

**AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday, August 26, 2015
7:00 P.M.

Cascade Branch of the Kent District Library, Wisner Center
2870 Jacksmith, S.E.

Expected Meeting Procedures

1. During public comments you may speak on any item not noted on the agenda for a public hearing.
2. Please limit comments to 3 minutes per person and the Board may or may not choose to respond.
3. Please limit your comments to a specific issue.
4. Please turn OFF cellular phones.

Article 1. Call to Order, Roll Call

Article 2. Pledge of Allegiance to the Flag

Article 3. Approval of Agenda

Article 4. Presentations/Public Comments (limit comments to 3 minutes)

Article 5. Approval of Consent Agenda

- a. Receive and File Various Meeting Minutes
 1. Regular Board Meeting Minutes for 8/12/15.
 2. Planning Commission Meeting Minutes for 07/20/15.
- b. Education Requests
 1. Mildred Pinder – MGFOA 66th Annual Fall Training Institute – 10/4/15 – 10/7/15 – Mackinac Island, MI
 2. Shawn Holzhei – MAA Short Course – MCAT – 10/7 – 10/9 - Bellaire, MI
 3. Roger McCarty – MAA Short Course – Using GIS in Assessing – 10/7 – 10/9 – Bellaire, MI.
 4. Ben Swayze – 2015 International City/County Managers Association – 9/28 – 9/30 – Seattle, WA.
- c. Receive and File Communications
 1. Press Release from Comcast
 2. AT&T Michigan – Annual Video Report to the Michigan Public Service Commission.

Article 6. Financial Actions

- a. Consider Approval of the Second Quarter Budget Amendments 2015.

Article 7. Unfinished Business

Article 8. New Business

053-2015

- a. Public Hearing – Rezoning of Property at 5905 Broadmoor to Planned Unit Development.

- b. Consider Approval of Ordinance to Amend the Cascade Charter Township Zoning Ordinance and

**Zoning Map to establish the 5905 Broadmoor
Planned Unit Development Project. (roll call)**

- 054-2015 Consider Approval of the Automatic Clearing
House/Electronic Funds Transfer Policy.**
- 055-2015 Consider Approval of the 2nd Quarter Strategic
Plan Report.**
- 056-2015 Consider Approval of a Resolution for “Prisoner
of War/Missing in Action Day”. (roll call)**
- 057-2015 Consider Approval of 2015 MERS Employee
Delegate candidates and Education Requests for
attendance at the 2015 MERS Annual Conference
in Grand Rapids, MI on 10/8 & 10/9.**

- Article 9. Public Comments on any other matters. (limit comments to 3 minutes)**
- Article 10. Manager Comments**
- Article 11. Board Member Comments**
- Article 12. Adjournment**

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

Wednesday, August 12, 2015
7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order at 7:00 p.m.
Present: Supervisor Beahan, Clerk Goodyke, Treasurer Peirce, trustee McDonald, Lewis and Koessel.
Absent: Trustee Goldberg (excused)
Also Present: Manager Swayze, Community Development Director Peterson and those listed on Supplement #1.
- Article 2.** Supervisor Beahan led the Pledge of Allegiance to the Flag.
- Article 3.** Motion was made by Trustee Lewis and supported by Trustee Koessel to approve the Agenda as presented. Motion carried.
- Article 4. Presentations/Public Comments (limit comments to 3 minutes)**
- KDL Annual Report
Representatives from Kent District Library presented 2014 Annual Report to the Board.
- Article 5. Approval of Consent Agenda**
- a. Receive and File Various Meeting Minutes
 - 1. Regular Board Meeting Minutes for 7/22/15.
 - 2. Planning Commission Meeting Minutes for 05/18/15.
 - b. Receive and File Various Reports
 - 1. Building Department Monthly Report for July, 2015.
 - 2. Fire Department Monthly Report for May/June, 2015.
 - c. Education Requests
 - 1. Doug Poolman – 2015 Michigan Fire Inspectors Conference – 09/14 – 09/18, Lansing, MI.
 - 2. Ken Peirce/Oxana Sourine – MMTA Annual Fall Conference – 9/20 – 9/23, Grand Rapids, MI.
 - 3. Steve Peterson – Michigan Planning Conference– 10/7 – 10/09, Detroit, MI.
- Motion was made by Clerk Goodyke and supported by Trustee Koessel to approve the Consent Agenda as presented. Motion carried.
- Article 6. Financial Actions**
- a. **Consider Approval of July, 2015 General/Special Funds.**
Motion was made by Trustee Lewis and supported by Clerk Goodyke to approve the July, 2015 General/Special Funds.
Motion carried.
 - b. **Consider Approval of July, 2015 Payables, Payroll and Transfers.**
Motion was made by Trustee Koessel and supported by Treasurer Peirce to approve the July, 2015 Payables, Payroll and Transfers.
Motion carried.

c. **Consider Approval of Change Order #2 & #3 for the Museum Gardens Project.**

Motion was made by Trustee McDonald and supported by Clerk Goodyke to approve the Change Order #2 & 3 for the Museum Gardens Project. Motion carried.

Article 7. Unfinished Business

Article 8. New Business

051-2015 Consider Approval of Resolution to Approve the Levy for the 2015 Millage Rates.

Motion was made by Trustee Koessel and supported by Clerk Goodyke to approve the Resolution to Approve the Levy for the 2015 Millage Rates. Motion carried by roll call vote.

052-2015 Consider Approval of Cascade Recreation Park Improvements.

Community Development Director Peterson reviewed the proposed Park Improvements. (Two basketball courts, off leash dog area, including parking and ADA access to Forest Valley with on street parking). Discussion followed. Motion was made by Trustee Lewis and supported by Trustee McDonald to approve the Cascade Recreation Park Improvements for \$474,849.00. Motion carried.

Article 9. Public Comments on any other matters. (limit comments to 3 minutes)

Article 10. Manager Comments

Manager Swayze offered the following comments:

- All projects are still on the table regarding the Grant process we are going thru with the County on the Disaster Resiliency. In September we will be sitting down with the Infrastructure Committee and discuss what the different project options are. There will be the need for the Township Board to commit some funds for some of the projects.
- The Village project is moving on time...it is causing some commotion. This week we closed the northern leg Thornapple River Dr./Cascade Rd. intersection at the same time.
- Things are pretty "bustling" in the Township right now...YMCA, new Hotel, Lacks project, Panera Bread, Lake Michigan Credit Union and new facing going on at Cascade Center. We have 3-4 "moderate" big projects in the hopper that we expect to get approved this year. We have already met 100% of our Commercial permit revenue for this year. It has been a banner year for construction in the Township.

Article 11. Board Member Comments

Clerk Goodyke offered the following comments:

- We had our Senior Lunch this week and it went really well.

Supervisor Beahan offered the following comments:

- Would like to congratulate Fishbeck and K&R on how they are handling this project so far.

- We can go into the Rec Park tonight until 3:00 a.m. to view the Perseus Meteor shower tonight.

Article 12. Adjournment

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

Meeting adjourned at 7:48 p.m.

Respectfully submitted,

Denise M. Biegalle
Deputy Clerk

Approved by:

Ron Goodyke, Clerk

Robert S. Beahan, Supervisor

MINUTES

Cascade Charter Township Planning Commission

Monday, July 20, 2015

7:00 P.M.

ARTICLE 1. Chairman Pennington called the meeting to order at 7:00 PM.
Members Present: Hammond, Lewis, Mead, Pennington, Rissi, Sperla, Waalkes, Williams
Members Absent: Robinson (Excused)
Others Present: Community Development Director, Steve Peterson, and others listed on the sign in sheet.

ARTICLE 2. Pledge of Allegiance to the flag.

ARTICLE 3. Approve the current Agenda.

Motion by Member Waalkes to approve the Agenda. Support by Member Rissi. Motion carried 8-0.

ARTICLE 4. Approve the Minutes of the May 18, 2015 meeting.

Motion by Member Lewis to approve the minutes of the May 18, 2015 meeting as written. Support by Member Rissi. Motion carried 8-0.

ARTICLE 5. Acknowledge visitors and those wishing to speak to non-agenda items (Comments are limited to five minutes per speaker.)

No one wished to speak to non-agenda items.

ARTICLE 6. Case #15-3253 Derek Benedict

Public Hearing

Property Address: 1961 Steketee Woods

Requested Action: The Applicant is requesting a Special Use Permit to allow the construction of an accessory building in excess of 832 sq. ft.

Director Peterson presented the case. This is a private drive off of the end of Oliver Woods. This Applicant was before the Zoning Board of Appeals recently due to the height of the building. The building is 15.25' which would require a 40' setback and the Applicant was requesting a 10' setback. The Zoning Board compromised with a 20' setback. The sight plan that you have reflects that change. The building is about 1900 sq. ft. There is a slight discrepancy to the plans, as we count the outdoor porch and railing in the total square footage. They plan to match the style and architecture of the house. Given the size of the home and the size of the lots in the area, the size of the building seemed to fit in and

meet our requirements for buildings over 832 sq. ft. I have recommended that you approve their Special Use Permit to have this building as proposed. The one condition is that the building cannot be used for living space or to run a business.

Chairman Pennington asked the Applicant to come forward with comments.

Derek Benedict, 1961 Steketee Woods Lane came forward as the Applicant. I have discussed the plans with my neighbors and have signatures stating their approval. We have received approval from the Zoning Board for our variance. The design and construction of the building is going to match the house, with the pitch of the roof, cedar siding and shingles.

Member Rissi stated that the homeowners well is located nearby and I am assuming your septic is not located anywhere near the proposed structure. The Applicant stated that this was correct. The septic field is located in the NW corner.

Member Lewis stated that he hoped the Applicant was aware that all lighting on the structure must be down lighting. The Applicant stated that he was not planning on any lighting.

Member Sperla asked if there was any electrical or plumbing planned for the structure. The Applicant stated that there would be electric but no plumbing.

Member Sperla asked what the sq. ft. is of the building itself without the porch. The Applicant stated 1,888 sq. ft. under a roof with a 12'x20' porch to match the patio surrounding the pool.

Member Hammond made a motion to open the Public Hearing. Support by Member Mead. Motion carried 8-0.

No one wished to speak at the Public Hearing.

Member Mead made a motion to close the Public Hearing. Support by Member Rissi. Motion carried 8-0.

Member Waalkes made a motion that the Planning Commission approve Case #15-3253 Derek Benedict for a Special Use Permit to allow the construction of an accessory building in excess of 832 sq. ft. with the conditions stated.

- **Building may not be used for living quarters or business.**
- **Any lighting must be down cast and shielded.**

Support by Member Sperla. Motion carried 8-0.

ARTICLE 7. Case #15-3252 Advantage Label & Packaging Inc.

Property Address: 5575 Executive Parkway

Requested Action: The Applicant is requesting Site Plan Approval for a new label and packaging facility.

Director Peterson presented the case. This is located in the SW corner of the Township in Phase I of Meadowbrooke Business Park at the end of Executive Parkway. Phase II continues to the south where Lacks Industries has recently located. Manufacturing and office use is permitted in the Meadowbrooke Business Park. This is a 30,000 sq. ft. packaging and label facility being proposed. This meets our setbacks for square footage, parking etc. The only issue is the location of the curb cuts. There was an existing curb cut adjacent to the one across the street. They would like to move the curb cut further to the south. The only issues with the movement of the curb cut is a technical requirement for turning radius and the Road Commission was concerned that snow removal would block their new driveway. The Road Commission has required that the road easement be extended to allow a curb cut further to the south resolving the issue. The plans have been reviewed and approved by the Meadowbrooke Review Board. The Township Engineer had a couple comments. This part of Meadowbrooke is covered by the regional retention within the Plaster Creek Water Shed. All of this was planned for when Meadowbrooke was first developed. I recommend approval of the plan with the following conditions:

- Landscape Bond
- Compliance with the Road Commission Curb Cut requirements
- Final approval from the Township Engineer
- Final approval from the Drain Commissioner
- Sign and record the Storm water Maintenance Agreement
- Compliance with the Fire Department Letter

Member Lewis asked if the \$7,500 Landscaping Bond was necessary. Director Peterson stated that this is typical on any project.

Chairman Pennington asked the Applicant to come forward with comments.

Brandon Hartel, Wolverine Building Group on behalf of the Applicant, came forward to answer questions.

Member Hammond asked if there was a cul-de-sac necessary for snow removal. The Applicant stated that all the details had been worked out for the road extension as an easement from the Road Commission.

Member Mead asked if the proposed parking adequately planned for future development. The Applicant stated that it depends how the area is built out but

there is room for additional parking if necessary. Member Mead asked if there were any wetlands on the property. The Applicant stated that there were not.

Member Williams asked what the time frame was for the project. The Applicant stated that construction would begin soon with production beginning by the first of the year.

Member Lewis thanked the Applicant for coming to Cascade and for already going thru the Meadowbrook Review process prior to the meeting.

Member Lewis made a motion that the Planning Commission approve Case 15-3252 Advantage Label & Packaging Inc. Site Plan to allow the construction of a new label and packaging facility with the following conditions:

- Landscape Bond
- Compliance with the Road Commission Curb Cut requirements
- Final approval from the Township Engineer
- Final approval from the Drain Commissioner
- Sign and record the Storm water Maintenance Agreement
- Compliance with the Fire Department Letter

Support by Member Mead. Motion carried 8-0.

ARTICLE 8. Case #15-3232 Cascade Township

Public Hearing

Property Address: 5905 Broadmoor Avenue

Requested Action: The Applicant is requesting to rezone property to Planned Unit Development to allow for a mixed use zoning designation.

Director Peterson presented the case. This parcel is surrounded by M-37, Patterson and 60th Street. This is on our to-do list from our Annual Work Plan. We are looking to make this piece more attractive for development. The zoning of Industrial may not be the appropriate designation for this area. We discussed several options and considered several with the office category seeming to make the most sense. The owner liked the idea of office zoning with the option of a couple extra uses. The owner agreed with the idea of a PUD and has seen this document and approved it. The PUD will be Office Zoning District with allowances for restaurants and athletic facilities. We exempt out in the office category a couple of different athletic uses, essentially bowling alleys, ice rinks and athletic fields. Restaurants are also typically not permitted in Office Zoning Districts but will be allowed in this PUD. Given the changes happening in the area and with Davenport University it seemed to make sense. It fits well with our Mixed Use category. I am recommending Planning Commission approval to forward this PUD Ordinance to the Township Board. Atypically, this does not

include a site plan which would come at a later date and is recognized in the PUD Ordinance. This would essentially act as a new Zoning District.

Member Lewis asked if Tennis would be included under the athletic field designation. Director Peterson stated that it would be included.

Member Mead asked if the property owner had expressed interest in developing the property. Director Peterson stated that the owner was very interested in the PUD and the proposed changes.

Member Mead stated that there is a billboard on the property and what is the chances of getting that removed. Director Peterson stated that with the Sign Ordinance we cannot require them to remove the billboard as the property gets developed. It would require that it become their sign and would be required to be included in the square footage that they are allowed.

Member Mead made a motion to open the Public Hearing. Support by Member Hammond. Motion carried 8-0.

No one wished to speak at the Public Hearing.

Member Mead made a motion to close the Public Hearing. Support by Member Lewis. Motion carried 8-0.

Member Mead made a motion to recommend for the Township Board to rezone this property to PUD as proposed by staff. Support by Member Sperla. Motion carried 8-0.

ARTICLE 9. Any other business

There was no new business.

ARTICLE 10. Adjournment

Motion made by Member Mead to Adjourn. Support by Member Waalkes . Motion carried 8-0. Meeting adjourned at 7:36 PM.

Respectfully submitted,
Aaron Mead, Secretary
Ann Seykora
Julie Kutchins
Planning Administrative Assistant



**Cascade Charter Township
Seminar/Conference Attendance Request Form**

This form must be filled out if the employee is requesting Township payment or reimbursement for the employee's attendance to a seminar or conference.

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences 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. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$200 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.

Name: MILDRED PINDER

Application Date 7/22/2015

Location of Seminar/Conference: MACKINAC ISLAND, MI

Name of Proposed Seminar/Conference: MGFOA 66TH ANNUAL FALL TRAINING
INSTITUTE 10/4-7/2015

Description of Seminar/Conference: (may also be attached)

Agenda attached

(over)

MGFOA REGISTRATION

Michigan Government Finance Officers Association
66th Annual Fall Training Institute
Mission Point Resort
Mackinac Island, Michigan
October 4-7, 2015

Online registration and complete details at www.MiGFOA.org

The MGFOA encourages registration online. Check payments are also accepted with online registration.

(One registration per form; please duplicate if additional forms are needed)

Name MILDRED PINDER First name or nick name for badge MILDRED
Job Title SR. ACCOUNTANT Designation (CPA, CPFO, etc) _____
Organization CASCADE CHARTER TOWNSHIP Email mildred@cascadetwp.com
Address 2865 THORNHILLS AVE SE+
City GRAND RAPIDS State MI Zip 49546
Phone (616) 949-1500 EXT 208 Fax (616) 949-3918
Where did you hear about this MGFOA event? NEWSLETTER
Special Requests / Needs (dietary, etc.): _____

Is this your first MGFOA Fall Training Institute? ☐ YES ☒ NO

Do you plan on attending the Tuesday Banquet? ☒ YES ☐ NO

Registration Fees: (note: a \$5 per registration discount will apply when registering online)

Institute Registration: Members: (Includes registration and all planned meal functions)

By September 4, 2015: \$255

After September 4, 2015: \$295

\$ 255.00

Institute Registration: Non-Members: (Includes registration and all planned meal functions)

By September 4, 2015: \$375

After September 4, 2015: \$415

\$ _____

Guest - Monday President's Reception & Tuesday Banquet (does not include drink tickets)

By September 4, 2015: \$40

After September 4, 2015: \$40

\$ _____

Guest first and last name _____

Guest first name (nick name) for name badge _____

Total Enclosed:

\$ _____

A limited block of hotel rooms will be held at Mission Point Resort through September 4, 2015.

Please visit www.MiGFOA.org for complete details or contact
Nicole Peterson with VIKTOR at info@MiGFOA.org or 231-947-0882.

Make check payable to **MGFOA** and return with registration form no later than **September 4, 2015** to:
MGFOA, 4020 Copper View, Ste. 130, Traverse City, MI 49684

Refund Policy: Notice of cancellations must be received by **September 4, 2015**.
No refunds will be made **after** that date.

**MGFOA Fall Training Institute
October 4 - 7, 2015
Mission Point Resort**



Sunday, October 4

2:00–7:00 pm Early registration

Monday, October 5

7:50–8:30 am Registration/Breakfast Buffet

8:30–8:50 am President's Welcome

8:50–9:40 am General Session: Legislative Update
Chris Hackbarth, Director of State Affairs, Michigan Municipal League

9:40–11:00 am General Session: Memory Magic
Paul Mellor, President, Success Links

11:10am–12:00pm Concurrent Sessions:
It's the (New) Law: Property Taxes, Foreclosure, and Charge-backs
Catherine McClary, Treasurer, Washtenaw County
David Szymanski, Chief Deputy Treasurer, Wayne County

Insurance Renewals and Due Process
Kyle O'Mulley, Property & Casualty Sales Consultant, Daly Merritt Insurance

12:00–12:50 pm Luncheon

1:00–2:15 pm Concurrent Sessions:
Ethics
Joe Ohren, Political Science Professor, Eastern Michigan University

Integrating Total Wellbeing with Total Rewards to Maximize Employee Attraction & Engagement
Keith Friede, Area VP, Talent & Organization Development, North Central Region Practice Leader
Ali Payne, North Central Region, Practice Leader Wellness

2:20–3:10 pm General Session: Personal Property Tax Update: Understanding the Tweaks
Tony Minghine, Associate Executive Director & COO, Michigan Municipal League

3:20–4:10 pm Concurrent Sessions:
We've Transitioned to a Defined Contribution Plan, Now What?
Sandra Rouse-Thames, Retirement Plans Specialist, ICMA-Retirement Corp.

TIF – Old, New, Issues – Non-financial Guarantees
Dave Helisek, Audit Partner, Plante Moran
Michael Gormely, Senior Vice President, Hutchinson, Shockey, Erley & Co.
Patrick McGow, Principal Public Finance Group Co-Leader, Miller, Canfield, Paddock and Stone, PLC

4:20–5:10 pm Concurrent Sessions:
GASB 67/68 – Actuarial Lessons Learned
Stephen Blann, CPA, CGFM, CGMA, Director of Governmental Audit Quality, Rehmann
Larry Langer, Principal, Retirement Consulting Actuary, Buck Consultants

When Do I Need a New IT System?
Mark Warner, Principal, Management Consulting, Plante Moran

**MGFOA Fall Training Institute
October 4 - 7, 2015
Mission Point Resort**



Tracey Rau, Manager, IT Consulting, Plante Moran

5:30–6:00 pm **New Member Reception**

6:00–7:00 pm **President's Reception**

Tuesday, October 6

8:00–8:30 am **Breakfast Buffet**

8:30–9:20 am **Committee Reports
Sub-committee Reports
Executive Director Report**

9:20–10:40 am **General Session: FBI
*Robert Beeckman, Special Agent, Federal Bureau of Investigation***

10:40–10:50 am **Break**

10:50–11:40 am **Concurrent Sessions:
Dealing With Difficult Employees
*Bonnie Toskey, Labor Relations Attorney, Cohl, Stoker & Toskey PC***

OPEB Bonds

*Tom Skrobola, Director of Management Services, CFO, City of Kalamazoo
Pat McGow, Principal, Co-Leader Public Finance Group, Miller, Canfield, Paddock and Stone, PLLC
Kari Blanchett, Managing Director, Public Financial Management, Inc.*

11:50am–1:10pm **Annual Business Meeting
Presentation of CPFO Proclamations
Lunch**

1:20–2:10 pm **Concurrent Sessions:
Crowd-Funding
*Tony Minghine, Associate Executive Director & COO, Michigan Municipal League***

**Continuing Disclosure Requirements
*Robert Bendzinski, President, Bendzinski & Co.***

2:10–2:20 pm **Break**

2:20–3:35 pm **Concurrent Sessions:
Water Infrastructure Issues
*Vytautas Kaunelis, Practice Leader, Environmental & Water Resources, OHM Advisors
Tom Wilson, City of Livonia***

Fiscal Health

*Jon Johnson, Co-Founder, Center for Priority Based Budgeting
Chris Fabian, Co-Founder, Center for Priority Based Budgeting*

3:40–5:00 pm **Concurrent Sessions:
GASB Update
*Joe Heffernan, Partner, Plante Moran***

**MGFOA Fall Training Institute
October 4 - 7, 2015
Mission Point Resort**



Associates Meeting

6:00–11:00 pm **Banquet & Social Event**

Wednesday, October 7

7:00–8:00 am **Past Presidents/New Board Breakfast**

7:00–8:00 am **Breakfast Buffet**

8:10–9:00 am **Concurrent Sessions:**

Municipal Advisory Council

Al Diebel, Executive Director, Municipal Advisory Council of Michigan

Effectively Using Adobe Acrobat – Intermediate

Stephen Blann, CPA, CGFM, CGMA Director of Governmental Audit Quality, Rehmann

9:00–9:10 am **Break**

9:10–10:00 am **General Session: Priority Based Budgeting**

Jon Johnson, Co-Founder, Center for Priority Based Budgeting

10:00–10:10 am **Break**

10:10–11:00 am **Concurrent Sessions:**

Hot Topics in Cash Management

Sean Daniels, First Vice President, Director – Treasury Management, Flagstar Bank

Are You Ready for 2015 ACA Reporting?

Patrick Martino, Cornerstone Municipal Advisory Group Compliance and Communications Director

11:00–11:10 am **Break**

11:10am–12:00pm **Pension and OPEB - Changing Our Worlds One Standard at a Time!**

Michelle Watterworth, Partner, Plante Moran Governmental Group

Events

MGFOA 2015 Fall Training Institute

October 4-7, 2015

Mission Point Resort

All Levels

Additional Registration Information Coming Soon

Draft Agenda

[Register Online](#)

Online Fees

	If registered by Sept. 4, 2015	After Sept. 4, 2015
Members	\$250	\$290
Non-Members	\$370	\$410
Guests*	\$40	\$40

**Includes Monday President's Reception and Tuesday Banquet, but does not include drink tickets*

Refund Policy: Notice of cancellations must be received by **September 4, 2015**. No refunds will be made after that date.

Cost Comparison Between 2014 to 2015

Below is a chart comparing the cost of lodging, travel, and registration fees between 2014 and 2015.

	2014	2015
	Boyne Mountain Resort	Mission Point Resort
3 Nights Lodging	\$326	\$266
Additional Mileage		\$25
Registration Fee*	\$230	\$250
Ferry Ticket		\$18
TOTAL	\$556	\$559

**Note: The registration fee above is for members. The non-member cost of attendance shows the same cost difference.*

Lodging

Mission Point Resort room block for the group will be held until **September 4, 2015**. Room rates vary depending on the room type and occupancy. **We ask our Associate Members to book the higher price rooms, so our Public Sector Members - who are on tighter budgets - can book the less expensive rooms.** Room types and rates are listed below. **To make a reservation, please call 800-833-7711**, letting the reservations coordinator know that you are with MGFOA. An advanced deposit of one night's room and tax is required to confirm your reservation. If paying by check, reservation will be held for 10 days pending receipt of the check. Reservations must be canceled at least 14 days prior to arrival to receive full refund.

Check-in is at 4:00 pm; check-out is at 11:00 am.

Room Type	Room Rate
Garden Queen	\$75
Garden Double	\$85
Straits View Double	\$95
Straits View King	\$95
Lakeside Garden	\$105
Lake View King	\$105
Junior Suite	\$105
Straits Lodge Family Suite	\$115
Main Lodge Family Suite	\$120

**Room rates do not include a 6% sales tax, 2% local assessment, 10% resort levy. A one-time charge of \$6.00 per person will apply for luggage transfer from the mainland to the resort and back.*

For more detail on room types and location, please visit the [About Our Rooms](#) page on the Mission Point Resort website. The conference will take place between Main Lodge and the Straits Lodge.

Taking the Ferry

Shepler's Ferry

\$18/adult roundtrip

\$9/child (ages 5-12) roundtrip

FREE children under 5

Tickets may be purchased online prior to arrival by using the promo code "MGFOA" at www.sheplersferry.com for a discounted rate, or at any Shepler's ticket booth in St. Ignace or Mackinaw City by stating the promo code. Tickets purchased online may be printed.

Parking

Complimentary parking for up to 5 nights is available in an outdoor, unsecured parking lot. Please give yourself plenty of time to make parking arrangements once you have arrived at Shepler's, before departing for the island. There is a complimentary shuttle between the unsecured parking lot and the ferry dock.

Outdoor fenced drop-off parking is available at \$15 per night and indoor drop-off parking is available at \$30 per night. If you plan to make parking arrangements for either of the two paid, secured lots, please do so online, prior to arrival.

Things to See and Do on Mackinac Island

- [Mackinac Island Visitors Bureau](#)
- [Mission Point Resort Activities](#)
- A map of Mackinac Island is available [here](#)

Bike Rental Fees at Mission Point Resort

Bikes are available to rent from Mission Point Resort, daily. More information on bike rental fees and bike types are [available here](#).

Golf

There is no organized golf outing scheduled through the MGFOA. For individuals interested in playing golf, the following are recommended.

Grand Hotel - The Jewel

Rate: 18 holes with cart \$95.00 per person
906-847-9218

Grand Hotel - The Grand or Woods Nine

Rate: 18 holes with cart \$55.00 per person
906-847-9218

Wawashkemo Golf Club

Rate: 18 holes with cart \$55.00 per person
906-847-3871

Hard-Copy Registration Form

More Events

[View Registrations](#)

[View Entire Calendar](#)

Upcoming Events:

- **GFOA Budget Analyst Training Academy**
03/03/2015 - 12/06/2015
Chicago, Illinois
- **MGFOA Board of Directors Meeting**
07/24/2015
- **MGFOA Board of Directors Meeting**
08/14/2015
- **Legislative Committee Meeting**
09/11/2015
East Lansing
- **Overview of IT Security Trends Webinar**
09/17/2015
Webinar
- **MGFOA 2015 Fall Training Institute**
10/04/2015 - 10/07/2015
Mackinac Island
- **[View entire calendar...](#)**



**Cascade Charter Township
Seminar/Conference Attendance Request Form**

This form must be filled out if the employee is requesting Township payment or reimbursement for the employee's attendance to a seminar or conference.

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences 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. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$200 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.

Name: SHAWN HOLZHEI

Application Date: 8/21/15

Location of Seminar/Conference BELLAIRE MI 49615

Name of Proposed Seminar/Conference: MAA SHORT COURSE - MCAT

Description of Seminar/Conference: (may also be attached) SEE ATTACHED

(over)

How will the Seminar/Conference benefit the employee and the township? _____

CLASS PROVIDES NECESSARY CERTIFICATION

Cost of the Seminar/Conference: (Registration) \$ #150 + \$50 exam = \$200

(Lodging) \$ 280 (Travel) \$ 190

Account #: 101-257-724

Your Signature: _____

Approvals:

Department Head: [Signature] Date: 8-18-15

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

MAA 70th ANNUAL EDUCATION PROGRAM

October 5 - 9, 2015, Shanty Creek, Bellaire
5780 Shanty Creek Rd, Bellaire, MI 49615 ~ 231-533-8621

Important Notes located at the end of this form.

Registration is available on-line at www.maa-usa.org

(All fields are required to be completed)

Name: SHAWN HOLZHEI STC Cert. #: _____

Title: RES APPRAISER Cert. Level: _____

Organization: CASCADE CHARTER TWP

Email Address: SHAWN@CASCADETWP.COM

Address: 2865 THORNHILL SE

City: GRAND RAPIDS State: MI Zip: 49546

Work Phone: (616) 949 6176 Home Phone: () _____

Class sizes are limited and the registration deadline is **September 11th**. LATE REGISTRATIONS OR REGISTRATIONS NOT ACCOMPANIED WITH FULL PAYMENT OR A P.O. NUMBER **WILL NOT BE ACCEPTED**. It is highly recommended that students who need prerequisite course credit register early.

Oct 5 - 9, 2015 Monday - Friday (5 day courses)	Check box to apply STC Exam Fee	Member/Non-Member Fee
☐ SCPOA- Principles of Appraising (MAAO/3)	STC Exam Fee ☐	\$300.00/\$425.00 _____
Oct 5 - 7, 2015 Monday - Wednesday (3 day course)		
☐ SCVAL- Valuations & Economic Concepts (MAAO/3)	STC Exam Fee ☐	\$150.00/\$275.00 _____
Oct 7 - 9, 2015 Wednesday - Friday (3 day courses)		
☐ SCMCAT- Michigan Cert. Assessing Technician (MCAT)	STC Exam Fee ☐	\$150.00/\$275.00 <u>150</u>
☐ SCAPEX- Apex-Sketching-Integration and Beyond	~ not a tested class	\$150.00/\$275.00 _____
☐ SCLVM- Land Modeling in a Digital Environment	~ not a tested class	\$150.00/\$275.00 _____
☐ SCPRE- PRE & Transfer of Ownership	~ not a tested class	\$150.00/\$275.00 _____
☐ SCLITW- Leadership in Today's World	~ not a tested class	\$150.00/\$275.00 _____
☐ SCMTT- Michigan Tax Tribunal Appeals	~ not a tested class	\$150.00/\$275.00 _____
☐ SCGIS- Using GIS in Assessing	~ not a tested class	\$150.00/\$275.00 _____
Oct 6, 2015 Tuesday (1 day courses)		
☐ SCMTTSC- Michigan Tax Tribunal - Small Claims	~ not a tested class	\$60.00/\$185.00 _____
☐ SCDAM- Damage Assessment	~ not a tested class	\$60.00/\$185.00 _____

MEMBERSHIP
FORM
ATTACHED

STC Exam Fee

☐ Add \$50.00 exam fee per tested course checked above. Failure to submit exam fee(s) will result in no exam being available at the course location. \$50.00 \$ 50

Course Material

☐ I select to have MAA print and deliver my course material on the first day of class. (include a \$15.00 fee for each registered course) \$15.00 \$ _____
~ Leave this box unchecked if you prefer to download/print the course material prior to class at no additional cost. Instructions for downloading your course text will be sent to the email address listed above no later than two weeks prior to the start date of the course.

REGISTRATION GRAND TOTAL ENCLOSED \$ 200

Make Check Payable to: **Michigan Assessors Association**

Mail Course Registration and payment to: Brian Thelen, P O Box 499, Westphalia, MI 48894
(989) 587-3500 (phone/fax)

Questions? call or email Evelyn Markowski: (517) 206-5015 or markowski137@comcast.net

COURSE DESCRIPTIONS

MAAO Prerequisite Courses (Tested)

Michigan Certified Assessing Technician (Shanty Creek) - Instructors: Robert Brandmier and Lynne Houston
This course is intended to provide education in assessment administration for assessing personnel that are not required to certify an assessment roll. This course will provide an "overview of Assessment Administration" and will focus on matters such as Principal Residence Exemptions, Property Transfer Affidavits, the Board of Review process and requirements, as well as the clerical aspects of personal property. Other important topics will be a General Overview of Operations of an Assessing Office, Assessment Administration Terminology and a basic overview of Property Descriptions. This class is tested and provides limited certification and students must pass a written examination with a minimum score of 75%. MCAT certificate holders may not certify an assessment roll.

Recommended for: Individuals who work in assessing but are not required to be certified

Approved 16 hours of STC Assessor Continuing Educations Credit

Limit 35 Students

Principles of Appraising (Shanty Creek) - Instructors: Richard Steffens & Barbara McDermott
This course is comprised of general assessment practices, value theory, trends and factor affecting value, land identification and valuation, the sales comparison approach, cost estimation and depreciation. The objectives of the course are to introduce students to the function of assessment administration in public policy; to gain a fundamental knowledge of property tax law in Michigan; and, to understand valuation concepts pertaining to real property and personal property appraisal and assessment.

***Prerequisite: Statistics in Assessing**

Qualifies for MAAO Level Credit

Approved 16 hours of STC Assessor Continuing Education Credit

Limit 35 Students

Valuation & Economic Concepts (Shanty Creek) - Instructors: Lisa Hobart & Dave Hieber
The goal of this workshop is to expand the subject matter and increase the level of complexity for those concepts and principles. This workshop is one of several required components in the process to achieve the MAAO certification. However, the concepts included in this text are applicable to all assessing and appraisal certification programs.

***Prerequisites: Statistics in Assessing, Principles of Appraising & Basic Income**

Qualifies for MAAO Level Credit

Approved for 16 hours of STC Assessor Continuing Education Credit

Limit 35 Students

Continuing Education Courses (Untested)

Michigan Tax Tribunal - Small Claims (Shanty Creek) - Instructors: Judge Steven Lasher & Samantha Snow-Shaffer

This course will assist assessors in understanding the Statutory Authority and Administration of the Michigan Tax Tribunal. It will lay out the responsibility of the assessor in preparing for and participating at the Tax Tribunal Small Claims Hearings. There will also be discussion regarding the different types of appeals and documentation required with petitions and respondents reply.

Recommended for all assessors

Approved for 8 hours of STC Assessing Continuing Education Credits

Apex-Sketching-Integration and Beyond (Shanty Creek) - Instructor: Brian Woolard
This class will focus on Apex within BS&A Software. We will be sketching land, residential, agricultural and commercial/industrial buildings. During this class you will learn how to integrate Apex with BS&A.Net (pricing out residential, agricultural and commercial/industrial buildings to the sketch). We will show how to sketch in the field with an iPad and/or tablet, and you will also learn how to use the Photometrics application with Apex. If you have a laptop, please bring it (Not required but highly recommended). There will be at least one to practice on during breaks.

Recommended for all assessors

Approved for 16 hours of STC Assessor Continuing Education Credit

Land Modeling in a Digital Environment (Shanty Creek) - Instructor: David Kirwin
This course is intended to start from square one on how to create land tables; how to attach parcels to land tables; one at a time, in-mass using tabular methods and in-mass using GIS methods. The course will also show the end-user how to populate the essential fields to be able to analyze the market value of land via the following units of measurements; per acre, per actual front foot, per effective front foot, per square foot, buildable units and site value. Finally, the course will show you how to utilize land to building ratio and land residual techniques in valuing land utilizing tools in BS&A Software.

Recommended for all assessors

Approved for 16 hours of STC Assessor Continuing Education Credit



**Cascade Charter Township
Seminar/Conference Attendance Request Form**

This form must be filled out if the employee is requesting Township payment or reimbursement for the employee's attendance to a seminar or conference.

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences 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. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$200 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.

Name: ROGER MCCARTY

Application Date: _____

Location of Seminar/Conference BELLAIRE ME 49615

Name of Proposed Seminar/Conference: MAA SHORT COURSE - USING GIS
IN ASSESSING

Description of Seminar/Conference: (may also be attached) SEE ATTACHED

(over)

How will the Seminar/Conference benefit the employee and the township? _____

_____ GAIN KNOWLEDGE TO BETTER USE GIS _____

_____ RE-CERTIFICATION CREDIT _____

Cost of the Seminar/Conference: (Registration) \$ 150 _____

(Lodging) \$ 280 _____ (Travel) \$ 190 _____

Account #: 101-257-724 _____

Your Signature: _____

Approvals:

Department Head:  Date: 8 11 15 _____

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting



MAA 70th ANNUAL EDUCATION PROGRAM

October 5 - 9, 2015, Shanty Creek, Bellaire
5780 Shanty Creek Rd, Bellaire, MI 49615 ~ 231-533-8621
Important Notes located at the end of this form.

Registration is available on-line at www.maa-usa.org

(All fields are required to be completed)

Name: ROGER MCCARTY STC Cert #: R-4991

Title: ASSESSOR Cert. Level: MMAO

Organization: CASCADE TWP

Email Address: RMCCARTY@CASCADETWP.COM Membership Status: ☒ Member

Address: 2865 THORNHILL SE (subject to verification) ☐ Non-Member

City: GRAND RAPIDS State: MI Zip: 49546

Work Phone: (616) 949 6176 Home Phone: (616) 698 7991

Class sizes are limited and the registration deadline is **September 11th**. LATE REGISTRATIONS OR REGISTRATIONS NOT ACCOMPANIED WITH FULL PAYMENT OR A P.O. NUMBER **WILL NOT** BE ACCEPTED.
It is highly recommended that students who need prerequisite course credit register early.

Oct 5 - 9, 2015 Monday - Friday (5 day courses)	Check box to apply STC Exam Fee	Member/Non-Member Fee
☐ SCPOA- Principles of Appraising (MAAO/3)	STC Exam Fee ☐	\$300.00/\$425.00
Oct 5 - 7, 2015 Monday - Wednesday (3 day course)		
☐ SCVAL- Valuations & Economic Concepts (MAAO/3)	STC Exam Fee ☐	\$150.00/\$275.00
Oct 7 - 9, 2015 Wednesday - Friday (3 day courses)		
☐ SCMCAT- Michigan Cert. Assessing Technician (MCAT)	STC Exam Fee ☐	\$150.00/\$275.00
☐ SCAPEX- Apex-Sketching-Integration and Beyond	~ not a tested class	\$150.00/\$275.00
☐ SCLVM- Land Modeling in a Digital Environment	~ not a tested class	\$150.00/\$275.00
☐ SCPRE- PRE & Transfer of Ownership	~ not a tested class	\$150.00/\$275.00
☐ SCLITW- Leadership in Today's World	~ not a tested class	\$150.00/\$275.00
☐ SCMTT- Michigan Tax Tribunal Appeals	~ not a tested class	\$150.00/\$275.00
☒ SCGIS- Using GIS in Assessing	~ not a tested class	\$150.00/\$275.00 <u>150</u>
Oct 6, 2015 Tuesday (1 day courses)		
☐ SCMTTSC- Michigan Tax Tribunal - Small Claims	~ not a tested class	\$60.00/\$185.00
☐ SCDAM- Damage Assessment	~ not a tested class	\$60.00/\$185.00
STC Exam Fee		
☐ Add \$50.00 exam fee per tested course checked above. Failure to submit exam fee(s) will result in no exam being available at the course location.		\$50.00 \$

Course Material

☐ I select to have MAA print and deliver my course material on the first day of class.
(include a \$15.00 fee for each registered course)

~ Leave this box unchecked if you prefer to download/print the course material prior to class **at no additional cost**.
Instructions for downloading your course text will be sent to the email address listed above no later than two weeks prior to the start date of the course.

REGISTRATION GRAND TOTAL ENCLOSED \$ 150

Make Check Payable to: **Michigan Assessors Association**

Mail Course Registration and payment to: Brian Thelen, P O Box 499, Westphalia, MI 48894
(989) 587-3500 (phone/fax)

Questions? call or email Evelyn Markowski: (517) 206-5015 or markowski137@comcast.net

COURSE DESCRIPTIONS

Leadership in Today's World (Shanty Creek) – Instructors: Phillip Bertolini & Rob Scripture

A course designed to build leadership skills amongst assessing officers. Whether a leader is born or made over time, they must be able to influence people to accomplish a goal. Assessors lead in many different ways as well as follow in many different ways. The effectiveness of their leadership can be the difference between failure and success. This course will identify the skills needed to become an effective leader.

Recommended for all assessors

Approved for 16 STC Assessor Continuing Education Credit

Michigan Tax Tribunal Appeals (Shanty Creek) – Instructor: Attorney Derk Beckerleg, Secrest & Wardle

This course covers all aspects of practice before the Tax Tribunal. Thorough reviews of the rules, the enabling statutes and forms as well as practical applications are performed. Considerable time is spent on preparing for both small claims and entire tribunal hearings. Participants will be able to complete and "file" the appropriate petitions, answers, motions, stipulations, etc.

Recommended for all assessors

Approved for 16 STC Assessor Continuing Education Credit

PRE & Transfer of Ownership (Shanty Creek) – Instructors: Heather Frick & Chris Mida

This course will focus on Principal Residence Exemption and Transfers of Ownership issues as it related to the assessment process. The principal residence exemption (PRE) portion of the class is designed to familiarize assessors with the PRE statutes, specifically MCL 211.27cc. The course consists of lectures and exercises covering ownership, occupancy, conditional rescissions, Michigan Tax Tribunal preparation and other PRE related issues. A non-graded test will be presented and discussed to challenge each individual's PRE knowledge.

The Transfer of Ownership portion of the class will be an in-depth review of the statutory and constitutional framework surrounding the application of MCL.27a. The course will focus on understanding the different types of conveyances and which one result in uncapping and which ones do not, the filing requirements for property transfer affidavits, and how to correct a delayed uncapping. This course will analyze examples to resolve conflict between transactions which are defined to be transfers of ownership and transactions which are defined as exceptions, where both provisions may arguable apply.

Recommended for: Assessors and individuals who work with PRE's or Transfers of Ownership

Approved for 16 hours of STC Assessor Continuing Education Credit

Using GIS in Assessing (Shanty Creek) – Instructor: Anthony Meyaard

This course will look at different ways GIS (Geographic Information System) can aid in the Assessing function. The objective of this course is to introduce you to the ways GIS can help us become more accurate and efficient as Assessors by displaying data in a spatial format versus a tabular format. We will explore some GIS basics to familiarize you with industry standards and lingo, the difference between oblique and ortho aerial photography, geocoding and geo-referencing information, and creating tax maps using GIS. We will then look into how GIS can help with ECF and Land Value determination and representation using real and current sales data. Instruction on BS&A's new Assessing Net GIS capabilities will be offered, as well as how to obtain and use free GIS software.

Recommended for all assessors

Approved for 16 hours of STC Assessor Continuing Education Credit

IMPORTANT INFORMATION

***Important Notes:** MAAO prerequisite courses are intended for assessors who need MAAO prerequisite course credit. Due to limited availability, these courses are not envisioned to provide continuing education credit. To ensure availability in the prerequisite courses, individuals who need MAAO prerequisite course credit will be given preference during the registration process. **It is highly recommended that students who need prerequisite course credit register early.**

MAAO courses are required to be taken in the order that was approved by the State Tax Commission on December 16, 2014. The MAAO Prerequisite Course List is available on the Commission's website (www.michigan.gov/statetaxcommission).

If you have previously completed prerequisite courses that are not in the recently approved order, you do not have to repeat those courses. Individuals in this situation will continue by taking the remaining uncompleted prerequisite courses in the required order. For example, if you have successfully completed Basic Income and Valuation & Economic Concepts and been issued credit by the STC, you will first complete Statistics in Assessing, then Principles of Appraising and finally Commercial/Industrial Valuation of Property. **Please direct questions regarding the required order of MAAO prerequisite courses to the State Tax Commission at 517-373-8320 prior to registering for Fall School courses.**



**Cascade Charter Township
Seminar/Conference Attendance Request Form**

This form must be filled out if the employee is requesting Township payment or reimbursement for the employee's attendance to a seminar or conference.

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences 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. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$200 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.

Name: BEN SWATZLE

Application Date: 8/26/15

Location of Seminar/Conference SEATTLE, WA

Name of Proposed Seminar/Conference: ICMA ANNUAL CONFERENCE

Description of Seminar/Conference: (may also be attached) ATTACHED

(over)

How will the Seminar/Conference benefit the employee and the township? _____

Continuing Education ; UPDATE ON PUBLIC MANAGEMENT
TRENDS FROM NATIONAL PERSPECTIVE

Cost of the Seminar/Conference: (Registration) \$ 705

(Lodging) \$ 650 (Travel) \$ 550

Account #: _____

Your Signature: [Signature]

Approvals:

Department Head: [Signature] Date: 8.26.15

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

ICMA'S 101ST ANNUAL CONFERENCE



KING COUNTY

The world's foremost professional development
opportunity for local government managers

September 27–30, 2015
Washington State Convention Center
Seattle, Washington



Registration opens
JUNE 4
at icma.org/conference

SAVE THE MOST — Register by July 16



An Invitation from ICMA's President



As I drove back to the United States after attending my first ICMA conference in Montréal (1987), I remembered how pumped up I was to go back to work. Reenergized, filled with new ideas from the educational opportunities—my passion to make a difference was soaring! I met colleagues from all over the world, many who remain very close personal friends today. Over the next three decades, every ICMA conference has made me feel the same way.

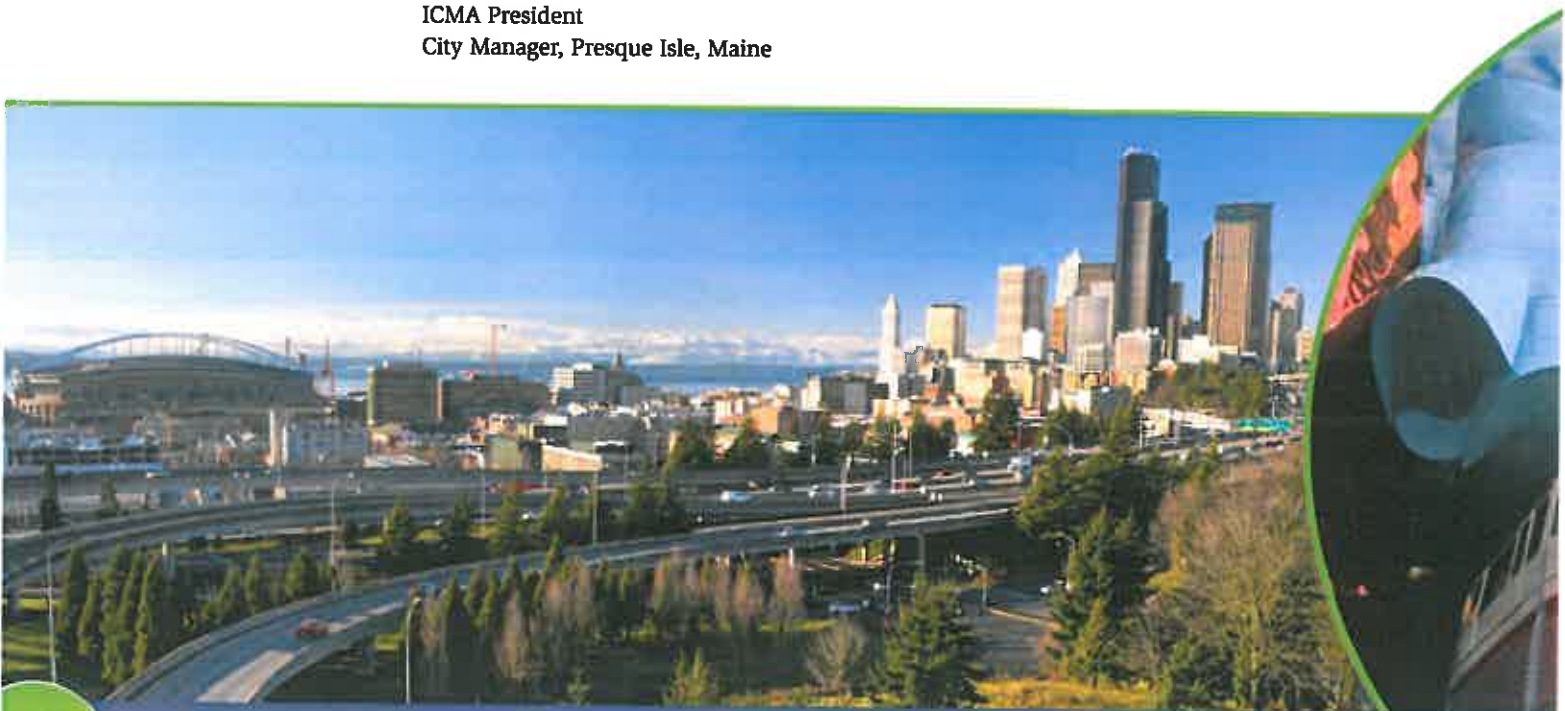
I am pleased to send this personal invitation to you so that you might enjoy the excitement of being engaged in the best professional development opportunity available to local government leaders. Our employers, our profession, and our own sense of purpose are facing increasingly more difficult challenges. This year's conference is about making all those challenges a little easier to deal with. From the outstanding educational programs to the unique setting that Seattle offers, you will find opportunities to reflect, refocus, reenergize, and refresh—in the way only ICMA can do it. No matter where you are in your career, you won't go wrong with this one!

We have an outstanding group of keynotes to set the stage for you. Our Planning Committee has put together programs to challenge your mind. Our Host Committee has put together events to please the soul. Seattle/King County offers the beautiful setting: a unique blend of world-class metropolis set within wild and beautiful natural surroundings. You will find culture, family-friendly entertainment, shopping, and dining all served in the Pacific Northwest affordable style.

I hope you plan now to join your friends and me, along with the new friends you will meet on the shores of Puget Sound in September. We will be waiting for you!

A handwritten signature in blue ink that reads "James A. Bennett". The signature is fluid and cursive.

James Bennett
ICMA President
City Manager, Presque Isle, Maine



Conference Planning Committee

Welcome



What an amazing location Seattle will be to host our 2015 ICMA Conference this coming September! A city that prides itself on being vibrant, innovative, and connected, Seattle is home to Pike Place Market, the original Starbucks, and the Space Needle; it is also the birthplace of grunge, Amazon.com, and the world's best maple bacon donut. Simply put, Seattle offers something of interest for all visitors.

Coupled with the attraction of Seattle, the 2015 ICMA Conference will deliver an opportunity for top-notch professional development and interaction with colleagues from throughout the country and around the world. Your Conference Planning Committee has been hard at work to ensure that the programs, keynotes, and educational sessions are relevant, diverse, useful, and engaging. Likewise, the Host Committee is planning tours and social activities that will meet your expectations for further education mixed with some celebration and fun!

We hope you make plans today to attend the 2015 conference, being held September 27-30. We look forward to seeing you there!



Peter Agh
Peter Agh
Conference Planning Committee
Co-Chair
City Manager
Dvory, Slovakia

Michelle L. Crandall
Michelle Crandall
Conference Planning Committee
Co-Chair
Assistant City Manager
Dublin, Ohio



Program Overview

During the first 100 years of ICMA's history, Annual Conference attendees have picked up thousands of innovative ideas and practical strategies for managing local governments in challenging environments while enjoying opportunities for professional and personal renewal and networking. With an overall theme of **"ICMA 101: Mastering the Fundamentals, Shaping the Future,"** this year's event looks ahead to ICMA's second century by featuring a program developed by the 2015 Conference Planning Committee that supports the abundance of educational, information-sharing, and networking offerings you have come to expect.

To help you fulfill your commitment to career-long learning and lead your community in today's complex environment, this year's conference again offers a variety of opportunities, including stimulating daily keynote presentations, informative concurrent educational and Solutions Track sessions, interactive roundtable discussions, films related to local government issues, skill-building ICMA University workshops and forums, and assorted field demonstrations. Engaging session formats, room sets, and presentation styles, combined with

the use of social media and other technologies, will maximize your opportunities to network and exchange ideas with your colleagues.

Concurrent Educational Sessions

In addition to sessions offered by ICMA's projects, affiliates, and partners, this year's conference will feature educational sessions addressing the challenges facing local government managers in five **theme tracks** developed by the 2015 Conference Planning Committee:

- Equity and Empowerment in Public Policy Management
- Making Local Government Relevant
- Safely Steering through the Elements: Personally Surviving the Profession
- Skills and Tools for the 21st-Century Manager
- The Next Generation of Infrastructure

The conference program also includes **career tracks** of educational sessions designed specifically for

- Assistant and Deputy Managers
- Senior Managers/ICMA Credentialed Managers
- Small-Community Managers
- County Managers

ARE YOU UNABLE TO ATTEND THE CONFERENCE IN PERSON?

If you cannot attend the conference in person, this is your opportunity to continue your learning on your own time. The 2015 Virtual ICMA Annual Conference will take place during the on-site event, September 27–30. ICMA will broadcast over the Internet live, streaming video of 18 educational sessions, including video and synced PowerPoint presentations, plus all four keynote sessions.



Although the Virtual Conference is not a substitute for the "on-the-ground" skill-building, networking, and social opportunities that ICMA's Annual Conference offers, it will enable you to access the same quality content and experience the conference highlights. Look for the **V** icon throughout this program to identify sessions that will be part of the Virtual Conference.

To get the most out of this benefit, for just one fee you can use the 2015 Virtual Conference to share professional development with your staff. This cost-effective method of providing ongoing education to your staff is a win-win for everybody! [Register online at icma.org/conference.](http://icma.org/conference)

Learning Lounge

Stop by the conference's Learning Lounge and join a small audience at your choice of short, interactive presentations on focused topics (listed on page 13) that will stir your curiosity. Featuring improvements based on your feedback from last year, the lounge will also host an **Experts Bar**, where you can get one-on-one advice from in-the-know colleagues on topics such as the "tricks and traps" of tech gadgets, making the most of social media, and résumé design.

Afternoon Featured Speakers

After lunch on Monday and Tuesday, enjoy an inspirational presentation

from the afternoon's featured speakers, experts in their fields who are noted for their presentation skills and will speak on topics related directly to the conference's themes. See page 8 for the list of this year's featured speakers.

Roundtable Discussions

The conference's popular series of roundtable discussions offers attendees an opportunity to meet face-to-face and share ideas, opinions, and solutions on

a variety of issues important to professional managers. Each discussion will be facilitated by an ICMA member or other expert with a strong interest or expertise in these nuts-and-bolts issues.

ICMA University Forums

ICMA University forums are a hybrid of the traditional concurrent educational sessions and the ICMA University workshops. Similar to a workshop, each forum is designed to be highly interactive and skill building in nature. This year, seven forums will be offered—four on Sunday afternoon and three on Wednesday morning. Enrollment in each forum is limited to 250 participants and requires preregistration, although the cost is included in the main conference registration fee. (See pages 14–15 for detailed descriptions of the forums.)

ICMA University Workshops

Attendees seeking an in-depth, skill-building experience can preregister for one or more of the half-day ICMA University workshops that will be offered in conjunction with the conference (see pages 26–27). The workshops are limited in enrollment to ensure a highly interactive experience related directly to the ICMA University

practice groups considered essential to effective local government management. Payment of a separate workshop registration fee at the time of preregistration covers materials and instructor expenses.

Field Demonstrations

The opportunities for professional growth and networking will extend beyond the meeting rooms of the Washington State Convention Center to include a series of educational field demonstrations and site visits highlighting the most innovative projects in area local governments (see pages 24–25).

Exhibit Hall

At the exhibits in the ICMA Exhibit Hall—many directly related to the educational sessions—you can examine products and services that will help you deliver public services more effectively and cost-efficiently. The exhibit hall hosts the popular **Solutions Track** sessions, which present case studies of local governments that have overcome challenges through innovative public-private partnerships. Read more about this year's exhibit hall on page 16.

Greening the ICMA Annual Conference

In support of ICMA's commitment to environmental sustainability, abridged information about the conference is included in this issue of *PM*. Complete details are posted at icma.org/conference, where online registration and the housing bureau open June 4.



AICP CM Credits

ICMA has registered with the American Planning Association's professional institute, the American Institute of Certified Planners (AICP), to provide Certification Maintenance (CM) credits for approved programs at ICMA's 2015 Annual Conference.

Visit icma.org/conference to learn which specific workshops, sessions, and other activities have been approved through AICP's review process.



Have you MASTERED THE FUNDAMENTALS?

LOCAL Government 101

In a concentrated 6-session experience, ICMA University reconnects you with the fundamentals—those key skills and practices that are the foundation of everything else you do as a manager. While the courses are targeted at small and medium sized communities, everyone from the beginning manager to senior leaders can benefit from honing the basic skills you need to do an outstanding job for your community.

Sunday's kick off and Wednesday's wrap up are both forums that include skill building but are also highly interactive. These two forums wrap around the four conference sessions. You'll get the benefit of learning from and interacting with professionals who have been in your shoes and know what it takes to help your community excel. These foundational skills are the building blocks for the leadership and management activities you'll perform every day in your job. If you attend all 6 sessions, you'll return to your community with an ICMA Local Government 101 Certificate.

When you're building your ICMA Conference planner, build in time to Master the Fundamentals. Look for the  icon.

1. **Sunday Forum** - Working with Elected Officials
2. **Monday** - Budget and Finance 101
3. **Monday** - Economic Development
4. **Tuesday** - Citizen Engagement
5. **Tuesday** - Strategic Planning
6. **Wednesday Forum** - HR and Team Meeting Facilitation

PRESENTERS:



Felicia L. Logan
director, leadership development, ICMA

WORKING WITH ELECTED OFFICIALS



Opal Mauldin-Robertson
city manager
Lancaster, TX



Travis Rothweiler
city manager
Twin Falls, ID



Steven Seidel
assistant town manager
Trophy Club, TX

ECONOMIC DEVELOPMENT



Travis Rothweiler
city manager
Twin Falls, ID

CITIZEN ENGAGEMENT



Andy Pederson
village manager
Bayside, WI



Rebecca Van Regenmortel
assistant village manager
Bayside, WI

STRATEGIC PLANNING



Amy Knowles
assistant to the city manager
division of structural innovation
Fort Lauderdale, FL



Amy McEwan
deputy county administrator
Lake County, IL

BUDGET



Andrea Arnold
assistant city manager
Decatur, GA



Meredith Roark
budget & performance
measurement manager
Decatur, GA

HR AND TEAM MEETING FACILITATION



Brian Bosshardt
deputy county administrator
Los Alamos County, NM



Shelby Seimer
assistant city manager
Allen, TX



Melissa Valadez-Stephens
assistant city manager
Cedar Hill, TX

Keynote Speakers



The Happiness Advantage

Sunday, September 27, 3–5 p.m.

The Opening General Session of ICMA's 101st Annual Conference will feature a presentation by **Shawn Achor**, one of the world's leading experts on the science of positive psychology and the connection between happiness and success. Winner of over a dozen distinguished teaching awards, he delivered lectures on positive psychology in the most popular class at Harvard. Shawn will offer research-based strategies for positive leadership and improved engagement that are designed to help you increase your organization's productivity, creativity, engagement, happiness, and success.



Overcome Your Biases: Walk Boldly toward Them!

Monday, September 28, 8:30–9:30 a.m.

Our biases can be dangerous, even deadly. Diversity advocate, consultant, and author of *Moving Diversity Forward: How to Go from Well-Meaning to Well-Doing*, **Vernā Myers** has helped break down barriers of race, gender, and sexual orientation in thousand-member workplaces. In a funny and impassioned presentation, she encourages us to recognize our own biases in order to actively combat them, emphasizing a "low-guilt, high-responsibility" philosophy. Looking closely at some of the subconscious attitudes we hold toward people who are different from us, Vernā makes a plea to all people: Acknowledge your biases. Then move toward, not away from, the groups that make you uncomfortable.



Leadership, Teamwork, and Organizational Health

Tuesday, September 29, 8:30–9:30 a.m.

Cited by *The Wall Street Journal* as one of the nation's top business speakers and by *Fortune* as one of the "ten new gurus you should know," **Patrick Lencioni** provides leadership models that improve organizational health, teamwork, clarity, employee engagement, and client service. He is author of 10 books that have sold over 4 million copies and have been translated into more than 25 languages; one of those books, *The Five Dysfunctions of a Team*, continues to be a fixture on the best-seller list 13 years after it was first published. Sharing his thought-provoking insights with accessibility, humor, and storytelling, Pat will leave you with practical advice for immediate implementation.



Using Improvisation to Improve Creativity and Collaboration

Wednesday, September 30, 8:30–10:30 a.m.

For more than 50 years, The Second City comedy theater in Chicago has been a training ground for some of the best comic minds in the industry, including John Belushi, Gilda Radner, Stephen Colbert, and Tina Fey. It also provides one-of-a-kind leadership training aimed at increasing creativity, collaboration, and teamwork. **Tom Yorton**, CEO of The Second City Communications and coauthor of the popular new book *Yes, And*, will offer a toolkit for thriving in a world increasingly shaped by speed, social communication, and decentralization. Using comedy and the principles of improvisation, he will demonstrate how to challenge unproductive conventions by using improvisational techniques to develop innovators, encourage adaptable leaders, and build transformational work environments.

Educational Sessions

Concurrent educational sessions
do not require preregistration.

Concurrent educational sessions that are being developed from ideas generated by the 2015 Conference Planning Committee are listed below, along with sessions being planned in conjunction with ICMA projects and affiliates. Session descriptions are subject to change as speakers are being engaged over the summer. ICMA University Practice Group numbers (noted in italics after the description) are attributed to each session.

Theme Tracks

Equity and Empowerment in Public Policy Management

Building the Workforce of the Future **V**

Monday, Sept. 28, 12:45–2 p.m.

Many times our biases get in the way of allowing our workforce or organization to reflect the diversity of the community. But there are many reasons, including economic ones, why that diversity should be reflected. How can we make sure that it is? *1, 9, 12*

Transforming Organizational Culture

Tuesday, Sept. 29, 2–3:10 p.m.

With today's changing demographics, the ability to interact effectively with people of different cultures is more important than ever. Learn how to incorporate diversity into your organization's core values and be better able to serve your

residents. Hear how Dallas, Texas, was able to achieve this result. *1, 4, 8, 9, 12*

Our Role in Ensuring the Equal Rights and Social Inclusion of Marginalized Groups **V**

Tuesday, Sept. 29, 3:30–4:40 p.m.

How can we, as local government leaders, recognize marginalized groups in our communities and work to ensure that all community members are treated fairly and with compassion? How does service delivery help us achieve those goals? *4, 8, 9*

Making Local Government Relevant

The Phantom Menace: Addressing E-Hostility in Your Community

Monday, Sept. 28, 9:45–11 a.m.

Learn how to counteract the effects of antigovernment or anticity websites and blogs as they try to influence public

opinion and show they are mainstream. We'll discuss how to keep your mayor and council focused on goals at hand rather than being distracted by these sites. *14, 16*

Our Changing Demographics: How Diversity Is Evolving in Our Communities **V**

Tuesday, Sept. 29, 2–3:10 p.m.

With a focus on how the changing demographics of our communities are affecting service delivery and what needs to be done to build trust between residents and their local governments, this session will explore how local governments can think creatively about connecting with the people they serve. Sponsored by the International Hispanic Network. *4, 9*

V Virtual Conference Sessions

LG 101 Local Government 101

AFTERNOON FEATURED SPEAKERS



Fostering Resilient Cities

Monday, September 28, 12:45–2 p.m.

Andrew Salkin is COO of 100 Resilient Cities, a project pioneered by the Rockefeller Foundation to help cities around the world become more resilient to physical, social, and economic challenges. The project supports the adoption of a view of resilience that includes not just shocks such as earthquakes, fires, and floods, but also the stresses that weaken the fabric of a city on a day to day or cyclical basis.



Extraordinary Women in Leadership

Tuesday, September 29, 2–3:10 p.m.

Dara Richardson-Heron, M.D., is CEO of the YWCA, USA, one of the oldest and largest multicultural organizations in the country promoting solutions to empower women, girls, families, and communities. Her inspiring message on the importance of expanding the number of women in leadership positions echoes and reinforces the recommendations of ICMA's Task Force on Women in the Profession.



Life, Well Run: Telling the Story of Local Government through Social Media

Tuesday, Sept. 29, 3:30–4:40 p.m.

How can local government set itself apart from a dysfunctional Congress and partisan state government? Through high-level social media and citizen engagement strategies, you will learn how to connect your organization with your citizens, build public trust, and highlight the relevance of the services you provide. 7, 14

Safely Steering through the Elements: Personally Surviving the Profession

Leadership Caffeine and the Resiliency of the Seasoned Manager

Monday, Sept. 28, 9:45–11 a.m.

Twenty, thirty, forty years in any job can be like watching paint dry. Reignite your love of local government and leadership by attending this session, which will examine the core values of leadership and help you find ways to reinvigorate yourself and reengage with the profession. 18

Standing Strong against Social Media Posts

Monday, Sept. 28, 12:45–2 p.m.

There are smiles for social media when it's used to announce that new bundle of joy or to divert traffic after a collision. But when social media turns on local government professionals through personal and professional attacks, smiles turn to frowns, teeth get gnashed, and hair gets pulled. This session will provide helpful tactics for dealing with social media posts that specifically target local government professionals in the office and at home. 14, 16

Dealing with Tragedy and Crisis in the Organization

Tuesday, Sept. 29, 11 a.m.–12:15 p.m.

Crisis can strike at any time. Hear from several managers on their experiences with either a personal or an organizational tragedy and find out how they dealt with it. Learn from your colleagues about different approaches for personal and organizational issues. 18

Skills and Tools for the 21st-Century Manager

Smart Communities

Monday, Sept. 28, 12:45–2 p.m.

As local governments struggle to leverage limited resources, engage citizens, and provide greater accountability and transparency, community leaders are looking to technology for solutions. This session will highlight new tools in the marketplace and how managers can make smart investments. 6, 7, 8

Designing the Future: Where Is the Concept of "City" Headed?

Monday, Sept. 28, 2:30–3:40 p.m.

What will our cities look like in 2025? How will transportation change? What skills will managers and their elected officials need to help their communities adapt? If you're interested in what the future may bring, this is a session you won't want to miss. 6

Daring to Engage Electronically

Tuesday, Sept. 29, 2–3:10 p.m.

There is a revolution going on with social media, and local government leaders need to be part of it. This session

will tell you why and what the consequences may be if you aren't. 7, 14

The Next Generation of Infrastructure

Surf's Up: Delivering Broadband Technology to Everyone V

Monday, Sept. 28, 12:45–2 p.m.

The lightning-fast speed and ubiquitousness of the Internet eludes many rural areas. One-traffic-light communities deserve the same access to information as those that never sleep. Primarily using case studies, this session will present trends on delivering technology in smaller jurisdictions and discuss how other communities can replicate the successes of their Wi-Fi brethren. 7

Reenergizing Neighborhoods: From Now to Wow V

Tuesday, Sept. 29, 2–3:10 p.m.

This session will explore the revitalization of blighted, aged, and/or underdeveloped neighborhoods with a focus on sustainable development. Discussion will include public sector initiatives, density bonuses, mixed-use development, affordable housing, neighborhood revitalization, and local access to public transportation. 3

Career Tracks

Assistant and Deputy Managers

It's Good to Be #2: Lessons from Longtime Assistant City and County Managers

Monday, Sept. 28, 9:45–11 a.m.

We want to be good at our jobs, but we don't necessarily want to be the manager! During this interactive session, current assistant managers will offer

Educational Sessions



The ICMA Annual Conference is an exciting opportunity to network with my peers from all over the globe.

I find new and interesting products to help me and my municipality better serve our residents. Many of the vendors I do business with attend and this is an opportunity to say “hello” and discuss new features and changes coming down the road. Most of all, I return to my office reinvigorated and ready to see my challenges in a new light. I also get the opportunity to see a city/county that I might never have visited except for the annual conference. I have never been disappointed.

—Joseph F. Manning, Township Administrator
Maplewood Township, New Jersey (population 23,170)

words of wisdom to their colleagues on career, management, and leadership and then will open up the forum for others to share their experiences. 18

Managing Manager Transitions: The Assistant's Role

Tuesday, Sept. 29, 11 a.m.–12:15 p.m.

When there's turnover at the top, how can you help your local government organization—and yourself—make the transition successful? Highlighting service as an acting or interim manager, this session will discuss what can happen during this time of change, and it will offer tips on how to survive and thrive through a transition while redefining roles and relationships. 18

Preparing for the Next Step

Tuesday, Sept. 29, 3:30–4:40 p.m.

How can emerging leaders (entry- or mid-level managers) prepare to step into senior or executive-level positions? Where are the opportunities? Learn how to evaluate and hone your skills and competencies for advancement. Discover formal and informal opportunities to grow in your career. Hear from colleagues and share your experiences. 18

County Managers

Emerging Trends in Public Works

Monday, Sept. 28, 2:30–3:40 p.m.

Infrastructure is one of the biggest investments local governments make. This session will cover asset management and maintenance practices, what managers need to know to provide oversight to public works directors, and new financing methods. 3

Small-Community Managers

Placemaking for Small Communities

Monday, Sept. 28, 12:45–2 p.m.

What is needed to create a must-see community event? This session will discuss how small towns can give people a reason to come and explore. Learn about getting the right partners on board, using available resources, and creating events that can turn your community into a vibrant and fun place to be. 3, 6

Collective Impact and Delivering Services Differently

Monday, Sept. 28, 2:30–3:40 p.m.

The way local governments do business is changing dramatically. This session

will introduce the concept of collective impact for addressing community needs, and will explore how working with other municipalities, counties, nonprofit groups, and business organizations can produce different options for service delivery. 4

New Tools to Lead Community Change: Engaging Community Institutions and Individuals

Tuesday, Sept. 29, 3:30–4:40 p.m.

Participants will hear about new approaches to help a community draw a road map for directing community change. Case studies will show how, through shared accountability and collective impact, engagement can be used not only during the creation of vision but also during its implementation. 4, 8

Senior Managers/ICMA Credentialed Managers

Police, the Community, and the Manager

Monday, Sept. 28, 12:45–2 p.m.

Join ICMA executive director Bob O'Neill in a conversation on the role of the police, building community trust, and the leadership challenge of the manager. 2, 4, 8

Are We Out of Touch?

Tuesday, Sept. 29, 2–3:10 p.m.

This session will focus on how long-tenured managers can keep up with emerging talent and technology in their organizations. The format, structured for inter-generational networking and information gathering, will feature questions posed by senior managers as well as small group conversations facilitated by members of the ICMA Fellows Program. **7, 18**

Annual, Program, and Affiliate Sessions

Alliance for Innovation

Recovery Is Not Equal to Resiliency

Tuesday, Sept. 29, 3:30–4:40 p.m.

Resiliency is the ability to bounce back from adversity. It is more than recovering; it is adapting better for future challenges. Acknowledging the bleak reality facing communities across the globe, panelists who participated in 2014 BIG Ideas will take the lead in this provocative and interactive session.

Eldon Fields Colloquium

Big Data, Big Deal?

Monday, Sept. 28, 2:30–3:40 p.m.

Just what is meant by the term “Big Data”? And in the grand scheme of things, is it really such a big deal? This session will provide examples of big data in action, its benefits, and the challenges and implications it poses for the future of local governance.

Ethics

Ethics Matter **V**

Tuesday, Sept. 29, 11 a.m.–12:15 p.m.

Join your colleagues from ICMA’s Committee on Professional Conduct as they share their observations on trending ethics issues relevant to professionals at all career stages; explore changes to the ICMA Code of Ethics; and offer their advice on how to avoid ethical pitfalls.

ICMA 101

Budgeting 101 **V** **LG 101**

Monday, Sept. 28, 9:45–11 a.m.

The city of Decatur, Georgia’s (pop. 20,000) budgeting process evolved

from a traditional, linear approach to a vision-based, collaborative one. The storybook-style budget, designed around Decatur’s strategic plan principles, explains how much and how well the city is supporting those principles while engaging employees and citizens in the process. **8, 11**

Economic Development **V** **LG 101**

Monday, Sept. 28, 2:30–3:40 p.m.

Economic development builds business, creates jobs, improves local infrastructure, and boosts the tax base. But it doesn’t happen on its own. Learn how a plan, public-private partnership, and ego-free cooperation within the community can land the big fish and grow your local industry base. **11, 13**

Citizen Engagement **V** **LG 101**

Tuesday, Sept. 29, 11 a.m.–12:15 p.m.

How can we ensure that the public sees the value in what local government offers? In a time of government distrust, it is important to not only educate them about the services provided but also engage them so as to regain their trust. **8**

Strategic Planning **V** **LG 101**

Tuesday, Sept. 29, 3:30–4:40 p.m.

In this step-by-step approach to developing an exciting vision for your community, elected officials, and organization, we will develop an environmental scan, create shared aspirational goals, identify concrete actions for success, explain ways to measure progress, and describe implementation techniques. **13**

ICMA Programs

Collaborating for Improved Performance **V**

Monday, Sept. 28, 9:45–11 a.m.

Advocating for comparative performance management, this session will feature 11 Phoenix-area jurisdictions that have been working since 2011 with the Alliance for Innovation, Arizona State University, and ICMA to improve local government performance by tracking financial and performance data, uncovering best practices, and collaborating on new approaches to service delivery.



Patience, Planning, and Process:

Investment Strategies for the Future **V**

Monday, Sept. 28, 9:45–11 a.m.

During the past few years, stock and bond markets have offered rewards for patient plan participants. However, identifying new opportunities may now be more of a challenge. Please join ICMA-RC’s chief investment officer and a panel of experts to learn what factors might shape investment strategies and decision making in 2016 and beyond. **18**

Planning for Your Future? Meeting with a Financial Planning Expert

Monday, Sept. 28, 10 a.m.–5 p.m.

Tuesday, Sept. 29, 9:30 a.m.–4 p.m.

Do you have a financial plan for your future? Have you saved for a rainy day? Do you know how much money you’ll need in retirement? ICMA-RC’s Certified Financial Planner™ professionals will be providing individual consultations to help you with your financial planning needs. Space is limited so be sure to sign up for your consultation at the ICMA-RC booth as soon as possible.



Health Care Reform: Planning for the Future **V**

Tuesday, Sept. 29, 11 a.m.–12:15 p.m.

This session is your opportunity to understand some of the critical components of health care reform that will be starting in 2017/2018 as well as other pressing Affordable Care Act-related topics that affect plan designs and health benefit strategies.



The Power of Critical Relationships: The Roles of the City Manager and the Police Chief

Monday, Sept. 28, 2:30–3:40 p.m.

City managers often struggle when they must hire a new police chief as the wrong decision can damage their own careers. This session will explore ways for a city manager to select the best candidate for the position and maintain a solid relationship with the new chief.

Keeping Plans off the Shelf

Tuesday, Sept. 29, 11 a.m.–12:15 p.m.

How have your peers successfully integrated plans into their operations, taking them off the shelf and into the community? Find out how you can apply the best

practices and lessons learned from two communities that are experienced with plan implementation.

Employee Development Needs 21st-Century Action

Tuesday, Sept. 29, 2–3:10 p.m.

The 21st-century workforce needs skills in communication, collaboration, creativity, and critical thinking. From thousands of responses to the National Employee Survey, learn how you can determine what matters most to your employees and your organization, and how best to deliver results without overpromising.

Keynote Breakouts

Overcoming Your Biases

Monday, Sept. 28, 9:45–11 a.m.

Join Monday's keynote speaker, Vernā Myers, to continue the discussion about how to overcome your biases by confronting them head on.

Leadership, Teamwork, and Organizational Health

Tuesday, Sept. 29, 11 a.m.–12:15 p.m.

Join Tuesday's keynote speaker, Patrick Lencioni, to continue the discussion

of his leadership models that improve organizational health, teamwork, clarity, employee engagement, and client service.

Women in Management

#13percent: How Can We Increase the Number of Women in Chief Executive Roles?

Monday, Sept. 28, 2:30–3:40 p.m.

The proportion of women in chief executive/administrative roles has hovered at about 13 percent since the late 1970s. Why aren't there more women in senior executive roles across the country? Are elected officials less likely to hire women? Or are women less self-confident in the interview process? Join members of the Women Leading Government Coalition as they discuss the final report of the ICMA Task Force on Women in the Profession and explore how we might work together to encourage and support women in local government and ultimately increase the number of women in city/county management.

Learning Lounge

Learning Lounge sessions do not require preregistration.

Don't feel like attending a 75-minute presentation? Then stop by the conference's Learning Lounge and join a small audience at your choice of short, interactive presentations on the following focused topics that will stir your curiosity. The lounge will also host an **Experts Bar**, where you can get one-on-one advice from in-the-know colleagues on topics such as the "tricks and traps" of tech gadgets, making the most of social media, and résumé design.

Learning Lounge Topics

- Building Relationships across Borders through City-to-City Partnerships
- "Crouching Tiger, Hidden Dragon": Emerging Issues and Employee Engagement
- Driving Economic Development with Multimodal Transportation
- Economic Development through Sports and Sports Teams
- Hands-on Social Media
- How to Prevent Undue Influence in Online Citizen Engagement Projects: A Case Study in Building Public Trust
- How Your Community Can Achieve Zero Waste Diversion Goals through Clothes Recycling: Best Practices for Outreach and Regulation
- It's the 21st Century— Don't Be Yesterday's News
- Living Local: Local Government Day for Middle School Students
- More for Less: Merging Municipalities or Enhancing Municipal Cooperation?
- Open Data and Building Staff/Organizational Capacity
- Spontaneous Planning, Government Structure, and a Public Health Emergency
- Sustainability Indicators of Success
- Taking Your Civic Pulse
- The Culture Wars: Performance vs. Past Practice
- The Interim (Assistant) City Manager Position
- The Ten Things You Need to Know about Preparing Your Community for the Aging Population
- Tips and Tricks for Tablets and Smart Phones: Help for Local Government Managers
- Using GIS for Human Service Coordination
- What Does Your Civic Capacity Have to Do with Reinvention?



FILM SERIES

Films do not require preregistration.

Biophilic Design: The Architecture of Life

Monday, Sept. 28, 9:45–10:45 a.m.
Tuesday, Sept. 29, 11 a.m.–noon

Biophilic design is an innovative way to create the places where we live, work, and learn. We need nature in a deep and fundamental fashion, but we have often designed our cities and suburbs in ways that both degrade the environment and alienate us from nature. This film will take you on a journey from the origins of architecture to the world's most celebrated buildings in a search for the architecture of life.

Brother Towns

Monday, Sept. 28, 12:45–1:45 p.m.
Tuesday, Sept. 29, 2–3 p.m.

Brother Towns is a story of two towns linked by immigration, family, and work: Jacaltenango, a highland Maya town in Guatemala, and Jupiter, Florida, a coastal resort town where many Jacaltecos have settled. The film chronicles how and why people migrate across borders to make and remake their communities thousands of miles from home.

We Are Not Ghosts

Monday, Sept. 28, 2:30–3:20 p.m.
Tuesday, Sept. 29, 3:30–4:20 p.m.

Fifty years ago, Detroit was booming with 2 million hard-working people living the American Dream. Then the auto industry crashed and so did the Motor City. Most people moved away; whole neighborhoods turned into wastelands. But some residents didn't give up on the city they love. These are the tales of Detroiters remaking their city with vision and spirit.

ICMA University Forums

Register for ICMA University forums
online at icma.org/conference.

ICMA University forums are a hybrid of the traditional conference educational sessions and the ICMA University workshops. Because they are designed to be highly interactive and skill building in nature, the forums are limited in enrollment to 250 participants. Although there is no fee to participate in a forum beyond the main conference registration fee, preregistration is required because of the ceiling on enrollment, and early registration is recommended. ICMA University Practice Group numbers (noted in italics after the description) are attributed to each forum.

ICMA 101: Mastering the Fundamentals I— Working with Elected Officials **V** **LG 101**

Sunday, Sept. 27, 12:45–2:45 p.m.

This highly interactive forum will kick off the ICMA 101: Mastering the Fundamentals track offered at the ICMA Annual Conference and also as part of the virtual conference. Designed for small-community managers who may wear many hats or for those new to the profession, this forum will focus on the effective roles of the manager in the organization, in the community, and in working with elected officials to provide leadership. *1, 3*

Forum Leaders: Opal Mauldin-Robertson, city manager, Lancaster, Texas; Travis Rothweiler, city manager, Twin

Falls, Idaho; Steven Seidel, assistant town manager, Trophy Club, Texas

BreakThrough Conflict

Sunday, Sept. 27, 12:45–2:45 p.m.

Conflicts are inevitable. But ignoring sensitive and contentious issues stifles the development of quality decision making, strong relationships, high-performance teams, and trust. Conflicts must be managed constructively, and doing so requires tangible skills and tools so that they become a stimulus for creative problem solving, increased innovation, and the interdependent performance required in city and county organizations. The models presented in BreakThrough Conflict offer flexible guidelines with progressive steps

that are easily learned, applied, and adapted so leaders can develop and maintain strong, positive relationships and actually create trust through conflict. The forum leaders will introduce participants to concrete, tangible skills to *decode* the hidden world of non-verbal communication to understand what people are really saying; *teach* people how their behavior is a problem without making them feel defensive; *convert* their responses to criticism from defensiveness and blame to insight and agreement; *raise* difficult issues that simultaneously solve problems and strengthen relationships; *transform* the organization's culture from avoidance to positive engagement; and *create* trust through conflict. *14*





The ICMA conference is one of the best and most organized conferences I've ever been to.

The workshops are terrific, but I especially enjoy the first-rate keynote speakers. I learn so much during the conference that my head hurts (in a good way). The social events are a great way to network and have fun with my colleagues. I am the manager of a small town and I appreciate the many learning tracks for small town managers. I know my town benefits from the information I bring back and I am reinvigorated to try new things.

—Tonya Galbraith, Town Manager
McCordsville, Indiana (population 4,981)

Forum Leaders: Peter A. Glaser, PhD, consultant, and Susan R. Glaser, PhD, consultant, Glaser & Associates, Inc., Eugene, Oregon

Cybersecurity Trends

Sunday, Sept. 27, 12:45–2:45 p.m.

This forum will discuss some of the common causes of cybersecurity incidents and some of the ways you can effectively mitigate your local government's risk. You will learn about risk-based approaches that factor in people, process, and technology and that use industry-leading frameworks. You will also discuss how emerging technologies should be considered when developing your cybersecurity strategy. 7

Forum Leaders: Furney "Alex" Brown, senior manager, and Nicole Simpkinson, senior manager, Plante & Moran, PLLC, Southfield, Michigan

Leadership ICMA 2015 Capstone Report: Peer-to-Peer Technical Assistance

Sunday, Sept. 27, 12:45–2:45 p.m.

Implement Risk Enterprise using ISO 3100, develop a budgetary model with a team 600 strong, create a capital facilities plan with community needs, design an evidence-based systems approach to a 2025 vision—all this and more will be shared in the 2015 Capstone Projects Forum. 3

Forum Leaders: Leadership ICMA Class of 2015

ICMA 101: Mastering the Fundamentals II—HR and Team Meeting Facilitation

Wednesday, Sept. 30, 10:45 a.m.–12:45 p.m.

This highly interactive and engaging forum, which will book-end the 101: Mastering the Fundamentals track at the conference, will include a discussion of human resource issues, especially as they apply to smaller communities, where the managers wear many hats, including that of HR manager. Topics will include effective recruitment processes, interviewing, hiring, setting expectations, performance reviews and retention as well as progressive discipline and termination practices. 1, 3

Forum Leaders: Brian Bosshardt, deputy county administrator, Los Alamos County, New Mexico; Shelly Seimer, assistant city manager, Allen, Texas; Melissa Valadez-Stephens, assistant city manager, Cedar Hill, Texas

Lean, Work, Lead: Things Your Mentor Won't Tell You

Wednesday, Sept. 30, 10:45 a.m.–12:45 p.m.

So you've "Leaned In." Now what? In today's world, women's career success relies on much more than just taking advice from a mentor, knowing how to network, and being proactive. Young professional women have to learn how

to analyze career decisions for themselves and figure out what to do when their decisions don't work out. This forum is based on the book *Lean, Work, Lead: Things Your Mentor Won't Tell You*, by Terry Tierney Clark, which is recommended reading prior to attending the forum. 1

Forum Leaders: Selena Cuffee-Glenn, city manager, Suffolk, Virginia; Tasha Logan Ford, assistant city manager, Rocky Mount, North Carolina; Julia Novak, president and CEO, Novak & Associates, Cincinnati, Ohio; Deanna Santana, city manager, Sunnyvale, California; Mary Van Milligan, assistant to the city administrator, Woodbury, Minnesota

Small-Community Speed Dating

Wednesday, Sept. 30, 10:45 a.m.–12:45 p.m.

This session will feature a series of progressive roundtable discussions designed for small-community managers. Participants will start off at one table, talk for 7 minutes on a particular topic, and then move on to the next table and topic. Among the topic ideas proposed are personnel, utilities, infrastructure, and citizen engagement. During the session wrap-up, ideas will be summarized for sharing with a wider audience.

Educational Exhibits and Solutions Track Sessions

Solutions Track sessions do not require preregistration.

The exhibit hall is an integral part of the learning and professional development that takes place at the Annual Conference. With over 150 companies exhibiting this year, it enables attendees to explore the breadth and depth of local government services and products available in today's world.



In addition to the exhibitors, the educational content in the exhibit hall is top-notch. With topics chosen by Conference Planning Committee members and select Strategic Partners, the Solutions Track sessions continue to be popular, highly attended cornerstones of the hall. Featuring case study-based presentations about local governments that have overcome challenges through innovative public-private partnerships, these sessions offer insight into some of the latest innovations in local government management.

Also in the exhibit hall is the ICMA Pavilion and Store, where you can check out all that ICMA has to offer its members. ICMA staff will be available to answer your questions. Visit the Internet Express stations conveniently located in the hall to check your e-mail, stay on top of office business, or surf the web. The exhibit hall gets better and better every year!

Solutions Track Sessions

Become a Smart Community Using Tools You Have but Probably Don't Know about
Monday, Sept. 28, 9:45–10:45 a.m.

Wouldn't you like to equip your organization with technology that helps decision making? This session will educate you on GIS tools that you probably already have that can help make your community more productive, efficient, transparent, and collaborative. Presented by ICMA Strategic Partner Esri.

Building Public Trust through Your Budget: Tools for the 21st-Century Manager

Monday, Sept. 28, 9:45–10:45 a.m.

Transforming your budget data into meaningful information that helps build buy-in among stakeholders can be a challenge. City administrators across the country are embracing new technology for efficient and effective financial reporting that reinforces trust and increases engagement with the community. Learn about best practices for communicating your budget data in a user-friendly format to both citizens and staff. Presented by ICMA Strategic Partner OpenGov.

Data-Driven Decisions, Coming to a Community Near You

Monday, Sept. 28, 9:45–10:45 a.m.

Data-driven insights are transforming decision processes for retail development, tourism marketing, and public services such as libraries and fire prevention. Hear real-world examples of the many ways in which local governments are using data to position their commu-

nities for the future. Presented by ICMA Strategic Partner Buxton.

Community Approaches to Storm-water Management and Climate Change

Monday, Sept. 28, 11:15 a.m.–12:15 p.m.

Communities are facing the combined impacts of urbanization and climate change on storm-water management. This panel will focus on two communities' efforts to understand how climate change will affect them, develop adaptation plans, and communicate *and* engage their citizens and businesses in implementation. Presented by ICMA Strategic Partner Atkins.

Are Your City's Finances Sustainable?

Monday, Sept. 28, 11:15 a.m.–12:15 p.m.

This session will be devoted to examining the volatility of local revenues in today's economy and identifying lessons unheeded from the last recession that could spell fiscal relapse during even a mild downturn. Learn the 10 most important questions you should ask your finance director to find out if your city's financial future is on track. We will review how effective financial systems and sound budgetary practices can help build a fiscal firewall. Presented by ICMA Strategic Partner Plante & Moran, LLC.

The Cloud: How Does It Fit into Your Organization?

Monday, Sept. 28, 11:15 a.m.–12:15 p.m.

The evolution of cloud computing is affecting the way governmental entities implement technology solutions. This session will discuss how to appropriately address the decision to migrate to

cloud solutions, avoiding the acquisition of additional IT assets or the elimination of existing ones. Presented by ICMA Strategic Partner **LBL Technology Partners**.

Leveraging Property Registries to Eliminate Blight and Revitalize Neighborhoods

Monday, Sept. 28, 12:30–1:30 p.m.

This session will demonstrate the effectiveness of a proactive property registry program that eliminates blight caused by abandoned properties and conserves staff resources. Learn how this program can be easily applied to your community with no out-of-pocket costs using best-practice legislation combined with a proactive registration compliance model. Presented by **Community Champions**.

Not Your Father's Geographic Information System

Monday, Sept. 28, 12:30–1:30 p.m.

Geographic information systems (GIS) have changed over the past several years. Attend this session to learn about the new pricing models, products, and approaches that can help you leverage your GIS investment within your entire organization and enhance citizen engagement. Presented by ICMA Strategic Partner **Esri**.

Rethinking Civic Technology's Place and Purpose

Monday, Sept. 28, 12:30–1:30 p.m.

This session will offer municipal administrators strategies for selecting and applying appropriate technological solutions to internal government processes so as to improve process and enable government staff to do their jobs easily and efficiently. Presented by ICMA Strategic Partner **Granicus**.

Engaged. Connected. Smart. How to Be a #TechSmartGovie

Monday, Sept. 28, 1:45–2:45 p.m.

Tech-smart governments invest in three areas to make an impact. This session will discuss those areas and use two solutions—agenda management and electronic plan review—to show how technology can change your community for the better. Presented by ICMA Strategic Partner **OnBase by Hyland**.

Innovative Approaches to Achieve Energy Solutions

Monday, Sept. 28, 1:45–2:45 p.m.

The ever-changing needs and growing challenges in energy and sustainability require thought leadership and collaboration to meet and surpass these demands. In this session, municipalities will learn how Gilbert, Arizona, partnered with Severn Trent Services to not only significantly reduce its operating costs but also achieve its renewable energy goals. Presented by ICMA Strategic Partner **Severn Trent Services**.

Strategies from Top Digital Cities on Fostering a Culture of Innovation

Monday, Sept. 28, 1:45–2:45 p.m.

The question for local government leaders has shifted from “why” to “how.” How can you seamlessly implement new tools, encourage community adoption, and ensure continued success of your civic engagement initiatives? Presented by **PublicStuff**.

Technology Drives Innovation in Parking

Monday, Sept. 28, 3–4 p.m.

Technological advancements and an evolution toward smart cities are redefining parking. Amir Sedadi of IPS Group will discuss how smart parking technology and big data are helping cities modernize their infrastructure, optimize revenue and efficiency, and enhance the parking experience. Presented by **IPS Group, Inc.**

Lean Six Sigma in the Public Sector: Applying an Organizational Improvement Methodology to Achieve Results in Local Government

Monday, Sept. 28, 3–4 p.m.

Do you want an 8:1 return on investment? Learn how Lean Six Sigma provides substantial cost savings, radically improved business processes, and breakthrough enhancements in customer service. The George Washington University's Center for Excellence in Public Leadership showcases results by local practitioners in our graduate leadership programs. Presented by ICMA Strategic Partner **George Washington University Center for Excellence in Public Leadership**.



Reaching for Success in Procurement

Monday, Sept. 28, 3–4 p.m.

In 2011, Sarasota County, Florida, had a procurement scandal that threatened its reputation. Systematic and strategic actions have eliminated 98 percent of the issues. Sarasota County's Ted Coyman and BidSync will discuss how automated e-procurement helped the county eliminate waste and reclaim credibility. Presented by **BidSync**.

Make the Most of Your Financial Transparency Initiative

Tuesday, Sept. 29, 9:45–10:45 a.m.

Financial transparency has become a major initiative for thousands of local governments across the country. What components do you need in order to execute a successful financial transparency initiative? How are leading governments transforming budget data into meaningful, consumer-friendly information? Learn about specific strategies and tools that will provide maximum value for your staff and citizens. Presented by ICMA Strategic Partner **OpenGov**.

The Next Big Thing in Government Innovation

Tuesday, Sept. 29, 9:45–10:45 a.m.

Hear from civic innovators who are working hard to find sustainable solutions to the many issues governments deal with daily, and learn how your organization can address these issues in order to build a more innovative community. Presented by ICMA Strategic Partner **Esri**.

Using Technology for Retail Recruitment and Retention

Tuesday, Sept. 29, 9:45–10:45 a.m.

We all know that retail recruitment takes time and effort, but by using technology,

Solutions Track Sessions



The ICMA Annual Conference in Charlotte far surpassed my expectations. Beyond the invaluable educational sessions which offered a myriad of learning opportunities, the inspiring keynote sessions offered each day brought a renewed sense of appreciation for the work that local and county government officials do for communities across the country.

It reminded me that my chosen career can have a lasting impact.

—Pier Simeri, *Community Relations & Public Affairs Director*
Avondale, Arizona (population 78,256)

communities can streamline the process to use their staff's time more efficiently and, more importantly, more effectively. In this session, we will highlight communities that used analytics technology to identify the specific retail concepts best suited for their trade areas, quickly build a convincing case for each potential retailer, and provide research to help existing local businesses make better strategic decisions. Presented by ICMA Strategic Partner **Buxton**.

End-to-End Grant Management

Tuesday, Sept. 29, 11 a.m.–noon

AmpliFund Public Sector manages every stage of a grant's life cycle, providing tools to meet reporting requirements, generate revenue, and increase capacity. See how to track funds moving throughout a state or municipality, including subrecipient management for monitoring, reporting, and auditing of complex grants. Presented by **StreamLink Software**.

Maximizing the Impact and Optimizing the Performance of Sports and Recreation Assets

Tuesday, Sept. 29, 11 a.m.–noon

Sports and recreation assets can generate revenue while providing an impor-

tant amenity to residents and corporate user groups. This session will discuss key drivers influencing operational excellence, offer proven strategies to optimize financial performance, and demonstrate practical tools for managing the operational performance of existing sports and recreation assets. Presented by ICMA Strategic Partner **The Sports Facilities Advisory|Sports Facilities Management**.

Clean Energy Strategies for Local Governments through Feasibility Studies

Tuesday, Sept. 29, 11 a.m.–noon

Clean energy strategies help local governments save money, maximize the value of facilities and land assets, and achieve sustainability goals. This panel will review clean energy feasibility study methods and outcomes via a study that Atkins recently completed for the Tri-Cities Regional Airport. Presented by ICMA Strategic Partner **Atkins**.

2015 and Beyond: Leveraging New Technology to Respond to the "Great Recession"

Tuesday, Sept. 29, 12:45–1:45 p.m.

This session will include case studies and examples from cities that are using new technologies and approaches to

address problems caused by the foreclosure crisis during the Great Recession—specifically, the replacement of plywood board-ups with a polycarbonate alternative. Presented by **SecureView LLC**.

How Open Town Hall Simplified Public Outreach for Salt Lake City Staff

Tuesday, Sept. 29, 12:45–1:45 p.m.

Hear how almost every department in the Salt Lake City government uses Open Town Hall from Peak Democracy to simplify the public engagement process and define a consistent, defensible framework for both online and in-person participation. You'll learn how you can do the same in your public engagement process. Presented by ICMA Strategic Partner **Peak Democracy**.

Trends in 311: How Managers Are Using Technology to Improve Service

Tuesday, Sept. 29, 12:45–1:45 p.m.

Socrata and SeeClickFix host a panel of city management officials to discuss recent trends in 311. The group will focus on the increasing need for cities and counties to provide open and engaging customer services experiences. Presented by ICMA Strategic Partner **Socrata**.

Special Sessions

Special sessions do not require preregistration unless otherwise noted.

Speed Coaching

Sunday, Sept. 27, 10–11:45 a.m.

This session is free but requires preregistration.

Speed Coaching is back again! If you have nagging career questions and want to get or give fresh perspectives, attend this session. Space is limited, but registration is complimentary. We also need coaches!

County Administrators' Idea Exchange

Sunday, Sept. 27, 12:45–2:45 p.m.

The National Association of County Administrators will host an idea exchange—an informal roundtable discussion for county administrators to discuss issues that are important to county governance.

Applying ICMA's Code of Ethics to Council-Manager Relationships: MPA Student Session

Monday, Sept. 28, 11:15 a.m.–12:30 p.m.

Led by ICMA Midwest regional director David Limardi and Prof. Kurt Thurmaier, this session will provide students with a chance to collaborate with students in other programs to discuss ethical issues in local government. After the session, students are encouraged to continue discussions and networking over lunch.

Bring Coaching Resources to Your State Association Members

Monday, Sept. 28, 11:15 a.m.–12:45 p.m.

Learn how ICMA state associations are working together to share best practices and develop talent at all levels in local government agencies. Discuss opportunities that you can pursue now and in the coming years, and get tips on how to attract sponsorships to support your efforts.

Efficient Governing through the Use of Resident Opinion

Monday, Sept. 28, 11:15 a.m.–12:30 p.m.

Every good manager knows the value of including residents in government

decision making, but many managers are hard-pressed to make these collaborations pay off. In this special session, we will look at how the use of resident surveys can increase efficiency by providing accurate insight into community sentiment and behavior. The “data-influenced decision making” that results helps officials focus discussions, identify areas of priority, and reduce special interests. National Research Council researchers and a panel of local government staff will present their strategies on how to use resident survey data to simplify the tasks of strategic planning, budgeting, policy making, and community engagement.

Five Sizes Fit All: Multiple Approaches to Performance Management

Monday, Sept. 28, 11:15 a.m.–12:30 p.m.

Powerful new analytical tools and national comparative data are now a reality through the ICMA Insights™. This session will discuss the five progressive tiers of Insights, from basic data reporting to sophisticated visual analytics. Explore how Insights can drive your performance management efforts at any level you choose, and how analytics can enhance your decision making. This session is open to all, including Insights participants and those still considering data-driven management.

New Challenges That Cities Are Facing in China

Monday, Sept. 28, 11:15 a.m.–12:30 p.m.

This session will provide an opportunity for members to meet ICMA China Center representatives, Chinese national and local government officials, and representatives from academia and the private sector in China. There will be discussions on current urbanization trends, policies, and challenges in China as well as information on how members can become engaged in China through the programs that ICMA offers.

Three Big Myths about Big Data and Energy Management

Monday, Sept. 28, 11:15 a.m.–12:30 p.m.

Energy managers were surveyed to identify the impact of big data and analytics on energy management. We highlight three of the “myths” about this approach and discuss steps that you can take to get the most out of big data.

Wellness—Physical and Emotional Health in the Workplace

Monday, Sept. 28, 11:15 a.m.–12:30 p.m.

Hear the latest research and insights in wellness programs to support and improve employee well-being. We will discuss best practices in employee wellness campaigns, options for behavioral health, use of on-site clinics, and much more.

Interview Flatline? Shocking Secrets from Executive Recruiters

Monday, Sept. 28, 4–5 p.m.

Interviewing skills need a defibrillator? Clear! . . . your calendar to hear nationwide executive recruiters talk about how to be successful, how to avoid common missteps, and even how your social media posts can affect your ability to sell yourself effectively for that big job!

Credentialing Q & A

Monday, Sept. 28, 4–5 p.m.

Join this session to learn what's new with the ICMA Credentialing Program, discuss ideas for the future, and ask questions.

From Mandatory Reporting to Optimized Decision Making: Using Public Safety Data Efficiently

Monday, Sept. 28, 4–5 p.m.

Every year, law enforcement agencies report their Uniform Crime Report statistics to their citizens as well as to state and federal governments. Similarly, fire and rescue departments furnish similar fire and medical statistics. However, each public safety department captures large amounts of data that could exceed

Visit www.icma.org/credentialedmanager for more information.



these basic mandated goals to improve both agency performance and efficiency. While some agencies are already headed in this direction, we'll point out how these efforts could be expanded and improved.

Managers as Faculty

Monday, Sept. 28, 4–5 p.m.

This session is for every manager who feels called upon to help develop the next generation of managers, whether as a guest lecturer in a college classroom or as an adjunct or full-time faculty member in a graduate MPA program. Join this informal discussion and share your expe-

riences, exchange ideas, and learn where to find and how to use teaching resources.

President's Colloquium: Reflections, Passions, and Mistakes: Are You Prepared to Remain in the Leadership Chair?

Monday, Sept. 28, 4–5 p.m.

The skills that put you in the leadership chair in local government will probably not keep you there. In fact, they will probably make you lose the seat. Are you prepared to undertake the new skills you'll need to keep the seat? Do you have plans to learn them? What mistakes have others made that helped them be strong municipal leaders? In this fast-paced, interactive session, you will be challenged to think about the changing demands and how you will adapt to them.

What's Up at the State House?

Monday, Sept. 28, 4–5 p.m.

It's hard to predict what issues may come up during the state legislative session. Executive directors from the municipal leagues in the Northwest United States will be on hand in this session to discuss trends and concerns. Come learn how local government executives can form closer partnerships to address mutual interests.

Game of Life: Play It Right—Season 4

Tuesday, Sept. 29, 12:30–1:45 p.m.

Join us for this interactive and engaging "game show" that will teach you how to maximize the way you live and save. Subject matter experts will provide information we all need to know as we work, play, and live the Game of Life.

Growing Your Local Food System: Idea and Resource Exchange

Tuesday, Sept. 29, 12:30–1:45 p.m.

Want to learn how other local governments use food systems to address issues of public health, social equity, economic development, or environmental sustainability? Drawing on research, this session will facilitate an exchange of ideas. Come with questions and leave with actionable insight!

ICMA-CMs, Start Your Engines: How to Rev Up Your Credentialing Plan

Tuesday, Sept. 29, 12:30–1:45 p.m.

If you are a credentialed manager (CM) or a candidate for credentialing, come find out how others turn the annual plan and report into a stimulating challenge. During this session you will share ideas with other CMs and candidates that pertain to the core areas of professional development so you can rev up your plan, your professional development experience, and your annual report.

Special International Workshop

International Development Academy

Friday, Sept. 25, 2–6 p.m.; Saturday, Sept. 26, 9 a.m.–4 p.m.

Preregistration is required, and there is an additional registration fee for this multiday event. \$350 for ICMA members; \$400 for nonmembers.

Are you looking for ways to make a contribution beyond the boundaries of your community? Do you have knowledge and experience that could be applied to the challenges of developing, transitional, conflict-affected countries and fragile states? Led by ICMA staff and members who have extensive international development experience, this intensive one-and-a-half-day workshop will help you understand the challenges and benefits of strengthening local governance overseas. The session will examine the expectations of the donor community and the local governments and other entities we support. ICMA members who have made the transition to international work will discuss what you need to be prepared. For further information, contact Isabelle Bully-Omictin at ibullicin@icma.org.



Insights from the Field: Strategies to Support Economic Turnaround

Tuesday, Sept. 29, 12:30–1:45 p.m.

Drawing on its experience partnering with cities around the country and its research on key topics, such as the role of anchor institutions in spurring economic turnaround, representatives from the National Resource Network will discuss innovation solutions for bolstering economically challenged communities.

More Than Red Solo Cups: College-Town Partnerships and Opportunities for Mutual Benefit

Tuesday, Sept. 29, 12:30–1:45 p.m.

This session will highlight data collected from the International Town and Gown Association survey on joint economic development initiatives and mutually beneficial programs. Moving from national to local, presenters will also discuss lessons learned from partnerships cultivated in their communities.

Working Internationally: Creating Excellence in Local Governance

Tuesday, Sept. 29, 12:30–1:45 p.m.

Join your peers, international donor representatives, and ICMA staff to find out how ICMA's international programs leverage the knowledge and experience of members and other local government professionals to help foster transparent and inclusive governance and build safe and resilient communities in developing and transitioning countries throughout the world.



SPECIAL MEETINGS

Special Meetings do not require preregistration.

Member Task Force and Committee Meetings

Sunday, Sept. 27, 8:30–11:30 a.m.

Most ICMA member task forces and committees will meet on Sunday morning; some groups will meet longer than others. Task force and committee members will receive communications this summer providing further details.

Regional Meetings

Sunday, Sept. 27, 11:30 a.m.–12:30 p.m.

ICMA members from the five U.S. regions will meet with their regional vice presidents to discuss key organizational issues and initiatives, and to share information on activities within the region. State officers and members active in their state associations are encouraged to participate in an interactive discussion with their regional vice presidents on the ICMA Executive Board, ICMA Liaisons, and Senior Advisors to continue the dialogue on strong partnerships between ICMA and state associations.

International Affiliate Organizations

Monday, Sept. 28, 2:30–4:30 p.m.

Representatives of the affiliates report on issues facing local governments in their countries and explore ways to work with ICMA and the other affiliates.

Early-Career Professionals Meeting

Monday, Sept. 28, 4–5 p.m.

If you are a young professional and want to develop your leadership and management capacity, this meeting is for you. The Emerging Leaders Development Program (ELDP) is designed for entry-level to midcareer local government employees. Classes are based on ICMA textbooks and taught by career professionals in a teleseminar format. Each participant is paired with a manager to act as a career coach over the two-year program and must complete a management application project to graduate. The ICMA Credentialing Board awards six months of credit toward becoming an ICMA credentialed manager after successful completion of ELDP

or the Mid-Career Manager Institute. Meet current participants and coaches and learn about ELDP, the Leadership ICMA program, the Mid-Career Manager Institute, and other ICMA opportunities. These programs can also help fulfill your professional development requirements as outlined in the guidelines for Tenet 8 of the ICMA Code of Ethics.

Annual Business Meeting

Tuesday, Sept. 29, 9:45–10:45 a.m.

The annual business meeting will feature reports from the ICMA president, ICMA executive director, and ICMA-RC president.

State Secretariat Meeting

Tuesday, Sept. 29, 12:30–2 p.m.

State association staff are invited to meet with colleagues to find out how services are provided in different states. Bring along your latest conference ideas, Strategic Partner program tips, newsletter suggestions, and professional development initiatives.

Special Events

Register for special events online at icma.org/conference except as noted.

Luncheon for Women in Professional Local Government Management

Sunday, Sept. 27, 12:45–2:45 p.m.



As women and public leaders, we care deeply about others and changing the world for the good.

We want to participate in the development of individuals, organizations, our communities, and the world. Our passion for being helpers and change agents may sometimes be confused with a desire to rescue and save others. As rescuers, we unknowingly disempower our co-workers, direct their reports, and interfere with their development. But when we step into the role of “leader as coach,” we access a powerful new way of leading. In a provocative presentation entitled “Stop Rescuing: Start Coaching” Donna Zajonc from the Bainbridge Leadership Center, will teach you how to be aware of what triggers you to take on the rescuing role and how to shift into the more empowering role of coach. Join your colleagues for lunch, and hear how you can stop rescuing and start coaching! \$40

Mixing in Perfect Harmony

Sunday, Sept. 27, 7–9 p.m.

ICMA’s new partnership with the Emerging Local Government Leaders Network at the networking mixer in Charlotte proved that two great organizations can be even better together. Join us for an evening of conversation, fun, and surprise entertainment following the Welcoming Reception. Mix and mingle at this hosted event. Wear your name badge and bring your business cards! The event is free, but registration is required as space is limited.

RSVP: elgl-icma.eventbrite.com

Inspirational Breakfast

Monday, Sept. 28, 7–8:15 a.m.



W. Joye Hardiman is an educator, world traveler, gifted storyteller, master teacher, keynoter, and institute designer/facilitator. She

has over 35 years of experience and success in community design, integrative learning, individual and institutional capacity building, and global networking, as well as in connecting cultures here and abroad. In her engaging presentation, she will share some of her lessons learned about access, equity, and excellence;

about moving beyond binaries; and about appreciative inquiry and contextualizing rather than personalizing. Participants will leave improved, encouraged, and a little more equipped to master the fundamentals and shape the future. \$35

Assistants’ Luncheon

Monday, Sept. 28, 11:15 a.m.–12:30 p.m.

This luncheon is for everyone, not just assistants! Come and learn more about what it takes to successfully build, co-manage, and sustain partnerships between CAOs and their assistants/deputies. How do you navigate roles? What works and what doesn’t? Take notes for your own community or just have fun. You don’t want to miss this opportunity to share with, learn from, and connect with your colleagues! \$40

Assistants’ Forum

Monday, Sept. 28, 4–5:15 p.m.

Continue the Assistants’ Luncheon discussion on a more personal level. Join panelists for a further exploration of the manager-assistant dynamic. Ask questions, share your experiences, and learn from your colleagues while enjoying snacks and cocktails at the cash bar. This will be a lively and interactive session!

Assistants’ Exchange Program

The Conference Host Committee is offering an Assistants’ Exchange Program on Friday, September 25, prior to the ICMA Annual Conference. This opportunity will involve spending the day as the guest of a participating local government in the greater Seattle area.

The exchange program is open to all assistants who are ICMA members. Selections will be made on a first-come, first-served basis, but efforts will be made to accommodate as many participants as feasible. Visit the Assistants’ Exchange Program page of icma.org/conference for information on how to apply.



Field Demonstrations

Register for field demonstrations online at icma.org/conference.

Bullitt Center: The World's Greenest Commercial Building

Sunday, Sept. 27, 12:45–2:15 p.m.



The Bullitt Center, described by *Architectural Digest* as “the greenest office building in the world,” reduces the energy use of

an average office by 90 percent, generates more power than it uses, collects all of its water, and composts all of its sewage—all while providing a beautiful Class A office environment for less than a 20 percent price premium. *The bus trip takes 10 minutes. \$20.*

Cross Kirkland Corridor: Creating an Economic Engine

Monday, Sept. 28, 9:45 a.m.–12:15 p.m.



Tour the city's Cross Kirkland Corridor to learn how the city master planned this multipurpose transportation

corridor that is becoming an economic engine. Enjoy the fabulous views, hear about courageous visioning, and see where Google, Inc. is adding 1,000 jobs. This tour is outdoors. Participants will walk a portion of the crushed gravel trail. *The bus trip takes 30 minutes. \$20.*

South Lake Union: Designing an Urban Center

Monday, Sept. 28, 9:45 a.m.–12:15 p.m.



Now featuring high-tech business and health research institutions, the South Lake Union neighborhood

was—until recently—home to mostly light industrial businesses. Hampered by inadequate infrastructure to support

redevelopment, the city of Seattle took an innovative approach to revitalize the neighborhood. Join city staff and business leaders for an outdoor walking tour, and learn how public investment has led to private development in this now-dynamic economic hub. *The bus trip takes 5 minutes. \$20.*

Marijuana Legalization: Issaquah's Story

Monday, Sept. 28, 12:45–3:15 p.m.



Washington legalized both medical and recreational marijuana use. Now what?

Attendees will hear from Issaquah's planning staff and police on how the city adapted to this change. Visitors will also tour GreenLink Collective, a medical marijuana dispensary, and Issaquah Cannabis Company, a retail store. Learn how business owners were enlisted by city staff to help draft Issaquah's ordinance. *The bus trip takes 30 minutes. \$20.*

Microsoft Visit: Smart Buildings

Monday, Sept. 28, 12:45–4 p.m.

Tuesday, Sept. 29, 12:45–4 p.m.



A team at Microsoft turned its 500-acre headquarters into a smart campus to achieve energy savings and other efficiency

gains. See the campus and hear how Microsoft applied an “Internet of Things Meets Big Data” approach, inventing a data-driven software solution that is slashing the cost of operating 125 buildings on campus. The company and its partners are now helping building managers across the world deploy the same solution. *The bus trip takes 30 minutes. \$20.*

Alaskan Way Viaduct: Replacement Program

Tuesday, Sept. 29, 12:45–3:15 p.m.



The world's largest diameter-tunneling machine is currently making a historic journey beneath downtown Seattle

to replace the Alaskan Way Viaduct, a double-deck highway that has spanned Seattle's downtown waterfront for more than 60 years. Visitors will be treated to views of this massive project from a section of the viaduct that has been permanently closed to traffic. Attendees must wear closed-toed, sturdy shoes and be able to walk over uneven ground and climb up and down 50 stairs. *The bus trip takes 10 minutes. \$20.*

Downtown Bothell: Capitalizing on Historic Charm

Tuesday, Sept. 29, 12:45–4 p.m.



In 2006, the city of Bothell started a community planning process for its Downtown Revitalization Plan, which is

now under way. The plan capitalizes on the historic charm of the city's Main Street, brings new retail and office space, and creates five new residential neighborhoods in the downtown district. Anchor projects include the construction of a new city hall and the McMenamins Anderson School restaurant, brew pub, theater, and hotel. In addition, the city recently finished two major transportation projects that will help influence the design and development of the plan. This tour is outdoors and requires some walking. *The bus trip takes 30 minutes. \$20.*

ICMA University Workshops

Register for ICMA University
workshops online at icma.org/conference.

ICMA University workshops offer interactive, intensive training designed to develop skills and enhance knowledge. They support ICMA members' commitment to career-long learning by addressing the ICMA Practices for Effective Local Government Management. Instructors are selected for their knowledge of the topic, understanding of local government issues, and proven ability to effectively teach adults. Visit the ICMA University workshops page at icma.org/conference for descriptions of each workshop.

Gov 2.0: What Public Leaders Need to Know

Saturday, Sept. 26, 8:30 a.m.–noon

Practice Group: 8

Workshop Leaders: Pete Peterson, executive director, and Ashley Trim, assistant director, Davenport Institute for Public Engagement and Civic Leadership, Pepperdine University's School of Public Policy, Malibu, California

IT Leadership: A Team Approach

Saturday, Sept. 26, 8:30 a.m.–noon

Practice Group: 1

Workshop Leader: Terri Jones, marketing manager, OnBase by Hyland, Westlake, Ohio

Moving Forward with Data

Saturday, Sept. 26, 8:30 a.m.–noon

Practice Groups: 3, 5, 6

Workshop Leader: Michelle Kobayashi, vice president, National Research Center, Inc., Boulder, Colorado

Performance Management 101: From Measure Development to Public Reporting

Saturday, Sept. 26, 8:30 a.m.–noon

Practice Group: 5

Workshop Leaders: Rich Siegel, performance and outreach coordinator, Bellevue, Washington; Gerald Young, technology, analysis, and user support coordinator, Center for Performance Analytics, ICMA, Washington, D.C.

Skillfully Building Common Ground

Saturday, Sept. 26, 8:30 a.m.–noon

Practice Groups: 6, 18

Workshop Leader: Deborah Roberts, professor, University of Virginia, Charlottesville, Virginia

Talent Management: The Next Phase of Succession Planning

Saturday, Sept. 26, 8:30 a.m.–noon

Practice Group: 1

Workshop Leader: Patrick Ibarra, cofounder and partner, The Mejorando Group, Glendale, Arizona

Collaborative Leadership: Hardwiring Teamwork and Innovation

Saturday, Sept. 26, 1–4:30 p.m.

Practice Groups: 1, 6, 18

Workshop Leaders: Peter A. Glaser, PhD, consultant, and Susan R. Glaser, PhD, consultant, Glaser & Associates, Inc., Eugene, Oregon

Fatal Flaws of a Council-Manager Relationship

Saturday, Sept. 26, 1–4:30 p.m.

Practice Groups: 1, 2, 4, 8, 9, 13, 17, 18

Workshop Leader: George B. Cuff, president, Cuff & Associates Ltd, Spruce Grove, Alberta, Canada.

Leadership Skills for Managing Wicked Problems

Saturday, Sept. 26, 1–4:30 p.m.

Practice Group: 6

Workshop Leader: Mike Huggins, former city manager and principal, Civic Praxis, Eau Claire, Wisconsin

Leading Your Organization (and Elected Officials) to Fiscal Health and Wellness through Priority Based Budgeting

Saturday, Sept. 26, 1–4:30 p.m.

Practice Groups: 10, 11

Workshop Leaders: Chris Fabian, cofounder, and Jon Johnson, cofounder, Center for Priority Based Budgeting, Lakewood, Colorado

Workshop Fees, Registration, and Location

Because workshops are not supported by conference registration fees and must be self-supporting, there is an additional registration fee (\$195) for each half-day workshop unless otherwise noted. This fee covers the cost of handouts and certificates; audiovisual equipment rental; refreshments; instructor travel, lodging, and honoraria; and any other costs specific to the workshops.

Preregistration is required, and early registration is recommended as enrollment in each workshop is limited to between 30 and 50 participants to allow for maximum interaction with the instructor and other participants. All workshops will take place on Saturday and Sunday at the Washington State Convention Center. To register for workshops, go to icma.org/conference.

Smart Cities Readiness

Saturday, Sept. 26, 1–4:30 p.m.

Practice Groups: 6, 7, 13

Workshop Leaders: Jesse Berst, chairman, Smart Cities Council, Redmond, Washington, and Dr. Mani Vadari, director, Smart Cities Sector Services, Smart Cities Council, Redmond, Washington

Storytelling for Leaders

Saturday, Sept. 26, 1–4:30 p.m.

Practice Group: 15

Workshop Leader: Ruth B. Walkup, associate, Commonwealth Centers for High Performance Organizations, Charlottesville, Virginia

Your Leadership Playbook

Saturday, Sept. 26, 1–4:30 p.m.

Practice Groups: 1, 6, 18

Workshop Leader: Patrick Ibarra, cofounder and partner, The Mejorado Group, Glendale, Arizona

Asking Your Police and Fire Chiefs the Right Questions

Sunday, Sept. 27, 8:30 a.m.–noon

Practice Group: 3

Workshop Leaders: Leonard Matarese, director of research and project development, and Thomas Wiczorek, director, Center for Public Safety Management, LLC, Washington, D.C.

Changed for Good: Leading Transformation in Your Organization and Your Community

Sunday, Sept. 27, 8:30 a.m.–noon

Practice Groups: 1, 6

Workshop Leader: Michelle Poché-Flaherty, founder and president, City on a Hill Consulting, Washington, D.C.

Democratic Skills for Public Leaders

Sunday, Sept. 27, 8:30 a.m.–noon

Practice Group: 8

Workshop Leader: Matt Leighninger, executive director, Deliberative Democracy Consortium, Hamilton, Alberta, Canada

Persuasion and Influence

Sunday, Sept. 27, 8:30 a.m.–noon

Practice Group: 15

Workshop Leaders: Peter A. Glaser, PhD, consultant, and Susan R. Glaser,

PhD, consultant, Glaser & Associates, Inc., Eugene, Oregon

Public Engagement: The Vital Leadership Skill in Difficult Times

Sunday, Sept. 27, 8:30–noon

Practice Group: 8

Workshop Leaders: Edward P. Everett, senior fellow, Davenport Institute of Public Engagement and Civic Leadership, Redwood City, California; and Pete Peterson, executive director, Davenport Institute, Pepperdine University's School of Public Policy, Malibu, California

Strategic Thinking/Strategic Planning

Sunday, Sept. 27, 8:30 a.m.–noon

Practice Groups: 6, 13

Workshop Leader: Ruth B. Walkup, associate, Commonwealth Centers for

High Performance Organizations, Charlottesville, Virginia

Benefits Management 101

Sunday, Sept. 27, 8–10 a.m.

This workshop is offered through the generous support of ICMA's Strategic Partner Cigna. There is no fee.

"ICMA-RC Overview"—Understanding Your Retirement Options

Sunday, Sept. 27, 10 a.m.–noon

This workshop is offered through the generous support of ICMA's Strategic Partner ICMA-RC. There is no fee.

Workshop Leaders: Catherine Schupp, director, mutual funds, and Steven Taylor, manager, financial planning, ICMA-RC, Washington, D.C.



5th Annual ICMA Leadership Institute

Sunday, Sept. 27, 8:15 a.m.–noon

The ICMA Annual Leadership Institute provides an opportunity to connect members across generations and experience levels who share an interest in and commitment to leadership development.

The institute requires a separate registration fee of \$199. Preregistration is required and early registration is recommended as space is very limited. Preference will be given to ICMA SEI graduates, leadership development program graduates, senior credentialed managers, and first-time administrators. Because of the highly interactive nature of this session, registration will be limited to 45 participants.

Political Astuteness: Bridging the Gap between Politics and Administration: Leadership Challenges for the Leadership Team

This institute will review the concept of bridging the gap between what is politically acceptable and administratively sustainable and associated leadership challenges. Participants will engage with case material and discuss such questions as, "What separates those who successfully work the gap?" "What are the positives and drawbacks to strong community identity?" and "What is the difference between a leadership team and a management team?" A panel of city managers will comment on participant responses to the questions.

Practice Group 2

Institute Leader: John Nalbandian, professor of public administration, University of Kansas, Lawrence, Kansas

www.bosch.it



Social and Partners Program

Seattle, the county seat of King County, Washington, is the largest city in the Pacific Northwest. Located between Puget Sound and Lake Washington, Seattle—nicknamed “the Emerald City”—is a green gem, with spectacular views of the Cascade Mountains to the east and the Olympic Mountains to the west, as well as an abundance of evergreen trees throughout. It is also the cultural and business center of the Pacific Northwest. Puget Sound region boasts miles and miles of urban trails to walk, bike, jog, or rollerblade and plenty of opportunity to get out and explore nature without actually leaving the city. There are expanses of forests and wetlands where you can lose yourself in flora and fauna while taking in the amazing views of Lake Washington and Puget Sound. Seattle is a world-class metropolis set within wild, beautiful, natural surroundings. Sophisticated yet unpretentious, it offers the best of the urban lifestyle amid the allure of the rugged outdoors, made all the more enticing by picture-perfect views, a mild climate, and copious recreational opportunities year-round.



Doug Schulze



Bob Harrison

On behalf of the Washington City/County Management Association and its 2015 ICMA Conference Host Committee, we are excited and honored to welcome you to Seattle/King County, Washington, and the beginning of the next century of ICMA Annual Conferences. If you've never visited Seattle before you are in for a real treat and, if you are a returning visitor, welcome back!

While we are known for Boeing, Microsoft, Starbucks, salmon, and an occasional rain shower, the Emerald City and the surrounding Puget Sound region have much more to offer. Seattle is a pedestrian-friendly city with great arts, culture, dining and professional sports to experience. Of course, you won't want to miss the Space Needle, Pike Place Market, Chihuly Garden and Glass, and a walk along the waterfront for an evening sunset.

The Host Committee has planned two fantastic social events that we know will provide you with a great experience and lasting memories. Join us on Saturday evening at the Seattle Aquarium to enjoy great views, observe the creatures found in Puget Sound, and network with colleagues and friends. Tuesday evening's social event will take us to Experience Music Project (EMP) with music, food, friends, and access to one of the most unique music museums in the world.

There is so much to see and do in Seattle that you just won't be able to fit everything in during the conference dates. For arts and culture enthusiasts, the Seattle Art Museum, Seattle Asian Art Museum, 5th Avenue Theatre, Seattle Symphony Orchestra, or Paramount Theatre are just a few options to consider. Perhaps you are interested in professional sporting events, including the Seattle Mariners' home (Safeco Field),

Seattle Seahawks CenturyLink Field, the Seattle Sounders FC, Seattle Storm of the WNBA or the Seattle Thunderbirds of the Western Hockey League. Of course, we can't forget the foodies! There are so many dining options in Seattle that it is nearly impossible to go wrong. Check out the Host Committee Dining Guide and On Your Own Guide for more suggestions and insider information.

The Pacific Northwest is filled with beauty and 'must-see' attractions so consider extending your visit by arriving early or staying after the conference to take in the Olympic Mountains and Peninsula, Mount Rainier National Park, Cascade Loop, San Juan Islands or more of the Puget Sound. A pre-conference Alaska cruise departing from Seattle also is worth your consideration.

We hope to see you this coming September in Seattle!

Sincerely,

A handwritten signature in blue ink, appearing to read "Doug Schulze".

Doug Schulze
Host Committee Chair
City Manager, Bainbridge Island, Washington

A handwritten signature in blue ink, appearing to read "Robert W. Harrison".

Bob Harrison
Host Committee Vice-Chair
City Administrator, Issaquah, Washington

Evening Highlights

Purchase tickets for evening events online at icma.org/conference except as noted.

Saturday Evening Reception

Seattle Aquarium

Saturday, Sept. 26, 6:30–8:30 p.m.

Seattle/King County welcomes attendees to the Seattle Aquarium. Located on the Seattle waterfront just blocks away from Pike Place Market, the aquarium provides a fascinating setting for ICMA's Saturday night reception. What better way for conference attendees to (re)connect with one another, as well as with the Seattle area, than coming face to face with all the life just below the Puget Sound's surface. Guests can sip wine near the interactive tide pools, nosh on appetizers next to a Pacific Giant Octopus, and make new friends—seal, otter, and human!

Adult, \$40; youth ages 6–16, \$30; under 6 free. Price includes hors d'oeuvres, venue rental, entertainment, coordination, and gratuities. Visit the Host Desk in the convention center before the party for restaurant information and dinner reservations.

Sunday Welcoming Reception

A Taste of the Pacific Northwest

Sunday, Sept. 27, 5–7 p.m.

Experience the diversity of Seattle and the Pacific Northwest. Delight in the

flavors that make the region famous with the opening of the ICMA Exhibit Hall in the Washington State Convention Center.

The cost of the reception is included with the registration fee. Tickets for complimentary registrants are \$40 for adults and \$30 for youth ages 6–16: children under 6 come for free. Price includes hors d'oeuvres, entertainment, coordination, and gratuities. Visit the Host Desk in the convention center before the party for restaurant information and dinner reservations.

Monday Evening Events

Affiliate, Alumni, and State Association Receptions and Dinners

Monday, Sept. 28, 5:30–7:30 p.m.

Receptions will be held in the Sheraton Seattle Hotel. Tickets are not required for affiliate, alumni, and state receptions.

To arrange a room for a Monday evening reception at the Sheraton Seattle Hotel, contact Karen Rader (krader@icma.org, 202-962-3580) by July 1. If you are planning a state or affiliate organization dinner for Monday evening and need restaurant suggestions, please contact Katy Willis with Visit Seattle at kwillis@visitseattle.org, 206-461-5842.

Tuesday Evening Event

Experience Music Project (EMP) Museum

Tuesday, Sept. 29, 6–11 p.m.

Exciting, cutting-edge, nostalgic, one-of-a-kind! With its roots in rock 'n' roll, EMP serves as a gateway museum, enthraling guests of all ages with its collections, exhibitions, and educational programs. Using interactive technologies to engage and empower its visitors, EMP is a leading-edge museum dedicated to the idea of risk taking that fuels contemporary popular culture. At EMP, ICMA attendees will feel like rock stars while enjoying one of the most innovative and popular attractions in Seattle.

Adults, \$50; youth, \$40. Price includes dinner, venue rental, entertainment, transportation, production, coordination, and gratuities.



Seattle Aquarium

EMP Museum

Photo: Bentley Smith, Flickr

Tours

Purchase tours online directly from Cheryl's Northwest Tours by going to the "Tours" section of icma.org/conference.

Separate from other conference offerings, the tour program is outsourced to **Cheryl's Northwest Tours LLC**, which organizes, conducts, and sets pricing and participation minimums. Pricing includes transportation, admissions, guides, and taxes. If you prefer to explore the area on your own, check out the Host Committee's On-Your-Own Guide, browse through the Visitor Center in the convention center, or stop by the Host Desk for advice.

Mount Rainier

Saturday, Sept. 26, 7:30 a.m.–5:30 p.m.

Mt. Rainier will delight you with its vast expanses of pristine old-growth evergreen forests, subalpine meadows, and spectacular alpine vistas. Our nation's fifth-oldest national park, Mt. Rainier, a dormant volcano at 14,410 feet, has the greatest single-peak glacial system in the United States. Feel the peace and power on this journey to the 5,400-foot elevation called Paradise. As you make your way through easy walking paths and trails, you'll make three stops, including the visitors center and the beautiful Narada Falls. Drive time is 2.5 hours each way.

Adults/youth, \$100

Explore Seattle/Downtown Walking tour

Saturday, Sept. 26, 10 a.m.–noon
Sunday, Sept. 27, 12:30–2:30 p.m.

See Seattle like the locals! Depart the Convention Center for a walk around Seattle, and learn about the city's past, present, and future. You'll see distinctive architecture, public art, city parks, and more on this two-hour walk. As a note, the Emerald City is considered a hilly city, so pack your walking shoes and come ready to explore. Max. 20 people.

Adults/youth, \$35

Seattle City Tour

Saturday, Sept. 26, 12:30–5 p.m.
Sunday, Sept. 27, 8:30 a.m.–1 p.m.

Dating back to 1851, Seattle has quite a history. Noted last year for being the fastest growing city in America, you'll see the beauty and construction of this vibrant city, explore its geology, and

marvel at its many natural and man-made wonders. On this fully rounded tour, you'll see all the tourist sights while getting a great overview of Seattle.

Adults/youth, \$42

Coast Salish Tribes/Bainbridge Island

Saturday, Sept. 26, 1–5 p.m.

Ferry across Puget Sound to see where Chief Seattle and his people spent their winters. You'll see a replica of Old Man House, a historic building of Native American building design that the settlers burned to stop the natives from gathering. You'll have time to visit the Suquamish Museum and also make a short stop at the cemetery and the grave site of the chief himself.

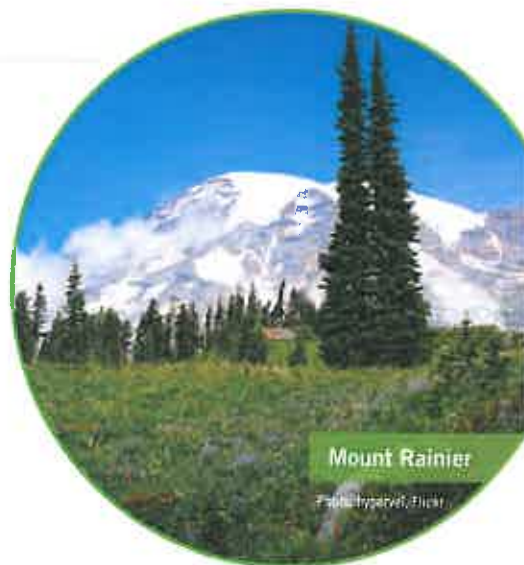
Adults/youth, \$56

Snoqualmie Falls/Boehm

Sunday, Sept. 27, 8:30 a.m.–2:30 p.m.
Wednesday, Sept. 30, 10 a.m.–4 p.m.

From Seattle, you'll travel east into the Cascade Mountain foothills to visit a grand waterfall that plummets 268 feet into a huge pool. The lookout near the top affords the most spectacular view. You'll have time to take the path to the base of the falls, stop in at the gift shop near the falls, or visit the historic Snoqualmie Salish Lodge, a luxurious spa hotel. Finally, indulge yourself with a visit to Boehm's Chocolates, where you'll tour the chalet-style factory and enjoy free samples of the delicious candies it produces. You won't be disappointed. Drive time is 45 min. each way.

Adults/youth, \$56



Woodinville Wineries

Sunday, Sept. 27, 10 a.m.–2:30 p.m.

Realizing that wine drinkers would not trek across the Cascade Mountains to taste and purchase the wines in their vineyards, one hundred of the 800 or so Washington State wineries have made their home in Woodinville, just 45 minutes from Seattle. You'll visit a beautiful chateau, built on the 1912 estate of lumber baron Frederick Stimson, as well as a modern facility; sample several white and red wines with distinct flavors and ambiances; and tour the bottling plant of one of the wineries. Lunch on your own between wineries. Drive time is 45 min. each way.

Adults, \$79

Mountains, Waterfalls, Bavaria

Monday, Sept. 28, 7:30 a.m.–5:30 p.m.

Travel across three mountain passes on this memorable day trip through the Cascade Mountains, where gold-mining towns, waterfalls, and whitewater rivers

Tours

await you. Leavenworth is a Bavarian wonderland: nestled in the Cascades at 1,125 feet, this former railroad town transformed itself into a beautiful alpine village after the railroad moved. A three-hour drive each way.

Adults/youth, \$94

Day at the Market

Monday, Sept. 28, 9:30 a.m.–1:30 p.m.

Pike Place Market is the longest-running market in America. Started in 1907 over a dispute over the price of onions, the market has endured many transitions over the last century and is today celebrated by the locals and tourists alike. Nearly 600 small shops are neatly entwined and stacked in this unusual display of public market space. Upstairs, downstairs, and all along the ramps, you'll find many unusual shops, including the Gum Wall, Pike Place Fish, and the first Starbucks. Sample foods all along the way, with fresh fruits, hand-made cheeses, smoked fish, locally made sausages, and more. Max. 25 people.

Adults/youth, \$15



Craft Breweries

Monday, Sept. 28, 1:30 p.m.–4:30 p.m.

Seattle is home to over 48 microbreweries. You'll visit three different and unique companies to taste their brew. You'll also get a behind the scenes tour of the facilities and learn some of the secrets used to make these tasty beverages.

Adults only (21 and over), \$79

Nature Reserve and Bainbridge Island

Tuesday, Sept. 29, 8 a.m.–1:30 p.m.

A Northwest treasure, the Bloedel Reserve on Bainbridge Island is an internationally renowned public garden and forest preserve. Its 150 acres are a unique blend of natural woodlands and beautifully landscaped gardens, including a Japanese Garden, a Moss Garden, a Reflection Pool, and the Bloedels' former estate home. Prepare for a walking activity and enjoy time for lunch on your own in Bainbridge Island, a quaint, artistic seaside village community.

Adults/youth, \$67

Future of Flight and Paine Field

Tuesday, Sept. 29, 9:30 a.m.–3:30 p.m.

One of Seattle's favorite aviation attractions, the Future of Flight (FF) Aviation Center is the only publicly available opportunity to tour a commercial jet assembly plant (Boeing) in North America and see them actually building the airplanes. Also visit Paul Allen's Flying Heritage Collection of WW2



Future of Flight Museum

Photo: Inman-Pick

planes, fully restored. An aviation buff's dream come true.

Adults/youth, \$92

Tulalip Casino

Tuesday, Sept. 29, 10 a.m.–4 p.m.

Fun is the name of the game here! Boasting a 200,000-square-foot gaming facility with 50 tables and 2,200 slots, this resort casino reportedly offers the best odds, best variety, best selection of slots, and best cash-back of any Seattle casino. An extensive, delicious buffet lunch is included. Combined transportation with shopping tour.

Adults/youth, \$45

Shopping Outlet Mall

Tuesday, Sept. 29, 10 a.m.–4 p.m.

Go crazy with door-to-door shopping among 125 outlet stores. Find impressive savings at Adidas, Ann Taylor, Banana Republic, BCBG Max Azria, Burberry, Calvin Klein, Coach, DKNY, Guess, J. Crew, and more. There will be plenty of room on the coach for your bags, so enjoy the day! Three full hours of shopping after an extensive, delicious buffet lunch at Tulalip Casino. The desserts will satisfy. Combined transportation with casino excursion.

Adults/youth, \$45



CenturyLink Field

Photo: Stephen Yamada, Flickr

Alki Beach Walk

Tuesday, Sept. 29, 1–5 p.m.

Alki is one of only two sandy beaches in Seattle. Walk to the waterfront and catch the water taxi to West Seattle. A 10-minute boat ride lands you at Seacrest Park, where you'll enjoy the fantastic view of Seattle as you take the 45-minute walk along the waterfront on the flat, paved trail to Alki, where the locals go to the beach and where Annie first spied Sam and Jonah in *Sleepless in Seattle*. There's a shuttle to bring you back to the dock, and the boat will bring you back to town. *Adults/youth, \$26*

Seattle Glass Blowing

Tuesday, Sept. 29, 1:30–5:30 p.m.

This may be your once-in-a-lifetime opportunity to try your hand at glass blowing.

Seattle is famous for its glass making.

You'll meet the masters and create your own personal molten glass paperweight sculpture or glass-blown globe which will be shipped to you after it cures. What a great keepsake of Seattle!

Adults/youth, \$127

Museum of Flight

Wednesday, Sept. 30, 9 a.m.–noon

More than Boeing and mighty amazing, this museum has airplanes hanging from the rafters. With an immense collection of aircraft from the beginning of flight, it is fun and interesting for all ages. There is a Boeing "wing" that shows how the company got started back in 1916. A must-visit venue!

Adults/youth, \$52

CenturyLink Stadium tour

Wednesday, Sept. 30, 1–3:30 p.m.

Capture the CenturyLink Field experience as you never have before with an up-close and personal look at behind-the-scenes areas, the Suite and Club levels, and the famous 12th Man Flag Pole. Imagine standing there with 67,000 fans cheering right before kickoff. In addition, set foot on the same next-generation field turf playing surface as your Seahawks and Sounders FC players.

Adults/youth, \$49



Chambers Bay Golf Course

SPORTS

Keep Calm and Do Yoga!

Sunday, Sept. 27–Wednesday, Sept. 30, 6:30–7:30 a.m.

While at the ICMA conference, start your day out right by increasing your flexibility and keeping your muscles balanced! Join your fellow colleagues for yoga each morning, located in a private conference room at the Sheraton Seattle Hotel. We have reserved one of Seattle's best yoga instructors and will provide you with everything you need for a relaxing, energizing, and invigorating daily experience. *\$20. Ticket price includes 4 morning yoga classes and use of a yoga mat.*

Golf Tournament

Sunday, Sept. 27, 5 a.m.–2 p.m.

Discover pure links golf while immersing yourself in panoramic views of Puget Sound and the Olympic Mountains. As the site of the 2010 U.S. Amateur and 2015 U.S. Open Championships, Chambers Bay was designed to challenge the greatest players in the world. Yet it's a course that anyone can play. Renowned architect Robert Trent Jones II remained true to links tradition by creating this breathtaking waterfront course. In 2012, Chambers Bay was selected as the #1 Municipal Course in the United States by

Links magazine and #14 in the Top 100 Courses You Can Play by *Golf* magazine. Golfers will play their own ball. Prizes for longest drive will be awarded. Chambers Bay is a walking course only. Power carts, driven by a caddie, are available for disabled golfers. Club rentals and caddies are available from the course for a fee. Push carts are offered at no extra charge. *\$315. Ticket price includes greens fees, transportation, goodie bag, prizes, range balls, and lunch.*

5K Run/Walk at Seward Park

Sunday, Sept. 27, 8:30 a.m.–noon

This year in Seattle, we are teaming up with the 7th Annual Run of Hope Seattle. This local race begins a special day of events that brings together families and community to raise funds and awareness in support of pediatric brain tumor research at Seattle Children's Hospital. Our group will be listed as "Team ICMA" and will be timed separately, with awards to the top finishers. After the race, you are invited to a post-race party to celebrate. For more details, check out the race website at www.runofhopeseattle.org. *\$35. Ticket prices include race registration, awards, access to post-race party, transportation, and t-shirt.*

Bowling

Sunday, Sept. 27, 7:30–10:30 p.m.

Hip. Swank. Two words to describe the bowling alley and billiards parlor at The Garage. The Garage puts a modern spin on the classic American pastime. The vibe feels nothing like your typical bowling alley; it is more laid-back, like a club or bar vibe. The space is huge (it used to be home to a Plymouth dealership and car garage—hence the name). Beautiful, big murals cover some of the walls while bright paint and funky art hangs on other walls. Retro light fixtures keep the space glowing. It's seriously a super hip place with all the qualities that make for a great venue after Sunday's Welcoming Reception. *\$35. Ticket price includes lanes, shoes, ball rental, and food.*

Partners' Program

ICMA's Partners' Program recognizes the significant role that the partner and family play in the success of a local government professional's career. In addition to the events described below, partner conference registration includes a ticket to the Sunday Welcoming Reception, attendance at any of the general educational and keynote sessions, and access to the exhibit hall. Stop by the Partners' Reconnection area to find old friends and make new ones. Visit the ICMA Member Partners' page at icma.org.

Partners' Brunch and Educational Session

Speak Sports. Build Relationships

Monday, Sept. 28, 10 a.m.–12:30 p.m.

This session is free but requires preregistration.



There's more to sports than wins and losses. Veteran sports broadcaster **Jen Mueller** will help you think outside the box scores in this

engaging presentation demonstrating how sports conversations can bridge communication gaps and build relationships. Novice and passionate fans alike will enjoy hearing stories from inside professional sports locker rooms, shedding light on conversation strategies that allow you to communicate more effectively with your significant other and better relate to the people around you. Learn to read between the lines of what sports fans are saying to gain better insight into their personalities, values, and communication preferences. In addition, learn how to talk about sports in a way that provides an easy ice-breaker for conversing with millions of sports fans around the United States

and throughout the world. It's sports talk in a way you've never thought about before: as a relationship tool.

Partners' Service Projects

Tuesday, Sept. 29, 10 a.m.–12:30 p.m.

Preregistration is required for these activities.

There are two service projects being held simultaneously. Each project has limited capacity, so select one and sign up early.

- **FareStart** is a culinary job training and placement program for homeless and disadvantaged individuals. The service tasks include preparing items for FareStart's Annual Fundraising Gala. Participants will be working on bid boards for the silent auction, assembling mystery boxes, getting name tags ready, and moving wine to the auxiliary room. This service project can accommodate 30 people.
- **WestSide Baby** is the only social service agency in the West King county area that collects, inspects, and distributes free diapers, clothing, cribs and safety gear for babies and children. Project tasks may include filling orders for children (clothing, toys, baby gear, etc.), sorting incoming donations,

creating clothing bags for orders, and creating toy packages. This service project accommodates 50 people.

Partners' Conference Assistance Program

Do you have a partner, or know the partner of a member, who has never attended an ICMA Annual Conference but would like to? Apply for a scholarship with the Partners' Conference Assistance Program. Applications are being accepted for this year's program, which provides the partner of an ICMA member with a scholarship and complimentary conference registration. Only partners of ICMA members who have never attended the ICMA Annual Conference are eligible. The partner must complete the Partners' Conference Assistance Program application, expressing his or her interest in attending the conference, and must submit the application online at webapps.icma.org/forms/partnersprogram by **July 13, 2015**. Winners will be selected on or by **August 3, 2015**.

SOCIAL MEDIA



Follow us on Facebook <https://www.facebook.com/ICMAORG>; "like us" and click on the Conference Event to tell us if you are coming to Seattle and see who is attending.



Twitter: @ICMAConference, use #icma15 in your tweets

Inside Info

Attire and Temperature

Seattle weather in September is typically beautiful. Average daytime temperatures range in the upper 60s to low 70s and nighttime temperatures are in the mid 50s, but make sure to check the extended forecast before leaving home. September is also normally a relatively dry month for Seattle; however, it's always a good idea when traveling to be prepared for the occasional shower. Casual attire is the norm for sessions, tours, and most ticketed evening events. Only a few of the finest restaurants require coat and tie; otherwise, relax and be informal. Don't forget to bring a light jacket or coat to beat the evening chill!

Location of Conference Events

The Washington State Convention Center is the premier meeting and event facility in the Northwest. Located at 800 Convention Place, the convention center is the site for most of the ICMA conference activities. The Monday evening state/alumni/affiliate receptions and a number of other meetings/events will be held at the Sheraton Seattle Hotel, across the street from the convention center.

Restaurants

Seattle offers an amazing selection of restaurants. Experience a wide array

of dining establishments from organic cuisine to Asian fusion, to Italian, to succulent seafood, to pub grub and much, much more. Visit the restaurant reservation desk near the Host Committee area in the convention center to obtain restaurant information and get assistance with reservations. You can browse the menus of area restaurants and have your reservations made for you.

Getting Around in Seattle

Seattle's downtown is safe, compact, vibrant, and easy to navigate. All conference hotels are in walking distance of the convention center. As an alternative to walking, Seattle has the Link Light Rail and the South Lake Union Streetcar in addition to public Metro bus transit. The Link Light Rail makes trips with fares from \$2.25 to \$3.00 each way. Or ride the South Lake Union Streetcar that makes 11 stops between downtown Seattle with the Lake Union Neighborhood near shops and restaurants for \$2.50 each way. Consult the final conference program for instructions concerning busing for evening social events.

Traveling to Seattle

Getting to Seattle is easy with nonstop flights from 75 different U.S. cities. Seattle-Tacoma International Airport (SEA) connects the Pacific Northwest to

the world and is conveniently located just 20 minutes by car/taxi from the Washington State Convention Center. SEA offers a variety of flight options and numerous ground transportation options. A taxi trip will cost roughly \$40 (tip not included); the Link Light Rail will cost \$3.00 each way. If you need personal attention in booking your travel, you may contact ICMA's travel managers Katie Walters or Brianne Kammerman at 215-825-3650; or email Katie.Walters@corporatetraveler.us or Brianne.Kammerman@corporatetraveler.us and identify the meeting name: ICMA Annual Conference. **Note that Corporate Traveler does not handle hotel reservations for the conference.** Contact the ICMA Housing Bureau for hotel reservations at icma.org/conference.

Carpooling/Shared Travel

Coordinate travel and pick up on other money-saving ideas within the Knowledge Network's ICMA Annual Conference 'Group' icma.org/conferencegroup.





Sponsors

ICMA and the 2015 Conference Host Committee would like to recognize and thank the following contributors who had made a financial commitment to ICMA's Annual Conference as of April 2015.

PRINCIPAL SPONSOR

ICMA-RC

DIAMOND SPONSOR

Cigna

PLATINUM SPONSORS

Association of Washington Cities

BoardDocs

Oregon City/County Management Association

Washington City/County Management Association

GOLD SPONSOR

Siemens

SILVER SPONSORS

Atkins

BidSync

Buxton

Community Champions

Esri

Edge

FCS Group

IPS Group, Inc.

OpenGov

Parsons Corporation

PublicStuff

Puget Sound Energy

Recology

RH2 Engineering

SecureView LLC

Socrata

StreamLink Software

Tyler Technologies

BRONZE SPONSORS

Colin Baezinger & Associates

Granicus

George Washington University Center for
Excellence in Public Leadership

GovHIR USA, LLC

L&L Technology Partners

OnBase by Hyland

Peak Democracy

Plante & Morari, LLC

Prothman Company

Republic Services

The Sports Facilities Advisory | The Sports Facilities Management



PRESS RELEASE

Comcast
One Comcast Center
Philadelphia, PA 19103
www.comcastcorporation.com

COMCAST ANNOUNCES FIFTH BACK-TO-SCHOOL KICKOFF FOR INTERNET ESSENTIALS

More Than 2 Million Low-Income Americans, From 500,000 Families, Have Now Crossed the Digital Divide at Home

Company Doubles Internet Speed, Offers Wi-Fi Routers For No Additional Cost, and Announces Pilot Program for Low-Income Senior Citizens

PHILADELPHIA, (August 4, 2015) — Comcast today announced several significant enhancements and milestones for [Internet Essentials](#), the nation's largest and most comprehensive high-speed Internet adoption program. The company said it plans to double the service's download Internet speed, offer subscribers a Wi-Fi router for no additional cost, and conduct several pilot programs for low-income senior citizens. The announcements reaffirm Comcast's commitment to help close the digital divide for low-income families and bring the transformative power of the Internet into more American homes.

Since the program's inception, Comcast has made 25 key enhancements to Internet Essentials, and this is the third time in four years Comcast has increased speeds for customers. The current speed is doubling to up to 10 Mbps downstream, which is enough to power multiple devices simultaneously. In addition, by offering free Wi-Fi routers, customers will be able to connect any Internet-enabled device, including tablets and smartphones, which could help save money on monthly wireless bills.

"We have made significant progress toward closing the digital divide for low-income parents and children across the country. In less than four years, Internet Essentials has connected more than 500,000 families, or more than 2 million low-income Americans, to the power of the Internet at home," said David L. Cohen, Comcast Corporation Senior Executive Vice President and Chief Diversity Officer. "With the increase in the program's Internet speeds, the addition of Wi-Fi, and a streamlined auto-enrollment process, more families will have even easier access to the Internet and its life-changing resources for education, employment, healthcare, communication, and entertainment."

The pilot program for low-income seniors is designed to better understand the unique challenges of helping them cross the digital divide and learn how to use the Internet. According to [Pew Research Center](#), just 47 percent, or less than half, of seniors (aged 65 and older) have high-speed Internet at home. When it comes to income level, only 25 percent of seniors with household incomes below \$30,000 have home broadband, compared to 82 percent of seniors with household incomes at or above \$75,000.

The first pilot program will take place in Palm Beach County, Florida, where Cohen was joined by City of West Palm Beach Mayor Jeri Muoio, Palm Beach County School District Superintendent Robert Avossa, and Urban League of Palm Beach County President and CEO Patrick J. Franklin to make today's announcements.

"Senior citizens can be an afterthought when it comes to addressing digital literacy and use of the Internet," said Franklin. "However, the Internet has a tremendous power to help change their lives for the better by tearing down the walls that geography may have put between them and the ones they love. It can also help restore a sense of community and inclusion, bonds that can weaken as we grow older."

To receive the faster Internet speed, customers simply need to reboot their cable modems. Existing customers who would like a Wi-Fi router just need to call the dedicated call center and either request to have one shipped to them for free, or they can schedule a professional installation, also for no additional cost. New customers will have the option to receive a Wi-Fi router when they sign up.

Internet Essentials Investments

Through Internet Essentials, Comcast has invested more than \$240 million in cash and in-kind support to help fund digital literacy and readiness training and education, reaching nearly 3.2 million people through national and local nonprofit community partners. Through the end of June 2015, Comcast has:

- Dedicated more than \$1 million in grants to create Internet Essentials Learning Zones, where networks of nonprofit partners are working together to enhance public Internet access and increase family-focused digital literacy training in Atlanta, Chicago, Denver, Fresno, Miami, and Seattle, among others.
- Provided more than 41,000 subsidized computers at less than \$150 each.
- Distributed for free nearly 46 million Internet Essentials program materials.
- Broadcast more than 7 million public service announcements, valued at more than \$90 million.
- Welcomed more than 3.5 million visitors to the Internet Essentials websites in English and Spanish and its Online Learning Center.
- Fielded more than 3.2 million phone calls to our Internet Essentials call center.
- Made Internet Essentials available in nearly 48,000 schools and more than 5,000 school districts, in 39 states and the District of Columbia.
- Partnered with 9,000 community-based organizations, government agencies, and federal, state, and local elected officials to spread the word.

About Internet Essentials

[Internet Essentials](#) from Comcast is the nation's largest and most comprehensive high-speed Internet adoption program. It provides low-cost high-speed Internet service for \$9.95 a month plus tax; the option to purchase an Internet-ready computer for under \$150; and multiple options to access free digital literacy training in print, online and in-person. Eligible families must have at least one child eligible to participate in the National School Lunch Program, including public, parochial, private, charter, and homeschooled students. For more information, or to apply for the program, visit www.InternetEssentials.com or call 1-855-846-8376. Spanish speakers should call 1-855-765-6995.

About Comcast Corporation

Comcast Corporation (Nasdaq: CMCSA, CMCSK) is a global media and technology company with two primary businesses, Comcast Cable and NBCUniversal. Comcast Cable is the nation's largest video, high-speed Internet and phone provider to residential customers under the XFINITY brand and also provides these services to businesses. NBCUniversal operates 30 news, entertainment and sports cable networks, the NBC and Telemundo broadcast networks, television production operations, television station groups, Universal Pictures and Universal Parks and Resorts. Visit www.comcastcorporation.com for more information.

###

Media Contacts:

Charlie Douglas
charlie_douglas@comcast.com
(215) 264-8020

Meredith Wertz
meredith_wertz@comcast.com
(215) 970-8504



Jim Murray
President
AT&T Michigan
321 N. Washington Square
Lansing, MI 48203
Office: (517) 334-3400
Fax: (517) 334-3429

July 17, 2015

Ms. Mary Jo Kunkle
Executive Secretary
Michigan Public Service Commission
PO Box 30221
Lansing, MI 48909

Dear Ms. Kunkle:

Michigan Bell Telephone Company, doing business as AT&T Michigan ("AT&T"), submits its Eight Annual Video Report to the Michigan Public Service Commission ("MPSC") and franchising entities in the State of Michigan regarding its deployment progress, as required by Michigan's Uniform Video Services Local Franchise Act (2006 Public Act 480, as amended) or "Video Act". AT&T is separately providing a copy to each Clerk in the Michigan Communities where AT&T has launched its U-verseSM TV service.

If you have any questions, please contact me on (517) 334-3400 or Yvette Collins on (517) 334-3708.

Sincerely,

A handwritten signature in black ink, appearing to be "Jim Murray", written over a large, loopy "J" that extends downwards and to the left.

Enclosures

cc: Clerks in Franchised Communities
Ms. Susan Corbin, Michigan Public Service Commission Staff
Ms. Christina Forist, Michigan Public Service Commission Staff
Ms. Yvette Collins, AT&T Michigan

8th Annual



**AT&T Michigan
Annual Video Report
July 17, 2015**

STATUS OF AT&T'S VIDEO SERVICE DEPLOYMENT IN MICHIGAN

Michigan Bell Telephone Company, doing business as AT&T Michigan ("AT&T"), submits its Eighth Annual Video Report to the Michigan Public Service Commission ("MPSC" or "Commission") and franchising entities in the State of Michigan regarding its deployment progress, as required by Michigan's Uniform Video Services Local Franchise Act (2006 Public Act 480, as amended) or "Video Act".¹

On January 1, 2007, Michigan's Video Act became effective. On January 31, 2007, as required by the Video Act, the MPSC approved the standardized form for the uniform video service local franchise agreement as developed by the MPSC Staff after soliciting input from all interested parties.

In March of 2007, AT&T began submitting franchise agreements in accordance with the Video Act to local governments, using the form approved by the MPSC. After these initial agreements became effective, AT&T launched its Internet Protocol TV (IPTV) service called AT&T U-verse® TV on May 21, 2007 in parts of over 50 communities in the Detroit and Ann Arbor areas. AT&T has now obtained franchise agreements and has launched its U-verse TV in 323 communities.

Section 9 (3) of the Video Act requires certain providers to provide access to video service to a number of households equal to at least 25% of the households in a telecommunication provider's service area within three years of the date that it begins offering video service. Additional levels of deployment may become applicable within 6 years, but only if certain percentages of households with access consistently subscribe to the provider's video service.²

AT&T recently completed its eighth year of providing video service in the state, and the progress of the deployment of the service to date has been significant. In Michigan, AT&T currently provides access to its video service to over 50% of the households in its telecommunications service area (however, AT&T's subscription rate is less than 30%). Of these households with access to AT&T's video service in Michigan, over 35% are low-income households as defined by the Video Act. AT&T does not deny access to service to any group of potential residential subscribers because of race or income.

Since its launch in 2007 through the end of the 1st quarter of 2015, AT&T has paid more than \$119 million to the local governments, made up of \$92 million in video franchise fees and \$27 million in public, education and government (PEG) fees.

1 See Section 9(4) of the Video Act: "Each provider shall file an annual report with the franchising entity and the commission regarding the progress that has been made toward compliance..."

2 See Section 9. (3) of the Video Act: "If a video service provider is using telecommunication facilities to provide video services and has more than 1,000,000 telecommunication access lines in this state, the provider shall provide access to its video service to a number of households equal to at least 25% of the households in the provider's telecommunication service area in the state within 3 years of the date it began providing video service under this act and to a number not less than 50% of these households within 6 years. A video service provider is not required to meet the 50% requirement in this subsection until 2 years after at least 30% of the households with access to the provider's video service subscribe to the service for 6 consecutive months."

AT&T'S INVESTMENT IN MICHIGAN'S WORKFORCE AND INFRASTRUCTURE

AT&T invests billions to build the advanced networks that create jobs and fuel economic growth. From 2012 through 2014, AT&T invested more than \$1.7 billion in its Michigan wireless and wireline networks.

AT&T'S U-verse® TV PRODUCT

AT&T's U-verse TV network architecture and technology is fundamentally different from a legacy cable TV system. AT&T's U-verse TV is Internet Protocol TV (IPTV), which is based on the common language of the Internet. IP gives U-verse a significant advantage over older, cable-based platforms. AT&T is utilizing the U-verse IP technology to deliver more integration, more convenience and more value to its customers.

Today, U-verse is positioned to deliver the ideal combination of real-time, high-quality content and the on-demand and interactive content that IPTV makes possible. Customers are enjoying many benefits of the platform, like Total Home DVR³ and multi-screen⁴ content. In addition, AT&T extends its U-verse TV brand across screens with Uverse.com and the U-verse App for smartphones and tablets.

Over the years AT&T has highlighted in this Annual Video Report the many enhancements made to the U-verse TV service. Since the issuance of last year's Annual Video Report, AT&T announced various updates to U-verse TV innovative features and offerings, including:

- Michigan U-verse TV customers can enjoy access to more than 200 HD channels. All U-verse customers receive HD-ready equipment, and most packages include an HD-ready DVR.
- AT&T made multiple enhancements to its U-verse App, making it available on even more devices, including a wearable. Michigan customers can watch more than 230 live channels inside the home and more than 170 live channels outside the home. The U-verse App has more live channels available outside the home than any cable TV provider.
- AT&T's deployment of Public, Educational, and Government (PEG) continues. We work closely with all communities who have requested AT&T to carry their PEG programming. There are 65 communities across Michigan that have partnered with AT&T for PEG implementation. These 65 communities provide 82 channels of PEG programming via AT&T.

³ Total Home DVR (Digital Video Recorder). See: <http://www.att.com/u-verse/explore/total-home-dvr.jsp> for more details. An AT&T U-verse customer can record 4 shows at once on a single DVR, record and play back shows from any room in the home, pause a recorded show in one room and pick it up in another and program the DVR remotely from the computer or wireless phone.

⁴ See: <http://www.att.com/esupport/article.jsp?sid=KB402261&cv=813> for more details. This innovative feature allows the viewer to track four shows all at one time, on one screen. A customer may access Multiviews for Sports, News and Kids, etc., depending upon the programming purchased.

AT&T's U-verse offers multiple combinations of TV, Internet and Voice packages to customize the customer's experience. U-verse TV offers several programming packages including U-basic, U-200, U-200 Latino, U-300, U-300 Latino, U-450, and U-450 Latino packages, plus U-family, a family-friendly programming option. The customer may choose from a variety of subscription options that feature a wide variety of channels, including music, local, movie and sports programming, as well as premium Spanish-language and international packages.

All packages include high definition or HD-capable equipment, and most packages include an HD digital video recorder (DVR), easy to use parental controls, built-in picture-in-picture, video on demand, games like sudoku and solitaire. For a summary of all of the interactive applications, go to: uverse.com/apps

ADDITIONAL AT&T U-verse® TV INFORMATION

For additional information on AT&T U-verse TV, to see a demonstration of how it works or to see the popular bundles, visit the website below. Customers may also call 800-ATT-2020 or visit a local AT&T location in Michigan.

<http://www.att.com/u-verse/>

Customers may find the following AT&T websites helpful for further information regarding channel lineup, availability of AT&T U-verse TV or to check the status of their installation or repair order:

- AT&T U-verse TV channel lineup:

<http://www.att.com/u-verse/shop/channel-lineup.jsp>

- AT&T U-verse TV availability:

<http://www.att.com/u-verse/availability/>

- U-verse TV Customers have the ability to check status of their installation or repair order via an online tool at:

<http://www.att.com/u-verse/appointmentstatus>



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: August 26th, 2015
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: FY 2015 Budget Amendments – 2nd Quarter

I have conducted the 2nd quarter budget review meetings with the Township department head staff, and am submitting to you the recommended 2nd quarter budget amendments.

This memo serves as a narrative of the amendments, while the budget and account details are provided in the attached spreadsheets.

The proposed 2nd Quarter Budget Amendments were reviewed by the Finance Committee at their July 29th meeting and recommended to the Township Board for approval.

General Fund

Department: Revenues

There are four adjustments in this department:

- Increase the ***PA 198 Tax Application Fee (101-000-600-614)*** line by \$4,000 to account for four additional anticipated IFT applications.
- Increase the ***Interest of Invest – GF Coamerica 9 (101-000-665-210)*** line by \$3,125 to reflect interest revenue from that investment.
- Increase the ***Miscellaneous Income (101-000-671-671)*** line by \$3,500 to reflect an insurance reimbursement and a dividend received from Accident Fund.
- Increase the ***Election Reimbursement (101-000-676-000)*** line by \$8,042 to reflect a reimbursement payment from the State of Michigan for the May 2015 election

Department: Township Board

There is one adjustment in this department:

- Increase the ***Cell Phone / Data (101-101-924-100)*** line by \$800 to reflect the cost of the data plan for Township Board tablets that was inadvertently left out of the budget.

Department: Supervisor/Manager

There are three adjustments in this department:

- Increase the **Manager's Salary (101-171-706-00)** line by \$3,632 to reflect the salary increase that was approved by the Township Board for the Township Manager.
- Increase the **Cell Phone / Data (101-171-925-000)** line by \$400 to reflect the cost of the data plan for Manager/Supervisor tablets that was inadvertently left out of the budget.
- Increase the **Small Equipment / Furniture (101-171-981-000)** line by \$500 for the purchase of an additional office chair.

Department: Clerk

There is one adjustment in this department:

- Increase the **Cell Phone / Data (101-215-925-000)** line by \$400 to reflect the cost of the data plan for Clerk/Deputy Clerk tablets that was inadvertently left out of the budget.

Department: Treasurer

There are two adjustments in this department:

- Increase the **Education (101-253-724-000)** line by \$1,000 to reflect an additional educational opportunity in Grand Rapids for the Treasurer/Deputy Treasurer.
- Increase the **Cell Phone / Data (101-253-924-100)** line by \$200 to reflect the cost of the data plan for Treasurer tablet that was inadvertently left out of the budget.

Department: Assessing

There are two adjustments in this department:

- Increase the **Assessing Printing & Publishing (101-257-900-000)** line by \$4,000 to reflect the costs for additional IFT applications and the cost of recruiting for a vacant assessing position.
- Increase the **Cell Phone / Data (101-257-924-100)** line by \$200 to reflect the cost of the data plan for Assessing Department tablet that was inadvertently left out of the budget.

Department: Elections

There are two adjustments in this department:

- Increase the **Election Salaries / PT Help (101-262-703-000)** line by \$1,500 to reflect that additional election help was needed for the unexpected May 2015 election
- Increase the **Election Misc. Expenses (101-262-788-000)** line by \$1,000 to reflect that additional election costs for the unexpected May 2015 election

Department: Buildings & Grounds

There are two adjustments in this department:

- Increase the ***B&G Equip Maint/Fuel (101-265-864-000)*** line by \$5,000 to reflect additional maintenance activities on Mowers and heavy equipment in 2015
- Increase the ***Building & Grounds Cell Phones (101-265-924-100)*** line by \$500 to reflect the cost of the data plan for Buildings & Grounds tablets that was inadvertently left out of the budget.

Department: Administrative

There are six adjustments in this department:

- Increase the ***Other Exp – Positive Pay Fee (101-295-787-300)*** line by \$1,000 to reflect the cost of positive pay security service that was instituted for FY 2015 after fraud activities were detected.
- Increase the ***Insect/Weed Control (101-295-816-000)*** line by \$15,620 to reflect additional gypsy moth spray coverage that was approved by the Township Board.
- Increase the ***Engineering Cost – Township Hall (101-295-821-XXX)*** line by \$30,000 to reflect the Township Hall Needs Assessment and Feasibility Study that was approved by the Township Board. This amount is being moved from the Capital Outlay Department since it is not associated with an approved Capital Improvement Project.
- Increase the ***KDL Music Programming (101-295-881-300)*** line by \$3,000 to reflect the contribution to the KDL Sunday Afternoon Live! music series that was approved by the Township Board.
- Increase the ***Printing/Publishing (101-295-900-000)*** line by \$5,000 to reflect the additional cost of employment advertisements.
- Increase the ***Cell Phone / Data (101-295-924-100)*** line by \$200 to reflect the cost of the data plan for Admin group tablet that was inadvertently left out of the budget.

Department: Drain

There is one adjustment to this department:

- Increase the ***Drain Engineering (101-445-821-000)*** line by \$22,000 to reflect additional scopes of services for the Thornapple Hills Drain and Schoolhouse Creek Drain projects that were approved by the Township Board.

Department: Roads

There is one adjustment to this department:

- Increase the ***Road Overlays (101-446-821-000)*** line by \$120,000 to reflect additional local road contribution that was approved by the Township Board.

Department: Planning

There is one adjustment to this department:

- Increase the **Cell Phone / Data (101-721-925-000)** line by \$400 to reflect the cost of the data plan for Community Development Department tablets that was inadvertently left out of the budget.

Department: Historical

There is one adjustment to this department:

- Increase the **Projects, Promotions & Program (101-803-758-000)** line by \$2,500 to reflect an addition contribution to the Historical Society for programming the Township Museum that was approved by the Township Board.

Department: Benefits/Insurance

There are two adjustments to this department:

- Increase the **Opt-Out Insurance (101-850-719-100)** line by \$500 to reflect an additional employee opting out of the Township sponsored health care program.
- Increase the **Pension Plan Benefits (101-850-722-000)** line by \$307,752 to reflect the additional unfunded pension liability payment that was approved by the Township Board.

Department: Capital Outlay

There are three adjustments to this department:

- Decrease the **Capital Outlay Land Improv – Parks (101-901-974-756)** line by \$25,000 to move the engineering fees for the project into a separate line item.
- Increase the **Parks Improvements – Engineering (101-901-XXX-XXX) line** by \$25,000 to reflect the engineering costs of the park improvement project that was removed from the previous line item.
- Decrease the **General Admin. Capital Outlay (101-901-980-100)** line by \$30,000 to reflect moving these costs into the General Fund – Admin department since it is related to a feasibility study and not an approved capital project.

Cemetery Trust Fund

Department: Revenues

There is one adjustment to this department:

- Increase the **Cemetery – Care Fee (151-000-600-636)** line by \$10,000 to reflect revenue being collected by back billing for fees owed for reserved cemetery plots.

Fire Department Fund

Department: Revenues

There are two adjustments to this department:

- Increase the ***Fire Dispatch Services (206-336-802-100)*** line by \$9,952 to reflect cost sharing for Fire Dispatch services that was agreed to by the Township Board.
- Increase the ***District Court Fines (206-000-655-661)*** line by \$1,000 to reflect cost recovery funds that are awarded to the Township through district court.
- Increase the ***Insurance Reimbursement (206-000-671-687)*** line by \$23,769 to reflect the insurance proceeds received from the insurance company for the fire in Medic 11.

Department: Fire Department

There are two adjustments to this department:

- Decrease the ***Fire Phones (206-336-924-000)*** line by \$2,400 to separate the Cell Phone and Data plan costs for the Fire Department from the land line costs.
- Increase the ***Cell Phones / Data (206-336-924-100) line*** by \$3,000 to separate the Cell Phone and Data plan costs for the Fire Department from the land line costs and reflect the cost of the data plan for the department tablet that was inadvertently left out of the budget.

Department: Benefits/Insurance

There is one adjustment to this department:

- Increase the ***Opt-Out Insurance (206-850-719-100)*** line by \$1,000 to reflect an additional employee opting out of the Township Health benefit program.

Police Department Fund

Department: Police Department

There is one adjustment to this department:

- Increase the ***Sheriff Protection (207-301-801-000)*** line by \$57,357 to reflect the budgeted cost of service given to us by the Kent County Sheriff's Department. While we do not expect the ultimate cost to be this high, we need to budget for full estimated cost to avoid the issues experienced in the FY2014 Audit document.

HazMat Fund

Department: Hazmat

There is one adjustment to this department:

- Increase the ***Hazmat Equipment (208-344-958-000)*** line by \$3,745 to reflect the amount of the match for the equipment grant that was awarded to the Tri-County HazMat team by the Department of Homeland Security...

Pathways Fund

Department: Debt Service

There is one adjustment to this department:

- Increase the ***Cap Imp Bond 2005/Principal (216-990-992-005)*** line by \$120,000 to reflect the proposed pay-off of the bond that is callable on 11/1/15 (subject to committee and Township Board Approval).

Infrastructure Revolving Fund

Department: Revenues

There is one adjustment to this department:

- Increase the ***Hookup Fees (246-000-630-000)*** line by \$200,000 to reflect an increase in utility system connections due to ongoing development projects.

Department: Administrative

There is one adjustment to this department:

- Increase the ***Admin Misc Expense (246-295-980-000)*** line by \$825 to allow for the cancellation of uncollectable delinquent usage debt.

Downtown Development Authority Fund

Department: Revenues

There are two adjustments to this department:

- Increase the ***Donation – Metro Cruise (248-000-675-300)*** line by \$3,000 to reflect sponsorships and donations collected for the Metro Cruise Warm-Up event.
- Increase the ***Insurance Reimbursement (248-000-676-000)*** line by \$1,500 to reflect insurance reimbursement proceeds that were received for damaged light poles in the DDA.

Department: DDA Operations

There are two adjustments to this department:

- Increase the **Cell Phone / Data (248-170-924-100)** line by \$600 to reflect the cost of the data plan for DDA tablets/cell phone that was inadvertently left out of the budget.
- Increase the **Metro Cruise WU (248-170-931-300)** line by \$8000 to reflect the cost of the Metro Cruise WU event that was approved by the DDA and Township Board, including the DDA contribution and other donations/sponsorships.

Building Department Fund

Department: Building Department

There are two adjustments in this department:

- Increase the **Bldg Inspector / PT SB (249-371-706-306)** line by \$8,630 to reflect the current PT Building Inspector becoming full-time on 8/24 as recommended by the Personnel Committee.
- Increase the **Cell Phone / Data (249-170-924-100)** line by \$800 to reflect the cost of the data plan for Building Department tablets that was inadvertently left out of the budget, as well as a phone/tablet for the new employee.

Department: Benefits/Insurance

There are six adjustments in this department:

- Increase the **FICA Employer (249-850-715-000)** line by \$660 to reflect the current PT Building Inspector becoming full-time on 8/24 as recommended by the Personnel Committee.
- Increase the **MI Claims - Health (249-850-719-200)** line by \$200 to reflect the cost that was inadvertently left out of the budget
- Increase the **Life & Disability Insurance (249-850-720-000)** line by \$500 to reflect the current PT Building Inspector becoming full-time on 8/24 as recommended by the Personnel Committee.
- Increase the **Dental Insurance Benefits (249-850-721-000)** line by \$500 to reflect the current PT Building Inspector becoming full-time on 8/24 as recommended by the Personnel Committee.
- Increase the **MI Claims - Dental (249-850-721-200)** line by \$200 to reflect the cost that was inadvertently left out of the budget
- Increase the **Pension Plan Benefits (249-850-722-000)** line by \$156,076 to an unfunded pension liability payment that was approved by the Township Board, as well as reflect the current PT Building Inspector becoming full-time on 8/24 as recommended by the Personnel Committee.

Library Fund

Department: Revenues

There is one adjustment in this department:

- Increase the ***Sale of Assets (270-000-673-000)*** line by \$290 to reflect the revenue from the sale of disposed office equipment.

Department: Capital Outlay

There is one adjustment in this department:

- Increase the ***Library CIP (270-901-980-650)*** line by \$11,566 to reflect the additional cost of the Wisner Center A/V Upgrade for the annotation system that was approved by the Township Board.

General Fund - 101

Department: Revenues (000)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-000-600-614	PA 198 Tax Application Fee	\$ 1,000.00	\$ -	\$ 4,000.00			\$ 5,000.00	Additional Applications
101-000-665-210	Interst of Invest - GF Coamerica 9	\$ -	\$ -	\$ 3,125.00			\$ 3,125.00	New Line Item for Investment
101-000-671-671	Miscellaneous Income	\$ 2,500.00	\$ -	\$ 3,500.00			\$ 6,000.00	Insurance Reimbursement, Accident Fund Dividend
101-000-676-000	Election Reimbursement	\$ -	\$ -	\$ 8,042.00			\$ 8,042.00	Reimbursement from State of Michigan

Department: Township Board (101)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-101-924-100	Cell Phone / Data	\$ -	\$ -	\$ 800.00			\$ 800.00	Data Plan for Township Trustee Tablets

Department: Supervisor/Manager (171)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-171-706-000	Manager's Salary	\$ 97,968.00	\$ -	\$ 3,632.00			\$ 101,600.00	Salary Assigned by Township Board
101-171-925-000	Cell Phone / Data	\$ 1,400.00	\$ -	\$ 400.00			\$ 1,800.00	Manager/Supervisor Data Plan
101-171-981-000	Small Equipment/Furniture	\$ 1,000.00	\$ -	\$ 500.00			\$ 1,500.00	Additional Office Chair

Department: Clerk (215)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-215-925-000	Clerk Cell Phone	\$ 600.00		\$ 400.00			\$ 1,000.00	Clerk/Deputy Clerk Data Plan

Department: Treasurer (253)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-253-724-000	Education	\$ 3,000.00	\$ -	\$ 1,000.00			\$ 4,000.00	State Treasures Conference In Grand Rapids
101-253-924-100	Cell Phone / Data	\$ -	\$ -	\$ 200.00			\$ 200.00	Treasurer Data Plan

Department: Assessing (257)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-257-900-000	Assessing Printing and Publishing	\$ 1,200.00	\$ -	\$ 4,000.00			\$ 5,200.00	Employment Posting; IFT postings
101-257-924-100	Cell Phone / Data	\$ -	\$ -	\$ 200.00			\$ 200.00	Assessing Department Data Plan

Department: Elections (262)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-262-703-000	Election Salaries / PT Help	\$ 2,800.00	\$ -	\$ 1,500.00			\$ 4,300.00	Unanticipated Election in May 2015
101-262-788-000	Election Misc Expenses	\$ 1,500.00		\$ 1,000.00			\$ 2,500.00	Unanticipated Election in May 2015

Department: Buildings & Grounds (265)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-265-864-000	Bldg & Grds Equip Maint/Fuel	\$ 19,000.00	\$ -	\$ 5,000.00			\$ 24,000.00	Increased maintenance activities on Mowing Equipment B&G Data Plan
101-265-924-100	Building and Grounds Cell Phones	\$ 2,000.00	\$ -	\$ 500.00			\$ 2,500.00	
Department: Cemetery (276)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Administrative (295)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-295-787-300	Other Exp - Positive Pay Fee	\$ -	\$ -	\$ 1,000.00			\$ 1,000.00	Implimented Positive Pay Extra Gypsy Moth Acreage (Approved by Board) Township Hall Feasibility Study (transfer from Cap. Out.) KDL Music Programming (Board Approved) Employment Advertisements Admin Data Plan
101-295-816-000	Insect/Weed Control	\$ 33,800.00	\$ -	\$ 15,620.00			\$ 49,420.00	
101-295-821-XXX	Engineering Costs	\$ -	\$ -	\$ 30,000.00			\$ 30,000.00	
101-295-881-300	KDL Music Programming	\$ -	\$ -	\$ 3,000.00			\$ 3,000.00	
101-295-900-000	Printing/Publishing	\$ 2,500.00	\$ -	\$ 5,000.00			\$ 7,500.00	
101-295-924-100	Cell Phone / Data	\$ -	\$ -	\$ 200.00			\$ 200.00	
Department: Drain (445)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-445-821-000	Drain Engineering	\$ 25,000.00	\$ -	\$ 22,000.00			\$ 47,000.00	Add'l Scope for Schoolhouse/Thornapple Hill Projects (Bd Approved)
Department: Roads (446)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-446-821-000	Road Overlays	\$ 350,000.00	\$ -	\$ 120,000.00			\$ 470,000.00	Increase in local roads contribution (Board Approved)
Department: Yard Waste Removal (447)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Streetlights (448)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Planning (721)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
101-721-925-000	Cell Phone / Data	\$ 600.00	\$ -	\$ 400.00			\$ 1,000.00	CDD / CSO Cell & Data Plan
Department: Parks (756)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	

Department: Historical (803)								Notes
Line Item	Description	2015 Adopted Budgets	1st Quarter Amendments	2nd Quarter Amendments	3rd Quarter Amendments	4th Quarter Amendments	2015 Amended Budget	
101-803-758-000	Projects, Promotions & Program	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ -	\$ 5,000.00	Additional Contribution (Board Approved)
Department: Benefits/Insurance (803)								Notes
Line Item	Description	2015 Adopted Budgets	1st Quarter Amendments	2nd Quarter Amendments	3rd Quarter Amendments	4th Quarter Amendments	2015 Amended Budget	
101-850-719-100	Opt-Out Insurance	\$ 3,000.00	\$ -	\$ 500.00	\$ -	\$ -	\$ 3,500.00	Additional Opt Out
101-850-722-000	Pension Plan Benefits	\$ 87,213.00	\$ -	\$ 307,752.00		\$ -	\$ 394,965.00	Unfunded Liability Pay Down (Board Approval)
Department: Capital Outlay (901)								Notes
Line Item	Description	2015 Adopted Budgets	1st Quarter Amendments	2nd Quarter Amendments	3rd Quarter Amendments	4th Quarter Amendments	2015 Amended Budget	
101-901-974-756	Capital Outlay Land Improv - Parks	\$ 610,000.00	\$ -	\$ (25,000.00)			\$ 585,000.00	Separate Line Item for Engineering
101-901-XXX-XXX	Parks Improvements - Engineering	\$ -	\$ -	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	Separate Line Item for Engineering
101-901-980-100	General Admin. Capital Outlay	\$ 173,600.00	\$ -	\$ (30,000.00)				Separate Line Item for Engineering (in Admin 295)
Department: Transfers Out (803)								Notes
Line Item	Description	2015 Adopted Budgets	1st Quarter Amendments	2nd Quarter Amendments	3rd Quarter Amendments	4th Quarter Amendments	2015 Amended Budget	
Total Revenues:		\$ 4,389,016.00	\$ -	\$ 14,667.00	\$ -	\$ -	\$ 4,403,683.00	
Total Expenditures:		\$ 4,295,290.00	\$ -	\$ 496,304.00	\$ -	\$ -	\$ 4,791,594.00	
Net Revenues of Expenditures:		\$ 93,726.00	\$ -	\$ (481,637.00)	\$ -	\$ -	\$ (387,911.00)	

Cemetery Trust Fund - 101

Department: Revenues (000)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
151-000-600-636	Cemetery - Care Fee	\$ 4,400.00	\$ -	\$ 10,000.00			\$ 14,400.00	Back Billing for Fees Owed

Department: Cemetery (276))		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	

Total Revenues:	\$	6,100.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 16,100.00	
Total Expenditures:	\$	2,250.00	\$ -	\$ -	\$ -	\$ -	\$ 2,250.00	
Net Revenues of Expenditures:	\$	3,850.00	\$ -	\$ 10,000.00	\$ -	\$ -	\$ 13,850.00	

Fire Fund - 151

Department: Revenues (000)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
206-000-655-661	District Court Fines	\$ -	\$ -	\$ 1,000.00			\$ 1,000.00	Cost Recovery from Courts
206-000-671-687	Insurance Reimbursement	\$ -	\$ -	\$ 23,769.00			\$ 23,769.00	Reimbursement From Medic 11 Fire
Department: Fire Department (336)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
206-336-802-100	Fire Dispatch Service	\$ -	\$ -	\$ 9,952.00			\$ 9,952.00	Cost of Cost Sharinf for Fire Dispatch Approved by Board Transfer Cell/Data to another line item Keep Cell & Data Line Item Seperate
206-336-924-000	Fire Phones	\$ 6,600.00	\$ -	\$ (2,400.00)			\$ 4,200.00	
206-336-924-100	Cell Phones / Data	\$ -	\$ -	\$ 3,000.00			\$ 3,000.00	
Department: Benefits/Insurance (850)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
206-850-719-100	Opt-Out Insurance	\$ 3,000.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 4,000.00	1 Additional Opt-Out
Department: Capital Outlay (901)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Debt Service (990)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Total Revenues:		\$ 2,201,250.00	\$ -	\$ 24,769.00	\$ -	\$ -	\$ 2,226,019.00	
Total Expenditures:		\$ 2,194,232.00	\$ -	\$ 11,552.00	\$ -	\$ -	\$ 2,205,784.00	
Net Revenues of Expenditures:		\$ 7,018.00	\$ -	\$ 13,217.00	\$ -	\$ -	\$ 20,235.00	

Police Fund - 207

<u>Line Item</u>	<u>Department: Revenues (000)</u> <u>Description</u>	<u>2015 Adopted</u> <u>Budgets</u>	<u>1st Quarter</u> <u>Amendments</u>	<u>2nd Quarter</u> <u>Amendments</u>	<u>3rd Quarter</u> <u>Amendments</u>	<u>4th Quarter</u> <u>Amendments</u>	<u>2015 Amended</u> <u>Budget</u>	<u>Notes</u>
------------------	---	---------------------------------------	---	---	---	---	--------------------------------------	--------------

<u>Line Item</u>	<u>Department: Police (301)</u> <u>Description</u>	<u>2015 Adopted</u> <u>Budgets</u>	<u>1st Quarter</u> <u>Amendments</u>	<u>2nd Quarter</u> <u>Amendments</u>	<u>3rd Quarter</u> <u>Amendments</u>	<u>4th Quarter</u> <u>Amendments</u>	<u>2015 Amended</u> <u>Budget</u>	<u>Notes</u>
207-301-801-000	Sheriff Protection	\$ 585,665.00	\$	\$ 57,357.00			\$ 643,022.00	Based on FY2015 KCSD Budget

Total Revenues:	\$	624,200.00	\$		\$		\$	624,200.00
Total Expenditures:	\$	587,165.00	\$	\$ 57,357.00	\$		\$	644,522.00
Net Revenues of Expenditures:	\$	37,035.00	\$	\$ (57,357.00)	\$		\$	(20,322.00)

Hazmat Fund - (208)

<u>Line Item</u>	<u>Department: Revenues (000)</u> <u>Description</u>	<u>2015 Adopted</u> <u>Budgets</u>	<u>1st Quarter</u> <u>Amendments</u>	<u>2nd-Quarter</u> <u>Amendments</u>	<u>3rd Quarter</u> <u>Amendments</u>	<u>4th Quarter</u> <u>Amendments</u>	<u>2015 Amended</u> <u>Budget</u>	<u>Notes</u>
------------------	---	---------------------------------------	---	---	---	---	--------------------------------------	--------------

--	--	--	--	--	--	--	--	--

<u>Line Item</u>	<u>Department: Hazmat (344)</u> <u>Description</u>	<u>2015 Adopted</u> <u>Budgets</u>	<u>1st Quarter</u> <u>Amendments</u>	<u>2nd Quarter</u> <u>Amendments</u>	<u>3rd Quarter</u> <u>Amendments</u>	<u>4th Quarter</u> <u>Amendments</u>	<u>2015 Amended</u> <u>Budget</u>	<u>Notes</u>
208-344-958-000	Hazmat Equipment	\$ 4,000.00	\$	\$ 3,745.00			\$ 7,745.00	Homeland Security Grant Match

Total Revenues:	\$	250.00	\$		\$		\$	250.00
Total Expenditures:	\$	9,000.00	\$	\$ 3,745.00	\$		\$	12,745.00
Net Revenues of Expenditures:	\$	(8,750.00)	\$	\$ (3,745.00)	\$		\$	(12,495.00)

Pathways Fund - 216

Department: Revenues (000)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Pathways (758)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Capital Outlay (970)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Debt Service (990)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
216-990-992-005	Cap Imp Bond 2005/Principal	\$ 55,000.00	\$ -	\$ 120,000.00	\$ -	\$ -	\$ 175,000.00	
Total Revenues:		\$ 553,750.00	\$ -	\$ -	\$ -	\$ -	\$ 553,750.00	
Total Expenditures:		\$ 504,204.00	\$ -	\$ 120,000.00	\$ -	\$ -	\$ 624,204.00	
Net Revenues of Expenditures:		\$ 49,546.00	\$ -	\$ (120,000.00)	\$ -	\$ -	\$ (70,454.00)	

Infrastructure Revolving Fund - 246

Department: Revenues (000)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
246-000-630-000	Hookup Fees	\$ 200,000.00	\$ -	\$ 200,000.00			\$ 400,000.00	Increase in connections due to development projects
Department: Administrative (295)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
246-295-980-000	Admin Misc Expense	\$ 500.00	\$ -	\$ 825.00			\$ 1,325.00	Clear Out Uncollectable Delinquent Usage
Department: Capital Outlay (901)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Transfers Out (965)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Debt Service (990)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Total Revenues:		\$ 312,745.00	\$ -	\$ 200,000.00	\$ -	\$ -	\$ 512,745.00	
Total Expenditures:		\$ 285,799.00	\$ -	\$ 825.00	\$ -	\$ -	\$ 286,624.00	
Net Revenues of Expenditures:		\$ 26,946.00	\$ -	\$ 199,175.00	\$ -	\$ -	\$ 226,121.00	

Downtown Development Authority Fund - 248

Department: Revenues (000)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
248-000-675-300	Donation - Metro Cruise	\$ -	\$ -	\$ 3,000.00			\$ 3,000.00	Sponsorships For Metro Cruise
248-000-676-000	Insurance Reimbursement	\$ 1,000.00	\$ -	\$ 1,500.00			\$ 2,500.00	Insurance Reimbursement for Light Pole Damage
Department: DDA Operations (171)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
248-170-924-100	Cell Phone / Data	\$ -	\$ -	\$ 600.00			\$ 600.00	Cell Phone / Data Plan
248-170-931-300	Metro Cruise WU	\$ -	\$ -	\$ 8,000.00			\$ 8,000.00	Budget For Metro Cruise WU (Board Approved)
Department: Capital Outlay (901)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Transfers Out (965)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Debt Service (990)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Total Revenues:		\$ 526,838.00	\$ -	\$ 4,500.00	\$ -	\$ -	\$ 531,338.00	
Total Expenditures:		\$ 2,073,918.00	\$ -	\$ 8,600.00	\$ -	\$ -	\$ 2,082,518.00	
Net Revenues of Expenditures:		\$ (1,547,080.00)	\$ -	\$ (4,100.00)	\$ -	\$ -	\$ (1,551,180.00)	

Building Fund - 249

Department: Revenues (000)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
249-000-607-483	Cascade Twp Bldg Com Permits		\$ -	\$ -				
249-000-607-484	Cascade Twp Bldg Res Permits		\$ -	\$ -				
249-000-607-485	Cascade Twp Electrical Permits		\$ -	\$ -				
249-000-607-486	Cascade Twp Mechanical Permits		\$ -	\$ -				
249-000-607-487	Cascade Twp Plumbing Permits		\$ -	\$ -				
249-000-607-488	Cascade Twp Plan Reviews		\$ -	\$ -				
249-000-607-490	Cascade Twp Contractor Registration		\$ -	\$ -				
249-000-607-501	Lowell Twp Electrical Permits		\$ -	\$ -				
249-000-607-502	Lowell Twp Mechanical Permits		\$ -	\$ -				
249-000-607-503	Lowell Twp Plumbing Permits		\$ -	\$ -				
249-000-607-511	Vergennes Twp Electrical Permits		\$ -	\$ -				
249-000-607-512	Vergennes Twp Mechanical Permits		\$ -	\$ -				
249-000-607-516	Vergennes Twp Plumbing Permits		\$ -	\$ -				
249-000-607-520	Ada Twp Building Permits		\$ -	\$ -				
249-000-607-523	Ada Twp Mechanical Permits		\$ -	\$ -				
249-000-607-531	GR Twp Building Permits		\$ -	\$ -				
249-000-607-532	GR Twp Electrical Permits		\$ -	\$ -				
249-000-607-533	GR Twp Mechanical Permits		\$ -	\$ -				
249-000-607-534	GR Twp Plumbing Permits		\$ -	\$ -				
249-000-607-536	East GR Building Permits		\$ -	\$ -				
249-000-607-537	East GR Electrical Permits		\$ -	\$ -				
249-000-607-538	East GR Mechanical Permits		\$ -	\$ -				
249-000-607-539	East GR Plumbing Permits		\$ -	\$ -				
249-000-607-551	Plainfield Electrical Permits		\$ -	\$ -				
249-000-607-552	Plainfield Mechanical Permits		\$ -	\$ -				
249-000-607-553	Plainfield Plumbing Permits		\$ -	\$ -				
249-000-607-555	Plainfield Inspection Fees		\$ -	\$ -				
249-000-607-560	Lowell, City of - Building Permits		\$ -	\$ -				
249-000-607-561	Lowell, City of - Electrical Permits		\$ -	\$ -				

Department: Building Department (371)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
249-371-706-306	Bldg Inspector / PT - SB	\$ 39,370.00	\$ -	\$ 8,630.00			\$ 48,000.00	Full-Time Beginning August 24 (Approved by Personnel Committee)
249-371-924-100	Cell Phones	\$ 5,200.00	\$ -	\$ 800.00			\$ 6,000.00	Cell Phone & Data Plan

Department: Benefits/Insurance (850)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
249-850-715-000	FICA Employer	\$ 44,152.00	\$ -	\$ 660.00	\$ -		\$ 44,812.00	PT Inspector to FT
249-850-719-200	MI Claims Tax - Health	\$ -	\$ -	\$ 200.00			\$ 200.00	Claims Tax
249-850-720-000	Life & Disability Insurance	\$ 3,748.00	\$ -	\$ 500.00			\$ 4,248.00	PT Inspector to FT

249-850-721-000	Dental Insurance Benefits	\$ 11,148.00	\$ -	\$ 500.00		\$ 11,648.00	PT Inspector to FT
249-850-721-200	MI Claims Tax - Dental	\$ -	\$ -	\$ 200.00		\$ 200.00	Claims Tax
249-850-722-000	Pension Plan Benefits	\$ 48,268.00	\$ -	\$ 156,076.00		\$ 204,344.00	Unfuded Liability Paydown (Board Approved); PT Inspector to FT

Department: Capital Outlay (901)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	

Department: Payments To Other Townships (964)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
249-964-964-100	Permits Due To Lowell Twp	\$ -	\$ -	\$ -			\$ -	
249-964-964-200	Permits Due To Vergennes Twp	\$ -	\$ -	\$ -			\$ -	
249-964-964-300	Permits Due To GR Twp	\$ -	\$ -	\$ -			\$ -	
249-964-964-400	Permits Due To Ada Twp	\$ -	\$ -	\$ -			\$ -	
249-964-964-500	Permits Due To East GR	\$ -	\$ -	\$ -			\$ -	
249-964-964-600	Permits Due To Plainfield	\$ -	\$ -	\$ -			\$ -	
249-964-964-700	Permits Due To City of Lowell	\$ -	\$ -	\$ -			\$ -	
249-964-964-800	Permits Due To Cascade Twp	\$ -	\$ -	\$ -			\$ -	

Total Revenues:	\$ 1,343,700.00	\$ -	\$ -	\$ -	\$ -	\$ 1,343,700.00	
Total Expenditures:	\$ 1,288,238.00	\$ -	\$ 167,566.00	\$ -	\$ -	\$ 1,455,804.00	
Net Revenues of Expenditures:	\$ 55,462.00	\$ -	\$ (167,566.00)	\$ -	\$ -	\$ (112,104.00)	

Library Fund - 270

Department: Revenues (000)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
270-000-673-000	Sale of Assets	\$ -	\$ -	\$ 290.00			\$ 290.00	Sale of Equipment
Department: Library (790)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Department: Capital Outlay (901)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
270-901-980-650	Library CIP	\$ 95,000.00	\$ -	\$ 11,660.00			\$ 106,660.00	Wisner A/V Upgrade - Annotation (Board Approved)
Department: Debt Service (990)		2015 Adopted	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2015 Amended	Notes
Line Item	Description	Budgets	Amendments	Amendments	Amendments	Amendments	Budget	
Total Revenues:		\$ 237,874.00	\$ -	\$ 290.00	\$ -	\$ -	\$ 238,164.00	
Total Expenditures:		\$ 299,555.00	\$ -	\$ 11,660.00	\$ -	\$ -	\$ 311,215.00	
Net Revenues of Expenditures:		\$ (61,681.00)	\$ -	\$ (11,370.00)	\$ -	\$ -	\$ (73,051.00)	

2015 BUDGET ADJUSTMENTS
BOARD APPROVED
AUGUST 27, 2015

101 - GENERAL FUND

151 - CEMETERY TRUST FUND

206 - FIRE FUND

207 - POLICE FUND

208 - HAZMAT FUND

216 - PATHWAYS FUND

248 - DDA FUND

249 - BUILDING FUND

270 - LIBRARY FUND

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
BOARD MEETING AUGUST 27, 2015
2015 BUDGET RESOLUTION
RESOLUTION# ____/2015**

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 General Fund Budget as follows:

SEE EXHIBIT A

The foregoing Resolution was offered by Board Trustee _____,
supported by Board _____, with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

EXHIBIT-A FOR GENERAL FUND BUDGET
RESOLUTION # ____/2015
BOARD AMENDED - AUGUST 27, 2015

REVENUE INCREASE:

101-000-600-614	PA 198 TAX APPLICATION FEE	\$4,000
101-000-665-210	INTEREST ON INVEST - GF COAMERICA	\$3,125
101-000-671-671	MISCELLANEOUS INCOME	3500
101-000-676-000	ELECTION REIMBURSEMENT	<u>\$8,042</u>
	TOTAL INCREASE TO REVENUE	\$18,667

REVENUE DECREASE

TOTAL DECREASE TO REVENUE	<u>\$0</u>
NET INCREASE TO REVENUE	\$18,667

EXPENDITURES INCREASE:

101-101-924-100	CELL PHONE /DATA	\$800
101-171-706-000	MANAGER'S SALARY	\$3,632
101-171-925-000	CELL PHONE /DATA	\$400
101-171-981-000	SMALL EQUIPMENT/FURNITURE	\$500
101-215-925-000	CLERK CELL PHONE	\$400
101-253-724-000	EDUCATION	\$1,000
101-253-924-100	CELL PHONE /DATA	\$200
101-257-900-000	ASSESSING PRINTING AND PUBLISHING	\$4,000
101-257-924-100	CELL PHONE /DATA	\$200
101-262-703-000	ELECTION SALARIES / PT HELP	\$1,500
101-262-788-000	ELECTION / MISC EXPENSES	\$1,000
101-265-864-000	BLDG & GRDS EQUIP MAINT / FUEL	\$5,000
101-265-924-100	BUILDING AND GROUNDS CELL PHONES	\$500
101-295-787-300	OTH EXP - POSITIVE PAY FEE	\$1,000
101-295-816-000	INSECT/WEED CONTROL	\$15,620
101-295-821-000	ENGINEERING COST	\$30,000
101-295-881-300	KDL MUSIC PROGRAMMING	\$5,000
101-295-924-100	CELL PHONE /DATA	\$200
101-445-821-000	DRAIN ENGINEERING	\$22,000
101-446-821-000	ROAD OVERLAYS	\$120,000
101-721-925-000	CELL PHONE /DATA	\$400
11-803-758-000	PROJECTS, PROMOTIONS & PROGRAM	\$2,500
101-850-719-100	OPT-OUT-INSURANCE	\$500
101-850-722-000	PENSION PLAN BENEFITS	\$307,752
101-901-821-756	PARK IMPROVMENTS - ENGINEERING	\$25,000

TOTAL INCREASE TO EXPENDITURES	\$549,104
--------------------------------	-----------

EXPENDITURES DECREASE

101-901-974-756	CAPITAL IMPROV - PARKS	\$25,000
101-901-980-100	GENERAL ADMIN - CAPITAL OUTLAY	\$30,000

DECREASE TO EXPENDITURES	\$55,000
NET INCREASE TO EXPENDITURES	\$494,104
NET DECREASE TO FUND BALANCE	(\$475,437)
REVENUE OVER EXPENDITURES FOR THE YEAR	\$93,726

BUDGET SUMMARY 2015
GENERAL FUND - 101
RESOLUTION#___/2015
BOARD AMENDED - AUGUST 27, 2015

2014 REVENUES

TAXES:

Tax Revenue from	
Property Owners	1177262
Personal Property	123430
Hydrant Levy	\$40,000
Street Light Levy	\$70,000
Delinquent Taxes	\$5,000
Abatement Taxes	\$12,340
Penalties & Interest on Taxes	\$14,000
Tax Administration Fee	\$510,000
TOTAL	\$1,952,032

LICENSES & PERMITS:

Cable & Telecommunications	\$418,200
Cable Peg Fees	\$36,000
Dog Licenses	\$400
Other Permits	\$600
Liquor Licenses	\$19,000
TOTAL	\$474,200

STATE SHARED REVENUES:

SALES TAX	\$1,364,008
PA 48 (METRO AUTHORITY)	\$12,300
TOTAL	\$1,376,308

CHARGES FOR SERVICES:

East GR Zoning Fees	
Planning/Zoning Fees	\$20,000
Summer Tax Collection Fees	\$25,400
PA 198 Tax Application	\$1,000
Passport Application Fee	\$16,000
Yard Waste Tag Fees	\$2,000
Sewer & Water Implement.	\$21,000
Grave Openings	\$14,000
NSF Fees	\$200
Sale of Printed Materials	\$0
TOTAL	\$99,600

INTEREST & RENTALS:

General Fund/Interest on Investments	\$35,000
Timmons Park Fund	\$200
Dam Lease	\$72,000
Rentals	\$1,500
TOTAL	\$108,700

OTHER REVENUE:

Sale of Assets	\$500
Contributions(Halloween & July 4th)	\$22,500
Election Reimbursements	\$0
Interfund Reimbursements	\$96,336
Park Income	\$6,000
Donations	\$4,000
Park Donations	\$150,000
Miscellaneous Income	\$2,500
Refunds & Rebates	\$1,000
Sale of Voters Registration Info	\$0

TOTAL \$282,836

OTHER FINANCING

TRF FROM FOREST SHORES	
TRF FROM DDA FUND	\$94,340.00
TRF FROM IRF	\$1,000.00
TOTAL	\$95,340.00

TOTAL REVENUES: \$4,389,016

TOTAL AVAIL/APPROPRIATE: \$4,389,016

REVENUE OVER EXPENSES \$93,726

FUND BALANCE 1/1/2015	\$8,516,152
PLUS REVENUE	\$4,389,016
LESS EXPENSES	\$4,295,290
FUND BALANCE 12/31/2015	\$8,609,878

FUND BALANCE - COMMITTED PENSION 2012	\$499,543
FUND BALANCE - COMMITTED PP TAX 2012	\$475,000
UNDESIGNATED FUND BALANCE PROJECTION FOR 12/31/2015	\$7,635,335
FUND BALANCE PROJECTION FOR 12/31/2015	\$8,609,878

2014 EXPENDITURES

LEGISLATIVE:

Township Board \$45,953

GENERAL GOVERNMENT:

Supervisor & Manager	\$132,288
Elections	\$7,300
Assessor/Board of Review	\$206,599
Clerk	\$80,520
Treasurer	\$123,242
Bldg. & Grounds	\$409,864
Cemetery	\$24,500
Other Admin.	\$466,286
Planning	\$240,915
TOTAL	\$1,691,514

PUBLIC WORKS:

Drains	\$237,900
Highways/Roads	\$357,300
Yard Waste Removal	\$54,600
Streetlighting	\$128,000
Hydrant Rental	\$0
Transporation	\$103,416
TOTAL	\$881,216

RECREATION & CULTURE:

Park & Recreation	\$80,100
Historical	\$7,400
TOTAL	\$87,500

OTHER TOWNSHIP:

Insurance & Benefits \$321,007

CAPITAL OUTLAY:

Capital - Bldg & Grds	\$10,000
Capital - General	\$173,600
Capital - Parks	\$643,000

TOTAL \$826,600

DEBT SERVICE:

Principal	\$0
Interest & Fees	\$0
TOTAL	\$0

TOTAL EXPENDITURES

BEFORE TRANSFERS: \$3,853,790

OTHER FINANCING

OPERATING TRANSFERS OUT:

Transfer/Cemetery Trust	\$1,500
Transfer/Dam Major Repair	\$40,000
Transfer/Fire Fund	\$400,000
Transfer/A. Homeyer/Open Space	\$0

TOTAL \$441,500

TOTAL APPROPRIATED: \$4,295,290

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
BOARD MEETING AUGUST 27, 2015
2015 BUDGET RESOLUTION
RESOLUTION# ____/2015**

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 Cemetery Trust Fund Budget as follows:

INCREASE REVENUE	
151-000-600-636 CEMETERY CARE FEES	\$10,000
INCREASE TO FUND BALANCE	\$10,000
REVENUE OVER EXPENDITURES FOR YEAR:	\$13,850

The foregoing Resolution was offered by Board _____,
supported by Board _____, with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

BU151

BUDGET SUMMARY 2015
CEMETERY TRUST FUND - 151
RESOLUTION# ___/2015
BOARD AMENDED - AUGUST 27, 2015

<u>2015 REVENUES</u>		<u>2015 EXPENDITURES</u>	
INTEREST REVENUE:	200	MISCELLANEOUS EXPENSE	250
OTHER REVENUE	15,900	CEMETERY IMPROVEMENTS	2,000
 <u>TRANSFER FROM GENERAL FUND</u>			
TOTAL REVENUES:	16,100	TOTAL APPROPRIATED:	2,250
TOTAL AVAILABLE TO APPROPRIATE	16,100		
REVENUE OVER EXPENSES	13,850		
FUND BALANCE 1/1/2015	78,956		
PLUS REVENUE	16,100		
LESS EXPENSES	2,250		
FUND BALANCE 12/31/2015	92,806		
COMMITTED FUNDS/MONUMENTS/WHITNEYVILLE 2011	5,000		
NET FUND BALANCE PROJECTION FOR 12/31/2015	87,806		
FUND BALANCE PROJECTION FOR 12/31/2015	92,806		

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
BOARD MEETING AUGUST 27, 2015
2015 BUDGET RESOLUTION
RESOLUTION# ____/2015**

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 Cemetery Trust Fund Budget as follows:

INCREASE REVENUE	
151-000-600-636 CEMETERY CARE FEES	\$10,000
INCREASE TO FUND BALANCE	\$10,000
REVENUE OVER EXPENSES FOR YEAR:	\$13,850

The foregoing Resolution was offered by Board _____,
supported by Board _____, with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

BU151

BUDGET SUMMARY 2015
CEMETERY TRUST FUND - 151
RESOLUTION# ___/2015
BOARD AMENDED - AUGUST 27, 2015

<u>2015 REVENUES</u>		<u>2015 EXPENDITURES</u>	
<u>INTEREST REVENUE:</u>	200	MISCELLANEOUS EXPENSE	250
OTHER REVENUE	15,900	CEMETERY IMPROVEMENTS	2,000
 <u>TRANSFER FROM GENERAL FUND</u>			
TOTAL REVENUES:	16,100	TOTAL APPROPRIATED:	2,250
TOTAL AVAILABLE TO APPROPRIATE	16,100		
REVENUE OVER EXPENSES	13,850		
FUND BALANCE 1/1/2015	78,956		
PLUS REVENUE	16,100		
LESS EXPENSES	2,250		
FUND BALANCE 12/31/2015	<u>92,806</u>		
COMMITTED FUNDS/MONUMENTS/WHITNEYVILLE 2011	5,000		
NET FUND BALANCE PROJECTION FOR 12/31/2015	87,806		
FUND BALANCE PROJECTION FOR 12/31/2015	<u>92,806</u>		

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
BOARD MEETING AUGUST 27, 2015
2015 BUDGET RESOLUTION
RESOLUTION# ____/2015**

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 Fire Fund Budget as follows:

SEE EXHIBIT A

The foregoing Resolution was offered by Board _____,
supported by Board _____, with the vote being as follows:

YEAS

ABSENT:

Resolution declared adopted August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

BUDGET SUMMARY 2015
FIRE FUND - 206
RESOLUTION# ___/2015
BOARD AMENDED - AUGUST 27, 2015

2015 REVENUES

2015 EXPENDITURES

TAXES:

Tax Revenue from	\$ 1,599,600	\$1,883,784
Property Owners		
Personal Property Tax	\$ 167,100	
Abatement Taxes	\$ 16,700	
Penalties & Interest on Taxes	\$ 600	
TOTAL	\$ 1,784,000	

GRANTS

		<u>HAZMAT EXPENSE</u>	\$ -
<u>INTEREST REVENUE:</u>	\$ 15,000		
<u>FINES AND FORFEITURES</u>	\$ 1,000	<u>CAPITAL OUTLAY</u>	\$ 322,000
<u>OTHER REVENUE:</u>	\$ 26,019		
<u>OTHER FINANCING</u>		<u>DEBT SERVICE:</u>	
<u>OPERATING TRANSFERS IN</u>		Principal Payments	
<u>TRANSFER FROM GENERAL FUND</u>	\$ 400,000	Interest Payments	
		TOTAL	\$ -

TOTAL REVENUES: \$ 2,226,019

TOTAL AVAILABLE
TO APPROPRIATE \$ 2,226,019

TOTAL APPROPRIATED: \$2,205,784

REVENUE UNDER EXPENSES \$ 20,235

FUND BALANCE 1/1/2015	\$ 2,292,635
PLUS REVENUE	\$ 2,226,019
LESS EXPENSES	\$ 2,205,784
FUND BALANCE PROJECTED FOR 12/31/2015	\$ 2,312,870
FUND BALANCE COMMITTED - RESCUE VEH 2012	\$ 198,000
FUND BALANCE COMMITTED - PP TAX 2012	\$ 660,000
FUND BALANCE - RESTRICTED	\$ 1,454,870
FUND BALANCE PROJECTION FOR 12/31/2015	\$ 2,312,870

FIRE FUND
EXHIBIT A FOR RESOLUTION # ____/2015
BOARD AMENDED - AUGUST 27, 2015

REVENUE INCREASES

206-000-655-661	DISTRICT COURT FINES	1,000.00
206-000-671-687	INSURANCE REIMBURSEMENT	23,769.00

INCREASE TO REVENUE	24,769.00
---------------------	-----------

EXPENDITURES INCREASE:

206-336-802-100	FIRE DISPATCH SERVICE	9,952.00
206-336-924-100	CELL PHONES/DATA	3,000.00
206-850-719-100	OPT-OUT INSURANCE	1,000.00

INCREASE TO EXPENDITURES	<u>13,952.00</u>
--------------------------	------------------

EXPENDITURES DECREASE:

206-336-924-000	FIRE PHONES	<u>2,400.00</u>
-----------------	-------------	-----------------

DECREASE TO EXPENDITURES	2,400.00
--------------------------	----------

NET DECREASE TO EXPENDITURES	11,552.00
------------------------------	-----------

INCREASE TO FUND BALANCE	13,217.00
--------------------------	-----------

REVENUE OVER EXPENDITURES FOR YEAR	20,235
------------------------------------	--------

BUDGET SUMMARY 2015
POLICE FUND - 207
RESOLUTION# ___/2015
BOARD AMENDED - AUGUST 27, 2015

2015 REVENUES

TAXES:

Tax Revenue from	\$557,800
Property Owners	
Personl Property Taxes	\$58,350
Abatement Taxes	\$5,850
Penalties & Interest on Taxes	\$200
TOTAL	\$622,200

2015 EXPENDITURES

OTHER EXPENDITURES	\$ 1,500
--------------------	----------

SHERIFF PROTECTION	\$ 643,022
--------------------	------------

INTEREST REVENUE:

INTEREST REVENUE	\$2,000
TOTAL	\$2,000

OTHER REVENUE:

DONATIONS

TOTAL REVENUES:	\$624,200
-----------------	-----------

TOTAL AVAILABLE TO APPROPRIATE	\$624,200
-----------------------------------	-----------

TOTAL APPROPRIATED:	\$ 644,522
---------------------	------------

REVENUES UNDER EXPENDITURES	(\$20,322)
-----------------------------	------------

FUND BALANCE 1/1/2015	\$1,190,466
PLUS REVENUES	\$624,200
LESS EXPENDITURES	\$644,522
FUND BALANCE PROJECTION FOR 12/31/2013	\$1,170,144
FUND BALANCE - COMMITTED PP TAX 2012	\$230,000
FUND BALANCE - RESTRICTED	\$940,144
FUND BALANCE PROJECTION FOR 12/31/2013	\$1,170,144

**RESOLUTION# ___/2015
2015 BUDGET RESOLUTION
CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 Police Fund Budget as follows:

INCREASE TO EXPENDITURES

207-301-801-000	SHERIFF PROTECTION	\$ 57,357
-----------------	--------------------	-----------

DECREASE TO FUND BALANCE	\$ 57,357
--------------------------	-----------

REVENUE UNDER EXPENDITURES FOR THE YEAR:	\$20,322
--	----------

The foregoing Resolution was offered by Board _____,
supported by Board _____, with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted august 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

BU207J

RESOLUTION # ____/2015
2015 BUDGET RESOLUTION
CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 Hazmat Fund Budget as follows:

INCREASE EXPENDITURES

208-344-958-000	HAZMAT EQUIPMENT	\$ 3,745
-----------------	------------------	----------

DECREASE TO FUND BALANCE	\$ 3,745
--------------------------	----------

REVENUE UNDER EXPENDITURES FOR YEAR:	\$12,495
--------------------------------------	----------

The foregoing Resolution was offered by Board _____,
supported by Board _____, with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

BU208

BUDGET SUMMARY 2015
HAZMAT FUND - 208
BOARD AMENDED - AUGUST 27, 2015

2015 REVENUES

HAZMAT - KENTWOOD
HAZMAT - GAINES TWP
HAZMAT - CASCADE TWP

TOTAL \$ 0

INTEREST REVENUE: \$ 250

OTHER REVENUE

HAZMAT REIMBURSEMENTS

TOTAL REVENUES: \$ 250

TOTAL AVAILABLE
TO APPROPRIATE \$ 250

EXPENSES OVER REVENUE \$ (12,495)

2015 EXPENDITURES

PUBLIC SAFETY/HAZMAT

SUPPLIES \$ 500

EQUIPMENT REPAIRS \$ 1,500

TRAINING \$ 3,000

EQUIPMENT \$ 7,745

TOTAL \$ 12,745

FUND BALANCE 1/1/2015	\$ 54,677.00
PLUS REVENUE	\$ 250.00
LESS EXPENSES	\$ 12,745.00
FUND BALANCE PROJCECTION FOR 12/31/2012	\$ 42,182.00

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
BOARD MEETING AUGUST 27, 2015
2015 BUDGET RESOLUTION
RESOLUTION# ___/2015**

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 Pathways Fund Budget as follows:

INCREASE TO EXPENDITURES

216-990-992-005	CAP IMP BOND 2005/PRINCIPAL	<u>\$120,000</u>
-----------------	-----------------------------	------------------

DECREASE TO FUND BALANCE		\$120,000
--------------------------	--	-----------

REVENUE UNDER EXPENDITURES FOR THE YEAR:		\$ 70,454
--	--	-----------

The foregoing Resolution was offered by Board _____,
supported by Board _____, with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

BUDGET SUMMARY 2015
PATHWAYS FUND - 216
RESOLUTION# ___/2015
BOARD AMENDED - AUGUST 27, 2015

2015 REVENUES

TAXES:

Tax Revenue from	
Property Owners	\$482,850
Personal Property Tax	\$50,650
Abatement Taxes	\$5,100
Delinquent Property Tax	\$1,500
Penalties & Interest on Taxes	\$150
TOTAL	\$540,250

INTEREST REVENUE: \$13,500

OTHER REVENUE

MISCELLANEOUS INCOME

2015 EXPENDITURES

RECREATION & CULTURAL:

PATHWAYS 96,500

CAPITAL OUTLAY

DEBT SERVICE:

PRINCIPAL 504,000

INTEREST & FISCAL CHARGES 23,704

TOTAL **527,704**

OTHER FINANCING SOURCE:

BOND REVENUE- REFINANCING

OTHER FINANCING SOURCE:

0

TOTAL REVENUES: \$553,750

TOTAL AVAILABLE TO APPROPRIATE \$553,750

TOTAL APPROPRIATED: 624,204

REVENUE UNDER EXPENDITURES (\$70,454)

FUND BALANCE 1/1/2015	\$758,014
PLUS REVENUE	\$553,750
LESS EXPENDITURES	\$624,204
FUND BALANCE PROJECTION FOR 12/31/2015	\$687,560
FUND BALANCE COMMITTED - PP TAX 2012	\$200,000
FUND BALANCE RESTRICTED	\$487,560
FUND BALANCE PROJECTION FOR 12/31/2015	\$687,560

BUDGET SUMMARY
IMPROVEMENT REVOLVING FUND - 246
RESOLUTION# ___/2015
BOARD AMENDED - AUGUST 27, 2015

<u>2015 REVENUES</u>		<u>2015 EXPENDITURES</u>	
HOOKUP FEES	\$400,000	ADMINISTRATIVE	\$52,325
INTEREST ON INVESTMENTS	\$10,500	DEBT SERVICE	
INT & PENALTIES ON SP ASSESSMENTS	\$4,100	PRINCIPAL PAYMENTS	\$74,000
SP ASSESSMENT REVENUE	\$98,145	INTEREST PAYMENTS	\$5,299
MISCELLANEOUS INCOME		CAPITAL OUTLAY:	
OTHER REVENUE		NORTH CENTRAL PRESSURE	\$15,000
SP ASSESSMENT INACTIVE		BURTON/CASCADE PV PROJECT	\$140,000
<u>OTHER FINANCING</u>			
		OTHER FINANCING	
		OPERATING TRANSFER OUT:	
		TRANSFER/GENERAL FUND	
TOTAL REVENUES:	\$512,745	TOTAL APPROPRIATED:	\$286,624
TOTAL AVAILABLE TO APPROPRIATE	\$512,745		
REVENUE OVER EXPENDITURES	\$226,121		
FUND BALANCE 1/1/2015		\$1,181,493	
PLUS REVENUE		\$512,745	
LESS EXPENDITURES		\$286,624	
FUND BALANCE PROJECTION FOR 12/31/2015		\$1,407,614	

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
BOARD MEETING AUGUST 27, 2015
2015 BUDGET RESOLUTION
RESOLUTION# ____/2015**

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 Improvement Revolving Fund Budget as follows:

INCREASE TO REVENUE		
246-000-630-000	HOOKUP FEES	\$200,000
INCREASE TO EXPENDITURES		
246-295-980-000	ADMIN MISC EXPENSE	\$ 825
INCREASE TO REVENUE		\$199,175
REVENUE OVER EXPENDITURES FOR THE YEAR		\$226,121

The foregoing Resolution was offered by Board _____,
supported by Board _____, with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted August 27, 2015

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

BU246

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
BOARD MEETING AUGUST 27, 2015
2015 BUDGET RESOLUTION
RESOLUTION# ____/2015**

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 DDA Fund Budget as follows:

INCREASE TO REVENUE

248-000-675-300	DONATIONS – METRO CRUISE	\$ 3,000
248-000-676-000	INSURANCE REIMBURSEMENT	<u>\$ 1,500</u>
TOTAL INCREASE TO REVENUE		\$ 4,500

INCREASE EXPENDITURES

248-170-924-100	CELL PHONE/DATA	\$ 600
248-170-931-300	METRO CRUISE	\$ 8,000

TOTAL INCREASE TO EXPENDITURES	\$ 8,600
--------------------------------	----------

DECREASE TO FUND BALANCE	\$ 4,100
--------------------------	----------

REVENUE UNDER EXPENDITURES FOR YEAR:	\$1,551,180
--------------------------------------	-------------

The foregoing Resolution was offered by Board _____,
supported by Board _____, with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on November 19, 2014.

Ronald H. Goodyke
Cascade Charter Township Clerk

BU248

BUDGET SUMMARY 2015
DDA FUND - 248
RESOLUTION# ____/2015
BOARD AMENDED - AUGUST 27, 2015

2015 REVENUES

TAXES:

G.R.C.C.	\$75,100
KENT COUNTY	\$236,300
KENT DISTRICT LIBRARY	\$53,800
CASCADE TOWNSHIP	\$148,138

TOTAL	\$513,338
-------	-----------

INTEREST REVENUE:	\$11,500
-------------------	----------

OTHER REVENUE:

REIMBURSEMENT/REFUNDS	\$1,000
INSURANCE REIMBURSEMENT	\$2,500
DONATION - METRO CRUISE WU	\$3,000
TOTAL	\$6,500

OTHER FINANCING

TOTAL REVENUES:	\$531,338
-----------------	-----------

TOTAL AVAILABLE TO APPROPRIATE	\$531,338
-----------------------------------	-----------

REVENUE UNDER EXPENDITURES	(\$1,551,180)
----------------------------	---------------

FUND BALANCE 1/1/2015	\$1,928,824
PLUS REVENUE	\$531,338
LESS EXPENDITURES	\$2,082,518
BALANCE PROJECTION FOR 12/31/2015	\$377,644

2015 EXPENDITURES

DDA OPERATION MAINTENANCE:

OTHER EXPENSES	\$13,020
ENGINEERING	\$10,000
LEGAL	\$4,000
ELECTRICITY	\$25,000
STREETLIGHTS	\$19,000
CELL PHONE/DATA	\$600
WATER	\$7,000
MAINT & REPAIR	\$39,800
SMALL EQUIP & FURNITURE	\$800
SPECIAL PROJECT	\$30,000
DDA PROPERTY TAX REFUND	\$20,000
METRO CRUISE WU	\$8,000

TOTAL	\$177,220
-------	-----------

DDA CONSTRUCTION & LAND ACQUISITIOI	\$1,704,000
-------------------------------------	-------------

DEBT SERVICE	
PRINCIPAL PAYMENTS	\$89,000
INTEREST & FEES	\$17,958

TOTAL	\$106,958
-------	-----------

BEFORE TRANSFERS	\$1,988,178
------------------	-------------

<u>OTHER FINANCING</u>	
TRANSFER / GENERAL FUND	\$94,340

TOTAL APPROPRIATED:	\$2,082,518
---------------------	-------------

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
BOARD MEETING AUGUST 27, 2015
2015 BUDGET RESOLUTION
RESOLUTION# ____/2015**

WHEREAS, Michigan Public Act 2 of 1968, as amended, requires that the Charter Township Board adopt budgets for the General Fund and all Special Revenue Funds, and

WHEREAS, Public Act 621 of 1978, the Uniform Budget Act, requires that the Responsibility of the budget be designated,

NOW, THEREFORE, BE IT RESOLVED THAT: The Cascade Charter Township Board amends the 2015 Library Fund Budget as follows:

INCREASE TO REVENUE		
270-000-673-000	SALE OF ASSETS	\$ 290
INCREASE TO EXPENDITURES		
270-790-980-650	LIBRARY CIP	<u>\$ 11,660</u>
DECREASE TO FUND BALANCE		\$ 11,370
REVENUE UNDER EXPENDITURES FOR THE YEAR:		\$ 73,051

The foregoing Resolution was offered by Board _____,
supported by Board _____, with the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared adopted August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of a Resolution adopted at a Regular Meeting of the Cascade Charter Township Board, held on August 27, 2015.

Ronald H. Goodyke
Cascade Charter Township Clerk

BU270

BUDGET SUMMARY 2015
LIBRARY FUND - 270
RESOLUTION# ___/2015
BOARD AMENDED AUGUST 27, 2015

2015 REVENUES

TAXES:

Tax Revenue from	
Property Owners	\$ 182,000
Personal Property Tax	\$ 19,100
Delinquent Tax	\$ 700
Abatement Taxes	\$ 1,905
Penalties & Interest on Taxes	\$ 100
TOTAL	\$ 203,805

INTERGOVERNMENTAL SOURCES

Kent District Library Payments	\$ 32,869
--------------------------------	-----------

INTEREST REVENUE:

\$ 1,200

OTHER REVENUE:

DONATIONS

MISCELLANEOUS INCOME

SALE OF ASSETS

\$ 290
\$ 290

OTHER FINANCING SOURCES:

\$ -

TOTAL REVENUES:

\$ 238,164

TOTAL AVAILABLE
TO APPROPRIATE

\$ 238,164

REVENUE UNDER EXPENDITURES

\$ (73,051)

2015 EXPENDITURES

RECREATION & CULTURAL:
LIBRARY

\$ 188,219

DEBT SERVICE:

PRINCIPAL

INTEREST & FISCAL CHARGES

TOTAL

\$

CAPITAL OUTLAY

\$ 106,660

TRANSFERS:

\$ 16,336

\$ -

\$ -

TOTAL

\$ 16,336

TOTAL APPROPRIATED:

\$ 311,215

TOTAL BEGINNING FUND BALANCE 1/01/2015

\$ 1,970,921

PLUS REVENUE

\$ 238,164

LESS EXPENDITURES

\$ 311,215

FUND BALANCE PROJECTION 12/31/2015

\$ 1,897,870

COMMITTED - MAJOR REPAIR 2011

\$ 400,000

COMMITTED FUND - PP TAX 2012

\$ 195,000

NET RESTRICTED FUND BALANCE PROJECTION 12/31/2015

\$ 1,302,870

FUND BALANCE PROJECTION 12/31/2015

\$ 1,897,870

EXCEL

BUDGET SUMMARY

UPDATED: 8/21/2015

4:25 PM

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Planning Director
Subject: Public Hearing regarding the rezoning of property at 5905 Broadmoor to Planned Unit Development.
Meeting Date: August 26, 2015

The Planning Commission has recommended the rezoning of this property to Planned Unit Development. This project was initiated by the Township as a result of our annual work plan from the master plan. The Planning Commission agreed with staff that the property may be difficult to develop under the current Industrial zoning category and believed that with it rezoned it may be a little easier to develop.

Some of the challenges to the property include:

1. The large low area long 60th St.
2. The property could require the removal of a billboard in order to be redeveloped. We know that this can be very difficult.
3. The property is fronted on all sides by a road.
4. The KCRC would probably not permit direct access to M-37.

Staff has met with the owner who was in agreement with the rezoning. Staff recommends the rezoning of the property at 5905 Broadmoor to Planned Unit Development.

Attachment: Proposed PID Ordinance
Planning Commission staff reports

STAFF REPORT

TO: Cascade Charter Township Planning Commission
FROM: Steve Peterson, Community Development Director
REPORT DATE: July 16, 2015
MEETING DATE: July 20, 2015
CASE: #15-3232

GENERAL INFORMATION

- A. **Applicant:** Cascade Township
- B. **General Location:** NE corner of Patterson and 60th
- C. **Requested Action:** Rezone property to Planned Unit Development to allow for a mixed use zoning designation.
- D. **Existing Zoning on Subject Parcels:** Industrial
- E. **Zoning on Adjoining Parcels:**
- N – City of Kentwood I-PUD
S – Caledonia Twp I-1/R-1
E – M-37 – Meadowbrooke PUD
W – City of Kentwood I-PUD
- F. **Parcel Size:** Approximately 14.42 acre
- G. **Existing Land Use on Subject Parcel:** Vacant/nonconforming billboard
- H. **Adjacent Area Land Uses:**
- | | | |
|-------|---|---|
| North | - | Vacant portion of industrial use |
| East | - | Vacant |
| South | - | house |
| West | - | vacant portion of industrial use/ storm water retention |

STAFF ANALYSIS

- A. The Planning Commission identified this property for study as part of our annual work plan of the master plan. The reason for the study was to see if the township could assist in making the property more attractive for development by removing the industrial zoning and creating a more attractive zoning designation.
- B. After some discussion with the owner we came up with a “hybrid” designation for a new Planned Unit Development. The new PUD would essentially be an office zoning district with the allowance for restaurants, which is a use allowed in the B2, general business use zone and the allowance for athletic uses that are not permitted in the office zoning district.
- C. Given the location of the expanding Davenport University campus as well as other changes in the area the inclusion of the restaurants and the expanded athletic uses makes good sense and may allow for a good mix of uses that could help to support the property and the area immediately around the property.
- D. The PUD does not have a site plan associated with it so it would essentially just create a new zoning district and would then allow someone to come in and ask for site plan approval.
- E. After meeting with the owner of the property they were interested in removing the industrial zoning designation and going to more of an office use but did ask for the additional uses which is why I am recommending the PUD rather than straight office zoning.
- F. This designation is consistent with the surrounding uses as well as the surrounding zoning in the area and I believe is also consistent with our master plan as well as the surrounding plans and the recent 4 corners study that was done by Steelcase.

Standards

Section 16.03 of the Zoning Ordinance requires that a proposed Planned Unit Development must demonstrate that:

Standard	Staff Comment
Granting of the Planned Unit Development rezoning will result in a recognizable and substantial benefit to the ultimate users of the project and to the community, where such benefit would otherwise be unfeasible or unlikely to be achieved.	Granting the PUD rezoning allows for the property to be developed under a more realistic designation and removes a few obstacles that may make it easier to develop.
In relation to underlying zoning, the proposed type and density of use shall not result in a material increase in the need for public services, facilities and utilities, and shall not place a material burden upon the subject or surrounding land or property	The proposed change is consistent with the current master plan and would not place a greater burden on the need for services than what the current zoning would allow for.

owners and occupants or the natural environment	
The proposed development shall be compatible with the General Development Plan of the Township, and shall be consistent with the intent and spirit of this Chapter	The project is consistent with the master plan, and appears consistent with the other plans in the surrounding communities.
In relation to underlying zoning, the proposed development shall not result in an unreasonable negative economic impact upon surrounding properties	Since the project complies with the master plan it would not result in an unreasonable negative economic impact
The proposed development shall contain at least as much green area and usable open space as would otherwise be required by this Ordinance with respect to the most dominant use in the development	The site plans would still need to be developed and would be meeting the minimum setback and landscape requirements at that time. these standards are the same as our office zoning district.
The proposed development shall be under single ownership or control such that there is a single person or entity having responsibility for completing the project in conformity with this Ordinance. This provision shall not prohibit a transfer of ownership or control, upon due notice to the Planning Director of the Township	met

Staff Recommendation

Staff recommends approval of the PUD ordinance and rezoning and forwarding a recommendation to the Township board for the same.

ATTACHMENTS:

APPLICATION
LOCATION MAP
PUD ORDINANCE

CASCADE CHARTER TOWNSHIP

Ordinance #_ of 2015

AN ORDINANCE TO AMEND THE CASCADE CHARTER TOWNSHIP ZONING ORDINANCE AND ZONING MAP TO ESTABLISH THE 5905 Broadmoor PLANNED UNIT DEVELOPMENT PROJECT.

Cascade Charter Township Ordains:

Section I. An Amendment to The Cascade Charter Township Zoning Ordinance

Cascade Township initiated this rezoning to help facilitate the development of the property. In order to do so, it was felt that coming up with a new Planned Unit Development designation for the 5905 Broadmoor property would be the best fit to allow a mix of office, recreational and restaurant uses for the property. At the _____ meeting the Cascade Charter Township Planning Commission recommended the rezoning to PUD. The Project is recommended for rezoning from I, Industrial to PUD, Planned Unit Development. This recommendation requires an amendment to the Cascade Charter Township Zoning Ordinance and Zoning Map to incorporate the Planning Commission's recommendation and the Cascade Charter Township Board of Trustees action on _____, 2015.

Section II. Legal Description.

The legal description of the Project is as follows:

Insert

Section III. General Provisions

The following provisions shall hereby apply to the Project, in addition to those Provisions outlined in Chapter 16 of the Cascade Charter Township Zoning Ordinance (Ordinance No. 11 of 1988, as amended).

Section IV. Purpose.

1. The Project occupies approximately 14 acres of land. The project is intended to allow a mix of office, recreational and restaurant uses.

2. Because the Township initiated the rezoning of the property the developer or owner of the property will be required to obtain site plan and or special use approval for the development of the parcel(s) in the future. This would be done consistent with the zoning ordinance regulations that are in place at the time the development is being requested.
3. The provisions of this Ordinance are not intended as a substitute for the Cascade Charter Township Zoning Ordinance and the General Development Plan, nor do they in any way relieve the Developer from obtaining all approvals and permits required by the township except as provided herein. In the event that a development issue or site plan element is not addressed by this Ordinance, the specifications and requirements of the Cascade Charter Township Zoning Ordinance shall be enforced.

Section V. Approval Limitations.

- A. Except as otherwise provided herein, the Developer and his assigns must meet all applicable provisions and regulations of Cascade Charter Township, as well as federal and state law, and must obtain all necessary approvals from state and county governmental agencies that are required for operation or use.
- B. This PUD approval is expressly contingent upon all conditions of approval herein remaining fully effective and valid. If any condition imposed herein is determined to be illegal or contrary to law as a result of a successful legal challenge by the Developer or its assigns, or any other party, the Township reserves the right to review the entire Project under the PUD provisions of the Cascade Charter Township Zoning Ordinance, and further, to withdraw its approval of this PUD if it finds that, absent the effect of any condition imposed herein, the PUD no longer meets the standards for PUD approval contained in the Zoning Ordinance.
- C. All conditions contained herein shall be binding upon the Developer, as well as its successors, tenants and assigns. The conditions may be modified or amended only pursuant to a formal amendment of the PUD approval and ordinance amendment.
- D. **This approval document shall be recorded with the Kent County Register of Deeds and shall run with and bind the lands involved. Copies of this recorded document shall be supplied by the Developer to the Cascade Charter Township Clerk.**
- E. Failure to comply with the site plan or any condition of approval herein shall be deemed a violation of the Cascade Charter Township Zoning Ordinance.

Section VI. Uses Permitted By Right:

The uses permitted by right are as follows:

1. Executive and administrative offices, data processing centers and business offices such as real estate, insurance, and non-profit organizations.
2. Professional offices for medical doctors, dentists, architects, engineers, accountants, attorneys and similar professions.

3. Medical and dental laboratories.
4. Radio and television stations, not including towers and antennas.
5. Funeral homes, not including crematories, subject to the following restrictions:
 - a. Sufficient off-street automobile parking and assembly area shall be provided for vehicles to be used in funeral processions. The assembly area shall be provided in addition to otherwise required off-street parking area.
 - b. Loading and unloading areas used by ambulances, hearses, or other such service vehicles shall be obscured from view with an opaque fence or wall not less than six (6) feet in height.
6. Publicly owned buildings, exchanges, and public utility offices not including storage yards, maintenance facilities, substations, regular stations, and materials handling facilities.
7. Banks, credit unions, savings and loan institutions, not including drive-in and outdoor automatic teller facilities.
8. Restaurants, excluding drive-in or drive through service
9. The following personal service establishments when located within an office building and provided that;
 - a. Such establishments are limited to basement and ground floors of the building.
 - b. The total gross floor area collectively occupied by personal service establishments shall not exceed ten (10) percent of the gross floor area of the building's ground floor.
 - c. The gross floor area occupied by any single personal service establishment shall not exceed ten (10) percent of the gross floor area of the building's ground floor or 1500 square feet, whichever is the lessor amount.
 - 1) News Stands, tobacco stands and confectioneries
 - 2) Barber and beauty shops
 - 3) Tailor and dressmaker shops
 - 4) Shoeshine and shoe repair shops
 - 5) Dry Cleaning and laundry pickup stations
 - 6) Photographic studios and print shops

- 7) Cafeterias or food services operated during normal business hours and primarily catering to on premises employees.
 - 8) Other personal service establishments including child care and day nurseries which are compatible with, subservient to and which cater to, on premises or neighboring businesses and employees.
10. Accessory structures and uses customarily incidental to the uses permitted, subject to the provisions of Section 4.08.
 11. Signs are regulated by the Cascade Charter Township Sign Ordinance.
 12. Temporary buildings, structures and uses and essential public services as provided in Section 4.25.
 13. Churches

Section VII Uses Permitted by Special Use Permit:

The following uses may be permitted but are subject to the provisions and conditions outlined in Chapter 17.

1. Athletic clubs and health spas and other indoor and outdoor recreation facilities including tennis, racquetball and handball courts and similar facilities, including bowling alleys, ice rinks, and athletic fields.
2. Drive-in banking, loan and finance facilities.
3. Roof and ground mounted communications antennas, excluding towers.
4. Medical clinics and veterinarian clinics excluding emergency services.
5. Restaurants having drive- in or drive through service.
6. Minor Mineral Resource Extraction as regulated in Chapter 17 and Section 4.28 of Chapter 4.
7. Antenna tower and masts for cellular phone and other personal communication services, when authorized as a special use by the Planning Commission subject to conformance with the standards of Section 17.03(h)
8. Other uses determined by the Planning Commission to be similar to the uses listed in Sections 12.03 and 12.04 hereof.

Section VII. Design Guidelines, Requirements and Limitations

The development within the Project shall conform to the Office zoning district regulations that are in effect at the time site plan approval is requested.

Section VIII. Cross Access

1. If the property is split into multiple properties each property will allow for cross access between properties. This will be reviewed during site plan approval. This PUD Ordinance will provide the legal means to allow cross-access with these other parcels.

Section IX. Signs

1. Signs will be permitted as dictated under the office zoning district regulation of the sign ordinance as amended.
2. The billboard on site will also be treated under the rules of the sign ordinance.

Section X. Landscaping Bufferyard Requirements:

1. As dictated by the Landscape section of the zoning ordinance as amended.

Section XI. Parking

1. The number of parking spaces and design of the parking lot will be dictated based on the zoning ordinance in affect at the time.

Section XII. Site Plan

1. The site plans shall provide appropriate measurements demonstrating compliance with Chapters 16 and 21 of the Zoning Ordinance. Engineering plans and/or documents relating to utilities, topography, drainage, and the survey of the Project shall be reviewed and approved by the Township Engineer. Approval of these documents shall be based upon their meeting recognized, acceptable engineering standards and practices.

Section XIII. Utilities

1. The Project shall be served with public water and public sewer. The on-site water and sewer design and the connection to the public water and sewer systems shall be approved by the Township and the City of Grand Rapids prior to installation. Said improvements shall be consistent with the Sewer and Water Master Plans for Cascade Township.
2. The Developer shall provide all necessary easements within the Project for telephone, electricity, gas and cable television to the appropriate utility provider without cost. In the event the Township requires additional sewer and water service easements in the future, the Developer shall provide them at all reasonable locations. Said easements shall be recorded with the Kent County Register of Deeds and provided to each utility provider for their records.

Section XIV. Miscellaneous Development Requirements

1. The applicant shall submit a soil erosion control plan showing all temporary and permanent soil erosion control measures to be taken before, during, and after construction on the site. This plan shall be reviewed and approved by the Township Engineer prior to commencing any building on the site.
2. The applicant shall submit a stormwater disposal plan showing all measures to be taken on the site. This plan shall be reviewed and approved by the Township Engineer prior to commencing any building on the site.
3. The Township Planning Department shall receive a copy of all permits from any other governmental agency regarding this project.

Section XV. Performance Guarantee

To insure compliance with this Ordinance and any conditions herein, Cascade Township may require reasonable performance guarantees, as authorized under the Township Rural Zoning Enabling Act to insure completion of improvements such as, but not limited to, landscaping, drainage, lighting, roads, and utilities. The Township Board, Engineer, or Planning Director may require such guarantees at any time they deem necessary to insure completion of the improvements.

Section XVI. Effective Date

This Ordinance shall become effective upon publication in The Grand Rapids Press, a newspaper of general circulation within the Cascade Charter Township.

The foregoing Ordinance was offered by Board Member _____, supported by Board Member _____. The roll call vote being as follows:

YEAS:

NAYS:

ABSENT:

Ron Goodyke
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of an Ordinance adopted at a Regular Meeting of the Cascade Charter Township Board on the ____ day of _____, 2015.

Ron Goodyke
Cascade Charter Township Clerk

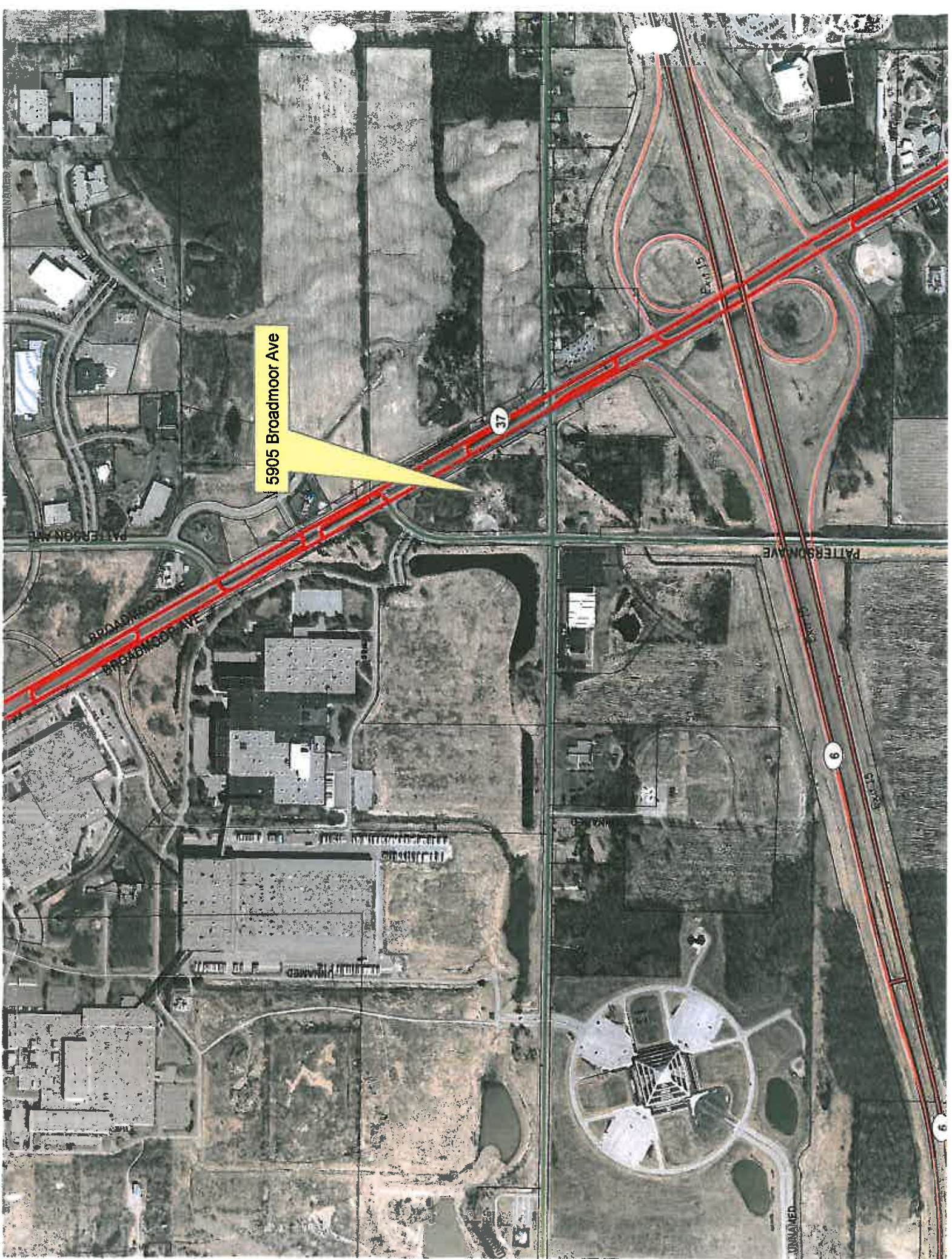
Owner Statement:

“William Azkuil has fully read the above PUD ordinance amendment, understands its provisions and fully agrees with all requirements and conditions contained in the same,

on behalf of it and its assigns, successors and transferees in
and to the property involved.”

Owner Signature	_____	_____	_____
	Printed Name		Date

5905 Broadmoor Ave





Google earth

feet
meters



MEMORANDUM

TO: CASCADE CHARTER TOWNSHIP PLANNING COMMISSION
FROM: STEVE PETERSON, COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: CONSIDER REZONING 5905 BROADMOOR AVE
MEETING DATE: MARCH 2, 2015

Attached to this memo is a chart with possible rezoning options for the property at 5905 Broadmoor Ave. This is one of the items on our annual work plan. Staff would like to consider a township initiated rezoning after studying our options. We believe that the property may be difficult to develop under the current Industrial zoning category and believe that with it rezoned it may be a little easier to develop.

Some of the challenges to the property include:

1. The large low area long 60th St.
2. The property would require the removal of a billboard in order to be redeveloped. We know that this can be very difficult.
3. The property is fronted on all sides by a road.
4. The KCRC would probably not permit direct access to M-37.

General Location: NW corner of M-37 and 60th

Existing Zoning on Subject Parcels: Industrial

Zoning on Adjoining Parcels:

N – City of Kentwood I-PUD
S – Caledonia Twp I-1/R-1
E – M-37 – Meadowbrooke PUD
W – City of Kentwood I-PUD

Parcel Size: Approximately 14.42 acres

Existing Land Use on Subject Parcel: Vacant/non-conforming billboard

Adjacent Area Land Uses:

North	-	Vacant portion of industrial use
East	-	Vacant
South	-	house
West	-	vacant portion of industrial use/ storm water retention

Any changes would require a public hearing. I would recommend that we review this material and get familiar with the area and our options and then invite the property owner in to discuss before we schedule a public hearing.

Options for 5905 Broadmoor Ave

Possible zoning	Zoning requirements	comments
I	2 acres 45 feet high 100' front 25' side 50' rear	Currently zoned
TI	1 acre 45 feet high 100' front 25' side 25' rear	Would require a zoning amendment to allow the retail uses that are allowed in the TI zone. Otherwise the uses are the same as the I.
ES	1 acre 48 feet high 100' 25' 50'	Allows for all the commercial uses in the B2. Would not allow for the industrial uses.
PUD	flexible	Would make more sense to wait until applicant approached township.
B2	3 acres 35 feet high 100' 25' 50'	These re the uses along 28 th St. Probably the most consistent with what Caledonia Township has planned for M-37.
New zoning district	flexible	May still require changes for future user
O	50,000 sq ft 35 feet high 30' 25' 50'	May be the most consistent with the four corners report by moving away from the industrial or commercial aspect.

CHAPTER 18

Zoning District Height, Area and Placement Standards

Section 18.12 Applicability:

Within the B-1, B-2, ES, VO, O, AC and I districts, except as otherwise provided in this Ordinance, no building or structure shall be erected or placed and no parcel of land created or used unless in accordance with the provisions of this Chapter.

The provisions contained in this Chapter are not intended to overly limit or restrict development but are intended to regulate short-range development in a manner that will assure the orderly long-range development of the area. While the majority of the land in these districts can be developed in accordance with these requirements, it is recognized that strict enforcement might preclude the use of a few smaller parcels of land. In these instances, it is envisioned that land will be developed by complying with the Planned Unit Development provisions of this Ordinance or where appropriate by the granting of necessary variances and Special Use Permits so that the intent of districts requirements can be satisfied without unduly restricting reasonable development.

Section 18.13 Height Lot Area and Building Placement Standards – Table 18-C: (Amended by Ord No 5 of 2010; 3/10/10) (Amended by Ord No 7 and 8 of 2011; 6/22/11)

Notes to Table 18-C

1. **Maximum Building Height:** See Section 4.14
2. **Minimum Lot Widths:** Minimum lot widths shall be

provided at the front right-of-way line or in the case of cul-de-sac or curved streets at the nearest point of building setback, and in any event within 150 feet of the public street right-of-way or private street easement on which the lot has frontage.

Minimum Front Yard Building Setback: See Section 4.15.

4. **Minimum Rear Yard Building Setbacks:** Where the rear lot line of any non-residential use lot in a B-1, B-2, ES, O, AC, TI or I District abuts upon a side or rear yard of a lot in any residential district there shall be rear yard setback requirements as follows:

- a. B-1, B-2, ES, VO, O and AC Districts: 60 feet.¹
- b. I District¹:
 - 1) "A" Groupings: 400 feet.
 - 2) "B" Groupings: 200 feet.
- c. TI District: 200 feet

¹Table Notes Amended by Ordinance #4 of 1993

5. **The following apply to the AC zone:**

- a. **Maximum Stories/Height:** The maximum height in the Subzone 1 shall be limited to the maximum height permitted by the FAA. The maximum height in Subzone 2 shall be 45 feet.
- b. **Minimum Lot Width:** There shall be no minimum lot width in the subzone 1. The Subzone 2 area shall have a minimum lot width of 200 feet.
- c. **Setbacks:** There shall be no minimum setback requirement in Subzone 1. The table on the following page setbacks shall apply to Subzone 2:

Table 18-C: Height Lot Area and Building Placement Standards

	B-1 & VO [†]	B-2	ES ^{**}	O	AC ^{###}	I	TI
Maximum Stories	2	3	4	2		2	2
Maximum Structure Height (feet)	25 for non-residential uses 30 feet for residential uses	35 ft	48 ft	35 ft		45 ft***	45 ft
Min. Lot Area AC= Acres SF=square feet	None, with approved site plan, otherwise 20,000 SF	3 AC	1 AC	50,000 SF		2 AC	1 AC
Min. Lot Widths	100 ft, unless waived per Section 8.06	300 ft	300 ft	200 ft		200ft	100 ft
Min. Bldg. Front Yard Setback	See Table 8-A	100 ft	100 ft	30 ft		100 ft	50 ft
Min. Bldg. Side Yard Setback	See Table 8-A	25 ft	25 ft	25 ft	25 ft	25 ft	25 ft
Min. Bldg. Rear Yard Setback	30 ft	50 ft	50 ft	50 ft	50 ft	50 ft	25 ft

^{**}Section Amended by Ordinance 7 of 2011; Special Use permit allows for additional height. Increased setbacks are required for additional height. See Section 17.07.s

^{***}Section Amended by Ordinance 12 of 1997

[†]Section Amended by Ordinance 8 of 2011

^{###}Section Amended by Ord. 10 of 2002



Definitions

General Provisions

Development Review

Zoning Districts

Special Uses

Planned Unit Development

Height, Area, & Placement

Parking & Access

Landscaping

CHAPTER 10 B-2 General Business District

Section 10.01 Title:

Use Regulations Relating to the "B-2" General Business District

Section 10.02 Intent:

This district is intended to satisfy the land needs for a wide range of business uses and to cater to needs of a larger consumer population than is served by the "B-1" Village Business District. This district recognizes the economic value or potential value of these lands as well as various problems often encountered in the development of these areas, including hazardous traffic conditions, traffic congestion, over development of lands, shopper inconvenience, and potential lack of amenities necessary to maintain long-range property values. Additionally, this district can be a suitable area for mobile home park development due to it being served by adequate public facilities such as access streets, public water, sanitary sewer and storm water drainage.

Section 10.03 Uses Permitted By Right:

In any "B-2" General Business District no building structure or premises shall be erected, altered or used except as one or more of the following specified uses unless otherwise provided in this Ordinance.

1. Any retail business or service establishment allowed as a use permitted by right in the "B-1" Village District (Chapter 8).
2. Amusement Enterprises.
3. Appliance Stores.
4. Athletic Clubs and Health Spas.
5. Automobile Supply, Parts and Accessories.
6. Business or Trade Schools.
7. Building Trades, excluding heavy equipment.
8. Emergency Medical Clinics.
9. Funeral Homes.
10. Furniture Stores.
11. Laundromats and Dry Cleaners.
12. Lodge Hall, Private Clubs, Veteran's Clubs.
13. Musical Instruments Sales and Lessons.
14. Office Machines & Computers Sales and Service.
15. Theaters.
16. Veterinary Clinics.

17. Adult Oriented Business subject to the provisions of Section 21.05.7 (Amended by Ord. # 5 of 2001)
18. Massage Establishments Section 21.05.7 (Amended by Ord. # 5 of 2001)
19. Shopping Centers & Department Stores containing one or more permitted or special uses, excluding sale at wholesale level.
20. Accessory structures and uses customarily incidental to the uses permitted in this district Section 4.08.*
21. Mobile Home Parks Section 21.05.6 (amended by Ord. #3 of 2000).*
22. Churches Section 17.07.2.a (Ord. #10 of 2001).*
23. Brew Pub
24. Restaurant with brew pub as accessory use
25. Tavern

*Section renumbered as a result of Ord #3 of 2006; 5/10/06

Section 10.04 Uses Permitted by Special Use Permit:

The following uses may be permitted, but are subject to the provisions and conditions outlined in Chapter 17.

1. Any use that may be allowed by Special Use Permit in the "B-1" Village District.
2. Lumber Yards and new building material sales.
3. Outdoor Recreation Centers excluding amusement parks Section 17.07.2.d
4. Sign Painting and Service Shops.
5. New Or Used Automobile Sales and Service Section 17.07.2.i
6. Recreational Vehicle Sales and Service.
7. Restaurants having drive in or drive through service.
8. Any permitted use if all business, storage, service or processing is not conducted wholly within a completely enclosed building, except for automobile parking for customers or employees, off-street loading spaces and signs.
9. Boarding houses, motels, hotels and transient lodging facilities not including trailer camps or tent sites. (New Section added by Ordinance #14 of 1989).
10. Minor Mineral Resource Extraction as regulated in Chapter 17 and Section 4.28 of Chapter 4. (New Section added by Ordinance #19 of 1990).
11. Antenna tower and masts for cellular phone and other personal communication services, when authorized as a special use by the Planning



Definitions

General Provisions

Development Review

Zoning Districts

Special Uses

Planned Unit Development

Height, Area, & Placement

Parking & Access

Landscaping

CHAPTER 10 B-2 General Business District

Commission subject to conformance with the standards of Section 17.03(h). (This subsection added by Ordinance #11 of 1996)

12. Other uses determined by the Planning Commission to be similar to the uses listed in Section 10.03 and Section 10.04 hereof. (Section added by Ord. #3 of 2006; 5/10/06)
13. Microbrew
14. Micro distillery



Definitions

General Provisions

Development Review

Zoning Districts

Special Uses

Planned Unit Development

Height, Area, & Placement

Parking & Access

Landscaping

CHAPTER 11 ES Expressway Service District

Section 11.01 Title:

Use Regulations Relating To The "ES" Expressway Service District

Section 11.02 Intent:

The Expressway Service District is designed to provide for servicing the needs of automobile highway traffic at certain interchange areas of feeder roads and expressway facilities.

The avoidance of undue congestion on feeder roads, the promotion of smooth traffic flow at the interchange areas of the expressway and the protection of adjacent properties in other zones from adverse influences of traffic are prime considerations in the creation of the "ES" District.

Section 11.03 Uses Permitted By Right:

In an ES, Expressway Service District, no building, structure or premises, shall be erected, altered or used except for one or more of the following uses, unless otherwise provided in this Ordinance.

1. Any retail business or service establishment allowed as a use permitted by right in the "B-2" General Business District, Chapter 10.
2. Boarding houses, motels, hotels and transient lodging facilities not including trailer camps or tent sites.
3. Accessory structures and uses customarily incidental to the uses permitted in this district, subject to the provisions of Section 4.08.
4. Churches (Ord #10 of 2001)*

*Section renumbered by Ord. #3 of 2006; 5/10/06

Section 11.04 Uses Permitted By Special Use Permit: (Ord No 7 of 2011; 6/23/11)

The following uses may be permitted, but are subject to the provisions and conditions outlined in Chapter 17.

1. All uses that may be allowed by Special Use in the "B-2" General Business District, Chapter 10.
2. Minor Mineral Resource Extraction as regulated in Chapter 17 and Section 4.28 of Chapter 4. (New Section added by Ordinance #19 of 1990).
3. Antenna tower and masts for cellular phone and other personal communication services, when

authorized as a special use by the Planning Commission subject to conformance with the standards of Section 17.03(h). (This subsection added by Ordinance #11 of 1996)

4. Other uses determined by the Planning Commission to be similar to the uses listed in Sections 11.03 and 11.04 hereof. (Section added by Ord #3 of 2006; 5/10/06)
5. Buildings in excess of maximum height standards.



Definitions

General Provisions

Development Review

Zoning Districts

Special Uses

Planned Unit Development

Height, Area, & Placement

Parking & Access

Landscaping

CHAPTER 12

O Office District

Section 12.01 Title:

Use Regulations Relating to the "O" Office District

Section 12.02 Intent:

The "O" Office District is intended to provide for the development of a variety of office uses of a business and professional nature as well as to provide for the development of certain related activities in proximity to office uses. It is also the intent of this district to locate office uses in proximity to expressways and major arterial streets. The regulations contained in this Section are designed to ensure a harmonious relationship between the Office District and abutting land uses and to promote efficient functioning for uses located within the Office District.

Section 12.03 Uses Permitted By Right:

The uses permitted by right in the "O" District are as follows:

1. Executive and administrative offices, data processing centers and business offices such as real estate, insurance, and non-profit organizations.
2. Professional offices for medical doctors, dentists, architects, engineers, accountants, attorneys and similar professions.
3. Medical and dental laboratories.
4. Radio and television stations, not including towers and antennas.
5. Funeral homes, not including crematories, subject to the following restrictions:
 - a. Sufficient off-street automobile parking and assembly area shall be provided for vehicles to be used in funeral processions. The assembly area shall be provided in addition to otherwise required off-street parking area.
 - b. Loading and unloading areas used by ambulances, hearses, or other such service vehicles shall be obscured from view with an opaque fence or wall not less than six (6) feet in height.
6. Publicly owned buildings, exchanges, and public utility offices not including storage yards, maintenance facilities, substations, regular stations, and materials handling facilities.
7. Banks, credit unions, savings and loan institutions, not including drive-in and outdoor automatic teller facilities.
8. The following personal service establishments when located within an office building and provided that;
 - a. Such establishments are limited to basement and ground floors of the building.
 - b. The total gross floor area collectively occupied by personal service establishments shall not exceed ten (10) percent of the gross floor area of the building's ground floor.
 - c. The gross floor area occupied by any single personal service establishment shall not exceed ten (10) percent of the gross floor area of the building's ground floor or 1500 square feet, whichever is the lesser amount.
9. Accessory structures and uses customarily incidental to the uses permitted in this Section, subject to the provisions of Section 4.08.
- 10) Signs are regulated by the Cascade Charter Township Sign Ordinance.
- 11) Temporary buildings, structures and uses and essential public services as provided in Section 4.25.
- 12) Churches (Ord. #10 of 2001)



Definitions

General Provisions

Development Review

Zoning Districts

Special Uses

Planned Unit Development

Height, Area, & Placement

Parking & Access

Landscaping

CHAPTER 12 O Office District

Section 12.04 Uses Permitted by Special Use Permit:

The following uses may be permitted but are subject to the provisions and conditions outlined in Chapter 17.

1. Athletic clubs and health spas and other indoor and outdoor recreation facilities including tennis, racquetball and handball courts and similar facilities, but not including bowling alleys, ice rinks, and athletic fields.
2. Drive-in banking, loan and finance facilities.
3. Roof and ground mounted communications antennas, excluding towers.
4. Medical clinics and veterinarian clinics excluding emergency services.
5. Minor Mineral Resource Extraction as regulated in Chapter 17 and Section 4.28 of Chapter 4. (New Section added by Ordinance #19 of 1990).
6. Antenna tower and masts for cellular phone and other personal communication services, when authorized as a special use by the Planning Commission subject to conformance with the standards of Section 17.03(h). (This subsection added by Ordinance #11 of 1996)
7. Other uses determined by the Planning Commission to be similar to the uses listed in Sections 12.03 and 12.04 hereof. (Section added by Ord #3 of 2006; 5/10/06).



Definitions

General Provisions

Development Review

Zoning Districts

Special Uses

Planned Unit Development

Height, Area, & Placement

Parking & Access

Landscaping

CHAPTER 13

I Industrial District

Section 13.01 Title:

Use Regulations Relating to the "I" Industrial District

Section 13.02 Intent:

This zone is intended to permit industrial uses which are not unreasonably offensive, hazardous, or debilitating to surrounding property or the community through the effects of noise, smoke, odor, dust, dirt, noxious gases, vibration, glare, heat, fire hazards, industrial wastes, or traffic. In those instances where there may be doubt regarding the effect of the operation, the Planning Commission may require the prospective operator to demonstrate, through the use of qualified technical persons and acceptable testing techniques, that protective devices shall be utilized that will categorically assure the control of the questioned factor.

All outdoor storage facilities for fuel, raw materials, and products for every use, as enumerated and limited herein, located less than one hundred (100) feet from any other district, shall be enclosed by a solid fence or wall, not less than eight (8) feet in height.

Section 13.03 Uses Permitted by Right: Amended by Ord #5 of 2010; 3/10/10

Land and/or buildings in this district may be used for the following purposes:

1. "A" Grouping Basic Manufacturing: Manufacturing, compounding, processing and/or fabrication of the following materials provided that any structure used therefor shall not be located less than four hundred (400) feet from any residential district or use:
 - a. Agricultural products.
 - b. Food and kindred products.
 - c. Chemicals and chemical products such as plastics, synthetic fibers and cosmetics.
 - d. Wood and wood products, including sawmills and planing mills.
 - e. Metals and metal products, including metal plating.
 - f. Glass and glass products.
 - g. Paper and paper products.
 - h. Foundries and forge plants.
 - i. Insulation manufacture.
 - j. Rubber and rubber products.

2. "B" Groupings - Non-Basic Manufacturing: Facilities for manufacturing, processing fabrication, packaging treating or assembling from previously prepared materials provided that any structure used therefor shall be located not less than two hundred (200) feet from any residential district or use.

- a. Automotive and aircraft parts (not including tires) and metal working.
- b. Automotive assembly, including major repair.
- c. Textile mill products such as woven fabric, knitted goods, floor coverings, yarn and thread.
- d. Apparel and similar products made from fabrics, leather, fur, canvas and similar materials.
- e. Prefabricated structural wood products, containers and lumber yards but excluding sawmills.
- f. Furniture and fixtures.
- g. Paper and paperboard containers and products.
- h. Printing, publishing, and allied industries.
- i. Chemical products such as plastics, synthetic fibers, and cosmetics.
- j. Drugs and pharmaceutical products.
- k. Electrical machinery, equipment, and supplies.
- l. Fabricated metal products.
- m. Glass products.
- n. Tool and die shop and screw machine products.
- o. Metal bending and welding.
- p. Central dry cleaning or laundry.*
- q. Building trades contractors.*
- r. Research and development, and testing laboratories.*
- s. Warehousing and general storage.*
- t. Truck and trailer and heavy equipment sales, leasing and rental.*
- u. Mini warehouses and self storage.*
- v. Wholesale establishments.*
- w. Retail sales where such use is clearly incidental to the primary use and where the area devoted to retail sales does not exceed fifteen (15) percent of the total floor area, and provided that the building used for such purpose is located a minimum of one hundred fifty (150) feet from a residential district or use.*



Definitions

General Provisions

Development Review

Zoning Districts

Special Uses

Planned Unit Development

Height, Area, & Placement

Parking & Access

Landscaping

CHAPTER 13 I Industrial District

- x. Offices, provided they are incidental to an industrial use located on the same site.*
- y. Churches* (Ord. #10 of 2001)
- 3. Accessory buildings and uses: As provided in Section 4.08.
- 4. Signs As provided in the Cascade Charter Township Sign Ordinance.
- 5. Temporary structures and essential public services: As provided in Section 4.25.
- 12. Minor Mineral Resource Extraction as regulated in Chapter 17 and Section 4.28 of Chapter 4. (New Section added by Ordinance #19 of 1990).
- 13. Antenna tower and masts for cellular phone and other personal communication services, when authorized as a special use by the Planning Commission subject to conformance with the standards of Section 17.03 (h). (This subsection added by Ordinance #11 of 1996)
- 14. Other uses determined by the Planning Commission to be similar to the uses listed in Sections 13.03 and 13.04 hereof. (Section added by Ord #3 of 2006; 5/10/06)

*Sections renumbered by Ord #3 of 2006; 5/10/06

Section 13.04 Uses Permitted by Special Use Permit:

The following uses may be permitted but are subject to the provisions and conditions outlined in Chapter 17, Special Use:

- 1. Auction houses if operation ceases before midnight and is wholly enclosed within a building.
- 2. Contractor's yards for vehicles, equipment, materials and/or supplies, provided that such yards shall be not less than five hundred (500) feet from any residential district or residential use.
- 3. Gasoline service stations, provided building used for such purposes shall not be nearer than five hundred (500) feet to any residential district or residential use.
- 4. Kennels not nearer than five hundred (500) feet to any residential district or residential use.
- 5. Livestock auctions not closer than five hundred (500) feet to any residential district or residential use.
- 6. Parking and/or storage yards for motor vehicles (excluding junked vehicles) and including transport equipment, provided such yards shall be not less than five hundred (500) feet from any residential district.
- 7. Trucking freight terminal and yards, provided such yards shall not be less than five hundred (500) feet from any residential district.
- 8. Veterinary clinic not less than five hundred (500) feet from any residential district.
- 9. Free standing office buildings located on substandard parcels or lots in existence prior to the effective date of this Ordinance.
- 10. Temporary cement or asphalt batch plants.
- 11. Billboard signs as provided in the Cascade Charter Township Sign Ordinance.



Definitions

General Provisions

Development Review

Zoning Districts

Special Uses

Planned Unit Development

Height, Area, & Placement

Parking & Access

Landscaping

CHAPTER 13a

TI Transitional Industrial District

Section 13.01a Title:

Use Regulations Relating to the "TI" Transitional Industrial District

Section 13.02a Intent:

The Transitional Industrial District is intended to allow for low-impact industrial uses and supportive, ancillary service and commercial activities. This zoning district is meant to provide the transition from more conventional, heavy industrial uses to commercial, retail, and other uses. Land use activity in the TI District will be compatible with uses in adjacent zoning districts and will accommodate appropriate non-industrial uses in specified locations. The TI District is designed specifically for three potential redevelopment areas within Cascade Township: north of 36th Street and west of I-96; the Meadowbrook industrial area southwest of 52nd Street and Kraft Avenue; and south of 48th Street and west of M-6.

Section 13.03a Uses Permitted by Right:

Land and/or buildings in this district may be used for the following purposes:

1. Facilities for manufacturing, processing fabrication, packaging treating or assembling from previously prepared materials provided that any structure used therefor shall be located not less than two hundred (200) feet from any residential district or use, and certain other uses, including the following:
 - a. Automotive and aircraft parts (not including tires) and metal working.
 - b. Automotive assembly, including major repair.
 - c. Textile mill products such as woven fabric, knitted goods, floor coverings, yarn and thread.
 - d. Apparel and similar products made from fabrics, leather, fur, canvas and similar materials.
 - e. Prefabricated structural wood products, containers and lumber yards but excluding sawmills.
 - f. Furniture and fixtures.
 - g. Paper and paperboard containers and products.
 - h. Printing, publishing, and allied industries.
 - i. Chemical products such as plastics, synthetic fibers, and cosmetics.
 - j. Drugs and pharmaceutical products.
 - k. Electrical machinery, equipment, and supplies.
 - l. Fabricated metal products.
 - m. Glass products.
 - n. Tool and die shop and screw machine products.
 - o. Metal bending and welding.
 - p. Central dry cleaning or laundry.
 - q. Building trades contractors.
 - r. Research and development, and testing laboratories.
 - s. Warehousing and general storage.
 - t. Truck and trailer and heavy equipment sales, leasing and rental.
 - u. Mini warehouses and self storage.
 - v. Wholesale establishments.
2. Churches (Ord. #10 of 2001)
3. Retail sales where such use is clearly incidental to the primary use and where the area devoted to retail sales does not exceed fifteen (15) percent of the total floor area, and provided that the building used for such purpose is located a minimum of one hundred fifty (150) feet from a residential district or use.
4. Executive and administrative offices, data processing centers and business offices such as real estate, insurance, and non-profit organizations.
5. Professional offices for medical doctors, dentists, architects, engineers, accountants, attorneys and similar professions.
6. Medical and dental laboratories.
7. The following uses shall be permitted when the front yard is located in the Transitional Industrial Zoning District and along Kraft Ave or within 1000' of 36th and Patterson Ave., and when the area devoted to such uses does not exceed thirty (30) percent of the site, and provided that the building used for such purpose is located a minimum of one hundred fifty (150) feet from a residential district or use. If any portion of a property falls within the 1000 feet of the intersection it shall be deemed to have met the requirement.
 - a. Generally recognized retail businesses, which supply commodities on the premises, such as, but not limited to, groceries, meats, dairy products, baked goods or other foods, drugs, dry goods, clothing and notions or hardware.
 - b. Personal service establishments, which perform services on the premises, such as, but not limited



Definitions

General Provisions

Development Review

Zoning Districts

Special Uses

Planned Unit Development

Height, Area, & Placement

Parking & Access

Landscaping

CHAPTER 13a

TI Transitional Industrial District

- to, repair shops (watches, radios, television, shoes, etc), tailor shops, beauty parlors or barber shops, photographic studios, flower shops and print shops.
- c. Restaurants, including drive-in or drive through service.
 - d. Business establishments which perform services on the premises, such as, but not limited to, banks, insurance offices and real estate offices.
 - e. Brew Pub
 - f. Restaurant with brew pub as accessory use
 - g. Tavern
- 8. Accessory buildings and uses: As provided in Section 4.08.
 - 9. Signs As provided in the Cascade Charter Township Sign Ordinance.
 - 10. Temporary structures and essential public services: As provided in Section 4.25.
 - 11. Microbrew
 - 12. Micro distillery
 - 7. Trucking freight terminal and yards, provided such yards shall not be less than five hundred (500) feet from any residential district.
 - 8. Veterinary clinic not less than five hundred (500) feet from any residential district.
 - 9. Free standing office buildings located on substandard parcels or lots in existence prior to the effective date of this Ordinance.
 - 10. Temporary cement or asphalt batch plants.
 - 11. Antenna tower and masts for cellular phone and other personal communication services, when authorized as a special use by the Planning Commission subject to conformance with the standards of Section 17.03 (h).
 - 12. Public, parochial and other private elementary, intermediate and high schools not operated for profit excluding colleges and universities.
 - 13. Other uses determined by the Planning Commission to be similar to the uses listed in Sections 13.03 and 13.04 hereof. (Section added by Ord #3 of 2006; 5/10/06)

Section 13.04a Uses Permitted by Special Use Permit:

The following uses may be permitted but are subject to the provisions and conditions outlined in Chapter 17, Special Use:

- 1. Auction houses if operation ceases before midnight and is wholly enclosed within a building.
- 2. Contractor's yards for vehicles, equipment, materials and/or supplies, provided that such yards shall be not less than five hundred (500) feet from any residential district or residential use.
- 3. Gasoline service stations, provided building used for such purposes shall not be nearer than five hundred (500) feet to any residential district or residential use.
- 4. Kennels not nearer than five hundred (500) feet to any residential district or residential use.
- 5. Livestock auctions not closer than five hundred (500) feet to any residential district or residential use.
- 6. Parking and/or storage yards for motor vehicles (excluding junked vehicles) and including transport equipment, provided such yards shall be not less than five hundred (500) feet from any residential district.



Definitions
General Provisions
Development Review

Zoning Districts
Special Uses
Planned Unit Development

Height, Area, & Placement
Parking & Access
Landscaping



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: August 26th, 2015
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds (EFT) Policy

FACTS:

The ability for local units of government to enter into Automated Clearing House (ACH) arrangements for the electronic transaction of funds is authorized by Public Act 738 of 2002 (MCL 124.303 as amended). The Act states:

“A local unit shall not be a party to an ACH arrangement unless the governing body of the local unit has adopted a resolution to authorize electronic transactions and the treasurer or the ETO of the local unit has presented a written ACH policy to the governing body.”

During our FY2014 audit it was noted by our audit firm that the Township did not have such a policy. Treasurer Peirce and Deputy Treasurer Sourine have developed the proposed policy based on the requirements of PA 738 of 2002. It should be noted that the proposed policy will not alter any of our current procedures but will memorialize them as required by the Act.

Attached for your review is:

- Resolution authorizing electronic transactions and adopting the Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds (EFT) Policy.
- Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds (EFT) Policy
- Public Act 738 of 2002

ANALYSIS & CONCLUSIONS:

The proposed policy was reviewed by the Finance Committee at their meeting on July 29th and a recommendation was made that the policy be approved by the Township Board with the following changes:

- The policy should define “Bill Pay” as opposed to “ACH Transaction” and prohibit the Township from utilizing “Bill Pay” services.
- The policy should be reviewed and approved by the auditor before being forwarded to the board.

The prohibition of “Bill Pay” services was recommended as PA 738 of 2002 does not authorize the use of bill pay services by local government, and the utilization of bill pay provides more opportunity for fraud than an ACH transaction

The proposed policy was reviewed by our auditor Vredevelde Hafener. The auditors were happy with the proposed policy, but recommended that the policy reference MCL 124.303 as amended, as well as PA 738 of 2002, to avoid having to amend the policy for minor changes in law.

FINANCIAL CONSIDERATIONS:

Adoption of the proposed policy will not have any financial considerations.

RECOMMENDED ACTION:

Adopt the Resolution authorizing electronic transactions and adopting the Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds (EFT) Policy.

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION ____ of 2015

**RESOLUTION TO AUTHORIZE ELECTRONIC TRANSACTIONS AND ADOPT THE
AUTOMATED CLEARING HOUSE (ACH) ARRANGEMENTS AND ELECTRONIC
TRANSACTIONS OF FUNDS (EFT) POLICY**

Minutes of a regular meeting of the Township Board of Cascade charter Township, County of Kent, State of Michigan, held at the Wisner Center in said Township on August 26th, 2015 at 7:00 o'clock p.m., Eastern Daylight Time

PRESENT: Members: _____

ABSENT: Members: _____

The following preamble and resolution were offered by Board Member _____ and supported by Board Member _____ .

WHEREAS, the ability for local units of government to enter into Automated Clearing House (ACH) arrangements for the electronic transaction of funds is authorized by Public Act 738 of 2002 (MCL 124.303 as amended).; and

WHEREAS, the Act requires that the governing body of the local unit of government adopt a resolution to authorize electronic transactions and the Treasurer present a written ACH policy to the governing body; and,

WHEREAS, the Cascade Charter Township Board wishes to authorize electronic transactions of funds through ACH arrangements.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Trustees of Cascade Charter Township authorize the electronic transaction of funds through ACH arrangements; and

BE IT FURTHER RESOLVED, that the Board of Trustees of Cascade Charter Township adopt the Automated Clearing House (ACH) and Electronic Transaction of Funds (EFT) Policy.

YEAS: Board members: _____

NAYS: Board members: _____

ABSTAIN: Board members: _____

ABSENT: Board members: _____

RESOLUTION DECLARED ADOPTED

Ronald Goodyke, Township Clerk

I HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Cascade Charter Township, County of Kent, Michigan, at a regular meeting held on August 26th, 2015, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: _____

Ronald Goodyke, Township Clerk

	CASCADE CHARTER TOWNSHIP, MICHIGAN			
	POLICIES AND PROCEDURES		# OF PAGES: <u>3</u>	POLICY #: <u>Board 2015-03</u>
	SUBJECT: Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds (ETF)		APPROVED BY: TOWNSHIP TREASURER, KENNETH B. PEIRCE	
	DEPARTMENT: Treasurer	SUPERCEDES: None	DATE OF ISSUE: 08/26/2015	DATE OF EFFECT: Immediate

I. PURPOSE

The purpose of this policy is to establish policies and procedures for automated clearing house (ACH) and electronic transaction of funds (EFT) for Cascade Charter Township

II. POLICY STATEMENT

In an effort to comply with Public Act 738 of 2002 (MCL 124.303 as amended), it is the policy of the Cascade Township Board of Trustees to authorize electronic transaction of funds based on the procedure set forth within.

III. PROCEDURES

A. Definitions

1. **Automated Clearing House or "ACH"** - A national and governmental organization that has authority to process electronic payments, including, but not limited to, the national automated clearing house association and the Federal Reserve System.
2. **ACH Arrangement** - The agreement between the originator of the ACH transaction and the receiver of an ACH transaction.
3. **ACH Transaction** - An electronic payment, debit, or credit transfer processed through an automated clearinghouse.
4. **ACH Policy** - The procedures and internal controls as determined under this written policy developed and adopted by the township Treasurer.
5. **Bill Pay Transaction** - An electronic payment, debit or credit transfer not processed through an automated clearing house.
6. **Clerk** - The Cascade Township Clerk or his/her designee
7. **Financial Officer** - The Cascade Township Manager or his/her designee.
8. **Treasurer** - The Cascade Township Treasurer or his/her designee.

B. Authority

The Township Treasurer may enter into an ACH arrangement as provided by Public Act 738 of 2002 (MCL 124.303 as amended), effective December 30, 2002.

1. **Authorization** - The Cascade Charter Township shall not be a party to an ACH arrangement unless the Cascade Township Board of Trustees has adopted a resolution to authorize electronic transactions and the Cascade Charter Township Treasurer has presented a written ACH policy to the Township Board.
2. **Exemption** - An ACH arrangement under PA 738 of 2002 (MCL 124.303 as amended) is not subject to the Revised Municipal Finance Act, Public Act 34 of 2001 (MCL 141.2101, et seq.) or to provisions of law or charter concerning the issuance of debt by a local unit.
3. **Prohibition** – The Township shall not utilize bill pay arrangements or any electronic payments not processed through an automated clearinghouse.

C. Responsibility for ACH Agreements

The Cascade Charter Township Treasurer is responsible for the Township's ACH agreements, including payment approval, accounting, reporting, and generally for the overseeing of compliance with the ACH policy.

1. **Reporting** – The Treasurer shall cause to be submitted to the Township Board documentation detailing the goods or services purchased, the cost of the goods or services, the date of the payment, and the department levels serviced by each payment of public funds made by electronic transfer. This report may be contained in the township's regular financial reporting or in a separate report to the Township Board.

D. Internal Accounting Controls to Monitor Use of ACH Transactions.

The following system of internal accounting controls will be used to monitor the use of ACH transactions made by Cascade Charter Township.

1. The Financial Officer shall prepare a list of vendors authorized to be paid by ACH transactions and provide that list to the Treasurer.
2. The Financial Officer initiates the transaction upon receipt of an invoice from the vendors included on the authorized ACH list. ACH invoices must be approved before payment. The Treasurer and the Clerk signs the ACH warrant, which then acts like a check.
3. The Financial Officer monthly presents the checks, and a list of electronic payments for Township Board approval.
4. The Clerk shall prepare and initiate the ACH transactions for the payroll and payroll taxes on a biweekly basis.
5. For deposits from state and federal authorities, tax collection, and from third-party payment processors (e.g. Point and Pay and Magic-Wrighter), the

Treasurer shall obtain the amount of the deposit and send an advice to the Financial Officer for accounting records.

6. The Financial Officer and the Clerk shall give a copy of completed ACH transactions to the Treasurer.
7. All ACH transactions shall be approved by two of the following individuals
 - a. Township Treasurer
 - b. Township Clerk
 - c. Financial Officer
8. All Credit Card Payments will be made in accordance with the Township Credit Card Policy.
9. All ACH transaction documents shall be retained for audit purposes.

IV. REGULATION

A. Enforcement of Policy

1. The Township Treasurer shall be responsible for the enforcement of the provisions contained within this policy.
2. The Finance Officer shall be responsible for the implementation of the provisions contained within this policy

B. Adoption/Amendment of Policy

The Township Board of Trustees shall be responsible for the adoption and amendment of this policy upon the recommendation of the Township Treasurer.

ELECTRONIC TRANSACTIONS OF PUBLIC FUNDS
Act 738 of 2002

AN ACT to authorize and regulate electronic transactions of public funds involving local units of government; and to provide for powers and duties of certain governmental agencies and officials.

History: 2002, Act 738, Imd. Eff. Dec. 30, 2002.

The People of the State of Michigan enact:

124.301 Definitions.

Sec. 1. As used in this act:

(a) "ACH arrangement" means the agreement between the originator of the ACH transaction and the receiver of the ACH transaction.

(b) "ACH policy" means the procedures and internal controls as determined under a written policy developed and adopted by the treasurer or the electronic transactions officer of a local unit under section 3.

(c) "ACH transaction" means an electronic payment, debit, or credit transfer processed through an automated clearing house.

(d) "Automated clearing house" or "ACH" means a national and governmental organization that has authority to process electronic payments, including, but not limited to, the national automated clearing house association and the federal reserve system.

(e) "Electronic transactions officer" or "ETO" means the person designated under this act by charter or by the governing body in a local unit other than a township or county.

(f) "Governing body" means any of the following:

(i) The council, commission, or other entity vested with the legislative power of a city or village.

(ii) The township board of a township.

(iii) The county board of commissioners of a county.

(iv) The board of county road commissioners of a county.

(v) The board of education of a local or intermediate school district.

(vi) The board of trustees of a community college district.

(vii) The official body to which is granted general governing powers over an authority or organization of government established under the revised municipal finance act, 2001 PA 34, MCL 141.2101 to 141.2821.

(viii) A community mental health authority created under section 205 of the mental health code, 1974 PA 258, MCL 330.1205.

(g) "Local school district" means a school district organized under the revised school code, 1976 PA 451, MCL 380.1 to 380.1852, or a district governed by a special or local act.

(h) "Local unit" means any of the following:

(i) A village.

(ii) A city.

(iii) A township.

(iv) A county.

(v) A county road commission.

(vi) A local school district.

(vii) An intermediate school district.

(viii) A community college district.

(ix) An authority or organization of government established under the revised municipal finance act, 2001 PA 34, MCL 141.2101 to 141.2821.

(x) A community mental health authority created under section 205 of the mental health code, 1974 PA 258, MCL 330.1205.

(i) "Treasurer" means the elected treasurer in a township or county.

History: 2002, Act 738, Imd. Eff. Dec. 30, 2002.

124.302 ACH arrangement; scope.

Sec. 2. (1) The treasurer or the ETO of a local unit may enter into an ACH arrangement as provided by this act.

(2) An ACH arrangement under this act is not subject to the revised municipal finance act, 2001 PA 34, MCL 141.2101 to 141.2821, or to provisions of law or charter concerning the issuance of debt by a local unit.

History: 2002, Act 738, Imd. Eff. Dec. 30, 2002.

124.303 ACH policy; contents.

Sec. 3. A local unit shall not be a party to an ACH arrangement unless the governing body of the local unit has adopted a resolution to authorize electronic transactions and the treasurer or the ETO of the local unit has presented a written ACH policy to the governing body. The ACH policy shall include all of the following:

(a) That an officer or employee designated by the treasurer or ETO is responsible for the local unit's ACH agreements, including payment approval, accounting, reporting, and generally for overseeing compliance with the ACH policy.

(b) That the officer or employee responsible for disbursement of funds shall submit to the local unit documentation detailing the goods or services purchased, the cost of the goods or services, the date of the payment, and the department levels serviced by payment. This report can be contained in the electronic general ledger software system of the local unit or in a separate report to the governing body of the local unit.

(c) A system of internal accounting controls to monitor the use of ACH transactions made by the local unit.

(d) The approval of ACH invoices before payment.

(e) Any other matters the treasurer or ETO considers necessary.

History: 2002, Act 738, Imd. Eff. Dec. 30, 2002.

124.304 Noncompliance; order limiting or suspending local unit's authority.

Sec. 4. After notice and hearing as provided under the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328, the department of treasury may issue an order limiting or suspending the authority of a local unit to make electronic transactions under this act for failure to comply with the requirements of this act or with the requirements of the local unit's ACH policy.

History: 2002, Act 738, Imd. Eff. Dec. 30, 2002.

124.305 ACH arrangement; validity; compliance.

Sec. 5. (1) This act does not affect the validity of an ACH arrangement entered into by a local unit before the effective date of this act.

(2) All electronic transactions made on or after the effective date of this act shall comply with this act.

History: 2002, Act 738, Imd. Eff. Dec. 30, 2002.



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: August 26th, 2015
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Cascade Charter Township Strategic Plan – 2015 Work Plan 2nd Quarter Report

FACTS:

Attached for your review is the 2nd Quarter update of the 2015 Cascade Charter Township Strategic Plan – Work Plan. The Work Plan action matrix serves as a “road map” for each task. Some of the action matrixes involve conclusions for that particular task in 2015, while some set up work for 2014 and beyond.

The primary thing to keep in mind with the new 2015 Work Plan is that it is a living, fluid document. As we work through each step of the matrix, there is the possibility for the steps to change. Steps might be added as challenges are realized, steps might be subtracted as new information becomes available and action matrixes may be eliminated if standards aren’t attainable.

At the end of each action matrix is a narrative update. This is where you will be able to find updated information on the progress that has been made for each task.

ANALYSIS & CONCLUSIONS:

The 2nd Quarter update of the plan has found progress in several areas of the 2015 work plan. Highlights include:

- Approval of the DDA – Village Area Infrastructure Improvements Project contract and the commencement of the work.
- Development of the PASER ratings report for Township local roads.
- Completion of Phase II of the Township Hall Feasibility Study
- Award of contract for the Cascade Rec Park Improvements
- Review and recommendation for bonds to be called

FINANCIAL CONSIDERATIONS:

The report as presented is for informational purposes only and does not have any financial implications for the Township.

RECOMMENDED ACTION:

Approve the 2015 Work Plan - 2nd Quarter Report of the Cascade Charter Township Strategic Plan.

CASCADE CHARTER TOWNSHIP

STRATEGIC PLAN 2014-2016

FY 2015 Work Plan

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.

- 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 FY 2015:

- Complete the proposed infrastructure improvements in the Village area.

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Prepare preliminary engineering and issue RFP for Village area infrastructure projects	Sandra	5/15 (COMPLETED)	Contract Awarded
2. Complete proposed infrastructure improvements	Sandra; Contractor	11/15	Project Completed
Narrative Update: The Village area infrastructure improvements project was bid in late spring and awarded to K&R in May. The project began at the end of July, and is currently on schedule to be completed in October or November.			

- Assist in the development of the Cascade Thornapple Center Complex

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Hold a meeting with the owners of property within the Thornapple Center complex in order to begin redevelopment discussions	Sandra; Steve	5/15 (COMPLETED)	Meeting held
2. With input from the property owners, engage the DDA on potential redevelopment opportunities within the Thornapple Center complex.	Ben, Sandra, DDA	8/15	Meeting Held

3. Develop an RFP for a redevelopment plan based on input from property owners and DDA	Sandra; Ben	Late 2015	RFP Issued
4. Budget for Redevelopment assistance plan in FY2016 based on RFP response	Ben	Dec 2015	Budget Approved
Narrative Update: Steve and Sandra invited all of the property owners in the Thornapple Center to a meeting in late spring. Unfortunately, the owner of the Harvest Health complex was the only owner to show up, while the other 4 owners were absent. We are currently trying to reach out to owners individually to gauge their interest in participating in a redevelopment study. It will be difficult for the Township to move forward with any study without property owner participation			

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

Tasks to be completed in FY 2015:

- A. Determine the possibility of redeveloping the riverfront properties on Thornapple River Drive in the Village area.

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Determine the properties that may be needed and/or available for a potential riverfront redevelopment project and collect potential costs.	Ben; Sandra	8/15	Report to Infrastructure Committee
2. Infrastructure Committee to determine how to proceed (plan development; engage property owners, etc...)	Ben, Infrastructure Committee	10/15	Direction given from Infrastructure Committee
3. Further steps proposed based on Infrastructure Committee feedback	Ben, Infrastructure Committee	10/15	Task Matrix Updated
4. Continue to seek grant opportunities should properties become available.	Ben, Sandra	Ongoing	Grants Identified
Narrative Update: Staff will be focusing on this task in the coming months. A grant for a potential property purchase was identified as part of the Kent County Disaster Resiliency grant application. Grant details will be presented to Township Board in September/October for consideration.			

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: Ensure that the local road system in Cascade Township is properly maintained

Tasks to be completed in FY 2015:

A. Develop a Local Road Maintenance 5-Year Plan

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Meet with the Kent County Road Commission to determine the current condition of the local road network	Ben	4/15 (COMPLETED)	PASER grade information collected for local road system
2. Develop a maintenance plan, including funding estimates, to address all roads in POOR condition in the next 5 years.	Ben, KCRC	9/15	Plan Approved by Infrastructure Committee
3. Incorporate proposed plan into the Township CIP and budget for planned improvements in FY 2016	Ben	12/15	CIP and Budget approved by Township Board
Narrative Update: The Kent County Road Commission has provided an updated listing and map of all the local roads in Cascade Township with their PASER rating. The roads that are listed in poor condition have been identified, and the KCRC will be investigating these roads next month and providing a recommended fix for each road. That information will be used to develop a 5 year plan with needed funding estimates.			

B. Develop Private Road Revolving Loan Fund to assist residents residing on private roads in maintaining their roads and bringing them into compliance with the Private Road Ordinance.

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Develop a listing of private roads within the Township and determine the need for a maintenance funding mechanism	Ben	9/15	Report presented to Infrastructure Committee
2. Develop a proposed policy for assisting private road residents in maintaining and upgrading roads to the private road ordinance standard.	Ben, Steve	10/15	Policy approved by Infrastructure Committee

3. Develop a proposed funding plan for the private road revolving fund utilizing SAD prefunded by Township	Ben, Millie	11/15	Funding Plan approved by Township Board
Narrative Update: Currently working on mapping private roads in the REGIS system to assist in determining needed maintenance levels.			

2. Objective: Continue to develop efficient and effecting bus transportation opportunities in the Township

Tasks to be completed in FY 2015:

A. Develop a plan for expanded line-haul bus transportation in Cascade Township

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Work with The Rapid to develop a possible line-haul route in Cascade Township to meet the needs that were identified in previous transportation studies	Ben, Sandra, Steve	3/15 (COMPLETED)	Plan Reviewed by Infrastructure Committee
2. Develop a funding plan for the proposed line-haul route utilizing a combination of Public (General fund/DDA) and Private dollars	Ben/Sandra	9/15	Plan Approved by Infrastructure Committee / Finance Committee
3. Develop agreement with The Rapid for service beginning in FY 2016	Ben	11/15	Contact Approved by Township Board
4. Budget for service as approved by Township Board	Ben	12/15	Budget Approved
Narrative Update: A proposed bus service was developed by Township staff with input from The Rapid staff. At their April meeting, the infrastructure committee approved the proposed service in concept and directed staff to engage the business community to develop a funding plan, including contributions from private businesses. The funding plan will be presented to the Infrastructure Committee at their September meeting, with a recommendation to forward the proposal to the finance committee for consideration.			

- B. Investigate and report on the possibility of developing a Township owned/operated specialized bus service to replace the Hope Network program.**

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Meet with other small bus service operators/municipalities to determine possibility of developing system including operations and costs	Ben	6/15 (COMPLETED)	Meetings held
2. Develop a report to present to the Infrastructure Committee on the potential of operating a stand-alone small transportation service.	Ben	10/15	Report to Infrastructure Committee
3. Determine future steps based on Infrastructure Committee feedback	Ben	11/15	Updated task
Narrative Update: Township staff have met with a few small bus operators, and is preparing a report to present to the Infrastructure Committee in October.			

- 3. Objective: Develop and maintain storm water infrastructure within the Township to ensure safety and disaster resiliency.**

- A. Complete the Thornapple Hills Drain Rehabilitation Project**

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Complete the preliminary design engineering and cost estimate for the project	Ben; Steve	1/15 (COMPLETED)	Design approved by Infrastructure Committee
2. Apply for and receive MDEQ permit for the project	Fishbeck	6/15	MDEQ Permit Received
3. Determine funding mechanism for project	Ben	TBD	Finance Committee recommends funding for project
4. Bid project	Fishbeck	TBD	Contract Awarded
5. Construct Project	Ben	TBD	Project Completed
Narrative Update: Preliminary design for the project was completed and approved by the Infrastructure Committee in early 2015. An on-site inspection was completed by the MDEQ in April, and comments were received in July. Currently the engineer is working on redeveloping the plans based on MDEQ comments and additional issues that were found (approved by Township board in July).			

B. Complete the Schoolhouse Creek Drain Rehabilitation Project

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Complete the preliminary design engineering and cost estimate for the project.	Ben; Steve	2/15 (COMPLETED)	Design Approved by Infrastructure Committee
2. Hold public meeting with effected homeowners to review project	Ben; Steve; Fishbeck	4/15 (COMPLETED)	Meeting Held
3. Finalize preliminary design and engineering based on homeowner feedback	Fishbeck	9/15	Infrastructure Committee Approval
4. Determine funding mechanism for project	Ben	10/15	Finance Committee Approval
5. Hold public meeting for final project review	Ben; Steve; Fishbeck	11/15	Meeting Held
6. Present project for approval /budget inclusion	Ben	12/15	Project Included in FY 2016 Budget
Narrative Update: Currently Fishbeck is working on the final project design based on feedback from the homeowners and the Infrastructure Committee. Additionally, the Township may be able to capture Disaster Resiliency grant funds to pay for a significant portion of the project. The availability of funds will not be known until December.			

C. Develop an expanded stormwater management plan

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Apply for a SAW grant for and expanded stormwater management plan	Ben; Steve; Fishbeck	12/13 (COMPLETED)	Grant Application Completed
2. Develop expanded stormwater management plan	Steve; Fishbeck	TBD	Plan approved by Infrastructure Committee
3. Approve stormwater management plan	Steve	TBD	Plan approved by Township Board
Narrative Update: The Township applied for a SAW grant in December of 2013 and is in the que for a grant. Phase III of grants were awarded in the spring of 2015, and the Township expects to be awarded the grant during Phase IV (fall 2015) or possibly Phase V (spring 2016). Task will be updated once grant is awarded.			

4. Objective: Review Township facilities to ensure organizational and community needs are being met

Tasks to be completed in FY 2015:

A. Conduct a feasibility study for a new Township Hall facility

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Develop a proposal for a feasibility study for a new Township Hall facility	Ben; Fishbeck	8/14 (COMPLETED)	Proposal Approved by Township Board
2. Conduct a needs assessment for any future Township Hall Facility	Ben; Fishbeck	1/15 (COMPLETED)	Needs Assessment Approved by IC/TB
3. Develop a Master Plan for the library property to determine the location of a future Township Hall Facility	Ben; Fishbeck	6/15 (COMPLETED)	Master Plan, TH location approved by IC/TB
4. Develop a schematic floor plan, elevations and a cost estimate for a new Township Hall facility	Ben; Fishbeck	9/15	Plan Approved by IC/TB
5. Develop funding plan for new Township Hall facility.	Ben	10/15	Plan approved by FC/TB
6. Develop project plan for new Township Hall facility	Ben	12/15	Project Plan Approved by Board and Budgeted.
Narrative Update: Since early July the Township staff/Infrastructure Committee workgroup has been working with Fishbeck on the draft floor schematic plan, and elevations. The plan will be presented to the Infrastructure Committee for consideration at their September meeting and the Township Board in September as well. The Finance Committee will consider funding options in October, and the project would be ready for Township Board approval in the November/December timeframe.			

Goal Area Three

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

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

Tasks to be completed in FY 2015:

A. Complete the Cascade Rec Park Improvements as outlined in the Parks and Recreation Master Plan

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Apply for Michigan Natural Resources Trust Fund Grant for project.	Steve	10/14 (COMPLETED)	Receive Grant
2. Apply for a Cascade Community Foundation Grant	Steve	10/14 (COMPLETED)	Receive Grant
3. Develop Improvement Plan for Cascade Rec Park Improvements	Steve; Fishbeck	6/15 (COMPLETED)	Parks Committee Approves Plan
4. Bid Improvement Plan for Cascade Rec Park	Steve; Fishbeck	8/15 (COMPLETED)	Township Board Approves Contract
5. Cascade Rec Park Improvements made	Steve; Contractor	11/15	Project Complete
Narrative Update: The grant application to the MNRTF was not approved. The grant from the Cascade Community Foundation was committed, but rescinded earlier this year due to unavailable funding. Because of this, the project scope was reduced to eliminate the ADA accessible playground. The project contract was approved by the Township Board in 8/15 and the project should be substantially complete in November.			

B. Develop a Pathway expansion plan

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Develop a Pathway Master Plan RFP	Steve; Ben	Late 2015	RFP Developed
Narrative Update: This project will be substantially delayed until FY 2016 as the millage renewal question will not be until August 2018, not 2017 as originally anticipated.			

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 FY 2015:

- A. Review bonds that may be callable in 2015 and report to the Board with recommendations for refinancing and paying down the debt.

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Review callable bonds and make administrative recommendations on refinancing or paying down debt.	Oxana; Mildred	6/2015 (COMPLETED)	Recommendations Made
2. Provide report and recommendation regarding paying down or refinancing debt. Recommendations should include any budget amendments or release of committed funds needed	Oxana; Mildred; Ben	7/2015 (COMPLETED)	Finance Committee / Township Board Considers Recommendations
3. Pay down or refinance debt as approved by the Board	Mildred	11/2015	Debt paid down or refinanced
Narrative Update: Staff has identified one callable bond in the Pathways Fund, which can be called in 11/15. The Finance Committee has recommended that the bond be called and a budget amendment to call the bond will be presented to the Board in 8/15.			

2. **Objective: Maintain Fund Balance**

Tasks to be completed in FY 2015

- A. Review implemented processes to maintain the financial health of the township and recommend improvements if necessary.

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Review implemented process and protocols to ensure they are meeting the needs of the Township	Ben; Oxana; Mildred	Ongoing (COMPLETED)	Processes implemented
Narrative Update: Staff has continued the processes that were put into place in 2012 and will update the processes as needed.			

3. Objective: Develop Cash Flow/Capital Expenditure Forecast

Tasks to be completed in FY 2015:

- A. Conduct quarterly meetings with department heads to review and confirm the cash flow forecast for all funds of the Township.

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Conduct quarterly budget amendment meetings to address updated expenditure, revenue and cash flow forecasts	Ben; Mildred	Quarterly (COMPLETED)	Budget Amendments approved by Finance Committee and Township Board
Narrative Update: Staff holds quarterly budget amendment meetings with all staff with budgetary responsibility to ensure expenditures, revenues and cash flow are on-pace. Amendments are presented to the Board as needed.			

- B. Provide an updated ten-year forecast, including millage capture recommendation, for all funds to the Board annually

OBJECTIVE	RESPONSIBILITY	COMPLETION	STANDARD
1. Update the ten year forecast of revenues and expenditures for all funds.	Mildred; Roger; Oxana; Ben	Yearly	Ten Year Forecast is accepted by the Board
2. Develop a long-term millage capture plan	Mildred; Oxana; Ben	Yearly	Millage rates approved by the Township Board
Narrative Update: Updated 10-year forecast will be presented to the Finance Committee as part of the budget process in October. Millage rate recommendations will be adjusted by the Finance Committee as needed.			



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan 49546-7140

Date: August 26th, 2015
To: Supervisor Beahan and Township Board Members
From: Ben Swayze, Township Manager
Subject: Resolution for "Prisoner of War/Missing in Action Recognition Day"

FACTS:

The Township has received a request from the Michael J. Bost Chapter 18 of the Vietnam Veterans of America that the Township, along with other communities, issue a resolution declaring September 18th, 2015 as "Prisoner of War/Missing in Action Recognition Day." The request has also been made that the resolution be presented to the Michael J. Bost Chapter 18 of the Vietnam Veterans of America at a ceremony they will be conducting at 2:00pm in the chapel of the Michigan Home for Veterans in Grand Rapids.

Attached for your review is:

- Letter of request from the Michael J. Bost Chapter 18 of the Vietnam Veterans of America.
- Proposed Resolution to Provide for the Designation of September 18th, 2015 as Prisoner of War/Missing in Action Recognition Day

ANALYSIS & CONCLUSIONS:

The Township has approved similar resolutions in previous years. The Michael J. Bost Chapter 18 of the Vietnam Veterans of America is one of three in West Michigan that is working to increase awareness of the servicemen unaccounted for in the Vietnam and Gulf Wars. Currently there are nearly 1,700 Vietnam-era American servicemen and civilians unaccounted for in Southeast Asia, including 49 from the State of Michigan.

FINANCIAL CONSIDERATIONS:

Adoption of the proposed resolution will not have any financial considerations.

RECOMMENDED ACTION:

Adopt the Resolution recognizing September 18th, 2015 as "Prisoner of War/Missing in Action Recognition Day" in Cascade Township.



Vietnam Veterans of America

Michael J. Bost Chapter No. 18

P.O. Box 1766

Grand Rapids, MI 49501

616-752-8387



July 17, 2015

Supervisor Robert Beahan

Township of Cascade

2865 Thornhills SE

Grand Rapids, MI 49546-7192

Dear Supervisor Beahan;

The Michael J. Bost Chapter 18 of the Vietnam Veterans of America will observe Prisoner of War/Missing in Action Recognition Day on Friday, September 18, 2015. We will have a brief ceremony at **2:00 PM** in the chapel of the Michigan Home for Veterans in Grand Rapids.

We would like the Township of Cascade, with other communities, issue a proclamation declaring September 18, 2015 as Prisoner of War/Missing in Action Day. This resolution would then be presented to the Michael J. Bost Chapter of the Vietnam Veterans. A sample is included for your convenience.

Your presence is requested at this ceremony to make the presentation to the Vietnam Veterans of America Chapter 18. Out of respect for those who are present, we would appreciate dignitaries being present for the entire ceremony.

If you or your representative are able to attend this ceremony, please let us know.

For further questions, please call 616-752-8387.

Thank you for your consideration.

Sincerely,

Jim Pike

President

Michael J. Bost

Chapter 18

Vietnam Veterans of America

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN**

RESOLUTION ____ of 2015

**RESOLUTION TO PROVIDE FOR THE DESIGNATION OF SEPTEMBER 18, 2015 AS
“PRISONER OF WAR / MISSING IN ACTION RECOGNITION DAY”**

Minutes of a regular meeting of the Township Board of Cascade charter Township, County of Kent, State of Michigan, held at the Wisner Center in said Township on August 26th, 2015 at 7:00 o'clock p.m., Eastern Daylight Time

PRESENT: Members: _____

ABSENT: Members: _____

The following preamble and resolution were offered by Board Member _____ and supported by Board Member _____.

WHEREAS, the United States has fought in many wars, one of the longest of which was the Vietnamese Conflict; and

WHEREAS, Friday, September 18, 2015 is a day of remembrance for those who suffered as prisoners of war or are still missing as a result of any conflict; and,

WHEREAS, although cooperation has increased within the past few years, there are still nearly 1,700 American servicemen and civilians, including 49 from the State of Michigan, missing and unaccounted for in Indochina. The uncertainty surrounding their fates has caused their families to suffer great hardship; and,

WHEREAS, increasing public awareness and focusing public attention on this issue is one way to help achieve this goal.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Trustees of Cascade Charter Township shall designate **Friday, September 18, 2015** as:

“PRISONER OF WAR / MISSING IN ACTION RECOGNITION DAY”

We urge all of our citizens to take note of this important issue and remember those servicemen and civilians who were prisoners of war and those who are still missing and to commemorate the day with appropriate activities.

YEAS: Board members: _____

NAYS: Board members: _____

ABSTAIN: Board members: _____

ABSENT: Board members: _____

RESOLUTION DECLARED ADOPTED

Ronald Goodyke, Township Clerk

I HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Cascade Charter Township, County of Kent, Michigan, at a regular meeting held on September 18th, 2015, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: _____

Ronald Goodyke, Township Clerk



Municipal Employees' Retirement System of Michigan
1134 Municipal Way • Lansing, MI 48917
800.767.MERS (6377) • Fax: 517.703.9707
www.mersofmich.com

2015 Officer and Employee Delegate Certification Form

MERS 69th Annual Conference | October 8-9, 2015 | Amway Grand Hotel, Grand Rapids

Please print clearly • Retain a copy for your records

IMPORTANT: A **voting delegate** registered to attend the **MERS Annual Conference** is **NOT** confirmed to have voting rights until this form has been received by MERS.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

If you are not attending MERS Annual Conference, you do not need to submit this form.

1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name

DENISE M. BIEGALLE

Officer Alternate name

Officer delegate and alternate listed above were appointed to serve at the 2015 MERS Annual Conference by official action of the governing body (or chief judge for a participating court) on 8.12, 2015.

2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name

DEBHLA AMOS

Employee Alternate name

MILORED PINDER

Employee delegate and alternate listed above were elected to serve at the 2015 MERS Annual Conference by secret ballot election conducted by an authorized officer on 8.12, 2015.

3. Certification

NOTE: Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court, and municipality number provided in space at the bottom of certification box.

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for employee delegate and alternate are true and correct.

Employer/municipality name*

CASCADE CHARTER TOWNSHIP

Municipality number*

4110

Email address

Employer address

2865 THORNHILLS DR., S.E.

Employer city

GRAND RAPIDS

Employer state

MI

Employer zip code

49546

Signature of authorized authority*

Printed name

Title of authorized authority*

Date

* Required field



**Cascade Charter Township
Seminar/Conference Attendance Request Form**

This form must be filled out if the employee is requesting Township payment or reimbursement for the employee's attendance to a seminar or conference.

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences 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. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$200 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.

Name: DEBRHA AMOS, MILDRED PINDER

Application Date: 07/31/2015

Location of Seminar/Conference GRAND RAPIDS, MI - AMWAY GRAND PLAZA

Name of Proposed Seminar/Conference: MERS ANNUAL CONFERENCE

Description of Seminar/Conference: (may also be attached) SEE ATTACHED BROCHURE

(over)

How will the Seminar/Conference benefit the employee and the township? BETTER UNDERSTANDING OF THE BENEFIT OFFERED BY THE TOWNSHIP.

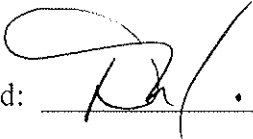
Cost of the Seminar/Conference: (Registration) \$ 175.00/EA.

(Lodging) \$ 0.00 (Travel) \$ _____

Account #: _____

Your Signature: _____

Approvals:

Department Head:  _____ Date: 8.7.15

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting



DEVELOPING THE FULL RETIREMENT PICTURE

Please join us at the 2015 MERS Annual Conference, where we'll explore the retirement topics facing you and your municipality. Learn, share, and celebrate your successes with peers.

Last year we previewed a Snapshot of what's to come with retirement readiness. This year, the conversation continues. We're taking retirement readiness to the next level — providing you with more information, more resources, and more education. Prepare to see the Full Picture at the 2015 MERS Annual Conference.

NEW TWO-DAY FORMAT

NEW PRICE

We've listened to your feedback and, this year, we're offering the same great event you've come to expect in a two-day format at the reduced registration cost of **\$175 per person.**

WHO SHOULD ATTEND

The MERS Annual Conference offers a wide variety of educational sessions, focusing on topics that will be of interest to:

- ◆ Human Resources staff
- ◆ Finance staff
- ◆ Employees interested in learning about their benefits
- ◆ Appointed and elected officials



AMWAY GRAND PLAZA
GRAND RAPIDS, MI

THURSDAY, OCTOBER 8
FRIDAY, OCTOBER 9



REGISTER NOW

To register and for more information, visit www.mersofmich.com

