

AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING

Wednesday, February 12, 2025

7:00 P.M.

Wisner Center
2870 Jacksmith Drive SE,
Grand Rapids, MI 49546

Public may access the meeting via video conference software Zoom

<https://us02web.zoom.us/j/87282892141>

Meeting ID: 872 8289 2141

By Phone: 1 312 626 6799

Expected Meeting Procedures

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

- Article 1. Call to Order, Roll Call**
- Article 2. Pledge of Allegiance to the Flag**
- Article 3. Approval of Agenda**
- Article 4. Presentations**
- Article 5. Public Comments - Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)**
- Article 6. Approval of Consent Agenda**
- a. Receive and File Minutes
 1. Township Board Meeting-1/22/25
 2. Planning Commission-1/6/25
 - b. Receive and File Reports
 1. Building Department Report-Jan 2025
 2. Planning Department Annual Report 2024
 - c. Receive and File Communication
- Article 7. Financial Actions**
- a. Request for Invoices to be paid on 2/13/2025

Article 8. Unfinished Business

Article 9. New Business

011-2025 Consider Approval of Resolution for Adoption of Ordinance Amendment to Chapter 282 – Parks and Recreation Areas *(Roll Call)*

012-2025 Consider Approval of Award of Three Year Contract for Township Tree Plantings

013-2025 Consider Approval of Resolution for Authorizing Depositories for Township Funds *(Roll Call)*

014-2025 Consideration of Resolutions to Approve Elected Officials Compensation Adjustment *(Roll Call)*

Article 10. Discussion

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

Article 12. Closed Session Information subject to the attorney-client privilege pursuant to MCL 15.243Sec13(1)(g)

Article 13. Manager Comments

Article 14. Board Member Comments

Article 15. Adjournment

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

Wednesday, January 22, 2025

Wisner Center

2870 Jacksmith Dr SE

Grand Rapids, MI 49546

And Virtual Zoom Meeting

7:00 P.M.

HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Korstange, Trustees Shipley, Rissi, Noordyke and Noordhoek
Absent: None
Also Present: Finance & Budget Director Nenciarini, Manager Smith, Fire Chief Magers, Fire Marshall Pell, Engineer Thorne, Deputy Clerk Jager and those listed in the Supplement
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**
Motion by Trustee Shipley, seconded by Treasurer Korstange to approve the agenda. Motion carried unanimously.
- Article 4. Presentations**
None
- Article 5. Public Comments-Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)**
None
- Article 6. Approval of Consent Agenda**
a. Receive and File Minutes
1. Township Board Meeting-1/8/25
2. Planning Commission-12/16/24
b. Receive and File Reports
1. Treasurer Report-Nov 2024
c. Receive and File Communication
Motion by Trustee Shipley, seconded by Trustee Rissi to approve Consent Agenda.
Motion carried unanimously.
- Article 7. Financial Actions**
a. Request for Invoices to be paid on 1/23/25
Motion by Treasurer Korstange, seconded by Trustee Noordhoek to approve.
Motion carried unanimously.
- Article 8. Unfinished Business**
None

Article 9.

New Business

004-2025 Consider Approval of Purchase of Replacement Fire Department Vehicle Motion by Trustee Shipley, seconded by Trustee Noordyke to approve. Motion carried unanimously.

005-2025 Consider Approval of 2025 Local Roads Program with Kent County Road Commission Motion by Trustee Shipley, seconded by Trustee Rissi to approve. Motion carried unanimously.

006-2025 Consider Approval of Thornapple River SAD Treatment Contract Motion by Trustee Rissi, seconded by Treasurer Korstange to approve. Motion carried unanimously.

007-2025 Consider Approval of Award of the Construction Services Contracts for Interior Renovation at the Cascade Library Building and Amend the FY25 Budget Motion by Trustee Shipley, seconded by Clerk Slater to approve. Motion carried unanimously.

008-2025 Consider Approval of First Reading of Ordinance Amendment to Chapter 282-Parks and Recreation Areas Motion by Trustee Noordyke, seconded by Trustee Shipley to approve. Motion carried unanimously.

009-2025 Consider Approval of Planning, Parks and ZBA Committee Appointments Motion by Trustee Shipley, seconded by Treasurer Korstange to approve. Motion carried unanimously.

010-2025 Consider Approval of Zoning Ordinance Update Ad Hoc Committee & Appoint Members Motion by Trustee Rissi, seconded by Trustee Shipley to approve. Motion carried unanimously.

Article 10.

Discussion

None

Article 11.

Public Comments

1. Nick Katsarelas-2985 Burrwick SE-appreciated the improvements on the bridge; questioned how Township will involve community with ideas for development of site.
2. Scot VanSolkema-2570 Orange Ct-requested illegal signs removal throughout the Township. He inquired why residence is prohibited on 20-acre parcel of Shaggy Pines Dog Park.

Article 12.

Manager Comments

1. Township newsletter will be sent soon and contains updates on the Tuffy property.
2. Road variances will be discussed with Kent County Road Commission.
3. Township office will remain open in inclement weather.

Article 13.

Board Member Comments

1. Trustee Shipley thanked those in attendance.
2. Trustee Noordyke, in light of the tragic fires in California, expressed thanks to Fire Chief Magers and the Township Fire Department for their thorough and professional work. He welcomed Robert Cribbs to service on Planning commission.

3. Trustee Rissi echoed agreement with Trustee Noordyke’s comments.

Article 14. Adjournment

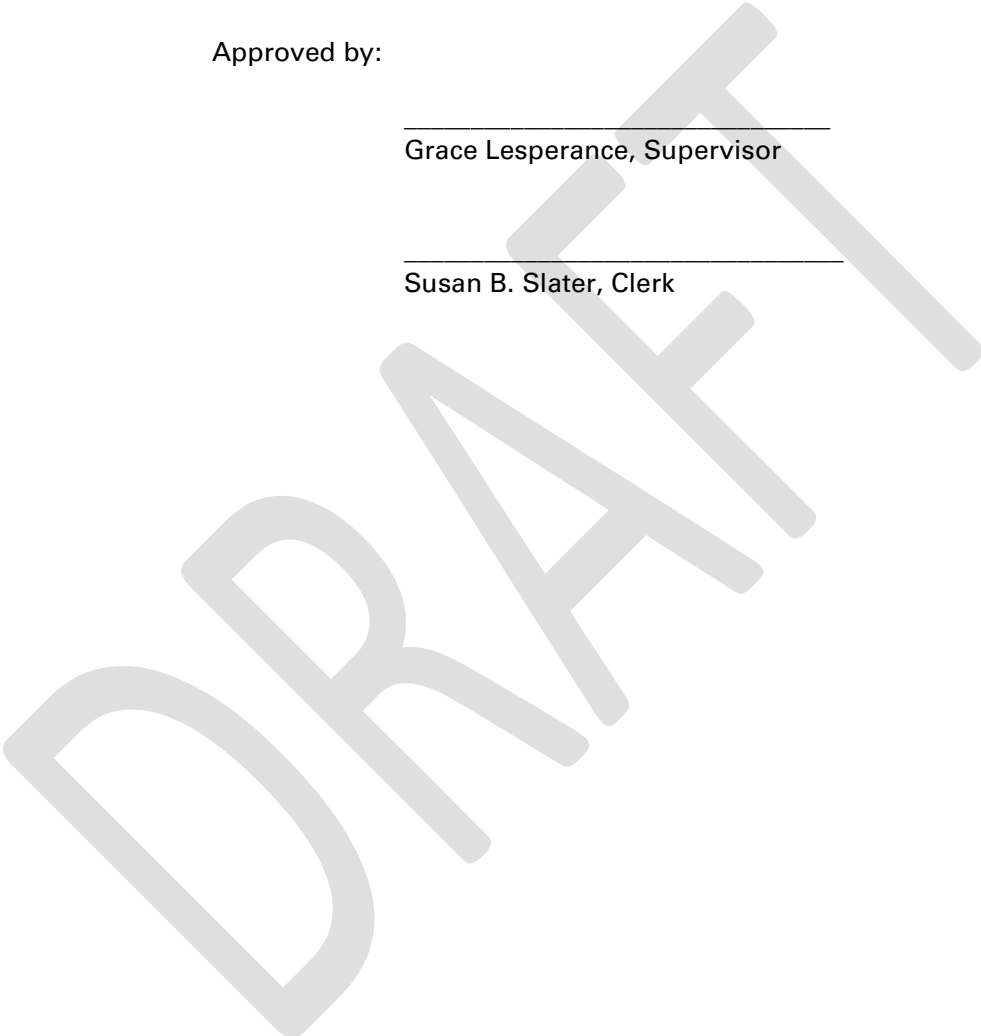
Motion by Clerk Slater, seconded by Trustee Noordyke to adjourn. Motion carried unanimously. Meeting adjourned at 8:38 pm.

Jennifer Jager
Deputy Clerk

Approved by:

Grace Lesperance, Supervisor

Susan B. Slater, Clerk



MINUTES
CASCADE CHARTER TOWNSHIP PLANNING COMMISSION
MONDAY, January 6, 2025
5:30 pm
2870 Jacksmith Ave SE

ARTICLE 1. Community Planning and Development Director (CP&D Director) Andrea Hendrick called the meeting to order at 5:32 pm.

Members Present: Bruneau, Korstange, Kraemer, Rowland, Richardson

Members Absent: None

Others Present: Community Planning and Development Director (CP&D Director) Andrea Hendrick, Zoning Administrator Ryan Sennett, Legal Counsel (LC) Leslie Abdoo of Foster Swift, Supervisor Grace Lesperance, Township Manager Jade Smith (via Zoom), and Planning Administrative Assistant Nick Govan.

ARTICLE 2. Pledge of Allegiance to the Flag

ARTICLE 3. Approve the current Agenda

Member Bruneau proposed discussion of documented processes for zoning ordinance implementation and procedural process. Following brief deliberation regarding placement within existing agenda items and if the discussion could fit into other business, Member Bruneau withdrew the request.

Motion was made by Member Bruneau to approve the current agenda. Supported by Member Rowland. Motion carried 5 to 0.

ARTICLE 4. Disclose any Conflict of Interest

There were no concerns voiced.

ARTICLE 5. Approve the Minutes of the December 16, 2024 Meeting.

Commissioners provided a list of clarifications and changes that needed addressing:

1. Article 9. Revision to specify the schedule was accepted “as modified” rather than “as presented”.
2. Article 9. Inclusion of Treasurer Korstange comment stating, “The first meeting will be then at 7:00 pm on January, whatever date that is, and at that time, we’ll talk about the date or the time for the meetings.”.
3. Article 9. Inclusion of Treasurer Korstange comments The Zoning re-write will be going to a subcommittee appointed by the board and then it will come to the Planning Commission at least 30 days prior to being on our agenda and that the Planning Commission will have a full 30 days to review the zoning changes along with the current zoning.

Motion was made by Member Bruneau to approve the Minutes of the December 16, 2024 meeting with the edits provided. Supported by Member Richardson. Motion carried 5 to 0.

ARTICLE 6. Acknowledge visitors and those wishing to speak.

Township Supervisor Lesperance initiated discussion by thanking Member Richardson for his contributions to the Commission, particularly highlighting his work on the Township's Master Plan. Supervisor Lesperance presented an overview of the planned Zoning Ordinance review process. She explained that recent Master Plan updates and Zoning Map amendments had revealed the need for a comprehensive review to align with the Township's Strategic Plan and Master Plan.

Member Bruneau expressed concerns about terminology and previous presentations of the draft zoning ordinance during its review, noting inconsistent characterizations of whether the process constituted a rewrite or more limited modifications.

Treasurer Korstange, responding to these concerns, emphasized expectations would be clearly communicated at the first subcommittee meeting. Treasurer Korstange further noted the importance of clearly marking any changes, acknowledging it would be unreasonable to expect commissioners to identify modifications through word-by-word comparison of documents during their 30-day review period.

Supervisor Lesperance outlined the planned subcommittee composition, including CP&D Director Hendrick, Mrs. Bouchard of McKenna, Township Manager Jade Smith, Trustee Scott Rissi, Treasurer Korstange, and herself.

During discussion of the subcommittee composition, Member Rowland expressed concern about adequate Planning Commission representation. He noted the Planning Commission would be the ones having to address any public concerns or discourse that arose from implementing new zoning provisions during application reviews.

Member Bruneau further noted concerns about the Zoning Board of Appeals' practices, observing that despite clear statutory criteria for variances, ZBA decisions often appeared to deviate from the prescribed formulaic process.

Legal Counsel Abdoos furnished clarification regarding statutory requirements and procedural frameworks, particularly addressing Planning Commission authorities under Michigan Planning Enabling Act. The Counsel detailed specific requirements.

In discussing the zoning subcommittee, Member Bruneau offered his resignation if beneficial while maintaining the importance of inclusive participation and shared commitment to township service.

Following discussion about adequate Planning Commission representation, Member Rowland requested that a Planning Commissioner be on the proposed subcommittee.

Motion was made by Korstange to close public hearing to close public comment. Supported by Member Bruneau. Motion carried 5 to 0.

ARTICLE 7.

Appointment of 2025 Planning Commission

Requested Action: Planning Commission to select 2025 Officers.

The Commission commenced discussion of 2025 officer appointments with Treasurer Korstange nominating Member Bruneau for the position of Secretary. Member Bruneau immediately declined the nomination, citing specific concerns regarding previous experiences with minute review processes. Member Bruneau detailed instances where advance review efforts resulted in duplicative work.

Following Secretary position discussion, Treasurer Korstange proceeded to nominate Member Rowland for the position of Chairman and Member Kraemer for Vice Chair. During ensuing deliberation, Commissioner Rowland expressed reservation regarding appointment of a newly seated commissioner to the Vice Chair position, requesting respectful and careful consideration of tenure of sitting planning commissioner experience factors in leadership roles.

Motion was made by Treasurer Korstange to appoint Member Rowland as Chair and Member Kraemer as Vice Chair. Supported by Member Kraemer.

Roll Call Vote:

Korstange: Yea

Richardson: Abstained

Bruneau: Nay

Kraemer: Yea

Rowland: Nay

Motion failed due to lack of support 2 to 2.

Motion made by Member Rowland to nominate Member Rowland as Chair and Member Bruneau as Vice Chair. Supported by Member Bruneau.

Roll Call Vote:

Korstange: Nay

Richardson: Abstained

Bruneau: Yea

Kraemer: Yea

Rowland: Yea

Motion carried 3 to 1.

In the absence of the election of a Secretary, Legal Counsel Abdo provided clarification regarding the Recording Secretary requirements. Secretarial duties may be delegated to the Recording Secretary, CP&D Director Hendrick. The Commission concluded this portion of officer elections with recording secretary duties formally designated to staff, maintaining compliance with bylaws while ensuring efficient administrative operations.

ARTICLE 8. 2025 Planning Commission Meeting Calendar

Requested Action: Approve 2025 Meeting Calendar.

Motion was made by Member Bruneau to accept proposed Planning Commission dates with the exception that September 15, 2025, be changed to September 8, 2025, so that the Planning Commission would have two meetings a month for regularity. Supported by Member Richardson.

Motion carried 5 to 0.

Treasurer Korstange initiated dialogue by advocating for 5:30 pm start time, citing personal schedule requirements beginning at 5:00 am daily. Member Bruneau expressed significant concern regarding this proposal, explaining consulting obligations with West Coast clients would preclude arrival before 7:00 pm due to time zone differentials.

Questions arose regarding the origin of the 5:30 pm time proposal, at which point Township Manager Jade Smith, participating remotely, provided historical context. Manager Smith explained that comprehensive review of meeting times across all boards and commissions had commenced approximately one year prior, emphasizing focus on volunteer availability rather than staff preference. Manager Smith noted similar evaluations conducted with the DDA and other

township bodies.

Motion was made by Member Kraemer to have the Planning Commission meetings at 5:30 pm. Supported by Treasurer Korstange.

Roll Call Vote:

Korstange: Yea

Richardson: Abstained

Bruneau: Nay

Kraemer: Yea

Rowland: Nay

Motion failed due to lack of support 2 to 2.

Motion was made by Member Rowland to have the Planning Commission meeting at 6:15 pm. Supported by Member Richardson.

Roll Call Vote:

Korstange: Nay

Richardson: Yea

Bruneau: Nay

Kraemer: Yea

Rowland: Yea

Motion carried 3 to 2.

Member Richardson made mention that looking at a start time of 6:15 pm would be confusing and look like a clerical error. More discussion ensued on meeting start time.

Motion was made by Member Richardson to have the Planning Commission meetings at 6:00 pm. Supported by Member Kraemer.

Roll Call Vote:

Korstange: Yea

Richardson: Yea

Bruneau: Nay

Kraemer: Yea

Rowland: Yea

Motion carried 4 to 1.

Member Rowland asked if the meeting times could be reviewed in the future and changed if necessary.

Legal Counsel Abdoo provided clarification regarding requirements for meeting time modifications. She emphasized necessity of proper public notice for any schedule changes and confirmed the Commission's authority to modify meeting times through proper procedural channels.

ARTICLE 9. Acknowledge visitors and those wishing to speak.

There was no one wishing to speak.

ARTICLE 10. Other Business

Following the establishment of the 6:00 pm meeting time, Member Bruneau stated that he was going to resign due to his inability to make the meeting. He requested that a new Vice Chair be elected.

Motion was made by Treasurer Korstange to nominate Member Kraemer as Vice Chair. Supported by Richardson.

Motion carried 5 to 0.

Member Richardson initiated discussion regarding public notice requirements

for planning applications. Chairman Rowland also felt that the current 300-foot notification radius fails to adequately inform affected residents, particularly for commercial developments with broader community impact.

Legal Counsel Abdo and CP&D Director Hendrick provided clarification regarding notification requirements, specifically addressing:

1. The current 300-foot requirement represents the statutory minimum under Michigan Zoning Enabling Act
2. The township maintains authority to expand notification requirements beyond statutory minimums
3. Any established notification radius must apply uniformly regardless of municipal boundaries
4. Different radii may be established for varying application types provided clear criteria exist.
5. Changes to noticing requirements is a zoning ordinance amendment and needs to follow the amendment process.

Treasurer Korstange raised the possibility of street-based notification criteria for residential applications, particularly citing concerns about cul-de-sac configurations where proximity-based notification might not adequately serve affected residents. Legal Counsel Abdo advised that while street-based criteria could supplement radius-based requirements, they cannot replace them entirely. Also noting that this would be something that the Zoning subcommittee would address this.

Chairman Rowland requested standardized templates for Planning Commission documents. CP&D Director Hendrick agreed.

ARTICLE 11. Adjourn

Motion was made by Treasurer Korstange to adjourn. Supported by Member Bruneau, Motion carried 5 to 0. The meeting adjourned at 8:38 pm.

Respectfully submitted,
Andrea Hendrick, Community Planning and Development Director, Recording Secretary

Building Department

January Report Summary

- 747 Permits Issued
- 1658 Inspections Performed

January permits were steady with seasonal volumes.

I am updating the department strategic plan for the next three years. This document will serve as a guide for service levels, staffing, fees and necessary fund balances. Board input is welcome (and appreciated) so please reach out if you have any thoughts or would like to discuss plans for the building department.

New report formatting continues this month.

Page 1 = same basic stats, narrative and fund balance details

Pages 2&3 = same charts with visual details

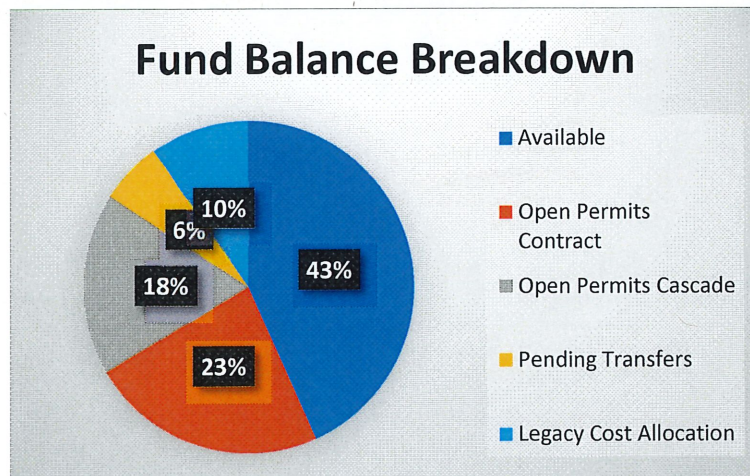
Pages 4-7 = system generated GL reports (rev&exp/balance sheet)

Pages 8+ = system generated detail reports per unit – month

Hopefully, this new format will provide quick access to key data points and also have the detail for those wanting a more complete picture. I am happy to answer any questions or concerns you may have. Thanks for your continued support!

Prelim Financial Information December 31, 2024:

Fund Balance	\$5,194,528.94
Annual Expenses (est.)	\$3,353,041.00
Open Permits – Total	\$2,401,079.45
Open Permits – contract(80% remaining)	\$1,192,147 (\$1,490,184.35 * .80)
Open Permits – Cascade	\$913,895.10

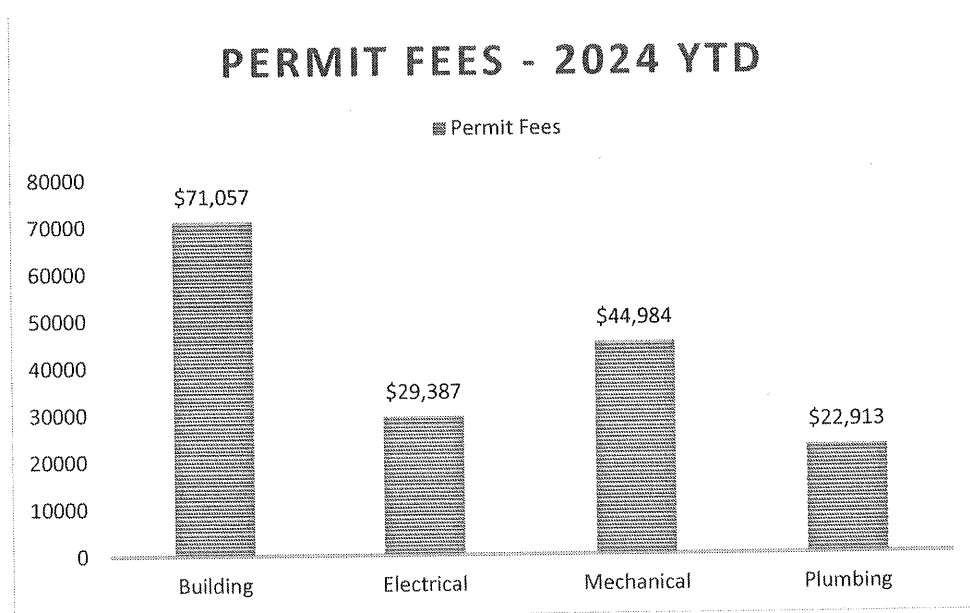
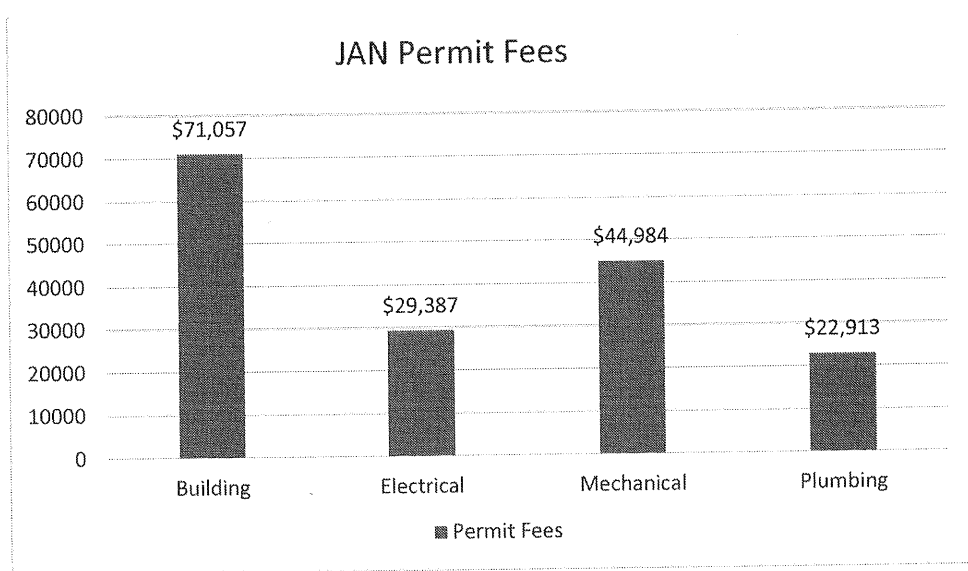


Brian Wilson
Director of Inspections

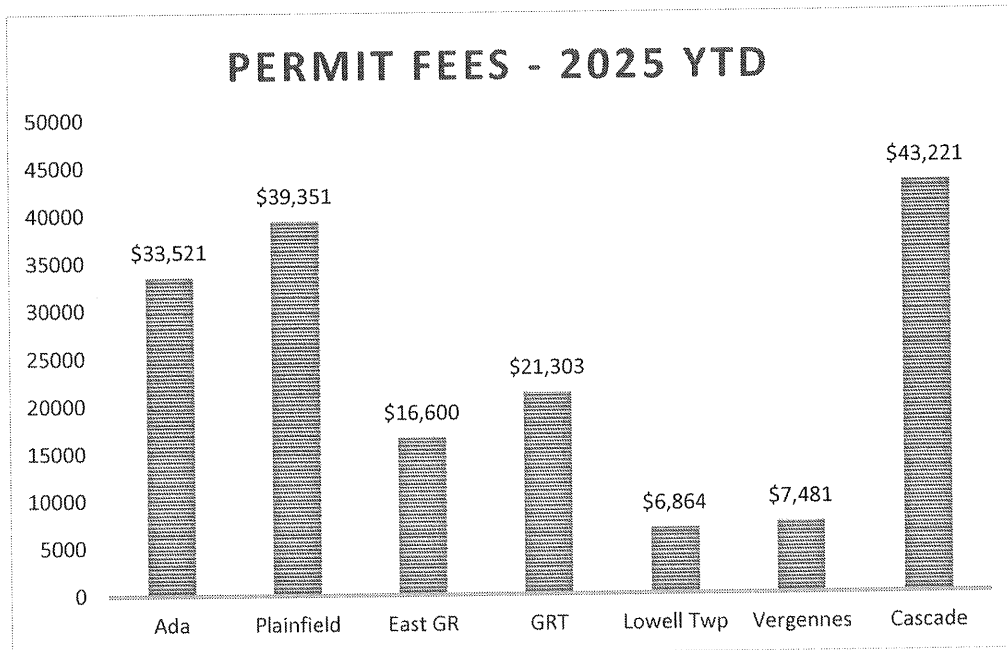
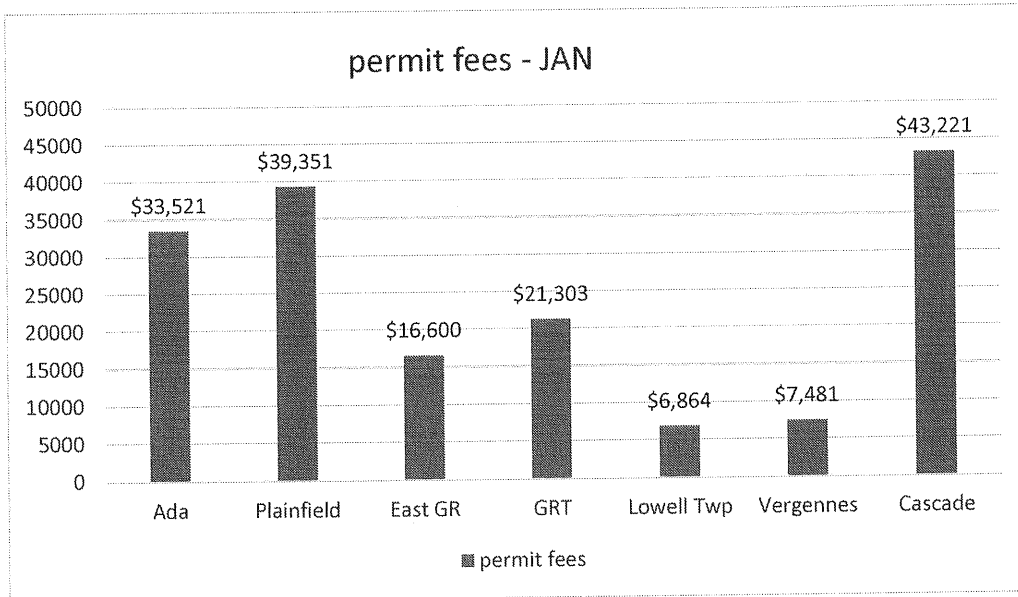
Cascade Inspection Services

January 2025

Permit Fees by Type



Permit Fees by Municipality



BALANCE SHEET REPORT FOR CASCADE CHARTER TOWNSHIP
Balance As of 01/31/2025

GL Number	Description	YTD Balance 01/31/2025 Normal (Abnormal)
Fund: 249 BUILDING FUND		
*** Assets ***		
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	208,899.73
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	457,365.99
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	1,524,026.83
249-000-003-021	FNB OF MI M 3/11/24	582,852.82
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	234,395.52
249-000-017-401	US TREASURY NOTES	955,040.00
249-000-017-405	COMERICA SECURITIES # 148983	1,210,028.58
249-000-040-000	ACCOUNTS RECEIVABLE	250.00
249-000-084-000	DUE FROM OTHER FUNDS	2,702.50
249-000-123-000	PREPAID EXPENSE	22,938.64
Total Assets		5,198,500.61
*** Liabilities ***		
249-000-214-000	DUE TO OTHER FUNDS	4,151.67
249-000-237-000	DUE TO IRF SW CONNECTIONS	(180.00)
Total Liabilities		3,971.67
*** Fund Equity ***		
249-000-390-000	FUND BALANCE	4,618,695.69
Total Fund Equity		4,618,695.69
Total Fund 249:		5,198,500.61
TOTAL ASSETS		4,618,695.69
BEG. FUND BALANCE - 2024		562,710.61
+ NET OF REVENUES/EXPENDITURES - 2024		13,122.64
+ NET OF REVENUES & EXPENDITURES		5,194,528.94
= ENDING FUND BALANCE		3,971.67
+ LIABILITIES		3,971.67
= TOTAL LIABILITIES AND FUND BALANCE		5,198,500.61

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP

Balance As of 01/31/2025
 *NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	2025 Amended Budget	YTD Balance 01/31/2025		Activity For 01/31/2025 Increase (Decrease)	Balance Normal	Available 01/31/2025 (Abnormal)	% Bgdt Used
			Normal	Abnormal				
Fund: 249 BUILDING FUND								
Account Category: Revenues								
Department: 000								
249-000-607-100	BUILDING PERMITS	0.00	71,057.00		71,057.00		(71,057.00)	100.00
249-000-607-200	ELECTRICAL PERMITS	0.00	29,432.00		29,432.00		(29,432.00)	100.00
249-000-607-300	PLUMBING PERMITS	0.00	22,913.00		22,913.00		(22,913.00)	100.00
249-000-607-400	MECHANICAL PERMITS	0.00	44,983.75		44,983.75		(44,983.75)	100.00
249-000-607-484	CASCADE TWP BLDG RES PERMITS	320,000.00	0.00	0.00	0.00		320,000.00	0.00
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	90,000.00	0.00	0.00	0.00		90,000.00	0.00
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	110,000.00	0.00	0.00	0.00		110,000.00	0.00
249-000-607-487	CASCADE TWP PLUMBING PERMITS	50,000.00	0.00	0.00	0.00		50,000.00	0.00
249-000-607-490	CASCADE TWP CONTRACTOR REG	9,000.00	1,410.00	1,410.00	1,410.00		7,590.00	15.67
249-000-607-500	LOWELL TWP BUILDING PERMITS	80,000.00	0.00	0.00	0.00		80,000.00	0.00
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	28,000.00	0.00	0.00	0.00		28,000.00	0.00
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	23,000.00	0.00	0.00	0.00		23,000.00	0.00
249-000-607-503	LOWELL TWP PLUMBING PERMITS	20,000.00	0.00	0.00	0.00		20,000.00	0.00
249-000-607-510	VERGENNES TWP BUILDING PERMITS	70,000.00	0.00	0.00	0.00		70,000.00	0.00
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS	20,000.00	0.00	0.00	0.00		20,000.00	0.00
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	24,000.00	0.00	0.00	0.00		24,000.00	0.00
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	16,000.00	0.00	0.00	0.00		16,000.00	0.00
249-000-607-520	ADA TWP BUILDING PERMITS	280,000.00	0.00	0.00	0.00		280,000.00	0.00
249-000-607-521	ADA TWP PLUMBING PERMITS	50,000.00	0.00	0.00	0.00		50,000.00	0.00
249-000-607-523	ADA TWP ELECTRICAL PERMITS	65,000.00	0.00	0.00	0.00		65,000.00	0.00
249-000-607-524	ADA TWP MECHANICAL PERMITS	65,000.00	0.00	0.00	0.00		65,000.00	0.00
249-000-607-531	GR TWP BUILDING PERMITS	200,000.00	0.00	0.00	0.00		200,000.00	0.00
249-000-607-532	GR TWP ELECTRICAL PERMITS	65,000.00	0.00	0.00	0.00		65,000.00	0.00
249-000-607-533	GR TWP MECHANICAL PERMITS	85,000.00	0.00	0.00	0.00		85,000.00	0.00
249-000-607-534	GR TWP PLUMBING PERMITS	50,000.00	0.00	0.00	0.00		50,000.00	0.00
249-000-607-536	EAST GR BUILDING PERMITS	150,000.00	0.00	0.00	0.00		150,000.00	0.00
249-000-607-537	EAST GR ELECTRICAL PERMITS	60,000.00	0.00	0.00	0.00		60,000.00	0.00
249-000-607-538	EAST GR MECHANICAL PERMITS	60,000.00	0.00	0.00	0.00		60,000.00	0.00
249-000-607-539	EAST GR PLUMBING PERMITS	35,000.00	0.00	0.00	0.00		35,000.00	0.00
249-000-607-541	EAST GR-RENTAL INSP	4,500.00	0.00	0.00	0.00		4,500.00	0.00
249-000-607-550	PLAINFIELD BUILDING PERMITS	310,000.00	0.00	0.00	0.00		310,000.00	0.00
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS	100,000.00	0.00	0.00	0.00		100,000.00	0.00
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	130,000.00	0.00	0.00	0.00		130,000.00	0.00
249-000-607-553	PLAINFIELD - PLUMBING PERMITS	80,000.00	0.00	0.00	0.00		80,000.00	0.00
249-000-665-000	INTEREST REVENUE	150,000.00	0.00	0.00	0.00		150,000.00	0.00
249-000-675-675	MISCELLANEOUS INCOME	1,500.00	50.00	50.00	50.00		1,450.00	3.33
Total Dept 000		2,801,000.00	169,845.75	169,845.75	169,845.75		2,631,154.25	6.06
Revenues		2,801,000.00	169,845.75	169,845.75	169,845.75		2,631,154.25	6.06
Account Category: Expenditures								
Department: 250 BENEFITS/INSURANCE								
249-250-715-000	FICA-EMPLOYER	98,636.00	6,596.86	6,596.86	6,596.86		92,039.14	6.69
249-250-716-000	DEFINED CONTRIBUTION PLAN	121,282.00	9,098.73	9,098.73	9,098.73		112,183.27	7.50
249-250-717-000	WORKERS COMP INSURANCE	25,000.00	0.00	0.00	0.00		25,000.00	0.00
249-250-718-000	VISION INSURANCE BENEFITS	1,915.00	186.63	186.63	186.63		1,728.37	9.75
249-250-718-200	OTHER BENEFITS	0.00	22,160.00	22,160.00	22,160.00		(22,160.00)	100.00
249-250-719-000	HEALTH INSURANCE BENEFITS	302,065.00	15,400.06	15,400.06	15,400.06		286,664.94	5.10
249-250-720-000	LIFE & DISABILITY INSURANCE	15,484.00	847.17	847.17	847.17		14,636.83	5.47

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP

Balance As of 01/31/2025
 *NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	2025 Amended Budget	YTD Balance 01/31/2025 Normal (Abnormal)	Activity For 01/31/2025 Increase (Decrease)	Balance Normal (Abnormal) 01/31/2025	Available 01/31/2025 (Abnormal)	% Bdg't Used
Fund: 249 BUILDING FUND							
Account Category: Expenditures							
Department: 250 BENEFITS/INSURANCE							
249-250-721-000	DENTAL INSURANCE BENEFITS	33,740.00	952.71	952.71	32,787.29		2.82
249-250-722-000	PENSION PLAN BENEFITS	95,117.00	7,926.38	7,926.38	87,190.62		8.33
	Total Dept 250 - BENEFITS/INSURANCE	693,239.00	63,168.54	63,168.54	630,070.46		9.11
Department: 371 BUILDING DEPARTMENT							
249-371-702-000	WAGES- FULL TIME	1,226,412.00	84,665.52	84,665.52	1,141,746.48		6.90
249-371-704-000	WAGES- PART TIME	62,954.00	3,595.66	3,595.66	59,358.34		5.71
249-371-707-000	WAGES - PER DIEM	0.00	1,692.30	1,692.30	(1,692.30)		100.00
249-371-723-000	MEMBERSHIPS AND DUES	6,000.00	575.00	575.00	5,425.00		9.58
249-371-724-000	EDUCATION	10,000.00	0.00	0.00	10,000.00		0.00
249-371-727-000	OFFICE SUPPLIES	10,000.00	119.13	119.13	9,880.87		1.19
249-371-752-101	KITCHEN SUPPLIES	700.00	0.00	0.00	700.00		0.00
249-371-757-000	BOOKS	7,500.00	0.00	0.00	7,500.00		0.00
249-371-787-101	CLEANING & PAPER SUPPLIES	800.00	41.94	41.94	758.06		5.24
249-371-787-200	CREDIT CARD FEES	42,000.00	0.00	0.00	42,000.00		0.00
249-371-807-000	AUDIT FEES & SERVICES	1,000.00	0.00	0.00	1,000.00		0.00
249-371-810-000	LIABILITY INSURANCE	45,000.00	0.00	0.00	45,000.00		0.00
249-371-860-000	MILEAGE	80,000.00	1,900.50	1,900.50	78,099.50		2.38
249-371-862-500	DEPT HEAD, SUPV EXPENSES	750.00	0.00	0.00	750.00		0.00
249-371-923-000	HEATING/UTILITY	9,000.00	0.00	0.00	9,000.00		0.00
249-371-924-000	PHONES	6,000.00	514.73	514.73	5,485.27		8.58
249-371-924-100	CELL PHONES/DATA	10,000.00	0.00	0.00	10,000.00		0.00
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	12,000.00	0.00	0.00	12,000.00		0.00
249-371-939-000	SERVICE CONTRACTS	98,398.00	238.62	238.62	98,159.38		0.24
249-371-941-000	POSTAGE & MACHINE LEASE	1,000.00	0.00	0.00	1,000.00		0.00
249-371-957-000	BLDG PHYSICAL EXAMS	750.00	0.00	0.00	750.00		0.00
249-371-967-000	BLDG - SPECIAL PROJECTS-FURNITURE UP	15,000.00	0.00	0.00	15,000.00		0.00
249-371-967-200	SPECIAL PROJECTS - IT SERVICES	33,000.00	0.00	0.00	33,000.00		0.00
249-371-981-000	OFFICE EQUIPMENT	12,000.00	211.17	211.17	11,788.83		1.76
	Total Dept 371 - BUILDING DEPARTMENT	1,690,264.00	93,554.57	93,554.57	1,596,709.43		5.53
Department: 964 PAYMENTS TO OTHER TOWNSHIPS							
249-964-964-100	PERMITS DUE TO LOWELL TWP	30,200.00	0.00	0.00	30,200.00		0.00
249-964-964-200	PERMITS DUE TO VERGENNES TWP	26,000.00	0.00	0.00	26,000.00		0.00
249-964-964-300	PERMITS DUE TO GR TWP	80,000.00	0.00	0.00	80,000.00		0.00
249-964-964-400	PERMITS DUE TO ADA TWP	92,000.00	0.00	0.00	92,000.00		0.00
249-964-964-500	PERMITS DUE TO EAST GR	61,000.00	0.00	0.00	61,000.00		0.00
249-964-964-600	PERMITS DUE PLAINFIELD	124,000.00	0.00	0.00	124,000.00		0.00
249-964-964-800	PERMITS DUE CASCADE TWP	125,000.00	0.00	0.00	125,000.00		0.00
	Total Dept 964 - PAYMENTS TO OTHER TOWNSHIPS	538,200.00	0.00	0.00	538,200.00		0.00
Department: 965 CONTINGENCIES							
249-965-998-000	PERSONNEL CONTINGENCIES	100,000.00	0.00	0.00	100,000.00		0.00
	Total Dept 965 - CONTINGENCIES	100,000.00	0.00	0.00	100,000.00		0.00
Department: 966 TRANSFERS OUT							
249-966-955-206	TRANSFER TO FIRE FUND FROM BLDG	20,000.00	0.00	0.00	20,000.00		0.00
249-966-955-249	TRANSFER TO GF FROM BLDG	311,338.00	0.00	0.00	311,338.00		0.00
	Total Dept 966 - TRANSFERS OUT	331,338.00	0.00	0.00	331,338.00		0.00

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP

Balance As Of 01/31/2025
 *NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	2025 Amended Budget	YTD Balance 01/31/2025 Normal	YTD Balance 01/31/2025 (Abnormal)	Activity For 01/31/2025 Increase (Decrease)	Balance Normal 01/31/2025	Available 01/31/2025 (Abnormal)	% Bdg't Used
	Fund: 249 BUILDING FUND							
	Account Category: Expenditures							
	Expenditures	3,353,041.00	156,723.11	156,723.11	156,723.11	3,196,317.89	3,196,317.89	4.67
	Fund 249 - BUILDING FUND:							
	TOTAL REVENUES	2,801,000.00	169,845.75	169,845.75	169,845.75	2,631,154.25	2,631,154.25	
	TOTAL EXPENDITURES	3,353,041.00	156,723.11	156,723.11	156,723.11	3,196,317.89	3,196,317.89	
	NET OF REVENUES & EXPENDITURES:	(552,041.00)	13,122.64	13,122.64	13,122.64	(565,163.64)	(565,163.64)	

02/04/2025

CONTRACT - CAT SUMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Ada Township			
Commercial, Add/Alter/Repair	\$127,802	\$1,409.00	4
Commercial, New Building	\$3,600,000	\$7,080.00	1
DECK	\$121,000	\$350.00	2
DEMOLITION	\$25,000	\$70.00	1
Electrical	\$0	\$5,393.00	25
Mechanical	\$0	\$8,193.00	50
Plumbing	\$0	\$3,095.00	17
Res. Add/Alter/Repair	\$720,000	\$1,260.00	6
Res. Single Family	\$5,800,000	\$6,276.00	3
Residential - Other	\$4,388	\$140.00	1
Roofing	\$36,531	\$255.00	3
Subtotal	\$10,434,721	\$33,521	113

02/04/2025

CONTRACT - CAT SUMMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
CASCADE			
Commercial, Add/Alter/Repair	\$3,007,945	\$16,769.00	8
DECK	\$65,106	\$525.00	3
DEMOLITION	\$44,975	\$0.00	1
Electrical	\$0	\$7,129.00	36
HOTEL LICENSE	\$0	\$1,250.00	1
Mechanical	\$0	\$9,285.75	62
Plumbing	\$0	\$5,118.00	45
Res. Add/Alter/Repair	\$404,925	\$875.00	5
Res. Single Family	\$1,414,397	\$2,984.00	2
Residential - Other	\$30,651	\$365.00	3
Roofing	\$33,000	\$85.00	1
Sign	\$13,567	\$85.00	1
Subtotal	\$5,014,566	\$44,471	168

02/04/2025

CONTRACT - CAT SUMMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
East Grand Rapids			
DECK	\$49,263	\$350.00	2
DEMOLITION	\$1	\$0.00	1
Electrical	\$0	\$3,793.00	20
Mechanical	\$0	\$4,480.00	31
Plumbing	\$0	\$4,709.00	30
Res. Add/Alter/Repair	\$1,081,000	\$2,558.00	12
Residential - Other	\$31,112	\$280.00	2
Roofing	\$36,044	\$255.00	3
Swimming Pool	\$150,000	\$175.00	1
Subtotal	\$1,347,420	\$16,600	102

02/04/2025

CONTRACT - CAT SUMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Grand Rapids Township			
DECK	\$27,950	\$350.00	2
DEMOLITION	\$27,000	\$170.00	2
Electrical	\$0	\$3,945.00	26
Mechanical	\$0	\$8,005.00	48
Plumbing	\$0	\$3,226.00	21
Res. Add/Alter/Repair	\$509,000	\$1,182.00	6
Res. Single Family	\$1,963,665	\$4,255.00	3
Roofing	\$1	\$85.00	1
Sign	\$1,283	\$85.00	1
Subtotal	\$2,528,899	\$21,303	110

02/04/2025

CONTRACT - CAT SUMMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Lowell Township			
Commercial, Add/Alter/Repair	\$15,000	\$140.00	1
DECK	\$31,000	\$175.00	1
Detached Accessory Building	\$400,000	\$1,795.00	1
Electrical	\$0	\$840.00	5
Mechanical	\$0	\$1,690.00	13
Plumbing	\$0	\$620.00	4
Res. Add/Alter/Repair	\$8,350	\$350.00	2
Res. Single Family	\$609,000	\$1,184.00	1
Residential - Other	\$135,000	\$70.00	1
Subtotal	\$1,198,350	\$6,864	29

02/04/2025

CONTRACT - CAT SUMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Plainfield Township			
Commercial, Add/Alter/Repair	\$354,711	\$2,403.00	3
DECK	\$77,120	\$350.00	2
DEMOLITION	\$31,850	\$0.00	1
Electrical	\$0	\$6,586.00	41
Mechanical	\$0	\$11,650.00	90
Plumbing	\$0	\$6,145.00	43
Res. Add/Alter/Repair	\$344,000	\$775.00	4
Res. Single Family	\$2,809,900	\$9,667.00	8
Residential - Other	\$76,381	\$925.00	7
Roofing	\$93,876	\$340.00	4
Sign	\$44,451	\$510.00	6
Subtotal	\$3,832,289	\$39,351	209

CONTRACT - CAT SUMMM MONTH

Category	Construction Value	Permit Fee	Number of Permits
Vergennes Township			
Commercial, Add/Alter/Repair	\$20,000	\$140.00	1
Detached Accessory Building	\$13,224	\$186.00	1
Electrical	\$0	\$1,701.00	7
Mechanical	\$0	\$1,680.00	13
Res. Add/Alter/Repair	\$22,298	\$218.00	1
Res. Single Family	\$1,166,200	\$3,471.00	3
Roofing	\$38,140	\$85.00	1
Subtotal	\$1,259,862	\$7,481	27
<hr/>			
Monthly Total	\$25,616,107	\$169,590.75	758

PLANNING
DEPARTMENT

2024

Annual Report

CASCADE CHARTER TOWNSHIP

CASCADE CHARTER TOWNSHIP 2024

TOWNSHIP BOARD

Grace Lesperance, Supervisor
Sue Slater, Clerk
Windy Korstange, Treasurer
Jim Koessel, Trustee
Tom McDonald, Trustee
Timmy Noordhoek, Trustee
John Shipley, Trustee

PLANNING COMMISSION

Ralph Moxley, Chair
Scott Rissi, Vice Chair
Chris Noordyke, Secretary
Timmy Noordhoek, Trustee
Ryan Bruneau
Rob Richardson
Alan Rowland

ZONING BOARD OF APPEALS

Ralph Moxley, Chairman/Planning Commission Rep
Aaron Mead, Vice Chair
Lou Berra
Tom McDonald, Trustee
Valerie Milliken
Jennifer Puplava, Alternate

PLANNING STAFF

Andrea Hendrick, Planning Director
Ryan Sennett, Zoning Administrator
Nick Govan, Administrative Assistant

January 15, 2025

The Cascade Charter Township Planning Department is pleased to present our annual year in review in the form of the **2024 Annual Report**. The following report summarizes the work of the Cascade Charter Township Planning Department, Planning Commission, and Zoning Board of Appeals. A summary of development request and reviews has also been provided as an appendix to this document.

The Planning Department consists of the Planning Director, Planning and Zoning Administration, and the Planning Administrative Assistant. We have also been heavily supported by contract planner, Danielle Bouchard of McKenna and Associates.

Over the course of the year, the Planning Department has experienced a full staff turnover. We have worked very hard to coordinate with other department heads and Township officials who hold crucial institutional knowledge. Conversely, we have provided a fresh set of eyes to improve processes and procedures to ensure the department is using best practices in file management and document retention. Our goal is to preserve institutional knowledge and maintain a record of Planning and Zoning approval readily accessible for staff and the residents of the Township.

The department continues to prioritize quality development & redevelopment of property and preservation of Cascade Township's unique natural features through the adoption of a new Township Master Plan and the subsequent update of the Township's Zoning Ordinance.

Should you have any questions or comments relating to this report or the Planning Department, do not hesitate to call us at 616-949-0224.

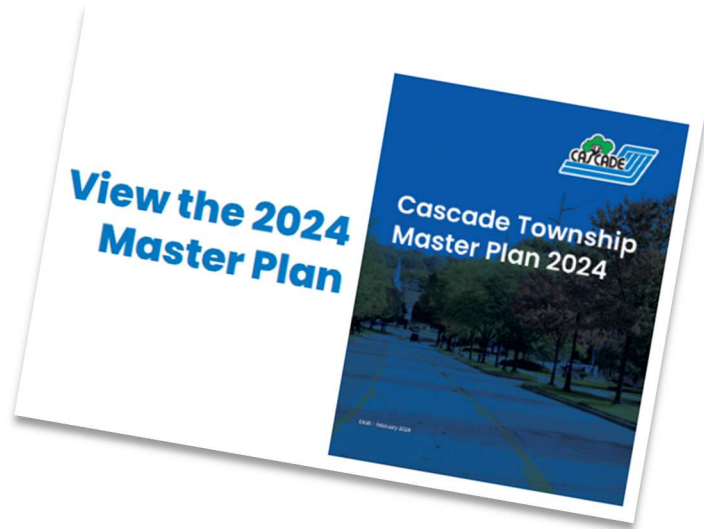
Sincerely,



Andrea Hendrick

MASTER PLAN UPDATE

One of the Planning Commission's biggest accomplishments in 2024 was the adoption of the 2024 Cascade Township Master Plan update. The key driving motivation for the Master Plan update is to have a functional document for the Township to guide policy that accurately reflects and articulates a direction for preservation and targeted (re)development. The Master Plan update was also a high priority for the Township, as identified by the Township's 2021 Strategic Plan. The Strategic Plan included a robust public engagement effort spearheaded by Township leadership.



The Master Plan serves as a foundation for future decision making in terms of zoning and land uses, mechanisms for rural and greenspace preservation, parameters on new development and redevelopment, and other important topics. Some important themes and features of the 2024 Master Plan include:

- Printable document format.
- A comprehensive Action Plan oriented at the beginning of the document.
- A robust zoning plan including:
 - Recommendations for farmland and rural preservation.
 - Recommendations for neighborhood design.
 - Recommendations for redevelopment of hotels and other similar land uses that have historically been a challenge for the Township.
- A development review checklist – to ensure that all development proposals are consistent with the goals of the Township Master Plan.
- Updated demographics reflecting the 2020 Census and most current American Community Survey (ACS) data.
- An in-depth Future Land Use Plan noting:
 - Boundaries for Cascade Village and foundational themes and ideas for the upcoming Form Based Code.
 - Redevelopment and mixed-use areas to spark high quality building and site design in the following areas:
 - Along 28th Street (including the Meijer area)
 - Starr-Glenwood Office Parks
 - Centennial Office Park
 - Southwest corner of the Township
 - Arboretum area
 - Waterfall Shoppes
- A defined utility service area boundary to control sprawl and development.
- Targeted Farmland Preservation land uses to steer preservation projects.
- Targeted Rural Preservation land uses to protect existing character.

LOOKING FORWARD IN 2025

Zoning Ordinance Update

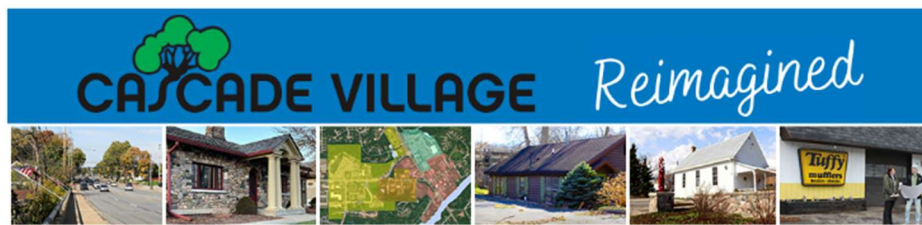
One of the primary purposes of the 2024 Master Plan update is to serve as a groundwork for subsequent zoning amendments. A Zoning Ordinance and Master Plan should work in tandem to achieve land use goals. This, in turn, will get the Township closer to the community vision as articulated by the Master Plan. Current zoning language and related requirements have long served as an impediment to achieving the type of land uses and aesthetic character the Township wants. The most important tool for achieving a desired built environment is to design zoning requirements that clearly articulate appropriate land uses and associated aesthetic character for (re)development activities.

The Township's current zoning requirements may serve, in many ways, as an adequate baseline for appropriate land uses and aesthetic character. The intention of the Zoning Ordinance update is to elevate the Township's existing standards to *require* higher quality building and site design, stop suburban sprawl, and support residential property rights, in terms of accessory structures (such as sheds, pools, decks, etc.), fences, and other frequent projects.

It is further the intention of the Zoning Ordinance update to design robust standards that require preservation of the Township's existing natural assets, including the Thornapple River, natural vegetation, mature growth trees, and undeveloped open space areas.

Some of the other areas the Zoning Ordinance update will explore include:

- The development of a Form Based Code, Building Types Code, to bring visions of the Cascade Village to reality.
- The development of a Mixed-Use Zoning District to serve as the underlying district for new overlay zones, to require thoughtful and targeted redevelopment activities.
- Review and update of permitted and special land uses in each zoning district, to ensure that uses are appropriate and reflective of a communitywide vision, and address concerns pertaining to land uses with higher nuisance potential.
- Clarify and articulate clear processes and procedures, including but not limited to, administrative site plan review, modifications to approved site plans, nonconformities, changes of use, and processes for planned unit developments.
- Clean up any contradictions in the current Zoning Ordinance and update applicable definitions (and develop new applicable definitions) to guarantee compliance with State laws and ensure that all important terms are defined.



HOTEL LICENSE ORDINANCE

The purpose of this Chapter is to protect the health, safety, and welfare of Township residents and visitors by requiring and maintaining adequate standards for establishments providing accommodations to transients and guests within the Township. The task of administering the hotel licenses was delegated to the Planning Department.

Timeline

05/08/2024:	Adoption of the Cascade Charter Township Hotel License
6/2024 – 7/2024:	Multi- Department Administrative Policy Creation
7/2024:	Finance Creates Fee Schedule
7/29/2024:	Enforcement, Building, Fire, and public Safety finalize Inspection process
8/6-8/2024:	Public Safety delivers letters to hotels
8/8/2024:	Managers Office mails out letters to hotel owners and operators
8/15/2024:	Hotel Operators Educational Session Q & A
8/28/2024:	Fee Schedule adoption
9/2024:	Internal creation of BSA software workflow for administration and record keeping of Hotel License applications
10/1/2024:	Applications Submission Date
10/2024:	Notice of Deficiency sent to applicants
11/2024:	Hotel Review
12/2025:	Hotel Inspections
12/2025:	Final Hotel Reviews

License Issuance

The Planning Department is working with the Managers office to issue licenses for most hotels in the end of January. Overall, Public Safety has seen a decrease in criminal activity and an increase in property appearance by just participating in the license application process.

BOARDS AND COMMISSIONS

The Planning Department acts as staff liaison to the Planning Commission and the Zoning Board of Appeals. The Board of Trustees passed Ordinance 1 of 2024, which removed the administrative procedures of the Planning Commission from the Zoning Ordinance and placed it as a general ordinance. The amended ordinance also decreased the number of Planning Commissioners from nine members to seven.

Attendance

In 2024 the Planning Commission had a total of 21 meetings and the Zoning Board of Appeals had a total of 6 meetings. Below is a chart of meetings and attendance by the members. The alternate for the Zoning Board only attends when needed.

2024 Planning Commission Attendance										
	Chair Moxley	Vice Chair Rissi	Secretary Noordyke	Noordhoek	Richardson	Bruneau	Rowland	Engle	Korstange	
January 22	P	P	P	P	P	P	P	P		
February 5	P	P	E	P	P	P	A	P		
February 26	P	P	P	P	P	E	E	P		
March 4	P	E	P	P	P	E	P	P		
April 15	P	P	P	P	P	P	P			
April 22*	P	P	E	P	P	P	P			
May 6	P	P	P	P	P	P	E			
May 20	P	P	P	P	P	P	P			
June 3	P	P	P	P	P	P	P			
June 17	P	P	P	P	P	P	P			
June 26*	P	P	E	E	E	E	E			
July 1	P	P	P	P	P	P	P			
July 10*	P	P	E	E	E	E	E			
July 15	P	P	P	P	E	E	P			
August 7*	P	P	P	P	E	P	E			
August 28*	P	P	E	P	E	E	E			
September 16	P	P	P	P	P	E	P			
October 7	E	P	P	A	P	P	P			
October 21	P	P	P	P	P	E	P			
November 18	P	P	P	P	E	P	P			
December 16	P				P	P	E		P	
Attendance Total	20	19	15	17	15	13	13	4	1	

Key: P-present, A-Absent, E-Excused

Cancelled Meeting: March 18, August 19, September 4, September 18, and December 2

2024 Zoning Board of Appeals Attendance

	Chair Moxley	Vice Chair Miliken	Mead	McDonald	Berra	Puplava
February 13	P	P	P	P	P	-
March 12	C	C	C	C	C	C
April 9	C	C	C	C	C	C
May 14	C	C	C	C	C	C
June 11	P	P	P	P	P	-
June 25	P	A	P	P	P	-
August 13	P	P	P	P	P	-
September 10	C	C	C	C	C	C
October 8	P	P	P	P	P	-
November 12	P	P	P	P	P	-
December 10	C	C	C	C	C	C
Attendance Total	6	5	6	6	6	0

Key: P-present, A-Absent, E-Excused, C-Cancelled Meeting

GENERAL DEPARTMENT ITEMS

Department Changes

The 2024 calendar year started off understaffed with a zoning administrator and a part time planning and zoning administrative staff. The Planning Director position was filled in February of 2024. By May, the full-time administrative staff position was filled. The department has focused on internal processes, record retention, and utilization of digital databases.

Storm water

The adoption of the 2022 Stormwater Ordinance and hiring of full our full time Township engineer, Aric Thorne, has provided the Township with the enforcement tools to ensure that development is conducted in an orderly manner with consideration for neighboring properties, natural resources, and the impacts of erosion and pollution.

We continue to work with Lower Grand River Organization of Watersheds (LGROW) to ensure that we are taking a regional approach to stormwater management.

Regional Geographic Information System (REGIS)

Staff continue to utilize the GIS system in our workday and attends regular REGIS meetings. The public has access to REGIS through staff as well as the internet.

<http://ims.gvmc-regis.org:1052/website/public/>

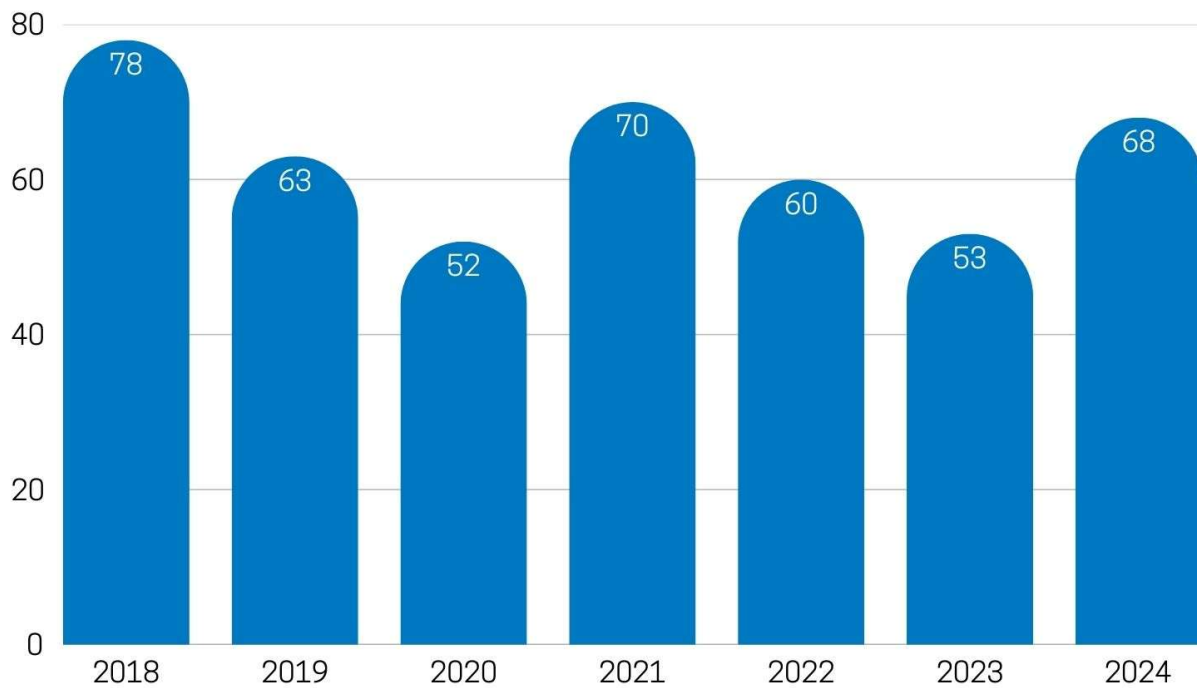
DEVELOPMENT REVIEWS

Development Reviews

In 2024, the Planning Department completed 68 formal development reviews. A total of four request from 2023 carried over into the 2024 calendar year. Similarly, many of the projects initiated in 2024 will still be active in 2025. These reviews include those which required action by the Township Board, Planning Commission, Zoning Board of Appeals, and Planning Department. The following tables summarize the project review activities of the Planning Department over the past seven (7) years:

DEVELOPMENT ACTIVITY TOTALS

2018-2024

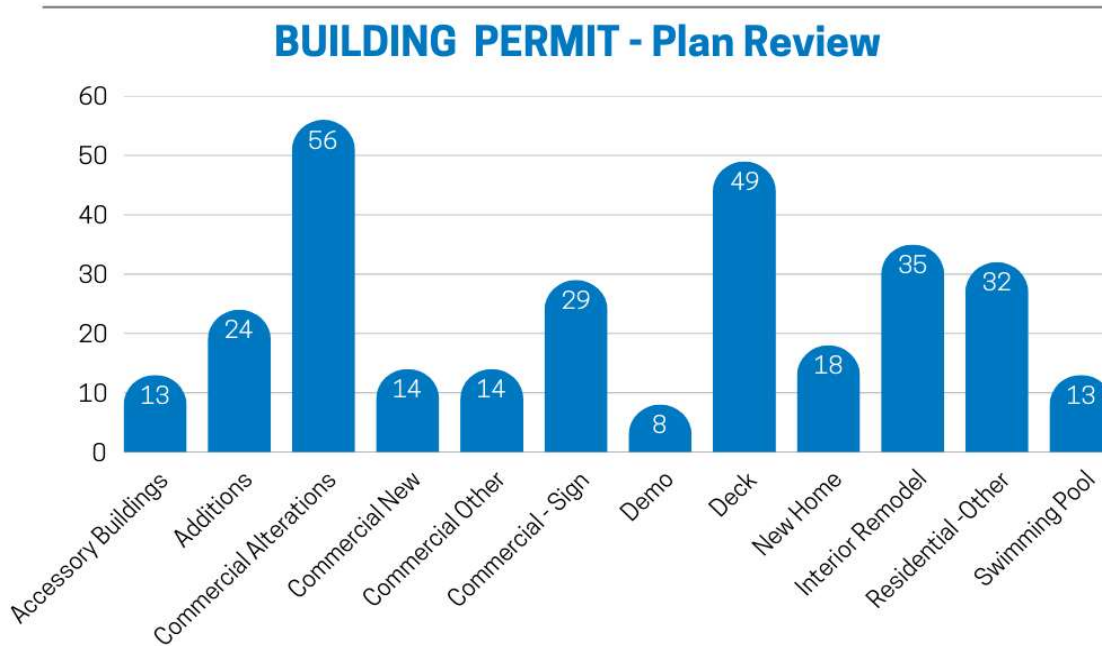


DEVELOPMENT ACTIVITIES BY TYPE 2018 -2024

Activity/Year	2018	2019	2020	2021	2022	2023	2024
Planning Commission							
Planned Unit Developments	4	4	2	4	2	2	4
Rezoning	1	0	0	0	0	1	0
Site Plan Reviews	9	3	5	6	7	5	9
Special Use Permits	19	11	10	15	13	17	13
Plat/Site Condo Reviews	0	1	1	0	0	0	0
Other Activities	3	3	0	3	2	2	2
Subtotals	36	22	18	28	24	27	28
Zoning Board of Appeals							
Variances	10	11	16	17	18	14	15
Planning Department							
Admin Site Plan Reviews	5	7	3	10	8	4	10
Lot Split (Cases)	27	23	15	15	10	9	15
Subtotals	32	30	18	25	18	13	25
TOTALS	78	63	52	70	60	53	68

Building permits

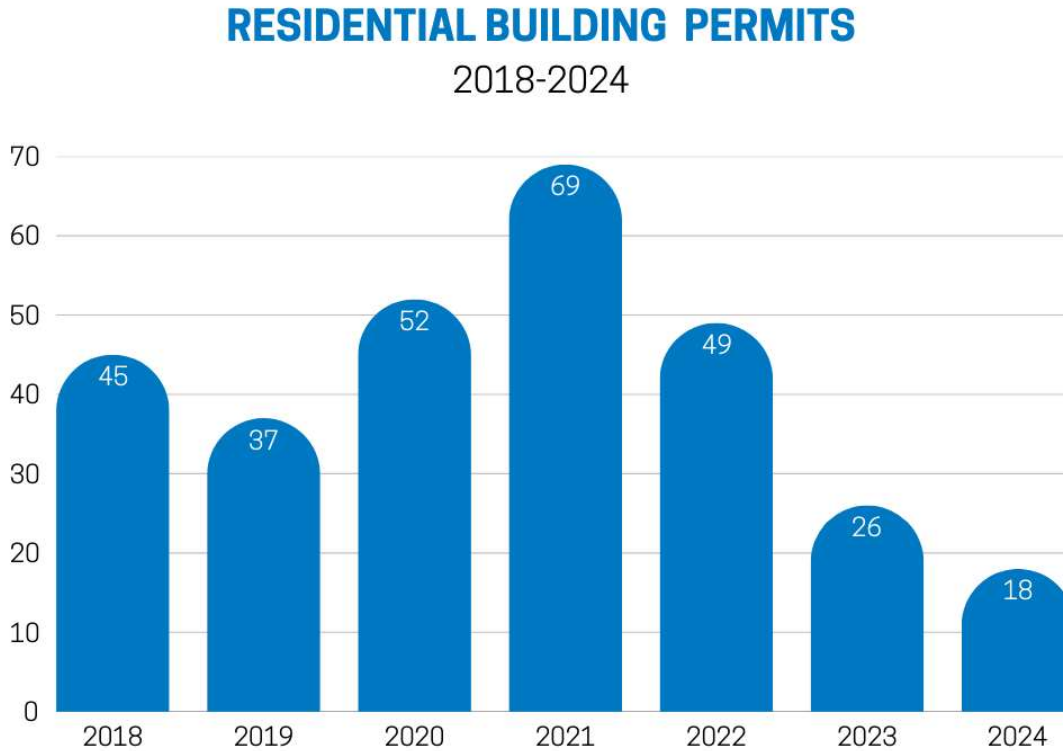
Many development projects start in the Planning Department, but that is not always the case. Some projects require minimal planning review. Therefore, as building permit applications are filed, Building and Planning work together to ensure that all require zoning regulations are reviewed and approved by Planning before the issuance of a building permit. Below is a list of planning reviews completed by the Planning Department in 2024. Please note that planning staff conducts reviews on all building permits whether there is a formal planning review conducted by Planning.



All Cascade Planning and Zoning Reviews: 305

Historical Residential Permits

Below is a chart showing the number of new residential building permits for the last seven years.



Implementation of Final Zoning Review

In addition to Planning reviews before building permits are issued, the Planning Department is now conducting final zoning reviews of development projects to ensure that final construction is consistent with the plans that were approved. This has been a joint effort between the Planning Department and Building Department to ensure that communication is fluid between both departments and all parties involved in the development process. This has been facilitated by implementing new steps and reviews within our BS&A software which has helped to keep accurate records and timelines of development. This final step of zoning review has been an integral part of ensuring that the goals and objectives of the Community are carried out.

Planning Department Updated Fee Schedule

Prior to 2024, the Planning Department had not adjusted its fee schedule since 1999. To ensure that Planning Department work related to review and administration of the Township Zoning Ordinance was placed on the developer, the Planning Department conducted a study comparing municipalities of similar size, population, and fee schedules for consistency. The time spent by staff within the department was also evaluated. The study resulted in the adoption of an updated Fee Schedule by Resolution 4 of 2024.

Case Summaries

The following pages provide a brief synopsis for each type of development request that was reviewed in 2024.

2024 Development Request

Planned Unit Developments					
Case	Applicant	Request	Location	PC Action	TB Action
24-3862	JTB Homes	Amendment to PUD-97, development of residential lots	1701 Spaulding Ave SE	Pending	
24-3843	QuikTrip	Amend PUD to allow for development of 5.79 acres of a currently vacant site for a convenience store with fueling facilities	5905 Broadmoor Ave SE	Withdrawn	
24-3836	Colin Schiefler	Amendment to PUD 33 and 67 to combine parcels and creat two new car dealerships to replace exsisting office buildings	6151, 6161, and 6157 28th St SE	Withdrawn	
24-3811	Grand Rapids Gymnastics	Amend ordinance to add a day care center in PUD-02 (Golfview Office Park)	1601 Galibraith Ave	Approved	Approved
Site Plan review					
Case	Applicant	Proposed Land Use	Location	Zoning	Action
24-3873	Adam Nelson	New truck well and loading dock and outdoor storage area for display of tiles	5085 Kraft Ave SE	PUD-50	Approved
24-3864	Grooters Land Development	Construct a 112,204sqft facility for warehousing and distribution on curently undeveloped site	5400 Internation Parkway SE	PUD-50	Approved
24-3842	Kraft Ave Partners	Constructing 128,160sqft industrial building for manufacturing with special use request for outdoor storage	5824 Kraft Ave SE	TI	Approved
24-3837	WM Brick & Stone	Landscaping company with small space for and office and outdoor storage of landscaping supplies on currently vacant lot	6103 60th Street SE	ARC	Withdrawn
24-3834	Bryne Harmon	Construct 110,000sqft industrial building	5725 & 5755 52nd St	I	Approved
24-3830	Jon Frego	Expanding exsisting warehouse and adding driveway entrance	5215 52nd St	I	Approved
24-3828	Clausen	8600 sqft expansion of esisting south building use for production	5460 Executive Pkwy SE	PUD-50	Approved
24-3827	Josh Baker	Construct 12,000sqft industrial building and additional site improvements with retaining wall with a max height of 8ft	5441 36th St	TI	Approved
23-3804	Thomas Kuiper	New office building	6660 Old 28th Street SE	B1	Approved
Special Use Permits					
Case	Applicant	Request	Location	Zoning	Action
24-3877	Engelsma Homes	Type I Special Use permit to build an accessory building over 832sqft	7320 Whispering Rdg Dr SE	R-1	Pending
24-3870	Jacob Boles	Type I Special Use permit to build an accessory building over 832sqft	4326 Cherry Ln	ARC	Approved
24-2866	Bruce Wright	Type I Special Use permit to build an accessory building over 832sqft	3895 Cherry Ln	ARC	Approved
24-3859	Cascade Carts	Store and sell golf carts on site with exsisting principal use (Oneils Body Shop)	2756 Kraft	B-2	Approved
24-3850	Lance + Kirsten Schiedel	Type I Special Use permit to build barn (2,400sqft)	8494 36th St SE	FP	Approved
24-3845	Bernie + Denise Pepin	Amend Type I Special Use permit to add 1,080sqft to garage and 462sqft to covered porch and total accessory building to 3,942sqft to 3,942	5640 Mccords Ave SE	ARC	Approved
24-3839	Alexandra Livingstone	Type I Special Use permit for a 6ft fence with 8ft gate in front yard	7140 Oak Brook Street	R2	Denied
24-3835	Andrew Somsel + Michelle Firlit	Type 1 Special Use permit for an 8-foot fence in the front yard	2549 Linda Avenue	R2	Approved
24-3826	James Rabaut	Type I Special Use permit to expand accessory building over 832sqft	2020 Devonwood Lane SE	R1	Approved

2024 Development Request

24-3824	Mary Hollister	Type I Special Use permit for 8ft fence in front yard	2303 Thronapple River Dr	R1	Approved
24-3821	Michael Goodsell	Seeking approval for a 39,250 sqft athletic club to operate in western unit of existing building	4901 28th St SE	PUD-30	Approved
24-3820	Patrick Clay	Type I Special Unit permit to build accessory building over 832sqft	8230 52nd St SE	ARC	Approved
24-3819	Doug Buttersworth	Type I Special Use permit to build an accessory building exceeding 832 sqft	5882 Cascade Rd SE	R1	Approved
Administrative Site Plan Review					
Case	Applicant	Proposed Land Use	Location	Zoning	Action
24-3876	Nick Edwards	Construction of single-use private restroom	5100 28th St SE	PUD-76	Approved
24-3870	Aalborz Chemical	Change of use for industrial building to office space, warehousing, manufacturing, and distribution	5250 52nd St	TI	Under Review
24-3868	Lakeland Pallets	Special use request for outdoor storage	3700 Kraft Ave SE	I	Approved
24-3867	Engelsma Homes	Amendment to approve drainage area for previously approved Private Drive	2825 & 2869 Terra Nova Dr. SE	ARC	Approved
24-3861	Skytron	Amendment to previously approved site plan for 50,957sqft addition to building used for warehousing and office space. Amendment reduces addition to 40,421sqft.	5085 Corporate Exchange	PUD-50	Approved
24-3855	Fast Signs of Grand Rapids	Addition of one 54ft free standing sign	3427 Kraft Ave SE	TI	Approved
24-2851	Amy Dowling	Office at property previously used as residential	2646 Kraft Ave SE	B2	Approved
24-3825	Blake Bacall	Dumpster enclosure added to existing site plan	5200 28th Street	PUD-76	Approved
24-3823	Roger Rehkopf	3,640sqft addition to existing building on west portion of site	4190 Thornapple River Dr SE	I	Approved
24-3816	Chris Keating	Parking lot expansion and reconfiguration	3400 Patterson Ave	TI	Approved

2024 Development Request

Zoning Ordinance Text Amendments					
Case	Applicant	Request	PC Action	PC Action	TB Action
24-3864	Cascade Township	Amendment to zoning ordinance pertaining to regulation of utility-scale battery energy storage and solar energy systems	Recommended approval	Recommended approval	Approved
24-3838	Cascade Township	Amend section 14.07 of the zoning ordinance	Recommended approval	Recommended approval	Approved
24-3813	Cascade Township	Amend chapter 13 of zoning ordinance	Recommended approval	Recommended approval	Approved
Carried over from 2023					
Case	Applicant	Request	Location	Zoning	PC Action
23-3808	Robert Kramer	Seeking variance to allow platted lot to be split	3590 Meadowood Trails	PUD-45	Approved
23-3799	Epique Homes	Seeking variance to build in side yard setback	3660 Cherry LN SE	FP	Approved

2024 Development Request

Zoning Board of Appeals					
Case	Applicant	Request	Location	Zoning	ZBA Action
24-3874	Engelsma Homes LLC		7320 Whispering Rdg Dr SE	R-1	Withdrawn
24-3872	John Becker	Requesting variance to build a single family residential structure in front setback	2093 Feathery Dr. SE	PUD-16	Denied
24-2871	Lakeland Pallets	Seeking a variance for reduction in minimum setback requirements for outdoor storage	3700 Kraft Ave SE	I	Approved
24-3865	Michael Valentino	Requesting dimensional variance to build addition to existing residence within front yard setback	1596 & 1598 MacNider Ave SE	R1	Approved
24-3860	Brian Esbaugh	Requesting variance to permit the construction of detached garage in front yard of lot (720sqft)	5320 McCords Ave SE	ARC	Approved
24-3856	Robert + Maria Meleca	Requesting a variance to build addition to existing residential structural within rear setback	1800 Watermark Drive	PUD-15	Withdrawn
24-3848	WM Brick and Stone	Administrative action appeal, keep property as currently zoned	6103 60th St	ARC	Withdrawn
24-3847	Kingsland Hardware	Seeking a variance to the side yard setback requirements	6579 28th Street SE	B1	Approved
24-3846	Trane Technologies	Requesting variance for reduction in minimum spacing requirement between proposed driveway and other driveways from 300 to 267 feet	5824 Kraft Ave	TI	Approved
24-3840	Jeff Asfour	Seeking a variance to maintain a nonconforming front yard setback	1325 Thornapple River Dr	R2	Approved
24-3831	Amy Dowling	Seeking a variance for a change in use from residential to B2 with nonconformities	2646 Kraft Ave	B2	Approved
24-3829	Eric Clausen	Requesting dimensional variance for expansion to existing building that exceeds the maximum height of 45ft	5460 Executive Pkwy	PUD-50	Approved
24-3812	Laurie Haveman	Seeking variance for lot reconfiguration resulting in accessory building in front yard	8960 28th St	ARC	Denied
23-3808	Robert Kramer	Seeking variance to allow platted lot to be split	3590 Meadowood Trails	PUD-45	Approved
23-3799	Epique Homes	Seeking variance to build in side yard setback	3660 Cherry LN SE	FP	Approved
Lot Split					
Case	Applicant	Parcel Numbers	Address	Number of parcels	Action
24-3875	William Bode	41-19-16-280-011 & 41-19-16-280-010	7044 Cascade Rd SE	1	Approved
24-3858	Ronald Rowland	41-19-22-485-007	4250 Whitneyville Ave SE	Reconfiguration	In review
24-3857	Peter Faber	41-19-09-176-011, 41-19-09-176-010, 41-19-09-176-009, 41-19-09-176-008 & 41-19-176-007	6761, 6749, 6731, & 6709 Burton St	Reconfiguration	Approved
24-3854	Kevin + Kerri Kuzera	41-19-26-300-073	5060 Buttrick Ave SE	1	Approved
24-3853	Ben Hemker	41-19-11-100-047	2131 Brookhaven Drive	1	Approved
24-3852	Riccardo Biella	41-19-06-451-002	1850 Spaulding Ave	1	Approved
24-3849	Engelsma Homes	41-19-22-226-012	3701 Buttrick Ave SE	3	Approved
24-3841	Larry Lowell	41-19-33-200-026 & 41-19-34-101-007	7191 Kilmer Drive SE	Reconfiguration	Approved
24-3833	Jeff + Joanne Engler	41-19-09-226-047 & 41-19-276-028	7080 Hidden Ridge & 2331 Thornapple River Drive	Reconfiguration	Approved
24-3832	Laurie Haveman	41-19-100-026, 41-19-13-100-063, & 41-19-13-100-064	3049 & 2959 Foxfire Lane SE, & 8960 28th Street SE	Reconfiguration	Approved
24-3822	Royce Slater	41-19-23-400-029 & 41-19-23-400-030	4001 & 4025 Quiggle Ave SE	Reconfiguration	Approved
24-3818	Laurie Haveman	41-19-13-100-059 & 41-19-100-058	9050 & 8960 28th St	Reconfiguration	Approved
24-3815	Gary Crosby	41-19-36-400-003	9375 60th St	1	Approved
24-3814	Kaz Dareshori	41-19-06-451-002	1850 Spaulding Ave SE		Denied
LD24002	John Halland	41-19-13-100-068	2850 Foxfire Ln SE	1	Approved

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POSTED AND UNPOSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 101 GENERAL FUND							
Department: 000							
101-000-231-220	DEPENDENT LIFE W/H (C) GF	MUTUAL OF OMAHA INSURAN	GRP ID# G00AC5D 0001 / FEBR	001829635422	02/13/2025	19.50	None
101-000-231-221	ADDITIONAL LIFE W/H (D) GF	MUTUAL OF OMAHA INSURAN	GRP ID# G00AC5D 0001 / FEBR	001829635422	02/13/2025	186.80	None
Total Department 000						206.30	
Department: 215 CLERK							
101-215-723-000	CLERK MEMBERSHIPS AND DUES	INTERNATIONAL INSTITUTE	IIMC 2025 DUES - SUSAN SLAT	IIMC DUES	02/13/2025	195.00	None
101-215-860-000	CLERK MILEAGE	SLATER, SUE	REIMBURSE 20 MILES & JAN. P	JANUARY 2025	02/13/2025	13.40	None
101-215-925-000	CELL PHONE/ DATA	SLATER, SUE	REIMBURSE 20 MILES & JAN. P	JANUARY 2025	02/13/2025	50.00	None
Total Department 215 CLERK						258.40	
Department: 225 ADMINISTRATIVE							
101-225-727-000	OFFICE SUPPLIES	290 SIGN SYSTEMS	2 NAME PLATES	0402306-IN	02/13/2025	59.28	None
101-225-727-000	OFFICE SUPPLIES	CASCADE PRINTING & GRAP	2,500 TOWNSHIP ENVELOPES /	66428	02/13/2025	360.36	None
101-225-727-000	OFFICE SUPPLIES	STAPLES	HP 26A 2-PACK BLACK LJ TONE	6022766679	02/13/2025	212.06	None
101-225-752-101	KITCHEN SUPPLIES	STAPLES	COFFEE SUPPLIES	6022264091	02/13/2025	60.78	None
101-225-794-700	PLANTS/PLANT MAINTENANCE	EASTERN FLORAL & GIFTS	BLOOMING PLANTS	6617	02/13/2025	82.00	None
101-225-810-000	LIABILITY INSURANCE	DECKER AGENCY	2025 PUBLIC ENTITY INSURANC	5514	02/13/2025	40,103.40	None
Total Department 225 ADMINISTRATIVE						40,877.88	
Department: 250 BENEFITS/INSURANCE							
101-250-718-000	VISION INSURANCE BENEFITS	NATIONAL VISION ADMINIS	VISION INSURANCE - FEBRUARY	FEBRUARY 2025	02/13/2025	236.47	None
101-250-719-000	HEALTH INSURANCE BENEFITS	WEST MICHIGAN HEALTH IN	WMHIP HEALTH & ADN DENTAL I	MARCH 2025	02/27/2025	26,533.35	None
101-250-720-000	LIFE INSURANCE BENEFITS (A)	MUTUAL OF OMAHA INSURAN	GRP ID# G00AC5D 0001 / FEBR	001829635422	02/13/2025	1,315.31	None
101-250-721-000	DENTAL INSURANCE BENEFITS	WEST MICHIGAN HEALTH IN	WMHIP HEALTH & ADN DENTAL I	MARCH 2025	02/27/2025	1,740.44	None
Total Department 250 BENEFITS/INSURANCE						29,825.57	
Department: 253 TREASURER							
101-253-724-000	EDUCATION	MI MUNICIPAL TREAS ASSO	2025 BASIC INSTITUTE - FULL	11693	02/13/2025	599.00	None
101-253-860-000	MILEAGE - B. IVOS	BRUNO IVOS	REIMBURSE 8 MILES - BRUNO I	JANUARY 2025	02/13/2025	5.60	None
Total Department 253 TREASURER						604.60	
Department: 257 ASSESSING							
101-257-727-000	ASSESSING PUBLICATION/SUPPLIES	CASCADE PRINTING & GRAP	2,500 TOWNSHIP ENVELOPES /	66428	02/13/2025	458.70	None
Total Department 257 ASSESSING						458.70	
Department: 265 BUILDING AND GROUNDS							
101-265-860-000	MILEAGE	AUBERT, SYDNEY	REIMBURSE 192 MILES - S. AU	JANUARY MILEAGE	02/13/2025	134.40	None
101-265-863-000	VEHICLE MAINT	AERIAL HYDRAULIC REPAIR	SERVICE ON 2011 FORD F450	909710	02/13/2025	796.02	None
101-265-863-000	VEHICLE MAINT	CARLETON EQUIPMENT	(4) BC - SKID SHOE	02-696003	02/13/2025	479.56	None
101-265-863-000	VEHICLE MAINT	KINGSLAND'S ACE HARDWA	NUTS, BOLTS, ANCHORS, AND W	222529	02/13/2025	2.53	None
101-265-864-000	FUEL	WEX BANK	ACCT# 0462-00-394745-4 / FU	102602395	02/13/2025	1,145.29	None
101-265-921-000	100000285161 2865 THORNHILLS A	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN	202699696873	02/13/2025	1,272.07	None
101-265-923-000	COMPLEX HEATING- 5920 TAHOE DR SE	DTE ENERGY	DTE ENERGY SERVICE AT MULTI	VARIOUS	02/13/2025	1,208.79	None
101-265-931-000	COMPLEX MAINTENANCE	BUIST ELECTRIC INC	ELECTRICAL WORK AROUND NEW	206670	02/13/2025	995.00	None
101-265-931-000	COMPLEX MAINTENANCE	DISCOUNT DOOR CO, LLC.	STONEHOUSE DOOR REPAIR	90052	02/13/2025	516.79	None
101-265-931-000	COMPLEX MAINTENANCE	SUPERIOR PEST CONTROL I	REGULAR PEST SERVICE - MAIN	83320	02/13/2025	50.00	None
101-265-931-000	COMPLEX MAINTENANCE	SUPERIOR PEST CONTROL I	REGULAR PEST SERVICE - B&G	83313	02/13/2025	60.00	None
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	BUSINESS SOLUTIONS, LLC	1ST MONTH IT SERVICES	62065	02/13/2025	2,730.00	None
101-265-939-000	SERVICE CONTRACTS	ALLIED UNIVERSAL TECHNO	100 DSX: HID ISO PROX II CA	IN1-910402174	02/13/2025	675.00	None
101-265-939-000	SERVICE CONTRACTS	B&V MECHANICAL INC.	JANUARY FACILITIES PLANNED	104970	02/13/2025	985.41	None
101-265-939-000	SERVICE CONTRACTS	CORPORATE CLEANING & FA	MONTHLY CLEANING/ TOWNSHIP	5062	02/13/2025	1,706.00	None

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POSTED AND UNPOSTED
OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 101 GENERAL FUND							
Department: 265 BUILDING AND GROUNDS							
101-265-939-000	SERVICE CONTRACTS	UPKEEP TECHNOLOGIES, IN A00013283 /	CANCELLATION OF	INV00078669	02/13/2025	2,700.00	None
						Total Department 265 BUILDING AND GROUNDS	15,456.86
Department: 276 CEMETERY							
101-276-921-000	100012548051	5601 WHITNEYVILLE	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN 202699696873	02/13/2025	0.00	None
						Total Department 276 CEMETERY	0.00
Department: 447 ENGINEERS/ ENGINEERING							
101-447-801-000	CONTRACT SERVICES	CITY OF GRAND RAPIDS	22089- PROGRESS - GARDEN AP	25002003	02/13/2025	8,372.50	None
101-447-801-000	CONTRACT SERVICES	CITY OF GRAND RAPIDS	23049- PROGRESS -5725 52ND	25002004	02/13/2025	4,660.00	None
						Total Department 447 ENGINEERS/ ENGINEERING	13,032.50
Department: 448 STREET LIGHTS							
101-448-926-000	100011965082	2870 JACK SMITH	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN 202699696873	02/13/2025	0.00	None
						Total Department 448 STREET LIGHTS	0.00
Department: 756 PARKS							
101-756-756-000	PARK OPERATING SUPPLIES	CHULSKI'S SALT SERVICE	(343) CORE ICE MELT	CT012125	02/13/2025	2,929.22	None
101-756-756-000	PARK OPERATING SUPPLIES	KINGSLAND'S ACE	HARDWA (6) RED & TACKY GREASE AND	222512	02/13/2025	107.04	None
101-756-756-000	PARK OPERATING SUPPLIES	KINGSLAND'S ACE	HARDWA BATTERIES	222519	02/13/2025	17.99	None
101-756-756-000	PARK OPERATING SUPPLIES	KINGSLAND'S ACE	HARDWA KEYKRAFTER KEY BLANK 120PK	222523	02/13/2025	3.59	None
101-756-756-000	PARK OPERATING SUPPLIES	KINGSLAND'S ACE	HARDWA FRIG-FREEZER BAKING SODA	222524	02/13/2025	2.86	None
101-756-756-000	PARK OPERATING SUPPLIES	KINGSLAND'S ACE	HARDWA TREE WORK	222585	02/13/2025	27.58	None
101-756-756-000	PARK OPERATING SUPPLIES	KINGSLAND'S ACE	HARDWA DUCT TAPE, SEAL TAPE, COMPR	222554	02/13/2025	14.37	None
101-756-756-000	PARK OPERATING SUPPLIES	KINGSLAND'S ACE	HARDWA ROOF RAKE, ROOF MELT, SCREW	222557	02/13/2025	85.47	None
101-756-756-000	PARK OPERATING SUPPLIES	KINGSLAND'S ACE	HARDWA U.S. FLAG	222575	02/13/2025	58.49	None
101-756-921-000	100012592265	2900 THORNAPPLE RI	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN 202699696873	02/13/2025	0.00	None
101-756-935-000	PARK MAINTENANCE	CRYSTAL FLASH ENERGY	ACCT # 119869 - PROPANE TO	119869	02/13/2025	976.99	None
101-756-935-000	PARK MAINTENANCE	FAST SIGNS	PARKING LOT SIGNAGE	467-145225	02/13/2025	154.91	None
101-756-935-000	PARK MAINTENANCE	PREIN & NEWHOF	DRINKING WATER TESTING- 381	120593	02/13/2025	45.00	None
						Total Department 756 PARKS	4,423.51
Department: 803 HISTORICAL							
101-803-921-000	100012592398	2839 THORNAPPLE RI	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN 202699696873	02/13/2025	0.00	None
101-803-923-000	MUSEUM HEATING DTE ENERGY	DTE ENERGY	DTE ENERGY SERVICE AT MULTI	VARIOUS	02/13/2025	187.71	None
101-803-961-000	MUSEUM MAINTENANCE	RIVERSIDE FIRE & SECURI	ANNUAL MONITORING FEE - CCT	179041	02/13/2025	540.00	None
101-803-961-000	MUSEUM MAINTENANCE	SUPERIOR PEST CONTROL I	REGULAR PEST SERVICE - MUSE	83312	02/13/2025	59.00	None
						Total Department 803 HISTORICAL	786.71
Department: 901 CAPITAL OUTLAY							
101-901-970-000	TAHOE IMPROVEMENTS	KENTWOOD OFFICE FURNITU	FURNITURE/CUBES FOR TAHOE	554229-0	02/13/2025	9,389.81	None
101-901-970-000	TAHOE IMPROVEMENTS	KENTWOOD OFFICE FURNITU	FURNITURE/CUBES FOR TAHOE	554348-0	02/13/2025	2,947.66	None
						Total Department 901 CAPITAL OUTLAY	12,337.47
						Total Fund 101 GENERAL FUND	118,268.50
Fund: 206 FIRE FUND							
Department: 250 BENEFITS/INSURANCE							
206-250-718-000	VISION INSURANCE BENEFITS	NATIONAL VISION ADMINIS	VISION INSURANCE - FEBRUARY	FEBRUARY 2025	02/13/2025	369.01	None
206-250-719-000	HEALTH INSURANCE BENEFITS	WEST MICHIGAN HEALTH IN	WMHIP HEALTH & ADN DENTAL I	MARCH 2025	02/27/2025	28,357.77	None
206-250-720-000	LIFE INSURANCE BENEFITS (A)	MUTUAL OF OMAHA INSURAN	GRP ID# G00AC5D 0001 / FEBR	001829635422	02/13/2025	1,587.78	None
206-250-721-000	DENTAL INSURANCE BENEFITS	WEST MICHIGAN HEALTH IN	WMHIP HEALTH & ADN DENTAL I	MARCH 2025	02/27/2025	2,260.16	None

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Fund: 206 FIRE FUND							
Department: 250 BENEFITS/INSURANCE							
Total Department 250 BENEFITS/INSURANCE						32,574.72	
Department: 336 FIRE DEPARTMENT							
206-336-723-000	FIRE MEMBERSHIP AND DUES	BOLT, MICHAEL	REIMBURSE EMT LICENSE FEE - REIMBURSEMENT		02/13/2025	25.00	None
206-336-726-000	FIRE TRAINING	CITY OF KENTWOOD	NFPA 1021 FIRE OFFICER 1 - REGISTRATION FEE		02/13/2025	60.00	None
206-336-727-000	FIRE OFFICE SUPPLIES	MAGNATAG, INC.	NEOTACK GLASS MAG, 3/4" D, 681281		02/13/2025	36.00	None
206-336-738-000	FIRE MAINT SUPPLIES	STAPLES	(4) CW DIS WIPE 100C 3 PK 6022264089		02/13/2025	41.68	None
206-336-738-000	FIRE MAINT SUPPLIES	STAPLES	CLEANING PRODUCTS FOR FIRE 6022766681		02/13/2025	122.31	None
206-336-738-000	FIRE MAINT SUPPLIES	STAPLES	CLEANING PRODUCTS FOR FIRE 6022766680		02/13/2025	66.88	None
206-336-745-000	FIRE FUELS	WEX BANK	ACCT# 0462-00-394745-4 / FU 102602395		02/13/2025	2,093.61	None
206-336-752-100	MEDICAL SUPPLIES	BATTERIES PLUS - 383	2 CAM 10065 / 12V SLA/ BAT P79362550		02/13/2025	76.78	None
206-336-768-000	FIRE UNIFORMS	SHELDON CLEANERS	ACCT# SB2862 / DRY CLEANING JANUARY 2025		02/13/2025	93.00	None
206-336-802-000	CONTRACTUAL SERVICES	HUMATIX, LLC.	ATHLETIC TRAINING - FIRE FI CASFD10030		02/13/2025	2,600.00	None
206-336-802-000	ANNUAL INSPECTION SOFTWARE	INSPECTION REPORTS ONLI	ANNUAL INSPECTION SOFTWARE 1584		02/13/2025	3,000.00	None
206-336-810-000	LIABILITY INSURANCE	DECKER AGENCY	2025 PUBLIC ENTITY INSURANC 5514		02/13/2025	40,103.40	None
206-336-850-000	COMMUNICATIONS- PHONES	COMCAST	ACCT # 8529 11 273 0083548 FEBRUARY 2025		01/30/2025	59.06	78832
206-336-850-000	COMMUNICATIONS- PHONES	COMCAST	ACCT # 8529 11 273 0047816 FEBRUARY 2025		01/30/2025	89.03	78833
206-336-850-000	COMMUNICATIONS- PHONES	COMCAST	ACCT # 8529 11 273 0015086 FEBRUARY 2025		01/30/2025	100.85	78834
206-336-863-000	VEHICLE MAINT	CASCADE HILLS AUTO & BR	REMOVE & REPLACE OXYGEN SEN 36771		01/31/2025	501.99	78831
206-336-863-000	VEHICLE MAINT	CASCADE HILLS AUTO & BR	CHEVROLET TAHOE - PATCH / P 36795		01/31/2025	25.00	78831
206-336-863-000	VEHICLE MAINT	CASCADE HILLS AUTO & BR	REMOVE & REPLACE THERMOSTAT 36723		01/31/2025	379.71	78831
206-336-928-000	100012762959 2990 BUTTRICK A	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN 202699696873		02/13/2025	0.00	None
206-336-928-000	UTILITIES	DTE ENERGY	DTE ENERGY SERVICE AT MULTI VARIOUS		02/13/2025	3,573.58	None
206-336-932-000	FIRE OFF EQUIP & COMPUTER REPA	BUSINESS SOLUTIONS, LLC	1ST MONTH IT SERVICES 62065		02/13/2025	1,365.00	None
206-336-936-000	FIRE STATION MAINT	KINGSLAND'S ACE HARDWA	VENT COVERS 222492		02/13/2025	12.22	None
206-336-936-000	FIRE STATION MAINT	KINGSLAND'S ACE HARDWA	(2) BRASS TWIST NOZZLE 222564		02/13/2025	19.98	None
206-336-936-000	FIRE STATION MAINT	SUPERIOR PEST CONTROL I	REGULAR PEST SERVICE - FIRE 83317		02/13/2025	60.00	None
206-336-936-000	FIRE STATION MAINT	ZYLSTRA DOOR COMPANY	SERVICE ON DOOR/ REPLACED C 38427A		02/13/2025	392.71	None
206-336-936-002	FIRE STATION MAINT/BUTTRICK	SUPERIOR PEST CONTROL I	REGULAR PEST SERVICE - FIRE 83315		02/13/2025	60.00	None
206-336-939-000	FIRE COPIER/LEASE/SERVICE	KONICA MINOLTA BUSINESS	BIZHUB C4501 PPM COLOR PRIN 500085849		02/13/2025	99.00	None
206-336-958-000	FIRE SUPPLEMENTAL EQUIPMENT	KINGSLAND'S ACE HARDWA	LP TANK EXCHANGE 222476		02/13/2025	19.79	None
Total Department 336 FIRE DEPARTMENT						55,076.58	
Total Fund 206 FIRE FUND						87,651.30	
Fund: 207 POLICE FUND							
Department: 301 POLICE DEPARTMENT							
207-301-801-000	TOWNSHIP LAW- EAST PRECINCT - DEC COUNTY OF KENT		TOWNSHIP LAW CHARGES - EAST 25012200647		02/13/2025	72,103.42	None
Total Department 301 POLICE DEPARTMENT						72,103.42	
Total Fund 207 POLICE FUND						72,103.42	
Fund: 208 OPEN SPACE FUND							
Department: 751 OPEN SPACE PRESERVATION							
208-751-921-000	100041772151 6803 BURTON ST	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN 202699696873		02/13/2025	0.00	None
208-751-923-000	HEATING/UTILITY -6803 BURTON ST S	DTE ENERGY	DTE ENERGY SERVICE AT MULTI VARIOUS		02/13/2025	695.11	None
Total Department 751 OPEN SPACE PRESERVATION						695.11	
Total Fund 208 OPEN SPACE FUND						695.11	
Fund: 248 DDA							
Department: 190 DDA OPERATIONS/CONSTRUCTION							

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 248 DDA							
Department: 190 DDA OPERATIONS/CONSTRUCTION							
248-190-921-000	100011901541	6800 CASCADE RD	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN 202699696873	02/13/2025	0.00	None
Total Department 190 DDA OPERATIONS/CONSTRUCTION						0.00	
Total Fund 248 DDA						0.00	
Fund: 249 BUILDING FUND							
Department: 250 BENEFITS/INSURANCE							
249-250-718-000	VISION INSURANCE BENEFITS	NATIONAL VISION ADMINIS	VISION INSURANCE - FEBRUARY	FEBRUARY 2025	02/13/2025	202.25	None
249-250-719-000	HEALTH INSURANCE BENEFITS	WEST MICHIGAN HEALTH IN	WMHIP HEALTH & ADN DENTAL I	MARCH 2025	02/27/2025	16,330.08	None
249-250-720-000	LIFE INSURANCE BENEFITS (A)	MUTUAL OF OMAHA INSURAN	GRP ID# G00AC5D 0001 / FEBR	001829635422	02/13/2025	847.17	None
249-250-721-000	DENTAL INSURANCE BENEFITS	WEST MICHIGAN HEALTH IN	WMHIP HEALTH & ADN DENTAL I	MARCH 2025	02/27/2025	1,095.96	None
Total Department 250 BENEFITS/INSURANCE						18,475.46	
Department: 371 BUILDING DEPARTMENT							
249-371-723-000	MEMBERSHIPS AND DUES	LAKE MICHIGAN CHAPTER I	LMCICC -MEMBERSHIP APPLICAT	MEMBERSHIP	02/13/2025	35.00	None
249-371-723-000	MEMBERSHIPS AND DUES	METRO BLDG INSP ASSOCIA	METROI 2025 MEMBERSHIP DUES	METROI DUES	02/13/2025	135.00	None
249-371-723-000	MEMBERSHIPS AND DUES	METRO BLDG INSP ASSOCIA	METROI 2025 MEMBERSHIP DUES	METROI DUES	02/13/2025	135.00	None
249-371-723-000	MEMBERSHIPS AND DUES	METRO BLDG INSP ASSOCIA	METROI 2025 MEMBERSHIP DUES	METROI DUES	02/13/2025	135.00	None
249-371-723-000	MEMBERSHIPS AND DUES	METRO BLDG INSP ASSOCIA	METROI 2025 MEMBERHIP DUES	METROI DUES	02/13/2025	135.00	None
249-371-724-000	EDUCATION	METRO BLDG INSP ASSOCIA	METROI - REGISTRATION MEETI	METROI MTG	02/13/2025	40.00	None
249-371-724-000	EDUCATION	METRO BLDG INSP ASSOCIA	METROI - REGISTRATION MEETI	METROI - MTG	02/13/2025	40.00	None
249-371-724-000	EDUCATION	METRO BLDG INSP ASSOCIA	METROI- REGISTRATION MEETIN	METROI -MTG	02/13/2025	40.00	None
249-371-724-000	EDUCATION	METRO BLDG INSP ASSOCIA	METROI - REGISTRATION MEETI	METROI - MTG	02/13/2025	40.00	None
249-371-724-000	EDUCATION	METRO BLDG INSP ASSOCIA	METROI 2025 MEMBERSHIP DUES	METROI DUES	02/13/2025	135.00	None
249-371-810-000	LIABILITY INSURANCE	DECKER AGENCY	2025 PUBLIC ENTITY INSURANC	5514	02/13/2025	33,419.50	None
249-371-860-000	MILEAGE - M. BONNEY	MICHAEL BONNEY	REIMBURSE 310 MILES - MIKE	JANUARY 2025	02/13/2025	217.00	None
249-371-860-000	MILEAGE - B. BOONENBERG	BOONENBERG, BRETT	REIMBURSE 30 MILES - BRETT	JANUARY 2025	02/13/2025	21.00	None
249-371-860-000	MILEAGE - CRAIG SMITH	CRAIG SMITH	REIMBURSE 462 MILES - CRAIG	JANUARY 2025	02/13/2025	323.40	None
249-371-860-000	MILEAGE - TOM HANSON	THOMAS HANSON	REIMBURSE 483 MILES - TOM H	JANUARY 2025	02/13/2025	338.10	None
249-371-860-000	MILEAGE- HUYSER	HUYSER, DANIEL A.	REIMBURSE 430 MILES - DANIE	JANUARY 2025	02/13/2025	301.00	None
249-371-860-000	MILEAGE MILITO-	VINCENT MILITO	REIMBURSE 461 MILES - VINCE	JANUARY 2025	02/13/2025	322.70	None
249-371-860-000	MILEAGE - JEREMY REISTER	JEREMY REISTER	REIMBURSE 127 MILES - JEREM	JANUARY 2025	02/13/2025	88.90	None
249-371-860-000	MILEAGE - D. ROWLADER	ROWLADER, DENNIS	REIMBURSE 423 MILES - DENNI	JANUARY 2025	02/13/2025	296.10	None
249-371-860-000	MILEAGE - J. VANTIL	JEFFREY C. VANTIL	REIMBURSE 505 MILES - JEFF	JANUARY 2025	02/13/2025	353.50	None
249-371-860-000	MILEAGE - DOUGLAS WEEKS	DOUGLAS WEEKS	REIMBURSE 108 MILES - DOUGL	JANUARY 2025	02/13/2025	75.60	None
249-371-860-000	MILEAGE - PAUL WESTHOUSE	PAUL WESTHOUSE	REIMBURSE 306 MILES - PAUL	JANUARY 2025	02/13/2025	214.20	None
249-371-860-000	MILEAGE WILSON	BRIAN WILSON	REIMBURSE 170 MILES - BRIAN	JANUARY 2025	02/13/2025	119.00	None
249-371-923-000	1030 3693 2491 - 5920 TAHOE - BLD	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN	202699696873	02/13/2025	626.54	None
249-371-923-000	HEATING/UTILITY	DTE ENERGY	DTE ENERGY SERVICE AT MULTI	VARIOUS	02/13/2025	595.37	None
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	BUSINESS SOLUTIONS, LLC	1ST MONTH IT SERVICES	62065	02/13/2025	1,365.00	None
249-371-939-000	SERVICE CONTRACTS	BS&A SOFTWARE	PAS ONLINE PERMIT APPLICATI	158279	02/13/2025	25,674.00	None
249-371-939-000	SERVICE CONTRACTS	FIRST CHOICE COFFEE SER	COFFEE SUPPLIES	DT-138181	02/13/2025	117.55	None
Total Department 371 BUILDING DEPARTMENT						65,338.46	
Department: 964 PAYMENTS TO OTHER TOWNSHIPS							
249-964-964-100	PERMITS DUE TO LOWELL TWP	LOWELL TOWNSHIP	MONTHLY PERMIT FEES - JANAU	JANUARY 2025	02/13/2025	1,372.80	None
249-964-964-200	PERMITS DUE TO VERGENNES TWP	VERGENNES TOWNSHIP	MONTHLY PERMIT FEES - JANUA	JANUARY 2025	02/13/2025	1,496.20	None
249-964-964-300	PERMITS DUE TO GR TWP	GRAND RAPIDS CHARTER TO	MONTHLY PERMIT FEES - JANUA	JANUARY 2025	02/13/2025	4,260.60	None
249-964-964-400	PERMITS DUE TO ADA TWP	ADA TOWNSHIP	MONTHLY PERMIT FEES - JANUA	JANUARY 2025	02/13/2025	6,704.20	None
249-964-964-500	PERMITS DUE TO EAST GR	EAST GRAND RAPIDS/CITY	MONTHLY PERMIT FEES - JANUA	JANUARY 2025	02/13/2025	3,320.00	None
249-964-964-600	PERMITS DUE PLAINFIELD	PLAINFIELD CHARTER TOWN	MONTHLY PERMIT FEES - JANUA	JANUARY 2025	02/13/2025	7,870.20	None

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 249 BUILDING FUND							
Department: 964 PAYMENTS TO OTHER TOWNSHIPS							
249-964-964-800	PERMITS DUE CASCADE TWP	CASCADE CHARTER TOWNSHI	MONTHLY PERMIT FEES - JANUA	JANUARY 2025	02/13/2025	8,644.15	None
						Total Department 964 PAYMENTS TO OTHER TOWNSHIPS	33,668.15
						Total Fund 249 BUILDING FUND	117,482.07
Fund: 271 LIBRARY FUND							
Department: 790 LIBRARY							
271-790-802-200	JANITORIAL & MAINTENANCE	CORPORATE CLEANING & FA	MONTHLY CLEANING/ TOWNSHIP	5062	02/13/2025	5,119.00	None
271-790-810-000	LIABILITY INSURANCE	DECKER AGENCY	2025 PUBLIC ENTITY INSURANC	5514	02/13/2025	20,051.70	None
271-790-921-000	100000284784 2870 JACK SMITH A	CONSUMERS ENERGY	ACCT # 1030 3693 2491 / JAN	202699696873	02/13/2025	0.00	None
271-790-923-000	LIBRARY HEATING DTE ENERGY	DTE ENERGY	DTE ENERGY SERVICE AT MULTI	VARIOUS	02/13/2025	2,769.18	None
271-790-931-000	LIBRARY MAINTENANCE	B&V MECHANICAL INC.	REPLACED BAD HEATING PUMP	104824	02/13/2025	1,397.21	None
271-790-931-000	LIBRARY MAINTENANCE	KINGSLAND'S ACE HARDWA	WIRE BY THE FOOT, BLOWER FA	222583	02/13/2025	120.53	None
271-790-931-000	LIBRARY MAINTENANCE	SUPERIOR PEST CONTROL I	REGULAR PEST SERVICE - LIBR	83308	02/13/2025	70.00	None
271-790-931-000	LIBRARY MAINTENANCE	THE LIGHT BULB COMPANY	LIGHT BULBS	372256	02/13/2025	433.92	None
						Total Department 790 LIBRARY	29,961.54
Department: 901 CAPITAL OUTLAY							
271-901-970-000	CAPITAL OUTLAY - FFE	CAPITAL CONSULTANTS, IN PROJ	#23-0268 / KDL CCT BRA	77954	02/13/2025	3,937.50	None
						Total Department 901 CAPITAL OUTLAY	3,937.50
						Total Fund 271 LIBRARY FUND	33,899.04
Fund: 703 CURRENT TAX COLLECTION FUND							
Department: 000							
703-000-214-100	CCT-PATHWAYS	PATHWAYS FUND	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	29,969.06	78829
703-000-214-100	CCT-PATHWAYS	PATHWAYS FUND	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	41,399.70	None
703-000-214-105	CCT-POLICE	POLICE FUND	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	39,131.92	78830
703-000-214-105	CCT-POLICE	POLICE FUND	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	54,057.57	None
703-000-214-110	CCT - OPERATING TAXES	CASCADE CHARTER TWP	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	82,855.20	78826
703-000-214-110	CCT - OPERATING TAXES	CASCADE CHARTER TWP	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	114,457.68	None
703-000-214-112	CCT - OVER/SHORT	CASCADE CHARTER TWP	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	(0.71)	78826
703-000-214-112	CCT - OVER/SHORT	CASCADE CHARTER TWP	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	0.01	None
703-000-214-115	CCT - FIRE	CASCADE CHARTER TOWNSHI	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	162,188.65	78823
703-000-214-115	CCT - FIRE	CASCADE CHARTER TOWNSHI	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	224,050.58	None
703-000-214-116	CCT OPEN SPACE	CASCADE CHARTER TOWNSHI	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	19,600.02	78824
703-000-214-116	CCT OPEN SPACE	CASCADE CHARTER TOWNSHI	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	27,075.92	None
703-000-214-120	CCT - LIBRARY	LIBRARY FUND	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	13,014.35	78828
703-000-214-120	CCT - LIBRARY	LIBRARY FUND	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	17,978.21	None
703-000-214-135	CCT- SPECIAL ASSESSMENTS	CASCADE CHARTER TWP	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	66.12	None
703-000-214-135	CCT- SPECIAL ASSESSMENTS IRF	CASCADE CHARTER TOWNSHI	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	2,137.05	78825
703-000-214-135	CCT- SPECIAL ASSESSMENTS TRIF	CASCADE CHARTER TOWNSHI	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	3,400.00	None
703-000-214-135	TRD SEWER	CASCADE CHARTER TOWNSHI	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	1,237.05	None
703-000-214-135	CCT- PA 105	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	19.57	None
703-000-214-135	CCT- PA 105 411917227059	STATE OF MICHIGAN	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	10.62	None
703-000-214-140	CCT - STREET LIGHTS	CASCADE CHARTER TWP	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	2,084.30	78826
703-000-214-140	CCT - STREET LIGHTS	CASCADE CHARTER TWP	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	3,029.04	None
703-000-214-155	CCT - ADMIN	CASCADE CHARTER TWP	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	13,098.67	78826
703-000-214-155	CCT - ADMIN	CASCADE CHARTER TWP	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	19,673.45	None
703-000-214-200	CCT - IFT PATHWAYS	PATHWAYS FUND	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	227.40	None
703-000-214-205	CCT - IFT POLICE	POLICE FUND	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	296.94	None

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 703 CURRENT TAX COLLECTION FUND							
Department: 000							
703-000-214-210	CCT - IFT OPERATING TAXES	CASCADE CHARTER TWP	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	628.70	None
703-000-214-215	CCT - IFT FIRE	CASCADE CHARTER TOWNSHI	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	1,230.70	None
703-000-214-216	CCT OPEN SPACE IFT	CASCADE CHARTER TOWNSHI	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	148.72	None
703-000-214-220	CCT-IFT LIBRARY	LIBRARY FUND	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	98.74	None
703-000-222-110	KENT COUNTY - OPERATING	KENT COUNTY TREASURER	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	2,362.46	9792
703-000-222-110	KENT COUNTY - OPERATING	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	12,693.90	None
703-000-222-111	KENT COUNTY - INTEREST	KENT COUNTY TREASURER	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	118.13	9792
703-000-222-111	KENT COUNTY - INTEREST	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	621.03	None
703-000-222-111	KENT COUNTY - INTEREST	KENT COUNTY TREASURER-S	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	172.93	9793
703-000-222-111	KENT COUNTY - INTEREST	KENT COUNTY TREASURER-S	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	909.12	None
703-000-222-160	KENT COUNTY - JAIL	KENT COUNTY TREASURER	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	64,963.32	9792
703-000-222-160	KENT COUNTY - JAIL	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	89,741.47	None
703-000-222-165	KENT COUNTY - ZOO/MUSEUM	KENT COUNTY TREASURER	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	36,207.72	9792
703-000-222-165	KENT COUNTY - ZOO/MUSEUM	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	50,018.16	None
703-000-222-170	KENT COUNTY - SENIOR	KENT COUNTY TREASURER	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	43,045.23	9792
703-000-222-170	KENT COUNTY - SENIOR	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	59,463.40	None
703-000-222-172	KENT COUNTY - VETERAN'S MILLAGE	KENT COUNTY TREASURER	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	4,302.52	9792
703-000-222-172	KENT COUNTY - VETERAN'S MILLAGE	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	5,943.55	None
703-000-222-175	KENT COUNTY - DOG LICENSE	KENT COUNTY - HEALTH D Q4 2024 -DOG LICENSES	AS25-2024-Q4		02/13/2025	147.00	None
703-000-222-180	KENT COUNTY DRAIN	KENT COUNTY DRAIN COMMI	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	368.46	9791
703-000-222-180	KENT COUNTY DRAIN	KENT COUNTY DRAIN COMMI	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	1,107.16	None
703-000-222-185	KENT COUNTY - EARLY CHILDHOOD	KENT COUNTY TREASURER	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	20,736.74	9792
703-000-222-185	KENT COUNTY - EARLY CHILDHOOD	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	28,646.12	None
703-000-222-260	KENT COUNTY - IFT JAIL	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	492.94	None
703-000-222-265	KENT COUNTY - IFT ZOO/MUSEUM	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	274.74	None
703-000-222-270	KENT COUNTY - IFT SENIOR	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	326.62	None
703-000-222-272	KENT COUNTY - IFT VETERAN'S MILLA	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	32.65	None
703-000-222-285	KENT COUNTY - IFT EARLY CHILDHOOD	KENT COUNTY TREASURER	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	157.35	None
703-000-223-110	KDL - TAXES	KENT DISTRICT LIBRARY	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	95,445.58	78827
703-000-223-110	KDL - TAXES	KENT DISTRICT LIBRARY	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	131,850.45	None
703-000-223-210	KDL - IFT TAXES	KENT DISTRICT LIBRARY	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	724.25	None
703-000-225-110	FHPS - OPERATING	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	308,694.98	9789
703-000-225-110	FHPS - OPERATING	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	369,151.73	None
703-000-225-111	FHPS - INTEREST	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	87.73	9789
703-000-225-111	FHPS - INTEREST	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	261.95	None
703-000-225-120	FHPS - DEBT	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	227,974.28	9789
703-000-225-120	FHPS - DEBT	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	266,597.68	None
703-000-225-130	FHPS - RECREATION	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	37,477.32	9789
703-000-225-130	FHPS - RECREATION	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	43,826.54	None
703-000-225-220	FHPS - IFT DEBT	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	266.09	None
703-000-225-230	FHPS - IFT RECREATION	FOREST HILLS PUBLIC SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	43.74	None
703-000-225-410	CALEDONIA - OPERATING	CALEDONIA COMMUNITY SCH	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	65,107.85	9787
703-000-225-410	CALEDONIA - OPERATING	CALEDONIA COMMUNITY SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	234,319.41	None
703-000-225-411	CALEDONIA - INTEREST	CALEDONIA COMMUNITY SCH	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	1.68	9787
703-000-225-411	CALEDONIA - INTEREST	CALEDONIA COMMUNITY SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	960.10	None
703-000-225-411	CALEDONIA - INTEREST	CALEDONIA COMMUNITY SCH	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	1.95	9788
703-000-225-411	CALEDONIA - INTEREST	CALEDONIA COMMUNITY SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	373.37	None
703-000-225-420	CALEDONIA - DEBT	CALEDONIA COMMUNITY SCH	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	35,550.72	9788
703-000-225-420	CALEDONIA - DEBT	CALEDONIA COMMUNITY SCH	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	111,995.78	None

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP

INVOICE ENTRY DATES 01/28/2025 - 02/13/2025

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number
Fund: 703 CURRENT TAX COLLECTION FUND							
Department: 000							
703-000-225-520	CALEDONIA - IFT DEBT	CALEDONIA COMMUNITY	SCH TAX DISBURSEMENT #24	02/05/2025	02/06/2025	1,996.57	None
703-000-226-110	LOWELL - OPERATING	LOWELL AREA SCHOOLS	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	1,956.67	9795
703-000-226-110	LOWELL - OPERATING	LOWELL AREA SCHOOLS	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	10,661.15	None
703-000-226-111	LOWELL - INTEREST	LOWELL AREA SCHOOLS	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	17.74	9795
703-000-226-111	LOWELL - INTEREST	LOWELL AREA SCHOOLS	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	47.65	None
703-000-226-120	LOWELL - DEBT	LOWELL AREA SCHOOLS	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	6,387.37	9795
703-000-226-120	LOWELL - DEBT	LOWELL AREA SCHOOLS	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	9,910.73	None
703-000-226-130	LOWELL BLDG/SITE	LOWELL AREA SCHOOLS	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	883.42	9795
703-000-226-130	LOWELL BLDG/SITE	LOWELL AREA SCHOOLS	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	1,370.73	None
703-000-228-001	SET & OPERATING TAX (COUNTY)	KENT COUNTY TREASURER-S	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	3,458.37	9793
703-000-228-001	SET & OPERATING TAX (COUNTY)	KENT COUNTY TREASURER-S	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	18,582.36	None
703-000-228-201	IFT SET & OPER TAX (STATE)	STATE OF MICHIGAN	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	5,925.72	None
703-000-228-201	IFT SET & OPER TAX FHPS OPER	STATE OF MICHIGAN	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	0.00	None
703-000-234-110	KENT ISD - TAXES	KENT INTERMEDIATE SCHOO	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	3,113.68	9794
703-000-234-110	KENT ISD - TAXES	KENT INTERMEDIATE SCHOO	TAX DISBURSEMENT #23	02/05/2025	02/06/2025	16,730.31	None
703-000-234-111	KENT ISD - TAXES INTEREST	KENT INTERMEDIATE SCHOO	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	155.68	9794
703-000-234-111	KENT ISD - TAXES INTEREST	KENT INTERMEDIATE SCHOO	TAX DISBURSEMENT #23	02/05/2025	02/06/2025	818.50	None
703-000-235-110	GRCC - TAXES	GRAND RAPIDS COMMUNITY	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	977.05	9790
703-000-235-110	GRCC - TAXES	GRAND RAPIDS COMMUNITY	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	5,249.81	None
703-000-235-111	GRCC - TAXES INTEREST	GRAND RAPIDS COMMUNITY	TAX DISBURSEMENT #23	01/29/2025	01/30/2025	48.85	9790
703-000-235-111	GRCC - TAXES INTEREST	GRAND RAPIDS COMMUNITY	TAX DISBURSEMENT #24	02/05/2025	02/06/2025	256.86	None
703-000-275-000	DUE TO 411917260056	CAPITAL REAL ESTATE TAX	2024 Win Tax Refund 41-19-1	01/29/2025	02/13/2025	2,101.64	None
703-000-275-000	DUE TO 411934101009	CHICAGO TITLE OF MICHIG	2024 Win Tax Refund 41-19-3	01/29/2025	02/13/2025	6,067.74	None
703-000-275-000	DUE TO 41-19-10-176-005	WOLTERS KATE PEW TRUST	2024 Win Tax Refund 41-19-1	02/04/2025	02/13/2025	2,206.71	None
Total Department 000						3,325,656.44	
Total Fund 703 CURRENT TAX COLLECTION FUND						3,325,656.44	

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP

INVOICE ENTRY DATES 01/28/2025 - 02/13/2025

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Invoice Number	Due Date	Amount	Check Number	
--- TOTALS BY FUND ---								
		101	GENERAL FUND			118,268.50		
		206	FIRE FUND			87,651.30		
		207	POLICE FUND			72,103.42		
		208	OPEN SPACE FUND			695.11		
		248	DDA			0.00		
		249	BUILDING FUND			117,482.07		
		271	LIBRARY FUND			33,899.04		
		703	CURRENT TAX COLLECTION FUND			3,325,656.44		
		Total For All Funds:					<u>3,755,755.88</u>	

I certify that the items listed are valid claims against the resources of Cascade Charter Township, and that said items are in compliance with statutory, budgetary, and accounting requirements.

Lorna Nenciarini

Lorna Nenciarini
Finance & Budget Director



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION
MEETING DATE: February 12, 2025

ITEM: Approval of An Ordinance Amendment to Chapter 282 – Parks and Recreation Areas

PRESENTER: Jade Smith, Township Manager & Dan Zwick, Parks & Facilities Director

INDIVIDUAL PRESENT: None Anticipated

EXECUTIVE SUMMARY: Currently the Township has 4 different ordinances that govern Cascade Parks: Rec Park (2002), Tassell Park (2002), Peace Park (2010), and Burton Park (2010). The ordinances as they stand today address various park rules and use allowances that are specific to each park. In addition, the Township has acquired Wycliffe Park and Friendship Park that do not currently have ordinances governing them. There is a desire to create a more general ordinance that can assist in generating cohesive rules and regulations throughout Cascade's park system. The current ordinances have inconsistent language that has generated questions from the public and created operational inefficiencies that can be addressed by an updated ordinance. The best way to accomplish the changes desired is to repeal and replace Chapter 282 in the Cascade Code of Ordinances that applies to all current and future parks.

Staff has worked with the Townships legal counsel to prepare the attached ordinance that will address the concerns above.

STRATEGIC PLANS/GOALS: N/A

BUDGET IMPLICATIONS: None

IMPLEMENTATION PLAN: Upon adoption, the ordinance will be published and take effect.

DIRECTOR'S RECOMMENDATION: N/A

MANAGER'S RECOMMENDATION: Approval

ACTION: I move to approve An Ordinance Amendment to Chapter 282 – Parks and Recreation Areas.

ATTACHMENTS:

1. An Ordinance to Repeal and Replace Chapter 282 – Parks and Recreation Areas
2. Current Ordinance 282 – Parks and Recreation Areas
3. A Resolution to approve Ordinance Amendment to Chapter 282 – Parks and Recreation Areas

CASCADE CHARTER TOWNSHIP ORDINANCE NO. 1-2025

AN ORDINANCE TO REPEAL AND REPLACE CHAPTER 282 “PARKS AND RECREATION AREAS” IN THE CASCADE CHARTER TOWNSHIP CODE OF ORDINANCES

Cascade Township ordains:

Section 1. Repeal and Replace Chapter 282. Chapter 282 “Parks and Recreation Areas” of the Cascade Charter Township Code of Ordinances is repealed and replaced in its entirety as follows:

ARTICLE I: GENERAL PROVISIONS

§ 282-1. Purpose and Intent.

This chapter governs uses, activities, and structures within all parks located within Cascade Charter Township. The Township Board finds that this article and the rules and regulations contained herein are essential for the health, safety, and welfare of persons using the park, as well as the owners and occupants of adjoining residential properties. This chapter is also intended to protect the natural beauty and environmental features of the park.

§ 282-2. Definitions.

As used in this chapter, the following terms shall have the following meanings indicated:

CASCADE BURTON PARK

Located at 6805 Burton Street, being approximately 80± acres in size (also known as Permanent Parcel No. 41-19-09-201-008).

CASCADE CHARTER TOWNSHIP PARK

Located at 3810 Thornapple River Dr. SE, being approximately 55± acres in size (also known as Permanent Parcel No. 41-19-21-175-007).

CASCADE CHARTER TOWNSHIP PARK AND RECREATION COMMITTEE (“COMMITTEE”)

The committee appointed by the Cascade Charter Township Board from time to time and which is given the duties, powers, and responsibilities specified in this article. ~~The Township Board may also delegate to the Committee the authority to issue permits and approvals as mentioned in this chapter.~~

CASCADE PEACE PARK

Located at 8900 Grand River Drive, being approximately 198± acres in size (also known as Permanent Parcel No. 41-19-11-200-021).

FRIENDSHIP PARK

Located at 2870 Jacksmith Ave, being approximately 3.5± acres in size (also known as Permanent Parcel No. 41-19-16-102-027, 41-19-16-126-039, and 41-19-16-126-038).

LESLIE E. TASSELL PARK

Located at 2900 Thornapple River Dr, being approximately 3.2± acres in size (also known as Permanent Parcel No. 41-19-16-203-028, 41-19-16-203-023, and 41-19-16-203-025).

MICHAEL MCGRAW PARK

Located at 8400 Grand River Dr. SE, being approximately 68± acres in size (also known as Permanent Parcel No. 41-19-02-126-004).

THE “PARKS”

Cascade Burton Park, Cascade Charter Township Park, Cascade Peace Park, [Friendship Park](#), Leslie E. Tassell Park, [Michael McGraw Park](#), Virgil Nishimura Westdale Memorial Park, and Wycliffe Trailhead Park are collectively referred to as the “parks” in this Chapter.

VIRGIL NISHIMURA WESTDALE MEMORIAL PARK

Located at 6895 Cascade Rd. SE, being approximately 0.40± acres in size (also known as Permanent Parcel No. 41-19-16-202-003).

WYCLIFFE TRAILHEAD PARK

Located at 2977 Wycliffe Dr. SE, being approximately 1.86± acres in size (also known as Permanent Parcel No. 41-19-16-230-007).

ARTICLE II: PARK REGULATIONS

§ 282-3. Park Activities.

- A. Only passive recreational (e.g., hiking, walking, cross-country skiing) activities are permitted in the parks unless otherwise identified in this section. Other uses and events as approved or specifically permitted by ~~the Committee or~~ the Township Board or Township Staff may be allowed within the parks. No other uses or activities shall occur in the parks.
- B. Cascade Charter Township Park. Both active and passive recreational activities are permitted within designated areas. This shall include tennis and pickleball in the tennis courts only, field sports in the ball fields area; playground activities in the playground area; picnics and gatherings in the pavilion areas, hiking and other events as approved or specifically permitted by the Township Board or Township Staff~~Township Park and Recreation Committee~~.
- C. Leslie E. Tassell Park. Both active and passive recreational activities are permitted in the park within designated areas. This shall include picnics and gatherings in the pavilion areas, hiking, fishing and other events as approved or specifically permitted by the Township Board or Township Staff~~Park and Recreation Committee~~.
 - ~~1. Only the Wisner Pavilion, together with the Lower Terrace area, may be reserved for use by individuals or organizations by permit from the Township.~~
 - ~~a. The reservation of the pavilion and terrace area shall be limited to the following:~~

~~1. Groups of no more than 50 people.~~

~~2. No more than four hours.~~

~~b. The Township will only allow the pavilion to be rented twice a month.~~

~~c. The reservation shall be subject to fee and other specific rules and regulations adopted by the Township. Only the pavilion and terrace area, when reserved, are closed to the general public.~~

D. The Township Board or Township Staff Committee may designate from time-to-time portions of any park for specific uses. Specific uses may be prohibited ~~by the Committee~~. Notices of prohibited uses shall be posted.

§ 282-4. Preservation of property and natural features.

A. No person shall injure, deface, disturb or defoul any part of the parks nor any building, sign, sculpture, equipment or other property within the parks. No tree, shrub, rock or other mineral within the parks shall be removed, injured or destroyed.

B. No person shall deposit, permit or suffer to be deposited any garbage, ashes, sewage, refuse, waste, or other noxious material within the parks, except in receptacles provided by the Township for such purposes. Where trash receptacles are not provided by the Township, all such materials shall be carried out of the parks by the person responsible for its presence.

C. No person shall dump any earth, tree limbs, leaves, grass clippings, or compost materials within the parks without first obtaining a specific written permit from the Township Board.

§ 282-5. Molesting Wildlife; firearms and explosives.

A. Except for lawful hunting and fishing as identified in this article, no person within the confines of the parks shall molest, harm, or kill any wild bird or animal found within the confines of the parks, or rob or molest any bird nest or take the eggs of any bird within the parks.

B. Except as provided by law, no person shall possess or discharge any firearms, fireworks, explosive substances or air rifles within the park without a specific permit from the Township.

§ 282-6. Hunting and Fishing.

A. Hunting shall only be permitted in Cascade Peace Park in accordance with the following regulations:

1. Only archery hunting shall be permitted. Firearm hunting is prohibited.

2. All state hunting laws and regulations must be followed.

3. The park will be open to nonhunters during hunting season.

4. Every hunter must comply with all Administrative Rules for Hunting in Cascade Peace Park, attached as "Exhibit A," as may be amended from time to time by resolution of the Township Board.¹

B. Fishing ~~shall be is only~~ permitted in Cascade Charter Township Parks in Leslie E. Tassell Park waters.

§ 282-7. General Conduct.

Within the parks:

- A. No person shall, either by work or act, indulge in any noisy, boisterous, disorderly or indecent conduct, or in any manner disturb the peace, quiet, or good order within the park or of the residents of any property adjoining the park. No person shall play at games of chance, or engage in any indecent, lascivious, lewd, sexual, or improper act or behavior.
- B. No person intoxicated by alcohol or under the influence of alcohol, narcotic drugs or opiates shall enter or remain within the park. No person shall bring into the park any alcohol, liquor, narcotic drugs, or opiates.
- C. No person shall remain within the parks who does not abide by the rules and regulations adopted by the Township for the parks. No person shall remain within the parks who does not abide by the instructions and directions of a duly authorized police officer or agent of the Township in the lawful performance of their duties. Any person directed by a police officer or agent of the Township to leave the parks shall do so promptly and peaceably. No person shall resist, obstruct, interfere with, be abusive of, or address in a profane or obscene manner, any police officer or agent of the Township.
- D. The use of a loud speaker, public address system, or sound-amplifying equipment is prohibited within the park unless permitted by the Township or the Township is hosting an event. Excessively loud radios or similar devices are also prohibited unless permitted by the Township or the Township is hosting an event.
- E. No person shall start, fly, or use any fuel- or battery-powered model aircraft, vehicle, or similar device within the parks.
- F. No person shall urinate or defecate in the parks, except in restroom facilities as are provided by the Township.
- G. Smoking is prohibited in the parks.
- H. All bicycles must remain on paved surfaces at all times. No person shall operate a bicycle within Cascade Peace Park.
- I. Use of paintball equipment and supplies within the parks is prohibited.
- J. No application of graffiti or similar activity shall occur within the parks.

¹ Exhibit A is on file in the Township offices.

§ 282-8. Animal Control.

- A. Within the parks, all dogs shall be controlled and on a ~~chain or~~ leash not exceeding more than six feet in length. Cats shall also be under direct control and leashed. No controlled animal shall be allowed to be destructive to other animals and birds.
- B. The riding of horses or other animals is prohibited.

§ 282-9. Traffic Control.

Within the parks:

- A. No person shall drive any motor vehicle or propel or cause to be driven any motor vehicle along or over any road within the park in such a manner as to endanger the life, limb, or property of pedestrians, the drivers or occupants of other vehicles, or any other person, nor shall any motor vehicle be driven in a careless or reckless manner.
- B. No vehicle shall be driven or parked in the park except on designated drives and parking lot areas (except for authorized Township vehicles and any vehicle needed for handicapped persons).
- C. No person shall park or store any car, motorcycle, bicycle, wagon, trailer, or other vehicle within the parks, except for short-term parking in places expressly designated by the Township for parking, nor shall any person park a car, motorcycle, bicycle, wagon, trailer, or other vehicle in the parks overnight or for periods of longer than 15 hours.
- D. No trailer or other loading vehicle shall be brought into the parks unless permitted as part of an activity or event that has received permission from the Township.

§ 282-10. General Regulations.

- A. Camping. No person shall establish or maintain any camp or other temporary lodging place in the parks. No camping shall occur within the park.
- B. Fire. Fires are not permitted in the parks, except as identified in this subsection.
 - 1. Fires are only permitted in the designated Community Fire Ring area as shown on the Leslie E. Tassell Park Plan. All fires shall be put out by the person or persons starting or using the same before leaving the immediate vicinity of the fire.
 - 2. Fires for cooking purposes are permitted in Cascade Charter Township Park in designated places, unless otherwise provided by the Township Board. All fires shall be put out by the person or persons starting or using the same before leaving the immediate vicinity of the fire.
- C. Commercial activities. No person shall sell or offer for sale any article, thing, privilege or service within the park without a permit from the Township, and no person shall do any begging, peddling or soliciting in the park. Further, no person shall expose, distribute,

display, post, or place any sign, advertisement, circular, notice, or statement, or display any banner, emblem, or design, within the park, without a specific permit from the Township.

- D. Golf. The use of the park for playing golf or the hitting of golf balls is prohibited.
- E. Events. No organized event, festival, party, or similar activity shall occur within the park unless a permit has first been issued by the Township for such event or activity.
- F. Park Equipment. The movement of park equipment, such as picnic tables and other pieces of equipment, is prohibited unless specifically approved by park personnel.
- G. Tennis and Pickleball Courts. The use of the tennis and pickleball courts in Cascade Charter Township Park are on a first-come-first served basis. The Party using the court shall only be permitted one hour's use if other park patrons are waiting for the courts. No paid private lessons unless permitted by the Township. In-line skates (e.g., rollerblades), roller skates, skateboards, and other similar devices are prohibited from use on the tennis and pickleball courts.
- H. Swimming. Swimming ~~in the Thornapple River at Leslie E. Tassell Park at Cascade Charter Township Parks~~ is permitted at one's own risk. ~~Swimming in the Cascade Charter Township Park pond is prohibited.~~
- I. Ice Skating. Ice skating ~~at on the~~ Cascade Charter Township Parks ~~pond~~ is permitted at one's own risk.

§ 282-11. Park Hours.

- A. The parks shall open at 6:00 a.m. and close at 10:00 p.m. All park users must leave at the closing time unless a permit for later hours has been issued by the Township. Upon the park's so closing, it shall be unlawful for anyone to enter upon or occupy the park without a Township permit.
- B. Permitted hunters, in Cascade Peace Park, shall be allowed to enter the park one hour early during the allowed hunting season.
- C. The park, or any portion thereof, may be closed entirely or closed to certain uses during any specified period of time by the Township where it is determined that the physical condition of the park, or any portion thereof, is such that the intended use of the park, or portion thereof, would cause damage or deterioration to the park, or portion thereof, to a degree greater than ordinary park wear and tear, or that the intended use of the park, or portion thereof, would create a health or safety hazard to the proposed user or other citizens. During such period of time as the park, or portion thereof, is closed, any such closing shall be prominently posted, and it shall be unlawful for anyone to enter upon or occupy the park, or portion thereof, contrary to the posted regulations.

§ 282-12. Exemptions.

This section and any prohibitions contained herein shall not apply to any Township official or officer, or any Township Fire Department employee or official, or to any police officer, engaged in the performance of his or her official duties as a Township official, employee, or agent, or as a

police officer. Furthermore, this article shall not apply to any use, activity, vehicle, or other item specifically approved by the Township or used by the Township, or any of its employees, officers, officials, or agents, or any police agency in the maintenance or upkeep of the park or for emergency rescue, firefighting, or emergency purposes.

§ 282-13. Rules and regulations.

The Township Board may, by resolution, adopt rules and regulations to regulate uses and activities within the parks. Violation of any such rule or regulation adopted by the Township Board for the park shall be deemed to be a violation of this article.

§ 282-32. Violations and penalties.

Any person who violates any provision of this article shall be responsible for a criminal misdemeanor, subject to the penalties in Chapter 40, Article IV, Penalties for Misdemeanors and Municipal Civil Infractions.

Section 2. Validity and Severability.

If any portion of this Ordinance is found invalid for any reason, such holding will not affect the validity of the remaining portions of this Ordinance.

Section 3. Repealer.

All other ordinances inconsistent with the provisions of this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

Section 4. Effective Date. This Ordinance takes effect immediately upon publication as provided by law.

ARTICLE I
Township Park
[Adopted 7-24-2002 by Ord. No. 13-2002]

§ 282-1. Park activities.

- A. Both active and passive recreational activities are permitted in the parks within designated areas. This shall include tennis in the tennis courts only, field sports in the ball fields area; playground activities in the playground area; picnics and gatherings in the pavilion areas, hiking and other events as approved or specifically permitted by the Township Park and Recreation Committee.
- B. The Committee may designate from time to time portions of the park for specific uses. Specific uses may be prohibited by the Committee. Notices of prohibited uses shall be posted.
- C. Certain facilities within the park, such as the ball fields, pavilions, tennis courts and picnic tables may be reserved for use by individuals or organizations by permit from Cascade Charter Township ("Township"). Such actions shall be subject to fee and other specific rules and regulations adopted by the Township. These facilities, when reserved, are closed to the general public.

§ 282-2. Preservation of property and natural features.

- A. No person shall injure, deface, disturb or defoul any part of the park nor any building, sign, equipment or other property found therein; nor shall any tree, shrub, rock or other mineral be removed, injured or destroyed.
- B. No person shall deposit, permit or suffer to be deposited, in any part of any park, any garbage, ashes, sewage, refuse, waste or other noxious material, otherwise than in receptacles or pits provided for such purposes, nor dump any earth within the park without a specific written permit from the Township Board.

§ 282-3. Molesting wildlife; firearms and other explosives.

- A. No person within the confines of any park, unless authorized by written permit of the Township Board, shall hunt, pursue with dogs, trap or in any other way molest any wild bird or animal found within the confines of the park, or therein rob or molest any bird nest or take the eggs of any bird. No person shall fish in any waters in the park in any manner.
- B. Except as provided by law, no person shall possess or discharge any firearms, fireworks, explosive substances or air rifles within the park without a specific permit from the Township. **[Amended 6-9-2010 by Ord. No. 9-2010]**

§ 282-4. General conduct.

- A. No person shall, either by work or act, engage in any noisy, boisterous, disorderly or indecent conduct, or in any manner disturb the peace or good order of the community within the park; nor shall any person play at games of chance, or do any indecent, lascivious, lewd or

improper act therein.

- B. No person intoxicated by alcohol or under the influence of alcohol, narcotic drugs or opiates shall enter or remain within the park, nor shall any person bring into the park any alcohol, narcotic drugs or opiates.
- C. No person shall remain within the a park who does not abide by conditions adopted and posted by the Township for the preservation of good order and the protection of property within the park, and no person shall remain within the a park who does not abide by the instructions and directions of duly authorized police officers or agents of the Township in the lawful performance of their duties. Any person directed by a police officer or agent of the Township to leave the park shall do so promptly and peaceably. No person shall resist or obstruct, or be abusive of or address in a profane or obscene manner, any police officer or agent of the Township.
- D. The use of loud speakers, public address systems, or sound-amplifying equipment is prohibited without a permit. Excessively loud radios, televisions or similar deices are also prohibited.
- E. No person shall enter a rest room set apart for the opposite sex.

§ 282-5. Animal control.

- A. All dogs shall be controlled and on a chain or retractable leash not exceeding 20 feet in length. Cats shall also be under direct control and leash. No controlled animal shall be destructive to other birds and animals.
- B. The riding of horses or other animals is prohibited.

§ 282-6. Traffic control.

- A. No persons shall drive, propel or cause to be driven, along or over any road within the park, any vehicle at a rate of speed greater than 15 miles per hour; nor shall any motor vehicle be driven in a reckless manner or in a manner to endanger the life, limb or property of pedestrians, or the drivers or occupants of other vehicles, or any other person.
- B. No vehicle, including off-road-type vehicles, shall be driven in the park except upon roads or trails for that purpose.
- C. No person shall park or store any car, motorcycle, bicycle, wagon or other vehicle within the park, except in places designated by the Township for such purposes.
- D. The state laws relating to lights on vehicles shall apply to vehicles within the park, including off-road vehicles.

§ 282-7. General regulations.

- A. Camping. No person shall establish or maintain any camp or other temporary lodging place in the park, without a specific written permit from the Township.
- B. Fire. No person shall start a fire in the park, except small fires for cooking purposes in

designated places unless otherwise provided by the Township Board. All fires shall be put out by the person or persons starting or using the same before leaving the immediate vicinity of the fire.

- C. Commercial activities. No person shall sell or offer for sale any article, thing, privilege or service within the park without a permit from the Township, and no person shall do any begging, peddling or soliciting therein. Further, no person shall expose, distribute or place any sign, advertisement, circular, notice or statement, or display any banner, emblem or design, within the park, without specific permit from the Township.
- D. Swimming and ice skating. Swimming in the park pond is prohibited. Ice skating is permitted at one's own risk.
- E. Picnic tables. The moving of picnic tables, grills and other pieces of park equipment is prohibited unless specifically approved by park personnel.
- F. Tennis courts.
 - (1) Use of the tennis courts are on a first-come-first-served basis. The party using the court shall only be permitted one hour's use if others are waiting for the courts.
 - (2) In-line skates (e.g., Rollerblades), roller skates, roller blades, skateboards and other similar devices are prohibited from use on the tennis court surfaces.
- G. Golf. The use of the park for the hitting of golf balls is prohibited.

§ 282-8. Park hours.

- A. The parks shall close at dark, but no later than 10:00 p.m. All park users must leave at closing time unless a written permit for later hours has been issued by the Township. Upon the park's so closing, it shall be unlawful for anyone to enter upon or occupy the parks without said permit.
- B. The park or portion thereof may be closed entirely or closed to certain uses during any specified period of time by officers of the Township where it is determined that the physical condition of the park or portion thereof is such that intended use of the park or portion thereof would cause damage and deterioration to the park or portion thereof in a degree greater than ordinary park wear and tear, or that the intended use of the park or portion thereof would create a health hazard or safety hazard to the proposed user or other citizens. During such period of time as the park or portions thereof are closed, these closings shall be prominently posted, and it shall be unlawful for anyone to enter upon or occupy such park or portions thereof contrary to the posted regulations.

§ 282-9. Violations and penalties.¹

Any person who violates any provision of this article shall be responsible for a criminal misdemeanor, subject to the penalties in Chapter 40, Article IV, Penalties for Misdemeanors and Municipal Civil Infractions.

1. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

ARTICLE II
Leslie E. Tassell Park
[Adopted 7-24-2002 by Ord. No. 14-2002]

§ 282-10. Park activities.

- A. Both active and passive recreational activities are permitted in the park within designated areas. This shall include picnics and gatherings in the pavilion areas, hiking, fishing and other events as approved or specifically permitted by the Township Park and Recreation Committee.
- B. The Committee may designate from time to time portions of the park for specific uses. Specific uses may be prohibited by the Committee. Notices of prohibited uses shall be posted.
- C. Only the Wisner Pavilion, together with the Lower Terrace area, may be reserved for use by individuals or organizations by permit from Cascade Charter Township ("Township").
 - (1) The reservation of the pavilion and terrace area shall be limited to the following:
 - (a) Groups of no more than 50 people.
 - (b) No more than four hours.
 - (2) The Township will only allow the pavilion to be rented twice a month.
- D. The reservation shall be subject to fee and other specific rules and regulations adopted by the Township. Only the pavilion and terrace area, when reserved, are closed to the general public.

§ 282-11. Preservation of property and natural features.

- A. No person shall injure, deface, disturb or defoul any part of the park nor any building, sign, sculpture, equipment or other property found therein; nor shall any tree, shrub, rock or other mineral be removed, injured or destroyed.
- B. No person shall deposit, permit or suffer to be deposited, in any part of any park, any garbage, ashes, sewage, refuse, waste or other noxious material, otherwise than in receptacles or pits provided for such purposes, nor dump any earth within the park without a specific written permit from the Township Board.

§ 282-12. Molesting wildlife; firearms and other explosives.

- A. No person within the confines of the park, unless authorized by written permit of the Township Board, shall hunt, pursue with dogs, trap or in any other way molest any wild bird or animal found within the confines of the park, or therein rob or molest any bird nest or take the eggs of any bird. Fishing is permitted in the park.
- B. Except as provided by law, no person shall possess or discharge any firearms, fireworks, explosive substances or air rifles within the park without a specific permit from the

Township. [Amended 6-9-2010 by Ord. No. 9-2010]

§ 282-13. General conduct.

- A. No person shall, either by work or act, indulge in any noisy, boisterous, disorderly or indecent conduct, or in any manner disturb the peace or good order of the community within the park; nor shall any person play at games of chance, or do any indecent, lascivious, lewd or improper act therein.
- B. No person intoxicated by alcohol or under the influence of alcohol, narcotic drugs or opiates shall enter or remain within the park, nor shall any person bring into the park any alcohol, narcotic drugs or opiates.
- C. No person shall remain within the park who does not abide by conditions adopted and posted by the Township for the preservation of good order and the protection of property within the park, and no person shall remain within the park who does not abide by the instructions and directions of duly authorized police officers or agents of the Township in the lawful performance of their duties. Any person directed by a police officer or agent of the Township to leave the park shall do so promptly and peaceably. No person shall resist or obstruct, or be abusive of or address in a profane or obscene manner, any police officer or agent of the Township.
- D. The use of loud speakers, public address systems, or sound-amplifying equipment is prohibited without a permit. Excessively loud radios, televisions or similar devices are also prohibited.
- E. No person shall enter a rest room set apart for the opposite sex.

§ 282-14. Animal control.

All dogs shall be controlled and on a chain or retractable leash not exceeding 20 feet in length. Cats shall also be under direct control and leash. No controlled animal shall be destructive to other birds and animals.

§ 282-15. Traffic control.

- A. No persons shall drive any motor vehicle, propel or cause to be driven any motor vehicle, along or over any road within the park, nor shall any motor vehicle be driven in a reckless manner or in a manner to endanger the life, limb or property of pedestrians, or the drivers or occupants of other vehicles, or any other person.
- B. No vehicle, including off-road-type vehicles (except authorized Township vehicles and any vehicle needed for handicapped persons) shall be driven in the park except the parking lot areas.
- C. No person shall park or store any car, motorcycle, bicycle, wagon or other vehicle within the park, except in places designated by the Township for such purposes, nor shall any person park a car, motorcycle, bicycle, wagon or other vehicle in the park overnight or for periods of longer than 15 hours.

- D. The state laws relating to lights on vehicles shall apply to vehicles within the park, including off-road vehicles.
- E. No trailer or other loading vehicle shall be brought into the park unless permitted as part of an activity or event that has received permission from the Township.
- F. Nothing in this section shall apply to any Township maintenance vehicle or equipment or any emergency vehicle or equipment.

§ 282-16. General regulations.

- A. **Camping.** No person shall establish or maintain any camp or other temporary lodging place in the park.
- B. **Fire.** Fires are only permitted in the designated Community Fire Ring area as shown on Leslie E. Tassell Park Plan. All fires shall be put out by the person or persons starting or using the same before leaving the immediate vicinity of the fire.
- C. **Commercial activities.** No person shall sell or offer for sale any article, thing, privilege or service within the park without a permit from the Township, and no person shall do any begging, peddling or soliciting therein. Further, no person shall expose, distribute or place any sign, advertisement, circular, notice or statement, or display any banner, emblem or design, within the park, without specific permit from the Township.
- D. **Swimming.** Swimming in the Thornapple River is permitted at one's own risk.
- E. **Picnic tables.** The moving of picnic tables and other pieces of park equipment is prohibited unless specifically approved by park personnel.
- F. **Rollerblades .In-line skates (e.g., Rollerblades), roller skates, roller blades, skateboards and other similar devices are prohibited from use in the park.**
- G. **Golf.** The use of the park for the hitting of golf balls is prohibited.

§ 282-17. Park hours.

- A. The parks shall open at 8:00 a.m. and close at dark, but no later than 11:00 p.m. All park users must leave at closing time unless a written permit for later hours has been issued by the Township. Upon the park's so closing, it shall be unlawful for anyone to enter upon or occupy the parks without said permit.
- B. The park or portion thereof may be closed entirely or closed to certain uses during any specified period of time by officers of the Township where it is determined that the physical condition of the park or portion thereof is such that intended use of the park or portion thereof would cause damage and deterioration to the park or portion thereof in a degree greater than ordinary park wear and tear, or that the intended use of the park or portion thereof would create a health hazard or safety hazard to the proposed user or other citizens. During such period of time as the park or portions thereof are closed, these closings shall be prominently posted, and it shall be unlawful for anyone to enter upon or occupy such park or portions thereof contrary to the posted regulations.

§ 282-18. Violations and penalties.²

Any person who violates any provision of this article shall be responsible for a criminal misdemeanor, subject to the penalties in Chapter 40, Article IV, Penalties for Misdemeanors and Municipal Civil Infractions.

2. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

ARTICLE III
Cascade Peace Park
[Adopted 3-10-2010 by Ord. No. 2-2010]

§ 282-19. Purpose and intent.

This article governs uses, activities, and structures within the Cascade Peace Park located within Cascade Charter Township. The Township Board finds that this article and the rules and regulations contained herein are essential for the health, safety, and welfare of persons using the park, as well as the owners and occupants of adjoining residential properties. This article is also intended to protect the natural beauty and environmental features of the park.

§ 282-20. Definitions and applicability.

A. As used in this article, the following terms shall have the meanings indicated:

CASCADE CHARTER TOWNSHIP PARK AND RECREATION COMMITTEE (also referred to in this article as the "COMMITTEE") — The committee appointed by the Cascade Charter Township Board from time to time and which is given the duties, powers, and responsibilities specified in this article. The Township Board may also delegate to the Committee the authority to issue permits and approvals as mentioned in this article.

CASCADE PEACE PARK — Located at 8900 Grand River Drive, being approximately 198± acres in size (also known as Permanent Parcel No. 41-19-11-200-021); also referred to in this article as the "park."

B. This article applies to activities, vehicles, items, and uses within the Cascade Peace Park.

§ 282-21. Park activities.

A. Only passive recreational (e.g., hiking, walking, cross-country skiing) activities are permitted in the park. Other uses and events as approved or specifically permitted by the Cascade Charter Township Park and Recreation Committee or the Township Board may be allowed within the park. No other uses or activities shall occur in the park.

B. The Committee or the Township Board may designate from time to time portions of the park for specific uses. Specific uses may also be prohibited by the Committee or the Township Board.

§ 282-22. Preservation of property and natural features.

A. No person shall injure, deface, disturb or befoul any part of the park nor any building, sign, sculpture, equipment or other property within the park. No tree, shrub, rock or other mineral within the park shall be removed, injured or destroyed.

B. No person shall deposit, permit or suffer to be deposited any garbage, ashes, sewage, refuse, waste, or other noxious material within the park, except in receptacles provided by the Township for such purposes. Where trash receptacles are not provided by the Township, all such materials shall be carried out of the park by the person responsible for its presence.

- C. No person shall dump any earth, tree limbs, leaves, grass clippings, or compost materials within the park without first obtaining a specific written permit from the Township Board.

§ 282-23. Molesting wildlife; firearms and other explosives.

- A. Except for lawful hunting, no person within the confines of the park shall molest, harm, or kill any wild bird or animal found within the confines of the park, or rob or molest any bird nest or take the eggs of any bird within the park.
- B. Except as provided by law, no person shall possess or discharge any firearms, fireworks, explosive substances or air rifles within the park without a specific permit from the Township. **[Amended 6-9-2010 by Ord. No. 9-2010]**

§ 282-24. Hunting. [Amended 9-14-2022 by Ord. No. 3-2022]

- A. Only archery hunting shall be permitted. Firearm hunting is prohibited.
- B. All state hunting laws and regulations must be followed.
- C. The park will be open to nonhunters during hunting season.
- D. Every hunter must comply with all Administrative Rules for Hunting in Cascade Peace Park, attached as "Exhibit A," as may be amended from time to time by resolution of the Township Board.³

§ 282-25. General conduct.

The following shall apply within the park:

- A. No person shall, either by work or act, indulge in any noisy, boisterous, disorderly or indecent conduct, or in any manner disturb the peace, quiet, or good order within the park or of the residents of any property adjoining the park. No person shall play at games of chance, or engage in any indecent, lascivious, lewd, sexual, or improper act or behavior.
- B. No person intoxicated by alcohol or under the influence of alcohol, narcotic drugs or opiates shall enter or remain within the park. No person shall bring into the park any alcohol, liquor, narcotic drugs, or opiates.
- C. No person shall remain within the park who does not abide by the rules and regulations adopted by the Township for the park. No person shall remain within the park who does not abide by the instructions and directions of a duly authorized police officer or agent of the Township in the lawful performance of their duties. Any person directed by a police officer or agent of the Township to leave the park shall do so promptly and peaceably. No person shall resist, obstruct, interfere with, be abusive of, or address in a profane or obscene manner, any police officer or agent of the Township.
- D. The use of a loud speaker, public address system, or sound-amplifying equipment is prohibited within the park without a permit from the Township. Excessively loud radios or

3. Editor's Note: Exhibit A is on file in the Township offices.

similar devices are also prohibited.

- E. No person shall start, fly, or use any fuel- or battery-powered model aircraft, vehicle, or similar device within the park.
- F. No person shall urinate or defecate in the park, except in such facilities as are provided by the Township and intended for such activities.
- G. Smoking is prohibited in the park.
- H. No person shall operate a bicycle within the park.
- I. Use of paintball equipment and supplies within the park is prohibited.
- J. No application of graffiti or similar activity shall occur within the park.

§ 282-26. Animal control.

- A. Within the park, all dogs shall be controlled and on a chain or leash not exceeding more than six feet in length. Cats shall also be under direct control and leashed. No controlled animal shall be allowed to be destructive to other animals and birds.
- B. The riding of horses or other animals is prohibited.

§ 282-27. Traffic control.

Within the park:

- A. No person shall drive any motor vehicle or propel or cause to be driven any motor vehicle along or over any road within the park in such a manner as to endanger the life, limb, or property of pedestrians, the drivers or occupants of other vehicles, or any other person, nor shall any motor vehicle be driven in a careless or reckless manner.
- B. No vehicle shall be driven or parked in the park except on designated drives and parking lot areas (except for an authorized Township vehicle and any vehicle needed for handicapped persons).
- C. No person shall park or store any car, motorcycle, bicycle, wagon, trailer, or other vehicle within the park, except for short-term parking in places expressly designated by the Township for parking, nor shall any person park a car, motorcycle, bicycle, wagon, trailer, or other vehicle in the park overnight or for periods of longer than 15 hours.
- D. No trailer or other loading vehicle shall be brought into the park unless permitted as part of an activity or event that has received permission from the Township.

§ 282-28. General regulations.

The following apply in the park:

- A. **Camping.** No person shall establish or maintain any camp or other temporary lodging place in the park. No camping shall occur within the park.

- B. Fire. Fires are not permitted in the park.
- C. Commercial activities. No person shall sell or offer for sale any article, thing, privilege or service within the park without a permit from the Township, and no person shall do any begging, peddling or soliciting in the park. Further, no person shall expose, distribute, display, post, or place any sign, advertisement, circular, notice, or statement, or display any banner, emblem, or design, within the park, without a specific permit from the Township.
- D. Golf. The use of the park for playing golf or the hitting of golf balls is prohibited.
- E. Events. No organized event, festival, party, or similar activity shall occur within the park unless a permit has first been issued by the Township for such event or activity.

§ 282-29. Park hours.

The following applies within the park:

- A. The park shall open at 7:00 a.m. and close at dark, but no later than 10:00 p.m. (Permitted hunters shall be allowed to enter the park one hour early during the allowed hunting season at Cascade Peace Park.) All park users must leave at the closing time unless a permit for later hours has been issued by the Township. Upon the park's so closing, it shall be unlawful for anyone to enter upon or occupy the park without a Township permit.
- B. The park (or any portion thereof) may be closed entirely or closed to certain uses during any specified period of time by the Township where it is determined that the physical condition of the park (or any portion thereof) is such that the intended use of the park (or portion thereof) would cause damage or deterioration to the park (or portion thereof) to a degree greater than ordinary park wear and tear, or that the intended use of the park (or portion thereof) would create a health or safety hazard to the proposed user or other citizens. During such period of time as the park (or portion thereof) is closed, any such closing shall be prominently posted, and it shall be unlawful for anyone to enter upon or occupy the park (or portion thereof) contrary to the posted regulations.

§ 282-30. Exemptions.

This article and any prohibitions contained herein shall not apply to any Township official or officer, or any Township Fire Department employee or official, or to any police officer, engaged in the performance of his or her official duties as a Township official, employee, or agent, or as a police officer. Furthermore, this article shall not apply to any use, activity, vehicle, or other item specifically approved by the Township or used by the Township (or any of its employees, officers, officials, or agents) or any police agency in the maintenance or upkeep of the park or for emergency rescue, fire-fighting, or emergency purposes.

§ 282-31. Rules and regulations.

The Township Board may, from time to time by resolution, adopt rules and regulations to implement this article including to regulate uses and activities within the park. Violation of any such rule or regulation adopted by the Township Board for the park shall be deemed to be a violation of this article.

§ 282-32. Violations and penalties.⁴

Any person who violates any provision of this article shall be responsible for a criminal misdemeanor, subject to the penalties in Chapter 40, Article IV, Penalties for Misdemeanors and Municipal Civil Infractions.

4. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

ARTICLE IV
Cascade Burton Park
[Adopted 6-9-2010 by Ord. No. 8-2010]

§ 282-33. Purpose and intent.

This article governs uses, activities, and structures within the Cascade Burton Park located within Cascade Charter Township. The Township Board finds that this article and the rules and regulations contained herein are essential for the health, safety, and welfare of persons using the park, as well as the owners and occupants of adjoining residential properties. This article is also intended to protect the natural beauty and environmental features of the park.

§ 282-34. Definitions and applicability.

A. As used in this article, the following terms shall have the meanings indicated:

CASCADE BURTON PARK — Located at 6805 Burton Street, being approximately 80± acres in size (also known as Permanent Parcel No. 41-19-09-201-008); also referred to in this article as the "park."

CASCADE CHARTER TOWNSHIP PARK AND RECREATION COMMITTEE (also referred to in this article as the "COMMITTEE") — The committee appointed by the Cascade Charter Township Board from time to time and which is given the duties, powers, and responsibilities specified in this article. The Township Board may also delegate to the Committee the authority to issue permits and approvals as mentioned in this article.

B. This article applies to activities, vehicles, items, and uses within the Cascade Burton Park.

§ 282-35. Park activities.

A. Only passive recreational (e.g., hiking, walking, cross-country skiing) activities are permitted in the park. Other uses and events as approved or specifically permitted by the Cascade Charter Township Park and Recreation Committee or the Township Board may be allowed within the park. No other uses or activities shall occur in the park.

B. The Committee or the Township Board may designate from time to time portions of the park for specific uses. Specific uses may also be prohibited by the Committee or the Township Board.

§ 282-36. Preservation of property and natural features.

A. No person shall injure, deface, disturb or befoul any part of the park nor any building, sign, sculpture, equipment or other property within the park. No tree, shrub, rock or other mineral within the park shall be removed, injured or destroyed.

B. No person shall deposit, permit or suffer to be deposited any garbage, ashes, sewage, refuse, waste, or other noxious material within the park, except in receptacles provided by the Township for such purposes. Where trash receptacles are not provided by the Township, all such materials shall be carried out of the park by the person responsible for its presence.

- C. No person shall dump any earth, tree limbs, leaves, grass clippings, or compost materials within the park without first obtaining a specific written permit from the Township Board.

§ 282-37. Molesting wildlife; firearms and other explosives.

- A. No person within the confines of the park shall molest, harm, or kill any wild bird or animal found within the confines of the park, or rob or molest any bird nest or take the eggs of any bird within the park.
- B. Except as provided by law, no person shall possess or discharge any firearms, fireworks, explosive substances or air rifles within the park without a specific permit from the Township.

§ 282-38. General conduct.

The following shall apply within the park:

- A. No person shall, either by work or act, indulge in any noisy, boisterous, disorderly or indecent conduct, or in any manner disturb the peace, quiet, or good order within the park or of the residents of any property adjoining the park. No person shall play at games of chance, or engage in any indecent, lascivious, lewd, sexual, or improper act or behavior.
- B. No person intoxicated by alcohol or under the influence of alcohol, narcotic drugs or opiates shall enter or remain within the park. No person shall bring into the park any alcohol, liquor, narcotic drugs, or opiates.
- C. No person shall remain within the park who does not abide by the rules and regulations adopted by the Township for the park. No person shall remain within the park who does not abide by the instructions and directions of a duly authorized police officer or agent of the Township in the lawful performance of their duties. Any person directed by a police officer or agent of the Township to leave the park shall do so promptly and peaceably. No person shall resist, obstruct, interfere with, be abusive of, or address in a profane or obscene manner, any police officer or agent of the Township.
- D. The use of a loud speaker, public address system, or sound-amplifying equipment is prohibited within the park. Excessively loud radios or similar devices are also prohibited.
- E. No person shall start, fly, or use any fuel- or battery-powered model aircraft, vehicle, or similar device within the park.
- F. No person shall urinate or defecate in the park, except in such facilities as are provided by the Township and intended for such activities.
- G. Smoking is prohibited in the park.
- H. All bicycles must remain on paved surfaces at all times. **[Amended 10-23-2013 by Ord. No. 5-2013]**
- I. ⁵Use of paintball equipment and supplies within the park is prohibited.

5. Editor's Note: Former Subsection I, regarding in-line skates and similar devices, was repealed 10-23-2013 by Ord. No. 5-2013, which

J. No application of graffiti or similar activity shall occur within the park.

§ 282-39. Animal control.

- A. Within the park, all dogs shall be controlled and on a chain or leash not exceeding more than six feet in length. Cats shall also be under direct control and leashed. No controlled animal shall be allowed to be destructive to other animals and birds.
- B. The riding of horses or other animals is prohibited.

§ 282-40. Traffic control.

Within the park:

- A. No person shall drive any motor vehicle or propel or cause to be driven any motor vehicle along or over any road within the park in such a manner as to endanger the life, limb, or property of pedestrians, the drivers or occupants of other vehicles, or any other person, nor shall any motor vehicle be driven in a careless or reckless manner.
- B. No vehicle shall be driven or parked in the park except on designated drives and parking lot areas (except for an authorized Township vehicles and any vehicle needed for handicapped persons).
- C. No person shall park or store any car, motorcycle, bicycle, wagon, trailer, or other vehicle within the park, except for short-term parking in places expressly designated by the Township for parking, nor shall any person park a car, motorcycle, bicycle, wagon, trailer, or other vehicle in the park overnight or for periods of longer than 15 hours.
- D. No trailer or other loading vehicle shall be brought into the park unless permitted as part of an activity or event that has received permission from the Township.

§ 282-41. General regulations.

The following applies in the park:

- A. Camping. No person shall establish or maintain any camp or other temporary lodging place in the park. No camping shall occur within the park.
- B. Fire. Fires are not permitted in the park.
- C. Commercial activities. No person shall sell or offer for sale any article, thing, privilege or service within the park without a permit from the Township, and no person shall do any begging, peddling or soliciting in the park. Further, no person shall expose, distribute, display, post, or place any sign, advertisement, circular, notice, or statement, or display any banner, emblem, or design, within the park, without a specific permit from the Township.
- D. Golf. The use of the park for playing golf or the hitting of golf balls is prohibited.
- E. Events. No organized event, festival, party, or similar activity shall occur within the park

ordinance also redesignated former Subsections J and K as Subsections I and J, respectively.

unless a permit has first been issued by the Township for such event or activity.

§ 282-42. Park hours.

The following applies within the park:

- A. The park shall open at 7:00 a.m. and close at dark, but no later than 10:00 p.m. All park users must leave at the closing time unless a permit for later hours has been issued by the Township. Upon the park's so closing, it shall be unlawful for anyone to enter upon or occupy the park without a Township permit.
- B. The park (or any portion thereof) may be closed entirely or closed to certain uses during any specified period of time by the Township where it is determined that the physical condition of the park (or any portion thereof) is such that the intended use of the park (or portion thereof) would cause damage or deterioration to the park (or portion thereof) to a degree greater than ordinary park wear and tear, or that the intended use of the park (or portion thereof) would create a health or safety hazard to the proposed user or other citizens. During such period of time as the park (or portion thereof) is closed, any such closing shall be prominently posted, and it shall be unlawful for anyone to enter upon or occupy the park (or portion thereof) contrary to the posted regulations.

§ 282-43. Exemptions.

This article and any prohibitions contained herein shall not apply to any Township official or officer, or any Township Fire Department employee or official, or to any police officer, engaged in the performance of his or her official duties as a Township official, employee, or agent, or as a police officer. Furthermore, this article shall not apply to any use, activity, vehicle, or other item specifically approved by the Township or used by the Township (or any of its employees, officers, officials, or agents) or any police agency in the maintenance or upkeep of the park or for emergency rescue, fire-fighting, or emergency purposes.

§ 282-44. Rules and regulations.

The Township Board may, from time to time by resolution, adopt rules and regulations to implement this article including to regulate uses and activities within the park. Violation of any such rule or regulation adopted by the Township Board for the park shall be deemed to be a violation of this article.

§ 282-45. Violations and penalties.⁶

Any person who violates any provision of this article shall be responsible for a criminal misdemeanor, subject to the penalties in Chapter 40, Article IV, Penalties for Misdemeanors and Municipal Civil Infractions.

6. Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

**Cascade Township, Kent County, Michigan
Ordinance Amendment to Chapter 282 – Parks and Recreation Areas
RESOLUTION 1-2025**

WHEREAS the Cascade Township is currently governed by four different parks ordinances: Rec Park (2002), Tassell Park (2002), Peace Park (2010), and Burton Park (2010); and

WHEREAS the rules of each ordinance are not standardized; and

WHEREAS the Township has since added additional Parks, Wycliffe Park and Friendship Park; and

WHEREAS these new parks are not provided for in the previous ordinances; and

WHEREAS there is a desire to create a more general ordinance that can assist in generating cohesive rules and regulations throughout Cascade’s park system; and

WHEREAS these new parks are not provided for in the previous ordinances; and

WHEREAS the current ordinances have inconsistent language that has generated questions from the public and created operational inefficiencies that can be addressed by an updated ordinance; and

WHEREAS the best way to accomplish the changes desired is to repeal and replace Chapter 282 in the Cascade Code of Ordinances that applies to all current and future parks

WHEREAS the Cascade Township Board of Trustees held a formal public hearing on the draft Ordinance Amendment to Chapter 282- Parks and Recreation Areas on January 22, 2025 in order to provide additional opportunity for public comment.

NOW THEREFORE BE IT RESOLVED that the Cascade Township Board hereby adopts the Ordinance Amendment to Chapter 282 – Parks and Recreation Areas, as presented at the public meeting held on February 12, 2025.

Motion by _____ and seconded by _____.

AYES: _____

NAYS: _____

ABSENT: None

Resolution Declared Adopted.

Susan Slater, Clerk
Cascade Township, MI

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 Feb 12, 2025, 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.

Susan Slater, Clerk
Cascade Township, MI



45 Ottawa Avenue SW
Suite 1100
P.O. Box 306
Grand Rapids, MI 49501-0306



ERIC R. STARCK
Attorney at Law

616.831.1767
616.988.1767 fax
starcke@millerjohnson.com

February 11, 2025

VIA EMAIL

Cascade Township Board
Attn: Grace Lesperance, Supervisor
5920 Tahoe Dr. SE
Grand Rapids, Michigan 49546-7123

Re: **Burton Park** - Overburdening Access Easement

Dear Supervisor Lesperance and Board Members:

We represent Todd Blosser, the owner of the property located at 6801 Burton Street SE, in Cascade Township (the "Property"). The Property is adjacent to Burton Park (the "Park"), which is owned by Cascade Township (the "Township"). We have been engaged by Mr. Blosser to address the Township's misuse of the shared drive that provides access to the Property and the Park, and to object to the proposed expansion of the hours of operation within the Park.

As you are aware, the Township owns only one-half of the shared drive and has only a limited easement "for ingress, egress and utilities" over the other half of the shared drive (the "Easement"). The original version of the Easement neither contemplated nor permitted public access across the shared drive. In 2010, Mr. Blosser's predecessor in title had to sue the Township to stop the misuse of the Easement, which lawsuit was resolved in the Consent Judgment recorded as Instrument 201300823-0088560 (the "Consent Judgement"). The Township and Mr. Blosser's predecessor in title subsequently entered into the Amendment to Easement Agreement dated April 28, 2017 (the "Amendment"). The Amendment did not change the scope of the easement and confirmed that the shared drive is "for ingress, egress and utilities" *only*.

The Park is a popular year-round destination and receives many visitors each day, even in the winter. The Park has a small dirt parking area located near the Property. However, because of inadequate infrastructure and unwillingness to conduct winter maintenance, the Township closes this parking area in the winter, though the Park remains open. There is no other public parking area located along the shared drive. As a result, during the winter (and during the summer when the parking area is full), the public parks on the Easement, the Property and the private cul-de-sac across from the parking area and the Township has refused to intervene to stop the illegal parking on the Easement.

The Township has also illegally expanded the use of the shared drive by allowing it to be used as an extension of the Park and the Township's bike and pedestrian trail network. The Cascade Township Parks map of Trails & Bikeways evidences the Township's desire to connect the existing bike paths in the Township to the shared drive, which will encourage even more illegal use of the

shared drive as a connection between the existing bike paths and Windcrest Street. The effect is that the shared drive has become a part of the Park and is being used as such. The Amendment only permits the public to use the shared drive to access the Park, not to use the shared drive as if it were part of the Park. The Township's failure to enforce the terms of the Easement has resulted in the overburdening of the Easement.

The Township is aware of the parking issue at the Park and that the shared drive is being used as an extension of the Park, but, instead of stopping it from happening, the Township has elected to shift the burdens, costs and liabilities of owning a public park to Mr. Blosser and the other adjacent owners. First, the impermissible parking arrangement promoted by the Township creates an environment where injury to the public and property damage are inevitable. The shared drive is narrow and effectively one-lane. To park, Park users must drive their vehicles onto the Property, which is trespassing and causes damage to the grass and landscaping on the Property. The traffic funneled directly onto Mr. Blosser's yard also poses a threat to his children and the neighbors' children. There are often multiple vehicles entering, exiting and attempting to park in the cul-de-sac and on the Property. These drivers routinely exceed safe speeds on the shared drive. The Township has allowed the cul-de-sac and Mr. Blosser's front yard to be turned into a disorganized, illegal parking lot and unsafe extension of the Park.

Second, Mr. Blosser and his neighbors are potentially liable for any injury occurring on the shared drive. If, for example, one of the many members of the public who bike or walk dogs on the shared drive slips on the ice that the Township has neglected to remove, is hit by a speeding driver or is injured by a vehicle in the chaotic parking situation on the Property, Mr. Blosser is potentially liable for such injuries. At a minimum, Mr. Blosser will be required to defend a lawsuit. This poses a major risk of liability on the owners of the shared drive for any unlawful conduct or injury thereon. The risks of liability would be significantly reduced if the public were not encouraged to treat the shared drive as an extension of the Park or if the parking area was relocated to the entrance of the Park.

Importantly, the Township has also failed to perform its basic maintenance responsibilities under the Consent Judgement. As you are aware, Section 11 of the Consent Judgement requires the Township, at its expense, to maintain and remove the snow and ice from the shared drive. This arrangement was part of the consideration for the resolution of the 2010 litigation. The Township has allowed snow, ice and potholes to accumulate along the length of the shared drive. This failure is a nuisance to the owners, and, importantly, creates liability for Mr. Blosser by increasing the likelihood of injury on the shared drive. If the maintenance obligations are not performed within thirty (30) days of the date of this correspondence, Mr. Blosser will be required to perform such maintenance at the Township's cost and expense.

Mr. Blosser and other owners of the shared drive have continually alerted the Township to the misuse of the Easement and dangers associated with such misuse. Mr. Blosser and his neighbors have repeatedly informed the Township of the violations and requested help in solving the problem. Rather than investing in solutions, the Township has inexplicably elected to antagonize Mr. Blosser and other concerned owners. The Township even exacerbated the negative impact to Mr. Blosser by closing access to vehicular traffic from Windcrest Street, but not the shared drive. The effect is that vehicular traffic is being funneled to the shared drive. In light of the previous concerns raised by Mr. Blosser and others, the proposal to extend the operating hours of the Park appears to be retaliation for reporting that members of the public routinely use the Park outside of the permitted hours.

Finally, in the enforcement vacuum left by the Township's abdication of its duties, Mr. Blosser and other property owners have been reluctantly forced to become the enforcers of the Easement. The Township informed Mr. Blosser and the adjacent owners that it will not remove illegally parked vehicles, so Mr. Blosser and others are forced to confront the vehicle owners directly. The Township has refused to stop reckless drivers and trespassers from threatening the neighborhood children, so Mr. Blosser and other fearful parents must either confront the violators or accept the risk to their children's safety. The constant confrontation is dangerous for the landowners; there have been obscenities and threats exchanged in the landowners' attempts to enforce the Easement. The Township has fostered a hostile, and even dangerous, environment for the property owners and public alike, which is unacceptable. The community feels entitled and emboldened by the Township's lack of enforcement and refusal to stop the shared drive from being used as an extension of the Park.

Mr. Blosser continues to believe that the issues identified above can be readily resolved by the Township if the Township would take the following actions:

1. Refuse to extend the Park's hours of operations and use permits beyond daylight hours;
2. Replace the existing parking area with a year-round parking area at the entrance of the Park that is connected to the Park's internal trail system;
3. Construct a walking/biking path within the Park that runs parallel to the shared drive;
4. Perform the Township's maintenance obligations that support safety and aesthetic standards; and
5. Police and enforce the Park's rules.

If the actions identified above are not agreed to by the Township within the next thirty (30) days or if the parties are unable to agree upon an acceptable alternative solution within the next thirty (30) days, Mr. Blosser will take all actions necessary to protect his family and Property and stop the illegal use of the Easement, including the use of self-help.

MILLER JOHNSON

Cascade Township
February 11, 2025
Page 4

Please contact my office with any questions regarding this matter.

Sincerely,

~~MILLER JOHNSON~~

A handwritten signature in black ink, appearing to read "Eric R. Starck". The signature is written over the text "MILLER JOHNSON" and extends to the right.

By

Eric R. Starck



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION
MEETING DATE: February 12, 2025

ITEM: Award of Three Year Contract for Township Tree Plantings

PRESENTER:

INDIVIDUAL PRESENT:

Aric Thorne, Township Engineer

EXECUTIVE SUMMARY:

Cascade Road is an arterial road through the Cascade Village center and connecting the Township to neighboring communities. The segment from the Thornapple River to Whitneyville Ave SE is utilized by 9,400- to 12,800-vehicles per day. It is a distinct corridor lined with homes and residential subdivisions on either side and features a shared-use pathway from Wycliff to Cahoon Drive SE. Recent capital improvement projects, while enhancing access, have reduced streetside trees and foliage to the detriment of properties. The goal of the Cascade Road Tree Planting Project is to restore a natural barrier along the road that promotes privacy, reduces noise, and improves aesthetics.

Two recent projects required the removal of dozens of trees in addition to green space, shrubbery, private hardscapes, and smaller plantings:

1. The extension of the shared-use pathway on the southwest side of Cascade Road from 36th Street to Cahoon Drive SE in 2019;
2. The widening of the road and addition of a center turn-lane by Kent County Road Commission (KCRC) in 2023; and concurrently,
3. The extension of the shared-use pathway on the northeast side of Cascade Road from 36th Street to Kenrob Dr SE.

The Cascade Road Tree Planting Project was advertised starting January 17 with a January 29, 2025 deadline to return bids. Three contractors responded, with summarized results as follows:

Contractor	Bid Amount
Engineer's Estimate	\$39,600.00
Horrocks Nursery Farms, Inc.	\$29,680.50
County Line Nurseries, Inc.	\$33,400.00
Twin Lakes Nursery	\$33,402.00

It is recommended to award the work to the low bidder, Horrocks Nursery Farms, Inc.

The proposed agreement stipulates that the contractor completes plantings by May 23, 2025. Water and Cultivating for two seasons is included. This specifically obligates the contractor to return five separate times from June through September in 2025 and again in 2026 to provide care necessary to maintain the trees. Care includes watering, removing grass, suckers, and weeds within the mulched area around plantings; attending to insect infestations or disease damage and pruning dead wood; and removing guying material when appropriate.

Tree locations and species provided in the proposed plan and agreement have been reviewed and appear on a list of acceptable species by KCRC. The minimum offset for tree plantings on a curb and gutter section road per KCRC standards is 10-foot from the back of curb and 4-foot from the edge of sidewalk, or pathway. KCRC has provided an exception down to 8-foot from front of curb and at the discretion of the Township with respect to the pathway. Following contract award and prior to the start of construction, the Township will submit for a formal permit of the plantings from KCRC at no-cost.

The plan calls for 39 trees with caliper size 2- to 3-inches. Trees will all be placed within KCRC right-of-way along Cascade Rd SE from Wycliff to Cahoon Dr SE. Assignment of tree species and actual locations are to be determined in the field.

In addition to the above-mentioned bid for Cascade Road planting it is recommended that the Board award general tree planting throughout the Township to Horrocks Nursery Farms, Inc. The Board approved a tree line item in the budget to address various areas of the Township that have gaps in appropriate tree coverage. This includes Parks, Right of Ways and other Township-owned properties that do not have a specific plan like Cascade Road.

Horrocks Nursery Farms, Inc. has offered additional pricing for substitute tree species and larger trees. Tree species including Armstrong Maple, Autumn Blaze Maple, Sienna Glen Maple, Birch River, Princeton Elm, and Exclamation Sycamore would cost \$404.50 each for 2- to 3-inch caliper. These substitute species and the original bid species would cost \$1,046.57 to \$1,046.82 each for 3.5- to 4.5-inch caliper. The alternative estimate with the substitute and upsized species is included. These species would require KCRC approval prior to planting, as they are not explicitly provided for in the current acceptable species list.

STRATEGIC PLANS/GOALS:

N/A

BUDGET IMPLICATIONS:

This work is included in the 2025-2030 Capital Improvement Plan, with a \$90,000 General Fund budget.

IMPLEMENTATION PLAN:

Cascade Township to sign the proposed agreement with Horrocks Nursery Farms, Inc., who will then be responsible for providing a progress schedule and executing the scope of work.

DIRECTOR'S RECOMMENDATION:

N/A

MANAGER'S RECOMMENDATION:

Approve

ACTION REQUESTED:

Approval to proceed with tree planting along Cascade Road and other Township locations as needed to Horrocks Nursery Farms, Inc. for three years in an amount not to exceed \$90,000 for fiscal year 2025.

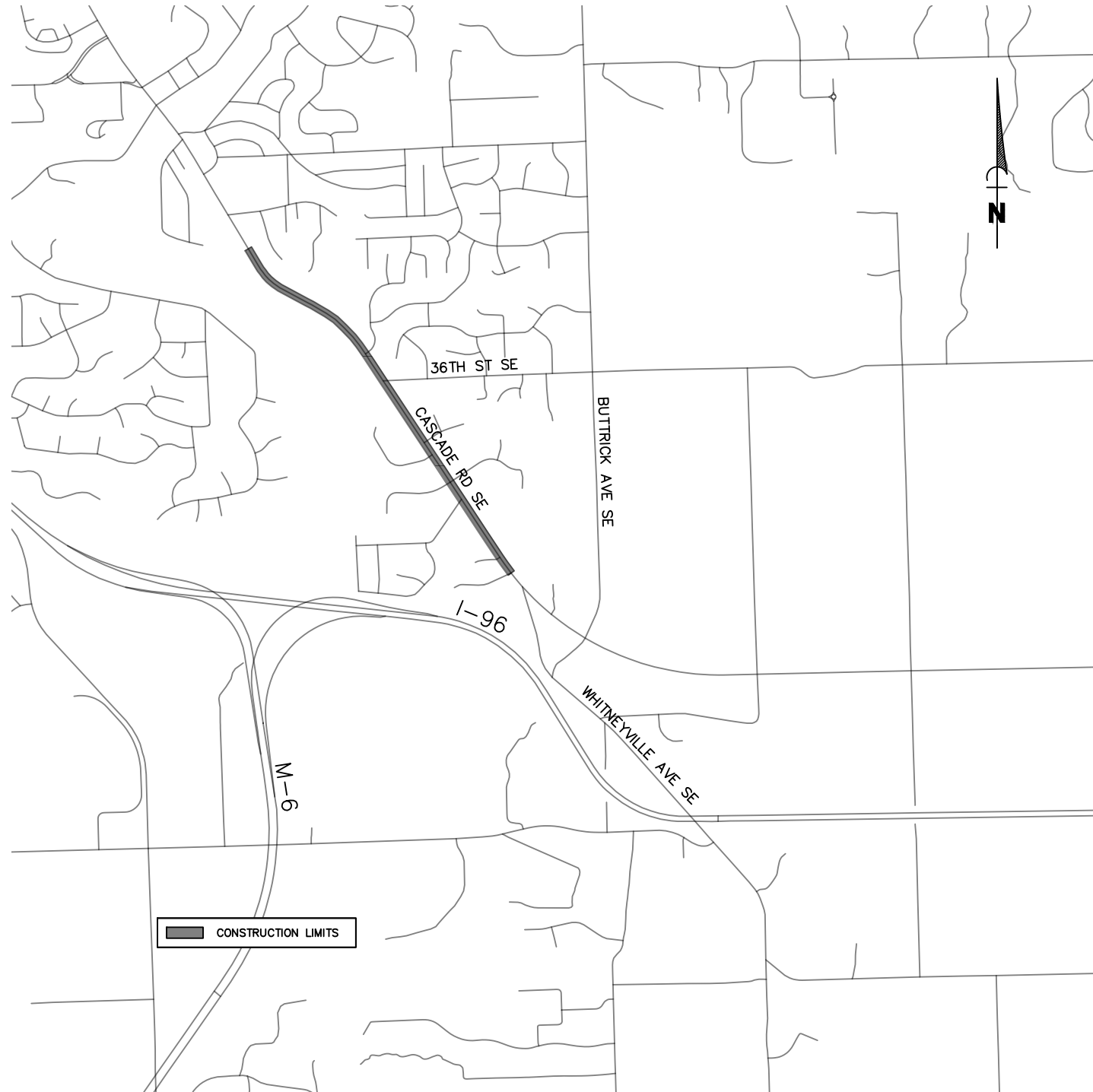
ATTACHMENTS:

1. Plan Set
2. Bid Tab
3. Alternative Estimate

CASCADE ROAD TREE PLANTING

CASCADE RD SE, WYCLIFF TO CAHOON DR SE
 CASCADE CHARTER TOWNSHIP
 KENT COUNTY

PLAN INDEX	
SHEET NO	SHEET DESCRIPTION
1	TITLE SHEET
2-4	PLAN SHEETS
5	SOIL MAP
6	DETAILS




**3 WORKING DAYS
 BEFORE YOU DIG
 CALL MISS DIG
 1-800-482-7171**

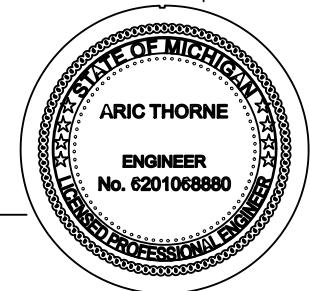
PUBLIC UTILITIES OF ALL TYPES HAVE BEEN SHOWN ON THESE PLANS USING THE INFORMATION AVAILABLE, BUT ARE NOT GUARANTEED AS ACCURATE OR THAT UTILITIES OTHER THAN THOSE SHOWN ARE NOT PRESENT. CONTRACTOR SHALL CONTACT MISS DIG AT 1-800-482-7171 FOR INFORMATION AND NOTIFY UTILITY COMPANIES THREE WORKING DAYS PRIOR TO COMMENCING WORK.

CASCADE CHARTER TOWNSHIP
 5920 TAHOE DR
 GRAND RAPIDS, MI 49546

CASCADE ROAD TREE PLANTING
 TITLE SHEET

MATERIALS AND WORKSMANSHIP SHALL BE IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION 2020 STANDARD SPECIFICATIONS FOR CONSTRUCTION, AND SUPPLEMENTAL SPECIFICATIONS.

<small>CONTRACT FOR: TREE INSTALLATION AND SLOPE RESTORATION ALONG ROADWAY AND SHARED USE PATH.</small>	
<small>PLANS PREPARED UNDER THE SUPERVISION OF:</small>	
	<small>01/17/2025</small>
<small>ARIC THORNE, PE #6201068880</small>	<small>DATE</small>
<small>CASCADE CHARTER TOWNSHIP</small>	
<small>ORGANIZATION</small>	
<small>5920 TAHOE DR SE</small>	
<small>GRAND RAPIDS, MI 49546</small>	
<small>ADDRESS</small>	
<small>(616) 949-1500</small>	
<small>TELEPHONE NO.</small>	



<small>DRAWN BY</small>	AKT
<small>DATE</small>	11/21/24
<small>REVIEWED</small>	1/15/25
<small>SHEET NO.</small>	01
	OF 06

CASCADE ROAD TREE PLANTING

PLAN SHEET

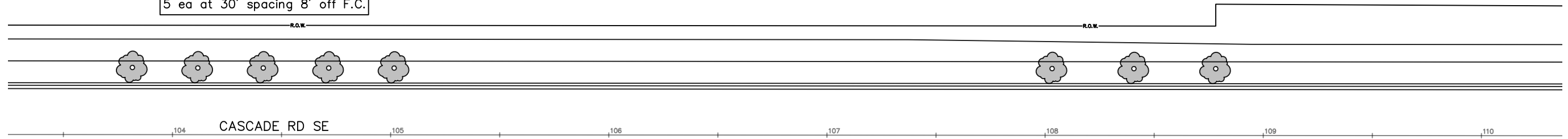
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REVISED	1/15/25
SHEET NO.	03 OF 06



7495 CASCADE RD SE

5 ea at 30' spacing 8' off F.C.

3 ea at 40' spacing 8' off F.C.



104 CASCADE RD SE 105 106 107 108 109 110

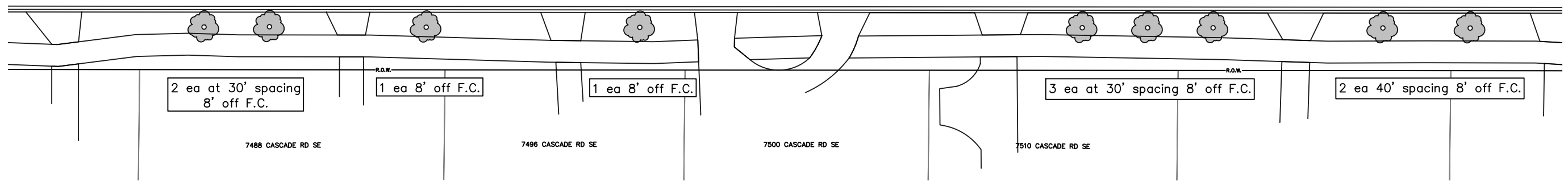
2 ea at 30' spacing 8' off F.C.

1 ea 8' off F.C.

1 ea 8' off F.C.

3 ea at 30' spacing 8' off F.C.

2 ea 40' spacing 8' off F.C.



7488 CASCADE RD SE 7496 CASCADE RD SE 7500 CASCADE RD SE 7510 CASCADE RD SE



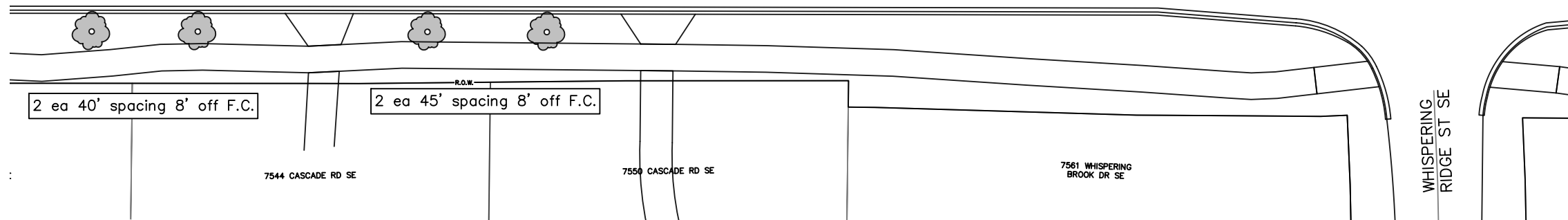
PINE PARK DR

CASCADE RD SE

111 112 113 114 115 116

2 ea 40' spacing 8' off F.C.

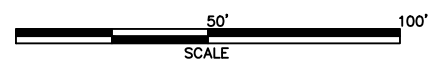
2 ea 45' spacing 8' off F.C.



7544 CASCADE RD SE 7550 CASCADE RD SE

7561 WHISPERING BROOK DR SE

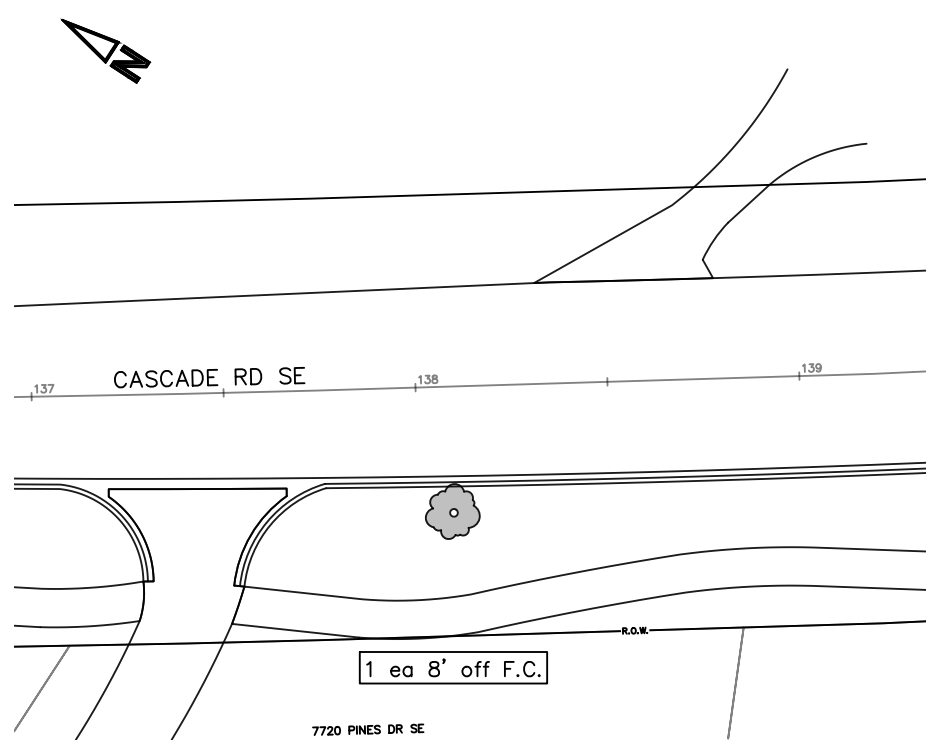
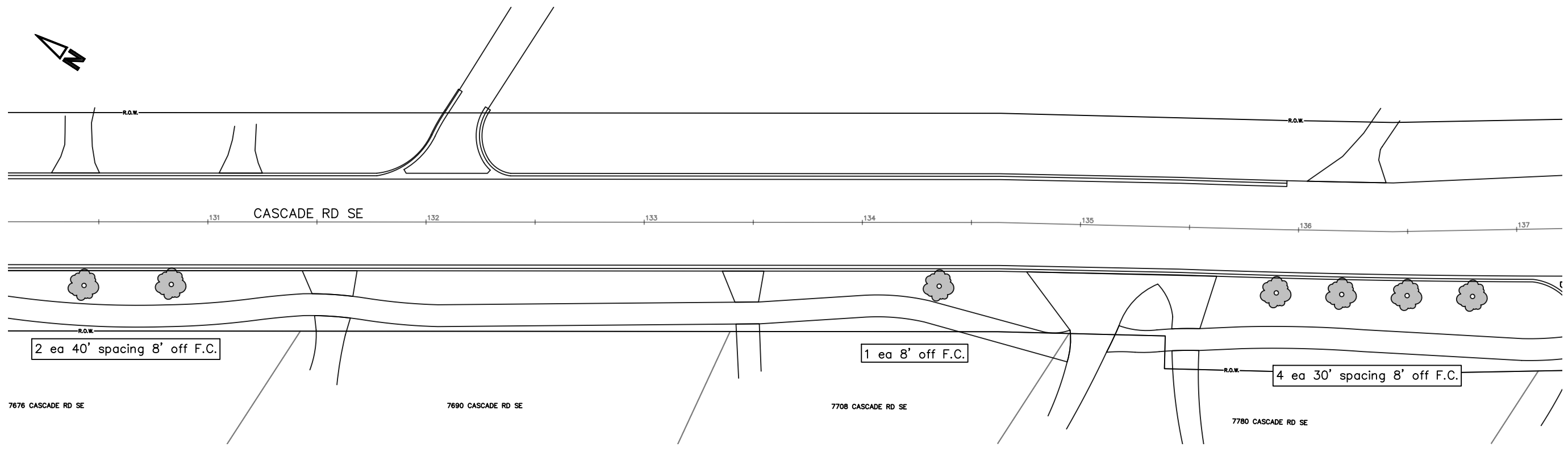
WHISPERING RIDGE ST SE



SCALE

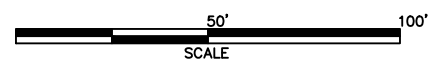
CASCADE ROAD TREE PLANTING

PLAN SHEET

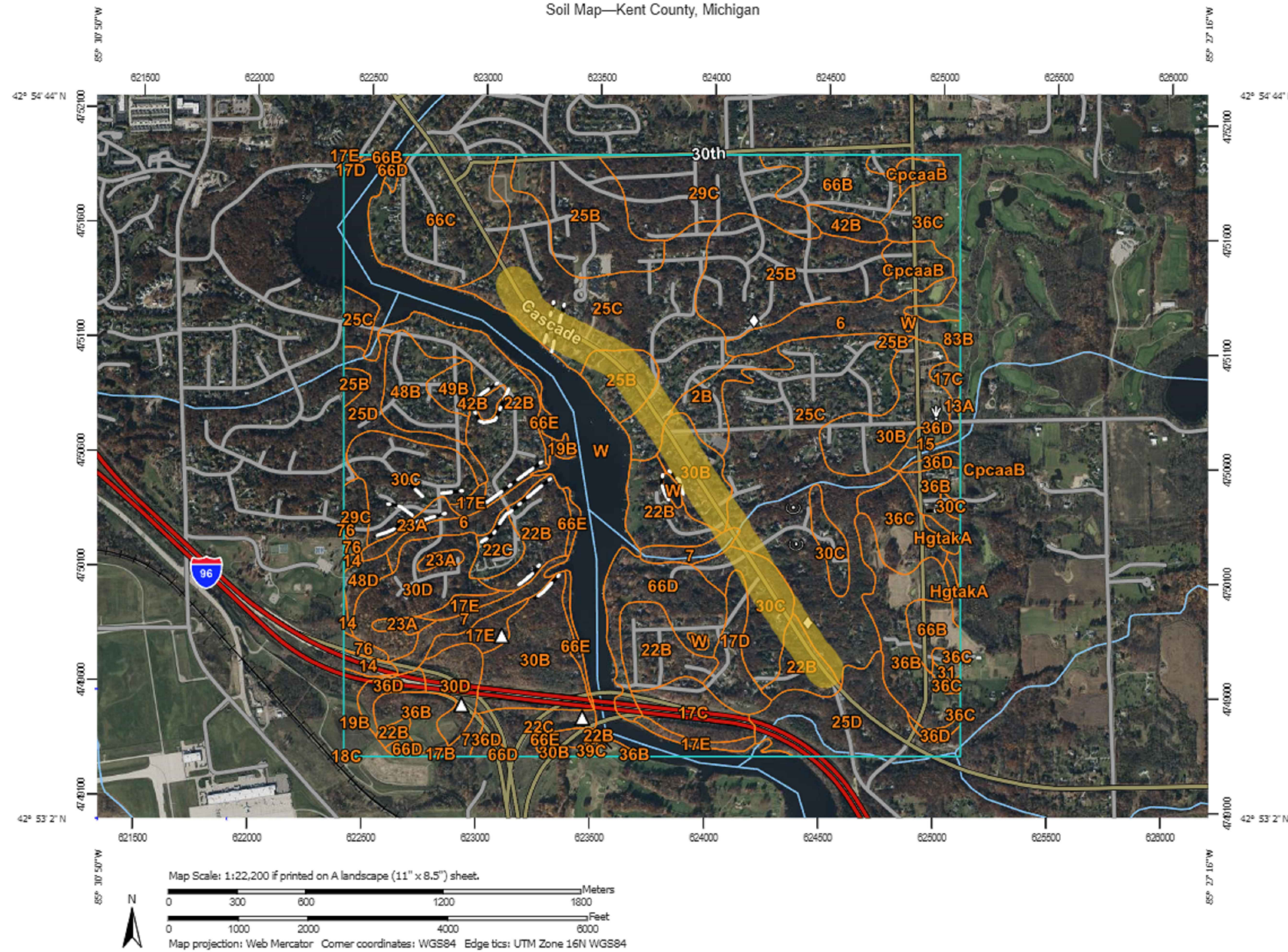


PAY ITEM	Unit	QTY
_Acer platanoides (Emerald Queen Norway Maple), 2-3" Caliper	Ea	6
_Acer platanoides (Crimson King Norway Maple), 2-3" Caliper	Ea	6
_Acer platanoides (Columnare Norway Maple), 2-3" Caliper	Ea	6
_Acer rubrum (Red Sunset Red Maple), 2-3" Caliper	Ea	6
_Gleditsia triacanthos inermis (Skyline Locust), 2-3" Caliper	Ea	6
_Ostryva virginiana (Hop Hornbeam), 2-3" Caliper	Ea	6
_Pyrus colleryana (Bradford Pear), 2-3" Caliper	Ea	3

PROPOSED TREE LOCATIONS SHOWN ARE APPROXIMATE ONLY AND TENTATIVE TO CHANGE. INSTALLATIONS TO BE STAKED IN FIELD BY OWNER. CONTRACTOR REQUIRED TO PROVIDE MINIMUM FIVE (5) BUSINESS DAYS NOTICE PRIOR TO START. SUBSTITUTIONS MUST BE ON KENT COUNTY ROAD COMMISSION APPROVED LIST AND APPROVED BY OWNER.



Soil Map—Kent County, Michigan



Map Scale: 1:22,200 if printed on A landscape (11" x 8.5") sheet.
 0 300 600 1200 1800 Meters
 0 1000 2000 4000 6000 Feet
 Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 16N WGS84

USDA Natural Resources Conservation Service

 CONSTRUCTION LIMITS

Map Unit Legend

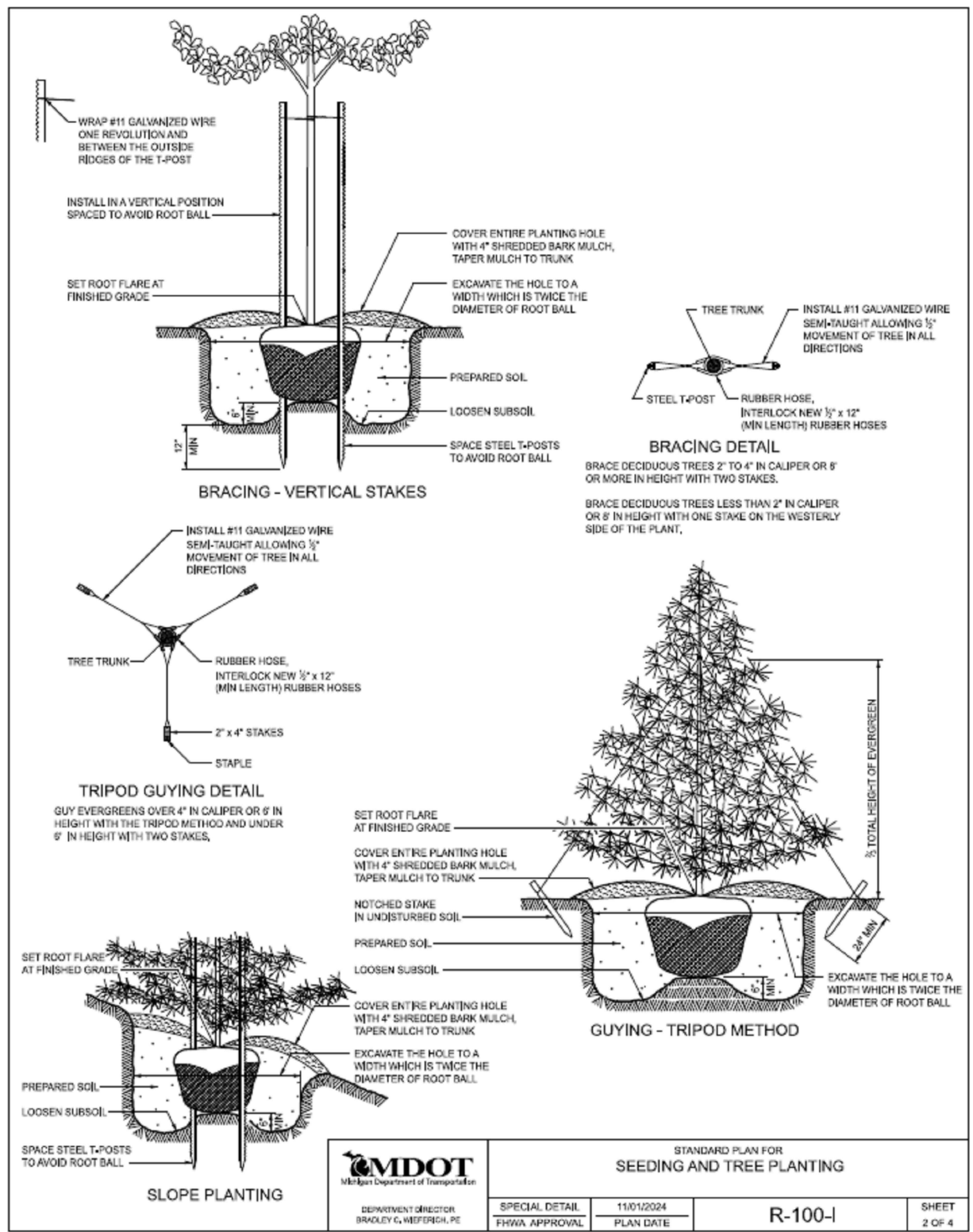
Map Unit Symbol	Map Unit Name
2B	Oakville fine sand, moderately wet, 0 to 4 percent slopes
6	Glendora loamy sand
7	Cohoctah loam
13A	Metamora sandy loam, 0 to 3 percent slopes
14	Shoals loam
15	Sloan loam
17B	Chelsea loamy fine sand, 0 to 6 percent slopes
17C	Chelsea loamy fine sand, 6 to 12 percent slopes
17D	Chelsea loamy fine sand, 12 to 18 percent slopes
17E	Chelsea loamy fine sand, 18 to 45 percent slopes
18C	Glynwood loam, 6 to 12 percent slopes
19B	Blount loam, 2 to 6 percent slopes
22B	Oshemo sandy loam, 0 to 6 percent slopes
22C	Oshemo sandy loam, 6 to 12 percent slopes
23A	Thetford loamy sand, 0 to 3 percent slopes
25B	Oakville fine sand, cool, 0 to 6 percent slopes
25C	Oakville fine sand, cool, 6 to 12 percent slopes
25D	Oakville fine sand, cool, 12 to 18 percent slopes
29C	Plainfield sand, 6 to 12 percent slopes, spodic minor component
30B	Spinks loamy sand, 0 to 6 percent slopes
30C	Spinks loamy sand, 6 to 12 percent slopes
30D	Spinks loamy sand, 12 to 18 percent slopes
31	Walkill silt loam

CASCADE CHARTER TOWNSHIP
 5920 TAHOE DR
 GRAND RAPIDS, MI 49546

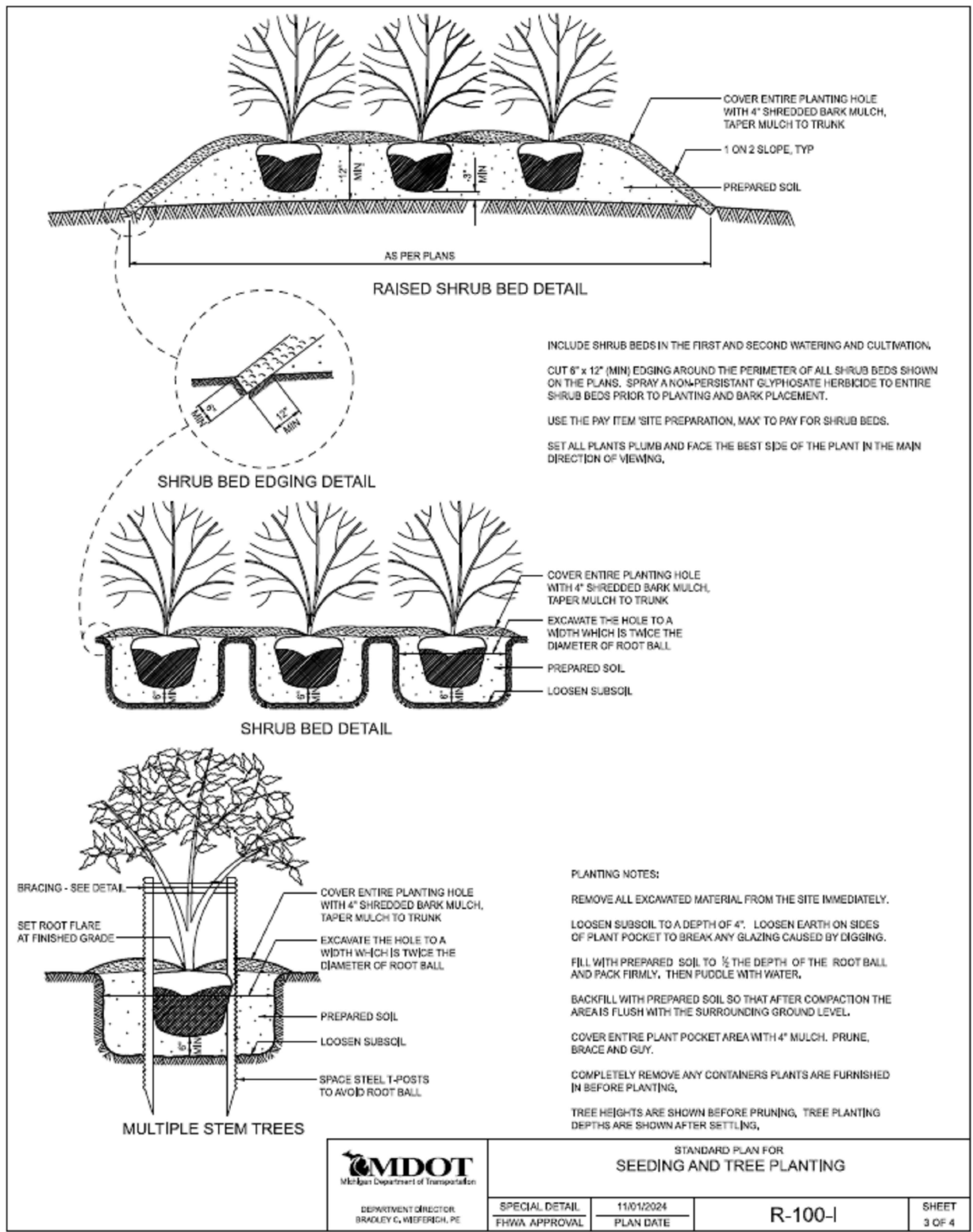
CASCADE ROAD TREE PLANTING

SOIL MAP

DRAWN BY: AKT
 DATE: 11/21/24
 REVISED: 1/15/25
 SHEET NO: 05 OF 06



STANDARD PLAN FOR SEEDING AND TREE PLANTING			
SPECIAL DETAIL	11/01/2024	R-100-I	SHEET 2 OF 4
FHWA APPROVAL	PLAN DATE		



STANDARD PLAN FOR SEEDING AND TREE PLANTING			
SPECIAL DETAIL	11/01/2024	R-100-I	SHEET 3 OF 4
FHWA APPROVAL	PLAN DATE		

PLANTING NOTES:

- REMOVE ALL EXCAVATED MATERIAL FROM THE SITE IMMEDIATELY.
- LOOSEN SUBSOIL TO A DEPTH OF 4". LOOSEN EARTH ON SIDES OF PLANT POCKET TO BREAK ANY GLAZING CAUSED BY DIGGING.
- FILL WITH PREPARED SOIL TO 1/2 THE DEPTH OF THE ROOT BALL AND PACK FIRMLY, THEN PUDDLE WITH WATER.
- BACKFILL WITH PREPARED SOIL SO THAT AFTER COMPACTION THE AREA IS FLUSH WITH THE SURROUNDING GROUND LEVEL.
- COVER ENTIRE PLANT POCKET AREA WITH 4" MULCH. PRUNE, BRACE AND GUY.
- COMPLETELY REMOVE ANY CONTAINERS PLANTS ARE FURNISHED IN BEFORE PLANTING.
- TREE HEIGHTS ARE SHOWN BEFORE PRUNING, TREE PLANTING DEPTHS ARE SHOWN AFTER SETTLING.

BID TAB**Cascade Road Tree Planting***Bid Opening: January 29, 2025 at 10:00 AM*

No.	Pay Item	Unit	Qty	Unit Price	Engineer's Estimate	Unit Price	County Line Nurseries, Inc.	Unit Price	Horrocks Nursery Farms, Inc.	Unit Price	Twin Lakes Nursery
1	_Acer platanoides (Emerald Queen Norway Maple), 2-3" Caliper	Ea	6	\$ 400.00	\$ 2,400.00	\$ 550.00	\$ 3,300.00	\$ 404.50	\$ 2,427.00	\$ 405.00	\$ 2,430.00
2	_Acer platanoides (Crimson King Norway Maple, 2-3" Caliper	Ea	6	\$ 400.00	\$ 2,400.00	\$ 550.00	\$ 3,300.00	\$ 404.50	\$ 2,427.00	\$ 405.00	\$ 2,430.00
3	_Acer platanoides (Columnare Norway Maple), 2-3" Caliper	Ea	6	\$ 400.00	\$ 2,400.00	\$ 550.00	\$ 3,300.00	\$ 404.50	\$ 2,427.00	\$ 405.00	\$ 2,430.00
4	_Acer rubrum (Red Sunset Red Maple), 2-3" Caliper	Ea	6	\$ 400.00	\$ 2,400.00	\$ 475.00	\$ 2,850.00	\$ 404.50	\$ 2,427.00	\$ 305.00	\$ 1,830.00
5	_Gleditsia triacanthos inermis (Skyline Locust), 2-3" Caliper	Ea	6	\$ 400.00	\$ 2,400.00	\$ 475.00	\$ 2,850.00	\$ 404.50	\$ 2,427.00	\$ 390.00	\$ 2,340.00
6	_Ostrya virginiana (Hop Hornbeam), 2-3" Caliper	Ea	6	\$ 400.00	\$ 2,400.00	\$ 475.00	\$ 2,850.00	\$ 404.50	\$ 2,427.00	\$ 422.00	\$ 2,532.00
7	_Pyrus colleryana (Bradford Pear), 2-3" Caliper	Ea	3	\$ 400.00	\$ 1,200.00	\$ 450.00	\$ 1,350.00	\$ 404.50	\$ 1,213.50	\$ 405.00	\$ 1,215.00
8	Site Preparation, Max \$3,500	LS	1	\$ 3,500.00	\$ 3,500.00	\$ 3,000.00	\$ 3,000.00	\$ 1,240.00	\$ 1,240.00	\$ 3,430.00	\$ 3,430.00
9	Slope Restoration, Type II	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 500.00	\$ 500.00	\$ 1,830.00	\$ 1,830.00	\$ 340.00	\$ 340.00
10	Project Cleanup	LS	1	\$ 1,500.00	\$ 1,500.00	\$ 100.00	\$ 100.00	\$ 1,690.00	\$ 1,690.00	\$ 175.00	\$ 175.00
11	Watering and Cultivating, 1st Season, Min \$3,500	LS	1	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
12	Watering and Cultivating, 2nd Season, Min \$4,500	LS	1	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
13	Mobilization, Max \$8,500	LS	1	\$ 8,500.00	\$ 8,500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,145.00	\$ 1,145.00	\$ 6,250.00	\$ 6,250.00
				\$ 39,600.00		\$ 33,400.00		\$ 29,680.50		\$ 33,402.00	

Horrocks Nursery Farms, Inc.

3355 Dildine Road
 Ionia, MI 48846
 Phone: (616) 527-0990

E-mail: horrocksnurseryfarm@gmail.com

ESTIMATE

013004

MH

Page: 1

Tuesday, February 4, 2025

TO

CASCADE CHARTER TWP
 Cascade Road Tree Planting
 5920 TAHOE DR. SE
 GRAND RAPIDS, MI 49546

FOR

Aric Thorne PE Township Engineer
 athorne@cascadetwp.com

REVISED ESTIMATE FOR 3.5- TO 4.5-INCH CALIPER TREES

Item#	Description	Quantity	Price	Total Amount
	Note: Trees will range from 3.5" to 4.5" Caliper			
02325	ACER F. ARMSTRONG ARMSTRONG MAPLE	4"@	1046.578	6279.47
01660	ACER F. AUTUMN BLAZE AUTUMN BLAZE MAPLE	4"@	1046.820	6280.92
02777	ACER PLAT. CRIMSON KING MAPLE, CRIMSON KING	4"@	1046.820	6280.92
02879	ACER RUBRUM RED SUNSET RED SUNSET RED MAPLE	4"@	1046.820	6280.92
4286	ACER F. SIENNA GLEN SIENNA GLEN MAPLE	4" @	1046.820	6280.92
01767	BETULA NIGRA BIRCH, RIVER	4"@	1046.820	6280.92
5315	ULMUS AMERICANA PRINCETON ELM	4"@	1046.820	6280.92
00570	SITE PREPARATION PREPERATION SITE	1	1247.440	1247.44
5293	SEED SLOPE RESTORATION SLOPE RESTORATION	UNIT@	1848.300	1848.30
4132	LAWN CLEAN-UP CLEAN-UP LAWN	UNIT	1706.910	1706.91
99990	WATERING CULTVATION 1st yr 1st yr WATERING CULTIVATION	UNIT@	1166.667	3500.00
99990	WATERING CULTVATION 1st yr 1st yr WATERING CULTIVATION	UNIT@	1136.250	4545.00
00575	MOBILIZATION MOBILIZATION	1	2312.900	2312.90
			SUBTOTAL	59125.54
	Original bid species			
	Subtituted species			
			Total	59125.54

Note, may also substitute:
 Exclamation Sycamore \$1046.57 ea (per Feb 4 2025 email)

Aric Thorne

From: Joseph Bergeron <joeb.horrocks@gmail.com>
Sent: Tuesday, February 4, 2025 3:03 PM
To: Aric Thorne
Subject: Re: Cascade Road Tree Planting

Aric,
Sorry we do have 4" sycamore trees at the \$1,046.57 per tree range, it for some reason didn't end up on the revised quote. Also, yes all the varieties can be planted at the \$404.50 per tree price.

On Tue, Feb 4, 2025 at 2:55 PM Aric Thorne <athorne@cascadetwp.com> wrote:

Understood, I just want the whole picture for Board approval –

I assume you won't have inventory for a 3-4" sycamore?

Can we assume:

2-3" Sycamore

2-3" Armstrong Maple

2-3" Autumn Blaze Maple

2-3" Sienna Glen Maple, etc.

Could be installed at \$404.50 each per the original bid or do you need a different unit cost?



Aric Thorne, PE

Township Engineer

Cascade Charter Township
5920 Tahoe Dr. SE | Grand Rapids, MI 49546

Phone 616.949.1500



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION

MEETING DATE: 2/12/2025

ITEM: Authorize Depositories for Township Funds

PRESENTER: Lorna Nenciarini, Finance & Budget Director

INDIVIDUAL PRESENT:

EXECUTIVE SUMMARY: Michigan’s Revised Statutes of 1846, as amended, details the powers and duties of townships and township officers. Section 41.77 addresses the responsibilities of the township treasurer, which include the depositing of money. That same Section also addresses the township board’s role in this activity, which is to authorize – by resolution - the financial institutions that the treasurer may use for those deposits. Over time, these financial institutions became known as “depositories” in the municipal finance world, and it became a standard that the authorizing resolution be adopted annually.

In this context, “financial institution” means a bank, a savings and loan association, or credit union – businesses that offer checking and savings accounts and certificates of deposit. Companies that offer investments, such as Treasury notes, do not offer depository services; thus, they are not addressed in this action.

The financial industry is known for mergers, consolidations, and branch sales. Depositories that change name or ownership during the year (e.g. the acquisition of Flagstar Bank by New York Community Bancorp, which is now Flagstar Financial Inc.) will continue to be utilized during that year, subject to a review of its financial strength. The next year’s version of the Resolution that authorizes depositories would address the new entity.

STRATEGIC PLANS/GOALS: Maintain financial stability and transparency. Demonstrate good governance.

ACTION REQUESTED: Adopt the attached Resolution to authorize depositories for Township funds.

BUDGET IMPLICATIONS: None.

DIRECTOR’S RECOMMENDATION: Approve the attached Resolution.

MANAGER’S RECOMMENDATION:

ACTION: Approve the attached Resolution that authorizes depositories for Township funds.

ATTACHMENTS: Resolution

RESOLUTION NO. 2-2025
CHARTER TOWNSHIP OF CASCADE
KENT COUNTY, MICHIGAN

WHEREAS, pursuant to MCL 41.77, “The township board of a township may provide by resolution for the depositing of money coming into the hands of the treasurer of the township, and the treasurer shall deposit the money in the financial institution the township board may direct, subject to this act”, and

WHEREAS, as used in this act, “financial institution” means a state or nationally chartered bank or a state or federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and which maintains a principal office or branch office located in this state under the laws of this state or the United States, and

WHEREAS, Cascade Charter Township Treasurer as custodian of the Township’s monies, has recommended that the following financial institutions be utilized by the Township as depositories.

THEREFORE BE IT RESOLVED that the following financial institutions are approved as depositories for Cascade Charter Township:

- Adventure Credit Union
- CIBC Bank
- Comerica Bank
- Consumers Credit Union
- Community Choice Credit Union
- Community West Credit Union
- First National Bank of America
- First National Bank of Michigan
- Flagstar Bank
- Grand River Bank
- Horizon Bank
- Huntington National Bank
- Independent Bank
- JP Morgan Chase
- Lake Michigan Credit Union
- MSU Federal Credit Union
- Macatawa Bank
- Mercantile Bank
- NCA Credit Union (f.n.a. First United)
- Northpointe Bank
- Union Bank
- United Bank
- West MI Community Bank

The foregoing Ordinance was offered by Trustee (or Treas or Clerk) _____, seconded by Trustee _____ and the vote being as follows:

YEAS:

NAYS:

ABSENT:

Resolution declared ADOPTED February 12, 2025.

Susan B. Slater, Clerk
Cascade Charter Township

CERTIFICATION

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 February 12, 2025, 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.

Susan B. Slater, Clerk
Cascade Charter Township



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION
MEETING DATE: February 12, 2025

ITEM: Consideration of Resolutions to Approve Elected Officials Compensation Adjustment

PRESENTER: Jade Smith, Township Manager & Katie Murawski, Human Resources Director

INDIVIDUAL PRESENT: N/A

EXECUTIVE SUMMARY: Currently the Township is going through a compensation study that includes all employees of Cascade Township. The scope of the study did not include the elected officials. On a regular basis the Officers of the Township meet with the Township Manager to discuss various operational items that are pertinent to their respective positions, this includes some staff matters. After discussion at a regularly scheduled Officers meeting, it was requested that the Manager complete a study on the elected officials' pay. The Manager took this request to the Personnel Finance Committee, and it was agreed that the Township would conduct their own research on Kent County township elected officials and compare the findings to Cascade's current pay. After reviewing the results, it was determined that it would be appropriate to narrow the comparison down to the most "like" townships. Although the goal was to compare apples to apples, each community is unique and staffed differently, so the following criteria were looked at:

1. Population
2. SEV
3. FT vs PT status
4. Shared characteristics and resources

All Townships in Kent County									
<i>Municipality</i>	<i>Population</i>	<i>Position</i>	<i>Wage</i>	<i>Position</i>	<i>Wage</i>	<i>Position</i>	<i>Wage</i>	<i>Position</i>	<i>Wage</i>
Grattan Twp	3,919	Clerk	\$61,000	Supervisor	\$37,000	Treasurer	\$44,000	Trustee	\$6,643
Spencer Twp	4,236	Clerk	\$36,413	Supervisor	\$34,413	Treasurer	\$34,413	Trustee	\$8,475
Vergennes Twp	4,666	Clerk		Supervisor		Treasurer		Trustee	
Tyrone Twp	4,731	Clerk		Supervisor		Treasurer		Trustee	
Nelson Twp	4,895	Clerk	\$39,132	Supervisor	\$39,566	Treasurer	\$40,697	Trustee	\$5,652
Oakfield Twp	6,353	Clerk	\$35,000	Supervisor	\$25,000	Treasurer	\$35,000	Trustee	\$6,600
Lowell Twp	6,700	Clerk	\$41,625	Supervisor	\$40,593	Treasurer	\$41,625	Trustee	
Solon Twp	6,809	Clerk	\$25,460	Supervisor	\$30,385	Treasurer	\$25,460	Trustee	\$3,000
Bowne Twp	8,034	Clerk		Supervisor		Treasurer		Trustee	
Courtland Twp	8,784	Clerk	\$50,019	Supervisor	\$38,988	Treasurer	\$43,217	Trustee	\$5,874
Algoma Twp	9,932	Clerk	\$65,904	Supervisor	\$65,904	Treasurer	\$65,904	Trustee	\$6,590
Sparta Twp	10,000	Clerk	\$47,875	Supervisor	\$28,119	Treasurer	\$41,846	Trustee	\$2,520
Alpine Twp	13,336	Clerk	\$70,327	Supervisor	\$70,327	Treasurer	\$70,327	Trustee	\$3,960
Ada Twp	13,500	Clerk	\$86,121	Supervisor	\$41,897	Treasurer	\$86,121	Trustee	\$8,379
Caledonia Twp	14,000	Clerk	\$20,353	Supervisor	\$34,031	Treasurer	\$16,609	Trustee	\$5,319
Cannon Twp	14,985	Clerk	\$50,000	Supervisor	\$50,000	Treasurer	\$50,000	Trustee	\$8,000
GR Twp	18,000	Clerk	\$53,170	Supervisor	\$53,170	Treasurer	\$24,688	Trustee	\$8,060
Cascade Twp	19,245	Clerk	\$22,361	Supervisor	\$27,952	Treasurer	\$22,361	Trustee	\$12,578
Byron Twp	25,000	Clerk	\$89,926	Supervisor	\$89,926	Treasurer	\$10,300	Trustee	\$8,285
Gaines Twp	29,038	Clerk		Supervisor	\$87,500	Treasurer	\$122,000	Trustee	\$3,750
Plainfield Twp	34,045	Clerk	\$18,000	Supervisor	\$18,000	Treasurer	\$18,000	Trustee	\$7,000

All Townships in Kent County with overall ranking of wage largest to smallest							
<i>Position</i>	<i>Wage</i>	<i>Position</i>	<i>Wage</i>	<i>Position</i>	<i>Wage</i>	<i>Position</i>	<i>Wage</i>
Clerk	\$89,926	Supervisor	\$89,926	Treasurer	\$122,000	Trustee	\$12,578
Clerk	\$86,121	Supervisor	\$87,500	Treasurer	\$86,121	Trustee	\$8,475
Clerk	\$70,327	Supervisor	\$70,327	Treasurer	\$70,327	Trustee	\$8,379
Clerk	\$65,904	Supervisor	\$65,904	Treasurer	\$65,904	Trustee	\$8,285
Clerk	\$61,000	Supervisor	\$53,170	Treasurer	\$50,000	Trustee	\$8,060
Clerk	\$53,170	Supervisor	\$50,000	Treasurer	\$44,000	Trustee	\$8,000
Clerk	\$50,019	Supervisor	\$41,897	Treasurer	\$43,217	Trustee	\$7,000
Clerk	\$50,000	Supervisor	\$40,593	Treasurer	\$41,846	Trustee	\$6,643
Clerk	\$47,875	Supervisor	\$39,566	Treasurer	\$41,625	Trustee	\$6,600
Clerk	\$47,875	Supervisor	\$38,988	Treasurer	\$40,697	Trustee	\$6,590
Clerk	\$41,625	Supervisor	\$37,000	Treasurer	\$35,000	Trustee	\$5,874
Clerk	\$39,132	Supervisor	\$34,413	Treasurer	\$34,413	Trustee	\$5,652
Clerk	\$36,413	Supervisor	\$34,031	Treasurer	\$25,460	Trustee	\$5,319
Clerk	\$35,000	Supervisor	\$30,385	Treasurer	\$24,688	Trustee	\$3,960
Clerk	\$25,460	Supervisor	\$28,119	Treasurer	\$22,361	Trustee	\$3,750
Clerk	\$22,361	Supervisor	\$27,952	Treasurer	\$18,000	Trustee	\$3,000
Clerk	\$20,353	Supervisor	\$25,000	Treasurer	\$16,609	Trustee	\$2,520
Clerk	\$18,000	Supervisor	\$18,000	Treasurer	\$10,300	Trustee	\$2,520
Clerk		Supervisor		Treasurer		Trustee	
Clerk		Supervisor		Treasurer		Trustee	
Clerk		Supervisor		Treasurer		Trustee	

Supervisor - ranked by wage							
<i>Municipality</i>	<i>Population</i>	<i>SEV</i>	<i>Position</i>	<i>Wage</i>		<i>Average</i>	<i>Cascade % of average</i>
GR Twp	18,000	1,959,894,789	Supervisor	\$53,170	Top 3	\$48,356	57%
Cannon Twp	14,985	1,478,542,800	Supervisor	\$50,000			
Ada Twp	13,500	1,925,773,350	Supervisor	\$41,897	Average	\$36,720	76%
Lowell Twp	6,700	472,805,800	Supervisor	\$40,593			
Caledonia Twp	14,000	1,410,542,334	Supervisor	\$34,031			
Sparta Twp	10,000	383,075,500	Supervisor	\$28,119			
Cascade Twp	19,245	2,875,438,400	Supervisor	\$27,952			
Plainfield Twp	34,045	2,596,052,900	Supervisor	\$18,000			

Treasurer - ranked by wage							
<i>Municipality</i>	<i>Population</i>	<i>SEV</i>	<i>Position</i>	<i>Wage</i>		<i>Average</i>	<i>Cascade % of average</i>
Ada Twp	13,500	1,925,773,350	Treasurer	\$86,121	FT		
Cannon Twp	14,985	1,478,542,800	Treasurer	\$50,000			
Sparta Twp	10,000	383,075,500	Treasurer	\$41,846			
Lowell Twp	6,700	472,805,800	Treasurer	\$41,625			
GR Twp	18,000	1,959,894,789	Treasurer	\$24,688			
Cascade Twp	19,245	2,875,438,400	Treasurer	\$22,361			
Plainfield Twp	34,045	2,596,052,900	Treasurer	\$18,000			
Caledonia Twp	14,000	1,410,542,334	Treasurer	\$16,609			

Clerk - ranked by wage							
<i>Municipality</i>	<i>Population</i>	<i>SEV</i>	<i>Position</i>	<i>Wage</i>		Average	Cascade % of average
Ada Twp	13,500	1,925,773,350	Clerk	\$86,121	FT	Top 3 w/o Ada or GRT	48%
GR Twp	18,000	1,959,894,789	Clerk	\$53,170	FT		
Cannon Twp	14,985	1,478,542,800	Clerk	\$50,000		Average	52%
Sparta Twp	10,000	383,075,500	Clerk	\$47,875			
Lowell Twp	6,700	472,805,800	Clerk	\$41,625		w/o Ada or GRT	67%
Cascade Twp	19,245	2,875,438,400	Clerk	\$22,361			
Caledonia Twp	14,000	1,410,542,334	Clerk	\$20,353			
Plainfield Twp	34,045	2,596,052,900	Clerk	\$18,000			

Trustee - ranked by wage							
<i>Municipality</i>	<i>Population</i>	<i>SEV</i>	<i>Position</i>	<i>Wage</i>		Average	Cascade % of average
Cascade Twp	19,245	2,875,438,400	Trustee	\$12,578			
Ada Twp	13,500	1,925,773,350	Trustee	\$8,379		Average	169%
GR Twp	18,000	1,959,894,789	Trustee	\$8,060			
Cannon Twp	14,985	1,478,542,800	Trustee	\$8,000			
Plainfield Twp	34,045	2,596,052,900	Trustee	\$7,000			
Caledonia Twp	14,000	1,410,542,334	Trustee	\$5,319			
Sparta Twp	10,000	383,075,500	Trustee	\$2,520			
Lowell Twp	6,700	472,805,800	Trustee				

With this information it is requested that consideration be given to adjusting the Township Officials' compensation. As stated above there is no "true" comparison as each community is unique and the following is the recommendation from the Personnel Finance Committee.

Supervisor - \$45,000 – \$50,000 annually

Clerk - \$40,000 – \$45,000 annually

Treasurer - \$40,000 - \$45,000 annually

Trustee – no change

Changing an elected official's compensation requires that the Board of Trustees pass a formal resolution stating such.

Township elected officials' salaries can also be changed/set by the creation of a compensation commission. The request for salary information created additional conversation about this option with legal counsel. Both the Township Manager and Legal Counsel think it prudent that the Board consider the creation of a Local Official Compensation Commission at some point. Per MCL 42.6a Charter townships may set the salaries for elected officials by establishing a LOCC. If a LOCC is created, it "shall determine the salary of each township elected official." 42.6a(1). This means that neither the township board nor the electors at the annual meeting determine the salaries of any elected official.

To create an LOCC the township board must, by resolution, adopt an ordinance and determine the date for convening the commission. MCL 42.6a(1), (3). The commission consists of 5 members, appointed by the township supervisor and confirmed by the township board. There are other parameters that need to be followed that are spelled out in the attached memo.

If the Board of Trustees recommends establishing this commission staff will start the process.

STRATEGIC PLANS/GOALS: N/A

BUDGET IMPLICATIONS: No 2025 budget adjustment needed.

IMPLEMENTATION PLAN: Upon approval of salary adjustments, the adjustments will be put into effect and retroactive to January 1, 2025. If it is recommended to establish the LOCC, the Township Manager will work with legal counsel to initiate the process for future approval.

DIRECTOR'S RECOMMENDATION: N/A

MANAGER'S RECOMMENDATION: N/A

ACTION: I move to approve:

- 1- Salary adjustments in the amount of
 - a. \$ _____ for the Township Supervisor
 - b. \$ _____ for the Township Clerk
 - c. \$ _____ for the Township Treasurer
 - d. \$ _____ for the Township Trustees.

Or

- 2- No adjustments to salary

ATTACHMENTS:

1. Resolution to establish Township Supervisor compensation
2. Resolution to establish Township Clerk compensation
3. Resolution to establish Township Treasurer compensation
4. Resolution to establish Township Trustee compensation
5. Local Official Compensation Commission Memo

**CASCADE CHARTER TOWNSHIP
RESOLUTION NO. 3-2025**

RESOLUTION TO ESTABLISH TOWNSHIP SUPERVISOR SALARY

At a meeting of the Township Board of Cascade Charter Township (the "Township"), Kent County, Michigan, held at the Wisner Center, 2870 Jacksmith Avenue SE, Grand Rapids, Michigan 49546 on the 12th day of February 2025, at 7:00 P.M.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by _____ and seconded by _____.

WHEREAS, Section 95 of the Revised Statutes of 1846, being MCL 41.95(3) provides that, in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board; and

WHEREAS, the Township Board of Cascade Charter Township deems that an adjustment in the salary of the office of Township Supervisor is warranted.

NOW, THEREFORE, the Township Board of Cascade Charter Township resolves as follows:

1. The salary of the office of Township Supervisor shall be \$_____ as of January 1, 2025.
2. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

ABSENT: _____

Resolution Declared Adopted.

Susan Slater, Clerk

Cascade Township, MI

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 February 12, 2025, 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.

Susan Slater, Clerk

**CASCADE CHARTER TOWNSHIP
RESOLUTION NO. 4-2025**

RESOLUTION TO ESTABLISH TOWNSHIP CLERK SALARY

At a meeting of the Township Board of Cascade Charter Township (the "Township"), Kent County, Michigan, held at the Wisner Center, 2870 Jacksmith Avenue SE, Grand Rapids, Michigan 49546 on the 12th day of February 2025, at 7:00 P.M.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by _____ and seconded by _____.

WHEREAS, Section 95 of the Revised Statutes of 1846, being MCL 41.95(3) provides that, in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board; and

WHEREAS, the Township Board of Cascade Charter Township deems that an adjustment in the salary of the office of Township Clerk is warranted.

NOW, THEREFORE, the Township Board of Cascade Charter Township resolves as follows:

1. The salary of the office of Township Clerk shall be \$ _____ as of January 1, 2025.
2. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the

extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

ABSENT: _____

Resolution Declared Adopted.

Susan Slater, Clerk

Cascade Township, MI

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 February 12, 2025, 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.

Susan Slater, Clerk

**CASCADE CHARTER TOWNSHIP
RESOLUTION NO. 5-2025**

RESOLUTION TO ESTABLISH TOWNSHIP TREASURER SALARY

At a meeting of the Township Board of Cascade Charter Township (the "Township"), Kent County, Michigan, held at the Wisner Center, 2870 Jacksmith Avenue SE, Grand Rapids, Michigan 49546 on the 12th day of February 2025, at 7:00 P.M.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by _____ and seconded by _____.

WHEREAS, Section 95 of the Revised Statutes of 1846, being MCL 41.95(3) provides that, in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board; and

WHEREAS, the Township Board of Cascade Charter Township deems that an adjustment in the salary of the office of Township Treasurer is warranted.

NOW, THEREFORE, the Township Board of Cascade Charter Township resolves as follows:

1. The salary of the office of Township Treasurer shall be \$ _____ as of January 1, 2025.
2. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

ABSENT: _____

Resolution Declared Adopted.

Susan Slater, Clerk

Cascade Township, MI

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 February 12, 2025, 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.

Susan Slater, Clerk

**CASCADE CHARTER TOWNSHIP
RESOLUTION NO. 6-2025**

RESOLUTION TO ESTABLISH TOWNSHIP TRUSTEE SALARY

At a meeting of the Township Board of Cascade Charter Township (the "Township"), Kent County, Michigan, held at the Wisner Center, 2870 Jacksmith Avenue SE, Grand Rapids, Michigan 49546 on the 12th day of February 2025, at 7:00 P.M.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by _____ and seconded by _____.

WHEREAS, Section 95 of the Revised Statutes of 1846, being MCL 41.95(3) provides that, in a township that does not hold an annual meeting, the salary for officers composing the township board shall be determined by the township board; and

WHEREAS, the Township Board of Cascade Charter Township deems that an adjustment in the salary of the office of Township Trustee is warranted.

NOW, THEREFORE, the Township Board of Cascade Charter Township resolves as follows:

1. The salary of the office of Township Trustee shall be \$ _____ as of January 1, 2025.

2. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the

extent necessary to give this Resolution full force and effect.

YEAS: _____

NAYS: _____

ABSENT: _____

Resolution Declared Adopted.

Susan Slater, Clerk

Cascade Township, MI

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 February 12, 2025, 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.

Susan Slater, Clerk

MEMO

ATTORNEY-CLIENT PRIVILEGE / CONFIDENTIAL

TO: Jade Smith
FROM: Michael D. Homier
DATE: November 19, 2024
RE: Local Official Compensation Commission

You have asked whether Cascade Charter Township (the “Township”) may establish a local officials compensation commission (“LOCC”) and the process for establishing an LOCC. This memo provides an overview of a LOCC and explains the creation process.

LOCCs Generally

Charter townships may set the salaries for elected officials by establishing a LOCC. MCL 42.6a. If a LOCC is created, it “shall determine the salary of each township elected official.” 42.6a(1). This means that neither the township board nor the electors at the annual meeting determine the salaries of nay elected official.

Establishing an LOCC

To create an LOCC a township board must, by resolution, adopt an ordinance and determine the date for convening the commission. MCL 42.6a(1), (3). The commission consists of 5 members, appointed by the township supervisor and confirmed by the township board. Members serve 5-year terms, with staggered terms for initial appointments. MCL 42.6a(1)(a).

All first members shall be appointed within 30 days after the effective date of the ordinance and all vacancies must be filled for the remainder of an unexpired term. *Id.* “Members other than the first members shall be appointed before October 1 of the year of appointment.” *Id.* Further, “[a]n officer or employee of a government agency or unit or a member of the immediate family of that officer or employee shall not be appointed.” *Id.*

A referendum can be filed within 60 days of the ordinance’s adoption if at least 5% of registered electors sign a petition. MCL 42.6a(4).¹ If the petition is filed, the commission’s salary determination will not be effective until the referendum is approved by voters. *Id.*

Salary Determinations

The LOCC determines the salary of each elected official, which becomes effective 30 days after being filed with the township clerk, unless the township board rejects the determination by a

¹ “[T]he election shall be conducted in the same manner as an election on a charter amendment. If a petition for a referendum is filed.” MCL 42.6a(4).

2/3 vote. MCL 42.6a(1)(b). If rejected, the current salary remains in effect. *Id.* Expenses incurred by officials for township business are reimbursed separately from their salary. *Id.*

Meetings & Procedures

The LOCC can meet no more than 15 days in each odd numbered year and must make its salary determinations within 45 days of its first meeting. MCL 42.6a(1)(c). A quorum (majority) of the commission is required to conduct business. *Id.* “The commission shall not take action or make a determination without a concurrence of a majority of the members appointed and serving on the commission.” *Id.* The LOCC must conduct its business at a public meeting held in compliance with Public Act 267 of 1976, the Open Meetings Act. MCL 42.6a(2). This includes “[p]ublic notice of the time, date, and place of the meeting.” *Id.* The procedure for establishing the compensation of township elected officials may be changed by ordinance after 1 year following the effective date of the initial ordinance. MCL 42.6a(5).

Members of the LOCC are not compensated but can be reimbursed for necessary expenses. *Id.* Additionally, the LOCC must also “elect a chairperson from among the commission’s members.” *Id.*

Salary Adjustments

The salary of an elected official cannot be decreased *during their term* unless the duties of the office have diminished, and they consent in writing. MCL 42.6a(6). However:

If a township in setting a township **supervisor's salary** has **designated a portion** of the supervisor's salary to be paid the supervisor for **directly performing the property tax assessing** function within the township and the supervisor subsequently **fails to perform** that function, the salary of the supervisor **may be reduced by that portion** of the supervisor's salary designated for the direct performance of the property tax assessment function; provided that in no event may that portion of a supervisor's salary designated for nonassessment functions be decreased during the supervisor's term of office without the supervisor's written consent. [*Id.*]

Please let us know if you have any questions or would like our assistance in establishing a LOCC.

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