



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, Wednesday January 13 at 7:00pm 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: 897 5247 7110

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89752477110>

iPhone one-tap :

US: +13017158592,,89752477110#

or

+13126266799,,89752477110#

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/89752477110>

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 Grace Lesperance: glesperance@cascadetwp.com

Clerk Sue Slater: sslater@cascadetwp.com

Treasurer Ken Peirce: kpeirce@cascadetwp.com

Trustee Jim Koessel: jkoessel@cascadetwp.com

Trustee Timmy Noordhoek: tnoordhoek@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, January 13, 2021
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 – December 2020
 2. Bank and Investment Reports - 2020
 - b. Receive and File Minutes
 1. Township Board Minutes – December 16, 2020
 - c. Receive and File Education Requests
 1. Stephanie Fast – Grand Valley State University
- Article 7. Financial Actions**
- a. **Receive and File Financial Statements**
 1. Payables, Payrolls, and Transfers – November 2020
 2. Financial Statements – November 2020
- Article 8. Unfinished Business**
- Article 9. New Business**
- 001-2021 Consider Recommendation To Broadcast Township Meetings And Community News On Comcast Cable Channel.**
- 002-2021 Consider the Kent County Urban County Cooperative Agreement.**
- 003-2021 Consider Township Board Strategic Plan.**

004-2021 Consider Resolution of "Acknowledgement of Filing and Presentation of the Special Assessment Roll to the Township Board; Notice of Public Hearing" for Thornapple River Special Assessment District #1. (roll call)

005-2021 Consider Resolution of "Acknowledgement of Filing and Presentation of the Special Assessment Roll to the Township Board; Notice of Public Hearing" for Laraway Lake Special Assessment District # 1. (roll call)

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

Article 12. Manager Comments

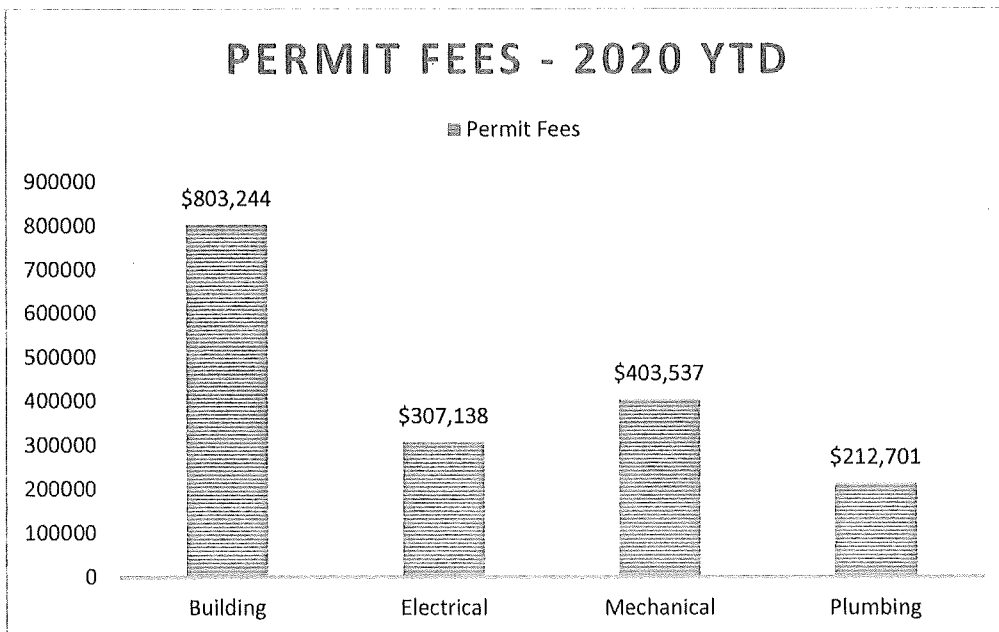
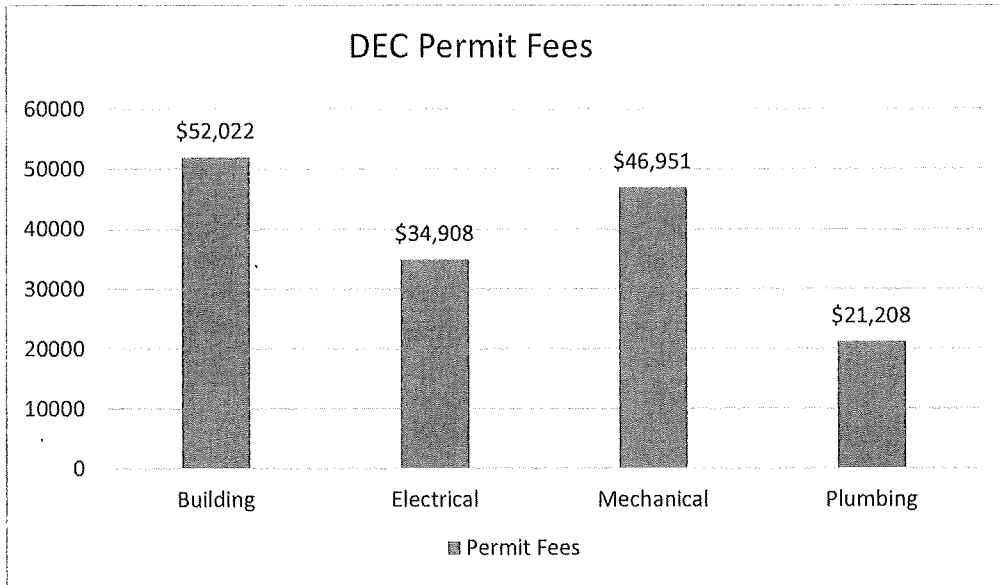
Article 13. Board Member Comments

Article 14. Adjournment

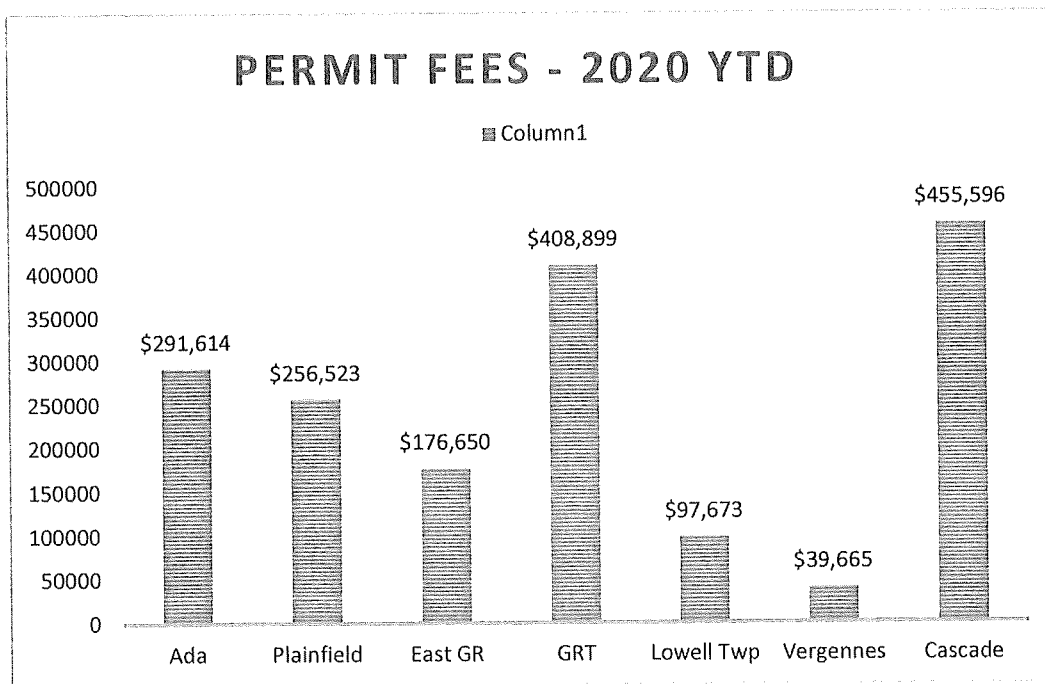
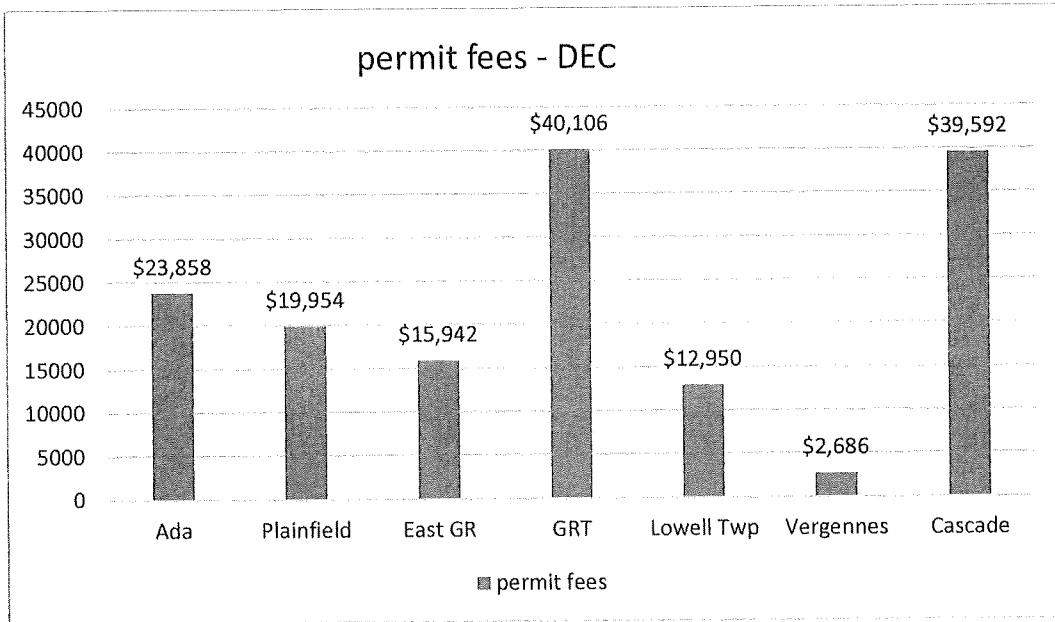
Cascade Inspection Services

DEC 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	1458	\$751,222.00	1819	\$272,229.85	3063	\$356,586.25	1486	\$191,493.00	7826	\$1,571,531.10
DEC										
Cascade	41	\$13,454.00	36	\$6,839.00	69	\$16,505.30	30	\$2,794.00	176	\$39,592.30
Lowell Twp	18	\$9,052.00	7	\$923.00	12	\$1,525.00	6	\$1,450.00	43	\$12,950.00
Ada	41	\$13,448.00	24	\$2,892.00	55	\$5,790.00	14	\$1,728.00	134	\$23,858.00
Vergennes			8	\$940.00	11	\$1,215.00	3	\$531.00	22	\$2,686.00
GR Twp	39	\$9,871.00	47	\$14,683.00	69	\$6,815.25	25	\$8,737.00	180	\$40,106.25
EGR	31	\$6,197.00	27	\$2,693.00	49	\$5,350.00	11	\$1,702.00	118	\$15,942.00
Plainfield			49	\$5,938.00	82	\$9,750.00	41	\$4,266.00	172	\$19,954.00
									0	\$0.00
MONTH TOTAL	170	\$ 52,022.00	198	\$ 34,908.00	347	\$ 46,950.55	130	\$ 21,208.00	845	\$155,088.55
2020 YTD	1628	\$ 803,244.00	2017	\$ 307,137.85	3410	\$ 403,536.80	1616	\$ 212,701.00	8671	\$ 1,726,619.65
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	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	\$15,258.00	\$7,503.00	\$3,340.00	\$5,180.00	\$3,261.00	\$34,542.00
DECEMBER	\$1,839.00	\$11,615.00	\$6,839.00	\$16,505.30	\$2,794.00	\$39,592.30
YEAR END TOTAL	\$159,302.00	\$95,911.00	\$63,446.00	\$91,684.30	\$45,253.00	\$455,596.30
PERMIT # FOR MONTH	7	34	36	69	30	176
PREV PERMIT TOTAL	83	353	371	654	311	1772
PERMIT TOTAL FOR YR	90	387	407	723	341	1948
YEAR TO DATE	2020	\$455,596.30				
YEAR TO DATE	2019	\$435,997.75				
OVER	\$19,598.55					

CASCADE SINGLE FAMILY HOMES

	DEC	YTD 2020	2019	2018	2017
Number of Permits	10	55	38	43	57
New Residential Homes					
VALUE - RESIDENTIAL	\$ 4,705,942.00	\$ 36,322,102.00	\$ 18,187,545.00	\$ 28,327,352.00	\$ 32,980,308.00

Cascade Twp -Permit Report by Category/ Fe

12/1/2020 12:00: to 12/31/2020 12:0

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee
Res. Single Family					
PB20001461	T BOSGRAAF HOMES	5820 GOLDEN VIEW CT SE	12/09/2020	375,000	755.00
PB20001481	R-VALUE CONCRETE	1404 MARSMAN AVE SE	12/01/2020	900,000	965.00
PB20001534	BUFFUM BUILDERS L	4920 PRAIRIE RIVER DR SE	12/02/2020	235,000	619.00
PB20001591	ENGELSMA HOMES L	8070 BUTTRICK PRESERVE CT	12/14/2020	850,000	1,342.00
PB20001617	BUFFUM BUILDERS L	4891 PRAIRIE RIVER DR SE	12/30/2020	325,000	807.00
PB20001637	JTB HOMES LLC	8112 HONEYSUCKLE HILL CT S	12/29/2020	399,300	931.00
PB20001641	EPIQUE HOMES INC	5169 HICKORY POINTE WOODS	12/22/2020	605,000	879.00
PB20001653	JTB HOMES LLC	4575 HARBOR VIEW DR SE	12/29/2020	316,642	829.00
PB20001674	DEHAAN BUILDERS I	6369 LAMPPOST CIR SE	12/23/2020	350,000	881.00
PB20001675	DEHAAN BUILDERS I	6365 LAMPPOST CIR SE	12/23/2020	350,000	781.00
				4,705,942	8,789.00
10	Permits	Value Total		4,705,942	8,789



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7192

Date: January 4, 2021
To: Grace Lesperance, Township Supervisor
CC: Township Board Members
From: Treasurer's Department
Subject: 2020 Bank and Investment Reports

The Cascade Treasurer's Department is presenting reconciled monthly bank reports for April, May, and June 2020. The following months' reports are pending General Fund Disbursement Account reconciliation by the Accounting Department.

In lieu of the required Treasurer's Investment Report we submit the November 2020 Balance by Bank report.

The Treasurer is also offering the List of Current Depositories and Investments with their ratings and deposits as of September 2020.

January, 2021

To: Cascade Township Board
From: Kenneth Peirce, Treasurer
Re: List of Current Depositories and Investments

Each year the Treasurer is required to disclose to the Township Board the financial institutions in which the Township funds are placed. Township funds are currently placed in insured financial institutions in accordance with the Investment Policy approved on February 10, 2010.

These institutions are:

TCF Bank (fka Chemical)
CIBC BANK
Comerica Bank
First National Bank of America
First National Bank of Michigan
Flagstar Bank
Grand River Bank
Horizon Bank
Huntington National Bank
Independent Bank
JP Morgan Chase
Level One Bank
Macatawa Bank
Mercantile Bank
Northpointe Bank
Union Bank
United Bank
West MI Community Bank

Adventure Credit Union
Consumers Credit Union
Community Choice Credit Union
Community West Credit Union
MSU Federal Credit Union
Lake Michigan Credit Union

Kent County Pool
MI CLASS Pool

Fifth Third Securities, Inc.
Comerica Securities, Inc.

A copy of the bank relationship analysis dated January 2021 is attached for your information.

Kenneth B. Peirce, Treasurer

Bank Relationship Analysis
January 4, 2020

	<u>Bauer</u>	<u>Total Deposits</u>
		<i>000's</i>
Cascade Township Banks		Sept. 31, 2020
TCF (fka Chemical Bank)	4	39,397,103
Comerica Bank	5	69,930,000
CIBC	5	30,575,170
Fifth Third Bank (OH)	5	162,602,662
First National Bank of America	3.5	1,839,425
First National Bank of MI	5	659,386
Flagstar	4	21,333,598
Grand River Bank	5	372,059
Horizon Bank	5	4,462,846
Huntington National Bank	5	100,619,939
Independent Bank	5	3,665,146
Level One Bank	5	1,978,055
JP Morgan Chase	5	2,105,160,000
Macatawa Bank	5	2,178,080
Mercantile	5	3,383,328
Northpointe Bank	4	1,558,469
Union Bank	4	210,436
United Bank	5	641,473
Wells Fargo	4	1,467,329,000
West MI Community Bank	5	598,591
Lake Michigan Credit Union	5	7,331,011
Adventure Credit Union	5	327,298
Community West Credit Union	5	187,460
Community Choice Credit Union	5	1,186,806
Consumers Credit Union	5	1,129,643
MSUFCU	5	4,618,277

CASCADE ACCOUNTS
BALANCES BY BANK
AS OF NOVEMBER 2020

BANK	RATING	FUND	AMOUNT	%	MATURITY	TOTAL	SHARE %	% OF BANK'S DEPOSITS
ADVENTURE CU	5	FIRE	517,061.41	1.95	2/27/2023			
		PATHWAYS	563,499.08	1.25	7/9/2021			
		DDA	213,640.41	2.00	10/27/2021			
TOTAL ADVENTURE CU						1,294,200.90	5.35%	0.43%
CHEMICAL BANK	4	OPEN SPACE	398,193.32	0.01				
		TAX RECEIVING	240.08	-				
		TRUST & AGENCY	158,280.33	0.01				
		JACK SMITH INV.	23,137.84	0.01				
		HENRY KRAMER	15,389.50	0.01				
		JAMES TIMMONS	12,400.00	2.00	3/21/2022			
		IRF	532,500.72	1.75	7/5/2021			
		BUILDING	569,753.35	1.95	10/28/2022			
TOTAL CHEMICAL BANK						2,017,815.05	8.33%	0.01%
CIBC	5	POLICE	788,499.63	1.95	3/25/2022	788,499.63	3.26%	0.00%
COM CHOICE CU	5	FIRE	261,290.23	3.05	4/18/2021	261,290.23	1.08%	0.03%
COMERICA BANK	5	GENERAL	546,167.21	1.80	3/23/2021	546,167.21	2.26%	0.00%
COMERICA SECURITIES		GENERAL	500,000.00	1.75	2/28/23	500,000.00	2.07%	0.00%
CONSUMERS CU	5	GENERAL	262,175.00	2.00	1/8/2021			
		BUILDING	316,713.25	1.00				
TOTAL CONSUMERS CU						578,888.25	2.39%	0.07%
FLAGSTAR BANK	5	GENERAL	365,130.47	0.15				
		GENERAL	1,385.84	0.25				
		GENERAL	86,510.25	0.25				
		FIRE	436,568.00	0.25				
		POLICE	396,717.35	0.25				
		IRF	716,277.32	0.25				
		DDA	310,613.84	0.25				
		BUILDING	146,041.61	0.25				
		BUILDING RECEIV	30,984.56	0.25				
		TAX	127,349.96	0.25				
		TAX WIRE	487.19	0.25				
		TAX DELQ	1,852.60	0.25				
TOTAL FLAGSTAR BANK						2,619,918.99	10.82%	0.02%
FNB OF AMERICA	3	BUILDING	318,262.02	0.80	10/19/2021			
		BUILDING	105,533.99	1.85	12/18/2020			
		BUILDING	224,621.60	0.85	9/18/2021			
TOTAL FNB OF AMERICA						648,417.61	2.68%	0.06%
FNB OF MI	5	FNB OF MI	548,201.80	1.80	12/11/2020	548,201.80	2.26%	0.12%
GRAND RIVER BANK	5	GENERAL	515,629.42	2.75	12/19/2020			
		PATHWAY	518,170.99	2.05	10/4/2022			
TOTAL GRAND RIVER BANK						1,033,800.41	4.27%	0.48%
HORIZON BANK	5	GENERAL	527,359.39	0.15		527,359.39	2.18%	0.02%
INDEPENDENT BANK	5	BUILDING	321,327.11	2.25	6/19/2021	321,327.11	1.33%	0.01%
LEVEL ONE	5	FIRE	276,762.78	0.20	5/24/2021	276,762.78	1.14%	0.02%
LMCU	5	CEMETERY	117,633.76	0.50	-			
		HAZMAT	38,314.28	0.35				
		DAM REPAIR	341,374.61	2.50	3/10/2021			
		POLICE	257,609.64	2.00	3/13/2021			
		GENERAL	1,031,066.34	1.25	6/2/2021			
TOTAL LMCU						2,231,583.80	9.22%	0.05%

BANK	RATING	FUND	AMOUNT	%	MATURITY	TOTAL	SHARE %	% OF BANK'S DEPOSITS
MACATAWA	5	PATHWAYS	234,632.09	0.01		234,632.09	0.97%	0.01%
MERCANTILE	5	GENERAL	535,196.94	2.45	7/26/2022	535,196.94	2.21%	0.02%
MSUFCU	5	GENERAL	500,015.00	0.80	8/24/2022	500,015.00	2.07%	0.01%
NORTHPOINTE BANK	4	POLICE	273,694.20	1.00	11/9/2021			
		LIBRARY	570,033.64	1.00	4/8/2021			
TOTAL NORTHPOINTE BANK						843,727.84	3.48%	0.10%
UNION BANK	5	DDA	260,171.62	0.70	8/26/2021	260,171.62	1.07%	0.05%
UNITED BANK	5	LIBRARY	508,270.87	0.25		508,270.87	2.10%	0.10%
WMCB	5	LIBRARY	272,563.93	0.25	12/1/2020	272,563.93	1.13%	0.06%
KENT CTY POOL	N/A	KENT CTY POOL	1,173,969.98	0.73		1,173,969.98	4.85%	
MI CLASS	N/A	GENERAL	1,507,056.14	0.08				
		FIRE	806,476.93	0.08				
		OPEN SPACE - HMR	376,134.08	0.08				
		DAM REPAIR	436,856.19	0.08				
		PATHWAYS	308,638.60	0.08				
		IRF	851,276.74	0.08				
		DDA	829,283.34	0.08				
		BUILDING	107,165.04	0.08				
		LIBRARY	466,328.80	0.08				
TOTAL MI CLASS						5,689,215.86	23.50%	

TOTAL BALANCE FOR CASCADE TOWNSHIP

24,211,997.29 100.00%

TREASURER'S DEPARTMENT

CASCADE CHARTER TOWNSHIP

TAX ACCOUNTS

APRIL 2020

BANK BALANCES

TOWNSHIP BALANCES

BANK	AMOUNT
<u>FLAGSTAR BANK</u>	
TAX CHECKING	\$18,454.68
<u>FLAGSTAR BANK</u>	
DELINQUENT TAX	\$2,776.47
<u>FLAGSTAR BANK</u>	
TAX WIRE ACCT	\$3,428.56
GRAND TOTAL	<u><u>\$24,659.71</u></u>

REGISTER	AMOUNT
<u>FLAGSTAR BANK</u>	
TAX CHECKING	\$18,454.68
<u>FLAGSTAR BANK</u>	
DELINQUENT TAX	\$2,776.47
<u>FLAGSTAR BANK</u>	
TAX WIRE ACCT	\$3,428.56
GRAND TOTAL	<u><u>\$24,659.71</u></u>

Oxana Sourine 12/30/20

Submitted by
OXANA SOURINE
DEPUTY TREASURER

Date

Kenneth B. Peirce 12/30/20

Reviewed by
KENNETH B. PEIRCE
TREASURER

Date

CASCADE CHARTER TOWNSHIP
TREASURER'S OFFICE REPORT

APRIL 2020

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS	
		\$	%	\$	%	DATE	\$	%	DATE	\$	%
101 GENERAL FUND	FLAGSTAR	421,408.94									
	FLAGSTAR MMA	1,035,340.26	0.55								
	KENT CTY POOL	1,167,716.29	1.57								
	MI CLASS	1,230,420.71	1.09								
	MERCANTILE			535,196.94	2.45	7/26/2022					
	COMERICA BANK			546,167.21	1.80	3/23/2021					
	HORIZON BANK	526,939.79	0.80								
	GRAND RIVER			515,629.42	2.75	12/19/2020					
	CONSUMERS CU			262,175.00	2.00	1/6/2021					
	LMCU			1,000,000.00	2.65	6/2/2020					
	MACATAWA			262,944.89	2.80	5/21/2020					
	CIBC/ fna PRIVATE				1.50	3/15/2020					
	COMERICA SECUR./WF						500,000.00	2.80	8/17/2020		
COMERICA SECUR./TN						500,000.00	1.75	2/28/2023			
TOTAL GENERAL FUND		4,381,825.99	0.85	3,122,113.46	2.44				1,000,000.00	2.28	8,503,939.45 1.60
151 CEMETERY	LMCU	116,770.23	0.50								116,770.23 0.50
206 FIRE FUND	FLAGSTAR	507,708.83	0.55								
	MI CLASS	1,654,194.03	1.00								
	COM CHOICE CU			261,290.23	3.05	4/18/2021					
	LEVEL ONE			272,368.49	2.00	11/21/2020					
	ADVENTURE CU			517,061.41	1.95	2/27/2023					
COMERICA SECUR./JPM								500,000.00	2.00	9/30/2022	
TOTAL FIRE FUND		2,161,902.86	0.89	1,050,720.13	2.24				500,000.00	2.00	3,712,622.99 1.42
207 POLICE FUND	FLAGSTAR	261,744.82	0.55								
	FLAGSTAR			400,000.00	1.50	8/25/2020					
	NORTHPOINTE BANK			264,005.12	2.30	5/9/2020					
	CIBC/ fna PRIVATE			788,499.63	1.95	3/25/2022					
	LMCU			257,609.64	2.00	3/13/2021					
TOTAL POLICE FUND		261,744.82	0.55	1,710,114.39	1.91						1,971,859.21 1.73
208 HAZMAT FUND	LMCU	32,636.97	0.35								32,636.97 0.35
209 OPEN SPACE	CHEMICAL	440,100.07	0.05								
	MI CLASS	375,540.84	1.00								
	CHEMICAL										4/17/2020
TOTAL OPEN SPACE		815,640.91	0.49								815,640.91 0.49
DAM REPAIR	MI CLASS	411,198.56	1.00								
LMCU				341,374.61	1.15	9/10/2021					
TOTAL DAM REPAIR		411,198.56	1.00	341,374.61	1.15						752,573.17 1.07
216 PATHWAY FUND	MACATAWA	560,613.24	0.10								
	MI CLASS	308,151.74	1.00								
	CIBC/ fna PRIVATE			503,000.00	2.05	10/17/2020					
	GRAND RIVER			518,170.99	2.05	10/4/2022					
	ADVENTURE CU			563,499.08	1.25	7/9/2021					
TOTAL PATHWAY FUND		868,764.98	0.42	1,584,670.07	1.77						2,453,435.05 1.29
246 PUBLIC UTILITY	FLAGSTAR	388,171.86	0.55								
	IRF	849,934.12	1.00								
	CHEMICAL BANK			532,500.72	1.75	7/5/2021					
TOTAL PUBLIC UTILITY		1,238,105.98	0.86	532,500.72	1.75						1,770,606.70 1.13
248 DDA FUND	FLAGSTAR	138,199.38	0.55								
	MI CLASS	827,975.37	1.00								
	UNION BANK			250,000.00	2.70	8/26/2020					
	ADVENTURE CU			213,640.41	2.00	10/27/2021					
TOTAL DDA FUND		966,174.75	0.94	463,640.41	2.38						1,429,815.16 1.40
249 BLDG. INSPECTION	FLAGSTAR BANK	12,476.41	0.55								
	FLAGSTARL BANK R.	16,366.27	0.55								
	MI CLASS	106,998.02	1.00								
	CONSUMERS CU	314,727.13	1.00								3/10/2020
	CHEMICAL BANK			589,753.35	1.93	10/28/2022					
	CHEMICAL BANK			307,919.91	2.50	4/30/2021					
	FNB OF AMERICA			301,649.26	1.80	10/19/2020					
	FNB OF AMERICA			105,533.99	1.85	12/18/2020					
	FNB OF AMERICA			219,121.47	2.50	9/18/2020					
	FNB OF MI			548,201.80	1.80	12/11/2020					
INDEPENDENT BANK			321,327.11	2.25	6/19/2021						
TOTAL BLDG. INSPECT.		450,565.83	0.27	2,373,506.89	2.05						2,824,072.72 1.77
270 LIBRARY FUND	UNITED BANK	539,885.63	0.40								
	MI CLASS	465,593.27	1.00								
	LMCU			445,585.17	1.80	3/27/2021					
	WMCB			258,829.54	2.80	6/1/2020					
	NORTHPOINTE BANK			570,033.64	1.00	4/8/2021					
TOTAL LIBRARY FUND		1,005,478.90	0.68	1,274,448.35	1.60						2,279,927.25 1.20
701 T & A	CHEMICAL BANK	170,759.13	0.05								170,759.13 0.05
701 JAMES TIMMONS	CHEMICAL BANK			12,400.00	2.00	3/21/2022					12,400.00 2.00
701 JACK SMITH INV.	CHEMICAL BANK	23,135.70	0.05								23,135.70 0.05
701 HENRY KRAMER	CHEMICAL BANK	15,388.08	0.05								15,388.08 0.05
TOTAL		12,920,093.69	0.76	12,465,489.03	2.04				1,500,000.00	2.18	26,885,582.72 1.43

Oxana Sourine 12/30/20
Submitted by Oxana Sourine Deputy Treasurer Date

Ken Peirce 12/30/20
Reviewed by Ken Peirce Date Treasurer

TREASURER'S DEPARTMENT

CASCADE CHARTER TOWNSHIP

TAX ACCOUNTS

MAY 2020

BANK BALANCES

TOWNSHIP BALANCES

BANK AMOUNT

REGISTER AMOUNT

FLAGSTAR BANK

FLAGSTAR BANK

TAX CHECKING \$3,231.56

TAX CHECKING \$3,231.56

FLAGSTAR BANK

FLAGSTAR BANK

DELINQUENT TAX \$65,045.25

DELINQUENT TAX \$65,045.25

FLAGSTAR BANK

FLAGSTAR BANK

TAX WIRE ACCT \$181.19

TAX WIRE ACCT \$181.19

GRAND TOTAL \$68,458.00

GRAND TOTAL \$68,458.00

Sourine 6/22/20

Kenneth B. Peirce 12/30/20

Submitted by
OXANA SOURINE
DEPUTY TREASURER

Date

Reviewed by
KENNETH B. PEIRCE
TREASURER

Date

CASCADE CHARTER TOWNSHIP
TREASURER'S OFFICE REPORT

MAY 2020

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS		
		\$	%	\$	%	DATE	\$	%	DATE	\$	%	
101 GENERAL FUND	FLAGSTAR	259,084.82	0.25									
	FLAGSTAR MMA	1,035,822.57	0.55									
	KENT CTY POOL	1,168,865.65	1.15									
	MI CLASS	1,505,482.37	0.63									
	MERCANTILE			535,196.94	2.45	7/26/2022						
	COMERICA BANK			546,167.21	1.80	3/23/2021						
	HORIZON BANK	527,006.93	0.80		2.80	3/9/2020						
	GRAND RIVER			515,629.42	2.75	12/19/2020						
	CONSUMERS CU			262,175.00	2.00	1/8/2021						
	LMCU			1,000,000.00	2.65	6/2/2020						
	MACATAWA				2.80	5/21/2020						
	CIBC/ fna PRIVATE				1.50	3/15/2020						
	COMERICA SECUR./WF						500,000.00	2.80	8/17/2020			
COMERICA SECUR./WF						500,000.00	1.75	2/28/2023				
TOTAL GENERAL FUND		4,496,262.34	0.65	2,859,168.57	2.41				1,000,000.00	2.28	8,355,430.91	1.45
151 CEMETERY	LMCU	116,819.72	0.50								116,819.72	0.50
206 FIRE FUND	FLAGSTAR	335,127.60	0.55									
	MI CLASS	1,655,077.06	0.63									
	COM CHOICE CU			261,290.23	3.05	4/18/2021						
	LEVEL ONE			272,368.49	2.00	11/21/2020						
	ADVENTURE CU			517,064.41	1.95	2/27/2023						
COMERICA SECUR./JPM								500,000.00	2.00	9/30/2022		
TOTAL FIRE FUND		1,990,204.66	0.62	1,050,723.13	2.24				500,000.00	2.00	3,540,927.79	1.29
207 POLICE FUND	FLAGSTAR	253,429.25	0.55									
	FLAGSTAR			400,000.00	1.50	8/25/2020						
	NORTHPOINTE BANK			273,694.20	1.00	11/11/2021						
	CIBC/ fna PRIVATE			788,499.63	1.95	3/25/2022						
	LMCU			257,609.64	2.00	3/13/2021						
TOTAL POLICE FUND		253,429.25	0.55	1,719,803.47	1.70						1,973,232.72	1.55
208 HAZMAT FUND	LMCU	32,646.64	0.35								32,646.64	0.35
209 OPEN SPACE	CHEMICAL	439,602.87	0.05									
	MI CLASS	375,741.31	0.63									
	CHEMICAL					1.62	4/17/2020					
TOTAL OPEN SPACE		815,344.18	0.32								815,344.18	0.32
DAM REPAIR	MI CLASS	411,418.06	0.63									
LMCU				341,374.61	1.15	9/10/2021						
TOTAL DAM REPAIR		411,418.06	0.63	341,374.61	1.15						752,792.67	0.87
216 PATHWAY FUND	MACATAWA	556,238.10	0.10									
	MI CLASS	308,316.25	0.63									
	CIBC/ fna PRIVATE			503,000.00	2.05	10/17/2020						
	GRAND RIVER			518,170.99	2.05	10/4/2022						
ADVENTURE CU			563,499.08	1.25	7/9/2021							
TOTAL PATHWAY FUND		864,554.35	0.29	1,584,670.07	1.77						2,449,224.42	1.24
246 PUBLIC UTILITY	FLAGSTAR	662,882.16	0.55									
	IRF	850,387.80	0.63									
	CHEMICAL BANK			532,500.72	1.75	7/5/2021						
TOTAL PUBLIC UTILITY		1,513,269.96	0.59	532,500.72	1.75						2,045,770.68	0.90
248 DDA FUND	FLAGSTAR	119,611.67	0.55									
	MI CLASS	828,417.36	0.63									
	UNION BANK			250,000.00	2.70	8/26/2020						
	ADVENTURE CU			213,640.41	2.00	10/27/2021						
TOTAL DDA FUND		948,029.03	0.62	463,640.41	2.38						1,411,669.44	1.20
249 BLDG. INSPECTION	FLAGSTAR BANK	36,899.47	0.55									
	FLAGSTARL BANK R.	23,158.51	0.55									
	MI CLASS	107,053.14	0.63									
	CONSUMERS CU	314,727.13	1.00			1.00	3/10/2020					
	CHEMICAL BANK			589,753.35	1.93	10/28/2022						
	CHEMICAL BANK			307,919.91	2.50	4/30/2021						
	FNB OF AMERICA			301,649.26	1.80	10/19/2020						
	FNB OF AMERICA			105,533.99	1.85	12/18/2020						
	FNB OF AMERICA			219,121.47	2.50	9/18/2020						
	FNB OF MI			548,201.80	1.80	12/11/2020						
INDEPENDENT BANK			321,327.11	2.25	6/19/2021							
TOTAL BLDG. INSPECT.		481,838.25	0.21	2,373,506.89	2.05						2,855,345.14	1.74
270 LIBRARY FUND	UNITED BANK	531,668.85	0.40									
	MI CLASS	465,841.82	0.63									
	LMCU			445,585.17	1.80	3/27/2021						
	WMCB			258,829.54	2.60	6/1/2020						
	NORTHPOINTE BANK			570,033.64	1.00	4/8/2021						
TOTAL LIBRARY FUND		997,510.67	0.51	1,274,448.35	1.60						2,271,959.02	1.12
701 T & A	CHEMICAL BANK	164,020.12	0.05								164,020.12	0.05
701 JAMES TIMMONS	CHEMICAL BANK										12,400.00	2.00
701 JACK SMITH INV.	CHEMICAL BANK	23,136.68	0.05								23,136.68	0.05
701 HENRY KRAMER	CHEMICAL BANK	15,388.73	0.05								15,388.73	0.05
TOTAL		13,123,872.64	0.55	12,212,236.22	1.99				1,500,000.00	2.18	26,836,108.86	1.30

Submitted by Oxana Sourine Date 12/30/20
Oxana Sourine Deputy Treasurer

Reviewed by Ken Peirce Date 12/30/20
Ken Peirce Treasurer

TREASURER'S DEPARTMENT
CASCADE CHARTER TOWNSHIP
TAX ACCOUNTS
JUNE 2020

BANK BALANCES

TOWNSHIP BALANCES

BANK	AMOUNT
 <u>FLAGSTAR BANK</u>	
TAX CHECKING	\$3,468.63
 <u>FLAGSTAR BANK</u>	
DELINQUENT TAX	\$807.72
 <u>FLAGSTAR BANK</u>	
TAX WIRE ACCT	\$166.27
	<hr/>
GRAND TOTAL	<u><u>\$4,442.62</u></u>

REGISTER	AMOUNT
 <u>FLAGSTAR BANK</u>	
TAX CHECKING	\$3,468.63
 <u>FLAGSTAR BANK</u>	
DELINQUENT TAX	\$807.72
 <u>FLAGSTAR BANK</u>	
TAX WIRE ACCT	\$166.27
	<hr/>
GRAND TOTAL	<u><u>\$4,442.62</u></u>

Oxana Sourine *8/27/20*

Submitted by
OXANA SOURINE
DEPUTY TREASURER

Date

Kenneth B. Peirce *12/30/20*

Reviewed by
KENNETH B. PEIRCE
TREASURER

Date

CASCADE CHARTER TOWNSHIP
TREASURER'S OFFICE REPORT

JUNE 2020

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS	
		\$	%	\$	%	DATE	\$	%	DATE	\$	%
101 GENERAL FUND	FLAGSTAR	576,297.14	0.25								
	FLAGSTAR MMA	536,089.93	0.40								
	KENT CTY POOL	1,169,908.08	1.08								
	MI CLASS	1,506,035.84	0.45								
	MERCANTILE			535,196.94	2.45	7/26/2022					
	COMERICA BANK			546,167.21	1.80	3/23/2021					
	HORIZON BANK	527,071.91	0.80				2.60		3/9/2020		
	GRAND RIVER			515,629.42	2.75	12/19/2020					
	CONSUMERS CU			262,175.00	2.00	1/8/2021					
	LMCU			1,031,066.34	1.25	6/2/2021					
	MACATAWA				2.80	5/21/2020					
	CIBC/ fna PRIVATE				1.50	3/15/2020					
	COMERICA SECUR./WF						500,000.00	2.80	8/17/2020		
	COMERICA SECUR./WF						500,000.00	1.75	2/28/2023		
TOTAL GENERAL FUND		4,315,402.90	0.53	2,890,234.91	1.91		1,000,000.00	2.28		8,205,637.81	1.23
151 CEMETERY	LMCU	116,867.63	0.50							116,867.63	0.50
206 FIRE FUND	FLAGSTAR	176,333.61	0.40								
	MI CLASS	1,655,685.51	0.45								
	COM CHOICE CU			261,290.23	3.05	4/18/2021					
	LEVEL ONE			272,368.49	2.00	11/21/2020					
	ADVENTURE CU			517,061.41	1.95	2/27/2023					
COMERICA SECUR./JPM								500,000.00	2.00	9/30/2022	
TOTAL FIRE FUND		1,832,019.12	0.45	1,050,720.13	2.24		500,000.00	2.00		3,382,739.25	1.23
207 POLICE FUND	FLAGSTAR	267,886.78	0.40								
	FLAGSTAR			400,000.00	1.50	8/25/2020					
	NORTHPOINTE BANK			273,694.20	1.00	11/11/2021					
	CIBC/ fna PRIVATE			788,499.63	1.95	3/25/2022					
LMCU			257,609.64	2.00	3/13/2021						
TOTAL POLICE FUND		267,886.78	0.40	1,719,803.47	1.70					1,987,690.25	1.53
208 HAZMAT FUND	LMCU	32,697.97	0.35							32,697.97	0.35
209 OPEN SPACE	CHEMICAL	446,805.83	0.01								
	MI CLASS	375,879.48	0.63								
	CHEMICAL				1.62	4/17/2020					
TOTAL OPEN SPACE		822,685.31	0.29							822,685.31	0.29
DAM REPAIR	MI CLASS	411,569.33	0.45								
LMCU				341,374.61	1.15	9/10/2021					
TOTAL DAM REPAIR		411,569.33	0.45	341,374.61	1.15					752,943.94	0.77
216 PATHWAY FUND	MACATAWA	567,290.53	0.10								
	MI CLASS	308,429.59	0.45								
	CIBC/ fna PRIVATE			503,000.00	2.05	10/17/2020					
	GRAND RIVER			518,170.99	2.05	10/4/2022					
ADVENTURE CU			563,499.08	1.25	7/9/2021						
TOTAL PATHWAY FUND		875,720.12	0.22	1,584,670.07	1.77					2,460,390.19	1.22
246 PUBLIC UTILITY	FLAGSTAR	666,626.58	0.40								
	IRF	MI CLASS	850,700.42	0.45							
	CHEMICAL BANK			532,500.72	1.75	7/5/2021					
TOTAL PUBLIC UTILITY		1,517,327.00	0.43	532,500.72	1.75					2,049,827.72	0.77
248 DDA FUND	FLAGSTAR	105,844.57	0.40								
	MI CLASS	828,721.92	0.45								
	UNION BANK			250,000.00	2.70	8/26/2020					
ADVENTURE CU			213,640.41	2.00	10/27/2021						
TOTAL DDA FUND		934,566.49	0.44	463,640.41	2.38					1,398,206.90	1.09
249 BLDG. INSPECTION	FLAGSTAR BANK	4,558.62	0.40								
	FLAGSTAR BANK R.	49,119.63	0.40								
	MI CLASS	107,092.48	0.45								
	CONSUMERS CU	315,725.81	1.00				1.00		3/10/2020		
	CHEMICAL BANK			569,753.35	1.93	10/28/2022					
	CHEMICAL BANK			307,919.91	2.50	4/30/2021					
	FNB OF AMERICA			301,649.26	1.80	10/19/2020					
	FNB OF AMERICA			105,533.99	1.85	12/18/2020					
	FNB OF AMERICA			219,121.47	2.50	9/18/2020					
	FNB OF MI			548,201.80	1.80	12/11/2020					
	INDEPENDENT BANK			321,327.11	2.25	6/19/2021					
TOTAL BLDG. INSPECT.		476,496.54	0.15	2,373,506.89	2.05					2,850,003.43	1.73
270 LIBRARY FUND	UNITED BANK	536,383.53	0.40								
	MI CLASS	466,013.09	0.45								
	LMCU			445,585.17	1.80	3/27/2021					
	WMCB			272,563.93	0.25	12/1/2020					
NORTHPOINTE BANK			570,033.64	1.00	4/8/2021						
TOTAL LIBRARY FUND		1,002,396.62	0.42	1,288,182.74	1.12					2,290,579.36	0.81
701 T & A	CHEMICAL BANK	163,677.64	0.01							163,677.64	0.01
701 JAMES TIMMONS	CHEMICAL BANK			12,400.00	2.00	3/21/2022				12,400.00	2.00
701 JACK SMITH INV.	CHEMICAL BANK	23,136.90	0.01							23,136.90	0.01
701 HENRY KRAMER	CHEMICAL BANK	15,388.88	0.01							15,388.88	0.01
TOTAL		12,807,839.23	0.43	12,257,033.95	1.82		1,500,000.00	2.18		26,564,873.18	1.17

Sourine 12/30/20
Submitted by Oxana Sourine Deputy Treasurer Date

Ken Peirce 12/30/20
Reviewed by Ken Peirce Date Treasurer

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

Wednesday, December 16, 2020

7:00 P.M.

- Article 1.** Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Peirce, Trustees Koessel, Shipley, Noordhoek, and McDonald.
Absent: None.
Also Present: Township Manager Swayze, Assistant Township Manager Fast, DDA Director Korhorn.
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**
Motion was made by Trustee Shipley and supported by Clerk Slater to approve the Agenda as amended. 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 – November 2020
 - b. Receive and File Minutes
 - 1. Township Board Minutes – November 18, 2020
 - c. Receive and File Financial Statements
 - 1. Financial Statements – October 2020
 - 2. Payables, Payroll and Transfers – October 2020
 - d. Receive and File Communications
 - 1. Varnum – Goldberg Property
- 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**
- a. Kent County CARES Act
- Motion was made for approval of Financial Actions by Trustee McDonald and supported by Trustee Shipley. Motion carried unanimously by roll call vote.
- Article 8. Unfinished Business**
- Article 9. New Business**
- 080-2020 Consider Request to Hold Triathlon and Approve Resolutions for Grand Rapids Triathlon to close public streets on June 19 & 20, 2021. (roll call)**
Motion was made to open Public Hearing by Trustee Koessel and supported by Trustee McDonald. Motion carried unanimously.

Motion was made to close Public Hearing by Trustee McDonald and supported by Trustee Koessel. Motion carried unanimously.

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

081-2020 Consider Pay Draw #5 for the Centennial Park Sidewalks & Medians Project.
Motion was made for approval by Trustee Shipley and supported by Clerk Slater. Motion carried unanimously by roll call vote.

082-2020 Resolution to Adopt 2021 Poverty Exemption Policy and Guidelines. (roll call)
Motion was made for approval by Trustee Shipley and supported by Trustee Noordhoek. Motion carried unanimously by roll call vote.

083-2020 Consider Approval of the Purchase of a New Township Phone System.
Motion was made for approval by Trustee Koessel and supported by Trustee McDonald. Motion carried unanimously by roll call vote.

084-2020 Consider Approval of the 2021 Township Meeting schedule.
Motion was made for approval by Clerk Slater and supported by Trustee Shipley. Motion carried unanimously by roll call vote.

085-2020 Consider Approval of Resolution to Provide General Fund Financial Support to the Fire Fund. (roll call)
Motion was made for approval by Trustee Koessel and supported by Trustee McDonald. Motion carried unanimously by roll call vote.

086-2020 A. Public Hearing: Proposed 2021 General/Special Fund Budgets.
Motion was made to open Public Hearing by Trustee Koessel and supported by Trustee McDonald. Motion carried unanimously.

Motion was made to close Public Hearing by Trustee McDonald and supported by Trustee Koessel. Motion carried unanimously.

B. Consider approval of a resolution to adopt the FY 2021 Cascade Charter Township General/Special Budgets.
Motion was made for approval by Trustee McDonald and supported by Trustee Shipley. Motion carried unanimously by roll call vote.

- 087-2020** **Consider Approval of Resolution of Intent to Levy the 2021 Millage Rates.**
Motion was made for approval by Trustee McDonald and supported by Trustee Koessel. Motion carried unanimously by roll call vote.
- 088-2020** **Consider approval of a METRO Act permit application from Metro Fibernet LLC.**
Motion was made for approval by Trustee Shipley and supported by Trustee McDonald. Motion carried unanimously by roll call vote.
- 089-2020** **Consider Resolution Acknowledging the Filing and Presentation of the Special Assessment Roll and Setting a Public Hearing for the Thornapple River Special Assessment District No. 1.**
Motion was made for approval by Trustee Koessel and supported by Trustee Shipley. Motion carried unanimously by roll call vote.
- 090-2020** **Consider Resolution Acknowledging the Filing and Presentation of the Special Assessment Roll and Setting a Public Hearing for the Laraway Lake Special Assessment District No. 1.**
Motion was made for approval by Treasurer Peirce and supported by Trustee McDonald. Motion carried unanimously by roll call vote.
- 091-2020** **Consider Supervisor Appointments to Various Boards and Commissions.**
- A. Consider Supervisor Appointments to Planning Commission.**
Motion was made for approval by Trustee Shipley and supported by Supervisor Lesperance. Motion was denied by roll call vote of 3-4. In favor: Trustee Noordhoek, Trustee Shipley, and Supervisor Lesperance. Opposed: Trustee McDonald, Trustee Koessel, Treasurer Peirce, and Clerk Slater.
- B. Consider Supervisor Appointments to Zoning Board of Appeals.**
Motion was made for approval by Trustee McDonald and supported by Trustee Koessel. Motion carried unanimously by roll call vote.
- C. Consider Supervisor Appointments to Downtown Development Authority.**
Motion was made for approval by Trustee McDonald and supported by Trustee Koessel. Motion carried unanimously by roll call vote.

D. Consider Supervisor Appointments to Construction Board of Appeals

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

E. Consider Supervisor Appointments to Standing Committees.

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

Article 11. Public Comments – Any comments...whether it is on the Agenda or not. (Please See Addendum to Minutes - Kent County Clerk)

Keely Shay – 7486 Alaska Ridge. – Addressed the Board about the Election Process.

Dan Spaans – 7145 Burger Dr. – Congratulated Supervisor Lesperance on her new position.

Craig Meurlin - 6333 Thornhills Ave – Addressed the Board about the Election Process.

Article 12. Manager Comments

Article 13. Board Member Comments

Trustee Shipley offered the following comments:

- Thanked the residents for attending the meeting.

Trustee Koessel offered the following comment:

- Commented on his reasoning for voting against the Planning Commission Appointments.

Trustee McDonald offered the following comment:

- Talked about the exciting plans happening in Cascade in the coming years.

Supervisor Lesperance offered the following comment:

- Expressed her gratitude for the help from Manager Swayze and Assistant Manager Fast.

Article 14. Adjournment

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

Meeting adjourned at 9:35 p.m.

Respectfully submitted,

Padley Gallagher
Deputy Clerk

Approved by:

Susan B. Slater, Clerk

COUNTY CLERK / REGISTER OF DEEDS

KENT COUNTY ADMINISTRATION BUILDING
300 MONROE AVENUE, N.W.
GRAND RAPIDS, MI 49503
TELEPHONE (616) 632-7640
FAX (616) 632-7645



LISA POSTHUMUS LYONS
County Clerk / Register

ROBERT J. MACOMBER
Chief Deputy County Clerk

GERRID UZARSKI
Elections Director

January 12, 2021

Cascade Charter Township Board
2865 Thornhills Avenue SE
Grand Rapids, MI 49546-7192

Dear Board Members,

My office was recently contacted by a resident of Cascade Charter Township who was concerned with the information shared regarding the 2020 General Election in response to Public Comment during the December 16, 2020 board meeting. I have since reviewed video of the meeting and am reaching out to provide accurate information about our election here in Kent County.

Since the November 3rd election, my office and that of Kent County's city and township clerks have worked tirelessly to stop the dangerous spread of misinformation and disinformation surrounding the election, and to reassure the voters of Kent County of one simple, verified truth: that Kent County's elections were and will remain secure, transparent, fair, and accurate. To say that I was shocked and disappointed to hear Clerk Slater's comments and insinuation to the contrary, leading voters to question the integrity of our process, would be an understatement. To be sure, my staff and I have always enjoyed a positive working relationship with Clerk Slater, and I hope to continue to do so. However, her comments cannot go without response, for public trust in the process is reliant upon an understanding of the process and the dissemination of accurate information.

To that end, as Kent County's Clerk and chief elections official, I appreciate this opportunity to correct the misinformation presented during your December 16th meeting. My office will be in touch with the member of the public who posed the questions to the Board at that meeting, **but I would respectfully ask that this letter and the attachments be included with the appropriate meeting minutes to correct the record for anyone who may have viewed that exchange.**

I have listed the questions that were asked, and provided complete and accurate responses for each below:

1. **The member of the public who addressed the board expressed concerns with the "extreme level of fraud" during the November 2020 election:**

The allegation of widespread fraud, though unfortunately repeated and amplified online and in the media, has not been proven. To the contrary, those allegations have been systematically disproven by the various systems of checks and balances that we employ to ensure that every legal vote is counted accurately. Additionally, nationwide, over 90 judges have ruled against 60+ lawsuits that have alleged widespread fraud. I am including a helpful document that explains further our elections process and dispels much of the disinformation we have heard since November. I agree that there are problems we need to address and have provided recommendations to the Legislature in order to bolster the integrity of Michigan's elections, but unproven claims of massive voter fraud that impacted the outcome of the election only takes the focus off the real problems and hampers our ability to fix those.

2. The question was asked whether there was an established system of oversight of the election:

Clerk Slater correctly stated that Michigan's elections are administered in a decentralized manner, but the information provided was neither accurate, nor complete. To help explain our elections structure, I'm including pages 1 through 6 of Chapter 1 of the Michigan Elections Officials' Manual, the entirety of which may be found here: https://www.michigan.gov/sos/0,4670,7-127-1633_11976---,00.html.

3. The question was asked to explain the use of felt tip markers, specifically, Sharpies

There is zero factual basis to the allegation that Sharpies, or other felt tip markers invalid votes.

Michigan law requires that ballots be filled out in blue or black ink. Our equipment vendor, Dominion Voting Systems, recommends that a blue or black ink Sharpie or Flair marker be used. That preference is made for in-person voting because there is limited time from when the voter fills out their ballot until they run it through the tabulator. Sharpies and Flair markers dry very quickly, and do not leave a residue on the ballot that can smear on the tabulator. They also create a crisp, clear marking rather than a lighter pen marking, which can sometimes be hard to decipher in a recount if the voter does not fill-in the oval correctly or completely. Regarding concern with ink bleed from markers, this is not a concern as the tabulator is programmed to only read wherever there is an oval, and ballots are intentionally programmed so that no oval on the front of the ballot will ever align with an oval on the back of the ballot. If there was any problem with reading a ballot, the vote would not be invalidated. Rather, the machine would reject the ballot and provide instructions to the voter and the election worker as to what error occurred.

This information, along with a WOOD TV 8 story which included a demonstration by me, casting a test ballot using a Sharpie was sent to city and township clerks by my office to help them respond accurately to this misinformation.

Clerk Slater's statement that city and township clerks were instructed to use Sharpie markers by Kent County is not accurate. Kent County provided local clerks with the recommendations of the equipment vendor as to the ballot marking devices that should be used, yet the city and township is ultimately responsible for, and able to determine the supplies they will use. Additionally, while it may have been a first for Cascade Township, the November election was not the first time Sharpie markers were used in jurisdictions elsewhere in Kent County.

4. The Sharpie questions led to comments and discussion regarding the use of Dominion Voting Systems equipment in Kent County

The attached Elections Background Information document explains in further detail the selection of Dominion Voting Systems as Kent County's election equipment vendor. The document also explains that the equipment we use has passed an extensive certification process undertaken at the federal and state levels to ensure the security and accuracy of those products. Additionally, our tabulators undergo Public Accuracy and Logic Testing prior to each election.

Clerk Slater's assertion that Dominion is a "mess" is unfounded and, like the mis/disinformation circulating online without basis in fact, is dangerous to our elections process. The Clerk also shared that she was uncertain how we could ever administer a future election using the Dominion equipment. The answer is quite simple: there is zero reason why we should not, and we absolutely will. Dominion Voting Systems has been used in 11 elections in Kent County since it was purchased and implemented in November 2017, and there has not been one instance where any clerks, candidates, canvassers, media, or the public had reason to question the accuracy of the tabulators. When, after the November 2020 election, questions were raised the auditable paper trail of hand-marked ballots proved otherwise.

The results of each election are checked and verified in multiple ways during the canvass, recount, and audit process. Clerk Slater's assertion that the results of the election "have been so skewed", and that something nefarious can happen "by Dominion on the backend" show an ignorance of the post-election process of which clerks are expected to be fluent for accreditation. At no point in our process is an

election equipment vendor able to access and manipulate our votes, and I assure you no such manipulation would ever occur in my office. The many checks and balances in our laws help to ensure that security before and after an election.

To verify accuracy and proper adherence to the law, following every election, with the exception of the August primary, Kent County audits the administration procedures of the election in 10-12 randomly selected precincts throughout the county. In addition to the administrative audit conducted by the county, we hand-tally the paper ballot votes - both Election Day and absentee - from that precinct in two races to ensure the tabulators counted votes accurately. Precinct 10 in Cascade Township was selected for a post-election audit, and I have included the results from that audit. You'll notice that the tabulators functioned properly with the hand-tallied results matching the Election Day and Absentee Counting Board canvassed results. There were administrative steps that were determined to not have been properly conducted, the County will work with Clerk Slater to correct those practices through training prior to future elections.

I want to assure the board that my office welcomes and encourages the public to engage with our clerks and elections administrators to become more familiar with and knowledgeable of how we administer our elections. However, it is critical that the information they receive is accurate. I ask that the Board and Clerk Slater to partner with us in that effort, and please reach out whenever questions may arise.

Once again, I appreciate the opportunity to provide this additional information. Should you wish for me to address the Board in person, I am happy to do so.

Sincerely,

A handwritten signature in black ink that reads "Lisa Posthumus Lyons". The signature is written in a cursive, flowing style.

Lisa Posthumus Lyons
Kent County Clerk

Cc: Ben Swayze, Township Manager

COUNTY CLERK / REGISTER OF DEEDS

KENT COUNTY ADMINISTRATION BUILDING
300 MONROE AVENUE, N.W.
GRAND RAPIDS, MI 49503
TELEPHONE (616) 632-7640
WWW.ACCESSKENT.COM/COUNTYCLERK



LISA POSTHUMUS LYONS
County Clerk / Register

ROBERT J. MACOMBER
Chief Deputy Clerk / Register

GERRID UZARSKI
Elections Director

TO: Interested Parties
FROM: Lisa Posthumus Lyons, Kent County Clerk/Register
DATE: November 10, 2020; Updated January 8, 2021
RE: Kent County Elections Background Information

Thank you for your interest in the accuracy, safety, security, and transparency, and integrity of our election in Kent County. All Kent County voters should be familiar with, and understand Michigan's process of elections, and how the various measures of checks and balances work together to ensure that every legally cast vote is counted accurately.

On November 19, 2020 I was asked to provide testify to Joint Michigan Senate and House Oversight Committee as to how we administer safe, secure, and transparent elections in Kent County, and my recommendations for improving upon that process. My testimony may be found here: <https://misenate.viebit.com/player.php?hash=eSTYCvwj8LWA>

HOME RULE AND DECENTRALIZATION:

Michigan is a "Home Rule" State – that means many of our government functions are handled at the local city or township level. Elections are no different, and there are differences even between jurisdictions within Michigan as to the administration of elections. Additionally, when it is a national election it is important to keep in mind that 50 different states vote (at a minimum) 50 different ways. What is legal election practice in one state, may not be in Michigan – or vice versa.

Unlike most states, Michigan's elections are "decentralized" by design. Our elections are not run centrally by the state, or even at the county level. The work of maintaining our voter rolls, managing absentee voting, or voting at the polls, and tabulating ballots is done by Michigan's 1,500+ clerks at the city or township level, assisted by thousands of citizens who serve as election workers.

Michigan's decentralized elections structure serves as a firewall against any attempts to defraud the process. In order to hack or defraud a decentralized system, you'd need to coordinate it between the voter file (maintained by the state) and tabulating equipment stored and maintained by sworn election administrators in 1,600 different offices across the state, or the 30 separate jurisdictions here in Kent County alone. There is often a push for Michigan to move towards more centralized elections, and I will continue to oppose those efforts so that we can maintain the security and transparency of our process.

QUALIFIED VOTER FILE:

Michigan's Qualified Voter File (QVF) is the database of all voters in the state of Michigan. It is the tool that is used to generate the e-pollbook used in our polling locations to ensures that those who attempt to vote are registered, vote at correct polling location (if voting in person), confirm the signature of the voter (if voting by absentee), and to ensure that every eligible voter is able to cast no more than one ballot. The data in the QVF is managed and maintained by the Secretary of State, and city and township clerks. County Clerks have limited, read-only access to the file but do not have the ability to add, remove, or edit voter records. County Clerks do play an important role in providing city and township clerks with monthly reports of voters who have died within our county, so that those voters are flagged for removal from the Qualified Voter File.

ELECTION EQUIPMENT:

Since 2017, the equipment clerks use to administer elections has been deemed by the federal government as “critical infrastructure” – the same classification as energy or military installations - and it is protected, monitored, and maintained accordingly. That same year, the entire state of Michigan transitioned from the prior voting tabulation equipment it had used since the early 2000s. After an extensive, years-long testing and certification process by both the Federal Elections Assistance Commission (EAC) and the Joint Evaluation Committee (JEC) at the state level, the state of Michigan approved the use of voting equipment from three separate vendors: ES&S; Hart InterCivic; and Dominion Voting Systems. County Clerks were able to choose the system for their county, in consultation with city and township clerks. In Kent County, after thorough demonstrations, vetting, and testing, we chose Dominion Voting Systems as our vendor. Since implementation we have conducted 11 elections in Kent County since November 2017 using the Dominion equipment, and I have full faith in the accuracy of the results of each.

PRE-ELECTION TESTING:

Prior to each election, every city and township clerk participating in that election holds a Public Logic & Accuracy Test that is open to the media and the public at which time the city or township clerk use a series of marked test ballots to test the equipment that will be used in the forthcoming election. This ensures that the tabulators are reading the ballots correctly and tabulating results accurately. It also ensures that the tabulator is “zeroed out” before counting any ballots on Election Day. It is unfortunately very rare that a member of the media or public attend. While turnout percentages prove that many voters only participate in, and pay attention to Gubernatorial or Presidential elections, between local school and municipal elections and countywide ballot proposals, we have a minimum of three elections every year in Kent County. That is three times each year when our equipment is tested, used, verified by the Board of Canvassers, and results audited following the election.

PAPER BALLOTS:

In Michigan we vote using paper ballots to ensure that there is always a paper trail that can be recounted in the event of a legally requested recount, and during our post-election audits. Voters vote a secret ballot, that means no one can tell how you voted, however your voting history (whether you voted or not, and in which elections) is public record available to anyone who requests it. The misinformation being spread about voting tabulators “switching” votes is easily disproven by the ability to recount paper ballots.

ABSENTEE VOTING AND TABULATION OF ABSENTEE VOTES:

Due to the pandemic, we have seen the percentage of voters who chose to vote by absentee ballot increase from around 20% in 2016 to nearly 60% in the November Presidential Election. Even prior to the pandemic, the percentage of absentee votes was steadily increasing due to the passage of Proposal 18-3 which gave all Michiganders the right to vote absentee without providing an excuse. While the number of absentee voters has changed, the secure process by which we issue and count absentee ballots remains in place. Unlike the 10 states that automatically send eligible voters an actual ballot, in Michigan a voter must request an absentee ballot via signed application. That signature on that application is verified with the voter’s signature on file with the clerk. When returning the ballot, voters must sign the envelope, and the ballot must be received by their clerk by 8:00 PM on Election Day to be counted. When the ballot is received the voter’s record in the Qualified Voter File is updated so that voter is not able to also cast a ballot in-person on Election Day. Before tabulation, voter signatures are matched and verified against the signature on file, and if the signature does not match the ballot is not counted. If possible, the Clerk makes every attempt to contact that voter so that they are given the opportunity to prove their identity for their vote to count.

When it is time to tabulate absentee ballots, that is conducted by the Absentee Counting Board (AVCB) in each city or township. The ballots are processed by election workers who represent both Republicans and Democrats, and the process is transparent and open to poll watchers, poll challengers, the media, and the public. In Gubernatorial or Presidential elections, most of our AVCBs work from 7am until 10pm or later to process these ballots. In the November 2020 General Election, the City of Grand Rapids had over 60,000 ballots to process and tabulate, and therefore their board did not conclude until 7pm on Wednesday, November 4. It is important to remember that this was not a “delay” in the process as counting every legal vote accurately is the process.

ELECTION DAY VOTING AND TABULATION OF IN-PERSON VOTES:

When you vote in-person there are several election workers at your polling location. Those workers are required to be represented by both major political parties – and any time a voter is assisted, they are to be assisted by a Republican and a Democrat. After your identity is confirmed using photo identification (or a sworn affidavit under the penalty of perjury if you are not in possession of photo identification) upon check-in, your voter record is immediately updated with the ballot number you were issued, as a measure to ensure that a voter may only vote once. After you vote your ballot, the stub that identifies that ballot as yours is removed, and you feed it into the tabulator. In that instant, so long as you voted it correctly, your ballot was accepted by the machine and your vote was tabulated and counted. If there was a problem with your ballot the machine would alert you so that you may correct your error. No one except you knows how you voted, and the results in that precinct are not known to anyone until after the polls close at 8:00 pm.

ELECTION NIGHT REPORTING:

During voting hours, the tabulator is never connected to the internet or any communication device. After the polls close, the tabulators are closed-out so that no more ballots may be accepted and a secure, encrypted modem is then plugged into the tabulator to transmits the results to a listen-only server at the county elections office that can only receive data, it cannot send data anywhere. Not every county uses this modem/listener server technology, but we do in Kent County. However, we don't simply rely on the electronically transmitted results – those are double checked during the County Canvass against the paper tabulator reports that are hand-delivered to the county clerk and the Chief Probate Judge by the city or township clerks. No tabulator or server automatically transmits data anywhere except to our office. That data is manually transferred from computer A (which is not connected to the Internet) to computer B (which is connected to the Internet) so that the results we receive from the individual precincts and absentee counting boards in the county can be posted on our website for the media, candidates, and public to see. **Reporting unofficial election results is a manual, human process – not one done automatically by a machine. The timing of those updates is not indicative of the timing of the counting.** We add the disclaimer that all Election night results are “unofficial results” because results are not official or final until they are canvassed. They can, and often do change for a variety of legal reasons. Results are not official until they are certified by the Board of County Canvassers.

BOARD OF COUNTY CANVASSERS:

After each election, the County Board of Canvassers, composed of two Republicans and two Democrats, meets to review the precinct materials (list of voters, tabulator tapes, election worker notes and reports) and double check those results against results electronically submitted to the county to ensure balance between the number of votes reported vs. the number of ballot issued. The Board also verifies that the results in our election management software (EMS) matches the results printed by each tabulator. During this process, the Board often re-tabulates any precinct that does not balance. If there was any irregularity in the tabulation of votes cast, the Board of Canvassers would catch the discrepancy. The Board proceedings are open to the public and media. After the Canvass is concluded, the results are certified by the Board as official and are forwarded to the state for inclusion into the statewide canvass conducted by the Board of State Canvassers.

RECOUNTS:

After the conclusion of the Official Canvass and the certification of results, any aggrieved candidate who believes there is reason to, may request that a recount of the paper ballots be conducted, in any or all precincts. The cost to the candidate ranges from \$125 - \$250 per precinct, with the fee being refunded if the outcome of the election changes. A clerk does not have the authority to conduct a recount on his/her own volition. It is very common for Kent County to have at least one recount following every election, however there were zero recounts requested by statewide or local candidates appearing on the November 2020 ballot.

POST-ELECTION AUDITS:

As a final checks and balance measure, the County Clerk's office also conducts post-election audits in approximately 10-12 randomly selected precincts throughout the county. During this audit, the county reviews all election processes and protocols performed by the city or township clerk's office, and performs a complete hand-recount of 2-3 separate races to ensure that the equipment function accurately and that the election was performed in accordance with all state laws. For the 2020 General Election, these audits began December 9, 2020 and be conducted until completed after the new year. The schedule of these audits that are open to the public and media are available at www.KentCountyVotes.com. Audit results and updates will be available on that our website, as well as [Facebook](#) and Twitter @KentCountyClerk.

COMBATING VIRAL DIS/MISINFORMATION: SHARPIE MARKERS USED IN POLLING PLACES:

Michigan law requires that ballots be filled out in blue or black ink. Our equipment vendor recommends a blue or black ink Sharpie or Flair marker be used for in-person voting because there is limited time from when the voter completes their ballot until they run it through the tabulator. Sharpies and Flair markers dry very quickly, and do not leave wet ink on the ballot that can smearing on the tabulator. They also create a crisp, clear marking rather than a lighter pen marking which can sometimes be hard to decipher in a recount if the voter does not fill-in the oval correctly or completely. Regarding concern with ink bleed from markers, this is not a concern as the tabulator is programmed to only read where there is an oval, and ballots are intentionally programmed so that no oval on the front of the ballot will ever align with an oval on the back of the ballot. If there was any problem with reading a ballot, the tabulator would reject the ballot and provide instructions to the voter and the election worker as to what error occurred.

DOMINION VOTING EQUIPMENT:

Elections are administered by trained elections officials with the assistance of rapidly changing technology. While we rely on technology to aid the process, technology does not go untested or unchecked. Following the November election, Internet dis/misinformation campaigns have spread rapidly, accusing Dominion Voting Systems tabulators of “switching” or “fractioning” votes. These accusations do not align with the facts as to how we program, test, or utilize the equipment and have repeatedly been repeatedly proven false by local recounts and audit of the paper ballots. Despite the claims made by disinformation campaigns of rouge equipment, not one statewide candidate was concerned enough to petition for a recount. Dominion Voting Systems has regularly updated their website to address misinformation being spread about its equipment. You may find that information at:

<https://www.dominionvoting.com/election2020-setting-the-record-straight/>.

Additionally, Dominion Founder and CEO, John Poulos provided testimony, under oath to the Senate Oversight Committee on 12/15/20 dispelling all the allegations against the company. You can view the hearing and his testimony at: <https://bit.ly/386S4pF>. For more reading on these false claims:

National Review: “A Whopper of an Election-Rigging Claim”

Link: <https://www.nationalreview.com/2020/12/a-whopper-of-an-election-rigging-claim/>

Detroit News: “Fox, Newsmax shoot down own election claims on air.”

“No evidence has been offered that Dominion or Smartmatic used software or reprogrammed software that manipulated votes in the 2020 election,” Newsmax said.”

Link: <https://www.detroitnews.com/story/news/nation/2020/12/21/fox-newsmax-election-claims-fraud-correction/115204588/?fbclid=IwAR0QnTBtmVTRgc0wSWO3NWqQyStNPp72EWPMekp6vhe7FZvTkWWdBmW0wL4>

Washington Post: “Dominion sues pro-Trump lawyer Sidney Powell, seeking more than \$1.3 billion”

Link: https://www.washingtonpost.com/politics/dominion-sues-pro-trump-lawyer-sidney-powell-seeking-more-than-13-billion/2021/01/08/ebe5dbe0-5106-11eb-b96e-0e54447b23a1_story.html

ANTRIM COUNTY”

In the case of Antrim County, human error – not a technical “glitch” – lead to incorrect vote totals being reported due to an error in the Election Night Reporting process explained above. Had the public not questioned the unofficial results, the error would have been discovered and remedied in the Board of Canvassers. In this case, the error was noticed by the public, and the County Clerk investigated and remedied the matter quickly. Unfortunately, the voting equipment and software were erroneously called into question but played no role in the error.

A full hand-recount audit of the vote in Antrim County was conducted on December 17th, and the results are available at: <https://www.michigan.gov/som/0,4669,7-192-47796-547883--,00.html>.

For more information on false claims made surrounding Antrim County, visit:

<https://www.dominionvoting.com/election-2020-setting-the-record-straight-antrim-county-michigan/>

ELECTIONS AS CRITICAL INFRASTRUCTURE

The Cybersecurity & Infrastructure Security Agency (CISA), a division of the Department of Homeland, was created by President Donald Trump in November of 2018 after the federal government deemed election equipment as “critical infrastructure” that must be maintained in the same manner that we secure other infrastructure critical to national security. CISA partners closely with state and local elections administrators to ensure the security and integrity of our elections systems. On November 12, 2020, CISA released the following joint [statement](#) from the Elections Infrastructure Government Coordinating Council:

“The November 3rd election was the most secure in American history. Right now, across the country, election officials are reviewing and double checking the entire election process prior to finalizing the result. (cont.)

“When states have close elections, many will recount ballots. All of the states with close results in the 2020 presidential race have paper records of each vote, allowing the ability to go back and count each ballot if necessary. This is an added benefit for security and resilience. This process allows for the identification and correction of any mistakes or errors. There is no evidence that any voting system deleted or lost votes, changed votes, or was in any way compromised.

“Other security measures like pre-election testing, state certification of voting equipment, and the U.S. Election Assistance Commission’s (EAC) certification of voting equipment help to build additional confidence in the voting systems used in 2020.

“While we know there are many unfounded claims and opportunities for misinformation about the process of our elections, we can assure you we have the utmost confidence in the security and integrity of our elections, and you should too. When you have questions, turn to elections officials as trusted voices as they administer elections.”

On December 1, 2020, the United States Attorney General William Barr told the [Associated Press](#) that U.S. attorneys and FBI agents have been working to follow up specific complaints and information they’ve received relating to the conduct of the November 3, 2020 election, but **“to date, we have not seen fraud on a scale that could have effected a different outcome in the election.”**

As you can see, Michigan is unique in that our election laws require many checks and balances throughout the entire process. I have full faith in our elections process in Kent County because we follow the law and operate transparently. Kent County elections are safe, secure, transparent, and fair.

Finally, irregularities and concerns of fraud should be taken seriously and investigated; information disseminated about our elections and the process should be factual; and every voter legally cast must be counted. And, in all of this, transparency is key. **I swore an oath to uphold the laws of our Constitution and the laws of our state and will abide by that oath. Individuals with evidence of fraud should contact my office immediately.**

I invite you to be a part of our secure elections process – either as an Elections Inspector (election worker application is found at: <https://www.accesskent.com/Departments/Elections/inspector.htm>), or simply by participating in one of the many opportunities for observation by the public that I mentioned above. You can reach out to the Elections Department at any time for details: www.KentCountyVotes.com or 616-632-7650.

Thank you for your interest. I hope this information is helpful to understand the lengths that we go to ensure that every legally cast vote is counted accurately.

CHAPTER 1 STRUCTURE OF MICHIGAN'S ELECTIONS SYSTEM

TABLE OF CONTENTS

Introduction	1
Controlling Legal Authority	2
Secretary of State.....	4
Board of State Canvassers	4
Bureau of Elections	4
County Clerks	5
County Election Commissions.....	5
Boards of County Canvassers.....	5
City and Township Clerks	5
City and Township Election Commissions	6
School Election Coordinating Committee.....	7
Types of Elections	7

INTRODUCTION: Of the eight states that administer elections on the local level, Michigan is one of the largest state both in terms of its population and geography to do so. Involving 83 county clerks, 280 city clerks, and 1,240 township clerks, Michigan's elections system is administered by 1603 county and local election officials making it one of the most decentralized elections system in the nation.

The highly decentralized nature of Michigan's election system can be traced to the small town traditions of 17th century New England. The first organized local governments on the American continent, New England towns of the 17th century gave rise to town meetings and the election of citizens to locally controlled offices and boards. From New England, the concept of local self-governance spread south and west to a number of Mid-Atlantic States and most of the Midwest including Michigan. (The establishment of townships in Michigan, Ohio, Indiana, Illinois and Wisconsin is rooted in the county and township governments put in place in the region after the enactment of the Northwest Ordinance of 1787.) Today, Michigan is one of 20 states in the nation that maintains a township level of government.

All federal, state, county, city and township, village and school elections are restricted to the following three dates each year: the first Tuesday after the first Monday in May, August and November. Exceptions are provided for:

- Special elections called under the State Legislature.
- Presidential Preference Primary established by the State Legislature every four years in the Presidential election year.
- School districts, intermediate school districts and community college districts that wish to present a millage proposal, bond proposal or a proposal to borrow funds on a date other than one of the three “fixed” election dates. (Certain limitations apply.)

CONTROLLING LEGAL AUTHORITY

There are a number of vehicles that provide controlling legal authority and guidance in the conduct of elections in Michigan. The following outlines the various bodies of law, rules, and rulings that impact election administration:

- **MICHIGAN ELECTION LAW:** A body of state laws that provide statutory authority in the conduct of Michigan elections. Established as Public Act 116 of 1954, Michigan election law is referenced as Michigan Compiled Law (MCL) 168.1-168.992. This statute shall be continually referenced as guidance to election officials, candidates, and the voting public.
- **Michigan Constitution:** Article 2, Section IV of the Michigan Constitution was amended by the passage of Proposal 18-3 in November of 2018. The amendments include provisions for “straight party” voting, automatic voter registration when conducting a Driver’s License or Personal ID transaction with the Secretary of State, the right to obtain an Absentee Ballot without giving a reason, mandatory hours of operation during the weekend prior to the election, and the right to register to vote and obtain a ballot up to and including on election day. These new provisions will be discussed in detail in later chapters.
- **NATIONAL VOTER REGISTRATION ACT:** The National Voter Registration Act (NVRA), widely known as “Motor Voter,” took effect in 1995. Under the NVRA, Michigan must offer voters the opportunity to register to vote through the mail, motor vehicle offices, public assistance agencies

and military recruitment offices. The Secretary of State Branch Office Voter Registration Program, in operation since 1975, satisfies the motor vehicle office registration component of the federal law. In addition, the NVRA prohibits city and township clerks from cancelling a voter record solely because of the voter's failure to participate in elections.

- **UNIFORMED AND OVERSEAS CITIZENS ABSENTEE VOTING ACT (UOCAVA):** Provides specific voter registration and ballot issuance allowances for *UOCAVA* citizens which are U.S. citizens who are active members of the Uniformed Services, the Merchant Marine, and the commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration, their eligible family members and U.S. citizens residing outside the United States.
- **MILITARY AND OVERSEAS VOTER EMPOWERMENT ACT (MOVE):** This act amended *UOCAVA* and other statutes by providing greater protections for Service Members, their eligible family members and other overseas citizens. Among other provisions, the *MOVE Act* requires States to send absentee ballots to *UOCAVA* voters at least 45 days before federal elections.
- **HELP AMERICA VOTE ACT:** The Help America Vote Act (HAVA) was signed into law in 2002. HAVA established a number of changes in the administration of elections and also made federal funding available to states for the purchase of new electronic voting systems. HAVA funding allowed Michigan to replace outdated voting equipment and improve polling place access for voters with disabilities. The Help America Vote Act provided for the following changes in election administration:
 - Provisional balloting process
 - Specific requirements for voters who register for the first time and do so by mail
 - Required addition of citizenship and age questions to voter registration form
 - Public posting requirements on Election Day
 - Required a state-wide voter registration database for all states
 - A “uniform, nondiscriminatory, state-based administrative complaint procedure” for federal elections
- **PROMULGATED RULES:** Rules set forth by the Michigan Secretary of State with authority provided by Michigan election law that establish rules governing electronic voting systems and testing procedures.

- **MICHIGAN ATTORNEY GENERAL OPINIONS:** Provide guidance where Michigan election law is unclear or found in conflict with other statutes.
- **VARIOUS FEDERAL AND STATE JUDICIAL RULINGS:** Various provisions in Michigan election law or federal law guiding election administration are challenged in the courts, these court decisions are applied to election administration.

The following is an outline of the public officials, commissions and boards involved in the administration of elections in Michigan:

SECRETARY OF STATE: Michigan election law designates the Secretary of State as Michigan's "chief election officer" with supervisory control over local election officials in the performance of their election related duties.

BOARD OF STATE CANVASSERS: The Board of State Canvassers is currently composed of two Republican members and two Democratic members. The Board members are responsible for canvassing petitions filed by candidates seeking federal and state offices, minor parties, and groups that wish to place proposals on the statewide ballot. The Board members also arrange the ballot wording of the proposals, approve voting equipment for use in the state, certify the result of elections held statewide and in districts which cross county lines and are responsible for holding hearings to determine the factualness/clarity of the wording used on recall petitions filed against state and certain county-level officials.

BUREAU OF ELECTIONS: The Department of State's Bureau of Elections, located in Lansing, works under the direction of the Secretary of State and the Board of State Canvassers. The State Elections Director serves as the Director of the Elections Bureau. The Elections Bureau accepts and reviews petition filings, conducts statewide instructional programs on elections, assists local election officials with their administrative duties, oversees the operation of Michigan's Qualified Voter File (QVF) system, publishes manuals and newsletters, and monitors legislation affecting the administration of elections. In addition, the Elections Bureau administers Michigan's Campaign Finance Act and Lobby Registration Act.

COUNTY CLERKS: The 83 county clerks in the state receive and canvass petitions for countywide and district offices which do not cross county lines and accept campaign finance disclosure reports from local candidates. In addition, the county clerks are responsible for coordinating the administration of special school elections for school districts that are contained within more than one city or township, training precinct inspectors and assisting with the administration of Michigan's QVF system.

COUNTY ELECTION COMMISSIONS:

Each of the 83 County Election Commissions in the state is composed of the county clerk, the chief judge of probate of the county or probate court district, and the county treasurer. The Commission members are responsible for the following:

- Authorizing the printing of ballots for use in federal, state and countywide elections, as well as certain school district elections;
- Furnishing specified election supplies (including ballots and forms) for statewide August primaries, statewide November general elections and special primaries and elections held to fill vacancies in federal, state and county offices;
- Holding hearings to determine the factualness and clarity of the wording used on recall petitions;
- Establishing precinct boundary lines for school districts that are contained within more than one city or township in the event only a school question appears on the ballot; and
- Making temporary appointments to fill vacancies on a township board, if the number of vacancies on the township board results in the loss of a quorum on the board.

BOARDS OF COUNTY CANVASSERS: Each of the 83 Boards of County Canvassers is currently composed of two Republican members and two Democratic members. The Board members are responsible for canvassing the votes cast within the county they serve. The Board members certify elections for local, countywide and district offices which are contained entirely within the county they serve. The Board members are also responsible for inspecting the county's ballot containers every four years.

CITY AND TOWNSHIP CLERKS: City and township clerks maintain the voter registration records for their respective jurisdictions and are responsible for administering all federal, state, county, city, township and village elections. Clerks of jurisdictions in which a school district is wholly contained are responsible for the administration of the school district's special elections. The township clerk is responsible for conducting the village's regular and special elections.

CITY AND TOWNSHIP ELECTION COMMISSIONS:

City	Township	Charter Township
<ul style="list-style-type: none">• Clerk• Attorney• Assessor	<ul style="list-style-type: none">• Clerk• Supervisor• Treasurer	<ul style="list-style-type: none">• Clerk• Two Trustees Appointed by the Township Board

Note: The chart above outlines the composition of the local election commissions based on your jurisdiction's form of government. The only exception to the composition of the local election commission must be provided by a city charter.

City and Township Election Commission members are responsible for the following:

- Establishing precincts, including temporary precinct consolidations for non-State/ Federal elections;
- Establishing Absent Voter Counting Boards (AVCBs);
- Assessing voting equipment needs;
- Performing logic and accuracy testing for voting equipment. **NOTE:** Even if the county performs the programming for the local jurisdictions, it is still the responsibility of the local election commission to conduct pre-election logic and accuracy testing for their voting equipment prior to each election. Preliminary testing may be delegated to the local clerk; however, public accuracy testing must be conducted by the election commission or each members' designated representative.
- Authorizing the printing and provision of ballots for use in city, township, village and certain school district elections;
- Providing election supplies (including forms and ballot containers);
- Appointing precinct inspectors prior to each election, including AVCB members, Receiving Board members, precinct chairpersons and alternates; note that certified election inspectors must be appointed at least 21 days prior to the election and no more than 40 days prior to each election;
- Notifying major political parties of the appointment of election inspectors in federal and state elections; and
- Carrying out other election related duties for their respective jurisdictions.

Election Commission Responsibilities that should be handled via an Open Meeting by Election

Commission Members:

- Approving of ballots
- Appointing precinct inspectors
- Public Accuracy Test
- Precinct Changes / Consolidations
- Adoption of resolution outlining delegated duties

Election Commission Duties that may be delegated to the Local Clerk or authorized assistant

(note: Delegated duties should be documented via resolution):

- Preparing meeting materials for the Election Commission (ballots proof for approval, list of election inspectors for appointment, etc.)
- Preparing, printing and delivering ballots
- Providing candidates and the Secretary of State with proof copies of ballots
- Providing notice to voters in the case of precinct changes/consolidations
- Providing election supplies and ballot containers
- Preliminary logic and accuracy testing
- Notifying major political parties of certified precinct Inspector appointments (federal and state elections only)

SCHOOL ELECTION COORDINATING COMMITTEE: Every school district has a School Election Coordinating Committee responsible for determining the details of how special school elections will be administered. The School Election Coordinating Committee is composed of a school election coordinator, the secretary of the school board and the clerks of all jurisdictions covered by the school district. For a school district wholly contained within a single jurisdiction, that clerk is the school election coordinator. In a school district that crosses jurisdiction lines the county clerk is the coordinator.

TYPES OF ELECTIONS

There are several types of elections conducted in Michigan. The following is an overview of the various types.

- **STATE PRIMARY:** In August of every even year, a statewide primary is conducted to nominate local, county, state, and federal candidates for the General election ballot. Michigan requires voters voting in the state primary to choose and vote for candidates in only one political party. Voters select their party privately in the voting booth. Other non-partisan (such as judges) offices and proposals may be on the August primary ballot as well.
- **GENERAL ELECTION:** In November of every even year, a statewide general election is conducted to elect candidates for local, county, state, and federal offices. In the general election, voters may choose any candidate of their choice in any office of their choice. Other non-partisan (such as judges) offices and proposals may be on the November general election ballot as well. Voters now have the ability in even year general elections to vote “straight-party” by selecting one party’s complete slate of candidates and by making single mark.
- **CITY ELECTIONS:** City election rules vary by city charter. Some cities conduct their elections in the odd year with and without a primary and others have moved their elections to the even year primary and general election ballots. Consult your city charter and any associated resolution to determine your schedule.
- **PRESIDENTIAL PRIMARY:** Every four years, a Presidential Primary is conducted in the State of Michigan. This election is conducted on the second Tuesday in March of each presidential election year. Voters are required to request either a Republican or Democratic ballot at the time of issuance and may only vote for candidates in that political party. Proposals may be on the Presidential Primary ballot as well. Voters have the option to choose a ballot with only the proposals if they do not want to vote for the Presidential Primary candidates.
- **SPECIAL ELECTION:** Special elections may be called in certain circumstances to fill vacancies and/or for state, county, and/or local proposals. Special elections would be conducted on one of the three election dates allowable under law where another election is not already being conducted. In rare circumstances, a school district can call for an election on a “floater” date. See Chapter 15 for more detail.

Post-Election Audit Checklist

NOTE: All discrepancies should be explained on the reverse side of this checklist.

County: KENT Jurisdiction: Cascade Regular Precinct AV Precinct
 Precinct: 10 Audit Date: 12/17/2020

Pre-Election Requirements:	
Notices:	
1. Notice of Registration	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Election	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Public Accuracy Test	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Weekend Hours in QVF	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Election Inspectors:	
5. Appointed by Election Commission	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6. At least 1 R & 1 D	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7. Apps available	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8. Proof of Training	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9. Proof sent to parties	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
E-Pollbook: <input type="checkbox"/> N/A	
10. Encryption Password:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
11. Unique User/Password:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
12. PrivacyZone Active:	<input checked="" type="checkbox"/> BL <input type="checkbox"/> Yes <input type="checkbox"/> No
13. Docs Saved:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
14. Date of Download	11/2/2020
Voting System & Test Deck:	
15. Test Deck Sealed: SN 15407, 85451	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
16. Seal # Recorded:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
17. Test Deck & T&S Certification Seal # Match:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
18. Tab Seal # Match w/T&S Certification & Pollbook	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
19. Tab Serial # Match w/T&S Certification & Pollbook	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
20. EC Addendum	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
21. Pre-printed TD- HM	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
22. Prelim Test Date:	10/28/2020
23. Public Test Date:	10/28/2020
24. Test Deck Properly Created:	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input checked="" type="checkbox"/> 8 <input checked="" type="checkbox"/> 9 <input checked="" type="checkbox"/> 10 <input checked="" type="checkbox"/> 11 <input checked="" type="checkbox"/> 12 <input checked="" type="checkbox"/> 13 <input checked="" type="checkbox"/> Diff Totals
25. Tab Tape & Predetermined Results Match	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
26. Zero Tape Printed:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Test Deck Resealed: SN 192707	
Voter Assist Terminal <input type="checkbox"/> N/A	
27. Test Certification Form:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
28. Tested before Election:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
29. Tested on Election:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Number of VAT voters:	0
Applications to Vote Review:	
30. # apps to vote matches # of voters: # of Voters on List of Voters 513	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
31. Apps to vote properly completed:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
32. Number of ID Affidavits:	<input type="checkbox"/> N/A 1
33. Military/Overseas Apps:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
34. Ballots sent on time:	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
35. AV ballot posting:	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
36. Receiving Bd checklist:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Poll Book & Statement of Votes	
37. Clerk's Preparation Certificate completed and signed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
38. Election Inspectors Preparation Certificate completed and signed by inspectors present when polls opened	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
39. All inspectors (including chair) subscribed to the Constitutional Oath of Office	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
40. Oath administrator signed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
41. All election inspectors that signed the oath were appointed by the Election Commission	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
42. All spoiled, affidavit, envelope, challenged, and AV ballots noted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
43. Challenges recorded (if necessary)	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
44. Write-in votes totaled (if necessary)	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
45. Totals tape signed by inspectors present when poll closed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
46. Number of ballots tabulated on totals tape matches the number of voters listed in the pollbook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
47. Ballot summary is completed, balanced, and totals are accurate	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Remark
48. Certificate of Election Inspectors completed and signed by inspectors present when polls closed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
49. Ballot container seal number is properly recorded in pollbook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Program Container Certificate	
50. Seal number properly recorded	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
51. Signed by one election inspector of each major political party	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Provisional Ballot Forms <input checked="" type="checkbox"/> N/A	
52. Affidavit ballot Question 3 PB form marked Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No
53. Envelope ballot Question 3 PB form marked No	<input type="checkbox"/> Yes <input type="checkbox"/> No
54. Envelope ballots were processed appropriately	<input type="checkbox"/> Yes <input type="checkbox"/> No
55. Affidavit & Envelope Voters were registered to vote	<input type="checkbox"/> Yes <input type="checkbox"/> No
56. Counted envelope ballots sealed in an approved container	<input type="checkbox"/> Yes <input type="checkbox"/> No

Ballot Container & Voted Ballot Hand Count Audit:			
Ballot Container Seal:		61. Certificate signed by one inspector of each major political party:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
57. In Pollbook: 15402		62. Properly Sealed:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
58. On Certificate: 15402		63. Container Approved:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
59. Actual Seal: 15402		64. Number of spoiled ballots matches Pollbook	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
60. Re-sealed AFTER AUDIT: 192720		65. Duplicated ballots properly duplicated	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
		66. Number of ballots matches number of ballots tabulated:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		67. Electronic ballots properly Duplicated	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No

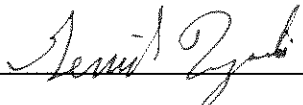
Race 1			Race 2		
Contest Candidates or Y/N	Hand Ct	Canv. Total	Contest Candidates or Y/N	Hand Count	Canv. Total
President of the US			US Senator		
Biden	114	114	Peters	93	93
Trump	382	382	James	411	411
Jorgensen	11	11	Willis	1	1
Blankenship	1	1	Squier	2	2
Hawkins	2	2	Dern	0	0
De La Fuente	0	0			
WI	2	2	WI	0	0
Overvotes	0	0	Overvotes	0	0
Undervotes	1	1	Undervotes	6	6

Notes:

#19, Seal number recorded in Poll Book different from what was recorded in test certificate. Tabulator was removed for service and replaced with a different one.
 #25, Three ballot styles were tested properly in precinct 10. Each must be tested separately rather than simultaneously. For this reason, the chart does not match test results (totals are combined rather than reported separately like the chart does)
 #51, No signatures, only printed names
 #35, Missing AV posting at time of Audit

After completion of the above, replace the Poll Book and Statement of Votes into the appropriate envelopes and initial and seal with a red paper seal. Then sign below.

The undersigned member(s) of the Audit Board hereby certify the completion of the items checked above.



 County/State Audit Inspector

 County/State Audit Inspector

Post-Election Audit Checklist

NOTE: All discrepancies should be explained on the reverse side of this checklist.

County: KENT Jurisdiction: Cascade Regular Precinct AV Precinct
 Precinct: 10 Audit Date: 12/17/2020

Pre-Election Requirements:	
Notices:	
1. Notice of Registration	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Election	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Public Accuracy Test	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. Weekend Hours in QVF	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Election Inspectors:	
5. Appointed by Election Commission	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6. At least 1 R & 1 D	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7. Apps available	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8. Proof of Training	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9. Proof sent to parties	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
E-Pollbook: <input checked="" type="checkbox"/> N/A	
10. Encryption Password:	<input type="checkbox"/> Yes <input type="checkbox"/> No
11. Unique User/Password:	<input type="checkbox"/> Yes <input type="checkbox"/> No
12. PrivacyZone Active:	<input type="checkbox"/> BL <input type="checkbox"/> Yes <input type="checkbox"/> No
13. Docs Saved:	<input type="checkbox"/> Yes <input type="checkbox"/> No
14. Date of Download	
Voting System & Test Deck:	
15. Test Deck Sealed: SN 15407, 85451	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
16. Seal # Recorded:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
17. Test Deck & T&S Certification Seal # Match:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
18. Tab Seal # Match w/T&S Certification & Pollbook	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
19. Tab Serial # Match w/T&S Certification & Pollbook	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
20. EC Addendum	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
21. Pre-printed TD- HM	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
22. Prelim Test Date:	10/28/2020
23. Public Test Date:	10/28/2020
24. Test Deck Properly Created:	<input checked="" type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input checked="" type="checkbox"/> 4 <input checked="" type="checkbox"/> 5 <input checked="" type="checkbox"/> 6 <input checked="" type="checkbox"/> 7 <input checked="" type="checkbox"/> 8 <input checked="" type="checkbox"/> 9 <input checked="" type="checkbox"/> 10 <input checked="" type="checkbox"/> 11 <input checked="" type="checkbox"/> 12 <input checked="" type="checkbox"/> 13 <input type="checkbox"/> Diff Totals
25. Tab Tape & Predetermined Results Match	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
26. Zero Tape Printed:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Test Deck Resealed: SN 192707	
Voter Assist Terminal <input type="checkbox"/> N/A	
27. Test Certification Form:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
28. Tested before Election:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
29. Tested on Election:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Number of VAT voters:	0
Applications to Vote Review:	
30. # apps to vote matches # of voters: # of Voters on List of Voters 655	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
31. Apps to vote properly completed:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
32. Number of ID Affidavits:	<input type="checkbox"/> N/A 1
33. Military/Overseas Apps:	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
34. Ballots sent on time:	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
35. AV ballot posting:	<input type="checkbox"/> N/A <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
36. Receiving Bd checklist:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Poll Book & Statement of Votes	
37. Clerk's Preparation Certificate completed and signed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
38. Election Inspectors Preparation Certificate completed and signed by inspectors present when polls opened	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
39. All inspectors (including chair) subscribed to the Constitutional Oath of Office	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
40. Oath administrator signed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
41. All election inspectors that signed the oath were appointed by the Election Commission	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
42. All spoiled, affidavit, envelope, challenged, and AV ballots noted	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
43. Challenges recorded (if necessary)	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
44. Write-in votes totaled (if necessary)	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
45. Totals tape signed by inspectors present when poll closed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
46. Number of ballots tabulated on totals tape matches the number of voters listed in the pollbook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
47. Ballot summary is completed, balanced, and totals are accurate	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Remark
48. Certificate of Election Inspectors completed and signed by inspectors present when polls closed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
49. Ballot container seal number is properly recorded in pollbook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Program Container Certificate	
50. Seal number properly recorded	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
51. Signed by one election inspector of each major political party	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
Provisional Ballot Forms <input checked="" type="checkbox"/> N/A	
52. Affidavit ballot Question 3 PB form marked Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No
53. Envelope ballot Question 3 PB form marked No	<input type="checkbox"/> Yes <input type="checkbox"/> No
54. Envelope ballots were processed appropriately	<input type="checkbox"/> Yes <input type="checkbox"/> No
55. Affidavit & Envelope Voters were registered to vote	<input type="checkbox"/> Yes <input type="checkbox"/> No
56. Counted envelope ballots sealed in an approved container	<input type="checkbox"/> Yes <input type="checkbox"/> No

Ballot Container & Voted Ballot Hand Count Audit:			
Ballot Container Seal:		61. Certificate signed by one inspector of each major political party:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
57. In Pollbook: 15371		62. Properly Sealed:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
58. On Certificate: 15371		63. Container Approved:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
59. Actual Seal: 15371		64. Number of spoiled ballots matches Pollbook	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
60. Re-sealed AFTER AUDIT: 192709		65. Duplicated ballots properly duplicated	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No
		66. Number of ballots matches number of ballots tabulated:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		67. Electronic ballots properly Duplicated	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No

Race 1			Race 2		
Contest Candidates or Y/N	Hand Ct	Canv. Total	Contest Candidates or Y/N	Hand Count	Canv. Total
President of the US			US Senator		
Biden	384	384	Peters	339	339
Trump	300	300	James	351	352
Jorgensen	10	10	Willis	2	2
Blankenship	2	2	Squier	8	8
Hawkins	5	5	Dern	0	0
De La Fuente	0	0			
WI	2	2	WI	0	0
Overvotes	0	0	Overvotes	0	0
Undervotes	5	5	Undervotes	8	7

Notes:

#30, Counted fewer AV apps than voters, remaining applications not present at time of audit.

#24, Test deck properly created, no result tape exists with test materials to verify it was processed through AV tabulator.

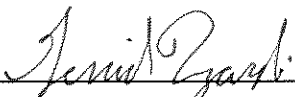
#25, Three ballot styles were tested properly in precinct 10. Each must be tested separately rather than simultaneously. For this reason, the chart does not match test results (totals are combined rather than reported separately like the chart does)

#35, No AV posting

#36, Missing Receiving Board Checklist

After completion of the above, replace the Poll Book and Statement of Votes into the appropriate envelopes and initial and seal with a red paper seal. Then sign below.

The undersigned member(s) of the Audit Board hereby certify the completion of the items checked above.



County/State Audit Inspector

County/State Audit Inspector



Cascade Charter Township Education Reimbursement Request Form

Conditions for Reimbursement:

1. Individual courses or courses that are part of a degree, licensing or certification program must be related to the employee's current job duties or a foreseeable future position in the organization in order to be eligible for educational assistance.
2. Cascade Charter Township will reimburse employees for approved registration and tuition for work related courses taken through college or schools accredited by regional accreditation associations.
3. Some electives that an employee may be required to complete for a degree may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.

***This form must be completed by the employee and approved by the Township Board
before the course is taken in order to qualify for reimbursement.***

Name: Stephanie Fast Application Date: 8/11/2020

Name of Educational Institution: Grand Valley State University

Name of Proposed Course:

Research Methods: An advanced survey of the most important and frequently used methods and techniques of research and analysis used by administrators and planners. Course also will familiarize students with the use of computers for such research and analysis. Emphasizes the application of research and analysis in public administration.

Cost of Course \$ 2,073.00 Account # 101-171-725-100

Applicant: 
Signature

Approvals:

Department Head: 
Signature

1-8-21
Date

Township Manager: 
Signature

1-8-21
Date

Clerk: _____
(Signature Indicates Township Board Approval)

Date

➤ Original to Personnel File

➤ 1 Copy to Applicant

➤ 1 Copy to Accounting

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
FUND 101 - GENERAL FUND							
11/05/2020	GENF	71964	123NET	COMPLEX PHONES- EVC-100708	924-000	265	699.00
11/05/2020	GENF	71964	123NET	COMPLEX PHONES- EVC 100709	924-000	265	699.00
				CHECK GENF 71964 TOTAL FOR FUND 101:			<u>1,398.00</u>
11/05/2020	GENF	71965	290 SIGN SYSTEMS	NAME PLATES	787-000	295	89.20
11/05/2020	GENF	71968	AMERICAN PLANNING ASSOCIATION	APA MEMBERSHIP DUES	723-000	721	564.00
11/05/2020	GENF	71969	B & B TRUCK EQUIPMENT INC	TRUCK SIDE REPAIR PLUG	863-000	265	52.20
11/05/2020	GENF	71970	ROBERT BEAHAN	SUPERVISOR MILEAGE- 68 MILES	860-000	171	39.10
11/05/2020	GENF	71970	ROBERT BEAHAN	SUPERVISOR CELL PHONE- OCT 2020	925-000	171	50.00
				CHECK GENF 71970 TOTAL FOR FUND 101:			<u>89.10</u>
11/05/2020	GENF	71975*#	B&V MECHANICAL INC.	COMPLEX MAINTENANCE	931-000	265	955.41
11/05/2020	GENF	71975	B&V MECHANICAL INC.	COMPLEX MAINTENANCE	931-000	265	955.41
11/05/2020	GENF	71975	B&V MECHANICAL INC.	VEISMAN BOILER (STATE#441930)	931-000	265	1,093.77
				CHECK GENF 71975 TOTAL FOR FUND 101:			<u>3,004.59</u>
11/05/2020	GENF	71977	CASCADE CHARTER TOWNSHIP	TRANSFER TO FIRE FUND	999-006	965	33,333.33
11/05/2020	GENF	71979	CONSUMERS ENERGY	STREETLIGHTING	926-000	448	10,450.52
11/05/2020	GENF	71979	CONSUMERS ENERGY	STREETLIGHTING	926-000	448	231.25
				CHECK GENF 71979 TOTAL FOR FUND 101:			<u>10,681.77</u>
11/05/2020	GENF	71982*#	COMCAST	COMPLEX PHONES	924-000	265	229.90
11/05/2020	GENF	71983*#	COMCAST	COMPLEX PHONES	924-000	265	173.66
11/05/2020	GENF	71983	COMCAST	PARK PHONES	924-000	756	23.67
				CHECK GENF 71983 TOTAL FOR FUND 101:			<u>197.33</u>
11/05/2020	GENF	71987	ELECTION SOURCE	ELECTION SUPPLIES	756-000	262	51.00
11/05/2020	GENF	71989*#	FIRST BANKCARD	ELECTION SUPPLIES	756-000	262	124.90
11/05/2020	GENF	71989	FIRST BANKCARD	GOV ACCT INTENSIVE SERIES - E.THOMPSON	724-000	295	334.00
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - GEN OFFICE SUPPLIES	727-000	295	10.91
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - GEN OFFICE SUPPLIES	727-000	295	8.95
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	24.84
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - GEN OFFICE SUPPLIES	727-000	295	19.79
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - GEN OFFICE SUPPLIES	727-000	295	26.99
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - GEN OFFICE SUPPLIES	727-000	295	12.97
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - PAPER	727-000	295	229.30
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - BATTERIES	727-000	295	18.85
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - SELF INKING NUMBER STAMP	727-000	295	10.89
11/05/2020	GENF	71989	FIRST BANKCARD	OFFICE SUPPLIES	727-000	295	63.69
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - SPIRAL LOG BOOKS	727-000	295	54.48
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	82.60
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - BATTERIES	727-000	295	15.19
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - PRIME MEMBERSHIP	727-000	295	12.99
11/05/2020	GENF	71989	FIRST BANKCARD	COVID 19 EXPENSES - ZOOM	755-000	295	249.09
11/05/2020	GENF	71989	FIRST BANKCARD	COVID 19 EXPENSES - ZOOM	755-000	295	100.69
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - KITCHEN SUPPLIES	787-000	295	33.12
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - PAPER TOWELS	787-000	295	123.68
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - PAPER TOWELS	787-000	295	72.94
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - KITCHEN SUPPLIES	787-000	295	25.49
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - AIR FRESHENER	787-000	295	10.96
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - SEP STMT OUTSTANDING BALANCE	787-000	295	18.17
				CHECK GENF 71989 TOTAL FOR FUND 101:			<u>1,685.48</u>

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/05/2020	GENF	71993*#	THE HOME DEPOT CREDIT SERVICES	EPOXY POLY ROLL STAKES	931-000	265	109.17
11/05/2020	GENF	71993	THE HOME DEPOT CREDIT SERVICES	TRANSFER PUMP	935-000	756	<u>98.00</u>
				CHECK GENF 71993 TOTAL FOR FUND 101:			207.17
11/05/2020	GENF	71995	INDUSTRIAL CHEMICAL LABS	PARK MAINTENANCE	935-000	756	124.81
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	20.48
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	150.75
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	144.00
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	49.60
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	170.12
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	104.76
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	19.08
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	43.27
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	210.26
11/05/2020	GENF	71996	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	<u>43.36</u>
				CHECK GENF 71996 TOTAL FOR FUND 101:			955.68
11/05/2020	GENF	71998	KENT COUNTY DRAIN COMMISSION	DRAIN MAINTENANCE	816-000	445	** VOIDED **
			Void Reason: DUPLICATE				
11/05/2020	GENF	72001	KENT COUNTY ROAD COMMISSION	DUST CONTROL LAYER	818-000	446	2,243.55
11/05/2020	GENF	72002	KENT COMMUNICATIONS INC.	ELECTION SUPPLIES	756-000	262	145.16
11/05/2020	GENF	72002	KENT COMMUNICATIONS INC.	ELECTION SUPPLIES	756-000	262	<u>58.52</u>
				CHECK GENF 72002 TOTAL FOR FUND 101:			203.68
11/05/2020	GENF	72006	MINER SUPPLY COMPANY	COMPLEX MAINTENANCE	931-000	265	71.30
11/05/2020	GENF	72009	MID-MICHIGAN ASSOC OF ASSESSING OFC	EDUCATION	724-000	257	** VOIDED **
			Void Reason: CLASS WAS CANCELLED				
11/05/2020	GENF	72012*	PROGRESSIVE AE	CAPITAL OUTLAY - BLDGIMP	975-000	901	48,481.54
11/05/2020	GENF	72013*#	REPUBLIC SERVICES	COMPLEX MAINTENANCE REPUBLIC	931-000	265	3.39
11/05/2020	GENF	72013	REPUBLIC SERVICES	PARK MAINTENANCE REPUBLIC	935-000	756	<u>9.04</u>
				CHECK GENF 72013 TOTAL FOR FUND 101:			12.43
11/05/2020	GENF	72016	SLATER, SUE	CLERK MILEAGE	860-000	215	20.70
11/05/2020	GENF	72016	SLATER, SUE	CLERK CELL PHONE	925-000	215	<u>50.00</u>
				CHECK GENF 72016 TOTAL FOR FUND 101:			70.70
11/05/2020	GENF	72018#	SOURINE, OXANA	TREASURER MILEAGE	860-000	253	48.30
11/05/2020	GENF	72018	SOURINE, OXANA	TREASURER HOLIDAY CANDY	787-000	295	<u>51.75</u>
				CHECK GENF 72018 TOTAL FOR FUND 101:			100.05
11/05/2020	GENF	72021	VARNUM	MATTER 343637	826-000	295	304.00
11/05/2020	GENF	72021	VARNUM	MATTER 345249	826-000	295	57.00
11/05/2020	GENF	72021	VARNUM	MATTER 349860	826-000	295	950.00
11/05/2020	GENF	72021	VARNUM	MATTER 343635	826-000	295	2,242.00
11/05/2020	GENF	72021	VARNUM	MATTER 343639	826-000	295	1,159.00
11/05/2020	GENF	72021	VARNUM	LEGAL FEES CREDIT	826-000	295	<u>(38.00)</u>
				CHECK GENF 72021 TOTAL FOR FUND 101:			4,674.00
11/05/2020	GENF	72022	VOLKER CRANE SERVICES	CAPITAL OUTLAY - LANDIMP	974-000	901	14,545.99

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/05/2020	GENF	72023	WEST MICH DOCUMENT SHREDDING LLC	DOCUMENT SHREDDING	932-000	276	65.00
11/05/2020	GENF	72025*#	WINDSTREAM	CELL PHONES/DATA	924-100	295	206.51
11/05/2020	GENF	72025	WINDSTREAM	PARK PHONES	924-000	756	137.66
				CHECK GENF 72025 TOTAL FOR FUND 101:			<u>344.17</u>
11/05/2020	GENF	72026	WEST MICHIGAN OFFICE INTERIORS	OFFICE EQUIPMENT	981-000	295	474.20
11/06/2020	GENF	6422(A)*#	CONSUMERS ENERGY	103023462197 2867 THORNHILLS AVE SE	921-000	265	31.39
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100000285161 2865 THORNHILLS AVE SE	921-000	265	1,577.64
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100012052419 6569 THORNBROOK ST SE	921-000	265	28.85
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	103036932491 5920 TAHOE SE	921-000	265	535.99
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100012548051 5601 WHITNEYVILLE AVE SE	921-000	276	28.85
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	1030 3659 1347 7200 30TH ST SE	921-000	276	32.59
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100011965082 2870 JACK SMITH AVE SE	926-000	448	113.65
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100012592265 2900 THORNAPPLE RIVER DR	921-000	756	272.66
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100014570673 3804 THORNAPPLE RIVE	921-000	756	88.18
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100014570889 3820 THORNAPPLE RIVER D	921-000	756	76.84
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100012592398 2839 THORNAPPLE RIVER DR	921-000	803	53.52
				CHECK GENF 6422(A) TOTAL FOR FUND 101:			<u>2,840.16</u>
11/06/2020	GENF	6424(A)*#	FISHBECK THOMPSON CARR & HUBER	ENGINEERING COSTS	821-000	295	2,565.00
11/06/2020	GENF	6424(A)	FISHBECK THOMPSON CARR & HUBER	ENGINEERING COSTS	821-000	295	1,870.50
				CHECK GENF 6424(A) TOTAL FOR FUND 101:			<u>4,435.50</u>
11/06/2020	GENF	6426(A)	HOPE NETWORK	TRANSPORTATION SERVICES-OCT	859-000	652	669.10
11/06/2020	GENF	6427(A)*#	KONICA MINOLTA BUSINESS SOLUTIONS	SERVICE CONTRACTS	939-000	295	55.04
11/06/2020	GENF	6427(A)	KONICA MINOLTA BUSINESS SOLUTIONS	SERVICE CONTRACTS	939-000	295	177.09
11/06/2020	GENF	6427(A)	KONICA MINOLTA BUSINESS SOLUTIONS	SERVICE CONTRACTS	939-000	295	407.10
				CHECK GENF 6427(A) TOTAL FOR FUND 101:			<u>639.23</u>
11/06/2020	GENF	6431(A)	I T RIGHT	COMPUTER COSTS-ISP	815-000	295	1,125.00
11/06/2020	GENF	6432(A)	SABO PUBLIC RELATIONS	SPECIAL PROJECTS	967-000	295	5,419.50
11/06/2020	GENF	6432(A)	SABO PUBLIC RELATIONS	SPECIAL PROJECTS	967-000	295	6,095.75
				CHECK GENF 6432(A) TOTAL FOR FUND 101:			<u>11,515.25</u>
11/06/2020	GENF	6438(A)*#	THORNAPPLE RIVER NURSERY, INC.	COMPLEX MAINTENANCE	931-000	265	41.00
11/06/2020	GENF	6438(A)	THORNAPPLE RIVER NURSERY, INC.	COMPLEX MAINTENANCE	931-000	265	97.00
11/06/2020	GENF	6438(A)	THORNAPPLE RIVER NURSERY, INC.	COMPLEX MAINTENANCE	931-000	265	100.00
11/06/2020	GENF	6438(A)	THORNAPPLE RIVER NURSERY, INC.	PARK MAINTENANCE	935-000	756	205.00
				CHECK GENF 6438(A) TOTAL FOR FUND 101:			<u>443.00</u>
11/06/2020	GENF	6445(A)	WEST INVESTIGATIONS INC	BACKGROUND CHECK- CULLEN EDWARD DODGE	787-000	295	60.00
11/06/2020	GENF	6446(A)*#	WEX BANK	FUEL	864-000	265	960.65
11/12/2020	GENF	72028	BUIST ELECTRIC INC	AV UPGRADE TO WISNER CENTER VIDEO REC	755-000	295	13,320.00
11/12/2020	GENF	72029	KENT COMMUNICATIONS INC.	TAX BILLS PRINTING- WINTER 2020	814-000	295	3,235.00
11/19/2020	GENF	72030*#	ARROWASTE	PARK MAINTENANCE	935-000	756	283.68

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/19/2020	GENF	72032	CARRIE BEELS	CLERK MILEAGE	860-000	215	24.15
11/19/2020	GENF	72036	BUIST ELECTRIC INC	AV UPGRADE TO WISNER CENTER VIDEO REC	755-000	295	340.00
11/19/2020	GENF	72038*#	CINTAS	COMPLEX MAINTENANCE	931-000	265	634.65
11/19/2020	GENF	72039	COMCAST	COMPLEX PHONES	924-000	265	754.84
11/19/2020	GENF	72041	DEBORAH KAY RING	ASSESSING CONTRACTUAL SERVICES NOV 20	801-000	257	2,000.00
11/19/2020	GENF	72042*#	DTE ENERGY	COMPLEX HEATING DTE ENERGY	923-000	265	451.52
11/19/2020	GENF	72042	DTE ENERGY	5920 TAHOE DR SE	923-000	265	31.96
11/19/2020	GENF	72042	DTE ENERGY	MUSEUM HEATING DTE ENERGY	923-000	803	49.58
				CHECK GENF 72042 TOTAL FOR FUND 101:			<u>533.06</u>
11/19/2020	GENF	72043	ENVIRONMENTAL, GREAT LAKES, & EGY	PARK MAINTENANCE	935-000	756	138.12
11/19/2020	GENF	72043	ENVIRONMENTAL, GREAT LAKES, & EGY	PARK MAINTENANCE	935-000	756	138.12
				CHECK GENF 72043 TOTAL FOR FUND 101:			<u>276.24</u>
11/19/2020	GENF	72044	ELECTION SOURCE	ELECTION SUPPLIES	756-000	262	50.00
11/19/2020	GENF	72044	ELECTION SOURCE	ELECTION SUPPLIES	756-000	262	8.50
11/19/2020	GENF	72044	ELECTION SOURCE	ELECTION SUPPLIES	756-000	262	38.00
				CHECK GENF 72044 TOTAL FOR FUND 101:			<u>96.50</u>
11/19/2020	GENF	72047*	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS	718-000	850	227.47
11/19/2020	GENF	72048*#	FIRST BANKCARD	MANAGER EXPENSE ACCOUNT	862-550	171	16.55
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION PARKING	860-000	215	1.25
11/19/2020	GENF	72048	FIRST BANKCARD	CC GENTER - MCAO S.HOLZHEI	723-000	257	175.00
11/19/2020	GENF	72048	FIRST BANKCARD	CC GENTER - MAAO H.BENEDICT	723-000	257	175.00
11/19/2020	GENF	72048	FIRST BANKCARD	CC GENTER - MAAO J.GENTER	723-000	257	175.00
11/19/2020	GENF	72048	FIRST BANKCARD	CC GENTER - MEMBERSHIP DUES J.GENTER	723-000	257	220.00
11/19/2020	GENF	72048	FIRST BANKCARD	CC GENTER - MEMBERSHIP DUES S.HOLZHEI	723-000	257	220.00
11/19/2020	GENF	72048	FIRST BANKCARD	CC GENTER - APPRAISAL INSTITUTE	727-000	257	155.00
11/19/2020	GENF	72048	FIRST BANKCARD	CC GENTER - SURVEY ONLINE SUBSCRIPTION	727-000	257	235.00
11/19/2020	GENF	72048	FIRST BANKCARD	ELECTION UHAUL MOVING TRUCK	756-000	262	156.04
11/19/2020	GENF	72048	FIRST BANKCARD	CC SLATER - ELECTION BINS	756-000	262	76.78
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MAIL	756-000	262	26.35
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION ADDRESS LABELS	756-000	262	131.40
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION SUPPLIES	756-000	262	6.99
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION SUPPLIES	756-000	262	55.83
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	20.07
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	59.87
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	70.99
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	54.95
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	54.70
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	50.82
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	39.80
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	30.96
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	23.67
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	55.86
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	53.00
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	39.74
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	19.88
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	31.16
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	21.35
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	27.06
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	29.24
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	20.87
11/19/2020	GENF	72048	FIRST BANKCARD	CC GALLAGHER - ELECTION MEAL	788-000	262	38.48
11/19/2020	GENF	72048	FIRST BANKCARD	CC MACDONALD - APPLE.COM/BILL	924-000	265	0.99

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/19/2020	GENF	72048	FIRST BANKCARD	CC SWAYZE - STANDARD PRO MONTHLY	755-000	295	38.35
11/19/2020	GENF	72048	FIRST BANKCARD	INTEREST ON PURCHASES	787-000	295	58.23
11/19/2020	GENF	72048	FIRST BANKCARD	CC MAGERS - HALLOWEEN	881-200	295	196.06
				CHECK GENF 72048 TOTAL FOR FUND 101:			<u>2,862.29</u>
11/19/2020	GENF	72049#	FIRST BANKCARD	ASSESSING OFFICE SUPPLIES	727-000	257	85.11
11/19/2020	GENF	72049	FIRST BANKCARD	CC ADMIN - COPY PAPER	727-000	295	228.60
11/19/2020	GENF	72049	FIRST BANKCARD	CC ADMIN - AMAZON PRIME NOV 2020	727-000	295	12.99
11/19/2020	GENF	72049	FIRST BANKCARD	CC ADMIN - COFFEE SUPPLIES	787-000	295	36.99
11/19/2020	GENF	72049	FIRST BANKCARD	CC ADMIN - INTEREST	787-000	295	52.65
				CHECK GENF 72049 TOTAL FOR FUND 101:			<u>416.34</u>
11/19/2020	GENF	72050	FLIER BROTHERS INDEPENDENT	RETAINING WALL REPAIR	935-000	756	12,000.00
11/19/2020	GENF	72053*#	GRAND RAPIDS CITY TREASURER	COMPLEX WATER-SEWER	927-000	265	2,204.84
11/19/2020	GENF	72053	GRAND RAPIDS CITY TREASURER	5920 TAHOE DR SE	927-000	265	577.24
11/19/2020	GENF	72053	GRAND RAPIDS CITY TREASURER	5920 TAHOE DR SE - IRRG	927-000	265	108.10
				CHECK GENF 72053 TOTAL FOR FUND 101:			<u>2,890.18</u>
11/19/2020	GENF	72055	HOOGERHYDE SAFE & LOCK, INC	MASTER PRO SERIES X12 LOCK	935-000	756	307.32
11/19/2020	GENF	72056	HUB INTERNATIONAL MIDWEST EAST	NOV RENEWAL - K.PEIRCE TREASURERS BOND	810-000	295	223.00
11/19/2020	GENF	72058	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	316.88
11/19/2020	GENF	72058	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	8.70
11/19/2020	GENF	72058	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	27.38
11/19/2020	GENF	72058	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	150.49
11/19/2020	GENF	72058	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	295	29.67
				CHECK GENF 72058 TOTAL FOR FUND 101:			<u>533.12</u>
11/19/2020	GENF	72060	KENT COUNTY - HEALTH DEPT	PARK MAINTENANCE	935-000	756	16.00
11/19/2020	GENF	72062	KENT COMMUNICATIONS INC.	ELECTION SUPPLIES	756-000	262	325.25
11/19/2020	GENF	72066#	MLIVE MEDIA GROUP	PRINTING/PUBLISHING	900-000	295	7,436.70
11/19/2020	GENF	72066	MLIVE MEDIA GROUP	PRINTING & PUBLISHING	900-000	721	931.50
				CHECK GENF 72066 TOTAL FOR FUND 101:			<u>8,368.20</u>
11/19/2020	GENF	72067*#	MUNIWEB	WEBSITE REDESIGN	967-000	171	1,680.00
11/19/2020	GENF	72067	MUNIWEB	WEBSITE HOSTING	815-000	295	248.00
				CHECK GENF 72067 TOTAL FOR FUND 101:			<u>1,928.00</u>
11/19/2020	GENF	72068	PHOENIX RESOURCES LLC	SPRING/FALL CLEAN-UP	820-000	447	14,950.00
11/19/2020	GENF	72069	PIVOTPOINT	PIVOTPOINT LICENSE/MAINTENANCE FIELD APP	727-000	257	3,259.05
11/19/2020	GENF	72072	PROGRESSIVE AE	CAPITAL OUTLAY - BLDGIMP	975-000	901	506.54
11/19/2020	GENF	72076	SLATER, SUE	CLERK MILEAGE	860-000	215	47.90
11/19/2020	GENF	72076	SLATER, SUE	CLERK CELL PHONE	925-000	215	50.00
				CHECK GENF 72076 TOTAL FOR FUND 101:			<u>97.90</u>
11/19/2020	GENF	72080*#	VERIZON WIRELESS	TRUSTEE CELL PHONES	924-100	101	30.06
11/19/2020	GENF	72080	VERIZON WIRELESS	SUPERVISOR CELL PHONE	925-000	171	13.00
11/19/2020	GENF	72080	VERIZON WIRELESS	MANAGERS CELL PHONE	925-000	171	67.79

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/19/2020	GENF	72080	VERIZON WIRELESS	CLERK CELL PHONE	925-000	215	77.81
11/19/2020	GENF	72080	VERIZON WIRELESS	TREASURER'S CELL PHONES	924-100	253	10.02
11/19/2020	GENF	72080	VERIZON WIRELESS	ASSESSING OFFICE SUPPLIES	727-000	257	1,049.99
11/19/2020	GENF	72080	VERIZON WIRELESS	CELL PHONES/DATA	924-100	257	10.02
11/19/2020	GENF	72080	VERIZON WIRELESS	COMMUNICATIONS	850-000	265	59.36
11/19/2020	GENF	72080	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES	924-100	265	20.04
11/19/2020	GENF	72080	VERIZON WIRELESS	CELL PHONES/DATA	924-100	295	10.02
11/19/2020	GENF	72080	VERIZON WIRELESS	COMM DEV CELL/DATA	925-000	721	20.04
				CHECK GENF 72080 TOTAL FOR FUND 101:			<u>1,368.15</u>
11/20/2020	GENF	6449(A)*	DELTA DENTAL	DENTAL INSURANCE BENEFITS	721-000	850	2,094.25
11/20/2020	GENF	6450(A)*†	FAST SIGNS	PARK MAINTENANCE	935-000	756	319.84
11/20/2020	GENF	6453(A)*‡	KINGSLAND'S ACE HARDWARE	STORAGE HOOK	863-000	265	3.23
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	RED ARMOR 2CYC OIL	863-000	265	67.49
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	GOOGLES GLASSES EARMUFFS	863-000	265	83.83
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	DUCT TAPE	931-000	265	8.98
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	NITRILE AND LEATHER GLOVES	756-000	756	19.42
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	WINTERIZE FOUNTAINS - TRASH BAGS	935-000	756	26.98
				CHECK GENF 6453(A) TOTAL FOR FUND 101:			<u>209.93</u>
11/20/2020	GENF	6456(A)	I T RIGHT	COMPUTER REPAIR	932-000	265	504.00
11/24/2020	GENF	72083	ROBERT BEAHAN	SUPERVISOR MILEAGE	860-000	171	** VOIDED **
				Void Reason: LOST CHECK - RE-ISSUE			
11/24/2020	GENF	72083	ROBERT BEAHAN	SUPERVISOR CELL PHONE	925-000	171	** VOIDED **
				Void Reason: LOST CHECK - RE-ISSUE			
11/24/2020	GENF	72084	BLOOM SLUGGETT, PC	LEGAL FEES	826-000	295	2,407.50
11/24/2020	GENF	72085*#	BS&A SOFTWARE	SERVICE CONTRACTS- ONLINE SUPPORT FEE	939-000	295	1,196.00
11/24/2020	GENF	72085	BS&A SOFTWARE	SERVICE CONTRACTS- AP SYS	939-000	295	1,002.00
11/24/2020	GENF	72085	BS&A SOFTWARE	SERVICE CONTRACTS - CR SYS	939-000	295	1,002.00
11/24/2020	GENF	72085	BS&A SOFTWARE	SERVICE CONTRACTS -PAYROLL SYS	939-000	295	1,480.00
11/24/2020	GENF	72085	BS&A SOFTWARE	SERVICE CONTRACTS - PO SYS	939-000	295	1,002.00
11/24/2020	GENF	72085	BS&A SOFTWARE	SERVICE CONTRACTS - SPEC ASSESS	939-000	295	1,057.00
11/24/2020	GENF	72085	BS&A SOFTWARE	SERVICE CONTRACTS- ONLINE FIN SYS	939-000	295	1,519.00
				CHECK GENF 72085 TOTAL FOR FUND 101:			<u>8,258.00</u>
11/24/2020	GENF	72086	HIGGINS, JOSH	BLDG & GROUNDS UNIFORMS - J.HIGGINS	768-000	265	104.95
11/24/2020	GENF	72087	INTEGRITY TREE SERVICES	MICHAEL MCGRAW PARK TREE MAINTENANCE	935-000	756	998.00
11/24/2020	GENF	72088*#	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 33RD & 36TH	861-000	652	2,376.83
11/24/2020	GENF	72088	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 28TH ST	861-100	652	15,767.50
				CHECK GENF 72088 TOTAL FOR FUND 101:			<u>18,144.33</u>
11/24/2020	GENF	72089	MISS DIG SYSTEM INC	TOWNSHIP DUES	723-000	101	1,816.41
11/24/2020	GENF	72090*#	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H (C) GF	231-220	000	11.70
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H (C) FIRE	231-220	000	19.50
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	DEPENDENT LIFE W/H (C) BLDG	231-220	000	3.90
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (D) GF	231-221	000	17.00
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (D) FIRE	231-221	000	36.00
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (E) GF	231-221	000	78.10
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (E) FIR	231-221	000	273.30
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	ADDITIONAL LIFE W/H (E) BLDG	231-221	000	67.50

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE INSURANCE BENEFITS (A)	720-000	850	175.09
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE AD&D BENEFITS (B)	720-000	850	38.91
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE STD BENEFITS (G)	720-000	850	126.44
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE LTD BENEFITS (F)	720-000	850	257.50
				CHECK GENF 72090 TOTAL FOR FUND 101:			<u>1,104.94</u>
11/24/2020	GENF	72091*#	PROGRESSIVE AE	CAPITAL OUTLAY - BLDGIMP	975-000	901	127,633.96
11/24/2020	GENF	72091	PROGRESSIVE AE	CAPITAL OUTLAY - BLDGIMP	975-000	901	43,067.88
				CHECK GENF 72091 TOTAL FOR FUND 101:			<u>170,701.84</u>
11/24/2020	GENF	72092	RIVERHOUSE	BLDG & GROUNDS UNIFORMS	768-000	265	** VOIDED **
Void Reason: LOST CHECK							
11/25/2020	GENF	48(E)*	WEST MICHIGAN HEALTH INSURANCE POOL	HEALTH INSURANCE BENEFITS	719-000	850	17,370.39
				Total for fund 101 GENERAL FUND			<u>442,449.37</u>
FUND 206 - FIRE FUND							
11/05/2020	GENF	71967	ANDREW ALBRIGHT	EMT RENEWAL - A.ALBRIGHT	723-000	336	25.00
11/05/2020	GENF	71972	BEST-ONE FLEET SERVICE-BYRON CENTER	TIRES FOR MEDIC 7	863-000	336	616.00
11/05/2020	GENF	71980	COMCAST	XFINITY NOV 2020	850-000	336	52.50
11/05/2020	GENF	71981	COMCAST	COMCAST NOV-DEC 2020	850-000	336	94.90
11/05/2020	GENF	71982*#	COMCAST	COMMUNICATIONS	850-000	336	173.15
11/05/2020	GENF	71982	COMCAST	COMMUNICATIONS	850-000	336	(6.47)
				CHECK GENF 71982 TOTAL FOR FUND 206:			<u>166.68</u>
11/05/2020	GENF	71983*#	COMCAST	COMMUNICATIONS	850-000	336	118.41
11/05/2020	GENF	71986	KREIGH DEERING	EMT RENEWAL APPLICATION - K.DEERING	723-000	336	25.00
11/05/2020	GENF	71988	EXTREME GRAFFIX	RTV GRAPHICS	863-000	336	646.05
11/05/2020	GENF	71989*#	FIRST BANKCARD	MARRIOTT BOOKING - M.BOLT	726-000	336	579.60
11/05/2020	GENF	71989	FIRST BANKCARD	MARRIOTT BOOKING - M.BOLT	726-000	336	579.60
11/05/2020	GENF	71989	FIRST BANKCARD	FIRE OFFICE SUPPLIES	727-000	336	7.41
11/05/2020	GENF	71989	FIRST BANKCARD	FIRE MAINT SUPPLIES	738-000	336	33.94
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - FIRE PAPER TOWELS	738-000	336	92.76
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - FIRE 2 LAUNDRY SUPPLIES	936-002	336	30.40
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - FIRE 2 PAPER TOWELS	936-002	336	39.99
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - FIRE 2 COFFEE SUPPLIES	936-002	336	39.99
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - FIRE 2 EMERGENCY TAPE	936-002	336	84.00
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - FIRE USB OFFICE EQUIPMENT	981-000	336	24.48
11/05/2020	GENF	71989	FIRST BANKCARD	CC ADMIN - FIRE USB OFFICE EQUIPMENT	981-000	336	28.67
				CHECK GENF 71989 TOTAL FOR FUND 206:			<u>1,540.84</u>
11/05/2020	GENF	71990	GRAINGER	BINDER HOLDER	727-000	336	34.54
11/05/2020	GENF	71993*#	THE HOME DEPOT CREDIT SERVICES	BATTERY CHARGER TOOL BAG	932-000	336	184.36
11/05/2020	GENF	71993	THE HOME DEPOT CREDIT SERVICES	PAINT SUPPLIES	936-002	336	54.77
11/05/2020	GENF	71993	THE HOME DEPOT CREDIT SERVICES	SANDNET	936-002	336	14.97
11/05/2020	GENF	71993	THE HOME DEPOT CREDIT SERVICES	WOOD RAMBOARD	936-002	336	402.06
11/05/2020	GENF	71993	THE HOME DEPOT CREDIT SERVICES	PLYWOOD	936-002	336	(111.54)
11/05/2020	GENF	71993	THE HOME DEPOT CREDIT SERVICES	COMPACT BATTERY	938-000	336	89.00
11/05/2020	GENF	71993	THE HOME DEPOT CREDIT SERVICES	18V LITHIUM ION CORDL	938-000	336	199.00

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/05/2020	GENF	71993	THE HOME DEPOT CREDIT SERVICES	FOGGER CHECK GENF 71993 TOTAL FOR FUND 206:	958-000	336	(99.00) 733.62
11/05/2020	GENF	71997	J&B MEDICAL SUPPLY	MEDICAL SUPPLIES	958-000	336	220.83
11/05/2020	GENF	71999	KENT COUNTY FIRE CHIEFS ASSOC	KADISH, LINTEMUTH, BOONENBERG, LEMKUIL	726-000	336	1,200.00
11/05/2020	GENF	72010	PHOENIX SAFETY OUTFITTERS	FIRE PROTECTIVE CLOTHING - TOPPLE	959-000	336	246.40
11/05/2020	GENF	72010	PHOENIX SAFETY OUTFITTERS	FIRE PROTECTIVE CLOTHING - BAKER	959-000	336	432.90
11/05/2020	GENF	72010	PHOENIX SAFETY OUTFITTERS	FIRE PROTECTIVE CLOTHING - MARSMAN	959-000	336	655.40
11/05/2020	GENF	72010	PHOENIX SAFETY OUTFITTERS	FIRE PROTECTIVE CLOTHING - MARSHMAN	959-000	336	671.40
11/05/2020	GENF	72010	PHOENIX SAFETY OUTFITTERS	FIRE PROTECTIVE CLOTHING - RODRIGUEZ	959-000	336	273.90
11/05/2020	GENF	72010	PHOENIX SAFETY OUTFITTERS	FIRE PROTECTIVE CLOTHING - BAKER CHECK GENF 72010 TOTAL FOR FUND 206:	959-000	336	817.90 3,097.90
11/05/2020	GENF	72013*#	REPUBLIC SERVICES	FIRE STATION MAINT REPUBLIC	936-002	336	364.69
11/05/2020	GENF	72017*#	SMART BUSINESS SOURCE	FIRE OFFICE SUPPLIES	727-000	336	75.49
11/05/2020	GENF	72017	SMART BUSINESS SOURCE	FIRE OFFICE SUPPLIES CHECK GENF 72017 TOTAL FOR FUND 206:	727-000	336	124.06 199.55
11/05/2020	GENF	72019	STATE OF MICHIGAN	APP TO OPERATE RENEWAL - J.WALKER	723-000	336	250.00
11/05/2020	GENF	72025*#	WINDSTREAM	COMMUNICATIONS	850-000	336	413.01
11/06/2020	GENF	6420(A)	BEST CLEANERS	UNIFORM CLEANING MAR - OCT 2020	768-000	336	79.45
11/06/2020	GENF	6421(A)	CASCADE AUTOMOTIVE SERVICE	VEHICLE MAINT	863-000	336	79.39
11/06/2020	GENF	6422(A)*#	CONSUMERS ENERGY	100012762959 2990 BUTTRICK AVE SE	928-000	336	730.69
11/06/2020	GENF	6425(A)	NAPA AUTO PARTS	OIL DRY	752-000	336	104.90
11/06/2020	GENF	6429(A)	NYE UNIFORM COMPANY	FIRE UNIFORMS - H.FLATHAU	768-000	336	438.00
11/06/2020	GENF	6438(A)*#	THORNAPPLE RIVER NURSERY, INC.	FIRE STATION MAINT/BUTTRICK	936-002	336	162.00
11/06/2020	GENF	6443(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	29.95
11/06/2020	GENF	6443(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING CHECK GENF 6443(A) TOTAL FOR FUND 206:	936-000	336	29.95 59.90
11/06/2020	GENF	6446(A)*#	WEX BANK	FIRE FUELS	745-000	336	845.38
11/19/2020	GENF	72030*#	ARROWWASTE	FIRE STATION MAINT	936-000	336	345.91
11/19/2020	GENF	72030	ARROWWASTE	FIRE STATION MAINT/BUTTRICK CHECK GENF 72030 TOTAL FOR FUND 206:	936-002	336	116.03 461.94
11/19/2020	GENF	72034	BEST-ONE FLEET SERVICE-BYRON CENTER Void Reason: DUPLICATE CHECK. PD W/ CK 71972	VEHICLE MAINT	863-000	336	** VOIDED **
11/19/2020	GENF	72037	CASCADE PRINTING & GRAPHICS	FIRE OFFICE SUPPLIES	727-000	336	279.94

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/19/2020	GENF	72038*#	CINTAS	FIRE STATION MAINT	936-000	336	97.05
11/19/2020	GENF	72042*#	DTE ENERGY	UTILITIES	928-000	336	147.70
11/19/2020	GENF	72045	ENGINEERING SUPPLY AND IMAGING	FIRE OFFICE SUPPLIES	727-000	336	82.71
11/19/2020	GENF	72045	ENGINEERING SUPPLY AND IMAGING	FIRE OFF EQUIP & COMPUTER REPA	932-000	336	614.38
				CHECK GENF 72045 TOTAL FOR FUND 206:			697.09
11/19/2020	GENF	72046	EXTREME GRAFFIX	VEHICLE MAINT	863-000	336	54.49
11/19/2020	GENF	72047*	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS	718-000	850	216.14
11/19/2020	GENF	72048*#	FIRST BANKCARD	CC MAGERS - COFFEE	787-000	336	170.85
11/19/2020	GENF	72048	FIRST BANKCARD	CC MAGERS - RECURRING CAR WASH NOV 2020	863-000	336	19.99
11/19/2020	GENF	72048	FIRST BANKCARD	CC MAGERS - RECURRING CAR WASH NOV 2020	863-000	336	19.99
11/19/2020	GENF	72048	FIRST BANKCARD	CC MAGERS - NFPA 1500 WELLNESS PROGRAM	901-000	336	67.95
11/19/2020	GENF	72048	FIRST BANKCARD	CC MAGERS - ADJ METAL DESK LEGS	936-002	336	42.39
11/19/2020	GENF	72048	FIRST BANKCARD	CC MAGERS - MS OFFICE HOME & BUSN 2019	981-000	336	249.99
11/19/2020	GENF	72048	FIRST BANKCARD	CC MAGERS - MS OFFICE & BUSN 2019	981-000	336	249.99
				CHECK GENF 72048 TOTAL FOR FUND 206:			821.15
11/19/2020	GENF	72051	FORZLEY, COLIN	VEHICLE MAINT	863-000	336	25.36
11/19/2020	GENF	72052	GREAT AMERICA FINANCIAL SERVICE	FIRE COPIER/LEASE/SERVICE	939-000	336	398.18
11/19/2020	GENF	72059	J&B MEDICAL SUPPLY	FIRE SUPPLEMENTAL EQUIPMENT	958-000	336	315.00
11/19/2020	GENF	72070	PLUMMER'S ENVIRONMENTAL	FIRE STATION MAINT	936-000	336	479.50
11/19/2020	GENF	72073	RIVERHOUSE	FIRE UNIFORMS	768-000	336	353.50
11/19/2020	GENF	72077	SMART BUSINESS SOURCE	FIRE OFFICE SUPPLIES	727-000	336	289.54
11/19/2020	GENF	72077	SMART BUSINESS SOURCE	FIRE OFFICE SUPPLIES	727-000	336	85.08
				CHECK GENF 72077 TOTAL FOR FUND 206:			374.62
11/19/2020	GENF	72078	STATE OF MICHIGAN	FIRE MEMBERSHIP AND DUES	723-000	336	50.00
11/19/2020	GENF	72080*#	VERIZON WIRELESS	COMMUNICATIONS	850-000	336	213.32
11/19/2020	GENF	72080	VERIZON WIRELESS	FIRE PHONES	924-000	336	20.04
				CHECK GENF 72080 TOTAL FOR FUND 206:			233.36
11/20/2020	GENF	6448(A)	CASCADE AUTOMOTIVE SERVICE	FIRE EQUIPMENT MAINT	938-000	336	79.91
11/20/2020	GENF	6449(A)*	DELTA DENTAL	DENTAL INSURANCE BENEFITS	721-000	850	2,644.98
11/20/2020	GENF	6453(A)*#	KINGSLAND'S ACE HARDWARE	GRIP LINER & SLIME PENCIL GUAGE	727-000	336	10.42
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	WD40 SILCONE CAULK GAS/OIL	863-000	336	33.61
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	REPAIR TAPE & GREAT STUFF	936-000	336	15.28
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	PLUG IN CO W/BATT BACKUP	936-000	336	28.79
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	GAS/OIL MIX DISHWASHER SUPPLY TAPE	936-000	336	52.67
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	GROUDING PLUG VINYL CONNECTOR	936-000	336	10.42
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	COFFEEMAKER CLEANER GAS/OIL MIX TUBING	936-002	336	10.68
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	FAUCET SUPPLY BRS COMP CONNECT	937-000	336	13.46

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	SPRAY PAINT ECHO SQUEEZE	938-000	336	14.09
				CHECK GENF 6453(A) TOTAL FOR FUND 206:			<u>189.42</u>
11/20/2020	GENF	6454(A)	NYE UNIFORM COMPANY	FIRE UNIFORMS - J.LOTTERMAN	768-000	336	39.99
11/20/2020	GENF	6454(A)	NYE UNIFORM COMPANY	FIRE UNIFORMS - D.POOLMAN	768-000	336	134.49
				CHECK GENF 6454(A) TOTAL FOR FUND 206:			<u>174.48</u>
11/20/2020	GENF	6465(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	29.95
11/24/2020	GENF	72090*#	MUTUAL OF OMAHA INSURANCE	LIFE LTD BENEFITS (F)	720-000	850	840.17
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE STD BENEFITS (G)	720-000	850	347.03
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE AD&D BENEFITS (B)	720-000	850	52.26
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE INSURANCE BENEFITS (A)	720-000	850	343.75
				CHECK GENF 72090 TOTAL FOR FUND 206:			<u>1,583.21</u>
11/24/2020	GENF	72094	VERIZON WIRELESS	COMMUNICATIONS	850-000	336	320.10
11/25/2020	GENF	48(E)*	WEST MICHIGAN HEALTH INSURANCE POOL	HEALTH INSURANCE BENEFITS	719-000	850	21,872.92
11/25/2020	GENF	6468(A)	THORNAPPLE RIVER NURSERY, INC.	FIRE STATION MAINT/BUTTRICK	936-002	336	650.00
				Total for fund 206 FIRE FUND			<u><u>44,849.22</u></u>
FUND 207 - POLICE FUND							
11/05/2020	GENF	71984	COUNTY OF KENT	SHERIFF PROTECTION	801-000	301	52,810.30
				Total for fund 207 POLICE FUND			<u><u>52,810.30</u></u>
FUND 209- OPEN SPACE FUND							
11/06/2020	GENF	6422(A)*#	CONSUMERS ENERGY	100041772151 6803 BURTON ST SE	921-000	751	166.51
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100061096465 6803 BURTON ST SE	921-000	751	28.85
				CHECK GENF 6422(A) TOTAL FOR FUND 209:			<u>195.36</u>
11/19/2020	GENF	72042*#	DTE ENERGY	HEATING/UTILITY	923-000	751	47.73
11/20/2020	GENF	6452(A)	KERKSTRA PORTABLE RESTROOM SERVICE	PARK MAINTENANCE	935-000	751	125.00
				Total for fund 209 CCT OPEN SPACE			<u><u>368.09</u></u>
FUND 211 - DAM FUND							
11/25/2020	GENF	6467(A)	FISHBECK THOMPSON CARR & HUBER	EXPENSES/DAM MAJOR REPAIR	980-000	901	2,015.10
				Total for fund 211 DAM MAJOR REPAIR FUND			<u><u>2,015.10</u></u>
FUND 216- PATHWAYS FUND							
11/06/2020	GENF	6424(A)*#	FISHBECK THOMPSON CARR & HUBER	ENGINEERING	821-100	758	14,670.25
11/19/2020	GENF	72031	ASTRO WOOD STAKE INC	OPERATING SUPPLIES	728-000	758	85.00
11/20/2020	GENF	6450(A)*#	FAST SIGNS	MAINT & REPAIR	931-000	758	4,982.74
11/20/2020	GENF	6451(A)	KAMMINGA AND ROODVOETS INC	ENGINEERING	821-100	758	169,002.22
11/20/2020	GENF	6453(A)*#	KINGSLAND'S ACE HARDWARE	HAMMERS / LOPPER	931-000	758	102.56
11/25/2020	GENF	6466(A)	FAST SIGNS	MAINT & REPAIR	931-000	758	102.45
				Total for fund 216 PATHWAYS FUND			<u><u>188,945.22</u></u>
FUND 246 - IRF FUND							

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/06/2020	GENF	6424(A)*4	FISHBECK THOMPSON CARR & HUBER	PROJECT 190007	974-000	901	1,205.00
11/19/2020	GENF	72053*#	GRAND RAPIDS CITY TREASURER	ACCOUNTS RECEIVABLE-DELQ USAGE	040-006	000	3,446.41
				Total for fund 246 IRF			4,651.41
FUND 248 - DDA FUND							
11/06/2020	GENF	6422(A)*4	CONSUMERS ENERGY	100063460503 5770 FOREMOST DR SE	921-000	170	136.45
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100066874924 2990 LUCERNE DR SE	921-000	170	209.11
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100054379084 5196 28TH ST SE	921-000	170	240.26
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100054393572 5434 28TH ST SE	921-000	170	87.65
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100041058650 6116 28TH ST SE	921-000	170	95.73
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100041059278 5905 28TH ST SE	921-000	170	102.35
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100041081355 5613 28TH ST SE	921-000	170	76.20
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100041059393 6282 28TH SE	921-000	170	124.26
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	1000 8837 6080 3001 ORCHARD VISTA DR SE	921-000	170	69.55
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100011901541 6800 CASCADE RD SE	921-000	170	317.72
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100011901814 6811 CASCADE RD SE	921-000	170	152.06
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100012017115 6753 OLD 28TH ST SE	921-000	170	239.60
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100012017305 6610 28TH ST SE	921-000	170	166.86
11/06/2020	GENF	6422(A)	CONSUMERS ENERGY	100012213862 6658 28TH ST	921-000	170	29.39
				CHECK GENF 6422(A) TOTAL FOR FUND 248:			2,047.19
11/06/2020	GENF	6424(A)*4	FISHBECK THOMPSON CARR & HUBER	PROJECT 181734	821-000	170	13,483.45
11/06/2020	GENF	6437(A)	THE LIGHT BULB COMPANY	MAINT & REPAIR/IMPROVEMENTS	931-000	170	627.45
11/06/2020	GENF	6437(A)	THE LIGHT BULB COMPANY	20 BULBS (ITEM M100MLTLC3M)	931-000	170	1,705.00
				CHECK GENF 6437(A) TOTAL FOR FUND 248:			2,332.45
11/06/2020	GENF	6438(A)*4	THORNAPPLE RIVER NURSERY, INC.	MAINT & REPAIR/IMPROVEMENTS	931-000	170	158.00
11/06/2020	GENF	6438(A)	THORNAPPLE RIVER NURSERY, INC.	MAINT & REPAIR/IMPROVEMENTS	931-000	170	58.00
				CHECK GENF 6438(A) TOTAL FOR FUND 248:			216.00
11/19/2020	GENF	72053*#	GRAND RAPIDS CITY TREASURER	WATER-SEWER	927-000	170	2,022.94
11/19/2020	GENF	72061	KENDALL ELECTRIC INC	IMATIC ELEC PHOTO CONTROL SIDE LENS STEM	931-000	170	76.77
11/19/2020	GENF	72067*#	MUNIWEB	WEBSITE HOSTING MADEINCASCADE.ORG	787-000	170	135.00
11/19/2020	GENF	72080*#	VERIZON WIRELESS	CELL PHONES	924-100	170	10.02
11/19/2020	GENF	72081	VIRIDIS DESIGN GROUP	SPECIAL PROJECTS- CASCADE LOWER VILLAGE	967-000	170	5,500.00
11/20/2020	GENF	6453(A)*4	KINGSLAND'S ACE HARDWARE	SCREWS	931-000	170	0.94
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	CLEAR MINI LIGHT SET	931-000	170	46.76
				CHECK GENF 6453(A) TOTAL FOR FUND 248:			47.70
11/24/2020	GENF	72088*#	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 28TH ST	861-100	170	15,767.50
11/24/2020	GENF	72093	VERN BRINK ELECTRIC	REPLACE 3 PHOTO EYES	931-000	170	65.00
				Total for fund 248 DDA			41,704.02
FUND 249 - BUILDING FUND							
11/05/2020	GENF	71966	ADA TOWNSHIP	PERMITS DUE TO ADA TWP	964-400	964	5,839.25
11/05/2020	GENF	71971	BENOIT, BILL	REIMBURSE 239 MILES - B. BENOIT	860-000	371	137.43

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/05/2020	GENF	71973	BIEGALLE, JEFFREY	REIMBURSE 674 MILES - J. BIEGALLE	860-000	371	387.55
11/05/2020	GENF	71974	BS&A SOFTWARE	USAGE FEE - PERMITS	939-000	371	3,376.00
11/05/2020	GENF	71976	CASCADE CHARTER TOWNSHIP	PERMITS DUE CASCADE TWP	964-800	964	6,470.00
11/05/2020	GENF	71978	CASCADE CHARTER TOWNSHIP	S/W CONNECTION 2989 WINDSON WOODS CT	237-000	000	1,100.00
11/05/2020	GENF	71978	CASCADE CHARTER TOWNSHIP	DUE TO I.R.F.- S&W CONNECTIONS	237-000	000	2,200.00
11/05/2020	GENF	71978	CASCADE CHARTER TOWNSHIP	S/W CONNECTION 3480 BUTTRICK	237-000	000	1,100.00
				CHECK GENF 71978 TOTAL FOR FUND 249:			<u>4,400.00</u>
11/05/2020	GENF	71983*#	COMCAST	PHONES	924-000	371	55.26
11/05/2020	GENF	71985	KEN DAVIS	REIMBURSE 490 MILES - K. DAVIS	860-000	371	281.75
11/05/2020	GENF	71991	GRAND RAPIDS CHARTER TOWNSHIP	PERMITS DUE TO GR TWP	964-300	964	8,769.00
11/05/2020	GENF	71992	DANIEL L HEYER	REIMBURSE 294 MILES - D. HEYER	860-000	371	169.05
11/05/2020	GENF	71994	HUYSER, DANIEL A.	REIMBURSE 491 MILES - D. HUYSER	860-000	371	282.33
11/05/2020	GENF	72003	KUTCHINS, JULIE	REIMBURSE 18 MILES - J. KUTCHINS	860-000	371	10.35
11/05/2020	GENF	72005	VINCENT MILITO	REIMBURSE 551 MILES - V. MILITO	860-000	371	316.83
11/05/2020	GENF	72011	DOUG POOLMAN	REIMBURSE 127 MILES - D.POOLMAN	860-000	371	73.03
11/05/2020	GENF	72012*	PROGRESSIVE AE	CAPITAL OUTLAY - BLDGIMP	975-000	901	22,088.39
11/05/2020	GENF	72014	ROWLADER, DENNIS	REIMBURSE 483 MILES - D. ROWLADER	860-000	371	277.73
11/05/2020	GENF	72015	RON SABIN	BATTERIES FOR DOOR CHIME	727-000	371	8.47
11/05/2020	GENF	72015	RON SABIN	DEPARTMENT UNIFORMS - R.SABIN	768-000	371	146.25
11/05/2020	GENF	72015	RON SABIN	REIMBURSE 464 MILES- R. SABIN	860-000	371	266.80
				CHECK GENF 72015 TOTAL FOR FUND 249:			<u>421.52</u>
11/05/2020	GENF	72017*#	SMART BUSINESS SOURCE	OFFICE SUPPLIES	727-000	371	64.60
11/05/2020	GENF	72024	BRIAN WILSON	REIMBURSE 296 MILES - B. WILSON	860-000	371	170.20
11/05/2020	GENF	72025*#	WINDSTREAM	PHONES	924-000	371	68.84
11/05/2020	GENF	72027	ZACKER ELECTRIC	LOWELL TWP ELECTRICAL PERMITS	607-501	000	243.00
11/06/2020	GENF	6419(A)	3040 CHARLEVOIX II, LLC	RENT DECEMBER 2020	940-000	371	5,228.01
11/06/2020	GENF	6423(A)	EAST GRAND RAPIDS/CITY OF	PERMITS DUE TO EAST GR	964-500	964	2,894.40

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/06/2020	GENF	6427(A)*#	KONICA MINOLTA BUSINESS SOLUTIONS	SERVICE CONTRACTS	939-000	371	45.71
11/06/2020	GENF	6428(A)	LOWELL TOWNSHIP	PERMITS DUE TO LOWELL TWP	964-100	964	1,581.80
11/06/2020	GENF	6430(A)	PLAINFIELD CHARTER TOWNSHIP	PERMITS DUE PLAINFIELD	964-600	964	4,756.80
11/06/2020	GENF	6444(A)	VERGENNES TOWNSHIP	PERMITS DUE TO VERGENNES TWP	964-200	964	719.40
11/19/2020	GENF	72033	BENOIT, BILL	REIMBURSE 678 MILES - B.BENOIT	860-000	371	389.85
11/19/2020	GENF	72035	BIEGALLE, JEFFREY	REIMBURSE 620 MILES - J. BIEGALLE	860-000	371	356.50
11/19/2020	GENF	72040	KEN DAVIS	REIMBURSE 557 MILES - K. DAVIS	860-000	371	320.28
11/19/2020	GENF	72047*	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS	718-000	850	119.36
11/19/2020	GENF	72054	DANIEL L HEYER	REIMBURSE 368 MILES - D. HEYER	860-000	371	211.60
11/19/2020	GENF	72057	HUYSER, DANIEL A.	REIMBURSE 420 MILES- D. HUYSER	860-000	371	241.50
11/19/2020	GENF	72063	KUTCHINS, JULIE	REIMBURSE 21 MILES - J. KUTCHINS	860-000	371	11.50
11/19/2020	GENF	72064	VINCENT MILITO	REIMBURSE 428 MILES - V. MILITO	860-000	371	246.10
11/19/2020	GENF	72071	DOUG POOLMAN	REIMBURSE 170 MILES - D.POOLMAN	860-000	371	97.75
11/19/2020	GENF	72074	ROWLADER, DENNIS	REIMBURSE 601 MILES - D.ROWLADER	860-000	371	345.58
11/19/2020	GENF	72075	RON SABIN	REIMBURSE 674 MILES - R. SABIN	860-000	371	387.55
11/19/2020	GENF	72080*#	VERIZON WIRELESS	CELL PHONES	924-100	371	90.18
11/19/2020	GENF	72082	BRIAN WILSON	REIMBURSE 183 MILES- B. WILSON	860-000	371	105.23
11/20/2020	GENF	6447(A)	3040 CHARLEVOIX II, LLC	RENT / UTILITIES	940-000	371	705.13
11/20/2020	GENF	6449(A)*	DELTA DENTAL	DENTAL INSURANCE BENEFITS	721-000	850	880.30
11/20/2020	GENF	6455(A)	RICOH USA INC	PRINTER	727-000	371	64.58
11/24/2020	GENF	72085*#	BS&A SOFTWARE	SERVICE CONTRACTS - COMM DEV BLDG	939-000	371	2,298.00
11/24/2020	GENF	72090*#	MUTUAL OF OMAHA INSURANCE	LIFE INSURANCE BENEFITS (A)	720-000	850	173.31
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE AD&D BENEFITS (B)	720-000	850	26.34
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE STD BENEFITS (G)	720-000	850	178.84
11/24/2020	GENF	72090	MUTUAL OF OMAHA INSURANCE	LIFE LTD BENEFITS (F)	720-000	850	440.25
CHECK GENF 72090 TOTAL FOR FUND 249:							818.74

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/24/2020	GENF	72091**	PROGRESSIVE AE	CAPITAL OUTLAY - BLDGIMP	975-000	901	58,150.55
11/24/2020	GENF	72091	PROGRESSIVE AE	CAPITAL OUTLAY - BLDGIMP	975-000	901	19,621.91
				CHECK GENF 72091 TOTAL FOR FUND 249:			<u>77,772.46</u>
11/25/2020	GENF	48(E)*	WEST MICHIGAN HEALTH INSURANCE POOL	HEALTH INSURANCE BENEFITS	719-000	850	11,810.47
				Total for fund 249 BUILDING FUND			<u>166,400.89</u>
11/05/2020	GENF	71975**	B&V MECHANICAL INC.	LIBRARY MAINTENANCE	931-000	790	206.82
FUND 270 - LIBRARY FUND							
11/05/2020	GENF	71983**	COMCAST	LIBRARY PHONES	924-000	790	15.79
11/05/2020	GENF	72013**	REPUBLIC SERVICES	LIBRARY MAINTENANCE REPUBLIC	931-000	790	768.25
11/05/2020	GENF	72025**	WINDSTREAM	LIBRARY PHONES	924-000	790	137.67
11/06/2020	GENF	6422(A)*†	CONSUMERS ENERGY	100000284784 2870 JACK SMITH AVE SE	921-000	790	3,876.93
11/06/2020	GENF	6438(A)*†	THORNAPPLE RIVER NURSERY, INC.	LIBRARY MAINTENANCE	931-000	790	640.00
11/19/2020	GENF	72030**	ARROWASTE	LIBRARY MAINTENANCE	931-000	790	244.96
11/19/2020	GENF	72038**	CINTAS	2020 MONTHLY RUG CLEANING SERVICE OCT	931-000	790	543.33
11/19/2020	GENF	72042**	DTE ENERGY	LIBRARY HEATING DTE ENERGY	923-000	790	613.35
11/19/2020	GENF	72053**	GRAND RAPIDS CITY TREASURER	LIBRARY WATER-SEWER	927-000	790	1,740.17
11/19/2020	GENF	72065	MINER SUPPLY COMPANY	LIBRARY SUPPLIES	727-000	790	293.86
11/20/2020	GENF	6453(A)*†	KINGSLAND'S ACE HARDWARE	COMMAND HOOKS	931-000	790	17.98
11/20/2020	GENF	6453(A)	KINGSLAND'S ACE HARDWARE	BATTERIES	931-000	790	15.99
				CHECK GENF 6453(A) TOTAL FOR FUND 270:			<u>33.97</u>
11/24/2020	GENF	72091**	PROGRESSIVE AE	LIBRARY MAINTENANCE	931-000	790	2,401.00
				Total for fund 270 LIBRARY FUND			<u>11,516.10</u>
FUND 701 - TRUST & AGENCY FUND							
11/05/2020	GENF	72004	MATERIALS TESTING CONSULTANTS, INC	TOM GIUSTI/ ROUND HILL 19:3527	253-418	000	3,187.75
11/06/2020	GENF	6424(A)*†	FISHBECK THOMPSON CARR & HUBER	EDWARD ROSE/ GARDEN APARTMENTS	252-240	000	7,277.10
11/06/2020	GENF	6424(A)	FISHBECK THOMPSON CARR & HUBER	EDWARD ROSE/ GARDEN APARTMENTS	252-240	000	4,396.75
				CHECK GENF 6424(A) TOTAL FOR FUND 701:			<u>11,673.85</u>
				Total for fund 701 TRUST AND AGENCY			<u>14,861.60</u>
FUND 701 - TAX FUND							
11/05/2020	GENF	72000	KENT COUNTY - HEALTH DEPT	KENT COUNTY - DOG LICENSE- JUNE 2020	222-175	000	213.40
11/05/2020	GENF	72007	RYAN TAX COMPLIANCE SERVICES	DUE TO 41-50-18-023-230	275-000	000	10.00

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/05/2020	GENF	72008	BLAZEVIC NEDZAD	DUE TO 41-19-07-301-004	275-000	000	35.85
11/05/2020	GENF	72020	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	(1.00)
11/05/2020	GENF	72020	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	909.70
				CHECK GENF 72020 TOTAL FOR FUND 703:			908.70
11/06/2020	GENF	6433(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	57.60
11/06/2020	GENF	6433(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST OPER	225-411	000	1.15
				CHECK GENF 6433(A) TOTAL FOR FUND 703:			58.75
11/06/2020	GENF	6434(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST	225-411	000	1.51
11/06/2020	GENF	6434(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	75.97
				CHECK GENF 6434(A) TOTAL FOR FUND 703:			77.48
11/06/2020	GENF	6435(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	905.42
11/06/2020	GENF	6435(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST	225-111	000	329.10
11/06/2020	GENF	6435(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	13,535.22
11/06/2020	GENF	6435(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	2,015.32
				CHECK GENF 6435(A) TOTAL FOR FUND 703:			16,785.06
11/06/2020	GENF	6436(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	7,362.12
11/06/2020	GENF	6436(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	147.25
				CHECK GENF 6436(A) TOTAL FOR FUND 703:			7,509.37
11/06/2020	GENF	6439(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	17,800.01
11/06/2020	GENF	6439(A)	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	355.99
				CHECK GENF 6439(A) TOTAL FOR FUND 703:			18,156.00
11/06/2020	GENF	6440(A)	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST	222-111	000	505.69
11/06/2020	GENF	6440(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	130.23
11/06/2020	GENF	6440(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	24,424.58
11/06/2020	GENF	6440(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	727.56
				CHECK GENF 6440(A) TOTAL FOR FUND 703:			25,788.06
11/06/2020	GENF	6441(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	23,463.66
11/06/2020	GENF	6441(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	469.28
				CHECK GENF 6441(A) TOTAL FOR FUND 703:			23,932.94
11/06/2020	GENF	6442(A)	LOWELL AREA SCHOOLS	LOWELL - INTEREST	226-111	000	9.66
11/06/2020	GENF	6442(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	424.41
11/06/2020	GENF	6442(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	58.20
				CHECK GENF 6442(A) TOTAL FOR FUND 703:			492.27
11/19/2020	GENF	72079	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	(3.62)
11/19/2020	GENF	72079	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	561.47
				CHECK GENF 72079 TOTAL FOR FUND 703:			557.85
11/20/2020	GENF	6457(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	953.09
11/20/2020	GENF	6457(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST OPER	225-411	000	28.59
				CHECK GENF 6457(A) TOTAL FOR FUND 703:			981.68
11/20/2020	GENF	6458(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST	225-411	000	14.26
11/20/2020	GENF	6458(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	486.64
				CHECK GENF 6458(A) TOTAL FOR FUND 703:			500.90
11/20/2020	GENF	6459(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	7,451.58
11/20/2020	GENF	6459(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST	225-111	000	454.09

**CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2020 - 11/30/2020**

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/20/2020	GENF	6459(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	6,836.74
11/20/2020	GENF	6459(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	1,017.94
				CHECK GENF 6459(A) TOTAL FOR FUND 703:			<u>15,760.35</u>
11/20/2020	GENF	6460(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	3,914.25
11/20/2020	GENF	6460(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	114.15
				CHECK GENF 6460(A) TOTAL FOR FUND 703:			<u>4,028.40</u>
11/20/2020	GENF	6461(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	9,463.76
11/20/2020	GENF	6461(A)	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	275.96
				CHECK GENF 6461(A) TOTAL FOR FUND 703:			<u>9,739.72</u>
11/20/2020	GENF	6462(A)	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST	222-111	000	390.77
11/20/2020	GENF	6462(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	774.24
11/20/2020	GENF	6462(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	12,337.03
11/20/2020	GENF	6462(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	270.69
				CHECK GENF 6462(A) TOTAL FOR FUND 703:			<u>13,772.73</u>
11/20/2020	GENF	6463(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	12,475.03
11/20/2020	GENF	6463(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	363.78
				CHECK GENF 6463(A) TOTAL FOR FUND 703:			<u>12,838.81</u>
11/20/2020	GENF	6464(A)	LOWELL AREA SCHOOLS	LOWELL - INTEREST	226-111	000	3.59
11/20/2020	GENF	6464(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	157.90
11/20/2020	GENF	6464(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	21.65
				CHECK GENF 6464(A) TOTAL FOR FUND 703:			<u>183.14</u>
				Total for fund 703 CURRENT TAX COLLECTION FUND			<u>152,331.46</u>
							<u>\$ 1,122,902.78</u>
				TOTAL - ALL FUNDS			<u>\$ 1,122,902.78</u>

!*1-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

!#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Transactions Log for Payroll Deductions
MONTH ENDING: NOVEMBER 2020

Direct Deposit

Date Submitted	<u>11/9/20</u>	Transaction#	<u>8J6WR9WRFY</u>	Amount	<u>94,915.18</u>
Date Submitted	<u>11/23/20</u>	Transaction#	<u>Q5ARHYMKSJ</u>	Amount	<u>100,711.02</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Deferred Comp

Date Submitted	<u>11/10/20</u>	Transaction#	<u>SXF3711</u>	Amou	<u>100...</u>
Date Submitted	<u>11/23/20</u>	Transaction#	<u>VF3711</u>	Amount	<u>1,126.92</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Payroll Taxes

Date Submitted	<u>11/9/20</u>	Transaction#	<u>519913140</u>	Amount	<u>35,449.43</u>
Date Submitted	<u>11/23/20</u>	Transaction#	<u>30590122</u>	Amount	<u>37,728.84</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

HSA

Date Submitted	<u>11/9/20</u>	Transaction#	<u>PG6TNC7962</u>	Amount	<u>9168</u>
Date Submitted	<u>11/23/20</u>	Transaction#	<u>FUN6SUMHC7</u>	Amount	<u>2,118</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

ICMA RC

Date Submitted	<u>11/9/20</u>	Transaction#	<u>DST6PGM700</u>	Amount	<u>687.69</u>
Date Submitted	<u>11/23/20</u>	Transaction#	<u>6VUUNW10X10</u>	Amount	<u>2,171.82</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

MERS DB EE

Date Submitted	<u>11/23/20</u>	Transaction#	<u>00113346-01</u>	Amount	<u>8,478.73</u>
----------------	-----------------	--------------	--------------------	--------	-----------------

MERS DB ER

Date Submitted	<u>11/23/20</u>	Transaction#	<u>00113346-02</u>	Amount	<u>15,953</u>
----------------	-----------------	--------------	--------------------	--------	---------------

MERS DC

Date Submitted	<u>11/9/20</u>	Transaction#	<u>82</u>	Amount	<u>1483.65</u>
Date Submitted	<u>11/23/20</u>	Transaction#	<u>83</u>	Amount	<u>15,851.10</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Monthly Check Register - Gross

Date Submitted	_____	Amount	<u>331,371.38</u>
----------------	-------	--------	-------------------

Clerk's Office
Date _____

**FINANCIAL REPORTS
NOVEMBER 2020**

FUND NAME	FUND BALANCE	LIABILITIES LONG TERM DEBT	BOND FINAL PAYMENT	CURRENT INTEREST RATE
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	\$ 18,002,647	\$ 2,667,343		
<u>TRUST AND AGENCY FUNDS</u>				
CEMETERY TRUST FUND - 151 NONSPENDABLE	110,890			
CEMETERY TRUST FUND - 151 COMMITTED	9,463			
TOTAL CEMETERY TRUST FUND	\$ 120,353			
TRUST & AGENCY FUND -701	\$ 213,226			
TAX FUND - 703	\$ 130,146			
TOTAL TRUST & AGENCY	\$ 463,725			

** 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 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
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	77,350.44	0.00	1,849.56	97.66
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	3,146.85	0.00	8,853.15	26.22
101-000-401-447	TAX ADMINISTRATION FEES	602,473.75	625,000.00	595,027.38	1,471.17	29,972.62	95.20
101-000-450-460	CABLE REVENUE	343,733.94	344,800.00	271,300.85	73,007.09	73,499.15	78.68
101-000-450-465	CABLE - PEG FEES	72,816.32	72,000.00	34,973.45	14,154.46	37,026.55	48.57
101-000-450-490	DOG LICENSES	108.00	100.00	152.80	5.60	(52.80)	152.80
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	25,725.15	476.85	9,274.85	73.50
101-000-528-000	OTHER FEDERAL GRANTS	0.00	0.00	171,542.00	0.00	(171,542.00)	100.00
101-000-539-576	STATE SHARED REV.-SALES TAX	1,574,348.00	1,570,902.00	1,010,637.00	0.00	560,265.00	64.33
101-000-539-581	METRO ACT	15,215.31	15,000.00	17,477.04	500.00	(2,477.04)	116.51
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	42,438.45	17,420.00	(17,438.45)	169.75
101-000-600-610	SUMMER TAX COLLECTION FEE	25,830.00	26,000.00	26,000.80	26,000.80	(0.80)	100.00
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	0.00	8,070.00	57.53
101-000-600-647	YARD WASTE TAG FEE	1,733.00	1,500.00	872.00	437.00	628.00	58.13
101-000-665-000	INTEREST ON INVESTMENTS	233,329.84	240,800.00	135,974.11	531.52	104,825.89	56.47
101-000-665-001	INTEREST TIMMONS FUND	0.00	0.00	0.00	0.00	0.00	0.00
101-000-665-002	DAM LEASE PAYMENTS	133,905.95	70,000.00	70,000.00	0.00	0.00	100.00
101-000-665-003	RENTAL OF FACILITIES	1,730.00	1,200.00	585.00	0.00	615.00	48.75
101-000-665-004	CELLULAR TOWERS	114,546.07	107,004.00	95,220.92	2,105.20	11,783.08	88.99
101-000-665-014	CELL TOWER - KEPS ANTENA LEASE	675.00	1,800.00	900.00	0.00	900.00	50.00
101-000-671-653	PARK INCOME	6,160.00	7,000.00	4,320.00	0.00	2,680.00	61.71
101-000-671-671	MISCELLANEOUS INCOME	2,483.80	4,000.00	24,052.46	145.38	(20,052.46)	601.31
101-000-671-676	PARK DONATIONS	500.00	0.00	0.00	0.00	0.00	0.00
101-000-671-677	LMUC DEPOSIT FOR BUTTRICK PRIVATE RO/	0.00	0.00	76,300.00	0.00	(76,300.00)	100.00
101-000-671-680	MISC INCOME - TRANSIT TICKETS	1,140.00	1,500.00	430.00	125.00	1,070.00	28.67
101-000-671-683	REIMBURSEMENTS/REFUNDS	2,506.05	0.00	4,390.16	0.00	(4,390.16)	100.00
101-000-673-000	SALE OF ASSETS	8,833.00	2,500.00	2,538.00	0.00	(38.00)	101.52
101-000-674-000	4TH OF JULY SPONSORS	18,530.00	20,000.00	5,300.00	0.00	14,700.00	26.50
101-000-674-200	HALLOWEEN SPONSORS	2,085.00	2,000.00	0.00	0.00	2,000.00	0.00
101-000-675-000	DDA CONTRIBUTION	98,077.00	99,426.00	0.00	0.00	99,426.00	0.00
101-000-676-000	ELECTION REIMBURSEMENT	2,194.30	12,000.00	26,822.65	0.00	(14,822.65)	223.52
101-000-679-000	INTERFUND REIMBURSE/BLDG INSPECTION	77,897.25	97,000.00	84,308.50	6,470.00	12,691.50	86.92
101-000-679-100	REIMBURSEMENT FROM PATHWAYS	47,700.00	50,974.00	0.00	0.00	50,974.00	0.00
101-000-679-200	REIMBURSEMENT FROM LIBRARY	64,036.00	76,461.00	0.00	0.00	76,461.00	0.00
101-000-679-300	REIMBURSEMENT FROM CEMETERY	1,725.00	0.00	0.00	0.00	0.00	0.00
101-000-690-999	USE OF/CONTRIBUTION TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
101-000-699-100	TRANSFER FROM	31,499.00	40,362.00	0.00	0.00	40,362.00	0.00
101-000-699-209	INTERFUND REIMB CCT OPEN SPACE	0.00	0.00	0.00	0.00	0.00	0.00
101-000-699-246	TRANSFER FROM IRF	0.00	0.00	0.00	0.00	0.00	0.00
101-000-699-248	TRF FROM DDA	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues		5,203,905.09	5,277,279.00	4,419,192.22	142,850.07	858,086.78	
Dept 101 - TOWNSHIP BOARD							
101-101-704-000	WAGES- PART TIME	39,898.38	38,516.00	33,630.74	3,265.12	4,885.26	87.32
101-101-723-000	TOWNSHIP DUES	18,570.01	18,450.00	16,944.58	1,816.41	1,505.42	91.84
101-101-724-000	EDUCATION	1,525.00	1,700.00	0.00	0.00	1,700.00	0.00
101-101-860-000	TRUSTEE MILEAGE	0.00	250.00	0.00	0.00	250.00	0.00
101-101-862-500	TRUSTEE EXPENSE ACCOUNT	93.11	500.00	0.00	0.00	500.00	0.00
101-101-924-100	TRUSTEE CELL PHONES	609.66	1,200.00	438.31	30.06	761.69	36.53
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	51,013.63	5,111.59	10,602.37	

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Dept 171 - SUPERVISOR							
101-171-702-000	WAGES- FULL TIME	120,765.13	185,965.00	114,762.13	9,839.96	71,202.87	61.71
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	18,683.68	1,813.95	2,714.32	87.32
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	1,021.83	100.05	2,578.17	28.38
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	348.81	16.55	401.19	46.51
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	2,926.54	180.79	(886.54)	143.46
101-171-967-000	SPECIAL PROJECTS	4,068.75	10,000.00	1,680.00	1,680.00	8,320.00	16.80
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	144,092.95	13,631.30	126,391.05	
Dept 215 - CLERK							
101-215-702-000	WAGES- FULL TIME	81,488.69	52,971.00	65,522.83	5,297.76	(12,551.83)	123.70
101-215-704-000	WAGES- PART TIME	17,732.65	17,118.00	16,246.95	1,451.16	871.05	94.91
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	0.00	(270.00)	167.50
101-215-724-000	EDUCATION	1,841.40	2,600.00	1,989.30	0.00	610.70	76.51
101-215-768-000	UNIFORMS	114.92	0.00	0.00	0.00	0.00	0.00
101-215-850-000	COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
101-215-860-000	CLERK MILEAGE	276.37	1,000.00	709.18	94.00	290.82	70.92
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	1,481.42	177.81	(281.42)	123.45
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	87,704.94	7,020.73	7,382.06	
Dept 253 - TREASURER							
101-253-702-000	WAGES- FULL TIME	108,240.85	106,012.00	97,043.98	8,336.00	8,968.02	91.54
101-253-704-000	WAGES- PART TIME	17,732.65	17,118.00	14,946.95	1,451.16	2,171.05	87.32
101-253-707-000	WAGES- CASUAL	1,445.10	3,000.00	939.90	0.00	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	599.00	0.00	1.00	99.83
101-253-724-000	EDUCATION	2,667.77	3,500.00	0.00	0.00	3,500.00	0.00
101-253-860-000	TREASURER MILEAGE	670.13	500.00	328.91	48.30	171.09	65.78
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	130.39	10.02	469.61	21.73
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	116,360.13	9,845.48	21,669.87	
Dept 257 - ASSESSING							
101-257-702-000	WAGES- FULL TIME	217,623.90	195,497.00	174,885.79	15,887.02	20,611.21	89.46
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	1,489.00	965.00	626.00	70.40
101-257-724-000	EDUCATION	6,028.73	11,150.00	2,250.54	0.00	8,899.46	20.18
101-257-727-000	ASSESSING OFFICE SUPPLIES	252.78	5,800.00	4,798.02	4,784.15	1,001.98	82.72
101-257-752-000	SUPPLIES	0.00	0.00	45.98	0.00	(45.98)	100.00
101-257-801-000	ASSESSING CONTRACTUAL SERVICES	0.00	0.00	16,000.00	2,000.00	(16,000.00)	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
101-257-850-000	COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
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	146.10	10.02	453.90	24.35
101-257-939-000	ASSESSING SERVICE CONTRACTS	3,396.20	3,650.00	4,037.20	0.00	(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	208,800.02	23,646.19	21,781.98	
Dept 262 - ELECTIONS							

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020	NORM (ABNORM)	MONTH 11/30/20	BALANCE	NORM (ABNORM)	
101-262-703-000	ELECTION SALARIES/PT HELP	0.00	0.00	9,477.75		2,077.50		(9,477.75)	100.00
101-262-703-100	WAGES & SALARIES- EK	0.00	0.00	0.00		0.00		0.00	0.00
101-262-707-000	WAGES- CASUAL	10,511.86	70,000.00	76,507.70		28,510.10		(6,507.70)	109.30
101-262-752-000	SUPPLIES	0.00	0.00	0.00		0.00		0.00	0.00
101-262-756-000	ELECTION SUPPLIES	0.00	20,000.00	55,231.61		1,254.72		(35,231.61)	276.16
101-262-788-000	ELECTION MISC EXPENSES	4,346.69	6,000.00	13,192.95		742.47		(7,192.95)	219.88
101-262-801-000	ELECTION CONTRACT INSPECTOR	0.00	0.00	0.00		0.00		0.00	0.00
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	154,410.01		32,584.79		(55,910.01)	
Dept 265 - BUILDING AND GROUNDS									
101-265-702-000	WAGES- FULL TIME	277,220.22	280,118.00	261,131.83		22,210.73		18,986.17	93.22
101-265-707-000	WAGES- CASUAL	27,313.43	54,560.00	23,757.50		112.00		30,802.50	43.54
101-265-713-000	OVERTIME	4,934.94	10,000.00	2,564.47		50.49		7,435.53	25.64
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	1,122.33		540.59		2,077.67	35.07
101-265-802-200	JANITORIAL & MAINTENANCE	553.00	2,000.00	0.00		0.00		2,000.00	0.00
101-265-850-000	COMMUNICATIONS	0.00	0.00	59.36		59.36		(59.36)	100.00
101-265-860-000	MILEAGE	0.00	0.00	0.00		0.00		0.00	0.00
101-265-863-000	VEHICLE MAINT	23,579.17	35,000.00	31,445.04		206.75		3,554.96	89.84
101-265-864-000	FUEL	22,898.91	20,000.00	10,064.73		960.65		9,935.27	50.32
101-265-921-000	COMPLEX ELECTRICITY	23,614.26	30,000.00	30,253.11		2,173.87		(253.11)	100.84
101-265-923-000	COMPLEX HEATING	6,880.38	12,000.00	7,539.77		483.48		4,460.23	62.83
101-265-924-000	COMPLEX PHONES	21,796.49	21,900.00	20,206.76		2,557.39		1,693.24	92.27
101-265-924-100	BLDG AND GROUNDS CELL PHONES	2,565.09	3,000.00	2,066.90		20.04		933.10	68.90
101-265-927-000	COMPLEX WATER-SEWER	6,082.80	7,500.00	7,980.32		2,890.18		(480.32)	106.40
101-265-931-000	COMPLEX MAINTENANCE	60,433.57	60,000.00	70,793.19		4,070.08		(10,793.19)	117.99
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	15,879.50	16,750.00	504.00		504.00		16,246.00	3.01
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	470,574.57		36,839.61		98,703.43	
Dept 276 - CEMETERY									
101-276-820-000	BACKHOE SERVICES	0.00	5,000.00	0.00		0.00		5,000.00	0.00
101-276-921-000	CEMETERY ELECTRICITY	527.99	1,000.00	816.35		61.44		183.65	81.64
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	4,685.00	15,000.00	1,108.44		0.00		13,891.56	7.39
101-276-932-000	CEMETERY MAINT	5,051.95	0.00	2,429.46		65.00		(2,429.46)	100.00
Net - Dept 276 - CEMETERY		10,264.94	21,000.00	4,354.25		126.44		16,645.75	
Dept 295 - ADMINISTRATIVE									
101-295-702-000	WAGES- FULL TIME	73,190.48	105,000.00	80,783.94		9,342.40		24,216.06	76.94
101-295-702-100	HAZARD PAY	0.00	0.00	9,600.00		0.00		(9,600.00)	100.00
101-295-704-000	WAGES- PART TIME	0.00	35,835.00	23,614.08		0.00		12,220.92	65.90
101-295-707-000	WAGES- CASUAL	9,935.28	5,000.00	13,199.71		1,506.29		(8,199.71)	263.99
101-295-713-000	OVERTIME	0.00	2,000.00	6,978.83		132.93		(4,978.83)	348.94
101-295-723-000	MEMBERSHIP AND DUES	290.00	775.00	409.00		0.00		366.00	52.77
101-295-724-000	EDUCATION	173.76	6,500.00	334.00		334.00		6,166.00	5.14
101-295-726-000	EMPLOYEE TRAINING	523.16	10,000.00	1,747.47		0.00		8,252.53	17.47
101-295-727-000	OFFICE SUPPLIES	8,787.52	15,000.00	11,365.43		2,322.83		3,634.57	75.77
101-295-730-000	POSTAGE	8,576.11	19,000.00	13,911.93		0.00		5,088.07	73.22
101-295-755-000	COVID 19 EXPENSES	0.00	0.00	24,190.91		14,048.13		(24,190.91)	100.00
101-295-787-000	MISCELLANEOUS	13,087.28	12,200.00	11,367.55		661.16		832.45	93.18
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	22,962.10		223.00		(5,114.10)	128.65
101-295-814-000	TAX/ASSESSING ADMIN COSTS	19,153.32	22,000.00	10,584.80		3,235.00		11,415.20	48.11
101-295-815-000	COMPUTER COSTS-ISP	5,121.50	4,800.00	13,355.51		1,373.00		(8,555.51)	278.24
101-295-815-100	COMPUTER COSTS-WEB SITE	165.00	6,000.00	165.00		0.00		5,835.00	2.75
101-295-815-300	COMPUTER COST - BSA ANNUAL SUPPPORT	0.00	0.00	(505.00)		(505.00)		505.00	100.00
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	22,884.55		4,435.50		12,115.45	65.38
101-295-826-000	LEGAL FEES	65,299.60	40,000.00	52,882.90		7,081.50		(12,882.90)	132.21
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		0.00		50,000.00	0.00
101-295-881-200	HALLOWEEN	2,355.12	2,500.00	225.01		196.06		2,274.99	9.00

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

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

GL NUMBER	DESCRIPTION	2019		2020		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AUDITED BALANCE	AMENDED BUDGET	11/30/2020	NORM (ABNORM)	MONTH 11/30/20	BALANCE		
101-295-881-300	KDL MUSIC PROGRAMING	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00	0.00	
101-295-882-000	SENIOR CITIZENS	1,617.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	
101-295-885-000	NEWSLETTER	22,763.88	22,800.00	12,646.52	0.00	10,153.48	0.00	55.47	
101-295-900-000	PRINTING/PUBLISHING	8,440.05	12,000.00	9,247.87	7,436.70	2,752.13	77.07		
101-295-924-100	CELL PHONES/DATA	2,338.47	600.00	2,149.19	216.53	(1,549.19)	358.20		
101-295-939-000	SERVICE CONTRACTS	9,454.67	17,000.00	14,526.38	8,897.23	2,473.62	85.45		
101-295-941-000	POSTAGE MACHINE LEASE	2,752.68	2,800.00	2,064.51	0.00	735.49	73.73		
101-295-950-000	PROPERTY TAX REFUNDS	682.24	1,000.00	1,044.78	0.00	(44.78)	104.48		
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000.00	35,000.00	35,000.00	0.00	0.00	100.00		
101-295-952-000	REGIS	30,379.02	40,000.00	30,534.78	0.00	9,465.22	76.34		
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	10,014.88	0.00	(7,114.88)	345.34		
101-295-955-000	COMMUNITY MEDIA CENTER	5,000.00	5,000.00	5,000.00	0.00	0.00	100.00		
101-295-956-000	RIGHT PLACE PROGRAM	7,500.00	7,500.00	7,500.00	0.00	0.00	100.00		
101-295-957-000	GENERAL FUND PHYSICAL EXAMS	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	61,571.83	11,515.25	(3,571.83)	106.16		
101-295-981-000	OFFICE EQUIPMENT	6,315.71	5,900.00	9,150.97	474.20	(3,250.97)	155.10		
Net - Dept 295 - ADMINISTRATIVE		730,046.43	735,098.00	583,644.74	72,926.71	151,453.26			
Dept 445 - DRAIN									
101-445-816-000	DRAIN MAINTENANCE	6,837.89	12,000.00	6,328.99	0.00	5,671.01	52.74		
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	ILLCIT 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	400.00	0.00	0.00	100.00		
Net - Dept 445 - DRAIN		55,159.24	27,900.00	8,894.49	0.00	19,005.51			
Dept 446 - ROADS									
101-446-818-000	DUST CONTROL LAYER	2,133.01	3,300.00	2,243.55	2,243.55	1,056.45	67.99		
101-446-819-000	ROAD REPAIR	0.00	0.00	0.00	0.00	0.00	0.00		
101-446-820-000	ROAD CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00		
101-446-821-000	ROAD OVERLAYS	1,165,752.09	400,000.00	296,124.37	0.00	103,875.63	74.03		
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	298,623.35	2,243.55	134,676.65			
Dept 447 - YARD WASTE REMOVAL									
101-447-787-000	MISCELLANEOUS	1,337.00	1,400.00	3,874.13	0.00	(2,474.13)	276.72		
101-447-818-000	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0.00		
101-447-820-000	SPRING/FALL CLEAN-UP	69,060.67	40,000.00	32,822.88	14,950.00	7,177.12	82.06		
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	36,697.01	14,950.00	48,702.99			
Dept 448 - STREET LIGHTS									
101-448-926-000	STREETLIGHTING	135,207.19	132,000.00	109,497.08	10,795.42	22,502.92	82.95		
101-448-927-100	TRAFFIC SIGNALS	1,768.56	3,000.00	410.82	0.00	2,589.18	13.69		
Net - Dept 448 - STREET LIGHTS		136,975.75	135,000.00	109,907.90	10,795.42	25,092.10			
Dept 652 - TRANSPORTATION									
101-652-859-000	TRANSPORTATION SERVICES	19,658.55	36,000.00	2,930.15	669.10	33,069.85	8.14		
101-652-859-100	TRANSPORTATION SERVICE-GO BUS TICKET:	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	21,919.69	2,376.83	6,959.31	75.90		
101-652-861-100	BUS SERVICE 28TH ST	207,357.96	191,576.00	162,389.27	15,767.50	29,186.73	84.76		
Net - Dept 652 - TRANSPORTATION		251,457.00	258,455.00	187,239.11	18,813.43	71,215.89			
Dept 721 - PLANNING									
101-721-702-000	WAGES- FULL TIME	249,568.99	257,122.00	279,532.41	25,307.74	(22,410.41)	108.72		
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	1,116.19	564.00	583.81	65.66		
101-721-724-000	EDUCATION	2,375.60	7,000.00	1,119.00	0.00	5,881.00	15.99		
101-721-727-000	COMM DEV SUPPLIES	356.32	500.00	155.30	0.00	344.70	31.06		
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		

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
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	7,985.13	931.50	4,014.87	66.54
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	1,197.54	20.04	602.46	66.53
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	296,409.56	26,823.28	46,112.44	
Dept 756 - PARKS							
101-756-756-000	PARK OPERATING SUPPLIES	4,659.30	6,000.00	1,220.29	19.42	4,779.71	20.34
101-756-921-000	PARK ELECTRICITY	4,928.89	5,800.00	4,798.60	437.68	1,001.40	82.73
101-756-924-000	PARK PHONES	1,530.41	1,920.00	1,534.19	161.33	385.81	79.91
101-756-927-000	PARK WATER-SEWER	2,614.22	3,200.00	1,229.52	0.00	1,970.48	38.42
101-756-935-000	PARK MAINTENANCE	54,642.12	61,000.00	81,526.37	14,664.91	(20,526.37)	133.65
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	90,308.97	15,283.34	(7,388.97)	
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	653.05	53.52	96.95	87.07
101-803-923-000	MUSEUM - HEATING/UTILITY	1,036.06	1,200.00	579.78	49.58	620.22	48.32
101-803-927-000	MUSEUM WATER-SEWER	1,190.69	300.00	793.56	0.00	(493.56)	264.52
101-803-961-000	MUSEUM MAINTENANCE	14,184.18	2,400.00	7,807.83	0.00	(5,407.83)	325.33
Net - Dept 803 - HISTORICAL		23,207.70	10,650.00	15,834.22	103.10	(5,184.22)	
Dept 850 - BENEFITS/INSURANCE							
101-850-715-000	FICA-EMPLOYER	93,307.65	114,329.00	96,817.02	8,341.11	17,511.98	84.68
101-850-716-000	DEFINED CONTRIBUTION PLAN	100,436.41	102,554.00	81,511.50	7,162.86	21,042.50	79.48
101-850-717-000	WORKERS COMP INSURANCE	32,695.90	34,642.00	41,411.25	0.00	(6,769.25)	119.54
101-850-718-000	VISION INSURANCE BENEFITS	2,777.07	2,670.00	2,149.92	227.47	520.08	80.52
101-850-718-200	OTHER BENEFITS	26,000.00	42,100.00	37,800.00	0.00	4,300.00	89.79
101-850-719-000	HEALTH INSURANCE BENEFITS	161,350.64	190,166.00	187,639.04	15,059.85	2,526.96	98.67
101-850-719-100	OPT-OUT INSURANCE	4,500.00	10,000.00	5,000.00	0.00	5,000.00	50.00
101-850-719-200	MI CLAIMS TAX- HEALTH	0.00	0.00	0.00	0.00	0.00	0.00
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	11,109.12	15,138.00	12,806.58	597.94	2,331.42	84.60
101-850-721-000	DENTAL INSURANCE BENEFITS	28,122.35	21,311.00	17,221.43	1,941.63	4,089.57	80.81
101-850-721-200	MI CLAIMS TAX - DENTAL	0.00	0.00	0.00	0.00	0.00	0.00
101-850-722-000	PENSION PLAN BENEFITS	68,766.83	71,028.00	70,572.52	5,919.00	455.48	99.36
101-850-723-000	OTHER BENEFITS	133.18	0.00	24.21	0.00	(24.21)	100.00
Net - Dept 850 - BENEFITS/INSURANCE		529,199.15	603,938.00	552,953.47	39,249.86	50,984.53	
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	1,159,962.54	14,545.99	(1,159,962.54)	100.00
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	1,082,744.27	320,000.00	314,265.10	219,689.92	5,734.90	98.21
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	1,519,840.66	234,235.91	(1,116,840.66)	
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	0.00	10,000.00	75.00
101-965-999-006	TRANSFER TO FIRE FUND	400,000.00	400,000.00	366,666.63	33,333.33	33,333.37	91.67
101-965-999-007	TRANSFER TO CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00
101-965-999-246	TRANSFER TO IRF	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 965 - TRANSFERS OUT		441,725.00	441,500.00	396,666.63	33,333.33	44,833.37	
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		5,203,905.09	5,277,279.00	4,419,192.22	142,850.07	858,086.78	83.74
TOTAL EXPENDITURES		6,433,471.16	5,044,260.00	5,334,330.61	597,564.06	(290,070.61)	105.75
NET OF REVENUES & EXPENDITURES		(1,229,566.07)	233,019.00	(915,138.39)	(454,713.99)	1,148,157.39	392.73

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

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		62,876.39
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	905.95	
101-000-001-500	GF CASH - K.C. POOL	1,173,252.71	
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	1,506,949.16	
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	527,316.04	
101-000-015-019	M/M - FLAGSTAR BANK	86,492.53	
101-000-020-000	TAXES RECEIVABLE- REAL PROPERTY	137,144.00	
101-000-084-000	DUE FROM OTHER FUNDS	21,894.51	
101-000-123-000	PREPAID EXPENSE	23,737.50	
101-000-202-000	ACCOUNTS PAYABLE		69,695.12
101-000-231-200	PENSION W/H		2,660.37
101-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	30.00	
101-000-231-220	DEPENDENT LIFE W/H	60.92	
101-000-231-221	ADDITIONAL LIFE W/H	540.14	
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		77,350.44
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		3,146.85
101-000-401-447	TAX ADMINISTRATION FEES		595,027.38
101-000-450-460	CABLE REVENUE		271,300.85
101-000-450-465	CABLE - PEG FEES		34,973.45
101-000-450-490	DOG LICENSES		152.80
101-000-451-000	LIQUOR LICENSE		25,725.15
101-000-528-000	OTHER FEDERAL GRANTS		171,542.00
101-000-539-576	STATE SHARED REV.-SALES TAX		1,010,637.00
101-000-539-581	METRO ACT		17,477.04
101-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		65,541.04
101-000-600-608	PLANNING AND ZONING FEES		42,438.45

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-000-600-610	SUMMER TAX COLLECTION FEE		26,000.80
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
101-000-600-647	YARD WASTE TAG FEE		872.00
101-000-665-000	INTEREST ON INVESTMENTS		135,974.11
101-000-665-002	DAM LEASE PAYMENTS		70,000.00
101-000-665-003	RENTAL OF FACILITIES		585.00
101-000-665-004	CELLULAR TOWERS		95,220.92
101-000-665-014	CELL TOWER - KEPS ANTENA LEASE		900.00
101-000-671-653	PARK INCOME		4,320.00
101-000-671-671	MISCELLANEOUS INCOME		24,052.46
101-000-671-677	LMUC DEPOSIT FOR BUTTRICK PRIVATE ROAD		76,300.00
101-000-671-680	MISC INCOME - TRANSIT TICKETS		430.00
101-000-671-683	REIMBURSEMENTS/REFUNDS		4,390.16
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		84,308.50
101-101-704-000	WAGES- PART TIME	33,630.74	
101-101-723-000	TOWNSHIP DUES	16,944.58	
101-101-924-100	TRUSTEE CELL PHONES	438.31	
101-171-702-000	WAGES- FULL TIME	114,762.13	
101-171-704-000	WAGES- PART TIME	18,683.68	
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	1,021.83	
101-171-862-550	MANAGER EXPENSE ACCOUNT	348.81	
101-171-901-000	SUPERVISOR PUBLICATIONS	162.54	
101-171-925-000	SUPERVISOR CELL PHONE	2,926.54	
101-171-967-000	SPECIAL PROJECTS	1,680.00	
101-215-702-000	WAGES- FULL TIME	65,522.83	
101-215-704-000	WAGES- PART TIME	16,246.95	
101-215-723-000	CLERK MEMBERSHIPS AND DUES	670.00	
101-215-724-000	EDUCATION	1,989.30	
101-215-860-000	CLERK MILEAGE	709.18	
101-215-925-000	CLERK CELL PHONE	1,481.42	
101-215-981-000	OFFICE EQUIPMENT	1,085.26	
101-253-702-000	WAGES- FULL TIME	97,043.98	
101-253-704-000	WAGES- PART TIME	14,946.95	
101-253-707-000	WAGES- CASUAL	939.90	
101-253-723-000	TREASURER MEMBERSHIPS AND DUES	599.00	
101-253-860-000	TREASURER MILEAGE	328.91	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-253-924-100	TREASURER'S CELL PHONES	130.39	
101-253-939-000	TREASURER SERVICE CONTRACTS	2,371.00	
101-257-702-000	WAGES- FULL TIME	174,885.79	
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	1,489.00	
101-257-724-000	EDUCATION	2,250.54	
101-257-727-000	ASSESSING OFFICE SUPPLIES	4,798.02	
101-257-752-000	SUPPLIES	45.98	
101-257-801-000	ASSESSING CONTRACTUAL SERVICES	16,000.00	
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	146.10	
101-257-939-000	ASSESSING SERVICE CONTRACTS	4,037.20	
101-257-981-000	OFFICE EQUIPMENT	2,841.67	
101-262-703-000	ELECTION SALARIES/PT HELP	9,477.75	
101-262-707-000	WAGES- CASUAL	76,507.70	
101-262-756-000	ELECTION SUPPLIES	55,231.61	
101-262-788-000	ELECTION MISC EXPENSES	13,192.95	
101-265-702-000	WAGES- FULL TIME	261,131.83	
101-265-707-000	WAGES- CASUAL	23,757.50	
101-265-713-000	OVERTIME	2,564.47	
101-265-768-000	BLDG & GROUNDS UNIFORMS	1,122.33	
101-265-850-000	COMMUNICATIONS	59.36	
101-265-863-000	VEHICLE MAINT	31,445.04	
101-265-864-000	FUEL	10,064.73	
101-265-921-000	COMPLEX ELECTRICITY	30,253.11	
101-265-923-000	COMPLEX HEATING	7,539.77	
101-265-924-000	COMPLEX PHONES	20,206.76	
101-265-924-100	BLDG AND GROUNDS CELL PHONES	2,066.90	
101-265-927-000	COMPLEX WATER-SEWER	7,980.32	
101-265-931-000	COMPLEX MAINTENANCE	70,793.19	
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	504.00	
101-265-981-000	OFFICE EQUIPMENT	1,085.26	
101-276-921-000	CEMETERY ELECTRICITY	816.35	
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	1,108.44	
101-276-932-000	CEMETERY MAINT	2,429.46	
101-295-702-000	WAGES- FULL TIME	80,783.94	
101-295-702-100	HAZARD PAY	9,600.00	
101-295-704-000	WAGES- PART TIME	23,614.08	
101-295-707-000	WAGES- CASUAL	13,199.71	
101-295-713-000	OVERTIME	6,978.83	
101-295-723-000	MEMBERSHIP AND DUES	409.00	
101-295-724-000	EDUCATION	334.00	
101-295-726-000	EMPLOYEE TRAINING	1,747.47	
101-295-727-000	OFFICE SUPPLIES	11,365.43	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-295-730-000	POSTAGE	13,911.93	
101-295-755-000	COVID 19 EXPENSES	24,190.91	
101-295-787-000	MISCELLANEOUS	11,367.55	
101-295-807-000	AUDIT FEES & SERVICES	15,040.00	
101-295-810-000	LIABILITY INSURANCE	22,962.10	
101-295-814-000	TAX/ASSESSING ADMIN COSTS	10,584.80	
101-295-815-000	COMPUTER COSTS-ISP	13,355.51	
101-295-815-100	COMPUTER COSTS-WEB SITE	165.00	
101-295-815-300	COMPUTER COST - BSA ANNUAL SUPPPORT		505.00
101-295-816-000	INSECT/WEED CONTROL	45,448.00	
101-295-821-000	ENGINEERING COSTS	22,884.55	
101-295-826-000	LEGAL FEES	52,882.90	
101-295-881-200	HALLOWEEN	225.01	
101-295-885-000	NEWSLETTER	12,646.52	
101-295-900-000	PRINTING/PUBLISHING	9,247.87	
101-295-924-100	CELL PHONES/DATA	2,149.19	
101-295-939-000	SERVICE CONTRACTS	14,526.38	
101-295-941-000	POSTAGE MACHINE LEASE	2,064.51	
101-295-950-000	PROPERTY TAX REFUNDS	1,044.78	
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000.00	
101-295-952-000	REGIS	30,534.78	
101-295-952-100	KENT COUNTY AERIAL PHOTO	2,647.31	
101-295-954-000	NPDES PHASE II	10,014.88	
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	61,571.83	
101-295-981-000	OFFICE EQUIPMENT	9,150.97	
101-445-816-000	DRAIN MAINTENANCE	6,328.99	
101-445-821-000	DRAIN ENGINEERING	1,665.50	
101-445-822-000	ILLICIT DISCHARGE PLAN	500.00	
101-445-823-000	LGROW MEMBERSHIP DUES	400.00	
101-446-818-000	DUST CONTROL LAYER	2,243.55	
101-446-821-000	ROAD OVERLAYS	296,124.37	
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	32,822.88	
101-448-926-000	STREETLIGHTING	109,497.08	
101-448-927-100	TRAFFIC SIGNALS	410.82	
101-652-859-000	TRANSPORTATION SERVICES	2,930.15	
101-652-861-000	BUS SERVICE 33RD & 36TH	21,919.69	
101-652-861-100	BUS SERVICE 28TH ST	162,389.27	
101-721-702-000	WAGES- FULL TIME	279,532.41	
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	1,116.19	
101-721-724-000	EDUCATION	1,119.00	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-721-727-000	COMM DEV SUPPLIES	155.30	
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	7,985.13	
101-721-925-000	COMM DEV CELL/DATA	1,197.54	
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	1,220.29	
101-756-921-000	PARK ELECTRICITY	4,798.60	
101-756-924-000	PARK PHONES	1,534.19	
101-756-927-000	PARK WATER-SEWER	1,229.52	
101-756-935-000	PARK MAINTENANCE	81,526.37	
101-803-758-000	COMMUNITY PROMOTION	6,000.00	
101-803-921-000	MUSEUM - ELECTRICITY	653.05	
101-803-923-000	MUSEUM - HEATING/UTILITY	579.78	
101-803-927-000	MUSEUM WATER-SEWER	793.56	
101-803-961-000	MUSEUM MAINTENANCE	7,807.83	
101-850-715-000	FICA-EMPLOYER	96,817.02	
101-850-716-000	DEFINED CONTRIBUTION PLAN	81,511.50	
101-850-717-000	WORKERS COMP INSURANCE	41,411.25	
101-850-718-000	VISION INSURANCE BENEFITS	2,149.92	
101-850-718-200	OTHER BENEFITS	37,800.00	
101-850-719-000	HEALTH INSURANCE BENEFITS	187,639.04	
101-850-719-100	OPT-OUT INSURANCE	5,000.00	
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	12,806.58	
101-850-721-000	DENTAL INSURANCE BENEFITS	17,221.43	
101-850-722-000	PENSION PLAN BENEFITS	70,572.52	
101-850-723-000	OTHER BENEFITS	24.21	
101-901-970-000	CAPITAL OUTLAY - FFE	45,613.02	
101-901-974-000	CAPITAL OUTLAY - LANDIMP	1,159,962.54	
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	314,265.10	
101-965-999-005	TRANSFER TO DAM MAJOR REPAIR	30,000.00	
101-965-999-006	TRANSFER TO FIRE FUND	366,666.63	
Total Fund 101 - GENERAL FUND		12,703,917.02	12,703,917.02

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

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	(62,876.39)
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	905.95
101-000-001-500	GF CASH - K.C. POOL	1,173,252.71
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	1,506,949.16
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	527,316.04
101-000-015-019	M/M - FLAGSTAR BANK	86,492.53
101-000-020-000	TAXES RECEIVABLE- REAL PROPERTY	137,144.00
101-000-084-000	DUE FROM OTHER FUNDS	21,894.51
101-000-123-000	PREPAID EXPENSE	23,737.50
	Total Assets	7,305,573.96
*** Liabilities ***		
101-000-202-000	ACCOUNTS PAYABLE	69,695.12
101-000-231-200	PENSION W/H	2,660.37
101-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	(30.00)
101-000-231-220	DEPENDENT LIFE W/H	(60.92)
101-000-231-221	ADDITIONAL LIFE W/H	(540.14)
101-000-339-000	DEFERRED REVENUE	137,144.00
	Total Liabilities	208,868.43
*** 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	(915,138.39)
	Ending Fund Balance	7,096,705.53
	Total Liabilities And Fund Balance	7,305,573.96

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

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

GL NUMBER	DESCRIPTION	2019 AUDITED BALANCE	2020 AMENDED BUDGET	YTD BALANCE 11/30/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/20 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	0.00	1,045.00	70.14
151-000-665-000	INTEREST ON INVESTMENTS	554.78	560.00	474.93	50.03	85.07	84.81
151-000-699-000	TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00
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	4,654.93	50.03	905.07	
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
151-276-939-000	SERVICE CONTRACTS	0.00	0.00	505.00	505.00	(505.00)	100.00
Net - Dept 276 - CEMETERY		1,076.10	2,500.00	505.00	505.00	1,995.00	
Fund 151 - CEMETERY TRUST FUND:							
TOTAL REVENUES		5,274.78	5,560.00	4,654.93	50.03	905.07	83.72
TOTAL EXPENDITURES		1,076.10	2,500.00	505.00	505.00	1,995.00	20.20
NET OF REVENUES & EXPENDITURES		4,198.68	3,060.00	4,149.93	(454.97)	(1,089.93)	135.62

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 151 - CEMETERY TRUST FUND			
151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	117,585.38	
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		474.93
151-000-699-101	TRANSFER FROM GENERAL FUND		1,725.00
151-276-939-000	SERVICE CONTRACTS	505.00	
Total Fund 151 - CEMETERY TRUST FUND		118,090.38	118,090.38

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 151 - CEMETERY TRUST FUND		
*** Assets ***		
151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	117,585.38
	Total Assets	117,585.38
*** 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	4,149.93
	Ending Fund Balance	117,585.38
	Total Liabilities And Fund Balance	117,585.38

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 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	0.00	(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	37,998.75	4,624.51	25,501.25	59.84
206-000-671-671	MISCELLANEOUS INCOME	0.00	250.00	509.00	9.00	(259.00)	203.60
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	2,162.93	2,042.93	(1,912.93)	865.17
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	366,666.63	33,333.33	77,656.37	82.52
Total Revenues		2,539,510.14	2,623,608.00	2,537,829.23	40,009.77	85,778.77	
Dept 336 - FIRE DEPARTMENT							
206-336-702-000	WAGES- FULL TIME	1,281,295.34	1,442,593.00	1,265,468.85	104,183.69	177,124.15	87.72
206-336-702-100	HAZARD PAY- FIRE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00
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	157,415.53	13,834.55	(7,415.53)	104.94
206-336-713-000	OVERTIME	78,280.08	70,000.00	110,257.04	20,872.02	(40,257.04)	157.51
206-336-723-000	FIRE MEMBERSHIP AND DUES	2,561.92	1,700.00	2,512.11	350.00	(812.11)	147.77
206-336-724-000	FIRE EDUCATION	10,498.76	0.00	0.00	0.00	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	16,155.73	2,359.20	8,844.27	64.62
206-336-727-000	FIRE OFFICE SUPPLIES	3,850.61	4,000.00	4,055.98	989.19	(55.98)	101.40
206-336-738-000	FIRE MAINT SUPPLIES	1,951.46	1,700.00	1,507.05	126.70	192.95	88.65
206-336-745-000	FIRE FUELS	22,236.61	20,000.00	12,447.85	845.38	7,552.15	62.24
206-336-752-000	SUPPLIES	0.00	2,000.00	2,547.87	104.90	(547.87)	127.39
206-336-768-000	FIRE UNIFORMS	10,318.16	13,500.00	12,406.66	1,045.43	1,093.34	91.90
206-336-787-000	MISCELLANEOUS	3,500.88	4,000.00	4,461.01	237.83	(461.01)	111.53
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	787.37	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	17,459.36	1,378.92	(2,959.36)	120.41
206-336-863-000	VEHICLE MAINT	534.21	50,000.00	53,700.60	2,110.88	(3,700.60)	107.40
206-336-887-000	FIRE PUBLIC RELATIONS	2,653.57	5,000.00	5,101.40	0.00	(101.40)	102.03
206-336-901-000	FIRE PUBLICATIONS	923.20	1,500.00	980.29	67.95	519.71	65.35
206-336-924-000	FIRE PHONES	0.00	0.00	20.04	20.04	(20.04)	100.00
206-336-928-000	UTILITIES	16,293.03	18,820.00	12,237.18	878.39	6,582.82	65.02
206-336-932-000	FIRE OFF EQUIP & COMPUTER REPA	2,632.99	4,000.00	798.74	798.74	3,201.26	19.97
206-336-936-000	FIRE STATION MAINT	15,310.48	16,000.00	11,647.38	1,119.47	4,352.62	72.80
206-336-936-002	FIRE STATION MAINT/BUTTRICK	28,591.08	31,000.00	29,897.58	1,900.43	1,102.42	96.44
206-336-937-000	FIRE RADIO MAINT	8,473.13	12,000.00	9,815.25	13.46	2,184.75	81.79
206-336-938-000	FIRE EQUIPMENT MAINT	62,471.55	8,000.00	10,528.07	382.00	(2,528.07)	131.60
206-336-939-000	FIRE COPIER/LEASE/SERVICE	2,720.12	3,300.00	3,213.53	398.18	86.47	97.38
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	450.00	900.00	750.00	0.00	150.00	83.33
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	22,884.39	436.83	(8,884.39)	163.46
206-336-959-000	FIRE PROTECTIVE CLOTHING	40,710.11	30,000.00	30,065.38	3,097.90	(65.38)	100.22
206-336-960-960	FIRE HAZMAT	0.00	0.00	0.00	0.00	0.00	0.00
206-336-981-000	OFFICE EQUIPMENT	17,574.97	12,000.00	10,991.56	553.13	1,008.44	91.60
Net - Dept 336 - FIRE DEPARTMENT		1,900,594.59	2,069,765.00	1,922,644.29	158,105.21	147,120.71	
Dept 850 - BENEFITS/INSURANCE							
206-850-715-000	FICA-EMPLOYER	111,696.55	127,189.00	116,211.46	10,198.74	10,977.54	91.37

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
206-850-716-000	DEFINED CONTRIBUTION PLAN	106,289.99	113,877.00	98,036.44	9,596.86	15,840.56	86.09
206-850-717-000	WORKERS COMP INSURANCE	81,354.96	86,190.00	103,031.19	0.00	(16,841.19)	119.54
206-850-718-000	VISION INSURANCE BENEFITS	2,683.89	2,761.00	2,091.52	216.14	669.48	75.75
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	218,166.12	18,826.94	(43,644.12)	125.01
206-850-719-100	OPT-OUT INSURANCE	6,000.00	12,000.00	5,000.00	0.00	7,000.00	41.67
206-850-719-200	MI CLAIMS TAX- HEALTH	0.00	0.00	0.00	0.00	0.00	0.00
206-850-720-000	LIFE & DISABILITY INSURANCE	14,557.30	14,407.00	16,991.98	1,583.21	(2,584.98)	117.94
206-850-720-100	FIRE CASUALTY INSURANCE	0.00	0.00	0.00	0.00	0.00	0.00
206-850-721-000	DENTAL INSURANCE BENEFITS	17,533.35	22,688.00	22,183.87	2,461.70	504.13	97.78
206-850-721-200	MI CLAIMS TAX - DENTAL	0.00	0.00	0.00	0.00	0.00	0.00
206-850-722-000	PENSION PLAN BENEFITS	70,671.34	75,240.00	70,385.16	6,368.67	4,854.84	93.55
206-850-723-000	OTHER BENEFITS	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 850 - BENEFITS/INSURANCE		620,654.81	659,674.00	681,497.74	49,252.26	(21,823.74)	
Dept 901 - CAPITAL OUTLAY							
206-901-970-000	CAPITAL OUTLAY - FFE	89,857.93	12,000.00	23,378.46	0.00	(11,378.46)	194.82
206-901-974-000	CAPITAL OUTLAY - LAND IMP	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		89,857.93	12,000.00	23,378.46	0.00	(11,378.46)	
Dept 965 - TRANSFERS OUT							
206-965-999-208	TRANSFER TO HAZMAT	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00
Net - Dept 965 - TRANSFERS OUT		2,000.00	2,000.00	2,000.00	0.00	0.00	
Fund 206 - FIRE FUND:							
TOTAL REVENUES		2,539,510.14	2,623,608.00	2,537,829.23	40,009.77	85,778.77	96.73
TOTAL EXPENDITURES		2,613,107.33	2,743,439.00	2,629,520.49	207,357.47	113,918.51	95.85
NET OF REVENUES & EXPENDITURES		(73,597.19)	(119,831.00)	(91,691.26)	(167,347.70)	(28,139.74)	76.52

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

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	806,419.67	
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	436,455.26	
206-000-003-000	53RD -CASH	0.05	
206-000-003-015	CD - COMMUNITY WEST CR UN	5.00	
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	276,762.78	
206-000-015-005	MONEY MARKET LAKE MICH CR UN	5.00	
206-000-202-000	ACCOUNTS PAYABLE		66.98
206-000-214-000	DUE TO OTHER FUNDS		85.88
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		37,998.75
206-000-671-671	MISCELLANEOUS INCOME		509.00
206-000-671-683	REIMBURSEMENTS/REFUNDS		2,162.93
206-000-699-000	TRANSFER IN		366,666.63
206-336-702-000	WAGES- FULL TIME	1,265,468.85	
206-336-707-000	WAGES- CASUAL	157,415.53	
206-336-713-000	OVERTIME	110,257.04	
206-336-723-000	FIRE MEMBERSHIP AND DUES	2,512.11	
206-336-725-000	FIRE TUITION	3,250.00	
206-336-726-000	FIRE TRAINING	16,155.73	
206-336-727-000	FIRE OFFICE SUPPLIES	4,055.98	
206-336-738-000	FIRE MAINT SUPPLIES	1,507.05	
206-336-745-000	FIRE FUELS	12,447.85	
206-336-752-000	SUPPLIES	2,547.87	
206-336-768-000	FIRE UNIFORMS	12,406.66	
206-336-787-000	MISCELLANEOUS	4,461.01	
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	17,459.36	
206-336-863-000	VEHICLE MAINT	53,700.60	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
206-336-887-000	FIRE PUBLIC RELATIONS	5,101.40	
206-336-901-000	FIRE PUBLICATIONS	980.29	
206-336-924-000	FIRE PHONES	20.04	
206-336-928-000	UTILITIES	12,237.18	
206-336-932-000	FIRE OFF EQUIP & COMPUTER REPA	798.74	
206-336-936-000	FIRE STATION MAINT	11,647.38	
206-336-936-002	FIRE STATION MAINT/BUTTRICK	29,897.58	
206-336-937-000	FIRE RADIO MAINT	9,815.25	
206-336-938-000	FIRE EQUIPMENT MAINT	10,528.07	
206-336-939-000	FIRE COPIER/LEASE/SERVICE	3,213.53	
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	750.00	
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	22,884.39	
206-336-959-000	FIRE PROTECTIVE CLOTHING	30,065.38	
206-336-981-000	OFFICE EQUIPMENT	10,991.56	
206-850-715-000	FICA-EMPLOYER	116,211.46	
206-850-716-000	DEFINED CONTRIBUTION PLAN	98,036.44	
206-850-717-000	WORKERS COMP INSURANCE	103,031.19	
206-850-718-000	VISION INSURANCE BENEFITS	2,091.52	
206-850-718-200	OTHER BENEFITS	29,400.00	
206-850-719-000	HEALTH INSURANCE BENEFITS	218,166.12	
206-850-719-100	OPT-OUT INSURANCE	5,000.00	
206-850-720-000	LIFE & DISABILITY INSURANCE	16,991.98	
206-850-721-000	DENTAL INSURANCE BENEFITS	22,183.87	
206-850-722-000	PENSION PLAN BENEFITS	70,385.16	
206-901-970-000	CAPITAL OUTLAY - FFE	23,378.46	
206-965-999-208	TRANSFER TO HAZMAT	2,000.00	
Total Fund 206 - FIRE FUND		4,927,599.89	4,927,599.89

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

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	806,419.67
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	436,455.26
206-000-003-000	53RD -CASH	0.05
206-000-003-015	CD - COMMUNITY WEST CR UN	5.00
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	276,762.78
206-000-015-005	MONEY MARKET LAKE MICH CR UN	5.00
	Total Assets	<u>2,298,079.40</u>
*** Liabilities ***		
206-000-202-000	ACCOUNTS PAYABLE	66.98
206-000-214-000	DUE TO OTHER FUNDS	85.88
	Total Liabilities	<u>152.86</u>
*** Fund Balance ***		
206-000-390-000	FUND BALANCE	2,389,617.80
	Total Fund Balance	<u>2,389,617.80</u>
	Beginning Fund Balance	2,389,617.80
	Net of Revenues VS Expenditures	(91,691.26)
	Ending Fund Balance	<u>2,297,926.54</u>
	Total Liabilities And Fund Balance	<u>2,298,079.40</u>

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
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
207-000-401-441	COMMUNITY STABILIZATION SHARE TAX	0.00	0.00	0.00	0.00	0.00	0.00
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	22,473.53	95.15	(973.53)	104.53
207-000-690-999	USE OF/CONTRIBUTION TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		750,744.89	763,291.00	755,653.84	95.15	7,637.16	
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	431,073.86	52,810.30	213,926.14	66.83
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	443,966.47	52,810.30	211,183.53	
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	755,653.84	95.15	7,637.16	99.00
TOTAL EXPENDITURES		657,404.61	695,512.00	443,966.47	52,810.30	251,545.53	63.83
NET OF REVENUES & EXPENDITURES		93,340.28	67,779.00	311,687.37	(52,715.15)	(243,908.37)	459.86

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

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	396,634.63	
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		22,473.53
207-301-787-000	MISCELLANEOUS	12,829.60	
207-301-801-000	SHERIFF PROTECTION	431,073.86	
207-301-950-000	PROPERTY TAX REFUNDS	63.01	
Total Fund 207 - POLICE FUND		2,160,404.62	2,160,404.62

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

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	396,634.63
	Total Assets	1,716,438.15
*** 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	311,687.37
	Ending Fund Balance	1,716,438.15
	Total Liabilities And Fund Balance	1,716,438.15

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
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	0.00	0.00	0.00	0.00
208-000-607-600	HAZMAT KENTWOOD	0.00	0.00	4,000.00	0.00	(4,000.00)	100.00
208-000-607-700	HAZMAT - GAINES TWP	0.00	0.00	2,000.00	0.00	(2,000.00)	100.00
208-000-665-000	HAZMAT INTEREST	103.25	100.00	96.86	11.47	3.14	96.86
208-000-690-999	USE OF/CONTRIBUTION TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
208-000-699-000	TRANSFER IN	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00
Total Revenue		6,103.25	6,100.00	8,096.86	11.47	(1,996.86)	
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	1,236.74	0.00	1,763.26	41.22
Net - Dept 344 - HAZMAT		2,136.59	8,000.00	1,236.74	0.00	6,763.26	
Fund 208 - HAZMAT FUND:							
TOTAL REVENUES		6,103.25	6,100.00	8,096.86	11.47	(1,996.86)	132.74
TOTAL EXPENDITURES		2,136.59	8,000.00	1,236.74	0.00	6,763.26	15.46
NET OF REVENUES & EXPENDITURES		3,966.66	(1,900.00)	6,860.12	11.47	(8,760.12)	361.06

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 208 - HAZMAT FUND			
208-000-015-005	MM LAKE MICH CR UN 112010265771	38,303.29	
208-000-390-000	FUND BALANCE		31,443.17
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		96.86
208-000-699-000	TRANSFER IN		2,000.00
208-344-958-000	HAZMAT EQUIPMENT	1,236.74	
Total Fund 208 - HAZMAT FUND		39,540.03	39,540.03

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 208 - HAZMAT FUND		
*** Assets ***		
208-000-015-005	MM LAKE MICH CR UN 112010265771	38,303.29
	Total Assets	38,303.29
*** 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	6,860.12
	Ending Fund Balance	38,303.29
	Total Liabilities And Fund Balance	38,303.29

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 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
209-000-401-441	COMMUNITY STABILIZATION SHARE TAX	0.00	0.00	0.00	0.00	0.00	0.00
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	2,175.00	(13.43)	1,825.00	54.38
209-000-665-408	INTEREST ON HOMEYER FUND	8,462.07	9,000.00	2,444.98	33.33	6,555.02	27.17
209-000-671-674	DONATIONS - HOMEYER	1,088.78	0.00	0.00	0.00	0.00	0.00
209-000-671-675	DONATIONS	0.00	0.00	0.00	0.00	0.00	0.00
209-000-689-000	BOND SALE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0.00
209-000-690-999	USE OF/CONTRIBUTION TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		369,939.32	384,508.00	381,997.88	19.90	2,510.12	
Dept 751 - OPEN SPACE PRESERVATION							
209-751-921-000	ELECTRICITY	2,699.90	2,500.00	2,478.23	195.36	21.77	99.13
209-751-923-000	HEATING/UTILITY	1,740.75	0.00	697.35	47.73	(697.35)	100.00
209-751-927-000	WATER-SEWER	612.84	750.00	946.66	0.00	(196.66)	126.22
209-751-928-000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
209-751-935-000	PARK MAINTENANCE	21,389.26	20,000.00	9,309.47	125.00	10,690.53	46.55
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	13,442.73	368.09	9,807.27	
Dept 901 - CAPITAL OUTLAY							
209-901-970-000	CAPITAL OUTLAY - FFE	0.00	24,000.00	25,455.94	0.00	(1,455.94)	106.07
Net - Dept 901 - CAPITAL OUTLAY		0.00	24,000.00	25,455.94	0.00	(1,455.94)	
Dept 905 - DEBT SERVICE							
209-905-993-001	DEBIT SERVICE PAYING AGENT FEES	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 905 - DEBT SERVICE		0.00	0.00	0.00	0.00	0.00	
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	49,104.31	0.00	132.69	99.73
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	323,104.31	0.00	132.69	
Fund 209 - CCT OPEN SPACE:							
TOTAL REVENUES		369,939.32	384,508.00	381,997.88	19.90	2,510.12	99.35
TOTAL EXPENDITURES		347,987.12	370,487.00	362,002.98	368.09	8,484.02	97.71
NET OF REVENUES & EXPENDITURES		21,952.20	14,021.00	19,994.90	(348.19)	(5,973.90)	142.61

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 209 - CCT OPEN SPACE			
209-000-001-100	CASH -CHEM	398,196.05	
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	376,107.41	
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		2,175.00
209-000-665-408	INTEREST ON HOMEYER FUND		2,444.98
209-751-921-000	ELECTRICITY	2,478.23	
209-751-923-000	HEATING/UTILITY	697.35	
209-751-927-000	WATER-SEWER	946.66	
209-751-935-000	PARK MAINTENANCE	9,309.47	
209-751-950-000	TAX REFUNDS	11.02	
209-901-970-000	CAPITAL OUTLAY - FFE	25,455.94	
209-990-991-201	BOND PRINCIPAL REFINANCE	274,000.00	
209-990-992-201	BOND INTEREST REFINANCE	49,104.31	
Total Fund 209 - CCT OPEN SPACE		1,136,306.44	1,136,306.44

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 209 - CCT OPEN SPACE		
*** Assets ***		
209-000-001-100	CASH -CHEM	398,196.05
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	376,107.41
	Total Assets	774,303.46
*** Liabilities ***		
	Total Liabilities	0.00
*** 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	754,308.56
	Beginning Fund Balance	754,308.56
	Net of Revenues VS Expenditures	19,994.90
	Ending Fund Balance	774,303.46
	Total Liabilities And Fund Balance	774,303.46

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 211 - DAM MAJOR REPAIR FUND							
REVENUES							
211-000-665-000	INTEREST REVENUE	8,395.22	20,850.00	15,038.35	38.27	5,811.65	72.13
211-000-675-000	CONTRIBUTIONS	5,000.00	5,000.00	5,000.00	0.00	0.00	100.00
211-000-690-999	USE OF/CONTRIBUTION TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
211-000-699-101	TRANSFER FROM GENERAL FUND	40,000.00	40,000.00	30,000.00	0.00	10,000.00	75.00
Total Revenue		53,395.22	65,850.00	50,038.35	38.27	15,811.65	
Dept 901 - CAPITAL OUTLAY							
211-901-980-000	EXPENSES/DAM MAJOR REPAIR	0.00	225,000.00	2,015.10	2,015.10	222,984.90	0.90
211-901-990-000	INSPECTION REPORTS	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		0.00	225,000.00	2,015.10	2,015.10	222,984.90	
Fund 211 - DAM MAJOR REPAIR FUND:							
TOTAL REVENUES		53,395.22	65,850.00	50,038.35	38.27	15,811.65	75.99
TOTAL EXPENDITURES		0.00	225,000.00	2,015.10	2,015.10	222,984.90	0.90
NET OF REVENUES & EXPENDITURES		53,395.22	(159,150.00)	48,023.25	(1,976.83)	(207,173.25)	30.17

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 211 - DAM MAJOR REPAIR FUND			
211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	436,825.47	
211-000-003-014	CD - LAKE MICH CR UN 3/10/2020	339,359.51	
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		15,038.35
211-000-675-000	CONTRIBUTIONS		5,000.00
211-000-699-101	TRANSFER FROM GENERAL FUND		30,000.00
211-901-980-000	EXPENSES/DAM MAJOR REPAIR	2,015.10	
Total Fund 211 - DAM MAJOR REPAIR FUND		778,200.08	778,200.08

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 211 - DAM MAJOR REPAIR FUND		
*** Assets ***		
211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	436,825.47
211-000-003-014	CD - LAKE MICH CR UN 3/10/2020	339,359.51
	Total Assets	776,184.98
*** 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	48,023.25
	Ending Fund Balance	776,184.98
	Total Liabilities And Fund Balance	776,184.98

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 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
216-000-401-441	COMMUNITY STABILIZATION SHARE TAX	0.00	0.00	0.00	0.00	0.00	0.00
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	58,583.14	34.81	1,916.86	96.83
216-000-690-999	USE OF/CONTRIBUTION TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		572,569.85	627,287.00	635,419.03	34.81	(8,132.03)	
Dept 758 - PATHWAYS							
216-758-728-000	OPERATING SUPPLIES	12,583.06	18,000.00	1,792.88	85.00	16,207.12	9.96
216-758-752-000	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00
216-758-821-100	ENGINEERING	144,600.36	15,000.00	956,136.15	183,672.47	(941,136.15)	6,374.24
216-758-931-000	MAINT & REPAIR	38,848.88	100,000.00	18,313.83	5,187.75	81,686.17	18.31
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	0.00	(36,729.08)	100.00
Net - Dept 758 - PATHWAYS		246,816.42	184,074.00	1,012,979.12	188,945.22	(828,905.12)	
Dept 901 - CAPITAL OUTLAY							
216-901-970-000	CAPITAL OUTLAY - FFE	0.00	19,000.00	12,727.96	0.00	6,272.04	66.99
216-901-974-000	CAPITAL OUTLAY - LANDIMP	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		0.00	19,000.00	12,727.96	0.00	6,272.04	
Fund 216 - PATHWAYS FUND:							
TOTAL REVENUES		572,569.85	627,287.00	635,419.03	34.81	(8,132.03)	101.30
TOTAL EXPENDITURES		246,816.42	203,074.00	1,025,707.08	188,945.22	(822,633.08)	505.09
NET OF REVENUES & EXPENDITURES		325,753.43	424,213.00	(390,288.05)	(188,910.41)	814,501.05	92.00

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 216 - PATHWAYS FUND			
216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	308,616.67	
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	3,000.00	
216-000-003-038	GRAND RIVER BANK M 10/4/19	518,170.99	
216-000-015-025	PATHWAYS M/M MACATAWA BANK	234,526.46	
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		58,583.14
216-758-728-000	OPERATING SUPPLIES	1,792.88	
216-758-821-100	ENGINEERING	956,136.15	
216-758-931-000	MAINT & REPAIR	18,313.83	
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	12,727.96	
Total Fund 216 - PATHWAYS FUND		2,653,520.28	2,653,520.28

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 216 - PATHWAYS FUND		
*** Assets ***		
216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	308,616.67
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	3,000.00
216-000-003-038	GRAND RIVER BANK M 10/4/19	518,170.99
216-000-015-025	PATHWAYS M/M MACATAWA BANK	234,526.46
	Total Assets	<u>1,627,813.20</u>
*** Liabilities ***		
	Total Liabilities	<u>0.00</u>
*** Fund Balance ***		
216-000-390-000	FUND BALANCE	2,018,101.25
	Total Fund Balance	<u>2,018,101.25</u>
	Beginning Fund Balance	2,018,101.25
	Net of Revenues VS Expenditures	(390,288.05)
	Ending Fund Balance	<u>1,627,813.20</u>
	Total Liabilities And Fund Balance	<u>1,627,813.20</u>

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 246 - IRF							
REVENUES							
246-000-630-000	HOOKUP FEES	231,852.00	200,000.00	350,710.00	3,300.00	(150,710.00)	175.36
246-000-665-000	INTEREST ON INVESTMENTS	22,015.77	39,900.00	25,838.26	225.05	14,061.74	64.76
246-000-669-000	INT & P S/A-ORDINANCE	829.42	1,000.00	8,085.13	0.00	(7,085.13)	808.51
246-000-672-000	S/A REVENUE-ORDINANCE	0.00	0.00	0.00	0.00	0.00	0.00
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	18,670.49	0.00	(18,670.49)	100.00
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	18,374.24	0.00	(5,874.24)	146.99
246-000-690-999	USE OF/CONTRIBUTION TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
246-000-699-101	TRANSFER FROM GENERAL FUND	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		290,953.08	260,900.00	421,678.12	3,525.05	(160,778.12)	
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
246-295-939-000	ADMIN SERVICE CONTRACTS	0.00	0.00	0.00	0.00	0.00	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	16,701.50	1,205.00	16,298.50	50.61
Net - Dept 901 - CAPITAL OUTLAY		22,682.00	33,000.00	16,701.50	1,205.00	16,298.50	
Fund 246 - IRF:							
TOTAL REVENUES		290,953.08	260,900.00	421,678.12	3,525.05	(160,778.12)	161.62
TOTAL EXPENDITURES		72,165.50	86,500.00	17,712.00	1,205.00	68,788.00	20.48
NET OF REVENUES & EXPENDITURES		218,787.58	174,400.00	403,966.12	2,320.05	(229,566.12)	231.63

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 246 - IRF			
246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	851,216.30	
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	716,130.33	
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	209,079.57	
246-000-040-001	ACCOUNTS RECEIVABLE-ORDINANCE	1,439.56	
246-000-040-006	ACCOUNTS RECEIVABLE-DELQ USAGE	3,396.90	
246-000-084-000	DUE FROM OTHER FUNDS		1,100.00
246-000-339-010	DEFERRED REVENUE- KRAFT & 60TH IMPROVEMT		253,918.66
246-000-339-011	DEFERRED REVENUE- OAK TERRRACE		9,313.00
246-000-339-012	DEFERRED REVENUE TRD SEWER		209,079.57
246-000-390-000	FUND BALANCE		1,699,617.69
246-000-630-000	HOOKUP FEES		350,710.00
246-000-665-000	INTEREST ON INVESTMENTS		25,838.26
246-000-669-000	INT & P S/A-ORDINANCE		8,085.13
246-000-672-010	S/A REVENUE - KRAFT WATER & 60TH		18,670.49
246-000-672-012	S/A REVENUE - TRD		18,374.24
246-295-821-000	ADMIN ENGINEERING COSTS	1,010.50	
246-901-974-000	CAPITAL OUTLAY - LANDIMP	16,701.50	
Total Fund 246 - IRF		2,594,707.04	2,594,707.04

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 246 - IRF		
*** Assets ***		
246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	851,216.30
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	716,130.33
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	209,079.57
246-000-040-001	ACCOUNTS RECEIVABLE-ORDINANCE	1,439.56
246-000-040-006	ACCOUNTS RECEIVABLE-DELQ USAGE	3,396.90
246-000-084-000	DUE FROM OTHER FUNDS	(1,100.00)
	Total Assets	2,575,895.04
*** Liabilities ***		
246-000-339-010	DEFERRED REVENUE- KRAFT & 60TH IMPROVEMT	253,918.66
246-000-339-011	DEFERRED REVENUE- OAK TERRRACE	9,313.00
246-000-339-012	DEFERRED REVENUE TRD SEWER	209,079.57
	Total Liabilities	472,311.23
*** 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	403,966.12
	Ending Fund Balance	2,103,583.81
	Total Liabilities And Fund Balance	2,575,895.04

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
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	0.00	(7,547.56)	105.03
248-000-401-403	TAXES-KENT COUNTY	495,152.86	520,000.00	543,392.74	0.00	(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	24,492.73	156.67	16,857.27	59.23
248-000-667-001	RENT-TUFFY	0.00	0.00	55,000.00	0.00	(55,000.00)	100.00
248-000-671-000	MISCELLANEOUS INCOME	0.00	0.00	0.00	0.00	0.00	0.00
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	5,210.00	5,000.00	0.00	0.00	5,000.00	0.00
248-000-690-999	USE OF/CONTRIBUTION TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00	0.00
248-000-698-000	BOND/LOAN PROCEEDS	800,000.00	0.00	0.00	0.00	0.00	0.00
248-000-699-000	TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		1,797,859.39	1,112,843.00	1,184,557.92	156.67	(71,714.92)	
Dept 170 - DDA OPERATIONS/CONSTRUCTION							
248-170-723-000	DDA - MEMBERSHIP AND DUES	920.00	1,655.00	1,568.60	0.00	86.40	94.78
248-170-724-000	DDA - EDUCATION	583.11	2,000.00	410.00	0.00	1,590.00	20.50
248-170-787-000	MISCELLANEOUS	2,815.20	7,200.00	8,412.04	135.00	(1,212.04)	116.83
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	124,120.50	13,483.45	(99,120.50)	496.48
248-170-826-265	LEGAL	2,810.00	2,000.00	2,185.00	0.00	(185.00)	109.25
248-170-850-000	COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
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	162,567.32	15,767.50	29,008.68	84.86
248-170-921-000	ELECTRICITY	22,260.04	25,000.00	19,127.40	2,047.19	5,872.60	76.51
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	594.27	10.02	255.73	69.91
248-170-927-000	WATER-SEWER	3,880.36	6,500.00	5,901.05	2,022.94	598.95	90.79
248-170-928-000	UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	47,413.18	47,800.00	32,119.47	2,737.92	15,680.53	67.20
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	11,768.74	0.00	(6,768.74)	235.37
248-170-967-000	SPECIAL PROJECTS	31,455.32	71,700.00	14,903.00	5,500.00	56,797.00	20.79
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	384,821.80	41,704.02	115,285.20	
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	103,000.00	0.00	0.00	100.00
248-990-992-007	LOAN PRINCIPAL	0.00	0.00	61,299.99	0.00	(61,299.99)	100.00
248-990-996-001	INTEREST AND FEES	0.00	0.00	20,366.68	0.00	(20,366.68)	100.00
248-990-996-002	BOND INTEREST & FEES/2000	0.00	0.00	0.00	0.00	0.00	0.00
248-990-996-003	MUN BOND 2010 / INT & FEES	7,209.50	3,760.00	3,832.60	0.00	(72.60)	101.93
Net - Dept 990 - DEBT SERVICE		107,209.50	106,760.00	188,499.27	0.00	(81,739.27)	
Fund 248 - DDA:							
TOTAL REVENUES		1,797,859.39	1,112,843.00	1,184,557.92	156.67	(71,714.92)	106.44
TOTAL EXPENDITURES		1,895,492.91	836,867.00	573,321.07	41,704.02	263,545.93	68.51
NET OF REVENUES & EXPENDITURES		(97,633.52)	275,976.00	611,236.85	(41,547.35)	(335,260.85)	221.48

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 248 - DDA			
248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	829,224.47	
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	310,546.02	
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	
248-000-390-000	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		24,492.73
248-000-667-001	RENT-TUFFY		55,000.00
248-000-671-671	MISCELLANEOUS INCOME		8,111.30
248-170-723-000	DDA - MEMBERSHIP AND DUES	1,568.60	
248-170-724-000	DDA - EDUCATION	410.00	
248-170-787-000	MISCELLANEOUS	8,412.04	
248-170-821-000	ENGINEERING	124,120.50	
248-170-826-265	LEGAL	2,185.00	
248-170-860-000	DDA - MILEAGE	40.83	
248-170-861-100	BUS SERVICE 28TH ST	162,567.32	
248-170-921-000	ELECTRICITY	19,127.40	
248-170-924-100	CELL PHONES	594.27	
248-170-927-000	WATER-SEWER	5,901.05	
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	32,119.47	
248-170-950-000	DDA PROPERTY TAX REFUNDS	11,768.74	
248-170-967-000	SPECIAL PROJECTS	14,903.00	
248-170-981-000	OFFICE EQUIPMENT	1,103.58	
248-990-992-003	MUN BOND 2010 /PRINCIPAL	103,000.00	
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	3,832.60	
Total Fund 248 - DDA		2,186,908.59	2,186,908.59

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 248 - DDA		
*** Assets ***		
248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	829,224.47
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	310,546.02
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
	Total Assets	<u>1,613,587.52</u>
*** Liabilities ***		
	Total Liabilities	<u>0.00</u>
*** Fund Balance ***		
248-000-390-000	FUND BALANCE - UNASSIGNED	1,002,350.67
	Total Fund Balance	<u>1,002,350.67</u>
	Beginning Fund Balance	1,002,350.67
	Net of Revenues VS Expenditures	611,236.85
	Ending Fund Balance	<u>1,613,587.52</u>
	Total Liabilities And Fund Balance	<u>1,613,587.52</u>

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
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	123,582.00	11,935.00	31,418.00	79.73
249-000-607-484	CASCADE TWP BLDG RES PERMITS	80,478.00	85,000.00	84,391.00	7,503.00	609.00	99.28
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	75,270.00	80,000.00	54,837.00	3,400.00	25,163.00	68.55
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	87,952.75	95,000.00	75,874.00	5,455.00	19,126.00	79.87
249-000-607-487	CASCADE TWP PLUMBING PERMITS	43,100.00	50,000.00	43,229.00	3,284.00	6,771.00	86.46
249-000-607-488	CASCADE - PR	38,205.00	20,000.00	33,348.00	3,323.00	(13,348.00)	166.74
249-000-607-490	CASCADE TWP CONTRACTOR REG	13,575.00	8,500.00	8,025.00	375.00	475.00	94.41
249-000-607-500	LOWELL TWP BUILDING PERMITS	85,130.50	60,000.00	40,847.00	3,838.00	19,153.00	68.08
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	33,583.00	30,000.00	15,552.00	522.00	14,448.00	51.84
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	30,326.25	25,000.00	16,665.00	855.00	8,335.00	66.66
249-000-607-503	LOWELL TWP PLUMBING PERMITS	22,061.00	20,000.00	11,140.00	1,475.00	8,860.00	55.70
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	13,901.00	1,114.00	(1,901.00)	115.84
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	13,579.25	14,000.00	13,590.00	775.00	410.00	97.07
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	6,005.00	8,000.00	9,048.00	173.00	(1,048.00)	113.10
249-000-607-520	ADA TWP BUILDING PERMITS	108,323.00	125,000.00	117,840.00	4,766.00	7,160.00	94.27
249-000-607-521	ADA TWP PLUMBING PERMITS	27,366.00	45,000.00	26,780.00	1,714.00	18,220.00	59.51
249-000-607-523	ADA TWP ELECTRICAL PERMITS	48,651.00	55,000.00	45,863.00	5,000.00	9,137.00	83.39
249-000-607-524	ADA TWP MECHANICAL PERMITS	62,641.90	60,000.00	56,722.50	3,770.00	3,277.50	94.54
249-000-607-525	ADA TWP - PR	14,326.00	15,000.00	22,327.00	100.00	(7,327.00)	148.85
249-000-607-531	GR TWP BUILDING PERMITS	111,183.00	120,000.00	198,472.00	117,606.00	(78,472.00)	165.39
249-000-607-532	GR TWP ELECTRICAL PERMITS	49,815.00	55,000.00	36,028.85	3,417.85	18,971.15	65.51
249-000-607-533	GR TWP MECHANICAL PERMITS	62,191.00	65,000.00	50,580.50	5,870.00	14,419.50	77.82
249-000-607-534	GR TWP PLUMBING PERMITS	29,494.00	40,000.00	26,341.00	4,153.00	13,659.00	65.85
249-000-607-535	GRT - PR	19,432.00	20,000.00	55,462.00	46,692.00	(35,462.00)	277.31
249-000-607-536	EAST GR BUILDING PERMITS	58,829.00	60,000.00	69,590.00	2,425.00	(9,590.00)	115.98
249-000-607-537	EAST GR ELECTRICAL PERMITS	35,443.00	35,000.00	29,642.00	3,499.00	5,358.00	84.69
249-000-607-538	EAST GR MECHANICAL PERMITS	45,802.75	40,000.00	38,190.00	2,565.00	1,810.00	95.48
249-000-607-539	EAST GR PLUMBING PERMITS	24,516.00	25,000.00	18,338.00	1,456.00	6,662.00	73.35
249-000-607-540	EGR - PR	968.00	10,000.00	5,631.00	0.00	4,369.00	56.31
249-000-607-541	EAST GR-RENTAL INSP	2,700.00	4,000.00	4,200.00	0.00	(200.00)	105.00
249-000-607-550	PLAINFIELD BUILDING PERMITS	0.00	0.00	0.00	0.00	0.00	0.00
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS	93,208.00	90,000.00	77,281.00	4,595.00	12,719.00	85.87
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	103,863.05	110,000.00	101,848.25	9,158.75	8,151.75	92.59
249-000-607-553	PLAINFIELD - PLUMBING PERMITS	52,228.00	60,000.00	55,757.00	4,380.00	4,243.00	92.93
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	53,911.08	46.39	6,588.92	89.11
249-000-671-671	MISCELLANEOUS INCOME	1,900.00	1,000.00	2,063.94	563.94	(1,063.94)	206.39
249-000-673-000	SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		1,682,539.74	1,771,000.00	1,637,396.12	265,804.93	133,603.88	
Dept 371 - BUILDING DEPARTMENT							
249-371-702-000	WAGES- FULL TIME	718,107.99	731,953.00	674,438.53	57,119.18	57,514.47	92.14
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	3,954.77	607.86	14,696.23	21.20
249-371-707-000	WAGES- CASUAL	18,832.00	24,000.00	5,848.00	1,880.00	18,152.00	24.37
249-371-723-000	MEMBERSHIPS AND DUES	1,985.00	4,000.00	1,124.94	0.00	2,875.06	28.12
249-371-724-000	EDUCATION	7,658.62	6,500.00	708.75	0.00	5,791.25	10.90
249-371-727-000	SUPPLIES	6,573.10	10,000.00	5,411.84	137.65	4,588.16	54.12
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	2,802.03	146.25	1,397.97	66.72
249-371-787-000	MISCELLANEOUS	0.00	1,500.00	21.58	21.58	1,478.42	1.44
249-371-787-200	CREDIT CARD FEES	18,183.17	16,800.00	19,736.28	2,159.26	(2,936.28)	117.48
249-371-802-200	JANITORIAL & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
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	46,207.48	5,086.49	13,792.52	77.01
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	1,282.27	124.10	717.73	64.11

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020	NORM (ABNORM)	MONTH 11/30/20	BALANCE	NORM (ABNORM)	
249-371-924-100	CELL PHONES	7,860.15	8,250.00	8,025.80		90.18	224.20	97.28	
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	19,636.11		5,719.71	(5,223.11)	136.24	
249-371-940-000	BUILDING RENTAL-LEASE	68,675.32	76,125.00	107,528.65		5,933.14	(31,403.65)	141.25	
249-371-941-000	POSTAGE & MACHINE LEASE	450.00	1,000.00	750.00		0.00	250.00	75.00	
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	936,168.88		79,025.40	110,400.12		
Dept 850 - BENEFITS/INSURANCE									
249-850-715-000	FICA-EMPLOYER	53,221.34	59,258.00	50,977.39		4,284.97	8,280.61	86.03	
249-850-716-000	DEFINED CONTRIBUTION PLAN	94,637.35	113,877.00	57,753.84		4,792.82	56,123.16	50.72	
249-850-717-000	WORKERS COMP INSURANCE	16,732.75	17,737.00	21,202.46		0.00	(3,465.46)	119.54	
249-850-718-000	VISION INSURANCE BENEFITS	1,547.60	1,542.00	1,193.60		119.36	348.40	77.41	
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	113,020.56		9,996.51	5,125.44	95.66	
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	9,055.41		818.74	2,174.59	80.64	
249-850-721-000	DENTAL INSURANCE BENEFITS	4,785.31	10,279.00	8,277.96		792.38	2,001.04	80.53	
249-850-721-200	MI CLAIMS TAX - DENTAL	0.00	0.00	0.00		0.00	0.00	0.00	
249-850-722-000	PENSION PLAN BENEFITS	45,454.31	45,168.00	76,009.29		3,764.00	(30,841.29)	168.28	
249-850-723-000	OTHER BENEFITS	0.00	0.00	0.00		0.00	0.00	0.00	
Net - Dept 850 - BENEFITS/INSURANCE		335,852.86	396,637.00	355,490.51		24,568.78	41,146.49		
Dept 901 - CAPITAL OUTLAY									
249-901-975-000	CAPITAL OUTLAY - BLDGIMP	438,200.00	0.00	99,860.85		99,860.85	(99,860.85)	100.00	
Net - Dept 901 - CAPITAL OUTLAY		438,200.00	0.00	99,860.85		99,860.85	(99,860.85)		
Dept 964 - PAYMENTS TO OTHER TOWNSHIPS									
249-964-964-100	PERMITS DUE TO LOWELL TWP	33,722.35	28,600.00	18,619.00		1,581.80	9,981.00	65.10	
249-964-964-200	PERMITS DUE TO VERGENNES TWP	5,798.25	6,800.00	7,719.80		719.40	(919.80)	113.53	
249-964-964-300	PERMITS DUE TO GR TWP	51,571.00	60,000.00	44,259.10		8,769.00	15,740.90	73.77	
249-964-964-400	PERMITS DUE TO ADA TWP	48,258.58	60,000.00	54,526.50		5,839.25	5,473.50	90.88	
249-964-964-500	PERMITS DUE TO EAST GR	30,589.15	34,000.00	34,742.20		2,894.40	(742.20)	102.18	
249-964-964-600	PERMITS DUE PLAINFIELD	45,518.71	52,000.00	47,885.60		4,756.80	4,114.40	92.09	
249-964-964-800	PERMITS DUE CASCADE TWP	77,897.25	97,000.00	91,895.70		6,470.00	5,104.30	94.74	
Net - Dept 964 - PAYMENTS TO OTHER TOWNSHIPS		293,355.29	338,400.00	299,647.90		31,030.65	38,752.10		
Fund 249 - BUILDING FUND:									
TOTAL REVENUES		1,682,539.74	1,771,000.00	1,637,396.12		265,804.93	133,603.88	92.46	
TOTAL EXPENDITURES		2,043,252.11	1,781,606.00	1,691,168.14		234,485.68	90,437.86	94.92	
NET OF REVENUES & EXPENDITURES		(360,712.37)	(10,606.00)	(53,772.02)		31,319.25	43,166.02	507.00	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 249 - BUILDING FUND			
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	50,976.00	
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	107,157.44	
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	126,005.85	
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	648,417.61	
249-000-003-037	CHEMICAL BANK CD M 10/28/19	569,753.35	
249-000-202-000	ACCOUNTS PAYABLE		7,056.34
249-000-214-000	DUE TO OTHER FUNDS		4,010.32
249-000-237-000	DUE TO IRF SW CONNECTIONS		18,986.00
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		123,582.00
249-000-607-484	CASCADE TWP BLDG RES PERMITS		84,391.00
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS		54,837.00
249-000-607-486	CASCADE TWP MECHANICAL PERMITS		75,874.00
249-000-607-487	CASCADE TWP PLUMBING PERMITS		43,229.00
249-000-607-488	CASCADE - PR		33,348.00
249-000-607-490	CASCADE TWP CONTRACTOR REG		8,025.00
249-000-607-500	LOWELL TWP BUILDING PERMITS		40,847.00
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS		15,552.00
249-000-607-502	LOWELL TWP MECHANICAL PERMITS		16,665.00
249-000-607-503	LOWELL TWP PLUMBING PERMITS		11,140.00
249-000-607-504	LOWELL TWP - PR		248.00
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS		13,901.00
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS		13,590.00
249-000-607-516	VERGENNES TWP PLUMBING PERMITS		9,048.00
249-000-607-520	ADA TWP BUILDING PERMITS		117,840.00
249-000-607-521	ADA TWP PLUMBING PERMITS		26,780.00
249-000-607-523	ADA TWP ELECTRICAL PERMITS		45,863.00
249-000-607-524	ADA TWP MECHANICAL PERMITS		56,722.50
249-000-607-525	ADA TWP - PR		22,327.00
249-000-607-531	GR TWP BUILDING PERMITS		198,472.00
249-000-607-532	GR TWP ELECTRICAL PERMITS		36,028.85
249-000-607-533	GR TWP MECHANICAL PERMITS		50,580.50
249-000-607-534	GR TWP PLUMBING PERMITS		26,341.00
249-000-607-535	GRT - PR		55,462.00
249-000-607-536	EAST GR BUILDING PERMITS		69,590.00
249-000-607-537	EAST GR ELECTRICAL PERMITS		29,642.00
249-000-607-538	EAST GR MECHANICAL PERMITS		38,190.00

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
249-000-607-539	EAST GR PLUMBING PERMITS		18,338.00
249-000-607-540	EGR - PR		5,631.00
249-000-607-541	EAST GR-RENTAL INSP		4,200.00
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS		77,281.00
249-000-607-552	PLAINFIELD MECHANICAL PERMITS		101,848.25
249-000-607-553	PLAINFIELD - PLUMBING PERMITS		55,757.00
249-000-607-555	PLAINFIELD INSPECTION FEES -NP		250.00
249-000-665-000	INTEREST REVENUE		53,911.08
249-000-671-671	MISCELLANEOUS INCOME		2,063.94
249-371-702-000	WAGES- FULL TIME	674,438.53	
249-371-704-000	WAGES- PART TIME	3,954.77	
249-371-707-000	WAGES- CASUAL	5,848.00	
249-371-723-000	MEMBERSHIPS AND DUES	1,124.94	
249-371-724-000	EDUCATION	708.75	
249-371-727-000	SUPPLIES	5,411.84	
249-371-757-000	BOOKS	400.04	
249-371-768-000	DEPARTMENT UNIFORMS	2,802.03	
249-371-787-000	MISCELLANEOUS	21.58	
249-371-787-200	CREDIT CARD FEES	19,736.28	
249-371-807-000	AUDIT FEES & SERVICES	940.00	
249-371-810-000	LIABILITY INSURANCE	9,878.55	
249-371-860-000	MILEAGE	46,207.48	
249-371-924-000	PHONES	1,282.27	
249-371-924-100	CELL PHONES	8,025.80	
249-371-939-000	SERVICE CONTRACTS	19,636.11	
249-371-940-000	BUILDING RENTAL-LEASE	107,528.65	
249-371-941-000	POSTAGE & MACHINE LEASE	750.00	
249-371-950-000	DEPARTMENT REFUNDS	26,388.00	
249-371-981-000	OFFICE EQUIPMENT	1,085.26	
249-850-715-000	FICA-EMPLOYER	50,977.39	
249-850-716-000	DEFINED CONTRIBUTION PLAN	57,753.84	
249-850-717-000	WORKERS COMP INSURANCE	21,202.46	
249-850-718-000	VISION INSURANCE BENEFITS	1,193.60	
249-850-718-200	OTHER BENEFITS	14,000.00	
249-850-719-000	HEALTH INSURANCE BENEFITS	113,020.56	
249-850-719-100	OPT-OUT INSURANCE	4,000.00	
249-850-720-000	LIFE & DISABILITY INSURANCE	9,055.41	
249-850-721-000	DENTAL INSURANCE BENEFITS	8,277.96	
249-850-722-000	PENSION PLAN BENEFITS	76,009.29	
249-901-975-000	CAPITAL OUTLAY - BLDGIMP	99,860.85	
249-964-964-100	PERMITS DUE TO LOWELL TWP	18,619.00	
249-964-964-200	PERMITS DUE TO VERGENNES TWP	7,719.80	
249-964-964-300	PERMITS DUE TO GR TWP	44,259.10	
249-964-964-400	PERMITS DUE TO ADA TWP	54,526.50	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
249-964-964-500	PERMITS DUE TO EAST GR	34,742.20	
249-964-964-600	PERMITS DUE PLAINFIELD	47,885.60	
249-964-964-800	PERMITS DUE CASCADE TWP	91,895.70	
Total Fund 249 - BUILDING FUND		4,687,640.46	4,687,640.46

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 249 - BUILDING FUND		
*** Assets ***		
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	50,976.00
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	107,157.44
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	126,005.85
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	648,417.61
249-000-003-037	CHEMICAL BANK CD M 10/28/19	569,753.35
	Total Assets	2,996,472.32
*** Liabilities ***		
249-000-202-000	ACCOUNTS PAYABLE	7,056.34
249-000-214-000	DUE TO OTHER FUNDS	4,010.32
249-000-237-000	DUE TO IRF SW CONNECTIONS	18,986.00
	Total Liabilities	30,052.66
*** 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	(53,772.02)
	Ending Fund Balance	2,966,419.66
	Total Liabilities And Fund Balance	2,996,472.32

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
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	32,869.52	0.00	0.48	100.00
270-000-665-000	INTEREST REVENUE	12,564.88	66,000.00	57,625.69	146.95	8,374.31	87.31
Total Revenue		277,862.76	339,729.00	336,679.83	146.95	3,049.17	
Dept 790 - LIBRARY							
270-790-727-000	LIBRARY SUPPLIES	1,831.55	6,600.00	933.86	293.86	5,666.14	14.15
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	39,425.74	3,876.93	15,574.26	71.68
270-790-923-000	LIBRARY HEATING	11,994.42	12,000.00	7,069.54	613.35	4,930.46	58.91
270-790-924-000	LIBRARY PHONES	1,438.61	1,800.00	1,479.85	153.46	320.15	82.21
270-790-927-000	LIBRARY WATER-SEWER	5,784.61	8,000.00	5,658.13	1,740.17	2,341.87	70.73
270-790-931-000	LIBRARY MAINTENANCE	114,707.93	65,000.00	59,423.24	4,838.33	5,576.76	91.42
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	134,302.13	11,516.10	118,596.87	
Dept 901 - CAPITAL OUTLAY							
270-901-970-000	CAPITAL OUTLAY - FFE	0.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	
Fund 270 - LIBRARY FUND:							
TOTAL REVENUES		277,862.76	339,729.00	336,679.83	146.95	3,049.17	99.10
TOTAL EXPENDITURES		264,349.25	252,899.00	134,302.13	11,516.10	118,596.87	53.11
NET OF REVENUES & EXPENDITURES		13,513.51	86,830.00	202,377.70	(11,369.15)	(115,547.70)	233.07

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 270 - LIBRARY FUND			
270-000-001-510	CASH - MI CLASS	466,295.72	
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	505,760.54	
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		32,869.52
270-000-665-000	INTEREST REVENUE		57,625.69
270-790-727-000	LIBRARY SUPPLIES	933.86	
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	39,425.74	
270-790-923-000	LIBRARY HEATING	7,069.54	
270-790-924-000	LIBRARY PHONES	1,479.85	
270-790-927-000	LIBRARY WATER-SEWER	5,658.13	
270-790-931-000	LIBRARY MAINTENANCE	59,423.24	
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		2,394,541.13	2,394,541.13

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 270 - LIBRARY FUND		
*** Assets ***		
270-000-001-510	CASH - MI CLASS	466,295.72
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	505,760.54
	Total Assets	2,260,239.00
*** 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	202,377.70
	Ending Fund Balance	2,260,239.00
	Total Liabilities And Fund Balance	2,260,239.00

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

*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	11/30/2020 NORM (ABNORM)	MONTH 11/30/20 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 282 - CARES ACT							
REVENUES							
282-345-528-000	OTHER FEDERAL GRANTS	0.00	0.00	233,053.09	217,352.09	(233,053.09)	100.00
282-345-755-000	COVID 19 EXPENSES	0.00	0.00	17,044.11	0.00	(17,044.11)	100.00
282-345-852-000	INTERNET CARES ACT	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue		0.00	0.00	216,008.98	217,352.09	(216,008.98)	
Fund 282 - CARES ACT :							
TOTAL REVENUES		0.00	0.00	233,053.09	217,352.09	(233,053.09)	100.00
TOTAL EXPENDITURES		0.00	0.00	17,044.11	0.00	(17,044.11)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	216,008.98	217,352.09	(216,008.98)	100.00
TOTAL REVENUES - ALL FUNDS		13,550,657.51	13,237,955.00	12,606,247.42	670,095.16	631,707.58	95.23
TOTAL EXPENDITURES - ALL FUNDS		14,577,259.10	12,250,144.00	12,232,831.92	1,338,476.04	17,312.08	99.86
NET OF REVENUES & EXPENDITURES		(1,026,601.59)	987,811.00	373,415.50	(668,380.88)	614,395.50	37.80

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 282 - CARES ACT			
282-000-001-100	CASH -CARES ACT	233,053.09	
282-000-214-000	DUE TO OTHER FUNDS		17,044.11
282-345-528-000	OTHER FEDERAL GRANTS		233,053.09
282-345-755-000	COVID 19 EXPENSES	17,044.11	
Total Fund 282 - CARES ACT		250,097.20	250,097.20

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2020

GL Number	Description	Balance
Fund 282 - CARES ACT		
*** Assets ***		
282-000-001-100	CASH -CARES ACT	233,053.09
	Total Assets	233,053.09
*** Liabilities ***		
282-000-214-000	DUE TO OTHER FUNDS	17,044.11
	Total Liabilities	17,044.11
*** Fund Balance ***		
	Total Fund Balance	0.00
	Beginning Fund Balance	0.00
	Net of Revenues VS Expenditures	216,008.98
	Ending Fund Balance	216,008.98
	Total Liabilities And Fund Balance	233,053.09

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 701 - TRUST AND AGENCY			
701-000-003-002	HENRY KRAMER ESCROW	15,389.38	
701-000-003-004	JACK SMITH ESCROW	23,137.65	
701-000-003-018	CD - CHEMICAL BANK JAMES TIMMONS	12,400.00	
701-000-015-004	MONEY MARKET - CHEMICAL BANK	158,278.94	
701-000-214-000	DUE TO GENERAL FUND		4.63
701-000-230-004	T&A INTERST DUE GF		1,567.82
701-000-250-080	CASCADE POINTE-PATHWAY BOND		10,054.62
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		7,941.65
701-000-252-751	GLENWOOD HILLS S/W BOND		23,211.72
701-000-253-221	UNIVERSAL SIGN SYSEMS 17-3397 7/2017		48.34
701-000-253-328	MIEDEMA METAL BUILDING SYSTEM 11/14		26.00
701-000-253-360	WOLVERING BLDG GROUP 16-3318 6/2016		500.00
701-000-253-373	ROBERT GROOTER 17-3386 5/2017		500.00
701-000-253-375	WATERFALL SHOPPES LLC 17-3389 6/2017		500.00
701-000-253-376	TOWN CENTER INN & SUITES 17-3391 6/2017		500.00
701-000-253-377	JAMNBEAN/FREEDOM REINS FARM 17-3392 7/17		500.00
701-000-253-378	PARADIGM DESIGN INC 17-3395 7/17		500.00
701-000-253-379	2771 ORANGE AVE LLC 17-3401 8/2017		500.00
701-000-253-382	RJP CONSULTING INC 17-3407 9/2017		500.00
701-000-253-385	INNOVATIVE DESIGN PC 17-3419 10/2017		500.00
701-000-253-386	LACK ENTERPRISES INC 17-3421 10/2017		500.00
701-000-253-387	NEDERVELD 17-3423 10/2017		500.00
701-000-253-388	BENITEAU RESIDENTIAL LLC 17-3424 11/2017		500.00
701-000-253-389	ALPHA LIMA VENTURES LLC 17-3425 11/2017		500.00
701-000-253-390	QUAIL RIDGE GOLF COURSE 17-3428 12/2017		500.00
701-000-253-391	THORNAPPLE EVANGELICAL 17- 3429 12/17		500.00

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
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		19,187.50
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
701-000-253-433	LIVE SPACE 4995 STARR ST SE		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		23,137.65
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		15,389.38
701-000-283-741	PERFORMANCE BOND 5801 KRAFT		5,000.00
Total Fund 701 - TRUST AND AGENCY		213,226.32	213,226.32

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

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		23.70
703-000-001-110	FLAGSTAR BANK - CASH	127,620.96	
703-000-001-111	CASH RECEIVING & WIRE - FLAGSTAR	487.09	
703-000-001-112	CASH DELINQUENT - FLAGSTAR	1,852.22	
703-000-214-100	CCT-PATHWAYS		2,319.54
703-000-214-105	CCT-POLICE		3,030.06
703-000-214-110	CCT - OPERATING TAXES		6,413.22
703-000-214-112	CCT - OVER/SHORT	2.37	
703-000-214-115	CCT - FIRE		8,681.08
703-000-214-116	CCT OPEN SPACE		1,517.91
703-000-214-120	CCT - LIBRARY		989.22
703-000-214-140	CCT - STREET LIGHTS		408.03
703-000-214-155	CCT - ADMIN		1,204.68
703-000-222-110	KENT COUNTY - OPERATING		9,212.16
703-000-222-111	KENT COUNTY - INTEREST		668.91
703-000-222-160	KENT COUNTY - JAIL		5,138.14
703-000-222-165	KENT COUNTY - ZOO/MUSEUM		2,863.58
703-000-222-170	KENT COUNTY - SENIOR		3,254.43
703-000-222-172	KENT COUNTY - VETERAN'S MILLAGE		324.03
703-000-222-175	KENT COUNTY - DOG LICENSE		1,042.60
703-000-222-180	KENT COUNTY DRAIN		11.67
703-000-222-185	KENT COUNTY - EARLY CHILDHOOD		1,640.40
703-000-223-110	KDL - TAXES		8,376.79
703-000-225-110	FHPS - OPERATING		3,498.95
703-000-225-111	FHPS - INTEREST		278.28
703-000-225-120	FHPS - DEBT		27,181.86
703-000-225-130	FHPS - RECREATION		4,046.52
703-000-225-410	CALEDONIA - OPERATING		115.31
703-000-225-411	CALEDONIA - INTEREST		31.74
703-000-225-420	CALEDONIA - DEBT		1,454.81
703-000-226-111	LOWELL - INTEREST		0.10
703-000-226-120	LOWELL - DEBT		869.81
703-000-226-130	LOWELL BLDG/SITE		119.29
703-000-228-001	SET & OPERATING TAX (COUNTY)		13,084.61
703-000-230-001	TAX INT- DUE TO OTHER UNIT GOVT		2,438.41
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		24.31
703-000-230-013	WIRE ACCT INT - DUE TO OTHER GOVT		392.28
703-000-230-032	DELQ TAX OVER AND SHORT	2.73	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2020**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
703-000-230-043	WIRE- ONLINE SERVICE FEES	30.14	
703-000-230-044	TAX NSF FEES		287.89
703-000-234-110	KENT ISD - TAXES		12,143.34
703-000-234-111	KENT ISD - TAXES INTEREST		364.29
703-000-235-110	GRCC - TAXES		3,810.18
703-000-235-111	GRCC - TAXES INTEREST		114.30
703-000-274-000	UNDISTRIBUTED TAX COLLECTION		371.87
703-000-275-000	DUE TO TAXPAYERS		583.77
Total Fund 703 - CURRENT TAX COLLECTION FUND		130,145.51	130,145.51



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: January 8, 2021
To: Cascade Charter Township Board
From: Supervisor Grace Lesperance

**Subject: RECOMMENDATION TO BROADCAST TOWNSHIP MEETINGS AND
COMMUNITY NEWS ON COMCAST CABLE CHANNEL**

This recommendation is based on the following goals:

1. To ensure that we are communicating with as many residents as possible--especially during this pandemic;
2. To prioritize township engagement and transparency with residents; and
3. To ensure that township priorities are aligned with and based on those of its residents.

Thanks to Manager Ben Swayze, Assistant Manager Stephanie Fast, Econ. Dev. Director Sandra Korhorn, and Hunter Zuk from Sabo PR, LLC, access to township information is increasingly available via social media platforms. The launch of a new and more user-friendly township website in the next few months will also ensure we are communicating with residents more frequently and efficiently.

However, the township has not yet taken advantage of one tool that greatly increases our ability to engage with more residents—our existing ability to broadcast township meetings and announcements on cable television. Comcast has offered this service to Cascade since we entered into a franchise agreement with Comcast for local service.

Taking advantage of this access serves residents without internet access and those who do not use the internet as a primary source for information. It is also a cost-effective method of supplementing existing activities (e.g. seasonal newsletters and post cards).

The equipment needed to record and broadcast meetings is already in place. The equipment previously purchased with CARES funds to outfit the Wisner Center for hybrid (in-person and zoom) also enables broadcasting these meetings on television.

I strongly recommend that we direct staff to proceed with this initiative, with the provision that the Board approve any additional and unforeseen expenditures not previously authorized. The need to proceed is important in light of the current pandemic and the fact that the necessary infrastructure and access already exists. Thank you for your consideration.



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: January 13, 2021
To: Supervisor Lesperance & Cascade Township Board
From: Benjamin Swayze, Township Manager
Subject: Consider the Kent County Urban County Cooperative Agreement

FACTS:

Beginning in the mid 90's, Cascade Township has participated in a cooperative agreement with Kent County and other Kent County communities for the acquisition and distribution of Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds. Funds from these programs are generally used to provide programs and services to assist residents with low to moderate incomes based on federal guidelines. While Cascade Township currently has no low-to-moderate income census tract areas, some of these funds are available to residents through programs like the HOPE Network door-to-door transportation services and home repair and rehabilitation services.

Kent County has been notified by the US Department of Housing and Urban Development (HUD) that an update to the existing Urban County Cooperative Agreement is required. The update includes minor adjustments to clarify text, as well as the following language required by HUD:

“a unit of general local government may not sell, trade, or otherwise transfer all or any portion of such funds to a metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange or any other funds; credits or non-Federal considerations, but must use such funds for activities eligible under Title 1 of the Housing and Community Development Act of 1974, as amended”.

Attached for your review is:

- Letter from Kent County regarding the Urban County Cooperative Agreement
- Proposed Urban County Cooperative Agreement
- Existing Urban County Cooperative Agreement

ANALYSIS & CONCLUSIONS:

According to the Kent County letter:

During the last three-year cycle 2018-2020, Kent County received a total of \$8.1 million in CDBG and HOME funding from HUD. Annually, Kent County uses CDBG funding to work directly with area residents to provide needed public services or address housing rehabilitation needs. The County seeks input from local governments to identify public infrastructure projects in their jurisdiction that can be assisted with CDBG funding. The County also provides rental assistance for residents with low incomes and works with

area developers to construct or rehabilitate existing housing using HOME grant funds. Recently, HUD also awarded Kent County an additional \$2.5 million from the 2020 CARES Act to be used for CDBG programing over the next six years to prevent, prepare for, and respond to the coronavirus.

As noted previously, the Township generally is not eligible for project based CDBG funds due to a lack of low-to-mod income census tracts. However, by maintaining the relationship with the County through this agreement, Township residents will remain eligible for County wide programs such as the door-to-door specialized transportation services and the home repair/rehabilitation services for certain demographic populations.

FINANCIAL CONSIDERATIONS:

Maintaining membership in the Kent County Urban County Cooperative Agreement will have no direct financial cost to the Township, and will allow some Township residents to remain eligible for programs and funds they qualify for. It should be noted as an opportunity cost, by maintaining our membership in the Urban County Cooperative Agreement the Township is not eligible to directly apply for appropriations under Small Cities or State CDBG programs. However, due to the economic demographics of the Township we are unlikely to be eligible for those programs anyways.

RECOMMENDED ACTION:

To approve the Kent County Urban County Cooperative Agreement and authorize it to be executed on behalf of the Township.

Dear Local Unit of Government,

Since 1993, Kent County has entered into a Cooperative Agreement with communities in the County that enabled Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds to flow through the County to benefit participating communities. Kent County has been notified by the U.S. Department of Housing and Urban Development (HUD) that an update is necessary to our existing Urban County Cooperative Agreement for the 2021-2023 recertification period. An updated Cooperative Agreement is attached. It includes minor adjustments to clarify text, and the following amended language required by HUD (page 2):

“a unit of general local government may not sell, trade, or otherwise transfer all or any portion of such funds to a metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange or any other funds; credits or non-Federal considerations, but must use such funds for activities eligible under Title 1 of the Housing and Community Development Act of 1974, as amended”.

Kent County has been operating as a HUD Community Planning and Development (CPD) grantee since 1981, providing programs and services to assist residents with low and moderate income throughout the County. Since 1993, Kent County and local governments entered into an automatically renewing Cooperative Agreement to allow the County to conduct CDBG and HOME funded activities in each local unit. These activities include public improvements projects (such as parks, water and sewer improvements, and street and sidewalk improvements), economic development programs, public services (such as providing senior services, emergency housing payments, and transportation services), development of new single and multi-family housing, and providing housing rehabilitation funding for residents within local jurisdictions.

During the last three-year cycle 2018-2020, Kent County received a total of \$8.1 million in CDBG and HOME funding from HUD. Annually, Kent County uses CDBG funding to work directly with area residents to provide needed public services or address housing rehabilitation needs. The County seeks input from local governments to identify public infrastructure projects in their jurisdiction that can be assisted with CDBG funding. The County also provides rental assistance for residents with low incomes and works with area developers to construct or rehabilitate existing housing using HOME grant funds. Recently, HUD also awarded Kent County an additional \$2.5 million from the 2020 CARES Act to be used for CDBG programming over the next six years to prevent, prepare for, and respond to the coronavirus.

To continue these program activities for residents in each local unit, it is necessary to restate the existing Cooperative Agreement to incorporate the updated HUD language. Please review and execute the attached Agreement and return to Chad Coffman, Program Manager, at chad.coffman@kentcountymi.gov, 616-632-7967, **no later than January 15th, 2020.**

Please let us know if you have any questions. We look forward to your continuing participation in the CDBG and HOME Programs.

Sincerely,

Jennifer Kimball James
Deputy County Administrator
Kent County Administrator's Office

COOPERATIVE AGREEMENT
Kent County "Urban County"
Community Development Block Grant Program

THIS AGREEMENT made and entered into this ____ day of _____, 20__ by and between the (Community), Michigan hereinafter referred to as the "Community", and the County of Kent, a Michigan Constitutional Corporation, State of Michigan, hereinafter referred to as the "County":

WHEREAS, the Housing and Community Development Act of 1974 as amended provides an entitlement of funds for Community Development purposes for urban counties; and

WHEREAS, Kent County has been designated as an Urban County provided that it secures Cooperation Agreements with various communities in Kent County; and

WHEREAS, this agreement covers both the Community Development Block Grant (CDBG) Entitlement Program and, where applicable, the HOME Investment Partnership program; and

WHEREAS, the parties to this Agreement recognize the value of this cooperative relationship and wish to continue such by this restatement of this Agreement; and

NOW THEREFORE, the Community and County do hereby promise and agree:

THAT the Community may not apply for grants from appropriations under Small Cities or State CDBG programs for fiscal years during the period in which it is participating in the urban county's CDBG program; and

THAT the Community may not participate in a HOME consortium except through the urban county, regardless of whether the urban county receives a HOME formula allocation; and

THAT the County shall have final responsibility for selecting Community Development Block Grant (and HOME, where applicable) activities and annually filing a Consolidated Plan with the U.S. Department of Housing and Urban Development (HUD); and

THAT the County will, on behalf of the Community, execute essential Community Development and Housing Assistance applications, plans, programs and projects eligible under the Housing and Development Act of 1974 as amended; and

THAT the Community and the County will cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing; and

THAT the Community and the County will take all actions necessary to assure compliance with the County's certification required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, the Fair

Housing Act, Section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, and other applicable laws; that the County is prohibited from funding activities in or in support of any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction, or that impedes the County's actions to comply with the county's fair housing certification; and that funding by the County is contingent upon the Community's compliance with the above; and

THAT the Community has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction; and

THAT a unit of general local government may not sell, trade, or otherwise transfer all or any portion of such funds to a metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds; credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended; and

THAT the qualification period of this agreement as defined in the HUD regulations and guidelines shall be Federal Fiscal Years 2021/2022/2023, and such additional period of time for the purpose of carrying out activities funded by Community Development Block Grants from Federal Fiscal years 2021/2022/2023, appropriations and from any program income generated from the expenditure of such funds. Furthermore, that the period of time of this Agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides written notice it elects not to participate in a new qualification period. A copy of this notice must be sent to the HUD State Office by the date specified in HUD's Urban County Qualification Notice for the next qualification period; further the County will notify the Community in writing of its right to make such election by the date specified in HUD's Urban County Qualification Notice; and

THAT the Community resolves to remain in Kent County's Urban County programs for an indefinite period of time or until such time it is in the best interest of this Community to terminate the Cooperation Agreement and such additional period of time for the purpose of carrying out activities funded by Community Development Block Grants and from any program income generated from the expenditure of such funds; and

THAT failure by either party to adopt an amendment to this Agreement incorporating all changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice applicable for a subsequent three year urban county qualification period, and to submit the amendment to HUD as provided in the Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period, and to submit

the amendment to HUD as provided in the Urban County Qualification Notice, will void the automatic renewal of such qualification period; and

THAT this Agreement remains in effect until the CDBG (and HOME where applicable) funds and income received with respect to activities carried out during the three year qualification period (and any successive qualification periods under this automatic renewal provision) are expended and the funded activities completed, and that the County and Community may not terminate or withdraw from this agreement while this agreement remains in effect; and

THAT the Community shall inform the County of any income generated by the expenditure of CDBG funds received by the Community; and

THAT any such program income generated by the Community must be paid to the County, unless at the County's discretion, the Community may retain the program income as set forth in 24 CFR 570.503; and

THAT any program income the Community is authorized by the County to retain may only be used for eligible activities approved by the County in accordance with all CDBG requirements as may then apply; and

THAT the County has the responsibility for monitoring and reporting to HUD on the use of any such program income, thereby requiring appropriate record keeping and reporting by the Community as may be needed for this purpose; and

THAT in the event of close-out or change in status of the Community, any program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County; and

THAT the Community shall provide timely notification to the County of any modification or change in the use of the real property from that planned at the time of acquisition or improvement including disposition; and

THAT the Community shall reimburse the County in the amount equal to the current fair market value (less any portion of the value attributable to expenditures of non-CDBG funds) of real property acquired or improved with Community Development Block Grant funds that is sold or transferred for the use which does not qualify under the CDBG regulations; and

THAT the Community shall return to the County program income generated from the disposition or transfer of real property prior to or subsequent to the close-out, change of status or termination of the cooperation agreement between the County and the Community; and

THAT the terms and provisions of this Agreement are fully authorized under State and local law, and that the Agreement provides full legal authority for the County to undertake or

assist in undertaking essential community development and housing assistance activities, specifically urban renewal and publicly assisted housing; and

THAT this Agreement may be signed in several counterparts each of which shall be considered an original and all of which shall constitute but one and the same instrument; and

THAT this Agreement may be signed in digital form, including a facsimile of a signature; and

THAT pursuant to 24 CFR 570.501(b), the Community is subject to the same requirements applicable to subrecipients, including the requirement for a written agreement set forth in 24 CFR 570.503.

IN WITNESS WHEREOF, the Community and the County have by resolutions authorized this agreement to be executed by their respective officer's thereunto as of the day and year first above written.

SIGNATURES APPEAR ON FOLLOWING PAGES

COUNTY OF KENT

Mandy Bolter
Chair, Kent County Board of Commissioners

Date

Attest:

Lisa Posthumus Lyons
Kent County Clerk

Date

CERTIFICATION BY COUNTY CORPORATE COUNSEL

The undersigned, Corporate Counsel for the County of Kent, certifies that the terms and provisions of the foregoing agreement are fully authorized under existing State and local law and that the agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public assisted housing in cooperation with local units of government.

Linda S. Howell
Kent County Corporate Counsel

Date

COMMUNITY

Signature

Printed Name and Position

Date

Signature

Printed Name and Position

Date

Attest:

Signature

Printed Name and Position

Date

COOPERATIVE AGREEMENT

"Urban County"

Community Development Block Grant Program

THIS AGREEMENT made and entered into this _____ day of _____, 1995, by and between the *City/Village/Township* of _____, State of Michigan, hereinafter referred to as the "Community", and the County of Kent, a Michigan Constitutional Corporation, State of Michigan, hereinafter referred to as the "County":

WHEREAS, the Housing and Community Development Act of 1974 as amended provides an entitlement of funds for Community Development purposes for urban counties; and

WHEREAS, Kent County has been designated as an Urban County provided that it secures Cooperation Agreements with various communities in Kent County; and

WHEREAS, this agreement covers both the Community Development Block Grant Entitlement Program and, where applicable, the HOME Investment Partnership program;

NOW, THEREFORE, the Community and County do hereby promise and agree:

THAT the Community may not apply for grants under Small Cities or State CDBG Programs from appropriations for fiscal years during the period in which it is participating in the urban county's CDBG program; and

THAT the Community may not participate in a HOME consortium except through the urban county, regardless of whether the urban county receives a HOME formula allocation; and

THAT the County shall have final responsibility for selecting activities and annually filing Final Statements with HUD; and

THAT the County will, on behalf of the Community, execute essential Community Development and Housing Assistance applications, plans, programs and projects eligible under the Housing and Community Development Act of 1974 as amended; and

THAT the Community and the County will cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal

and publicly-assisted housing; and

THAT the Community and the County will take all actions necessary to assure compliance with the County's certification required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 109 of Title I of the Housing and Community Development Act of 1974, and other applicable laws; that the County is prohibited from funding activities in or in support of any community that does not affirmatively further fair housing within its own jurisdiction, or that impedes the County's action to comply with its fair housing certification; and that funding by the County is contingent upon the Community's compliance with the above; and

THAT the Community has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction; and

THAT the period of time of this agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides written notice it elects not to participate in a new qualification period.

A copy of this notice must be sent to the HUD Field Office; by the date specified in HUD's urban county qualification notice for the next qualification period, the urban county will notify the participating unit of general local government of its right to make such election; and

THAT failure by either party to adopt an amendment to the agreement incorporating all changes necessary to meet the requirements for cooperation agreements set forth in the urban county qualification notice applicable for a subsequent three-year urban county qualification period, and to submit the amendment to HUD as provided in the urban county qualification notice, will void the automatic renewal of such qualification period; and

THAT the agreement remains in effect until the CDBG (and HOME where applicable) funds and income received with respect to the three-year qualification period (and any successive qualification periods under this automatic renewal provision) are expended and the funded activities completed, and that the County and participating unit of general local government may not terminate or withdraw from the agreement while the agreement remains in effect; and

THAT the community shall inform the County of any income generated by the expenditure of CDBG funds received by the Community; and

- 2 -

THAT any such program income generated by the Community must be paid to the County, unless at the County's discretion, the Community may retain the program income as set forth in 24 CFR 570.503; and

THAT any program income the Community is authorized by the County to retain may only be used for eligible activities approved by the County in accordance with all CDBG requirements as may then apply; and

THAT the County has the responsibility for monitoring and reporting to HUD on the use of any such program income, thereby requiring appropriate record keeping and reporting by the Community as may be needed for this purpose; and

THAT in the event of closeout or change in status of the Community, any program income that is on-hand or received subsequent to the closeout or change in status shall be paid to the County; and

THAT the Community shall provide timely notification to the County of any modification or change in the use of the real property from that planned at the time of acquisition or improvement including disposition; and

THAT the Community shall reimburse the County in the amount equal to the current fair market value (less any portion of the value attributable to expenditures of non-CDBG funds) of real property acquired or improved with Community Development Block Grant funds that is sold or transferred for the use which does not qualify under the CDBG regulations; and

THAT the Community shall return to the County program income generated from the disposition or transfer of real property prior to or subsequent to the closeout, change of status or termination of the cooperation agreement between the County and the Community; and

THAT the terms and provisions of this agreement are fully authorized under State and local law, and that the agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and publicly-assisted housing; and

- 3 -

THAT pursuant to 24 CFR 570.501(b), the Community is subject to the same requirements applicable to subrecipients, including the requirement for a written agreement set forth in 24 CFR 570.503.

IN WITNESS WHEREOF, the Community and the County have by resolutions authorized this agreement to be executed by their respective officers thereunto as of the day and year first above written.

COUNTY OF KENT

CITY OF

By: _____
Katherine O. Kuhn
Chairperson, Kent County
Board of Commissioners

By: _____
[Signature] _____
Mayor

By: _____
Terri L. Land, County Clerk

By: _____
[Signature] _____
City Clerk

CERTIFICATION BY COUNTY CORPORATION COUNSEL

The undersigned, Corporation Counsel of the County of Kent, certifies that the terms and provisions of the foregoing Cooperative Agreement are fully authorized under existing State and local law and that this agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public-assisted housing in cooperation with local units of government.

Dated: _____

By: _____ Jon F. DeWitt, Civil Counsel

Kent County Corporation Counsel

... ..
... ..
... ..
... ..

... ..
... ..
... ..

COOPERATIVE AGREEMENT

"Urban County"

Community Development Block Grant Program

THIS AGREEMENT made and entered into this _____ day of _____, 1993, by and between _____, State of Michigan, hereinafter referred to as the "Community", and the County of Kent, a Michigan Constitutional Corporation, State of Michigan, hereinafter referred to as the "County":

WHEREAS, the Housing and Community Development Act of 1974 as amended provides an entitlement of funds for Community Development purposes for urban counties; and

WHEREAS, Kent County has been designated as an Urban County provided that it secures Cooperation Agreements with various communities in Kent County; and

WHEREAS, this agreement covers both the Community Development Block Grant Entitlement Program and, where applicable, the HOME Investment Partnership program;

NOW, THEREFORE, the Community and County do hereby promise and agree:

THAT the Community may not apply for grants under Small Cities or State CDBG Programs from appropriations for fiscal years during the period in which it is participating in the urban county's CDBG program; and

THAT the Community may not participate in a HOME consortium except through the urban county, regardless of whether the urban county receives a HOME formula allocation; and

THAT the County shall have final responsibility for selecting activities and annually filing Final Statements with HUD; and

THAT the County will, on behalf of the Community, execute essential Community Development and Housing Assistance applications, plans, programs and projects eligible under the Housing and Community Development Act of 1974 as amended; and

THAT the Community and the County will cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, specifically urban renewal and publicly-assisted housing; and

THAT the Community and the County will take all actions necessary to assure compliance with the County's certification required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 109 of Title I of the Housing and Community Development Act of 1974, and other applicable laws; that the County is prohibited from funding activities in or in support of any community that does not affirmatively further fair housing within its own jurisdiction, or that impedes the County's action to comply with its fair housing certification; and that funding by the County is contingent upon the Community's compliance with the above; and

THAT the Community has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction; and

THAT the period of time of this agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides written notice it elects not to participate in a new qualification period.

A copy of this notice must be sent to the HUD Field Office; by the date specified in HUD's urban county qualification notice for the next qualification period, the urban county will notify the participating unit of general local government of its right to make such election; and

THAT failure by either party to adopt an amendment to the agreement incorporating all changes necessary to meet the requirements for cooperation agreements set forth in the urban county qualification notice applicable for a subsequent three-year urban county qualification period, and to submit the amendment to HUD as provided in the urban county qualification notice, will void the automatic renewal of such qualification period; and

THAT the agreement remains in effect until the CDBG (and HOME where applicable) funds and income received with respect to the three-year qualification period (and any successive qualification periods under this automatic renewal provision) are expended and the funded activities completed, and that the County and participating unit of general local government may not terminate or withdraw from the agreement while the agreement remains in effect; and

THAT the community shall inform the County of any income

generated by the expenditure of CDBG funds received by the Community; and

- 2 -

THAT any such program income generated by the Community must be paid to the County, unless at the County's discretion, the Community may retain the program income as set forth in 24 CFR 570.503; and

THAT any program income the Community is authorized by the County to retain may only be used for eligible activities approved by the County in accordance with all CDBG requirements as may then apply; and

THAT the County has the responsibility for monitoring and reporting to HUD on the use of any such program income, thereby requiring appropriate record keeping and reporting by the Community as may be needed for this purpose; and

THAT in the event of closeout or change in status of the Community, any program income that is on-hand or received subsequent to the closeout or change in status shall be paid to the County; and

THAT the Community shall provide timely notification to the County of any modification or change in the use of the real property from that planned at the time of acquisition or improvement including disposition; and

THAT the Community shall reimburse the County in the amount equal to the current fair market value (less any portion of the value attributable to expenditures of non-CDBG funds) of real property acquired or improved with Community Development Block Grant funds that is sold or transferred for the use which does not qualify under the CDBG regulations; and

THAT the Community shall return to the County program income generated from the disposition or transfer of real property prior to or subsequent to the closeout, change of status or termination of the cooperation agreement between the County and the Community; and

THAT the terms and provisions of this agreement are fully authorized under State and local law, and that the agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and publicly-assisted housing; and

THAT pursuant to 24 CFR 570.501(b), the Community is subject

- 3 -

to the same requirements applicable to subrecipients, including the requirement for a written agreement set forth in 24 CFR 570.503.

IN WITNESS WHEREOF, the Community and the County have by resolutions authorized this agreement to be executed by their respective officers thereunto as of the day and year first above written.

COUNTY OF KENT

TOWNSHIP

By: _____
Katherine O. Kuhn
Chairperson, Kent County
Board of Commissioners

By: _____
Township Supervisor

By: _____
Terri L. Land, County Clerk

By: _____
Township Clerk

CERTIFICATION BY COUNTY CORPORATION COUNSEL

The undersigned, Corporation Counsel of the County of Kent, certifies that the terms and provisions of the foregoing Cooperative Agreement are fully authorized under existing State and local law and that this agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and public-assisted housing in cooperation with local units of government.

Dated: _____

By: _____

, Civil

Counsel

Kent County Corporation Counsel

3/93

2000000000
1000000000
1000000000
1000000000

1000000000
1000000000
1000000000
1000000000

1000000000

1000000000



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: January 13, 2021
To: Supervisor Lesperance & Cascade Township Board
From: Benjamin Swayze, Township Manager
Subject: Cascade Township Board Strategic Plan

FACTS:

As part of the 2021 Cascade Township Budget, funds have been budgeted to develop a new 4-year strategic plan for the Township Board. It is anticipated that the strategic plan will incorporate elements of the Township Master Plan, Township Parks and Recreation Plan, Downtown Development Tax Increment Financing Plan, Township Needs Assessment and Facilities Study and other mid and long-range planning documents of the Township.

The selected consultant will work with the Township Board to ensure the Strategic Plan accurately reflects a common vision and direction for the community. The Strategic Plan will be an integral tool utilized by the Township Board and staff to ensure proper alignment with the Township Board's vision for the cascade community and staff's work to achieve said vision. Additionally, Departments' work plans, budgets, staff assignments capital projects and efforts will be developed around the strategic plan.

The proposed schedule for this project is:

- | | |
|--|-------------------|
| • Issue request for proposals | January 18, 2021 |
| • Proposals due | February 15, 2021 |
| • Governance Committee evaluates proposals | February 24, 2021 |
| • Township Board approves contract | March 10, 2021 |
| • Project Begins | March 15, 2021 |
| • Project Concludes (...on or before) | August 31, 2021 |

Attached for your review is:

- Proposed RFP to select a consultant for a Township Board Strategic Plan
- Copy of the last strategic plan adopted by the Township Board

ANALYSIS & CONCLUSIONS:

The strategic plan can be an invaluable tool for the Township. There are many different perspectives, models and approaches that can be utilized to develop a strategic plan, and the RFP has been designed to allow the consultant to pick the best model and process they recommend given their understanding of the Township. However, no matter the model, proposals are expected to include the following scope of work:

1. **Listening & Input** – Conduct Township Board and staff input sessions to develop an understanding of the key challenges, opportunities and constraints facing the Township
2. **Existing Planning Document Review** – Review the state of all current Township planning documents, which shall be a key piece of the Township Strategic Plan.
3. **Public Input** – Coordinate and lead a public input process to include all stakeholders of the Township
4. **Draft Strategic Plan & Design** – Based on information and data collected and reviewed, develop a draft strategic plan to include:
 - a. Review and development of SWOT Analysis
 - b. Review and development of a Vision Statement, Mission statement, priorities, goals and outcome measures.
 - c. Development of broad workplan to achieve stated priorities, goals and objectives
5. **Review & Validation** – Obtain input and comment from the Cascade Township Board and staff to ensure appropriate reflection of all interests associated with the successful development of the plan.

Document Finalization – Finalize the Township strategic plan and provide a document suitable for electronic and physical distribution.

Public input will also be a key component of the study. As stated in the RFP:

The Cascade Township Board is committed to gathering as much public input as possible during this process. Bidders are encouraged to include as much public input opportunity as possible through several different channels (open house, survey, charrette, etc...). Proposals should reflect the current pandemic climate and can/should be flexible based on the everchanging pandemic response

The Governance Committee will be responsible for reviewing the submissions and making a recommendation to the Township Board regarding the proposals.

FINANCIAL CONSIDERATIONS:

The issuance of the RFP will have no direct cost to the Township, only staff time related to the issuance of the RFP. Money for this project was budgeted in both the FY 20 and FY 21 budgets. It is recommended the proposed budget for the study not be disclosed to bidders to ensure the proposals are developed relative to completing the scope of services rather than “meeting a budget.”

RECOMMENDED ACTION:

To approve the issuance of the Cascade Charter Township Request For Proposals for a Township Board Strategic Plan.

**CASCADE CHARTER TOWNSHIP
REQUESTS FOR PROPOSALS
Township Board Strategic Plan**

Cascade Charter Township hereby requests proposals from qualified firms interested in providing assistance for a ***Township Board Strategic Plan*** for the Cascade Charter Township Board.

Proposals shall be due February 15, 2021 at 4 p.m. Please mark the sealed envelope as "Cascade Township Board Strategic Plan." A complete Request for Proposal document may be obtained at:

Cascade Charter Township
ATTN: Benjamin Swayze
Township Manager
2865 Thornhills SE
Grand Rapids, MI 49546
Phone: 616-949-1500

Or on the Web at:
<http://www.cascadetwp.com/>



Cascade Township Request for Proposals 2021 Township Board Strategic Plan

Cascade Charter Township hereby requests proposals from qualified firms interested in providing assistance to the Cascade Township Board in creating a strategic plan.

These specifications describe the conditions, requirements and responsibilities accepted by consultants when bidding on providing these services to Cascade Charter Township (Cascade *or* the Township).

I. INTRODUCTION

1.1 Background

Cascade is a full-service Charter Township that offers the following services:

- Township Administrative Services
- Clerk
- Treasurer
- Assessing
- Community Development (Planning, Zoning, Economic Development)
- Buildings and Grounds
- Parks, Pathways and Cemeteries
- Emergency Services (Fire, Medical, Accident)
- Building Inspections (Including contracted services with neighboring communities)
- Library (In partnership with Kent District Library)
- Police (In partnership with the Kent County Sheriff's Department)
- Water/Sewer (In partnership with The City of Grand Rapids)
- Downtown Development Authority

This **Request for Proposal** is intended to solicit and secure proposals from consultants with experience working with diverse interests within municipalities of a size similar to Cascade. The Township seeks services to assist the Township Board in creating a 4-year strategic plan. It is anticipated that the strategic plan will incorporate elements of the Township Master Plan, Township Parks and Recreation Plan, Downtown Development Tax Increment Financing Plan, Township Needs Assessment and Facilities Study and other mid and long-range planning documents of the Township.

During this process the Township Board wishes to engage as many stakeholders as possible, including elected and appointed officials, Township residents, Township Staff

and Township Businesses. This team approach will allow the Township staff and elected officials to more successfully plan Township programs, projects and budgets to achieve the shared vision.

The selected consultant will work with the Township Board to ensure the Strategic Plan accurately reflects a common vision and direction for the community. The Strategic Plan will be an integral tool utilized by the Township Board and staff to ensure proper alignment with the Township Board's vision for the cascade community and staff's work to achieve said vision. Additionally, Departments' work plans, budgets, staff assignments capital projects and efforts will be developed around the strategic plan.

1.2 Minimum Qualifications

Proposals will be accepted from firms who meet the following minimum qualifications. Individuals or consultants that do not meet these minimum qualifications shall be deemed non-responsive and will not receive further consideration.

A. Standard Insurance Requirements:

1. **Commercial General Liability Coverage:** Commercial General Liability Coverage including products/completed operations, contractual liability, and personal injury. This insurance shall be on a commercial insurance, occurrence form. The certificate must contain, as an endorsement, the following language: "Cascade Charter Township, Michigan, its elected officials, officers, employees, boards, commissions, authorities, voluntary associations, and any other units operating under the jurisdiction of the Township and within appointment of its operating budget, including Cascade Charter Township, are named as additional insured and said coverage shall be considered to be the primary coverage rather than any policies and insurance or self-insurance retention owned or maintained by Cascade Charter Township". The limit amount for this insurance shall be not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
2. **Workers Compensation Coverage:** At a minimum, Workers Compensation Insurance as required by State of Michigan law, Michigan statutory coverage, or evidence of an exemption for sole proprietors or a State issued exemption for corporations, partnerships or LLCs who have three or less employees. Employer Liability limits of \$500,000 each accident, \$500,000 disease policy limit and \$500,000 disease each employee.
3. **Automobile Liability Coverage:** The Automobile Liability Coverage shall cover all owned, non-owned, and hired automobiles with a limit of not less than \$1,000,000 combined single limit each accident.

4. Professional Liability Insurance: A policy in an amount not less than \$1,000,000 per claim.
5. Cancellation: Cancellation clause of insurance not less than thirty (30) days.
6. Proof of Insurance: The Township reserves the right to require complete, certified copies of all required insurance policies at any time.

B. The successful bidder will be required to enter into a professional service contract with the Township.

1.3 Funding

Any contract awarded as a result of this Request for Proposal is contingent upon the availability of funding, as determined by the Township Board.

1.4 Period of Performance

The period of performance of any contract resulting from this RFP is tentatively scheduled to begin on or about March 15, 2021 and conclude on or before August 30, 2021. However, timing is flexible in response to pandemic protocols.

II. GENERAL INFORMATION FOR CONSULTANTS

2.1 Project Administrator

The Project Administrator is the sole point of contact for this procurement. All communication between prospective bidders and the Township upon receipt of this RFP shall be with the Project Administrator, as follows:

Benjamin Swayze
Township Manager
2865 Thornhills SE
Grand Rapids, MI 49546

Telephone: (616) 949-1500
E-mail: bswayze@cascadetwp.com

Prospective bidders are to rely on written statements issued by the Project Administrator. Any other communication will be considered unofficial and non-binding on the Township. Communication directed to parties other than the Project Administrator may result in disqualification of the prospective bidder.

2.2 Estimated Schedule of Procurement Activities

- Issue request for proposals January 18, 2021
- Proposals due February 15, 2021
- Governance Committee evaluates proposals February 24, 2021
- Township Board approves contract March 10, 2021
- Project Begins March 15, 2021
- Project Concludes (...on or before) August 31, 2021

2.3 Submission of Proposals

Responding firms are required to submit one (1) physical copy of their proposal, which must have original signatures, and one (1) electronic copy. The proposal, whether mailed or hand delivered, must arrive at the Cascade Township Hall no later than 4:00 p.m., local time, on Monday February 15, 2021.

Proposals must include all information as outlined in Section 4 of this document.

The proposal is to be sent to the Project Administrator at the address noted in Section 2.1, above. The envelope should be clearly marked “Cascade Township Board Strategic Plan” and addressed to the attention of the Project Administrator.

Bidders who mail proposals should allow normal mail delivery time to ensure timely receipt of their proposals by the Project Administrator. Respondents assume the risk for the method of delivery chosen. The Township assumes no responsibility for delays caused by any delivery service. Electronic proposals may be transmitted using electronic media such as email transmission, but one physical copy is still required to be delivered to the Township.

Late proposals will not be accepted and will be automatically disqualified from further consideration. All proposals and any accompanying documentation become the property of the Township and will not be returned.

2.4 Proprietary Information and Public Disclosure

Materials submitted in response to this competitive procurement shall become the property of the Township. All proposals received shall remain confidential until the deadline for submission of bids or proposals has expired, as defined by Michigan statute (MCL 15.243 (1)(i), the Freedom of Information Act).

2.5 Revisions to the RFP

In the event it becomes necessary to revise any part of this RFP, addenda will be reduced to writing and submitted to all prospective bidders known to the Township. For this purpose, the published questions and answers and any other pertinent information will be considered an addendum to the RFP and will be provided to prospective bidders.

The Township reserves the right to cancel or to reissue the RFP in whole or in part, prior to execution of a contract.

2.6 Acceptance Period

Proposals must provide 60 days for acceptance by Township from the due date for receipt of proposals.

2.7 Responsiveness

All proposals will be reviewed by the Project Administrator to determine compliance with administrative requirements and instructions specified in this RFP. Failure to comply with any part of the RFP may result in rejection of the proposal as non-responsive. The Township also reserves the right, at its sole discretion, to waive minor administrative irregularities.

2.8 Most Favorable Terms

The Township reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted initially on the most favorable terms that the respondent could propose. There will be no best and final offer procedure. The Township does reserve the right to contact a respondent for clarification of its proposal.

The Respondent should be prepared to accept this RFP for incorporation into a contract resulting from this RFP. Contract negotiations may incorporate some of or the Respondent's entire proposal. It is understood that the proposal will become a part of the official procurement file on this matter without obligation of the Township.

2.9 Costs of Proposal

The Township will not be liable for any costs incurred by the Respondent in preparation of a proposal submitted in response to this RFP, in conduct of a presentation, or any other activities related to responding to this RFP.

2.10 No Obligation Contract

This RFP does not obligate the Cascade Township Board to award a contract for services specified herein.

2.11 Rejection of Proposals

The Township reserves the right at its sole discretion to reject any and all proposals received without penalty and not to issue a contract as a result of this RFP.

2.12 Failure to Comply

The Respondent is specifically notified that failure to comply with any part of the RFP may result in rejection of the proposal as non-responsive.

2.13 Commitment of Funds

The Cascade Township Board or their delegates are the only individuals who may legally commit the Township to the expenditures of funds for a contract resulting from this RFP. No cost chargeable to the proposed contract may be incurred before receipt of a fully executed contract.

2.14 Signatures

The proposal must be signed and dated by a person authorized to legally bind the Respondent to a contractual relationship, e.g., the President or Executive Director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship.

III. SCOPE OF WORK

3.1 General Scope of Work

The intent of this study is to assist the Township Board in creating a 4-year strategic plan. The Township is aware that there are a variety of perspectives, models and approaches available to develop a strategic planning document. Therefore, the successful firm should be able to discern which model or models will best enable Cascade Township to complete its organizational and programmatic goals. The Township is open to considering unique and creative processes for this project, but any project should include the following items at a minimum.

- 1. Listening & Input** – Conduct Township Board and staff input sessions to develop an understanding of the key challenges, opportunities and constraints facing the Township
- 2. Existing Planning Document Review** – Review the state of all current Township planning documents, which shall be a key piece of the Township Strategic Plan.
- 3. Public Input** – Coordinate and lead a public input process to include all stakeholders of the Township

4. **Draft Strategic Plan & Design** – Based on information and data collected and reviewed, develop a draft strategic plan to include:
 - a. Review and development of SWOT Analysis
 - b. Review and development of a Vision Statement, Mission statement, priorities, goals and outcome measures.
 - c. Development of broad workplan to achieve stated priorities, goals and objectives
5. **Review & Validation** – Obtain input and comment from the Cascade Township Board and staff to ensure appropriate reflection of all interests associated with the successful development of the plan.
6. **Document Finalization** – Finalize the Township strategic plan and provide a document suitable for electronic and physical distribution.

3.2 Public Input Opportunities

The Cascade Township Board is committed to gathering as much public input as possible during this process. Bidders are encouraged to include as much public input opportunity as possible through several different channels (open house, survey, charrette, etc...). Proposals should reflect the current pandemic climate and can/should be flexible based on the everchanging pandemic response

IV. PROPOSAL CONTENT

Bidders are encouraged to be creative in their project submissions, however each proposal must contain, at a minimum, the following information:

4.1 Business Organization

State the full name and address of your organization and, if applicable, the branch office, consultants, or other subordinate elements that will provide or assist in providing the service. Include phone number(s), email address(es) and respondent's website address.

4.2 Executive Summary

Summarize the respondent's strong points and how experience, particularly with similar responsibilities, will benefit the stakeholders. Include a brief description of the scope, staffing and dates.

4.3 Project Proposal

Describe in narrative form, the methods proposed for creating the plan. Identify deliverables with emphasis on the stated scope and intent of the project, including tasks and timelines. Emphasis on clarity and detail of the proposal is an important consideration in evaluation of

the responses. Proposal must identify a timeline for this project, including proposed beginning date, length of time to conduct each phase and completion date.

4.4 Public Input

Describe in detail the methods and processes you will utilize to collect and analyze public input during the process.

4.5 Project Staffing

Provide a chart with the staff you are committing to the solicitation. Show lines of authority and communication and provide a brief role description with responsibilities for each person as they relate to the solicitation. Provide resumes for each person assigned to the project.

4.6 Pricing Methodology

Provide a price methodology with attention to detail and understandability that includes a properly designed and implemented all-inclusive response. The Respondent shall include all associated costs to successfully complete the project including travel, printing telephones expenses, etc...

4.7 Authorized Negotiations

Include the names and telephone numbers of those persons in your organization authorized to negotiate the proposed contract with the Township.

4.8 References

Provide a minimum of three (3) relevant references preferably of similar scope and complexity. Include the names of the projects, location, completion date, project cost and specific challenges; identify project team members and references for each project including telephone numbers and email addresses.

Provide permission for the Township to contact any municipality or individuals, whether offered as references or otherwise, to obtain information that will assist the Township in evaluating the Proposal. The Township retains the right to use such information to make selection decisions. Submittal of a proposal is an agreement that the Township may contact and utilize such information.

4.9 Additional Information

The respondent may also include any additional information and/or comments believed to be pertinent but not specifically requested elsewhere in the document.

IV. EVALUATION CRITERIA

5.1 Evaluation Subcommittee

The Governance Committee of the Cascade Township Board will be responsible for evaluating the submitted proposals and submitting a recommendation of project award to the full Township Board for consideration. Though there is no formal evaluation criteria, the Governance Committee will focus on the following items when evaluating the proposals:

1. Verification of the basic information provided by the firm including, but not limited to, entity name, principals, incorporation, licensing and references.
2. Completeness of the proposal
3. Responsiveness to all elements outlined in the request for proposal.
4. Project proposal and the likelihood it will satisfactorily address the needs of the Township in regards to the scope of services.
5. Experience and qualifications of the Respondent and all team members identified.
6. Experience and results in performing the services desired by the Township.
7. Cost proposal that is advantageous to the Township.

5.2 Subcommittee Recommendation

The Governance Committee will be responsible for making recommendations on the choice of a proposal to the full Cascade Township Board. The Cascade Township Board remains the sole body responsible for awarding a contract. The Cascade Township Board reserves the right to request additional information from the firms including, but not limited to, formal interviews and/or firm presentations. Should firms be requested to present to the Governance Committee or the Cascade Township Board, they will receive a minimum of seven (7) days' notice.

Submission of a proposal indicates acceptance by the firm of the conditions contained in the Request for Proposal.

CASCADE CHARTER TOWNSHIP

STRATEGIC PLAN 2014-2016

Adopted by the Township Board on November 2, 2011

I. Overview

In July 2011 the members of the Cascade Charter Township Board outlined their shared vision of the future of the Township. The Supervisor, Board and Manager were later joined by Staff Leaders of the Township to discuss how to attain the vision and goals identified by the Board. In a subsequent meeting the Treasurer, Manager and Staff Leaders identified the tasks that could be completed in each goal area in the first year of the plan.

This is a summary of the total teams' key areas of discussion:

- A Vision Tour of Cascade Charter Township circa 2014-2016
- Major Goal Areas that were identified from the vision tour
- Major Strategic Goals including:
 - a) Key objectives
 - b) Tasks to be completed in one year

II. A Vision Tour of Cascade Charter Township circa 2014-2016

By 2016, a visitor to Cascade Charter Township will be given the following tour:

- A community with a successful and thriving Village Center that would include destination restaurants, shopping and family oriented recreational activities.
- Completed streetscapes to 28th Street and Cascade Road possibly with traffic calming improvements in the vicinity of the intersection.
- Create a Convention/Visitors Bureau that promotes Cascade Township as a business location, a place to visit and live.
- A mass transit system with express service to downtown Grand Rapids.
- A River Front Area that would support more pedestrian traffic with walkways and destination restaurants especially at Thornapple and Cascade Roads.

Vision tour continued -

- Recreational opportunities that serve residents and draw visitors to the Township, including:
 - a) Peace Park with nature oriented activities.
 - b) Completion of existing natural parks.
 - c) Development of Recreation Department programs (pool, softball, etc.) that attract people to the area.
 - d) Continued development of pathways and trails.

Vision tour continued.

- Continued economic development encouraging commercial and retail businesses to the Township, including:
 - a) The Town Center
 - b) Complete the Commercial/Industrial Park and develop appropriate tax incentives.
 - c) Attract a university or college campus or expansion of the flight school at Centennial Park.
 - d) Develop an Automotive Repair Park.
- Continue to support township services that help to maintain the viability of the community including:
 - a) Consolidation or realignment of public safety services.
 - b) Expansion of sewer and water.
 - c) Buried utilities.
 - d) All funds are self-supporting.
 - e) Maintain Township millages at minimum levels required to provide quality services to residents to be competitive with other communities.

III. Major Goal Areas (Not Prioritized)

In order to realize the 2016 Vision for Cascade Charter Township the Board identified Four Major Areas of Focus for the Township:

Goal Area One

Cascade Township is a destination with a strong regional identity.

Goal Area Two

Infrastructure that supports the current and future needs of the community.

Goal Area Three

Recreational development that supports residents and attracts visitors.

Goal Area Four

Maintenance of the financial health of the township.

IV. Major Goal Areas with Key Objectives and One Year Tasks (2011-2012)

Goal Area One

Cascade Township is a family friendly community that supports economic development and growth and has developed a town center, a pedestrian oriented river front and has a strong identity throughout the region.

- 1. Objective: Develop a Town Center at 28th Street and Cascade Road that attracts business, shoppers and visitors and readily identifies Cascade as a destination.**

Tasks to be completed in 2011-2012:

- Organize a Collaborative Task Group with the Mission of:
 - a) Gather existing plans and discuss their impact on development in the Town Center area.
 - b) Identifying possibilities for development.
 - c) Commission a single plan that blends the existing plans for future consideration.
- Participants in the Collaborative Task Group might include: the DDA, Property Owners, Board Representative, Staff, the County Road Commission, Cascade Community Foundation, Forest Hills Business Association, etc.

- 2. Objective: Develop the River Front into a Pedestrian Friendly Destination**

Tasks to be completed in 2011-2012:

- Investigate and report on the feasibility of further development along the river. This includes contacting current owners and exploring location options (Auto Repair Park) and costs assessments. Report findings to the Board for potential future actions.

Goal Area Two

Cascade Township continues to maintain and expand its infrastructure in order to support the present and future needs of the community.

1. Objective: Bury utilities in selected areas of the community

Tasks to be completed in 2011-2012:

- Support and coordinate with the DDA's effort to study this objective. Identify priority locations, determine cost and funding and complete the study and set priorities (phases)

2. Objective: Develop Efficient, Service Effective and Cost Effective Approaches to Offering Police and Fire Services.

Tasks to be completed in 2011-2012:

- Study other approaches to Police and Fire Services other than single stand alone department. This includes pros and cons of; PSO, Shared facilities and/or equipment, Attrition/reduced service levels with more personnel on-call, consolidation with other entities.
- Provide information so that the Board can make a decision within the year.

3. Objective: Provide Mass Transit Service from Cascade Township to Downtown Grand Rapids.

Tasks to be completed in 2011-2012:

- Gather information and review prior studies that were done on latent demand for mass transit (buses) in Cascade Township.
- Identify areas for service, including express shuttle.
- Obtain cost data for other options.
- Identify funding options.
- Bring study with options to the Board for decision.

4. Objective: Insure Future Water and Sewer Sustainability.

Tasks to be completed in 2011-2012:

- Conduct a comprehensive water and sewer sustainability study and compare costs to other communities.
- Report to the Board for further decisions.

Goal Area Three

Maintain and Continue to Develop Recreational Opportunities that Support Cascade Residents and Attract Visitors to the Community.

1. Objective: Completion of Natural Parks.

Tasks to be completed in 2011-2012:

- Burton Park
 - a) Determine and report on providing access for bikes on paved portions only.
 - b) Determine and report on vehicular access from the Burton entrance to the handicapped parking area. Consider the impact on “through traffic” from Burton to Windcrest.
 - c) Create accurate pathways map for distribution with addition of trail markers.
 - d) Investigate and report on promotional ideas to increase usage (i.e., guided walks, cross country skiing, yoga in the park) and advertise in the Cascade Connection.
- Peace Park
 - a) Construct/place self-guided kiosks with map.
 - b) Create trail markers.
- McGraw Park, construct/place self-guided kiosks with maps.
- McGraw Park (2012-13) determine and report on the possibility of a Boardwalk in wetland areas that are frequently inaccessible due to flooding.

2. Objective: Add/Improve Recreational Opportunities within the Township

Tasks to be completed in 2011-2012:

- Investigate improvements to all existing fields in the Rec. Park.
- Investigate the need and timing to create basketball courts in the Rec. Park.
- Examine and make a recommendation to the Board regarding a fee structure for park usage by “for profit” entities
- (2012-13) Determine and report on the installation of a “Splash Pad”
- (2012-13) Examine and make a recommendation to the Board regarding the possibilities of additional township programs to be offered in the Parks
- Pursue and report on collaboration with other entities for recreational opportunities.

3. Objective: Add to Existing Pedestrian Pathways

Tasks to be completed in 2011-2012:

- (2013-14) Form a focus group to determine location and time line for additional pathways and determine cost and millage

Goal Area Four

Maintain the Present and Future Financial Health of the Township

- 1. Objective: Review bond and debt issues annually to pay down if interest income continues at current low rates and there are sufficient surplus funds available.**

Tasks to be completed in 2011-2012:

- Review bonds that are callable in 2012. Recommend to Finance Committee appropriation of funds in the 2012 budget for those Callable Bonds. (Muni Notes at US Bank-Pathways and Tassel, due 2016 and 2002 Bonds at Bank of NY-IRF and Pathways due 2017).
- Review the CIP for coming year; while interest is low, recommend the acquisition of big items with lease agreements or installment plans as opposed to bonds.
- MERS investments are currently earning substantial interest. Investigate and report on the advantages or disadvantages of paying down the Township's pension debt liability.

- 2. Objective: Maintain Fund Balance**

Tasks to be completed in 2011-2012:

- Propose a process for review of revenue on a regular basis. Keep revenues and expenditures in alignment.
- Propose a policy that will add responsibilities to department heads to monitor and maintain their budgets. Propose a budget amendment form that requires reasons for budget adjustments.
- Enforce budget limits. Propose a policy of not approving purchases and services in line items that are in deficit.
- Include Accounting Department in Manager/Department Head Budget Preparation Process.
- Establish workflow process where line item spending crosses departments.

- 3. Objective Develop Cash Flow/Capital Expenditure Forecast.**

Tasks to be completed in 2011-2012:

- Create a quarterly cash flow forecast.
- Update the ten year forecast every three years.
- Review all voted upon millage rates and make recommendations regarding increasing or decreasing the rate prior to placement on the ballot.
- Review the Township's financial health on a regular schedule. Have the Treasurer, Deputy Treasurer, Finance Director and Accountant meet monthly to review the following: Upcoming projects, debt, CIP, Additional bond issues, millage and projected taxable values.
- Propose a policy to require consideration of the source of funds to support an added expenditure as an amendment to the annual budget.
- Establish transparency to the citizens by updating the report of the Township's financial health on the Township web site.

SUGGESTED NEXT STRATEGIC PLANNING STEPS

Unlike traditional long-range planning, strategic plans are designed to maintain an ongoing discussion among leaders regarding goals and direction of the community. Strategic plans must be flexible in order to capture unforeseen opportunities or deal with emerging challenges. To support this ongoing discussion it is suggested that the leaders of Cascade Township take the following actions:

- The Manager, Treasurer, Clerk and Department Heads review this document to insure that it is in line with their commitments and understandings.
- Identify champions (leaders) for each objective.
- The Manager submits the strategic plan for discussion, potential adjustment and final approval.
- The Manager will post the Strategic Plan on the Township Web Site and encourage public involvement to assist in the implementation of the plan.
- The Board should get monthly updates from Staff on one or more goals that are in work progress.
- The Board and senior staff should conduct a complete review of the status of the strategic plan six months after approval.
- One year after approval the Board and Staff should review the total plan, progress to date and identify tasks to be completed in the next year

Respectfully submitted: Lewis G. Bender, PH.D

lewbender@aol.com



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: January 13, 2021
To: Supervisor Lesperance and Township Board Members
From: Ben Swayze, Township Manager
Subject: Consider Resolution of “Acknowledgement of Filing and Presentation of the Special Assessment Roll to the Township Board; Notice of Public Hearing” for Thornapple River Special Assessment District #1

****THIS ITEM IS THE SAME AS APPROVED BY THE TOWNSHIP BOARD AT THE DECEMBER 16, 2020 MEETING, WITH THE EXCEPTION OF THE PUBLIC HEARING DATE AND FORM OF NOTICE****

FACTS:

The Township has received a petition, circulated by members of the Cascade Thornapple River Association (CTRA), to make certain improvements to the Thornapple River including weed control and removal, debris removal and safety enhancements, and silt control and removal, and for the cost of the improvements to be special assessed against each parcel of land within the district. The request is for the cost to be equally assessed against all parcels that front the Thornapple River between the dam and 60th Street, including those parcels that from Township owned property on the river.

They have requested that the special assessment district be implemented for 15 years. The total parcel count for the special assessment district is 303, and the requested work to be done is approximately \$90,9000 meaning each parcel will be assessed \$300 per year during the duration of the special assessment district.

The Special Assessment District is being established pursuant to Public Act 188 of the Public Acts of Michigan of 1954, as amended (the “Act” or “Act 188”). It should be noted while the petition has been received by the CTRA, this process is being moved forward on the initiative of the Township Board and, legally, the Township Board is not compelled to carry through the Special Assessment District if it determines it is not in the best interest of the public.

At the September 23, 2020 and October 21, 2020 Township Board Meetings, the Board held a public hearing to hear and consider any objections to the proposed Public Improvements, the proposed Special Assessment District, the proposed special assessment, and all other matters relating to the Public Improvements. After the public hearings the Township Board approved a resolution which, among other things, made the determination to proceed with and make the public improvements and to provide the directive to the Township Supervisor to prepare the Special Assessment Roll.

Attached for your review are:

- Resolution of “Acknowledgement of Filing and Presentation of the Special Assessment Roll to the Township Board; Notice of Public Hearing” For Thornapple River Special Assessment District No. 1
- Proposed Special Assessment Roll for Thornapple River Special Assessment District #1

- Estimated Costs and Plans for Thornapple River Improvements

ANALYSIS & CONCLUSIONS:

The Township have enlisted the help of attorney Clifford Bloom of Bloom Sluggett to assist in the establishment of the Thornapple River Special Assessment District. Mr. Bloom has a specialty in this work and him and his firm have helped to establish similar improvement districts across Michigan. The cost of Mr. Bloom's services, as well as all other direct costs related to the establishment of the district (i.e. printing, mailing, publication) will be charged to the SAD if it is established. If the SAD is not established, the Township is responsible for those costs.

If the SAD is established, it is recommended that the Township Board approve and ad-hoc committee, consisting of Township staff, officials, and residents included in the SAD, to provide direction on the expenditure of SAD dollars (...though final appropriation will be at the sole discretion of the Township Board.)

If resolution #3 is approved by the Township Board it will accomplish the following:

- Special Assessment Roll will be filed in the office of the Township Clerk and will be available for public examination or inspection
- Set a public hearing at the regularly scheduled Township Board meeting on **January 13, 2020 January 27, 2021** at 7pm for the purposes of reviewing the special assessment roll and for hearing all persons interested in the special assessment roll and any objections to the roll

FINANCIAL CONSIDERATIONS:

It is anticipated that the establishment of the Special Assessment District will be between \$5,000 and \$10,000, primarily consisting of legal fees and printing/publication costs. If the SAD is established, these fees can be recovered through the SAD. If it is not established, the Township is responsible for these fees. The Township staff is not recommending that staff time costs or administrative overhead be recovered through the SAD.

If established, the SAD will produce \$90,900 per year. These funds are kept in a separate fund and can only be utilized for the purposed outlined in the SAD plan documents.

RECOMMENDED ACTION:

Approve the Resolution of "Acknowledgement of Filing and Presentation of the Special Assessment Roll to the Township Board; Notice of Public Hearing" for Thornapple River Special Assessment District #1

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION NO. _____

THORNAPPLE RIVER SPECIAL ASSESSMENT DISTRICT NO. 1

**ACKNOWLEDGEMENT OF FILING AND PRESENTATION OF
THE SPECIAL ASSESSMENT ROLL TO THE TOWNSHIP BOARD;
NOTICE OF PUBLIC HEARING**

Minutes of a _____ meeting of the Township Board of Cascade Charter Township, Kent County, Michigan, held via the remote conferencing app Zoom, in accordance with Public Act 228 of 2020, on January 13, 2021, at 7:00 p.m., local time.

PRESENT: Members _____

ABSENT: Members _____

The following resolution was offered for adoption by Member _____ and supported by Member _____:

WHEREAS, the Township Board of the Charter Township of Cascade (the "Township"), pursuant to Act 188 of the Public Acts of Michigan of 1954, as amended ("Act 188"), has resolved its intent to make certain Public Improvements to and within the portion of the Thornapple River located between the Cascade Dam on the upriver point and 60th Street on the downriver point (the "Covered Portion") within Cascade Charter Township, consisting of the eradication or control of aquatic weeds and plants and also river management in said portion of the river; and

WHEREAS, the Township Supervisor for Cascade Charter Township has caused to be prepared and certified a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements (more particularly hereinafter described in Exhibit A) (the "Public Improvements") to the properties specially benefited by said Public Improvements, and the same has been presented to the Township Board.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The special assessment roll shall be filed in the office of the Township Clerk and shall be available for public examination or inspection.

2. The Township Board shall hold a public hearing on January 27, 2021 at 7:00 p.m. at the Kent District Library-Cascade Township Branch at 2870 Jacksmith Avenue SE Grand Rapids, Michigan 49546, or by the remote conferencing app Zoom, in accordance with Public Act 228 of 2021, for the purposes of reviewing the special assessment roll and for hearing all persons interested in the special assessment roll and any objections to the roll.

3. The Township Clerk shall cause to be published a Notice of the Public Hearing in the Grand Rapids Press, a newspaper of general circulation within the Township, at least two (2) times prior to the public hearing, with the first publication at least ten (10) days prior to the public hearing. Proofs of publication of such notice shall be filed with the Township Board.

4. The Township Clerk, at least ten (10) days prior to the date of the public hearing, shall also send a Notice of the Public Hearing by first class mail addressed to each record owner, or party in interest, of each parcel of land to be assessed, at the address shown for each such owner or party in interest upon the last Township tax assessment records or roll for ad valorem taxes, as supplemented by any subsequent changes in the names or addresses of the owners or parties listed therein, except in the case of railroad companies, who shall be mailed a Notice of the Public Hearing by registered mail within five (5) days after the first publication of the notice described in Paragraph 3, above. If a record owner's name does not appear on the Township tax assessment records, then the notice required by this paragraph shall be given to the record owner at the address shown by the records of the Kent County Register of Deeds.

5. The form of the Notice of the Public Hearing to be mailed and published, as required herein, shall be substantially as set forth in Exhibit B hereto.

6. All actions heretofore taken by Township officials, employees, and agents with respect to the Public Improvements and proceedings under Act 188 are hereby ratified and confirmed.

7. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Members _____

NAYS: Members _____

ABSENT: Members _____

RESOLUTION DECLARED ADOPTED.

Susan Slater
Township Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

I, Susan Slater, Cascade Charter Township Clerk, 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 December 16, 2020, and that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, including, in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this ____ day of _____, 2020.

Susan Slater
Township Clerk

EXHIBIT A

Public Improvements

The control and partial eradication of aquatic plants and weeds within the Covered Portion of the Thornapple River by means of chemical treatment, biological agents and/or mechanical harvesting and also river management (including, but not limited to, river studies, dredging, removal of river blockages, sedimentation control and similar undertakings).

EXHIBIT B



CASCADE CHARTER TOWNSHIP
Kent County, Michigan

**NOTICE OF PUBLIC HEARING TO REVIEW AND
POTENTIALLY CONFIRM THE SPECIAL ASSESSMENT ROLL**

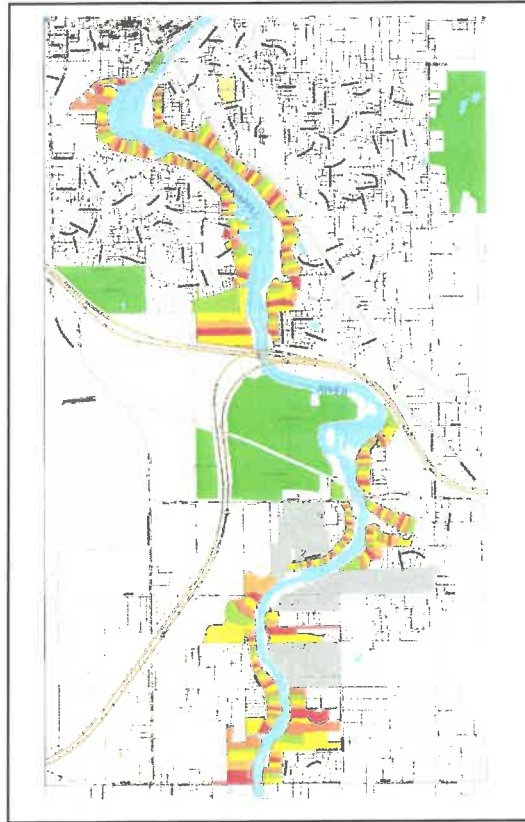
**THORNAPPLE RIVER
SPECIAL ASSESSMENT DISTRICT NO. 1**

NOTICE IS HEREBY GIVEN that the Township Board of the Charter Township of Cascade, Kent County, Michigan, having resolved its intention to proceed to make certain public improvements in the Township, has made its final determination of a special assessment district which consists of the following described lots and parcels of land which are benefitted by the improvements and against which all or a portion of the costs of the improvements shall be specially assessed.

NOTICE IS ALSO HEREBY GIVEN that a special assessment roll has been prepared and presented to the Township Board for Cascade Charter Township, Kent County, Michigan, pursuant to Act 188 of the Public Acts of Michigan 1954 (as amended) ("Act 188") for the purpose of defraying the cost of the control and partial eradication of aquatic plants and weeds within the Covered Portion of the Thornapple River by means of chemical treatment, biological agents, and/or mechanical harvesting and also river management within the Covered Portion of the river (the "Public Improvements").

The Thornapple River Special Assessment District No. 1 shall consist of the following described lots and parcels of land (all with river frontage on the Covered Portion of the Thornapple River), against which all or a portion of the costs of the Public Improvements shall be specially assessed:

PROPERTY TO BE ASSESSED:



ASSESSMENT ROLL

TOTAL ASSESSMENT:	\$1,363,500
TOTAL ASSESSMENT PER YEAR:	\$90,900
TOTAL ASSESSED PARCELS:	303
TOTAL INSTALLMENTS:	115
TOTAL PER PARCEL ASSESSMENT:	\$4,500
PER PARCEL ASSESSMENT PER YEAR:	\$300

A full assessment roll, including parcel ID numbers and addresses, can be found on the Township website at www.cascadetwp.com or by contacting the Township Clerk office.

NOTICE IS FURTHER GIVEN THAT the Township Supervisor of the Charter Township of Cascade has caused to be made and certified a special assessment roll for the special assessment district, which roll sets forth the relative portion of the costs of said Public Improvements which is to be levied in the form of a special assessment against each benefited lot and parcel of land in the special assessment district. Pursuant to an earlier resolution of the Township Board, the costs of the Public Improvements are to be periodically redetermined on a yearly basis in accordance with the resolution and Act 188.

PUBLIC HEARING:

TAKE NOTICE that the Township Board of Cascade Charter Township will hold a public hearing on January 27, 2021 at 7:00 p.m. in the Kent District Library-Cascade Township Branch at 2870 Jacksmith Avenue SE Grand Rapids, Michigan 49546, or by the remote conferencing app Zoom, in accordance with Public Act 228 of 2021, for the purpose of reviewing and potentially confirming the special assessment roll and also hearing and considering any and all objections thereto. Final information on attending the meeting can be found at www.cascadetwp.com a minimum of 2 days prior to the meeting.

TAKE NOTICE that appearance and protest at the public hearing is required in order to appeal the amount of the special assessment or other matters to the Michigan Tax Tribunal.

TAKE NOTICE that an owner or party in interest, or his/her agent, may appear in person at the hearing to protest the special assessment, or may file his/her appearance or protest by letter, on or before the close of the hearing.

TAKE NOTICE that any person objecting to the assessment roll is requested to file written objections with the Township Clerk before the close of the hearing.

TAKE NOTICE that an owner or any person having an interest in the real property subject to the special assessment may file a written appeal of the special assessment with the Michigan Tax Tribunal within thirty (30) days after the date of the confirmation of the special assessment roll if the owner or person having an interest in the real property appears and protests the special assessment at the hearing held for the purpose of confirming the roll.

Michigan Tax Tribunal
P.O. Box 30232
Lansing, Michigan 48909

TAKE FURTHER NOTICE that the special assessment roll as prepared has been reported to the Township Board and is on file with the Township Clerk for public examination or inspection.

This notice was authorized by the Township Board of the Charter Township of Cascade.

FOR FURTHER INFORMATION PLEASE CONTACT:

Susan Slater
Township Clerk
Cascade Charter Township
2865 Thornhills Avenue SE
Grand Rapids, Michigan 49546
(616) 949-1508

Dated: _____, 2021

Susan Slater, Township Clerk

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION NO. _____

THORNAPPLE RIVER SPECIAL ASSESSMENT DISTRICT NO. 1

**ACKNOWLEDGEMENT OF FILING AND PRESENTATION OF
THE SPECIAL ASSESSMENT ROLL TO THE TOWNSHIP BOARD;
NOTICE OF PUBLIC HEARING**

Minutes of a _____ meeting of the Township Board of Cascade Charter Township, Kent County, Michigan, held via the remote conferencing app Zoom, in accordance with Public Act 228 of 2020, on January 13, 2021, at 7:00 p.m., local time.

PRESENT: Members _____

ABSENT: Members _____

The following resolution was offered for adoption by Member _____ and supported by Member _____:

WHEREAS, the Township Board of the Charter Township of Cascade (the "Township"), pursuant to Act 188 of the Public Acts of Michigan of 1954, as amended ("Act 188"), has resolved its intent to make certain Public Improvements to and within the portion of the Thornapple River located between the Cascade Dam on the upriver point and 60th Street on the downriver point (the "Covered Portion") within Cascade Charter Township, consisting of the eradication or control of aquatic weeds and plants and also river management in said portion of the river; and

WHEREAS, the Township Supervisor for Cascade Charter Township has caused to be prepared and certified a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements (more particularly hereinafter described in Exhibit A) (the "Public Improvements") to the properties specially benefited by said Public Improvements, and the same has been presented to the Township Board.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The special assessment roll shall be filed in the office of the Township Clerk and shall be available for public examination or inspection.

2. The Township Board shall hold a public hearing on January 27, 2021 at 7:00 p.m. at the Kent District Library-Cascade Township Branch at 2870 Jacksmith Avenue SE Grand Rapids, Michigan 49546, or by the remote conferencing app Zoom, in accordance with Public Act 228 of 2021, for the purposes of reviewing the special assessment roll and for hearing all persons interested in the special assessment roll and any objections to the roll.

3. The Township Clerk shall cause to be published a Notice of the Public Hearing in the Grand Rapids Press, a newspaper of general circulation within the Township, at least two (2) times prior to the public hearing, with the first publication at least ten (10) days prior to the public hearing. Proofs of publication of such notice shall be filed with the Township Board.

4. The Township Clerk, at least ten (10) days prior to the date of the public hearing, shall also send a Notice of the Public Hearing by first class mail addressed to each record owner, or party in interest, of each parcel of land to be assessed, at the address shown for each such owner or party in interest upon the last Township tax assessment records or roll for ad valorem taxes, as supplemented by any subsequent changes in the names or addresses of the owners or parties listed therein, except in the case of railroad companies, who shall be mailed a Notice of the Public Hearing by registered mail within five (5) days after the first publication of the notice described in Paragraph 3, above. If a record owner's name does not appear on the Township tax assessment records, then the notice required by this paragraph shall be given to the record owner at the address shown by the records of the Kent County Register of Deeds.

5. The form of the Notice of the Public Hearing to be mailed and published, as required herein, shall be substantially as set forth in Exhibit B hereto.

6. All actions heretofore taken by Township officials, employees, and agents with respect to the Public Improvements and proceedings under Act 188 are hereby ratified and confirmed.

7. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Members _____

NAYS: Members _____

ABSENT: Members _____

RESOLUTION DECLARED ADOPTED.

Susan Slater
Township Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

I, Susan Slater, Cascade Charter Township Clerk, 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 December 16, 2020, and that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, including, in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this ____ day of _____, 2020.

Susan Slater
Township Clerk

EXHIBIT A

Public Improvements

The control and partial eradication of aquatic plants and weeds within the Covered Portion of the Thornapple River by means of chemical treatment, biological agents and/or mechanical harvesting and also river management (including, but not limited to, river studies, dredging, removal of river blockages, sedimentation control and similar undertakings).

EXHIBIT B



CASCADE CHARTER TOWNSHIP
Kent County, Michigan

**NOTICE OF PUBLIC HEARING TO REVIEW AND
POTENTIALLY CONFIRM THE SPECIAL ASSESSMENT ROLL**

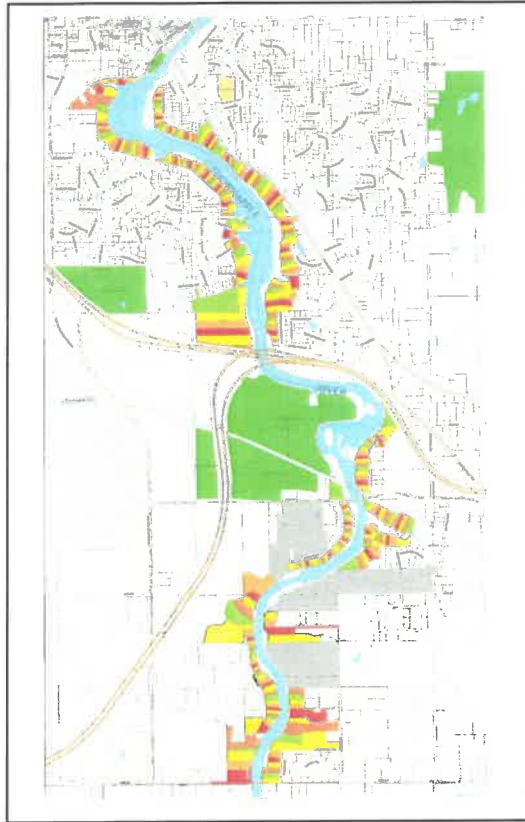
**THORNAPPLE RIVER
SPECIAL ASSESSMENT DISTRICT NO. 1**

NOTICE IS HEREBY GIVEN that the Township Board of the Charter Township of Cascade, Kent County, Michigan, having resolved its intention to proceed to make certain public improvements in the Township, has made its final determination of a special assessment district which consists of the following described lots and parcels of land which are benefitted by the improvements and against which all or a portion of the costs of the improvements shall be specially assessed.

NOTICE IS ALSO HEREBY GIVEN that a special assessment roll has been prepared and presented to the Township Board for Cascade Charter Township, Kent County, Michigan, pursuant to Act 188 of the Public Acts of Michigan 1954 (as amended) ("Act 188") for the purpose of defraying the cost of the control and partial eradication of aquatic plants and weeds within the Covered Portion of the Thornapple River by means of chemical treatment, biological agents, and/or mechanical harvesting and also river management within the Covered Portion of the river (the "Public Improvements").

The Thornapple River Special Assessment District No. 1 shall consist of the following described lots and parcels of land (all with river frontage on the Covered Portion of the Thornapple River), against which all or a portion of the costs of the Public Improvements shall be specially assessed:

PROPERTY TO BE ASSESSED:



ASSESSMENT ROLL

TOTAL ASSESSMENT:	\$1,363,500
TOTAL ASSESSMENT PER YEAR:	\$90,900
TOTAL ASSESSED PARCELS:	303
TOTAL INSTALLMENTS:	115
TOTAL PER PARCEL ASSESSMENT:	\$4,500
PER PARCEL ASSESSMENT PER YEAR:	\$300

A full assessment roll, including parcel ID numbers and addresses, can be found on the Township website at www.cascadetwp.com or by contacting the Township Clerk office.

NOTICE IS FURTHER GIVEN THAT the Township Supervisor of the Charter Township of Cascade has caused to be made and certified a special assessment roll for the special assessment district, which roll sets forth the relative portion of the costs of said Public Improvements which is to be levied in the form of a special assessment against each benefited lot and parcel of land in the special assessment district. Pursuant to an earlier resolution of the Township Board, the costs of the Public Improvements are to be periodically redetermined on a yearly basis in accordance with the resolution and Act 188.

PUBLIC HEARING:

TAKE NOTICE that the Township Board of Cascade Charter Township will hold a public hearing on January 27, 2021 at 7:00 p.m. in the Kent District Library-Cascade Township Branch at 2870 Jacksmith Avenue SE Grand Rapids, Michigan 49546, or by the remote conferencing app Zoom, in accordance with Public Act 228 of 2021, for the purpose of reviewing and potentially confirming the special assessment roll and also hearing and considering any and all objections thereto. Final information on attending the meeting can be found at www.cascadetwp.com a minimum of 2 days prior to the meeting.

TAKE NOTICE that appearance and protest at the public hearing is required in order to appeal the amount of the special assessment or other matters to the Michigan Tax Tribunal.

TAKE NOTICE that an owner or party in interest, or his/her agent, may appear in person at the hearing to protest the special assessment, or may file his/her appearance or protest by letter, on or before the close of the hearing.

TAKE NOTICE that any person objecting to the assessment roll is requested to file written objections with the Township Clerk before the close of the hearing.

TAKE NOTICE that an owner or any person having an interest in the real property subject to the special assessment may file a written appeal of the special assessment with the Michigan Tax Tribunal within thirty (30) days after the date of the confirmation of the special assessment roll if the owner or person having an interest in the real property appears and protests the special assessment at the hearing held for the purpose of confirming the roll.

Michigan Tax Tribunal
P.O. Box 30232
Lansing, Michigan 48909

TAKE FURTHER NOTICE that the special assessment roll as prepared has been reported to the Township Board and is on file with the Township Clerk for public examination or inspection.

This notice was authorized by the Township Board of the Charter Township of Cascade.

FOR FURTHER INFORMATION PLEASE CONTACT:

Susan Slater
Township Clerk
Cascade Charter Township
2865 Thornhills Avenue SE
Grand Rapids, Michigan 49546
(616) 949-1508

Dated: _____, 2021

Susan Slater, Township Clerk

**THORNAPPLE RIVER DRIVE
SPECIAL ASSESSMENT DISTRICT#1 ROLL**

TOTAL ASSESSMENT: \$1,363,500
TOTAL ASSESSMENT PER YEAR: \$90,900
TOTAL ASSESSED PARCELS: 303
TOTAL INSTALLMENTS: 15
TOTAL PER PARCEL ASSESSMENT: \$4,500
PER PARCEL ASSESSMENT PER YEAR: \$300

Street Address	Parcel No.	Total Assessment1	Yearly Assessment
7211 48th Street SE	#411928200024	\$4,500.00	\$300.00
7503 48th Street SE	#411927100015	\$4,500.00	\$300.00
7510 48th Street SE	#411927301023	\$4,500.00	\$300.00
7581 48th Street SE	#411927100007	\$4,500.00	\$300.00
7661 48th Street SE	#411927260012	\$4,500.00	\$300.00
7201 60th Street SE	#411933400034	\$4,500.00	\$300.00
7250 60th Street SE	#411934351004	\$4,500.00	\$300.00
7233 60th Street SE	#411933400037	\$4,500.00	\$300.00
7259 60th Street SE	#411933400038	\$4,500.00	\$300.00
7275 60th Street SE	#411933400039	\$4,500.00	\$300.00
5600 Alaska Ave SE	#411934176002	\$4,500.00	\$300.00
5711 Alaska Ave SE	#411934328003	\$4,500.00	\$300.00
5777 Alaska Ave. SE	#411934376006	\$4,500.00	\$300.00
7474 Alaska Ridge SE	#411934326012	\$4,500.00	\$300.00
7486 Alaska Ridge SE	#411934326016	\$4,500.00	\$300.00
7490 Alaska Ridge SE	#411934326018	\$4,500.00	\$300.00
7500 Alaska Ridge SE	#411934326019	\$4,500.00	\$300.00
7509 Alaska Ridge SE	#411934328001	\$4,500.00	\$300.00
7540 Alaska Ridge SE	#411934327001	\$4,500.00	\$300.00
7160 Aqua Fria Ct SE	#411922151006	\$4,500.00	\$300.00
7165 Aqua Fria Ct SE	#411921228012	\$4,500.00	\$300.00
7176 Aqua Fria Ct SE	#411921228015	\$4,500.00	\$300.00
7177 Aqua Fria Ct SE	#411921228013	\$4,500.00	\$300.00
7178 Aqua Fria Ct SE	#411921228014	\$4,500.00	\$300.00
4020 Burger Dr SE	#411921400002	\$4,500.00	\$300.00
4051 Burger Dr SE	#411921400013	\$4,500.00	\$300.00
4304 Burger Dr SE	#411922376001	\$4,500.00	\$300.00
6555 Burger Dr SE	#411916326001	\$4,500.00	\$300.00
6575 Burger Dr SE	#411916326004	\$4,500.00	\$300.00
6577 Burger Dr SE	#411916326003	\$4,500.00	\$300.00

6579 Burger Dr SE	#411916326002	\$4,500.00	\$300.00
6625 Burger Dr SE	#411916326019	\$4,500.00	\$300.00
6677 Burger Dr SE	#411916326008	\$4,500.00	\$300.00
6681 Burger Dr SE	#411916326009	\$4,500.00	\$300.00
6701 Burger Dr SE	#411916326010	\$4,500.00	\$300.00
6717 Burger Dr SE	#411916326011	\$4,500.00	\$300.00
6727 Burger Dr SE	#411916326012	\$4,500.00	\$300.00
6755 Burger Dr SE	#411916326013	\$4,500.00	\$300.00
6775 Burger Dr SE	#411916326018	\$4,500.00	\$300.00
6811 Burger Dr SE	#411916403004	\$4,500.00	\$300.00
6825 Burger Dr SE	#411916403003	\$4,500.00	\$300.00
6881 Burger Dr SE	#411916404010	\$4,500.00	\$300.00
6891 Burger Dr SE	#411916404011	\$4,500.00	\$300.00
6921 Burger Dr SE	#411916404002	\$4,500.00	\$300.00
6931 Burger Dr SE	#411916404003	\$4,500.00	\$300.00
6937 Burger Dr SE	#411916404004	\$4,500.00	\$300.00
6943 Burger Dr SE	#411916404005	\$4,500.00	\$300.00
6953 Burger Dr SE	#411916404006	\$4,500.00	\$300.00
6965 Burger Dr SE	#411916404007	\$4,500.00	\$300.00
6985 Burger Dr SE	#411916404008	\$4,500.00	\$300.00
6995 Burger Dr SE	#411916404009	\$4,500.00	\$300.00
5175 Buttrick Ave SE	#411927478002	\$4,500.00	\$300.00
5215 Buttrick Ave SE	#411934126001	\$4,500.00	\$300.00
5395 Buttrick Ave SE	#411934130007	\$4,500.00	\$300.00
5407 Buttrick Ave SE	#411934130005	\$4,500.00	\$300.00
5503 Buttrick Ave SE	#411934176001	\$4,500.00	\$300.00
7100 Cascade Rd. SE	#411916426023	\$4,500.00	\$300.00
7110 Cascade Rd. SE	#411916426024	\$4,500.00	\$300.00
7120 Cascade Rd. SE	#411916426025	\$4,500.00	\$300.00
7124 Cascade Rd. SE	#411916426005	\$4,500.00	\$300.00
7130 Cascade Rd. SE	#411916426006	\$4,500.00	\$300.00
7138 Cascade Rd. SE	#411916426007	\$4,500.00	\$300.00
7146 Cascade Rd. SE	#411916426008	\$4,500.00	\$300.00
7160 Cascade Rd. SE	#411916426026	\$4,500.00	\$300.00
7168 Cascade Rd. SE	#411916426027	\$4,500.00	\$300.00
7174 Cascade Rd. SE	#411916426021	\$4,500.00	\$300.00
7180 Cascade Rd. SE	#411916426013	\$4,500.00	\$300.00
7186 Cascade Rd. SE	#411916426014	\$4,500.00	\$300.00
7222 Cascade Rd. SE	#411915351031	\$4,500.00	\$300.00
7196 Cascade Rd. SE	#411915351030	\$4,500.00	\$300.00
7238 Cascade Rd. SE	#411915351027	\$4,500.00	\$300.00

7278 Cascade Rd. SE	#411915351005	\$4,500.00	\$300.00
7288 Cascade Rd. SE	#411915351024	\$4,500.00	\$300.00
7300 Cascade Rd. SE	#411915351025	\$4,500.00	\$300.00
7314 Cascade Rd. SE	#411915351009	\$4,500.00	\$300.00
7340 Cascade Rd. SE	#411915351032	\$4,500.00	\$300.00
7350 Cascade Rd. SE	#411915351023	\$4,500.00	\$300.00
7358 Cascade Rd. SE	#411915351036	\$4,500.00	\$300.00
7370 Cascade Rd. SE	#411915351037	\$4,500.00	\$300.00
7372 Cascade Rd. SE	#411915351028	\$4,500.00	\$300.00
7378 Cascade Rd. SE	#411915351033	\$4,500.00	\$300.00
7430 Cascade Rd. SE	#411915351038	\$4,500.00	\$300.00
7474 Cascade Rd. SE	#411922126001	\$4,500.00	\$300.00
7476 Cascade Rd. SE	#411922126002	\$4,500.00	\$300.00
7478 Cascade Rd. SE	#411922126003	\$4,500.00	\$300.00
7484 Cascade Rd. SE	#411922126010	\$4,500.00	\$300.00
7486 Cascade Rd. SE	#411922126011	\$4,500.00	\$300.00
5200 Dayenu Dr. SE	#411927301029	\$4,500.00	\$300.00
5234 Dayenu Dr. SE	#411934101008	\$4,500.00	\$300.00
5260 Dayenu Dr. SE	#441934101009	\$4,500.00	\$300.00
5292 Dayenu Dr. SE	#411933200059	\$4,500.00	\$300.00
5320 Dayenu Dr. SE	#411933200060	\$4,500.00	\$300.00
5354 Dayenu Dr. SE	#411933200061	\$4,500.00	\$300.00
3402 Goodwood Dr. SE	#411916477001	\$4,500.00	\$300.00
3406 Goodwood Dr. SE	#411916477002	\$4,500.00	\$300.00
3412 Goodwood Dr. SE	#411916477003	\$4,500.00	\$300.00
3420 Goodwood Dr. SE	#411916477004	\$4,500.00	\$300.00
3426 Goodwood Dr. SE	#411916477005	\$4,500.00	\$300.00
3434 Goodwood Dr. SE	#411916477006	\$4,500.00	\$300.00
3444 Goodwood Dr. SE	#411916477007	\$4,500.00	\$300.00
3452 Goodwood Dr. SE	#411916477008	\$4,500.00	\$300.00
3462 Goodwood Dr. SE	#411916477009	\$4,500.00	\$300.00
3468 Goodwood Dr. SE	#411916477010	\$4,500.00	\$300.00
3474 Goodwood Dr. SE	#411916477011	\$4,500.00	\$300.00
3480 Goodwood Dr. SE	#411916477012	\$4,500.00	\$300.00
3486 Goodwood Dr. SE	#411916477013	\$4,500.00	\$300.00
3494 Goodwood Dr. SE	#411916477014	\$4,500.00	\$300.00
3500 Goodwood Dr. SE	#411916477015	\$4,500.00	\$300.00
3506 Goodwood Dr. SE	#411916477016	\$4,500.00	\$300.00
3516 Goodwood Dr. SE	#411916477017	\$4,500.00	\$300.00
3528 Goodwood Dr. SE	#411916477018	\$4,500.00	\$300.00
3544 Goodwood Dr. SE	#411916477024	\$4,500.00	\$300.00

3556 Goodwood Dr. SE	#411916477025	\$4,500.00	\$300.00
3584 Goodwood Dr. SE	#411916477022	\$4,500.00	\$300.00
3824 Goodwood Dr. SE	#411922151011	\$4,500.00	\$300.00
3840 Goodwood Dr. SE	#411922151009	\$4,500.00	\$300.00
3888 Goodwood Dr. SE	#411921279013	\$4,500.00	\$300.00
7415 Kenrob Dr. SE	#411922176022	\$4,500.00	\$300.00
7421 Kenrob Dr. SE	#411922176021	\$4,500.00	\$300.00
7425 Kenrob Dr. SE	#411922176012	\$4,500.00	\$300.00
7443 Kenrob Dr. SE	#411922176025	\$4,500.00	\$300.00
7447 Kenrob Dr. SE	#411922176024	\$4,500.00	\$300.00
7461 Kenrob Dr. SE	#411922176031	\$4,500.00	\$300.00
7459 Kenrob Dr. SE	#411922176030	\$4,500.00	\$300.00
7201 Kilmer Dr. SE	#411934101002	\$4,500.00	\$300.00
7219 Kilmer Dr. SE	#411934101003	\$4,500.00	\$300.00
7223 Kilmer Dr. SE	#411934101004	\$4,500.00	\$300.00
7227 Kilmer Dr. SE	#411934152002	\$4,500.00	\$300.00
7231 Kilmer Dr. SE	#411934152003	\$4,500.00	\$300.00
7243 Kilmer Dr. SE	#411934152004	\$4,500.00	\$300.00
7249 Kilmer Dr. SE	#411934152005	\$4,500.00	\$300.00
7255 Kilmer Dr. SE	#411934152006	\$4,500.00	\$300.00
7261 Kilmer Dr. SE	#411934152007	\$4,500.00	\$300.00
7271 Kilmer Dr. SE	#411934152008	\$4,500.00	\$300.00
7281 Kilmer Dr. SE	#411934152009	\$4,500.00	\$300.00
7291 Kilmer Dr. SE	#411934152010	\$4,500.00	\$300.00
7303 Kilmer Dr. SE	#411934152011	\$4,500.00	\$300.00
7310 Kilmer Dr. SE	#411934152012	\$4,500.00	\$300.00
7319 Kilmer Dr. SE	#411934152014	\$4,500.00	\$300.00
7335 Kilmer Dr. SE	#411934302002	\$4,500.00	\$300.00
7349 Kilmer Dr. SE	#411934302014	\$4,500.00	\$300.00
7357 Kilmer Dr. SE	#411934302005	\$4,500.00	\$300.00
7365 Kilmer Dr. SE	#411934302006	\$4,500.00	\$300.00
7373 Kilmer Dr. SE	#441934302007	\$4,500.00	\$300.00
7379 Kilmer Dr. SE	#411934302008	\$4,500.00	\$300.00
7385 Kilmer Dr. SE	#411934302009	\$4,500.00	\$300.00
7389 Kilmer Dr. SE	#411934302010	\$4,500.00	\$300.00
7393 Kilmer Dr. SE	#411934302015	\$4,500.00	\$300.00
7394 Kilmer Dr. SE	#411934301009	\$4,500.00	\$300.00
7395 Kilmer Dr. SE	#411934302016	\$4,500.00	\$300.00
7397 Kilmer Dr. SE	#411934302013	\$4,500.00	\$300.00
7300 Kirkwood Trail SE	#411934201044	\$4,500.00	\$300.00
7400 Kirkwood Trail SE	#411934201043	\$4,500.00	\$300.00

4505 Little Harbor Dr. SE	#411927230015	\$4,500.00	\$300.00
4535 Little Harbor Dr. SE	#411927230012	\$4,500.00	\$300.00
4545 Little Harbor Dr. SE	#411927230011	\$4,500.00	\$300.00
4555 Little Harbor Dr. SE	#411927230006	\$4,500.00	\$300.00
4567 Little Harbor Dr. SE	#411927260001	\$4,500.00	\$300.00
4581 Little Harbor Dr. SE	#411927260002	\$4,500.00	\$300.00
4593 Little Harbor Dr. SE	#411927260003	\$4,500.00	\$300.00
4607 Little Harbor Dr. SE	#411927260004	\$4,500.00	\$300.00
4623 Little Harbor Dr. SE	#411927260005	\$4,500.00	\$300.00
4637 Little Harbor Dr. SE	#411927260006	\$4,500.00	\$300.00
4651 Little Harbor Dr. SE	#411927260007	\$4,500.00	\$300.00
4667 Little Harbor Dr. SE	#411927260008	\$4,500.00	\$300.00
4689 Little Harbor Dr. SE	#411927260009	\$4,500.00	\$300.00
4707 Little Harbor Dr. SE	#411927260010	\$4,500.00	\$300.00
4717 Little Harbor Dr. SE	#411927260014	\$4,500.00	\$300.00
4755 Little Harbor Dr. SE	#411927260015	\$4,500.00	\$300.00
6600 Mahesh Dr SE	#411916176015	\$4,500.00	\$300.00
6590 Mahesh Dr SE	#411916176016	\$4,500.00	\$300.00
6860 Maplecrest SE	#411921400010	\$4,500.00	\$300.00
6862 Maplecrest SE	#411921400009	\$4,500.00	\$300.00
6864 Maplecrest SE	#411921400008	\$4,500.00	\$300.00
7016 Maplecrest SE	#411921282001	\$4,500.00	\$300.00
4015 Maracaibo Shores SE	#411922301001	\$4,500.00	\$300.00
4031 Maracaibo Shores SE	#411922301003	\$4,500.00	\$300.00
4045 Maracaibo Shores SE	#411922301004	\$4,500.00	\$300.00
4061 Maracaibo Shores SE	#411922301005	\$4,500.00	\$300.00
4089 Maracaibo Shores SE	#411922301006	\$4,500.00	\$300.00
4105 Maracaibo Shores SE	#411922301007	\$4,500.00	\$300.00
4121 Maracaibo Shores SE	#411922301008	\$4,500.00	\$300.00
4135 Maracaibo Shores SE	#411922301009	\$4,500.00	\$300.00
7156 Placita Ct SE	#411921228021	\$4,500.00	\$300.00
7157 Placita Ct SE	#411921228029	\$4,500.00	\$300.00
7166 Placita Ct SE	#411921228022	\$4,500.00	\$300.00
7169 Placita Ct SE	#411921228028	\$4,500.00	\$300.00
7635 Sandy Hollow Dr SE	#411927451009	\$4,500.00	\$300.00
7657 Sandy Hollow Dr SE	#411927451006	\$4,500.00	\$300.00
7675 Sandy Hollow Dr SE	#411927451003	\$4,500.00	\$300.00
7733 Sandy Hollow Dr SE	#411927451004	\$4,500.00	\$300.00
7755 Sandy Hollow Dr SE	#411927476003	\$4,500.00	\$300.00
4812 Sequoia Dr SE	#411927402001	\$4,500.00	\$300.00
4816 Sequoia Dr. SE	#411927402002	\$4,500.00	\$300.00

4826 Sequoia Dr SE	#411927402003	\$4,500.00	\$300.00
4844 Sequoia Dr SE	#411927402004	\$4,500.00	\$300.00
4854 Sequoia Dr SE	#411927402005	\$4,500.00	\$300.00
4864 Sequoia Dr SE	#411927402006	\$4,500.00	\$300.00
4872 Sequoia Dr SE	#411927402007	\$4,500.00	\$300.00
4884 Sequoia Dr SE	#411927402008	\$4,500.00	\$300.00
4896 Sequoia Dr SE	#411927402009	\$4,500.00	\$300.00
4910 Sequoia Dr SE	#411927402010	\$4,500.00	\$300.00
4920 Sequoia Dr SE	#411927402011	\$4,500.00	\$300.00
4930 Sequoia Dr SE	#411927402012	\$4,500.00	\$300.00
4942 Sequoia Dr SE	#411927402018	\$4,500.00	\$300.00
4952 Sequoia Dr SE	#411927402019	\$4,500.00	\$300.00
4960 Sequoia Dr SE	#411927402014	\$4,500.00	\$300.00
4968 Sequoia Dr SE	#411927402015	\$4,500.00	\$300.00
4976 Sequoia Dr SE	#411927402016	\$4,500.00	\$300.00
4984 Sequoia Dr SE	#411927402017	\$4,500.00	\$300.00
4994 Sequoia Dr SE	#411927376015	\$4,500.00	\$300.00
5006 Sequoia Dr SE	#411927376007	\$4,500.00	\$300.00
5016 Sequoia Dr SE	#411927376006	\$4,500.00	\$300.00
5020 Sequoia Dr SE	#411927376005	\$4,500.00	\$300.00
5030 Sequoia Dr SE	#411927376016	\$4,500.00	\$300.00
5050 Sequoia Dr SE	#411927376004	\$4,500.00	\$300.00
5060 Sequoia Dr SE	#411927376003	\$4,500.00	\$300.00
5070 Sequoia Dr SE	#411927376002	\$4,500.00	\$300.00
5080 Sequoia Dr SE	#411927376001	\$4,500.00	\$300.00
5090 Sequoia Dr SE	#411927376014	\$4,500.00	\$300.00
5110 Sequoia Dr SE	#411927376013	\$4,500.00	\$300.00
5110 Sequoia Dr SE	#411927376010	\$4,500.00	\$300.00
5140 Sequoia Dr SE	#411927376011	\$4,500.00	\$300.00
5909 Tannon Ct SE	#411934378013	\$4,500.00	\$300.00
5915 Tannon Ct SE	#411934378014	\$4,500.00	\$300.00
5945 Tannon Ct SE	#411934378011	\$4,500.00	\$300.00
5923 Tannon Ct. SE	#411934378012	\$4,500.00	\$300.00
5969 Tannon Ct. SE	#411934378010	\$4,500.00	\$300.00
5985 Tannon Ct. SE	#411934378009	\$4,500.00	\$300.00
7700 Thornapple Bayou Dr SE	#411927427037	\$4,500.00	\$300.00
7704 Thornapple Bayou Dr SE	#411927427039	\$4,500.00	\$300.00
7706 Thornapple Bayou Dr SE	#411927427040	\$4,500.00	\$300.00
7710 Thornapple Bayou Dr SE	#411927427004	\$4,500.00	\$300.00
7712 Thornapple Bayou Dr SE	#411927427005	\$4,500.00	\$300.00
7714 Thornapple Bayou Dr SE	#411927427006	\$4,500.00	\$300.00

7718 Thornapple Bayou Dr SE	#411927427007	\$4,500.00	\$300.00
7720 Thornapple Bayou Dr SE	#411927427008	\$4,500.00	\$300.00
7730 Thornapple Bayou Dr SE	#411927427009	\$4,500.00	\$300.00
7732 Thornapple Bayou Dr SE	#411927427044	\$4,500.00	\$300.00
7734 Thornapple Bayou Dr SE	#411927427030	\$4,500.00	\$300.00
7744 Thornapple Bayou Dr SE	#411927427031	\$4,500.00	\$300.00
7750 Thornapple Bayou Dr SE	#411927427011	\$4,500.00	\$300.00
7778 Thornapple Bayou Dr SE	#411927427042	\$4,500.00	\$300.00
7780 Thornapple Bayou Dr SE	#411927427024	\$4,500.00	\$300.00
7782 Thornapple Bayou Dr SE	#411927427023	\$4,500.00	\$300.00
7784 Thornapple Bayou Dr SE	#411927427034	\$4,500.00	\$300.00
7786 Thornapple Bayou Dr SE	#411927427021	\$4,500.00	\$300.00
7788 Thornapple Bayou Dr SE	#411927427020	\$4,500.00	\$300.00
7790 Thornapple Bayou Dr SE	#411927427019	\$4,500.00	\$300.00
7792 Thornapple Bayou Dr SE	#411927427041	\$4,500.00	\$300.00
7796 Thornapple Bayou Dr SE	#411927427014	\$4,500.00	\$300.00
7798 Thornapple Bayou Dr SE	#411927427015	\$4,500.00	\$300.00
7800 Thornapple Bayou Dr SE	#411627427016	\$4,500.00	\$300.00
7802 Thornapple Bayou Dr SE	#411927427017	\$4,500.00	\$300.00
7804 Thornapple Bayou Dr SE	#411927427035	\$4,500.00	\$300.00
2984 Thornapple River Dr SE	#411916176010	\$4,500.00	\$300.00
2986 Thornapple River Dr SE	#411916176009	\$4,500.00	\$300.00
2988 Thornapple River Dr SE	#411916203018	\$4,500.00	\$300.00
2990 Thornapple River Dr SE	#411916203030	\$4,500.00	\$300.00
2992 Thornapple River Dr SE	#411916203029	\$4,500.00	\$300.00
3000 Thornapple River Dr SE	#411916176020	\$4,500.00	\$300.00
3010 Thornapple River Dr SE	#411916176019	\$4,500.00	\$300.00
3024 Thornapple River Dr SE	#411916176007	\$4,500.00	\$300.00
3032 Thornapple River Dr SE	#411916176006	\$4,500.00	\$300.00
3044 Thornapple River Dr SE	#411916176021	\$4,500.00	\$300.00
3056 Thornapple River Dr SE	#411916176001	\$4,500.00	\$300.00
3140 Thornapple River Dr SE	#411916151003	\$4,500.00	\$300.00
3148 Thornapple River Dr SE	#411916176003	\$4,500.00	\$300.00
3150 Thornapple River Dr SE	#411916176012	\$4,500.00	\$300.00
3180 Thornapple River Dr SE	#411916180002	\$4,500.00	\$300.00
3049 Thorncrest SE	#411916251006	\$4,500.00	\$300.00
3059 Thorncrest SE	#411916251007	\$4,500.00	\$300.00
3081 Thorncrest SE	#411916251008	\$4,500.00	\$300.00
3083 Thorncrest SE	#411916251009	\$4,500.00	\$300.00
3095 Thorncrest SE	#411916251010	\$4,500.00	\$300.00
3115 Thorncrest SE	#411916251016	\$4,500.00	\$300.00

3143 Thorncrest SE	#411916251013	\$4,500.00	\$300.00
3157 Thorncrest SE	#411916251019	\$4,500.00	\$300.00
3169 Thorncrest SE	#411916251021	\$4,500.00	\$300.00
3177 Thorncrest SE	#411916251018	\$4,500.00	\$300.00
3187 Thorncrest SE	#411916401013	\$4,500.00	\$300.00
3193 Thorncrest SE	#411916401012	\$4,500.00	\$300.00
3206 Thorncrest SE	#411916401002	\$4,500.00	\$300.00
3216 Thorncrest SE	#411916401003	\$4,500.00	\$300.00
3230 Thorncrest SE	#411916401004	\$4,500.00	\$300.00
3238 Thorncrest SE	#411916401014	\$4,500.00	\$300.00
3250 Thorncrest SE	#411926401015	\$4,500.00	\$300.00
3262 Thorncrest SE	#411916401007	\$4,500.00	\$300.00
3272 Thorncrest SE	#411916401008	\$4,500.00	\$300.00
3284 Thorncrest SE	#411916401009	\$4,500.00	\$300.00
3298 Thorncrest SE	#411916426001	\$4,500.00	\$300.00
3294 Thorncrest SE	#411916401010	\$4,500.00	\$300.00
3300 Thorncrest SE	#411916426022	\$4,500.00	\$300.00
7400 Trillium Wood SE	#411934376008	\$4,500.00	\$300.00
7320 Whispering Ridge SE	#411922126030	\$4,500.00	\$300.00
7334 Whispering Ridge SE	#411922126031	\$4,500.00	\$300.00
7350 Whispering Ridge SE	#411922126032	\$4,500.00	\$300.00
7370 Whispering Ridge SE	#411922126033	\$4,500.00	\$300.00
7382 Whispering Ridge SE	#411922126034	\$4,500.00	\$300.00
7400 Whispering Ridge SE	#411922126035	\$4,500.00	\$300.00
7428 Whispering Ridge SE	#411922126036	\$4,500.00	\$300.00
7444 Whispering Ridge SE	#411922126037	\$4,500.00	\$300.00
4445 Whitneyville Ave SE	#411927230001	\$4,500.00	\$300.00

¹ The assessment amount will be divided into ten (15) equal installments or principal with the first installment due and payable on or before September 14, 2021, and all subsequent installments due and payable on or before September 14 of each year through September 14, 2030.

Special Assessment District - Projected 5 Year Budget

Parcel Scope: Frontage on the Thornapple River from the Cascade Dam to 60th Street
Parcel Count: 305

Projected Annual Parcel Assessment: \$300 per parcel for 15 years

Year	2021	2022	2023	2024	2025
Weed control and removal	\$66,000	\$56,000	\$57,680	\$59,410	\$61,192
Debris removal and safety enhancements	\$10,250	\$17,250	\$16,395	\$15,515	\$14,608
Silt control and removal	\$10,250	\$17,250	\$16,395	\$15,515	\$14,608
Township administrative fees	\$5,000	\$1,000	\$1,030	\$1,061	\$1,093
Total annual budget	\$91,500	\$91,500	\$91,500	\$91,500	\$91,500

Notes:

- Year 1 weed control is \$10,000 higher than year 2 and subsequent years are increased by 3%
- Year 1 township administrative fee is \$4,000 higher than year 2 and subsequent years are increased by 3%
 - Higher year 1 fees should be taken from year 1 silt allocation
 - Higher subsequent year fees should be taken equally from silt and debris allocations



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: January 13, 2021
To: Supervisor Lesperance and Township Board Members
From: Ben Swayze, Township Manager
Subject: Consider Resolution of "Acknowledgement of Filing and Presentation of the Special Assessment Roll to the Township Board; Notice of Public Hearing" for Laraway Lake Special Assessment District #1

****THIS ITEM IS THE SAME AS APPROVED BY THE TOWNSHIP BOARD AT THE DECEMBER 16, 2020 MEETING, WITH THE EXCEPTION OF THE PUBLIC HEARING DATE AND FORM OF NOTICE****

FACTS:

The Township has received a petition, circulated by property owners on Laraway Lake, to make certain improvements to Laraway Lake, including weed control and removal and for the cost of the improvements to be special assessed against parcels of land within the district. The request is for the cost to be equally assessed against all parcels that front Laraway Lake, with the exception of vacant parcels owned by duplicate homeowners.

They have requested that the special assessment district be implemented for 10 years. The total parcel count for the special assessment district is 23, and the requested work to be done is approximately \$11,575 meaning each parcel will be assessed approximately \$504 per year during the duration of the special assessment district.

The Special Assessment District is being established pursuant to Public Act 188 of the Public Acts of Michigan of 1954, as amended (the "Act" or "Act 188"). It should be noted while the petition has been received by the Laraway Lake property owners, this process is being moved forward on the initiative of the Township Board and, legally, the Township Board is not compelled to carry through the Special Assessment District if it determines it is not in the best interest of the public.

At the September 23, 2020 and October 21, 2020 Township Board Meetings, the Board held a public hearing to hear and consider any objections to the proposed Public Improvements, the proposed Special Assessment District, the proposed special assessment, and all other matters relating to the Public Improvements. After the public hearings the Township Board approved a resolution which, among other things, made the determination to proceed with and make the public improvements and to provide the directive to the Township Supervisor to prepare the Special Assessment Roll.

Attached for your review are:

- Resolution of "Acknowledgement of Filing and Presentation of the Special Assessment Roll to the Township Board; Notice of Public Hearing" For Laraway Lake Special Assessment District No. 1
- Proposed Special Assessment Roll for Laraway Lake Special Assessment District #1

- Estimated Costs and Plans for Laraway Lake Improvements

ANALYSIS & CONCLUSIONS:

The Township have enlisted the help of attorney Clifford Bloom of Bloom Sluggett to assist in the establishment of the Laraway Lake Special Assessment District. Mr. Bloom has a specialty in this work and him and his firm have helped to establish similar improvement districts across Michigan. The cost of Mr. Bloom's services, as well as all other direct costs related to the establishment of the district (i.e. printing, mailing, publication) will be charged to the SAD if it is established. If the SAD is not established, the Township is responsible for those costs.

If the SAD is established, it is recommended that the Township Board approve and ad-hoc committee, consisting of Township staff, officials, and residents included in the SAD, to provide direction on the expenditure of SAD dollars (...though final appropriation will be at the sole discretion of the Township Board.)

If resolution #3 is approved by the Township Board it will accomplish the following:

- Special Assessment Roll will be filed in the office of the Township Clerk and will be available for public examination or inspection
- Set a public hearing at the regularly scheduled Township Board meeting on ~~January 13, 2020~~ January 27, 2021 at 7pm for the purposes of reviewing the special assessment roll and for hearing all persons interested in the special assessment roll and any objections to the roll

FINANCIAL CONSIDERATIONS:

It is anticipated that the establishment of the Special Assessment District will be between \$2,500 and \$5,000, primarily consisting of legal fees and printing/publication costs. If the SAD is established, these fees can be recovered through the SAD. If it is not established, the Township is responsible for these fees. The Township staff is not recommending that staff time costs or administrative overhead be recovered through the SAD.

If established, the SAD will produce \$11,575 per year. These funds are kept in a separate fund and can only be utilized for the purposed outlined in the SAD plan documents.

RECOMMENDED ACTION:

Approve the Resolution of "Acknowledgement of Filing and Presentation of the Special Assessment Roll to the Township Board; Notice of Public Hearing" for Laraway Lake Special Assessment District #1

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION NO. _____

LARAWAY LAKE SPECIAL ASSESSMENT DISTRICT NO. 1

**ACKNOWLEDGEMENT OF FILING AND PRESENTATION OF
THE SPECIAL ASSESSMENT ROLL TO THE TOWNSHIP BOARD;
NOTICE OF PUBLIC HEARING**

Minutes of a _____ meeting of the Township Board of Cascade Charter Township, Kent County, Michigan, held via the remote conferencing app Zoom, in accordance with Public Act 228 of 2020, on January 13, 2021, at 7:00 p.m., local time.

PRESENT: Members _____

ABSENT: Members _____

The following resolution was offered for adoption by Member _____ and supported by Member _____ :

WHEREAS, the Township Board of the Charter Township of Cascade (the "Township"), pursuant to Act 188 of the Public Acts of Michigan of 1954, as amended ("Act 188"), has resolved its intent to make certain Public Improvements to and within Laraway Lake located within Cascade Charter Township, consisting of the eradication or control of aquatic weeds and plants in said lake; and

WHEREAS, the Township Supervisor for Cascade Charter Township has caused to be prepared and certified a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements (more particularly hereinafter described in Exhibit A) ("Public Improvements") to the properties specially benefited by said Public Improvements, and the same has been presented to the Township Board.

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The special assessment roll shall be filed in the office of the Township Clerk and shall be available for public examination or inspection.

The Township Board shall hold a public hearing on January 27, 2021 at 7:00 p.m. at the Kent District Library-Cascade Township Branch at 2870 Jacksmith Avenue SE Grand Rapids, Michigan 49546, or by the remote conferencing app Zoom, in accordance with Public Act 228 of 2021, for the purposes of reviewing the special assessment roll and for hearing all persons interested in the special assessment roll and any objections to the roll.

2. The Township Clerk shall cause to be published a Notice of the Public Hearing in the Grand Rapids Press, a newspaper of general circulation within the Township, at least two (2) times prior to the public hearing, with the first publication at least ten (10) days prior to the public hearing. Proofs of publication of such notice shall be filed with the Township Board.

3. The Township Clerk, at least ten (10) days prior to the date of the public hearing, shall also send a Notice of the Public Hearing by first class mail addressed to each record owner, or party in interest, of each parcel of land to be assessed, at the address shown for each such owner or party in interest upon the last Township tax assessment records or roll for ad valorem taxes, as supplemented by any subsequent changes in the names or addresses of the owners or parties listed therein, except in the case of railroad companies, who shall be mailed a Notice of the Public Hearing by registered mail within five (5) days after the first publication of the notice described in Paragraph 3, above. If a record owner's name does not appear on the Township tax assessment records, then the notice required by this paragraph shall be given to the record owner at the address shown by the records of the Kent County Register of Deeds.

4. The form of the Notice of the Public Hearing to be mailed and published, as required herein, shall be substantially as set forth in Exhibit B hereto.

5. All actions heretofore taken by Township officials, employees, and agents with respect to the Public Improvements and proceedings under Act 188 are hereby ratified and confirmed.

6. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

YEAS: Members _____

NAYS: Members _____

ABSENT: Members _____

RESOLUTION DECLARED ADOPTED.

Susan Slater
Township Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF _____)

I, Susan Slater, Cascade Charter Township Clerk, 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 December 16, 2020, and that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, including, in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this ____ day of _____, 2020.

Susan Slater
Township Clerk

EXHIBIT A

Public Improvements

The control and partial eradication of aquatic plants and weeds within Laraway Lake by means of chemical treatment, biological agents and/or mechanical harvesting.

EXHIBIT B



**CASCADE CHARTER TOWNSHIP
Kent County, Michigan**

**NOTICE OF PUBLIC HEARING TO REVIEW AND
POTENTIALLY CONFIRM THE SPECIAL ASSESSMENT ROLL**

**LARAWAY LAKE
SPECIAL ASSESSMENT DISTRICT NO. 1**

NOTICE IS HEREBY GIVEN that the Township Board of the Charter Township of Cascade, Kent County, Michigan, having resolved its intention to proceed to make certain public improvements in the Township, has made its final determination of a special assessment district which consists of the following described lots and parcels of land which are benefitted by the improvements and against which all or a portion of the costs of the improvements shall be specially assessed.

NOTICE IS ALSO HEREBY GIVEN that a special assessment roll has been prepared and presented to the Township Board for Cascade Charter Township, Kent County, Michigan, pursuant to Act 188 of the Public Acts of Michigan 1954 (as amended) ("Act 188") for the purpose of defraying the cost of the control and partial eradication of aquatic plants and weeds within Laraway Lake by means of chemical treatment, biological agents, and/or mechanical harvesting (the "Public Improvements").

The Laraway Lake Special Assessment District No. 1 shall consist of the following described lots and parcels of land (all with lake frontage on Laraway Lake), against which all or a portion of the costs of the Public Improvements shall be specially assessed:

PROPERTY TO BE ASSESSED:



ASSESSMENT ROLL

TOTAL ASSESSMENT:	\$115,749.80
TOTAL ASSESSMENT PER YEAR:	\$11,574.98
TOTAL ASSESSED PARCELS:	23
TOTAL INSTALLMENTS:	10
TOTAL PER PARCEL ASSESSMENT:	\$5,032.61
PER PARCEL ASSESSMENT PER YEAR:	\$503.26

A full assessment roll, including parcel ID numbers and addresses, can be found on the Township website at www.cascadetwp.com or by contacting the Township Clerk office.

NOTICE IS FURTHER GIVEN THAT the Township Supervisor of the Charter Township of Cascade has caused to be made and certified a special assessment roll for the special assessment district, which roll sets forth the relative portion of the costs of said Public Improvements which is to be levied in the form of a special assessment against each benefited lot and parcel of land in the special assessment district. Pursuant to an earlier resolution of the Township Board, the costs of the Public Improvements are to be periodically redetermined on a yearly basis in accordance with the resolution and Act 188.

PUBLIC HEARING:

TAKE NOTICE that the Township Board of Cascade Charter Township will hold a public hearing on January 27, 2021 at 7:00 p.m. in the Kent District Library-Cascade Township Branch at 2870 Jacksmith Avenue SE Grand Rapids, Michigan 49546, or by the remote conferencing app Zoom, in accordance with Public Act 228 of 2021, for the purpose of reviewing and potentially confirming the special assessment roll and also hearing and considering any and all objections thereto. Final information on attending the meeting can be found at www.cascadetwp.com a minimum of 2 days prior to the meeting.

TAKE NOTICE that appearance and protest at the public hearing is required in order to appeal the amount of the special assessment or other matters to the Michigan Tax Tribunal.

TAKE NOTICE that an owner or party in interest, or his/her agent, may appear in person at the hearing to protest the special assessment, or may file his/her appearance or protest by letter, on or before the close of the hearing.

TAKE NOTICE that any person objecting to the assessment roll is requested to file written objections with the Township Clerk before the close of the hearing.

TAKE NOTICE that an owner or any person having an interest in the real property subject to the special assessment may file a written appeal of the special assessment with the Michigan Tax Tribunal within thirty (30) days after the date of the confirmation of the special assessment roll if the owner or person having an interest in the real property appears and protests the special assessment at the hearing held for the purpose of confirming the roll.

Michigan Tax Tribunal
P.O. Box 30232
Lansing, Michigan 48909

TAKE FURTHER NOTICE that the special assessment roll as prepared has been reported to the Township Board and is on file with the Township Clerk for public examination or inspection.

This notice was authorized by the Township Board of the Charter Township of Cascade.

FOR FURTHER INFORMATION PLEASE CONTACT:

Susan Slater
Township Clerk
Cascade Charter Township
2865 Thornhills Avenue SE
Grand Rapids, Michigan 49546
(616) 949-1508

Dated: _____, 2021

Susan Slater, Township Clerk

**LARAWAY LAKE
SPECIAL ASSESSMENT DISTRICT#1 ROLL**

TOTAL ASSESSMENT: \$115,749.80
TOTAL ASSESSMENT PER YEAR: \$11,574.98
TOTAL ASSESSED PARCELS: 23
TOTAL INSTALLMENTS: 10
TOTAL PER PARCEL ASSESSMENT: \$5,032.61
PER PARCEL ASSESSMENT PER YEAR: \$503.26

Permanent Parcel No.	Street Address	Total Assessment ¹	Yearly Assessment
41-19-05-480-014	1830 Beard Dr. SE	\$5,032.61	\$503.26
41-19-05-480-013	1860 Beard Dr SE	\$5,032.61	\$503.26
41-19-05-480-012	1874 Beard Dr. SE	\$5,032.61	\$503.26
41-19-05-480-010	1930 Boxthorn Ct. SE	\$5,032.61	\$503.26
41-19-05-480-009	1944 Boxthorn Ct. SE	\$5,032.61	\$503.26
41-19-04-351-016	2025 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-011	2019 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-013	1995 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-009	1981 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-008	1975 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-007	1969 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-006	1955 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-005	1943 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-004	1931 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-003	1915 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-015	1891 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-351-001	1865 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-301-033	1861 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-301-032	1859 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-301-014	1855 Laraway Lake Dr. SE	\$5,032.61	\$503.26
41-19-04-301-031	6500 Donnegan Ln. SE	\$5,032.61	\$503.26
41-19-04-301-030	6484 Donnegan Ln. SE	\$5,032.61	\$503.26
41-19-04-301-024	6400 Donnegan Ln. SE	\$5,032.61	\$503.26

¹ The assessment amount will be divided into ten (10) equal annual installments or principal with the first installment due and payable on or before September 14, 2021, and all subsequent installments due and payable on or before September 14 of each year through September 14, 2030.



Aquatic Doctors Lake Management, Inc.

MT Ryan Schauland
PO Box 150247
Grand Rapids MI 49515
(616) 365.1698

September 7, 2020

Dear Friend,

To start I would like to thank you for choosing *Aquatic Doctors Lake Management, Inc.*, Michigan's fastest growing Lake Management Company. The 2020 season started WET and just got WETTER!! After the rain came the heat, this combination is extremely difficult to manage. The record amounts of rain succeeded in loading the ponds and lakes with large amounts of fresh nutrients. Weeds and algae love the nutrients and use it to grow aggressively. By the time the heat arrived the waterbodies were primed for excessive growth. Even the beneficial growth becomes a problem. This seasons conditions were successful in bolstering Michigan waters with excessive weed and algae growth. The large and rapid growth of weeds and algae was very evident in many of our clients water bodies . In many cases additional treatments were needed to keep up with the excessive growth. It certainly was a battle, but with your help, we were able to successfully control the growth of nuisance weeds and algae. We are hopeful next season will return to more normal conditons.

Our main goal for the 2021 season is the early submittance of the permit applications. We feel confident this will help erase the permit delays, experienced this past summer, in Michigan. We are attempting to submit all applications by the 1st of the year. This will give the DEQ ample time to return our permits in time for early treatments.

Enclosed is a 2021 contract **(if not included; a multi-year contract is still in effect)**. Please review it and return the completed contract to us as soon as possible. Along with the contract please enclose a check to "State of Michigan", for the permit fee, --Please refer to letter attached "Permit fees by State of Michigan". If there is no attached "Fees Letter" simply disregard the fee...

We are thrilled to be working with you, and believe we have started a long-lasting friendship. If you would like to adjust your treatments or have any questions or concerns please call me anytime. Thank you again, we look forward to speaking with you.

Sincerely,

MT Ryan Schauland
President

Avoid Permit Delays- Act Now

Aquatic Doctors Lake Management, Inc.
PO Box 150247 Grand Rapids MI 49515 Office: (616) 365 1698 Fax: (501) 647 3041 www.aquaticdoctors.com



Permit Fees for 2021

Act No. 164
Public Acts of 2003
Approved by the Governor
Aug 11, 2003
Filed with the Secretary of State
Aug 12, 2003
EFFECTIVE DATE: Aug 12, 2003

STATE OF MICHIGAN
92ND LEGISLATURE
REGULAR SESSION OF 2003

ENROLLED SENATE BILL No. 596

States:

1. Until December 31, 2009, an application for a permit under this section for control work qualifying for a Certificate of Coverage under a general permit shall be accompanied by a fee of \$75.00. Until December 31, 2009, an application for a permit under this section for any other control work shall be accompanied by the following fee, based on the size of the area of impact:
 - a) Less than ½ acre, \$75.00.
 - b) ½ acre or more but less than 5 acres, \$200.00.
 - c) 5 acres or more but less than 20 acres, \$400.00.
 - d) 20 acres or more but less than 100 acres, \$800.00.
 - e) 100 acres or more, \$1,500.00.

The Department of Environmental Quality shall forward fees collected under this section to the state treasure for deposit in the land and water management permit fee fund created in section 30113 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.30113.

- **The highlighted section is the fee for you and your association.**

Now Available:
Fountains and Aeration Systems.

Fountains: Floating fountains are very beneficial. They are both aesthetically appealing while adding beneficial oxygen to your lake or pond.



Aerators: Aerators will benefit the health of your water body. It will increase oxygen levels which improves faster decomposition of organic matter, as well as other benefits.



Call **Aquatic Doctors** today for special pricing on all your fountain/aeration needs!

Got Muck???

Muck RemoveRX is designed to decrease levels of organic sediment in lakes and ponds while reducing odors and improving water clarity. The pellets sink quickly, targeting 'muck' on the bottom. Muck RemoveRX does not contain pathogenic bacteria and it is fish and wildlife friendly.



aquaticdoctors
lake management, inc.

MUCK REMOVE^RX

All Natural Bacteria & Enzyme Formula

- Eliminates 1" of Muck Per Month
- Converts Muck into an Odorless Gas
- Perfect for Beaches and Shorelines

Safe for Fish, Pets & Wildlife

Treats 80' of Beach or Shoreline for 5 Months
Net Contents: 10 LBS / 4.53 KG (approx. 80 Tablets)

Easy to Use Sinking Tablets

AD530092

- Pellets sink quickly, targeting the "muck" on the bottom
 - Biodegradable pellet
 - Contains sludge-digesting bacteria and enzymes
- Reduces organic sediment without the use of heavy equipment
- Enzymes Produced- Lipase, Protease, Amylase and Cellulase
 - Does NOT contain pathogenic bacteria
- Naturally eliminates odors caused by muck near beaches and docks
- Muck RemoveRX has a start-up application rate of 20lbs/surface acre and a maintenance application rate of 10lbs/surface acre. Maintenance applications should take place every 2-3 weeks for best results. Muck RemoveRX is available in 10lbs containers.

Aquatic Doctors Lake Management, Inc.

PO Box 150247 Grand Rapids MI 49515 Office: (616) 365 1698 Fax: (501) 647 3041 www.aquaticdoctors.com

Tom Koster

From: Zachary Berry B.S. <zach@aquaticdoctors.com> on behalf of Zachary Berry B.S.
Sent: Thursday, July 9, 2020 11:14 PM
To: Tom Koster
Subject: Laraway Lake Cost estimates for 2021

Hi Tom,

Here's what I've come up with in regards to an annual cost for 2021:

As we discussed, we will want to be very aggressive with the treatments to regain control of the lake.

\$4275 for 3 emergent/Lily Pad treatments (@ \$285/acre treating 5 acres/treatment)

\$1050 for 5 Algae treatments (@ \$42/acre treating 5ac/treatment)

\$5000 for 5 Submersed weed treatments (@ \$200/acre treating 5ac/treatment)

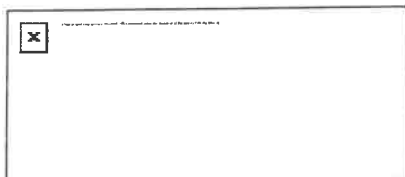
TOTAL FOR 2021: \$10,325

Please let me know if you have any other questions.

Have a great weekend!

Zach

--



Zach Berry B.S.
General Manager/Aquatic Biologist

P: 616.365.1698
F: 501.647.3041

P.O. Box 150247
Grand Rapids, MI 49515-0247

www.aquaticdoctors.com



AQUATIC DOCTORS LAKE MANAGEMENT, INC. ("Aqua Docs") of P.O. Box 150247, Grand Rapids, Michigan 49515 and Laraway Lake Association of Cascade, Michigan agree:

Aqua Docs will provide a professional aquatic program for the control of weeds and/or algae in Laraway Lake. The program will consist of the following:

May/June: Weed and Algae treatment applying restrictive products such as Navigate (2,4-D), Diquat, Triclopyr, Aquathol K, Hydrothol 19, Glyphosate and non-water restrictive products such as copper sulfate, Cutrine-Plus, Cutrine-Ultra, Cygnet Plus, and shade as a tracer.

**3-4 weeks after initial treatment- spot treat weed beds and algae treatment.

July and August: Algae treatments applying non-water restrictive products such as copper sulfate, Cutrine-Plus, Cutrine-Ultra, Cygnet Plus and shade as a tracer. Spot weed treatment for EWM and other nuisance plant growth.

Cost per Acre:

Navigate: Granular systemic 2,4-D herbicide to control Eurasian Watermilfoil	\$ 325.00
Triclopyr: Granular systemic herbicide to control Eurasian	\$ 560.00
Triclopyr: Liquid systemic herbicide to control EWM	\$ 315.00
Diquat: Liquid herbicide to control EWM, Curlyleaf, and Pondweeds	\$ 205.00
Aquathol K-Hydrothol 191: Liquid herbicide to control Pondweeds	\$ 195.00
Glyphosate: Liquid herbicide for Lily pad control	\$ 285.00
Algaecides: Granular products to control Chara	\$ 65.00
Algaecides: Granular and liquid products to control algae	\$ 42.00

Cost per Pound:

Muck Treatment using Muck RemoveRX Pellets:	\$ 10.00/lb
Enzyme Treatment using organic materials:	\$ 14.50/lb
Water Quality Program:	\$ 50.00/sample

Description and Optional Services:

Weed Treatment: Milfoil, Curly-leaf, Coon-tail, Chara, and various pondweed treatments applying restrictive products such as granular Navigate (2,4-D), Aquathol K, Hydrothol 191, Diquat, Triclopyr, Komeen, Glyphosate, and Cygnet Plus.

Algae treatment: Non-water restrictive algaecides such as Copper Sulfate, Curtain-Plus, Cutrine-Ultra, Chelated Copper, Earthtech, Greenclean, and shade as a tracer. Treatments should occur monthly to prevent existing growth and prevent re-growth. Surrounding conditions (i.e. sunlight, temperature, nutrient concentration, etc...) may require additional treatments.

Muck/Enzyme Treatment: Designed to decrease levels of organic sediment in lakes and ponds while reducing odors and improving water clarity. The pellets sink quickly, targeting 'muck' on the bottom. Muck Remover does not contain pathogenic bacteria and it is fish and wildlife friendly. Contains 3 billion CFU/gram (Colony-forming units).

Water Quality Program: Water quality program consists of lake samples taken and sent to an independent laboratory (Prein&Newhof). The samples can be tested for a variety of things including; fecal bacteria (E. coli), dissolved oxygen, conductivity, total dissolved solids, pH and alkalinity. Primarily E. coli is the focus.



- Specific treatment dates will be set by Aqua Docs, in cooperation with Tom Koster Lake Board.
- Please be aware Aqua Docs can only treat weeds and algae present at the time of treatment. We have no control over future weed or algae growth based on the current chemicals registered for aquatic use in Michigan.
- Unless otherwise stated in the program, all other aquatic pest control will require a separate program (i.e. cattails, duckweed, largeleaf pondweed, lily pads, purple loosestrife, watermeal, etc...)

Aqua Docs will obtain the DEQ "Aquatic Nuisance Control permit" and post restriction signs as required. Any facility or location related permits/requirements, for example, "Discharge or Retention" permits will be the responsibility of the customer, association, resident or facility. It is your association's/group's responsibility to notify each resident within one hundred (100) feet of the treatment area at least seven (7) days in advance of the first treatment that chemicals will be applied. This notification requirement must be provided to every property owner who has consented to have their property treated. Lake boards and townships who assess the lake property owners are exempt from individual consent documentation. The property owner is responsible for removing any restriction signs ten (10) days after the conclusion of water use restrictions.

Aqua Docs carries a general liability policy of insurance for workmans comp, bodily injury and property damage with limits of \$1,000,000.00 per occurrence. Certificates of insurance will be provided upon request.

The State of Michigan requires a minimum fee of \$75.00 and increases the fee to \$1500.00 for treatment areas of 100 acres or more. Please make check to the State of Michigan. Application for the DEQ "Aquatic Nuisance Control permit" shall occur promptly after the fee is received from the customer.

Special Notes & Conditions of Treatments

- #1 - Our office must be notified of any inlets/outlets to meet specific permit requirements with the Michigan DEQ.
- #2 - If the water body is being used as a source of irrigation, please notify our office prior to any treatments.
- #3 - To minimize the possible effects on health and the environment, the treated waters MAY be restricted for such uses as swimming, bathing, irrigation, fish consumption and/or livestock.
- #4 - If an access site has not been determined or established prior to services rendered, then an access site must be determined at the discretion of the applicator at the time of treatment.

Payment in full is due within fifteen (15) days of each application. Any amount remaining unpaid when due shall accrue a penalty of 1.5% per month.

All materials utilized by Aqua Docs shall be of the highest quality and are registered with the U.S. Environmental Protection Agency and the Michigan Department of Agriculture.

The accumulation of dying and decomposing plants and algae can deplete the dissolved oxygen supply in the water, which may result in fish mortality. Please note that such occurrences are minimal, however, the possibility does exist. Due to their level of sensitivity, Goldfish, Coy, and Trout are more susceptible to a treatment than other fish species. During Late Spring and Summer, many NATURAL fish kills occur due to an increase in water temperature and spawning habits, primarily.

Three or five year treatment program: As an incentive to establish a multiple year agreement we will treat your lake or pond at the same price structure as 2020 for 2021! The remaining years (2022-2024) will have cost increases of three percent or less. If total chemical costs exceeds 10% from the previous year a new agreement will have to be mutually acceptable. If during the life of the contract the DNR or other regulatory agencies significantly change the approved treatment procedures or the client finds the manner in which the work is performed less than satisfactory, either party may terminate this agreement upon giving ninety (90) days advance written notice thereof.

Aquatic Doctors Lake Management, Inc.

PO Box 150247 Grand Rapids MI 49515 Office: (616) 365 1698 Fax: (501) 647 3041 www.aquaticdoctors.com



Contract:

Signature Page for "Laraway Lake"

Program Option for Laraway Lake:

- One (1) Year Program- _____
 - Three (3) Year Program- _____
 - Five (5) Year Program- _____
- (Just initial your choice)

Aquatic Doctors Lake Management, Inc.

By: MT Ryan Schauland B.S.
President

Signature

Date

For Laraway Lake Representative:

Name (Print) _____
 Title _____
 Address: _____

 Phone: _____
 (Day): _____
 (Eve): _____

Signature

Date

email: _____