

**AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday, February 9, 2022

7:00 P.M.

Wisner Center

2870 Jacksmith Drive SE, Grand Rapids 49546

Public may access the meeting via video conference software Zoom

<https://us02web.zoom.us/j/82253714597>

Meeting ID: 822 5371 4597

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
None

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 – 01/26/22
- b. Receive and File Reports
 1. Treasurer’s Report – December 2021
 2. Cascade Inspection Services Report – January 2022
 3. Planning Department Annual Report – 2021
 4. Inspection Services Annual Report - 2021
- c. Receive and File Education Requests
 1. Paul Westhouse – 2022 IAEI Spring Meeting – Mt. Pleasant, MI – March 3-4, 2022
 2. Todd Pell – Fire Inspector I Class – Brighton, MI – March 21-April 19, 2022
- d. Receive and File Communication
None

Article 7. Financial Actions

- a. Consider Approval of December 2021 Financial Statements (Pre-Audit)

Article 8. Unfinished Business
None

Article 9. New Business

008-2022 Consider Agreement for Invasive Plant Treatment with Kent Conservation District

009-2022 Consider Township Position Realignment and Addition

010-2022 Township Manager Annual Performance Evaluation

Article 10. Discussion
None

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

Article 12. Manager Comments

Article 13. Board Member Comments

Article 14. Adjournment

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

Wednesday, January 26, 2022

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 Peirce, Trustees McDonald, Shipley and Noordhoek
Absent: Trustee Koessel (excused)
Also Present: Township Manager Swayze, Fire Chief Magers, Fire Marshal Poolman, Mary Ann Sabo and Hunter Zuk-Sabo P.R., Attorney Mike Homier-Foster Swift, Mark Bushhouse, Scott Lange, and Natalie Clemens-Williams Architects, John VerPlank-Prein & Newhof, Brianne Pitchford-Triangle Associates, Inc., Deputy Clerk Brott, and those listed on the Supplement
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**
Motion by Trustee Shipley, seconded by Trustee McDonald 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)**
1. Kris Taylor-6027 Champagne Ct-Was told that the Township would notify the residents via postcard when there is an expenditure greater than \$500k. Can you assure that this will happen re the new fire station?
 2. Scot VanSolkema via Zoom-The firefighters need and deserve new quarters. Is in support of the new fire station.
- Article 6. Approval of Consent Agenda**
- a. Receive and File Minutes
 1. Township Board – 01/12/22
 2. Citizens PFAS Committee – 12/02/21
 3. Thornapple River SAD Ad-Hoc Committee – 12/27/21
 - b. Receive and File Reports
None
 - c. Receive and File Education Requests
 1. Liz Thompson – GFOA 2022 Annual Conference – Austin, TX – June 3-8, 2022

Township Board Minutes

January 26, 2022

2. Todd Stevenson – Fire Officer III & IV – Alabama Fire College, Tuscaloosa, AL
– March 12-26, 2022

d. Receive and File Communication

1. Liquor License Request Notification – Osaka Steakhouse

Motion by Trustee Shipley, seconded by Trustee McDonald to approve. Motion carried unanimously.

Article 7. Financial Actions

a. Consider Approval of December 2021 Payroll, Payables and Transfers

Motion by Trustee Shipley, seconded by Trustee McDonald to approve. Motion carried unanimously.

Article 8. Unfinished Business

128-2021 Consider Appointments to Various Boards and Commissions

Supervisor Lesperance presented the Standing Committee appointments and advised that they are advisory only.

Motion by Trustee Shipley, seconded by Trustee Noordhoek to approve. Motion failed by roll call vote. In favor-Supervisor Lesperance, Trustees Noordhoek and Shipley. Opposed-Clerk Slater, Treasurer Peirce, and Trustee McDonald. Absent-Trustee Koessel.

Article 9. New Business

006-2022 Review and Consider the Design Alternatives and Budgets for Fire Station #1

Mark Bushhouse, Scott Lange, and Natalie Clemens-Williams Architects, John VerPlank-Prein & Newhof, and Brianne Pitchford-Triangle Associates, with Chief Magers, presented via Zoom the design options and budget. Questions were answered by the group. Considerable discussion and public comment.

1. Wendy Sturm-2570 Hunter Green Ct SE-Prefers Design 1 because it reflects the current community.
2. Richard Marshall-7465 Sheffield Dr-The Board should allow the advisory committee of firefighters to decide. Thanked the firefighters for what they do for Cascade.
3. Chuck Whitley via Zoom-5030 Sequoia Dr-Shared thoughts about parking, asked questions about the choice of doors and the slope roof over the exit.
4. Candace Poolman-6667 60th St-Agreed with others. Asked the Board to think about those who will be using it every day. Taxpayers and firefighters want Design 1.

Motion by Trustee McDonald, seconded by Supervisor Lesperance to approve Design 2 and authorize Williams Architects to move forward. Motion carried 4-2 by roll call vote. In favor-Supervisor Lesperance, Clerk Slater, Trustee McDonald, and Trustee Noordhoek. Opposed-Treasurer Peirce and Trustee Shipley. Absent-Trustee Koessel.

007-2022 Consider the Issuance of a Request For Proposals for Thornapple River Aquatic Weed Management Program

Manager Swayze presented and answered questions.

Motion by Trustee McDonald, seconded by Trustee Shipley to approve. Motion carried unanimously.

Article 10. Closed Session

Pursuant to MCL 15.268 (e) – To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation.

Motion by Trustee Shipley, seconded by Trustee McDonald to adjourn to closed session pursuant to MCL 15.268 (e) to discuss trial or settlement strategy in certain pending civil litigation in the cases of Mayer v Township of Cascade (MTT Docket No. 21-003690-TT), Kenny v Township of Cascade)MTT Docket No. 21-003748-TT), and Clapp v Township of Cascade (MTT Docket No. 21-003758-TT) because discussion in public would have a detrimental financial effect on the Township’s trial or settlement strategy. Motion carried unanimously by roll call vote. Absent-Trustee Koessel
Adjourned to Closed Session at 8:55 pm.

Motion by Trustee McDonald, seconded by Trustee Shipley to resume Open Session. Motion carried unanimously by roll call vote. Absent-Trustee Koessel
Open Session resumed at 9:16 pm.

Motion by Trustee McDonald, seconded by Trustee Shipley to direct legal counsel to proceed as discussed in Closed Session. Motion carried unanimously by roll call vote. Absent-Trustee Koessel.

Article 11. Discussion
None

Article 12. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)

1. Lisa Berger-Thanked the Board for moving forward re the fire station. Disappointed that the Board did not listen to the public, citizens, nor firefighters. Hopes it doesn’t turn out to be a disaster.
2. Candace Poolman-To Supervisor Lesperance: Did not do what you said you would. Very disappointed.
3. Ken VanDerKolk-7200 Leyton-Re the fire station design choice, everyone said they wanted Design 1, and you picked Design 2. This is a waste of \$600k.

Article 13. Manager Comments

1. Sabo PR report is available, and feedback is requested.
2. Manager Swayze met with Kent County Sheriff’s Department regarding increasing police patrols.
3. Discussed the Alaska Ridge internet issue. Still hoping to collaborate with Kent County or another jurisdiction to lower the cost.
4. The PFAS Community Meeting is Feb. 3, 6-8 pm at the Wisner Center.

Article 14. Board Member Comments

1. Trustee Shipley-Thanked everyone for coming.

Article 15. Adjournment

Motion by Trustee McDonald, seconded by Clerk Slater to adjourn. Motion carried unanimously.
Meeting adjourned at 9:31 pm.

Krissi Brott
Deputy Clerk

Approved by:

Grace Lesperance, Supervisor

Susan B. Slater, Clerk

DRAFT

TREASURER'S DEPARTMENT

CASCADE CHARTER TOWNSHIP

TAX ACCOUNTS

DECEMBER 2021

BANK BALANCES

BANK AMOUNT

FLAGSTAR BANK

TAX CHECKING \$5,164,541.36

FLAGSTAR BANK

DELINQUENT TAX \$5,238.88

FLAGSTAR BANK

TAX WIRE ACCT \$309,902.72

GRAND TOTAL \$5,479,682.96

TOWNSHIP BALANCES

REGISTER AMOUNT

FLAGSTAR BANK

TAX CHECKING \$5,164,541.36

FLAGSTAR BANK

DELINQUENT TAX \$5,238.88

FLAGSTAR BANK

TAX WIRE ACCT \$309,902.72

GRAND TOTAL \$5,479,682.96

Sourine 2/1/22

Submitted by
OXANA SOURINE
DEPUTY TREASURER

Date

Kenneth B. Peirce 2/02/22

Reviewed by
KENNETH B. PEIRCE
TREASURER

Date

CASCADE CHARTER TOWNSHIP
TREASURER'S OFFICE REPORT

DECEMBER 2021

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS	
		\$	%	\$	%	DATE	\$	%	DATE	\$	%
101 GENERAL FUND	FLAGSTAR	811,569.80	0.15								
	FLAGSTAR MMA	88,528.11	0.25								
	KENT CTY POOL	1,181,191.34	0.58								
	MI CLASS	457,384.18	0.04								
	MERCANTILE			535,196.94	2.45	7/26/2022					
	ADVENTURE CU			561,348.57	1.05	9/24/2025					
	HORIZON BANK	527,891.99	0.15								
	GRAND RIVER			539,829.11	0.15	6/19/2022					
	CONSUMERS CU			269,648.86	0.75	1/8/2023					
	LMCU			1,044,648.34	0.90	6/2/2024					
	MSUFCU			500,015.00	0.80	8/24/2022					
	COMERICA SECUR,WVF										
	TOTAL GENERAL FUND		3,066,565.42	0.28	3,450,686.82	1.02					6,517,252.24
151 CEMETERY	LMCU	122,555.78	0.35							122,555.78	0.35
206 FIRE FUND	FLAGSTAR	49,466.09	0.25								
	MI CLASS	706,837.12	0.04								
	COM CHOICE CU			278,486.90	0.45	4/20/2022					
	CONSUMERS CU			277,245.99	0.65	5/23/2023					
	ADVENTURE CU			517,061.41	1.95	2/27/2023					
TOTAL FIRE FUND		756,303.21	0.05	1,072,794.30	1.22					1,829,097.51	0.74
207 POLICE FUND	FLAGSTAR	308,099.74	0.25								
	NORTHPOINTE BANK	277,974.99	0.35			1.00	11/11/2021				
	CIBC/ fna PRIVATE			788,499.63	1.95	3/25/2022					
	LMCU			412,762.10	1.00	3/18/2024					
TOTAL POLICE FUND		586,074.73	0.13	1,201,261.73	1.62					1,787,336.46	1.13
208 HAZMAT FUND	LMCU	41,836.55	0.25							41,836.55	0.25
209 OPEN SPACE	HUNTINGTON BANK	438,690.24	0.01								
	MI CLASS	380,303.34	0.04								
	TOTAL OPEN SPACE	818,993.58	0.02							818,993.58	0.02
DAM REPAIR	MI CLASS	214,942.71	0.04								
	LMCU			348,202.46	1.00	3/10/2024					
TOTAL DAM REPAIR		214,942.71	0.04	348,202.46	1.00					563,145.17	0.63
216 PATHWAY FUND	MACATAWA	87,584.73	0.01								
	MI CLASS	108,699.53	0.04								
	GRAND RIVER			518,170.99	2.05	10/4/2022					
TOTAL PATHWAY FUND		196,284.26	0.03	518,170.99	2.05					714,455.25	1.49
246 PUBLIC UTILITY	FLAGSTAR	1,422,832.70	0.25								
	IRF	851,657.45	0.04								
TOTAL PUBLIC UTILITY		2,274,490.15	0.17							2,274,490.15	0.17
248 DDA FUND	FLAGSTAR	725,973.95	0.25								
	MI CLASS	829,653.81	0.04								
	UNION BANK			261,997.60	0.45	8/26/2022					
	ADVENTURE CU			220,919.55	1.05	10/27/2025					
TOTAL DDA FUND		1,555,627.76	0.14	482,917.15	0.72					2,038,544.91	0.28
249 BLDG. INSPECTION	FLAGSTAR BANK	386,390.68	0.25								
	FLAGSTARL BANK R.	102,966.05	0.25								
	MI CLASS	7,180.26	0.04								
	CONSUMERS CU	319,411.47	0.30								
	HUNTINGTON BANK			569,753.35	1.93	10/28/2022					
	FNB OF AMERICA			320,815.75	0.90	10/19/2024					
	FNB OF AMERICA			111,514.75	0.70	12/18/2022					
	FNB OF AMERICA			226,536.98	1.05	9/18/2026					
	FNB OF MI			556,467.53	0.30	6/11/2022					
INDEPENDENT BANK			336,175.42	0.20	3/16/2022						
TOTAL BLDG. INSPECT.	CHEMICAL BANK	815,948.46	0.15	2,121,263.78	0.91					2,937,212.24	0.70
270 LIBRARY FUND	UNITED BANK	473,927.87	0.15								
	MI CLASS	466,537.07	0.04								
	LMCU			453,604.26	1.00	3/27/2024					
	WMCB	273,337.34	0.10			0.10	12/1/2021				
	NORTHPOINTE BANK			575,731.39	0.25	4/8/2022					
TOTAL LIBRARY FUND		1,213,802.28	0.07	1,029,335.65	0.58					2,243,137.93	0.31
282 CARES ACT FUND	LMCU	1,016,502.37	0.35							1,016,502.37	0.35
701 T & A	HUNTINGTON BANK	177,814.23	0.01							177,814.23	0.01
701 JAMES TIMMONS	HUNTINGTON BANK			12,400.00	2.00	3/21/2022				12,400.00	2.00
701 JACK SMITH INV.	HUNTINGTON BANK	23,120.34	0.01							23,120.34	0.01
701 HENRY KRAMER	HUNTINGTON BANK	15,371.17	0.01							15,371.17	0.01
TOTAL		11,879,730.63	0.16	10,237,032.88	1.09					23,133,265.88	0.56

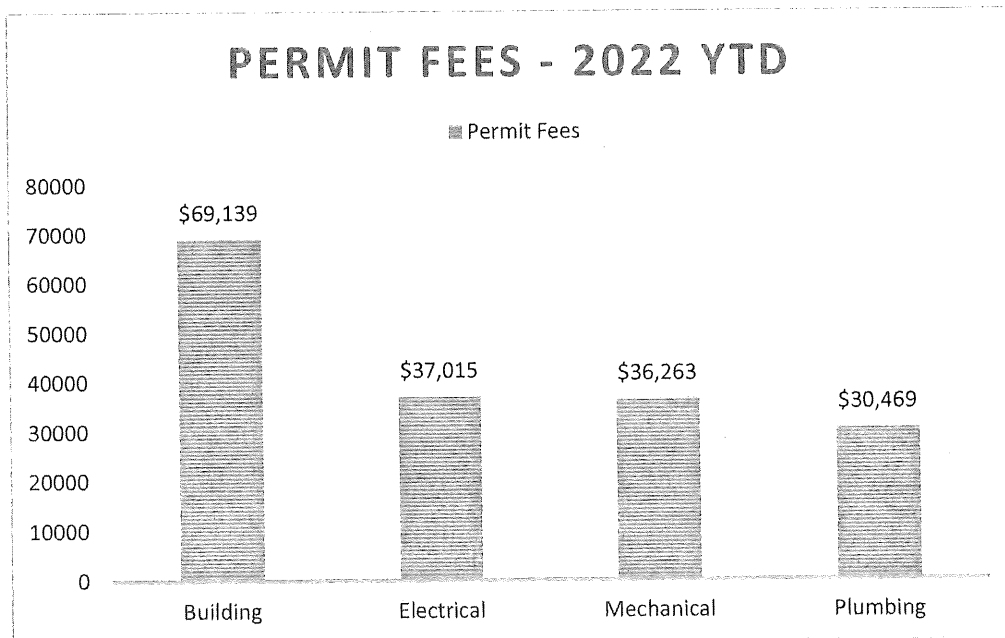
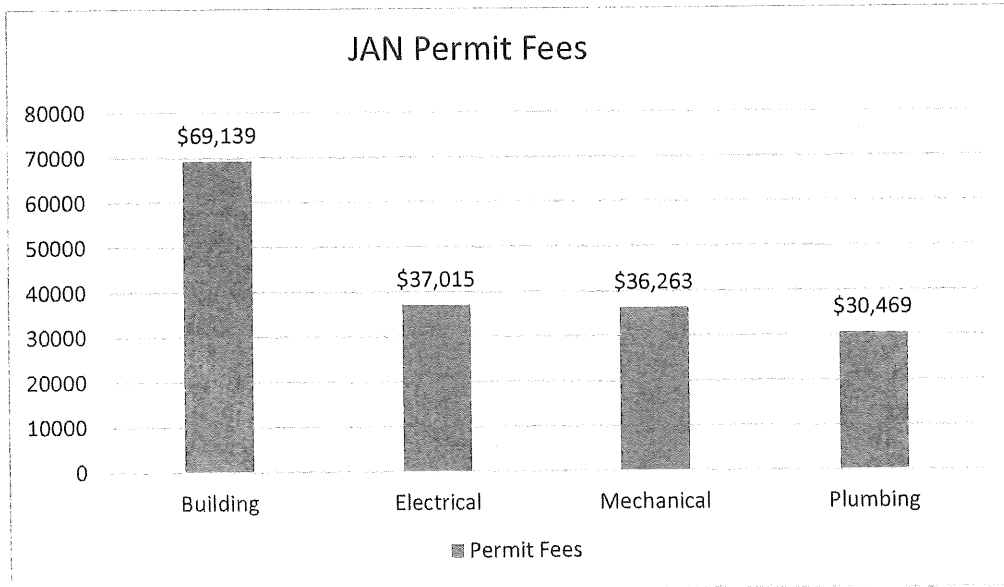
Oxana Sourine 2/1/22
Submitted by Oxana Sourine Deputy Treasurer Date

Ken Peirce 2/2/22
Reviewed by Ken Peirce Date Treasurer

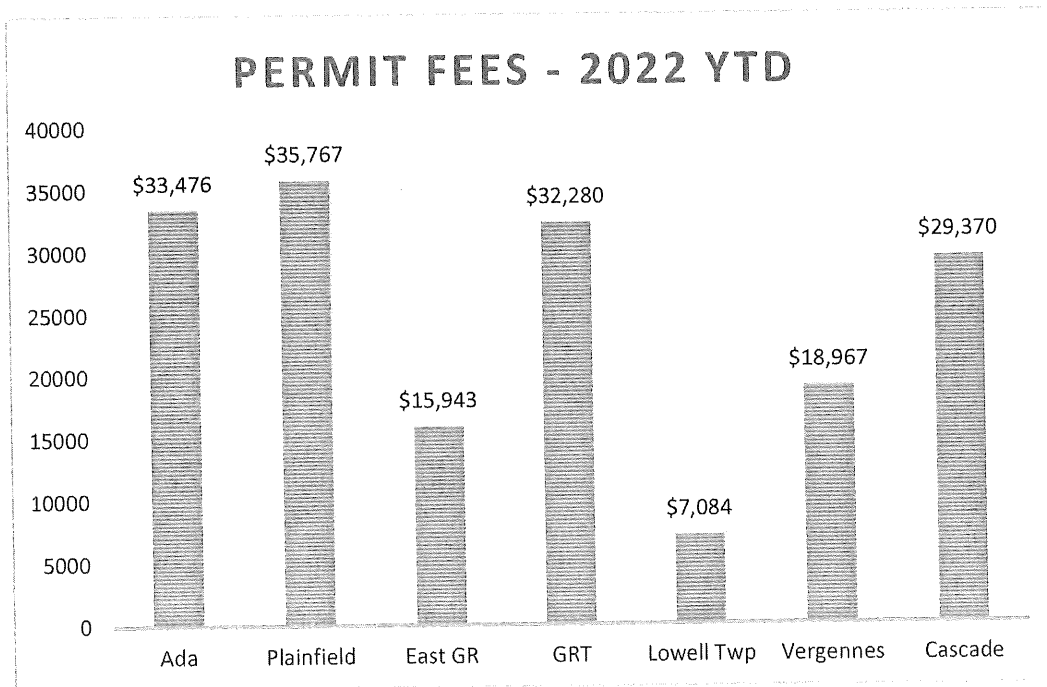
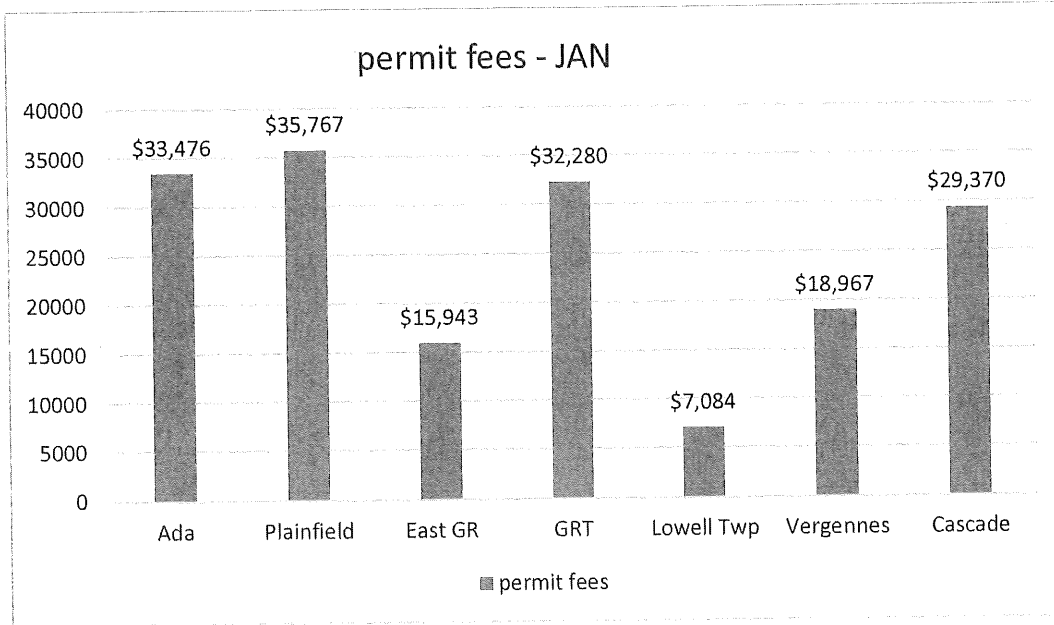
Cascade Inspection Services

JANUARY 2022

Permit Fees by Type



Permit Fees by Municipality



Township #of Per Building #of Per Electrical # of Per Mechanical # of Per Plumbing Total Permits Total Fees

PREV YTD TOTAL

JAN	23	\$6,953.00	51	\$9,237.00	62	\$9,231.00	23	\$3,949.00	159	\$29,370.00
Cascade	8	\$4,305.00	4	\$578.00	8	\$1,270.00	4	\$931.00	24	\$7,084.00
Lowell Twp	18	\$19,026.00	18	\$5,608.00	35	\$4,795.00	18	\$4,047.00	89	\$33,476.00
Ada	10	\$14,063.00	9	\$2,125.00	8	\$1,040.00	5	\$1,739.00	32	\$18,967.00
Vergennes	27	\$9,757.00	24	\$5,314.00	38	\$4,874.50	31	\$12,334.00	120	\$32,279.50
GR Twp	11	\$5,722.00	20	\$3,558.00	33	\$4,025.00	17	\$2,638.00	81	\$15,943.00
EGR	24	\$9,313.00	48	\$10,595.00	76	\$11,027.75	38	\$4,831.00	186	\$35,766.75
Plainfield									0	\$0.00
MONTH TOTAL	121	\$ 69,139.00	174	\$ 37,015.00	260	\$ 36,263.25	136	\$ 30,469.00	691	\$172,886.25

YTD

TOTAL -2021	121	\$ 69,139.00	174	\$ 37,015.00	260	\$ 36,263.25	136	\$ 30,469.00	691	\$ 172,886.25
TOTAL -2020	1974	\$ 765,878.00	2429	\$ 434,571.60	4018	\$ 509,156.00	1818	\$ 257,436.00	10239	\$ 1,967,041.60
TOTAL -2019	1628	\$ 803,244.00	2017	\$ 307,137.85	3410	\$ 403,536.80	1616	\$ 212,701.00	8671	\$ 1,726,619.65
TOTAL -2018	1675	\$ 631,143.50	2288	\$ 347,205.00	3478	\$ 406,781.95	1469	\$ 206,608.00	8910	\$ 1,591,688.45
TOTAL -2017	1705	\$ 920,876.00	2116	\$ 380,754.00	3585	\$ 456,603.00	1654	\$ 238,664.00	9060	\$ 1,996,897.00
TOTAL -2016	1758	\$ 753,389.00	2210	\$ 376,979.00	3273	\$ 412,867.25	1485	\$ 219,324.00	8726	\$ 1,762,559.25
TOTAL -2015	1475	\$ 529,552.24	1992	\$ 310,463.00	3217	\$ 383,718.00	1404	\$ 190,762.00	8088	\$ 1,414,495.24
TOTAL -2014	1510	\$ 665,025.51	1948	\$ 327,865.00	3070	\$ 385,822.30	1361	\$ 216,089.00	7889	\$ 1,594,801.81
TOTAL -2013	1354	\$ 615,191.80	1780	\$ 297,971.00	2860	\$ 359,989.90	1257	\$ 196,553.00	7251	\$ 1,469,705.70
TOTAL -2012	1241	\$ 644,712.00	1667	\$ 288,442.06	2583	\$ 334,045.70	969	\$ 142,474.00	6460	\$ 1,409,673.76
TOTAL -2011	1,122	\$ 511,272.00	1,349	\$ 188,766.99	2,134	\$ 247,625.30	835	\$ 118,335.00	5,440	\$ 1,065,999.29
TOTAL -2010	949	\$ 410,550.75	990	\$ 148,549.50	1585	\$ 189,180.10	753	\$ 111,023.00	4277	\$ 859,303.35
TOTAL -2009	850	\$ 309,779.00	1330	\$ 162,994.00	1644	\$ 188,927.25	625	\$ 94,790.00	4449	\$ 756,490.25
TOTAL -2008	712	\$ 222,039.00	875	\$ 125,848.00	1313	\$ 149,101.75	554	\$ 74,397.00	3463	\$ 571,382.75
TOTAL -2007	848	\$ 582,100.75	1043	\$ 147,674.00	1348	\$ 164,271.30	697	\$ 91,695.00	3933	\$ 951,266.55
TOTAL -2006	1032	\$ 336,749.55	1069	\$ 137,857.00	1447	\$ 151,002.60	778	\$ 98,270.00	4326	\$ 723,879.15
TOTAL -2005	1181	\$ 481,673.30	1547	\$ 215,121.00	2147	\$ 243,076.90	1243	\$ 162,020.00	5173	\$ 940,523.41
TOTAL -2004	1032	\$ 419,355.30	1369	\$ 191,694.00	1874	\$ 211,234.15	1111	\$ 144,926.00	5386	\$ 967,209.45

CASCADE CONSOLIDATED FEES

YEAR 2022

MONTH	Building		Electrical	Mechanical	Plumbing	TOTAL
	Comm.	Residential				
JANUARY	\$979.00	\$5,974.00	\$9,237.00	\$9,231.00	\$3,949.00	\$29,370.00
FEBRUARY						
MARCH						
APRIL						
MAY						
JUNE						
JULY						
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
YEAR END TOTAL	\$979.00	\$5,974.00	\$9,237.00	\$9,231.00	\$3,949.00	\$29,370.00
PERMIT # FOR MONTH	6	17	51	62	23	159
PREV PERMIT TOTAL	6	17	51	62	23	159
PERMIT TOTAL FOR YR	2022	\$29,370.00				
YEAR TO DATE	2021	\$21,035.00				
OVER	\$8,335.00					

CASCADE SINGLE FAMILY HOMES

	JAN	YTD 2022	2021	2020	2019
Number of Permits					
New Residential Homes	2	2	69	55	38
VALUE - RESIDENTIAL	\$ 1,630,000.00	\$ 1,630,000.00	\$ 36,003,102.00	\$ 36,322,102.00	\$ 18,187,545.00

Cascade Twp -Permit Report by Category/ Fe

1/1/2022 12:00:00 to 1/31/2022 12:00:00

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee	
Res. Single Family						
PB22000096	EPIQUE HOMES INC	3030 WOOD DUCK LN SE	01/17/2022	1,365,000	2,004.00	
PB22000104	BUFFUM BUILDERS LI7220	CROSSRIDGE DR SE	01/20/2022	265,000	1,371.00	
				1,630,000	3,375.00	
2	Permits	Value Total			1,630,000	3,375



Planning Department

2021 ANNUAL REPORT



CASCADE CHARTER TOWNSHIP – 2021



TOWNSHIP BOARD

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

PLANNING COMMISSION

Scott Rissi, Chairman
Chris Noordyke, Vice Chair
Deidre Deering, Secretary
Windy Korstange
Craig Meurlin
Ralph Moxley
Timmy Noordhoek, Trustee
Ben Rapin

ZONING BOARD OF APPEALS

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

PLANNING STAFF

Brian Hilbrands, Interim Planning Director
Jessica Stine, Administrative Assistant

January 11, 2022

The Cascade Charter Township Planning Department is pleased to present our annual year in review in the form of the 2021 Annual Report. The following report summarizes each type of development request reviewed by the Planning Department, Planning Commission, Zoning Board of Appeals, and Township Board in 2021.

The Planning Department consists of the Planning and Zoning Administration and also assists the Parks Committee. In addition, we will continue to work closely on economic development initiatives with the Economic Development and DDA Director, Sandra Korhorn.

In addition to the information contained in this report, the Planning Department also performs many important duties on a daily basis that are not normally recognized.

Although the impact of the Coronavirus has continued into 2021, it has not stopped the number of inquiries, permits and requests for new projects. It appears that 2022 will be equally challenging as the pandemic continues to bring new uncertainties. In addition to the challenges related to the pandemic we will continue to address the “normal” challenges for the Planning Department in the upcoming year.

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,



Brian Hilbrands
Interim Planning Director

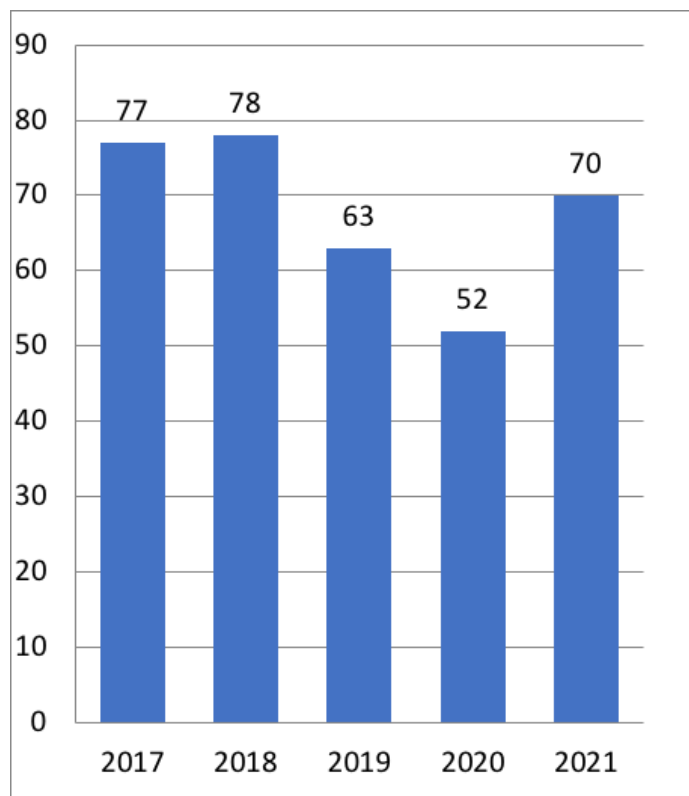


ACCOMPLISHMENTS

Development Reviews

In 2021, the Planning Department reviewed a total of 70 new development requests. Several of the 2020 requests were also carried over into 2021 and consumed additional staff time. Similarly, many of the projects initiated in 2021 will still be active in 2022. These reviews include those which required action by the Township Board, Planning Commission, Zoning Board of Appeals, and Planning Department, with several requiring action by more than one body. The following tables summarize the project review activities of the Planning Department over the past five (5) years:

DEVELOPMENT ACTIVITY TOTALS – 2017-2021



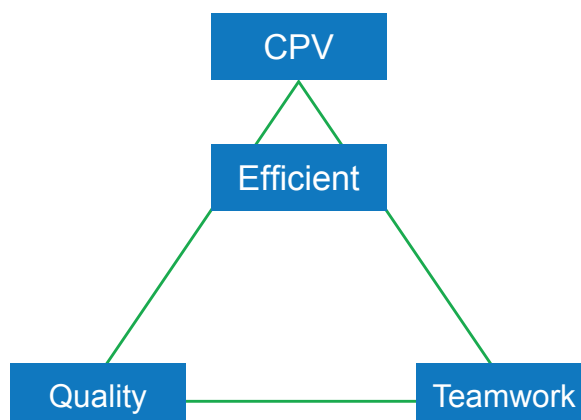
DEVELOPMENT ACTIVITIES – 2017-2021

Activity/Year	2017	2018	2019	2020	2021
Planning Commission					
Planned Unit Developments	10	4	4	2	4
Rezoning	1	1	0	0	0
Site Plan Reviews	7	9	3	5	6
Administrative Site Plan Reviews	6	5	7	3	10
Special Use Permits	12	19	11	10	15
Plat/Site Condo Reviews	0	0	1	1	0
Other Activities	2	3	3		3
Subtotals	38	41	29	21	38
Zoning Board of Appeals					
Variations and other requests	14	10	11	16	17
All Board and Commissions					
Other Requests	0	0	0	0	0
Planning Department					
Lot Split (Cases)	25	27	23	15	15
TOTALS	77	78	63	52	70

In addition to reviewing all of the development proposals submitted to the township, the Planning Department's days are filled with numerous other activities. Highlighted activities are summarized below.

Department Vision

The Planning Department has embraced a modified "triple bottom line" approach to providing services. This modified approach is being used to allow each member of the department to use their skills to help Create Public Value.



In **2021**, the Planning Department reviewed a total of **70** new development requests.

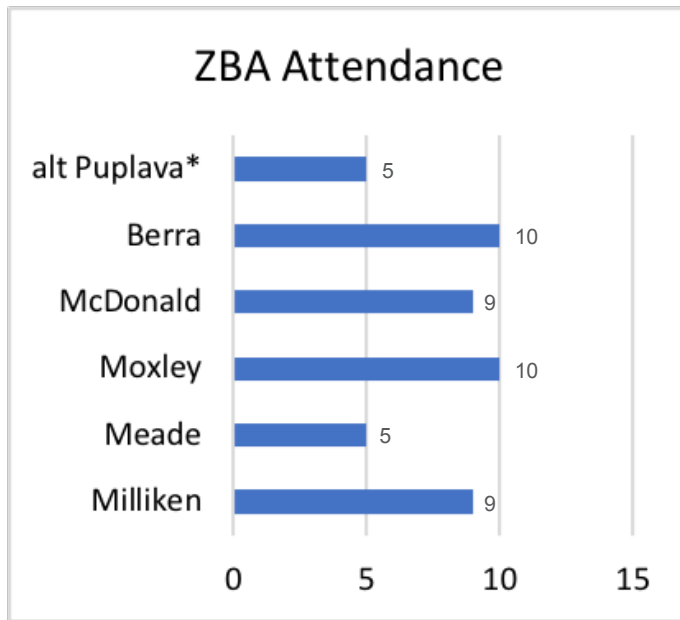
Staff Changes

Some of the most notable change for the year came with staff changes. Former Community Development Director Steve Peterson left the Township after 23 years for a position with the City of Holland. The Planning Department also lost Cassie Lockwood, who was serving as the Administrative Assistant. To fill those positions Jessica Stine was hired to fill the Administrative Assistant role, and former Planner Brian Hilbrands has been serving as the Interim Planning Director. With Planning Staff stepping into new roles combined with the high number of development requests, 2021 was a busy year for the Planning Department.

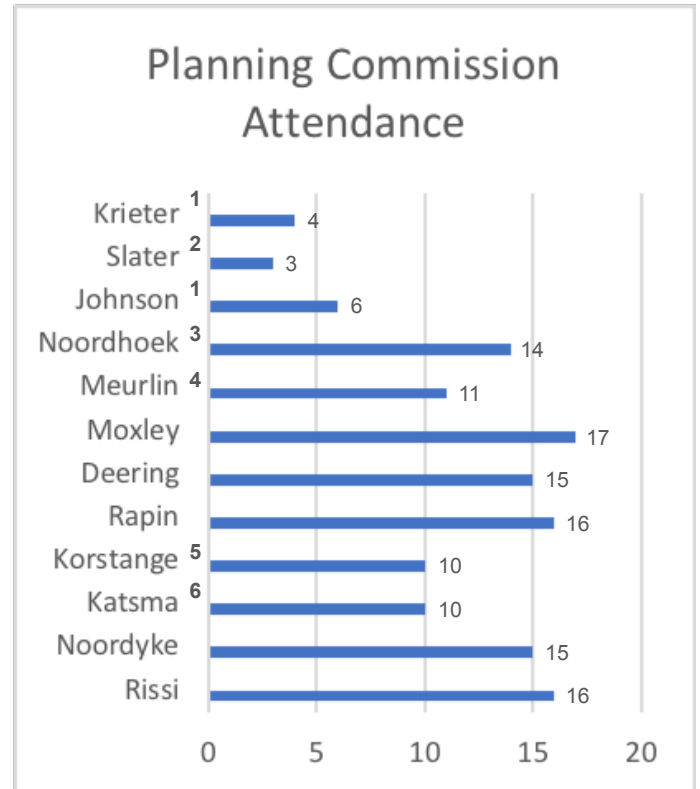
Attendance

In 2021 the Planning Commission had a total of 17 meetings and the Zoning Board of Appeals had a total of 10 meetings. *The alternate for the Zoning Board only attends when needed.

Zoning Board attendance was as follows:



Planning Commission attendance was as follows:



- 1 – Left in April
- 2 – Left in February
- 3 – Joined in February
- 4 – Joined in June
- 5 – Joined in April
- 6 – Left in November

Regional Planning

Staff continued its involvement with regional planning issues in 2021. Staff continues to meet with GVMC/REGIS and other.

Storm Water

A significant amount of staff time continues to be dedicated to storm water related issues. In 2021, work went on to develop and approve a new Stormwater Ordinance, as required by the Township’s MS4 permit. It is expected that the new Stormwater Ordinance will be adopted by the Township Board in early 2022.





Parks

The Parks Committee has selected a consultant to assist the Township with updating the Parks, Recreation and Open Space Plan. This process will begin in early 2022 and is expected to be completed by July 2022.

Pathway Maintenance

We continued the pathway maintenance by replacing approximately 2,200 feet of pathway on Cascade Road and 950 feet of pathway along Thornapple River Drive, as well as a bridge approach on Buttrick Avenue.

Regional Geographic Information System (REGIS)

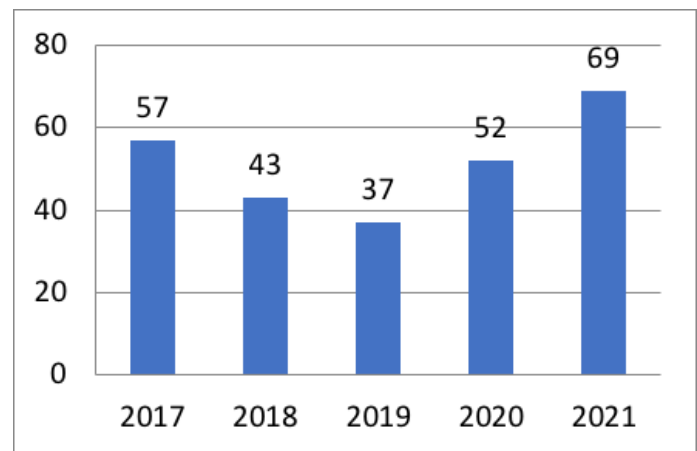
Staff continue to utilize the GIS system in our workday and attends regular REGIS meetings. The public has access to REGIS through staff as well as the internet. <http://ims.gvmc-regis.org:1052/website/public/>

Redevelopment Ready Community

The Planning Staff continued to coordinate with the Economic Development Director to ensure that we would be ready to implement the RRC program.

Building Permits

Below is a chart showing the number of new residential building permits for the last 5 years. The Planning Department is responsible to check to make sure that every building permit complies with zoning regulation. While the graph only shows new residential construction, it does indicate trends for all permits.



Applicant Billing

The Planning Department will continue to actively pursue the recovery of review costs associated with development proposals. In 2021, we were reimbursed approximately \$11,500 in engineering, planning and legal review fees spent on various development projects. There are a few projects that were approved towards the end of the year that still need to be billed. Accurate records are kept so the appropriate applicant is billed for their respective fees incurred.

Case Summaries

The following pages provide a brief synopsis for each type of development request that was reviewed in 2021.

2021						
Planned Unit Developments						
Case	Applicant	Request	Location	Preliminary	Final	
21-3629	Bob Morse	PUD Amendment for new car wash/coffee shop	6390/6420 28th St	7/19/2021	9/22/2021	
21-3632	Gole Dental Properties	Amend existing PUD to permit a dental office in the existing 2,500 sq ft building with 12 parking spaces	3636 Kraft Ave	11/15/2021	12/15/2021	
21-3636	Roundhill	Amend PUD to allow for retaining wall and pool within 25-foot setback for unit 4	3000 Thornhills Ave/Lot 4			
21-3681	Patterson Ice Center	Amend existing PUD of Patterson Ice Center to lift some use and development restrictions, and allow sale of alcohol	2550 Patterson Dr			
Site Plan review						
Case	Applicant	Proposed Land Use	Location	Planning Commission Action		
21-3620	Med Bio	New 21,000 sq ft addition for light manufacturing/warehouse	3677 Sysco Ct SE	Approved		
21-3623	Lacks	45,000 sq ft addition to existing distribution facility/warehouse building	5711 Kraft Ave	Approved		
21-3643	Golf Club @ Thornapple Pointe	Construct a 2,061 sq ft addition to existing clubhouse building, elevated deck, expansion of existing concrete patio, and regrading of driving range.	7211 48th St SE	Approved		
21-3669	John Rabideau Cascade Roadhouse	New 480 sq ft covered structure	6817 Cascade Rd SE	Approved		
21-3680	Quail Ridge	New 3,200 sq ft out-building	8375 36th St SE			
21-3688	Chick-fil-A	Modification of drive through lanes to accommodate two lanes from entry to pickup	5528 28th St SE			
Special Use Permits						
Case	Applicant	Request	Location	Zoning	Action	
21-3619	Krause	Accessory building larger than 832 sq ft	2469 Surbridge Dr SE	PUD 65	Approved	
21-3621	Engler	Accessory building larger than 832 sq ft	7080 Hidden Ridge	R-1	Approved	
21-3622	DeVos	800 square foot addition to an accessory building	2020 Devonwood Ln SE	R-1	Approved	
21-3625	Tran-Randall Burri	Accessory building larger than 832 sq ft	4670 Quiggle Ave	FP	Approved	
21-3631	Bigger	Accessory building larger than 832 sq ft	4983 Clear Ridge Dr	PUD 72	Approved	
21-3637	Seely	Accessory building larger than 832 sq ft	4200 Cherry Ln	ARC	Approved	
21-3638	Davis Flia Construction	Accessory building larger than 832 sq ft	6541 60th St SE	ARC	Approved	
21-3652	Waugh	Accessory building larger than 832 sq ft	7630 Cascade Rd SE	R-1	Approved	
21-3655	Parallel Construction	Accessory building larger than 832 sq ft	8155 36th St	PUD 61	Withdrawn	
21-3656	Fire Station	3,300 sq ft steel building for fire department vehicle storage, construct an accessory building larger than 832 sq ft	2990 Buttrick Avve	ARC	Withdrawn	
21-3659	Lange	Accessory building larger than 832 sq ft	9205 28th St SE	ARC	Approved	
21-3664	Eggleston	Accessory building larger than 832 sq ft	9091 36th St SE	ARC	Approved	
21-3677	Elliott	Accessory building larger than 832 sq ft	6870 48th St	ARC	Approved	
21-3682	Warren	Accessory building larger than 832 sq ft	5650 McCords Ave	ARC	Approved	

21-3685	Renucci	Accessory building larger than 832 sq ft	5175 Buttrick Ave SE	R-1	Approved	
Administrative Site Plan Review						
Case	Applicant	Proposed Land Use	Location	Action		
21-3624	L3 Harris Technologies	Construct 3100 sq ft addition	5353 52nd St Se	Approved		
21-3645	Gippers	Pour concrete to add outdoor seating area at front of restaurant	2929 Kraft Ave SE	Approved		
21-3647	Family Veterinary Real Estate	New 33-space parking lot at 6503 28th Street and redesign of existing parking lot at same address	6555 28th St SE	Approved		
21-3657	Paradigm Design-Meijer	Renovated 14-space curbside pick-up area	5531 28th St	Approved		
21-3666	Universal Traffic Service	New 37-space parking lot	5500 International Pkwy	Approved		
21-3667	Green Castle Properties	Placement of 8' tall, 20' x 7.5' storage container on asphalt parking area for short-term storage of electric vehicle batteries	6025 28th St SE	Approved		
21-3671	John Rabideau-Cascade Roadhouse	Add outdoor seating area and pergola along north side of restaurant	6817 Cascade Rd SE	Approved		
21-3675	Lacks Enterprises	Two new parking lots	5675 Kraft Ave SE	Approved		
21-3678	MedBio	22-space parking lot to east of the existing parking lot	3677 Sysco Ct SE	Approved		
21-3679	Meijer	Relocation of existing pharmacy drive thru lane to east side garden center	5531 28th St SE	Approved		
Zoning Board of Appeals						
Case	Applicant	Location	Zoning	Request	ZBA Action	
21-3626	Caulfield	7056 Whispering Timbers Ct	R-1, Residential	Construct accessory building in front yard	Approved	
21-3627	Tilley	3694 Oak Bluff Dr	R-2	Construct building addition and a deck within rear yard setback	Withdrawn	
21-3628	Goehring	6389 Burton St	R-1	Use of temporary building during construction of detached garage	Approved	
21-3633	Verkaik	8934 52nd St	ARC	Construct accessory building concurrently with home	Approved	
21-3635	Renucci	5175 Buttrick Ave SE	R-1	Construct accessory building on parcel without a home	Approved	
21-3642	Woods Builders Homes	7703 30th St SE	R-1	Keep accessory building on property while existing home is demolished and new home is built	Approved	
21-3648	Stevenson	7007 Oak Brook St SE & 7126 Mooring Heights Ct	R-2	Reconfigure platted lot lines	Approved	
21-3649	Lamore	5733 Summerset Woods Dr	PUD 70	Construct accessory building in front yard	Approved	
21-3654	Parallel Construction	8155 36th St	PUD 61	Construct accessory building in front yard	Withdrawn	
21-3662	Burrows	2383 Thornapple Dr SE	R-2	Construct 3 separate additions to home within front yard setback	Approved	

21-3665	Daniel Stephan Builders	1721 Riveroaks	R-1	Keep an accessory building on property while existing home is demolished and new home is built	Approved
21-3670	John Rabideau-Cascade Roadhouse	6817 Cascade Rd SE	B-1	Outdoor seating area closer to side and front property lines than permitted, and the addition of covered structure closer to front property line than permitted	Approved
21-3672	Goehring	6389 Burton St SE	R-1	Extension of previous variance for use of temporary building during construction of detached garage	Approved
21-3674	Keeler	7385 Kilmer St SE	R-1	Construct addition to north side of home that is closer to side property line than permitted	Approved
21-3683	Warren	5650 McCords Ave SE	ARC	Allow to keep one more accessory building on property than permitted	Approved
21-3686	BDR Inc	6921 Burger Dr SE	R-2	Extension of previous variance to keep accessory building on property while existing house is demolished and new house is built	Approved
21-3687	Jeff Coffey-Thornapple Brewing	6262 28th St SE	PUD 39	Allow placement of 3 seasonal temporary structures for outdoor seating	Approved
Lot Split					
Lot Splits	Applicant	Parcel No (s)	Address	Number of parcels created	Action
21-3630	Elon Homes	41-19-09-201-015	6797 Burton St	2	Approved
21-3634	Dozeman	41-19-23-200-012	8494 36th St SE	7	
21-3639	Heyes	41-19-13-100-049 and 41-19-13-100-050	2985 West Locust Ln	Reconfiguration	Approved
21-3646	JMR Property 2	41-19-16-101-012 and 41-19-16-101-014	2845 Thornhills Ave Se	Reconfiguration	Approved
21-3650	Lacks	41-19-32-300-034, 41-19-32-300-046, and 41-19-32-300-032	5737 60th St	Reconfiguration	Approved
21-3651	Kraft Ave Properties	41-19-32-300-034, 41-19-32-300-046, and 41-19-32-300-032	5824 Kraft Ave	2	Approved
21-3653	Jordan	41-19-15-351-038 and 41-19-15-351-039	7430 Cascade Rd	Reconfiguration	Approved
21-3658	4920 Streamside Pointe	41-19-26-400-058 and 41-19-26-400-059	4920 & 4928 Streamside Pointe Dr SE	Reconfiguration	Approved
21-3660	Schrock/Buttrick	41-19-11-100-045	2150 Buttrick Ave SE	4	Approved
21-3661	Schrock/Kilmer	41-19-33-200-031 and 41-19-33-200-033	5586 Thornapple River Dr & 6964 Kilmor Dr SE	3	Approved
21-3663	Eggleston	41-19-13-002, 41-19-13-326-003, and 41-19-13-326-004	9091 36th St SE	2	Approved
21-3668	Van Strien	41-19-13-100-043 and 41-19-13-100-005	8960 28th St	Reconfiguration	Approved
21-3673	Halland Homes -Doug Bouma	41-19-05-480-023 and 41-19-05-480-024	1950 & 1990 Hazetine Dr SE	Reconfiguration	Approved
21-3676	Smith	41-19-11-300-077 and 41-19-11-300-005	8255 28th St SE	Reconfiguration	Approved
21-3684	Unity Spiritual Community Church	41-19-16-230-004	2965 Wycliff Dr SE	2	Approved

Other						
Case	Applicant	Request	Location	PC Action	TB Action	
21-3640	Temp Uses	Amend the zoning ordinance to allow temporary outdoor uses as a use permitted by right in the B1 and B2 zoning districts with administrative site plan approval.		Tabled		
21-3641	Intersection Study	Determine which intersections in Cascade are the most dangerous and what can be done to address safety issues				
21-3644	Thornapple Pines Holdings	Private road exception	7650 Timber Bluff Dr SE	Tabled		
Plat/Site Condo Review						
Case	Applicant	Plat/Site Condo Name	Location	Tentative Preliminary	Final Preliminary	Final
Rezoning						
Case	Applicant	From/To	Acres	Location	PC Action	TB Action



Inspection Services

2021 ANNUAL REPORT



EXECUTIVE SUMMARY



2021 was another exciting (and very busy) year in the inspections department! I wanted to mention a few highlights:

1. Our plan to hire new inspectors ahead of anticipated retirements worked out very well. Craig Smith, Paul Westhouse and Jeff Vantil joined the team this year and are doing a great job...with their efforts we were able to maintain high service levels to residents and contractors and a smooth transition during retirements.
2. We implemented the new department organization chart. The following staff have accepted lead roles within their divisions:

Bill Benoit – Deputy Building Official
Dan Huyser – Chief Electrical Inspector
Vince Millito – Chief Plumbing and Mechanical Inspector
Julie Kutchins – Permits Manager
3. Expansion to include building permits for Plainfield and Vergennes. Both communities have been partners for many years and now all 7 partners are “full-service!”
4. We also completed a comprehensive fee analysis that resulted in a small increase that all partners have adopted. During the fee review, it became clear that even with the update, permit fees remain well below average...again providing value to residents and contractors.
5. Remote inspection options are increasing (for qualifying inspections) and online permit applications comprise the majority of all permits issued.

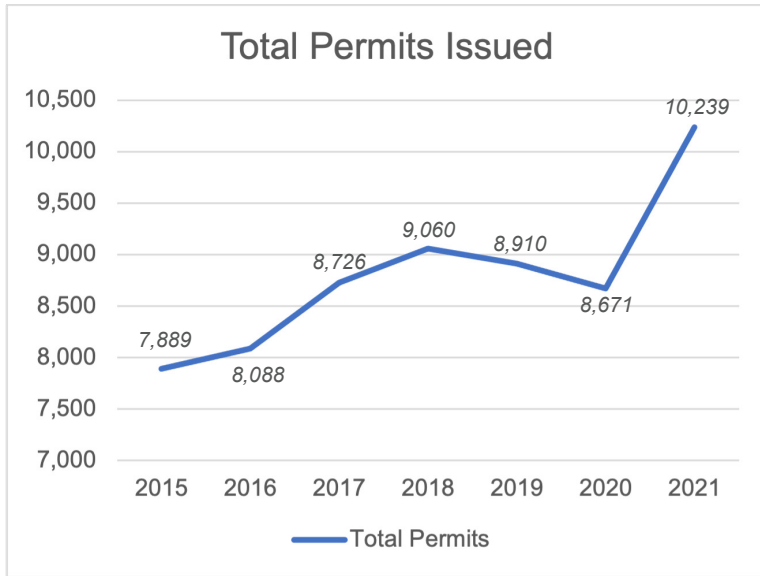
Finally, I just wanted to thank the staff and elected officials in all partner communities that supported these efforts. The building department is well positioned and ready to meet the needs of our residents in 2022!

Brian Wilson

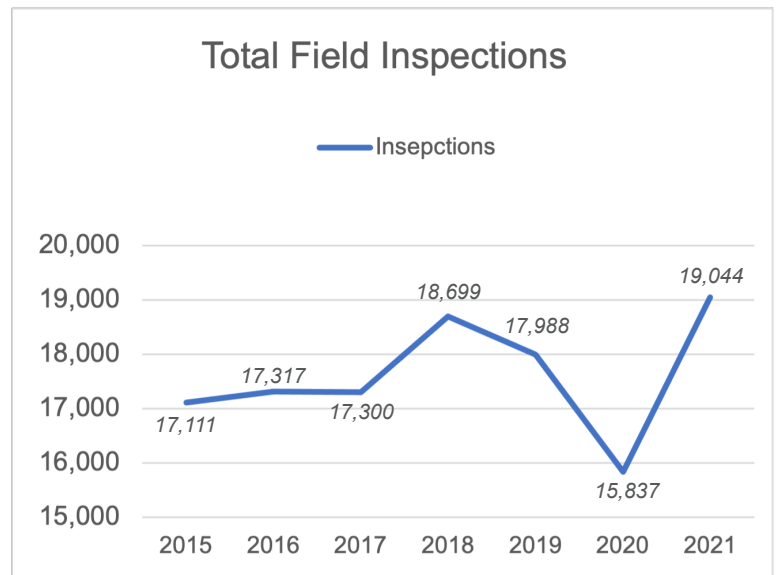
Brian Wilson
Director of Inspections

Visit us at cascadetwp.com

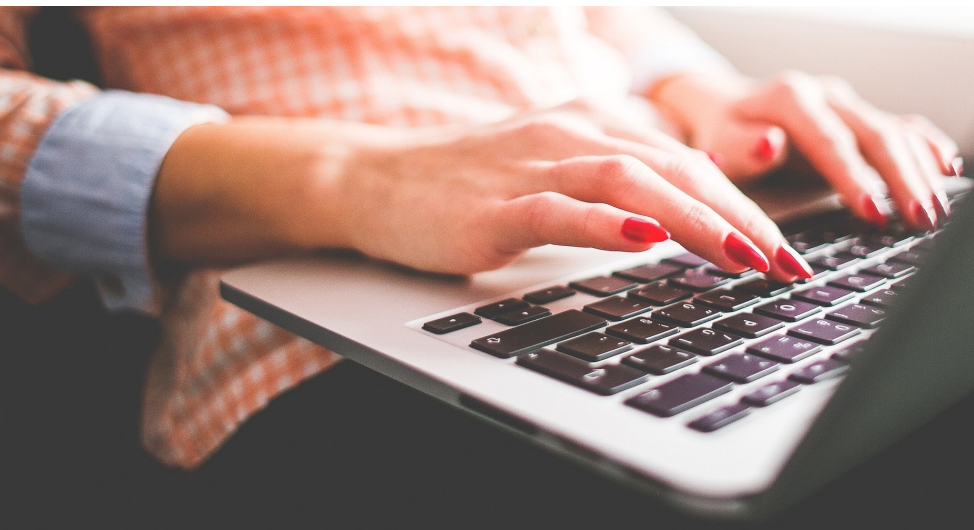
PERMITS + INSPECTIONS



Over 1500 more permits issued in 2021...a sharp increase above trend.



Total field inspections were also up significantly to over 19,000. Each inspector averages 10-12 inspections daily.



Online Permits Soar

Online permits are on the rise... over 59% of ALL permits are now completed online – saving contractor's valuable time!!

OUR TEAM

The department includes a director of inspections, ten full-time inspectors and two administrative staff. We also utilize several part-time inspectors and admin staff to help during the busy times.



BRIAN WILSON
Director of Inspections



CRAIG SMITH
Plumbing Inspector



BILL BENOIT
Deputy Building Official



JEFF BIEGALLE
Mechanical / Plumbing Inspector



RON SABIN
Building Inspector / Plan Reviewer



DAN HUYSER
Chief Electrical Inspector



DENNIS ROWLANDER
Building Inspector/Plan Reviewer



PAUL WESTHOUSE
Electrical Inspector



TOM HANSON
Building Inspector/Plan Reviewer



DOUG POOLMAN
Fire Protection Inspector



VINCE MILITO
Chief Mechanical/Plumbing Inspector



JULIE KUTCHINS
Permits Manager

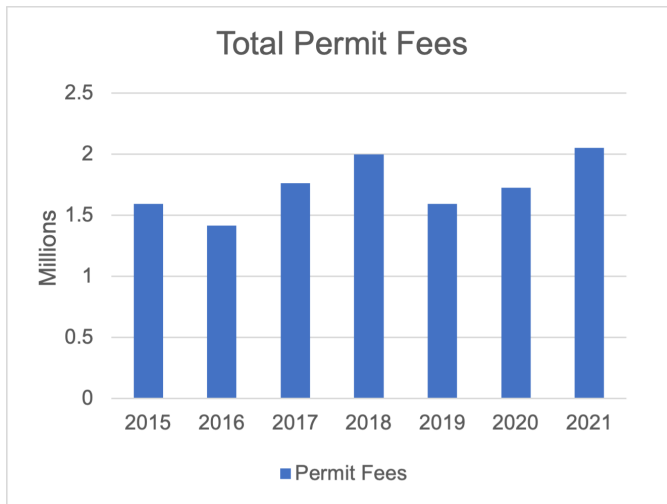


JEFF VANTIL
Mechanical / Plumbing Inspector

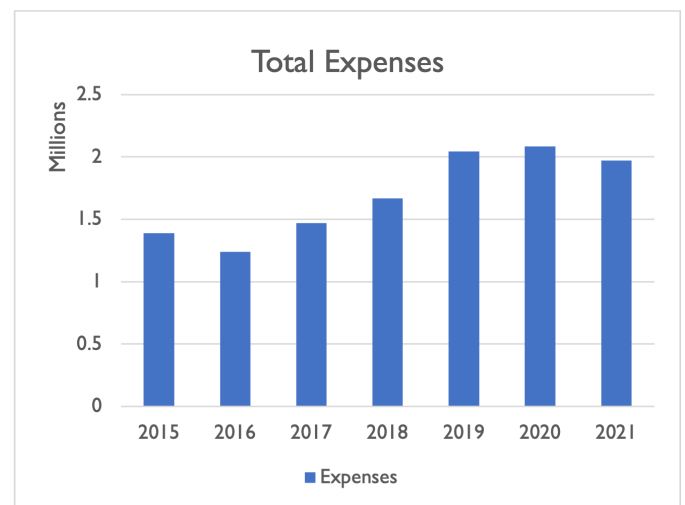


CAROL MEYER
Administrative Assistant

FEES + EXPENSES



Total permit fees were steady. The fee schedule was updated Jan 2022.

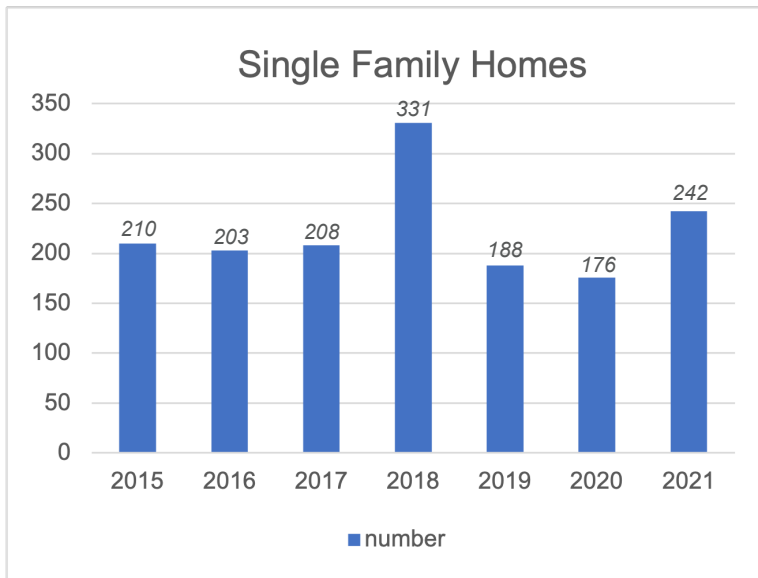


Operational expenses remained steady & reduction in capital improvements for 2021.

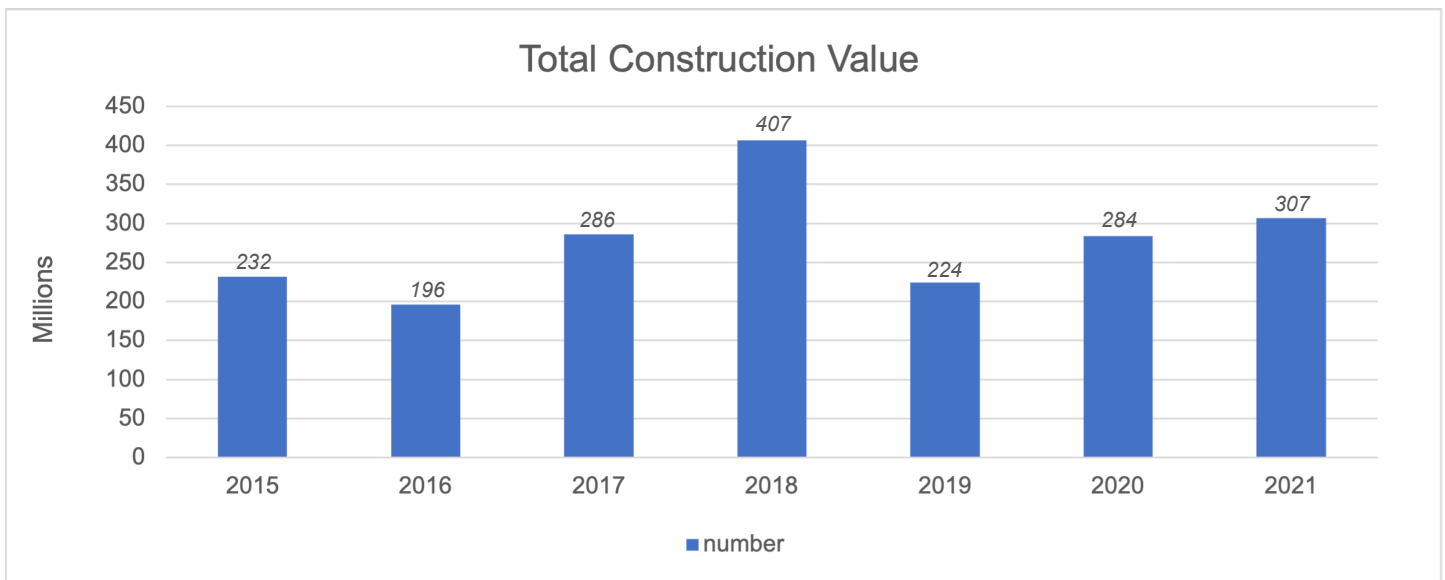


There are long-standing partnerships between the above municipalities. The efficiencies gained by all communities working together allow the best possible service for residents and contractors.

CONSTRUCTION



- 242 new homes were permitted, up 20% or more above trend.
- Note: 2018 had a large number of townhome developments.



Project values were strong in 2021

2022 GOALS

1

Maintain strong relationships with partner communities

2

Retain qualified staff to perform permit and inspection functions

3

Manage transition of building services for PCT and Vergennes

4

Continue to develop remote inspection programs

5

Explore BSA cloud for BD.net



Cascade Township Inspection Services

5920 Tahoe Drive SE
Grand Rapids, MI 49546

616.949.3765

cascadetwp.com





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

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

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance.
2. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
3. Any request that requires an overnight stay or expenditure over \$1,000 requires Township Board approval before the seminar/conference is attended.
4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$1,000 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

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

Name: Paul Westhouse Application Date: 1/28/22

Conference/Seminar Date: March 3rd and 4th 2022

Location of Seminar/Conference: Mt. Pleasant - Holiday Inn + Suites

Name of Proposed Seminar/Conference: 2022 IAEEI Spring Meeting

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

Educational Meeting

(over)

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

By providing education to become a
more knowledgeable inspector.

Cost of the Seminar/Conference: (Registration) \$ 155

Lodging \$ 85 before 11/10/22 Travel \$ 188 miles

Account #: 249-371-724-000

Your Signature: Paul White

Approvals:

Department Head: B White Date: _____

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

Paul Westhouse

From: IAIEI Michigan Chapter <iaei.mich@gmail.com>
Sent: Tuesday, January 25, 2022 10:04 PM
Subject: Spring Meeting Information
Attachments: 2022-03_Program.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Greetings Everyone,

The Spring Meeting Postcards have been sent to the printer and will be in your mailbox in the near future.
The Website registration information will be up and running in the next couple days, be patient.
The Room Rates are only \$85.00 but the room cutoff is February 10th so reserve your room as soon as possible.

June 16-17, 2022 Bay City, MI DoubleTree Hotel	2022 SPRING MEETING March 3 rd and 4 th , 2022 Holiday Inn & Suites – Mt. Pleasant	June 16-17, 2022 Bay City, MI DoubleTree Hotel
<p>Spring Meeting Program Thursday, March 3, 2022</p> <p>Full Breakfast Buffet</p> <p>Review of Articles 110 and 300 Dan Radecki, Holland Township</p> <p>NFPA-70E Phil Clark, Southfield, CMP-12</p> <p>Cannabis Production Facilities Thomas Lichtenstein, UL</p> <p>Michigan Code Adoption Process Lance Ash, Chief Electrical Division</p> <p>Code Panel Questions & Answers Don LaBrenz, Moderator</p>	<p>Guest's Program</p> <p>The Guest's Program will include a painting class. Lunch Hors D'oeuvres Games, Visit and ICE CREAM. More information will be available on the Website.</p> <p>You can access information about the meeting from our website. http://IAEI-Michigan.org Register online through the website. Any questions or further information please contact David Williams 517-719-3186 or email at Dave@IAEI-Michigan.org</p>	<p>Annual Meeting Program Friday, March 4, 2022</p> <p>Full Breakfast Buffet</p> <p>Chapter Business Meeting Patrick Falzon, Chapter President</p> <p>EVSE Code Applications Tim McClintock, NEMA</p> <p>Surge Protection Code Requirements Joe Pavia, Eaton - Bussmann</p> <p>PA-407 11 Hours</p> <p>Welcome New Members: John Baerwolf, John Brunning, Larry Kuball, Christopher Parks, George Portfleet, Gregory Schaefer, Joseph Sayer and David Wright</p>
<p>Holiday Inn Mt. Pleasant - 989-317-8686 IAEI Group Rate is Only \$85.00 Reserve Today and no later than February 10th</p>		<p>Member Registration Fee \$155.00 Invite Someone to Join Us in Mt. Pleasant</p>



Cascade Charter Township Seminar/Conference Attendance Request Form

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

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for
2. Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore not covered by this assistance policy.
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This form must be completed by the employee and approved by the Township Manager and/or Township Board before the seminar/conference is attended.

Name: Todd Pell Application Date: 2/3/2022

Name of Proposed Seminar/Conference: Fire Inspector I Class

Seminar/Conference Date(s): March 21- April 19, M-T Classes

Location of Seminar/Conference: Brighton, MI

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

Fire Inspector I class is the first certification required for a Michigan Fire Inspector.

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

This class will be the first of 3 required by the township to become a certified fire inspector, which I was recently promoted to.

Cost of the Seminar/Conference:

Registration \$ 950.00


Lodging \$ 1,200.00

Travel \$ 0.00 (Staff Car)

Account # _____

Applicant: 
Signature

Approvals:

Department Head: 
Signature

2-3-22
Date

Township Manager: _____
Signature

Date

Clerk: _____
(Signature Indicates Township Board Approval)

Date

➤ Original to Personnel File

➤ 1 Copy to Applicant

➤ 1 Copy to Accounting



NFPA CERTIFIED FIRE INSPECTOR I (CFI-I) CLASS

The NFPA CFI-I class is scheduled for 10-days (80 hours) of instruction for five modules. Class schedule may be (a) two days a week for a total of five weeks or (b) five days a week for two weeks.

Cost of class: \$950 per student

Class fee includes:

- Classroom instruction
- Require textbooks including NFPA Bundle and IFSTA manual
- Printed Student Workbook including presentation slides, activity worksheets (electronic version available)
- NFPA CFI-I Candidate Handbook
- NFPA CFI-I Practicum Manual
- One year of MFIS membership

Not included in fee:

- NFPA CFI-I Examination
- Lunch or breaks

MFIS is no longer offering written exams. NFPA offers a computer-based format for Certified Fire Inspector I (CFI-I), Certified Fire Plan Examiner (CFPE), and Certified Fire Inspector II (CFI-II) exams which are available at testing centers around the world. To locate a computer-based testing center near you, visit the [test center website](#).

The following link offers a brief tutorial about NFPA Certification and Testing: [TUTORIAL](#)

Questions:

Tammi Connell, administrator@mfis.org, 517.899.1304

FINANCIAL REPORTS
DECEMBER 2021
PRELIMINARY

FUND NAME	FUND BALANCE	LIABILITIES LONG TERM DEBT	BOND FINAL PAYMENT	CURRENT INTEREST RATE
GENERAL FUND - 101 UNASSIGNED	3,978,218			
GENERAL FUND - 101 COMMITTED	2,999,543			
GENERAL FUND BALANCE	\$ 6,977,761			
FIRE FUND - 206- RESTRICTED BALANCE	\$ 2,355,600			
POLICE FUND - 207 RESTRICTED	1,335,958			
POLICE FUND - 207 COMMITTED	230,000			
POLICE FUND BALANCE	\$ 1,565,958			
HAZMAT FUND - 208 RESTRICTED	\$ 38,326			
CCT OPEN SPACE FUND - 209 RESTRICTED	410,444	REF/2017	2,122,000	2028
OCTOBER HOMEYER - 209 COMMITTED	356,412	**		1.94
CCT OPEN SPACE FUND BALANCE	\$ 766,856			
DAM MAJOR REPAIR FUND - 211 RESTRICTED	261,247			
DAM MAJOR REPAIR FUND - 211 COMMITTED	250,000			
DAM MAJOR REPAIR FUND BALANCE	\$ 511,247			
PATHWAYS FUND -216- RESTRICTED BALANCE	\$ 660,037			
IMPROVEMENT REVOLVING FUND - 246 RESTRICTED	\$ 2,065,015			
DDA FUND - 248 RESTRICTED	\$ 1,425,600	REF/2010	PAID IN-FULL	2020
BUILDING INSP FUND - 249 RESTRICTED	1,762,792			3.45
BUILDING INSP FUND - 249 COMMITTED	1,000,000			
BUILDING INSP FUND BALANCE	\$ 2,762,792			
LIBRARY FUND - 270 RESTRICTED	1,766,582			
LIBRARY FUND - 270 COMMITTED	400,000			
LIBRARY FUND BALANCE	\$ 2,166,582			
CARES ACT FUND - 282 COMMITTED	\$ 709			
CARES ACT FUND BALANCE	\$ 709			
TOTAL ALL FUNDS	\$ 21,296,483	\$ 2,122,000		
TRUST AND AGENCY FUNDS				
CEMETERY TRUST FUND - 151 NONSPENDABLE	118,934			
CEMETERY TRUST FUND - 151 COMMITTED	5,497			
TOTAL CEMETERY TRUST FUND	\$ 124,431			
TRUST & AGENCY FUND -701	\$ 229,550			
TAX FUND - 703	\$ 5,512,720			
TOTAL TRUST & AGENCY	\$ 5,866,700			

** A portion of A Homeyer balance has not been committed by Board as of statement date.**

FOR DETAILS OF COMMITTED FUNDS, SEE BALANCE SHEET OF EACH FUND
BOARD RESOLUTIONS: 104-2012, 8-2018
ARTICLE 7, BOARD MTG 3/28/2018

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY - PRE-AUDIT

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	12/31/2021 NORM (ABNORM)	MONTH 12/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenue							
101-000-401-401	GENERAL PROPERTY TAXES	1,409,415.00	1,466,381.00	1,467,784.83	0.00	(1,403.83)	100.10
101-000-401-405	STREETLIGHT	79,200.00	78,000.00	77,957.06	0.00	42.94	99.94
101-000-401-410	PERSONAL PROPERTY TAX	99,662.00	104,027.00	100,928.52	0.00	3,098.48	97.02
101-000-401-420	DELINQUENT TAXES	5,000.00	5,000.00	3,885.96	0.00	1,114.04	77.72
101-000-401-437	ABATEMENT TAXES	11,890.00	17,331.00	17,331.04	0.00	(0.04)	100.00
101-000-401-445	INTEREST & PENALTIES ON TAXES	4,000.00	5,000.00	6,138.73	39.70	(1,138.73)	122.77
101-000-401-447	TAX ADMINISTRATION FEES	625,000.00	635,000.00	642,396.04	66,181.98	(7,396.04)	101.16
101-000-450-460	CABLE REVENUE	344,800.00	336,000.00	252,092.49	0.00	83,907.51	75.03
101-000-450-465	CABLE - PEG FEES	72,000.00	70,000.00	51,440.37	0.00	18,559.63	73.49
101-000-450-490	DOG LICENSES	100.00	150.00	436.80	0.00	(286.80)	291.20
101-000-450-498	OTHER PERMITS	400.00	400.00	50.00	0.00	350.00	12.50
101-000-451-000	LIQUOR LICENSE	25,000.00	25,000.00	29,728.60	6,899.75	(4,728.60)	118.91
101-000-528-000	OTHER FEDERAL GRANTS	0.00	0.00	38,097.50	0.00	(38,097.50)	100.00
101-000-539-576	STATE SHARED REV.-SALES TAX	1,527,476.00	1,549,396.00	1,510,469.00	316,579.00	38,927.00	97.49
101-000-539-581	METRO ACT	15,000.00	22,405.06	22,405.06	0.00	0.00	100.00
101-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	65,541.00	53,818.00	53,818.66	0.00	(6.66)	100.00
101-000-600-608	PLANNING AND ZONING FEES	40,000.00	25,000.00	14,873.05	520.00	10,126.95	59.49
101-000-600-610	SUMMER TAX COLLECTION FEE	26,000.00	26,000.00	26,420.80	0.00	(420.80)	101.62
101-000-600-611	SEWER & WATER IMPLEMENTATION	32,000.00	21,000.00	25,302.40	25,302.40	(4,302.40)	120.49
101-000-600-614	PA 198 TAX APPLICATION FEE	2,000.00	2,000.00	2,000.00	0.00	0.00	100.00
101-000-600-626	PASSPORT APPLICATION FEE	11,000.00	11,000.00	4,235.00	910.00	6,765.00	38.50
101-000-600-634	CEMETERY-OPENINGS AND CLOSINGS	11,000.00	15,000.00	17,240.00	625.00	(2,240.00)	114.93
101-000-600-647	YARD WASTE TAG FEE	1,500.00	1,000.00	0.00	0.00	1,000.00	0.00
101-000-665-000	INTEREST ON INVESTMENTS	168,000.00	80,000.00	50,211.68	7,238.23	29,788.32	62.76
101-000-665-002	DAM LEASE PAYMENTS	70,000.00	70,000.00	70,000.00	0.00	0.00	100.00
101-000-665-003	RENTAL OF FACILITIES	1,200.00	600.00	50.00	50.00	550.00	8.33
101-000-665-004	CELLULAR TOWERS	107,004.00	109,000.00	102,068.79	0.00	6,931.21	93.64
101-000-665-014	CELL TOWER - KEPS ANTENA LEASE	1,800.00	1,800.00	675.00	0.00	1,125.00	37.50
101-000-671-653	PARK INCOME	7,000.00	7,000.00	8,230.00	25.00	(1,230.00)	117.57
101-000-671-671	MISCELLANEOUS INCOME	24,000.00	4,000.00	1,080.91	428.15	2,919.09	27.02
101-000-671-676	PARK DONATIONS	0.00	0.00	2,000.00	0.00	(2,000.00)	100.00
101-000-671-680	MISC INCOME - TRANSIT TICKETS	1,500.00	500.00	560.00	0.00	(60.00)	112.00
101-000-673-000	SALE OF ASSETS	2,500.00	2,500.00	50.00	0.00	2,450.00	2.00
101-000-674-000	4TH OF JULY SPONSORS	0.00	0.00	7,153.66	0.00	(7,153.66)	100.00
101-000-674-200	HALLOWEEN SPONSORS	0.00	2,000.00	0.00	0.00	2,000.00	0.00
101-000-675-000	DDA CONTRIBUTION	99,426.00	99,426.00	99,426.00	99,426.00	0.00	100.00
101-000-676-000	ELECTION REIMBURSEMENT	26,823.00	0.00	0.00	0.00	0.00	0.00
101-000-679-000	INTERFUND REIMBURSE/BLDG INSPECTION FUNC	97,000.00	100,000.00	90,159.35	5,414.60	9,840.65	90.16
101-000-679-100	REIMBURSEMENT FROM PATHWAYS	50,974.00	50,974.00	50,974.00	50,974.00	0.00	100.00
101-000-679-200	REIMBURSEMENT FROM LIBRARY	76,461.00	76,461.00	76,461.00	76,461.00	0.00	100.00
101-000-699-100	TRANSFER FROM POLICE	40,362.00	40,362.00	0.00	0.00	40,362.00	0.00
Total Revenues		5,182,034.00	5,113,531.06	4,924,132.30	657,074.81	189,398.76	
Dept 101 - TOWNSHIP BOARD							
101-101-704-000	WAGES- TRUSTEES (4)	39,182.00	40,765.00	41,222.43	6,794.00	(457.43)	101.12
101-101-723-000	TOWNSHIP DUES	18,450.00	19,050.00	18,152.83	1,960.57	897.17	95.29
101-101-724-000	EDUCATION	1,700.00	1,700.00	0.00	0.00	1,700.00	0.00
101-101-860-000	TRUSTEE MILEAGE	250.00	250.00	0.00	0.00	250.00	0.00
101-101-862-500	TRUSTEE EXPENSE ACCOUNT	500.00	500.00	0.00	0.00	500.00	0.00
101-101-924-100	TRUSTEE CELL PHONES/DATA	1,200.00	1,200.00	940.38	60.12	259.62	78.37
101-101-981-000	OFFICE EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Net - Dept 101 - TOWNSHIP BOARD		62,282.00	64,465.00	60,315.64	8,814.69	4,149.36	
Dept 171 - SUPERVISOR							
101-171-702-000	WAGES- FULL TIME	193,544.00	200,061.00	197,381.27	15,659.01	2,679.73	98.66
101-171-704-000	WAGES- TOWNSHIP SUPERVISOR	21,768.00	22,647.00	22,901.43	3,774.46	(254.43)	101.12
101-171-707-100	ADDITIONAL HELP/OT	0.00	5,000.00	0.00	0.00	5,000.00	0.00
101-171-723-000	SUPERVISOR MEMBERSHIPS AND DUES	2,550.00	3,525.00	2,626.00	75.00	899.00	74.50
101-171-724-000	EDUCATION	4,600.00	7,546.00	4,304.57	0.00	3,241.43	57.04
101-171-725-100	TUITION REIMBURSEMENT	2,500.00	3,500.00	4,146.00	0.00	(646.00)	118.46
101-171-860-000	SUPERVISOR MILEAGE	3,600.00	4,600.00	229.55	0.00	4,370.45	4.99
101-171-862-500	SUPERVISOR EXPENSE ACCOUNT	500.00	500.00	18.00	0.00	482.00	3.60
101-171-862-550	MANAGER EXPENSE ACCOUNT	750.00	1,000.00	346.06	0.00	653.94	34.61
101-171-901-000	SUPERVISOR PUBLICATIONS	500.00	500.00	40.90	0.00	459.10	8.18
101-171-925-000	CELL PHONE/ DATA	2,040.00	2,940.00	2,117.66	321.86	822.34	72.03
101-171-967-000	SPECIAL PROJECTS	10,000.00	10,000.00	15,526.85	5,862.45	(5,526.85)	155.27
101-171-981-000	OFFICE EQUIPMENT	1,700.00	3,000.00	1,223.64	0.00	1,776.36	40.79
Net - Dept 171 - SUPERVISOR		244,052.00	264,819.00	250,861.93	25,692.78	13,957.07	
Dept 215 - CLERK							
101-215-702-000	WAGES- FULL TIME	70,471.00	56,279.00	49,814.25	6,538.20	6,464.75	88.51
101-215-704-000	WAGES- CLERK	17,413.00	18,118.00	18,321.11	3,019.56	(203.11)	101.12
101-215-707-000	WAGES- CASUAL	17,098.00	17,087.00	0.00	0.00	17,087.00	0.00
101-215-710-000	CLERK EXPENSE ACCOUNT	0.00	0.00	0.00	(37.76)	0.00	0.00
101-215-723-000	CLERK MEMBERSHIPS AND DUES	400.00	600.00	531.00	66.00	69.00	88.50

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020		2021		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	NORM (ABNORM)	12/31/2021	MONTH 12/31/21	INCR (DECR)	NORM (ABNORM)	BALANCE			
101-215-724-000	EDUCATION	2,600.00	5,100.00		763.54		521.81		4,336.46		14.97	
101-215-725-000	CLERK TUITION REIMBURSEMENT	0.00	3,500.00		0.00		0.00		3,500.00		0.00	
101-215-768-000	UNIFORMS	0.00	1,000.00		0.00		0.00		1,000.00		0.00	
101-215-860-000	CLERK MILEAGE	1,000.00	1,000.00		690.50		213.70		309.50		69.05	
101-215-862-500	CLERK'S EXPENSE ACCOUNT	500.00	500.00		369.50		37.76		130.50		73.90	
101-215-925-000	CELL PHONE/ DATA	1,200.00	1,800.00		2,323.29		444.44		(523.29)		129.07	
101-215-981-000	OFFICE EQUIPMENT	2,200.00	2,000.00		560.86		0.00		1,439.14		28.04	
Net - Dept 215 - CLERK		112,882.00	106,984.00		73,374.05		10,803.71		33,609.95			
Dept 253 - TREASURER												
101-253-702-000	WAGES- FULL TIME	108,371.00	114,070.00		114,505.92		13,161.60		(435.92)		100.38	
101-253-704-000	WAGES- TREASURER	17,414.00	17,745.00		18,321.11		3,019.56		(576.11)		103.25	
101-253-707-000	WAGES- CASUAL	3,000.00	3,000.00		0.00		0.00		3,000.00		0.00	
101-253-707-100	ADDITIONAL HELP/OVERTIME	3,000.00	1,500.00		0.00		0.00		1,500.00		0.00	
101-253-723-000	TREASURER MEMBERSHIPS AND DUES	600.00	600.00		612.00		0.00		(12.00)		102.00	
101-253-724-000	EDUCATION	3,500.00	3,000.00		845.00		0.00		2,155.00		28.17	
101-253-725-000	EDUCATION/TUITION REIMBURSEMENT	0.00	1,000.00		0.00		0.00		1,000.00		0.00	
101-253-860-000	TREASURER MILEAGE	500.00	500.00		354.55		57.12		145.45		70.91	
101-253-862-500	TREASURER'S EXPENSE ACCOUNT	200.00	200.00		0.00		0.00		200.00		0.00	
101-253-924-100	TREASURER'S CELL PHONES/DATA	600.00	600.00		313.47		20.04		286.53		52.25	
101-253-939-000	TREASURER SERVICE CONTRACTS	2,500.00	2,500.00		2,405.00		0.00		95.00		96.20	
101-253-981-000	OFFICE EQUIPMENT	1,000.00	5,600.00		3,248.50		0.00		2,351.50		58.01	
Net - Dept 253 - TREASURER		140,685.00	150,315.00		140,605.55		16,258.32		9,709.45			
Dept 257 - ASSESSING												
101-257-702-000	WAGES- FULL TIME	196,532.00	213,193.00		214,012.70		24,599.16		(819.70)		100.38	
101-257-707-000	WAGES- CASUAL	2,970.00	17,836.00		7,758.08		0.00		10,077.92		43.50	
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	2,115.00	1,820.00		1,301.75		450.00		518.25		71.52	
101-257-724-000	EDUCATION	11,150.00	9,250.00		2,301.33		0.00		6,948.67		24.88	
101-257-727-000	ASSESSING OFFICE SUPPLIES	5,800.00	1,500.00		480.48		0.00		1,019.52		32.03	
101-257-801-000	ASSESSING CONTRACTUAL SERVICES	18,000.00	24,000.00		24,000.00		4,000.00		0.00		100.00	
101-257-808-000	BOARD OF REVIEW EXPENSES	400.00	5,025.00		2,316.43		375.00		2,708.57		46.10	
101-257-860-000	ASSESSING MILEAGE	2,900.00	2,900.00		487.76		413.28		2,412.24		16.82	
101-257-862-500	ASSESSING EXPENSE ACCOUNT	100.00	100.00		0.00		0.00		100.00		0.00	
101-257-900-000	ASSESSING PRINTING AND PUBLISHING	1,600.00	1,600.00		446.09		446.09		1,153.91		27.88	
101-257-924-100	CELL PHONES/DATA	600.00	2,400.00		1,923.04		327.22		476.96		80.13	
101-257-939-000	ASSESSING SERVICE CONTRACTS	3,650.00	6,925.00		6,730.25		0.00		194.75		97.19	
101-257-981-000	OFFICE EQUIPMENT	3,800.00	5,600.00		1,213.18		0.00		4,386.82		21.66	
Net - Dept 257 - ASSESSING		249,617.00	292,149.00		262,971.09		30,610.75		29,177.91			
Dept 262 - ELECTIONS												
101-262-703-000	ELECTION SALARIES/PT HELP	0.00	0.00		1,146.17		0.00		(1,146.17)		100.00	
101-262-707-000	WAGES- CASUAL	90,000.00	30,720.00		13,639.67		1,200.00		17,080.33		44.40	
101-262-756-000	ELECTION SUPPLIES	35,000.00	6,000.00		1,587.43		0.00		4,412.57		26.46	
101-262-788-000	ELECTION MISC EXPENSES	15,000.00	3,000.00		1,260.06		906.00		1,739.94		42.00	
101-262-932-000	MAINT/OFFICE EQUIP & COMPUTER REPAIR	2,500.00	500.00		0.00		0.00		500.00		0.00	
Net - Dept 262 - ELECTIONS		142,500.00	40,220.00		17,633.33		2,106.00		22,586.67			
Dept 265 - BUILDING AND GROUNDS												
101-265-702-000	WAGES- FULL TIME	286,887.00	297,711.00		278,462.51		30,346.82		19,248.49		93.53	
101-265-707-000	WAGES- CASUAL	25,560.00	57,600.00		18,169.51		0.00		39,430.49		31.54	
101-265-713-000	OVERTIME	10,000.00	10,000.00		4,141.35		52.53		5,858.65		41.41	
101-265-724-000	EDUCATION	1,250.00	1,250.00		0.00		0.00		1,250.00		0.00	
101-265-768-000	BLDG & GROUNDS UNIFORMS	3,200.00	3,200.00		2,238.04		282.46		961.96		69.94	
101-265-802-200	JANITORIAL & MAINTENANCE	2,000.00	2,000.00		0.00		0.00		2,000.00		0.00	
101-265-860-000	MILEAGE	0.00	250.00		0.00		0.00		250.00		0.00	
101-265-863-000	VEHICLE MAINT	35,000.00	35,000.00		15,358.83		1,148.59		19,641.17		43.88	
101-265-864-000	FUEL	20,000.00	20,000.00		18,198.75		1,184.56		1,801.25		90.99	
101-265-921-000	COMPLEX ELECTRICITY	37,500.00	35,000.00		21,207.71		3,033.63		13,792.29		60.59	
101-265-923-000	COMPLEX HEATING	12,000.00	12,000.00		10,584.11		1,224.98		1,415.89		88.20	
101-265-924-000	COMPLEX PHONES	21,900.00	21,900.00		19,288.64		1,352.82		2,611.36		88.08	
101-265-924-100	BLDG & GROUNDS CELL PHONES/ DATA	3,000.00	3,000.00		2,877.27		484.73		122.73		95.91	
101-265-927-000	COMPLEX WATER-SEWER	7,500.00	7,500.00		6,545.42		106.13		954.58		87.27	
101-265-931-000	COMPLEX MAINTENANCE	60,000.00	80,000.00		119,343.41		21,774.20		(39,343.41)		149.18	
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	16,750.00	16,750.00		15,893.49		0.00		856.51		94.89	
101-265-939-000	SERVICE CONTRACTS	800.00	800.00		0.00		0.00		800.00		0.00	
101-265-981-000	OFFICE EQUIPMENT	11,200.00	5,000.00		0.00		0.00		5,000.00		0.00	
Net - Dept 265 - BUILDING AND GROUNDS		554,547.00	608,961.00		532,309.04		60,991.45		76,651.96			
Dept 276 - CEMETERY												
101-276-820-000	BACKHOE SERVICES	5,000.00	5,000.00		0.00		0.00		5,000.00		0.00	
101-276-921-000	CEMETERY ELECTRICITY	1,000.00	1,000.00		969.92		125.82		30.08		96.99	
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	15,000.00	15,000.00		5,181.03		2,030.83		9,818.97		34.54	
Net - Dept 276 - CEMETERY		21,000.00	21,000.00		6,150.95		2,156.65		14,849.05			
Dept 295 - ADMINISTRATIVE												
101-295-702-000	WAGES- FULL TIME	106,440.00	127,976.00		131,344.13		16,152.00		(3,368.13)		102.63	
101-295-704-000	WAGES- PART TIME	35,835.00	36,350.00		3,175.17		0.00		33,174.83		8.73	

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020		2021		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGDG USED
		AMENDED BUDGET	AMENDED BUDGET	AMENDED BUDGET	AMENDED BUDGET	12/31/2021	12/31/21	MONTH 12/31/21	MONTH 12/31/21	BALANCE	BALANCE	
						NORM (ABNORM)		INCR (DECR)	NORM (ABNORM)			
101-295-707-000	WAGES- CASUAL	5,000.00	5,000.00	5,000.00	5,000.00	40,776.48		3,978.32		(35,776.48)		815.53
101-295-713-000	OVERTIME	2,000.00	5,000.00	5,000.00	5,000.00	2,794.01		0.00		2,205.99		55.88
101-295-723-000	MEMBERSHIP AND DUES	775.00	775.00	775.00	775.00	534.00		219.00		241.00		68.90
101-295-724-000	EDUCATION	6,500.00	7,000.00	7,000.00	7,000.00	40.00		0.00		6,960.00		0.57
101-295-726-000	EMPLOYEE TRAINING	10,000.00	10,000.00	10,000.00	10,000.00	0.00		0.00		10,000.00		0.00
101-295-727-000	OFFICE SUPPLIES	15,000.00	15,000.00	15,000.00	15,000.00	17,785.83		1,383.42		(2,785.83)		118.57
101-295-730-000	POSTAGE	19,000.00	19,000.00	19,000.00	19,000.00	10,554.02		2,700.00		8,445.98		55.55
101-295-755-000	COVID 19 EXPENSES	0.00	0.00	0.00	0.00	0.00		(4,588.00)		0.00		0.00
101-295-787-000	MISCELLANEOUS	12,200.00	17,200.00	17,200.00	17,200.00	17,365.18		(38.69)		(165.18)		100.96
101-295-807-000	AUDIT FEES & SERVICES	15,040.00	15,040.00	15,040.00	15,040.00	15,040.00		0.00		0.00		100.00
101-295-810-000	LIABILITY INSURANCE	22,739.00	25,013.00	25,013.00	25,013.00	25,603.30		0.00		(590.30)		102.36
101-295-814-000	TAX/ASSESSING ADMIN COSTS	22,000.00	22,000.00	22,000.00	22,000.00	13,939.18		2,031.11		8,060.82		63.36
101-295-815-000	COMPUTER COSTS-ISP	4,800.00	4,800.00	4,800.00	4,800.00	4,762.00		490.00		38.00		99.21
101-295-815-100	COMPUTER COSTS-WEB SITE	6,000.00	6,000.00	6,000.00	6,000.00	245.00		0.00		5,755.00		4.08
101-295-816-000	INSECT/WEED CONTROL	55,000.00	58,800.00	58,800.00	58,800.00	56,011.00		9,050.00		2,789.00		95.26
101-295-821-000	ENGINEERING COSTS	35,000.00	35,000.00	35,000.00	35,000.00	18,008.15		2,061.00		16,991.85		51.45
101-295-826-000	LEGAL FEES	60,000.00	100,000.00	100,000.00	100,000.00	158,725.54		39,752.70		(58,725.54)		158.73
101-295-850-000	COMMUNICATIONS	0.00	0.00	0.00	0.00	2,405.37		0.00		(2,405.37)		100.00
101-295-860-000	ADMINISTRATIVE MILEAGE	500.00	500.00	500.00	500.00	28.56		0.00		471.44		5.71
101-295-881-000	FOURTH OF JULY	0.00	50,000.00	50,000.00	50,000.00	60,633.88		0.00		(10,633.88)		121.27
101-295-881-200	HALLOWEEN	0.00	2,500.00	2,500.00	2,500.00	255.38		0.00		2,244.62		10.22
101-295-881-300	KDL MUSIC PROGRAMING	0.00	3,500.00	3,500.00	3,500.00	0.00		0.00		3,500.00		0.00
101-295-882-000	SENIOR CITIZENS	0.00	2,000.00	2,000.00	2,000.00	0.00		0.00		2,000.00		0.00
101-295-885-000	NEWSLETTER	22,800.00	22,800.00	22,800.00	22,800.00	27,311.72		11,223.79		(4,511.72)		119.79
101-295-900-000	PRINTING/PUBLISHING	12,000.00	12,000.00	12,000.00	12,000.00	16,506.99		0.00		(4,506.99)		137.56
101-295-924-100	CELL PHONES/DATA	600.00	1,800.00	1,800.00	1,800.00	3,387.22		(195.35)		(1,587.22)		188.18
101-295-939-000	SERVICE CONTRACTS	17,000.00	17,000.00	17,000.00	17,000.00	14,887.21		9,196.61		2,112.79		87.57
101-295-941-000	POSTAGE MACHINE LEASE	2,800.00	2,800.00	2,800.00	2,800.00	2,064.51		688.17		735.49		73.73
101-295-950-000	PROPERTY TAX REFUNDS	1,000.00	2,500.00	2,500.00	2,500.00	2,120.53		422.74		379.47		84.82
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00		0.00		0.00		100.00
101-295-952-000	REGIS	40,000.00	40,000.00	40,000.00	40,000.00	33,494.57		0.00		6,505.43		83.74
101-295-952-100	KENT COUNTY AERIAL PHOTO	3,500.00	3,000.00	3,000.00	3,000.00	2,647.31		0.00		352.69		88.24
101-295-954-000	NPDES PHASE II	10,100.00	10,100.00	10,100.00	10,100.00	10,014.86		0.00		85.14		99.16
101-295-955-000	COMMUNITY MEDIA CENTER	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00		0.00		0.00		100.00
101-295-956-000	RIGHT PLACE PROGRAM	7,500.00	10,000.00	10,000.00	10,000.00	7,500.00		0.00		2,500.00		75.00
101-295-957-000	GENERAL FUND PHYSICAL EXAMS	2,000.00	2,000.00	2,000.00	2,000.00	0.00		0.00		2,000.00		0.00
101-295-967-000	SPECIAL PROJECTS	70,000.00	64,000.00	64,000.00	64,000.00	78,762.40		8,516.90		(14,762.40)		123.07
101-295-981-000	OFFICE EQUIPMENT	5,900.00	9,700.00	9,700.00	9,700.00	3,265.20		319.99		6,434.80		33.66
Net - Dept 295 - ADMINISTRATIVE		669,029.00	806,154.00	821,988.70	821,988.70	821,988.70		103,363.71		(15,834.70)		
Dept 445 - DRAIN												
101-445-816-000	DRAIN MAINTENANCE	12,000.00	12,000.00	12,000.00	12,000.00	10,343.10		0.00		1,656.90		86.19
101-445-821-000	DRAIN ENGINEERING	15,000.00	15,000.00	15,000.00	15,000.00	13,224.75		2,364.50		1,775.25		88.17
101-445-822-000	ILLCIT DISCHARGE PLAN	500.00	500.00	500.00	500.00	500.00		0.00		0.00		100.00
101-445-823-000	LGROW MEMBERSHIP DUES	400.00	400.00	400.00	400.00	400.00		0.00		0.00		100.00
Net - Dept 445 - DRAIN		27,900.00	27,900.00	24,467.85	24,467.85	24,467.85		2,364.50		3,432.15		
Dept 446 - ROADS												
101-446-818-000	DUST CONTROL LAYER	3,300.00	3,300.00	3,300.00	3,300.00	2,301.06		7.85		998.94		69.73
101-446-821-000	ROAD OVERLAYS	482,500.00	1,100,000.00	1,100,000.00	1,100,000.00	929,864.83		7.85		170,135.17		84.53
101-446-821-500	ROAD ENGINEERING STUDIES	30,000.00	30,000.00	30,000.00	30,000.00	4,463.12		0.00		25,536.88		14.88
Net - Dept 446 - ROADS		515,800.00	1,133,300.00	936,629.01	936,629.01	936,629.01		15.70		196,670.99		
Dept 447 - YARD WASTE REMOVAL												
101-447-787-000	MISCELLANEOUS	1,400.00	1,400.00	1,400.00	1,400.00	1,585.60		377.34		(185.60)		113.26
101-447-820-000	SPRING/FALL CLEAN-UP	40,000.00	40,000.00	40,000.00	40,000.00	29,158.64		0.00		10,841.36		72.90
101-447-939-000	SERVICE CONTRACTS	44,000.00	44,000.00	44,000.00	44,000.00	26,626.25		26,626.25		17,373.75		60.51
Net - Dept 447 - YARD WASTE REMOVAL		85,400.00	85,400.00	57,370.49	57,370.49	57,370.49		27,003.59		28,029.51		
Dept 448 - STREET LIGHTS												
101-448-926-000	STREETLIGHTING	132,000.00	132,000.00	132,000.00	132,000.00	142,802.66		23,857.81		(10,802.66)		108.18
101-448-927-100	TRAFFIC SIGNALS	3,000.00	3,000.00	3,000.00	3,000.00	51.08		0.00		2,948.92		1.70
Net - Dept 448 - STREET LIGHTS		135,000.00	135,000.00	142,853.74	142,853.74	142,853.74		23,857.81		(7,853.74)		
Dept 652 - TRANSPORTATION												
101-652-859-000	TRANSPORTATION SERVICES	6,000.00	36,000.00	36,000.00	36,000.00	5,700.05		(84.20)		30,299.95		15.83
101-652-859-100	TRANSPORTATION SERVICE-GO BUS TICKETS	2,000.00	2,000.00	2,000.00	2,000.00	0.00		0.00		2,000.00		0.00
101-652-861-000	BUS SERVICE 33RD & 36TH	28,879.00	32,366.00	32,366.00	32,366.00	28,522.32		2,376.86		3,843.68		88.12
101-652-861-100	BUS SERVICE 28TH ST	191,576.00	60,000.00	60,000.00	60,000.00	57,741.84		0.00		2,258.16		96.24
Net - Dept 652 - TRANSPORTATION		228,455.00	130,366.00	91,964.21	91,964.21	91,964.21		2,292.66		38,401.79		
Dept 721 - PLANNING												
101-721-702-000	WAGES- FULL TIME	260,386.00	274,497.00	274,497.00	274,497.00	262,553.00		22,976.83		11,944.00		95.65
101-721-707-000	WAGES- CASUAL	21,500.00	21,500.00	21,500.00	21,500.00	27,030.70		1,927.58		(5,530.70)		125.72
101-721-709-000	WAGES AND SALARIES PLANNING-OVERTIME	0.00	0.00	0.00	0.00	5,165.00		5,165.00		(5,165.00)		100.00
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	1,700.00	1,700.00	1,700.00	1,700.00	95.00		0.00		1,605.00		5.59
101-721-724-000	EDUCATION	7,000.00	7,000.00	7,000.00	7,000.00	486.00		0.00		6,514.00		6.94
101-721-727-000	COMM DEV SUPPLIES	500.00	500.00	500.00	500.00	204.93		0.00		295.07		40.99

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020		2021		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	AMENDED BUDGET	NORM (ABNORM)	12/31/2021	MONTH 12/31/21	BALANCE		
						INCR (DECR)	NORM (ABNORM)	USED	
101-721-768-000	COMM DEV UNIFORMS	1,000.00	1,000.00		0.00				
101-721-787-000	MISCELLANEOUS	500.00	750.00		124.98	0.00	1,000.00	0.00	
101-721-809-000	PLANNING COMMISSION EXPENSES	0.00	2,500.00		2,320.00	2,320.00	625.02	16.66	
101-721-860-000	COMM DEV MILEAGE	4,000.00	4,000.00		112.54	0.00	180.00	92.80	
101-721-862-500	COMM DEV EXPENSE ACCOUNT	800.00	800.00		77.71	0.00	3,887.46	2.81	
101-721-900-000	PRINTING & PUBLISHING	12,000.00	12,000.00		2,621.42	178.00	722.29	9.71	
101-721-901-000	DIGITAL IMAGING	6,000.00	6,000.00		0.00	0.00	9,378.58	21.85	
101-721-925-000	CELL PHONE/ DATA	1,800.00	1,800.00		1,448.73	115.72	6,000.00	0.00	
101-721-967-000	SPECIAL PROJECTS	5,000.00	25,000.00		2,931.69	0.00	351.27	80.49	
101-721-981-000	OFFICE EQUIPMENT	3,600.00	3,600.00		9.99	0.00	22,068.31	11.73	
Net - Dept 721 - PLANNING		325,786.00	362,647.00		305,181.69	32,683.13	3,590.01	0.28	57,465.31
Dept 756 - PARKS									
101-756-756-000	PARK OPERATING SUPPLIES	6,000.00	6,000.00		4,442.55	0.00	1,557.45	74.04	
101-756-921-000	PARK ELECTRICITY	5,800.00	6,000.00		6,880.72	967.19	(880.72)	114.68	
101-756-924-000	PARK PHONES	1,920.00	1,920.00		686.92	0.00	1,233.08	35.78	
101-756-927-000	PARK WATER-SEWER	3,200.00	3,200.00		2,596.56	614.95	603.44	81.14	
101-756-935-000	PARK MAINTENANCE	86,000.00	61,000.00		41,172.54	14,290.79	19,827.46	67.50	
101-756-981-000	OFFICE EQUIPMENT	5,000.00	5,000.00		0.00	0.00	5,000.00	0.00	
Net - Dept 756 - PARKS		107,920.00	83,120.00		55,779.29	15,872.93	27,340.71		
Dept 803 - HISTORICAL									
101-803-758-000	COMMUNITY PROMOTION	6,000.00	7,000.00		7,000.00	0.00	0.00	100.00	
101-803-921-000	MUSEUM - ELECTRICITY	750.00	750.00		763.41	131.30	(13.41)	101.79	
101-803-923-000	MUSEUM - HEATING/UTILITY	1,200.00	1,200.00		927.18	232.06	272.82	77.27	
101-803-927-000	MUSEUM WATER-SEWER	300.00	300.00		975.80	315.86	(675.80)	325.27	
101-803-961-000	MUSEUM MAINTENANCE	8,400.00	2,400.00		2,537.44	50.00	(137.44)	105.73	
Net - Dept 803 - HISTORICAL		16,650.00	11,650.00		12,203.83	729.22	(553.83)		
Dept 850 - BENEFITS/INSURANCE									
101-850-715-000	FICA-EMPLOYER	114,329.00	119,450.00		110,322.63	10,131.35	9,127.37	92.36	
101-850-716-000	DEFINED CONTRIBUTION PLAN	102,554.00	109,868.00		83,539.11	1,996.02	26,328.89	76.04	
101-850-717-000	WORKERS COMP INSURANCE	41,411.00	49,020.00		57,296.85	11,342.00	(8,276.85)	116.88	
101-850-718-000	VISION INSURANCE BENEFITS	2,670.00	2,670.00		2,431.75	191.32	238.25	91.08	
101-850-718-200	OTHER BENEFITS	42,100.00	40,700.00		39,200.00	0.00	1,500.00	96.31	
101-850-718-300	OTHER BENEFITS- PTO BUYBACK PROGRAM	26,000.00	26,000.00		28,196.59	28,196.59	(2,196.59)	108.45	
101-850-719-000	HEALTH INSURANCE BENEFITS	190,166.00	199,483.00		219,709.45	17,359.99	(20,226.45)	110.14	
101-850-719-100	OPT-OUT INSURANCE	10,000.00	10,000.00		4,000.00	0.00	6,000.00	40.00	
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	15,138.00	15,138.00		13,058.07	983.67	2,079.93	86.26	
101-850-721-000	DENTAL INSURANCE BENEFITS	21,311.00	21,311.00		17,014.92	1,128.36	4,296.08	79.84	
101-850-722-000	PENSION PLAN BENEFITS	71,028.00	71,028.00		85,856.28	7,154.69	(14,828.28)	120.88	
101-850-723-000	OTHER BENEFITS	0.00	50.00		2,942.74	2,093.81	(2,892.74)	5,885.48	
Net - Dept 850 - BENEFITS/INSURANCE		636,707.00	664,718.00		663,568.39	81,577.80	1,149.61		
Dept 901 - CAPITAL OUTLAY									
101-901-970-000	CAPITAL OUTLAY - FFE	46,000.00	88,470.00		61,412.74	(415.51)	27,057.26	69.42	
101-901-971-000	CAPITAL OUTLAY - LAND	0.00	310,000.00		304,908.03	0.00	5,091.97	98.36	
101-901-974-000	CAPITAL OUTLAY - LANDIMP	1,250,000.00	0.00		40,901.75	40,901.75	(40,901.75)	100.00	
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	809,000.00	320,000.00		201,990.12	(40,901.75)	118,009.88	63.12	
Net - Dept 901 - CAPITAL OUTLAY		2,105,000.00	718,470.00		609,212.64	(415.51)	109,257.36		
Dept 965 - TRANSFERS OUT									
101-965-999-004	TRANSFER TO CEMETERY TRUST FUN	1,500.00	1,500.00		1,875.00	1,875.00	(375.00)	125.00	
101-965-999-005	TRANSFER TO DAM MAJOR REPAIR	40,000.00	40,000.00		40,000.00	10,000.00	0.00	100.00	
101-965-999-006	TRANSFER TO FIRE FUND	400,000.00	400,000.00		400,000.00	33,333.33	0.00	100.00	
Net - Dept 965 - TRANSFERS OUT		441,500.00	441,500.00		441,875.00	45,208.33	(375.00)		
Fund 101 - GENERAL FUND:									
TOTAL REVENUES		5,182,034.00	5,113,531.06		4,924,132.30	657,074.81	189,398.76	96.30	
TOTAL EXPENDITURES		6,822,712.00	6,149,138.00		5,507,316.42	491,988.22	641,821.58	89.56	
NET OF REVENUES & EXPENDITURES		(1,640,678.00)	(1,035,606.94)		(583,184.12)	165,086.59	(452,422.82)	56.31	

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 101 - GENERAL FUND			
101-000-001-001	CASH DRAWER-PETTY CASH	175.00	
101-000-001-110	FLAGSTAR BANK - CASH GENERAL FUND	806,999.08	
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	970.72	
101-000-001-500	GF CASH - K.C. POOL	1,181,191.34	
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	457,384.18	
101-000-001-700	CASH - GIFT CARDS	333.04	
101-000-003-016	CD- ADVENTURE CREDIT UNION	561,348.57	
101-000-003-022	CD- MERCANTILE BANK OF MI M 7/26/22	535,196.94	
101-000-003-028	CONSUMER CREDIT UNION M 1/08/2021	271,969.51	
101-000-003-038	GRAND RIVER BANK CD M 12/19/20	539,829.11	
101-000-003-041	LAKE MICH CREDIT UNION CD M 6/02/2020	1,044,648.34	
101-000-003-042	CD MSU FCU	500,015.00	
101-000-015-018	MONEY MARKET - HORIZON BANK	527,891.99	
101-000-015-019	M/M - FLAGSTAR BANK	88,528.11	
101-000-084-000	DUE FROM OTHER FUNDS	1,541.86	
101-000-202-000	ACCOUNTS PAYABLE		23,378.99
101-000-204-000	ACCRUED PAYROLL		52,390.24
101-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING		46,200.00
101-000-231-205	COBRA		1,056.60
101-000-231-212	FICA W/H		34.72
101-000-231-213	MI W/H		9.64
101-000-231-220	DEPENDENT LIFE W/H		71.10
101-000-231-221	ADDITIONAL LIFE W/H		304.63
101-000-390-000	FUND BALANCE - UNASSIGNED		3,978,217.99
101-000-391-001	FUND BALANCE - COMMITTED/PENSION 2012		499,543.00
101-000-391-004	FUND BAL - COMMIT FUTURE FACIL IMP 2018		2,500,000.00
101-000-401-401	GENERAL PROPERTY TAXES		1,467,784.83
101-000-401-405	STREETLIGHT		77,957.06
101-000-401-410	PERSONAL PROPERTY TAX		100,928.52
101-000-401-420	DELINQUENT TAXES		3,885.96
101-000-401-437	ABATEMENT TAXES		17,331.04
101-000-401-445	INTEREST & PENALTIES ON TAXES		6,138.73
101-000-401-447	TAX ADMINISTRATION FEES		642,396.04
101-000-450-460	CABLE REVENUE		252,092.49
101-000-450-465	CABLE - PEG FEES		51,440.37
101-000-450-490	DOG LICENSES		436.80
101-000-450-498	OTHER PERMITS		50.00
101-000-451-000	LIQUOR LICENSE		29,728.60
101-000-528-000	OTHER FEDERAL GRANTS		38,097.50
101-000-539-576	STATE SHARED REV.-SALES TAX		1,510,469.00
101-000-539-581	METRO ACT		22,405.06
101-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		53,818.66
101-000-600-608	PLANNING AND ZONING FEES		14,873.05

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-000-600-610	SUMMER TAX COLLECTION FEE		26,420.80
101-000-600-611	SEWER & WATER IMPLEMENTATION		25,302.40
101-000-600-614	PA 198 TAX APPLICATION FEE		2,000.00
101-000-600-626	PASSPORT APPLICATION FEE		4,235.00
101-000-600-634	CEMETERY-OPENINGS AND CLOSINGS		17,240.00
101-000-665-000	INTEREST ON INVESTMENTS		50,211.68
101-000-665-002	DAM LEASE PAYMENTS		70,000.00
101-000-665-003	RENTAL OF FACILITIES		50.00
101-000-665-004	CELLULAR TOWERS		102,068.79
101-000-665-014	CELL TOWER - KEPS ANTENA LEASE		675.00
101-000-671-653	PARK INCOME		8,230.00
101-000-671-671	MISCELLANEOUS INCOME		1,080.91
101-000-671-676	PARK DONATIONS		2,000.00
101-000-671-680	MISC INCOME - TRANSIT TICKETS		560.00
101-000-673-000	SALE OF ASSETS		50.00
101-000-674-000	4TH OF JULY SPONSORS		7,153.66
101-000-675-000	DDA CONTRIBUTION		99,426.00
101-000-679-000	INTERFUND REIMBURSE/BLDG INSPECTION FUND		90,159.35
101-000-679-100	REIMBURSEMENT FROM PATHWAYS		50,974.00
101-000-679-200	REIMBURSEMENT FROM LIBRARY		76,461.00
101-101-704-000	WAGES- TRUSTEES (4)	41,222.43	
101-101-723-000	TOWNSHIP DUES	18,152.83	
101-101-924-100	TRUSTEE CELL PHONES/DATA	940.38	
101-171-702-000	WAGES- FULL TIME	197,381.27	
101-171-704-000	WAGES- TOWNSHIP SUPERVISOR	22,901.43	
101-171-723-000	SUPERVISOR MEMBERSHIPS AND DUES	2,626.00	
101-171-724-000	EDUCATION	4,304.57	
101-171-725-100	TUITION REIMBURSEMENT	4,146.00	
101-171-860-000	SUPERVISOR MILEAGE	229.55	
101-171-862-500	SUPERVISOR EXPENSE ACCOUNT	18.00	
101-171-862-550	MANAGER EXPENSE ACCOUNT	346.06	
101-171-901-000	SUPERVISOR PUBLICATIONS	40.90	
101-171-925-000	CELL PHONE/ DATA	2,117.66	
101-171-967-000	SPECIAL PROJECTS	15,526.85	
101-171-981-000	OFFICE EQUIPMENT	1,223.64	
101-215-702-000	WAGES- FULL TIME	49,814.25	
101-215-704-000	WAGES- CLERK	18,321.11	
101-215-723-000	CLERK MEMBERSHIPS AND DUES	531.00	
101-215-724-000	EDUCATION	763.54	
101-215-860-000	CLERK MILEAGE	690.50	
101-215-862-500	CLERK'S EXPENSE ACCOUNT	369.50	
101-215-925-000	CELL PHONE/ DATA	2,323.29	
101-215-981-000	OFFICE EQUIPMENT	560.86	
101-253-702-000	WAGES- FULL TIME	114,505.92	
101-253-704-000	WAGES- TREASURER	18,321.11	

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-253-723-000	TREASURER MEMBERSHIPS AND DUES	612.00	
101-253-724-000	EDUCATION	845.00	
101-253-860-000	TREASURER MILEAGE	354.55	
101-253-924-100	TREASURER'S CELL PHONES/DATA	313.47	
101-253-939-000	TREASURER SERVICE CONTRACTS	2,405.00	
101-253-981-000	OFFICE EQUIPMENT	3,248.50	
101-257-702-000	WAGES- FULL TIME	214,012.70	
101-257-707-000	WAGES- CASUAL	7,758.08	
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	1,301.75	
101-257-724-000	EDUCATION	2,301.33	
101-257-727-000	ASSESSING OFFICE SUPPLIES	480.48	
101-257-801-000	ASSESSING CONTRACTUAL SERVICES	24,000.00	
101-257-808-000	BOARD OF REVIEW EXPENSES	2,316.43	
101-257-860-000	ASSESSING MILEAGE	487.76	
101-257-900-000	ASSESSING PRINTING AND PUBLISHING	446.09	
101-257-924-100	CELL PHONES/DATA	1,923.04	
101-257-939-000	ASSESSING SERVICE CONTRACTS	6,730.25	
101-257-981-000	OFFICE EQUIPMENT	1,213.18	
101-262-703-000	ELECTION SALARIES/PT HELP	1,146.17	
101-262-707-000	WAGES- CASUAL	13,639.67	
101-262-756-000	ELECTION SUPPLIES	1,587.43	
101-262-788-000	ELECTION MISC EXPENSES	1,260.06	
101-265-702-000	WAGES- FULL TIME	278,462.51	
101-265-707-000	WAGES- CASUAL	18,169.51	
101-265-713-000	OVERTIME	4,141.35	
101-265-768-000	BLDG & GROUNDS UNIFORMS	2,238.04	
101-265-863-000	VEHICLE MAINT	15,358.83	
101-265-864-000	FUEL	18,198.75	
101-265-921-000	COMPLEX ELECTRICITY	21,207.71	
101-265-923-000	COMPLEX HEATING	10,584.11	
101-265-924-000	COMPLEX PHONES	19,288.64	
101-265-924-100	BLDG & GROUNDS CELL PHONES/ DATA	2,877.27	
101-265-927-000	COMPLEX WATER-SEWER	6,545.42	
101-265-931-000	COMPLEX MAINTENANCE	119,343.41	
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	15,893.49	
101-276-921-000	CEMETERY ELECTRICITY	969.92	
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	5,181.03	
101-295-702-000	WAGES- FULL TIME	131,344.13	
101-295-704-000	WAGES- PART TIME	3,175.17	
101-295-707-000	WAGES- CASUAL	40,776.48	
101-295-713-000	OVERTIME	2,794.01	
101-295-723-000	MEMBERSHIP AND DUES	534.00	
101-295-724-000	EDUCATION	40.00	
101-295-727-000	OFFICE SUPPLIES	17,785.83	
101-295-730-000	POSTAGE	10,554.02	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-295-787-000	MISCELLANEOUS	17,365.18	
101-295-807-000	AUDIT FEES & SERVICES	15,040.00	
101-295-810-000	LIABILITY INSURANCE	25,603.30	
101-295-814-000	TAX/ASSESSING ADMIN COSTS	13,939.18	
101-295-815-000	COMPUTER COSTS-ISP	4,762.00	
101-295-815-100	COMPUTER COSTS-WEB SITE	245.00	
101-295-816-000	INSECT/WEED CONTROL	56,011.00	
101-295-821-000	ENGINEERING COSTS	18,008.15	
101-295-826-000	LEGAL FEES	158,725.54	
101-295-850-000	COMMUNICATIONS	2,405.37	
101-295-860-000	ADMINISTRATIVE MILEAGE	28.56	
101-295-881-000	FOURTH OF JULY	60,633.88	
101-295-881-200	HALLOWEEN	255.38	
101-295-885-000	NEWSLETTER	27,311.72	
101-295-900-000	PRINTING/PUBLISHING	16,506.99	
101-295-924-100	CELL PHONES/DATA	3,387.22	
101-295-939-000	SERVICE CONTRACTS	14,887.21	
101-295-941-000	POSTAGE MACHINE LEASE	2,064.51	
101-295-950-000	PROPERTY TAX REFUNDS	2,120.53	
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000.00	
101-295-952-000	REGIS	33,494.57	
101-295-952-100	KENT COUNTY AERIAL PHOTO	2,647.31	
101-295-954-000	NPDES PHASE II	10,014.86	
101-295-955-000	COMMUNITY MEDIA CENTER	5,000.00	
101-295-956-000	RIGHT PLACE PROGRAM	7,500.00	
101-295-967-000	SPECIAL PROJECTS	78,762.40	
101-295-981-000	OFFICE EQUIPMENT	3,265.20	
101-445-816-000	DRAIN MAINTENANCE	10,343.10	
101-445-821-000	DRAIN ENGINEERING	13,224.75	
101-445-822-000	ILLICIT DISCHARGE PLAN	500.00	
101-445-823-000	LGROW MEMBERSHIP DUES	400.00	
101-446-818-000	DUST CONTROL LAYER	2,301.06	
101-446-821-000	ROAD OVERLAYS	929,864.83	
101-446-821-500	ROAD ENGINEERING STUDIES	4,463.12	
101-447-787-000	MISCELLANEOUS	1,585.60	
101-447-820-000	SPRING/FALL CLEAN-UP	29,158.64	
101-447-939-000	SERVICE CONTRACTS	26,626.25	
101-448-926-000	STREETLIGHTING	142,802.66	
101-448-927-100	TRAFFIC SIGNALS	51.08	
101-652-859-000	TRANSPORTATION SERVICES	5,700.05	
101-652-861-000	BUS SERVICE 33RD & 36TH	28,522.32	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-652-861-100	BUS SERVICE 28TH ST	57,741.84	
101-721-702-000	WAGES- FULL TIME	262,553.00	
101-721-707-000	WAGES- CASUAL	27,030.70	
101-721-709-000	WAGES AND SALARIES PLANNING-OVERTIME	5,165.00	
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	95.00	
101-721-724-000	EDUCATION	486.00	
101-721-727-000	COMM DEV SUPPLIES	204.93	
101-721-787-000	MISCELLANEOUS	124.98	
101-721-809-000	PLANNING COMMISSION EXPENSES	2,320.00	
101-721-860-000	COMM DEV MILEAGE	112.54	
101-721-862-500	COMM DEV EXPENSE ACCOUNT	77.71	
101-721-900-000	PRINTING & PUBLISHING	2,621.42	
101-721-925-000	CELL PHONE/ DATA	1,448.73	
101-721-967-000	SPECIAL PROJECTS	2,931.69	
101-721-981-000	OFFICE EQUIPMENT	9.99	
101-756-756-000	PARK OPERATING SUPPLIES	4,442.55	
101-756-921-000	PARK ELECTRICITY	6,880.72	
101-756-924-000	PARK PHONES	686.92	
101-756-927-000	PARK WATER-SEWER	2,596.56	
101-756-935-000	PARK MAINTENANCE	41,172.54	
101-803-758-000	COMMUNITY PROMOTION	7,000.00	
101-803-921-000	MUSEUM - ELECTRICITY	763.41	
101-803-923-000	MUSEUM - HEATING/UTILITY	927.18	
101-803-927-000	MUSEUM WATER-SEWER	975.80	
101-803-961-000	MUSEUM MAINTENANCE	2,537.44	
101-850-715-000	FICA-EMPLOYER	110,322.63	
101-850-716-000	DEFINED CONTRIBUTION PLAN	83,539.11	
101-850-717-000	WORKERS COMP INSURANCE	57,296.85	
101-850-718-000	VISION INSURANCE BENEFITS	2,431.75	
101-850-718-200	OTHER BENEFITS	39,200.00	
101-850-718-300	OTHER BENEFITS- PTO BUYBACK PROGRAM	28,196.59	
101-850-719-000	HEALTH INSURANCE BENEFITS	219,709.45	
101-850-719-100	OPT-OUT INSURANCE	4,000.00	
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	13,058.07	
101-850-721-000	DENTAL INSURANCE BENEFITS	17,014.92	
101-850-722-000	PENSION PLAN BENEFITS	85,856.28	
101-850-723-000	OTHER BENEFITS	2,942.74	
101-901-970-000	CAPITAL OUTLAY - FFE	61,412.74	
101-901-971-000	CAPITAL OUTLAY - LAND	304,908.03	
101-901-974-000	CAPITAL OUTLAY - LANDIMP	40,901.75	
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	201,990.12	
101-965-999-004	TRANSFER TO CEMETERY TRUST FUN	1,875.00	
101-965-999-005	TRANSFER TO DAM MAJOR REPAIR	40,000.00	
101-965-999-006	TRANSFER TO FIRE FUND	400,000.00	
Total Fund 101 - GENERAL FUND		12,025,339.21	12,025,339.21

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 101 - GENERAL FUND		
*** Assets ***		
101-000-001-001	CASH DRAWER-PETTY CASH	175.00
101-000-001-110	FLAGSTAR BANK - CASH GENERAL FUND	806,999.08
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	970.72
101-000-001-500	GF CASH - K.C. POOL	1,181,191.34
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	457,384.18
101-000-001-700	CASH - GIFT CARDS	333.04
101-000-003-016	CD- ADVENTURE CREDIT UNION	561,348.57
101-000-003-022	CD- MERCANTILE BANK OF MI M 7/26/22	535,196.94
101-000-003-028	CONSUMER CREDIT UNION M 1/08/2021	271,969.51
101-000-003-038	GRAND RIVER BANK CD M 12/19/20	539,829.11
101-000-003-041	LAKE MICH CREDIT UNION CD M 6/02/2020	1,044,648.34
101-000-003-042	CD MSU FCU	500,015.00
101-000-015-018	MONEY MARKET - HORIZON BANK	527,891.99
101-000-015-019	M/M - FLAGSTAR BANK	88,528.11
101-000-084-000	DUE FROM OTHER FUNDS	1,541.86
	Total Assets	6,518,022.79
*** Liabilities ***		
101-000-202-000	ACCOUNTS PAYABLE	23,378.99
101-000-204-000	ACCRUED PAYROLL	52,390.24
101-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	46,200.00
101-000-231-205	COBRA	1,056.60
101-000-231-212	FICA W/H	34.72
101-000-231-213	MI W/H	9.64
101-000-231-220	DEPENDENT LIFE W/H	71.10
101-000-231-221	ADDITIONAL LIFE W/H	304.63
	Total Liabilities	123,445.92
*** Fund Balance ***		
101-000-390-000	FUND BALANCE - UNASSIGNED	3,978,217.99
101-000-391-001	FUND BALANCE - COMMITTED/PENSION 2012	499,543.00
101-000-391-004	FUND BAL - COMMIT FUTURE FACIL IMP 2018	2,500,000.00
	Total Fund Balance	6,977,760.99
	Beginning Fund Balance	6,977,760.99
	Net of Revenues VS Expenditures	(583,184.12)
	Ending Fund Balance	6,394,576.87
	Total Liabilities And Fund Balance	6,518,022.79

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	12/31/2021 NORM (ABNORM)	MONTH 12/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 151 - CEMETERY TRUST FUND							
Revenues							
151-000-600-634	CEMETERY-OPENINGS AND CLOSINGS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
151-000-600-636	CEMETERY-CARE FEE	3,500.00	3,500.00	5,360.00	400.00	(1,860.00)	153.14
151-000-665-000	INTEREST ON INVESTMENTS	560.00	580.00	496.63	72.41	83.37	85.63
151-000-699-101	TRANSFER FROM GENERAL FUND	0.00	0.00	1,875.00	1,875.00	(1,875.00)	100.00
Total Revenues		5,560.00	5,580.00	7,731.63	2,347.41	(2,151.63)	
Dept 276 - CEMETERY							
151-276-787-000	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
151-276-931-000	MAINT & REPAIR/IMPROVEMENTS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Net - Dept 276 - CEMETERY		2,500.00	2,500.00	0.00	0.00	2,500.00	
Fund 151 - CEMETERY TRUST FUND:							
TOTAL REVENUES		5,560.00	5,580.00	7,731.63	2,347.41	(2,151.63)	138.56
TOTAL EXPENDITURES		2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
NET OF REVENUES & EXPENDITURES		3,060.00	3,080.00	7,731.63	2,347.41	(4,651.63)	251.03

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 151 - CEMETERY TRUST FUND			
151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	126,305.78	
151-000-390-000	FUND BALANCE		113,574.15
151-000-391-001	FUND BALANCE-COMMITTED WHITNEYVILLE M 11		5,000.00
151-000-600-636	CEMETERY-CARE FEE		5,360.00
151-000-665-000	INTEREST ON INVESTMENTS		496.63
151-000-699-101	TRANSFER FROM GENERAL FUND		1,875.00
Total Fund 151 - CEMETERY TRUST FUND		126,305.78	126,305.78

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 151 - CEMETERY TRUST FUND		
*** Assets ***		
151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	126,305.78
	Total Assets	<u>126,305.78</u>
*** Liabilities ***		
	Total Liabilities	<u>0.00</u>
*** Fund Balance ***		
151-000-390-000	FUND BALANCE	113,574.15
151-000-391-001	FUND BALANCE-COMMITTED WHITNEYVILLE N	5,000.00
	Total Fund Balance	<u>118,574.15</u>
	Beginning Fund Balance	118,574.15
	Net of Revenues VS Expenditures	7,731.63
	Ending Fund Balance	<u>126,305.78</u>
	Total Liabilities And Fund Balance	<u>126,305.78</u>

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	12/31/2021 NORM (ABNORM)	MONTH 12/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 206 - FIRE FUND							
Revenues							
206-000-401-402	TAX LEVY	1,907,836.00	1,984,926.00	1,986,044.68	0.00	(1,118.68)	100.06
206-000-401-410	PERSONAL PROPERTY TAX	134,906.00	140,813.00	136,618.92	0.00	4,194.08	97.02
206-000-401-412	DELINQUENT TAXES-LEVY	5,000.00	5,500.00	5,558.22	0.00	(58.22)	101.06
206-000-401-437	ABATEMENT TAXES-LEVY	16,093.00	23,460.00	23,459.59	0.00	0.41	100.00
206-000-401-445	PENALTIES & INTEREST ON TAXES	450.00	450.00	408.81	0.00	41.19	90.85
206-000-543-000	STATE GRANT- ROBOTIC MANIQUIN	0.00	4,200.00	4,859.88	0.00	(659.88)	115.71
206-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	37,792.00	33,399.26	33,399.26	0.00	0.00	100.00
206-000-655-661	DISTRICT COURT FINES	500.00	54.45	130.35	0.00	(75.90)	239.39
206-000-665-000	INTEREST REVENUE	30,000.00	40,000.00	21,194.44	287.03	18,805.56	52.99
206-000-671-671	MISCELLANEOUS INCOME	250.00	250.00	0.00	0.00	250.00	0.00
206-000-671-675	DONATIONS	500.00	500.00	0.00	0.00	500.00	0.00
206-000-671-683	REIMBURSEMENTS/REFUNDS	250.00	250.00	150.00	0.00	100.00	60.00
206-000-673-000	SALE OF ASSETS	0.00	0.00	5,437.00	0.00	(5,437.00)	100.00
206-000-699-000	TRANSFER IN	444,323.00	444,323.00	400,000.00	33,333.33	44,323.00	90.02
Total Revenues		2,577,900.00	2,678,125.71	2,617,261.15	33,620.36	60,864.56	
Dept 336 - FIRE DEPARTMENT							
206-336-702-000	WAGES- FULL TIME	1,442,593.00	1,420,300.00	1,382,626.22	155,280.85	37,673.78	97.35
206-336-703-200	ASSIGNABLE SALARY	0.00	34,902.00	0.00	0.00	34,902.00	0.00
206-336-707-000	WAGES- CASUAL	150,000.00	150,000.00	175,609.01	14,293.64	(25,609.01)	117.07
206-336-713-000	OVERTIME	70,000.00	115,000.00	144,303.06	12,783.42	(29,303.06)	125.48
206-336-723-000	FIRE MEMBERSHIP AND DUES	1,700.00	2,800.00	2,944.22	275.00	(144.22)	105.15
206-336-725-000	FIRE TUITION	5,000.00	5,000.00	4,983.00	997.00	17.00	99.66
206-336-726-000	FIRE TRAINING	25,000.00	30,500.00	28,873.62	467.40	1,626.38	94.67
206-336-727-000	FIRE OFFICE SUPPLIES	4,000.00	4,100.00	4,517.20	430.98	(417.20)	110.18
206-336-738-000	FIRE MAINT SUPPLIES	1,700.00	1,700.00	1,304.87	137.57	395.13	76.76
206-336-745-000	FIRE FUELS	20,000.00	20,000.00	21,176.50	2,398.79	(1,176.50)	105.88
206-336-752-000	SUPPLIES	2,000.00	2,500.00	1,192.40	47.66	1,307.60	47.70
206-336-752-100	MEDICAL SUPPLIES	0.00	7,000.00	7,558.09	1,224.18	(558.09)	107.97
206-336-768-000	FIRE UNIFORMS	13,500.00	14,000.00	14,472.55	3,707.40	(472.55)	103.38
206-336-787-000	MISCELLANEOUS	4,000.00	4,000.00	3,598.83	194.06	401.17	89.97
206-336-802-000	CONTRACTUAL SERVICES	70,000.00	16,000.00	15,707.77	5,169.25	292.23	98.17
206-336-803-000	FIRE FIGHTER HIRING	2,000.00	2,000.00	1,521.00	518.00	479.00	76.05
206-336-804-000	RESPIRATORY PROGRAM	8,600.00	8,600.00	9,740.69	105.06	(1,140.69)	113.26
206-336-807-000	FIRE AUDIT FEES & SERVICES	2,820.00	2,820.00	2,820.00	0.00	0.00	100.00
206-336-810-000	LIABILITY INSURANCE	17,987.00	23,781.30	23,781.30	0.00	0.00	100.00
206-336-826-000	FIRE LEGAL FEES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
206-336-850-000	COMMUNICATIONS	14,500.00	14,500.00	19,130.58	2,509.02	(4,630.58)	131.94
206-336-863-000	VEHICLE MAINT	60,000.00	52,000.00	54,747.19	15,509.77	(2,747.19)	105.28
206-336-887-000	FIRE PUBLIC RELATIONS	5,000.00	4,600.00	3,747.40	0.00	852.60	81.47
206-336-901-000	FIRE PUBLICATIONS	1,500.00	1,500.00	919.96	0.00	580.04	61.33
206-336-927-002	FIRE WATER/BUTTRICK	0.00	0.00	2,435.11	0.00	(2,435.11)	100.00
206-336-928-000	UTILITIES	18,820.00	18,820.00	34,967.20	8,307.63	(16,147.20)	185.80
206-336-932-000	FIRE OFF EQUIP & COMPUTER REPA	4,000.00	9,000.00	8,832.96	0.00	167.04	98.14
206-336-932-400	GRANT -ROBOTIC MANIQUIN TRAINING	0.00	4,200.00	4,198.00	0.00	2.00	99.95
206-336-936-000	FIRE STATION MAINT	16,000.00	12,000.00	14,225.32	1,506.66	(2,225.32)	118.54
206-336-936-002	FIRE STATION MAINT/BUTTRICK	31,000.00	28,000.00	21,382.56	601.43	6,617.44	76.37
206-336-937-000	FIRE RADIO MAINT	12,000.00	12,000.00	10,584.05	1,790.69	1,415.95	88.20
206-336-938-000	FIRE EQUIPMENT MAINT	8,000.00	10,000.00	12,607.35	63.25	(2,607.35)	126.07
206-336-939-000	FIRE COPIER/LEASE/SERVICE	3,300.00	3,100.00	1,738.10	0.00	1,361.90	56.07
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	900.00	900.00	1,038.25	150.00	(138.25)	115.36
206-336-950-000	PROPERTY TAX REFUNDS	200.00	500.00	276.45	0.00	223.55	55.29
206-336-957-000	FIRE PHYSICAL EXAMS	16,000.00	16,000.00	14,313.00	0.00	1,687.00	89.46
206-336-958-000	FIRE SUPPLEMENTAL EQUIPMENT	14,000.00	7,000.00	6,723.15	286.00	276.85	96.05
206-336-959-000	FIRE PROTECTIVE CLOTHING	30,000.00	37,000.00	31,694.68	17,417.66	5,305.32	85.66
206-336-981-000	OFFICE EQUIPMENT	12,000.00	10,000.00	6,675.19	0.00	3,324.81	66.75
Net - Dept 336 - FIRE DEPARTMENT		2,089,120.00	2,107,123.30	2,096,966.83	246,172.37	10,156.47	
Dept 850 - BENEFITS/INSURANCE							
206-850-715-000	FICA-EMPLOYER	127,189.00	131,476.00	130,478.23	11,005.06	997.77	99.24
206-850-716-000	DEFINED CONTRIBUTION PLAN	113,877.00	118,411.00	126,745.80	10,313.56	(8,334.80)	107.04
206-850-717-000	WORKERS COMP INSURANCE	103,031.00	113,335.00	142,554.58	28,218.90	(29,219.58)	125.78
206-850-718-000	VISION INSURANCE BENEFITS	2,761.00	2,761.00	2,606.53	203.90	154.47	94.41
206-850-718-200	OTHER BENEFITS	30,800.00	39,997.00	32,200.00	0.00	7,797.00	80.51
206-850-718-300	OTHER BENEFITS- PTO BUYBACK PROGRAM	22,500.00	22,500.00	12,600.73	12,600.73	9,899.27	56.00
206-850-719-000	HEALTH INSURANCE BENEFITS	198,522.00	243,072.00	245,896.04	17,850.47	(2,824.04)	101.16
206-850-719-100	OPT-OUT INSURANCE	12,000.00	12,000.00	10,000.00	5,000.00	2,000.00	83.33
206-850-720-000	LIFE & DISABILITY INSURANCE	14,407.00	14,407.00	18,522.99	1,594.90	(4,115.99)	128.57
206-850-720-100	FIRE CASUALTY INSURANCE	0.00	0.00	7,797.00	0.00	(7,797.00)	100.00
206-850-721-000	DENTAL INSURANCE BENEFITS	22,688.00	22,679.00	22,510.18	2,003.51	168.82	99.26
206-850-722-000	PENSION PLAN BENEFITS	75,240.00	75,240.00	104,089.30	8,674.39	(28,849.30)	138.34
Net - Dept 850 - BENEFITS/INSURANCE		723,015.00	795,878.00	856,001.38	97,465.42	(60,123.38)	

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020		2021		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	NORM (ABNORM)	12/31/2021	MONTH 12/31/21	BALANCE	NORM (ABNORM)	
Dept 901 - CAPITAL OUTLAY									
206-901-970-000	CAPITAL OUTLAY - FFE	24,000.00	141,250.00	143,282.81	37,536.86	(2,032.81)	101.44		
206-901-974-000	CAPITAL OUTLAY - LAND IMP	0.00	35,000.00	33,354.83	0.00	1,645.17	95.30		
206-901-975-000	CAPITAL OUTLAY - BLDGIMP	0.00	0.00	99,580.51	56,776.92	(99,580.51)	100.00		
Net - Dept 901 - CAPITAL OUTLAY		24,000.00	176,250.00	276,218.15	94,313.78	(99,968.15)			
Dept 965 - TRANSFERS OUT									
206-965-999-208	TRANSFER TO HAZMAT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00		
Net - Dept 965 - TRANSFERS OUT		2,000.00	2,000.00	0.00	0.00	2,000.00			
Fund 206 - FIRE FUND:									
TOTAL REVENUES		2,577,900.00	2,678,125.71	2,617,261.15	33,620.36	60,864.56	97.73		
TOTAL EXPENDITURES		2,838,135.00	3,081,251.30	3,229,186.36	437,951.57	(147,935.06)	104.80		
NET OF REVENUES & EXPENDITURES		(260,235.00)	(403,125.59)	(611,925.21)	(404,331.21)	208,799.62	151.80		

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 206 - FIRE FUND			
206-000-001-001	CASH DRAWER-PETTY CASH	80.00	
206-000-001-510	MI CLASS CASH - POOL ACCOUNTS	706,837.12	
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	49,466.09	
206-000-003-000	53RD -CASH	0.05	
206-000-003-015	CD - COMMUNITY WEST CR UN	5.00	
206-000-003-028	CD ONSUMER CREDIT UNION	277,394.10	
206-000-003-032	COMMUNITY CHOICE CR UN M 4/18/21	278,486.90	
206-000-003-035	ADVENTURE CR UNION M 2/23/20	517,061.41	
206-000-015-005	MONEY MARKET LAKE MICH CR UN	5.00	
206-000-202-000	ACCOUNTS PAYABLE		60,155.68
206-000-204-000	ACCRUED PAYROLL		52,230.62
206-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	29,400.00	
206-000-231-205	COBRA		2,674.68
206-000-390-000	FUND BALANCE		2,355,599.90
206-000-401-402	TAX LEVY		1,986,044.68
206-000-401-410	PERSONAL PROPERTY TAX		136,618.92
206-000-401-412	DELINQUENT TAXES-LEVY		5,558.22
206-000-401-437	ABATEMENT TAXES-LEVY		23,459.59
206-000-401-445	PENALTIES & INTEREST ON TAXES		408.81
206-000-543-000	STATE GRANT- ROBOTIC MANIQUIN		4,859.88
206-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		33,399.26
206-000-655-661	DISTRICT COURT FINES		130.35
206-000-665-000	INTEREST REVENUE		21,194.44
206-000-671-683	REIMBURSEMENTS/REFUNDS		150.00
206-000-673-000	SALE OF ASSETS		5,437.00
206-000-699-000	TRANSFER IN		400,000.00
206-336-702-000	WAGES- FULL TIME	1,382,626.22	
206-336-707-000	WAGES- CASUAL	175,609.01	
206-336-713-000	OVERTIME	144,303.06	
206-336-723-000	FIRE MEMBERSHIP AND DUES	2,944.22	
206-336-725-000	FIRE TUITION	4,983.00	
206-336-726-000	FIRE TRAINING	28,873.62	
206-336-727-000	FIRE OFFICE SUPPLIES	4,517.20	
206-336-738-000	FIRE MAINT SUPPLIES	1,304.87	
206-336-745-000	FIRE FUELS	21,176.50	
206-336-752-000	SUPPLIES	1,192.40	
206-336-752-100	MEDICAL SUPPLIES	7,558.09	
206-336-768-000	FIRE UNIFORMS	14,472.55	
206-336-787-000	MISCELLANEOUS	3,598.83	
206-336-802-000	CONTRACTUAL SERVICES	15,707.77	
206-336-803-000	FIRE FIGHTER HIRING	1,521.00	
206-336-804-000	RESPIRATORY PROGRAM	9,740.69	
206-336-807-000	FIRE AUDIT FEES & SERVICES	2,820.00	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
206-336-810-000	LIABILITY INSURANCE	23,781.30	
206-336-850-000	COMMUNICATIONS	19,130.58	
206-336-863-000	VEHICLE MAINT	54,747.19	
206-336-887-000	FIRE PUBLIC RELATIONS	3,747.40	
206-336-901-000	FIRE PUBLICATIONS	919.96	
206-336-927-002	FIRE WATER/BUTTRICK	2,435.11	
206-336-928-000	UTILITIES	34,967.20	
206-336-932-000	FIRE OFF EQUIP & COMPUTER REPA	8,832.96	
206-336-932-400	GRANT -ROBOTIC MANIQUIN TRAINING	4,198.00	
206-336-936-000	FIRE STATION MAINT	14,225.32	
206-336-936-002	FIRE STATION MAINT/BUTTRICK	21,382.56	
206-336-937-000	FIRE RADIO MAINT	10,584.05	
206-336-938-000	FIRE EQUIPMENT MAINT	12,607.35	
206-336-939-000	FIRE COPIER/LEASE/SERVICE	1,738.10	
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	1,038.25	
206-336-950-000	PROPERTY TAX REFUNDS	276.45	
206-336-957-000	FIRE PHYSICAL EXAMS	14,313.00	
206-336-958-000	FIRE SUPPLEMENTAL EQUIPMENT	6,723.15	
206-336-959-000	FIRE PROTECTIVE CLOTHING	31,694.68	
206-336-981-000	OFFICE EQUIPMENT	6,675.19	
206-850-715-000	FICA-EMPLOYER	130,478.23	
206-850-716-000	DEFINED CONTRIBUTION PLAN	126,745.80	
206-850-717-000	WORKERS COMP INSURANCE	142,554.58	
206-850-718-000	VISION INSURANCE BENEFITS	2,606.53	
206-850-718-200	OTHER BENEFITS	32,200.00	
206-850-718-300	OTHER BENEFITS- PTO BUYBACK PROGRAM	12,600.73	
206-850-719-000	HEALTH INSURANCE BENEFITS	245,896.04	
206-850-719-100	OPT-OUT INSURANCE	10,000.00	
206-850-720-000	LIFE & DISABILITY INSURANCE	18,522.99	
206-850-720-100	FIRE CASUALTY INSURANCE	7,797.00	
206-850-721-000	DENTAL INSURANCE BENEFITS	22,510.18	
206-850-722-000	PENSION PLAN BENEFITS	104,089.30	
206-901-970-000	CAPITAL OUTLAY - FFE	143,282.81	
206-901-974-000	CAPITAL OUTLAY - LAND IMP	33,354.83	
206-901-975-000	CAPITAL OUTLAY - BLDGIMP	99,580.51	
Total Fund 206 - FIRE FUND		5,087,922.03	5,087,922.03

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 206 - FIRE FUND		
*** Assets ***		
206-000-001-001	CASH DRAWER-PETTY CASH	80.00
206-000-001-510	MI CLASS CASH - POOL ACCOUNTS	706,837.12
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	49,466.09
206-000-003-000	53RD -CASH	0.05
206-000-003-015	CD - COMMUNITY WEST CR UN	5.00
206-000-003-028	CD ONSUMER CREDIT UNION	277,394.10
206-000-003-032	COMMUNITY CHOICE CR UN M 4/18/21	278,486.90
206-000-003-035	ADVENTURE CR UNION M 2/23/20	517,061.41
206-000-015-005	MONEY MARKET LAKE MICH CR UN	5.00
	Total Assets	1,829,335.67
*** Liabilities ***		
206-000-202-000	ACCOUNTS PAYABLE	60,155.68
206-000-204-000	ACCRUED PAYROLL	52,230.62
206-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	(29,400.00)
206-000-231-205	COBRA	2,674.68
	Total Liabilities	85,660.98
*** Fund Balance ***		
206-000-390-000	FUND BALANCE	2,355,599.90
	Total Fund Balance	2,355,599.90
	Beginning Fund Balance	2,355,599.90
	Net of Revenues VS Expenditures	(611,925.21)
	Ending Fund Balance	1,743,674.69
	Total Liabilities And Fund Balance	1,829,335.67

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY - PRE-AUDIT

GL NUMBER	DESCRIPTION	2020		2021		YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	AMENDED BUDGET	AMENDED BUDGET				
Fund 207 - POLICE FUND									
Revenues									
207-000-401-402	TAX LEVY	665,933.00	691,029.00	693,216.71	0.00			(2,187.71)	100.32
207-000-401-410	PERSONAL PROPERTY TAX	47,090.00	49,150.00	47,686.25	0.00			1,463.75	97.02
207-000-401-412	DELINQUENT TAXES-LEVY	3,000.00	4,000.00	1,940.02	0.00			2,059.98	48.50
207-000-401-437	ABATEMENT TAXES-LEVY	5,618.00	8,189.00	8,188.61	0.00			0.39	100.00
207-000-401-445	INTEREST & PENALTIES ON TAX	150.00	150.00	142.58	0.00			7.42	95.05
207-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	20,000.00	11,609.00	11,658.50	0.00			(49.50)	100.43
207-000-665-000	INTEREST REVENUE	21,500.00	12,000.00	10,863.02	223.55			1,136.98	90.53
Total Revenues		763,291.00	776,127.00	773,695.69	223.55			2,431.31	
Dept 301 - POLICE DEPARTMENT									
207-301-787-000	MISCELLANEOUS	10,000.00	25,000.00	0.00	0.00			25,000.00	0.00
207-301-801-000	SHERIFF PROTECTION	645,000.00	665,000.00	614,439.01	116,701.40			50,560.99	92.40
207-301-950-000	PROPERTY TAX REFUNDS	150.00	400.00	1,034.54	0.00			(634.54)	258.64
Net - Dept 301 - POLICE DEPARTMENT		655,150.00	690,400.00	615,473.55	116,701.40			74,926.45	
Dept 965 - TRANSFERS OUT									
207-965-999-000	TRANSFER TO OTHER FUND	40,362.00	40,362.00	0.00	0.00			40,362.00	0.00
Net - Dept 965 - TRANSFERS OUT		40,362.00	40,362.00	0.00	0.00			40,362.00	
Fund 207 - POLICE FUND:									
TOTAL REVENUES		763,291.00	776,127.00	773,695.69	223.55			2,431.31	99.69
TOTAL EXPENDITURES		695,512.00	730,762.00	615,473.55	116,701.40			115,288.45	84.22
NET OF REVENUES & EXPENDITURES		67,779.00	45,365.00	158,222.14	(116,477.85)			(112,857.14)	348.78

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 207 - POLICE FUND			
207-000-003-000	CASH-POLICE FUND - 53RD SECURITIES	0.05	
207-000-003-033	CD - PRIVATE BANK M 9/25/19	788,499.63	
207-000-003-041	LAKE MICH CREDIT UNION CD	412,762.10	
207-000-015-019	POLICE M/M FLAGSTAR BANK	308,099.74	
207-000-015-020	NORTHPOINTE MMA	277,974.99	
207-000-202-000	ACCOUNTS PAYABLE		63,156.31
207-000-390-000	FUND BALANCE		1,335,958.06
207-000-391-001	FUND BALANCE - COMMITTED/ PP TAX 2012		230,000.00
207-000-401-402	TAX LEVY		693,216.71
207-000-401-410	PERSONAL PROPERTY TAX		47,686.25
207-000-401-412	DELINQUENT TAXES-LEVY		1,940.02
207-000-401-437	ABATEMENT TAXES-LEVY		8,188.61
207-000-401-445	INTEREST & PENALTIES ON TAX		142.58
207-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		11,658.50
207-000-665-000	INTEREST REVENUE		10,863.02
207-301-801-000	SHERIFF PROTECTION	614,439.01	
207-301-950-000	PROPERTY TAX REFUNDS	1,034.54	
Total Fund 207 - POLICE FUND		2,402,810.06	2,402,810.06

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 207 - POLICE FUND		
*** Assets ***		
207-000-003-000	CASH-POLICE FUND - 53RD SECURITIES	0.05
207-000-003-033	CD - PRIVATE BANK M 9/25/19	788,499.63
207-000-003-041	LAKE MICH CREDIT UNION CD	412,762.10
207-000-015-019	POLICE M/M FLAGSTAR BANK	308,099.74
207-000-015-020	NORTHPOINTE MMA	277,974.99
	Total Assets	1,787,336.51
*** Liabilities ***		
207-000-202-000	ACCOUNTS PAYABLE	63,156.31
	Total Liabilities	63,156.31
*** Fund Balance ***		
207-000-390-000	FUND BALANCE	1,335,958.06
207-000-391-001	FUND BALANCE - COMMITTED/ PP TAX 2012	230,000.00
	Total Fund Balance	1,565,958.06
	Beginning Fund Balance	1,565,958.06
	Net of Revenues VS Expenditures	158,222.14
	Ending Fund Balance	1,724,180.20
	Total Liabilities And Fund Balance	1,787,336.51

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY - PRE-AUDIT

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	2021 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 208 - HAZMAT FUND							
Revenues							
208-000-581-000	LOCAL CONTRIBUTIONS	4,000.00	4,000.00	4,000.00	0.00	0.00	100.00
208-000-665-000	HAZMAT INTEREST	100.00	120.00	114.29	17.53	5.71	95.24
208-000-699-000	TRANSFER IN	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Revenues		6,100.00	6,120.00	4,114.29	17.53	2,005.71	
Dept 344 - HAZMAT							
208-344-726-000	HAZMAT SUPPLIES	500.00	500.00	107.18	0.00	392.82	21.44
208-344-787-000	MISCELLANEOUS	1,500.00	1,500.00	441.32	127.37	1,058.68	29.42
208-344-789-000	HAZMAT TRAINING	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
208-344-958-000	HAZMAT EQUIPMENT	3,000.00	3,000.00	54.88	0.00	2,945.12	1.83
Net - Dept 344 - HAZMAT		8,000.00	8,000.00	603.38	127.37	7,396.62	
Fund 208 - HAZMAT FUND:							
TOTAL REVENUES		6,100.00	6,120.00	4,114.29	17.53	2,005.71	67.23
TOTAL EXPENDITURES		8,000.00	8,000.00	603.38	127.37	7,396.62	7.54
NET OF REVENUES & EXPENDITURES		(1,900.00)	(1,880.00)	3,510.91	(109.84)	(5,390.91)	186.75

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 208 - HAZMAT FUND			
208-000-015-005	MM LAKE MICH CR UN 112010265771	41,836.55	
208-000-390-000	FUND BALANCE		38,325.64
208-000-581-000	LOCAL CONTRIBUTIONS		4,000.00
208-000-665-000	HAZMAT INTEREST		114.29
208-344-726-000	HAZMAT SUPPLIES	107.18	
208-344-787-000	MISCELLANEOUS	441.32	
208-344-958-000	HAZMAT EQUIPMENT	54.88	
Total Fund 208 - HAZMAT FUND		42,439.93	42,439.93

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

<u>GL Number</u>	<u>Description</u>	<u>Balance</u>
Fund 208 - HAZMAT FUND		
*** Assets ***		
208-000-015-005	MM LAKE MICH CR UN 112010265771	41,836.55
	Total Assets	<u>41,836.55</u>
*** Liabilities ***		
	Total Liabilities	<u>0.00</u>
*** Fund Balance ***		
208-000-390-000	FUND BALANCE	38,325.64
	Total Fund Balance	<u>38,325.64</u>
	Beginning Fund Balance	38,325.64
	Net of Revenues VS Expenditures	3,510.91
	Ending Fund Balance	<u>41,836.55</u>
	Total Liabilities And Fund Balance	<u>41,836.55</u>

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	2021 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 209 - CCT OPEN SPACE							
Revenues							
209-000-401-402	TAX LEVY	333,604.00	347,090.00	347,274.46	0.00	(184.46)	100.05
209-000-401-410	PERSONAL PROPERTY TAX	23,590.00	24,623.00	23,949.39	0.00	673.61	97.26
209-000-401-412	DELINQUENT TAXES-LEVY	1,500.00	1,000.00	835.32	0.00	164.68	89.53
209-000-401-437	ABATEMENT TAXES-LEVY	2,814.00	4,102.00	4,178.90	0.00	(76.90)	101.87
209-000-401-445	INTEREST & PENALTIES ON TAXES	0.00	75.00	71.44	0.00	3.56	95.25
209-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	10,000.00	13,665.56	13,665.56	0.00	0.00	100.00
209-000-665-000	INTEREST ON INVESTMENTS	4,000.00	500.00	(316.65)	(76.82)	816.65	(63.33)
209-000-665-408	INTEREST ON HOMEYER FUND	9,000.00	1,000.00	144.20	19.67	855.80	14.42
Total Revenues		384,508.00	392,055.56	389,802.62	(57.15)	2,252.94	
Dept 751 - OPEN SPACE PRESERVATION							
209-751-921-000	ELECTRICITY	2,500.00	2,800.00	2,912.24	650.83	(112.24)	104.01
209-751-923-000	HEATING/UTILITY	0.00	2,000.00	2,009.52	300.54	(9.52)	100.48
209-751-927-000	WATER-SEWER	750.00	1,000.00	943.09	226.40	56.91	94.31
209-751-935-000	PARK MAINTENANCE	20,000.00	20,000.00	13,689.88	9,800.61	6,310.12	68.45
209-751-950-000	TAX REFUNDS	0.00	250.00	180.91	0.00	69.09	72.36
Net - Dept 751 - OPEN SPACE PRESERVATION		23,250.00	26,050.00	19,735.64	10,978.38	6,314.36	
Dept 901 - CAPITAL OUTLAY							
209-901-970-000	CAPITAL OUTLAY - FFE	24,000.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		24,000.00	0.00	0.00	0.00	0.00	
Dept 990 - DEBT SERVICE							
209-990-991-201	BOND PRINCIPAL REFINANCE	274,000.00	279,000.00	279,000.00	0.00	0.00	100.00
209-990-992-201	BOND INTEREST REFINANCE	49,237.00	43,873.00	43,858.07	0.00	14.93	99.97
Net - Dept 990 - DEBT SERVICE		323,237.00	322,873.00	322,858.07	0.00	14.93	
Fund 209 - CCT OPEN SPACE:							
TOTAL REVENUES		384,508.00	392,055.56	389,802.62	(57.15)	2,252.94	99.43
TOTAL EXPENDITURES		370,487.00	348,923.00	342,593.71	10,978.38	6,329.29	98.19
NET OF REVENUES & EXPENDITURES		14,021.00	43,132.56	47,208.91	(11,035.53)	(4,076.35)	109.45

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 209 - CCT OPEN SPACE			
209-000-001-100	CASH -CHEM	438,690.24	
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	380,303.34	
209-000-202-000	ACCOUNTS PAYABLE		4,928.63
209-000-390-000	FUND BALANCE		410,443.92
209-000-391-004	FUND BALANCE - COMMITTTED HOMEYER 12/15		356,412.12
209-000-401-402	TAX LEVY		347,274.46
209-000-401-410	PERSONAL PROPERTY TAX		23,949.39
209-000-401-412	DELINQUENT TAXES-LEVY		835.32
209-000-401-437	ABATEMENT TAXES-LEVY		4,178.90
209-000-401-445	INTEREST & PENALTIES ON TAXES		71.44
209-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		13,665.56
209-000-665-000	INTEREST ON INVESTMENTS	316.65	
209-000-665-408	INTEREST ON HOMEYER FUND		144.20
209-751-921-000	ELECTRICITY	2,912.24	
209-751-923-000	HEATING/UTILITY	2,009.52	
209-751-927-000	WATER-SEWER	943.09	
209-751-935-000	PARK MAINTENANCE	13,689.88	
209-751-950-000	TAX REFUNDS	180.91	
209-990-991-201	BOND PRINCIPAL REFINANCE	279,000.00	
209-990-992-201	BOND INTEREST REFINANCE	43,858.07	
Total Fund 209 - CCT OPEN SPACE		1,161,903.94	1,161,903.94

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 209 - CCT OPEN SPACE		
*** Assets ***		
209-000-001-100	CASH -CHEM	438,690.24
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	380,303.34
	Total Assets	818,993.58
*** Liabilities ***		
209-000-202-000	ACCOUNTS PAYABLE	4,928.63
	Total Liabilities	4,928.63
*** Fund Balance ***		
209-000-390-000	FUND BALANCE	410,443.92
209-000-391-004	FUND BALANCE - COMMITTTED HOMEYER 12/	356,412.12
	Total Fund Balance	766,856.04
	Beginning Fund Balance	766,856.04
	Net of Revenues VS Expenditures	47,208.91
	Ending Fund Balance	814,064.95
	Total Liabilities And Fund Balance	818,993.58

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	12/31/2021 NORM (ABNORM)	MONTH 12/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 211 - DAM MAJOR REPAIR FUND							
Revenues							
211-000-665-000	INTEREST REVENUE	15,500.00	8,000.00	6,898.24	10.84	1,101.76	86.23
211-000-675-000	CONTRIBUTIONS	5,000.00	5,000.00	5,000.00	0.00	0.00	100.00
211-000-699-101	TRANSFER FROM GENERAL FUND	40,000.00	40,000.00	40,000.00	10,000.00	0.00	100.00
Total Revenues		60,500.00	53,000.00	51,898.24	10,010.84	1,101.76	
Dept 901 - CAPITAL OUTLAY							
211-901-980-000	EXPENSES/DAM MAJOR REPAIR	300,000.00	85,000.00	0.00	0.00	85,000.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		300,000.00	85,000.00	0.00	0.00	85,000.00	
Fund 211 - DAM MAJOR REPAIR FUND:							
TOTAL REVENUES		60,500.00	53,000.00	51,898.24	10,010.84	1,101.76	97.92
TOTAL EXPENDITURES		300,000.00	85,000.00	0.00	0.00	85,000.00	0.00
NET OF REVENUES & EXPENDITURES		(239,500.00)	(32,000.00)	51,898.24	10,010.84	(83,898.24)	162.18

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 211 - DAM MAJOR REPAIR FUND			
211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	214,942.71	
211-000-003-014	CD - LAKE MICH CR UN 3/10/2020	348,202.46	
211-000-390-000	FUND BALANCE		261,246.93
211-000-391-001	FUND BALANCE-COMMITTED/FUTURE REPAIRS12		250,000.00
211-000-665-000	INTEREST REVENUE		6,898.24
211-000-675-000	CONTRIBUTIONS		5,000.00
211-000-699-101	TRANSFER FROM GENERAL FUND		40,000.00
Total Fund 211 - DAM MAJOR REPAIR FUND		563,145.17	563,145.17

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 211 - DAM MAJOR REPAIR FUND		
*** Assets ***		
211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	214,942.71
211-000-003-014	CD - LAKE MICH CR UN 3/10/2020	348,202.46
	Total Assets	563,145.17
*** Liabilities ***		
	Total Liabilities	0.00
*** Fund Balance ***		
211-000-390-000	FUND BALANCE	261,246.93
211-000-391-001	FUND BALANCE-COMMITTED/FUTURE REPAIR:	250,000.00
	Total Fund Balance	511,246.93
	Beginning Fund Balance	511,246.93
	Net of Revenues VS Expenditures	51,898.24
	Ending Fund Balance	563,145.17
	Total Liabilities And Fund Balance	563,145.17

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY - PRE-AUDIT

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	12/31/2021 NORM (ABNORM)	MONTH 12/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 216 - PATHWAYS FUND							
Revenues							
216-000-401-402	TAX LEVY	509,928.00	530,414.00	530,712.54	0.00	(298.54)	100.06
216-000-401-410	PERSONAL PROPERTY TAX	36,058.00	37,626.00	36,505.68	0.00	1,120.32	97.02
216-000-401-412	DELINQUENT TAX LEVY	1,500.00	1,200.00	1,519.14	0.00	(319.14)	126.60
216-000-401-437	ABATEMENT TAXES-LEVY	4,301.00	6,269.00	6,268.74	0.00	0.26	100.00
216-000-401-445	PENALTIES & INTEREST ON TAX	0.00	120.00	109.22	0.00	10.78	91.02
216-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	25,516.00	20,886.24	20,886.24	0.00	0.00	100.00
216-000-665-000	INTEREST REVENUE	60,500.00	10,500.00	8,889.35	8.09	1,610.65	84.66
Total Revenues		637,803.00	607,015.24	604,890.91	8.09	2,124.33	
Dept 758 - PATHWAYS							
216-758-728-000	OPERATING SUPPLIES	18,000.00	18,000.00	14,724.76	0.00	3,275.24	81.80
216-758-821-100	ENGINEERING	15,000.00	15,000.00	151,321.11	0.00	(136,321.11)	1,008.81
216-758-931-000	MAINT & REPAIR	100,000.00	192,000.00	14,509.95	4,042.02	177,490.05	7.56
216-758-931-200	PATHWAY MAINTENANCE	50,974.00	50,974.00	52,079.00	50,974.00	(1,105.00)	102.17
216-758-950-000	PROPERTY TAX REFUNDS	100.00	300.00	117.92	0.00	182.08	39.31
Net - Dept 758 - PATHWAYS		184,074.00	276,274.00	232,752.74	55,016.02	43,521.26	
Dept 901 - CAPITAL OUTLAY							
216-901-970-000	CAPITAL OUTLAY - FFE	19,000.00	34,000.00	30,435.15	0.00	3,564.85	89.52
216-901-974-000	CAPITAL OUTLAY - LANDIMP	1,740,000.00	395,000.00	292,403.96	4,773.00	102,596.04	74.03
Net - Dept 901 - CAPITAL OUTLAY		1,759,000.00	429,000.00	322,839.11	4,773.00	106,160.89	
Fund 216 - PATHWAYS FUND:							
TOTAL REVENUES		637,803.00	607,015.24	604,890.91	8.09	2,124.33	99.65
TOTAL EXPENDITURES		1,943,074.00	705,274.00	555,591.85	59,789.02	149,682.15	78.78
NET OF REVENUES & EXPENDITURES		(1,305,271.00)	(98,258.76)	49,299.06	(59,780.93)	(147,557.82)	50.17

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 216 - PATHWAYS FUND			
216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	108,699.53	
216-000-003-038	GRAND RIVER BANK M 10/4/19	518,170.99	
216-000-015-025	PATHWAYS M/M MACATAWA BANK	87,584.73	
216-000-202-000	ACCOUNTS PAYABLE		5,119.02
216-000-390-000	FUND BALANCE		660,037.17
216-000-401-402	TAX LEVY		530,712.54
216-000-401-410	PERSONAL PROPERTY TAX		36,505.68
216-000-401-412	DELINQUENT TAX LEVY		1,519.14
216-000-401-437	ABATEMENT TAXES-LEVY		6,268.74
216-000-401-445	PENALTIES & INTEREST ON TAX		109.22
216-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		20,886.24
216-000-665-000	INTEREST REVENUE		8,889.35
216-758-728-000	OPERATING SUPPLIES	14,724.76	
216-758-821-100	ENGINEERING	151,321.11	
216-758-931-000	MAINT & REPAIR	14,509.95	
216-758-931-200	PATHWAY MAINTENANCE	52,079.00	
216-758-950-000	PROPERTY TAX REFUNDS	117.92	
216-901-970-000	CAPITAL OUTLAY - FFE	30,435.15	
216-901-974-000	CAPITAL OUTLAY - LANDIMP	292,403.96	
Total Fund 216 - PATHWAYS FUND		1,270,047.10	1,270,047.10

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 216 - PATHWAYS FUND		
*** Assets ***		
216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	108,699.53
216-000-003-038	GRAND RIVER BANK M 10/4/19	518,170.99
216-000-015-025	PATHWAYS M/M MACATAWA BANK	87,584.73
	Total Assets	714,455.25
*** Liabilities ***		
216-000-202-000	ACCOUNTS PAYABLE	5,119.02
	Total Liabilities	5,119.02
*** Fund Balance ***		
216-000-390-000	FUND BALANCE	660,037.17
	Total Fund Balance	660,037.17
	Beginning Fund Balance	660,037.17
	Net of Revenues VS Expenditures	49,299.06
	Ending Fund Balance	709,336.23
	Total Liabilities And Fund Balance	714,455.25

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020		2021		YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	AMENDED BUDGET	AMENDED BUDGET				
Fund 246 - IRF									
Revenues									
246-000-630-000	HOOKUP FEES	350,000.00	200,000.00	253,024.00		81,864.00		(53,024.00)	126.51
246-000-665-000	INTEREST ON INVESTMENTS	27,000.00	20,000.00	16,937.55		621.99		3,062.45	84.69
246-000-669-000	INT & P S/A-ORDINANCE	1,000.00	1,000.00	6,394.99		0.00		(5,394.99)	639.50
246-000-672-008	S/A REVENUE-INACTIVE	1,000.00	1,000.00	0.00		0.00		1,000.00	0.00
246-000-672-011	S/A REVENUE - OAK TERRACE	6,500.00	6,500.00	2,328.24		0.00		4,171.76	35.82
246-000-672-012	S/A REVENUE - TRD	12,500.00	12,500.00	11,325.08		0.00		1,174.92	90.60
Total Revenues		398,000.00	241,000.00	290,009.86		82,485.99		(49,009.86)	
Dept 295 - ADMINISTRATIVE									
246-295-821-000	ADMIN ENGINEERING COSTS	30,000.00	15,000.00	10,539.00		0.00		4,461.00	70.26
246-295-826-000	ADMIN LEGAL FEES	2,500.00	42,500.00	36,118.30		3,730.45		6,381.70	84.98
246-295-964-000	ADMIN 10%/HOOKUP TO GENERAL	35,000.00	20,000.00	25,302.40		25,302.40		(5,302.40)	126.51
246-295-967-100	WHOLE HOUSE FILTER PROJECT	0.00	244,000.00	0.00		0.00		244,000.00	0.00
246-295-980-000	ADMIN MISCELLANEOUS EXPENSE	1,000.00	1,000.00	0.00		0.00		1,000.00	0.00
Net - Dept 295 - ADMINISTRATIVE		68,500.00	322,500.00	71,959.70		29,032.85		250,540.30	
Dept 901 - CAPITAL OUTLAY									
246-901-974-000	CAPITAL OUTLAY - LANDIMP	33,000.00	0.00	0.00		0.00		0.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		33,000.00	0.00	0.00		0.00		0.00	
Fund 246 - IRF:									
TOTAL REVENUES		398,000.00	241,000.00	290,009.86		82,485.99		(49,009.86)	120.34
TOTAL EXPENDITURES		101,500.00	322,500.00	71,959.70		29,032.85		250,540.30	22.31
NET OF REVENUES & EXPENDITURES		296,500.00	(81,500.00)	218,050.16		53,453.14		(299,550.16)	267.55

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 246 - IRF			
246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	851,657.45	
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	1,422,832.70	
246-000-030-010	S/A RECEIVABLE- KRAFT & 60TH IMPRV 2014	253,918.66	
246-000-030-011	S/A RECEIVABLE- OAK TERRACE	4,656.52	
246-000-030-012	S/A RECEIVABLE - TRD SEWER	185,558.25	
246-000-040-006	ACCOUNTS RECEIVABLE-DELQ USAGE	8,574.68	
246-000-339-010	DEFERRED REVENUE- KRAFT & 60TH IMPROVEMT		253,918.66
246-000-339-011	DEFERRED REVENUE- OAK TERRRACE		4,656.52
246-000-339-012	DEFERRED REVENUE TRD SEWER		185,558.25
246-000-390-000	FUND BALANCE		2,065,014.67
246-000-630-000	HOOKUP FEES		253,024.00
246-000-665-000	INTEREST ON INVESTMENTS		16,937.55
246-000-669-000	INT & P S/A-ORDINANCE		6,394.99
246-000-672-011	S/A REVENUE - OAK TERRACE		2,328.24
246-000-672-012	S/A REVENUE - TRD		11,325.08
246-295-821-000	ADMIN ENGINEERING COSTS	10,539.00	
246-295-826-000	ADMIN LEGAL FEES	36,118.30	
246-295-964-000	ADMIN 10%/HOOKUP TO GENERAL	25,302.40	
Total Fund 246 - IRF		2,799,157.96	2,799,157.96

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 246 - IRF		
*** Assets ***		
246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	851,657.45
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	1,422,832.70
246-000-030-010	S/A RECEIVABLE- KRAFT & 60TH IMPRV 2014	253,918.66
246-000-030-011	S/A RECEIVABLE- OAK TERRACE	4,656.52
246-000-030-012	S/A RECEIVABLE - TRD SEWER	185,558.25
246-000-040-006	ACCOUNTS RECEIVABLE-DELQ USAGE	8,574.68
	Total Assets	2,727,198.26
*** Liabilities ***		
246-000-339-010	DEFERRED REVENUE- KRAFT & 60TH IMPROVE	253,918.66
246-000-339-011	DEFERRED REVENUE- OAK TERRACE	4,656.52
246-000-339-012	DEFERRED REVENUE TRD SEWER	185,558.25
	Total Liabilities	444,133.43
*** Fund Balance ***		
246-000-390-000	FUND BALANCE	2,065,014.67
	Total Fund Balance	2,065,014.67
	Beginning Fund Balance	2,065,014.67
	Net of Revenues VS Expenditures	218,050.16
	Ending Fund Balance	2,283,064.83
	Total Liabilities And Fund Balance	2,727,198.26

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	12/31/2021 NORM (ABNORM)	MONTH 12/31/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 248 - DDA							
Revenues							
248-000-401-401	TAXES - CASCADE TOWNSHIP	290,326.00	311,182.00	305,780.31	0.00	5,401.69	98.26
248-000-401-402	TAXES - G.R.C.C.	157,548.00	159,934.00	149,311.78	0.00	10,622.22	93.36
248-000-401-403	TAXES-KENT COUNTY	543,393.00	559,777.00	529,952.00	0.00	29,825.00	94.67
248-000-401-406	KDL TAXES-DDA	106,167.00	113,574.00	111,601.70	0.00	1,972.30	98.26
248-000-665-000	INTEREST REVENUE	25,000.00	5,000.00	10,912.83	399.27	(5,912.83)	218.26
248-000-667-001	RENT-TUFFY	66,000.00	75,000.00	72,126.12	5,774.32	2,873.88	96.17
248-000-671-671	MISCELLANEOUS INCOME	8,111.00	0.00	0.00	0.00	0.00	0.00
248-000-675-300	DDACONTRIB & DONATION- METRO CRUISE WU	0.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Revenues		1,196,545.00	1,229,467.00	1,179,684.74	6,173.59	49,782.26	
Dept 170 - DDA OPERATIONS/CONSTRUCTION							
248-170-723-000	DDA - MEMBERSHIP AND DUES	1,655.00	1,220.00	1,277.00	174.00	(57.00)	104.67
248-170-724-000	DDA - EDUCATION	2,000.00	2,000.00	511.60	61.60	1,488.40	25.58
248-170-787-000	MISCELLANEOUS	7,200.00	7,000.00	1,908.00	286.00	5,092.00	27.26
248-170-802-300	DDA ADMINISTRATIVE	99,426.00	99,426.00	99,426.00	99,426.00	0.00	100.00
248-170-821-000	ENGINEERING	25,000.00	75,000.00	4,286.50	0.00	70,713.50	5.72
248-170-826-265	LEGAL	2,000.00	2,500.00	0.00	0.00	2,500.00	0.00
248-170-860-000	DDA - MILEAGE	400.00	400.00	85.12	85.12	314.88	21.28
248-170-861-100	BUS SERVICE 28TH ST	191,576.00	214,712.00	226,852.40	17,665.41	(12,140.40)	105.65
248-170-921-000	ELECTRICITY	25,000.00	20,000.00	25,644.86	5,011.51	(5,644.86)	128.22
248-170-922-000	STREETLIGHTS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
248-170-924-100	CELL PHONES/DATA	850.00	850.00	785.90	114.17	64.10	92.46
248-170-927-000	WATER-SEWER	6,500.00	6,500.00	7,365.47	446.69	(865.47)	113.31
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	47,800.00	35,000.00	17,633.68	5,206.67	17,366.32	50.38
248-170-931-300	DDA REPAIR & MAINT- METRO CRUISE WU	0.00	8,000.00	5,331.41	0.00	2,668.59	66.64
248-170-950-000	DDA PROPERTY TAX REFUNDS	12,000.00	50,000.00	12,408.52	6,572.13	37,591.48	24.82
248-170-967-000	SPECIAL PROJECTS	25,000.00	71,700.00	4,836.00	0.00	66,864.00	6.74
248-170-981-000	OFFICE EQUIPMENT	1,000.00	1,000.00	1,138.86	0.00	(138.86)	113.89
Net - Dept 170 - DDA OPERATIONS/CONSTRUCTION		452,407.00	600,308.00	409,491.32	135,049.30	190,816.68	
Dept 901 - CAPITAL OUTLAY							
248-901-970-000	CAPITAL OUTLAY - FFE	0.00	230,000.00	30,435.14	0.00	199,564.86	13.23
248-901-974-000	CAPITAL OUTLAY - LANDIMP	410,000.00	30,000.00	32,621.81	274.00	(2,621.81)	108.74
248-901-975-000	BUILDING ADDITIONS & IMPROVEMENTS	0.00	0.00	444.00	0.00	(444.00)	100.00
Net - Dept 901 - CAPITAL OUTLAY		410,000.00	260,000.00	63,500.95	274.00	196,499.05	
Dept 990 - DEBT SERVICE							
248-990-992-003	MUN BOND 2010 /PRINCIPAL	103,000.00	0.00	0.00	0.00	0.00	0.00
248-990-992-007	LOAN PRINCIPAL	61,300.00	70,000.00	70,000.00	0.00	0.00	100.00
248-990-996-001	INTEREST AND FEES	20,367.00	24,050.00	24,050.00	0.00	0.00	100.00
248-990-996-003	MUN BOND 2010 / INT & FEES	3,760.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 990 - DEBT SERVICE		188,427.00	94,050.00	94,050.00	0.00	0.00	
Fund 248 - DDA:							
TOTAL REVENUES		1,196,545.00	1,229,467.00	1,179,684.74	6,173.59	49,782.26	95.95
TOTAL EXPENDITURES		1,050,834.00	954,358.00	567,042.27	135,323.30	387,315.73	59.42
NET OF REVENUES & EXPENDITURES		145,711.00	275,109.00	612,642.47	(129,149.71)	(337,533.47)	222.69

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 248 - DDA			
248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	829,653.81	
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	725,973.95	
248-000-003-035	ADVENTURE CU CD M 2/24/20	220,919.55	
248-000-003-040	CD - UNION BANK M 8/26/20	261,997.60	
248-000-202-000	ACCOUNTS PAYABLE		302.64
248-000-390-000	FUND BALANCE - UNASSIGNED		1,425,599.80
248-000-401-401	TAXES - CASCADE TOWNSHIP		305,780.31
248-000-401-402	TAXES - G.R.C.C.		149,311.78
248-000-401-403	TAXES-KENT COUNTY		529,952.00
248-000-401-406	KDL TAXES-DDA		111,601.70
248-000-665-000	INTEREST REVENUE		10,912.83
248-000-667-001	RENT-TUFFY		72,126.12
248-170-723-000	DDA - MEMBERSHIP AND DUES	1,277.00	
248-170-724-000	DDA - EDUCATION	511.60	
248-170-787-000	MISCELLANEOUS	1,908.00	
248-170-802-300	DDA ADMINISTRATIVE	99,426.00	
248-170-821-000	ENGINEERING	4,286.50	
248-170-860-000	DDA - MILEAGE	85.12	
248-170-861-100	BUS SERVICE 28TH ST	226,852.40	
248-170-921-000	ELECTRICITY	25,644.86	
248-170-924-100	CELL PHONES/DATA	785.90	
248-170-927-000	WATER-SEWER	7,365.47	
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	17,633.68	
248-170-931-300	DDA REPAIR & MAINT- METRO CRUISE WU	5,331.41	
248-170-950-000	DDA PROPERTY TAX REFUNDS	12,408.52	
248-170-967-000	SPECIAL PROJECTS	4,836.00	
248-170-981-000	OFFICE EQUIPMENT	1,138.86	
248-901-970-000	CAPITAL OUTLAY - FFE	30,435.14	
248-901-974-000	CAPITAL OUTLAY - LANDIMP	32,621.81	
248-901-975-000	BUILDING ADDTIONS & IMPROVEMENTS	444.00	
248-990-992-007	LOAN PRINCIPAL	70,000.00	
248-990-996-001	INTEREST AND FEES	24,050.00	
Total Fund 248 - DDA		2,605,587.18	2,605,587.18

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 248 - DDA		
*** Assets ***		
248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	829,653.81
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	725,973.95
248-000-003-035	ADVENTURE CU CD M 2/24/20	220,919.55
248-000-003-040	CD - UNION BANK M 8/26/20	261,997.60
	Total Assets	2,038,544.91
*** Liabilities ***		
248-000-202-000	ACCOUNTS PAYABLE	302.64
	Total Liabilities	302.64
*** Fund Balance ***		
248-000-390-000	FUND BALANCE - UNASSIGNED	1,425,599.80
	Total Fund Balance	1,425,599.80
	Beginning Fund Balance	1,425,599.80
	Net of Revenues VS Expenditures	612,642.47
	Ending Fund Balance	2,038,242.27
	Total Liabilities And Fund Balance	2,038,544.91

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	2021 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 249 - BUILDING FUND							
Revenues							
249-000-600-644	NSF FEES	0.00	50.00	0.00	0.00	50.00	0.00
249-000-607-483	CASCADE TWP BLDG COM PERMITS	155,000.00	155,000.00	176,690.50	96,195.00	(21,690.50)	113.99
249-000-607-484	CASCADE TWP BLDG RES PERMITS	85,000.00	85,000.00	112,339.00	9,490.00	(27,339.00)	132.16
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	80,000.00	80,000.00	103,060.00	7,549.00	(23,060.00)	128.83
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	95,000.00	95,000.00	106,803.25	12,121.00	(11,803.25)	112.42
249-000-607-487	CASCADE TWP PLUMBING PERMITS	50,000.00	50,000.00	52,608.00	3,098.00	(2,608.00)	105.22
249-000-607-488	CASCADE - PR	20,000.00	35,000.00	48,959.00	20,043.00	(13,959.00)	139.88
249-000-607-490	CASCADE TWP CONTRACTOR REG	8,500.00	8,500.00	7,725.00	510.00	775.00	90.88
249-000-607-500	LOWELL TWP BUILDING PERMITS	60,000.00	55,000.00	73,300.00	1,325.00	(18,300.00)	133.27
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	30,000.00	25,000.00	32,502.00	1,707.00	(7,502.00)	130.01
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	25,000.00	20,000.00	29,224.00	2,210.00	(9,224.00)	146.12
249-000-607-503	LOWELL TWP PLUMBING PERMITS	20,000.00	20,000.00	22,586.00	767.00	(2,586.00)	112.93
249-000-607-504	LOWELL TWP - PR	8,000.00	5,000.00	4,376.00	0.00	624.00	87.52
249-000-607-510	VERGENNES TWP BUILDING PERMITS	0.00	0.00	1,220.00	1,220.00	(1,220.00)	100.00
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS	12,000.00	13,000.00	14,004.00	1,314.00	(1,004.00)	107.72
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	14,000.00	13,000.00	15,575.00	1,620.00	(2,575.00)	119.81
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	8,000.00	9,000.00	9,394.00	306.00	(394.00)	104.38
249-000-607-520	ADA TWP BUILDING PERMITS	125,000.00	130,000.00	131,978.00	43,390.00	(1,978.00)	101.52
249-000-607-521	ADA TWP PLUMBING PERMITS	45,000.00	40,000.00	22,768.00	1,747.00	17,232.00	56.92
249-000-607-523	ADA TWP ELECTRICAL PERMITS	55,000.00	50,000.00	45,922.00	4,482.00	4,078.00	91.84
249-000-607-524	ADA TWP MECHANICAL PERMITS	60,000.00	55,000.00	61,071.50	4,043.25	(6,071.50)	111.04
249-000-607-525	ADA TWP - PR	15,000.00	20,000.00	20,195.00	10,702.00	(195.00)	100.98
249-000-607-531	GR TWP BUILDING PERMITS	120,000.00	120,000.00	117,885.00	16,120.00	2,115.00	98.24
249-000-607-532	GR TWP ELECTRICAL PERMITS	55,000.00	55,000.00	91,174.40	9,576.40	(36,174.40)	165.77
249-000-607-533	GR TWP MECHANICAL PERMITS	65,000.00	80,000.00	112,296.75	7,955.00	(32,296.75)	140.37
249-000-607-534	GR TWP PLUMBING PERMITS	40,000.00	40,000.00	40,523.00	4,154.00	(523.00)	101.31
249-000-607-535	GRT - PR	20,000.00	20,000.00	14,495.00	2,373.00	5,505.00	72.48
249-000-607-536	EAST GR BUILDING PERMITS	60,000.00	65,000.00	62,138.00	5,455.00	2,862.00	95.60
249-000-607-537	EAST GR ELECTRICAL PERMITS	35,000.00	35,000.00	45,528.00	3,870.00	(10,528.00)	130.08
249-000-607-538	EAST GR MECHANICAL PERMITS	40,000.00	40,000.00	56,072.50	5,785.00	(16,072.50)	140.18
249-000-607-539	EAST GR PLUMBING PERMITS	25,000.00	25,000.00	29,252.00	2,926.00	(4,252.00)	117.01
249-000-607-540	EGR - PR	10,000.00	10,000.00	2,806.00	263.00	7,194.00	28.06
249-000-607-541	EAST GR-RENTAL INSP	4,000.00	4,000.00	3,630.00	0.00	370.00	90.75
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS	90,000.00	90,000.00	102,700.20	5,942.00	(12,700.20)	114.11
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	110,000.00	110,000.00	124,886.50	8,815.00	(14,886.50)	113.53
249-000-607-553	PLAINFIELD - PLUMBING PERMITS	60,000.00	60,000.00	79,472.00	5,096.00	(19,472.00)	132.45
249-000-607-555	PLAINFIELD INSPECTION FEES -NP	5,000.00	5,000.00	1,200.00	0.00	3,800.00	24.00
249-000-607-556	WYOMING INSPECTIONS	0.00	30,289.60	30,289.60	0.00	0.00	100.00
249-000-665-000	INTEREST REVENUE	60,500.00	35,000.00	37,465.41	484.10	(2,465.41)	107.04
249-000-671-671	MISCELLANEOUS INCOME	1,000.00	1,500.00	2,120.00	450.00	(620.00)	141.33
249-000-676-100	REIMBURSEMENT- SECURITY DEPOSIT	0.00	4,934.25	4,934.25	0.00	0.00	100.00
Total Revenues		1,771,000.00	1,794,273.85	2,051,168.86	303,103.75	(256,895.01)	
Dept 371 - BUILDING DEPARTMENT							
249-371-702-000	WAGES- FULL TIME	742,545.00	893,797.00	851,339.84	102,180.90	42,457.16	95.25
249-371-704-000	WAGES- PART TIME	18,651.00	8,000.00	694.49	694.49	7,305.51	8.68
249-371-707-000	WAGES- CASUAL	24,000.00	10,000.00	9,360.00	360.00	640.00	93.60
249-371-723-000	MEMBERSHIPS AND DUES	4,000.00	4,000.00	4,379.94	250.00	(379.94)	109.50
249-371-724-000	EDUCATION	6,500.00	6,000.00	4,137.00	120.00	1,863.00	68.95
249-371-727-000	SUPPLIES	10,000.00	8,000.00	6,311.87	469.70	1,688.13	78.90
249-371-757-000	BOOKS	3,500.00	3,500.00	1,404.65	0.00	2,095.35	40.13
249-371-768-000	DEPARTMENT UNIFORMS	4,200.00	4,800.00	4,165.46	1,594.07	634.54	86.78
249-371-787-000	MISCELLANEOUS	1,500.00	1,500.00	825.49	103.61	674.51	55.03
249-371-787-200	CREDIT CARD FEES	20,800.00	34,000.00	29,893.97	2,202.39	4,106.03	87.92
249-371-807-000	AUDIT FEES & SERVICES	935.00	940.00	940.00	0.00	0.00	100.00
249-371-810-000	LIABILITY INSURANCE	8,994.00	11,890.65	11,890.65	0.00	0.00	100.00
249-371-821-000	BLDG ENGINEERING	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
249-371-860-000	MILEAGE	60,000.00	60,000.00	60,569.72	6,909.64	(569.72)	100.95
249-371-862-500	DEPT HEAD, SUPV EXPENSES	500.00	500.00	367.55	0.00	132.45	73.51
249-371-923-000	HEATING/UTILITY	0.00	4,000.00	5,041.52	1,522.28	(1,041.52)	126.04
249-371-924-000	PHONES	2,000.00	2,000.00	5,389.69	507.94	(3,389.69)	269.48
249-371-924-100	CELL PHONES/DATA	8,250.00	9,950.00	10,850.04	1,421.53	(900.04)	109.05
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	4,200.00	0.00	7,800.00	0.00	(7,800.00)	100.00
249-371-939-000	SERVICE CONTRACTS	14,413.00	18,413.00	24,686.53	6,288.52	(6,273.53)	134.07
249-371-940-000	BUILDING RENTAL-LEASE	111,125.00	2,050.00	2,049.25	0.00	0.75	99.96
249-371-941-000	POSTAGE & MACHINE LEASE	1,000.00	1,000.00	450.00	150.00	550.00	45.00
249-371-957-000	BLDG PHYSICAL EXAMS	750.00	750.00	0.00	0.00	750.00	0.00
249-371-967-000	BLDG - SPECIAL PROJECTS	20,000.00	15,000.00	2,500.00	2,500.00	12,500.00	16.67
249-371-981-000	OFFICE EQUIPMENT	4,000.00	18,000.00	5,730.97	0.00	12,269.03	31.84
Net - Dept 371 - BUILDING DEPARTMENT		1,073,363.00	1,119,590.65	1,050,778.63	127,275.07	68,812.02	
Dept 850 - BENEFITS/INSURANCE							
249-850-715-000	FICA-EMPLOYER	59,258.00	70,667.00	62,510.48	5,995.96	8,156.52	88.46
249-850-716-000	DEFINED CONTRIBUTION PLAN	113,877.00	118,411.00	77,598.45	5,871.15	40,812.55	65.53
249-850-717-000	WORKERS COMP INSURANCE	17,737.00	23,323.00	29,335.97	5,807.10	(6,012.97)	125.78

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020		2021		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	12/31/2021	12/31/2021	NORM (ABNORM)	MONTH 12/31/21	BALANCE	
							INCR (DECR)	NORM (ABNORM)	
249-850-718-000	VISION INSURANCE BENEFITS	1,542.00	1,858.00	1,742.76	1,742.76	145.68	145.68	115.24	93.80
249-850-718-200	OTHER BENEFITS	15,400.00	18,200.00	15,400.00	15,400.00	0.00	0.00	2,800.00	84.62
249-850-718-300	OTHER BENEFITS- PTO BUYBACK PROGRAM	8,100.00	8,100.00	11,541.65	11,541.65	11,541.65	11,541.65	(3,441.65)	142.49
249-850-719-000	HEALTH INSURANCE BENEFITS	118,146.00	155,626.00	161,509.36	161,509.36	15,023.79	15,023.79	(5,883.36)	103.78
249-850-719-100	OPT-OUT INSURANCE	4,000.00	4,000.00	4,000.00	4,000.00	2,000.00	2,000.00	0.00	100.00
249-850-720-000	LIFE & DISABILITY INSURANCE	11,230.00	12,447.00	9,190.09	9,190.09	855.31	855.31	3,256.91	73.83
249-850-721-000	DENTAL INSURANCE BENEFITS	10,279.00	13,105.00	10,880.66	10,880.66	1,155.29	1,155.29	2,224.34	83.03
249-850-722-000	PENSION PLAN BENEFITS	45,168.00	45,168.00	44,088.36	44,088.36	3,674.03	3,674.03	1,079.64	97.61
Net - Dept 850 - BENEFITS/INSURANCE		404,737.00	470,905.00	427,797.78	427,797.78	52,069.96	52,069.96	43,107.22	
Dept 901 - CAPITAL OUTLAY									
249-901-975-000	CAPITAL OUTLAY - BLDGIMP	438,200.00	98,301.00	98,900.55	98,900.55	0.00	0.00	(599.55)	100.61
Net - Dept 901 - CAPITAL OUTLAY		438,200.00	98,301.00	98,900.55	98,900.55	0.00	0.00	(599.55)	
Dept 964 - PAYMENTS TO OTHER TOWNSHIPS									
249-964-964-100	PERMITS DUE TO LOWELL TWP	28,600.00	25,000.00	31,068.40	31,068.40	3,867.40	3,867.40	(6,068.40)	124.27
249-964-964-200	PERMITS DUE TO VERGENNES TWP	6,800.00	7,000.00	6,828.80	6,828.80	957.20	957.20	171.20	97.55
249-964-964-300	PERMITS DUE TO GR TWP	85,000.00	63,000.00	75,270.43	75,270.43	12,875.28	12,875.28	(12,270.43)	119.48
249-964-964-400	PERMITS DUE TO ADA TWP	60,000.00	59,000.00	56,457.30	56,457.30	16,409.25	16,409.25	2,542.70	95.69
249-964-964-500	PERMITS DUE TO EAST GR	34,000.00	35,000.00	37,272.30	37,272.30	6,519.20	6,519.20	(2,272.30)	106.49
249-964-964-600	PERMITS DUE PLAINFIELD	52,000.00	52,000.00	62,256.54	62,256.54	9,022.24	9,022.24	(10,256.54)	119.72
249-964-964-800	PERMITS DUE CASCADE TWP	97,000.00	100,000.00	123,969.75	123,969.75	35,086.40	35,086.40	(23,969.75)	123.97
Net - Dept 964 - PAYMENTS TO OTHER TOWNSHIPS		363,400.00	341,000.00	393,123.52	393,123.52	84,736.97	84,736.97	(52,123.52)	
Fund 249 - BUILDING FUND:									
TOTAL REVENUES		1,771,000.00	1,794,273.85	2,051,168.86	2,051,168.86	303,103.75	303,103.75	(256,895.01)	114.32
TOTAL EXPENDITURES		2,279,700.00	2,029,796.65	1,970,600.48	1,970,600.48	264,082.00	264,082.00	59,196.17	97.08
NET OF REVENUES & EXPENDITURES		(508,700.00)	(235,522.80)	80,568.38	80,568.38	39,021.75	39,021.75	(316,091.18)	34.21

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 249 - BUILDING FUND			
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	102,966.05	
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	7,180.26	
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	386,390.68	
249-000-002-003	CONSUMERS CR UN SAVINGS	319,411.47	
249-000-003-001	CD - INDEPENDENT BANK M 6/19/21	336,175.42	
249-000-003-021	FNB OF MI M 2/11/20	556,467.53	
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	658,867.48	
249-000-003-037	CHEMICAL BANK CD M 10/28/19	569,753.35	
249-000-202-000	ACCOUNTS PAYABLE		67,749.21
249-000-204-000	ACCRUED PAYROLL		34,772.77
249-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	15,400.00	
249-000-237-000	DUE TO IRF SW CONNECTIONS		6,730.00
249-000-390-000	FUND BALANCE		1,762,791.88
249-000-391-001	FUND BAL- COMMITTED FUTURE FAC IMP 2018		1,000,000.00
249-000-607-483	CASCADE TWP BLDG COM PERMITS		176,690.50
249-000-607-484	CASCADE TWP BLDG RES PERMITS		112,339.00
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS		103,060.00
249-000-607-486	CASCADE TWP MECHANICAL PERMITS		106,803.25
249-000-607-487	CASCADE TWP PLUMBING PERMITS		52,608.00
249-000-607-488	CASCADE - PR		48,959.00
249-000-607-490	CASCADE TWP CONTRACTOR REG		7,725.00
249-000-607-500	LOWELL TWP BUILDING PERMITS		73,300.00
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS		32,502.00
249-000-607-502	LOWELL TWP MECHANICAL PERMITS		29,224.00
249-000-607-503	LOWELL TWP PLUMBING PERMITS		22,586.00
249-000-607-504	LOWELL TWP - PR		4,376.00
249-000-607-510	VERGENNES TWP BUILDING PERMITS		1,220.00
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS		14,004.00
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS		15,575.00
249-000-607-516	VERGENNES TWP PLUMBING PERMITS		9,394.00
249-000-607-520	ADA TWP BUILDING PERMITS		131,978.00
249-000-607-521	ADA TWP PLUMBING PERMITS		22,768.00
249-000-607-523	ADA TWP ELECTRICAL PERMITS		45,922.00
249-000-607-524	ADA TWP MECHANICAL PERMITS		61,071.50
249-000-607-525	ADA TWP - PR		20,195.00
249-000-607-531	GR TWP BUILDING PERMITS		117,885.00
249-000-607-532	GR TWP ELECTRICAL PERMITS		91,174.40
249-000-607-533	GR TWP MECHANICAL PERMITS		112,296.75
249-000-607-534	GR TWP PLUMBING PERMITS		40,523.00
249-000-607-535	GRT - PR		14,495.00
249-000-607-536	EAST GR BUILDING PERMITS		62,138.00
249-000-607-537	EAST GR ELECTRICAL PERMITS		45,528.00
249-000-607-538	EAST GR MECHANICAL PERMITS		56,072.50

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
249-000-607-539	EAST GR PLUMBING PERMITS		29,252.00
249-000-607-540	EGR - PR		2,806.00
249-000-607-541	EAST GR-RENTAL INSP		3,630.00
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS		102,700.20
249-000-607-552	PLAINFIELD MECHANICAL PERMITS		124,886.50
249-000-607-553	PLAINFIELD - PLUMBING PERMITS		79,472.00
249-000-607-555	PLAINFIELD INSPECTION FEES -NP		1,200.00
249-000-607-556	WYOMING INSPECTIONS		30,289.60
249-000-665-000	INTEREST REVENUE		37,465.41
249-000-671-671	MISCELLANEOUS INCOME		2,120.00
249-000-676-100	REIMBURSEMENT- SECURITY DEPOSIT		4,934.25
249-371-702-000	WAGES- FULL TIME	851,339.84	
249-371-704-000	WAGES- PART TIME	694.49	
249-371-707-000	WAGES- CASUAL	9,360.00	
249-371-723-000	MEMBERSHIPS AND DUES	4,379.94	
249-371-724-000	EDUCATION	4,137.00	
249-371-727-000	SUPPLIES	6,311.87	
249-371-757-000	BOOKS	1,404.65	
249-371-768-000	DEPARTMENT UNIFORMS	4,165.46	
249-371-787-000	MISCELLANEOUS	825.49	
249-371-787-200	CREDIT CARD FEES	29,893.97	
249-371-807-000	AUDIT FEES & SERVICES	940.00	
249-371-810-000	LIABILITY INSURANCE	11,890.65	
249-371-860-000	MILEAGE	60,569.72	
249-371-862-500	DEPT HEAD, SUPV EXPENSES	367.55	
249-371-923-000	HEATING/UTILITY	5,041.52	
249-371-924-000	PHONES	5,389.69	
249-371-924-100	CELL PHONES/DATA	10,850.04	
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	7,800.00	
249-371-939-000	SERVICE CONTRACTS	24,686.53	
249-371-940-000	BUILDING RENTAL-LEASE	2,049.25	
249-371-941-000	POSTAGE & MACHINE LEASE	450.00	
249-371-967-000	BLDG - SPECIAL PROJECTS	2,500.00	
249-371-981-000	OFFICE EQUIPMENT	5,730.97	
249-850-715-000	FICA-EMPLOYER	62,510.48	
249-850-716-000	DEFINED CONTRIBUTION PLAN	77,598.45	
249-850-717-000	WORKERS COMP INSURANCE	29,335.97	
249-850-718-000	VISION INSURANCE BENEFITS	1,742.76	
249-850-718-200	OTHER BENEFITS	15,400.00	
249-850-718-300	OTHER BENEFITS- PTO BUYBACK PROGRAM	11,541.65	
249-850-719-000	HEALTH INSURANCE BENEFITS	161,509.36	
249-850-719-100	OPT-OUT INSURANCE	4,000.00	
249-850-720-000	LIFE & DISABILITY INSURANCE	9,190.09	
249-850-721-000	DENTAL INSURANCE BENEFITS	10,880.66	
249-850-722-000	PENSION PLAN BENEFITS	44,088.36	

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
249-901-975-000	CAPITAL OUTLAY - BLDGIMP	98,900.55	
249-964-964-100	PERMITS DUE TO LOWELL TWP	31,068.40	
249-964-964-200	PERMITS DUE TO VERGENNES TWP	6,828.80	
249-964-964-300	PERMITS DUE TO GR TWP	75,270.43	
249-964-964-400	PERMITS DUE TO ADA TWP	56,457.30	
249-964-964-500	PERMITS DUE TO EAST GR	37,272.30	
249-964-964-600	PERMITS DUE PLAINFIELD	62,256.54	
249-964-964-800	PERMITS DUE CASCADE TWP	123,969.75	
Total Fund 249 - BUILDING FUND		4,923,212.72	4,923,212.72

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 249 - BUILDING FUND		
*** Assets ***		
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	102,966.05
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	7,180.26
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	386,390.68
249-000-002-003	CONSUMERS CR UN SAVINGS	319,411.47
249-000-003-001	CD - INDEPENDENT BANK M 6/19/21	336,175.42
249-000-003-021	FNB OF MI M 2/11/20	556,467.53
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	658,867.48
249-000-003-037	CHEMICAL BANK CD M 10/28/19	569,753.35
	Total Assets	2,937,212.24
*** Liabilities ***		
249-000-202-000	ACCOUNTS PAYABLE	67,749.21
249-000-204-000	ACCRUED PAYROLL	34,772.77
249-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	(15,400.00)
249-000-237-000	DUE TO IRF SW CONNECTIONS	6,730.00
	Total Liabilities	93,851.98
*** Fund Balance ***		
249-000-390-000	FUND BALANCE	1,762,791.88
249-000-391-001	FUND BAL- COMMITTED FUTURE FAC IMP 2018	1,000,000.00
	Total Fund Balance	2,762,791.88
	Beginning Fund Balance	2,762,791.88
	Net of Revenues VS Expenditures	80,568.38
	Ending Fund Balance	2,843,360.26
	Total Liabilities And Fund Balance	2,937,212.24

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	2021 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 270 - LIBRARY FUND							
Revenues							
270-000-401-402	TAX LEVY	217,645.00	226,358.00	226,485.16	0.00	(127.16)	100.06
270-000-401-410	PERSONAL PROPERTY TAX	15,379.00	16,047.00	15,569.58	0.00	477.42	97.02
270-000-401-412	DELINQUENT TAX LEVY	1,000.00	600.00	633.40	0.00	(33.40)	105.57
270-000-401-437	ABATEMENT TAXES-LEVY	1,835.00	2,674.00	2,673.64	0.00	0.36	99.99
270-000-401-445	PENALTIES & INTEREST ON TAX	0.00	60.00	46.61	0.00	13.39	77.68
270-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE	5,000.00	8,909.46	8,909.46	0.00	0.00	100.00
270-000-587-587	KENT DISTRICT LIBRARY PAYMENT	32,870.00	32,870.00	32,869.52	0.00	0.48	100.00
270-000-665-000	INTEREST REVENUE	66,000.00	16,000.00	15,299.62	332.75	700.38	95.62
Total Revenues		339,729.00	303,518.46	302,486.99	332.75	1,031.47	
Dept 790 - LIBRARY							
270-790-727-000	LIBRARY SUPPLIES	6,600.00	6,600.00	0.00	0.00	6,600.00	0.00
270-790-729-000	LIB ELECTRONIC SUBSCRIPTIONS	900.00	900.00	0.00	0.00	900.00	0.00
270-790-787-000	MISCELLANEOUS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
270-790-802-200	JANITORIAL & MAINTENANCE	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
270-790-810-000	LIABILITY INSURANCE	15,088.00	19,817.75	19,817.75	0.00	0.00	100.00
270-790-921-000	LIBRARY ELECTRICITY	55,000.00	55,000.00	49,020.95	6,805.97	5,979.05	89.13
270-790-923-000	LIBRARY HEATING	12,000.00	12,000.00	11,826.02	3,371.70	173.98	98.55
270-790-924-000	LIBRARY PHONES	1,800.00	1,800.00	878.53	199.40	921.47	48.81
270-790-927-000	LIBRARY WATER-SEWER	8,000.00	8,000.00	6,472.10	0.00	1,527.90	80.90
270-790-931-000	LIBRARY MAINTENANCE	65,000.00	65,000.00	62,952.81	15,744.07	2,047.19	96.85
270-790-931-100	LIBRARY MAINTENANCE	76,461.00	76,461.00	76,671.00	76,461.00	(210.00)	100.27
270-790-950-000	PROPERTY TAX REFUNDS	50.00	500.00	361.12	0.00	138.88	72.22
270-790-981-000	OFFICE EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Net - Dept 790 - LIBRARY		252,899.00	258,078.75	228,000.28	102,582.14	30,078.47	
Dept 901 - CAPITAL OUTLAY							
270-901-970-000	CAPITAL OUTLAY - FFE	0.00	25,000.00	0.00	0.00	25,000.00	0.00
Net - Dept 901 - CAPITAL OUTLAY		0.00	25,000.00	0.00	0.00	25,000.00	
Fund 270 - LIBRARY FUND:							
TOTAL REVENUES		339,729.00	303,518.46	302,486.99	332.75	1,031.47	99.66
TOTAL EXPENDITURES		252,899.00	283,078.75	228,000.28	102,582.14	55,078.47	80.54
NET OF REVENUES & EXPENDITURES		86,830.00	20,439.71	74,486.71	(102,249.39)	(54,047.00)	364.42

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 270 - LIBRARY FUND			
270-000-001-510	CASH - MI CLASS	466,537.07	
270-000-002-004	WEST MICHIGAN COMMUNITY BANK	273,337.34	
270-000-003-014	CD - LAKE MICH CR UN #40 M3/27/2020	453,604.26	
270-000-003-027	CD - NORTHPOINTE BANK MM 4/7/2020	575,731.39	
270-000-015-023	LIBRARY M/M UNITED BANK	473,927.87	
270-000-202-000	ACCOUNTS PAYABLE		2,069.00
270-000-390-000	FUND BALANCE		1,766,582.22
270-000-391-001	FUND BALANCE - COMMITTED/MAJOR REPAIRS11		400,000.00
270-000-401-402	TAX LEVY		226,485.16
270-000-401-410	PERSONAL PROPERTY TAX		15,569.58
270-000-401-412	DELINQUENT TAX LEVY		633.40
270-000-401-437	ABATEMENT TAXES-LEVY		2,673.64
270-000-401-445	PENALTIES & INTEREST ON TAX		46.61
270-000-573-000	LOCAL COMMUNITY STABILIZATION SHARE		8,909.46
270-000-587-587	KENT DISTRICT LIBRARY PAYMENT		32,869.52
270-000-665-000	INTEREST REVENUE		15,299.62
270-790-810-000	LIABILITY INSURANCE	19,817.75	
270-790-921-000	LIBRARY ELECTRICITY	49,020.95	
270-790-923-000	LIBRARY HEATING	11,826.02	
270-790-924-000	LIBRARY PHONES	878.53	
270-790-927-000	LIBRARY WATER-SEWER	6,472.10	
270-790-931-000	LIBRARY MAINTENANCE	62,952.81	
270-790-931-100	LIBRARY MAINTENANCE	76,671.00	
270-790-950-000	PROPERTY TAX REFUNDS	361.12	
Total Fund 270 - LIBRARY FUND		2,471,138.21	2,471,138.21

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 270 - LIBRARY FUND		
*** Assets ***		
270-000-001-510	CASH - MI CLASS	466,537.07
270-000-002-004	WEST MICHIGAN COMMUNITY BANK	273,337.34
270-000-003-014	CD - LAKE MICH CR UN #40 M3/27/2020	453,604.26
270-000-003-027	CD - NORTHPOINTE BANK MM 4/7/2020	575,731.39
270-000-015-023	LIBRARY M/M UNITED BANK	473,927.87
	Total Assets	2,243,137.93
*** Liabilities ***		
270-000-202-000	ACCOUNTS PAYABLE	2,069.00
	Total Liabilities	2,069.00
*** Fund Balance ***		
270-000-390-000	FUND BALANCE	1,766,582.22
270-000-391-001	FUND BALANCE - COMMITTED/MAJOR REPAIR	400,000.00
	Total Fund Balance	2,166,582.22
	Beginning Fund Balance	2,166,582.22
	Net of Revenues VS Expenditures	74,486.71
	Ending Fund Balance	2,241,068.93
	Total Liabilities And Fund Balance	2,243,137.93

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 12/31/2021
 PRELIMINARY- PRE-AUDIT

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE		ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	12/31/2021	(ABNORM)	MONTH 12/31/21	BALANCE	
				NORM	(ABNORM)	INCR (DECR)	NORM (ABNORM)	
Fund 282 - CARES ACT								
Revenues								
282-000-528-001	PSPHPR GRANT	171,542.00	0.00	57,054.62		0.00	(57,054.62)	100.00
282-000-528-002	FRHPP GRANT	30,000.00	0.00	0.00		0.00	0.00	0.00
282-000-528-003	CRLGG GRANT	15,701.00	0.00	0.00		0.00	0.00	0.00
282-000-528-004	KENT COUNTY PROGRAM	217,352.09	0.00	0.00		0.00	0.00	0.00
282-000-528-005	KENT COUNTY WIFI	20,800.00	0.00	(709.21)		0.00	709.21	100.00
282-000-528-006	HAVA GRANT	22,396.50	0.00	0.00		0.00	0.00	0.00
282-000-528-007	ARPA	0.00	0.00	1,015,599.00		0.00	(1,015,599.00)	100.00
282-000-665-000	INTEREST ON INVESTMENTS	0.00	0.00	903.37		592.62	(903.37)	100.00
Total Revenues		477,791.59	0.00	1,072,847.78		592.62	(1,072,847.78)	
Dept 345 - 345								
282-345-702-000	WAGES- FULL TIME	0.00	0.00	57,054.62		0.00	(57,054.62)	100.00
282-345-702-100	HAZARD PAY- CARES ACT	30,000.00	0.00	0.00		0.00	0.00	0.00
282-345-702-200	FIRE DEPARTMENT SALARIES & BENEFITS	298,894.09	0.00	0.00		0.00	0.00	0.00
282-345-702-300	COVID HAZARD PAY	10,000.00	0.00	0.00		0.00	0.00	0.00
282-345-752-000	ELECTION SUPPLIES	22,396.50	0.00	0.00		0.00	0.00	0.00
282-345-755-000	COVID 19 EXPENSES	15,701.00	0.00	0.00		0.00	0.00	0.00
282-345-755-100	COVID EQUIPMENT & SUPPLIES	40,000.00	0.00	0.00		0.00	0.00	0.00
282-345-755-200	COVID REMOTE WORK EXPENSES	25,000.00	0.00	0.00		0.00	0.00	0.00
282-345-850-000	CARES ACT COMMUNICATIONS	15,000.00	0.00	0.00		0.00	0.00	0.00
282-345-852-000	INTERNET CARES ACT	20,800.00	0.00	0.00		0.00	0.00	0.00
Net - Dept 345 - 345		477,791.59	0.00	57,054.62		0.00	(57,054.62)	
Fund 282 - CARES ACT :								
TOTAL REVENUES		477,791.59	0.00	1,072,847.78		592.62	(1,072,847.78)	100.00
TOTAL EXPENDITURES		477,791.59	0.00	57,054.62		0.00	(57,054.62)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,015,793.16		592.62	(1,015,793.16)	100.00
TOTAL REVENUES - ALL FUNDS								
		13,800,761.59	13,199,813.88	14,269,725.06		1,095,934.14	(1,069,911.18)	108.11
TOTAL EXPENDITURES - ALL FUNDS								
		17,143,144.59	14,700,581.70	13,145,422.62		1,648,556.25	1,555,159.08	89.42
NET OF REVENUES & EXPENDITURES		(3,342,383.00)	(1,500,767.82)	1,124,302.44		(552,622.11)	(2,625,070.26)	74.92

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 282 - CARES ACT			
282-000-001-100	CASH -CARES ACT	1,016,502.37	
282-000-391-000	FUND BALANCE - COMMITTED		709.21
282-000-528-001	PSPHPR GRANT		57,054.62
282-000-528-005	KENT COUNTY WIFI	709.21	
282-000-528-007	ARPA		1,015,599.00
282-000-665-000	INTEREST ON INVESTMENTS		903.37
282-345-702-000	WAGES- FULL TIME	57,054.62	
Total Fund 282 - CARES ACT		1,074,266.20	1,074,266.20

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 282 - CARES ACT		
*** Assets ***		
282-000-001-100	CASH -CARES ACT	1,016,502.37
	Total Assets	<u>1,016,502.37</u>
*** Liabilities ***		
	Total Liabilities	<u>0.00</u>
*** Fund Balance ***		
282-000-391-000	FUND BALANCE - COMMITTED	709.21
	Total Fund Balance	<u>709.21</u>
	Beginning Fund Balance	709.21
	Net of Revenues VS Expenditures	1,015,793.16
	Ending Fund Balance	<u>1,016,502.37</u>
	Total Liabilities And Fund Balance	<u>1,016,502.37</u>

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 701 - TRUST AND AGENCY			
701-000-003-002	HENRY KRAMER ESCROW	15,371.17	
701-000-003-004	JACK SMITH ESCROW	23,120.34	
701-000-003-018	CD - CHEMICAL BANK JAMES TIMMONS	12,400.00	
701-000-015-004	MONEY MARKET - CHEMICAL BANK	177,814.23	
701-000-214-000	DUE TO GENERAL FUND		1,546.49
701-000-250-080	CASCADE POINTE-PATHWAY BOND		9,554.62
701-000-250-173	PATHWAYS-WOLVERINE BLDG GROUP- 6010 28TH		1,800.00
701-000-250-175	PATHWAYS - CASCADE TRAILS SENIOR LIVING		3,000.00
701-000-252-050	WALMART S/W INSP GR 3/2013		826.83
701-000-252-166	REDWOOD LIVING/WHITE WATER S/W 4/2014		3,413.30
701-000-252-167	RIDGES OF CASCADE S/W 4/2014		948.12
701-000-252-168	STONESHIRE PHASE II S/W 4/2014		1,559.25
701-000-252-205	GROOTERS DEV./ 5400 INTERNATIONAL PKWAY		500.00
701-000-252-227	CASCADE MARKETPLACE 5/08		8,858.33
701-000-252-230	FORD AIRPORT PK LOT S/W		8,468.75
701-000-252-231	DRURY DEVELOPMENT S/W 9/2015		4,201.08
701-000-252-232	FORD AIRPORT VIEWING PARK		32.00
701-000-252-236	LACKS TRIM DIV S/W 1/2016		4,518.05
701-000-252-238	LANTERNS OF CASCADE JUNE 2019		9,296.95
701-000-252-239	NATIONAL TIRE SEPTEMBER 2019		256.50
701-000-252-240	EDWARD ROSE/ GARDEN APARTMENTS	844.00	
701-000-252-751	GLENWOOD HILLS S/W BOND		23,211.72
701-000-253-221	UNIVERSAL SIGN SYSEMS 17-3397 7/2017		48.34
701-000-253-328	MIEDEMA METAL BUILDING SYSTEM 11/14		26.00
701-000-253-360	WOLVERING BLDG GROUP 16-3318 6/2016		500.00
701-000-253-373	ROBERT GROOTER 17-3386 5/2017		500.00
701-000-253-375	WATERFALL SHOPPES LLC 17-3389 6/2017		500.00
701-000-253-376	TOWN CENTER INN & SUITES 17-3391 6/2017		500.00
701-000-253-377	JAMNBEAN/FREEDOM REINS FARM 17-3392 7/17		500.00
701-000-253-378	PARADIGM DESIGN INC 17-3395 7/17		500.00
701-000-253-379	2771 ORANGE AVE LLC 17-3401 8/2017		500.00
701-000-253-382	RJP CONSULTING INC 17-3407 9/2017		500.00
701-000-253-385	INNOVATIVE DESIGN PC 17-3419 10/2017		500.00
701-000-253-386	LACK ENTERPRISES INC 17-3421 10/2017		500.00
701-000-253-387	NEDERVELD 17-3423 10/2017		500.00
701-000-253-388	BENITEAU RESIDENTIAL LLC 17-3424 11/2017		500.00
701-000-253-389	ALPHA LIMA VENTURES LLC 17-3425 11/2017		500.00
701-000-253-390	QUAIL RIDGE GOLF COURSE 17-3428 12/2017		500.00
701-000-253-391	THORNAPPLE EVANGELICAL 17-3429 12/17		500.00
701-000-253-392	THORNAPPLE RIVER NURSERY 18-3433 1/18		500.00
701-000-253-394	THE EAGLE PROPERTIES 18-3438 2/2018		500.00
701-000-253-395	KAMMINGA & ROODVOETS 18-3444 2/2018		500.00
701-000-253-397	DYKEMA EXCAVATORS INC 18:3450		500.00

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
701-000-253-398	SIBSCO LLC 18-3456 5/2018		500.00
701-000-253-399	GREEN CASTLE PROPERTIES 18-3458 5/2018		1,000.00
701-000-253-401	THORNAPPLE ENTERPRISES 18-3464 5/2018		500.00
701-000-253-404	NEDERVELD 18-3471 6/2018		500.00
701-000-253-405	NEWCO DESIGN BUILD LLC 18:3477		500.00
701-000-253-407	LANTERS 18:3488		500.00
701-000-253-408	PARADIGM DESIGN INC 18-3492 9/2018		500.00
701-000-253-409	LACKS TRIM SYSTEMS 18:3501 11/2018		500.00
701-000-253-411	BUFFUM HOMES LLC 18:3507		500.00
701-000-253-412	ROGUE LLC 18:3508		408.00
701-000-253-413	ROGUE LLC 18:3509		406.75
701-000-253-414	BDR EXECUTIVE HOMES PATHWAY BOND		1,000.00
701-000-253-415	GLENWOOD DEVELOPMENT PARTNERS 19:3516		500.00
701-000-253-416	GOLDEN VALLEY DEVELOPMENT 19:3519		500.00
701-000-253-417	ROBERT GROOTERS DEVELOPMENT CO 19:3526		380.50
701-000-253-418	TOM GIUSTI/ ROUND HILL 19:3527		15,862.25
701-000-253-419	CASCADE TLC DAYCARE 19:3534		500.00
701-000-253-420	NATIONAL TIRE WHOLESALE 19:3538		500.00
701-000-253-421	WATERMARK PROPERTIES LLC 19:3542		500.00
701-000-253-422	WALMART 19:3541		494.10
701-000-253-423	BRAD HARMON/ BKBE HOLDINGS LLC 19:3550		500.00
701-000-253-424	SARAH HOTCHKISS 19-3558		363.50
701-000-253-425	AUGUSTA TOWER 19-3570		1,087.30
701-000-253-426	EDWARD ROSE DEV CO., LLC		238.50
701-000-253-427	TARGET 20-3576 ZONING VARIANCE		171.00
701-000-253-431	GOLDEN VALLEY SITE CONDO #20-3593-ESCROW		80.00
701-000-253-432	GOLDEN VALLEY SITE CONDO #20-3594- PLAN		500.00
701-000-253-433	LIVE SPACE 4995 STARR ST SE		500.00
701-000-253-434	VENTURE ENGINEERING, PLLC		500.00
701-000-253-435	MOORE & BRUGGINK, INC		500.00
701-000-253-436	BOB MORSE 21-3629		500.00
701-000-253-437	GOLE DENTAL GROUP, PC 21-3632		500.00
701-000-253-438	MEDBIO #21-3620 4/2021		5,000.00
701-000-253-439	TOM GIUSTI/ ROUND HILL 21-3636 PUD AMEND		500.00
701-000-253-440	GOLF CLUB @ THORNAPPLE POINTE		500.00
701-000-253-445	DYKEMA EXCAVATORS, INC		500.00
701-000-253-446	DANIEL STEPHAN BUILDERS # 21-3665		10,000.00
701-000-253-447	QUAIL RIDGE GOLF COURSE #21-3680		500.00
701-000-253-448	PATTERSON ICE CENER, INC. #21-3681		500.00
701-000-253-449	JMR PROPERTY 2 LLC, #21-3629		20,000.00
701-000-255-000	CASCADE THORN RIVER ASSOC 16:3303		500.00
701-000-255-741	JAMES TIMMONS TRUST		12,400.00
701-000-255-742	JACKS SMITH (IRF) M 10/16/2015		23,120.34
701-000-255-743	CUSTOMER DEPOSITS- SOLICITATION BONDS		1,100.00
701-000-283-004	REDWOOD LIVING PERFORMANCE BOND 13-3139		10,000.00

TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
701-000-283-168	RON DYKSTRA 2769 TRD		500.00
701-000-283-169	CHICK-FIL-A PUD AMEND 19:3533		500.00
701-000-283-171	PATHWAY BOND - 1990 SPAULDING		500.00
701-000-283-740	HENRY KRAMER PERFORMANCE BOND		15,371.17
701-000-283-741	PERFORMANCE BOND 5801 KRAFT		5,000.00
Total Fund 701 - TRUST AND AGENCY		229,549.74	229,549.74

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 701 - TRUST AND AGENCY		
*** Assets ***		
701-000-003-002	HENRY KRAMER ESCROW	15,371.17
701-000-003-004	JACK SMITH ESCROW	23,120.34
701-000-003-018	CD - CHEMICAL BANK JAMES TIMMONS	12,400.00
701-000-015-004	MONEY MARKET - CHEMICAL BANK	177,814.23
	Total Assets	228,705.74
*** Liabilities ***		
701-000-214-000	DUE TO GENERAL FUND	1,546.49
701-000-250-080	CASCADE POINTE-PATHWAY BOND	9,554.62
701-000-250-173	PATHWAYS-WOLVERINE BLDG GROUP- 6010 2	1,800.00
701-000-250-175	PATHWAYS - CASCADE TRAILS SENIOR LIVING	3,000.00
701-000-252-050	WALMART S/W INSP GR 3/2013	826.83
701-000-252-166	REDWOOD LIVING/WHITE WATER S/W 4/2014	3,413.30
701-000-252-167	RIDGES OF CASCADE S/W 4/2014	948.12
701-000-252-168	STONESHIRE PHASE II S/W 4/2014	1,559.25
701-000-252-205	GROOTERS DEV./ 5400 INTERNATIONAL PKWA	500.00
701-000-252-227	CASCADE MARKETPLACE 5/08	8,858.33
701-000-252-230	FORD AIRPORT PK LOT S/W	8,468.75
701-000-252-231	DRURY DEVELOPMENT S/W 9/2015	4,201.08
701-000-252-232	FORD AIRPORT VIEWING PARK	32.00
701-000-252-236	LACKS TRIM DIV S/W 1/2016	4,518.05
701-000-252-238	LANTERNS OF CASCADE JUNE 2019	9,296.95
701-000-252-239	NATIONAL TIRE SEPTEMBER 2019	256.50
701-000-252-240	EDWARD ROSE/ GARDEN APARTMENTS	(844.00)
701-000-252-751	GLENWOOD HILLS S/W BOND	23,211.72
701-000-253-221	UNIVERSAL SIGN SYSEMS 17-3397 7/2017	48.34
701-000-253-328	MIEDEMA METAL BUILDING SYSTEM 11/14	26.00
701-000-253-360	WOLVERING BLDG GROUP 16-3318 6/2016	500.00
701-000-253-373	ROBERT GROOTER 17-3386 5/2017	500.00
701-000-253-375	WATERFALL SHOPPES LLC 17-3389 6/2017	500.00
701-000-253-376	TOWN CENTER INN & SUITES 17-3391 6/2017	500.00
701-000-253-377	JAMNBEAN/FREEDOM REINS FARM 17-3392 7,	500.00
701-000-253-378	PARADIGM DESIGN INC 17-3395 7/17	500.00

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
701-000-253-379	2771 ORANGE AVE LLC 17-3401 8/2017	500.00
701-000-253-382	RJP CONSULTING INC 17-3407 9/2017	500.00
701-000-253-385	INNOVATIVE DESIGN PC 17-3419 10/2017	500.00
701-000-253-386	LACK ENTERPRISES INC 17-3421 10/2017	500.00
701-000-253-387	NEDERVELD 17-3423 10/2017	500.00
701-000-253-388	BENITEAU RESIDENTIAL LLC 17-3424 11/2017	500.00
701-000-253-389	ALPHA LIMA VENTURES LLC 17-3425 11/2017	500.00
701-000-253-390	QUAIL RIDGE GOLF COURSE 17-3428 12/2017	500.00
701-000-253-391	THORNAPPLE EVANGELICAL 17-3429 12/17	500.00
701-000-253-392	THORNAPPLE RIVER NURSERY 18-3433 1/18	500.00
701-000-253-394	THE EAGLE PROPERTIES 18-3438 2/2018	500.00
701-000-253-395	KAMMINGA & ROODVOETS 18-3444 2/2018	500.00
701-000-253-397	DYKEMA EXCAVATORS INC 18:3450	500.00
701-000-253-398	SIBSCO LLC 18-3456 5/2018	500.00
701-000-253-399	GREEN CASTLE PROPERTIES 18-3458 5/2018	1,000.00
701-000-253-401	THORNAPPLE ENTERPRISES 18-3464 5/2018	500.00
701-000-253-404	NEDERVELD 18-3471 6/2018	500.00
701-000-253-405	NEWCO DESIGN BUILD LLC 18:3477	500.00
701-000-253-407	LANTERS 18:3488	500.00
701-000-253-408	PARADIGM DESIGN INC 18-3492 9/2018	500.00
701-000-253-409	LACKS TRIM SYSTEMS 18:3501 11/2018	500.00
701-000-253-411	BUFFUM HOMES LLC 18:3507	500.00
701-000-253-412	ROGUE LLC 18:3508	408.00
701-000-253-413	ROGUE LLC 18:3509	406.75
701-000-253-414	BDR EXECUTIVE HOMES PATHWAY BOND	1,000.00
701-000-253-415	GLENWOOD DEVELOPMENT PARTNERS 19:351	500.00
701-000-253-416	GOLDEN VALLEY DEVELOPMENT 19:3519	500.00
701-000-253-417	ROBERT GROOTERS DEVELOPMENT CO 19:352	380.50
701-000-253-418	TOM GIUSTI/ ROUND HILL 19:3527	15,862.25
701-000-253-419	CASCADE TLC DAYCARE 19:3534	500.00
701-000-253-420	NATIONAL TIRE WHOLESAL 19:3538	500.00
701-000-253-421	WATERMARK PROPERTIES LLC 19:3542	500.00
701-000-253-422	WALMART 19:3541	494.10
701-000-253-423	BRAD HARMON/ BKBE HOLDINGS LLC 19:3550	500.00
701-000-253-424	SARAH HOTCHKISS 19-3558	363.50
701-000-253-425	AUGUSTA TOWER 19-3570	1,087.30
701-000-253-426	EDWARD ROSE DEV CO., LLC	238.50
701-000-253-427	TARGET 20-3576 ZONING VARIANCE	171.00
701-000-253-431	GOLDEN VALLEY SITE CONDO #20-3593-ESCRO	80.00
701-000-253-432	GOLDEN VALLEY SITE CONDO #20-3594- PLAN	500.00
701-000-253-433	LIVE SPACE 4995 STARR ST SE	500.00
701-000-253-434	VENTURE ENGINEERING, PLLC	500.00

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
701-000-253-435	MOORE & BRUGGINK, INC	500.00
701-000-253-436	BOB MORSE 21-3629	500.00
701-000-253-437	GOLE DENTAL GROUP, PC 21-3632	500.00
701-000-253-438	MEDBIO #21-3620 4/2021	5,000.00
701-000-253-439	TOM GIUSTI/ ROUND HILL 21-3636 PUD AMEN	500.00
701-000-253-440	GOLF CLUB @ THORNAPPLE POINTE	500.00
701-000-253-445	DYKEMA EXCAVATORS, INC	500.00
701-000-253-446	DANIEL STEPHAN BUILDERS # 21-3665	10,000.00
701-000-253-447	QUAIL RIDGE GOLF COURSE #21-3680	500.00
701-000-253-448	PATTERSON ICE CENER, INC. #21-3681	500.00
701-000-253-449	JMR PROPERTY 2 LLC, #21-3629	20,000.00
701-000-255-000	CASCADE THORN RIVER ASSOC 16:3303	500.00
701-000-255-741	JAMES TIMMONS TRUST	12,400.00
701-000-255-742	JACKS SMITH (IRF) M 10/16/2015	23,120.34
701-000-255-743	CUSTOMER DEPOSITS- SOLICITATION BONDS	1,100.00
701-000-283-004	REDWOOD LIVING PERFORMANCE BOND 13-3	10,000.00
701-000-283-168	RON DYKSTRA 2769 TRD	500.00
701-000-283-169	CHICK-FIL-A PUD AMEND 19:3533	500.00
701-000-283-171	PATHWAY BOND - 1990 SPAULDING	500.00
701-000-283-740	HENRY KRAMER PERFORMANCE BOND	15,371.17
701-000-283-741	PERFORMANCE BOND 5801 KRAFT	5,000.00

Total Liabilities	228,705.74
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*** Fund Balance ***

Total Fund Balance	0.00
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Beginning Fund Balance	0.00
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Net of Revenues VS Expenditures	0.00
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Ending Fund Balance	0.00
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Total Liabilities And Fund Balance	228,705.74
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TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 703 - CURRENT TAX COLLECTION FUND			
703-000-001-001	CASH (CASH DRAWER)	150.00	
703-000-001-103	CASH- CHEM /TAX WIRE	34.86	
703-000-001-110	FLAGSTAR BANK - CASH	5,267,813.04	
703-000-001-111	CASH RECEIVING & WIRE - FLAGSTAR	239,353.53	
703-000-001-112	CASH DELINQUENT - FLAGSTAR	5,238.88	
703-000-214-100	CCT-PATHWAYS		285,568.92
703-000-214-105	CCT-POLICE		372,889.77
703-000-214-110	CCT - OPERATING TAXES		789,436.71
703-000-214-112	CCT - OVER/SHORT		0.25
703-000-214-115	CCT - FIRE		1,068,668.54
703-000-214-116	CCT OPEN SPACE		186,844.40
703-000-214-120	CCT - LIBRARY		121,923.27
703-000-214-135	CCT- SPECIAL ASSESSMENTS		79,667.87
703-000-214-140	CCT - STREET LIGHTS		45,344.24
703-000-214-155	CCT - ADMIN		34,635.79
703-000-214-200	CCT - IFT PATHWAYS		288.58
703-000-214-205	CCT - IFT POLICE		376.85
703-000-214-210	CCT - IFT OPERATING TAXES		797.82
703-000-214-215	CCT - IFT FIRE		1,080.01
703-000-214-216	CCT OPEN SPACE IFT		188.84
703-000-214-220	CCT-IFT LIBRARY		123.06
703-000-222-110	KENT COUNTY - OPERATING		4,028.36
703-000-222-111	KENT COUNTY - INTEREST		392.15
703-000-222-160	KENT COUNTY - JAIL		207,275.90
703-000-222-165	KENT COUNTY - ZOO/MUSEUM		115,523.76
703-000-222-170	KENT COUNTY - SENIOR		131,276.79
703-000-222-172	KENT COUNTY - VETERAN'S MILLAGE		13,061.85
703-000-222-175	KENT COUNTY - DOG LICENSE		753.60
703-000-222-180	KENT COUNTY DRAIN		10,255.94
703-000-222-185	KENT COUNTY - EARLY CHILDHOOD		66,177.43
703-000-223-110	KDL - TAXES		338,477.90
703-000-225-110	FHPS - OPERATING		442,000.21
703-000-225-111	FHPS - INTEREST		148.31
703-000-225-120	FHPS - DEBT		707,140.91
703-000-225-130	FHPS - RECREATION		114,111.50
703-000-225-410	CALEDONIA - OPERATING		185,888.60
703-000-225-411	CALEDONIA - INTEREST		42.78
703-000-225-420	CALEDONIA - DEBT		120,865.73
703-000-226-110	LOWELL - OPERATING		3,065.49
703-000-226-111	LOWELL - INTEREST		3.56
703-000-226-120	LOWELL - DEBT		19,995.35
703-000-226-130	LOWELL BLDG/SITE		2,822.51
703-000-228-001	SET & OPERATING TAX (COUNTY)		5,775.45

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 12/31/2021
PRELIMINARY PRE-AUDIT**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
703-000-230-001	TAX INT- DUE TO OTHER UNIT GOVT		2,157.45
703-000-230-002	DELQ TAX - DUE TO OTHER UNIT OF GOVT		5,191.74
703-000-230-003	WIRE ACCT-DUE TO OTHER UNIT GOVT		1.00
703-000-230-012	DELQ TAX INT- DUE OTHER UNIT GOVT		28.94
703-000-230-013	WIRE ACCT INT - DUE TO OTHER GOVT		631.96
703-000-230-043	WIRE- ONLINE SERVICE FEES	129.62	
703-000-230-044	TAX NSF FEES		464.76
703-000-234-110	KENT ISD - TAXES		5,309.25
703-000-234-111	KENT ISD - TAXES INTEREST		212.37
703-000-235-110	GRCC - TAXES		1,665.91
703-000-235-111	GRCC - TAXES INTEREST		66.62
703-000-274-000	UNDISTRIBUTED TAX COLLECTION		371.87
703-000-275-000	DUE TO TAXPAYERS		4,645.33
703-000-275-001	DUE TAX PAYERS O/S		15,053.73
Total Fund 703 - CURRENT TAX COLLECTION FUND		5,512,719.93	5,512,719.93
Total - All Funds:		42,295,545.16	42,295,545.16

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
Fund 703 - CURRENT TAX COLLECTION FUND		
*** Assets ***		
703-000-001-001	CASH (CASH DRAWER)	150.00
703-000-001-103	CASH- CHEM /TAX WIRE	34.86
703-000-001-110	FLAGSTAR BANK - CASH	5,267,813.04
703-000-001-111	CASH RECEIVING & WIRE - FLAGSTAR	239,353.53
703-000-001-112	CASH DELINQUENT - FLAGSTAR	5,238.88
	Total Assets	5,512,590.31
*** Liabilities ***		
703-000-214-100	CCT-PATHWAYS	285,568.92
703-000-214-105	CCT-POLICE	372,889.77
703-000-214-110	CCT - OPERATING TAXES	789,436.71
703-000-214-112	CCT - OVER/SHORT	0.25
703-000-214-115	CCT - FIRE	1,068,668.54
703-000-214-116	CCT OPEN SPACE	186,844.40
703-000-214-120	CCT - LIBRARY	121,923.27
703-000-214-135	CCT- SPECIAL ASSESSMENTS	79,667.87
703-000-214-140	CCT - STREET LIGHTS	45,344.24
703-000-214-155	CCT - ADMIN	34,635.79
703-000-214-200	CCT - IFT PATHWAYS	288.58
703-000-214-205	CCT - IFT POLICE	376.85
703-000-214-210	CCT - IFT OPERATING TAXES	797.82
703-000-214-215	CCT - IFT FIRE	1,080.01
703-000-214-216	CCT OPEN SPACE IFT	188.84
703-000-214-220	CCT-IFT LIBRARY	123.06
703-000-222-110	KENT COUNTY - OPERATING	4,028.36
703-000-222-111	KENT COUNTY - INTEREST	392.15
703-000-222-160	KENT COUNTY - JAIL	207,275.90
703-000-222-165	KENT COUNTY - ZOO/MUSEUM	115,523.76
703-000-222-170	KENT COUNTY - SENIOR	131,276.79
703-000-222-172	KENT COUNTY - VETERAN'S MILLAGE	13,061.85
703-000-222-175	KENT COUNTY - DOG LICENSE	753.60
703-000-222-180	KENT COUNTY DRAIN	10,255.94
703-000-222-185	KENT COUNTY - EARLY CHILDHOOD	66,177.43

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 12/31/2021
PRELIMINARY PRE-AUDIT

GL Number	Description	Balance
703-000-223-110	KDL - TAXES	338,477.90
703-000-225-110	FHPS - OPERATING	442,000.21
703-000-225-111	FHPS - INTEREST	148.31
703-000-225-120	FHPS - DEBT	707,140.91
703-000-225-130	FHPS - RECREATION	114,111.50
703-000-225-410	CALEDONIA - OPERATING	185,888.60
703-000-225-411	CALEDONIA - INTEREST	42.78
703-000-225-420	CALEDONIA - DEBT	120,865.73
703-000-226-110	LOWELL - OPERATING	3,065.49
703-000-226-111	LOWELL - INTEREST	3.56
703-000-226-120	LOWELL - DEBT	19,995.35
703-000-226-130	LOWELL BLDG/SITE	2,822.51
703-000-228-001	SET & OPERATING TAX (COUNTY)	5,775.45
703-000-230-001	TAX INT- DUE TO OTHER UNIT GOVT	2,157.45
703-000-230-002	DELQ TAX - DUE TO OTHER UNIT OF GOVT	5,191.74
703-000-230-003	WIRE ACCT-DUE TO OTHER UNIT GOVT	1.00
703-000-230-012	DELQ TAX INT- DUE OTHER UNIT GOVT	28.94
703-000-230-013	WIRE ACCT INT - DUE TO OTHER GOVT	631.96
703-000-230-043	WIRE- ONLINE SERVICE FEES	(129.62)
703-000-230-044	TAX NSF FEES	464.76
703-000-234-110	KENT ISD - TAXES	5,309.25
703-000-234-111	KENT ISD - TAXES INTEREST	212.37
703-000-235-110	GRCC - TAXES	1,665.91
703-000-235-111	GRCC - TAXES INTEREST	66.62
703-000-274-000	UNDISTRIBUTED TAX COLLECTION	371.87
703-000-275-000	DUE TO TAXPAYERS	4,645.33
703-000-275-001	DUE TAX PAYERS O/S	15,053.73
	Total Liabilities	5,512,590.31

*** Fund Balance ***

Total Fund Balance	0.00
Beginning Fund Balance	0.00
Net of Revenues VS Expenditures	0.00
Ending Fund Balance	0.00
Total Liabilities And Fund Balance	5,512,590.31



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

Date: February 9, 2022
To: Supervisor Lesperance & Cascade Township Board
From: Benjamin Swayze, Township Manager
Subject: Agreement for Invasive Plant Treatment with Kent Conservation District

FACTS:

In previous years, the Township has partnered with the Kent Conservation District (KCD) to provide invasive plant management in various parks and public spaces throughout the Township. Continuous professional control of invasive species ensures that the plants do not get out of control and allows for native plants to flourish in the parks. Treatment has occurred for various invasive plants including bittersweet vine, barberry, knotweed, garlic mustard, autumn olive, buckthorn multi-flora rose among others.

Typically, the control activities have taken place in Burton and Peace parks, but in recent years activities have spread to other Township properties including the Township library property and a Township property owned on Cascade Terrace.

The 2022 proposed plan calls for treatment on various Township properties including Peace Park, Burton Park, Cascade Terrace and the 30th Street Cemetery. The program also calls for surveying for future treatment activities at other Township parks and properties including McGraw Park, Recreation Park and Fire Station #2. The proposed cost of the 2022 program is \$20,070

Attached for your review is:

- Proposed Agreement Concerning Treatment of Invasive Plants at Cascade Parks with the Kent Conservation District
- Proposed work plan for invasive plant treatment for 2022

ANALYSIS & CONCLUSIONS:

The Kent Conservation District mission is to protect and enhance the natural resources of Kent County. They accomplish this with voluntary programs available for private landowners in rural and urban areas, such as: habitat restoration assistance, Michigan Agriculture Environmental Assistance (MAEAP) verification, Farm Bill Programs, and technical assistance to all landowners.

Kent Conservation District is a local provider of natural resource management services that helps Kent County citizens conserve their lands and our environment for a cleaner, healthier, economically stronger Michigan. As a local, special purpose unit of government, Kent Conservation District is governed by a locally elected, five-member board of directors. The guiding philosophy of Michigan Conservation Districts is that local people should make decisions on conservation issues at the local level, with technical assistance provided by

government. You can learn more about the Kent Conservation District at their website here:
<https://www.kentconservation.org/>

Utilizing the services of KCD over the past several years have allowed us to keep the proliferation of invasive species in Township parks and public spaces under control. In addition, KCD has provided several instructional courses to Cascade Township residents, hosted in our public spaces, to assist them in controlling invasive species on their properties as well.

Township representatives, including Parks Committee Chair Ginny Wanty, Buildings and Grounds Supervisor Jim McDonald and myself met with KCD representatives to review last year's activities and design the 2022 program under consideration.

FINANCIAL CONSIDERATIONS:

The proposed work from KCD for FY 2022 comes to \$20,070 and will be billed as activities occur. Funds for this work are included in the approved FY 2022 budget in the General Fund – Parks, General Fund – Cemetery, General Fund – Buildings and Grounds and Open Space Fund departments.

RECOMMENDED ACTION:

To approve the Agreement Concerning Treatment of Invasive Plants at Cascade Parks with Kent Conservation District and authorize the Township Manager to execute the agreement on behalf of the Township.

AGREEMENT CONCERNING TREATMENT OF INVASIVE PLANTS AT CASCADE PARKS

This Agreement is made between the Kent Conservation District, ("KCD"), whose address is 3260 Eagle Park Dr NE, Grand Rapids MI 49525, and **Cascade Township**, whose address is: 5920 Tahoe Dr. SE and is as follows:

1. Engagement.

Customer hires KCD, and KCD agrees to provide services, to remove certain invasive plants from listed property, as set forth in Paragraph 2 below.

2. Services.

KCD shall provide the services set forth below:

- a. KCD will target and treat, non-native exotic invasive plants identified as invasive bittersweet vine, barberry, knotweed, garlic mustard, autumn olive, buckthorn multi-flora rose and various other agreed upon invasive species on Cascade Township properties, focused largely on **Peace and Burton Park**.
- b. KCD will treat the invasive plants using habitat approved herbicide depending on the species. Herbicides will be applied according to manufacturer's directions for use or application.
- c. KCD will document the amount of herbicide used on the property.
- d. KCD will provide all equipment and herbicides necessary to complete the work.

3. Term.

KCD will begin work in **January 2022 to January 2023** unless extended by the parties due to weather or other circumstances. KCD will complete many crew hours of on-the-ground work. Either party may terminate this Agreement by giving five days written notice to the other party.

4. Payment.

Customer shall pay KCD for its services at \$75.00 per hour for a two person crew. Time billed will include on the ground work and travel time to and from KCD's business address. The hourly rate will be adjusted/pro-rated accordingly if the crew is increased or decreased based on site size/density and nature of work and if it is survey work adjusted down. Upon completion of the services, KCD shall submit an invoice to Customer and Customer shall pay the invoice within 30 days of receipt. The invoice will include the following information: (1) the number of people on the crew; (2) the name of crew members; (3) crew hours worked. **Total not to exceed \$20,000 in FY22 (January 1, 2021 – December 1, 2022)** unless approved directly in writing by the Township.

5. Knowledge of KCD and Obligations of KCD .

KCD represents that it has the requisite training, skill and experience necessary to provide the services herein. KCD shall take precautions for the safety of its employees and agents on the work site.

6. Authority of Customer and Obligations of Customer.

Manager of the property is [REDACTED] and has all the requisite authority to permit KCD to perform the Services. Permission to perform the services described above has been granted. Any hazardous areas will be identified by KCD prior to treatment.

7. Insurance.

- a. KCD agrees to maintain commercial general liability insurance, worker's compensation insurance on its employees and automobile liability insurance covering its vehicles. If requested, a copy of KCD's commercial general liability insurance certificate will be provided.
- b. Customer shall maintain property insurance.

8. Limitation of Warranties and Limitation of Liability.

KCD makes no warranties, express or implied in connection with its services rendered hereunder. KCD's liability for any damages arising hereunder shall be limited to the extent of coverage or its fee earned hereunder. KCD shall not be liable for incidental or consequential damages resulting from the services provided hereunder.

9. Indemnification.

- a. KCD shall indemnify and save harmless the Customer from any and all costs, claims, judgments or awards of damages (including costs and all attorney fees) arising solely out of or in any way resulting from negligent acts, errors or omissions of KCD, its employees or agents in performing this Agreement.
- b. Customer shall defend and indemnify and save harmless KCD, its officers, employees and agents from any and all costs, claims, judgments or awards of damages (including costs and all attorney fees) arising solely out of or in any way resulting from negligent acts, errors or omissions of Customer, its employees or agents in performing this Agreement. This provision shall survive the termination of this Agreement.

10. General Provisions.

This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter and supersedes all prior agreements or negotiations between the parties. This Agreement may be amended, supplemented, or changed only by an agreement in writing that makes specific reference to this Agreement or the Agreement delivered pursuant to it and that is signed by the party against whom enforcement of any such amendment, supplement, or modification is sought. This Agreement shall inure to the benefit of, and be binding on, the named parties and their respective heirs, successors and assigns, but not any other person. Any provision of this Agreement which has been declared invalid or illegal shall in no way affect or invalidate any other provision. In the event either of the parties defaults on the performance of any of the terms of this Agreement or either party places enforcement of this Agreement in the hands of an attorney, or files a lawsuit, each party shall pay all of its own attorney fees, costs and expenses. The venue for any dispute related to this Agreement shall be in Kent County, Michigan.

In witness whereof, the parties have executed this Agreement on the date set forth above.

KENT CONSERVATION DISTRICT (KCD)

By: _____

Jessie Schulte Its: District Manager

Phone: 616. 222-5801

PROPERTY OWNER/MANAGER

By (print name):

Signature: 

Contact (phone and email):

Site	Hours	Rate	Total	Notes
Peace Park	110	75	8250	Oriental Bittersweet Vine (OBS) *access to gator for efficiency
Burton	120	75	9000	Prioritize OBS, plus other agreed upon species
McGraw	8	45	360	Survey
7359 Cascade Terrace Dr SE	6	75	450	Garlic Mustard, plus other agreed upon species
Recreation Park	2	45	90	Survey
30 Cemetery	16	75	1200	Prioritize OBS; coordinate with Jim McDonald for sites
Firestation #2	2	45	90	Survey
Tassell	3	60	180	Cost-share MISGP J. Knotweed, plus other var. species
Misc. survey	10	45	450	unallocated survey hours

\$20,070.00

***will adjust hours based on infestation density**



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

Date: February 9, 2022
To: Supervisor Lesperance & Cascade Township Board
From: Benjamin Swayze, Township Manager
Subject: Township Position Realignment and Addition

FACTS:

In late 2021 the Township received resignations from two Department Head level positions. When the Township receives resignations, it allows for an opportunity to reevaluate the effectiveness and efficiency of the organization and possibly reallocate resources to functions that need more attention and/or increase the effectiveness and efficiency of the position.

As part of the process, I met with the Township HR Generalist and several Department Heads in order to review the organizational chart and possibly reallocate resources. As a result of that process, I am recommending the realignment of four positions in the organization, as well as the creation of one new position. The recommendation results in the elimination of 4 positions.

Positions Realigned

Director of Public Works - Under the direction of the Township Manager, the Director of Public Works is responsible for overseeing the physical assets of the Township including public facilities, public spaces, parks and pathways. Also serves as the Township point-of-contact for Township infrastructure partnerships including utility infrastructure, roadway infrastructure and drain infrastructure. Provides technical expertise and administrative support to the Township Manager and Township Board regarding the physical assets of the Township.

Planning Director - Under the direction of the Township Manager, the Planning Director is responsible for overseeing the planning administration and day-to-day operations of the Planning Department to assure community-wide compliance with applicable Township development codes and ordinances. Prepares and implements, the Township's comprehensive plan, zoning ordinance, subdivision ordinance and other land use policies. Provides technical expertise and administrative support to the Planning Commission, Zoning Board and Township Board.

Zoning Administrator - Under the direction of the Planning Director, the Zoning Administrator is responsible for the administration, interpretation and enforcement of all Township ordinances as well as providing support to the programs of the Planning Department.

Director of Human Resources - Under the direction of the Township Manager, the Director of Human Resources plans and coordinates human resource management activities of the Township to maximize the strategic use of human resources and maintain functions such as employee compensation, recruitment, personnel policies and regulatory compliance.

Positions Created

Management Office Administrative Assistant - Under the direction of the Township Manager, the Administrative Assistant is responsible for serving as the administrative support and receptionist for the Manager's Office and providing a broad range of administrative tasks.

Positions Eliminated

Community Development Director – Responsibilities for this position have generally been allocated to the Planning Director and Director of Public Works Position.

Assistant Township Manager – Responsibilities for this position have generally been allocated to the Human Resource Director, Zoning Administrator and Management Office Administrative Assistant.

Human Resources Generalist – Responsibilities for this position have generally been allocated to the Director of Human Resources with support from the Management Office Administrative Assistant

Planner – Responsibilities for this position have generally been allocated to the Planning Director, Zoning Administrator or other existing positions in the organization.

Attached for your review is:

- Proposed Job Descriptions for newly realigned and allocated positions.

ANALYSIS & CONCLUSIONS:

The realignment of the four positions and creation of the fifth position will allow the Township to allocated resources more effectively to areas of need.

The creation of the Director of Public works position brings civil engineering expertise the Township does not currently have with in-house staff and dedicates an employee to project management with several large-scale projects on the horizon. It also allows for a Department Head level staff to be dedicated to our parks, pathways and public spaces and provides dedicated leadership to the Buildings and Grounds Department.

The Planning Director and Zoning Administrator positions return to a model of a dedicated planning department as we have seen an increase in the complexity of development projects in the Township and will allow detailed work with the Planning Commission to implement recommendations that came from the Round Hill Subcommittee. It also provides for an employee dedicated to general and zoning code enforcement, duties that were previously divided between several Township employees.

The Human Resources Director position dedicates an employee to all levels of Human Resource administration where those duties were previously divided between several administrative positions.

The creation of the Management Office Administrative Assistant provides much needed administrative support to several key positions in the Township including the Township Manager, Human Resources Director and Public Services Administrator and provides another readily available touch-point for the public.

FINANCIAL CONSIDERATIONS:

The four position realignments have a net neutral impact on the Township budget. The full cost of employment of the 5th position adds \$55 - \$75k to the Township budget dependent upon the benefits that are elected. The cost allocations for all of the positions have been included in the FY 2022 budget approved by the Township Board.

RECOMMENDED ACTION:

To approve the newly proposed Township positions

CASCADE CHARTER TOWNSHIP

POSITION DESCRIPTION

Title:	Director of Public Works
Department:	Various
Reports to:	Township Manager
Position(s) Supervised:	Buildings & Grounds Supervisor
Employment Status:	Full-Time; Exempt
Pay Grade:	8

BROAD STATEMENT OF RESPONSIBILITIES:

Under the direction of the Township Manager, the Director of Public Works is responsible for overseeing the physical assets of the Township including public facilities, public spaces, parks and pathways. Also serves as the Township point-of-contact for Township infrastructure partnerships including utility infrastructure, roadway infrastructure and drain infrastructure. Provides technical expertise and administrative support to the Township Manager and Township Board regarding the physical assets of the Township.

ESSENTIAL FUNCTIONS:

1. Provide oversight and management of all physical assets of the Township including, but not limited to, Township parks, pathways, public spaces and facilities.
2. Serve as the Project Manager for all Township infrastructure improvements in partnership with the corresponding Department Head.
3. Provide supervision to the Buildings & Grounds Supervisor and provide administrative management to the Buildings & Grounds Department in the maintenance of Township physical assets.
4. In conjunction with the HR Director, responsible for hiring, training, supervision, discipline and termination of all Buildings and Grounds department staff with oversight of the Township Manager.
5. Manages assigned staff; assigns tasks, responsibilities and projects; evaluates performance, resolves workload and technical issues, and assures that goals are communicated and achieved.
6. Work with Township Manager to develop and manage departmental budgets in area of responsibility.
7. Serves as the Township Stormwater coordinator and implements the requirements of all Township stormwater permits.
8. Works cooperatively with the Township Planning Director in the implementation of the Township Stormwater Ordinance including all Stormwater maintenance agreements.

9. Works cooperatively with the City of Grand Rapids to provide oversight of the public water and sewer utility systems as outlined in the Utility Master Agreements. Serves as Township representative to the Utility Advisory Board.
10. Works cooperatively with the Kent County Road Commission and Michigan Department of Transportation to insure proper maintenance and improvements to the Township public road system.
11. Works cooperatively with the Kent County Drain Commission to insure proper maintenance and improvements to the Township public drain system.
12. Assists in the development and implementation of various Township Capital Planning documents (Parks and Recreation Master Plan, Pathways Plan, Capital Improvements Plan, Etc...)
13. Serve as the Township representative on various regional planning organizations and committees (REGIS, Grand Valley Metro Council, etc....)
14. All other duties as assigned.

BASIC KNOWLEDGE AND SKILLS:

1. Expert knowledge of civil engineering principles, practices and procedures.
2. Expert knowledge of the principles, practices, and techniques of municipal public infrastructure and utility operations and associated regulatory requirements.
3. Knowledge of governmental budgeting processes.
4. Interpersonal skills to establish and maintain effective working relationships with public officials, consultants, contractors, fellow employees, residents and the general public.
5. Strong administrative, managerial, organizational and leadership skills.
6. Ability to make effective oral and written presentations to a variety of audiences
7. Ability to critically assess situations, problem-solve, and work effectively under stress, within deadlines and changes in work priority.
8. Good computer skills including Microsoft Office package, BSA.net software package and ArcView GIS package.
9. Ability to attend meetings scheduled at times other than normal business hours, travel to other locations and respond to emergencies outside of business hours.

MINIMUM EDUCATION & BACKGROUND:

- Bachelor's degree in Civil Engineering, Construction Management, Public Administration or a related field. Master's degree preferred

- At least seven (7) years of progressively responsible professional experience in civil engineering, construction management, public works or a related field with at least two (2) years in a supervisory capacity.
- American Society of Civil Engineers (ASCE) Certification preferred.
- Valid State of Michigan driver's license

MINIMUM ENVIRONMENTAL EXPECTATIONS:

- While performing the duties of this job, the employee regularly works in an office setting with a controlled climate where they sit and work on a computer, communicate by telephone, email or in person.
- Position requires regularly reviewing public property and construction projects outdoors where there can be uneven terrain in all weather conditions. An employee in this position must have the strength, stamina and physical coordination needed to gain access to and traverse sites as described above.

MINIMUM PHYSICAL EXPECTATIONS:

- Position requires keyboarding, telephone work and filing.
- Position requires extensive periods of time working on the computer.
- Position requires visits to current or proposed construction sites.
- Position requires the ability to push, pull or lift as much as 25 pounds.
- Position requires the ability to operate a motor vehicle.

REVIEW AND APPROVAL:

Position Incumbent

Date

Supervisor

Date

The above is intended to describe the general content of and requirements for the performance of this position. It is not construed as an exhaustive statement of duties, responsibilities or requirements for the position.

CASCADE CHARTER TOWNSHIP

POSITION DESCRIPTION

Title:	Planning Director
Department:	Planning
Reports to:	Township Manager
Position(s) Supervised:	Zoning Administrator; Planning Administrative Assistant
Employment Status:	Full-Time; Exempt
Pay Grade:	7

BROAD STATEMENT OF RESPONSIBILITIES:

Under the direction of the Township Manager, the Planning Director is responsible for overseeing the planning administration and day-to-day operations of the Planning Department to assure community-wide compliance with applicable Township development codes and ordinances. Prepares and implements, the Township's comprehensive plan, zoning ordinance, subdivision ordinance and other land use policies. Provides technical expertise and administrative support to the Planning Commission, Zoning Board and Township Board.

ESSENTIAL FUNCTIONS:

1. Implement the Comprehensive Master Plan.
2. Oversee the interpretation and enforcement of the Township's Zoning, Sign and Subdivision Ordinances.
3. In conjunction with the HR Director, responsible for hiring, training, supervision, discipline and termination of all department staff with oversight of the Township Manager.
4. Manages assigned staff; assigns tasks, responsibilities and projects; evaluates performance, resolves workload and technical issues, and assures that goals are communicated and achieved.
5. Directs the day-to-day planning operations including site plan reviews, processing of permit applications, etc.
6. Develop budget requests and administer the annual department budget as approved by the Township Board.
7. Maintains all planning, land use and zoning maps and ensures accuracy and currency.
8. Prepare application reviews and staff recommendations for Planning Commission, Zoning Board of Appeals and Township Board.
9. Assist Township residents, developers, architects, engineers and others in understanding and applying zoning and other ordinance requirements.

10. Oversee the development and implementation of Township specific planning and land use documents (Comprehensive Master Plan, Centennial Park Master Plan, etc....)
11. Serve as the Township representative on various regional planning organizations and committees (REGIS, Grand Valley Metro Council, etc....)
12. In conjunction with other departments, coordinate Township storm water plans to ensure compliance with local, regional and State regulations and policies.
13. Assists in the implementation of the Township economic development programs and incentives, including those of the Township Downtown Development Authority.
14. All other duties as assigned.

BASIC KNOWLEDGE AND SKILLS:

1. Expert knowledge of Planning, Zoning and other governmental operations and procedures.
2. Skill in reviewing and interpreting site plans, specifics and complex construction drawings.
3. Knowledge of governmental budgeting processes.
4. Interpersonal skills to establish and maintain effective working relationships with public officials, consultants, contractors, fellow employees, residents and the general public.
5. Strong administrative, managerial, organizational and leadership skills.
6. Ability to make effective oral and written presentations to a variety of audiences
7. Ability to critically assess situations problem-solve, and work effectively under stress, within deadlines and changes in work priority.
8. Good telephone skills.
9. Good computer skills including Microsoft Office package, BSA.net software package and ArcView GIS package.
10. Ability to attend meetings scheduled at times other than normal business hours, travel to other locations and respond to emergencies outside of business hours.

MINIMUM EDUCATION & BACKGROUND:

- Bachelor's degree in Urban Planning, Public Administration or a related field. Master's degree preferred

- At least five (5) years of progressively responsible professional experience in municipal planning with at least one (1) year in a supervisory capacity.
- American Institute of Certified Planners (AICP) Certification preferred.
- Valid State of Michigan driver's license

MINIMUM ENVIRONMENTAL EXPECTATIONS:

- Little or no exposure to noise, weather conditions, heavy machinery or hazardous materials.
- Position requires occasionally reviewing projects outdoors where there can be uneven terrain in all weather conditions.

MINIMUM PHYSICAL EXPECTATIONS:

- Position requires keyboarding, telephone work and filing.
- Position requires extensive periods of time working on the computer.
- Position requires visits to current or proposed construction sites.
- Position requires the ability to push, pull or lift as much as 25 pounds.
- Position requires the ability to operate a motor vehicle.

REVIEW AND APPROVAL:

Position Incumbent

Date

Supervisor

Date

The above is intended to describe the general content of and requirements for the performance of this position. It is not construed as an exhaustive statement of duties, responsibilities or requirements for the position.

CASCADE CHARTER TOWNSHIP

POSITION DESCRIPTION

Title: Zoning Administrator
Department: Planning
Reports to: Planning Director
Position(s) Supervised: None
Employment Status: Full-Time; Non-Exempt
Pay Grade: 5

BROAD STATEMENT OF RESPONSIBILITIES:

Under the direction of the Planning Director, the Zoning Administrator is responsible for the administration, interpretation and enforcement of all Township ordinances as well as providing support to the programs of the Planning Department.

ESSENTIAL FUNCTIONS:

1. Serve as code enforcement officer for the Township by interpreting and enforcing the Township's Zoning, Sign, Subdivision and General Ordinances.
2. Assists Township residents, developers, architects, engineers and others in understanding and applying zoning and ordinance requirements.
3. Assist in the coordination of Planning Commission and Zoning Board of Appeals activities. Prepares and reviews staff recommendations for Planning Commission, Zoning Board of Appeals, and Township Board as assigned by the Planning Director.
4. Assisting in the day-to-day planning operations, including site plan reviews, processing of permit applications, etc.
5. Receive, record and respond to citizen complaints and reports from Township departments of ordinance violations within the Township and seeks voluntary compliance.
6. At the direction of the Planning Director, provides proactive ordinance enforcement policing of the Township and seeks voluntary compliance.
7. Performs on-site inspection, conducts interviews, logs complaints, documents incidents and issues warnings, violations or correction notices as needed. Performs follow-up in accordance with established methods of progressive action.
8. Documents the facts and procedures of ordinance violation incidents and develops case files. Compiles investigative findings and site photographs and prepares standardized and specialized reports.
9. Answers questions from and advises property owners, builders and public regarding compliance with zoning, property maintenance and general code.

10. Works with the Kent County Sheriff's Department –East Precinct Community Policing Officer to resolve ordinance enforcement issues.
11. Assists in preparing cases for court proceedings including gathering evidence, preparing documentation and testifying in court.
12. Oversees a comprehensive liquor license inspection program in compliance with Township and State of Michigan regulations.
13. Provides assistance and information to neighborhood groups relating to zoning code enforcement.
14. Consults with the Planning Director, Township Manager, DDA director or other appropriate staff regarding recommendations on ordinance changes.
15. All other duties as assigned.

BASIC SKILLS AND KNOWLEDGE:

1. Ability to listen and interact successfully with the general public and Township staff.
2. Knowledge of the Cascade Charter Township Code of Ordinances as well as planning and zoning procedures.
3. Knowledge of the state and federal laws, rules and regulations governing the activities of the Township.
4. Good computer skills, including Microsoft Office software package and ArcView GIS.
5. Good telephone skills.
6. Ability to make effective oral and written communications.
7. Ability to read and understand construction drawings.
8. Ability to attend meetings scheduled at times other than normal business hours, travel to other locations and respond to emergencies outside of business hours.

MINIMUM EDUCATION & BACKGROUND:

- Bachelor's Degree with course work in engineering, architecture, planning or related studies or associates 's degree with the equivalent combination of job-related experience: two years of municipal planning or zoning experience and knowledge of inspection methods, practices and techniques pertaining to zoning. (minimum 18 years of age)
- Experience in general ordinance enforcement preferred.
- Valid State of Michigan Driver's License

MINIMUM ENVIRONMENTAL EXPECTATIONS:

- Exposure to outdoor weather conditions including snow, rain heat and/or uneven terrain in the investigation process.
- Interaction with residents who may be upset

MINIMUM PHYSICAL EXPECTATIONS:

- Position requires keyboarding, telephone work and filing.
- Position requires visits to sites of known or suspected ordinance violations.
- Position requires the ability to push, pull or lift as much as 25 pounds.
- Position requires the ability to operate a motor vehicle.

REVIEW AND APPROVAL:

Position Incumbent

Date

Supervisor

Date

The above is intended to describe the general content of and requirements for the performance of this position. It is not construed as an exhaustive statement of duties, responsibilities or requirements for the position.

CASCADE CHARTER TOWNSHIP

POSITION DESCRIPTION

Title: Director of Human Resources
Department: Administrative
Reports to: Township Manager
Position(s) Supervised: None
Employment Status: Full-Time; Exempt
Pay Grade: 7

BROAD STATEMENT OF RESPONSIBILITIES:

Under the direction of the Township Manager, the Director of Human Resources plans and coordinates human resource management activities of the Township to maximize the strategic use of human resources and maintain functions such as employee compensation, recruitment, personnel policies and regulatory compliance.

ESSENTIAL FUNCTIONS:

1. Maintains knowledge of legal requirements and government reporting regulations affecting human resource functions and ensures policies, procedures, and reporting are in compliance.
2. Works with the department heads and Manager to recruit, interview, test, and select employees to fill vacant positions.
3. Works with the department heads in the development and implementation of the Township Intern Program.
4. Plans and conducts new employee orientation. Reviews all benefits, policies relating to PTO, retirement, pay periods, time keeping, leaves of absence, and employee conduct.
5. Oversees the administration and record keeping of all benefit plans such as insurance and pension plans, personnel transactions such as hires, promotions, transfers, performance reviews, and terminations, and employee statistics for government reporting.
6. Assists management with issues relating to interviewing, hiring, terminations, promotions, performance review, safety, discipline and sexual harassment.
7. Acts as the primary contact for worker's compensation claims.
8. Provide guidance to department heads on personnel issues, interpretation of personnel policies, and employment laws and regulations.
9. Advises management in appropriate resolution of employee relations issues.
10. Responds to inquiries regarding policies, procedures, and programs.

11. Assists Township Manager and Department Heads in administering a performance review program to ensure effectiveness, compliance, and equity within organization.
12. Works with manager to ensure compliance and equity within the organization as it relates to compensation issues.
13. Administers benefits programs such as life, health, dental and disability insurances, pension plans, vacation, sick leave, leave of absence and employee assistance.
14. Assists Township Manager in investigating work related accidents and preparing reports for insurance carrier. (Workers Compensation and OSHA)
15. Administers and prepares payroll.
16. Assists Township Manager in conducting wage surveys within the labor market to determine competitive wage rates.
17. Prepares employee separation notices and related documentation, and assists in conducting exit interviews to determine reasons behind separations.

BASIC SKILLS AND KNOWLEDGE:

1. Expert knowledge of Human Resource Law (HIPPA, FLSA, FMLA, ACA, ADA, etc...)
2. Strong verbal and written communication skills.
3. Must have good administrative and organizational skills.
4. Must have good interpersonal skills.
5. Must be able to use discretion, be honest, and maintain employee confidentiality.
6. Must possess good problem solving skills

MINIMUM EDUCATION & BACKGROUND:

- Bachelor's degree in Human Resource Management, Organizational Studies, Public Administration or a related field. Master's Degree preferred.
- Minimum of five (5) years progressive experience in the Human Resource field.
- Combination of education and experience acceptable.

MINIMUM ENVIRONMENTAL EXPECTATIONS:

- Little or no exposure to noise, heavy machinery or hazardous materials.

MINIMUM PHYSICAL EXPECTATIONS:

- Position requires keyboarding, telephone work and filing.
- Position requires extensive periods of time working on the computer.
- Position requires the ability to push, pull or lift as much as 25 pounds.

REVIEW AND APPROVAL:

_____	_____
Position Incumbent	Date
_____	_____
Supervisor	Date

The above is intended to describe the general content of and requirements for the performance of this position. It is not construed as an exhaustive statement of duties, responsibilities or requirements for the position.

CASCADE CHARTER TOWNSHIP

POSITION DESCRIPTION

Title: Management Office Administrative Assistant
Department: Manager
Reports to: Township Manager
Position(s) Supervised: None
Employment Status: Full-time; Non-exempt
Pay Grade: 2

BROAD STATEMENT OF RESPONSIBILITIES:

Under the direction of the Township Manager, the Administrative Assistant is responsible for serving as the administrative support and receptionist for the Manager's Office and providing a broad range of administrative tasks.

ESSENTIAL FUNCTIONS:

1. Assists in the preparation of meeting agendas, staff reports, meeting minutes, notices of public hearings, and preparation of meeting packets.
2. Answer incoming Manager's Office telephone calls and assisting citizens at the counter.
3. Cash receipting.
4. Maintains all Manager's Office records such as minutes, bonds, ordinances, files, etc.
5. Provides communications services and support to the Township Manager's Office, elected officials and internal departments.
6. Monitors and updates the various Township related social media accounts, pages, and groups on all the applicable platforms.
7. Assists citizens in reserving rooms at the Wisner Center.
8. Processes and issues outdoor gathering applications, noise permits, temporary liquor license application, solicitation permits and all other permits and applications.
9. Scan file records into system
10. Provides assistance to the passport office as needed and maintains passport processing certification
11. Provides administrative support to Director of Human Resources
12. Demonstrates courteous and cooperative behavior when interacting with public and staff; acts in manner that promotes a harmonious and effective workplace environment.

13. Other duties as assigned which may include assisting the Township Hall Front Desk Clerk in the case of absences.

BASIC SKILLS AND KNOWLEDGE:

1. Excellent customer service skills
2. Strong ability to listen to and empathize with Township residents
3. Ability to organize, prioritize and work independently.
4. Produce work in a timely manner in an environment where interruptions are constant.
5. Ability to establish and maintain effective working relationship with fellow employees.
6. Good telephone and communication skills.
7. Good reading, writing, and math skills.
8. Excellent computer skills including Microsoft Office package and BSA.net software package.
9. Availability to work a flexible work schedule including unscheduled or modified hours to accommodate social media monitoring and response, conferences, events, meetings and to meet deadlines

MINIMUM EDUCATION & BACKGROUND:

- High school education (minimum 18 years of age).College coursework in public administration or a related field preferred.
- Minimum two (2) years of experience in a general office setting.

MINIMUM ENVIRONMENTAL EXPECTATIONS:

- Little or no exposure to noise, weather conditions, heavy machinery or hazardous materials.

MINIMUM PHYSICAL EXPECTATIONS:

- Position requires keyboarding, sitting, telephone work and filing.
- Position often requires extensive periods of time working on a computer.
- Position may require an individual to push, pull or lift as much as 25 pounds.

REVIEW AND APPROVAL:

Position Incumbent

Date

Supervisor

Date

The above is intended to describe the general content of and requirements for the performance of this position. It is not construed as an exhaustive statement of duties, responsibilities or requirements for the position.



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546

Date: February 3, 2022
To: Cascade Charter Township Board
From: Supervisor Grace Lesperance
Subject: **Township Manager Annual Performance Evaluation**

It is time for the Township Manager's annual performance evaluation.

Because the Township Manager serves the *entire* Board of Trustees, oversight of the Township Manager is the responsibility of the *entire* Board of Trustees. It is therefore both appropriate and standard for *every* member of the Board to participate directly in the Township Manager's evaluation.

A performance evaluation is attached. *To maintain continuity, clarity, and fairness, the attached evaluation retains the evaluation format previously used.* However, a commonly-used "numerical" system is used (rather than the "letter" system) to rate each performance factor. This numerical rating system allows for greater nuance in the evaluation by every member of the Board. Goals established at the last evaluation (11/23/2020) are included for review.

I suggest the following schedule to complete the Township Manager performance evaluation process:

- 1) Individual Board members complete the Performance Evaluation and return it to Interim HR Director Katie Murkowski no later than **Friday, February 18, 2022**.
- 2) Interim HR Director Murkowski compiles comments and computes numerical scoring (average for each essential function and an overall total average) creating one master document.
- 3) Township Manager Performance Evaluation conducted at the **February 23, 2022** Township Board meeting. Employee has the option of having it reviewed in closed session.

1.	Essential Function: Leadership <ul style="list-style-type: none"> • Coordinate the recruitment, selection, orientation and training of Department Heads • Develop and implement strategies to achieve the Township's annual and long-term goals. • Lead and manage the performance of the Management Team.(Dept. Heads) • Regularly coach and annually evaluate direct reports to maximize performance. 	Rating
	Comments:	
2.	Essential Function: Management <ul style="list-style-type: none"> • Develop and administer the annual operating budgets for the Township. • Ensure that all Township contracts, franchises and agreements are executed. • Ensure that all Township policies, ordinances and laws are being enforced. • Oversee the personnel administration activities of the Township. • Prepare long-term budgets for capital expenditures and dedicated millage funds. 	Rating
	Comments:	
3.	Essential Function: Community and Governmental Relations <ul style="list-style-type: none"> • Develop and maintain effective relationships with the leaders of other state and local governmental agencies. • Respond to inquiries and handle all public relations for the Township with regards to its residents, other public officials and agencies. • Serve on the Township Committees as requested by the Board. • Work collaboratively with the Township Board, Supervisor, Clerk and Treasurer. 	Rating
	Comments:	
4.	Essential Function: Other <ul style="list-style-type: none"> • Perform duties consistent with the Township's policies and procedures. • Perform other duties as directed by the Township Board. 	Rating
	Comments:	
5.	Attendance / Reliability:	Rating

	Comments:	
6.	Communication Skills: <ul style="list-style-type: none"> • Strong ability to listen empathically and facilitate resolution of conflicts. • Effectively communicate to audiences with good use of both written and verbal skills. 	Rating
	Comments:	
7.	Leadership Skills: <ul style="list-style-type: none"> • Create vision, set goals and develop action plans. • Build effective working relationships with others. • Ability to adjust to changing conditions and situations quickly. 	Rating
	Comments:	
8.	Management Skills: <ul style="list-style-type: none"> • Make decisions and solve problems. • Prioritize responsibilities, organize tasks and follow through to completion. • Plan and manage multiple projects simultaneously. 	Rating
	Comments:	
9.	Contact with the Public/ "Customer Service": <ul style="list-style-type: none"> • Be approachable, confident, energetic and personable. • Demonstrate integrity by being accountable for actions, keeping commitments and speaking honestly with others. 	Rating
	Comments:	
		N/A
10.	Additional Responsibilities that will improve Employee's performance.	
	Comments: See Section II for detail.	

Cascade Charter Township Board (Individual)

Completed by: _____

Signature: _____

Date: _____

Employee Signature: _____

Date: _____

Approval Signature: _____
Grace Lesperance, Supervisor

Date: _____