sanitary sewer system. The residential lots will have onsite water wells. Michigan Department of Environment, Great Lakes, and Energy (EGLE) permits will be required for the sanitary sewer and water well construction.

Soil Erosion and Sedimentation Control

Soil Erosion and Sedimentation Control (SESC) measures are provided on the plan drawings. The applicant has included silt fence along the limits of clearing and grading, silt sacks in catch basins, and construction tracking control. SESC falls under the review and approval of the Kent County Road Commission and a permit is required before construction can begin. If the disturbed area on the site exceeds five acres, a Notice of Coverage is required with EGLE. The SESC measures indicated on the drawings appear appropriate, given the expected work.

Summary

The proposed stormwater management design meets the Township SWO requirements for new developments. The applicant will need to apply for and obtain several permits (SESC, EGLE, KCRC) prior to beginning construction. We recommend approval of the site plan from an engineering standpoint.

If you have any questions or require additional information, please contact me at 616.464.3786 or ntorrey@fishbeck.com.

Sincerely,



Nathan R. Torrey, PE

Senior Civil Engineer

Attachment

By email

Copy: Michael L. Berrevoets, PE – Fishbeck

Cascade Charter Township

Storm Water Ordinance, Ordinance 7 of 2002, as amended by Ordinance No. 2 of 2008, May 14, 2008

Reviewing Engineer Comments are Italicized

OK – Received and Acceptable

NA – Not Applicable

NR – Not Received, Needs Follow-up, See Comments

1370 Buttrick Avenue

Drainage Plan Checklist

- OK (1) Location of the development site and water bodies that will receive storm water runoff
All stormwater runoff from the site is collected in an onsite detention basin.
- OK (2) Existing and proposed topography of the development site, including the alignment and boundary of the natural drainage courses, with contours having a maximum interval of one foot (using USGS datum). The information shall be superimposed on the pertinent Kent County soil map
Existing and proposed contours have been provided.
- OK (3) Development tributary area to each point of discharge from the development
Stormwater calculations and tributary areas were provided by the applicant.
- OK (4) Calculations for the final peak discharge rates
The applicant provided calculations for design of the onsite storm sewer system, detention basin and outlet control structure.
- OK (5) Calculations for any facility or structure size and configuration
Stormwater runoff calculations were provided by the applicant.
- OK (6) Drawing showing all proposed storm water runoff facilities with existing and final grades
The applicant provided a utility plan showing all proposed stormwater runoff facilities.
- OK (7) The sizes and locations of upstream and downstream culverts serving the major drainage routes flowing into and out of the development site. Any significant off-site and on-site drainage outlet restrictions other than culverts should be noted on the drainage map
Offsite drainage areas were not indicated by the applicant.
- OK (8) An implementation plan for construction and inspection of all storm water runoff facilities necessary to the overall drainage plan, including a schedule of the estimated dates of completing construction of the storm water runoff facilities shown on the plan and an identification of the proposed inspection procedures to ensure that the storm water runoff facilities are constructed in accordance with the approved drainage plan
A construction schedule was included on the plans.
- OK (9) Plan to ensure the effective control of construction site storm water runoff and sediment track-out onto roadways
The SESC measures shown on the plan appear appropriate given the expected work. SESC falls under the review and approval of the KCRC and a permit is needed before construction can begin.

- OK (10) Drawings, profiles, and specifications for the construction of the storm water runoff facilities reasonably necessary to ensure that storm water runoff will be drained, stored, or otherwise controlled in accordance with this ordinance
The applicant provided calculations and design details for construction of the onsite storm sewer system and detention basin.
- NR (11) Maintenance agreement, in form and substance acceptable to the Township, for ensuring maintenance of any privately owned storm water runoff facilities. The maintenance agreement shall include the developer's written commitment to provide routine, emergency, and long-term maintenance of the facilities and, in the event that the facilities are not maintained in accordance with the approved drainage plan, the agreement shall authorize the Township to maintain any on-site storm water runoff facility as reasonably necessary, at the developer's expense
Maintenance agreement was not provided and is required.
- OK (12) Name of the engineering firm and the registered professional engineer that designed the drainage plan and that will inspect final construction of the storm water runoff facilities
- NA (13) All design information must be compatible for conversion to Grand Valley Regional Geographic Information System (REGIS)
This is a privately owned system and will not be uploaded to REGIS.
- OK (14) Other information necessary for the Township to verify that the drainage plan complies with the Township's design and performance standards for drains and storm water management systems



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: November 18, 2020
To: Supervisor Beahan & Cascade Township Board
From: Benjamin Swayze, Township Manager
Subject: Legal Services Request - Varnum

FACTS:

Cascade Township is currently served by Varnum LLP to provide general counsel legal services to the Township, as well as some specialized services. The Township has received communication from Varnum, requesting their rates be increased to \$200 per hour from the current \$190 per hour. The Township last reviewed the Township legal counsel contract in 2016. At that time the Township made the decision to issue an RFP for legal services as the Township legal counsel firm, Law Weathers, was consolidated into Varnum. After a robust RFP process the Township Board chose to remain with Law Weathers/Varnum due to our long-standing relationship with the firm, the breadth of services offered and the proposed rate (\$190 per hour) which was the lowest rate among responsive firms.

Varnum has not requested to raise their rates since 2016. The \$10 per hour increase would represent a 5.26% increase over the 2020 rate and essentially a 1% per year increase since 2016. Attached for your review is:

- Rate Request from Varnum
- Varnum Legal Service Proposal - 2016

ANALYSIS & CONCLUSIONS:

Below you will find the justifications that were used for the 2016 selection of Varnum -

Cost – Of the proposals received, Varnum and Foster Swift had the lowest per hour cost for general services (\$190 per hour) with Bloom Sluggett Morgan only slightly higher (\$195). Foster Swift did have a slightly lower cost for prosecution services (\$175 per hour) but the Township is very limited in the use of this service. Varnum, Bloom Sluggett Morgan and Foster Swift also offered a discount on paralegal work ranging from \$85 to \$170, but the amount of work done for the Township that would be handled by a paralegal would be limited.

Experience – Each firm that submitted a proposal was very experience in municipal law. The committee was particularly impressed with the client list from Varnum, Bloom Sluggett Morgan, Mika Meyers and Dickenson Wright as each firm had a significant client base in the Kent County region. It was noted by the committee that while each firm had significant experience, Cascade Township itself has had very positive experiences with Varnum, Bloom Sluggett Morgan and Dickenson Wright.

Location – Each firm indicated the Township would be served out of a Grand Rapids area office, with the exception of Clark Hill which would be out of a Lansing area office. The Committee was comfortable with the accessibility of all firms except Clark Hill.

Package of Services – The Personnel Committee reviewed each proposal to determine if the services offered would be comprehensive. Miller Canfield only submitted a proposal for bond counsel. Bloom Sluggett Morgan proposal indicated that they would not offer bonding/finance or labor/benefits services. All other services were comprehensive.

The Personnel and Finance Committee reviewed the request from Varnum at their November meeting. The committee recognized that the reasons for selecting Varnum in 2016 are still true today, and the requested increase is not unreasonable given no increases have been instituted since 2016. In addition, the contract with Varnum is non-exclusive and other firms can be utilized as need. The Township also maintains a relationship with Bloom Sluggett, Mika Meyers and Dickenson Wright for various specialties. The committee has recommended the Township approve the request from Varnum

FINANCIAL CONSIDERATIONS:

In the current fiscal year, the Township has budgeted approximately \$40,000 over all departments for legal services. Actual costs for legal services during a fiscal year can fluctuate greatly depending on the activities of that year.

RECOMMENDED ACTION:

To approve the request from Varnum to authorize a raise in fees to \$200 per hour, effective 1/1/2021.

VARNUM

ATTORNEYS AT LAW

Bridgewater Place | Post Office Box 352
Grand Rapids, Michigan 49501-0352

Telephone 616 / 336-6000 | Fax 616 / 336-7000 | www.varnumlaw.com

John M. Huff

Direct 616 / 336-6239
jmhuff@varnumlaw.com

October 9, 2020

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

Re: *Township Legal Fees*

Dear Ben:

Our fee agreement with the Township was last addressed in 2016. At that time, the hourly rate for attorney services was set at \$190 per hour. As you are working on the Township budget for next year, I would like to ask that Varnum's rate be increased to \$200 per hour, effective January 1, 2021. This is about a 1% increase per year for each of the last 5 years when no increase was assessed. As you know, I have been working with the Township since the early 1980's and have enjoyed our long-term relationship. I also hope that that relationship has benefitted the Township in that I have knowledge of things which have transpired over the last 35 years.

If any members of the Township Board or you have questions about this proposed increase, please let me know. I look forward to your response.

Very truly yours,

VARNUM



John M. Huff

JMH/jfl

17012441.1



Proposal to Provide Legal Services to
Cascade Charter Township

July 20, 2016



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Introduction

About Varnum

- 165 attorneys
- Eight offices: Grand Rapids, Detroit, Novi, Kalamazoo, Grand Haven, Lansing, Ann Arbor and Hastings
- 128 years old
- All attorneys are members in good standing of the State Bar of Michigan

Thank you for the opportunity to respond to Cascade Charter Township's request for proposals for legal services. We hope to continue to provide general and prosecution legal services to the Township, and welcome the opportunity to grow our relationship by providing bond counsel and additional prosecution services.

If you choose Varnum, Cascade Charter Township will continue to work with the attorneys of the former Law Weathers firm, and, in addition, will have access to the skills and experience of all members of Varnum's Municipal and Administrative Team, as well as attorneys specializing in Real Estate, Finance, Construction, Litigation, Labor and Employment, and Environmental Law.

Attributes that are particularly valuable to our clients, and distinctive from other law firms, include:

- Our familiarity with the officials and people of Cascade Charter Township, and our long history with their legal matters;
- Our knowledge of the unique aspects of law that affect municipalities;
- The reliability, speed and practicality of our advice;
- Our consistent ability to provide user-friendly advice and work product; and
- Our appreciation of the need to be cost-effective and avoid "overlawyering" matters.

We believe these characteristics reflect our genuine commitment to the success of our clients' missions.





4.1 Business Organization

Varnum Office Locations

- Grand Rapids
- Grand Haven
- Kalamazoo
- Lansing
- Detroit
- Novi
- Hastings
- Ann Arbor

Varnum LLP

Main Office
333 Bridge Street N. W.
P. O. Box 352
Grand Rapids, MI 49501-0352

Phone: 616-336-6000
www.varnumlaw.com

Varnum is a limited liability partnership, incorporated in Michigan.
Please see Appendix A for the certificate of license to operate in Michigan.



4.2 Applicable Experience

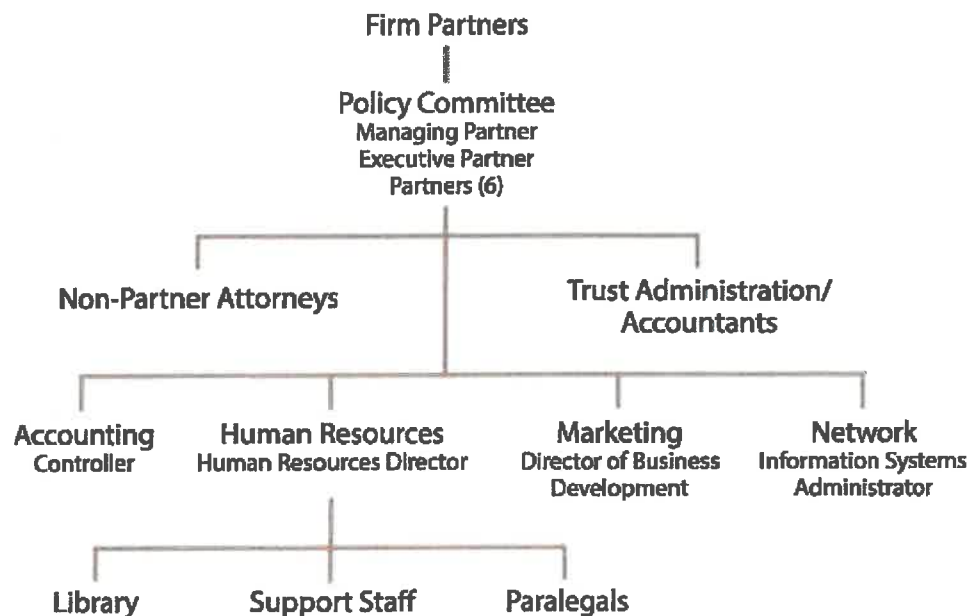
The firm's lawyers participate in the following:

- Michigan Municipal League
- Michigan Association of Municipal Attorneys
- Michigan Township Association
- Michigan Association of School Boards
- Municipal Advisory Council of Michigan
- National Association of Bond Lawyers
- American Planning Association
- Public Corporation Law Section of the State Bar of Michigan

Provide a narrative description of the firm, its operating principles, its divisions or departments and any matters that the firm specializes in.

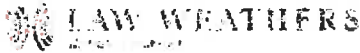
For more than 128 years, clients have trusted Varnum for excellence, innovation and superior results in the delivery of legal services. We are a full-service, Michigan-based provider of legal counsel with 165 lawyers practicing in eight offices: Grand Rapids, Grand Haven, Kalamazoo, Lansing, Detroit, Novi, Ann Arbor and Hastings.

The firm has a partnership structure, with an elected managing partner, executive partner and policy committee.



January 1, 2016

Law Weathers Attorneys



Join Varnum LLP



The following excerpt from our Value Statement describes our approach: "Expect us to be client oriented, service oriented, and results oriented. We are committed to being your partner, striving to achieve your goals. We are empowered to provide extraordinary client service. When a client has a concern or request, we will consider it a priority and own the issue through resolution."

We are distinguished by our dedication to knowing our clients and their industries, and have developed a strong core of expertise in areas that include:

- Municipal and administrative law
- Banking and finance
- Bond counsel
- Construction law and litigation
- Conventional and alternative energy
- Corporate
- Employee benefits
- Environmental
- Estate planning
- Intellectual property
- Labor and employment relations
- Litigation and trial services
- Real estate
- Startups and emerging companies
- Tax planning and litigation

Varnum clients represent a diverse range of business and legal interests: municipalities, governmental units, manufacturers, financial institutions, health care providers, professional groups, colleges and universities, school districts, charitable organizations and utilities.

Our multi-disciplinary, team approach maintains the personal relationship between lawyer and client, while ensuring clients also have access to the full resources of the firm. Client teams of attorneys, paralegals and other support staff ensure the best balance of service and personal attention in a cost-effective manner without sacrificing quality.

Municipal and Administrative Law

For decades, Varnum's Municipal and Administrative Law group has represented and protected the interests and rights of municipalities. Our clients include counties, cities, villages, townships, authorities and district libraries. Officials and staff appreciate our deep knowledge of the legal and business challenges they face and our ability to provide practical, cost-effective advice.



We have represented hundreds of municipalities as general and special counsel, assisting clients with routine administrative and operational issues as well as complex aspects of municipal law. The scope of our work includes:

Operational and Administrative Issues

- Ordinance drafting and enforcement
- Interlocal agreements
- Contracts
- Regulatory compliance

Land

- Annexations/Act 425 agreements
- Zoning, planning and land use
- Eminent domain and condemnation
- Real estate, development and construction

Finance

- Revenue bond financing
- Capital improvement bonds
- Tax increment financing
- Special assessment financing
- Installment contract financing
- Act 198 tax abatements

Water and Utilities

- Clean water treatment plant operations
- Water and sewer issues, including rate setting
- Cable TV, WiFi, gas, electric and fiber optic franchises

Other

- Public sector litigation
- Appellate litigation
- Economic development
- Labor and employment
- Elections
- Property tax appeals
- Environmental issues and disputes

Bond Counsel

Varnum has extensive experience in the public finance area, providing bond counsel to the State of Michigan, its departments and authorities, and many cities, counties, villages, townships, school districts and other public authorities. We also represent municipal clients on matters involving economic development incentives such as tax abatements, renaissance zones, brownfield redevelopment and other tax increment financing arrangements, and government grants and loans.

We have significant bond counsel experience with traditional governmental bonds, small issue private activity bonds and 501(c)(3) bonds. Since 1980 the firm has been listed in the Bond Buyers Municipal Marketplace (the "Red Book"). Several of the firm's attorneys are also members of the National Association of Bond Lawyers. Following is a partial list of representative projects:

- \$2.45 million Otsego District Public Library, Counties of Allegan and Kalamazoo, State of Michigan, 2016 Library Refunding Bonds (General Obligation – Unlimited Tax);
- \$8.67 million Lowell Area Schools, Counties of Kent and Ionia, State of Michigan, 2016 Refunding Bonds, Series B (General Obligation – Unlimited Tax);
- \$122.5 million Grand Rapids Public Schools, County of Kent, State of Michigan, School Building and Site and Refunding Bonds, Series 2016 (General Obligation – Unlimited Tax);
- \$9.54 million Harbor Springs Public Schools, County of Emmet, State of Michigan, 2016 Refunding Bonds (General Obligation – Unlimited Tax);
- \$5.44 million The Economic Development Corporation of the County of Ottawa, Limited Obligation Revenue Bonds, Series 2015 (North Ottawa Community Hospital Project);
- \$3.36 million City of Grandville, County of Kent, State of Michigan, General Obligation – Limited Tax Refunding Bonds, Series 2015;
- \$3.63 million City of Walker, County of Kent, State of Michigan, General Obligation Limited Tax Refunding Bonds, Series 2015;
- \$16.5 million Tax Increment Finance Authority of the City of Westland, County of Wayne, State of Michigan, Tax Increment Bonds, Series 2013 (General Obligation – Limited Tax);
- \$4.82 million Grand Rapids Community College, State of Michigan, 2013 Community College Refunding Bonds (General Obligation – Limited Tax); and
- \$26.64 million Grand Rapids Community College, State of Michigan, 2012 Community College Bonds (General Obligation – Limited Tax).



Provide a general history of the firm, specifically identifying any services provided to Cascade Charter Township in the past.

Varnum traces its roots to 1888, approximately forty years after Cascade Charter Township was separately organized from Ada Township. From humble beginnings as the two-man firm of Montgomery & Bundy, Varnum is currently one of Michigan's largest and most respected full service law firms, with 165 attorneys and 168 staff members serving clients from eight offices across the state.

Advising governmental units is a traditional core strength of Varnum – many of these organizations have been clients for twenty years or more – and we have extensive experience with the issues they, and you, face. Our Municipal and Administrative Law Practice represents cities, townships, counties, public commissions, publicly-owned treatment works, municipal electric utilities, school districts, colleges and hospitals. Historically, we have served more than 160 government and municipal clients in Michigan with a variety of legal services, including benefits plans and labor and employment counsel, negotiating and establishing contracts, zoning and land use, eminent domain, environmental assessments, documentation of compliance activities, bond counsel, procurement systems and contracting, and inter-governmental contracts.

In January 2016, the attorneys and staff of Law Weathers joined Varnum LLP. Culturally similar, both firms have a history of maintaining long-term client relationships and providing excellent service and responsiveness.

John M. Huff has enjoyed a long and successful relationship with Cascade Charter Township since the early 1980s. Together with Dave Caldon, Kevin Krauss, Bob Buchanan, Stacey George and Terry Tobias, he has provided counsel to the Township on a wide variety of matters. The team has dedicated themselves to becoming trusted advisors. Over the years they have developed an excellent understanding of the Township and the unique needs and claims that arise from its daily work, including:

- Extensive work on the re-electrification and lease of the Cascade Dam
- Cable television agreements and regulations
- Cellular tower leases and regulations
- Land division regulations
- Numerous zoning reviews
- Water and sewer agreement with Grand Rapids
- Attention to various personnel issues
- Tax tribunal briefs and hearings
- Litigation (Adams Outdoor, Velting, Jack Harkness, Cotter)
- Ordinance drafting and contract review



Another benefit of this long relationship is the institutional memory the attorneys possess. Continuity with each new manager has ultimately benefitted the Township. Whether there is a question that requires historical knowledge, or a need for an older file, this long relationship, and proximity, allow John and the team to provide an exceptional level of service.

Provide the name and address and contact information for the primary point of contact for any municipal clients in the state of Michigan.

We serve more than 100 municipal clients. Following is a representative sample:

City of Hastings
Jeff Mansfield
City Manager
201 East State Street
Hastings MI 49508
269/945-2468
jmansfield@hastingsmi.org

Scope of Work:

- General municipal law
- Zoning and planning
- Ordinance drafting and enforcement
- Property maintenance code enforcement
- Economic development projects
- Property tax appeals
- Annexation/Act 425 agreements
- Real estate
- Appellate litigation
- Personnel
- Employee relations
- Union/labor negotiations
- General civil litigation not covered by insurance
- Contracts
- Elections
- Tax Increment financing
- Special assessments
- General finance

Three year billing total: \$185,408
Three year total, hours worked: 1,020
Contract: None



City of East Grand Rapids

Brian D. Donovan

City Manager

750 Lakeside Drive SE

East Grand Rapids MI 49506

616/949-2110

bdonovan@eastgr.org

Scope of Work:

- General municipal law
- Zoning and planning
- Ordinance drafting and enforcement
- Property maintenance code enforcement
- Economic development projects
- Property tax appeals
- Annexation/Act 425 agreements
- Real estate
- Appellate litigation
- Personnel
- Employee relations
- Union/labor negotiations
- General civil litigation not covered by insurance
- Contracts
- Elections
- Tax increment financing
- Special assessments
- General finance

Three year *billing* total: \$674,245

Three year total, hours worked: 3,200

Contract: See Appendix B

City of Belding
Bruce Brown
Interim City Manager
120 South Pleasant Street
Belding MI 48809
616/794-1900
bbrown@ci.belding.mi.us

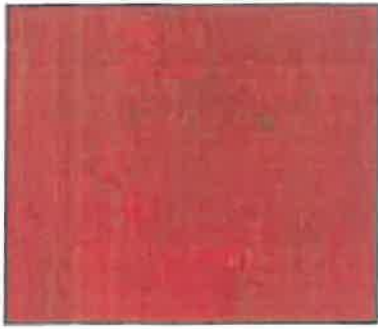
Scope of Work:

- General municipal law
- Zoning and planning
- Ordinance drafting and enforcement
- Code enforcement
- Economic development projects
- Real estate
- Labor relations
- Employee benefits
- Bond counsel
- Sewer and water
- Electric
- Cable
- Brownfield redevelopment

Three-year billing: \$133,942

Hours worked: 468

Contract: None



4.3 Attorney Identification



Adam J. Brody

Adam J. Brody

Residence address: 3234 Creek Ridge Drive, Hudsonville MI 49426

Bar number: P62035

Law School: Washington and Lee University School of Law

Date of Graduation: 2000

Date of Admission to Michigan Bar: 11/30/2000



Robert A. Buchanan

Robert A. Buchanan

Residence address: 7900 Sudbury Lane SE, Ada MI 49301

Bar number: P25508

Law School: Vanderbilt University

Date of Graduation: 1975

Date of Admission to Michigan Bar: 10/22/1975



Dave T. Caldon

Dave T. Caldon

Residence address: 2493 Pettis Avenue NE, Ada MI 49301

Bar number: P62828

Law School: Pepperdine University School of Law

Date of Graduation: 1999

Date of Admission to Michigan Bar: 08/24/2001



Stacey A. George

Stacey A. George

Residence address: 4040 McCabe NE, Ada MI 49301

Bar number: P66955

Law School: Western Michigan University Thomas M. Cooley Law School

Date of Graduation: 2004

Date of Admission to Michigan Bar: 06/01/2004



John M. Huff

John M. Huff

Residence address: 2310 Anderson Dr SE, Grand Rapids MI 49506

Bar number: P29062

Law School: Northwestern University School of Law

Date of Graduation: 1978

Date of Admission to Michigan Bar: 11/06/1978



Kevin B. Krauss

Kevin B. Krauss

Residence address: 6485 Tammarron Court SE, Grand Rapids MI 49546

Bar number: P30538

Law School: Stetson University College of Law

Date of Graduation: 1979

Date of Admission to Michigan Bar: 11/14/1979



Deborah Ondersma

Deborah Ondersma

Residence address: 7755 Woodviolet Ct SE Ada MI 49301

Bar number: P55907

Law School: University of Michigan Law School

Date of Graduation: 1996

Date of Admission to Michigan Bar: 12/04/1996



Mary Kay Shaver

Mary Kay Shaver

Residence address: 5399 Canyon River Dr NE, Ada MI 49301

Bar number: P60411

Law School: Wayne State University Law School

Date of Graduation: 1999

Date of Admission to Michigan Bar: 12/03/1999



Terry E. Tobias

Terry E. Tobias

Residence address: 4734 Bluegrass SE, Kentwood MI 49546

Bar number: P44742

Law School: Western Michigan University Thomas M. Cooley Law School

Date of Graduation: 1991

Date of Admission to Michigan Bar: 05/10/1991



4.4 Assigned Attorneys



Adam J. Brody

Experience

Adam is a partner and member of the firm's Litigation Practice Team concentrating on complex civil litigation in both state and federal courts. He has extensive first-chair experience, including trial, appellate, and alternative dispute resolution work. While Adam has experience in a broad range of matters, including intellectual property litigation, the defense of wrongful death claims, property tax litigation, and cases involving covenants not to compete, his work is primarily focused on commercial contract disputes, including cases involving automotive and other manufacturers.

Partner
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Practice Area

- Litigation
- Michigan Property Tax Services and Appeals

Education

- Washington and Lee University School of Law
Lexington, Virginia
J.D., 2000
- Grand Valley State University
Allendale, Michigan
B.S., 1996

Professional Affiliations

- State Bar of Michigan
- Grand Rapids Bar Association

Honors

- Listed in *Michigan Super Lawyers, Business Litigation*, since 2013

Community Affiliations

- Hidden Lake Estates Homeowners Association, President, 2011 – 2013
- Arthritis Foundation Michigan Board of Trustees
- West Michigan Arthritis Foundation Advisory Board, Member, 2011 – present, Chair, 2014
- Bethany Open Planning Committee, 2011, 2012
- Georgetown Little League Volunteer Coach, 2007 – 2012

Admitted to Practice

- All Michigan State Courts
- U.S. District Court for the Western District of Michigan
- U.S. District Court for the Eastern District of Michigan
- U.S. Court of Appeals for the Sixth Circuit
- U.S. District Court for the District of Colorado
- U.S. District Court for the Southern District of Indiana
- U.S. Court of Appeals for the Ninth Circuit
- U.S. Court of Appeals for the Federal Circuit





Robert A. Buchanan

Experience

Bob focuses his practice on public sector, litigation, and real estate matters. Within his public sector practice, he provides litigation services to cities, villages, townships, counties, and public authorities in the areas of land use, right-of-way acquisition, contract disputes, and eminent domain. Bob has significant experience in street vacations and plat amendments under the Land Division Act for public and private developments.

Bob has a unique focus advising both general aviation and commercial service airports throughout Michigan and northern Indiana on regulatory matters, operations, leases and agreements, and real estate acquisition. He has proudly represented Gerald R. Ford International Airport since 1993, as well as Capital Region International Airport and Kalamazoo/Battle Creek International Airport.

Counsel
Grand Rapids, Michigan
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616/450-6291
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616/336-7000
Email
rbuchanan@varnumlaw.com

Practice Area

- Litigation Services
- Public Sector/Municipal
- Real Estate, Development and Construction

Education

- Vanderbilt University
Nashville, Tennessee
J.D., 1975
- Denison University
Granville, Ohio
B.A., 1972

Professional Affiliations

- State Bar of Michigan: Aviation Law, Public Corporation Law, Real Property Law sections
- Grand Rapids Bar Association
- Grand Rapids Bar Foundation, Life Member
- American Association of Airport Executives
- International Right-of-Way Association

Recognitions

- Martindale-Hubbell Rating: AV[®] Preeminent[™] Peer Review Rated
- Listed in *Michigan Super Lawyers*, Real Estate and Aviation Law
- Listed in *The Best Lawyers in America*[®], Municipal Law 2014, 2016
- Listed in *Leading Lawyers in America* in Aviation Law; Land Use, Zoning and Condemnation Law; and Real Estate Law: Commercial





Stacey A. George

Experience

Born and raised in West Michigan to successful business owners in the construction industry, Stacey George possesses a unique set of communication, comprehensive analysis, and detailed drafting skills that, when coupled with her upbringing and empathy for clients, ideally suited her for a successful real estate law and estate planning practice. She uses her personal experience to successfully manage numerous matters for a variety of clients in those practice areas.

Stacey represents business owners with commercial real estate holdings; residential real estate developers, buyers, and sellers; builders; condominium associations; and landlords and tenants. In addition, she offers counsel on an array of real estate transactions, including condominium assessment collection; condominium document drafting and review; construction contract drafting, review, and disputes; easement and boundary line matters; sales and development agreements; and foreclosures and short sales. Stacey enjoys counseling clients on their real estate holdings and how such holdings should be managed, transferred, divided, or disposed of. Such counseling oftentimes dovetails with the other half of Stacey's practice, estate planning.

As a wife and mother of three, Stacey knows the importance of individual estate plans. Her practice includes drafting wills, trusts, and other estate planning documents, which are tailored to the needs and wishes of her clients. Stacey counsels on matters involving retirement, blended families, and providing for minor or disabled children.

Attorney
Grand Rapids, Michigan
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sageorge@varnumlaw.com

Practice Areas

- Estate Planning
- Real Estate, Development and Construction

Education

- Western Michigan University Thomas M. Cooley Law School
Grand Rapids, Michigan
J.D., *cum laude*, 2004
- Alma College
Alma, Michigan
B.A., 1999

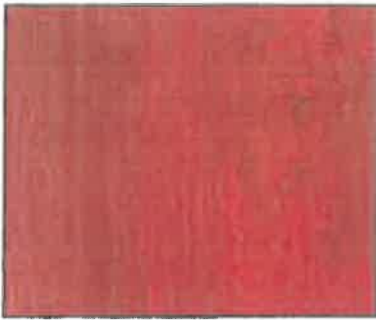
Professional Affiliations

- State Bar of Michigan: Real Property Law, Probate and Estate sections
- Grand Rapids Bar Association: Real Property and Probate sections
- Inforum

Community Involvement

- Cub Scout Pack 3106, Charter Organization Representative
- St. Patrick Church, Endowment Committee





John M. Huff

Experience

John focuses his practice on personal legal services and public sector matters. Much of John's day-to-day practice involves representing individuals with a high net worth and complex estates. He seeks solutions for client and family interests with regard to various business and personal assets, second marriage issues, and blended families. He has experience in prenuptial agreements and trusts such as credit trusts, marital trusts, qualified personal residence trusts, Irrevocable trusts, charitable trusts, and other wealth transfer vehicles.

John also helps clients navigate estate tax law changes, gift taxation, trust administration, and probate issues. He has experience in follow-up administration for tax appeals, audits, estate negotiations among siblings involved in a family business and those not involved, and provisions for disabled children.

Serving both as city attorney for East Grand Rapids and township attorney for Cascade Charter Township for more than 25 years, John also has extensive experience navigating the public/private interests that play out in municipal decision-making and initiatives to improve resident quality of life.

Partner
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Practice Areas

- Estate Administration
- Estate Planning
- Family and Closely-Held Businesses
- Family Law
- Public Sector/Municipal

Education

- Northwestern University School of Law
Chicago, Illinois
J.D., 1978
- Albion College
Albion, Michigan
B.A., *summa cum laude*, 1975

Community Involvement

- Albion College, Planned Giving Advisory Council
- East Grand Rapids Community Action Council

Professional Affiliations

- West Michigan Estate Planning Council
- National Association of Estate Planners and Councils (NAEPC), Accredited Estate Planner
- American Bar Association: State and Local Government Law; Real Property, Probate and Trust Law sections
- State Bar of Michigan: Probate and Estate Planning; Real Property sections
- Grand Rapids Bar Association

Recognitions

- Martindale-Hubbell Rating: AV[®] Preeminent[™]
- Listed in *Michigan Super Lawyers* since 2006
- Listed in *The Best Lawyers in America*[®] since 2007





Kevin B. Krauss

Experience

Kevin is a member of the Labor and Employment Practice Team. He is experienced in all aspects of labor and employment law and is also a certified mediator and arbitrator with the American Arbitration Association. He counsels clients in day-to-day personnel issues, including employment policies, discrimination laws, wage and hour issues, health and safety, personnel administration, employee handbooks, employee benefits, traditional labor law, and employment litigation. His employment practice also includes the negotiation and drafting of employment contracts, and non-competition and confidentiality agreements.

Kevin assists employers in the implementation and application of reductions-in-force, plant shutdowns, or restructuring plans. He has litigated, arbitrated, and mediated numerous cases on behalf of both employers and employees in state and federal courts involving discrimination and other employment-related issues. He has practiced before the NLRB, USDOL, EEOC, OFCCP, OSHA, MERC, MDOL, MDCR, MIOSHA, MESC (JIA), and STC.

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Practice Areas

- Alternate Dispute Resolution
- Labor and Employment Relations

Education

- Stetson University College of Law
Gulfport, Florida
J.D., *cum laude*, 1979
Stetson Law Review, Member
- University of Michigan
Ann Arbor, Michigan
B.G.S., with distinction, 1976

Professional Affiliations

- American Bar Association: Labor and Employment Law and Alternative Dispute Resolution sections
- State Bar of Michigan
- Grand Rapids Bar Association: Labor and Employment Law Section
- American Arbitration Association: Certified Mediator and Arbitrator





Deborah Ondersma

Experience

Deborah has extensive experience handling state property tax appeals. She represents both Petitioners and Respondents in matters involving assessed values, taxable values, exemptions, abatements and tax increment financing. Deborah's clients range from Fortune 500 companies to individual taxpayers, and large municipalities to small townships. She has successfully litigated cases in the State Tax Commission, the Tax Tribunal, the Court of Claims and the Court of Appeals.

Counsel

Grand Rapids, Michigan

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Email

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Practice Area

- State Tax Appeals
- Commercial/Business Contract Disputes
- Construction Litigation

Professional Affiliations

- American Inns of Court, West Michigan Chapter
- State Bar of Michigan
- Grand Rapids Bar Association

Education

- University of Michigan Law School
Ann Arbor, Michigan
J.D., *cum laude*, 1996
- Calvin College
Grand Rapids, Michigan
B.A., English, 1993



Mary Kay Shaver

Experience

Partner
Grand Rapids, Michigan

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Email
mkshaver@varnumlaw.com

Mary Kay has a diverse practice focusing on public finance, corporate finance and creditors' rights issues. In the area of municipal finance, she advises clients on tax-exempt financing issues, establishing special taxing districts, election procedures and "blue sky" law issues, and acts as bond counsel, underwriter's counsel, bank's counsel and issuer's counsel in various tax-exempt and taxable bond transactions. These financings include general obligation (limited and unlimited tax) bonds, revenue bonds, capital improvement bonds, special assessment bonds, tax increment financing bonds, refunding bonds, and installment purchase agreements, tax anticipation notes and state aid anticipation notes. Mary Kay represents all types of entities, including cities, townships, villages, district libraries, downtown development authorities, public schools, charter schools, community colleges and hospitals.

Mary Kay's corporate finance practice includes advising clients on working capital loans, asset-based lending loans, equipment lease transactions and Article 9 issues. This practice involves single lender transactions, syndicated transactions, and transactions for diverse industries, such as the trucking, food packaging and automotive industries. Mary Kay also acts as local counsel for transactions needing opinions relating to Michigan perfection issues.

Practice Areas

- Bankruptcy Services
- Public Finance
- Creditors' Rights

Education

- Wayne State University Law School
Detroit, Michigan
J.D., *cum laude*, 1999
Law Review, Assistant Editor
Order of the Coif
- Grand Valley State University
Allendale, Michigan
B.S., Hospitality & Tourism Management,
magna cum laude, 1996

Professional Affiliations

- National Association of Bond Lawyers
- Michigan Council of School Attorneys
- State Bar of Michigan
- Grand Rapids Bar Association
- Michigan Association of Public School Academies

Community Involvement

- Michigan Women in Finance, President, 2009 - present
- Habitat for Humanity, Volunteer
- Inforum of West Michigan, Regional Board Member, 2009-2012





Terry E. Tobias

Experience

Terry focuses his practice in the areas of public sector law, litigation, and criminal defense work. Prior to practicing law, Terry was a police officer for 21 years, serving as Police Chief for the Kentwood Police Department and Deputy Police Chief for the Battle Creek Police Department.

Counsel

Grand Rapids, Michigan

Direct Dial

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tetobias@varnumlaw.com

Practice Area

- Litigation and Trial Services
- Public Sector/Municipal

Education

- Western Michigan University Thomas M. Cooley Law School
Grand Rapids, Michigan
J.D., 1991
- Western Michigan University
Kalamazoo, Michigan
B.S., 1987

Professional Affiliations

- State Bar of Michigan: Criminal Law, Labor Law sections
- Grand Rapids Bar Association

Community Involvement

- Michigan Police Chiefs Association
- Kent County Conservation League, Board of Directors

Specialty Areas

Varnum attorneys practice in the following areas:

Within municipal:

- Environmental disputes;
- Labor matters;
- Bond counsel services;
- Zoning and planning;
- Ordinance drafting and enforcement;
- Water and sewer issues;
- Cable TV, WiFi, gas, electric and fiber optic franchises;
- Interlocal agreements for the provision of fire protection, water and sewer services and other municipal services;
- Property tax appeals;
- Eminent domain;
- Boundary adjustments through annexations, Act 425 agreements or other means;
- Licensing and closure of solid waste landfills;
- Public finance;
- Sale and licensing of hydroelectric facilities;
- Recalls, referendum, initiative and local elections;
- Redevelopment; and
- Litigation.

Outside municipal:

- Agriculture and farm law;
- Alternate dispute resolution;
- Antitrust and trade regulations;
- Appellate;
- Computer and eBusiness;
- Creditors' rights;
- Family law;
- Financial services;
- Food regulation;
- Health care;
- Hospitality and beverage control;

- Immigration;
- Insurance;
- International busine;
- Riparian rights;
- Securities;
- Startups and emerging companies;
- Telecommunications;
- Unmanned aircraft systems; and
- White collar defense and government investigations.

Accessibility and Responsiveness

John M. Huff has the capacity to respond to any emergency request within one hour, and to all other requests within twenty-four hours. The lead time required for attending scheduled or ad-hoc meetings is 3-4 days, and 2-3 hours for an unscheduled, urgent meeting. If John is unable to attend an emergency meeting, another client team member familiar with the Township will take his place.

We are comfortable using all technologies that facilitate communication with our clients: email, phone, text, phone, video conference or in-person meetings. Varnum attorneys routinely provide their clients with their mobile numbers so clients can get in touch 24/7.



4.5 Facilities



Varnum's main office, located in downtown Grand Rapids, occupies 86,397 square feet on five floors of the Bridgewater building. There are 16 conference rooms available for client meetings. Attorneys are supported by 128 staff members at this location, including legal secretaries, paralegals, library staff, accounting, marketing, human resources, and technology professionals.

Systems

Varnum deploys a site-to-site Wide Area Network (WAN) topology, connected by a high performance Multiprotocol Label Switching (MPLS) telecommunications network. Our hardware infrastructure includes Cisco routers and Hewlett Packard switches to maximize data traffic flow and minimize application latency. Server consolidation is achieved where possible with the VMWare Data Center suite of products and data consolidation with an EMC Storage Area Network. Backup and recovery solutions are implemented using tools provided by the operating system or specialized solutions as required. Secure, remote system access is available to increase attorney productivity. Hardware selection for desktop computing includes the required CPU, memory, disk resources, display resources, and input devices required by our catalog of application services. All systems are monitored by both internal and third party partners to ensure our service level objectives are met. Our systems allow the attorneys to leverage technology to provide the best in class legal services to our clients. Each attorney has an email address, the ability to send and receive email 24/7 from any of our offices and from other locations using secure laptop computers and smartphones, and the ability to save email in our document management system.

Resources

Varnum subscribes to over 25 online resources for access to general legal research, Michigan-specific research, 50-state research and practice-specific legal research from major legal information service providers. These include state and federal case law, statutes and regulations, current awareness, public records, secondary source materials, drafting tools, law journals (over 2,000 journals from one provider and over 5,000 from another). We also continue to maintain subscriptions to many periodicals, office copies and print sets of practice-specific treatises for publications for which we do not have online access.

In addition, our library resources include an Information Research Specialist who manages all of our vendor contracts and agreements, provides training in online resources, and assists our attorneys and staff with locating and utilizing cost-effective resources for research.





4.6 Authorized Negotiations

John M. Huff is authorized to negotiate the proposed contract on behalf of Varnum. He can be reached at 616/336-6239 or jmhuff@varnumlaw.com.



4.7 References (3)

The Township may contact any of these companies or individuals to obtain information regarding Varnum LLP.



Ada Township
George Haga
Supervisor
7330 Thornapple River Drive
Ada MI 49301
616/676-9191
ghaga@ada.mi.us



City of Grandville
Kenneth Krombeen
City Manager
3195 Wilson Avenue SW
Grandville MI 49418
616/531-3030
krombeenk@cityofgrandville.com



Kent County
Thomas Dempsey
Kent County Civil Counsel
300 Monroe Avenue NW
Grand Rapids MI 49503
616/632-7573
tom.dempsey@kentcountymi.gov



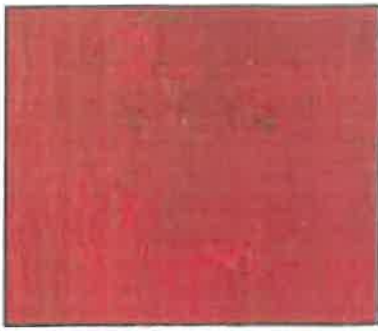


4.8 Conflicts of Interest

Whether a potential conflict of interest may exist is dependent on the facts and circumstances presented by a specific matter. Varnum complies with the Michigan Rules of Professional Conduct in:

- Evaluating whether a potential conflict exists;
- Determining whether a waiver of a potential conflict may be requested; and
- Protecting the privileged or confidential information of clients and prospective clients in addressing potential conflict of interest situations.

In the event of a conflict, Varnum would assist in referring the matter to another firm.



4.9 Cost Proposal

Value-Added Services

As a valued client of the firm, you will have access to the following services free-of-charge:

- Written client advisories covering changes and trends in the law that may positively or negatively impact your operation.
- Invitation to Varnum's annual labor and employment seminars, focusing on topics designed to increase knowledge and help minimize risk in the workplace. Continuing legal education and Society for Human Resource Management credits are available for many of the courses.

We are committed to providing high quality legal work and superior responsiveness, while maintaining cost effective processes. We encourage discussion with our clients about legal fees and billing arrangements, and would expect to have candid discussions regarding fees and billing arrangements with Cascade Charter Township throughout our relationship. Client satisfaction is extremely important to us, and our internal processes and client communications are geared to prevent surprises. We also incorporate judicious use of associate attorneys and paralegals to keep costs in check.

General Counsel

Experience suggests the majority of legal work required by Cascade Charter Township will be in the areas of general counsel, zoning ordinance and ordinance enforcement work. We propose that we continue to provide these services at the discounted hourly rate of \$190.

Bond counsel

We typically provide a fixed fee quote in advance for each project.

Prosecution Services

We propose that we continue to provide these services at the discounted hourly rate of \$190.

Based on experience, the Township's legal need in this area is primarily zoning-related and property maintenance enforcement, which is more an extension of general work. Cities have much more prosecution work because they have their own police force enforcing local traffic laws and miscellaneous offences.

Real Estate

We propose that we continue to provide these services at the discounted hourly rate of \$190.

Labor and Employment Services

We propose that we continue to provide these services at the discounted hourly rate of \$190.



Fee Calculation

We keep records of the time we devote to your work; minimum charges are billed at one-tenth of an hour.

Billing Detail

Itemized invoices are issued each month. Invoices include a description of the services rendered on a daily basis, the individual(s) who performed the services, the amount of time devoted to the task(s) and the fees for the services performed that day. Any chargeable expenses incurred during the month will be itemized on the invoice, indicating the nature of the expense, the date incurred and the amount. Expenses incurred will not be invoiced to the client until they are actually paid by Varnum.

Additional charges, such as for administrative services, messengers, copies and research, are as follows:

- No additional charge for clerical services;
- No mark-up on postage;
- No charge for our own team of messengers in each office. We anticipate that most if not all messenger service on behalf of Cascade Charter Township will be performed by our in-house team at no charge. In the event an external messenger service must be utilized, payment for same will be mutually agreed upon;
- No charge for copies unless there is an inordinate demand; and
- No charge for travel to the client's location from any of our offices. Other travel requested by the client will be charged in accordance with the client's policy.

Alternative Fees

A majority of our clients desire the control that a standard hourly billing arrangement gives them. However, at times alternative approaches may be beneficial to the client. Some examples of alternative arrangements made in the past include:

- Project-based fee or blended rate for project work
- Flat fee for recurring, predictable work
- Financing transactions on a percentage or flat fee basis
- Volume discount on total annual billings



4.10 Additional Information

A unique element of Varnum's practice is the MiSpringboard program, a statewide, five-year program offering \$1 million in free legal services to Michigan entrepreneurs. Now in its fifth year, the program has helped over 200 clients move their startup businesses forward. MiSpringboard clients have won statewide funding competitions and have been recognized with the Michigan Celebrates 50 Small Businesses Award. Varnum continues to expand its network of referral partners which include economic development agencies, incubators, angel investors, private fund portfolio managers, and other organizations focused on helping entrepreneurs. Varnum recently announced a five-year renewal of this award winning program, including another \$1 million in free legal services.

Please see Appendix C for pertinent service descriptions for:

- Municipal and administrative
- Bond counsel
- Labor and employment
- Real estate
- Construction
- Trial



Why Varnum

You will find other law firms that offer a wide range of services. And you will find other firms with capable attorneys. Less common are those who will make the investments in you that will help them become your trusted advisor.

Experience

A full-service provider of legal counsel, Varnum has 165 lawyers practicing in eight offices. Our clients range from international corporations to regional companies, both publicly-traded and privately-held. Our non-profit clients are equally diverse.

Varnum attorneys have distinguished themselves in public service as leaders of national, state and civic agencies and in leading positions in numerous bar associations.

- Over a third of Varnum attorneys are listed in *The Best Lawyers in America*[®], a national peer-review survey (2016).
- *U.S. News and World Report – Best Lawyers*[®] “Best Law Firms” 2015 survey gave Varnum Metropolitan 1st Tier rankings in 55 practice areas.
- Varnum was named a 2015 “Top Ranked Firm” based on our large percentage of attorneys with an AV[®] Preeminent™ rating – the highest possible.
- *Chambers USA*, which rates America’s leading lawyers and law firms, has recognized Varnum as a leading law firm for years.
- Varnum is recognized as a “2015 Go-To Law Firm for the Top 500 Companies” by integrated media company ALM, based on “delivery of exceptional work for the Fortune 500.”

counsel, found Varnum to be one of the top-ranked law firms in the country and the highest-ranked Michigan-based firm for exceptional client satisfaction in an independent, nationwide survey conducted a few years ago.* In 2012, BTI named Varnum to its Client Service A-Team,** which recognizes “unparalleled delivery of client service excellence.” Only 306 law firms – including the nation’s largest – were recognized in this report.

Varnum’s Approach to Service

Our firm is built upon a foundation of excellent client service. We invest our time in getting to know you at the beginning of a relationship because we understand how important that is to providing advice you can trust. Varnum’s multi-disciplinary, team approach maintains the personal relationship between lawyer and client, while ensuring that clients also have access to the full resources of the firm. Client teams of attorneys, associates and paralegals ensure the best balance of service and personal attention in a cost-effective manner without sacrificing quality.

Value

In performing a variety of legal services on a national scale, we have found that we can deliver very high levels of effectiveness and value because we invest in clients. Your Varnum lawyers regularly meet and communicate as a team to make sure all team members are fully informed of your matters. This is done at no cost to you.

Independent Research

BTI Consulting, a leading provider of strategic marketing research to law firms and general



Why Varnum

What Do Our Clients Say About Us?

We work very hard to provide a high level of legal skill while keeping a relentless focus on customer service. How do we know we've accomplished this? Because our clients tell us.*

"I can't imagine doing some of the deals we have done without having (Varnum) sitting next to me."

Herman Miller Corporation

"An excellent, top-notch, full-service law firm with reasonable rates."

Kawasaki Motors Corp., USA

"At Kellogg, we work with Varnum because they provide us with quality legal services in ways that align with our cost requirements."

Kellogg Company

"A very complete, high quality, responsive legal service organization."

FHI, Inc.

"Excellent firm — attorneys in the firm that can handle all aspects of the practice. You can build a bond with the attorneys — this is most important."

City of Grandville

"Responsive; informative; professional; reputable; conscientious, and thorough."

Pokagon Band of Potawatomi Indians

"The best I've ever worked with!"

Spartan Asphalt Paving Company
Division of Thompson McCully

"We have successfully negotiated several sizable carbon deals using this contract as the basis and it has served us very well. We have had a couple other attorneys attempt to tear into it, only to find it actually was well constructed, and all we had to negotiate were the actual rates and percentages, not the terms of the contract."

Viability

"I just read the decision over carefully and I can't tell you how grateful I am to all of you for this result. I can't imagine how we could have done a more effective job with both the facts and the law here. Thank you so much."

Boar's Head Provisions



DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU
CORPORATIONS DIVISION

APPLICATION TO RENEW REGISTRATION OF A LIMITED LIABILITY PARTNERSHIP

This application shall be open to inspection by the public

P0000022

Pursuant to the provisions of Act 72, Public Acts of 1917, as amended, the undersigned executes the following and will operate as a Limited Liability Partnership.

1. The name and principal office address of the partnership is:

VARNUM, RIDDERING, SCHMIDT & HOWLETT LLP
BRIDGEWATER PLACE, SUITE 1700
333 BRIDGE STREET, N.W.
GRAND RAPIDS MI 49504

1 a. Principal office address if different than 1:

2. TO BE COMPLETED BY FOREIGN LIMITED LIABILITY PARTNERSHIPS ONLY

a) Home state of partnership if located outside Michigan:

b) Name of Registered Agent

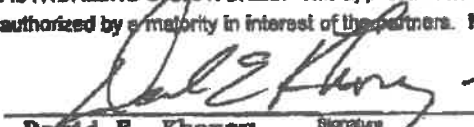
c) Registered Agent if different than b:

d) Address of the Registered Office in Michigan:

e) Registered Office Address in Michigan if different than d:

3. Federal Employer Identification Number if available:

4. AUTHORIZING SIGNATURES. This application has been executed by a majority in interest of the partners or by one or more individuals authorized by a majority in interest of the partners. If there are more than two signatures, use additional pages and attach to this application.



David E. Khorey
Managing Partner

Signature

Social Security Number (Optional)

□ □ □ - □ □ - □ □ □ □

Social Security Number (Optional)

□ □ □ - □ □ - □ □ □ □

Date Received

JAN 12 2016

Unless the renewal application is filed, the registration as a limited liability partnership will expire on January 23, 2016

FOR BUREAU USE ONLY

TransInfo: 5 20992894-1 01/11/16
CkId: 343636 Amt: \$100.00
ID: P0000022

FILED

JAN 12 2016

BY ADMINISTRATOR
CORPORATIONS DIVISION

Expiration Date: 1-23-17

February 26, 2015

Mr. Brian D. Donovan
City Manager
City of East Grand Rapids
750 Lakeside Drive SE
East Grand Rapids, Michigan 49506

Re: Proposal for Legal Services

Dear Brian:

You have asked me to submit a proposal to the City for legal services for a three-year period commencing July 1, 2015, and ending June 30, 2018. In coming up with the proposal that I will outline in this letter, I took a number of factors into consideration including the financial pressures on the City, realizing that property tax increases are capped at the rate of inflation except for homes that are sold, the variance between the firm's standard legal rates and the rates that are charged to the City, and the fact that the existing agreement for legal services incurred a two-year freeze halfway through the agreement where rates were held at the same level without any increase in either the amount of the retainer or the hourly rate charged to the City. I also did a random check of whether we had lowered the amount of hours covered by the retainer, which was a goal of the existing agreement. I am pleased to report that between July 2013 and June 2014 approximately 790 hours were covered by the retainer. This is a significant improvement over the 990 hours under the previous agreement. It is, however, still a little above the historical average of 750 hours a year.

With all these factors in mind, I would propose the following rate structure for the next three years. For the fiscal year beginning July 1, 2015, the monthly retainer would be \$11,900. This is an increase of \$450 per month, or about a 3.8 percent increase. On July 1, 2016, the retainer would increase to \$12,350 a month, which is about a 3.6 percent increase. Finally, on July 1, 2017, the retainer would increase to \$12,750 a month, which is about a 3.15 percent increase. What I have tried to do with these increases is make up for the two years of no increases by using a little higher rate of increase at first and then reducing that rate of increase each year.

As you may recall, the retainer is intended to cover general legal services provided to the City as well as initial ordinance enforcement work. Certain matters are not covered by the retainer. Those matters are major litigation, labor work, ordinance litigation, and major civil matters. Major civil matters are defined as those matters where more than 15 hours of time are spent on a specific matter. The hourly rates for these other matters are proposed to be as follows. Beginning July 1, 2015, the partner rate would be \$192 and the associate rate would be \$166.



These are increases of \$8 and \$6 respectively. On July 1, 2016, the partner rate would be \$198 and the associate rate would be \$172. On July 1, 2017, the partner rate would be \$204 and the associate rate would be \$176. Once again, I have started with a little larger jump in the first year and more modest increases in years two and three. All of these rates are substantially below the firm's standard rates for both partners and associates.

Statements for services are sent on a monthly basis. These statements will reflect the services performed, the amount of time necessary to perform those services, and the attorney performing the services. They will also provide a breakdown of the number of hours spent by partners and the number of hours spent by associates. Billing is done in 1/10 of an hour increments.

Our firm possesses substantial experience that allows us to provide services to the City very efficiently. Our expertise also allows us to quickly respond to the City's needs. In reviewing any proposal for legal fees, you need to consider not only rates that are proposed, but the ability of the law firm to provide the needed services in a prompt and efficient manner. We believe that we have consistently demonstrated our ability to do this for the City.

We believe our legal fees proposal illustrates our strong commitment to provide superior legal services to the City at a reasonable cost. Please contact me with any questions regarding our proposal or if you believe that some adjustment may be necessary. I would be happy to meet with members of the City Commission as well as with you to discuss this proposal in further detail.

We sincerely appreciate the ability to represent the City. 2015 marks my 29th year as serving as city attorney and the firm's 52nd year in that capacity.

Sincerely,


John M. Huff

pim

00200 (001) 751547.1



Municipal and Administrative Law

Varnum's represents cities, townships, counties, public commissions, publicly-owned treatment works, municipal electric utilities, school districts, colleges, and hospitals.

We have represented hundreds of municipalities as special counsel handling complex and specialized aspects of municipal law. Such matters involve:

- Environmental disputes;
- Labor matters;
- Bond counsel services;
- Zoning and planning;
- Cable TV, WiFi, gas, electric, and fiber optic franchises;
- Interlocal agreements for the provision of fire protection, water and sewer services and other municipal services;
- Property tax appeals;
- Eminent domain;
- Boundary adjustments through annexations, Act 425 agreements or other means;
- Licensing and closure of solid waste landfills;
- Public finance;
- Sale and licensing of hydroelectric facilities;
- Recalls, referendum, initiative and local elections; and
- Redevelopment.

Municipalities throughout the state and beyond regularly seek our advice as special counsel. Varnum has represented municipalities in establishing sanitary sewer and water supply systems, as well as extensions and additions to such systems. As part of such representation, we have prepared the necessary resolutions and

ordinances to establish the system and the rate structure to support the system. We have been involved in periodic reviews of such rates to determine that they support necessary operating and other expenses and to ensure compliance with any financing covenants.

We represent both municipal suppliers of utility services and municipal customer communities, on both a wholesale and retail basis. We have served as bond counsel in the issuance of revenue bonds to finance such projects.

The firm also represents or has represented municipal utilities all across the United States on matters involving retail rates, extra-territorial sales, long-term retail power sales contracts, interconnection agreements, hydroelectric licensing, nuclear power plants, fossil power plants, franchises, labor matters, antitrust, environmental problems, and other issues.

The firm is counsel to the Michigan Municipal Electric Association (MMEA) and one of its partners is the past Chairman of the Legal Section of the American Public Power Association (APPA). The firm has made numerous presentations to the APPA and other municipal groups on public power matters. We also have significant experience in all aspects of the special assessment process for water, sewer, street and similar projects. As part of such representation, we assist in all matters necessary to establish the special assessment district and confirm the special assessment roll. We provide such services to our regular municipal clients, as well as clients who retain us on a special counsel basis for such purpose. We also represent several downtown

Municipal and Administrative Law

development authorities, tax increment finance authorities, economic development corporations, and local development finance authorities, both as regular and special counsel.

Municipal Litigation

The range of our specialized public sector practice is further illustrated by our litigation experience on behalf of municipalities which includes law suits involving land use and zoning, labor relations, elections, eminent domain, ordinance enforcement, special assessments, property tax appeals, solid and hazardous waste disposal, and numerous other issues in all of the Michigan State Courts and tribunals, as well as the United States Federal Courts and agencies.

Bond Counsel Experience

The firm has significant bond counsel experience and has been listed in the Bond Buyer's Municipal Marketplace (referred to generally as the "Red Book") since 1980. We have acted as bond counsel for municipal clients in traditional municipal financing for water, sewer, street, and energy improvement projects, as well as financing for other physical facilities and equipment purchases. These projects have involved general obligation, building authority, special assessment, transportation fund, tax increment, revenue and refunding bonds.

The firm's lawyers maintain membership and actively participate in leadership positions in a variety of professional organizations including the Michigan Municipal League, the Michigan Association of Municipal Attorneys, the Michigan Township Association, the Michigan Council of School Attorneys, the Municipal Advisory Council of Michigan, the National Association of Bond Lawyers, the American Planning Association, the American Public Power Association, the Michigan Municipal Electric Association, the American Waterworks Association, and the Public Corporation Law Section of the State Bar of Michigan.

Environmental Representation

Varnum provides representation to municipalities as special counsel in virtually every area of environmental law.

These special environmental counsel services

include the development of compliance programs and problem avoidance strategies under applicable laws and regulations, and the provision of representation, counsel and advice in environmental regulatory and enforcement matters.

General Representation

We also provide general representation to municipalities on a wide range of problems and at all levels of complexity including the following:

- Annexations and boundary adjustments;
- Land acquisition, eminent domain, and condemnation of property for various public purposes;
- Environmental matters, including municipal "Superfund" liability, licensing and closure of solid waste landfills, and pursuit of insurance coverage claims for defense costs and reimbursement;
- Representation of Publicly-Owned Treatment Works (POTWs), including development of industrial pretreatment programs, drafting interjurisdictional agreements, and NPDES permit matters such as the negotiation of permit terms with regulatory agencies;
- Negotiation of franchise agreements, including cable television, water and solid waste disposal;
- Negotiation of a wide range of inter-governmental contracts for the provision of water, sewer and drainage services, and development of rate structures;
- Bond counsel for municipal financings for water, sewer, street, energy improvement projects, and other physical facilities, as well as industrial development projects;
- Creation of municipal authorities, such as district libraries and wastewater authorities;
- Working with municipal engineers and consultants in the planning, financing and construction of public utility expansions and working with staff and consultants on grant applications for various public projects;
- Ordinance drafting, revision, codification, and enforcement;



Municipal and Administrative Law

- Zoning and land use planning matters of all kinds including: rezonings, variances, special uses, and other administrative approvals; planned unit developments; land use planning advice; and litigation in the trial and appellate courts when municipal actions are challenged;
- Property taxation, including assessment, equalization, appeals, jeopardy property tax assessments, special assessments, seizures, and tax abatement;
- Advising on a variety of election, referendum and recall matters;
- Enforcement of traffic, housing, and other public safety codes; and
- Labor relations including the negotiation of labor agreements for police, fire and non-uniformed employee groups, participation in fact finding and compulsory arbitration procedures, and handling strikes, wrongful discharge, and employment discrimination matters.

Professional Affiliations

The firm's lawyers maintain membership and actively participate in leadership positions in a variety of professional organizations including the Michigan Municipal League, the Michigan Association of Municipal Attorneys, the Michigan Township Association, the Michigan Association of School Boards, the Municipal Advisory Council of Michigan, the National Association of Bond Lawyers, the American Planning Association, the American Public Power Association, the Michigan Municipal Electric Association, the American Waterworks Association, and the Public Corporation Law Section of the State Bar of Michigan.



Bond Counsel

The complexity and diversity of bond projects demands expertise beyond legal knowledge. Our attorneys have broad experience in a variety of financing projects and a long track record of successful representation.

Since 1980, Varnum has been listed in the Bond Buyer's Municipal Marketplace (the "Red Book"), and several of the firm's attorneys are members of the National Association of Bond Lawyers. We couple our significant bond counsel experience in traditional governmental bonds, small issue private activity bonds and qualified 501(c)(3) bonds with careful attention to detail.

Governmental Bond Financing

Varnum has acted as bond counsel for municipal clients in traditional municipal financing for water, sewer, street and energy improvement projects, as well as financing for other physical facilities and equipment purchases. These projects have involved general obligation, capital improvement, building authority, special assessment, transportation fund, tax increment, revenue and refunding bonds. We have served as bond counsel in the issuance of bonds supported by tax increment revenues for downtown development authorities, tax increment finance authorities and local development finance authorities.

Educational Entities

We have served as bond counsel for school districts and community colleges in financing energy conservation improvements and other capital projects. We have also represented school districts issuing building and site bonds qualified with the Michigan School Bond Loan Program, and are familiar with the state officials involved in that program. We have also served as bond counsel for the issuance of qualified zone academy bonds, school refunding bonds, tax anticipation notes, state aid notes and equipment financings.

State of Michigan

We have acted in various capacities (including bond counsel, underwriter's counsel, credit enhancer's counsel and obligor's counsel) in tax-exempt and taxable financings by the State of Michigan, the Michigan State Building Authority and several state agencies and departments such as the Michigan Department of Treasury, the Michigan Department of Transportation, the Michigan Strategic Fund and the Michigan Finance Authority, as well as several of its predecessor organizations, including the Michigan Higher Education Facilities Authority, the Michigan State Hospital Finance Authority, the Michigan Municipal Bond Authority and the Michigan Underground Storage Tank Financial Assurance Authority.

Manufacturing and Charitable Bond Financings

The firm is approved as bond counsel for the Michigan Strategic Fund for purposes of financing manufacturing facilities and facilities for 501(c)(3) organizations. The firm has also acted as bond counsel to numerous Michigan municipalities and economic development corporations for such bond issues.

Other Roles

In addition to serving as bond counsel, the firm has also represented bond purchasers, letter of credit banks, borrowers and bond obligors in hundreds of other tax-exempt financing transactions. The bond purchasers for these issues have included individuals, institutional investors, underwriters and other investment funds. We have also served as underwriter's counsel for small issue private activity bonds and qualified 501(c)(3) bonds.





Labor and Employment

Getting the right people, keeping the right people, managing the right people: it's complicated. The equation becomes even more complicated when considering the formidable list of legal and regulatory concerns that employers face. There is no cookie-cutter approach that works for every employer. Varnum attorneys have a national reputation for helping employers find solutions that meet their unique needs.

Our labor and employment attorneys understand the importance of human resource management and development in your business strategy. We have built a practice that responds quickly to your needs, looks for practical, cost-effective business solutions, and holds to sound human resource principles.

With one of the most experienced labor and employment practices in the region, Varnum has expertise in all areas of labor law and employer/employee relations. Clients range from large corporations and universities to small retailers and service firms – public, private, union and non-union employers – throughout the Midwest and across the country.

Range of Practice

Our attorneys practice before all federal courts, numerous state courts, and federal and state administrative agencies. We provide counsel and representation on a full range of labor and employment issues, including:

- General employment law;
- Employment policies, handbooks and practices;
- MLA and ADA compliance;
- Workplace violence and crisis management;
- Workplace safety and health;

- Affirmative action;
- Unfair labor practices;
- Discharge planning and wrongful discharge;
- Unemployment compensation;
- Wage-hour investigations and litigation including collective and class actions;
- Employment litigation defense;
- Employment audits to prevent labor relations problems;
- Collective bargaining agreements and arbitration;
- Strikes, secondary boycotts and work stoppage management;
- Alternate dispute resolution;
- Employee benefits;
- Workers' compensation;
- Immigration.





Real Estate

Acquisition, financing, development, management, leasing, sale – Varnum’s real estate practice group counsels clients on all matters relating to real estate. Whether a property is commercial, industrial or a residential development, our real estate attorneys know the issues and the law.

Our clients – whether they develop real estate as their primary business or occupy real estate in connection with their primary businesses – include real estate developers, investors, contractors, management companies, architects, lenders, and companies and institutions with real estate facilities.

With our broad base of experience on real estate matters, we provide guidance in:

- Acquisitions, dispositions and exchanges;
- Commercial and industrial leasing;
- Land use, development and zoning;
- Environmental law;
- Construction law;
- Licensing and regulatory matters;
- Financing and tax abatement;
- Litigation and arbitration;
- Condominium developments; and
- Residential developments.

Part of our real estate work involves representing real estate developers and investors. Another part of our work involves representing businesses and institutions for whom real estate is not primary, but is necessary to their operations. Thanks to Varnum’s team approach, we can call on experts in municipal and environmental law to address regulatory issues arising from acquisitions and development transactions.

For example, we work with zoning and land use planning matters of all kinds, including rezonings; variances, special uses, and other administrative approvals; planned unit developments; land use planning advice; and litigation in the trial and appellate courts when municipal actions are challenged.

We also handle contract drafting and negotiating for projects, including leases, purchase and sale agreements, master deeds for condominium projects, installment purchase contracts, and sale/leaseback agreements.

In a related area, we offer loan documentation services (negotiation, documentation and closing of commercial and real estate loans) for banks and other financial institutions.

Environmental Risk Analysis

Varnum’s risk analysis service helps clients evaluate potential environmental concerns associated with the purchase or sale of a business or real estate. We perform specific types of review and analysis of environmental due diligence documentation including Phase I and Phase II Environmental Site Assessments, Baseline Environmental Assessments (BEA), and Environmental Compliance Audit Reports.

Real Estate

Our attorneys are experienced in federal and state due diligence requirements and industry standards. Our due diligence, land use permitting and real estate development experience includes:

- Counsel concerning environmental assessments prior to acquisition of new properties or lending associated with real estate and on-going operations (recently conducted environmental assessments/ audits for International merger of 100 facilities in 6 weeks);
- Assessment of statutory and regulatory criteria required for an extensive range of industrial developments, including Brownfields redevelopment and financing;
- Representation of developers seeking wetlands, sand dunes, floodplains, and other natural resources permits, as well as site remediation;
- U.S. EPA Prospective Purchaser Agreement for National Priorities List Superfund site redevelopment; and
- Guidance to financial institutions on environmental "lender liability" issues for loans, foreclosures and work-outs, and defense of such claims.

Brownfield Financing and Redevelopment

Varnum has extensive experience in redevelopment of contaminated Brownfield sites and in pursuing available federal, state and local Brownfield financing. We guide clients through the often complex array of Brownfield regulations and facilitate redevelopment projects that are completed in a timely, cost-effective manner.

Additionally, our attorneys are well-versed in assessing risks relating to the foreclosure of contaminated sites.

Financing

Varnum's finance lawyers document various types of loan transactions, from below \$1 million to over \$100 million. We have extensive experience in projects including mortgage financing, working capital lines of credit, agricultural loans, small business loans, construction loans and government-guaranteed credits.

We negotiate different types of security interests with all types of collateral and with credit issues such as creditor participation, intercreditor agreements, loan subordinations and other credit structures. We handle a variety of commercial lending matters, from the preparation of loan documents to providing advice regarding regulatory compliance issues. This includes issues arising under the Federal Truth-in-Lending laws, RESPA, fair lending laws, and other federal and state regulatory matters.

At Varnum, we are continually working to maintain the trust of our clients and to address their changing service needs. It's this attention to detail that helps our clients focus on building their business.





Construction Law and Litigation

Varnum has built a construction practice with a solid foundation in all aspects of construction projects, litigation and disputes. Our clients firm include owners, architects, engineers, and developers of public, commercial, and residential construction projects, as well as general contractors, sub-contractors, vendor and suppliers.

Varnum lawyers employ a multi-disciplinary approach to developing timely and resourceful solutions to the challenges facing clients in the construction industry. By drawing upon our strengths in specialty areas, we are able to focus the appropriate expertise on the spectrum of legal issues encountered by clients regarding construction matters.

We regularly advise clients in complex construction project contracting and disputes, including:

- Contracts for all phases of construction projects, including owner/architect, owner/contractor, design/build, operations and maintenance contracts, shared/guaranteed savings contracts, master deeds for condominium projects, service contracts, installment purchase contracts and sale/leaseback agreements;
- Bid document preparation and evaluation;
- Construction claims evaluation matters;
- Construction lien analysis and disputes
- Payment/performance bond analysis and related claims;
- Analysis of construction-related contracts and disputes, including construction delays, design defects, construction defects and damage analysis;
- Arbitration and mediation; and
- Litigation in all courts.

Representative Contract Administration Matters

- Provided ongoing counsel and advice on permitting and construction issues for large gas-fired electric generating power project;
- Reviewed and negotiated construction contract for sludge tank to be built for city;
- Worked with township on sewer project resolving bidding problem, including preliminary injunction litigation;
- Drafted and negotiated a design-build contract for a cogeneration electric power plant; negotiated to satisfy lender requirements as to delays, guarantees and performance specifications; provided opinion letter analysis for financing;
- Drafted and negotiated architect agreements, construction management agreements and contractor agreements for remodeling and construction on school building projects as well as construction dispute resolution services;
- Provided counsel and advice on energy project; drafted and negotiated energy services contract, including construction and lease arrangements, for power plant and electric interconnect equipment;
- Counseled owner on matters relating to design and construction of DPW building; mediated dispute on extras and arbitration proceeding;

Construction Law and Litigation

- Design-build contract for manufacturer's new corporate headquarters and production facilities;
- Advised university counsel on owner favorable terms and conditions for construction contracts;
- Drafted and negotiated architect agreement, engineering agreement, construction management agreement, and general contractor agreement for new city park; ongoing contract administration counseling;
- Drafted and negotiated amendments to design-build contract for large gasoline and storage tanks;
- Draft and negotiate architect, construction management, and general contractor agreements for new recreational and ice facility;
- Consulted with DDA on dispute with construction contractor on cityscape project;
- Advised manufacturing client on defective installation of concrete floor; work on dispute resolution with concrete contractor;
- Consulted with automotive supplier client on potential claims against contractor regarding asbestos issues;
- Drafted hospital construction contracts for owner, architect and contractor, which increased owner's protection by requiring enhanced professional liability insurance for architect; imposing construction and design deadlines, mandating "as built;" drawings; and clarifying risk allocation in contracts;
- Advised constructor of cellular telephone towers;
- Drafted and negotiated contracts relating to municipal sewer expansion project;
- Drafted and negotiated private hospital's performance contract for all professional services, labor, materials, and equipment for new construction; scope of work included HVAC system upgrade, cooling tower modification, and installation of emergency generation;
- Drafted foundry's turnkey construction/equipment contract on design/build contractor for multi-million dollar pollution control project on expedited basis; negotiate changes to same;
- Drafted and negotiated design-build turnkey contract for specialized automotive paint line with critical path substantial completion; advised on construction claims;
- Individual residential construction disputes on quality and costs;
- Preparation of automotive supplier's standard terms and conditions for construction and purchase order contracts;
- Drafted agreement for community hospital's final design and construction services, including a guaranteed maximum price (design/build for facility, surgery addition, surgery renovation, cafeteria); negotiated release, waiver and indemnification from architect;
- Worked on "joint contract" between city and township on sewer project; contracts with engineer and contractor only with the township, with the city being third-party beneficiary;
- Reviewed and counseled manufacturing client on Mexican construction contracts;
- Drafted hospital's facilities agreement for shared use of infrastructure by spin-off entity;
- Counseled university on contract/bid issues; worked with architect on drafting RFP; worked on legal issues involved in state oversight; assisted in qualifying low bidders and in evaluation of different bid packages; later counseled client on law bid dispute on steel erector subcontract;
- Counseled business on payment dispute; provided opinion letter on City withholding payments on the basis of "borrowed" specifications for electrical work;

Construction Law and Litigation

- Reviewed and advised manufacturer on letter of intent for design and construction of facility in Kentucky; contractor claim for lost profits after client canceled letter of intent (refused to enter into definitive contract);
- Reviewed and counseled on construction contract for \$2M warehouse addition; advised client construction startup and risk to tax abatement; assist in arranging financing; assisted in payment dispute on project including withholding of payments based upon dispute over specifications for electrical work;
- Analyzed bid documents and construction contract for sludge tank installation to determine liability for ground water levels being different than indicated in hydrogeological study supplied by owner;
- Provide consulting advice to county officials on preliminary design for jail and courthouse; drafted and negotiated construction management contract with to provide construction management assistance to county; worked on RFP for design and construction services for jail and courthouse project;
- Counseled hospital on design and construction contracts for ambulatory care facilities; later counseling on whether contractor had achieved substantial completion on out-patient structures and legal remedies regarding same;
- Counseled library board on fund-raising and preliminary design issues for new library; drafted and negotiated architect agreement; and prepared RFP for construction management services with completed construction management agreement;
- Worked on terms and conditions for environmental consultant contracts; and
- Reviewed owner/contractor agreement drafted by engineer for construction of facility for treatment of groundwater contamination.



Litigation and Trial Services

Experience. Client-focused results. Trusted advice. For years, these have been the keys to success for Varnum's trial group. Our trial lawyers have the skill and expertise to provide clients with effective, high-quality, cost-conscious representation.

Proficient in a variety of litigation matters, our trial group has more than 40 attorneys practicing in 18 focus areas:

- Business torts
- Class action
- Commercial litigation
- Construction law
- E-discovery
- Employment
- Environmental
- Family law
- Health care
- Intellectual property
- Lender liability
- Personal injury
- Probate
- Product liability
- Real estate
- Receivership
- Securities and RICO
- Tax

Manage the Case

Our approach to every case is straightforward: analyze the case and develop options, strive for superior results, and keep clients informed and involved throughout the proceedings. Give primary responsibility to a trial law partner. Use associates and paralegals to provide efficiency.

Make smart use of technology. Call on attorneys from other Varnum practice areas – corporate, environmental, labor, tax – to strengthen a case or suggest innovative ways to resolve a dispute.

Commercial lawsuits make up a large part of our litigation practice. We handle cases involving contract disputes, environmental claims, securities, antitrust, construction, corporate take-over, product liability and real estate issues. We also represent clients in personal injury cases, patent, trademark and copyright suits, arbitrations, tax proceedings, labor and employment matters, ERISA cases, bankruptcy proceedings and a range of administrative tribunal work.

Our trial attorneys regularly appear in state and federal trial and appellate courts throughout the United States.

Diverse Client Base

Who are our clients? They include public and private corporations, non-profits, professional corporations, municipalities, general and limited partnerships, sole proprietorships and individuals. Much of our litigation is on behalf of companies for whom we are general counsel. We also represent out-of-state entities involved in adversary proceedings in Michigan and companies seeking specific litigation expertise.

No matter what the case, we seek the best possible outcome for our clients by putting our experience, knowledge and innovation to work for them.



Litigation Technology

As some of the first to bring digital projection technology to area courts, our litigation attorneys have invested significantly in technologies that enhance their legal practice. Our Litigation Practice Group has a solid record of using technology as a strategic resource in the achievement of favorable client results.

We make it our responsibility to stay up-to-date with the latest in litigation support technology. We regularly research and test new software applications to determine their use in our practice. We use a variety of case management and trial management software programs to make the litigation of large and small cases simple and mobile. Our in-house Litigation Support Service Team maintains our document databases and provides us with the ability to use document imaging and OCR technologies at a fraction of the cost of outside services.

Our litigation attorneys use the latest in transcript technology, including realtime and transcript management software, giving us the ability to manage as few or as many transcripts as necessary. Our transcript management technology also allows us to search and compare within and between innumerable transcripts to recognize issues and inconsistencies, sometimes in the midst of a deposition or trial.

We use trial presentation software to compile and present complex cases involving documents, transcripts, video clips and photos in a clear and seamless presentation. Our trial presentation software connects to our case management system, giving us the ability to instantaneously adapt presentations during trial to respond to opposing counsel's case.

It's not enough just to acquire these technologies; one must also know how to use them. Our attorneys and legal assistants are well trained in the capabilities of our litigation support software, use it on a regular basis and understand how technology can be used to enhance results.

Representative Matters

- Successfully defended, in the Michigan Court of Appeals, a City's denial of a zoning variance to allow construction of a seven story apartment building. The Michigan Supreme Court refused to take a further appeal;
- In *Velting vs Cascade Charter Township*, we defended the Township's denial of a mineral extraction operation despite takings and other constitutional claims. The Township prevailed;
- Successfully defended, through the court of appeals, a Road Commission's position that a right of way had never been formally accepted for public use;
- Represented former shareholders of independent bottling network against Beverage Company in post-closing contract claim arising under asset purchase agreement. Obtained \$8.5 million for former shareholders in settlement;
- Represented plaintiff corporation in trial and obtained a multi-million dollar jury verdict against the United States on an income tax refund claim. The government offered nothing to plaintiff before trial and the verdict is listed as one of the top ten verdicts of 2008 in the Michigan Lawyer's Weekly;
- Represented defendant corporation in trial in Richmond, Kentucky where plaintiff claimed over \$4.8 million in damages from serious injuries resulting from an accident involving defendant's tractor trailer. Obtained a complete defense verdict on liability from the jury after a one-week trial;
- Defended largest orthopedic physicians' group in West Michigan, its corporate management company, and several corporate officers in multi-million dollar litigation. Obtained a full dismissal of all claims brought against all defendants in a motion for summary disposition;

Litigation and Trial Services

- Represented Court appointed receiver in an investment fraud case involving many victims, including a former NHL hockey player. Successfully brought a contempt action against the defendants. The contempt action was tried over several days in Wayne County Circuit Court. Rather than allow the case to reach verdict, the defendant settled the contempt charges by paying penalties of approximately \$500,000;
- Obtained summary judgment on patent infringement claims relating to liquid-filled chewing gum in lawsuit in which plaintiff sought several million dollars in damages. After victory on appeal to the Federal Circuit, obtained dismissal of second, related lawsuit in exchange for forgiveness of costs from first lawsuit;
- Defended a national provider of health care software systems in connection with computer copyright infringement claim in which the plaintiff sought \$92 million in damages. Following substantial limitation of the plaintiff's potential damages during the summary judgment process, case was resolved through settlement favorable to client;
- Obtained arbitration award of \$2.37 million for investors against national securities firm in case involving inappropriate investments and failure of securities firm to properly supervise its representatives;
- Defended an action by a producer of books on tape on behalf of author and his literary agents. Brilliance Corporation asserted a breach of contract against author and agents sought lost profits for producing the tape version of the novel. Received a no cause of action jury verdict;
- Defended steel supplier in \$3.1 million preferential transfer claim brought by Trustee on behalf of specialty manufacturer. Obtained summary judgment following successful deposition of plaintiff's expert;
- Represented defendant in contract/commercial litigation tried to a jury. Obtained \$3.6 million judgment;
- Defended the designer/distributor of a high-end custom built sports car in a breach contract action in Los Angeles, California. Although the plaintiff claimed over \$2 million in damages, the plaintiff dismissed all claims in return for a nominal settlement on the heels of the deposition of plaintiff and a day-long mediation; and
- Represented intervenor in a case brought by an environmental group seeking to force MDEQ to issue rules regulating emission of CO₂, which could have placed Mid-Michigan Energy's permit application to build a coal-fired power plant in jeopardy. The Court dismissed the environmental group's complaint, and the ruling was upheld on appeal.



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: November 18, 2020
To: Supervisor Beahan & Cascade Township Board
From: Ben Swayze, Township Manager
Subject: MERS 457 Voluntary Retirement Savings Program

Facts

Currently Cascade Township offers two voluntary deferred compensation plans to all Township employees, one through VOYA and one through ICMA. A 457 plan is a nonqualified, tax advantaged deferred compensation plan that is available for governmental employers. This plan offers an opportunity for our staff to invest retirement funds in addition to the standard MERS DC plan. Several employees have requested that we offer this plan in addition to the other current 457 plans that are offered in order to allow an opportunity for employees to keep all of their retirement funds (DC and 457) in one organization. It should be noted that this is a voluntary program, the Township does not contribute funds to the program, and employees only contribute if they would like to. The 457 plan allows for contribution flexibility not available in the MERS DC plan. Other highlights of this program:

- Loans from the fund will be permitted (...as they are with the MERS DC Plan)
- Automatic Enrollment will not be permitted
- Employer Contribution will not be permitted

Attached for your review is:

- MERS 457 Participation Agreement
- MERS Uniform 457 Supplemental Retirement Program Resolution

Analysis and Conclusion

The MERS 457 program is an opportunity for the Township to offer another retirement savings vehicle to Township employees with minimal investment from the Township. Other than very minor administrative time and effort (...which we already do with the other 457 plans available to the employees) there is no cost to the Township. The plan very explicitly states no employer contributions are allowed. The 457 vehicle provides fund usage flexibility for the employees not available through the DC plan. The program would be 100% voluntary.

The personnel and finance committee has reviewed the program and has recommended that the program be approved by the Township Board.

Financial Considerations

There is no cost to the Township, other than minimal time and effort from the HR Generalist to administer the program. The Township currently administers two other 457 plans.

Recommendation

MERS Uniform 457 Supplemental Retirement Program Resolution adopting the MERS 457 Participation Agreement

MERS 457 Participation Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9707

www.mersofmich.com

The Employer, a participating municipality or participating court within the state of Michigan, hereby agrees to adopt and administer the MERS 457 Program provided by the Municipal Employees' Retirement System of Michigan, in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. **Employer Name:** Cascade Charter Township
(Name of municipality or court)

Municipality Number: 4110 **Division Number (if amendment):** _____

II. **Effective Date:** The MERS 457(b) Program will be effective as follows (choose one):

Original Adoption. The MERS 457(b) Program will be effective Jan 2021,
(Month and year)
with respect to contributions upon approval by the Program Administrator.

To establish a new plan or replace current 457 carrier with the MERS 457 Program.

To add the MERS 457 Program in addition to: IMCA & VOYA
(Other plan provider)

VERY IMPORTANT: All eligible programs of a Participating Employer are considered to be a single plan for purposes of compliance with Code Section 457(b). Thus, if a Participating Employer has more than one eligible 457 (or additional investment options under a 457(b) arrangement with more than one vendor), the Participating Employer is responsible for ensuring that all of its arrangements, treated as a single program, comply with the 457(b) requirements. In order to fulfill its responsibility for monitoring coordination of multiple programs, the Participating Employer must carefully review the Master Plan Document provisions.

Amendment and Restatement. The amended and restated MERS 457(b) Program will be effective _____, with respect to contributions upon approval by the
(Month and year)
Program Administrator. *Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.

III. **Eligible Employees:** Only Employees as defined in the Program may be covered by the Participation Agreement. Subject to other conditions in the Program, this Agreement, and Addendum (if applicable), the following Employees are eligible to participate in the Program:
Full time and part time employees

IV. **Contributions will be submitted (check one):**

Contributions will be remitted according to Employer's "Payroll Period" which represents the actual period amounts are withheld from participant paychecks, or within the month during which amounts are withheld.

Weekly Semi-Monthly (twice each month)
 Bi-Weekly (every other week) Monthly



Compensation

Employers may designate the definition of compensation per division participating in MERS 457(b) Supplemental Retirement Program Plan Document (check one):

- All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals
- Medicare taxable wages reported in Box 5 of Form W-2
- Base wages, to which any of the following may be included:
 - Longevity pay
 - Overtime pay
 - Shift differentials
 - Pay for periods of absence from work by reason of vacation, holiday, and sickness
 - Workers' compensation weekly benefits (if reported and are higher than regular earnings)
 - A member's pre-tax contributions to a plan established under Section 125 of the IRC
 - Transcript fees paid to a court reporter
 - A taxable car allowance
 - Short term or long term disability payments
 - Payments for achievement of established annual (or similar period) performance goals
 - Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications
 - Lump sum payments attributable to the member's personal service rendered during the FAC period
 - Other: _____
 - Other 2: _____

NOTE: For purposes of applying the Internal Revenue Code Section 415(c) limits on annual additions, compensation shall be defined as required under that law.

V. **Roth Deferral Contributions:** shall be permitted shall not be permitted

If **Roth Deferral Contributions** are elected, the Program will allow Roth rollover contributions from other designated Roth 457(b), 401(k), or 403(b) Plans. Roth in-plan rollovers will also be allowed. Roth in-plan rollovers allow a participant who has reached 70½ or who has incurred a severance from employment to elect to have all or a portion of his or her pre-tax contribution account directly rolled into a designated Roth rollover account under the plan if the amount would otherwise be permitted to be distributed as an eligible rollover distribution. Any amounts that are rolled to the Roth rollover account are considered to be irrevocable and may not be rolled back to the pre-tax account.

MERS 457 Participation Agreement

VI. Loans: shall be permitted shall not be permitted

If Loans are elected, please refer to the [Defined Contribution & 457 Loan Addendum](#).

VII. Automatic Enrollment: shall be permitted shall not be permitted

If selected, please complete and attach the [457 Eligible Automatic Contribution Arrangement \(EACA\) Addendum](#).

VIII. Employer Contributions: shall be permitted shall not be permitted

If selected, please complete and attach the [457 Employer Contribution Addendum](#).

IX. Modification of the Terms of the Participation Agreement

If the employer desires to amend any of its elections contained in the Participation Agreement, including attachments/addendums, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Participation Agreement. The amendment of the new agreement is not effective until approved by MERS.

X. Enforcement

1. This Participation Agreement, including attachments/addendums may be terminated only in accordance with the Master Plan Document
2. The Employer hereby agrees to the provisions of the *MERS 457 Supplemental Retirement Program and Trust Master Plan Document*.
3. The employer hereby acknowledges it understands that failure to properly fill out this Participation Agreement may result in the ineligibility of the program.

XI. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Participation Agreement is hereby approved by Cascade Charter Township
on the ____ day of _____, 20____. (Name of Approving Employer)

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

MERS Uniform 457 Supplemental Retirement Program Resolution



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

This Resolution, together with the MERS 457(b) Supplemental Retirement Program Plan Document and the MERS 457 Supplemental Retirement Program Participation Agreement and any Addendum thereto, constitute the entire MERS 457 Deferred Compensation Plan Document.

WHEREAS, the Municipal Employees Retirement Act of 1984, Section 36(2)(a), MCL 38.1536(2)(a) (MERS Plan Document (Section 36(2)(a)) authorizes the Municipal Employees' Retirement Board (the "Board") to "establish additional programs including but not limited to defined benefit, defined contribution, ancillary benefits, health and welfare benefits, and other postemployment benefit programs," and on November 8, 2011, the Municipal Employees' Retirement Board adopted the MERS 457 Deferred Compensation Plan.

WHEREAS, this Uniform Resolution has been approved by the Board under the authority of Section 36(2)(a), and the Board has authorized the MERS 457 Deferred Compensation Plan, which shall not be implemented unless in strict compliance with the terms and conditions of this Resolution.

WHEREAS, the Participating Employer, a participating "municipality" (as defined in Section 2b(2) in the Municipal Employees Retirement Act of 1984; MCL 38.1502b(2); Plan Document Section 2b(4)) or participating "court" (circuit, district or probate court as defined in Section 2a(4) – (6) of the Act, MCL 38.1502a(4) – (6); Plan Document Section 2a(4) – (6)) within the State of Michigan has determined that in the interest of attracting and retaining qualified employees, it wishes to offer a deferred compensation plan;

WHEREAS, the Participating Employer has also determined that it wishes to encourage employees' saving for retirement by offering salary reduction contributions;

WHEREAS, the Participating Employer has reviewed the MERS 457 Supplemental Retirement Program ("Plan");

WHEREAS, the Participating Employer wishes to participate in the Plan to provide certain benefits to its employees, reduce overall administrative costs, and afford attractive investment opportunities;

WHEREAS, the Participating Employer is an Employer as defined in the Plan;

WHEREAS, concurrent with this Resolution, and as a continuing obligation, this Governing Body has completed and approved, and submitted to MERS and the Board documents necessary for adoption and implementation of the Plan; and

WHEREAS, the Governing Body for and on behalf of the Participating Employer is authorized by law to adopt this Resolution approving the Participation Agreement on behalf of the Participating Employer. In the event any alteration of the terms or conditions stated in this Resolution is made or occurs, it is expressly recognized that MERS and the Retirement Board, as sole trustee and fiduciary of the Plan and its trust reserves, and whose authority is nondelegable, shall have no obligation or duty to continue to administer (or to have administered) the MERS 457 Supplemental Retirement Program for the Participating Employer.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body adopts the MERS 457 Supplemental Retirement Program as provided below.

MERS Uniform 457 Supplemental Retirement Program Resolution

- I. The Participating Employer adopts the Plan for Its Employees.
- II. The Participating Employer hereby adopts the terms of the Participation Agreement, which is attached hereto and made a part of this Resolution. The Participation Agreement sets forth the Employees to be covered by the Plan, the benefits to be provided by the Participating Employer under the Plan, and any conditions imposed by the Participating Employer with respect to, but not inconsistent with, the Plan. The Participating Employer reserves the right to amend its elections under the Participation Agreement, so long as the amendment is not inconsistent with the Plan or the Internal Revenue Code or other applicable law and is approved by the Board.
- III. The Participating Employer shall abide by the terms of the Plan, including amendments to the Plan made by the Board, all investment, administrative, and other service agreements of the Plan and the Trust, and all applicable provisions of the Internal Revenue Code and other applicable law.
- IV. The Participating Employer acknowledges that the Board is only responsible for the Plan and any other plans of the Employer administered by MERS and that the Board has no responsibility for other employee benefit plans maintained by the Employer that are not part of MERS.
- V. The Participating Employer accepts the administrative services to be provided by MERS and any services provided by a Service Manager as delegated by the Board. The Participating Employer acknowledges that fees will be imposed with respect to the services provided and that such fees may be deducted from the Participants' accounts.
- VI. The Participating Employer acknowledges that the Plan contains provisions for involuntary Plan termination.
- VII. The Participating Employer acknowledges that all assets held in connection with the Plan, including all contributions to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights shall be held in trust for the exclusive benefit of Participants and their Beneficiaries under the Plan. No part of the assets and income of the Plan shall be used for, or diverted to, purposes other than for the exclusive benefit of Participants and their Beneficiaries and for defraying reasonable expenses of the Plan. All amounts of compensation deferred pursuant to the Plan, all property and rights acquired or purchased with such amounts and all income attributable to such amounts, property or rights held as part of the Plan, shall be transferred to the Board to be held, managed, invested and distributed as part of the Trust Fund in accordance with the provisions of the Plan. All contributions to the Plan must be transferred by the Participating Employer to the Trust Fund. All benefits under the Plan shall be distributed solely from the Trust Fund pursuant to the Plan.
- VIII. This Resolution and the Participation Agreement shall be submitted to the Board for its approval. The Board shall determine whether the Resolution complies with the Plan, and, if it does, shall provide appropriate forms to the Participating Employer to implement participation in the Plan. The Board may refuse to approve a Participation Agreement by an Employer that does not possess State statutory authority to participate in the Plan. The Governing Body hereby acknowledges that it is responsible to assure that this Resolution and the Participation Agreement are adopted and executed in accordance with the requirements of applicable law.

MERS Uniform 457 Supplemental Retirement Program Resolution

BE IT FINALLY RESOLVED: This Resolution shall have no legal effect under the Plan until a certified copy of this adopting Resolution is filed with MERS, and MERS determines that all necessary requirements under the 457 Supplemental Retirement Program Plan and Trust, the Participation Agreement, and this Resolution have been met. All dates for implementation of the Plan shall be determined by MERS from the date of filing with MERS of this Resolution in proper form and content. Upon MERS determination that all necessary documents have been submitted to MERS, MERS shall record its formal approval upon this Resolution, and return a copy to the Employer.

In the event an amendatory Resolution or other action by the municipality is required, such Resolution or action shall be deemed effective as of the date of the initial Resolution or action where concurred by this Governing Body and MERS (and a third-party administrator, if applicable and necessary). The terms and conditions of this Resolution supersede and stand in place of any prior resolution, and its terms are controlling.

I hereby certify that the above is a true copy of a Resolution adopted at the official meeting held on

_____, 20____. _____
(Signature of authorized official)

Printed name: _____ Position title: _____
(Authorized Official - printed) (Authorized Official - position)

Municipality name: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ _____
(Authorized MERS signatory)



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: November 18, 2020
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Reaffirm Purchase of 2894 Thornapple River Drive

FACTS:

Cascade Township owns the Cascade Dam, which is leased for operation to Eagle Creek Renewable Energy (ECRE). Because the dam holds a license to produce hydroelectricity it is subject to the regulatory authority of the Federal Energy Regulatory Commission.

Beginning in the early 2009 the Cascade dam was subject to a series of studies regarding the Probable Maximum Flood (PMF) and Inflow Design Flood (IDF). The studies were required by FERC due to the potential for loss of property or life if the dam should fail. Originally the studies resulted in FERC requesting that the spillway capacity be widened to better accommodate the PMF or the Township purchase all properties deemed to be impacted by a PMF. The expansion of the spillway was rejected due to physical site constraints and the purchase of all effected properties was rejected due to the cost and negative cost/benefit analysis.

FERC allowed for a second study to be completed to better reflect the potential for a dam break event, which was accepted by FERC. Primary to the plan:

Cascade Township and Northbrook Power Management (NPM) meet with the owner of the physician's office, 2894 Thornapple River Drive. Discussion to include:

- *Review results of the IDF study and potential impacts to life or structure*
- *Pursue an option for the Township to purchase the structure*
- *Owner's actions needed to satisfy FERC's safety concern if ownership is retained*
- *Verify siren from dam is audible inside the building and action's needed in response*

Cascade Township and NPM met with the owners of 2894 Thornapple River Drive in 2014 as required by the agreement with FERC. At the time the owners declined to sell the property to the Township, however they agreed to give the Township first rights to purchase the building when they were ready to sell.

Cascade Township was notified this summer that the building at 2894 Thornapple River Drive was available for purchase at a price of \$274,500. The seller determined this price based on purchase price, investments made and expected rents. Though the Township did not conduct a formal cap rate study, it generally adheres to the value we would put on the property. For comparison, the Township purchased the Tuffy Muffler building for \$800,000.

On September 23 the Township approved the purchase agreement with the property owner that allowed for 60 days to complete the allowed due diligence. The Township conducted a Phase I environmental study at a cost of \$2,500. The study showed no issues that would cause for a Phase II study to be completed. The Township was also able to procure a property survey from the current property owner. Given the availability of the current survey, coupled with the fact that the Township also owns all of the surrounding property, a new survey was not ordered and the existing survey will be utilized at closing.

There have been no identified issues that the Township would need to consider cancelling the purchase agreement due to a listed contingency. If the purchase is affirmed, closing will take place between December 16 and December 31, 2020. Township will gain possession of the building on 1/1/2021. If the purchase is not affirmed, the Township will need to determine the reason based on the listed contingency clauses in the purchase agreement.

Attached for your review are:

- Approved purchase agreement for 2894 Thornapple River Drive
- Copy of IDF Remedial Measures Plan approved by FERC
- Copy of the executive summary from the Phase I Environmental Study
- Copy of existing site survey

ANALYSIS & CONCLUSIONS:

The Township has understood the need to purchase this building based on our agreement with FERC and has saved accordingly. Once purchased the Township will demolish the building. Currently the DDA is developing a plan for the usage of both the Tuffy Muffler property and the Doctor's office property. The initial plan was presented to the Township Board in October, but approval has been tabled to allow for more public input.

Should the Township decide not to purchase the building we should be prepared to provide explanation to FERC and develop plans for the future owners to mitigate the risk of the building remaining occupied.

FINANCIAL CONSIDERATIONS:

The purchase price in the purchase agreement is \$274,500. Though we have not conducted a market study, we believe to be a fair price for the commercial building. For comparison, we purchased the Tuffy Muffler building for \$800,000.

The Township has been saving money in the Dam Maintenance Fund for this purchase. At the end of FY2019, the Township had accumulated just over \$728,000 in the fund. The FY2020 budget includes a \$225,000 appropriation for the purchase, which will need to be increased to cover the purchase price and due diligence.

RECOMMENDED ACTION:

Affirm the Purchase Agreement for 2894 Thornapple River Drive and authorize the Township Manager to execute the documents on behalf of the Township.

AGREEMENT TO PURCHASE REAL ESTATE

THIS AGREEMENT TO PURCHASE REAL ESTATE (this "Agreement") is executed September ____, 2020 (the "Effective Date"), by and between CASCADE CHARTER TOWNSHIP, a Michigan charter township, of 2865 Thornhills Avenue SE, Grand Rapids, Michigan 49546-7192 ("Buyer"), and FREDRIC N. GOLDBERG and HOLLY A. PERKINS, husband and wife, of 6900 Oak Brook Street SE, Grand Rapids, Michigan 49506 (together "Seller").

RECITALS

A. Seller owns real property located in the Township of Cascade, County of Kent, State of Michigan, commonly known as 2894 Thornapple River Drive, SE, Grand Rapids, Michigan 49546, and identified with Permanent Parcel No. 41-19-16-203-025 (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, if any:

(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 Two Hundred Seventy-Four Thousand Five Hundred and 00/100 Dollars (\$274,500.00) (the "Purchase Price"), which shall be paid in full at Closing, subject to pro-rations, debits and credits, in certified funds or by wire transfer to an account designated by Seller at Closing.

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, and except for any oil, gas or mineral exception. If such commitment contains exceptions which, in Buyer's opinion, are not Permitted Encumbrances, then Seller may (but shall not be obligated to), after receiving notice from Buyer of the same, commit to remove or insure over such exceptions prior to Closing. If Seller fails or refuses to clear or commit to clear or insure over the encumbrance as herein provided, then Buyer may either terminate this Agreement prior to the Contingency Termination Date (defined below) and receive a refund of the Deposit, or proceed to Closing taking title subject to such exceptions (in which case any exceptions that Seller has not cleared or committed to clear shall be deemed to be Permitted Encumbrances and appear on the title policy to be issued at closing); 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 reasonably 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) 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 may (but shall not be obligated to) have or commit to have all such encroachments, violations, and unpermitted exceptions corrected and removed from the survey by the closing and provide evidence thereof to Buyer, and if Seller fails to have or to commit to have the same removed then Buyer may elect, on or before the prior to the Contingency Termination Date, 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 material compliance with Environmental Laws.

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

(iii) Seller has not used, manufactured, stored, processed, treated, disposed of, or Released any Hazardous Materials 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 which are in Seller's possession or control.

(vii) Except as may be disclosed in the Commitment, to Seller's actual knowledge without investigation, 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) Except as may be disclosed in the Commitment, to Seller's actual knowledge without investigation, 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. Prior to the Contingency Termination Date, Buyer may obtain a Phase I Environmental Site Assessment meeting the requirements of ASTM Standard E 1527-13 ("Phase I") or, if Buyer elects to obtain one, 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). Notwithstanding the foregoing, Buyer shall not perform any invasive tests of the Real Estate without Seller's prior written consent, Buyer shall keep all results of Phase I, Phase II and BEA confidential, except as may be required to be disclosed under applicable law, and Buyer shall not give notice to or file any reports or findings with any governmental body or agency prior to the Closing without Seller's prior written consent.

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. 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. 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 reasonably requested by Buyer, where such applications may only be made in the name of, or with the consent of, title holders.

(b) Buyer shall promptly repair any physical damage to the Real Estate caused by any testing and inspections conducted by Buyer or its employees or contractors pursuant to this Agreement (collectively, the "Tests") and shall promptly remove any mechanics' liens arising from the work performed to complete the Tests. Buyer further agrees to keep the results of the Tests confidential, except to the extent that disclosure may be required by law or other governmental requirement or may be reasonably required to be made to Buyer's attorneys, lenders, consultants, accountants or other advisors or agents in connection with the purchase, ownership or operation of the Real Estate by Buyer. Buyer shall, to the extent permitted by law, indemnify, defend and hold Seller harmless from and against any loss, cost or damage (including reasonable attorneys' fees) or injury arising or resulting from (i) Buyer's testing and inspection of the Real Estate, and/or (ii) Buyer's failure to comply with its

obligations set forth in this subsection (b), which indemnification obligation shall survive any termination of this Agreement.

(c) 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 due and payable 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 on and 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 taxes applicable to this transaction.

(C) Seller shall 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 premium for the owner's title insurance policy to be issued by the Title Insurance Company. Buyer will pay the premium for any endorsements to the title policy requested by Buyer.

(d) Possession. Seller will be entitled to retain possession of the Real Estate from the Closing Date until January 1, 2021 (the "Occupancy Period"). On or before January 1, 2021, Seller shall have vacated the Real Estate and removed all personal property from the Real Estate and tender possession to Buyer free and clear of all leases, third-party possessory rights, options, rights of first refusal and offers to purchase. Seller must: (i) pay all utility and service charges and expenses incurred at the Real Estate prior to and during the Occupancy Period, including any expenses for snow or ice removal, which shall be Seller's obligation during the Occupancy Period; (ii) obtain and maintain during the Occupancy Period, at Seller's sole expense, a policy of comprehensive general liability insurance with minimum limits of \$1,000,000 per occurrence and in the aggregate (evidence of such insurance to be delivered to Buyer prior the Closing Date); and (iii) indemnify, defend, and hold Buyer harmless from and against any and all claims, demands, actions and suits brought or made against Buyer arising from or relating to Seller's possession of the Real Estate during the Occupancy Period or Seller's failure to vacate the Real Property and remove all personal property from the Real Property within the time required by this paragraph. The provisions of this paragraph shall survive the Closing and the Seller's delivery of a deed to the Real Estate until fully performed.

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, subject only to Seller's post-closing occupancy rights described in Section 5(c) and the Permitted Encumbrances.

(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 actual knowledge without investigation, 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 Seller's actual knowledge without investigation, Seller is not in violation of any federal, state or local statute, regulation, order or ruling materially affecting the Real Estate.

(vi) 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.

(vii) Condemnation. There is no existing, pending or, to Seller's actual knowledge without investigation, contemplated, threatened or anticipated condemnation of any part of the Real Estate.

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

(ix) Material Changes. There are no facts or circumstances not disclosed to Buyer of which Seller has actual 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.

(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 for a period of one year. 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 as a direct result 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.

7. Contingencies. Buyer may terminate this Agreement and receive a refund of the Deposit at any time on or before the sixtieth (60th) day after the Effective Date (the "Contingency Termination Date") if any one or more of the following contingencies is not satisfied or waived by Buyer, each in Buyer's sole discretion:

(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 of this Agreement.

(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 and development 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. AS IS Condition. Buyer agrees, except as otherwise specifically provided in this Agreement, that Buyer is purchasing the Real Estate "AS IS", "WHERE IS" and "WITH ALL FAULTS", with no right of set-off or reduction in the Purchase Price, and

specifically and expressly without reliance on any warranties, representations or guarantees, whether express, implied or statutory, of any kind, nature, or type whatsoever, including without limitation, warranties, representations or guarantees with respect to the quality, character, or condition of the Real Estate, including the presence of any toxic or hazardous materials, substances, or wastes regulated under any applicable law located on, at, under or emanating from or about the Real Estate, whether latent or patent, merchantability, habitability, utility, tenantability, workmanship, operations, state of maintenance or repair, compliance with statutory or other governmental, regulatory or industry standards or fitness for a particular use, or with respect to the value, profitability or marketability of any part of the Real Estate, or with respect to any other matter relating to or affecting the Real Estate. Except as otherwise provided in this Agreement, Seller disclaims and renounces, and Buyer acknowledges and agrees that it is not relying on, any such representations or warranties. Buyer represents to Seller that, as of the Contingency Termination Date, Buyer will have had ample opportunity to make a proper inspection, examination and investigation of the Real Estate to familiarize itself with its condition, and that Buyer will do so to its satisfaction. Upon the Closing, except as otherwise provided in this Agreement, Buyer shall have no claim in law or in equity and releases and forever discharges Seller (and its agents, brokers, representatives, successor and assigns) from any claims, actions, liabilities, losses or obligations, based upon the condition of the Real Estate or the failure of the Real Estate to meet any standards, including without limitation, the presence of any toxic or hazardous materials, substances or wastes regulated under any applicable law located on, at, under or emanating from or about the Real Estate or any violation or alleged violation of any applicable law. Further, anything in this Agreement to the contrary notwithstanding, in no event shall Seller be liable for incidental, special exemplary or consequential damages, including, without limitation, loss of profits or revenue, interference with business operations, loss of tenants, lenders, investors, buyers, diminution in value of the Real Estate, or inability to use the Real Estate, due to the condition of the Real Estate.

9. Default.

(a) By Seller. Without limiting Seller's indemnification obligations contained in this Agreement, upon occurrence of any event of default by Seller, and after ten (10) days' notice and opportunity to cure, Buyer may either (i) receive the Deposit back and receive a payment from Seller of \$5,000 as liquidated damages and Buyer's exclusive remedy, actual damages being difficult or impossible to determine, or (ii) seek specific performance of this Agreement.

(b) By Buyer. Without limiting Buyer's indemnification obligations contained in this Agreement, upon occurrence of any event of default by Buyer, and after ten (10) days' notice and opportunity to cure, Seller may retain the Deposit as liquidated damages as its sole and exclusive remedy, actual damages being difficult or impossible to determine.

10. Miscellaneous.

(a) 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.

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

(c) 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.

(d) 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.

(e) 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.

(f) 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.

(g) 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.

(h) 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.

(i) 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.

(j) 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. 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.

(k) Contingent on Formal Approvals. The parties acknowledge that this Agreement may be executed in advance of formal approval of this Agreement by the Township Board of Cascade Charter Township (the "Township Board"). If such approval is not obtained from the Township Board by the Contingency Termination Date, then Buyer may terminate this Agreement and receive a refund of the Deposit by giving written notice to Seller on or before the Contingency Termination Date.

(l) 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.

11. Definitions.

(a) Closing: Consummation of the transaction described in this Agreement. The Closing will take place on the day determined by the Buyer and agreed to by Seller, but not prior to December 16, 2020, nor after December 31, 2020 (such date of consummation of Closing is 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, or marked-up title commitment, 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.

(b) Deposit: \$5,000.00, which Buyer must deliver to Escrowee within ten (10) days after the Effective Date of this Agreement. If Buyer has not terminated this Agreement on or before the Contingency Termination Date, then the Deposit shall become nonrefundable to Buyer, except in the case of a default by Seller, but will, if the transaction contemplated by this Agreement closes, be applied against the Purchase Price.

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

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

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

(f) 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: _____
Its: _____

SELLER:

FREDRIC N. GOLDBERG & HOLLY A.
PERKINS, husband and wife

By: _____
Fredric N. Goldberg

By: _____
Holly A. Perkins

16877619



September 5, 2013

security designation = **CEII Material**

Mr. John Zygaj, Regional Engineer
Federal Energy Regulatory Commission
230 South Dearborn Street, Suite 3130
Chicago, IL 60604

RE: Cascade Dam Project #6228

Dear Mr. Zygaj:

Provided below is the proposed plan and schedule for the IDF remedial measures discussed during the conference call on May 30, 2013 for the Cascade project. Per the conference call discussion, non-structural alternatives are proposed due to the insignificant change in downstream hazard if the spillway capacity were increased and limited physical space available for modifications.

Proposed Plan and Schedule:

1. Cascade Township and Northbrook Power Management (NPM) meet with the owner of the physician's office, 2894 Thornapple River Drive. Discussion to include:
 - Review results of the IDF study and potential impacts to life and structure,
 - Pursue an option for the Township to purchase the structure,
 - Owner's actions needed to satisfy FERC's safety concerns if ownership is retained.
 - Verify siren from dam is audible inside the building and action's needed in response.
 - Proposed schedule: Complete within 6 months of FERC approval.

2. Update the EAP to include the structures identified by the IDF study with potential impacts. The addresses of the structures are:
 - Physician's office, 2894 Thornapple River Drive, until structure removed or ownership obtained by Township,
 - 2834, 2824, 2822, 2693 Thornapple River Drive,
 - 2670 Thornapple River Drive (island), for evacuation purposes – home has minimal inundation.
 - Proposed schedule: Include in 2013 EAP Update by December 31, 2013

3. Develop a public awareness program to include a page on the Township's website that educates the public on the dam, potential failure and evacuation routes. It is hoped that the page will include/link to real-time alerts from the NWS, however, those details remain to be worked out with the NWS. Proposed schedule: Complete by December 31, 2014.

Contains Critical Energy Infrastructure Information - Do Not Release-



Letter to Mr. Zygaj, Cascade FERC #6228
September 5, 2013
Page 2

4. A public safety siren is installed at the dam on the downstream side of the powerhouse to warn of a potential dam failure via a rapid change in the tailwater. The siren is audible throughout the park located adjacent to the dam; however, we need to verify the siren is audible at distance to homes around 2822 Thornapple River. Proposed schedule: Verify distance by December 31, 2013.
5. A reverse 911 system is in use for the EAP by the Kent County Sheriff's Department and has been used during the annual drills for several years. The homes identified by the IDF study that are impacted by a dam failure have been included in the reverse 911 system for several years. We propose to address additional details of this system with the Sheriff's Department, including preprogrammed messages, trigger levels listed in the EAP and the possibility of monitoring who picks up or recorded by answering machine. Proposed schedule: Discuss with Sheriff's Department by December 31, 2013.
6. Cascade Township proposes to initiate a zoning ordinance with the goal of minimizing downstream hazard to life and property. The ordinance will consider restrictions to new and modified developments, to include replacement due to fire, tornado, wind, etc, additions and exterior improvements, in downstream areas below IDF elevations and required freeboard elevations in upstream areas. Proposed schedule: Complete 3 years from date FERC accepts IDF and proposed plan and schedule.
7. Communicate with downstream communities outside of Cascade Township's jurisdiction (Ada Township) regarding property restrictions and hazard potential. Proposed schedule to complete by December 31, 2014 or within 1 year of FERC approval, to include documentation of meetings and discussion.



Letter to Mr. Zygaj, Cascade FERC #6228

September 5, 2013

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Please contact me if there are any questions or additional information is needed. Thank you for your attention in this regard.

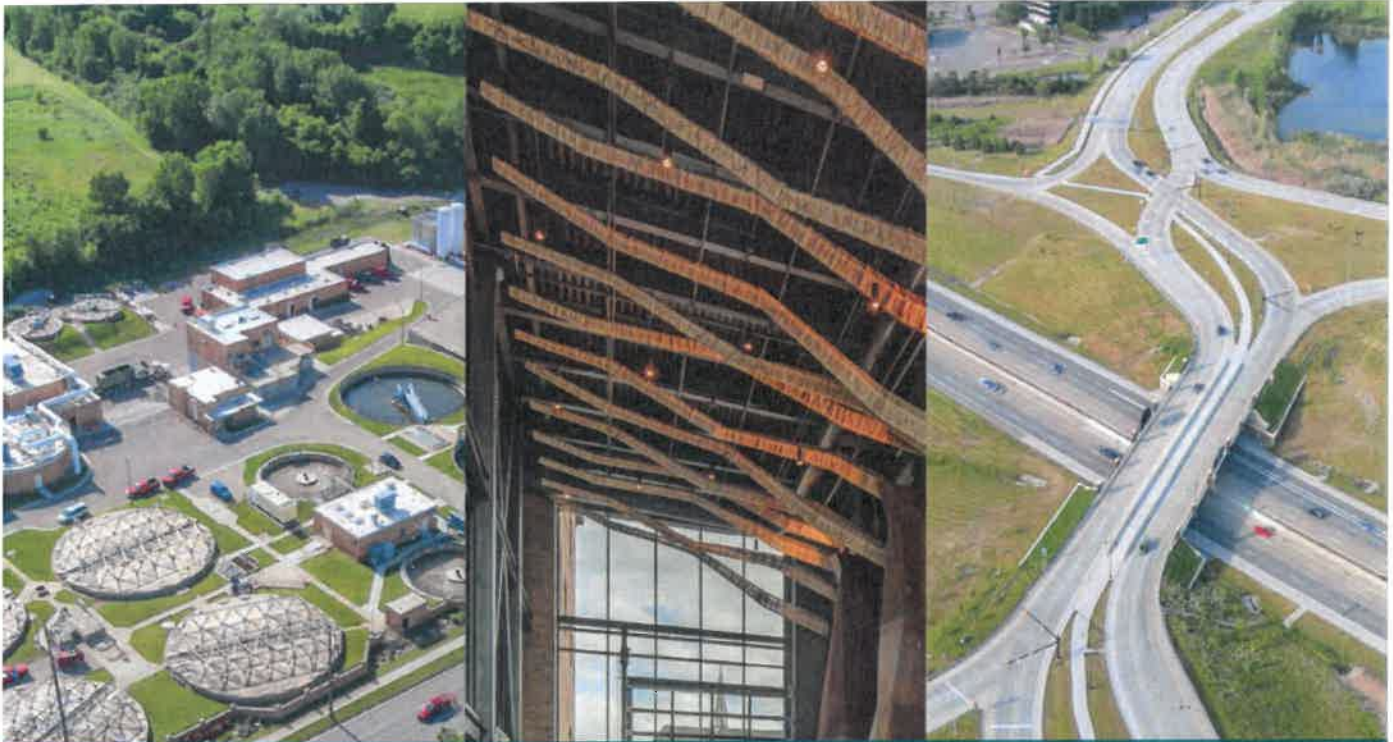
Sincerely,

NORTHBROOK POWER MANAGEMENT, LLC.

Janine Klinge
Project Engineer

cc: Ben Swayze, Cascade Township
Chuck Ahrichs, NPM

**Contains Critical Energy Infrastructure Information
– Do Not Release–**



Phase I Environmental Site Assessment

2894 Thornapple River Drive, SE
Grand Rapids (Cascade Township)
Michigan

Project No. 201247
October 2020

Phase I Environmental Site Assessment

**2894 Thornapple River Drive, SE
Grand Rapids (Cascade Township), Michigan**

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

**October 22, 2020
Project No. 201247**

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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
MDEQ	Michigan Department of Environmental Quality (now know as EGLE)
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
REC	recognized environmental condition
RMP	Risk Management Program or Plan
ROW	right-of-way
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
VOC	volatile organic compound
WDS	waste disposal site
WWTP	wastewater treatment plant

1.0 Summary

Fishbeck has performed a Phase I ESA at 2894 Thornapple River Drive, SE, Cascade Township (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. A Location Map and a Site Map for the subject property are included as Appendix 2.

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 0.19 acre and contains an approximate 1,266-square-foot office building used as a psychologist and psychiatrist office. It has been used for this purpose since 1992, when the current owner acquired it. Historical records indicate the subject property was developed in 1940 as a cottage situated on the Thornapple River. A stained-glass studio operated on the subject property from at least 1982 until 1992. 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 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. Fishbeck has conducted the scope of services in accordance with the terms and conditions of our proposal dated September 22, 2020.

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. Swayze completed a User Questionnaire on behalf of Cascade Township on October 21, 2020, provided by Fishbeck. A copy of the questionnaire is included in Appendix 3.

3.1 Title Records

Title records were not provided. Historical uses of the subject property were determined through the use of other sources, including city directories, aerial photographs, etc., as discussed in Section 6.0 of this report.

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.

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 that 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 Northwest ¼ of the Northeast ¼ of Section 16, Town 06 North, Range 10 West, Cascade Charter Township, Kent County, Michigan. The property address is 2894 Thornapple River Drive, SE, and the tax identification number is 41-19-16-203-025. A legal description is included in Appendix 4.

4.2 Physical Description

The subject property consists of approximately 0.19 acre and contains an approximate 1,266-square-foot office building. The subject property is located within a residential and commercial neighborhood.

According to Cascade Charter Township Assessor records, the one-story building was constructed in 1940. It is a wood frame with a log and masonry exterior. The floors are constructed of wood sheathing set on wood floor joists.

Utilities supplied to the subject property include electricity and natural gas. Water is provided by an onsite well located in a well pit beneath the parking lot, northwest of the building. The water is only used for sinks and restroom. Bottled water is used for drinking water. Sanitary sewage discharges to an onsite septic system located northwest of the building.

4.3 Current Uses of the Subject Property

The subject property is currently used as a psychologist and psychiatrist office.

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
Northwest	Tuffy Muffler, auto repair	Potential, auto repair
Southeast	The Thornapple River	None observed
Northeast	Verburg's Automotive Services	Potential, auto repair
Southwest	Leslie E. Tassell Park	None observed

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 655 amsl on terrain that slopes to the southeast, toward the Thornapple River, which borders the subject property to the southeast.

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 Boyer loamy sand, 0 to 6 percent slopes. A copy of the soil survey is provided in Appendix 5.

5.3 Hydrogeology

There are no known hydrogeological investigations for the subject property; therefore, the hydrogeology of the subject property cannot be documented. Given the proximity to the river, groundwater depth is presumed to be very shallow. Groundwater flow direction is also presumed to be to the southeast, toward the river.

6.0 Subject Property History

The historical uses of the subject property have been reconstructed from information obtained during interviews with knowledgeable persons, reviews of city directories, historical topographic maps, and historical aerial photographs. Historical research documentation is located in Appendix 6. Note, the historical documentation provided by EDR was provided to Fishbeck for an October 3, 2019, Phase I ESA Fishbeck conducted for the township on the adjacent property to the north (6896 Cascade Road, SE).

6.1 Interviews with Knowledgeable Persons

Mr. Fred Goldberg, subject property owner, indicated the building was originally developed in the 1940s for use as a cottage. When Mr. Goldberg and his wife purchased the subject property in 1992, it was being used as a stained-glass studio. Mr. Goldberg indicated lead used to create stained glass windows was not melted onsite; lead strips were used. Mr. Goldberg and his wife have used the subject property as a psychologist and psychiatrist office since their purchase.

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 at approximate five-year intervals from 1959 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:

The subject property is not listed in the 1959 through 1977 directories. Thornapple Stained Glass is listed in the 1982 to 1992 directories. Individual doctors, including Charles Grayson, PhD, and Holly Perkins, MD, are listed in the 1995 to 2005 directories. The subject property is not listed in the 2010 and 2014 directories.

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. 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.

The 1938 photograph shows the subject property is undeveloped. A structure, presumed to be the existing building, is shown in the 1955 aerial photograph. Subsequent photographs show the subject property generally in its current configuration, though tree cover and the clarity of the photographs make it difficult to see details.

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.

6.6 Cascade Township Assessor/Building Department Files

The Assessor files indicate the building was constructed in 1940 and remodeled in 1993. A photograph from an older assessor card shows an additional small structure north of the current building, on the space currently occupied by the parking lot. Note, this structure is shown in Kent County Health Department sketches as an approximate 424-square-foot structure used as a stained-glass studio.

A 1992 site plan for a remodel of the existing building, on behalf of the current owner, was included in the building department records. The site plan indicated the 424-square-foot structure was to be removed as part of the remodel. Assessor and building department records are included in Appendix 6.

7.0 Surrounding Properties History

Based on the above historical references, the properties surrounding the subject property are summarized below:

Northwest: The property adjacent to the northwest (Tuffy Muffler) has been used for automotive repair since at least 1957.

Southeast: The Thornapple River, with residential properties on the other side of the river.

Northeast: Cascade Road, and an automobile repair facility since the 1940s.

Southwest: Cottages along the river. The cottages were eventually acquired by Cascade Township and razed for the existing park, which was developed around 2000.

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	1
State and Tribal Landfill and/or Disposal Sites List	0.5	No	0
State and Tribal LUST Sites List	0.5	No	3
State and Tribal Registered Storage Tank (UST/AST) List	Subject Property and Adjoining Properties	No	1
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	0

*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:

- Sheldon Company, 6907 Cascade Road, SE, approximately 200 feet northeast, listed as EDR Hist Cleaner.
- Tuffy Muffler, 6896 Cascade Road, SE, adjacent northwest. Fishbeck conducted a BEA for this site on behalf of Cascade Township. Note, due to the recent submittal of the BEA, it is not listed in the EDR report.
- Verburg Automotive/Cascade Marathon, 6915 Cascade Road, SE, adjacent northeast, listed as EDR Hist Auto, LUST, UST, WDS.
- Amoco SS #9826, 6895 Cascade Road, SE, approximately 183 feet north of the subject property, listed as AUL, LUST, UST, WDS, Inventory, EDR Hist Auto, FINDS, RCRA Nongen/NLR, and ECHO.
- Cascade Citgo, 6820 Cascade Road, SE, approximately 795 feet northwest of the subject property, listed as Finds, RCRA Nongen/NLR, ECHO, LUST, UST, WDS, and Financial Assurance.

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 Sheldon Company at the EGLE offices.

Tuffy Muffler, 6896 Cascade Road, SE

Fishbeck conducted a BEA on this property, dated December 11, 2019. On October 3, 2019, Fishbeck conducted a Phase I ESA on the Tuffy Muffler site. The Phase I ESA identified RECs which are summarized below:

- The property was used as an automotive garage since at least 1957. Historical maintenance activities included auto body repair and the operation of a paint booth.
- A sealed floor drain with standing liquid in it was observed in the former paint booth area. The drain was believed to have been active when the paint booth was in operation.
- Historical evidence suggested undocumented USTs may be present north of the Tuffy Muffler building.
- Fill material from an unknown source was likely used when the property was developed to raise it above the flood plain of the Thornapple River.

On November 4, 2019, Fishbeck conducted Phase II ESA soil and groundwater sampling activities to investigate the RECs. In addition, ground penetrating radar (GPR) was used to investigate the potential for USTs to be present north of the building. The results of the GPR evaluation suggested that no anomalies consistent with USTs were observed.

Five soil borings (SB-01 through SB-05) were completed. SB-01 was completed north of the building to investigate the suspected former UST location, SB-02 and SB-03 were completed south of the building to investigate potential fill material, and SB-04 and SB-05 were completed next to the sealed floor drain and in the former paint/hazardous waste storage room, respectively. Temporary monitoring wells (TW-02 and TW-03) were installed in their corresponding soil boring to investigate groundwater quality downgradient to the building. The soil and groundwater samples were analyzed for VOCS, PNAs, and Michigan 10 Metals (arsenic, barium, cadmium, chromium, copper, lead, mercury, selenium, silver, and zinc).

Chromium and selenium were detected in the soil sample collected from SB-02, at a depth of 8 to 10 feet bgs, at concentrations exceeding Part 201 Generic Residential Cleanup Criteria (GRCC) Groundwater/Surface Water Interface Criteria. Arsenic was also detected in the soil sample collected from SB-02, also at a depth of 8 to 10 feet bgs, at concentrations exceeding Part 201 GRCC Drinking Water Criteria, Direct Contact Criteria, and Groundwater/Surface Water Interface Criteria. The remaining compounds for both soil and groundwater samples were either detected at concentrations below Part 201 GRCC or below the laboratory reporting limit.

Based on the results of the Phase II ESA, groundwater on the Tuffy Muffler property has not been impacted. Therefore, this property is not expected to impact the subject property and is not considered a REC. A copy of the text, tables, and figures of the BEA are included in Appendix 8.

Verburg Automotive, 6915 Cascade Road, SE

A Closure Report was completed by Global Environmental Engineering Inc. (Global) on March 21, 1996. The report was filed after soil adjacent to piping formerly leading to a dispenser was observed to be stained and exhibited the presence of VOCs during the excavation of the 1000-gallon UST. The contamination appeared to be limited to the area of the piping and fill port, and approximately 20 cubic yards of soil was excavated and disposed at a landfill during UST removal activities. No free product was discovered. Groundwater was not encountered during the investigation. Therefore, this site is not expected to affect the subject property. Relevant portions of the report are included in Appendix 8.

Amoco, 6895 Cascade Road, SE

A Leaking Underground Storage Tank Closure Report was completed by Arcadis on August 7, 2013. The Closure Report was submitted to address a release from an UST system at the site that was previously an Amoco Service Station. The Closure Report was approved by the MDEQ-RRD in November 2013. A Restrictive Covenant is recorded for the site. A Notice of Impacted Party was submitted to the Kent County Road Commission and

Cascade Charter Township in 2013, as Arcadis assumed that impacted groundwater extends into the ROW of Thornapple River Drive and further downgradient. The impacted soil does not extend into the ROW, and the impacted groundwater observed in the well closest to the ROW are deeper than the storm sewers within Thornapple River Drive; therefore, no additional easement holders in the ROW were provided notices. This site is located northeast of the subject property, on the other side of Thornapple River Drive, approximately 291 feet northeast of the subject property. The groundwater flow was documented as being east-southeast. Based on the groundwater flow direction, groundwater impacts from this site are not expected to impact the subject property. Relevant portions of the report are included in Appendix 8.

Citgo, 6820 Cascade Road, SE

An October 1992 Site Investigation Update and Risk-Based Closure Request for Mobil Station #03-KCR was completed by IT Corporation (IT) and approved by the MDNR in January 1993. The report was submitted in regard to closure of a tank excavation of three USTs. Benzene was detected in only one soil boring at a concentration slightly above Type B Criteria. It was determined during the initial subsurface investigation that groundwater at the site was not impacted. Therefore, 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

The Kent County Health Department provided well and septic records. A new 1,000-gallon septic tank was installed in 1992 north of the building (beneath the parking lot). The records indicate the tank discharges to a deep gravel pit northeast of the tank. The records show the former septic as located south of the 1,000-gallon tank, adjacent to the building. The old tank was pumped and filled.

The well is shown west of the septic tank. The records noted that due to the lack of space, it was not possible to maintain proper isolation distance between the septic and the well; therefore, a variance was granted. As previously discussed, the well is not used for drinking water.

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 September 29, 2020. Mr. Goldberg accompanied Fishbeck staff during the site reconnaissance. The site 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 the building footprint and paved parking area. Also, the attic of the building could not be completely accessed and was viewed from the top of the access ladder. A summary of observations made during the reconnaissance is provided below.

9.1 General Site Setting

The subject property is accessed from a driveway that runs between the Tuffy Muffler property and the township park and leads to the building located southeast of Tuffy Muffler. A paved parking lot is located northwest of the building, and the river abuts the building to the south. A wooden deck with stairs leading down to the river is southeast of the building. The interior is typical of an office setting with a waiting room, multiple office spaces, and a kitchenette. An attic contains a furnace, hot water heater, and heating and cooling ductwork.

9.2 Site Observations

Site Conditions	Observations
Potable Water Supply	As discussed earlier, a well is set in a well pit located beneath the parking lot. Water from the well is not used as a drinking water source. Bottled water is provided.
Wastewater/Stormwater	Sanitary wastewater discharges to the onsite septic system located beneath the parking lot.
Drains or Sumps	No drains, except toilets and sinks, or sumps were observed.
Stains, Corrosion, or Odors	No stains, corrosion, or odors were observed.
Heating Source	A natural gas-fired furnace is in the attic.
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.
Hazardous and Nonhazardous waste	There were no hazardous wastes observed. General refuse is removed for landfill disposal.
Presence of Potential PCB-Containing Equipment (older hydraulic equipment/electrical transformers)	No evidence of potential PCB-containing equipment, including transformers, were observed.
Environmental Permits	The subject property, as it currently exists, does not require environmental permits.

10.0 Interviews

10.1 Interview with Owner

An interview was conducted with Mr. Goldberg during the site reconnaissance regarding the environmental conditions associated with the subject property. Mr. Goldberg has been familiar with the site since he purchased it in 1992. Mr. Goldberg was not aware of any spills or releases of hazardous materials or petroleum products, and he indicated their operations do not include significant uses of these materials. He was unaware of any heating oil tanks that may have been located on the property. Discussions regarding the historical uses are discussed in Section 6.1. A copy of the interview questions and answers is located in Appendix 10.

10.2 Interview with Site/Property Manager

Mr. Goldberg, as co-owner with his wife, serves as the property manager.

10.3 Interviews with Occupants

The subject property is used as office space by psychologists and psychiatrists. The occupants were not interviewed.

10.4 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 0.19 acre and contains an approximate 1,266-square-foot office building used as a psychologist and psychiatrist office. It has been used for this purpose since 1992, when the current owner acquired it. The current use of the subject property is not considered a REC.

Historical records indicate the subject property was developed in 1940 as a cottage situated on the Thornapple River. A stained-glass studio operated on the subject property from at least 1982 until 1992. The historical uses of the subject property are not considered a REC.

The Tuffy Muffler site, adjacent northwest and hydraulically upgradient to the subject property, is an EGLE Part 201 and BEA site. The Tuffy Muffler site has operated as an automotive repair facility since at least 1957. Soil and groundwater sampling conducted during a 2019 Phase II ESA on the Tuffy Muffler site identified metals (arsenic, total chromium, and selenium) at concentrations exceeding Part 201 GRCC in soil. Groundwater sampling indicated groundwater has not been impacted. Therefore, this site is not expected to impact the subject property and is not considered a REC.

There are other potentially contaminated sites located near the subject property. However, based on a review of EGLE files, these sites are not expected to have an impact on the subject property and are not considered a REC.

12.0 Data Gap Analysis

The lack of a title search for recorded environmental liens and activity use limitations is a data failure. The User (Cascade Township) is not aware of any environmental liens or activity use limitations on the subject property, and the report provided by EDR did not find any activity and use limitations listed 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. There were no additional environmental conditions identified at the subject property during the course of this investigation that, in Fishbeck's opinion, would necessitate the recording of an environmental lien by a governmental agency or an activity use limitation on the subject property's deed. Therefore, this data failure is not considered a significant data gap.

Fishbeck was unable to interview all occupants of the building during the course of this investigation. Based on observations made during the site reconnaissance, the nature of their operations does not include the use of hazardous materials or petroleum products. It is unlikely the tenants of the building would have knowledge of information that would 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 2894 Thornapple River Drive, SE, Cascade Township (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®, 2894 Thornapple River Drive, Grand Rapids, MI 49546, September 29, 2020.

Aerial Photographs; The EDR Aerial Photo Decade Package, 6896 Cascade Road, SE, Grand Rapids, MI 49546, August 26, 2019.

Fire Insurance Maps (Unmapped Property); Certified Sanborn® Map Report, 6896 Cascade Road, SE, Grand Rapids, MI 49546, August 26, 2019.

City Directories; The EDR-City Directory Image Report, 6896 Cascade Road, SE, Grand Rapids, MI 49546, August 28, 2019.

Historical Topographic Maps; EDR Historical Topo Map Report, 6896 Cascade Road, SE, Grand Rapids, MI 49546, August 26, 2019.

EGLE GeoWebFace database (<http://ww2.deq.state.mi.us/GeoWebFace/>), Accessed October 17, 2020

Property Card Records, Cascade Township Assessor's Office, Received October 9, 2020.

Building Department Records, Cascade Township Building Department, Received October 9, 2020.

USDA, Natural Resources Conservation Service, (<http://websoilsurvey.nrcs.usda.gov/app/>) *Web Soil Survey*, Accessed October 17, 2020.

EGLE Environmental Mapper database (<http://www.mcgi.state.mi.us/environmentalmapper/>), Accessed October 17, 2020.

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:

Thomas M. Budge

Todd C. Campbell, CPG

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

PROPERTY DESCRIPTION

All that part of Government Lot 8, Section 16, T6N, R10W, described as: Commencing at the North corner of Lot 1, Thornapple Homesites Plat, thence N35°22'12" E 12 feet; thence S54°38'E 136.47 feet parallel with the Northeast line of said Plat, thence N54°49'E 73.35 feet to the South line of Highway US 16, thence S36°08'E 85 feet more or less of said highway line to the left bank of Thornapple River, thence South-westerly on said river bank to a line bearing S54°38'E from the place of beginning, thence N54°38'W on a line being the Northeast line of said Lot 1, 237.9 feet more or less to the place of beginning.

Resurveyed 5-14-92 for:
Survey for: Nancy Bell
2894 Thornapple River Drive

Ordered by: Dick Oswald
Prudential Fase
5181 Cascade Rd., S.E.
Grand Rapids, MI 49546.

MEDEMA VAN KOOTEN & ASSOCIATES

