

AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING

Wednesday, January 12, 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/88947502830>

Meeting ID: 889 4750 2830

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

- a. Update on Burton Park Oak Wilt Issue
- b. Round Hill Subcommittee of Planning Commission Recommendations

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 – 12/15/21
 2. Public Safety Advisory Committee – 11/17/21
- b. Receive and File Reports
 1. Treasurer’s Report – List of Current Depositories and Investments
 2. Treasurer’s Department Report – November 2021
 3. Cascade Inspection Services Report – December 2021
- c. Receive and File Education Requests
 1. Krissi Brott – MAMC Basic Institute – Mt. Pleasant, MI – March 20-25, 2022
 2. Jon Snyder – Intro to Anatomy and Physiology; Fire Service Career Development (2 courses) – Lansing Community College
- d. Receive and File Communication
 1. None

Township Board Agenda

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- Article 7. Financial Actions**
 a. Consider Approval of November 2021 Financial Reports
 b. Consider Approval of November 2021 Payroll, Payables and Transfers
- Article 8. Unfinished Business**
 128-2021 Consider Appointments to Various Boards and Commissions
- Article 9. New Business**
 001-2022 Public Hearing on the Proposed Model Stormwater Ordinance for Cascade Township
 002-2022 Consider Request to Approve Resolutions for Grand Rapids Triathlon to Close Public Streets on June 11 - 12, 2022 (*Roll Call*)
 003-2022 Consider Streetlight Request and Resolution for 30th Street and Wycliffe Dr. (*Roll Call*)
 004-2022 Consider Township Participation in the National Opioid Settlement
 005-2022 Consider Amendments to the Township Committees Policy
 006-2022 a) Public Hearing to Consider the Removal of a Member of the Planning Commission Pursuant to MCL 125.3815 (9)
 b) Consider the Removal of a Member of the Planning Commission Pursuant to MCL 125.3815 (9)
- 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**



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

Date: January 12, 2022
To: Supervisor Lesperance and Township Board Members
From: Ginny Wanty, Parks Committee Chair
Subject: Oak Wilt at 2 sites at Cascade Burton Park

The MSU Plant/Pest Diagnostic Lab has confirmed that Cascade Burton Park has 2 sites that tested positive for Oak Wilt disease.

Background:

Oak trees are beloved for their ample shade and being a “keystone species” in the ecosystem, but oak trees are now under threat by an invasive fungus known as Oak Wilt. According to the state Oak Wilt reporting viewer/map, there are several confirmed cases of Oak Wilt in Cascade Township, besides the 2 sites at Burton Park.

Oak Wilt is a fungus that takes over the sapwood of the red oak tree and prevents water from getting to the leaves. The disease causes leaves to wilt, browning starts at the margins of leaves and leaves will fall in the summer months. This invasive fungus that can kill a fully grown red oak tree in just a few weeks.

NEVER prune Oak trees in spring or summer months to prevent oak wilt. November through March are the best and safest times to prune an Oak Tree. We believe there was storm damage during the summer which brought the oak wilt fungus carried by a beetle. Damage that brings an opening for the oak wilt fungus to invade an oak tree.

Once the red oak trees are cut down, the infected trees need to either be tarped for at least a year or chipped. To prevent the continued spread of the Oak Wilt fungus.

Burton Park Oak Wilt Timeline:

- **2020** – 1 Red Oak died rapidly in western area of park
- **September 2021** – Additional red oak observed with oak wilt symptoms adjacent to 2020 tree; and Additional 3-trunk red oak observed with symptoms in East-Central area of park.
- **Late October** – West MI Tree collected samples from 3-trunk red oak in East Central area of park designated as Site #2; submitted to MSU Diagnostic Lab.
- **November 2021** -Julie Stachecki collected bore samples from two red oaks in western area - Site #1 – submitted to MSU Diagnostic Lab; and Oak Wilt Management strategies discussed with Jim MacDonald while in field
- **November 2021** - Lab Results = All three red oaks tested **Positive** for Oak Wilt

Burton Park Oak Wilt Management:

At Burton Park, the main goal is to prevent oak wilt from spreading to other red oak trees in the park and in neighborhoods. An Oak Wilt Management plan has been created by a state-certified Oak Wilt Consultant, Julie Stachecki. (Julie is ISA Certified Arborist MI-0650, Tree Risk

Assessment Qualified; MI Oak Wilt Qualified and was recommended by the DNR State Parks Forest Health Specialist.)

The Management Plan includes trenching because red oak trees co-mingle their roots. A **Root-graft disruption** between infected and non-symptomatic red oaks – 5’ deep trench line to break up their roots (specialized equipment following a mathematical formula to determine trench boundaries.)

One of the Management Plan’s goals is to try and remove as few as trees as possible, especially those that are not red oaks in the infected zone. But non-symptomatic red oaks in the infected zone will be removed.

It was decided that the infected oak trees will be cut down and then chipping up as opposed to leaving the trees on the ground and covered with a tarp for a year.

At each site at Burton Park, trees have different color ribbons around the trunks as well as **all** the oak trees in the area have been tagged whether they are in the infected zone or not. There are also flags and stakes in the ground. All tagged oak trees will be monitored to make sure future symptoms do not occur.

The Cascade Township Building and Grounds Department will complete restoration of the 2 sites after oak wilt has been successfully treated.

Oak Wilt informational signage has been created and posted at the 2 sites at Burton Park. The signs mention: *NOT to REMOVE WOOD. Moving infected wood to other sites can further the spread of the invasive fungus.*

Also on signs is the message: *If you have questions about oak wilt at Burton Park, please leave a message for the Cascade Township Parks Committee Chair at 616.949.1500.*

Currently:

There are RFPs out to collect bids on trenching and to remove red oak trees. The deadline for completing this work during the dormant stage is March 15 but we are asking in the RFP to complete by March 1 to be on safe side.

We are having a difficult time gathering 3 bids for trenching and 3 bids for tree removal. The deadline for completion of the work is approaching very quickly.

For more information go to www.michiganoakwilt.org



OAK WILT REMOVAL SITE

Oak wilt is a deadly disease that can kill an oak tree in just a few weeks. It is caused by a fungus that spreads from tree to tree through root grafts and by beetles. The fungus can also be spread by wood that is not properly treated.



For more information, visit the website www.oakwilt.com or call 1-800-368-5848.



OAK WILT REMOVAL SITE

DO NOT REMOVE WOOD



Wood in this area is infested with oak wilt, an invasive fungus that can kill a fully grown tree in just a few weeks. Moving wood to other areas can further the spread of the invasive fungus.







Cascade Charter Township

Recommendations by the Planning Commission

January 5, 2022

No. 1: All documents, including PUD Ordinances, Master Deeds, Storm Water Maintenance Agreements, etc., must be recorded in accordance with current rules.

The Problem: In the case of Round Hill, neither the Master Deed nor the PUD Ordinance was recorded prior to the start of construction.

A copy of the Master Deed must be recorded by the **County Clerk**. The Master Deed must be signed, sealed and preserved. Signatures must be provided by the Township Supervisor and Clerk. No building permits can be issued and no work can be started until the Master Deed is recorded. The only exception will be surveys, soil testing, or other work that does not permanently change or impact the site.

No. 2: A process needs to be defined and used to record key documents and milestones.

The Problem: In the case of Round Hill, there was no organizational chart or checklist available to make sure Master Deeds, bonds, and other project documents, were recorded.

A defined development process needs to be developed and used for the tracking of projects, including bonds, approvals and deposits. Documents are to be filed with the **Township Clerk**. All Township stakeholders should have access.

If the construction work is done in phases then there should be established deadlines for completing tasks outlined in the Work Plan. Set firm deadlines for key infrastructure elements (retaining walls, storm water systems, retention ponds, roadways, etc.) that must be completed before the builder can continue. The applicant must notify the **Planning Director** when a key infrastructure element is completed.

No. 3: Establish a selection and approval process for a new Township Planning Director. This is consistent with the wording in the draft Planning Commission Bylaws.

The **Township Board of Trustees**, in consultation with the **Planning Commission**, is responsible for hiring a **Planning Director**.

No. 4: Any deviation from the original approved site plan needs to be approved before changes are started.

The Problem: In the case of Round Hill, the former **Planning Director** made minor changes, as allowed in the PUD ordinance. The **Planning Commission** feels many of these changes were not minor. With no written records of the changes found, and without the **Board of Trustees** or **Planning Commission** ever receiving notice of changes, this makes it more difficult for **Township officials** to follow the **PUD Ordinance** accurately.

Cascade Charter Township Zoning Ordinance states:

“Minor changes to a site plan may be approved, in writing, in advance by the **Planning Director**, providing the plan complies with all applicable requirements of this Ordinance and all other Township regulations, or State law. The **Planning Director** may approve changes to a site plan for the following:

1. Change of location or type of landscape materials.

2. Minor changes to an approved site plan which involve the addition or relocation of any of the following items: sidewalks, refuse containers, lighting, driveways/entrances, signage, retention/detention ponds.
3. Decrease in building size from an approved site plan.
4. Moving a proposed building on an approved site plan no more than 10 feet, or 5% of the distance to the closest property line, whichever is smaller.
5. An increase in building size that does not exceed 5,000 SF, or 5% of the gross floor area, whichever is smaller.
6. New parking lots”

All changes need to be documented and retained by the **Planning Director**. All changes should also be reviewed by the **Planning Commission** on a regular basis.

If the builder proceeds with a change before approval is granted, the builder proceeds at their own risk.

No. 5: Establish roles and responsibilities for enforcement of Zoning Ordinances and Site Plans.

The Problem: Staff responsible for enforcement and oversight was not clearly identifiable by citizens and staff.

Roles and responsibilities should clearly outline staff responsible for enforcement and oversight of projects. Those responsible, including the **Planning Director**, need to be empowered and willing to stop a project, or part of a project. Given this responsibility, they need to be very knowledgeable about process and ordinances; preferably, they should have job site experience and/or a civil engineering background.

As incidents arise, they should be regularly reported to the **Planning Commission**. This way, if a request to modify a PUD Ordinance, or if questions come before the **Planning Commission**, members will be more familiar with the history.

Before all or part of a project is to be stopped, the **Planning Director** should notify the builder and developer of any violations in writing in advance of taking such action and provide a reasonable timeline to cure the problem. If a problem is not corrected and the project is stopped, the **Planning Director** must notify the **Planning Commission**.

No. 6: Need for an official seal to use on approved documents.

The Problem: Upon request by members of this Committee, no one at the Township office could identify which set of plans was current. None of the site plans appeared to be clearly labeled and dated.

The **Planning Director** needs to stamp, sign and date all approved documents. In addition, the Chairperson of the **Planning Commission** should sign off on all site plan pages after they are reviewed and approved by the **Planning Commission**.

No. 7: Need to coordinate KCRC Soil Erosion & Sedimentation Controls with CCT Storm Water Ordinance.

The Problem: At Round Hill, CCT deferred to KCRC for enforcement of all water run-off problems

CCT Storm Water Ordinance focuses on water flow, while SESC focuses on sedimentation. They are tied together. Kent County Road Commission enforces the SESC rules. The Board of Trustees or Staff should designate a person responsible for monitoring and enforcing the Storm Water Ordinance to prevent run-off onto neighboring properties.

No. 8: Establish and document a concern resolution process for Cascade residents.

The Problem: The Round Hill neighbors voiced their complaints about erosion for two years without satisfactory resolution.

Share the concern resolution process on the Cascade Charter Township website.

No. 9: Implementation Plan

Selected members of the Planning Commission and Township Staff (including the Manager, Planning Director, and other staff members as needed) should work cooperatively to establish an implementation plan for the recommendations, and provide the plan to the Township Board on or before **June 30, 2022**, for their consideration.

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

Wednesday, December 15, 2021

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 Koessel, McDonald, Shipley and Noordhoek
Absent: None
Also Present: Township Manager Swayze, Chief Magers, Lt. Albright, Firefighters Kreigh Deering, Zachery Christian, and David Lintemuth, Planner Hilbrands, Mary Ann Sabo and Hunter Zuk-Sabo P.R., Atty. Mike Homier-Foster Swift, 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 Noordhoek to approve the amended agenda. Motion failed 3-4 by roll call vote. In favor-Supervisor Lesperance, and Trustees Noordhoek and Shipley. Opposed-Clerk Slater, Treasurer Peirce, and Trustees Koessel and McDonald.
Motion by Trustee Koessel, seconded by Clerk Slater to proceed with the original agenda without the Round Hill Subcommittee presentation. Motion carried 4-3 by roll call vote. In favor-Clerk Slater, Treasurer Peirce, and Trustees Koessel and McDonald. Opposed-Supervisor Lesperance, and Trustees Noordhoek and Shipley.
- Article 4.** **Presentations**
Life Saving Recognition Ceremony
Lieutenant Albright recognized the members of Our Daily Bread Ministries Response Team, as well as the firefighters who responded when Barb Smith went into cardiac arrest. Because of the individuals who aided before fire rescue crews arrived, Barb Smith survived. Ms. Smith was joined by her niece Diana Burkhardt to help honor those who saved her life. The recipients are Carlene Schmidt, Lisa Luckenbaugh, Mike Hopeman, Mark VanderHeide, and Alicia Collier.
- Article 5.** **Public Comments-Anything on the Agenda not scheduled for a public hearing. (limit comments to 3 minutes)**
1. Don Faase-7374 Grachen Dr-To the Supervisor: How many residents were asked to provide input for questions 9 and 10 of the survey? Supervisor Lesperance advised that the steering committee along with McKenna came up with the questions. Asked why certain questions were included? Supervisor Lesperance advised that the

Township Board Minutes
December 15, 2021

steering committee and McKenna collaborated on survey questions. He thinks that staff interruptions by non-staff members should be eliminated. He also requested that Craig Meurlin step down from the Planning Commission.

2. Jennifer Puplicava-2180 Spaulding-Chair of the DDA; She was concerned that two members were not reappointed to the DDA without being forewarned. No conversation was had with them before the appointments were published. No consideration of their service was made. Removing these members would be a loss.
3. LeeAnn Rowland-7176 Aqua Fria Ct-Re Thornapple SAD, no meeting has been scheduled and deadlines are approaching. Some deadlines have passed. Asked why members were added at the last minute? Supervisor Lesperance thought that a meeting had been scheduled. Manager Swayze advised there was a conflict.
4. Susie Grubba-1147 East Lake Mitchell Dr (Daughter of Jack Lewis)-Re the comments made during Public Comment period at the 11/17/21 Township Board Meeting about her father; she and her brother were hurt and appalled at the incorrect private health information that was discussed by those who didn't know the situation. She would like a public and a private apology from those who spoke inappropriately about her father.
5. Scott Rissi-7238 Cascade Rd-He is concerned that one of the applicants who was recommended for the SAD Ad Hoc Committee is also appealing to the tax tribunal. This seems like a conflict of interest. He and Jeff Carpenter have been attempting to meet with someone at the Township to discuss filing a permit for the river draw down.

Article 6. Approval of Consent Agenda

- a. Receive and File Minutes
 1. Township Board – 11/17/21
 2. Township Board Work Session – 12/6/21
 3. Citizens PFAS Committee Meeting – 10/7/21
 4. Personnel & Finance Committee Meeting – 10/15/21
 5. Public Safety Advisory Committee Meeting – 10/20/21
 6. Infrastructure Committee Meeting – 11/3/21
- b. Receive and File Reports
 1. Treasurer's Department Report – October 2021
 2. Cascade Inspection Services Report – November 2021
- c. Receive and File Education Requests
 1. Doug Poolman & Colin Forzley – 2022 Michigan Fire Inspectors Conference – Mt. Pleasant, MI – February 8-10, 2022
- d. Receive and File Communication
 1. None

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

Article 7. Financial Actions

- a. Consider Approval of FY 2021 3rd Quarter Budget Amendments
- Motion by Trustee Shipley, seconded by Trustee Koessel to approve. Motion carried unanimously.

Article 8. Unfinished Business

Manager Swayze presented.

115-2021 Consider resetting Storm Water Ordinance Public Hearing

Motion by Trustee Koessel, seconded by Trustee Shipley to approve resetting the Storm Water Ordinance Public Hearing to January 12, 2022. Motion carried unanimously.

Article 9. New Business

119-2021 a) Public Hearing to Consider Amendments to LeTourneau PUD Ordinance to permit a dental office

Motion by Trustee Shipley, seconded by Trustee McDonald to open Public Hearing. Motion carried unanimously. No comments made.

Motion by Trustee Shipley, seconded by Trustee McDonald to close Public Hearing. Motion carried unanimously.

b) Consider Amendments to LeTourneau PUD Ordinance to permit a dental office (Roll Call)

Planner Hilbrands presented.

Motion by Trustee Shipley, seconded by Clerk Slater to approve.

Motion carried unanimously by roll call vote.

120-2021 Consider Final Plan Approval for Bridle Trail Development

Planner Hilbrands presented and answered questions.

Motion by Trustee McDonald, seconded by Trustee Shipley to approve with the conditions set forth in writing and mentioned by Planner Hilbrands.

Motion carried unanimously.

121-2021 Consider Award for the RFP for the Parks, Recreation and Open Space Plan

Planner Hilbrands presented.

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

122-2021 Consider contract for Janitorial Service with Hope Network for Cascade Library

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

123-2021 Consider agreement for Public Relations/Communications Consultant with Sabo PR

Manager Swayze and Hunter Zuk presented and answered questions.

Considerable discussion.

Motion by Trustee Koessel, seconded by Treasurer Peirce to approve. Motion carried unanimously.

124-2021 Consider Approval of Resolution to Provide General Fund Financial Support to the Fire Fund (Roll Call)

Motion by Trustee McDonald, seconded by Trustee Koessel to approve.

Motion carried unanimously by roll call vote.

125-2021 a) Public Hearing: Proposed 2022 General/Special Fund Budgets

Motion by Trustee Shipley, seconded by Trustee Koessel to open Public Hearing.

Motion carried unanimously. No comments made.

Motion by Trustee Shipley, seconded by Trustee McDonald to close Public Hearing. Motion carried unanimously.

b) Consider Approval of a Resolution to Adopt the FY 2022 Cascade Charter Township General/Special Budgets (Roll Call)

Manager Swayze presented and answered questions.

Motion by Trustee Noordhoek, seconded by Supervisor Lesperance to approve with an amendment to return the money used for the Assistant Township Manager in 2018, 2019, 2020 to the Police Fund.

Motion carried 6-1 by roll call vote. In favor-Supervisor Lesperance, Clerk Slater, and Trustees Koessel, McDonald, Noordhoek, and Shipley. Opposed-Treasurer Peirce.

126-2021 Consider Approval of Resolution of Intent to Levy the 2022 Millage Rates (Roll Call)

Motion by Trustee Shipley, seconded by Trustee Koessel to approve.

Motion carried unanimously by roll call vote.

127-2021 Consider Approval of the 2022 Township Meeting Schedule

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

128-2021 Consider Appointments to Various Boards and Commissions

Supervisor Lesperance presented.

Motion by Trustee Koessel, seconded by Trustee McDonald to reject Supervisor Lesperance's Appointments.

Motion carried 4-3 by roll call vote. In favor of the motion to reject: Trustees Koessel, McDonald, Clerk Slater, and Treasurer Peirce. Opposed: Trustees Noordhoek and Shipley, and Supervisor Lesperance.

129-2021 Planning Commissioner 12/6/21 Member Comment

Trustee McDonald read the written charges against Planning Commissioner Meurlin regarding statements made at the 12/6/21 Planning Commission meeting.

Considerable Discussion. Township Counsel Homier answered questions and provided guidance.

Motion by Trustee McDonald, seconded by Clerk Slater to enter written charges and set a Public Hearing to remove Planning Commissioner Meurlin from all Boards, Commissions, and Committees. Motion carried 5-2 by roll call vote. In favor: Trustees Koessel, McDonald, Treasurer Peirce, Clerk Slater, and Supervisor Lesperance. Opposed: Trustees Shipley and Noordhoek.

Article 10. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)

1. Don Faase-He requested the names of those on the strategic committee. Manager Swayze responded he would provide them. He asked how this decision was made? Supervisor Lesperance said they were appointed and approved at a Township Board Meeting.
2. Paul Strauss via Zoom chat-7474 Alaska Ridge-Re the Thornapple SAD Ad Hoc Committee, he believes that Mr. Rissi was speaking about him during Public Comment. He believes that he deserves to have a say in this matter.

3. Manager of Assessment Services Jennifer Genter-Advised the statutes applicable for appointing members to the Board of Review.

Article 11. Manager Comments

None

Article 12. Board Member Comments

1. Trustee Shipley-Thanked everyone for coming. Even though there are diverse opinions, every one of them is important. Encouraged the public to bring their neighbors because the residents are why the Board is here.
2. Trustee Noordhoek-Encourages the Board to approve the appointments so that the work of the Township can keep going.
3. Trustee McDonald-Requested the copy of the Round Hill Committee's notes to review before the next meeting.
4. Clerk Slater-Merry Christmas everyone!

Article 13. Adjournment

Motion by Trustee McDonald, seconded by Trustee Noordhoek to adjourn. Motion carried unanimously.

Meeting adjourned at 9:01 pm.

Krissi Brott
Deputy Clerk

Approved by:

Grace Lesperance, Supervisor

Susan B. Slater, Clerk

CASCADE CHARTER TOWNSHIP
PUBLIC SAFETY ADVISORY COMMITTEE MEETING
November 17, 2021 at 9:00 am
Cascade Township Hall – Large Conference Room
5920 Tahoe Dr. SE
Grand Rapids, MI 49546

Members Present: Treasurer Ken Peirce, Trustee John Shipley, Trustee Timmy Noordhoek

Others Present: Township Manager (TM) Ben Swayze, Fire Chief Adam Magers, Prein & Newhof Engineer John VerPlank, Williams Architect Mark Bushhouse (Zoom), Triangle Project Manager Brianna Pitchford (Zoom)

Members of the Public: None

ARTICLE 1. Call to Order: Meeting was called to order at 9:03am

ARTICLE 2. Approval of the Agenda

Motion by Trustee Shipley, supported by Trustee Noordhoek to approve the agenda. Motion carried.

ARTICLE 3. Approval of the Minutes of the 10.20.21 Meeting

Motion by Trustee Shipley, Supported by Trustee Noordhoek to approve the minutes. Motion carried.

ARTICLE 4. Fire Station #1 Construction – Progress Update: Chief Magers gave an update on the work that has been completed to date. Project team is meeting today to review trades packages. Chief Magers reviewed the interior finishes and furniture documents with the committee. Next week the group is reviewing landscaping and civil engineering. The intention will be to have a draft budget for the project to the PSAC at their December 15 meeting. Trustee Shipley indicated he would like to see the facility be as “maintenance free” as possible. Civil Engineer mentioned the need to set up a meeting with the Goldfish Swim school building owner to review changes to the shared drive. Chief Magers and TM Swayze indicated they would set up that meeting.

No action, discussion only

ARTICLE 5. Review & Consider Proposal for Engineered Drawings for Air Cargo Lease Space: Chief Magers reviewed the proposal from Prein & Newhof. Stamped drawings are required in order to submit for the required building permits. The Cost is within the staff spending authority, but wanted to review with the committee to make sure everyone was on board. Discussion ensued. The Committee saw no issue with engaging Prein & Newhof for the required work.

No action, discussion only

ARTICLE 6. Assistance to Firefighters Grant: Chief Magers reviewed the grant program with the committee. While Cascade has a harder time securing grants due to our financial position, we continue to apply for them. This year the department will be focusing on firefighter health and wellness with the grant. There would be a 5% grant match if the proposal is successful. The committee discussed and agreed the department should continue to pursue these grants.

No action, discussion only

ARTICLE 6. Public Comment: None.

ARTICLE 7. Adjournment: Motion by Trustee Shipley, supported by Trustee Noordhoek to adjourn the meeting. Meeting adjourned at 9:23am.

Approved by the Public Safety Advisory Committee – December 15, 2021

January, 2022

To: Cascade Township Board

From: Kenneth Peirce, Treasurer

Re: List of Current Depositories and Investments

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

These institutions are:

CIBC BANK

Comerica Bank

First National Bank of America

First National Bank of Michigan

Flagstar Bank

Grand River Bank

Horizon Bank

Huntington National Bank

Independent Bank

JP Morgan Chase

Level One Bank

Macatawa Bank

Mercantile Bank

Northpointe Bank

Union Bank

United Bank

West MI Community Bank

Adventure Credit Union

Consumers Credit Union

Community Choice Credit Union

Community West Credit Union

MSU Federal Credit Union

Lake Michigan Credit Union

Kent County Pool

MI CLASS Pool

Comerica Securities, Inc.

A copy of the bank relationship analysis dated January 2022 is attached for your information.

Kenneth B. Peirce

Kenneth B. Peirce, Treasurer

Bank Relationship Analysis
January 4, 2022

	<u>Bauer</u>	<u>Total Deposits</u>
		<i>000's</i>
Cascade Township Banks		Sept. 31, 2021
TCF now Huntington Bank	4	39,419,953
Comerica Bank	5	76,491,000
CIBC	5	35,725,463
Fifth Third Bank (OH)	5	168,801,428
First National Bank of America	3.5	2,008,978
First National Bank of MI	4	661,138
Flagstar	5	19,797,145
Grand River Bank	5	414,533
Horizon Bank	5	6,100,826
Huntington National Bank	5	147,543,078
Independent Bank	5	3,928,765
Level One Bank	5	2,058,273
JP Morgan Chase	5	2,011,344,000
Macatawa Bank	5	2,607,679
Mercantile	5	3,676,294
Northpointe Bank	4	2,106,345
Union Bank	4	282,284
United Bank	5	678,994
Wells Fargo	4	1,465,950,738
West MI Community Bank	5	670,965
Lake Michigan Credit Union	5	9,153,579
Adventure Credit Union	5	374,070
Community West Credit Union	5	222,174
Community Choice Credit Union	4	1,447,012
Consumers Credit Union	5	1,351,318
MSUFCU	5	5,567,034

TREASURER'S DEPARTMENT

CASCADE CHARTER TOWNSHIP

TAX ACCOUNTS

NOVEMBER 2021

BANK BALANCES

BANK AMOUNT

FLAGSTAR BANK

TAX CHECKING \$124,909.97

FLAGSTAR BANK

DELINQUENT TAX \$889.92

FLAGSTAR BANK

TAX WIRE ACCT \$4,451.15

GRAND TOTAL \$130,251.04

TOWNSHIP BALANCES

REGISTER AMOUNT

FLAGSTAR BANK

TAX CHECKING \$124,909.97

FLAGSTAR BANK

DELINQUENT TAX \$889.92

FLAGSTAR BANK

TAX WIRE ACCT \$4,451.15

GRAND TOTAL \$130,251.04

O. Sourine *12/22/21*

Submitted by
OXANA SOURINE
DEPUTY TREASURER

Date

Kenneth B. Peirce *12/29/21*

Reviewed by
KENNETH B. PEIRCE
TREASURER

Date

CASCADE CHARTER TOWNSHIP
TREASURER'S OFFICE REPORT

NOVEMBER 2021

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS	
		\$	%	\$	%	DATE	\$	%	DATE	\$	%
101 GENERAL FUND	FLAGSTAR	198,935.86	0.15								
	FLAGSTAR MMA	388,468.23	0.25								
	KENT CTY POOL	1,180,629.95	0.63								
	MI CLASS	457,369.92	0.02								
	MERCANTILE			535,196.94	2.45	7/26/2022					
	ADVENTURE CU			561,348.57	1.05	9/24/2025					
	HORIZON BANK	527,860.60	0.15								
	GRAND RIVER			537,137.26	0.50	12/19/2021					
	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./WF											
TOTAL GENERAL FUND		2,753,264.56	0.32	3,447,994.97	1.08					6,201,259.53	0.74
151 CEMETERY	LMCU	123,993.93	0.35	-						123,993.93	0.35
206 FIRE FUND	FLAGSTAR	247,755.01	0.25								
	MI CLASS	806,812.28	0.02								
	COM CHOICE CU			278,486.90	0.45	4/20/2022					
	LEVEL ONE	277,245.99				0.15	11/24/2021				
ADVENTURE CU			517,061.41	1.95	2/27/2023						
TOTAL FIRE FUND		1,331,813.28	0.06	795,548.31	1.42					2,127,361.59	0.57
207 POLICE FUND	FLAGSTAR	361,579.06	0.25								
	NORTHPOINTE BANK	277,892.62	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		639,471.68	0.14	1,201,261.73	1.62					1,840,733.41	1.11
208 HAZMAT FUND	LMCU	41,955.01	0.25							41,955.01	0.25
209 OPEN SPACE	CHEMICAL	444,779.21	0.01								
	MI CLASS	380,291.47	0.02								
TOTAL OPEN SPACE		825,070.68	0.01	-						825,070.68	0.01
DAM REPAIR	MI CLASS	204,936.07	0.02								
	LMCU			348,202.46	1.00	3/10/2024					
TOTAL DAM REPAIR		204,936.07	0.02	348,202.46	1.00					553,138.53	0.64
216 PATHWAY FUND	MACATAWA	142,253.54	0.01								
	MI CLASS	108,696.10	0.02								
	GRAND RIVER			518,170.99	2.05	10/4/2022					
TOTAL PATHWAY FUND		250,949.64	0.01	518,170.99	2.05					769,120.63	1.39
246 PUBLIC UTILITY	FLAGSTAR	1,369,706.17	0.25								
	IRF	851,630.85	0.02								
TOTAL PUBLIC UTILITY		2,221,337.02	0.16	-						2,221,337.02	0.16
248 DDA FUND	FLAGSTAR	855,042.36	0.25								
	MI CLASS	829,627.93	0.02								
	UNION BANK			261,997.60	0.45	8/26/2022					
ADVENTURE CU			220,914.55	1.05	10/27/2025						
TOTAL DDA FUND		1,684,670.29	0.14	482,912.15	0.72					2,167,582.44	0.27
249 BLDG. INSPECTION	FLAGSTAR BANK	267,698.01	0.25								
	FLAGSTARL BANK R.	77,061.12	0.25								
	MI CLASS	7,180.00	0.02								
	CONSUMERS CU	319,089.66	0.30								
	CHEMICAL 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	671,028.79	0.13	2,121,263.78	0.91					2,792,292.57	0.73
270 LIBRARY FUND	UNITED BANK	574,368.30	0.15								
	MI CLASS	466,522.51	0.02								
	LMCU			453,604.26	1.00	3/27/2024					
	WMCB			273,177.90	0.10	12/1/2021					
NORTHPOINTE BANK			575,731.39	0.25	4/8/2022						
TOTAL LIBRARY FUND		1,040,890.81	0.09	1,302,513.55	0.48					2,343,404.36	0.31
282 CARES ACT FUND	LMCU	1,016,201.16	0.35							1,016,201.16	0.35
701 T & A	CHEMICAL BANK	168,731.47	0.01							168,731.47	0.01
701 JAMES TIMMONS	CHEMICAL BANK			12,400.00	2.00	3/21/2022				12,400.00	2.00
701 JACK SMITH INV.	CHEMICAL BANK	23,120.14	0.01							23,120.14	0.01
701 HENRY KRAMER	CHEMICAL BANK	15,371.04	0.01							15,371.04	0.01
TOTAL		11,996,604.41	0.16	10,230,267.94	1.09					23,243,073.51	0.56

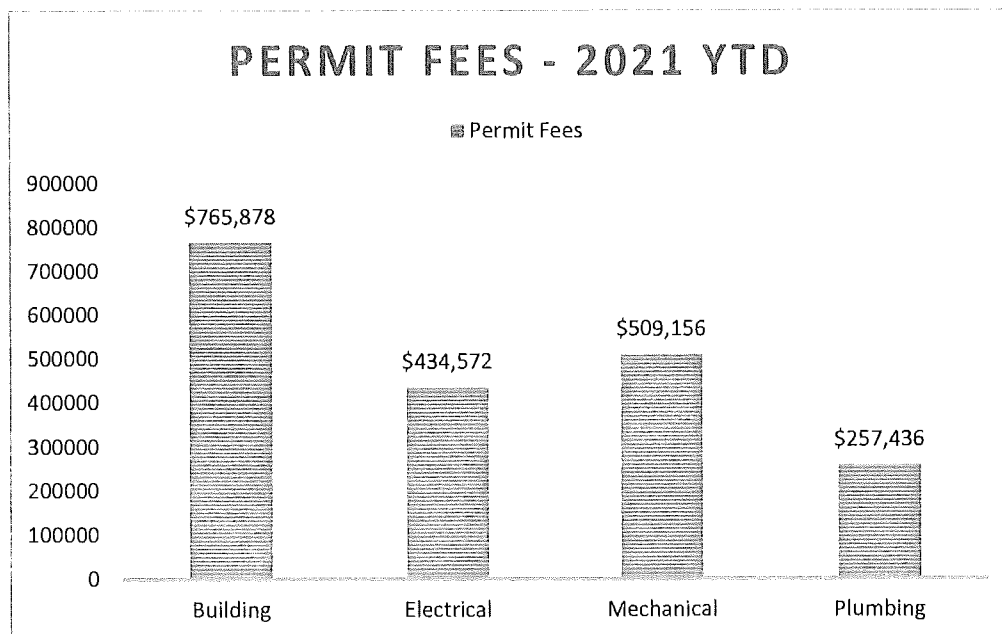
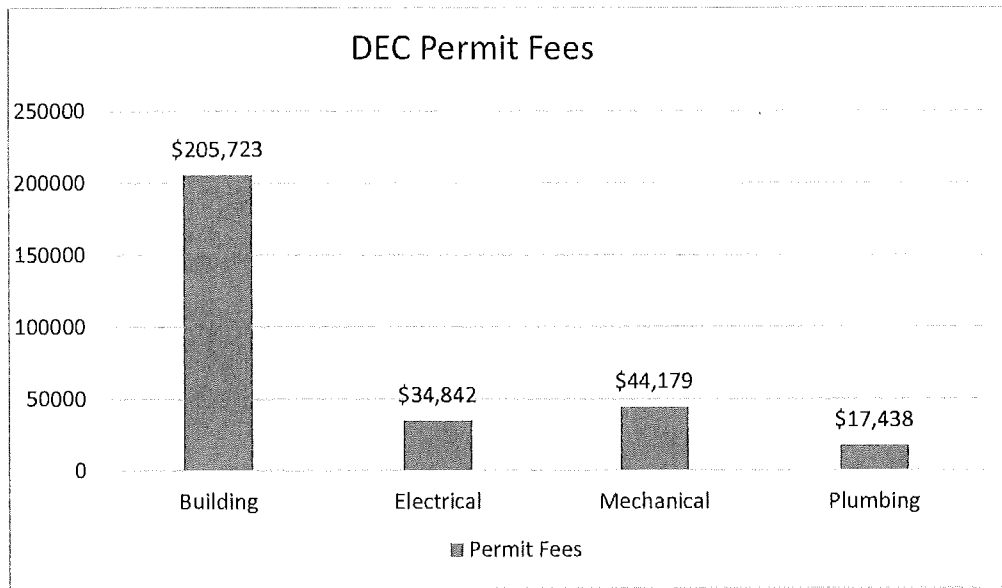
O'Sourine 12/28/21
Submitted by Oxana Sourine Deputy Treasurer Date

Ken Peirce 12/29/21
Reviewed by Ken Peirce Date Treasurer

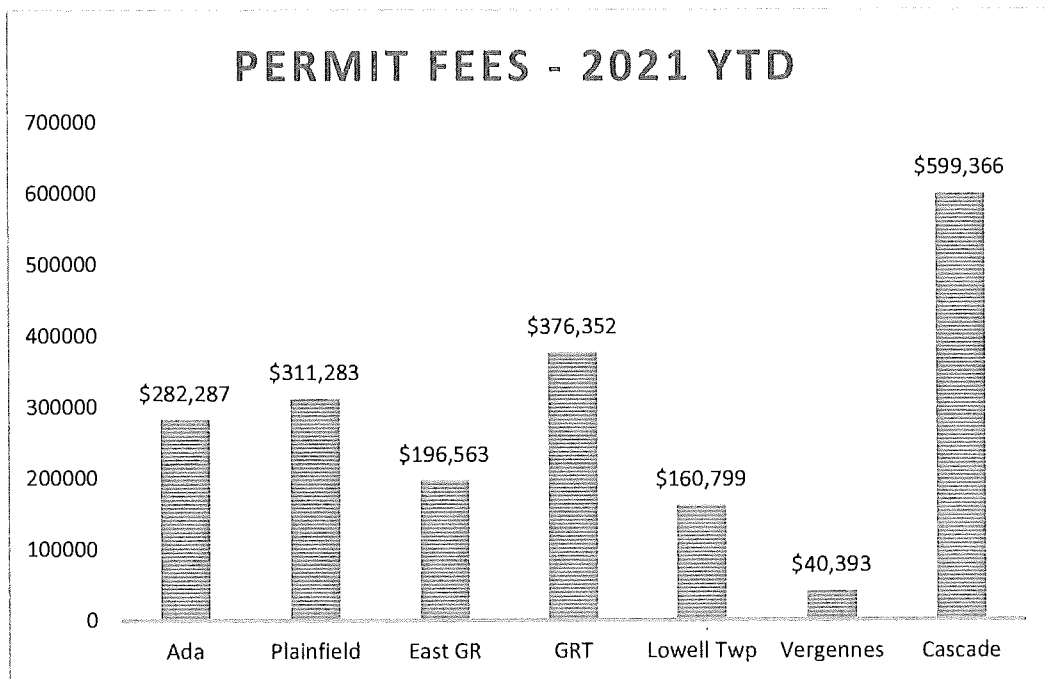
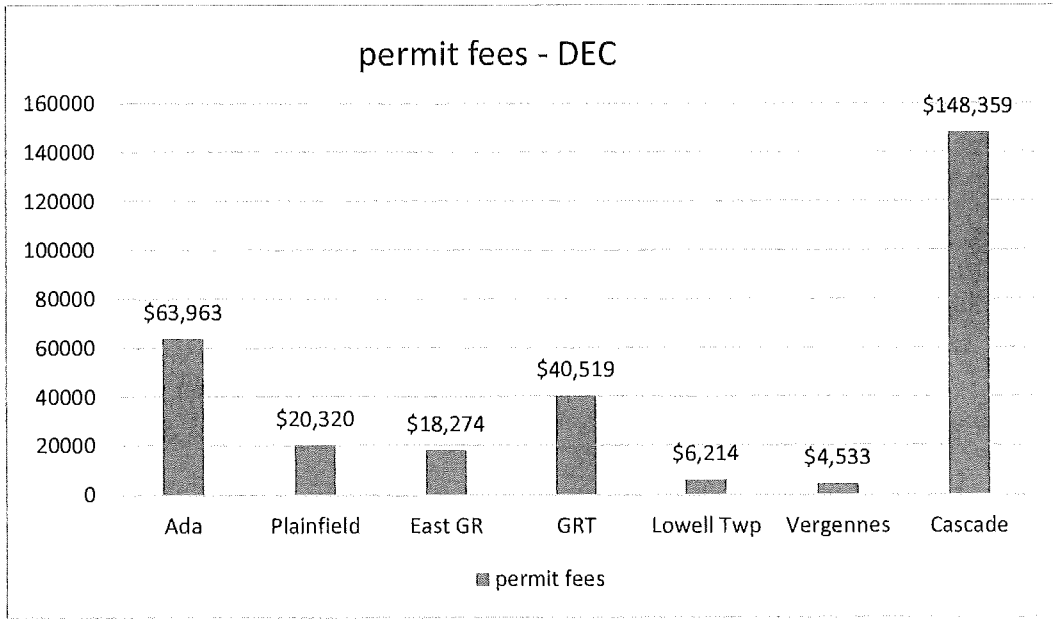
Cascade Inspection Services

DECEMBER 2021

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	1840	\$560,155.00	2238	\$399,729.20	3665	\$464,976.75	1680	\$239,998.00	9423	\$1,664,858.95
DEC										
Cascade	45	\$125,262.00	44	\$7,858.00	83	\$12,141.00	19	\$3,098.00	191	\$148,359.00
Lowell Twp	4	\$1,325.00	8	\$1,707.00	19	\$2,470.00	4	\$712.00	35	\$6,214.00
Ada	22	\$53,480.00	24	\$4,551.00	46	\$4,563.25	15	\$1,369.00	107	\$63,963.25
Vergennes	2	\$1,220.00	8	\$1,387.00	15	\$1,620.00	2	\$306.00	27	\$4,533.00
GR Twp	36	\$18,688.00	43	\$9,717.40	56	\$7,850.00	22	\$4,264.00	157	\$40,519.40
EGR	24	\$5,683.00	21	\$3,410.00	51	\$6,145.00	21	\$3,036.00	117	\$18,274.00
Plainfield	1	65	43	\$6,212.00	83	\$9,390.00	55	\$4,653.00	182	\$20,320.00
MONTH TOTAL	134	\$ 205,723.00	191	\$ 34,842.40	353	\$ 44,179.25	138	\$ 17,438.00	816	\$302,182.65

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

CASCADE CONSOLIDATED FEES

YEAR 2021

MONTH	Building Comm.		Electrical	Mechanical	Plumbing	TOTAL
	Building Comm.	Residential				
JANUARY	\$1,005.00	\$4,853.00	\$6,552.00	\$5,952.00	\$2,673.00	\$21,035.00
FEBRUARY	\$2,345.00	\$6,482.00	\$4,979.00	\$6,810.00	\$2,534.00	\$23,150.00
MARCH	\$23,045.00	\$8,099.00	\$5,506.00	\$9,662.75	\$7,366.00	\$53,678.75
APRIL	\$31,617.00	\$8,794.00	\$22,953.00	\$8,628.35	\$5,201.00	\$77,193.35
MAY	\$10,623.00	\$9,300.00	\$6,428.00	\$10,024.75	\$2,715.00	\$39,090.75
JUNE	\$7,261.00	\$17,380.00	\$6,167.00	\$8,432.65	\$6,217.00	\$45,457.65
JULY	\$10,133.00	\$8,531.00	\$7,313.00	\$9,967.50	\$5,775.00	\$41,719.50
AUGUST	\$538.00	\$13,180.00	\$8,266.00	\$7,375.50	\$4,832.00	\$34,191.50
SEPTEMBER	\$3,190.00	\$12,574.00	\$9,451.00	\$11,842.00	\$3,243.00	\$40,300.00
OCTOBER	\$15,161.00	\$11,986.00	\$10,513.00	\$6,999.25	\$3,148.00	\$47,807.25
NOVEMBER	\$2,201.00	\$3,863.00	\$8,509.00	\$8,311.00	\$4,399.00	\$27,283.00
DECEMBER	\$116,005.00	\$9,257.00	\$7,858.00	\$12,141.00	\$3,098.00	\$148,359.00
YEAR END TOTAL	\$223,124.00	\$114,299.00	\$104,495.00	\$106,146.75	\$51,201.00	\$599,265.75
PERMIT # FOR MONTH	17	28	44	83	19	191
PREV PERMIT TOTAL	1125	457	448	763	326	3119
PERMIT TOTAL FOR YR	1142	485	492	846	345	3310
YEAR TO DATE	2021	\$599,265.75				
YEAR TO DATE	2020	\$455,596.30				
OVER	\$143,669.45					

CASCADE SINGLE FAMILY HOMES

	DEC	YTD 2021	2020	2019	2018
Number of Permits					
New Residential Homes	7	69	55	38	43
VALUE - RESIDENTIAL	\$ 4,924,174.00	\$ 36,003,102.00	\$ 36,322,102.00	\$ 18,187,545.00	\$ 28,327,352.00

Cascade Twp -Permit Report by Category/ Fe

12/1/2021 12:00:00 to 12/31/2021 12:00

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee
Res. Single Family					
PB21001759	BOUMA DOUG	1998 HAZELTINE DR SE	12/27/2021	578,924	1,252.00
PB21001894	STEPHAN DANIEL BUI	1721 RIVER OAKS DR SE	12/28/2021	1,400,000	963.00
PB21002001	INSIGNIA HOMES	7259 60TH ST SE	12/20/2021	975,000	1,041.00
PB21002018	T BOSGRAAF HOMES	15835 GOLDEN VIEW CT SE	12/14/2021	315,000	707.00
PB21002020	BUFFUM BUILDERS LI	7225 CROSSRIDGE DR SE	12/21/2021	235,000	743.00
PB21002025	EPIQUE HOMES INC	5107 HICKORY POINTE WOODS	12/15/2021	1,034,150	1,055.00
PB21002028	JTB HOMES LLC	8115 HONEYSUCKLE HILL CT SE	12/30/2021	386,100	849.00
				4,924,174	6,610.00
7	Permits	Value Total		4,924,174	6,610



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.
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: Krissi Brott Application Date: 1/31/2022

Name of Proposed Seminar/Conference: MAMC Basic Institute

Seminar/Conference Date(s): 3/20/2022-3/25/2022

Location of Seminar/Conference: Mt. Pleasant, MI

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

Attached.

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

This conference is the year one of three years to become IIMC and MAMC certified. This is an effective way to gain knowledge from experienced municipal officials, as well as network with other clerks in the State of Michigan. MAMC also gives valuable insight into current legislation.

Cost of the Seminar/Conference:

Registration \$ 650.00

Lodging \$ 532.80

Travel \$ 105.88

Account # 101-215-724-000

Applicant: 
Signature

Approvals:

Department Head: 
Signature

1/4/22
Date

Township Manager: _____
Signature

Date

Clerk: 
(Signature Indicates Township Board Approval)

Date

➤ Original to Personnel File

➤ 1 Copy to Applicant

➤ 1 Copy to Accounting

MAMC INSTITUTE

THREE YEAR CURRICULUM

The Institute consists of three one-week, non-sequential sessions (one week each year) focusing on training that fulfills the IIMC and CMMC certification requirements. It includes a well-balanced combination of subjects that address Public Administration, Organizational Topics, Social Issues, Interpersonal Skills, and Elections.

Participation is mandatory for all sessions and attendance is monitored. The sessions are non-sequential, and one may begin the three-year cycle at any time.

When you register for the Institute, indicate which session and if you are attending the Institute for the first, second or third time.

2022 CURRICULUM

March 13 - 18, 2022 or March 20 - 25, 2022

- Changes in the Communities We Serve
- Financing Local Government Services
- Effective Meeting Techniques
- Understanding Yourself and Others
- Election Update
- Media and Community Relations
- Strategic Planning
- Communication Skills
- Presentation Skills
- Accountability in the Workplace
- Tactical Planning

2023 CURRICULUM

March 12 - 17, 2023 or March 19 - 24, 2023

- Alternative Forms of Local Government
- Cyber Security
- Effective Communications
- Professionalism in the Clerk's Office
- Minutes and Agenda
- Managing Generational Differences
- Budgeting Basics
- Lansing's Effect on Local Government
- Training Across Generations
- Eureka to Action

2024 CURRICULUM

March 17-22, 2024 or March 19-24, 2024

- If I Knew Then What I Know Now...
- Societal Trends
- Emotional Intelligence
- Ethics Policies
- Train the Trainer
- Records Management
- Lessons Learned During the Presidential Election
- Managing Problem Employees
- Security in the Clerks Office
- Legal Update
- Thriving Through Change
- Creating a Personal Strategic Plan

MAMC INSTITUTE

MARCH 13-18, 2022 OR MARCH 20-25, 2022

Comfort Inn & Suites Hotel and Conference Center | Mt. Pleasant, Michigan



Greetings to You and Your Staff!

The heart of MAMC's mission is to promote and encourage professional development through communication, education, and training. The Institute and Master Academy provide ideal opportunities for learning, regeneration, and connecting with peers from around the state.

MAMC members continue to enjoy a full range of educational and professional development opportunities. In 2019, MAMC turned away members for the institute because it had grown to the point where we needed to limit the size of the class to maintain the quality of the experience. In response to the Institute's demand and to keep the class size manageable, we began to offer the Institute twice a year in 2021.

In response to the Institute's demand and to keep the class size manageable, we began to offer the Institute twice a year. Attendees will have the option of attending the Institute either March 13-18 or March 20-25, 2022, at the Comfort Inn & Suites Hotel and Conference Center in Mt. Pleasant. The same curriculum will be offered at both sessions, and you must sign up for either the first week or the second week. Requests to switch back and forth cannot be accommodated.

This Institute will be our fourteenth year with Central Michigan University (CMU) as our university sponsor. CMU will oversee the instruction to be sure that it meets International Institute of Municipal Clerks (IIMC) and MAMC certification requirements. Specific information about the IIMC and MAMC certification requirements are available at www.iimc.com and www.michiganclerks.org.

Lewis Bender, Ph.D., will return as the facilitator, instructor and also the instructor of record for participants that wish to earn college credit. Mary Bender will provide program coordination for the Institute and Master Academy.

General information including the schedule for the Institute and Master Academy is available on the MAMC website and will be updated if there are any changes. Please review the schedule carefully and note that to receive credit towards your CMC or MMC certifications through the IIMC and MAMC you must attend all sessions.

We are certain that your experiences in Mt. Pleasant will leave you energized and revitalized in your pursuit of professional excellence. Please help spread the word about the MAMC Institute and plan to attend in 2022!

Melanie D. Ryska
MAMC Director, Education Chair

Rachelle D. Enbody
MAMC Director, Education Co-chair



REGISTRATION FEE

MAMC Member – \$650*

Payment postmarked on or before February 25, 2022 for week one or March 4, 2022 for week two.

Non-member – \$700*

* Payment postmarked after

February 25, 2022 for week one or March 4, 2022 for week two, add \$50. (\$700 MAMC member/\$750 non-member.)

Institute registration fee includes instructional costs, course materials, and some meals. The food is great at the Conference Center. Below is a list of the meals that will be covered by the registration fee.

- Breakfast on Monday - Friday
- Lunch on Monday, Tuesday, Thursday and Friday
- Dinner on Sunday and Thursday
- Breaks with beverages and snacks each morning and afternoon

REGISTRATION

Registration is open to all City, Township, Village, and County clerks and deputy clerks in Michigan. If you are not a clerk or a deputy clerk, you must include a letter of endorsement from the organization's Clerk.

MAMC membership dues for 2022 must be paid at the time you register. Dues forms are available on the MAMC website. www.michiganclerks.org/about/membership.aspx

The Institute registration forms are posted on the website. They are in a pdf format that will allow you to type the information into the form and print it. Please remember to keep a copy for your records. MAMC now accepts credit card payments and online registration.

CANCELLATION POLICY

The cancellation fee is \$100.00 (per SR 17), and request must be submitted 14 days prior to the event. Cancellation requests must be made in writing and emailed to info@michiganclerks.org or faxed to MAMC at 517-371-1170. Cancellation requests received after 14 days before the conference date or no shows will be charged the full registration fee and are not entitled to any refund.

 **MAMC INSTITUTE** REGISTRATION DEADLINE | February 25, 2022 (*Week One*) March 4, 2022 (*Week Two*)

CERTIFICATE OF COMPLETION

The IIMC and MAMC requires a total of 120 hours of instruction in the three-year Institute program. Please do not register for the Institute if you cannot commit to the entire week which includes 40 hours of instruction. Those who complete three years of the Institute will receive a plaque stating they have completed the full MAMC Institute program.

COLLEGE CREDIT



Central Michigan University will offer up to three hours of academic credit in an independent study format at either the undergraduate or graduate level for completion of each year of the Institute. Lewis Bender, Ph.D., will be the instructor of record for this course and additional information will be available at the beginning of the Institute.

EDUCATION COMMITTEE

The education committee plans, organizes, and conducts all educational classes at the Annual Conference, Clerking 101, Master Academy classes, the Annual Education Day and other educational opportunities for MAMC members. If you would like to join the Education committee, please contact Melanie Ryska.

EDUCATION COMMITTEE CHAIRPERSONS

MELANIE D. RYSKA

MAMC Director, Education Committee Chair

RACHELLE D. ENBODY

MAMC Director, Education Co-chair

FACILITATOR | LEWIS G. BENDER, Ph.D.

Lew is professor emeritus, Southern Illinois University at Edwardsville. As the facilitator, his job is to keep things moving and tie all the sessions together at the Institute. In addition to facilitation, he will serve as an instructor for several sessions and the instructor of record for those wishing to receive college credit for attending the Institute. Throughout his career, Lew has been deeply involved in community-based applied research, organizational goal setting, and planning and approached to organizational development. His educational background includes BS Grand Valley State University, Master's degree from Wayne State University, and Ph.D. in political science, University of Georgia. A specialist in training and organizational development for business and government, Lew is well known for his candid approach and casual style. For more information about Lew Bender, check out his website at www.lewbender.com.

PROGRAM COORDINATOR | MARY BENDER, Ph. 231-797-5536 Email: mbender102@aol.com

ACCOMMODATIONS

The registration fee does not include lodging. There is a block of rooms reserved for MAMC Institute at the Comfort Inn & Suites Hotel and Conference Center until February 25, 2022 for the first week and March 4, 2022 for the second week. Single occupancy rooms are available at reduced rates starting at \$96 plus applicable taxes and assessments. The cancellation deadline is 48 hours before the arrival date to avoid charging for one night's lodging plus taxes. To make on-line reservations follow the links below.

RESERVATION LINK
March 13-18, 2022

RESERVATION LINK
March 20-25, 2022

Comfort Inn & Suites Hotel and Conference Center

2424 South Mission | Mt Pleasant, MI 48858 | 989-772-4000

Additional information on the Comfort Inn & Suites Hotel and Conference Center is available at www.mtppcomfortinn.com



MAMC INSTITUTE MARCH 13-18, 2022 OR MARCH 20-25, 2022

Comfort Inn & Suites Hotel and Conference Center | Mt. Pleasant, Michigan

SUNDAY March 13 or March 20	MONDAY March 14 or March 21	TUESDAY March 15 or March 22	WEDNESDAY March 16 or March 23	THURSDAY March 17 or March 24	FRIDAY March 18 or March 25
<p>3:00 - 5:00 PM REGISTRATION</p> <p>Comfort Inn Stadium Room near the lobby.</p> <p>5:00 - 7:30 PM LEADERSHIP IN THE CLERK'S OFFICE</p> <p>Lewis Bender, Ph.D., Institute Director</p> <p>Required Session This opening session will call on participants to share what they are experiencing in leadership challenges with fellow Clerks.</p> <p>DINNER PROVIDED</p>	<p>8:00 - 10:00 AM EFFECTIVE AND INEFFECTIVE LEADERSHIP</p> <p>10:15 AM - NOON FINANCING LOCAL GOVERNMENT SERVICES IN CHANGING TIMES A look at Michigan trends and a facilitated discussion about challenges facing Michigan.</p> <p>Lewis Bender, Ph.D., Institute Director</p> <p>LUNCH</p> <p>1:00 - 5:00 PM EFFECTIVE MEETING TECHNIQUES AND PARLIAMENTARY PROCEDURES Techniques for handling motions, debate, and votes within a meeting.</p> <p>Eleanor "Coco" Siewert Professional Registered Parliamentarian</p> <p>5:00 - 9:00 PM IT'S A MATTER OF YOUR STYLE DISC</p> <p>Lewis Bender, Ph.D., Institute Director</p>	<p>8:00 AM - NOON PREPARING FOR MID-TERM ELECTIONS Michigan Bureau of Elections</p> <p>Speakers TBD</p> <p>LUNCH</p> <p>1:00 - 5:00 PM EMBEZZLEMENT AND FRAUD Robert (Bob) Beekman, FBI</p> <p>FREE EVENING ON YOUR OWN FOR DINNER</p> <p>Lots of good places to eat and get together with other clerks.</p>	<p>8:00 AM - NOON REAL LEADERSHIP IN PUBLIC SERVICE Utilizing a breakdown of five key factors of excellent leadership, we'll talk about what it takes to lead well and how we execute those changes within ourselves.</p> <p>Steve Ludwig, Ludwig Speaks</p> <div data-bbox="808 1045 1026 1264" data-label="Image"> </div> <p>FREE AFTERNOON</p> <p>This free afternoon makes up for a very long day on Monday. Participants are strongly encouraged to take advantage of this time for networking and relaxing in preparation for the rest of the week. You will be on your own for lunch and dinner.</p>	<p>8:00 AM - NOON HR DO'S AND DON'TS Kate Baldwin, PHR, Human Resources & Benefits Manager, City of Sterling Heights</p> <p>Megan Burke, Director of Human Resources & Operations, City of Oak Park</p> <p>LUNCH</p> <p>1:00 - 5:00 PM FREEDOM OF INFORMATION ACT (FOIA) Lori M. Hinkley, Michigan State Police Executive Operations Records Resource Section</p> <p>AWARDS BANQUET</p> <p>5:30 - 6:30 PM SOCIAL HOUR</p> <p>6:30 - 8:00 PM DINNER AND AWARDS PROGRAM Plaques and certificates will be presented to those people that have completed the three- year program.</p>	<p>8:00 - 11:00 AM STRATEGIC PLANNING PROCESSES FOR THE CLERK'S OFFICE</p> <p>This session will cover the basic steps of the strategic planning process, from getting organized to implementation.</p> <p>Lewis Bender, Ph.D., Institute Director</p> <p>11:00 AM - 2:00 PM TACTICAL PLANNING Putting Eurekas to Action!</p> <p>Lewis Bender, Ph.D., Institute Director</p> <p>CERTIFICATES Are awarded to participants that have completed all First Year, Second Year, and Third Year sessions and will be distributed at the closing session on Friday.</p>





Cascade Charter Township Education Reimbursement Request Form

Conditions for Reimbursement:

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

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

Name: Jon Snyder Application Date: 12/20/2021

Name of Educational Institution: Lansing Community College

Name of Proposed Course:

BIOL 145: Intro Anatomy and Physiology; 4 semester credits (see attached course description)
FIRE 270: Fire Service Career Development; 3 semester credits (see attached course description)
Total semester credits: 7 towards Fire Science Degree

Cost of Course \$ 2,257 (2 courses) Account # _____

Applicant: *Jon Snyder*
Signature

Approvals:

Department Head: *[Signature]* 12-22-21
Signature Date

Township Manager: _____
Signature Date

Clerk: _____
(Signature Indicates Township Board Approval) Date

➤ Original to Personnel File

➤ 1 Copy to Applicant

➤ 1 Copy to Accounting

Catalog Entries



When the term course schedule is available the "Schedule Types" are hyperlinks. Clicking on the link will then display individual section information.

Selecting the Course Number will only provide additional details on prerequisites and co-requisites when applicable. Any other information on this page matches what was seen on Catalog Entries.

BIOL 145 - Intro Anatomy and Physiology

An introductory course in human anatomy and physiology which combines lecture and laboratory experiences to provide a basic understanding of the structure and function of body systems. Designed for vocational programs, that include emergency medical technicians, massage therapists, medical technicians, and medical transcriptionists, as well as for non-science majors. (F,Sp,Su)

Prerequisite Courses: None

Placement Scores: Reading Level 5 and Writing Level 6 and [Math Level 4 or Minimum 2.0 in (MATH 105 or MATH 106)].

4.000 Credit hours
48.000 Lecture hours
48.000 Lab hours
0.000 Other hours

Levels: Credit

Schedule Types: Lab, Lab/Lecture, Lecture, Online, Online, Online/Hybrid, [Online Real Time](#)

Arts and Sciences Division
Science Department Department

[Bookstore Information](#)

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RELEASE: 8.7.2.4

SITE MAP

Catalog Entries



When the term course schedule is available the "Schedule Types" are hyperlinks. Clicking on the link will then display individual section information.

Selecting the Course Number will only provide additional details on prerequisites and co-requisites when applicable. Any other information on this page matches what was seen on Catalog Entries.

FIRE 270 - Fire Service Career Developmnt

This course prepares the student for entry into the fire service workplace. Student will learn new processes of organizational operations and professional development skills. Students will complete 108 hrs of internship with a previously screened agency. The required Associate Degree assessment will be administered in this course. (F, Sp)

Prerequisite Courses: None. Department Approval is required.

Placement Scores: None

Recommended: Completion of all other required courses in curriculum

Course Note: Department approval required. Contact the Fire Technology Program advisor at 517-483-1394.

3.000 Credit hours

16.000 Lecture hours

108.000 Other hours

Levels: Credit

Schedule Types: [Independent Study](#), Lecture, Lecture/Worksite, Worksite

Technical Careers Division

Public Service Careers Department

[Bookstore Information](#)

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RELEASE: 8.7.2.4

SITE MAP

X00842500 Jonathan R. Snyder
 Spring 2022
 Dec 20, 2021 04:58 pm

View My Tuition and Fees

 By registering for classes, you are accepting financial responsibility for the classes. [See Registration and Payment Due Dates](#). Select the Continue to Select Payment Options link below to review your account, including non-registration charges, financial aid, and payments. You have specific payment due dates based on the day you register. If you attempt enrollment but are not successful and are not enrolled in any other courses, you will see a warning message below indicating that you are enrolled for the selected term but no registration-related fees are due. Please disregard this warning message.

When selecting a registration term and proceeding to the registration module you are agreeing to the following statement:

I understand that when I register for any class or receive any service from Lansing Community College, I accept full responsibility to pay all tuition, fees and other associated costs assessed as a result of my registration and/or receipt of services. I will be responsible for paying all or a portion of tuition and fees in accordance with the published tuition refund schedule in the course schedule book. Should I default on payment, I understand I will be referred to an outside collection agency.

Please refer to your bill statement for your specific due date.

Total Credit Hours: 7.000

Tuition and Fees for Spring 2022

Detail Code	Description	Amount
CFEE	Course Fee	\$45.00
REGF	Registration Fee	\$25.00
STSF	Student Support Fee	\$135.00
TUIT	Tuition	\$2,052.00
	Total Charge:	\$2,257.00

[Registration Tasks](#)

**FINANCIAL REPORTS
NOVEMBER 2021**

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
			-	3.45
BUILDING INSP FUND - 249 RESTRICTED	1,762,792			
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	118,534			
CEMETERY TRUST FUND - 151 COMMITTED	5,424			
TOTAL CEMETERY TRUST FUND	\$ 123,958			
TRUST & AGENCY FUND -701	\$ 229,546			
TAX FUND - 703	\$ 130,494			
TOTAL TRUST & AGENCY	\$ 483,999			

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

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

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
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	6,099.03	1,099.96	(1,099.03)	121.98
101-000-401-447	TAX ADMINISTRATION FEES	625,000.00	635,000.00	576,214.06	1,449.82	58,785.94	90.74
101-000-450-460	CABLE REVENUE	344,800.00	336,000.00	252,092.49	75,199.51	83,907.51	75.03
101-000-450-465	CABLE - PEG FEES	72,000.00	70,000.00	51,440.37	14,575.99	18,559.63	73.49
101-000-450-490	DOG LICENSES	100.00	150.00	80.80	12.00	69.20	53.87
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	22,828.85	0.00	2,171.15	91.32
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	1,193,890.00	0.00	355,506.00	77.06
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	(0.66)	100.00
101-000-600-608	PLANNING AND ZONING FEES	40,000.00	25,000.00	14,353.05	865.00	10,646.95	57.41
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	0.00	0.00	21,000.00	0.00
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	3,325.00	1,750.00	7,675.00	30.23
101-000-600-634	CEMETERY-OPENINGS AND CLOSINGS	11,000.00	15,000.00	16,615.00	75.00	(1,615.00)	110.77
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	42,973.45	411.76	37,026.55	53.72
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	0.00	0.00	600.00	0.00
101-000-665-004	CELLULAR TOWERS	107,004.00	109,000.00	102,068.79	4,652.89	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	8,205.00	50.00	(1,205.00)	117.21
101-000-671-671	MISCELLANEOUS INCOME	24,000.00	4,000.00	652.76	97.36	3,347.24	16.32
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	105.00	(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	0.00	0.00	99,426.00	0.00
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 FUNE	97,000.00	100,000.00	84,744.75	9,561.45	15,255.25	84.74
101-000-679-100	REIMBURSEMENT FROM PATHWAYS	50,974.00	50,974.00	0.00	0.00	50,974.00	0.00
101-000-679-200	REIMBURSEMENT FROM LIBRARY	76,461.00	76,461.00	0.00	0.00	76,461.00	0.00
101-000-699-100	TRANSFER FROM	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	4,266,701.49	109,905.74	846,829.57	
Dept 101 - TOWNSHIP BOARD							
101-101-704-000	WAGES- PART TIME	39,182.00	40,765.00	34,428.43	3,397.00	6,336.57	84.46
101-101-723-000	TOWNSHIP DUES	18,450.00	19,050.00	16,192.26	8,342.00	2,857.74	85.00
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	880.26	30.06	319.74	73.36
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	51,500.95	11,769.06	12,964.05	
Dept 171 - SUPERVISOR							
101-171-702-000	WAGES- FULL TIME	193,544.00	200,061.00	181,722.26	21,896.07	18,338.74	90.83
101-171-704-000	WAGES- PART TIME	21,768.00	22,647.00	19,126.97	1,887.23	3,520.03	84.46
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	2,551.00	0.00	974.00	72.37
101-171-724-000	EDUCATION	4,600.00	7,546.00	4,304.57	2,679.24	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	(57.95)	4,370.45	4.99
101-171-862-500	SUPERVISOR EXPENSE ACCOUNT	500.00	500.00	18.00	18.00	482.00	3.60
101-171-862-550	MANAGER EXPENSE ACCOUNT	750.00	1,000.00	346.06	24.36	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	1,795.80	16.18	1,144.20	61.08
101-171-967-000	SPECIAL PROJECTS	10,000.00	10,000.00	9,664.40	2,303.10	335.60	96.64
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	225,169.15	28,766.23	39,649.85	
Dept 215 - CLERK							
101-215-702-000	WAGES- FULL TIME	70,471.00	56,279.00	43,276.05	4,863.24	13,002.95	76.90
101-215-704-000	WAGES- PART TIME	17,413.00	18,118.00	15,301.55	1,509.78	2,816.45	84.45
101-215-707-000	WAGES- CASUAL	17,098.00	17,087.00	0.00	0.00	17,087.00	0.00

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
101-215-710-000	CLERK EXPENSE ACCOUNT	0.00	0.00	37.76	37.76	(37.76)	100.00
101-215-723-000	CLERK MEMBERSHIPS AND DUES	400.00	600.00	745.00	0.00	(145.00)	124.17
101-215-724-000	EDUCATION	2,600.00	5,100.00	881.73	30.00	4,218.27	17.29
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	476.80	0.00	523.20	47.68
101-215-862-500	CLERK'S EXPENSE ACCOUNT	500.00	500.00	331.74	200.88	168.26	66.35
101-215-925-000	CELL PHONE/ DATA	1,200.00	1,800.00	1,878.85	77.81	(78.85)	104.38
101-215-981-000	OFFICE EQUIPMENT	2,200.00	2,000.00	560.86	45.98	1,439.14	28.04
Net - Dept 215 - CLERK		112,882.00	106,984.00	63,490.34	6,765.55	43,493.66	
Dept 253 - TREASURER							
101-253-702-000	WAGES- FULL TIME	108,371.00	114,070.00	101,344.32	8,774.40	12,725.68	88.84
101-253-704-000	WAGES- PART TIME	17,414.00	17,745.00	15,301.55	1,509.78	2,443.45	86.23
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	128.00	(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	297.43	104.16	202.57	59.49
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	293.43	10.02	306.57	48.91
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	124,347.23	10,526.36	25,967.77	
Dept 257 - ASSESSING							
101-257-702-000	WAGES- FULL TIME	196,532.00	213,193.00	189,413.54	16,399.44	23,779.46	88.85
101-257-707-000	WAGES- CASUAL	2,970.00	17,836.00	7,758.08	(1,844.65)	10,077.92	43.50
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	2,115.00	1,820.00	534.50	534.50	1,285.50	29.37
101-257-724-000	EDUCATION	11,150.00	9,250.00	2,239.33	112.00	7,010.67	24.21
101-257-727-000	ASSESSING OFFICE SUPPLIES	5,800.00	1,500.00	480.48	169.34	1,019.52	32.03
101-257-752-000	SUPPLIES	0.00	0.00	0.00	(34.95)	0.00	0.00
101-257-801-000	ASSESSING CONTRACTUAL SERVICES	18,000.00	24,000.00	20,000.00	2,000.00	4,000.00	83.33
101-257-808-000	BOARD OF REVIEW EXPENSES	400.00	5,025.00	1,941.43	0.00	3,083.57	38.64
101-257-860-000	ASSESSING MILEAGE	2,900.00	2,900.00	74.48	0.00	2,825.52	2.57
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	0.00	0.00	1,600.00	0.00
101-257-924-100	CELL PHONES/DATA	600.00	2,400.00	1,595.82	20.04	804.18	66.49
101-257-939-000	ASSESSING SERVICE CONTRACTS	3,650.00	6,925.00	6,730.25	3,259.05	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	231,981.09	20,614.77	60,167.91	
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	12,439.67	800.00	18,280.33	40.49
101-262-756-000	ELECTION SUPPLIES	35,000.00	6,000.00	1,587.43	376.24	4,412.57	26.46
101-262-788-000	ELECTION MISC EXPENSES	15,000.00	3,000.00	1,200.00	1,200.00	1,800.00	40.00
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	16,373.27	2,376.24	23,846.73	
Dept 265 - BUILDING AND GROUNDS							
101-265-702-000	WAGES- FULL TIME	286,887.00	297,711.00	248,115.69	20,249.41	49,595.31	83.34
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	4,088.82	144.46	5,911.18	40.89
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	2,391.22	328.93	808.78	74.73
101-265-802-200	JANITORIAL & MAINTENANCE	2,000.00	2,000.00	0.00	(24.37)	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	14,210.24	961.12	20,789.76	40.60
101-265-864-000	FUEL	20,000.00	20,000.00	17,014.19	1,804.95	2,985.81	85.07
101-265-921-000	COMPLEX ELECTRICITY	37,500.00	35,000.00	18,174.08	1,036.46	16,825.92	51.93
101-265-923-000	COMPLEX HEATING	12,000.00	12,000.00	9,359.13	286.39	2,640.87	77.99
101-265-924-000	COMPLEX PHONES	21,900.00	21,900.00	17,935.82	175.05	3,964.18	81.90
101-265-924-100	BLDG & GROUNDS CELL PHONES/ DATA	3,000.00	3,000.00	2,392.54	79.35	607.46	79.75
101-265-927-000	COMPLEX WATER-SEWER	7,500.00	7,500.00	6,439.29	1,363.82	1,060.71	85.86
101-265-931-000	COMPLEX MAINTENANCE	60,000.00	80,000.00	97,569.21	9,700.57	(17,569.21)	121.96
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	471,753.23	36,106.14	137,207.77	
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	844.10	0.00	155.90	84.41
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	15,000.00	15,000.00	3,150.20	62.91	11,849.80	21.00
Net - Dept 276 - CEMETERY		21,000.00	21,000.00	3,994.30	62.91	17,005.70	

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Dept 295 - ADMINISTRATIVE							
101-295-702-000	WAGES- FULL TIME	106,440.00	127,976.00	115,192.13	10,768.01	12,783.87	90.01
101-295-704-000	WAGES- PART TIME	35,835.00	36,350.00	3,175.17	295.59	33,174.83	8.73
101-295-707-000	WAGES- CASUAL	5,000.00	5,000.00	36,798.16	3,136.32	(31,798.16)	735.96
101-295-713-000	OVERTIME	2,000.00	5,000.00	2,794.01	0.00	2,205.99	55.88
101-295-723-000	MEMBERSHIP AND DUES	775.00	775.00	315.00	(219.00)	460.00	40.65
101-295-724-000	EDUCATION	6,500.00	7,000.00	40.00	40.00	6,960.00	0.57
101-295-726-000	EMPLOYEE TRAINING	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	16,402.41	2,688.67	(1,402.41)	109.35
101-295-730-000	POSTAGE	19,000.00	19,000.00	7,854.02	200.88	11,145.98	41.34
101-295-752-000	SUPPLIES	0.00	0.00	0.00	(113.02)	0.00	0.00
101-295-755-000	COVID 19 EXPENSES	0.00	0.00	4,588.00	(2,149.55)	(4,588.00)	100.00
101-295-787-000	MISCELLANEOUS	12,200.00	17,200.00	17,403.87	2,106.39	(203.87)	101.19
101-295-807-000	AUDIT FEES & SERVICES	15,040.00	15,040.00	15,040.00	0.00	0.00	100.00
101-295-810-000	LIABILITY INSURANCE	22,739.00	25,013.00	25,603.30	975.00	(590.30)	102.36
101-295-814-000	TAX/ASSESSING ADMIN COSTS	22,000.00	22,000.00	11,908.07	3,550.00	10,091.93	54.13
101-295-815-000	COMPUTER COSTS-ISP	4,800.00	4,800.00	4,272.00	224.00	528.00	89.00
101-295-815-100	COMPUTER COSTS-WEB SITE	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	46,961.00	0.00	11,839.00	79.87
101-295-821-000	ENGINEERING COSTS	35,000.00	35,000.00	15,947.15	4,529.75	19,052.85	45.56
101-295-826-000	LEGAL FEES	60,000.00	100,000.00	118,972.84	(13,710.80)	(18,972.84)	118.97
101-295-850-000	COMMUNICATIONS	0.00	0.00	2,405.37	2,069.24	(2,405.37)	100.00
101-295-860-000	ADMINISTRATIVE MILEAGE	500.00	500.00	28.56	0.00	471.44	5.71
101-295-881-000	FOURTH OF JULY	0.00	50,000.00	60,633.88	285.13	(10,633.88)	121.27
101-295-881-200	HALLOWEEN	0.00	2,500.00	255.38	255.38	2,244.62	10.22
101-295-881-300	KDL MUSIC PROGRAMING	0.00	3,500.00	0.00	0.00	3,500.00	0.00
101-295-882-000	SENIOR CITIZENS	0.00	2,000.00	0.00	0.00	2,000.00	0.00
101-295-885-000	NEWSLETTER	22,800.00	22,800.00	16,087.93	2,047.22	6,712.07	70.56
101-295-900-000	PRINTING/PUBLISHING	12,000.00	12,000.00	16,506.99	932.00	(4,506.99)	137.56
101-295-924-100	CELL PHONES/DATA	600.00	1,800.00	3,582.57	20.04	(1,782.57)	199.03
101-295-939-000	SERVICE CONTRACTS	17,000.00	17,000.00	5,690.60	414.23	11,309.40	33.47
101-295-941-000	POSTAGE MACHINE LEASE	2,800.00	2,800.00	1,376.34	0.00	1,423.66	49.16
101-295-950-000	PROPERTY TAX REFUNDS	1,000.00	2,500.00	1,697.79	0.00	802.21	67.91
101-295-951-000	CABLE EQUIPMENT GRANTS	35,000.00	35,000.00	35,000.00	0.00	0.00	100.00
101-295-952-000	REGIS	40,000.00	40,000.00	33,494.57	19,611.38	6,505.43	83.74
101-295-952-100	KENT COUNTY AERIAL PHOTO	3,500.00	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	10,014.86	10,014.86	85.14	99.16
101-295-955-000	COMMUNITY MEDIA CENTER	5,000.00	5,000.00	5,000.00	0.00	0.00	100.00
101-295-956-000	RIGHT PLACE PROGRAM	7,500.00	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	0.00	0.00	2,000.00	0.00
101-295-967-000	SPECIAL PROJECTS	70,000.00	64,000.00	70,245.50	4,312.90	(6,245.50)	109.76
101-295-981-000	OFFICE EQUIPMENT	5,900.00	9,700.00	2,945.21	0.00	6,754.79	30.36
Net - Dept 295 - ADMINISTRATIVE		669,029.00	806,154.00	718,624.99	52,284.62	87,529.01	
Dept 445 - DRAIN							
101-445-816-000	DRAIN MAINTENANCE	12,000.00	12,000.00	10,428.10	2,495.00	1,571.90	86.90
101-445-821-000	DRAIN ENGINEERING	15,000.00	15,000.00	10,860.25	5,306.75	4,139.75	72.40
101-445-822-000	ILLCIT DISCHARGE PLAN	500.00	500.00	500.00	0.00	0.00	100.00
101-445-823-000	LGROW MEMBERSHIP DUES	400.00	400.00	400.00	400.00	0.00	100.00
Net - Dept 445 - DRAIN		27,900.00	27,900.00	22,188.35	8,201.75	5,711.65	
Dept 446 - ROADS							
101-446-818-000	DUST CONTROL LAYER	3,300.00	3,300.00	2,293.21	0.00	1,006.79	69.49
101-446-821-000	ROAD OVERLAYS	482,500.00	1,100,000.00	929,856.98	28,174.78	170,143.02	84.53
101-446-821-500	ROAD ENGINEERING STUDIES	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	936,613.31	28,174.78	196,686.69	
Dept 447 - YARD WASTE REMOVAL							
101-447-787-000	MISCELLANEOUS	1,400.00	1,400.00	1,208.26	599.13	191.74	86.30
101-447-820-000	SPRING/FALL CLEAN-UP	40,000.00	40,000.00	29,158.64	8,057.14	10,841.36	72.90
101-447-939-000	SERVICE CONTRACTS	44,000.00	44,000.00	0.00	0.00	44,000.00	0.00
Net - Dept 447 - YARD WASTE REMOVAL		85,400.00	85,400.00	30,366.90	8,656.27	55,033.10	
Dept 448 - STREET LIGHTS							
101-448-926-000	STREETLIGHTING	132,000.00	132,000.00	118,944.85	11,773.74	13,055.15	90.11
101-448-927-100	TRAFFIC SIGNALS	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	118,995.93	11,773.74	16,004.07	
Dept 652 - TRANSPORTATION							
101-652-859-000	TRANSPORTATION SERVICES	6,000.00	36,000.00	5,784.25	350.00	30,215.75	16.07
101-652-859-100	TRANSPORTATION SERVICE-GO BUS TICKETS	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	26,145.46	2,376.86	6,220.54	80.78
101-652-861-100	BUS SERVICE 28TH ST	191,576.00	60,000.00	57,741.84	0.00	2,258.16	96.24
Net - Dept 652 - TRANSPORTATION		228,455.00	130,366.00	89,671.55	2,726.86	40,694.45	

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021

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GL NUMBER	DESCRIPTION	2020		2021		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	NORM (ABNORM)	11/30/2021	MONTH 11/30/21	BALANCE		
						INCR (DECR)	NORM (ABNORM)		
Dept 721 - PLANNING									
101-721-702-000	WAGES- FULL TIME	260,386.00	274,497.00	239,576.17	17,078.02	34,920.83	87.28		
101-721-707-000	WAGES- CASUAL	21,500.00	21,500.00	25,103.12	7,665.70	(3,603.12)	116.76		
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	1,700.00	1,700.00	169.19	0.00	1,530.81	9.95		
101-721-724-000	EDUCATION	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	204.93	159.03	295.07	40.99		
101-721-768-000	COMM DEV UNIFORMS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00		
101-721-787-000	MISCELLANEOUS	500.00	750.00	124.98	0.00	625.02	16.66		
101-721-809-000	PLANNING COMMISSION EXPENSES	0.00	2,500.00	0.00	0.00	2,500.00	0.00		
101-721-860-000	COMM DEV MILEAGE	4,000.00	4,000.00	112.54	0.00	3,887.46	2.81		
101-721-862-500	COMM DEV EXPENSE ACCOUNT	800.00	800.00	77.71	0.00	722.29	9.71		
101-721-900-000	PRINTING & PUBLISHING	12,000.00	12,000.00	2,443.42	0.00	9,556.58	20.36		
101-721-901-000	DIGITAL IMAGING	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00		
101-721-925-000	CELL PHONE/ DATA	1,800.00	1,800.00	1,333.01	10.02	466.99	74.06		
101-721-967-000	SPECIAL PROJECTS	5,000.00	25,000.00	2,931.69	0.00	22,068.31	11.73		
101-721-981-000	OFFICE EQUIPMENT	3,600.00	3,600.00	9.99	0.00	3,590.01	0.28		
Net - Dept 721 - PLANNING		325,786.00	362,647.00	272,572.75	24,912.77	90,074.25			
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	5,913.53	0.00	86.47	98.56		
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	1,981.61	0.00	1,218.39	61.93		
101-756-935-000	PARK MAINTENANCE	86,000.00	61,000.00	26,881.75	2,006.26	34,118.25	44.07		
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	39,906.36	2,006.26	43,213.64			
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	632.11	0.00	117.89	84.28		
101-803-923-000	MUSEUM - HEATING/UTILITY	1,200.00	1,200.00	695.12	34.26	504.88	57.93		
101-803-927-000	MUSEUM WATER-SEWER	300.00	300.00	659.94	0.00	(359.94)	219.98		
101-803-961-000	MUSEUM MAINTENANCE	8,400.00	2,400.00	2,487.44	699.00	(87.44)	103.64		
Net - Dept 803 - HISTORICAL		16,650.00	11,650.00	11,474.61	733.26	175.39			
Dept 850 - BENEFITS/INSURANCE									
101-850-715-000	FICA-EMPLOYER	114,329.00	119,450.00	100,191.28	8,309.33	19,258.72	83.88		
101-850-716-000	DEFINED CONTRIBUTION PLAN	102,554.00	109,868.00	81,543.09	8,794.04	28,324.91	74.22		
101-850-717-000	WORKERS COMP INSURANCE	41,411.00	49,020.00	45,954.85	(3,739.15)	3,065.15	93.75		
101-850-718-000	VISION INSURANCE BENEFITS	2,670.00	2,670.00	2,240.43	178.16	429.57	83.91		
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	0.00	0.00	26,000.00	0.00		
101-850-719-000	HEALTH INSURANCE BENEFITS	190,166.00	199,483.00	202,349.46	13,638.72	(2,866.46)	101.44		
101-850-719-100	OPT-OUT INSURANCE	10,000.00	10,000.00	3,000.00	0.00	7,000.00	30.00		
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	15,138.00	15,138.00	12,074.40	0.00	3,063.60	79.76		
101-850-721-000	DENTAL INSURANCE BENEFITS	21,311.00	21,311.00	15,886.56	(147.38)	5,424.44	74.55		
101-850-722-000	PENSION PLAN BENEFITS	71,028.00	71,028.00	78,701.59	7,154.69	(7,673.59)	110.80		
101-850-723-000	OTHER BENEFITS	0.00	50.00	848.93	0.00	(798.93)	1,697.86		
Net - Dept 850 - BENEFITS/INSURANCE		636,707.00	664,718.00	581,990.59	34,188.41	82,727.41			
Dept 901 - CAPITAL OUTLAY									
101-901-970-000	CAPITAL OUTLAY - FFE	46,000.00	88,470.00	61,828.25	0.00	26,641.75	69.89		
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	0.00	0.00	0.00	0.00		
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	809,000.00	320,000.00	242,891.87	0.00	77,108.13	75.90		
Net - Dept 901 - CAPITAL OUTLAY		2,105,000.00	718,470.00	609,628.15	0.00	108,841.85			
Dept 965 - TRANSFERS OUT									
101-965-999-004	TRANSFER TO CEMETERY TRUST FUN	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00		
101-965-999-005	TRANSFER TO DAM MAJOR REPAIR	40,000.00	40,000.00	30,000.00	0.00	10,000.00	75.00		
101-965-999-006	TRANSFER TO FIRE FUND	400,000.00	400,000.00	366,666.67	33,333.33	33,333.33	91.67		
Net - Dept 965 - TRANSFERS OUT		441,500.00	441,500.00	396,666.67	33,333.33	44,833.33			
Fund 101 - GENERAL FUND:									
TOTAL REVENUES		5,182,034.00	5,113,531.06	4,266,701.49	109,905.74	846,829.57	83.44		
TOTAL EXPENDITURES		6,822,712.00	6,149,138.00	5,017,309.72	323,979.31	1,131,828.28	81.59		
NET OF REVENUES & EXPENDITURES		(1,640,678.00)	(1,035,606.94)	(750,608.23)	(214,073.57)	(284,998.71)	72.48		

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

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	204,195.41	
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	963.72	
101-000-001-500	GF CASH - K.C. POOL	1,179,997.03	
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	457,356.81	
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	269,648.86	
101-000-003-038	GRAND RIVER BANK CD M 12/19/20	537,137.26	
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	527,800.23	
101-000-015-019	M/M - FLAGSTAR BANK	388,388.42	
101-000-202-000	ACCOUNTS PAYABLE	67,660.16	
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		73.20
101-000-231-221	ADDITIONAL LIFE W/H		337.87
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		6,099.03
101-000-401-447	TAX ADMINISTRATION FEES		576,214.06
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		80.80
101-000-450-498	OTHER PERMITS		50.00
101-000-451-000	LIQUOR LICENSE		22,828.85
101-000-528-000	OTHER FEDERAL GRANTS		38,097.50
101-000-539-576	STATE SHARED REV.-SALES TAX		1,193,890.00
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		14,353.05
101-000-600-610	SUMMER TAX COLLECTION FEE		26,420.80
101-000-600-614	PA 198 TAX APPLICATION FEE		2,000.00
101-000-600-626	PASSPORT APPLICATION FEE		3,325.00

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-000-600-634	CEMETERY-OPENINGS AND CLOSINGS		16,615.00
101-000-665-000	INTEREST ON INVESTMENTS		42,973.45
101-000-665-002	DAM LEASE PAYMENTS		70,000.00
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		8,205.00
101-000-671-671	MISCELLANEOUS INCOME		652.76
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
101-000-679-000	INTERFUND REIMBURSE/BLDG INSPECTION FUND		84,744.75
101-101-704-000	WAGES- PART TIME	34,428.43	
101-101-723-000	TOWNSHIP DUES	16,192.26	
101-101-924-100	TRUSTEE CELL PHONES/DATA	880.26	
101-171-702-000	WAGES- FULL TIME	181,722.26	
101-171-704-000	WAGES- PART TIME	19,126.97	
101-171-723-000	SUPERVISOR MEMBERSHIPS AND DUES	2,551.00	
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	1,795.80	
101-171-967-000	SPECIAL PROJECTS	9,664.40	
101-171-981-000	OFFICE EQUIPMENT	1,223.64	
101-215-702-000	WAGES- FULL TIME	43,276.05	
101-215-704-000	WAGES- PART TIME	15,301.55	
101-215-710-000	CLERK EXPENSE ACCOUNT	37.76	
101-215-723-000	CLERK MEMBERSHIPS AND DUES	745.00	
101-215-724-000	EDUCATION	881.73	
101-215-860-000	CLERK MILEAGE	476.80	
101-215-862-500	CLERK'S EXPENSE ACCOUNT	331.74	
101-215-925-000	CELL PHONE/ DATA	1,878.85	
101-215-981-000	OFFICE EQUIPMENT	560.86	
101-253-702-000	WAGES- FULL TIME	101,344.32	
101-253-704-000	WAGES- PART TIME	15,301.55	
101-253-723-000	TREASURER MEMBERSHIPS AND DUES	612.00	
101-253-724-000	EDUCATION	845.00	
101-253-860-000	TREASURER MILEAGE	297.43	
101-253-924-100	TREASURER'S CELL PHONES/DATA	293.43	
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	189,413.54	
101-257-707-000	WAGES- CASUAL	7,758.08	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-257-723-000	ASSESSING MEMBERSHIPS AND DUES	534.50	
101-257-724-000	EDUCATION	2,239.33	
101-257-727-000	ASSESSING OFFICE SUPPLIES	480.48	
101-257-801-000	ASSESSING CONTRACTUAL SERVICES	20,000.00	
101-257-808-000	BOARD OF REVIEW EXPENSES	1,941.43	
101-257-860-000	ASSESSING MILEAGE	74.48	
101-257-924-100	CELL PHONES/DATA	1,595.82	
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	12,439.67	
101-262-756-000	ELECTION SUPPLIES	1,587.43	
101-262-788-000	ELECTION MISC EXPENSES	1,200.00	
101-265-702-000	WAGES- FULL TIME	248,115.69	
101-265-707-000	WAGES- CASUAL	18,169.51	
101-265-713-000	OVERTIME	4,088.82	
101-265-768-000	BLDG & GROUNDS UNIFORMS	2,391.22	
101-265-863-000	VEHICLE MAINT	14,210.24	
101-265-864-000	FUEL	17,014.19	
101-265-921-000	COMPLEX ELECTRICITY	18,174.08	
101-265-923-000	COMPLEX HEATING	9,359.13	
101-265-924-000	COMPLEX PHONES	17,935.82	
101-265-924-100	BLDG & GROUNDS CELL PHONES/ DATA	2,392.54	
101-265-927-000	COMPLEX WATER-SEWER	6,439.29	
101-265-931-000	COMPLEX MAINTENANCE	97,569.21	
101-265-932-000	OFFICE EQUIP/COMPUTER REPAIR	15,893.49	
101-276-921-000	CEMETERY ELECTRICITY	844.10	
101-276-931-000	MAINT & REPAIR/IMPROVEMENTS	3,150.20	
101-295-702-000	WAGES- FULL TIME	115,192.13	
101-295-704-000	WAGES- PART TIME	3,175.17	
101-295-707-000	WAGES- CASUAL	36,798.16	
101-295-713-000	OVERTIME	2,794.01	
101-295-723-000	MEMBERSHIP AND DUES	315.00	
101-295-724-000	EDUCATION	40.00	
101-295-727-000	OFFICE SUPPLIES	16,402.41	
101-295-730-000	POSTAGE	7,854.02	
101-295-755-000	COVID 19 EXPENSES	4,588.00	
101-295-787-000	MISCELLANEOUS	17,403.87	
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	11,908.07	
101-295-815-000	COMPUTER COSTS-ISP	4,272.00	
101-295-815-100	COMPUTER COSTS-WEB SITE	245.00	
101-295-816-000	INSECT/WEED CONTROL	46,961.00	
101-295-821-000	ENGINEERING COSTS	15,947.15	
101-295-826-000	LEGAL FEES	118,972.84	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
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	16,087.93	
101-295-900-000	PRINTING/PUBLISHING	16,506.99	
101-295-924-100	CELL PHONES/DATA	3,582.57	
101-295-939-000	SERVICE CONTRACTS	5,690.60	
101-295-941-000	POSTAGE MACHINE LEASE	1,376.34	
101-295-950-000	PROPERTY TAX REFUNDS	1,697.79	
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	70,245.50	
101-295-981-000	OFFICE EQUIPMENT	2,945.21	
101-445-816-000	DRAIN MAINTENANCE	10,428.10	
101-445-821-000	DRAIN ENGINEERING	10,860.25	
101-445-822-000	ILLCIT DISCHARGE PLAN	500.00	
101-445-823-000	LGROW MEMBERSHIP DUES	400.00	
101-446-818-000	DUST CONTROL LAYER	2,293.21	
101-446-821-000	ROAD OVERLAYS	929,856.98	
101-446-821-500	ROAD ENGINEERING STUDIES	4,463.12	
101-447-787-000	MISCELLANEOUS	1,208.26	
101-447-820-000	SPRING/FALL CLEAN-UP	29,158.64	
101-448-926-000	STREETLIGHTING	118,944.85	
101-448-927-100	TRAFFIC SIGNALS	51.08	
101-652-859-000	TRANSPORTATION SERVICES	5,784.25	
101-652-861-000	BUS SERVICE 33RD & 36TH	26,145.46	
101-652-861-100	BUS SERVICE 28TH ST	57,741.84	
101-721-702-000	WAGES- FULL TIME	239,576.17	
101-721-707-000	WAGES- CASUAL	25,103.12	
101-721-723-000	COMM DEV MEMBERSHIPS AND DUES	169.19	
101-721-724-000	EDUCATION	486.00	
101-721-727-000	COMM DEV SUPPLIES	204.93	
101-721-787-000	MISCELLANEOUS	124.98	
101-721-860-000	COMM DEV MILEAGE	112.54	
101-721-862-500	COMM DEV EXPENSE ACCOUNT	77.71	
101-721-900-000	PRINTING & PUBLISHING	2,443.42	
101-721-925-000	CELL PHONE/ DATA	1,333.01	
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	5,913.53	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
101-756-924-000	PARK PHONES	686.92	
101-756-927-000	PARK WATER-SEWER	1,981.61	
101-756-935-000	PARK MAINTENANCE	26,881.75	
101-803-758-000	COMMUNITY PROMOTION	7,000.00	
101-803-921-000	MUSEUM - ELECTRICITY	632.11	
101-803-923-000	MUSEUM - HEATING/UTILITY	695.12	
101-803-927-000	MUSEUM WATER-SEWER	659.94	
101-803-961-000	MUSEUM MAINTENANCE	2,487.44	
101-850-715-000	FICA-EMPLOYER	100,191.28	
101-850-716-000	DEFINED CONTRIBUTION PLAN	81,543.09	
101-850-717-000	WORKERS COMP INSURANCE	45,954.85	
101-850-718-000	VISION INSURANCE BENEFITS	2,240.43	
101-850-718-200	OTHER BENEFITS	39,200.00	
101-850-719-000	HEALTH INSURANCE BENEFITS	202,349.46	
101-850-719-100	OPT-OUT INSURANCE	3,000.00	
101-850-720-000	LIFE & DIS INSURANCE BENEFITS	12,074.40	
101-850-721-000	DENTAL INSURANCE BENEFITS	15,886.56	
101-850-722-000	PENSION PLAN BENEFITS	78,701.59	
101-850-723-000	OTHER BENEFITS	848.93	
101-901-970-000	CAPITAL OUTLAY - FFE	61,828.25	
101-901-971-000	CAPITAL OUTLAY - LAND	304,908.03	
101-901-975-000	CAPITAL OUTLAY - BLDGIMP	242,891.87	
101-965-999-005	TRANSFER TO DAM MAJOR REPAIR	30,000.00	
101-965-999-006	TRANSFER TO FIRE FUND	366,666.67	
Total Fund 101 - GENERAL FUND		11,292,174.51	11,292,174.51

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

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	204,195.41
101-000-001-111	GENL CASH RECEIVING & WIRE - FLAGSTAR	963.72
101-000-001-500	GF CASH - K.C. POOL	1,179,997.03
101-000-001-510	MI CLASS CASH - POOL ACCOUNTS	457,356.81
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	269,648.86
101-000-003-038	GRAND RIVER BANK CD M 12/19/20	537,137.26
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	527,800.23
101-000-015-019	M/M - FLAGSTAR BANK	388,388.42
	Total Assets	6,207,204.63
*** Liabilities ***		
101-000-202-000	ACCOUNTS PAYABLE	(67,660.16)
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	73.20
101-000-231-221	ADDITIONAL LIFE W/H	337.87
	Total Liabilities	(19,948.13)
*** 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	(750,608.23)
	Ending Fund Balance	6,227,152.76
	Total Liabilities And Fund Balance	6,207,204.63

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 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	4,960.00	0.00	(1,460.00)	141.71
151-000-665-000	INTEREST ON INVESTMENTS	560.00	580.00	424.22	36.26	155.78	73.14
Total Revenues		5,560.00	5,580.00	5,384.22	36.26	195.78	
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	5,384.22	36.26	195.78	96.49
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	5,384.22	36.26	(2,304.22)	174.81

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 151 - CEMETERY TRUST FUND			
151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	123,958.37	
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		4,960.00
151-000-665-000	INTEREST ON INVESTMENTS		424.22
Total Fund 151 - CEMETERY TRUST FUND		123,958.37	123,958.37

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 151 - CEMETERY TRUST FUND		
*** Assets ***		
151-000-015-005	MONEY MARKET LAKE MICH CR UN 12/15	123,958.37
	Total Assets	123,958.37
*** Liabilities ***		
	Total Liabilities	0.00
*** Fund Balance ***		
151-000-390-000	FUND BALANCE	113,574.15
151-000-391-001	FUND BALANCE-COMMITTED WHITNEYVILLE M 11	5,000.00
	Total Fund Balance	118,574.15
	Beginning Fund Balance	118,574.15
	Net of Revenues VS Expenditures	5,384.22
	Ending Fund Balance	123,958.37
	Total Liabilities And Fund Balance	123,958.37

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 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
206-000-528-004	KENT COUNTY GRANT	0.00	0.00	0.00	(4,859.88)	0.00	0.00
206-000-543-000	STATE GRANT- ROBOTIC MANIQUIN	0.00	4,200.00	4,859.88	4,859.88	(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	20,907.41	359.02	19,092.59	52.27
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	50.00	(5,437.00)	100.00
206-000-699-000	TRANSFER IN	444,323.00	444,323.00	366,666.67	33,333.33	77,656.33	82.52
Total Revenues		2,577,900.00	2,678,125.71	2,583,640.79	33,742.35	94,484.92	
Dept 336 - FIRE DEPARTMENT							
206-336-702-000	WAGES- FULL TIME	1,442,593.00	1,420,300.00	1,227,345.37	109,540.81	192,954.63	86.41
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	161,315.37	15,053.33	(11,315.37)	107.54
206-336-713-000	OVERTIME	70,000.00	115,000.00	131,519.64	11,871.48	(16,519.64)	114.36
206-336-723-000	FIRE MEMBERSHIP AND DUES	1,700.00	2,800.00	2,694.22	455.00	105.78	96.22
206-336-725-000	FIRE TUITION	5,000.00	5,000.00	3,986.00	0.00	1,014.00	79.72
206-336-726-000	FIRE TRAINING	25,000.00	30,500.00	28,406.22	5,278.47	2,093.78	93.14
206-336-727-000	FIRE OFFICE SUPPLIES	4,000.00	4,100.00	4,086.22	0.00	13.78	99.66
206-336-738-000	FIRE MAINT SUPPLIES	1,700.00	1,700.00	1,167.30	263.20	532.70	68.66
206-336-745-000	FIRE FUELS	20,000.00	20,000.00	18,777.71	2,577.55	1,222.29	93.89
206-336-752-000	SUPPLIES	2,000.00	2,500.00	1,144.74	126.34	1,355.26	45.79
206-336-752-100	MEDICAL SUPPLIES	0.00	7,000.00	6,333.91	846.16	666.09	90.48
206-336-768-000	FIRE UNIFORMS	13,500.00	14,000.00	10,765.15	272.49	3,234.85	76.89
206-336-787-000	MISCELLANEOUS	4,000.00	4,000.00	3,414.30	382.18	585.70	85.36
206-336-802-000	CONTRACTUAL SERVICES	70,000.00	16,000.00	10,538.52	34.06	5,461.48	65.87
206-336-803-000	FIRE FIGHTER HIRING	2,000.00	2,000.00	1,003.00	0.00	997.00	50.15
206-336-804-000	RESPIRATORY PROGRAM	8,600.00	8,600.00	9,635.63	7,340.63	(1,035.63)	112.04
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	16,621.56	229.12	(2,121.56)	114.63
206-336-863-000	VEHICLE MAINT	60,000.00	52,000.00	39,237.42	11,343.61	12,762.58	75.46
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	36.03	580.04	61.33
206-336-927-002	FIRE WATER/BUTTRICK	0.00	0.00	2,435.11	2,435.11	(2,435.11)	100.00
206-336-928-000	UTILITIES	18,820.00	18,820.00	26,659.57	318.84	(7,839.57)	141.66
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	12,718.66	502.58	(718.66)	105.99
206-336-936-002	FIRE STATION MAINT/BUTTRICK	31,000.00	28,000.00	20,781.13	6,275.53	7,218.87	74.22
206-336-937-000	FIRE RADIO MAINT	12,000.00	12,000.00	8,793.36	919.54	3,206.64	73.28
206-336-938-000	FIRE EQUIPMENT MAINT	8,000.00	10,000.00	12,544.10	901.78	(2,544.10)	125.44
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	888.25	0.00	11.75	98.69
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	6,437.15	1,244.39	562.85	91.96
206-336-959-000	FIRE PROTECTIVE CLOTHING	30,000.00	37,000.00	14,277.02	3,134.32	22,722.98	38.59
206-336-981-000	OFFICE EQUIPMENT	12,000.00	10,000.00	6,675.19	61.51	3,324.81	66.75
Net - Dept 336 - FIRE DEPARTMENT		2,089,120.00	2,107,123.30	1,850,828.99	181,444.06	256,294.31	
Dept 850 - BENEFITS/INSURANCE							
206-850-715-000	FICA-EMPLOYER	127,189.00	131,476.00	119,473.17	10,041.34	12,002.83	90.87
206-850-716-000	DEFINED CONTRIBUTION PLAN	113,877.00	118,411.00	116,432.24	10,063.57	1,978.76	98.33
206-850-717-000	WORKERS COMP INSURANCE	103,031.00	113,335.00	114,335.68	(9,303.00)	(1,000.68)	100.88
206-850-718-000	VISION INSURANCE BENEFITS	2,761.00	2,761.00	2,402.63	198.73	358.37	87.02
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	0.00	0.00	22,500.00	0.00
206-850-719-000	HEALTH INSURANCE BENEFITS	198,522.00	243,072.00	228,045.57	17,643.16	15,026.43	93.82
206-850-719-100	OPT-OUT INSURANCE	12,000.00	12,000.00	5,000.00	0.00	7,000.00	41.67
206-850-720-000	LIFE & DISABILITY INSURANCE	14,407.00	14,407.00	16,928.09	0.00	(2,521.09)	117.50
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	20,506.67	(183.28)	2,172.33	90.42
206-850-722-000	PENSION PLAN BENEFITS	75,240.00	75,240.00	95,414.91	8,747.01	(20,174.91)	126.81
Net - Dept 850 - BENEFITS/INSURANCE		723,015.00	795,878.00	758,535.96	37,207.53	37,342.04	

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BODGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Dept 901 - CAPITAL OUTLAY							
206-901-970-000	CAPITAL OUTLAY - FFE	24,000.00	141,250.00	105,745.95	2,663.60	35,504.05	74.86
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	42,803.59	40,003.59	(42,803.59)	100.00
Net - Dept 901 - CAPITAL OUTLAY		24,000.00	176,250.00	181,904.37	42,667.19	(5,654.37)	
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	2,583,640.79	33,742.35	94,484.92	96.47
TOTAL EXPENDITURES		2,838,135.00	3,081,251.30	2,791,269.32	261,318.78	289,981.98	90.59
NET OF REVENUES & EXPENDITURES		(260,235.00)	(403,125.59)	(207,628.53)	(227,576.43)	(195,497.06)	51.50

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 206 - FIRE FUND			
206-000-001-001	CASH DRAWER-PETTY CASH	80.00	
206-000-001-510	MI CLASS CASH - POOL ACCOUNTS	806,795.61	
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	241,510.00	
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	277,245.99	
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	
206-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	29,400.00	
206-000-231-205	COBRA		2,618.59
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		20,907.41
206-000-671-683	REIMBURSEMENTS/REFUNDS		150.00
206-000-673-000	SALE OF ASSETS		5,437.00
206-000-699-000	TRANSFER IN		366,666.67
206-336-702-000	WAGES- FULL TIME	1,227,345.37	
206-336-707-000	WAGES- CASUAL	161,315.37	
206-336-713-000	OVERTIME	131,519.64	
206-336-723-000	FIRE MEMBERSHIP AND DUES	2,694.22	
206-336-725-000	FIRE TUITION	3,986.00	
206-336-726-000	FIRE TRAINING	28,406.22	
206-336-727-000	FIRE OFFICE SUPPLIES	4,086.22	
206-336-738-000	FIRE MAINT SUPPLIES	1,167.30	
206-336-745-000	FIRE FUELS	18,777.71	
206-336-752-000	SUPPLIES	1,144.74	
206-336-752-100	MEDICAL SUPPLIES	6,333.91	
206-336-768-000	FIRE UNIFORMS	10,765.15	
206-336-787-000	MISCELLANEOUS	3,414.30	
206-336-802-000	CONTRACTUAL SERVICES	10,538.52	
206-336-803-000	FIRE FIGHTER HIRING	1,003.00	
206-336-804-000	RESPIRATORY PROGRAM	9,635.63	
206-336-807-000	FIRE AUDIT FEES & SERVICES	2,820.00	
206-336-810-000	LIABILITY INSURANCE	23,781.30	
206-336-850-000	COMMUNICATIONS	16,621.56	
206-336-863-000	VEHICLE MAINT	39,237.42	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
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	26,659.57	
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	12,718.66	
206-336-936-002	FIRE STATION MAINT/BUTTRICK	20,781.13	
206-336-937-000	FIRE RADIO MAINT	8,793.36	
206-336-938-000	FIRE EQUIPMENT MAINT	12,544.10	
206-336-939-000	FIRE COPIER/LEASE/SERVICE	1,738.10	
206-336-941-000	FIRE POSTAGE & MACHINE LEASE	888.25	
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	6,437.15	
206-336-959-000	FIRE PROTECTIVE CLOTHING	14,277.02	
206-336-981-000	OFFICE EQUIPMENT	6,675.19	
206-850-715-000	FICA-EMPLOYER	119,473.17	
206-850-716-000	DEFINED CONTRIBUTION PLAN	116,432.24	
206-850-717-000	WORKERS COMP INSURANCE	114,335.68	
206-850-718-000	VISION INSURANCE BENEFITS	2,402.63	
206-850-718-200	OTHER BENEFITS	32,200.00	
206-850-719-000	HEALTH INSURANCE BENEFITS	228,045.57	
206-850-719-100	OPT-OUT INSURANCE	5,000.00	
206-850-720-000	LIFE & DISABILITY INSURANCE	16,928.09	
206-850-720-100	FIRE CASUALTY INSURANCE	7,797.00	
206-850-721-000	DENTAL INSURANCE BENEFITS	20,506.67	
206-850-722-000	PENSION PLAN BENEFITS	95,414.91	
206-901-970-000	CAPITAL OUTLAY - FFE	105,745.95	
206-901-974-000	CAPITAL OUTLAY - LAND IMP	33,354.83	
206-901-975-000	CAPITAL OUTLAY - BLDGIMP	42,803.59	
Total Fund 206 - FIRE FUND		4,941,859.28	4,941,859.28

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 206 - FIRE FUND		
*** Assets ***		
206-000-001-001	CASH DRAWER-PETTY CASH	80.00
206-000-001-510	MI CLASS CASH - POOL ACCOUNTS	806,795.61
206-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	241,510.00
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	277,245.99
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	2,121,189.96
*** Liabilities ***		
206-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	(29,400.00)
206-000-231-205	COBRA	2,618.59
	Total Liabilities	(26,781.41)
*** 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	(207,628.53)
	Ending Fund Balance	2,147,971.37
	Total Liabilities And Fund Balance	2,121,189.96

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
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	6,441.05	91.38	5,558.95	53.68
Total Revenues		763,291.00	776,127.00	769,273.72	91.38	6,853.28	
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	497,737.61	54,882.99	167,262.39	74.85
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	498,772.15	54,882.99	191,627.85	
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	769,273.72	91.38	6,853.28	99.12
TOTAL EXPENDITURES		695,512.00	730,762.00	498,772.15	54,882.99	231,989.85	68.25
NET OF REVENUES & EXPENDITURES		67,779.00	45,365.00	270,501.57	(54,791.61)	(225,136.57)	596.28

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 207 - POLICE FUND			
207-000-003-000	CASH-POLICE FUND - 53RD SECURITIES	0.05	
207-000-003-027	CD - NORTHPOINTE BANK M 5/09/20	273,694.20	
207-000-003-033	CD - PRIVATE BANK M 9/25/19	788,499.63	
207-000-003-041	LAKE MICH CREDIT UNION CD	412,762.10	
207-000-015-019	POLICE M/M FLAGSTAR BANK	361,503.65	
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		6,441.05
207-301-801-000	SHERIFF PROTECTION	497,737.61	
207-301-950-000	PROPERTY TAX REFUNDS	1,034.54	
Total Fund 207 - POLICE FUND		2,335,231.78	2,335,231.78

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 207 - POLICE FUND		
*** Assets ***		
207-000-003-000	CASH-POLICE FUND - 53RD SECURITIES	0.05
207-000-003-027	CD - NORTHPOINTE BANK M 5/09/20	273,694.20
207-000-003-033	CD - PRIVATE BANK M 9/25/19	788,499.63
207-000-003-041	LAKE MICH CREDIT UNION CD	412,762.10
207-000-015-019	POLICE M/M FLAGSTAR BANK	361,503.65
	Total Assets	<u>1,836,459.63</u>
*** Liabilities ***		
	Total Liabilities	<u>0.00</u>
*** 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	<u>1,565,958.06</u>
	Beginning Fund Balance	1,565,958.06
	Net of Revenues VS Expenditures	270,501.57
	Ending Fund Balance	<u>1,836,459.63</u>
	Total Liabilities And Fund Balance	<u>1,836,459.63</u>

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
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	96.76	8.90	23.24	80.63
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	4,096.76	8.90	2,023.24	
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	313.95	0.00	1,186.05	20.93
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	476.01	0.00	7,523.99	
Fund 208 - HAZMAT FUND:							
TOTAL REVENUES		6,100.00	6,120.00	4,096.76	8.90	2,023.24	66.94
TOTAL EXPENDITURES		8,000.00	8,000.00	476.01	0.00	7,523.99	5.95
NET OF REVENUES & EXPENDITURES		(1,900.00)	(1,880.00)	3,620.75	8.90	(5,500.75)	192.59

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 208 - HAZMAT FUND			
208-000-015-005	MM LAKE MICH CR UN 112010265771	41,946.39	
208-000-390-000	FUND BALANCE		38,325.64
208-000-581-000	LOCAL CONTRIBUTIONS		4,000.00
208-000-665-000	HAZMAT INTEREST		96.76
208-344-726-000	HAZMAT SUPPLIES	107.18	
208-344-787-000	MISCELLANEOUS	313.95	
208-344-958-000	HAZMAT EQUIPMENT	54.88	
Total Fund 208 - HAZMAT FUND		42,422.40	42,422.40

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 208 - HAZMAT FUND		
*** Assets ***		
208-000-015-005	MM LAKE MICH CR UN 112010265771	41,946.39
	Total Assets	<u>41,946.39</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	3,620.75
	Ending Fund Balance	<u>41,946.39</u>
	Total Liabilities And Fund Balance	<u>41,946.39</u>

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
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	83.53
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	(239.83)	(83.07)	739.83	(47.97)
209-000-665-408	INTEREST ON HOMEYER FUND	9,000.00	1,000.00	124.53	8.07	875.47	12.45
Total Revenues		384,508.00	392,055.56	389,859.77	(75.00)	2,195.79	
Dept 751 - OPEN SPACE PRESERVATION							
209-751-921-000	ELECTRICITY	2,500.00	2,800.00	2,261.41	0.00	538.59	80.76
209-751-923-000	HEATING/UTILITY	0.00	2,000.00	1,708.98	44.44	291.02	85.45
209-751-927-000	WATER-SEWER	750.00	1,000.00	716.69	0.00	283.31	71.67
209-751-935-000	PARK MAINTENANCE	20,000.00	20,000.00	3,889.27	204.02	16,110.73	19.45
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	8,757.26	248.46	17,292.74	
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	389,859.77	(75.00)	2,195.79	99.44
TOTAL EXPENDITURES		370,487.00	348,923.00	331,615.33	248.46	17,307.67	95.04
NET OF REVENUES & EXPENDITURES		14,021.00	43,132.56	58,244.44	(323.46)	(15,111.88)	135.04

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 209 - CCT OPEN SPACE			
209-000-001-100	CASH -CHEM	444,816.81	
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	380,283.67	
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	239.83	
209-000-665-408	INTEREST ON HOMEYER FUND		124.53
209-751-921-000	ELECTRICITY	2,261.41	
209-751-923-000	HEATING/UTILITY	1,708.98	
209-751-927-000	WATER-SEWER	716.69	
209-751-935-000	PARK MAINTENANCE	3,889.27	
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		1,156,955.64	1,156,955.64

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 209 - CCT OPEN SPACE		
*** Assets ***		
209-000-001-100	CASH -CHEM	444,816.81
209-000-001-550	MI CLASS CASH - POOL ACCT/HOMEYER	380,283.67
	Total Assets	825,100.48
*** Liabilities ***		
	Total Liabilities	0.00
*** Fund Balance ***		
209-000-390-000	FUND BALANCE	410,443.92
209-000-391-004	FUND BALANCE - COMMITTTED HOMEYER 12/15	356,412.12
	Total Fund Balance	766,856.04
	Beginning Fund Balance	766,856.04
	Net of Revenues VS Expenditures	58,244.44
	Ending Fund Balance	825,100.48
	Total Liabilities And Fund Balance	825,100.48

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 211 - DAM MAJOR REPAIR FUND							
Revenues							
211-000-665-000	INTEREST REVENUE	15,500.00	8,000.00	6,887.40	4.34	1,112.60	86.09
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	30,000.00	0.00	10,000.00	75.00
Total Revenues		60,500.00	53,000.00	41,887.40	4.34	11,112.60	
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	41,887.40	4.34	11,112.60	79.03
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)	41,887.40	4.34	(73,887.40)	130.90

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 211 - DAM MAJOR REPAIR FUND			
211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	204,931.87	
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		6,887.40
211-000-675-000	CONTRIBUTIONS		5,000.00
211-000-699-101	TRANSFER FROM GENERAL FUND		30,000.00
Total Fund 211 - DAM MAJOR REPAIR FUND		553,134.33	553,134.33

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 211 - DAM MAJOR REPAIR FUND		
*** Assets ***		
211-000-001-510	MI CLASS CASH - POOL ACCOUNTS	204,931.87
211-000-003-014	CD - LAKE MICH CR UN 3/10/2020	348,202.46
	Total Assets	553,134.33
 *** Liabilities ***		
	Total Liabilities	0.00
 *** Fund Balance ***		
211-000-390-000	FUND BALANCE	261,246.93
211-000-391-001	FUND BALANCE-COMMITTED/FUTURE REPAIRS12	250,000.00
	Total Fund Balance	511,246.93
	Beginning Fund Balance	511,246.93
	Net of Revenues VS Expenditures	41,887.40
	Ending Fund Balance	553,134.33
	Total Liabilities And Fund Balance	553,134.33

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 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	8,881.26	3.42	1,618.74	84.58
Total Revenues		637,803.00	607,015.24	604,882.82	3.42	2,132.42	
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	5,244.97	(136,321.11)	1,008.81
216-758-931-000	MAINT & REPAIR	100,000.00	192,000.00	10,467.93	1,684.94	181,532.07	5.45
216-758-931-200	PATHWAY MAINTENANCE	50,974.00	50,974.00	1,105.00	0.00	49,869.00	2.17
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	177,736.72	6,929.91	98,537.28	
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	287,630.96	529.00	107,369.04	72.82
Net - Dept 901 - CAPITAL OUTLAY		1,759,000.00	429,000.00	318,066.11	529.00	110,933.89	
Fund 216 - PATHWAYS FUND:							
TOTAL REVENUES		637,803.00	607,015.24	604,882.82	3.42	2,132.42	99.65
TOTAL EXPENDITURES		1,943,074.00	705,274.00	495,802.83	7,458.91	209,471.17	70.30
NET OF REVENUES & EXPENDITURES		(1,305,271.00)	(98,258.76)	109,079.99	(7,455.49)	(207,338.75)	111.01

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 216 - PATHWAYS FUND			
216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	108,693.94	
216-000-003-038	GRAND RIVER BANK M 10/4/19	518,170.99	
216-000-015-025	PATHWAYS M/M MACATAWA BANK	142,252.23	
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		8,881.26
216-758-728-000	OPERATING SUPPLIES	14,724.76	
216-758-821-100	ENGINEERING	151,321.11	
216-758-931-000	MAINT & REPAIR	10,467.93	
216-758-931-200	PATHWAY MAINTENANCE	1,105.00	
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	287,630.96	
Total Fund 216 - PATHWAYS FUND		1,264,919.99	1,264,919.99

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 216 - PATHWAYS FUND		
*** Assets ***		
216-000-001-510	MI CLASS CASH - POOL ACCOUNTS	108,693.94
216-000-003-038	GRAND RIVER BANK M 10/4/19	518,170.99
216-000-015-025	PATHWAYS M/M MACATAWA BANK	142,252.23
	Total Assets	<u>769,117.16</u>
*** Liabilities ***		
	Total Liabilities	<u>0.00</u>
*** Fund Balance ***		
216-000-390-000	FUND BALANCE	660,037.17
	Total Fund Balance	<u>660,037.17</u>
	Beginning Fund Balance	660,037.17
	Net of Revenues VS Expenditures	109,079.99
	Ending Fund Balance	<u>769,117.16</u>
	Total Liabilities And Fund Balance	769,117.16

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 246 - IRF							
Revenues							
246-000-630-000	HOOKUP FEES	350,000.00	200,000.00	171,160.00	2,200.00	28,840.00	85.58
246-000-665-000	INTEREST ON INVESTMENTS	27,000.00	20,000.00	16,315.56	308.56	3,684.44	81.58
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	207,523.87	2,508.56	33,476.13	
Dept 295 - ADMINISTRATIVE							
246-295-821-000	ADMIN ENGINEERING COSTS	30,000.00	15,000.00	10,539.00	92.50	4,461.00	70.26
246-295-826-000	ADMIN LEGAL FEES	2,500.00	42,500.00	32,387.85	0.00	10,112.15	76.21
246-295-964-000	ADMIN 10%/HOOKUP TO GENERAL	35,000.00	20,000.00	0.00	0.00	20,000.00	0.00
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	42,926.85	92.50	279,573.15	
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	207,523.87	2,508.56	33,476.13	86.11
TOTAL EXPENDITURES		101,500.00	322,500.00	42,926.85	92.50	279,573.15	13.31
NET OF REVENUES & EXPENDITURES		296,500.00	(81,500.00)	164,597.02	2,416.06	(246,097.02)	201.96

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 246 - IRF			
246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	851,613.22	
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	1,369,423.79	
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		171,160.00
246-000-665-000	INTEREST ON INVESTMENTS		16,315.56
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	32,387.85	
Total Fund 246 - IRF		2,716,671.97	2,716,671.97

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 246 - IRF		
*** Assets ***		
246-000-001-510	MI CLASS CASH - POOL ACCOUNTS	851,613.22
246-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	1,369,423.79
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	<u>2,673,745.12</u>
*** Liabilities ***		
246-000-339-010	DEFERRED REVENUE- KRAFT & 60TH IMPROVMT	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	<u>444,133.43</u>
*** Fund Balance ***		
246-000-390-000	FUND BALANCE	2,065,014.67
	Total Fund Balance	<u>2,065,014.67</u>
	Beginning Fund Balance	2,065,014.67
	Net of Revenues VS Expenditures	164,597.02
	Ending Fund Balance	<u>2,229,611.69</u>
	Total Liabilities And Fund Balance	<u>2,673,745.12</u>

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021	MONTH 11/30/21	BALANCE	
				NORM (ABNORM)	INCR (DECR)	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	10,513.56	207.24	(5,513.56)	210.27
248-000-667-001	RENT-TUFFY	66,000.00	75,000.00	66,351.80	0.00	8,648.20	88.47
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	1,173,511.15	207.24	55,955.85	
Dept 170 - DDA OPERATIONS/CONSTRUCTION							
248-170-723-000	DDA - MEMBERSHIP AND DUES	1,655.00	1,220.00	1,103.00	0.00	117.00	90.41
248-170-724-000	DDA - EDUCATION	2,000.00	2,000.00	450.00	155.00	1,550.00	22.50
248-170-787-000	MISCELLANEOUS	7,200.00	7,000.00	1,622.00	135.00	5,378.00	23.17
248-170-802-300	DDA ADMINISTRATIVE	99,426.00	99,426.00	0.00	0.00	99,426.00	0.00
248-170-821-000	ENGINEERING	25,000.00	75,000.00	4,286.50	530.00	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	0.00	0.00	400.00	0.00
248-170-861-100	BUS SERVICE 28TH ST	191,576.00	214,712.00	209,186.99	17,665.41	5,525.01	97.43
248-170-921-000	ELECTRICITY	25,000.00	20,000.00	20,633.35	0.00	(633.35)	103.17
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	671.73	12.00	178.27	79.03
248-170-927-000	WATER-SEWER	6,500.00	6,500.00	6,918.78	1,969.58	(418.78)	106.44
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	47,800.00	35,000.00	12,427.01	2,168.03	22,572.99	35.51
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	5,836.39	0.00	44,163.61	11.67
248-170-967-000	SPECIAL PROJECTS	25,000.00	71,700.00	4,836.00	4,836.00	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	274,442.02	27,471.02	325,865.98	
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	32,347.81	149.00	(2,347.81)	107.83
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	63,226.95	149.00	196,773.05	
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	1,173,511.15	207.24	55,955.85	95.45
TOTAL EXPENDITURES		1,050,834.00	954,358.00	431,718.97	27,620.02	522,639.03	45.24
NET OF REVENUES & EXPENDITURES		145,711.00	275,109.00	741,792.18	(27,412.78)	(466,683.18)	269.64

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 248 - DDA			
248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	829,610.83	
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	854,864.00	
248-000-003-035	ADVENTURE CU CD M 2/24/20	220,914.55	
248-000-003-040	CD - UNION BANK M 8/26/20	261,997.60	
248-000-015-010	OPTION 1 CR UN-MM	5.00	
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		10,513.56
248-000-667-001	RENT-TUFFY		66,351.80
248-170-723-000	DDA - MEMBERSHIP AND DUES	1,103.00	
248-170-724-000	DDA - EDUCATION	450.00	
248-170-787-000	MISCELLANEOUS	1,622.00	
248-170-821-000	ENGINEERING	4,286.50	
248-170-861-100	BUS SERVICE 28TH ST	209,186.99	
248-170-921-000	ELECTRICITY	20,633.35	
248-170-924-100	CELL PHONES/DATA	671.73	
248-170-927-000	WATER-SEWER	6,918.78	
248-170-931-000	MAINT & REPAIR/IMPROVEMENTS	12,427.01	
248-170-931-300	DDA REPAIR & MAINT- METRO CRUISE WU	5,331.41	
248-170-950-000	DDA PROPERTY TAX REFUNDS	5,836.39	
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	32,347.81	
248-901-975-000	BUILDING ADDITIONS & 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		2,599,110.95	2,599,110.95
Fund 249 - BUILDING FUND			
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	77,044.20	
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	7,179.94	
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	267,642.33	
249-000-002-003	CONSUMERS CR UN SAVINGS	319,089.66	
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	
249-000-231-201	HEALTH SAVINGS ACCOUNT WITHHOLDING	15,400.00	
249-000-237-000	DUE TO IRF SW CONNECTIONS		6,730.00

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 248 - DDA		
*** Assets ***		
248-000-001-510	MI CLASS CASH - POOL ACCOUNTS	829,610.83
248-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	854,864.00
248-000-003-035	ADVENTURE CU CD M 2/24/20	220,914.55
248-000-003-040	CD - UNION BANK M 8/26/20	261,997.60
248-000-015-010	OPTION 1 CR UN-MM	5.00
	Total Assets	2,167,391.98
 *** Liabilities ***		
	Total Liabilities	0.00
 *** 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	741,792.18
	Ending Fund Balance	2,167,391.98
	Total Liabilities And Fund Balance	2,167,391.98

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
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	80,495.50	1,648.00	74,504.50	51.93
249-000-607-484	CASCADE TWP BLDG RES PERMITS	85,000.00	85,000.00	102,849.00	4,640.00	(17,849.00)	121.00
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	80,000.00	80,000.00	95,511.00	8,402.00	(15,511.00)	119.39
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	95,000.00	95,000.00	94,682.25	9,126.00	317.75	99.67
249-000-607-487	CASCADE TWP PLUMBING PERMITS	50,000.00	50,000.00	49,510.00	5,067.00	490.00	99.02
249-000-607-488	CASCADE - PR	20,000.00	35,000.00	28,916.00	553.00	6,084.00	82.62
249-000-607-490	CASCADE TWP CONTRACTOR REG	8,500.00	8,500.00	7,215.00	480.00	1,285.00	84.88
249-000-607-500	LOWELL TWP BUILDING PERMITS	60,000.00	55,000.00	71,975.00	4,110.00	(16,975.00)	130.86
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	30,000.00	25,000.00	30,795.00	3,557.00	(5,795.00)	123.18
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	25,000.00	20,000.00	27,014.00	2,440.00	(7,014.00)	135.07
249-000-607-503	LOWELL TWP PLUMBING PERMITS	20,000.00	20,000.00	21,819.00	2,436.00	(1,819.00)	109.10
249-000-607-504	LOWELL TWP - PR	8,000.00	5,000.00	4,376.00	525.00	624.00	87.52
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS	12,000.00	13,000.00	12,690.00	2,002.00	310.00	97.62
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	14,000.00	13,000.00	13,955.00	1,525.00	(955.00)	107.35
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	8,000.00	9,000.00	9,088.00	1,259.00	(88.00)	100.98
249-000-607-520	ADA TWP BUILDING PERMITS	125,000.00	130,000.00	88,588.00	6,035.00	41,412.00	68.14
249-000-607-521	ADA TWP PLUMBING PERMITS	45,000.00	40,000.00	21,021.00	2,578.00	18,979.00	52.55
249-000-607-523	ADA TWP ELECTRICAL PERMITS	55,000.00	50,000.00	41,440.00	3,259.00	8,560.00	82.88
249-000-607-524	ADA TWP MECHANICAL PERMITS	60,000.00	55,000.00	57,028.25	5,242.00	(2,028.25)	103.69
249-000-607-525	ADA TWP - PR	15,000.00	20,000.00	9,493.00	205.00	10,507.00	47.47
249-000-607-531	GR TWP BUILDING PERMITS	120,000.00	120,000.00	101,765.00	8,554.00	18,235.00	84.80
249-000-607-532	GR TWP ELECTRICAL PERMITS	55,000.00	55,000.00	81,598.00	6,985.00	(26,598.00)	148.36
249-000-607-533	GR TWP MECHANICAL PERMITS	65,000.00	80,000.00	104,341.75	5,825.00	(24,341.75)	130.43
249-000-607-534	GR TWP PLUMBING PERMITS	40,000.00	40,000.00	36,369.00	3,518.00	3,631.00	90.92
249-000-607-535	GRT - PR	20,000.00	20,000.00	12,122.00	300.00	7,878.00	60.61
249-000-607-536	EAST GR BUILDING PERMITS	60,000.00	65,000.00	56,683.00	4,919.00	8,317.00	87.20
249-000-607-537	EAST GR ELECTRICAL PERMITS	35,000.00	35,000.00	41,658.00	2,880.00	(6,658.00)	119.02
249-000-607-538	EAST GR MECHANICAL PERMITS	40,000.00	40,000.00	50,287.50	3,860.00	(10,287.50)	125.72
249-000-607-539	EAST GR PLUMBING PERMITS	25,000.00	25,000.00	26,326.00	1,694.00	(1,326.00)	105.30
249-000-607-540	EGR - PR	10,000.00	10,000.00	2,543.00	765.00	7,457.00	25.43
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	96,758.20	7,098.20	(6,758.20)	107.51
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	110,000.00	110,000.00	116,071.50	8,145.00	(6,071.50)	105.52
249-000-607-553	PLAINFIELD - PLUMBING PERMITS	60,000.00	60,000.00	74,376.00	7,969.00	(14,376.00)	123.96
249-000-607-555	PLAINFIELD INSPECTION FEES -NP	5,000.00	5,000.00	1,200.00	800.00	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	36,981.31	83.68	(1,981.31)	105.66
249-000-671-671	MISCELLANEOUS INCOME	1,000.00	1,500.00	1,670.00	550.00	(170.00)	111.33
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	1,748,065.11	129,034.88	46,208.74	
Dept 371 - BUILDING DEPARTMENT							
249-371-702-000	WAGES- FULL TIME	742,545.00	893,797.00	749,158.94	68,070.26	144,638.06	83.82
249-371-704-000	WAGES- PART TIME	18,651.00	8,000.00	0.00	0.00	8,000.00	0.00
249-371-707-000	WAGES- CASUAL	24,000.00	10,000.00	9,000.00	1,680.00	1,000.00	90.00
249-371-723-000	MEMBERSHIPS AND DUES	4,000.00	4,000.00	4,129.94	170.00	(129.94)	103.25
249-371-724-000	EDUCATION	6,500.00	6,000.00	4,017.00	700.00	1,983.00	66.95
249-371-727-000	SUPPLIES	10,000.00	8,000.00	5,842.17	844.32	2,157.83	73.03
249-371-757-000	BOOKS	3,500.00	3,500.00	1,404.65	109.00	2,095.35	40.13
249-371-768-000	DEPARTMENT UNIFORMS	4,200.00	4,800.00	2,571.39	466.87	2,228.61	53.57
249-371-787-000	MISCELLANEOUS	1,500.00	1,500.00	721.88	419.28	778.12	48.13
249-371-787-200	CREDIT CARD FEES	20,800.00	34,000.00	27,691.58	3,001.07	6,308.42	81.45
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	53,660.08	4,978.60	6,339.92	89.43
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	3,519.24	654.05	480.76	87.98
249-371-924-000	PHONES	2,000.00	2,000.00	4,881.75	24.57	(2,881.75)	244.09
249-371-924-100	CELL PHONES/DATA	8,250.00	9,950.00	9,428.51	167.92	521.49	94.76
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	18,398.01	86.78	14.99	99.92
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	300.00	0.00	700.00	30.00
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	0.00	0.00	15,000.00	0.00
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	923,503.56	81,372.72	196,087.09	
Dept 850 - BENEFITS/INSURANCE							
249-850-715-000	FICA-EMPLOYER	59,258.00	70,667.00	56,514.52	5,027.60	14,152.48	79.97
249-850-716-000	DEFINED CONTRIBUTION PLAN	113,877.00	118,411.00	71,727.30	5,747.26	46,683.70	60.57

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**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
249-850-719-000	HEALTH INSURANCE BENEFITS	118,146.00	155,626.00	146,485.57	13,418.11	9,140.43	94.13
249-850-719-100	OPT-OUT INSURANCE	4,000.00	4,000.00	2,000.00	0.00	2,000.00	50.00
249-850-720-000	LIFE & DISABILITY INSURANCE	11,230.00	12,447.00	8,334.78	0.00	4,112.22	66.96
249-850-721-000	DENTAL INSURANCE BENEFITS	10,279.00	13,105.00	9,725.37	(117.56)	3,379.63	74.21
249-850-722-000	PENSION PLAN BENEFITS	45,168.00	45,168.00	40,414.33	3,674.03	4,753.67	89.48
Net - Dept 850 - BENEFITS/INSURANCE		404,737.00	470,905.00	375,727.82	26,016.07	95,177.18	
Dept 901 - CAPITAL OUTLAY							
249-901-975-000	CAPITAL OUTLAY - BLDGIMP	438,200.00	98,301.00	98,900.55	0.00	(599.55)	100.61
Net - Dept 901 - CAPITAL OUTLAY		438,200.00	98,301.00	98,900.55	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	28,292.40	1,899.20	(3,292.40)	113.17
249-964-964-200	PERMITS DUE TO VERGENNES TWP	6,800.00	7,000.00	6,214.80	514.60	785.20	88.78
249-964-964-300	PERMITS DUE TO GR TWP	85,000.00	63,000.00	62,395.15	4,290.20	604.85	99.04
249-964-964-400	PERMITS DUE TO ADA TWP	60,000.00	59,000.00	40,048.05	2,906.80	18,951.95	67.88
249-964-964-500	PERMITS DUE TO EAST GR	34,000.00	35,000.00	32,767.10	3,554.80	2,232.90	93.62
249-964-964-600	PERMITS DUE PLAINFIELD	52,000.00	52,000.00	53,234.30	5,280.35	(1,234.30)	102.37
249-964-964-800	PERMITS DUE CASCADE TWP	97,000.00	100,000.00	88,883.35	9,561.45	11,116.65	88.88
Net - Dept 964 - PAYMENTS TO OTHER TOWNSHIPS		363,400.00	341,000.00	311,835.15	28,007.40	29,164.85	
Fund 249 - BUILDING FUND:							
TOTAL REVENUES		1,771,000.00	1,794,273.85	1,748,065.11	129,034.88	46,208.74	97.42
TOTAL EXPENDITURES		2,279,700.00	2,029,796.65	1,709,967.08	135,396.19	319,829.57	84.24
NET OF REVENUES & EXPENDITURES		4,050,700.00	3,824,070.50	3,458,032.19	264,431.07	366,038.31	16.18

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
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		80,495.50
249-000-607-484	CASCADE TWP BLDG RES PERMITS		102,849.00
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS		95,511.00
249-000-607-486	CASCADE TWP MECHANICAL PERMITS		94,682.25
249-000-607-487	CASCADE TWP PLUMBING PERMITS		49,510.00
249-000-607-488	CASCADE - PR		28,916.00
249-000-607-490	CASCADE TWP CONTRACTOR REG		7,215.00
249-000-607-500	LOWELL TWP BUILDING PERMITS		71,975.00
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS		30,795.00
249-000-607-502	LOWELL TWP MECHANICAL PERMITS		27,014.00
249-000-607-503	LOWELL TWP PLUMBING PERMITS		21,819.00
249-000-607-504	LOWELL TWP - PR		4,376.00
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS		12,690.00
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS		13,955.00
249-000-607-516	VERGENNES TWP PLUMBING PERMITS		9,088.00
249-000-607-520	ADA TWP BUILDING PERMITS		88,588.00
249-000-607-521	ADA TWP PLUMBING PERMITS		21,021.00
249-000-607-523	ADA TWP ELECTRICAL PERMITS		41,440.00
249-000-607-524	ADA TWP MECHANICAL PERMITS		57,028.25
249-000-607-525	ADA TWP - PR		9,493.00
249-000-607-531	GR TWP BUILDING PERMITS		101,765.00
249-000-607-532	GR TWP ELECTRICAL PERMITS		81,598.00
249-000-607-533	GR TWP MECHANICAL PERMITS		104,341.75
249-000-607-534	GR TWP PLUMBING PERMITS		36,369.00
249-000-607-535	GRT - PR		12,122.00
249-000-607-536	EAST GR BUILDING PERMITS		56,683.00
249-000-607-537	EAST GR ELECTRICAL PERMITS		41,658.00
249-000-607-538	EAST GR MECHANICAL PERMITS		50,287.50
249-000-607-539	EAST GR PLUMBING PERMITS		26,326.00
249-000-607-540	EGR - PR		2,543.00
249-000-607-541	EAST GR-RENTAL INSP		3,630.00
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS		96,758.20
249-000-607-552	PLAINFIELD MECHANICAL PERMITS		116,071.50
249-000-607-553	PLAINFIELD - PLUMBING PERMITS		74,376.00
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		36,981.31
249-000-671-671	MISCELLANEOUS INCOME		1,670.00
249-000-676-100	REIMBURSEMENT- SECURITY DEPOSIT		4,934.25
249-371-702-000	WAGES- FULL TIME	749,158.94	
249-371-707-000	WAGES- CASUAL	9,000.00	
249-371-723-000	MEMBERSHIPS AND DUES	4,129.94	
249-371-724-000	EDUCATION	4,017.00	
249-371-727-000	SUPPLIES	5,842.17	

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
249-371-757-000	BOOKS	1,404.65	
249-371-768-000	DEPARTMENT UNIFORMS	2,571.39	
249-371-787-000	MISCELLANEOUS	721.88	
249-371-787-200	CREDIT CARD FEES	27,691.58	
249-371-807-000	AUDIT FEES & SERVICES	940.00	
249-371-810-000	LIABILITY INSURANCE	11,890.65	
249-371-860-000	MILEAGE	53,660.08	
249-371-862-500	DEPT HEAD, SUPV EXPENSES	367.55	
249-371-923-000	HEATING/UTILITY	3,519.24	
249-371-924-000	PHONES	4,881.75	
249-371-924-100	CELL PHONES/DATA	9,428.51	
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	7,800.00	
249-371-939-000	SERVICE CONTRACTS	18,398.01	
249-371-940-000	BUILDING RENTAL-LEASE	2,049.25	
249-371-941-000	POSTAGE & MACHINE LEASE	300.00	
249-371-981-000	OFFICE EQUIPMENT	5,730.97	
249-850-715-000	FICA-EMPLOYER	56,514.52	
249-850-716-000	DEFINED CONTRIBUTION PLAN	71,727.30	
249-850-717-000	WORKERS COMP INSURANCE	23,528.87	
249-850-718-000	VISION INSURANCE BENEFITS	1,597.08	
249-850-718-200	OTHER BENEFITS	15,400.00	
249-850-719-000	HEALTH INSURANCE BENEFITS	146,485.57	
249-850-719-100	OPT-OUT INSURANCE	2,000.00	
249-850-720-000	LIFE & DISABILITY INSURANCE	8,334.78	
249-850-721-000	DENTAL INSURANCE BENEFITS	9,725.37	
249-850-722-000	PENSION PLAN BENEFITS	40,414.33	
249-901-975-000	CAPITAL OUTLAY - BLDGIMP	98,900.55	
249-964-964-100	PERMITS DUE TO LOWELL TWP	28,292.40	
249-964-964-200	PERMITS DUE TO VERGENNES TWP	6,214.80	
249-964-964-300	PERMITS DUE TO GR TWP	62,395.15	
249-964-964-400	PERMITS DUE TO ADA TWP	40,048.05	
249-964-964-500	PERMITS DUE TO EAST GR	32,767.10	
249-964-964-600	PERMITS DUE PLAINFIELD	53,234.30	
249-964-964-800	PERMITS DUE CASCADE TWP	88,883.35	
Total Fund 249 - BUILDING FUND		4,517,586.99	4,517,586.99

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 249 - BUILDING FUND		
*** Assets ***		
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	77,044.20
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	7,179.94
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	267,642.33
249-000-002-003	CONSUMERS CR UN SAVINGS	319,089.66
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	2,792,219.91
*** Liabilities ***		
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	(8,670.00)
*** 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	38,098.03
	Ending Fund Balance	2,800,889.91
	Total Liabilities And Fund Balance	2,792,219.91

REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
 PERIOD ENDING 11/30/2021

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE NORM (ABNORM)	
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	14,966.87	80.76	1,033.13	93.54
Total Revenues		339,729.00	303,518.46	302,154.24	80.76	1,364.22	
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	42,214.98	0.00	12,785.02	76.75
270-790-923-000	LIBRARY HEATING	12,000.00	12,000.00	8,454.32	652.88	3,545.68	70.45
270-790-924-000	LIBRARY PHONES	1,800.00	1,800.00	679.13	0.00	1,120.87	37.73
270-790-927-000	LIBRARY WATER-SEWER	8,000.00	8,000.00	6,472.10	2,074.21	1,527.90	80.90
270-790-931-000	LIBRARY MAINTENANCE	65,000.00	65,000.00	47,208.74	4,869.31	17,791.26	72.63
270-790-931-100	LIBRARY MAINTENANCE	76,461.00	76,461.00	210.00	0.00	76,251.00	0.27
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	125,418.14	7,596.40	132,660.61	
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	302,154.24	80.76	1,364.22	99.55
TOTAL EXPENDITURES		252,899.00	283,078.75	125,418.14	7,596.40	157,660.61	44.31
NET OF REVENUES & EXPENDITURES		86,830.00	20,439.71	176,736.10	(7,515.64)	(156,296.39)	864.67

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 270 - LIBRARY FUND			
270-000-001-510	CASH - MI CLASS	466,512.91	
270-000-003-014	CD - LAKE MICH CR UN #40 M3/27/2020	453,604.26	
270-000-003-026	CD - WEST MI COMMUNITY BANK M 6/1/2020	273,177.90	
270-000-003-027	CD - NORTHPOINTE BANK MM 4/7/2020	575,731.39	
270-000-015-023	LIBRARY M/M UNITED BANK	574,291.86	
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		14,966.87
270-790-810-000	LIABILITY INSURANCE	19,817.75	
270-790-921-000	LIBRARY ELECTRICITY	42,214.98	
270-790-923-000	LIBRARY HEATING	8,454.32	
270-790-924-000	LIBRARY PHONES	679.13	
270-790-927-000	LIBRARY WATER-SEWER	6,472.10	
270-790-931-000	LIBRARY MAINTENANCE	47,208.74	
270-790-931-100	LIBRARY MAINTENANCE	210.00	
270-790-950-000	PROPERTY TAX REFUNDS	361.12	
Total Fund 270 - LIBRARY FUND		2,468,736.46	2,468,736.46

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 270 - LIBRARY FUND		
*** Assets ***		
270-000-001-510	CASH - MI CLASS	466,512.91
270-000-003-014	CD - LAKE MICH CR UN #40 M3/27/2020	453,604.26
270-000-003-026	CD - WEST MI COMMUNITY BANK M 6/1/2020	273,177.90
270-000-003-027	CD - NORTHPOINTE BANK MM 4/7/2020	575,731.39
270-000-015-023	LIBRARY M/M UNITED BANK	574,291.86
	Total Assets	2,343,318.32
*** Liabilities ***		
	Total Liabilities	0.00
*** Fund Balance ***		
270-000-390-000	FUND BALANCE	1,766,582.22
270-000-391-001	FUND BALANCE - COMMITTED/MAJOR REPAIRS11	400,000.00
	Total Fund Balance	2,166,582.22
	Beginning Fund Balance	2,166,582.22
	Net of Revenues VS Expenditures	176,736.10
	Ending Fund Balance	2,343,318.32
	Total Liabilities And Fund Balance	2,343,318.32

**REVENUE AND EXPENDITURE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

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

GL NUMBER	DESCRIPTION	2020	2021	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	AMENDED BUDGET	11/30/2021 NORM (ABNORM)	MONTH 11/30/21 INCR (DECR)	BALANCE 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	310.75	301.04	(310.75)	100.00
Total Revenues		477,791.59	0.00	1,072,255.16	301.04	(1,072,255.16)	
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	1,072,255.16	301.04	(1,072,255.16)	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	1,015,200.54	301.04	(1,015,200.54)	100.00
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TOTAL REVENUES - ALL FUNDS		13,800,761.59	13,199,813.88	13,169,236.50	275,849.87	30,577.38	99.77
TOTAL EXPENDITURES - ALL FUNDS		17,143,144.59	14,700,581.70	11,502,331.02	818,593.56	3,198,250.68	78.24
NET OF REVENUES & EXPENDITURES		(3,342,383.00)	(1,500,767.82)	1,666,905.48	(542,743.69)	(3,167,673.30)	111.07

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 282 - CARES ACT			
282-000-001-100	CASH -CARES ACT	1,015,909.75	
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		310.75
282-345-702-000	WAGES- FULL TIME	57,054.62	
Total Fund 282 - CARES ACT		1,073,673.58	1,073,673.58

BALANCE SHEET FOR CASCADE CHARTER TOWNSHIP
Period Ending 11/30/2021

GL Number	Description	Balance
Fund 282 - CARES ACT		
*** Assets ***		
282-000-001-100	CASH -CARES ACT	1,015,909.75
	Total Assets	<u>1,015,909.75</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	1,015,200.54
	Ending Fund Balance	<u>1,015,909.75</u>
	Total Liabilities And Fund Balance	<u>1,015,909.75</u>

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 701 - TRUST AND AGENCY			
701-000-003-002	HENRY KRAMER ESCROW	15,370.91	
701-000-003-004	JACK SMITH ESCROW	23,119.95	
701-000-003-018	CD - CHEMICAL BANK JAMES TIMMONS	12,400.00	
701-000-015-004	MONEY MARKET - CHEMICAL BANK	168,730.00	
701-000-214-000	DUE TO GENERAL FUND		4.63
701-000-230-004	T&A INTERST DUE GF		1,538.88
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	9,925.25	
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 11/30/2021**

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		23,119.95
701-000-255-743	CUSTOMER DEPOSITS- SOLICITATION BONDS		1,100.00
701-000-283-004	REDWOOD LIVING PERFORMANCE BOND 13-3139		10,000.00
701-000-283-168	RON DYKSTRA 2769 TRD		500.00

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
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		15,370.91
701-000-283-741	PERFORMANCE BOND 5801 KRAFT		5,000.00
Total Fund 701 - TRUST AND AGENCY		229,546.11	229,546.11

**TRIAL BALANCE REPORT FOR CASCADE CHARTER TOWNSHIP
PERIOD ENDING 11/30/2021**

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	141.25	
703-000-001-110	FLAGSTAR BANK - CASH	128,705.79	
703-000-001-111	CASH RECEIVING & WIRE - FLAGSTAR	584.40	
703-000-001-112	CASH DELINQUENT - FLAGSTAR	889.77	
703-000-202-000	ACCOUNTS PAYABLE		111,385.12
703-000-214-112	CCT - OVER/SHORT	0.49	
703-000-214-155	CCT - ADMIN		138.51
703-000-222-110	KENT COUNTY - OPERATING		2,757.41
703-000-222-111	KENT COUNTY - INTEREST		201.32
703-000-222-175	KENT COUNTY - DOG LICENSE		753.60
703-000-225-110	FHPS - OPERATING		43.36
703-000-225-111	FHPS - INTEREST		52.75
703-000-225-120	FHPS - DEBT		1,476.30
703-000-225-130	FHPS - RECREATION		238.28
703-000-225-411	CALEDONIA - INTEREST		18.37
703-000-225-420	CALEDONIA - DEBT		611.97
703-000-228-001	SET & OPERATING TAX (COUNTY)		3,953.30
703-000-230-001	TAX INT- DUE TO OTHER UNIT GOVT		1,772.38
703-000-230-002	DELQ TAX - DUE TO OTHER UNIT OF GOVT		843.33
703-000-230-003	WIRE ACCT-DUE TO OTHER UNIT GOVT		1.00
703-000-230-012	DELQ TAX INT- DUE OTHER UNIT GOVT		28.24
703-000-230-013	WIRE ACCT INT - DUE TO OTHER GOVT		489.59
703-000-230-043	WIRE- ONLINE SERVICE FEES	22.50	
703-000-230-044	TAX NSF FEES		439.76
703-000-234-110	KENT ISD - TAXES		3,634.19
703-000-234-111	KENT ISD - TAXES INTEREST		109.02
703-000-235-110	GRCC - TAXES		1,140.32
703-000-235-111	GRCC - TAXES INTEREST		34.21
703-000-274-000	UNDISTRIBUTED TAX COLLECTION		371.87
Total Fund 703 - CURRENT TAX COLLECTION FUND		130,494.20	130,494.20
Total - All Funds:		35,446,476.56	35,446,476.56

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2021 - 11/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
FUND 101 - GENERAL FUND							
11/04/2021	GENF	73660	AT&T	COMPLEX PHONES	924-000	265	184.92
11/04/2021	GENF	73661	B & B TRUCK EQUIPMENT INC	VEHICLE MAINT	863-000	265	100.00
11/04/2021	GENF	73661	B & B TRUCK EQUIPMENT INC	VEHICLE MAINT	863-000	265	722.14
				CHECK GENF 73661 TOTAL FOR FUND 101:			822.14
11/04/2021	GENF	73664	BUER WELL DRILLING, INC.	WELL & PLUMBING SYSTEM CHLORINATION	935-000	756	180.00
11/04/2021	GENF	73665	B&V MECHANICAL INC.	BOILER SERVICE	931-000	265	520.31
11/04/2021	GENF	73666	CASCADE PRINTING & GRAPHICS	OFFICE SUPPLIES	727-000	295	499.34
11/04/2021	GENF	73669	CONSUMERS ENERGY	MISCELLANEOUS	787-000	295	50.00
11/04/2021	GENF	73674	DEBORAH KAY RING	ASSESSING CONTRACTUAL SERVICES	801-000	257	2,000.00
11/04/2021	GENF	73675*#	DTE ENERGY	COMPLEX HEATING- 5920 TAHOE DR SE	923-000	265	286.39
11/04/2021	GENF	73675	DTE ENERGY	MUSEUM HEATING DTE ENERGY	923-000	803	34.26
				CHECK GENF 73675 TOTAL FOR FUND 101:			320.65
11/04/2021	GENF	73676*#	FIRST BANKCARD	CC SWAYZE - AIRPORT PARKING	724-000	171	60.00
11/04/2021	GENF	73676	FIRST BANKCARD	CC SWAYZE - MEAL	724-000	171	20.46
11/04/2021	GENF	73676	FIRST BANKCARD	CC SWAYZE - FLIGHT	724-000	171	430.96
11/04/2021	GENF	73676	FIRST BANKCARD	CC SWAYZE - TRANSPORTATION	724-000	171	5.00
11/04/2021	GENF	73676	FIRST BANKCARD	CC SWAYZE - TRANSPORTATION	724-000	171	16.95
11/04/2021	GENF	73676	FIRST BANKCARD	CC SWAYZE - TRANSPORTATION	724-000	171	16.59
11/04/2021	GENF	73676	FIRST BANKCARD	CC SWAYZE - MEAL	724-000	171	13.20
11/04/2021	GENF	73676	FIRST BANKCARD	CC SWAYZE - AIRPORT PARKING	860-000	171	3.00
11/04/2021	GENF	73676	FIRST BANKCARD	CC BROTT ANNUAL MEMBERSHIP	723-000	215	175.00
11/04/2021	GENF	73676	FIRST BANKCARD	CC MACDONALD TAIL WHEEL SERVICE	863-000	265	549.22
11/04/2021	GENF	73676	FIRST BANKCARD	CC MACDONALD - ICLOUD 50 GB STORAGE	924-000	265	0.99
11/04/2021	GENF	73676	FIRST BANKCARD	CC BROTT - ACROBAT PRO DC	727-000	295	24.99
11/04/2021	GENF	73676	FIRST BANKCARD	CC BROTT - ACROBAT PRO DC	727-000	295	24.99
11/04/2021	GENF	73676	FIRST BANKCARD	CC SWAYZE - CASH BOX	727-000	295	31.79
11/04/2021	GENF	73676	FIRST BANKCARD	CC BROTT - 2021 CHECKING GUIDE	787-000	295	31.95
11/04/2021	GENF	73676	FIRST BANKCARD	CC BROTT - PASSPORT POSTAGE	787-000	295	15.90
11/04/2021	GENF	73676	FIRST BANKCARD	CC FAST - EVENT RACE CLOCK W/TRIPOD	787-000	295	107.92
11/04/2021	GENF	73676	FIRST BANKCARD	CC SWAYZE - STANDARD PRO MONTHLY	850-000	295	39.44
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - 50OCT BLU WRISTBAND	881-000	295	233.20
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - HERITAGE DAY	881-000	295	285.67
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - PLASTIC TABLE COVERS	881-000	295	4.77
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - HERITAGE DAY ICE	881-000	295	19.96
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - HERITAGE DAY SUPPLIES	881-000	295	69.90
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - HERITAGE DAY	881-000	295	13.29
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - HERITAGE DAY RETURN	881-000	295	(428.77)
11/04/2021	GENF	73676	FIRST BANKCARD	CC FAST - FACEBOOK ADS ACCOUNT #20925521	967-000	295	250.00
11/04/2021	GENF	73676	FIRST BANKCARD	CC FAST - FACEBOOK ADS ACCOUNT #20925521	967-000	295	4.77
11/04/2021	GENF	73676	FIRST BANKCARD	CC FAST - STANDARD BIZ MONTHLY	967-000	295	296.69
11/04/2021	GENF	73676	FIRST BANKCARD	CC PETERSON MEAL	862-500	721	26.25
				CHECK GENF 73676 TOTAL FOR FUND 101:			2,344.08
11/04/2021	GENF	73677*#	FIRST BANKCARD	CC ADMIN - FOLDING SHOPPING CART W/WHEEL	981-000	215	45.98
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - TWIXT ACTIVE SEATING	727-000	257	134.39
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - HIVIZ RAIN SUITS	768-000	265	328.93
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	37.06
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - 3 RING BINDERS	727-000	295	50.15
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	53.52
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - COPY PAPER	727-000	295	193.94
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - TAB BINDER DIVIDERS	727-000	295	24.92
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - LANYARDS	727-000	295	7.47

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - 3 RING BINDER ORGANIZER	727-000	295	17.99
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	71.97
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	65.50
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	4.40
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	48.36
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	23.52
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	23.84
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	93.56
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	10.90
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	93.97
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - BANKERS BOX	727-000	295	59.99
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	209.43
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	409.05
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - OFFICE SUPPLIES	727-000	295	172.08
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - REFUND CALCULATOR INK ROLLER	727-000	295	(18.99)
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - CLEANING SUPPLIES	787-000	295	112.62
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN PAPER PLATES	787-000	295	31.83
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - KITCHEN SUPPLIES	787-000	295	36.99
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - COFFEE SUPPLIES	787-000	295	78.96
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - PAPER PLATES	787-000	295	42.99
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - DISHWASHER PODS	787-000	295	25.68
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - KITCHEN SUPPLIES	787-000	295	6.99
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - CLEANING SUPPLIES	787-000	295	176.57
				CHECK GENF 73677 TOTAL FOR FUND 101:			2,674.56
11/04/2021	GENF	73681*#	THE HOME DEPOT CREDIT SERVICES	HERITAGE DAY	881-000	295	87.11
11/04/2021	GENF	73683	JULIUS SUCHY	EDUCATION	724-000	171	450.08
11/04/2021	GENF	73684	KENT COUNTY ASSOC. OF ASSESSING OFF	EDUCATION	724-000	257	30.00
11/04/2021	GENF	73687	KENT COUNTY TREASURERS ASSOC	TREASURER MEMBERSHIPS AND DUES	723-000	253	128.00
11/04/2021	GENF	73688	MCKENNA	SPECIAL PROJECTS	967-000	171	2,303.10
11/04/2021	GENF	73690*#	MINER SUPPLY COMPANY	FUSION METERED AIR DISP 6/CS	931-000	265	376.15
11/04/2021	GENF	73690	MINER SUPPLY COMPANY	DISINFECTANT CLEANER	931-000	265	53.92
				CHECK GENF 73690 TOTAL FOR FUND 101:			430.07
11/04/2021	GENF	73696	PITNEY BOWES INC	SUPPLIES	752-000	295	113.04
11/04/2021	GENF	73697	PIVOTPOINT	ASSESSING SERVICE CONTRACTS	939-000	257	3,259.05
11/04/2021	GENF	73703	SOURINE, OXANA	REIMBURSE 186 MILES - O.SOURINE	860-000	253	104.16
11/04/2021	GENF	73712	WEST MICHIGAN REGIONAL CLERKS ASSOC	EDUCATION	724-000	215	10.00
11/04/2021	GENF	73712	WEST MICHIGAN REGIONAL CLERKS ASSOC	EDUCATION	724-000	215	10.00
11/04/2021	GENF	73712	WEST MICHIGAN REGIONAL CLERKS ASSOC	EDUCATION	724-000	215	10.00
				CHECK GENF 73712 TOTAL FOR FUND 101:			30.00
11/05/2021	GENF	7123(A)	ALLIED UNIVERSAL TECHNOLOGY SERVICE	MUSEUM MAINTENANCE	961-000	803	699.00
11/05/2021	GENF	7124(A)	BLOOM SLUGGETT, PC	EDUCATION	724-000	171	1,666.00
11/05/2021	GENF	7125(A)	EASTERN FLORAL & GIFTS	LIVING PLANTS FOR FRONT DESK	787-000	295	120.00
11/05/2021	GENF	7125(A)	EASTERN FLORAL & GIFTS	MONTHLY PLANT MAINTENANCE	787-000	295	91.00
				CHECK GENF 7125(A) TOTAL FOR FUND 101:			211.00

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2021 - 11/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/05/2021	GENF	7127(A)*#	FISHBECK THOMPSON CARR & HUBER	ENGINEERING COSTS	821-000	295	983.85
11/05/2021	GENF	7127(A)	FISHBECK THOMPSON CARR & HUBER	ENGINEERING COSTS	821-000	295	1,753.40
11/05/2021	GENF	7127(A)	FISHBECK THOMPSON CARR & HUBER	DRAIN ENGINEERING	821-000	445	3,701.90
				CHECK GENF 7127(A) TOTAL FOR FUND 101:			6,439.15
11/05/2021	GENF	7133(A)	SABO PUBLIC RELATIONS	SPECIAL PROJECTS	967-000	295	4,312.90
11/05/2021	GENF	7144(A)*#	WEX BANK	FUEL	864-000	265	1,804.95
11/18/2021	GENF	73713	290 SIGN SYSTEMS	NAME PLATE	787-000	295	29.74
11/18/2021	GENF	73714*#	ARROWASTE	COMPLEX MAINTENANCE- TRASH/ RECYCLE	931-000	265	145.91
11/18/2021	GENF	73714	ARROWASTE	CASCADE CLEAN-UP	820-000	447	6,765.00
11/18/2021	GENF	73714	ARROWASTE	FUEL & ENVIRONMENTAL	820-000	447	1,260.00
11/18/2021	GENF	73714	ARROWASTE	PARK MAINTENANCE-TRASH/ RECYCLE	935-000	756	252.68
				CHECK GENF 73714 TOTAL FOR FUND 101:			8,423.59
11/18/2021	GENF	73716*#	BARTLETT TREE EXPERTS	COMPLEX MAINTENANCE	931-000	265	136.00
11/18/2021	GENF	73716	BARTLETT TREE EXPERTS	8 ASH TREES, 2 HONEYLOCUSTS, REDBUD	931-000	265	5,606.00
				CHECK GENF 73716 TOTAL FOR FUND 101:			5,742.00
11/18/2021	GENF	73720*#	B&V MECHANICAL INC.	COMPLEX MAINTENANCE	931-000	265	955.41
11/18/2021	GENF	73721	CASCADE PRINTING & GRAPHICS	YARD WASTE LABELS	787-000	447	599.13
11/18/2021	GENF	73722	CASCADE CHARTER TOWNSHIP	TRANSFER TO FIRE FUND	999-006	965	33,333.33
11/18/2021	GENF	73723	CONSUMERS ENERGY	STREETLIGHTING	926-000	448	11,225.38
11/18/2021	GENF	73723	CONSUMERS ENERGY	STREETLIGHTING	926-000	448	548.36
				CHECK GENF 73723 TOTAL FOR FUND 101:			11,773.74
11/18/2021	GENF	73724*#	CINTAS	COMPLEX MAINTENANCE	931-000	265	30.00
11/18/2021	GENF	73725*#	COMCAST	COMPLEX PHONES	924-000	265	981.99
11/18/2021	GENF	73728	ELECTION SOURCE	ELECTION MISC EXPENSES-ANNUAL MODEM FEE	788-000	262	1,200.00
11/18/2021	GENF	73729*	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS	718-000	850	178.16
11/18/2021	GENF	73731*#	FIRST BANKCARD	CC SWAYZE - SCREEN PROTECTOR FOR IPHONE	862-550	171	24.36
11/18/2021	GENF	73731	FIRST BANKCARD	CC BROTT - MTA CLERK BOOKS	862-500	215	110.00
11/18/2021	GENF	73731	FIRST BANKCARD	MAA MEMBERSHIP 2022 S. HOLZHEI	723-000	257	92.25
11/18/2021	GENF	73731	FIRST BANKCARD	MAA MEMBERSHIP 2022 J. GENTER	723-000	257	92.25
11/18/2021	GENF	73731	FIRST BANKCARD	MAAO CERTIFICATE RENEWAL 2022- J. GENTER	723-000	257	175.00
11/18/2021	GENF	73731	FIRST BANKCARD	MAAO CERTIFICATE 2022 - S. HOLZHEI	723-000	257	175.00
11/18/2021	GENF	73731	FIRST BANKCARD	EDUCATION- WEBINAR CHELSEY SEIF	724-000	257	42.00
11/18/2021	GENF	73731	FIRST BANKCARD	EDUCATION	724-000	257	40.00
11/18/2021	GENF	73731	FIRST BANKCARD	CC MACDONALD - ICLOUD 50 GB STORAGE	924-000	265	0.99
11/18/2021	GENF	73731	FIRST BANKCARD	EDUCATION	724-000	295	40.00
11/18/2021	GENF	73731	FIRST BANKCARD	CC FAST - MONTHLY ZOOM	787-000	295	296.69
11/18/2021	GENF	73731	FIRST BANKCARD	MISCELLANEOUS	787-000	295	26.49
11/18/2021	GENF	73731	FIRST BANKCARD	CC SWAYZE- ZOOM	850-000	295	39.21
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS- WALMART- HALLOWEEN CANDY	881-200	295	255.38
11/18/2021	GENF	73731	FIRST BANKCARD	SPRING/FALL CLEAN-UP	820-000	447	32.14
				CHECK GENF 73731 TOTAL FOR FUND 101:			1,441.76
11/18/2021	GENF	73732*#	FIRST BANKCARD	CC ADMIN- CLERK'S OFFICE RUBBER STAMP	710-000	215	37.76

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - SURGE PROTECTORS W/ BATTERY	862-500	215	74.99
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - COAT RACK WALL MOUNTED	862-500	215	15.99
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- SUPPLIES FOR ELECTIONS	752-000	262	75.20
11/18/2021	GENF	73732	FIRST BANKCARD	OFFICE SUPPLIES	727-000	295	4.10
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- (8) BCW PRO 2-POCKET PHOTO PAG	727-000	295	76.03
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- BANKERS BOXES	727-000	295	90.86
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN -OFFICE SUPPLIES	727-000	295	103.54
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN -OFFICE SUPPLIES FOR FRONT DESK	727-000	295	27.22
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - COLORED PAPER OFFICE SUPPLIES	727-000	295	6.44
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- RUBBER STAMP	727-000	295	37.76
11/18/2021	GENF	73732	FIRST BANKCARD	TOWNSHIP- INTERIOR SIGNAGE -	787-000	295	886.25
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - CLOROX DISINFECTING WIPES- KI	787-000	295	24.99
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- HOT CHOCOLAT PACKETS FOR KITCH	787-000	295	17.74
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - CLOROX DISINFECTING WIPES	787-000	295	24.95
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- COFFEE & TEA SUPPLIES	787-000	295	23.54
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - KITCHEN SUPPLIES- PAPER TOWEL	787-000	295	33.90
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- HOT COCOA & KITCHEN SUPPLIES	787-000	295	52.92
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- SURGE PROTECTORS W/ BATTERY	752-000	721	159.03
				CHECK GENF 73732 TOTAL FOR FUND 101:			1,773.21
11/18/2021	GENF	73733	GRACE LESPERANCE	SUPERVISOR EXPENSE ACCOUNT	862-500	171	18.00
11/18/2021	GENF	73735*#	GRAND RAPIDS CITY TREASURER	COMPLEX WATER-SEWER	927-000	265	656.41
11/18/2021	GENF	73735	GRAND RAPIDS CITY TREASURER	COMPLEX WATER-SEWER- COMM IRRG	927-000	265	707.41
				CHECK GENF 73735 TOTAL FOR FUND 101:			1,363.82
11/18/2021	GENF	73736#	GRAND VALLEY METRO COUNCIL	TOWNSHIP DUES	723-000	101	2,448.00
11/18/2021	GENF	73736	GRAND VALLEY METRO COUNCIL	TOWNSHIP DUES	723-000	101	4,626.00
11/18/2021	GENF	73736	GRAND VALLEY METRO COUNCIL	REGIS	952-000	295	19,611.38
11/18/2021	GENF	73736	GRAND VALLEY METRO COUNCIL	NPDES PHASE II	954-000	295	10,014.86
11/18/2021	GENF	73736	GRAND VALLEY METRO COUNCIL	LGROW MEMBERSHIP DUES	823-000	445	400.00
				CHECK GENF 73736 TOTAL FOR FUND 101:			37,100.24
11/18/2021	GENF	73738	HUB INTERNATIONAL MIDWEST EAST	LIABILITY INSURANCE- TREASURER	810-000	295	223.00
11/18/2021	GENF	73738	HUB INTERNATIONAL MIDWEST EAST	LIABILITY INSURANCE	810-000	295	752.00
				CHECK GENF 73738 TOTAL FOR FUND 101:			975.00
11/18/2021	GENF	73741*#	INTERURBAN TRANSIT PARTNERSHIP	ADA GO! BUS TICKETS	859-000	652	350.00
11/18/2021	GENF	73741	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 33RD & 36TH	861-000	652	2,376.86
				CHECK GENF 73741 TOTAL FOR FUND 101:			2,726.86
11/18/2021	GENF	73743	JUDEH & ASSOCIATES	LEGAL FEES	826-000	295	400.00
11/18/2021	GENF	73744	KENT COUNTY - HEALTH DEPT	PARK MAINTENANCE	935-000	756	208.00
11/18/2021	GENF	73745	KENT COUNTY ROAD COMMISSION	ROAD OVERLAYS	821-000	446	28,174.78
11/18/2021	GENF	73746	KENT COMMUNICATIONS INC.	PRINTING SERVICES	814-000	295	3,550.00
11/18/2021	GENF	73746	KENT COMMUNICATIONS INC.	4 NEWSLETTERS AND POSTAGE	885-000	295	2,047.22
				CHECK GENF 73746 TOTAL FOR FUND 101:			5,597.22
11/18/2021	GENF	73756	MLIVE MEDIA GROUP	PRINTING/PUBLISHING	900-000	295	932.00
11/18/2021	GENF	73757	MSU PLANT & PEST DIAGNOSTICS	PARK MAINTENANCE	935-000	756	45.00
11/18/2021	GENF	73758*#	MUNIWEB	WEBSITE HOSTING	815-000	295	200.00
11/18/2021	GENF	73758	MUNIWEB	WEB SITE MAINT, SUPPORT, TRAINING, DESIG	815-000	295	24.00
				CHECK GENF 73758 TOTAL FOR FUND 101:			224.00

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11/18/2021	GENF	73759	OFFICE TEAM	WAGES- CASUAL- TEMP/ J. FOUNTAIN	707-000	721	1,318.76
11/18/2021	GENF	73759	OFFICE TEAM	WAGES- CASUAL/ TEMP- J. FOUNTAIN	707-000	721	1,391.04
11/18/2021	GENF	73759	OFFICE TEAM	WAGES- CASUAL- TEMP J. FOUNTAIN	707-000	721	2,500.00
11/18/2021	GENF	73759	OFFICE TEAM	WAGES- CASUAL- TEMP J. FOUNTAIN	707-000	721	611.25
				CHECK GENF 73759 TOTAL FOR FUND 101:			5,821.05
11/18/2021	GENF	73762	PSI PRINTING SYSTEMS INC	ELECTION SUPPLIES	756-000	262	301.04
11/18/2021	GENF	73769	UNITED LABORATORIES, INC.	PARK MAINTENANCE	935-000	756	1,182.09
11/18/2021	GENF	73771*#	VERIZON WIRELESS	TRUSTEE CELL PHONES/IPADS/DATA	924-100	101	30.06
11/18/2021	GENF	73771	VERIZON WIRELESS	MANAGERS CELL PHONE/IPADS/DATA	925-000	171	66.18
11/18/2021	GENF	73771	VERIZON WIRELESS	CLERK CELL PHONE/IPADS/DATA	925-000	215	77.81
11/18/2021	GENF	73771	VERIZON WIRELESS	TREASURER'S CELL PHONES/IPADS/DATA	924-100	253	10.02
11/18/2021	GENF	73771	VERIZON WIRELESS	ASSESSING CELL PHONES/ IPDADS /DATA	924-100	257	20.04
11/18/2021	GENF	73771	VERIZON WIRELESS	BLDG AND GROUNDS CELL PHONES/ IPADS/DATA	924-100	265	79.35
11/18/2021	GENF	73771	VERIZON WIRELESS	ADMIN CELL PHONES/ IPADS/DATA	924-100	295	20.04
11/18/2021	GENF	73771	VERIZON WIRELESS	COMM DEV CELL/IPADS/DATA	925-000	721	10.02
				CHECK GENF 73771 TOTAL FOR FUND 101:			313.52
11/19/2021	GENF	60(E)*	WEST MICHIGAN HEALTH INSURANCE POO	HEALTH INSURANCE BENEFITS	719-000	850	16,356.92
11/19/2021	GENF	7145(A)	AQUARIUS LAWN SPRINKLING	WINTERIZATION OF SPRINKLING SYSTEM	931-000	265	1,852.50
11/19/2021	GENF	7146(A)	BLOOM SLUGGETT, PC	LEGAL FEES	826-000	295	734.00
11/19/2021	GENF	7147(A)*#	CONSUMERS ENERGY	103036932491 5920 TAHOE DR SE	921-000	265	995.79
11/19/2021	GENF	7147(A)	CONSUMERS ENERGY	103040083240 2894 THORNAPPLE RIV	921-000	265	40.67
				CHECK GENF 7147(A) TOTAL FOR FUND 101:			1,036.46
11/19/2021	GENF	7148(A)*#	FISHBECK THOMPSON CARR & HUBER	ENGINEERING COSTS	821-000	295	1,422.50
11/19/2021	GENF	7148(A)	FISHBECK THOMPSON CARR & HUBER	ENGINEERING COSTS	821-000	295	370.00
11/19/2021	GENF	7148(A)	FISHBECK THOMPSON CARR & HUBER	DRAIN ENGINEERING	821-000	445	378.00
11/19/2021	GENF	7148(A)	FISHBECK THOMPSON CARR & HUBER	DRAIN ENGINEERING	821-000	445	470.85
11/19/2021	GENF	7148(A)	FISHBECK THOMPSON CARR & HUBER	DRAIN ENGINEERING	821-000	445	756.00
				CHECK GENF 7148(A) TOTAL FOR FUND 101:			3,397.35
11/19/2021	GENF	7150(A)	KERKSTRA PORTABLE RESTROOM SERVICE	PORTABLE RESTROOM RENTAL - PEACE PARK	935-000	756	125.00
11/19/2021	GENF	7151(A)*#	KINGSLAND'S ACE HARDWARE	START FLUID & SPARK PLUG	863-000	265	13.47
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	CHAINSAW CHAIN AND BAR	863-000	265	59.38
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	COVER AND CONTROL HANDLE	863-000	265	66.13
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	CONCRETE MIX	931-000	276	62.91
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	BATTERIES	935-000	756	13.49
				CHECK GENF 7151(A) TOTAL FOR FUND 101:			215.38
11/19/2021	GENF	7152(A)	KONICA MINOLTA BUSINESS SOLUTIONS	SERVICE CONTRACTS	939-000	295	30.00
11/19/2021	GENF	7152(A)	KONICA MINOLTA BUSINESS SOLUTIONS	SERVICE CONTRACTS	939-000	295	73.65
11/19/2021	GENF	7152(A)	KONICA MINOLTA BUSINESS SOLUTIONS	SERVICE CONTRACTS	939-000	295	310.58
				CHECK GENF 7152(A) TOTAL FOR FUND 101:			414.23
11/19/2021	GENF	7153(A)	QUANTUM CONSTRUCTION CO	THORNAPPLE HILLS DRAIN CLEANING	816-000	445	2,495.00
11/19/2021	GENF	7159(A)	THE EMPLOYERS ASSOCIATION	TOWNSHIP DUES	723-000	101	1,268.00
11/19/2021	GENF	7164(A)	WEST INVESTIGATIONS INC	MICHIGAN CRIMINAL RECORD- J. FOUNTAIN	787-000	295	60.00
Total for fund 101 GENERAL FUND							211,463.13

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FUND 206 - FIRE FUND							
11/04/2021	GENF	73670	COMCAST	COMMUNICATIONS- PHONES	850-000	336	94.90
11/04/2021	GENF	73675*#	DTE ENERGY	UTILITIES- ST #2	928-000	336	122.48
11/04/2021	GENF	73675	DTE ENERGY	UTILITIES - ST #1	928-000	336	196.36
				CHECK GENF 73675 TOTAL FOR FUND 206:			<u>318.84</u>
11/04/2021	GENF	73676*#	FIRST BANKCARD	CC MAGERS - 45LB OHIO POWER BAR	726-000	336	466.40
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - SOARING BOOKING - C.FORZLEY	726-000	336	497.04
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - HAMPTON BOOKING - D.POOLMAN	726-000	336	403.20
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - HAMPTON INN MT PLEASANT CR	726-000	336	(16.13)
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - WALK FOR THE RED	787-000	336	206.10
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - COFFEE SUPPLIES	787-000	336	88.04
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - TRAD SUBSCRIPTION AGENCY	802-000	336	34.06
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - FLOORLINERS	863-000	336	417.80
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - MUNICIPAL REG FEE	863-000	336	13.19
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - RECURRING CAR WASH OCT 2021	863-000	336	19.99
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - RECURRING CAR WASH OCT 2021	863-000	336	19.99
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - EXAMP PREP BOOK	901-000	336	36.03
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - RADIO CABLE INTERFACE MODULE	937-000	336	566.44
11/04/2021	GENF	73676	FIRST BANKCARD	CC MAGERS - ACCU BATTERY	959-000	336	105.90
				CHECK GENF 73676 TOTAL FOR FUND 206:			<u>2,858.05</u>
11/04/2021	GENF	73677*#	FIRST BANKCARD	FIRE TRAINING	726-000	336	724.50
11/04/2021	GENF	73677	FIRST BANKCARD	FIRE TRAINING	726-000	336	579.60
11/04/2021	GENF	73677	FIRST BANKCARD	CC ADMIN - FIRE WEBCAM	981-000	336	61.51
				CHECK GENF 73677 TOTAL FOR FUND 206:			<u>1,365.61</u>
11/04/2021	GENF	73678	GREAT LAKES EMS ACADEMY	MCCARTHY EMT	726-000	336	1,755.00
11/04/2021	GENF	73685	KENT COUNTY FIRE CHIEFS ASSOC	FIRE MEMBERSHIP AND DUES	723-000	336	255.00
11/04/2021	GENF	73693	S.A.MORMAN & CO	DOOR ASSEMBLY STAT 2	936-002	336	3,115.00
11/04/2021	GENF	73693	S.A.MORMAN & CO	DOOR ASSEMBLY	936-002	336	1,540.00
11/04/2021	GENF	73693	S.A.MORMAN & CO	DOOR ASSEMBLY	936-002	336	1,545.00
				CHECK GENF 73693 TOTAL FOR FUND 206:			<u>6,200.00</u>
11/04/2021	GENF	73694	PELL, TODD	FIRE TRAINING- MILES- T. PELL	726-000	336	212.80
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	COAT KADISH	959-000	336	180.40
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	PANT KADISH	959-000	336	621.90
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	COAT PELL	959-000	336	127.90
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	PANT PELL	959-000	336	217.90
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	COAT DEERING	959-000	336	142.90
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	PANT DEERING	959-000	336	122.90
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	COAT ALBRIGHT	959-000	336	139.90
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	PAANT ALBRIGHT	959-000	336	150.90
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	MARSMAN PANTS	959-000	336	1,096.60
11/04/2021	GENF	73695	PHOENIX SAFETY OUTFITTERS	FIRE PROTECTIVE CLOTHING	959-000	336	227.12
				CHECK GENF 73695 TOTAL FOR FUND 206:			<u>3,028.42</u>
11/04/2021	GENF	73702	SHELDON CLEANERS	FIRE UNIFORMS	768-000	336	132.49
11/04/2021	GENF	73705	TECH MASTER INC	E-2 GENERATOR REBUILD	863-000	336	6,246.89
11/04/2021	GENF	73705	TECH MASTER INC	E-5 ANNUAL	863-000	336	2,727.40
11/04/2021	GENF	73705	TECH MASTER INC	VEHICLE MAINT	863-000	336	853.26
11/04/2021	GENF	73705	TECH MASTER INC	VEHICLE MAINT	863-000	336	375.61
11/04/2021	GENF	73705	TECH MASTER INC	VEHICLE MAINT	863-000	336	72.15
11/04/2021	GENF	73705	TECH MASTER INC	VEHICLE MAINT	863-000	336	72.15
11/04/2021	GENF	73705	TECH MASTER INC	VEHICLE MAINT	863-000	336	72.15

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				CHECK GENF 73705 TOTAL FOR FUND 206:			10,419.61
11/04/2021	GENF	73706	TELE-RAD INC	FIRE RADIO MAINT	937-000	336	353.10
11/04/2021	GENF	73707	THE TOPPER SHOP	MEDIC 1 TOPPER	970-000	901	2,663.60
11/05/2021	GENF	7121(A)	5 ALARM	SCBA/MASK/BOTTLE/BRACKETS	804-000	336	7,340.63
11/05/2021	GENF	7128(A)	FUEL MANAGEMENT SYSTEM	FIRE FUELS	745-000	336	75.26
11/05/2021	GENF	7131(A)	NYE UNIFORM COMPANY	FIRE UNIFORMS	768-000	336	140.00
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	27.75
11/05/2021	GENF	7142(A)	VALLEY CITY LINEN INC	FIRE STATION MAINT-RUG & TOWEL CLEANING	936-000	336	1.67
				CHECK GENF 7142(A) TOTAL FOR FUND 206:			223.67
11/05/2021	GENF	7144(A)*#	WEX BANK	FIRE FUELS	745-000	336	2,502.29
11/18/2021	GENF	73714*#	ARROWASTE	FIRE STATION #1	936-000	336	278.91
11/18/2021	GENF	73714	ARROWASTE	FIRE STATION MAINT/BUTTRICK- TRASH/ RECY	936-002	336	75.53
				CHECK GENF 73714 TOTAL FOR FUND 206:			354.44
11/18/2021	GENF	73725*#	COMCAST	COMMUNICATIONS- PHONES	850-000	336	491.00
11/18/2021	GENF	73729*	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS	718-000	850	198.73
11/18/2021	GENF	73730	FIRST BANKCARD	CC ADMIN -SUPPLIES FOR CLEANING	738-000	336	263.20
11/18/2021	GENF	73731*#	FIRST BANKCARD	CC MAGERS - BEST BUY	726-000	336	399.97
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS - RADISSON D. POOLMAN	726-000	336	462.04
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS - RADISSON - C. FORZLEY	726-000	336	487.96
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS - HOLIDAY INN BOOKING- JOHN MA	726-000	336	525.60
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS - RADISSON - EXTRA CHARGE	726-000	336	25.92
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS- HOLIDAY INN - GOV'T CREDIT	726-000	336	(20.00)
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS- RADISSON MISC CREDIT	726-000	336	(1.04)
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS- RADISSON BOOKING- D. POOLMAN	726-000	336	(18.48)
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS- RADISSON BOOKING- D. POOLMAN	726-000	336	(19.52)
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS - COFFEE SUPPLIES	787-000	336	88.04
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS- WALMART COMMUNICATIONS	850-000	336	31.85
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS - RECURRING CAR WASH OCT 2021	863-000	336	19.99
11/18/2021	GENF	73731	FIRST BANKCARD	CC MAGERS - RECURRING CAR WASH OCT 2021	863-000	336	19.99
				CHECK GENF 73731 TOTAL FOR FUND 206:			2,002.32
11/18/2021	GENF	73732*#	FIRST BANKCARD	CC ADMIN - DIGITAL TIRE INFLATOR FIRE ST	863-000	336	23.99
11/18/2021	GENF	73735*#	GRAND RAPIDS CITY TREASURER	FIRE WATER STATION #1	927-002	336	2,435.11
11/18/2021	GENF	73742	J&B MEDICAL SUPPLY	MEDICAL SUPPLIES	752-100	336	88.16

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11/18/2021	GENF	73747	MI ASSOCIATION OF FIRE CHIEFS	FIRE MEMBERSHIP AND DUES	723-000	336	125.00
11/18/2021	GENF	73748	MAGNEGRIP	VEHICLE MAINT	863-000	336	389.06
11/18/2021	GENF	73750	MELSE FIRE PROTECTION LLC	LIFEPAK 1000 X2	752-100	336	758.00
11/18/2021	GENF	73752	MICHIGAN STATE FIREMAN'S ASSOC	FIRE MEMBERSHIP AND DUES	723-000	336	75.00
11/18/2021	GENF	73760	DOUGLAS P. POOLMAN	FIRE MEMBERSHIP AND DUES	723-000	336	25.00
11/18/2021	GENF	73761	PREIN & NEWHOF	CAPITAL OUTLAY - BLDGIMP	975-000	901	5,600.00
11/18/2021	GENF	73764	RESCUE RESOURCES LLC	FIRE EQUIPMENT MAINT	938-000	336	836.00
11/18/2021	GENF	73767	STRYKER SALES CORPORATION	CPR MACHINE BATTERIES	958-000	336	1,244.39
11/18/2021	GENF	73771*#	VERIZON WIRELESS	COMMUNICATIONS	850-000	336	107.80
11/19/2021	GENF	60(E)*	WEST MICHIGAN HEALTH INSURANCE POO	HEALTH INSURANCE BENEFITS	719-000	850	20,378.52
11/19/2021	GENF	7149(A)	NAPA AUTO PARTS	OIL ABSORBENT 25 LBS	752-000	336	100.48
11/19/2021	GENF	7151(A)*#	KINGSLAND'S ACE HARDWARE	DECK SCREW & EARPLUGS	726-000	336	24.28
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	NUTS & WASHERS	726-000	336	35.63
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	WASHERS NUTS FASTENERS	726-000	336	28.32
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	STIHL GP WHEEL BALL VALVE	726-000	336	29.48
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	PAINT PEN	752-000	336	11.86
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	SPRAY PAINT	752-000	336	14.00
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	PRE-PAY BENCH FEE	938-000	336	13.50
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	ENGINE FUEL SPARK PLUG	938-000	336	18.15
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	FLEX TAPE	938-000	336	27.77
11/19/2021	GENF	7151(A)	KINGSLAND'S ACE HARDWARE	LOCK NUT DRAIN GASKET WASHERS	938-000	336	6.36
				CHECK GENF 7151(A) TOTAL FOR FUND 206:			209.35
11/19/2021	GENF	7165(A)	WILLIAMS ASSOCIATES ARCHITECTS, LTD	CAPITAL OUTLAY - BLDGIMP	975-000	901	34,403.59
Total for fund 206 FIRE FUND							110,048.41
FUND 207 - POLICE FUND							
11/04/2021	GENF	73671	COUNTY OF KENT	SHERIFF PROTECTION- SEPT.	801-000	301	54,882.99
Total for fund 207 POLICE FUND							54,882.99
FUND 209- OPEN SPACE FUND							
11/04/2021	GENF	73675*#	DTE ENERGY	HEATING/UTILITY -6803 BURTON ST SE	923-000	751	44.44
11/18/2021	GENF	73716*#	BARTLETT TREE EXPERTS	PARK MAINTENANCE	935-000	751	204.02
Total for fund 209 CCT OPEN SPACE							248.46
FUND 216- PATHWAYS FUND							
11/04/2021	GENF	73659	ASTRO WOOD STAKE INC	SNOW STAKES	931-000	758	628.80

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11/05/2021	GENF	7127(A)*#	FISHBECK THOMPSON CARR & HUBER	ENGINEERING	821-100	758	3,191.15
11/05/2021	GENF	7127(A)	FISHBECK THOMPSON CARR & HUBER	ENGINEERING	821-100	758	567.00
11/05/2021	GENF	7127(A)	FISHBECK THOMPSON CARR & HUBER	MAINT & REPAIR	931-000	758	846.54
				CHECK GENF 7127(A) TOTAL FOR FUND 216:			4,604.69
11/18/2021	GENF	73715	ASTRO WOOD STAKE INC	MAINT & REPAIR	931-000	758	209.60
11/19/2021	GENF	7148(A)*#	FISHBECK THOMPSON CARR & HUBER	ENGINEERING	821-100	758	1,486.82
11/19/2021	GENF	7148(A)	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - LANDIMP	974-000	901	529.00
				CHECK GENF 7148(A) TOTAL FOR FUND 216:			2,015.82
Total for fund 216 PATHWAYS FUND							7,458.91
FUND 246 - IRF FUND							
11/18/2021	GENF	73734	GR CITY TREASURER	ACCOUNTS RECEIVABLE-DELQ USAGE	040-006	000	8,830.98
11/19/2021	GENF	7148(A)*#	FISHBECK THOMPSON CARR & HUBER	ADMIN ENGINEERING COSTS	821-000	295	92.50
Total for fund 246 IRF							8,923.48
FUND 248 - DDA FUND							
11/04/2021	GENF	73658	AAA LAWN CARE	Holiday lighting at Museum Gardens Park	967-000	170	2,182.00
11/04/2021	GENF	73658	AAA LAWN CARE	Holiday lighting at Tassell Park	967-000	170	2,374.00
				CHECK GENF 73658 TOTAL FOR FUND 248:			4,556.00
11/04/2021	GENF	73676*#	FIRST BANKCARD	CC KORHORN - ICLOUD 50 GB STORAGE	924-100	170	0.99
11/04/2021	GENF	73681*#	THE HOME DEPOT CREDIT SERVICES	MAINT & REPAIR/IMPROVEMENTS	931-000	170	529.68
11/05/2021	GENF	7127(A)*#	FISHBECK THOMPSON CARR & HUBER	ENGINEERING	821-000	170	155.00
11/05/2021	GENF	7127(A)	FISHBECK THOMPSON CARR & HUBER	CAPITAL OUTLAY - LANDIMP	974-000	901	149.00
				CHECK GENF 7127(A) TOTAL FOR FUND 248:			304.00
11/18/2021	GENF	73731*#	FIRST BANKCARD	CC KORHORN -FALL ECONOMIC DEVEL. TOOLBOX	724-000	170	115.00
11/18/2021	GENF	73731	FIRST BANKCARD	DDA - EDUCATION	724-000	170	40.00
11/18/2021	GENF	73731	FIRST BANKCARD	CC KORHORN- ICLOUD 50 GB STORAGE	924-100	170	0.99
				CHECK GENF 73731 TOTAL FOR FUND 248:			155.99
11/18/2021	GENF	73735*#	GRAND RAPIDS CITY TREASURER	DDA -WATER-SEWER	927-000	170	1,969.58
11/18/2021	GENF	73741*#	INTERURBAN TRANSIT PARTNERSHIP	BUS SERVICE 28TH ST	861-100	170	17,665.41
11/18/2021	GENF	73749	MARTHA CUDLIPP BUNDR	SPECIAL PROJECTS	967-000	170	280.00
11/18/2021	GENF	73758*#	MUNIWEB	WEBSITE HOSTING	787-000	170	135.00
11/18/2021	GENF	73771*#	VERIZON WIRELESS	DDA CELL PHONES/ IPADS/ DATA	924-100	170	10.02
11/19/2021	GENF	7148(A)*#	FISHBECK THOMPSON CARR & HUBER	ENGINEERING	821-000	170	375.00
11/19/2021	GENF	7160(A)	THE LIGHT BULB COMPANY	100W METAL HALIDE BULB	931-000	170	1,631.85
11/19/2021	GENF	7160(A)	THE LIGHT BULB COMPANY	S&H	931-000	170	6.50
				CHECK GENF 7160(A) TOTAL FOR FUND 248:			1,638.35
Total for fund 248 DDA							27,620.02

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FUND 249 - BUILDING FUND							
11/04/2021	GENF	73662	BENOIT, BILL	MILEAGE - BENOIT	860-000	371	370.16
11/04/2021	GENF	73663	BIEGALLE, JEFFREY	DEPARTMENT UNIFORMS-PANTS	768-000	371	39.21
11/04/2021	GENF	73663	BIEGALLE, JEFFREY	MILEAGE- BIEGALLE,J	860-000	371	252.00
				CHECK GENF 73663 TOTAL FOR FUND 249:			<u>291.21</u>
11/04/2021	GENF	73667	CASCADE CHARTER TOWNSHIP	PERMITS DUE CASCADE TWP	964-800	964	9,561.45
11/04/2021	GENF	73668	CASCADE CHARTER TOWNSHIP	DUE TO I.R.F.- S&W CONNECTIONS	237-000	000	2,200.00
11/04/2021	GENF	73672	CRAIG SMITH	MILEAGE- CRAIG SMITH	860-000	371	185.92
11/04/2021	GENF	73675*#	DTE ENERGY	HEATING/UTILITY	923-000	371	141.06
11/04/2021	GENF	73676*#	FIRST BANKCARD	CODE BOOKS	757-000	371	594.88
11/04/2021	GENF	73676	FIRST BANKCARD	CC WILSON - MEETING MEAL	862-500	371	22.80
11/04/2021	GENF	73676	FIRST BANKCARD	CC WILSON - J2 EFAX SERVICES	924-000	371	16.95
11/04/2021	GENF	73676	FIRST BANKCARD	CC WILSON - J2 EFAX SERVICES	924-000	371	16.95
				CHECK GENF 73676 TOTAL FOR FUND 249:			<u>651.58</u>
11/04/2021	GENF	73679	GRAND RAPIDS CHARTER TOWNSHIP	PERMITS DUE TO GR TWP	964-300	964	4,290.20
11/04/2021	GENF	73680	DANIEL L HEYER	MILEAGE HEYER	860-000	371	211.68
11/04/2021	GENF	73682	HUYSER, DANIEL A.	MILEAGE- HUYSER	860-000	371	337.12
11/04/2021	GENF	73689	VINCENT MILITO	EDUCATION- MIAM CONFERENCE	724-000	371	350.00
11/04/2021	GENF	73689	VINCENT MILITO	MILEAGE MILITO-	860-000	371	244.16
				CHECK GENF 73689 TOTAL FOR FUND 249:			<u>594.16</u>
11/04/2021	GENF	73698	DOUG POOLMAN	MILEAGE D.POOLMAN	860-000	371	45.36
11/04/2021	GENF	73699	REITSMA, RON	MILEAGE - R.REITSMA	860-000	371	38.08
11/04/2021	GENF	73700	ROWLADER, DENNIS	MILEAGE- D. ROWLADER	860-000	371	185.92
11/04/2021	GENF	73701	RON SABIN	MILEAGE SABIN	860-000	371	255.36
11/04/2021	GENF	73709	JEFFREY C. VANTIL	MILEAGE- JEFF VANTIL	860-000	371	268.24
11/04/2021	GENF	73710	PAUL WESTHOUSE	MILEAGE- P. WESTHOUSE	860-000	371	273.28
11/04/2021	GENF	73711	BRIAN WILSON	MILEAGE WILSON	860-000	371	100.80
11/05/2021	GENF	7122(A)	ADA TOWNSHIP	PERMITS DUE TO ADA TWP	964-400	964	2,906.80
11/05/2021	GENF	7126(A)	EAST GRAND RAPIDS/CITY OF	PERMITS DUE TO EAST GR	964-500	964	3,554.80
11/05/2021	GENF	7129(A)	KONICA MINOLTA BUSINESS SOLUTIONS	SERVICE CONTRACTS	939-000	371	22.20

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11/05/2021	GENF	7130(A)	LOWELL TOWNSHIP	PERMITS DUE TO LOWELL TWP	964-100	964	1,899.20
11/05/2021	GENF	7132(A)	PLAINFIELD CHARTER TOWNSHIP	PERMITS DUE PLAINFIELD	964-600	964	5,280.35
11/05/2021	GENF	7143(A)	VERGENNES TOWNSHIP	PERMITS DUE TO VERGENNES TWP	964-200	964	514.60
11/18/2021	GENF	73717	BENOIT, BILL	DEPARTMENT UNIFORMS- BOOTS & SHOES	768-000	371	188.70
11/18/2021	GENF	73717	BENOIT, BILL	MILEAGE - BENOIT	860-000	371	<u>318.28</u>
				CHECK GENF 73717 TOTAL FOR FUND 249:			506.98
11/18/2021	GENF	73718	BIEGALLE, JEFFREY	MILEAGE- BIEGALLE,J	860-000	371	143.92
11/18/2021	GENF	73725*#	COMCAST	BUILDING PHONES	924-000	371	490.99
11/18/2021	GENF	73726	CRAIG SMITH	MILEAGE- C. SMITH	860-000	371	178.08
11/18/2021	GENF	73729*	FIDELITY SECURITY LIFE INS	VISION INSURANCE BENEFITS	718-000	850	181.08
11/18/2021	GENF	73731*#	FIRST BANKCARD	MEMBERSHIPS AND DUES	723-000	371	145.00
11/18/2021	GENF	73731	FIRST BANKCARD	BOOKS	757-000	371	109.00
11/18/2021	GENF	73731	FIRST BANKCARD	CC WILSON - J2 EFAX SERVICES	924-000	371	10.00
11/18/2021	GENF	73731	FIRST BANKCARD	CC WILSON - J2 EFAX SERVICES	924-000	371	10.00
11/18/2021	GENF	73731	FIRST BANKCARD	CC WILSON - J2 EFAX SERVICES	924-000	371	<u>10.00</u>
				CHECK GENF 73731 TOTAL FOR FUND 249:			284.00
11/18/2021	GENF	73732*#	FIRST BANKCARD	CC ADMIN- BLACK DRUM RPLC UNIT	727-000	371	40.93
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - BLDG DEPT RUBBER BANDS	727-000	371	9.05
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- BLACK TONER	727-000	371	133.78
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- OTTERBOX CASE FOR IPHONE 12	727-000	371	46.85
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - DISPOSABLE FACE MASKS	727-000	371	27.45
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - BLUE COLORED PAPER	727-000	371	6.57
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - (2) HP INKJET BOND PAPER	727-000	371	92.16
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- TONER CARTRIDGE REPLACEMENT	727-000	371	85.95
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- IPHONE FAST CHARGER/ LANYARDS	727-000	371	117.52
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN - DESKTOP CALCULATOR	727-000	371	13.53
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- REFUND	727-000	371	(35.80)
11/18/2021	GENF	73732	FIRST BANKCARD	BLDG DEPT WALL DIRECTORY	787-000	371	394.30
11/18/2021	GENF	73732	FIRST BANKCARD	CC ADMIN- BLDG DEPT TYNELNOL & IB	787-000	371	<u>24.98</u>
				CHECK GENF 73732 TOTAL FOR FUND 249:			957.27
11/18/2021	GENF	73737	DANIEL L HEYER	EDUCATION- MIAM- D. HEYER	724-000	371	350.00
11/18/2021	GENF	73737	DANIEL L HEYER	DEPARTMENT UNIFORMS- BOOTS	768-000	371	238.96
11/18/2021	GENF	73737	DANIEL L HEYER	MILEAGE HEYER	860-000	371	<u>148.40</u>
				CHECK GENF 73737 TOTAL FOR FUND 249:			737.36
11/18/2021	GENF	73739	HUYSER, DANIEL A.	MILEAGE- HUYSER	860-000	371	208.88
11/18/2021	GENF	73740	INTEGRITY BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	727-000	371	135.33
11/18/2021	GENF	73751	MICHIGAN DEPARTMENT OF LICENSING	MEMBERSHIPS AND DUES	723-000	371	25.00
11/18/2021	GENF	73753	VINCENT MILITO	MILEAGE MILITO-	860-000	371	46.48
11/18/2021	GENF	73763	REITSMA, RON	MILEAGE - R.REITSMA	860-000	371	154.56

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11/18/2021	GENF	73765	ROWLADER, DENNIS	MILEAGE- ROWLADER	860-000	371	193.76
11/18/2021	GENF	73766	RON SABIN	MILEAGE SABIN	860-000	371	222.88
11/18/2021	GENF	73770	JEFFREY C. VANTIL	MILEAGE- JEFF VANTIL	860-000	371	273.84
11/18/2021	GENF	73771*#	VERIZON WIRELESS	BLDG CELL PHONES/IPADS/DATA	924-100	371	167.92
11/18/2021	GENF	73772	PAUL WESTHOUSE	MILEAGE- P. WESTHOUSE	860-000	371	224.56
11/18/2021	GENF	73773	BRIAN WILSON	MILEAGE WILSON	860-000	371	96.88
11/19/2021	GENF	60(E)*	WEST MICHIGAN HEALTH INSURANCE POO	HEALTH INSURANCE BENEFITS	719-000	850	15,697.75
11/19/2021	GENF	7147(A)*#	CONSUMERS ENERGY	103036932491 5920 TAHOE DR SE	923-000	371	512.99
11/19/2021	GENF	7154(A)	RICOH USA INC	SERVICE CONTRACTS	939-000	371	64.58
11/19/2021	GENF	7166(A)	WOLVERINE PRINT SOLOUTIONS	BUSINESS CARDS- J. VANTIL	727-000	371	171.00
Total for fund 249 BUILDING FUND							55,855.62

FUND 270 - LIBRARY FUND

11/04/2021	GENF	73675*#	DTE ENERGY	LIBRARY HEATING DTE ENERGY	923-000	790	652.88
11/04/2021	GENF	73690*#	MINER SUPPLY COMPANY	4X6 #261 SUPERSOAKER	931-000	790	172.29
11/04/2021	GENF	73690	MINER SUPPLY COMPANY	3X10 #261 SUPERSOAK	931-000	790	1,615.84
11/04/2021	GENF	73690	MINER SUPPLY COMPANY	3X10 315 RELYONOLEFIN	931-000	790	368.85
CHECK GENF 73690 TOTAL FOR FUND 270:							2,156.98
11/18/2021	GENF	73714*#	ARROWASTE	LIBRARY MAINTENANCE- TRASH/ RECYCLE	931-000	790	170.96
11/18/2021	GENF	73719	BUIST ELECTRIC INC	LIBRARY MAINTENANCE	931-000	790	651.00
11/18/2021	GENF	73720*#	B&V MECHANICAL INC.	LABOR	931-000	790	697.00
11/18/2021	GENF	73720	B&V MECHANICAL INC.	MATERIAL	931-000	790	210.93
11/18/2021	GENF	73720	B&V MECHANICAL INC.	ELECTRICIAN	931-000	790	371.68
CHECK GENF 73720 TOTAL FOR FUND 270:							1,279.61
11/18/2021	GENF	73724*#	CINTAS	LIBRARY MAINTENANCE	931-000	790	305.48
11/18/2021	GENF	73735*#	GRAND RAPIDS CITY TREASURER	LIBRARY WATER-SEWER- FIRE PROTECTION	927-000	790	56.11
11/18/2021	GENF	73735	GRAND RAPIDS CITY TREASURER	LIBRARY WATER-SEWER	927-000	790	818.11
11/18/2021	GENF	73735	GRAND RAPIDS CITY TREASURER	LIBRARY WATER-SEWER- COMM. IRRG	927-000	790	1,199.99
CHECK GENF 73735 TOTAL FOR FUND 270:							2,074.21
11/18/2021	GENF	73754	MINER SUPPLY COMPANY	LIBRARY MAINTENANCE	931-000	790	297.02
11/19/2021	GENF	7151(A)*#	KINGSLAND'S ACE HARDWARE	WASP&HORNET KILLER	931-000	790	8.26
Total for fund 270 LIBRARY FUND							7,596.40

FUND 701 - TRUST & AGENCY

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11/04/2021	GENF	73673	DANIEL KANAAN	PATHWAYS- KANAAN COMMUNICATIONS	250-176	000	500.00
11/18/2021	GENF	73727	DANIEL VERKAIK	8934 52ND STREET - RELEASE PERF. BOND	252-250	000	10,000.00
Total for fund 701 TRUST AND AGENCY							10,500.00

FUND 703 - TAX FUND

11/04/2021	GENF	73686	KENT COUNTY - HEALTH DEPT	KENT COUNTY - DOG LICENSE	222-175	000	356.00
11/04/2021	GENF	73691	DAGLOW LEANNE	DUE TO 41-19-08-251-002	275-000	000	11.60
11/04/2021	GENF	73692	SLOCUM BROOKE	DUE TO 41-19-07-101-050	275-000	000	129.89
11/04/2021	GENF	73704	CASCADE CHARTER TWP	CCT-INTEREST & PENALTY	214-111	000	35.97
11/04/2021	GENF	73704	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	(1.33)
11/04/2021	GENF	73704	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	1,056.83
CHECK GENF 73704 TOTAL FOR FUND 703:							1,091.47
11/04/2021	GENF	73708	STATE OF MICHIGAN	PRE DENIAL INTEREST 411903354002	214-111	000	14.89
11/05/2021	GENF	7134(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	412.22
11/05/2021	GENF	7134(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST OPER	225-411	000	8.24
CHECK GENF 7134(A) TOTAL FOR FUND 703:							420.46
11/05/2021	GENF	7135(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST	225-411	000	3.35
11/05/2021	GENF	7135(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	168.49
CHECK GENF 7135(A) TOTAL FOR FUND 703:							171.84
11/05/2021	GENF	7136(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	7,796.70
11/05/2021	GENF	7136(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST	225-111	000	465.12
11/05/2021	GENF	7136(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	13,768.17
11/05/2021	GENF	7136(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	2,222.22
CHECK GENF 7136(A) TOTAL FOR FUND 703:							24,252.21
11/05/2021	GENF	7137(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	8,060.25
11/05/2021	GENF	7137(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	156.02
CHECK GENF 7137(A) TOTAL FOR FUND 703:							8,216.27
11/05/2021	GENF	7138(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	19,490.65
11/05/2021	GENF	7138(A)	KENT COUNTY TREASURER	KENT COUNTY - PA 105 INTEREST	222-111	000	2.13
11/05/2021	GENF	7138(A)	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	377.26
CHECK GENF 7138(A) TOTAL FOR FUND 703:							19,870.04
11/05/2021	GENF	7139(A)	KENT COUNTY TREASURER-SET	CCT-INTEREST & PENALTY	214-111	000	50.20
11/05/2021	GENF	7139(A)	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST	222-111	000	433.06
11/05/2021	GENF	7139(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	288.85
11/05/2021	GENF	7139(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	26,854.10
11/05/2021	GENF	7139(A)	KENT COUNTY TREASURER-SET	LOWELL SET & OPERATING TAX (COUNTY)	228-001	000	569.72
CHECK GENF 7139(A) TOTAL FOR FUND 703:							28,195.93
11/05/2021	GENF	7140(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	25,688.09
11/05/2021	GENF	7140(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	497.19
CHECK GENF 7140(A) TOTAL FOR FUND 703:							26,185.28

CHECK DISBURSEMENT REPORT FOR CASCADE CHARTER TOWNSHIP
CHECK DATE FROM 11/01/2021 - 11/30/2021

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
11/05/2021	GENF	7141(A)	LOWELL AREA SCHOOLS	LOWELL - INTEREST	226-111	000	7.58
11/05/2021	GENF	7141(A)	LOWELL AREA SCHOOLS	LOWELL - DEBT	226-120	000	332.33
11/05/2021	GENF	7141(A)	LOWELL AREA SCHOOLS	LOWELL BLDG/SITE	226-130	000	46.91
				CHECK GENF 7141(A) TOTAL FOR FUND 703:			386.82
11/18/2021	GENF	73755	CASCADE RAPIDS LLC	DUE TO 41-19-17-201-007	275-000	000	5,473.10
11/18/2021	GENF	73768	CASCADE CHARTER TWP	CCT - OVER/SHORT	214-112	000	(1.31)
11/18/2021	GENF	73768	CASCADE CHARTER TWP	CCT - ADMIN	214-155	000	392.99
				CHECK GENF 73768 TOTAL FOR FUND 703:			391.68
11/19/2021	GENF	7155(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - OPERATING	225-410	000	23.84
11/19/2021	GENF	7155(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST OPER	225-411	000	0.71
				CHECK GENF 7155(A) TOTAL FOR FUND 703:			24.55
11/19/2021	GENF	7156(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - INTEREST	225-411	000	12.48
11/19/2021	GENF	7156(A)	CALEDONIA COMMUNITY SCHOOLS	CALEDONIA - DEBT	225-420	000	609.75
				CHECK GENF 7156(A) TOTAL FOR FUND 703:			622.23
11/19/2021	GENF	7157(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - OPERATING	225-110	000	5,837.28
11/19/2021	GENF	7157(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - INTEREST	225-111	000	382.00
11/19/2021	GENF	7157(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - DEBT	225-120	000	4,334.00
11/19/2021	GENF	7157(A)	FOREST HILLS PUBLIC SCHOOLS	FHPS - RECREATION	225-130	000	699.52
				CHECK GENF 7157(A) TOTAL FOR FUND 703:			11,252.80
11/19/2021	GENF	7158(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES	235-110	000	2,760.79
11/19/2021	GENF	7158(A)	GRAND RAPIDS COMMUNITY COLLEGE	GRCC - TAXES INTEREST	235-111	000	84.48
				CHECK GENF 7158(A) TOTAL FOR FUND 703:			2,845.27
11/19/2021	GENF	7161(A)	KENT COUNTY TREASURER	KENT COUNTY - OPERATING	222-110	000	6,675.89
11/19/2021	GENF	7161(A)	KENT COUNTY TREASURER	KENT COUNTY - INTEREST	222-111	000	204.36
				CHECK GENF 7161(A) TOTAL FOR FUND 703:			6,880.25
11/19/2021	GENF	7162(A)	KENT COUNTY TREASURER-SET	KENT COUNTY - INTEREST	222-111	000	292.98
11/19/2021	GENF	7162(A)	KENT COUNTY TREASURER-SET	CALEDONIA SET & OPERATING TAX (COUNTY)	228-001	000	1,045.29
11/19/2021	GENF	7162(A)	KENT COUNTY TREASURER-SET	FHPS SET & OPERATING TAX (COUNTY)	228-001	000	8,525.94
				CHECK GENF 7162(A) TOTAL FOR FUND 703:			9,864.21
11/19/2021	GENF	7163(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES	234-110	000	8,798.66
11/19/2021	GENF	7163(A)	KENT INTERMEDIATE SCHOOLS	KENT ISD - TAXES INTEREST	234-111	000	269.33
				CHECK GENF 7163(A) TOTAL FOR FUND 703:			9,067.99
Total for fund 703 CURRENT TAX COLLECTION FUND							155,724.78
TOTAL - ALL FUNDS							650,322.20

*#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

#-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Transactions Log for Payroll Deductions
MONTH ENDING: NOVEMBER 2021

Direct Deposit

Date Submitted	<u>11/8/21</u>	Transaction#	<u>BP26YJ9TSE</u>	Amount	<u>\$ 103,614.14</u>
Date Submitted	<u>11/22/21</u>	Transaction#	<u>3E60CEULS1</u>	Amount	<u>\$ 103,284.11</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Deferred Comp

Date Submitted	<u>11/8/21</u>	Transaction#	_____	Amount	<u>\$ 150.00</u>
Date Submitted	<u>11/22/21</u>	Transaction#	_____	Amount	<u>1,078.15</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Payroll Taxes

Date Submitted	<u>11/8/21</u>	Transaction#	<u>82989959</u>	Amount	<u>\$39,796.72</u>
Date Submitted	<u>11/22/21</u>	Transaction#	<u>32818974</u>	Amount	<u>\$ 35,786.85</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

HSA

Date Submitted	<u>11/8/21</u>	Transaction#	<u>KEK6EFTVUF</u>	Amount	<u>\$ 2,458.00</u>
Date Submitted	<u>11/22/21</u>	Transaction#	<u>BTK47FB1T8</u>	Amount	<u>\$ 2,333.00</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

ICMA RC

Date Submitted	<u>11/8/21</u>	Transaction#	<u>C40VNSNM2Y</u>	Amount	<u>\$ 783.51</u>
Date Submitted	<u>11/22/21</u>	Transaction#	<u>J9290NSH15</u>	Amount	<u>\$ 1,184.84</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

MERS DB EE

Date Submitted	<u>11/22/21</u>	Transaction#	_____	Amount	<u>7,178.61</u>
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MERS DB ER

Date Submitted	<u>11/22/21</u>	Transaction#	_____	Amount	<u>19,337</u>
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MERS DC

Date Submitted	<u>11/8/21</u>	Transaction#	<u>113</u>	Amount	<u>\$18,867.13</u>
Date Submitted	<u>11/22/21</u>	Transaction#	<u>114</u>	Amount	<u>16,893.66</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

MERS 457

Date Submitted	<u>11/8/21</u>	Transaction#	<u>22</u>	Amount	<u>\$ 185.00</u>
Date Submitted	<u>11/22/21</u>	Transaction#	<u>23</u>	Amount	<u>\$ 185.00</u>
Date Submitted	_____	Transaction#	_____	Amount	_____

Monthly Check Register - Gross

Date Submitted	<u>11/2</u>	Amount	<u>353,115.72</u>
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Clerk's Office

Date 11/22/21



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546

Date: December 10, 2022
To: Cascade Charter Township Board
From: Supervisor Grace Lesperance
Subject: **2022 Cascade Charter Township Appointments**

Township Board Standing Committee Appointments

Pursuant to the Township's Policies and Procedures for Board Committees (adopted 12/14/16, updated 8/11/21) and after careful consideration, I recommend the appointments below for the 2022 calendar year:

Personnel & Finance Committee: Ken Peirce, Grace Lesperance, Timmy Noordhoek

Infrastructure Committee: John Shipley, Grace Lesperance, Tom McDonald

Public Safety Advisory Committee: John Shipley, Timmy Noordhoek, Jim Koessel

Governance Committee: Sue Slater, Timmy Noordhoek, Ken Peirce

These appointments combine both fresh perspective and continuity. Per the Township's Policies and Procedures for Board Committees and past practice, the Supervisor shall serve as a standing alternative for all committees—only attending the committee meeting in the event that one of the regular members cannot attend.

Parks Committee

Pursuant to the Township's Parks Committee's By-Laws (adopted 12/22/93), I recommend one appointment to the Parks Committee:

Windy Korstange (appointed to three-year term expiring 12/31/24)

Ms. Korstange's concurrent service on the Planning Commission is an important step in creating synergy between our various committees and commissions.

Although two members' terms expire 12/31/21 (Mr. Alan Rowland and Ms. Dawn McDonald), I am offering only one appointment; both Mr. Rowland and Ms. McDonald are term-limited according to the By-Laws. This is necessary to bring the Parks Committee in compliance with its own By-Laws and Rules of Procedures—as the Parks Committee currently has one too many members.

This error occurred because until recently Township staff was apparently unaware of the existence of Parks Committee By-Laws. For the past unknown number of years, and unlike every other Township commission and committee, the Parks Committee operated informally, without set structure such as membership requirements. However, earlier this year, Interim Planning Director Hillbrands found actual Parks Committee By-laws in a box in former Community Development Director Peterson's office.

The newly-found By-Laws lay out clear membership requirements, and like all of this Board's adopted policies, must be followed. As a result, and as noted above, although two members' terms expire 12/31/21, I am offering only one appointment. This will bring the Parks Committee back in compliance with its By-Laws—which mandate five members, with the Supervisor also serving as an ex-officio member. Existing members Wanty, Engel, Reese, and Douglas do not require re-appointment at this time.

I would like to thank Mr. Alan Rowland and Ms. Dawn McDonald for their long-standing service on the Parks Committee. Over the past nine years, both have served enthusiastically. Although term limits serve the important purpose of encouraging fresh faces and fresh ideas, both Mr. Rowland and Ms. McDonald were an important part of the Parks Committee, and will be greatly missed by their fellow members.

Planning Commission Appointments

In compliance with MCL 125.3815, I recommend the following appointments:

Ralph Moxley (re-appointment to three-year term expiring 12/31/24)

Windy Korstange (re-appointment to three-year term, expiring 12/31/24)

Alan Rowland (appointed to fill seat vacated when Mr. Brett Katsma resigned before his third term expired on 12/31/22, term expires 12/31/22)

As a long-time Cascade resident, Mr. Rowland was among the first graduates of Pine Ridge Elementary. He is currently completing his third term on the Parks Committee. His years of

service on that committee will be an asset to both the Planning Commission and the Township as a whole.

On behalf of the entire Board, I extend my appreciation to Mr. Katsma for his ongoing commitment and contribution to Cascade, as evidenced in part by his service on the Planning Commission.

Downtown Development Authority Appointments

Pursuant to MCL 125.4204, I recommend the following appointments to the DDA:

Kristin Carlson (DDA Business Owner/New Appointment. First term expires 12/31/25)

Ms. Carlson is a Cascade resident and business owner. Her business, Bridal Elegance, located at 6865 Cascade Road, occupies the same building that formerly housed the Cascade Fire Station and Township Hall.

Gordon (“Corky”) Reynolds (District Resident. New Appointment. First term expires 12/31/25)

Mr. Reynolds currently resides in the DDA. He also happens to be a long-time Cascade resident and business owner.

These appointments will provide a fresh perspective and broaden community participation. I also greatly appreciate the service rendered to the DDA by Mr. Steve Stephan and Mr. Gary DeWitt, and am confident that their contributions to the DDA’s mission will endure.

Zoning Board of Appeals Appointments

Pursuant to MCL 125.3601, I recommend the following appointments to the Township Zoning Board of Appeals:

Valerie Milliken	(re-appointment to three-year term, expiring 12/31/24)
Louis Berra	(re-appointment to three-year term, expiring 12/31/24)

Board of Review Appointments

I recommend the following appointments to the Board of Review:

John Meyer	(re-appointment to three-year term, expiring 12/31/23)
Barb Manus-Averill	(re-appointment to three-year term, expiring 12/31/23)
Sara Fazio	(re-appointment to three-year term, expiring 12/31/23)

Alternates:

Louis Berra	(re-appointment to three-year term, expiring 12/31/23)
Nancy Hillary	(new appointment to three-year term, expiring 12/31/23)

Thornapple River Special Assessment District Ad-Hoc Committee

Two additional residents have expressed interest in serving on this Ad-Hoc Committee. Both members are long-time Cascade residents and have been actively involved in the SAD process. I recommend the Board approve two additional seats, and offer the following two appointments to this Ad-Hoc Committee:

Paul Strauss
Charles Whitley



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

Date: January 12, 2022
To: Supervisor Lesperance and Township Board Members
From: Ben Swayze, Township Manager
Subject: Stormwater Ordinance – Public Hearing

FACTS:

Cascade Township owns and operates a small municipal separate storm sewer system (MS4) that serves Township owned facilities and parks. An MS4 is a conveyance or system of conveyances that is:

- Owned by a state, city, township, village or other public entity that discharges to waters of the US
- Designed or used to collect or convey stormwater (e.g. storm drains, ditches, pipes)
- Not a combined sewer
- Not part of a sewage treatment plant or publicly owned treatment works

To prevent harmful pollutants from being washed or dumped into MS4's, certain municipalities, such as Cascade Township, are required to obtain National Pollutant Discharge Elimination System (NPDES) permits and develop stormwater management plans (SWMPs) The SWMP describes the stormwater control practices that will be implemented consistent with permit requirements to minimize the discharge of pollutants from the sewer system.

Cascade Township partners with LGROW (Lower Grand River Organization of Watersheds) in order to administer the Township MS4 NPDES permit along with 23 other Kent and Ottawa County organizations. Each community in the group had the opportunity to use the model ordinance and manual with some modifications to suit their specific goals, provided minimum State requirements are met. The proposed ordinance and manual were reviewed and tentatively approved by the Township Board in 2016 and subsequently submitted to the State for review and approval. We have been waiting since then for the State to approve the MS4 permit. That permit was recently approved June 30, 2021. Part of the conditions of the Township MS4 permit is approval of the new stormwater ordinance.

Attached for your review is:

- Stormwater 101 Presentation (presented to the Township Board 8.11.21)
- Approved Cascade Township MS4 NPDES Permit
- Memo from Township Engineer outlining proposed ordinance changes
- Current Cascade Stormwater Ordinance can be found here:
<https://www.cascadetwp.com/reference-desk/ordinances/storm-water>
- Proposed Cascade Stormwater Ordinance

ANALYSIS & CONCLUSIONS:

At the last Township Board meeting, the Township Board set the public hearing for the proposed ordinance. The memo from the Township Engineer should be read in detail to understand what the approval of the new Stormwater Ordinance would entail.

The request for this meeting is just to hold the public hearing to solicit feedback on the proposed ordinance. The final ordinance will be presented to the Board for adoption at a future meeting.

FINANCIAL CONSIDERATIONS:

The adoption of the new Stormwater Ordinance itself comes with minimal costs, including staff time, printing and publishing. The new requirements of the ordinance may increase costs to the Township in regards to regulatory activities and costs for future development projects, however it is difficult at this time to quantify those additional costs.

RECOMMENDED ACTION:

Hold Public Hearing for the consideration of the new Cascade Township Stormwater Ordinance

Stormwater 101 for Elected Officials

Wendy Ogilvie

GRAND VALLEY METRO COUNCIL



*What
goes
down
here...*

*Dump no waste!
Storm drains lead directly to
rivers, lakes, and streams*



www.LGROW.org/stormwater



*...ends
up
here*



Stormwater Runoff Pollutes



Runoff
from Roof

Runoff
from
Gutters

Runoff
from
Street

RUNOFF PICKS UP:

- Pet Waste
- Fertilizers
- Motor Oil
- Detergents
- Chemicals
- Litter

STORMWATER RUNOFF
CARRIES POLLUTANTS
INTO OUR WATERWAYS.

STORMWATER REGULATIONS



Clean Water Act



National Pollutant Discharge
Elimination System (NPDES)



Municipal Separate Storm
Sewer System (MS4)



Phase 2 Permit

MS4

6

MINIMUM CONTROL MEASURES

1

PUBLIC EDUCATION AND OUTREACH

Perform outreach to educate citizens about the impacts that polluted stormwater runoff discharges can have on water quality.

2

PUBLIC PARTICIPATION/ INVOLVEMENT

Provide opportunities for citizens to participate in program development and implementation.

3

ILLICIT DISCHARGE DETECTION AND ELIMINATION

Develop and implement a plan to detect and eliminate illicit discharges to the storm sewer system.

4

CONSTRUCTION SITE RUNOFF CONTROL

Develop, implement, and enforce an erosion and sediment control program for construction activities that disturb 1 or more acres of land.

5

POST CONSTRUCTION RUNOFF CONTROL

Develop, implement, and enforce a program to address discharges from post-construction stormwater runoff from new development and redevelopment areas.

6

POLLUTION PREVENTION/ GOOD HOUSEKEEPING

Develop and implement a program to prevent or reduce pollutant runoff from municipal operations.

UPCOMING PERMIT REQUIREMENTS



WATER QUALITY

- Total Suspended Solids (TSS)
- Treat the first inch of rain (first flush)
- Reduce TSS 80% or below 80 mg/L

CHANNEL PROTECTION

- Large volumes of stormwater over extended periods can lead to channel erosion
- Retain new or additional runoff onsite from the 2-year, 24 hour event
- Infiltrate ALL of that water into the ground



Upon permit issuance, a new stormwater ordinance is required to be adopted. A draft ordinance has already been created for your community.

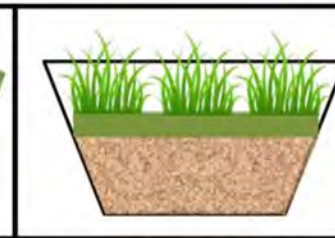
USING GREEN INFRASTRUCTURE

Green Infrastructure

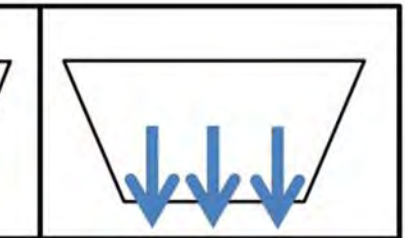
- Infiltrating stormwater by the use of systems such as:



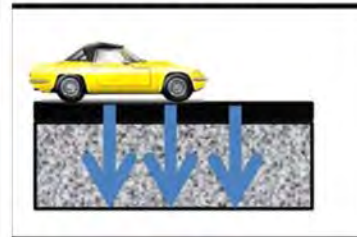
Green Roof



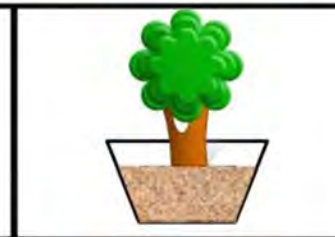
Bioretention Basin



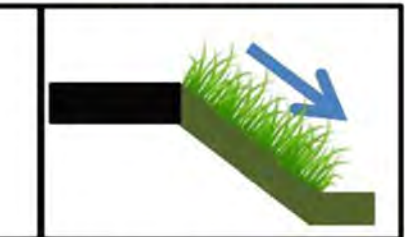
Infiltration Basin



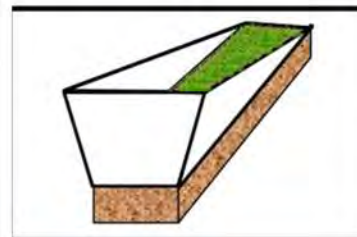
Permeable Pavement



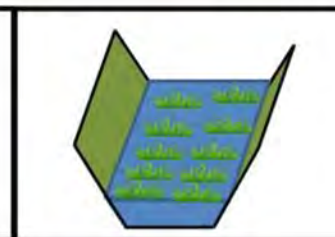
Infiltration Trench/Tree Box



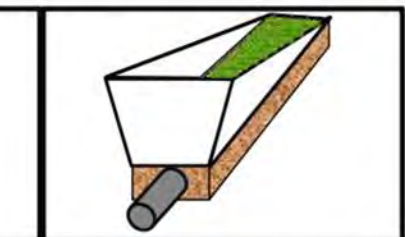
Swale Side Slope



Swale Main Channel



Wet Swale



Swale With Underdrain

USING GREEN INFRASTRUCTURE

Permeable
Pavers



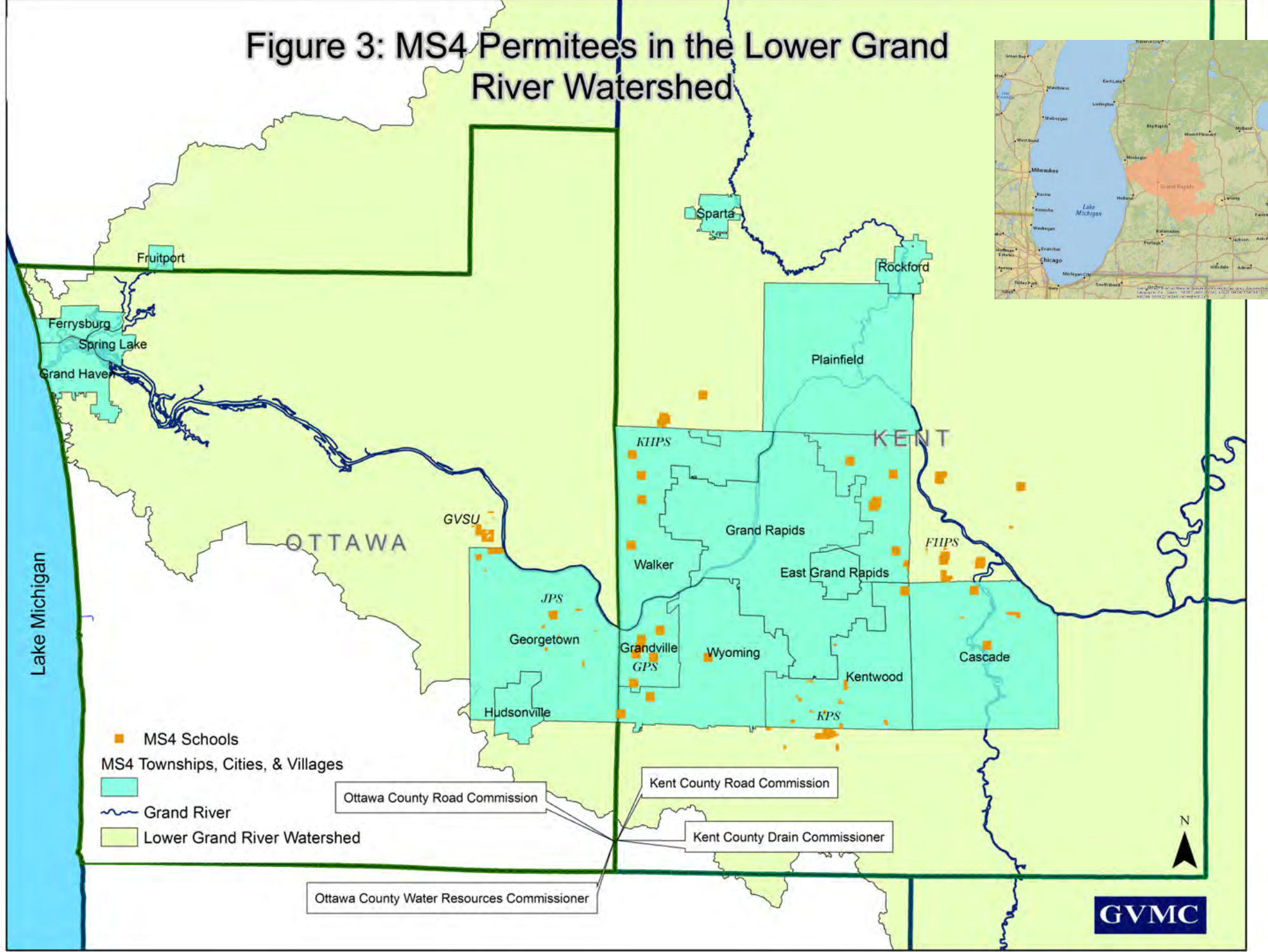
Benefits of using Green Stormwater Infrastructure:

- Reduces flooding and protects property
- Reduces municipal infrastructure costs
- Provides a cost-effective alternative to traditional development (less land clearing, reduced infrastructure, etc.)
- Increases appearance and aesthetics of a community

Curb Cut



Figure 3: MS4 Permittees in the Lower Grand River Watershed



Resources

Cara Decker

Stormwater Program Coordinator

deckerc@gvmc.org

Ph: 616-776-7702

Wendy Ogilvie

Director of Environmental Programs

wendy.ogilvie@gvmc.org

Ph: 616-776-7605

www.lgrow.org/ms4



LOWER GRAND RIVER
ORGANIZATION *of* WATERSHEDS



PERMIT NO. MI0060107



STATE OF MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

AUTHORIZATION TO DISCHARGE UNDER THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM

In compliance with the provisions of the Federal Water Pollution Control Act (33 U.S.C. 1251 *et seq.*, as amended; the "Federal Act"); Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); Part 41, Sewerage Systems, of the NREPA; and Michigan Executive Order 2019-06,

Cascade Charter Township
5920 Tahoe Drive SE
Grand Rapids, MI 49546

is authorized to discharge from the Municipal Separate Storm Sewer System (MS4)

designated as **Cascade Twp MS4-Kent**

to surface waters of the state of Michigan in accordance with effluent limitations, monitoring requirements, and other conditions set forth in this permit.

This permit takes effect on July 1, 2021. This permit is based on a complete application submitted on February 27, 2008, as amended through March 19, 2021.

The provisions of this permit are severable. After notice and opportunity for a hearing, this permit may be modified, suspended, or revoked in whole or in part during its term in accordance with applicable laws and rules. On its effective date this permit shall supersede Certificate of Coverage No. MIG610116, issued on December 17, 2003, which is hereby revoked upon the effective date of this permit.

This permit and the authorization to discharge shall expire at midnight, **October 1, 2023**. In order to receive authorization to discharge beyond the date of expiration, the permittee shall submit an application which contains such information, forms, and fees as are required by the Department of Environment, Great Lakes, and Energy (Department) by **April 4, 2023**.

Issued: June 30, 2021.

Original signed by Christine Alexander
Christine Alexander, Manager
Permits Section
Water Resources Division

PERMIT FEE REQUIREMENTS

In accordance with Section 324.3118 of the NREPA, the permittee shall make payment of an annual storm water fee to the Department for each January 1 the permit is in effect regardless of occurrence of discharge. The permittee shall submit the fee in response to the Department's annual notice. Payment may be made electronically via the Department's MiWaters system. The MiWaters website is located at <https://miwaters.deq.state.mi.us>. Payment shall be submitted or postmarked by March 15 for notices mailed by February 1. Payment shall be submitted or postmarked no later than 45 days after receiving the notice for notices mailed after February 1.

Annual Permit Fee Classification: Municipal Storm Water – Population Range of fewer than 1,000 people

CONTACT INFORMATION

Unless specified otherwise, all contact with the Department required by this permit shall be made to the Grand Rapids District Office of the Water Resources Division. The Grand Rapids District Office is located at State Office Building, Fifth Floor, 350 Ottawa Ave NW, Unit 10, Grand Rapids, MI 49503-2341, Telephone: 616-356-0500, Fax: 616-356-0202.

CONTESTED CASE INFORMATION

Any person who is aggrieved by this permit may file a sworn petition with the Michigan Administrative Hearing System within the Michigan Department of Licensing and Regulatory Affairs, c/o the Michigan Department of Environment, Great Lakes, and Energy, setting forth the conditions of the permit which are being challenged and specifying the grounds for the challenge. The Department of Licensing and Regulatory Affairs may reject any petition filed more than 60 days after issuance as being untimely.

PART I

Section A. Limitations and Monitoring Requirements

1. Authorized Discharges

- a. **Authorized Outfalls and Points of Discharge**
This permit authorizes the discharge of storm water from the permittee's MS4 to the surface waters of the state via the outfalls and points of discharge identified in the permittee's application and as modified in accordance with this permit. Such discharges shall be controlled and monitored by the permittee in accordance with this permit.
- b. **Nested MS4 Discharges**
This permit authorizes the discharge of storm water to surface waters of the state from a nested MS4 owned or operated by public bodies that include, but are not limited to, public school districts; public universities; airports; or county, state, or federal agencies. The permittee may request to modify permit coverage to add or remove a nested MS4 by submitting a request to the Department for approval. Modifications to the permit coverage may result in a permit modification, after opportunity for public comment.
- c. **Discharges Authorized Under Other National Pollutant Discharge Elimination System (NPDES) Permits**
This permit does not prohibit the use of an MS4 for other discharges authorized under other NPDES permits, or equivalent Department approval under the NREPA or the Federal Act.
- d. **Water Quality Requirements**
Discharges from the permittee's MS4 shall not cause or contribute to an exceedance of water quality standards in the receiving waters. This includes, but is not limited to, the requirement set forth in R 323.1050 of the Water Quality Standards stating that the receiving waters shall not have any of the following unnatural physical properties as a result of the discharge, in quantities which are or may become injurious to any designated use: turbidity, color, oil films, floating solids, foams, settleable solids, suspended solids, or deposits.

2. Outfall or Point of Discharge Identified, Constructed, or Installed After Permit Issuance

- a. **Outfall or Point of Discharge Within the Permittee's Regulated Area**
Authorization from the Department is required to discharge storm water to a surface water of the state from an outfall or point of discharge identified, constructed, or installed after issuance but during the term of this permit and located within the permittee's regulated area as identified in the application. For each outfall or point of discharge identified, constructed, or installed after issuance but during the term of this permit, the permittee shall request authorization to discharge storm water by providing the following to the Department in a written request:
 - 1) whether the discharge is from an outfall or point of discharge;
 - 2) the outfall or point of discharge identification number assigned by the permittee;
 - 3) the surface water of the state receiving the discharge from the outfall or point of discharge;
 - 4) a certification statement that the outfall or point of discharge is within the permittee's regulated area as identified in the application;
 - 5) a certification statement that the previously approved Storm Water Management Program (Part I.A.3. of this permit) includes best management practices (BMPs) to comply with the minimum requirements of the permit for the outfall or point of discharge; and

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Section A. Limitations and Monitoring Requirements

- 6) a certification statement that the previously approved Storm Water Management Program (Part I.A.3. of this permit) is being implemented in the area served by the outfall or point of discharge, including having available an up-to-date storm sewer system map required in Part I.A.3.d.1) of this permit.
- b. **Outfall or Point of Discharge Outside the Permittee's Regulated Area**
Authorization from the Department is required to discharge storm water to a surface water of the state from an outfall or point of discharge identified, constructed, or installed after issuance but during the term of this permit and located outside the permittee's regulated area as identified in the application (e.g., area served by an expanded MS4 or area previously served by a combined sewer system that is now separated). For each outfall or point of discharge identified, constructed, or installed after issuance but during the term of this permit, the permittee shall request authorization to discharge storm water by providing the following to the Department in a written request:
- 1) whether the discharge is from an outfall or point of discharge;
 - 2) the outfall or point of discharge identification number assigned by the permittee;
 - 3) the surface water of the state receiving the discharge from the outfall or point of discharge;
 - 4) a map identifying the expanded regulated area served by the permittee's MS4;
 - 5) a certification statement that the previously approved Storm Water Management Program (Part I.A.3. of this permit) includes BMPs to comply with the minimum requirements of the permit for the outfall or point of discharge and expanded regulated area; and
 - 6) a certification statement that the previously approved Storm Water Management Program (Part I.A.3. of this permit) is being implemented in the expanded regulated area served by the outfall or point of discharge, including having available an up-to-date storm sewer system map as required in Part I.A.3.d.1) of this permit.
- c. Upon review of the request to authorize the discharge from an outfall or point of discharge identified, constructed, or installed after issuance but during the term of this permit in accordance with Part I.A.2.a. or Part I.A.2.b. of this permit, the Department may determine that a permit modification is required, after opportunity for public comment. The Department will notify the permittee if a modification is required.

3. Storm Water Management Program (SWMP)

The permittee submitted a SWMP with its application for an NPDES permit. The SWMP is approved as submitted. The permittee shall implement the approved SWMP to comply with the minimum requirements identified in this permit. The SWMP shall cover the area served by, or otherwise contributing to discharges from, the MS4 owned or operated by the permittee identified in the application. The permittee shall implement and enforce the SWMP to reduce the discharge of pollutants from the MS4 to the maximum extent practicable, to protect water quality, and to satisfy the appropriate water quality requirements of the NREPA and the Federal Act. The approved SWMP is an enforceable part of this permit and any Department approved modifications made to the SWMP shall also become enforceable parts of this permit.

- a. **Enforcement Response Procedure (ERP)**
The permittee shall implement the ERP for violations of the permittee's ordinances or regulatory mechanisms identified in the SWMP to the maximum extent practicable. The ERP shall be implemented to compel compliance with the permittee's ordinances and/or regulatory mechanisms and to deter continuing violations.

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The permittee shall track and document all enforcement conducted pursuant to the permittee's ERP. At a minimum, the permittee shall track and document the following: the name of the person responsible for violating the permittee's ordinance or regulatory mechanism; the date and location of the violation; a description of the violation; a description of the enforcement response used; a schedule for returning to compliance; and the date the violation was resolved.

b. Public Participation/Involvement Program (PPP)

The permittee shall implement the PPP to encourage public participation/involvement in the implementation and periodic review of the SWMP to the maximum extent practicable. The permittee shall implement the PPP as part of the SWMP. The permittee has chosen to work collaboratively with watershed or regional partners to implement the PPP or part of the PPP, therefore each permittee working collaboratively is responsible for complying with the PPP as described in the SWMP.

The PPP requires implementation of the following minimum requirements:

- 1) The procedure for making the SWMP available for public inspection and comment, including complying with local public notice requirements, as appropriate; and
- 2) The procedure for inviting public participation and involvement in the implementation and periodic review of the SWMP.

c. Public Education Program (PEP)

The permittee shall implement the PEP as part of the SWMP to the maximum extent practicable. At the minimum, the PEP shall promote, publicize, and facilitate education for the purpose of encouraging the public to reduce the discharge of pollutants in storm water runoff. The PEP shall be implemented to achieve measurable improvements in the public's understanding of storm water pollution and efforts to reduce the impacts of storm water pollution. The permittee has chosen to work collaboratively with watershed or regional partners to implement the PEP or part of the PEP, therefore each permittee working collaboratively is responsible for complying with the PEP as described in the SWMP.

The PEP requires implementation of the following minimum requirements:

- 1) BMPs to address the following PEP topics:
 - (a) Promote public responsibility and stewardship in the permittee's watershed.
 - (b) Inform and educate the public about the connection of the MS4 to area waterbodies and the potential impacts discharges can have on surface waters of the state.
 - (c) Educate the public on illicit discharges and promote public reporting on illicit discharges and improper disposal of materials into the MS4.
 - (d) Promote preferred cleaning materials and procedures for car, pavement, and power washing.
 - (e) Inform and educate the public on proper application and disposal of pesticides, herbicides, and fertilizers.
 - (f) Promote proper disposal practices for grass clippings, leaf litter, and animal wastes that may enter into the MS4.
 - (g) Identify and promote the availability, location, and requirements of facilities for collection or disposal of household hazardous wastes, travel trailer sanitary wastes, chemicals, and motor vehicle fluids.

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- (h) Inform and educate the public on proper septic system care and maintenance, and how to recognize system failure.
- (i) Educate the public on, and promote the benefits of, green infrastructure and Low Impact Development.
- (j) Promote methods for managing riparian lands to protect water quality.
- (k) Identify and educate commercial, industrial, and institutional entities likely to contribute pollutants to storm water runoff.

2) The procedure for determining the overall effectiveness of implementation and the process for modifying the PEP to address ineffective implementation. The Department may determine that a permit modification is required, after opportunity for public comment, based on modifications to the PEP. The Department will notify the permittee if a modification is required.

d. Illicit Discharge Elimination Program (IDEP)

The permittee shall implement and enforce the IDEP to detect and eliminate illicit discharges and connections to the permittee's MS4. The permittee shall implement the IDEP as part of the SWMP to the maximum extent practicable. The permittee has chosen to work collaboratively with watershed or regional partners to implement the IDEP or part of the IDEP, therefore each permittee working collaboratively is responsible for complying with the IDEP as described in the SWMP.

The IDEP requires implementation of the following minimum requirements:

- 1) An available, up-to-date storm sewer system map identifying the following: the storm sewer system, location of all outfalls and points of discharge the permittee owns or operates in the regulated area, and the names and location of all surface waters of the state that receive discharges from the permittee's MS4. The map shall be retained by the permittee and made available to the Department upon request. The map shall be maintained and updated as outfalls and points of discharge are identified, constructed, and installed in accordance with Part I.A.2. of this permit.
- 2) The plan to detect and eliminate non-storm water discharges to the permittee's MS4, including illegal dumping/spills. The plan includes the following:
 - a) A procedure for identifying priority areas for field observations. The permittee shall conduct field observations in accordance with the procedure identifying the priority area(s) developed as part of the IDEP.
 - b) A procedure for conducting field observations, field screening, and source investigations. The permittee shall conduct a field observation in accordance with the procedure during dry-weather at least once during the term of the permit. Field screening and source investigation shall be conducted in accordance with the schedule in the procedure.

Field observations, field screening, and source investigations shall include the following:

- (1) Field Observation – The permittee shall observe the outfall or point of discharge for the following during dry-weather in accordance with the procedure: presence/absence of flow, water clarity, color, odor, floatable materials, deposits/stains on the discharge structure and bank, vegetation condition, structural condition, and biology (e.g. bacterial sheens, algae, and slimes).

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(2) Field Screening – If flow is observed at an outfall or point of discharge, the permittee shall analyze the flow for the indicator parameters identified in the procedure. If the source of an illicit discharge is identified during the field observation, field screening may not be necessary.

(3) Source Investigation – If the source of the illicit discharge was not identified by the field screening, the permittee shall conduct an investigation to identify the source in accordance with the procedure. If the permittee opts to use tracer dyes, the discharge of the dyes shall be authorized in accordance with Part I.A.6. of this permit.

If the permittee is made aware of non-storm water discharges outside the priority areas, illegal dumping/spills, or complaints received, the permittee shall conduct field observations and follow-up field screening and source investigations as appropriate in accordance with the procedure, including the schedule, in the IDEP. The permittee shall immediately report any release of any polluting material which occurs to the surface waters or groundwaters of the state in accordance with Part II.C.7. of this permit.

c) A procedure for responding to illicit discharges and pursuing enforcement action. The permittee shall implement the procedure to respond and pursue enforcement action once the source of the illicit discharge is identified, including the corrective action required to eliminate the illicit discharge. The permittee shall also implement the procedure to respond to illegal spills/dumping. For each illicit discharge not eliminated within 90 days of its discovery, the permittee shall provide, with the next progress report due, a written certification that the illicit discharge was eliminated or a description of how the illicit discharge will be eliminated.

3) The employee training program, which includes the following:

- a) Training on techniques for identifying illicit discharges and connections, including field observations, field screening, and source investigations;
- b) Training on procedures for reporting, responding to, and eliminating an illicit discharge or connection and the proper enforcement response; and
- c) A schedule and requirement for training at least once during the term of the permit for existing staff and within the first year of hire for new staff.

4) The procedure for IDEP evaluation and determining the overall effectiveness of the IDEP.

e. Construction Storm Water Runoff Control Program

The permittee shall implement the construction storm water runoff control program to address areas of construction activity that disturb one (1) or more acres, including projects less than one (1) acre that are part of a larger common plan of development or sale. The permittee shall implement the construction storm water runoff control program as part of the SWMP to the maximum extent practicable.

The construction storm water runoff control program requires implementation of the following minimum requirements:

1) The procedure to notify the Part 91 Agency, or appropriate staff (if the permittee is a Part 91 Agency), when soil or sediment is discharged to the permittee's MS4 from a construction activity.

2) The procedure to notify the Department when soil, sediment, or other pollutants are discharged to the permittee's MS4 from a construction activity.

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3) The procedure for ensuring that construction activity one (1) acre or greater in total earth disturbance with the potential to discharge to the permittee's MS4 obtains a Part 91 permit or is conducted by an approved Authorized Public Agency, as appropriate.

4) The procedure to advise the landowner or recorded easement holder of the State of Michigan Permit by Rule (R 323.2190 of the Part 21 Rules promulgated pursuant to Part 31 of the NREPA).

f. Post-Construction Storm Water Runoff Program

The permittee shall implement and enforce the program to address post-construction storm water runoff from new development and redevelopment projects that disturb one (1) or more acres, including projects less than one (1) acre that are part of a larger common plan of development or sale, and that discharge into the permittee's MS4. The permittee shall implement and enforce the post-construction storm water control program as part of the SWMP, to the maximum extent practicable and in accordance with the approved ordinance or regulatory mechanism.

1) On or before January 1, 2022, the permittee shall adopt the Post-Construction Storm Water Control standard submitted on March 19, 2021 to achieve the post-construction storm water runoff performance standards set forth in a) and b) below at the project site (including projects where the permittee is the project developer). The permittee shall implement and enforce the ordinance requiring implementation of BMPs by the project developer (including the permittee if the permittee is the project developer) to achieve the post-construction storm water runoff performance standards at the project site to the maximum extent practicable.

a) Water Quality Treatment Performance Standard

Treat the runoff generated from 90 percent of all runoff-producing storms. BMPs shall be designed on a site-specific basis to achieve a minimum of 80 percent removal of total suspended solids (TSS) as compared with uncontrolled runoff or a discharge concentration of TSS not to exceed 80 milligrams per liter (mg/l).

b) Channel Protection Performance Standard

The post-construction runoff rate and volume of discharges shall not exceed the pre-development rate and volume for the project site for all storms up to the two-year, 24-hour storm. The permittee is allowed to implement and enforce the ordinance approving extended detention in accordance with the alternative approach. The alternative approach is limited to implementation only where site constrains limit reducing the discharge of stormwater runoff and after the evaluation of all other onsite BMPs, including green infrastructure options identified in the ordinance.

2) The permittee shall implement and enforce the following site-specific requirements as part of meeting the post-construction storm water runoff performance standards set forth in a) and b), above:

a) The procedure for reviewing the use of infiltration BMPs to achieve the performance standards in areas of soil or groundwater contamination in a manner that does not exacerbate existing conditions.

b) The ordinance or regulatory mechanism requiring BMPs to address the associated pollutants in potential hot spots as part of meeting the performance standards. Hot spots include areas with the potential for significant pollutant loading including, but not limited to, the following: gas stations; vehicle maintenance and repair; auto recyclers; recycling centers and scrap yards; landfills; solid waste facilities; and railroads. Hot spots also include areas with the potential for contaminating public water supply intakes.

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3) All structural and vegetative BMPs installed and implemented to meet the performance standards shall be operated and maintained in perpetuity. The permittee shall implement and enforce the ordinance or regulatory mechanism program to ensure long-term operation and maintenance of BMPs.

4) The ordinance or regulatory mechanism and procedures for site plan review and approval for projects that disturb one (1) or more acres, including projects less than one (1) acre that are part of a larger common plan of development or sale, and discharge to the permittee's MS4, including projects where the permittee is the developer. The site plan review and approval shall demonstrate compliance with the performance standards and long-term operation and maintenance requirements of this permit.

g. Pollution Prevention and Good Housekeeping Activities for Municipal Operations

The permittee shall implement the pollution prevention and good housekeeping program with the goal of preventing or reducing pollutant runoff from municipal facilities and operations that discharge storm water to surface waters of the state. The permittee shall implement the program as part of the SWMP to the maximum extent practicable.

1) Municipal Facility and Structural Storm Water Control Inventory

The permittee shall make available to the Department upon request an up-to-date map or maps of the facilities and structural storm water controls owned or operated by the permittee with a discharge to surface waters of the state in the regulated area. In accordance with the procedure for updating and revising the permittee's facility inventory and map(s), the permittee shall submit to the Department the type and location for any new facility obtained or constructed during this permit term with a discharge of storm water to surface waters of the state and the information requested in Part I.A.2. of the permit.

2) Facility-Specific Storm Water Management

The permittee shall implement the BMPs identified in the procedure to prevent or reduce pollutant runoff at each facility the permittee identified as having the medium or low potential to discharge pollutants to surface waters of the state. The permittee shall assess new facilities for the potential to discharge pollutants to surface waters of the state in accordance with the procedure to determine a priority level. High-priority facilities shall include permittee-owned or operated fleet maintenance and storage yards unless a demonstration is submitted and approved by the Department demonstrating how the permittee's fleet maintenance or storage yard has the low potential to discharge pollutants to surface waters of the state. The assessment shall be submitted in writing to the Department for approval within 30 days of ownership or operation of the new facility. The permittee shall certify in writing to the Department that a facility-specific SOP is being implemented within 90 days of ownership or operation of a new high-priority facility. Within 90 days of ownership or operation, the permittee shall certify in writing to the Department that BMPs are being implemented in accordance with the procedure developed to prevent or reduce pollutant runoff at each new medium- or low-priority facility. For new facilities, the Department may determine that a permit modification is required, after opportunity for public comment. The Department will notify the permittee if a modification is required. The permittee shall document all other changes to the facility assessment as part of the progress report and as an update to the procedure.

The facility-specific SOP shall be kept at the site described in the SOP and made available upon request by the Department. The facility-specific SOP for each high-priority facility shall include implementation of the following.

- a) Structural and non-structural storm water controls to prevent or reduce the discharge of pollutants to surface waters of the state.
- b) Up-to-date list of significant materials stored on-site that could pollute storm water with a description of the handling and storage requirements and potential to discharge for each significant material.

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- c) Good housekeeping practices including, but not limited to, maintaining a clean and orderly facility, properly storing and covering materials, and minimizing pollutant sources to prevent or reduce pollutant runoff.
 - d) Routine maintenance and inspections of storm water management and control devices to ensure materials and equipment are clean and orderly and prevent or reduce pollutant runoff. The written report of the inspection and corrective actions shall be retained in accordance with Part II.B.5. of this permit.
 - e) Comprehensive site inspections at least once every six (6) months. The comprehensive site inspection shall include an inspection of all structural storm water controls and a review of non-structural storm water controls to prevent or reduce pollutant runoff. A written report of the inspection and corrective actions shall be retained in accordance with Part II.B.5. of this permit.
- 3) Structural Storm Water Control Operation and Maintenance Activities
- a) The permittee shall implement the procedures for inspecting, cleaning, and maintaining permittee-owned or operated catch basins in the regulated area using the priority level assigned to each catch basin. The permittee shall document changes to the priority level for a catch basin as part of the progress report and as an update to the procedure.

The permittee shall also implement the procedure for dewatering and disposal of materials extracted from the catch basins in accordance with Part 111 (Hazardous Waste), Part 115 (Solid Waste), and Part 121 (Liquid Industrial Waste) of the NREPA.
 - b) The permittee shall implement the procedure for inspecting and maintaining permittee-owned or operated structural storm water controls other than catch basins in the regulated area. The permittee shall document changes to the procedure as part of the progress report and as an update to the procedure.
 - c) The permittee shall implement the procedure requiring that new permittee-owned or operated facilities or structural storm water controls to address water quantity be designed and implemented in accordance with the post-construction storm water runoff performance standards and long-term operation and maintenance requirements in Part I.A.3.f. of this permit.
- 4) Municipal Operations and Maintenance Activities
- a) The permittee shall implement the procedure, including the BMPs identified, to prevent or reduce pollutant runoff from the permittee's operation and maintenance activities identified in the SWMP. The permittee shall document changes to the assessment of operation and maintenance activities for the potential to discharge pollutants to surface waters of the state as part of the progress report and as an update to the procedure.
 - b) The permittee shall implement the procedure for the street sweeping program for permittee-owned or operated streets, parking lots, or other impervious infrastructure in the regulated area using the sweeping methods and assigned priority levels identified in the procedure. The permittee shall document changes to the priority level for a street, parking lot, or other impervious infrastructure as part of the progress report and as an update to the procedure.

The permittee shall also implement the procedure for dewatering and disposal of street sweeper waste material.

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5) Managing Vegetated Properties

The permittee shall implement the procedure requiring the permittee's pesticide applicator to be certified by the State of Michigan as an applicator in the applicable category, to prevent or reduce pollutant runoff from vegetated land.

6) Employee Training

The permittee shall implement the employee training program to train employees involved in implementing pollution prevention and good housekeeping activities. At a minimum, existing staff shall be trained once during the permit cycle and new hire employees within the first year of their hire date.

7) Contractor Requirements and Oversight

The permittee shall implement the procedure requiring contractors hired by the permittee to perform municipal operation and maintenance activities that comply with the permittee's pollution prevention and good housekeeping program and contractor oversight to ensure compliance.

4. SWMP Modifications

a. SWMP Modifications Requested by the Permittee

Modifications to the previously approved SWMP may be requested by the permittee as follows:

1) Modifications adding BMPs (but not replacing, subtracting, or affecting the level of implementation of any other BMP) to the previously approved SWMP may be made by the permittee at any time upon written notification to the Department. Notification shall include a description of the modification, which may include a description of a new BMP with a corresponding measurable goal. Upon notification to the Department, the modification is considered an enforceable part of the approved SWMP.

2) Modifications replacing an ineffective or unfeasible BMP identified in the previously approved SWMP with an alternative BMP may be requested at any time by written notification to the Department. The ineffective or unfeasible BMP identified shall not be replaced in the previously approved SWMP unless the replacement is approved by the Department. Modifications to the previously approved SWMP may result in a permit modification after opportunity for public comment. Such requests shall include the following:

- a) an analysis of why the BMP is ineffective or unfeasible (including cost-prohibitive);
- b) a measurable goal for the replacement BMP; and
- c) an analysis of why the replacement BMP is expected to achieve the intent of the BMP to be replaced.

3) Modifications subtracting an ineffective or unfeasible BMP identified in the previously approved SWMP may be requested by written notification to the Department. The identified BMP shall not be subtracted from the previously approved SWMP unless the subtraction is approved by the Department. Modifications to the previously approved SWMP may result in a permit modification after opportunity for public comment. Such requests shall include the following:

- a) an analysis of why the BMP is ineffective or unfeasible (including cost prohibitive); and
- b) a determination of why the removal of the BMP will not change the permittee's ability to comply with the permit requirements.

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b. Modifications Required by the Department

The Department may require the permittee to modify the SWMP as needed to:

- 1) address contributions from the permittee's MS4 discharge that impair receiving water quality;
- 2) include more stringent requirements necessary to comply with new state or federal statutory or regulatory requirements; and/or
- 3) include such other conditions deemed necessary by the Department to comply with the goals and requirements of the Federal Act or the NREPA, including the requirement to reduce the discharge of pollutants from the MS4 to the maximum extent practicable.

5. Request for Approval to Use Water Treatment Additives

This permit does not authorize the use of any water treatment additive without prior written approval from the Department. Such approval is authorized under separate correspondence. Water treatment additives include any materials that are added to water used at the facility, or to wastewater generated by the facility, to condition or treat the water. Permittees proposing to use water treatment additives, including a proposed increased concentration of a previously approved water treatment additive, shall submit a request for approval via the Department's MiWaters system. The MiWaters website is located at <https://miwaters.deq.state.mi.us>. Instructions for submitting such a request may be obtained at <http://www.michigan.gov/npdes> (near the bottom of that page, click on one or both of the links located under the Water Treatment Additives banner). Additional monitoring and reporting may be required as a condition of approval to use the water treatment additive.

A request for approval to use water treatment additives shall include all of the following usage and discharge information for each water treatment additive proposed to be used:

- a. The Safety Data Sheet (SDS);
- b. Ingredient information, including the name of each ingredient, CAS number for each ingredient, and fractional content by weight for each ingredient;
- c. The proposed water treatment additive discharge concentration with supporting calculations;
- d. The discharge frequency (i.e., number of hours per day and number of days per year);
- e. The outfall(s) and monitoring point(s) from which the water treatment additive is to be discharged;
- f. The type of removal treatment, if any, that the water treatment additive receives prior to discharge;
- g. The water treatment additive's function (i.e., microbiocide, flocculant, etc.);
- h. The SDS shall include a 48-hour LC50 or EC50 for a North American freshwater planktonic crustacean (either *Ceriodaphnia* sp., *Daphnia* sp., or *Simocephalus* sp.); The results shall be based on the whole water treatment additive, shall not be results based on a similar product, and shall not be estimated; and
- i. The SDS shall include the results of a toxicity test for one (1) other North American freshwater aquatic species (other than a planktonic crustacean) that meets a minimum requirement of R 323.1057(2) of the Water Quality Standards. The results shall be based on the whole water treatment additive, shall not be results based on a similar product, and shall not be estimated. Examples of tests that would meet this requirement include a 96-hour LC50 for rainbow trout, bluegill, or fathead minnow.

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6. Tracer Dye Discharges

This permit does not authorize the discharge of tracer dyes without approval from the Department. Requests to discharge tracer dyes shall be submitted to the Department in accordance with Rule 1097 (R 323.1097 of the Michigan Administrative Code).

7. Storm Water Program Manager (Facility Contact)

The "Facility Contact" was specified in the application. The permittee may replace the facility contact at any time, and shall notify the Department in writing within 10 days after replacement (including the name, address and telephone number of the new facility contact).

- a. The facility contact shall be (or a duly authorized representative of this person):
 - for a corporation, a principal executive officer of at least the level of vice president; or a designated representative if the representative is responsible for the overall operation of the facility from which the discharge originates, as described in the permit application or other NPDES form,
 - for a partnership, a general partner,
 - for a sole proprietorship, the proprietor, or
 - for a municipal, state, or other public facility, either a principal executive officer, the mayor, village president, city or village manager or other duly authorized employee.
- b. A person is a duly authorized representative only if:
 - the authorization is made in writing to the Department by a person described in paragraph a. of this section; and
 - the authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the facility (a duly authorized representative may thus be either a named individual or any individual occupying a named position).

Nothing in this section obviates the permittee from properly submitting reports and forms as required by law.

PART I**Section B. Program Assessment and Reporting****1. Progress Reports**

Progress reports shall be submitted on or before October 1, 2021, April 1, 2023 and on or before April 1 every two (2) years following. The Department may approve alternate dates for progress report submittal if requested and adequately justified by the permittee. Each progress report shall contain the following information for the entire period that has elapsed since the last progress report submittal (i.e., the reporting cycle):

a. Compliance Assessment

The permittee shall describe the status of compliance with the approved SWMP identified in Part I.A.3 of this permit. The permittee shall assess and describe the appropriateness of the BMPs identified in the SWMP. The report shall describe the progress made towards achieving the identified measurable goals for each of the BMPs, and specific evaluation criteria as follows:

1) For the PEP, provide a summary of the evaluation of the overall effectiveness of the PEP, using the evaluation methods described in the PEP.

2) For the IDEP, provide a summary of the evaluation and determination of the overall effectiveness of the IDEP, using the evaluation methods described in the IDEP. For each illicit discharge that was not eliminated within 90 days of its discovery the permittee shall provide a written certification that the illicit discharge was eliminated or a description of how the illicit discharge will be eliminated.

3) If applicable, the permittee shall submit to the Department any new outfall or point of discharge information as required in Part I.A.2. of this permit.

b. Data and Results

The permittee shall provide a summary of all of the information collected and analyzed, including monitoring data, if any, during the reporting cycle.

c. Upcoming Activities

The permittee shall provide a summary of the BMPs to be implemented during the next reporting cycle.

d. Changes to BMPs and Measurable Goals

The permittee shall describe any changes to BMPs or measurable goals in the approved SWMP. In accordance with the permit, these changes will be reviewed to determine if a permit modification is necessary. The Department will notify the permittee if a permit modification is required.

e. Notice of Changes in Nested Jurisdiction Agreements

The permittee shall identify any nested jurisdictions that enter into or terminate permit agreements with the permittee which were not identified in the SWMP. The permittee may request to modify the permit coverage to add or remove a nested MS4 by submitting a request to the Department for approval in accordance with Part I.A.1.b. of this permit. Modifications to the permit coverage may result in a permit modification, after opportunity for public comment.

f. Required Signatures

All reports required by this permit, and other information requested by the Department, shall be signed by either a principal executive officer or ranking elected official, or by a duly authorized representative of that person in accordance with 40 CFR 122.22(b).

PART II

Part II may include terms and /or conditions not applicable to discharges covered under this permit.

Section A. Definitions

Acute toxic unit (TU_A) means $100/LC_{50}$ where the LC_{50} is determined from a whole effluent toxicity (WET) test which produces a result that is statistically or graphically estimated to be lethal to 50% of the test organisms.

Annual monitoring frequency refers to a calendar year beginning on January 1 and ending on December 31. When required by this permit, an analytical result, reading, value or observation shall be reported for that period if a discharge occurs during that period.

Authorized public agency means a state, local, or county agency that is designated pursuant to the provisions of Section 9110 of Part 91, Soil and Sedimentation Control, of the NREPA, to implement soil erosion and sedimentation control requirements with regard to construction activities undertaken by that agency.

Best management practices (BMPs) means structural devices or nonstructural practices that are designed to prevent pollutants from entering into storm water, to direct the flow of storm water, or to treat polluted storm water.

Bioaccumulative chemical of concern (BCC) means a chemical which, upon entering the surface waters, by itself or as its toxic transformation product, accumulates in aquatic organisms by a human health bioaccumulation factor of more than 1000 after considering metabolism and other physiochemical properties that might enhance or inhibit bioaccumulation. The human health bioaccumulation factor shall be derived according to R 323.1057(5). Chemicals with half-lives of less than 8 weeks in the water column, sediment, and biota are not BCCs. The minimum bioaccumulation concentration factor (BAF) information needed to define an organic chemical as a BCC is either a field-measured BAF or a BAF derived using the biota-sediment accumulation factor (BSAF) methodology. The minimum BAF information needed to define an inorganic chemical as a BCC, including an organometal, is either a field-measured BAF or a laboratory-measured bioconcentration factor (BCF). The BCCs to which these rules apply are identified in Table 5 of R 323.1057 of the Water Quality Standards.

Biosolids are the solid, semisolid, or liquid residues generated during the treatment of sanitary sewage or domestic sewage in a treatment works. This includes, but is not limited to, scum or solids removed in primary, secondary, or advanced wastewater treatment processes and a derivative of the removed scum or solids.

Bulk biosolids means biosolids that are not sold or given away in a bag or other container for application to a lawn or home garden.

Certificate of Coverage (COC) is a document, issued by the Department, which authorizes a discharge under a general permit.

Chronic toxic unit (TU_C) means $100/MATC$ or $100/IC_{25}$, where the maximum acceptable toxicant concentration (MATC) and IC_{25} are expressed as a percent effluent in the test medium.

Class B biosolids refers to material that has met the Class B pathogen reduction requirements or equivalent treatment by a Process to Significantly Reduce Pathogens (PSRP) in accordance with the Part 24 Rules, Land Application of Biosolids, promulgated under Part 31 of the NREPA. Processes include aerobic digestion, composting, anaerobic digestion, lime stabilization and air drying.

Combined sewer system is a sewer system in which storm water runoff is combined with sanitary wastes.

Continuous monitoring refers to sampling/readings that occur at regular and consistent intervals throughout a 24-hour period and at a frequency sufficient to capture data that are representative of the discharge. The maximum acceptable interval between samples/readings shall be one (1) hour.

PART II**Section A. Definitions****Daily concentration**

FOR PARAMETERS OTHER THAN pH, DISSOLVED OXYGEN, TEMPERATURE, AND CONDUCTIVITY – Daily concentration is the sum of the concentrations of the individual samples of a parameter taken within a calendar day divided by the number of samples taken within that calendar day. The daily concentration will be used to determine compliance with any maximum and minimum daily concentration limitations. For guidance and examples showing how to perform calculations using results below quantification levels, see the document entitled “Reporting Results Below Quantification,” available at https://www.michigan.gov/documents/deq/wrd-npdes-results-quantification_620791_7.pdf.

FOR pH, DISSOLVED OXYGEN, TEMPERATURE, AND CONDUCTIVITY – The daily concentration used to determine compliance with maximum daily pH, temperature, and conductivity limitations is the highest pH, temperature, and conductivity readings obtained within a calendar day. The daily concentration used to determine compliance with minimum daily pH and dissolved oxygen limitations is the lowest pH and dissolved oxygen readings obtained within a calendar day.

Daily loading is the total discharge by weight of a parameter discharged during any calendar day. This value is calculated by multiplying the daily concentration by the total daily flow and by the appropriate conversion factor. The daily loading will be used to determine compliance with any maximum daily loading limitations. When required by the permit, report the maximum calculated daily loading for the month in the “MAXIMUM” column under “QUANTITY OR LOADING” on the DMRs.

Daily monitoring frequency refers to a 24-hour day. When required by this permit, an analytical result, reading, value or observation shall be reported for that period if a discharge occurs during that period.

Department means the Michigan Department of Environment, Great Lakes, and Energy.

Detection level means the lowest concentration or amount of the target analyte that can be determined to be different from zero by a single measurement at a stated level of probability.

Discharge means the addition of any waste, waste effluent, wastewater, pollutant, or any combination thereof to any surface water of the state.

EC₅₀ means a statistically or graphically estimated concentration that is expected to cause 1 or more specified effects in 50% of a group of organisms under specified conditions.

Fecal coliform bacteria monthly

FOR WWSLs THAT COLLECT AND STORE WASTEWATER AND ARE AUTHORIZED TO DISCHARGE ONLY IN THE SPRING AND/OR FALL ON AN INTERMITTENT BASIS – Fecal coliform bacteria monthly is the geometric mean of all daily concentrations determined during a discharge event. Days on which no daily concentration is determined shall not be used to determine the calculated monthly value. The calculated monthly value will be used to determine compliance with the maximum monthly fecal coliform bacteria limitations. When required by the permit, report the calculated monthly value in the “AVERAGE” column under “QUALITY OR CONCENTRATION” on the DMR. If the period in which the discharge event occurred was partially in each of two months, the calculated monthly value shall be reported on the DMR of the month in which the last day of discharge occurred.

FOR ALL OTHER DISCHARGES – Fecal coliform bacteria monthly is the geometric mean of all daily concentrations determined during a reporting month. Days on which no daily concentration is determined shall not be used to determine the calculated monthly value. The calculated monthly value will be used to determine compliance with the maximum monthly fecal coliform bacteria limitations. When required by the permit, report the calculated monthly value in the “AVERAGE” column under “QUALITY OR CONCENTRATION” on the DMR.

PART II**Section A. Definitions****Fecal coliform bacteria 7-day**

FOR WWSLs THAT COLLECT AND STORE WASTEWATER AND ARE AUTHORIZED TO DISCHARGE ONLY IN THE SPRING AND/OR FALL ON AN INTERMITTENT BASIS – Fecal coliform bacteria 7-day is the geometric mean of the daily concentrations determined during any 7 consecutive days of discharge during a discharge event. If the number of daily concentrations determined during the discharge event is less than 7 days, the number of actual daily concentrations determined shall be used for the calculation. Days on which no daily concentration is determined shall not be used to determine the value. The calculated 7-day value will be used to determine compliance with the maximum 7-day fecal coliform bacteria limitations. When required by the permit, report the maximum calculated 7-day geometric mean value for the month in the “MAXIMUM” column under “QUALITY OR CONCENTRATION” on the DMRs. If the 7-day period was partially in each of two months, the value shall be reported on the DMR of the month in which the last day of discharge occurred.

FOR ALL OTHER DISCHARGES – Fecal coliform bacteria 7-day is the geometric mean of the daily concentrations determined during any 7 consecutive days in a reporting month. If the number of daily concentrations determined is less than 7, the actual number of daily concentrations determined shall be used for the calculation. Days on which no daily concentration is determined shall not be used to determine the value. The calculated 7-day value will be used to determine compliance with the maximum 7-day fecal coliform bacteria limitations. When required by the permit, report the maximum calculated 7-day geometric mean for the month in the “MAXIMUM” column under “QUALITY OR CONCENTRATION” on the DMRs. The first calculation shall be made on day 7 of the reporting month, and the last calculation shall be made on the last day of the reporting month.

Flow-proportioned sample is a composite sample with the sample volume proportional to the effluent flow.

General permit means an NPDES permit authorizing a category of similar discharges.

Geometric mean is the average of the logarithmic values of a base 10 data set, converted back to a base 10 number.

Grab sample is a single sample taken at neither a set time nor flow.

IC₂₅ means the toxicant concentration that would cause a 25% reduction in a nonquantal biological measurement for the test population.

Illicit connection means a physical connection to a municipal separate storm sewer system that primarily conveys non-storm water discharges other than uncontaminated groundwater into the storm sewer; or a physical connection not authorized or permitted by the local authority, where a local authority requires authorization or a permit for physical connections.

Illicit discharge means any discharge to, or seepage into, a municipal separate storm sewer system that is not composed entirely of storm water or uncontaminated groundwater. Illicit discharges include non-storm water discharges through pipes or other physical connections; dumping of motor vehicle fluids, household hazardous wastes, domestic animal wastes, or litter; collection and intentional dumping of grass clippings or leaf litter; or unauthorized discharges of sewage, industrial waste, restaurant wastes, or any other non-storm water waste directly into a separate storm sewer.

Individual permit means a site-specific NPDES permit.

Inlet means a catch basin, roof drain, conduit, drain tile, retention pond riser pipe, sump pump, or other point where storm water or wastewater enters into a closed conveyance system prior to discharge off site or into waters of the state.

PART II

Section A. Definitions

Interference is a discharge which, alone or in conjunction with a discharge or discharges from other sources, both: 1) inhibits or disrupts a POTW, its treatment processes or operations, or its sludge processes, use or disposal; and 2) therefore, is a cause of a violation of any requirement of the POTW's NPDES permit (including an increase in the magnitude or duration of a violation) or, of the prevention of sewage sludge use or disposal in compliance with the following statutory provisions and regulations or permits issued thereunder (or more stringent state or local regulations): Section 405 of the Clean Water Act, the Solid Waste Disposal Act (SWDA) (including Title II, more commonly referred to as the Resource Conservation and Recovery Act (RCRA), and including state regulations contained in any state sludge management plan prepared pursuant to Subtitle D of the SWDA), the Clean Air Act, the Toxic Substances Control Act, and the Marine Protection, Research and Sanctuaries Act. [This definition does not apply to sample matrix interference].

Land application means spraying or spreading biosolids or a biosolids derivative onto the land surface, injecting below the land surface, or incorporating into the soil so that the biosolids or biosolids derivative can either condition the soil or fertilize crops or vegetation grown in the soil.

LC₅₀ means a statistically or graphically estimated concentration that is expected to be lethal to 50% of a group of organisms under specified conditions.

Maximum acceptable toxicant concentration (MATC) means the concentration obtained by calculating the geometric mean of the lower and upper chronic limits from a chronic test. A lower chronic limit is the highest tested concentration that did not cause the occurrence of a specific adverse effect. An upper chronic limit is the lowest tested concentration which did cause the occurrence of a specific adverse effect and above which all tested concentrations caused such an occurrence.

Maximum extent practicable means implementation of best management practices by a public body to comply with an approved storm water management program as required by a national permit for a municipal separate storm sewer system, in a manner that is environmentally beneficial, technically feasible, and within the public body's legal authority.

MBTU/hr means million British Thermal Units per hour.

MGD means million gallons per day.

Monthly concentration is the sum of the daily concentrations determined during a reporting period divided by the number of daily concentrations determined. The calculated monthly concentration will be used to determine compliance with any maximum monthly concentration limitations. Days with no discharge shall not be used to determine the value. When required by the permit, report the calculated monthly concentration in the "AVERAGE" column under "QUALITY OR CONCENTRATION" on the DMR.

For minimum percent removal requirements, the monthly influent concentration and the monthly effluent concentration shall be determined. The calculated monthly percent removal, which is equal to 100 times the quantity [1 minus the quantity (monthly effluent concentration divided by the monthly influent concentration)], shall be reported in the "MINIMUM" column under "QUALITY OR CONCENTRATION" on the DMRs.

Monthly loading is the sum of the daily loadings of a parameter divided by the number of daily loadings determined during a reporting period. The calculated monthly loading will be used to determine compliance with any maximum monthly loading limitations. Days with no discharge shall not be used to determine the value. When required by the permit, report the calculated monthly loading in the "AVERAGE" column under "QUANTITY OR LOADING" on the DMR.

Monthly monitoring frequency refers to a calendar month. When required by this permit, an analytical result, reading, value or observation shall be reported for that period if a discharge occurs during that period.

Municipal separate storm sewer means a conveyance or system of conveyances designed or used for collecting or conveying storm water which is not a combined sewer and which is not part of a POTW as defined in the Code of Federal Regulations at 40 CFR 122.2.

PART II

Section A. Definitions

Municipal separate storm sewer system (MS4) means all separate storm sewers that are owned or operated by the United States, a state, city, village, township, county, district, association, or other public body created by or pursuant to state law, having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under state law, such as a sewer district, flood control district, or drainage district, or similar entity, or a designated or approved management agency under Section 208 of the Clean Water Act that discharges to the waters of the state. This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings.

National Pretreatment Standards are the regulations promulgated by or to be promulgated by the Federal Environmental Protection Agency pursuant to Section 307(b) and (c) of the Clean Water Act. The standards establish nationwide limits for specific industrial categories for discharge to a POTW.

No observed adverse effect level (NOAEL) means the highest tested dose or concentration of a substance which results in no observed adverse effect in exposed test organisms where higher doses or concentrations result in an adverse effect.

Noncontact cooling water is water used for cooling which does not come into direct contact with any raw material, intermediate product, by-product, waste product or finished product.

Nondomestic user is any discharger to a POTW that discharges wastes other than or in addition to water-carried wastes from toilet, kitchen, laundry, bathing or other facilities used for household purposes.

Nonstructural controls are practices or procedures implemented by employees at a facility to manage storm water or to prevent contamination of storm water.

NPDES means National Pollutant Discharge Elimination System.

Outfall is the location at which a point source discharge first enters a surface water of the state.

Part 91 agency means an agency that is designated by a county board of commissioners pursuant to the provisions of Section 9105 of Part 91 of the NREPA; an agency that is designated by a city, village, or township in accordance with the provisions of Section 9106 of Part 91 of the NREPA; or the Department for soil erosion and sedimentation control activities under Part 615, Supervisor of Wells; Part 631, Reclamation of Mining Lands; or Part 632, Nonferrous Metallic Mineral Mining, of the NREPA, pursuant to the provisions of Section 9115 of Part 91 of the NREPA.

Part 91 permit means a soil erosion and sedimentation control permit issued by a Part 91 agency pursuant to the provisions of Part 91 of the NREPA.

Partially treated sewage is any sewage, sewage and storm water, or sewage and wastewater, from domestic or industrial sources that is treated to a level less than that required by the permittee's NPDES permit, or that is not treated to national secondary treatment standards for wastewater, including discharges to surface waters from retention treatment facilities.

Point of discharge is the location of a point source discharge where storm water is discharged directly into a separate storm sewer system.

Point source discharge means a discharge from any discernible, confined, discrete conveyance, including but not limited to any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, or rolling stock. Changing the surface of land or establishing grading patterns on land will result in a point source discharge where the runoff from the site is ultimately discharged to waters of the state.

Polluting material means any material, in solid or liquid form, identified as a polluting material under the Part 5 Rules, Spillage of Oil and Polluting Materials, promulgated under Part 31 of the NREPA (R 324.2001 through R 324.2009 of the Michigan Administrative Code).

PART II**Section A. Definitions**

POTW is a publicly owned treatment work.

Predevelopment is the last land use prior to the planned new development or redevelopment.

Pretreatment is reducing the amount of pollutants, eliminating pollutants, or altering the nature of pollutant properties to a less harmful state prior to discharge into a public sewer. The reduction or alteration can be by physical, chemical, or biological processes, process changes, or by other means. Dilution is not considered pretreatment unless expressly authorized by an applicable National Pretreatment Standard for a particular industrial category.

Public (as used in the MS4 individual permit) means all persons who potentially could affect the authorized storm water discharges, including, but not limited to, residents, visitors to the area, public employees, businesses, industries, and construction contractors and developers.

Public body means the United States; the state of Michigan; a city, village, township, county, school district, public college or university, or single-purpose governmental agency; or any other body which is created by federal or state statute or law.

Qualified Personnel means an individual who meets qualifications acceptable to the Department and who is authorized by an Industrial Storm Water Certified Operator to collect the storm water sample.

Qualifying storm event means a storm event causing greater than 0.1 inch of rainfall and occurring at least 72 hours after the previous measurable storm event that also caused greater than 0.1 inch of rainfall. Upon request, the Department may approve an alternate definition meeting the condition of a qualifying storm event.

Quantification level means the measurement of the concentration of a contaminant obtained by using a specified laboratory procedure calculated at a specified concentration above the detection level. It is considered the lowest concentration at which a particular contaminant can be quantitatively measured using a specified laboratory procedure for monitoring of the contaminant.

Quarterly monitoring frequency refers to a three month period, defined as January through March, April through June, July through September, and October through December. When required by this permit, an analytical result, reading, value or observation shall be reported for that period if a discharge occurs during that period.

Regional Administrator is the Region 5 Administrator, U.S. EPA, located at R-19J, 77 W. Jackson Blvd., Chicago, Illinois 60604.

Regulated area means the permittee's urbanized area, where urbanized area is defined as a place and its adjacent densely-populated territory that together have a minimum population of 50,000 people as defined by the United States Bureau of the Census and as determined by the latest available decennial census.

Secondary containment structure means a unit, other than the primary container, in which significant materials are packaged or held, which is required by state or federal law to prevent the escape of significant materials by gravity into sewers, drains, or otherwise directly or indirectly into any sewer system or to the surface waters or groundwaters of the state.

Separate storm sewer system means a system of drainage, including, but not limited to, roads, catch basins, curbs, gutters, parking lots, ditches, conduits, pumping devices, or man-made channels, which is not a combined sewer where storm water mixes with sanitary wastes, and is not part of a POTW.

Significant industrial user is a nondomestic user that: 1) is subject to Categorical Pretreatment Standards under 40 CFR 403.6 and 40 CFR Chapter I, Subchapter N; or 2) discharges an average of 25,000 gallons per day or more of process wastewater to a POTW (excluding sanitary, noncontact cooling and boiler blowdown wastewater); contributes a process waste stream which makes up five (5) percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or is designated as such by the permittee as defined in 40 CFR 403.12(a) on the basis that the industrial user has a reasonable potential for adversely affecting the POTW's treatment plant operation or violating any pretreatment standard or requirement (in

PART II

Section A. Definitions

accordance with 40 CFR 403.8(f)(6)).

Significant materials means any material which could degrade or impair water quality, including but not limited to: raw materials; fuels; solvents, detergents, and plastic pellets; finished materials such as metallic products; hazardous substances designated under Section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) (see 40 CFR 372.65); any chemical the facility is required to report pursuant to Section 313 of Emergency Planning and Community Right-to-Know Act (EPCRA); polluting materials as identified under the Part 5 Rules (R 324.2001 through R 324.2009 of the Michigan Administrative Code); Hazardous Wastes as defined in Part 111, Hazardous Waste Management, of the NREPA; fertilizers; pesticides; and waste products such as ashes, slag, and sludge that have the potential to be released with storm water discharges.

Significant spills and significant leaks means any release of a polluting material reportable under the Part 5 Rules (R 324.2001 through R 324.2009 of the Michigan Administrative Code).

Special-use area means storm water discharges for which the Department has determined that additional monitoring is needed from: secondary containment structures required by state or federal law; lands on Michigan's List of Sites of Environmental Contamination pursuant to Part 201, Environmental Remediation, of the NREPA; and/or areas with other activities that may contribute pollutants to the storm water.

Stoichiometric means the quantity of a reagent calculated to be necessary and sufficient for a given chemical reaction.

Storm water means storm water runoff, snow melt runoff, surface runoff and drainage, and non-storm water included under the conditions of this permit.

Storm water discharge point is the location where the point source discharge of storm water is directed to surface waters of the state or to a separate storm sewer. It includes the location of all point source discharges where storm water exits the facility, including *outfalls* which discharge directly to surface waters of the state, and *points of discharge* which discharge directly into separate storm sewer systems.

Structural controls are physical features or structures used at a facility to manage or treat storm water.

SWPPP means the Storm Water Pollution Prevention Plan prepared in accordance with this permit.

Tier I value means a value for aquatic life, human health or wildlife calculated under R 323.1057 of the Water Quality Standards using a tier I toxicity database.

Tier II value means a value for aquatic life, human health or wildlife calculated under R 323.1057 of the Water Quality Standards using a tier II toxicity database.

Total maximum daily loads (TMDLs) are required by the Clean Water Act for waterbodies that do not meet water quality standards. TMDLs represent the maximum daily load of a pollutant that a waterbody can assimilate and meet water quality standards, and an allocation of that load among point sources, nonpoint sources, and a margin of safety.

Toxicity reduction evaluation (TRE) means a site-specific study conducted in a stepwise process designed to identify the causative agents of effluent toxicity, isolate the sources of toxicity, evaluate the effectiveness of toxicity control options, and then confirm the reduction in effluent toxicity.

Water Quality Standards means the Part 4 Water Quality Standards promulgated pursuant to Part 31 of the NREPA, being R 323.1041 through R 323.1117 of the Michigan Administrative Code.

Weekly monitoring frequency refers to a calendar week which begins on Sunday and ends on Saturday. When required by this permit, an analytical result, reading, value or observation shall be reported for that period if a discharge occurs during that period.

WWSL is a wastewater stabilization lagoon.

PART II**Section A. Definitions**

WWSL discharge event is a discrete occurrence during which effluent is discharged to the surface water up to 10 days of a consecutive 14 day period.

3-portion composite sample is a sample consisting of three equal-volume grab samples collected at equal intervals over an 8-hour period.

7-day concentration

FOR WWSLs THAT COLLECT AND STORE WASTEWATER AND ARE AUTHORIZED TO DISCHARGE ONLY IN THE SPRING AND/OR FALL ON AN INTERMITTENT BASIS – The 7-day concentration is the sum of the daily concentrations determined during any 7 consecutive days of discharge during a WWSL discharge event divided by the number of daily concentrations determined. If the number of daily concentrations determined during the WWSL discharge event is less than 7 days, the number of actual daily concentrations determined shall be used for the calculation. The calculated 7-day concentration will be used to determine compliance with any maximum 7-day concentration limitations. When required by the permit, report the maximum calculated 7-day concentration for the WWSL discharge event in the “MAXIMUM” column under “QUALITY OR CONCENTRATION” on the DMR. If the WWSL discharge event was partially in each of two months, the value shall be reported on the DMR of the month in which the last day of discharge occurred.

FOR ALL OTHER DISCHARGES – The 7-day concentration is the sum of the daily concentrations determined during any 7 consecutive days in a reporting month divided by the number of daily concentrations determined. If the number of daily concentrations determined is less than 7, the actual number of daily concentrations determined shall be used for the calculation. The calculated 7-day concentration will be used to determine compliance with any maximum 7-day concentration limitations in the reporting month. When required by the permit, report the maximum calculated 7-day concentration for the month in the “MAXIMUM” column under “QUALITY OR CONCENTRATION” on the DMR. The first 7-day calculation shall be made on day 7 of the reporting month, and the last calculation shall be made on the last day of the reporting month.

7-day loading

FOR WWSLs THAT COLLECT AND STORE WASTEWATER AND ARE AUTHORIZED TO DISCHARGE ONLY IN THE SPRING AND/OR FALL ON AN INTERMITTENT BASIS – The 7-day loading is the sum of the daily loadings determined during any 7 consecutive days of discharge during a WWSL discharge event divided by the number of daily loadings determined. If the number of daily loadings determined during the WWSL discharge event is less than 7 days, the number of actual daily loadings determined shall be used for the calculation. The calculated 7-day loading will be used to determine compliance with any maximum 7-day loading limitations. When required by the permit, report the maximum calculated 7-day loading for the WWSL discharge event in the “MAXIMUM” column under “QUANTITY OR LOADING” on the DMR. If the WWSL discharge event was partially in each of two months, the value shall be reported on the DMR of the month in which the last day of discharge occurred.

FOR ALL OTHER DISCHARGES – The 7-day loading is the sum of the daily loadings determined during any 7 consecutive days in a reporting month divided by the number of daily loadings determined. If the number of daily loadings determined is less than 7, the actual number of daily loadings determined shall be used for the calculation. The calculated 7-day loading will be used to determine compliance with any maximum 7-day loading limitations in the reporting month. When required by the permit, report the maximum calculated 7-day loading for the month in the “MAXIMUM” column under “QUANTITY OR LOADING” on the DMR. The first 7-day calculation shall be made on day 7 of the reporting month, and the last calculation shall be made on the last day of the reporting month.

24-hour composite sample is a flow-proportioned composite sample consisting of hourly or more frequent portions that are taken over a 24-hour period. A time-proportioned composite sample may be used upon approval of the Department if the permittee demonstrates it is representative of the discharge.

PART II

Section B. Monitoring Procedures

1. Representative Samples

Samples and measurements taken as required herein shall be representative of the volume and nature of the monitored discharge.

2. Test Procedures

Test procedures for the analysis of pollutants shall conform to regulations promulgated pursuant to Section 304(h) of the Clean Water Act (40 CFR Part 136 – Guidelines Establishing Test Procedures for the Analysis of Pollutants), unless specified otherwise in this permit. **Test procedures used shall be sufficiently sensitive to determine compliance with applicable effluent limitations.** Requests to use test procedures not promulgated under 40 CFR Part 136 for pollutant monitoring required by this permit shall be made in accordance with the Alternate Test Procedures regulations specified in 40 CFR 136.4. These requests shall be submitted to the Manager of the Permits Section, Water Resources Division, Michigan Department of Environment, Great Lakes, and Energy, P.O. Box 30458, Lansing, Michigan, 48909-7958. The permittee may use such procedures upon approval.

The permittee shall periodically calibrate and perform maintenance procedures on all analytical instrumentation at intervals to ensure accuracy of measurements. The calibration and maintenance shall be performed as part of the permittee's laboratory Quality Assurance/Quality Control program.

3. Instrumentation

The permittee shall periodically calibrate and perform maintenance procedures on all monitoring instrumentation at intervals to ensure accuracy of measurements.

4. Recording Results

For each measurement or sample taken pursuant to the requirements of this permit, the permittee shall record the following information: 1) the exact place, date, and time of measurement or sampling; 2) the person(s) who performed the measurement or sample collection; 3) the dates the analyses were performed; 4) the person(s) who performed the analyses; 5) the analytical techniques or methods used; 6) the date of and person responsible for equipment calibration; and 7) the results of all required analyses.

5. Records Retention

All records and information resulting from the monitoring activities required by this permit including all records of analyses performed and calibration and maintenance of instrumentation and recordings from continuous monitoring instrumentation shall be retained for a minimum of three (3) years, or longer if requested by the Regional Administrator or the Department.

PART II

Section C. Reporting Requirements

1. Start-Up Notification

If the permittee will not discharge during the first 60 days following the effective date of this permit, the permittee shall notify the Department within 14 days following the effective date of this permit, and then 60 days prior to the commencement of the discharge.

2. Submittal Requirements for Self-Monitoring Data

Part 31 of the NREPA (specifically Section 324.3110(7)); and R 323.2155(2) of Part 21, Wastewater Discharge Permits, promulgated under Part 31 of the NREPA, allow the Department to specify the forms to be utilized for reporting the required self-monitoring data. Unless instructed on the effluent limitations page to conduct "Retained Self-Monitoring," the permittee shall submit self-monitoring data via the Department's MiWaters system.

The permittee shall utilize the information provided on the MiWaters website, located at <https://miwaters.deq.state.mi.us>, to access and submit the electronic forms. Both monthly summary and daily data shall be submitted to the Department no later than the 20th day of the month following each month of the authorized discharge period(s). The permittee may be allowed to submit the electronic forms after this date if the Department has granted an extension to the submittal date.

3. Retained Self-Monitoring Requirements

If instructed on the effluent limits page (or otherwise authorized by the Department in accordance with the provisions of this permit) to conduct retained self-monitoring, the permittee shall maintain a year-to-date log of retained self-monitoring results and, upon request, provide such log for inspection to the staff of the Department. Retained self-monitoring results are public information and shall be promptly provided to the public upon request.

The permittee shall certify, in writing, to the Department, on or before January 10th (April 1st for animal feeding operation facilities) of each year, that: 1) all retained self-monitoring requirements have been complied with and a year-to-date log has been maintained; and 2) the application on which this permit is based still accurately describes the discharge. With this annual certification, the permittee shall submit a summary of the previous year's monitoring data. The summary shall include maximum values for samples to be reported as daily maximums and/or monthly maximums and minimum values for any daily minimum samples.

Retained self-monitoring may be denied to a permittee by notification in writing from the Department. In such cases, the permittee shall submit self-monitoring data in accordance with Part II.C.2., above. Such a denial may be rescinded by the Department upon written notification to the permittee. Reissuance or modification of this permit or reissuance or modification of an individual permittee's authorization to discharge shall not affect previous approval or denial for retained self-monitoring unless the Department provides notification in writing to the permittee.

4. Additional Monitoring by Permittee

If the permittee monitors any pollutant at the location(s) designated herein more frequently than required by this permit, using approved analytical methods as specified above, the results of such monitoring shall be included in the calculation and reporting of the values required in the Discharge Monitoring Report. Such increased frequency shall also be indicated.

Monitoring required pursuant to Part 41 of the NREPA or Rule 35 of the Mobile Home Park Commission Act, 1987 PA 96, as amended, for assurance of proper facility operation, shall be submitted as required by the Department.

PART II

Section C. Reporting Requirements

5. Compliance Dates Notification

Within 14 days of every compliance date specified in this permit, the permittee shall submit a *written* notification to the Department indicating whether or not the particular requirement was accomplished. If the requirement was not accomplished, the notification shall include an explanation of the failure to accomplish the requirement, actions taken or planned by the permittee to correct the situation, and an estimate of when the requirement will be accomplished. If a written report is required to be submitted by a specified date and the permittee accomplishes this, a separate written notification is not required.

6. Noncompliance Notification

Compliance with all applicable requirements set forth in the Clean Water Act, Parts 31 and 41 of the NREPA, and related regulations and rules is required. All instances of noncompliance shall be reported as follows:

- a. 24-Hour Reporting
Any noncompliance which may endanger health or the environment (including maximum and/or minimum daily concentration discharge limitation exceedances) shall be reported, verbally, within 24 hours from the time the permittee becomes aware of the noncompliance. A written submission shall also be provided within five (5) days.
- b. Other Reporting
The permittee shall report, in writing, all other instances of noncompliance not described in a. above at the time monitoring reports are submitted; or, in the case of retained self-monitoring, within five (5) days from the time the permittee becomes aware of the noncompliance.

Written reporting shall include: 1) a description of the discharge and cause of noncompliance; and 2) the period of noncompliance, including exact dates and times, or, if not yet corrected, the anticipated time the noncompliance is expected to continue, and the steps taken to reduce, eliminate and prevent recurrence of the noncomplying discharge.

7. Spill Notification

The permittee shall immediately report any release of any polluting material which occurs to the surface waters or groundwaters of the state, unless the permittee has determined that the release is not in excess of the threshold reporting quantities specified in the Part 5 Rules (R 324.2001 through R 324.2009 of the Michigan Administrative Code), by calling the Department at the number indicated on the second page of this permit (or, if this is a general permit, on the COC); or, if the notice is provided after regular working hours, call the Department's 24-hour Pollution Emergency Alerting System telephone number, 1-800-292-4706 (calls from **out-of-state** call 1-517-373-7660).

Within ten (10) days of the release, the permittee shall submit to the Department a full written explanation as to the cause of the release, the discovery of the release, response (clean-up and/or recovery) measures taken, and preventive measures taken or a schedule for completion of measures to be taken to prevent reoccurrence of similar releases.

PART II

Section C. Reporting Requirements

8. Upset Noncompliance Notification

If a process "upset" (defined as an exceptional incident in which there is unintentional and temporary noncompliance with technology-based permit effluent limitations because of factors beyond the reasonable control of the permittee) has occurred, the permittee who wishes to establish the affirmative defense of upset shall notify the Department by telephone within 24 hours of becoming aware of such conditions; and within five (5) days, provide in writing, the following information:

- a. that an upset occurred and that the permittee can identify the specific cause(s) of the upset;
- b. that the permitted wastewater treatment facility was, at the time, being properly operated and maintained (note that an upset does not include noncompliance to the extent caused by operational error, improperly designed treatment facilities, inadequate treatment facilities, lack of preventive maintenance, or careless or improper operation); and
- c. that the permittee has specified and taken action on all responsible steps to minimize or correct any adverse impact in the environment resulting from noncompliance with this permit.

No determination made during administrative review of claims that noncompliance was caused by upset, and before an action for noncompliance, is final administrative action subject to judicial review.

In any enforcement proceedings, the permittee, seeking to establish the occurrence of an upset, has the burden of proof.

9. Bypass Prohibition and Notification

- a. Bypass Prohibition
Bypass is prohibited, and the Department may take an enforcement action, unless:
 - 1) bypass was unavoidable to prevent loss of life, personal injury, or severe property damage;
 - 2) there were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate backup equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass; and
 - 3) the permittee submitted notices as required under 9.b. or 9.c. below.
- b. Notice of Anticipated Bypass
If the permittee knows in advance of the need for a bypass, it shall submit prior notice to the Department, if possible at least ten (10) days before the date of the bypass, and provide information about the anticipated bypass as required by the Department. The Department may approve an anticipated bypass, after considering its adverse effects, if it will meet the three (3) conditions listed in 9.a. above.
- c. Notice of Unanticipated Bypass
The permittee shall submit notice to the Department of an unanticipated bypass by calling the Department at the number indicated on the second page of this permit (if the notice is provided after regular working hours, call: 1-800-292-4706) as soon as possible, but no later than 24 hours from the time the permittee becomes aware of the circumstances.

PART II

Section C. Reporting Requirements

d. Written Report of Bypass

A written submission shall be provided within five (5) working days of commencing any bypass to the Department, and at additional times as directed by the Department. The written submission shall contain a description of the bypass and its cause; the period of bypass, including exact dates and times, and if the bypass has not been corrected, the anticipated time it is expected to continue; steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass; and other information as required by the Department.

e. Bypass Not Exceeding Limitations

The permittee may allow any bypass to occur which does not cause effluent limitations to be exceeded, but only if it also is for essential maintenance to ensure efficient operation. These bypasses are not subject to the provisions of 9.a., 9.b., 9.c., and 9.d., above. This provision does not relieve the permittee of any notification responsibilities under Part II.C.11. of this permit.

f. Definitions

- 1) Bypass means the intentional diversion of waste streams from any portion of a treatment facility.
- 2) Severe property damage means substantial physical damage to property, damage to the treatment facilities which causes them to become inoperable, or substantial and permanent loss of natural resources which can reasonably be expected to occur in the absence of a bypass. Severe property damage does not mean economic loss caused by delays in production.

10. Bioaccumulative Chemicals of Concern (BCC)

Consistent with the requirements of R 323.1098 and R 323.1215 of the Michigan Administrative Code, the permittee is prohibited from undertaking any action that would result in a lowering of water quality from an increased loading of a BCC unless an increased use request and antidegradation demonstration have been submitted and approved by the Department.

11. Notification of Changes in Discharge

The permittee shall notify the Department, in writing, as soon as possible but no later than 10 days of knowing, or having reason to believe, that any activity or change has occurred or will occur which would result in the discharge of: 1) detectable levels of chemicals on the current Michigan Critical Materials Register, priority pollutants or hazardous substances set forth in 40 CFR 122.21, Appendix D, or the Pollutants of Initial Focus in the Great Lakes Water Quality Initiative specified in 40 CFR 132.6, Table 6, which were not acknowledged in the application or listed in the application at less than detectable levels; 2) detectable levels of any other chemical not listed in the application or listed at less than detection, for which the application specifically requested information; or 3) any chemical at levels greater than five times the average level reported in the complete application (see the first page of this permit, for the date(s) the complete application was submitted). Any other monitoring results obtained as a requirement of this permit shall be reported in accordance with the compliance schedules.

PART II

Section C. Reporting Requirements

12. Changes in Facility Operations

Any anticipated action or activity, including but not limited to facility expansion, production increases, or process modification, which will result in new or increased loadings of pollutants to the receiving waters must be reported to the Department by a) submission of an increased use request (application) and all information required under R 323.1098 (Antidegradation) of the Water Quality Standards or b) by notice if the following conditions are met: 1) the action or activity will not result in a change in the types of wastewater discharged or result in a greater quantity of wastewater than currently authorized by this permit; 2) the action or activity will not result in violations of the effluent limitations specified in this permit; 3) the action or activity is not prohibited by the requirements of Part II.C.10.; and 4) the action or activity will not require notification pursuant to Part II.C.11. Following such notice, the permit or, if applicable, the facility's COC may be modified according to applicable laws and rules to specify and limit any pollutant not previously limited.

13. Transfer of Ownership or Control

In the event of any change in control or ownership of facilities from which the authorized discharge emanates, the permittee shall submit to the Department 30 days prior to the actual transfer of ownership or control a written agreement between the current permittee and the new permittee containing: 1) the legal name and address of the new owner; 2) a specific date for the effective transfer of permit responsibility, coverage and liability; and 3) a certification of the continuity of or any changes in operations, wastewater discharge, or wastewater treatment.

If the new permittee is proposing changes in operations, wastewater discharge, or wastewater treatment, the Department may propose modification of this permit in accordance with applicable laws and rules.

14. Operations and Maintenance Manual

For wastewater treatment facilities that serve the public (and are thus subject to Part 41 of the NREPA), Section 4104 of Part 41 and associated Rule 2957 of the Michigan Administrative Code allow the Department to require an Operations and Maintenance (O&M) Manual from the facility. An up-to-date copy of the O&M Manual shall be kept at the facility and shall be provided to the Department upon request. The Department may review the O&M Manual in whole or in part at its discretion and require modifications to it if portions are determined to be inadequate.

At a minimum, the O&M Manual shall include the following information: permit standards; descriptions and operation information for all equipment; staffing information; laboratory requirements; record keeping requirements; a maintenance plan for equipment; an emergency operating plan; safety program information; and copies of all pertinent forms, as-built plans, and manufacturer's manuals.

Certification of the existence and accuracy of the O&M Manual shall be submitted to the Department at least sixty days prior to start-up of a new wastewater treatment facility. Recertification shall be submitted sixty days prior to start-up of any substantial improvements or modifications made to an existing wastewater treatment facility.

PART II

Section C. Reporting Requirements

15. Signatory Requirements

All applications, reports, or information submitted to the Department in accordance with the conditions of this permit and that require a signature shall be signed and certified as described in the Clean Water Act and the NREPA.

The Clean Water Act provides that any person who knowingly makes any false statement, representation, or certification in any record or other document submitted or required to be maintained under this permit, including monitoring reports or reports of compliance or noncompliance, shall, upon conviction, be punished by a fine of not more than \$10,000 per violation, or by imprisonment for not more than 6 months per violation, or by both.

The NREPA (Section 3115(2)) provides that a person who at the time of the violation knew or should have known that he or she discharged a substance contrary to this part, or contrary to a permit, COC, or order issued or rule promulgated under this part, or who intentionally makes a false statement, representation, or certification in an application for or form pertaining to a permit or COC or in a notice or report required by the terms and conditions of an issued permit or COC, or who intentionally renders inaccurate a monitoring device or record required to be maintained by the Department, is guilty of a felony and shall be fined not less than \$2,500.00 or more than \$25,000.00 for each violation. The court may impose an additional fine of not more than \$25,000.00 for each day during which the unlawful discharge occurred. If the conviction is for a violation committed after a first conviction of the person under this subsection, the court shall impose a fine of not less than \$25,000.00 per day and not more than \$50,000.00 per day of violation. Upon conviction, in addition to a fine, the court in its discretion may sentence the defendant to imprisonment for not more than 2 years or impose probation upon a person for a violation of this part. With the exception of the issuance of criminal complaints, issuance of warrants, and the holding of an arraignment, the circuit court for the county in which the violation occurred has exclusive jurisdiction. However, the person shall not be subject to the penalties of this subsection if the discharge of the effluent is in conformance with and obedient to a rule, order, permit, or COC of the Department. In addition to a fine, the attorney general may file a civil suit in a court of competent jurisdiction to recover the full value of the injuries done to the natural resources of the state and the costs of surveillance and enforcement by the state resulting from the violation.

16. Electronic Reporting

Upon notice by the Department that electronic reporting tools are available for specific reports or notifications, the permittee shall submit electronically all such reports or notifications as required by this permit, on forms provided by the Department.

PART II

Section D. Management Responsibilities

1. Duty to Comply

All discharges authorized herein shall be consistent with the terms and conditions of this permit. The discharge of any pollutant identified in this permit, more frequently than, or at a level in excess of, that authorized, shall constitute a violation of the permit.

It is the duty of the permittee to comply with all the terms and conditions of this permit. Any noncompliance with the Effluent Limitations, Special Conditions, or terms of this permit constitutes a violation of the NREPA and/or the Clean Water Act and constitutes grounds for enforcement action; for permit or Certificate of Coverage (COC) termination, revocation and reissuance, or modification; or denial of an application for permit or COC renewal.

It shall not be a defense for a permittee in an enforcement action that it would have been necessary to halt or reduce the permitted activity in order to maintain compliance with the conditions of this permit.

2. Operator Certification

The permittee shall have the waste treatment facilities under direct supervision of an operator certified at the appropriate level for the facility certification by the Department, as required by Sections 3110 and 4104 of the NREPA. Permittees authorized to discharge storm water shall have the storm water treatment and/or control measures under direct supervision of a storm water operator certified by the Department, as required by Section 3110 of the NREPA.

3. Facilities Operation

The permittee shall, at all times, properly operate and maintain all treatment or control facilities or systems installed or used by the permittee to achieve compliance with the terms and conditions of this permit. Proper operation and maintenance includes adequate laboratory controls and appropriate quality assurance procedures.

4. Power Failures

In order to maintain compliance with the effluent limitations of this permit and prevent unauthorized discharges, the permittee shall either:

- a. provide an alternative power source sufficient to operate facilities utilized by the permittee to maintain compliance with the effluent limitations and conditions of this permit; or
- b. upon the reduction, loss, or failure of one or more of the primary sources of power to facilities utilized by the permittee to maintain compliance with the effluent limitations and conditions of this permit, the permittee shall halt, reduce or otherwise control production and/or all discharge in order to maintain compliance with the effluent limitations and conditions of this permit.

5. Adverse Impact

The permittee shall take all reasonable steps to minimize or prevent any adverse impact to the surface waters or groundwaters of the state resulting from noncompliance with any effluent limitation specified in this permit including, but not limited to, such accelerated or additional monitoring as necessary to determine the nature and impact of the discharge in noncompliance.

PART II

Section D. Management Responsibilities

6. Containment Facilities

The permittee shall provide facilities for containment of any accidental losses of polluting materials in accordance with the requirements of the Part 5 Rules (R 324.2001 through R 324.2009 of the Michigan Administrative Code). For a POTW, these facilities shall be approved under Part 41 of the NREPA.

7. Waste Treatment Residues

Residuals (i.e. solids, sludges, biosolids, filter backwash, scrubber water, ash, grit, or other pollutants or wastes) removed from or resulting from treatment or control of wastewaters, including those that are generated during treatment or left over after treatment or control has ceased, shall be disposed of in an environmentally compatible manner and according to applicable laws and rules. These laws may include, but are not limited to, the NREPA, Part 31 for protection of water resources, Part 55 for air pollution control, Part 111 for hazardous waste management, Part 115 for solid waste management, Part 121 for liquid industrial wastes, Part 301 for protection of inland lakes and streams, and Part 303 for wetlands protection. Such disposal shall not result in any unlawful pollution of the air, surface waters or groundwaters of the state.

8. Right of Entry

The permittee shall allow the Department, any agent appointed by the Department, or the Regional Administrator, upon the presentation of credentials and, for animal feeding operation facilities, following appropriate biosecurity protocols:

- a. to enter upon the permittee's premises where an effluent source is located or any place in which records are required to be kept under the terms and conditions of this permit; and
- b. at reasonable times to have access to and copy any records required to be kept under the terms and conditions of this permit; to inspect process facilities, treatment works, monitoring methods and equipment regulated or required under this permit; and to sample any discharge of pollutants.

9. Availability of Reports

Except for data determined to be confidential under Section 308 of the Clean Water Act and Rule 2128 (R 323.2128 of the Michigan Administrative Code), all reports prepared in accordance with the terms of this permit, shall be available for public inspection at the offices of the Department and the Regional Administrator. As required by the Clean Water Act, effluent data shall not be considered confidential. Knowingly making any false statement on any such report may result in the imposition of criminal penalties as provided for in Section 309 of the Clean Water Act and Sections 3112, 3115, 4106 and 4110 of the NREPA.

10. Duty to Provide Information

The permittee shall furnish to the Department, within a reasonable time, any information which the Department may request to determine whether cause exists for modifying, revoking and reissuing, or terminating this permit or the facility's COC, or to determine compliance with this permit. The permittee shall also furnish to the Department, upon request, copies of records required to be kept by this permit.

Where the permittee becomes aware that it failed to submit any relevant facts in a permit application, or submitted incorrect information in a permit application or in any report to the Department, it shall promptly submit such facts or information.

PART II

Section E. Activities Not Authorized by This Permit

1. Discharge to the Groundwaters

This permit does not authorize any discharge to the groundwaters. Such discharge may be authorized by a groundwater discharge permit issued pursuant to the NREPA.

2. POTW Construction

This permit does not authorize or approve the construction or modification of any physical structures or facilities at a POTW. Approval for the construction or modification of any physical structures or facilities at a POTW shall be by permit issued under Part 41 of the NREPA.

3. Civil and Criminal Liability

Except as provided in permit conditions on "Bypass" (Part II.C.9. pursuant to 40 CFR 122.41(m)), nothing in this permit shall be construed to relieve the permittee from civil or criminal penalties for noncompliance, whether or not such noncompliance is due to factors beyond the permittee's control, such as accidents, equipment breakdowns, or labor disputes.

4. Oil and Hazardous Substance Liability

Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibilities, liabilities, or penalties to which the permittee may be subject under Section 311 of the Clean Water Act except as are exempted by federal regulations.

5. State Laws

Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibilities, liabilities, or penalties established pursuant to any applicable state law or regulation under authority preserved by Section 510 of the Clean Water Act.

6. Property Rights

The issuance of this permit does not convey any property rights in either real or personal property, or any exclusive privileges, nor does it authorize violation of any federal, state or local laws or regulations, nor does it obviate the necessity of obtaining such permits, including any other Department of Environment, Great Lakes, and Energy permits, or approvals from other units of government as may be required by law.

Memo

TO: Ben Swayze – Cascade Charter Township

FROM: Michael L. Berrevoets, PE

DATE: October 28, 2021

PROJECT NO.: 04058

RE: Cascade Charter Township Stormwater Ordinance

This memo is provided to outline the major changes with the new Stormwater Ordinance (SWO) that is being considered for adoption by the Township Board. The SWO has been developed as a model ordinance in cooperation with other local governments in the Lower Grand River Watershed. Adoption of the ordinance is required to maintain compliance with the Township's NPDES MS4 permit.

The SWO includes many new record keeping requirements, additional required oversight by the Township, and design standards for new developments.

Major Changes and Requirements

1. Stormwater Permit will be required for all new developments. The developer will be required to include the following in their permit application:
 - a. Site Drainage Plan
 - b. Deposit for the stormwater permit review fee.
 - c. Post an applicable performance guarantee (Note, amount must be established in Section 2.06.2)
 - d. Provide all easements necessary to implement the approved drainage plan.
 - e. Provide the required maintenance agreement for routine, emergency, and long-term maintenance. This agreement shall be recorded and is binding on all future property owners.
2. Inspection, Monitoring, Reporting and Recordkeeping
 - a. The Township may inspect and/or obtain stormwater samples to determine compliance with the ordinance requirements.
 - b. The new SWO still requires that any discharger who accidentally discharges into a water body any substance other than stormwater or an exempted discharge shall immediately inform the Township.
3. Enforcement
 - a. The Township is required to establish dollar amounts (fines) for municipal civil infractions in Section 6.01.1 for violating any provisions of the ordinance. This is not a new requirement, however it is an opportunity to review fine amounts with adoption of the new ordinance.
 - b. Township is authorized to issue a Stop Work Order where there is work that results in a violation of the ordinance.

- c. Township may complete the project if the owner fails to comply with the ordinance and the Owner shall be obligated to reimburse the Township. This can only be done after giving reasonable notice and an opportunity for compliance.
4. Maintenance Agreement is required
 - a. The Developer shall provide all stormwater maintenance agreements necessary to implement the approved drainage plan.
 - b. The agreement shall include a maintenance plan and schedule for long-term maintenance.
 - c. Maintenance plan must include a detailed annual estimated budget for the initial three years.
 - d. If there is a failure to undertake the required maintenance, the Township is authorized, but not required, to hire an entity to undertake the monitoring or maintenance. The property owner shall be obligated to reimburse the Township for associated costs.
5. Performance and Design Standards

The new ordinance also includes revised performance and design standards that developers will need to incorporate in their site plans for review prior to issuing the storm water permit. The cause for the change is due to increasing stormwater requirements set forth by the State (EGLE). These standards look similar to current standards; however, they are much more restrictive especially with respect to water quality treatment and channel protection requirements. These standards are very similar across communities in the Lower Grand River Watershed with the exception of a few additional requirements that are unique to the Township.

The SWO references the Township “Stormwater Standards Manual” (SSM) which further outlines the specifics of how the SWO will be applied when developers are preparing site plans. The SSM is a 143-page document that contains Best Management Practices (BMPs) and detailed information necessary to meet the SWO requirements.

- a. Water Quality Treatment
 - All sites are required to provide water quality treatment for the entire project site. This requires treatment of the calculated site runoff for the entire project site from the 90 percent annual non-exceedance storm, which is approximately equal to 1-inch of rain. This volume of runoff is commonly referred to as the “first flush” that typically contains the majority of pollutants. This standard requires a minimum of 80% removal of Total Suspended Solids (TSS). Developers will have the option to select approved BMPs to satisfy the Water Quality Treatment requirement. These BMPs can include settling (in a permanent pool or detention), filtration, infiltration, absorption, or chemical/mechanical treatment.
- b. Channel Protection
 - The SWO requires that post-development project site runoff volume and peak flow rate be at or below predevelopment levels for all storms up to the 2-year, 24-hour event. In general, these rate storms have been found to result in the most downstream erosion and this requirement is necessary to mitigate that erosion.
 - This standard requires onsite retention of the volume increase. Retention can be provided through infiltration, or interception and evapotranspiration or reuse.
 - This requirement may be difficult to achieve depending on existing site conditions that have poor draining soils, bedrock, high groundwater or located in stormwater hot spots. In those cases, the

SWO allows for an Alternative Approach which is extended detention of the 2-year, 24-hour event. This involves providing detention of the runoff for not less than 24 hours or more than 72 hours effectively reducing the peak flow to minimize the downstream impacts. There are very specific conditions where the Alternative Approach will be allowed.

- There is also a unique requirement for Channel Protection in the Cascade SSM. When the SWO and SSM were being developed it was decided that redevelopment of existing developed parcels presented an opportunity for additional improvements in subwatersheds with impaired water courses. The SSM contains a provision where development and redevelopment in critical subwatersheds shall meet presettlement conditions for channel protection.

c. Flood Control

- The SWO also includes requirements for flood control which is the concern with larger or more intense rain events. This requirement is similar to the current ordinance with the Flood Control Zone Map still being used; however, there have been some increased requirements in some areas. The flood control requirements are dependent on the location of the development.
- Development in Zone 1 requires retention of the 100-year storm event if the permeability of the soil exceeds 3-inches per hour and the highest groundwater level is more than 3 feet below the proposed basin bottom. If those conditions are not met, then detention is required for the 100-year storm event with a restricted release rate of 0.13 cubic feet per second per acre of development. The current ordinance only required detention of the 25-year storm event if infiltration was not possible due to soil or groundwater conditions.
- Development in Zone 2 requires detention of the 25-year storm event with a maximum release rate of 0.13 cubic feet per second per acre developed.
- Development in Zone 3 does not require flood control provided there is a suitable outlet for the 100-year storm runoff to the open water of the river. It should be noted that Zone 3 is generally limited to parcels along either the Thornapple River or Grand River. If there is not a suitable outlet for the 100-year storm then the developer will need to comply with Zone 2 requirements. It is the Developer's responsibility to prove there is a suitable outlet.
- In all zones, the overflow route and extent of high-water levels for the 100-year flood shall be identified for the site and for the downstream areas between the site and the nearest acceptable floodway or outlet.

d. There are also additional performance and design standards which are site-specific requirements.

- Pretreatment of site runoff is required on a site-specific basis prior to discharging to certain stormwater BMPs.
- The SWO and SSM also contain requirements on how to handle "Hot Spots" which have a potential greater risk of polluted runoff than a typical site. These uses would include sites such as gas stations, commercial vehicle maintenance, auto recyclers, recycling centers, and scrap yards. There are special requirements for these types of uses to protect groundwater or nearby surface waters.

Copy Brian Hilbrands

PROPOSED MODEL STORMWATER ORDINANCE

FOR LOCAL GOVERNMENTS
WITHIN THE LOWER GRAND RIVER
WATERSHED

2018

CASCADE CHARTER TOWNSHIP

Prepared by the Stormwater Ordinance Committee of the
Lower Grand River Watershed

GVMC

ACKNOWLEDGEMENTS

This version of the Kent County Model Ordinance was based on the 2001 Kent County Model Ordinance, which was created through a collaboration of municipal officials, engineers, attorneys, and stormwater management experts led by the Kent County Drain Office. The Stormwater Discharge Permit Applications submitted by the communities in the Lower Grand River Watershed in April 2015 included a commitment by all permittees to develop and submit a revised ordinance or regulatory process, which required numerous adjustments and modifications to the 2001 version to meet the new requirements. A Stormwater Ordinance (SWOrd) Committee was formed in June 2014 to fulfill that commitment.

The committee members, with support of their community, contributed their time, efforts and talent toward the preparation of this document. The Grand Valley Metro Council would like to acknowledge the assistance provided from all of the members to the completion of this Model Ordinance and to thank them for their efforts toward creating a coordinated approach to storm water management and regulations among the Lower Grand local governments.

DRAFT

**PROPOSED MODEL STORMWATER ORDINANCE
FOR
LOCAL GOVERNMENTS
WITHIN THE LOWER GRAND RIVER WATERSHED**

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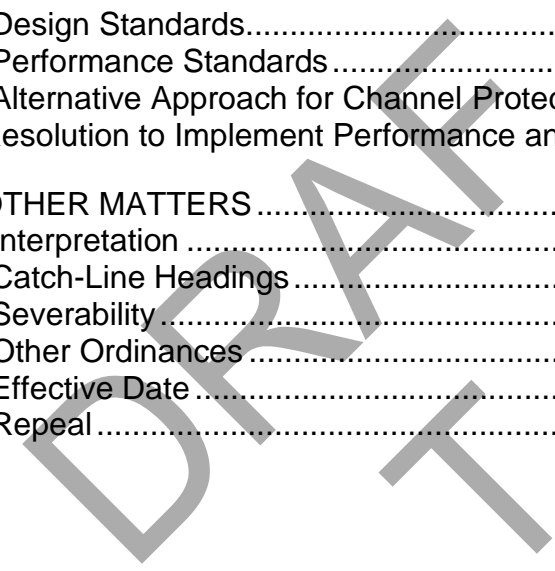
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CASCADE CHARTER TOWNSHIP
COUNTY OF KENT, MICHIGAN

AN ORDINANCE to provide for the regulation and control of stormwater runoff; to provide for stormwater Permits and the procedures and standards for the issuance thereof; to provide for payment or reimbursement of costs and expenses incurred by Cascade Charter Township associated with stormwater Permits and the consideration thereof; to establish standards and requirements for the protection of Floodways and for the control of Soil Erosion and sedimentation; to adopt other provisions for the establishing, maintaining and protection of drains and drainageways; to provide regulations for the inspection, sampling and monitoring of stormwater and other discharges; to establish performance and design standards for stormwater management in Cascade Charter Township; and to provide penalties for violations of the ordinance.

THE BOARD OF CASCADE CHARTER TOWNSHIP ORDAINS:

Article I - General

Sec. 1.01 Statutory Authority and Title

This ordinance is adopted in accordance with the Charter Township Act, as amended, being MCL 42.1, et seq.; the Township and Village Public Improvement Act, as amended, being MCL 41.721, et seq.; the Drain Code of 1956, as amended, being MCL 280.1, et seq.; the Land Division Act, as amended, being MCL 560.1, et seq.; the Revenue Bond Act, as amended, being MCL 141.101, et seq.; and the Natural Resources and Environmental Protection Act, as amended, being MCL 324.101, et seq.; Section 401(p) of the Federal Water Pollution Control Act (also known as the Clean Water Act), as amended, being 33 USC 1342(p) and 40 CFR Parts 9, 122, 123 and 124; and other applicable state and federal laws.

This ordinance shall be known and may be cited as the Cascade Charter Township Stormwater Ordinance.

Sec. 1.02 Findings

Cascade Charter Township finds that:

- 179 (1) Water bodies, roadways, structures, and other property within, and
180 downstream of Cascade Charter Township are at times subjected to
181 Flooding;
182
- 183 (2) Flooding is a danger to the lives and property of the public and is also a
184 danger to the natural resources of Cascade Charter Township and the
185 region;
186
- 187 (3) Land development alters the hydrologic response of Watersheds, resulting
188 in increased Stormwater Runoff rates and volumes, increased Flooding,
189 increased Stream channel erosion, and increased sediment transport and
190 deposition;
191
- 192 (4) Stormwater Runoff produced by land development contributes to
193 increased quantities of water-borne Pollutants;
194
- 195 (5) Increases of Stormwater Runoff, Soil Erosion, and non-point source
196 pollution have occurred as a result of land development, and cause
197 deterioration of the water resources of Cascade Charter Township and
198 downstream municipalities;
199
- 200 (6) Stormwater Runoff, Soil Erosion, and non-point source pollution, due to
201 land development within Cascade Charter Township, have resulted in a
202 deterioration of the water resources of Cascade Charter Township and
203 downstream municipalities;
204
- 205 (7) Increased Stormwater Runoff rates and volumes, and the sediments and
206 Pollutants associated with Stormwater Runoff from future Development
207 projects within Cascade Charter Township will, absent reasonable
208 regulation and control, adversely affect Cascade Charter Township's
209 water bodies and water resources, and those of downstream
210 municipalities;
211
- 212 (8) Stormwater Runoff, Soil Erosion, and non-point source pollution can be
213 controlled and minimized by the regulation of Stormwater Runoff from
214 Development;
215
- 216 (9) Post-Construction Stormwater Runoff Program requirements for new
217 Development and redevelopment within Cascade Charter Township are
218 set forth in the 2013 Michigan Department of Environmental Quality (DEQ)
219 *Permit Application for Discharge of Storm Water to Surface Waters of the*
220 *State from a Municipal Separate Storm Sewer System (MS4) under the*
221 *NPDES program (Rev 10/2014).*
222
- 223 (10) Adopting the standards criteria and procedures contained in this
224 ordinance and implementing the same will address many of the
225 deleterious effects of Stormwater Runoff;
226

- 227 (11) Adopting these standards is necessary for the preservation of the public
228 health, safety and welfare.
229
- 230 (12) Adopting these standards is necessary to comply with the NPDES MS4
231 Permit.
232
- 233 (13) Illicit discharges contain pollutants that will significantly degrade
234 Cascade Charter Township's waterbodies and water resources
235
- 236 (14) Illicit discharges enter Cascade Charter Township's municipal separate
237 storm sewer system (MS4) through either direct connection (e.g. sanitary
238 sewer laterals mistakenly or deliberately connected to the storm sewers)
239 or indirect connections (e.g. infiltration, or spills conveyed by surface flow
240 into the storm sewer system).
241
- 242 (15) Establishing and implementing measures for controlling Illicit Discharges
243 and connections will address many of their deleterious effects.
244

245 **Sec. 1.03 Purpose**

246 It is the purpose of this ordinance to establish minimum stormwater management
247 requirements and controls to accomplish, among others, the following objectives:
248

- 249
- 250 (1) To reduce artificially induced Flood damage;
251
- 252 (2) To minimize increased Stormwater Runoff rates and volumes from
253 identified new land development;
254
- 255 (3) To minimize the deterioration of existing watercourses, culverts and
256 bridges, and other structures;
257
- 258 (4) To encourage water recharge into the ground where geologically favorable
259 conditions exist;
260
- 261 (5) To prevent an increase in non-point source pollution;
262
- 263 (6) To maintain the integrity of Stream channels for their biological functions,
264 as well as for drainage and other purposes;
265
- 266 (7) To minimize the impact of Development upon Stream bank and streambed
267 stability;
268
- 269 (8) To reduce erosion from Development or construction projects;
270
- 271 (9) To preserve and protect water supply facilities and water resources by
272 means of controlling increased Flood discharges, Stream erosion, and
273 runoff pollution; and,
274

- 275 (10) To reduce Stormwater Runoff rates and volumes, Soil Erosion, and non-
276 point source pollution, wherever practicable, from lands that were
277 developed without stormwater management controls meeting the
278 purposes and standards of this ordinance.
279
- 280 (11) To reduce the adverse impact of changing land use on water bodies and,
281 to that end, this ordinance establishes minimum standards to protect water
282 bodies from degradation resulting from changing land use where there are
283 insufficient stormwater management controls.
284
- 285 (12) To regulate the contribution of Pollutants to the municipal separate storm
286 sewer system (MS4) from stormwater discharges.
287
- 288 (13) To prohibit Illicit Discharges and connections to the municipal separate
289 storm sewer system.
290
- 291 (14) To establish legal authority to carry out all inspection, surveillance and
292 monitoring procedures necessary to ensure compliance with this
293 Ordinance.
294
295

296 **Sec. 1.04 Applicability, Exemptions and General Provisions**
297

- 298 (1) This ordinance shall apply to all new Development and all redevelopment
299 projects, including private, commercial and public projects that disturb one
300 (1) acre or more, and projects less than one (1) acre that are part of a
301 larger common Plan of Development or sale that would disturb one (1)
302 acre or more.
303
- 304 (2) This ordinance shall apply to sites less than one (1) acre as set forth in
305 [Chapter 21 of the Township Zoning Ordinance.](#)
306
- 307 (3) This ordinance shall not apply to the following:
308
- 309 (a) The installation or removal of individual mobile homes within a
310 mobile home park. This exemption shall not be construed to apply
311 to the construction, expansion, or modification of a mobile home
312 park.
313
- 314 (b) Construction of, or an addition, extension or modification to, an
315 individual single-family or a two-family detached dwelling
316
- 317 (c) Farm operations and buildings, except dwellings, directly related
318 to-farm operations. This exemption shall not apply to greenhouses
319 and other similar structures.
320

321 (d) Plats with preliminary plat approval and other Developments with
322 final land use approval prior to the effective date of this ordinance,
323 where such approvals remain in effect.
324

325
326
327 (e) Construction, development or redevelopment associated with
328 aeronautical facilities at the Gerald R. Ford International Airport.
329

330 **Sec. 1.05 Definitions**

331
332 For the purpose of this ordinance, the following words and phrases shall have the
333 meanings respectively ascribed to them by this Section unless the context in which they
334 are used specifically indicates otherwise:
335

- 336 (1) Local Government – Cascade Charter Township, or a properly delegated
337 official.
338
- 339 (2) Base Flood – A Flood having a one (1) percent chance of being equaled
340 or exceeded in any given year.
341
- 342 (3) Base Flood Elevation – The high water elevation of the Base Flood,
343 commonly referred to as the "100-year Flood elevation".
344
- 345 (4) Base Flood Plain – The area inundated by the Base Flood.
346
- 347 (5) Best Management Practices (BMPs) – A practice, or combination of
348 practices and design criteria that accomplish the purposes of this
349 ordinance (including, but not limited to reducing Stormwater Runoff rates,
350 reducing Stormwater Runoff volume, and reducing the amount of
351 Pollutants in stormwater) as determined by Cascade Charter Township ,
352 and, where appropriate, the standards of the County Drain Commissioner.
353
- 354 (6) Building Opening – Any opening of a solid wall such as a window or door,
355 through which Floodwaters could penetrate.
356
- 357 (7) Clean Water Act – The Federal Water Pollution Control Act, 33 USC Sec
358 1251 et seq., as amended, and the applicable regulations promulgated
359 thereunder.
360
- 361 (8) Construction Site Stormwater Runoff – Stormwater runoff from a
362 Development site following an earth change and before final site
363 stabilization.
364
- 365 (9) Detention – A system which is designed to capture stormwater and
366 release it over a given period of time through an outlet structure at a
367 controlled rate.
368

- 369 (10) Development –The installation or construction of buildings, structures or
370 other Impervious Surfaces on a site that disturbs one (1) acre of land or
371 more, including projects less than one (1) acre that are part of a larger
372 common Plan or sale that would disturb one (1) acre or more. A
373 Development may include a land division, plat, site condominium, planned
374 unit Development, mobile home park, private road or other special land
375 use requiring land use or other review and approval by Cascade Charter
376 Township
377
- 378 (11) Developer – Any Person or entity proposing or implementing the
379 Development of land.
380
- 381 (12) Development Site – Any land that is being or has been developed, or that
382 a Developer proposes for Development.
383
- 384 (13) Discharger – Any Person or entity who directly or indirectly discharges
385 stormwater from any property.
386
- 387 (14) Drain – Any drain as defined in the Drain Code of 1956, as amended,
388 being MCL 280.1, et. seq.
389
- 390 (15) Drainage – The collection or conveyance of stormwater, ground water
391 and/or surface water.
392
- 393 (15) Drainageway – The area within which surface water or ground water is
394 conveyed from one part of a lot or parcel to another part of the lot or
395 parcel or to adjacent land or to a watercourse.
396
- 397 (16) Earth Change – Any human activity which removes ground cover,
398 changes the slope or contours of the land, or exposes the soil surface to
399 the actions of wind and rain. Earth change includes, but is not limited to,
400 any excavating, surface Grading, filling, landscaping, or removal of
401 vegetative roots.
402
- 403 (17) EPA – The United States Environmental Protection Agency or any
404 successor agency.
- 405 (18) Erosion – The process by which the ground surface is worn away by
406 action of wind, water, gravity or a combination thereof.
407
- 408 (19) Federal Emergency Management Agency (FEMA) – The agency of the
409 federal government charged with emergency management.
410
- 411 (20) Flood or Flooding – A general and temporary condition of partial or
412 complete inundation of normally dry land areas resulting from the overflow
413 of water bodies or the unusual and rapid accumulation of surface water
414 runoff from any source.
415

- 416 (21) Hazardous Material(s) – Any material including any substance, waste or
417 combination thereof, which because of its quantity, concentration or
418 physical, chemical, or infectious characteristics may cause, or significantly
419 contribute to, a substantial present or potential hazard to human health,
420 safety, property, or the environment when improperly treated, stored,
421 transported, disposed of, or otherwise managed.
422
- 423 (22) Local Floodplain – Any land area subject to periodic Flooding as
424 determined by Cascade Charter Township.
425
- 426 (23) State-Regulated Floodplain – Any area of land adjoining a river or Stream
427 that will be inundated by a Base Flood that has a drainage area of 2
428 square miles or more when measured at the downstream limits of the
429 proposed Development site.
430
- 431 (24) Flood-Proofing – Any structural and/or non-structural additions, changes,
432 or adjustments to structures or property that reduce or eliminate Flood
433 damage to land, improvements, utilities or structures.
434
- 435 (25) Flood Protection Elevation (FPE) – The Base Flood Elevation plus one (1)
436 foot at any given location.
437
- 438 (26) Floodway – The channel of a river or Stream and the portions of the
439 Floodplain adjoining the channel that are reasonably required to carry and
440 discharge a 100-year Flood.
441
- 442 (27) Grading – Any stripping, excavating, filling, and stockpiling of soil or any
443 combination thereof, and the land in its excavated or filled condition
444
- 445 (28) Groundwater - water below the land surface in the zone of saturation as
446 defined in Part 213 of Act No. 451 of the Public Acts of 1994, as amended.
447
- 448 (29) High Groundwater – A groundwater elevation which does not meet minimum
449 distance from the bottom of proposed practice as defined in the
450 Stormwater Standards Manual.
451 |
- 452 (30) Illicit Connection – Any method or means for conveying an Illicit Discharge
453 into water bodies or Cascade Charter Township's stormwater system.
454
- 455 (31) Illicit Discharge – Any discharge to water bodies or stormwater systems
456 that does not consist entirely of stormwater, discharges pursuant to the
457 terms of an NPDES Permit, or exempted discharges as defined in this
458 ordinance.
459
- 460 (32) Impervious Surface – Any surface that does not allow stormwater to
461 percolate into the ground.
462

- 463 (33) Lowest Floor – The lowest floor or the lowest enclosed area (including a
464 basement), but not including an unfinished or Flood-resistant enclosure
465 which is usable solely for parking of vehicles or building access.
466
- 467 (34) EGLE – Michigan Department of Environment, Great Lakes & Energy or any
468 successor department.
- 469 (35) NPDES – National Pollution Discharge Elimination System The NPDES
470 Program protects the surface waters of the state by assuring that
471 discharges of Wastewater comply with state and federal regulations.
472 Anyone discharging or proposing to discharge Wastewater to the surface
473 waters of the state are required to make application for and obtain a valid
474 NPDES Permit prior to Wastewater discharge.
475
- 476 (36) MS4 – A Municipal Separate Storm Sewer System is a system of drainage
477 (including roads, Storm Drains, pipes, and ditches, etc.) that is not a
478 combined sewer or part of a sewage treatment plant. During wet weather,
479 Pollutants are transported through MS4s to local water bodies.
480
- 481 (37) MS4 Permit – Regulated Communities with Municipal Separate Storm
482 Sewer Systems (MS4s) that discharge to waters of the state are required
483 to obtain a Permit under Section 402 of the Federal Clean Water Act, as
484 amended, and under Part 31 (Water Resources Protection) of Act 451 of the
485 Public Acts of 1994, as amended.
- 486 (38) Overland flow-way – Surface area that conveys a concentrated flow of
487 Stormwater Runoff.
488
- 489 (39) Person – An individual, firm, partnership, association, public or private
490 corporation, public agency, instrumentality, or any other legal entity.
491
- 492 (40) Plan – Written narratives, specifications, drawings, sketches, written
493 standards, operating procedures, or any combination of these.
494
- 495 (41) Pollutant – A substance discharged which includes, but is not limited to
496 the following: any dredged spoil, solid waste, vehicle fluids, yard wastes,
497 animal wastes, agricultural waste products, sediment, incinerator residue,
498 sewage, garbage, sewage sludge, munitions, chemical wastes, biological
499 wastes, radioactive materials, heat, wrecked or discharged equipment,
500 rock, sand, cellar dirt, and industrial, municipal, commercial and
501 agricultural waste, or any other contaminant or other substance defined as
502 a Pollutant under the Clean Water Act.
503
- 504 (42) Project Site – Area of earth change or disturbance
505
- 506 (43) Property Owner – Any Person having legal or equitable title to property or
507 any Person having or exercising care, custody, or control over any property.

Retention – A system which is designed to capture stormwater and contain it until it infiltrates the soil or evaporates.

Riparian Property Owner – A Property Owner who's land is adjacent to a waterbody.

Sewershed - A catchment defined by Storm Drain infrastructure emptying into a common outlet.

Soil Erosion – The stripping of soil and weather rock from land creating sediment for transportation by water, wind, or ice, and enabling formation of new sedimentary deposits.

State of Michigan Water Quality Standards – All applicable State rules, regulations, and laws pertaining to water quality, including the provisions of Section 3106 of Part 31 of Act 451 of the Public Acts of 1994, as amended.

Storm Drain – A system of open or enclosed conduits and appurtenant structures intended to convey or manage Stormwater Runoff, ground water and drainage.

Stormwater Permit – A Permit issued pursuant to this ordinance.

Stormwater Runoff – Water that originates during precipitation events or with snowmelt. Stormwater that does not soak into the ground or evaporate becomes Stormwater Runoff, which either flows directly into surface waters or is channeled into storm drainage systems.

Stormwater Management Facility – The method, structure, area, system, plantings, trees, or other equipment or measures which are designed to receive, control, store, convey, infiltrate, or treat stormwater.

Stormwater Standards Manual - establishes a uniform set of minimum stormwater design standards necessary to provide for public safety, the protection of property, and to comply with the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Individual Permit.

Stream – A river, Stream or creek which may or may not be serving as a drain, or any other Water Body that has definite banks, a bed, and visible evidence of a continued flow or continued occurrence of water.

- 557 (55) Substantial Improvement - A repair, reconstruction, or improvement of an
558 existing structure, such that the cost equals or exceeds fifty (50) percent of
559 the true cash value of the structure either:
560
- 561 a. before the improvement is started, or
 - 562 b. before the damage occurred if the structure has been damaged and is
563 being restored, or
 - 564 c. Substantial Improvement is started when the first alteration of any
565 structural part of the building commences.
- 566
- 567 (56) Uncontaminated Pumped Groundwater - Pumped groundwater from
568 dewatering wells at sites where no known soil or groundwater contamination
569 exists
570
- 571 (57) Wastewater – Any water or other liquid, other than uncontaminated
572 stormwater discharged from a facility.
573
- 574
- 575 (58) Water Body – A river, lake, Stream, creek or other watercourse or
576 Wetlands.
577
- 578 (59) Watershed – A land area draining into a Water Body.
579
- 580 (60) Wetlands – Land characterized by the presence of water at a
581 frequency and duration sufficient to support Wetland vegetation or aquatic life.
582
583

584 **Article II – Stormwater Permits**

585
586 **Sec. 2.01 Permit Required.**

- 587
588 (1) No Person shall engage in any Development activity without first receiving
589 a Stormwater Permit from the Cascade Charter Township pursuant to Section
2.02.590
- 591
592 (2) The granting of a Stormwater Permit only authorizes the discharge of
593 stormwater from the Development for which the Permit is required, subject
594 to the terms of the Permit. It shall not be deemed to approve other
595 Development, other land use activities, or replace other required Permits.

596
597 **Sec. 2.02 Stormwater Permit Review Procedures**

598
599 Cascade Charter Township shall grant a Stormwater Permit, which may impose
600 terms and conditions in accordance with Section 2.09, only upon compliance with
601 each of the following requirements:

- 602
603 (1) The Developer has submitted a site (drainage) Plan complying with
604 Section 2.03.
- 605
606 (2) The Developer has paid or deposited the stormwater Permit review fee
607 pursuant to Section 2.04.
- 608
609 (3) The Developer has paid or posted any applicable performance guarantee
610 pursuant to Section 2.06.
- 611
612 (4) The Developer agrees to provide all easements necessary to implement 613
the approved drainage Plan and to otherwise comply with this Ordinance
614 including, but not limited to, Section 7.02. All easements shall be
615 acceptable to Cascade Charter Township in form and substance and shall
616 be recorded with the County Register of Deeds. At the discretion of the
617 local government the final easement may be required to be recorded prior
618 to Permit issuance.
- 619
620 (5) The Developer provides the required maintenance agreement for routine,
621 emergency, and long-term maintenance of all structural and vegetative
622 BMPs installed and implemented to meet the performance standards, and
623 to comply with the approved drainage Plan and this Ordinance including,
624 but not limited to, Section 7.03. The maintenance agreement shall be
625 acceptable to Cascade Charter Township in form and substance, may not
626 be amended without the approval of Cascade Charter Township, shall be
627 binding on all future Property Owners, and shall be recorded with the
628 County Register of Deeds.
- 629

630 **Sec. 2.03 Drainage Plan.**

631
632 The Developer shall provide adequate stormwater management facilities for the
633 Development site. Adequate facilities reduce the exposure of people to 634
drainage-related adverse impacts and to health and safety hazards. They 635
reduce the exposure of real and personal property to damage through 636
stormwater inundation. The stormwater management system and stormwater 637
best management practices (BMPs) shall be designed in accordance with the 638
latest version of the document "Stormwater Standards, Procedures and Design 639
Criteria for Stormwater Management" (aka "Stormwater Standards" manual) of 640
Cascade Charter Township.

641
642 The Developer shall provide a drainage Plan to Cascade Charter Township for 643
review and approval by Cascade Charter Township. The drainage Plan shall 644
identify and contain all of the information required in the "Stormwater Standards"
645 manual, including an implementation Plan relative to the Development site.

646
647 The implementation Plan for construction and inspection of all stormwater 648
management facilities necessary to the overall drainage Plan shall include a 649
schedule of the estimated dates of completing construction of the stormwater 650
management facilities shown on the Plan and an identification of the proposed 651
inspection procedures to ensure that the stormwater management facilities are 652
constructed in accordance with the approved drainage Plan.

653
654 **Sec. 2.04 Stormwater Permit Review Fees.**

655
656 (1) All expenses and costs incurred by Cascade Charter Township directly
657 associated with processing, reviewing and approving or denying a
658 Stormwater Permit application shall be paid to Cascade Charter Township
659 from the funds in a separate escrow account established by the
660 Developer, as provided in subsection (2). Cascade Charter Township
661 shall draw funds from a Developer's escrow account to reimburse
662 Cascade Charter Township for out-of-pocket expenses incurred by
663 Cascade Charter Township relating to the application. Such reimbursable
664 expenses include, but are not limited to, the following:

665
666 (a) Services of Cascade Charter Township Attorney directly related to
667 the application.

668
669 (b) Services of Cascade Charter Township Engineer directly related
670 to the application.

671
672 (c) Services of other independent contractors or consultants
673 working for Cascade Charter Township which are directly related to
674 the application.

675
676 (d) Any additional public hearings, required mailings and legal
677 notice requirements necessitated by the application.

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(2) At the time a Developer applies for a Stormwater Permit, Cascade Charter Township may require the Developer to deposit with Cascade Charter Township clerk, as an escrow deposit, an initial amount as determined by resolution of the Board of Trustees for such matters and shall provide additional amounts as requested by Cascade Charter Township in such increments as are specified in said resolution. Any excess funds remaining in the escrow account after the application has been fully processed, reviewed, and the final Cascade Charter Township approval and acceptance of the Development has occurred will be refunded to the Developer with no interest to be paid on those funds. At no time prior to Cascade Charter Township's final decision on an application shall the balance in the escrow account fall below the amount as designated by the Local Government. If the funds in the account are reduced to less than the required amount, the Developer shall deposit into the account an additional amount as determined by Cascade Charter Township Board of Trustees resolution, before the application review process will be continued. Additional amounts necessary to process the application may be required to be placed in the escrow account by the Developer, at the discretion of the and based upon the criteria set forth in this ordinance Cascade Charter Township.

Sec. 2.05 Construction Site Runoff Controls

Prior to making any earth change on a Development site regulated by this ordinance, the Developer shall first obtain a Soil Erosion Permit issued in accordance with Part 91 of Act No. 451 of the Public Acts of 1994, as amended, if otherwise required by law. The Developer shall install stormwater management facilities and shall phase the Development activities so as to prevent construction site stormwater runoff and off-site sedimentation. During all construction activities on the Development site, Cascade Charter Township may inspect the Development site to ensure compliance with the approved construction site runoff controls.

Sec. 2.06 Performance guarantee

(1) Cascade Charter Township shall not approve a Stormwater Permit until the Developer submits , a letter of credit or other performance guarantee to Cascade Charter Township, in a form and amount satisfactory to Cascade Charter Township, a letter of credit or other performance guarantee to ensure the timely and satisfactory construction of all approved stormwater management facilities and to complete site Grading in accordance with the approved drainage Plan. Upon 1) certification by a registered professional engineer that the stormwater management facilities have been completed in accordance with the approved drainage Plan including, but not limited to, the implementation Plan required to be submitted in Section 2.03, and 2) receipt of construction record drawings meeting the minimum requirements of Local Government or the County

726 Drain Commissioner, Cascade Charter Township may release the letter
727 of credit, or other performance guarantee subject to final Cascade
728 Charter Township acceptance and approval.

- 729
- 730 (2) Except as provided in subsection (3), the amount of the performance
731 guarantee shall be \$ [REDACTED], unless Cascade Charter Township 732
reasonably determines that a greater amount is appropriate, in which case
733 the basis for such determination shall be provided to the Developer in
734 writing. In determining whether an amount greater than \$ [REDACTED] is
735 appropriate, Cascade Charter Township shall consider the size and type
736 of the Development, the size and type of the on-site stormwater system,
737 and the nature of the off-site stormwater management facilities the
738 Development will utilize.
- 739
- 740 (3) Cascade Charter Township Planning
Commission may reduce or waive the amount of the performance guarantee for a
741 Development that will not increase the percentage of Impervious Surface
742 of the Development site by more than ten percent (10%) and in accordance with
those factors set forth in subsection (2).
- 743
- 744 (4) This ordinance shall not be construed or interpreted as relieving a
745 Developer of its obligation to pay all costs associated with on-site private
746 stormwater management facilities as well as those costs arising from the
747 need to make other drainage improvements in order to reduce a
748 Development's impact on a drain consistent with adopted design
749 standards.
750
751
752

753 **Sec. 2.07 Certificate of Occupancy**

754
755 No final certificate of occupancy shall be issued to a Development until 756
stormwater management facilities have been completed in accordance with the 757
approved drainage Plan; provided, however, Cascade Charter Township may 758
issue a certificate of occupancy if an acceptable letter of credit or other 759
performance guarantee has been submitted to Cascade Charter Township, for 760
the timely and satisfactory construction of all stormwater management facilities 761
and site Grading in accordance with the approved drainage Plan.

762 **Sec. 2.08 No Change in Approved Facilities**

763
764
765 Stormwater management facilities, after construction and approval, shall be
766 maintained in good operational condition, in accordance with the approved 767
drainage Plan, and shall not be subsequently altered, revised or replaced except
768 in accordance with the approved drainage Plan, or in accordance with approved
769 amendments or revisions to that Plan.
770

771 **Sec. 2.09 Terms and Conditions of Permits**

772

773 In granting a Stormwater Permit, Cascade Charter Township may impose such 774
terms and conditions as are reasonably necessary to effectuate the purposes of
775 this ordinance. A Developer shall comply with such terms and conditions.

DRAFT

776 **Article III – Stormwater System, Floodplain and Other Standards, Soil Erosion**
777 **Control**

778
779 **Sec. 3.01 Management of and Responsibility for Stormwater System**
780

781 Cascade Charter Township is not responsible for providing drainage facilities on
782 private property for the management of stormwater on said property. It shall be 783
the responsibility of the Property Owner to provide for, and maintain, private 784
stormwater management facilities serving the property and to prevent or correct
785 the accumulation of debris that interferes with the drainage function of a Water 786
Body or the functioning of such drainage.

787
788 **Sec. 3.02 Stormwater System**

789
790 All stormwater management facilities shall be constructed and maintained in 791
accordance with all applicable federal, state and local ordinances, and rules and
792 regulations.

793
794 **Sec. 3.03 Stormwater Discharge Rates and Volumes**

795
796 Cascade Charter Township has minimum design standards set forth in Article 797
VIII of this ordinance shall apply to all new Development and redevelopment 798
projects, including preventing or minimizing water quality impacts. Specific 799
exemptions are listed in the Stormwater Standards Manual.

800
801 **Sec. 3.04 Floodplain Standards**

802
803 (1) All new buildings and Substantial Improvements to existing buildings shall 804
be protected from Flood damage up to the Flood Protection Elevation 805
(FPE) and shall be in accordance with all applicable federal, state and 806
local ordinances, and rules and regulations. Floodway alteration in a 807
Local Floodplain shall be permitted only upon review and approval by the
808 **Cascade Charter Township**, in accordance with an approved drainage 809
Plan.

810
811 (2) A drainage Plan providing for the filling or alteration of a Floodway within a 812
local Floodplain shall include provisions for maintaining stability of the 813
banks of Streams or other water bodies. Establishing buffer zones is one
814 means of providing protection of the slopes and banks of water bodies.

815
816 (3) Within any required buffer zone, no earth change shall take place except 817
in accordance with the approved drainage Plan. Such a Plan may also 818
include provisions for the replacement of local Flood plain storage volume,
819 where such storage volume is lost or diminished as a result of approved 820
Development.

821
822 (4) Any earth change within a State-Regulated Floodplain shall only be
823 undertaken in accordance with any required state or federal Permit.

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- (a) **Advisability of Additional Flood Protection**
The degree of Flood protection required by this Ordinance is hereby found to be the minimum necessary and reasonable for regulatory purposes. Larger Floods may occur and higher Floodwater heights may occur than will be mitigated or controlled by compliance with these requirements. This Ordinance shall not be interpreted to imply or guarantee that areas outside the Floodway or the State-Regulated Floodplain or uses permitted within such areas, shall remain free from Flooding or Flood damage. Compliance with the terms of this Ordinance will not guarantee freedom from damage, injury or loss of life. This Ordinance shall not be interpreted or applied to create liability for Cascade Charter Township or any officer, agent or employee of Cascade Charter Township for any Flood or Flood related damage.

Sec. 3.05 Soil Erosion and Sedimentation Control

- (1) All Persons who cause, in whole or in part, any earth change to occur shall provide Soil Erosion and sedimentation control so as to adequately prevent soils from being eroded and discharged or deposited onto adjacent properties or into a stormwater drainage system, a public street or right of way, Wetland, creek, Stream, Water Body, or Floodplain. All Development shall be in accordance with all applicable federal, state and local ordinances, rules and regulations.
- (2) During any earth change which exposes soil to an increased risk of erosion or sediment track-out, the Property Owner and other Persons causing or participating in the earth change shall do the following:
 - (a) Comply with the stormwater management standards of this ordinance.
 - (b) Obtain and comply with the terms of a Soil Erosion and sedimentation control Permit if required by law.
 - (c) Prevent damage to any public utilities or services within the limits of Grading and within any routes of travel or areas of work of construction equipment.
 - (d) Prevent damage to or impairment of any Water Body on or near the location of the earth change or affected thereby.
 - (e) Prevent damage to adjacent or nearby land.
 - (f) Apply for all required approvals or Permits prior to the commencement of work.

- 871 (g) Proceed with the proposed work only in accordance with the approved
872 Plans and in compliance with this ordinance and the Stormwater
873 Standards Manual.
874
- 875 (h) Maintain all required Soil Erosion and sedimentation control measures,
876 including but not limited to, measures required for compliance with
877 the terms of this ordinance.
878
- 879 (i) Promptly remove all soil, sediment, debris, or other materials applied,
880 dumped, tracked, or otherwise deposited on any lands, public
881 streets, sidewalks, or other public ways or facilities, as directed by
882 the regulatory agency issuing the Soil Erosion and sedimentation control
883 Permit. Removal of all such soil, sediment, debris or other
884 materials within twenty-four (24) hours shall be considered prima
885 facie compliance with this requirement, unless such materials
886 present an immediate hazard to public health and safety.
887
- 888 (j) Refrain from Grading lands at locations near or adjoining lands, public
889 streets, sidewalks, alleys, or other public or private property without
890 providing adequate support or other measures so as to protect
891 such other lands, streets, sidewalks or other property from settling,
892 cracking or sustaining other damage.
893
- 894 (k) The Property Owner shall have the Soil Erosion and sedimentation control
895 measures inspected weekly and within twenty-four (24) hours of a
896 rain event of sufficient quantity to cause runoff. The inspection for
897 sites one (1) acre or greater shall be conducted by an EGLE
898 certified Construction Site Stormwater Operator who shall maintain
899 written inspection logs. Logs shall be made available to Cascade
900 Charter Township upon request.
901

902 **Sec. 3.06 Building Openings**
903

- 904 (1) No Building Opening shall be constructed below the following elevations:
905
- 906 (a) One foot above the Base Flood Elevation.
907
- 908 (b) One foot above the 100-year water surface hydraulic grade line of
909 the stormwater system.
910
- 911 (c) The Building Opening established at the time of plat or
912 Development approval and on file with the Cascade Charter
913 Township
914
- 915 (2) No Lowest Floor shall be constructed below the following elevations:
916
- 917 (a) One foot above the highest known ground water elevation.
918

919 (b) The lowest allowable floor established at the time of plat or
920 development approval and on file with the Cascade Charter
921 Township
922

923 (3) A waiver from elevations stated in Section 3.05(1) may be granted by 924
Cascade Charter Township following receipt of a certification from a 925
registered professional engineer demonstrating that the proposed 926
elevation does not pose a risk of Flooding.

927
928 (4) Upon completion of construction of the structure's foundation and or slab 929
on grade, a registered land surveyor shall certify any minimum Building 930
Opening or Lowest Floor elevation specified by this ordinance. This 931
certificate shall attest that the Building Opening or Lowest Floor elevation
932 complies with the standards of this ordinance. The permittee for the 933
building Permit shall submit the certificate to the Township 934

Building Inspections official prior to the commencement of framing and/or 935
structural steel placement. If the surveyor should find that the minimum 936
Building Opening or Lowest Floor elevation is below the elevation 937
specified in Section 3.06(1) (a) through (c), that opening must be raised 938
using a method that meets with the approval of Cascade Charter 939
Township. After reconstruction, a registered land surveyor or engineer 940
shall re-certify that the minimum Building Opening or Lowest Floor 941
elevation complies with the standards of this ordinance prior to the 942
commencement of framing and or structural steel placement.

943
944 **Sec. 3.07 Sump Pump Discharge**

945
946 (1) Whenever building footing drains are required or utilized, a direct 947
connection between the footing drains and the storm sewer through a 948
sump pump-check valve system, or a gravity pipe with a double flap gate
949 valve for backflow prevention is required. The check valve system shall be
950 installed on private property and maintained by the Property 951
Owner property owner.

952
953 (2) A stormwater lateral shall be provided for each parcel at the time of storm 954
sewer construction. If no lateral is provided, the Property Owner shall 955
discharge said water in such a manner as to not impact neighboring land
956 or public streets. If a stormwater lateral does not exist, and it is technically
957 feasible to construct one, the Property Owner may install one at their 958
expense. Any work to be conducted within the right-of-way must be 959
expressly authorized by Cascade Charter Township

960
961 (3) The Property Owner property owner assumes all risks associated with 962
connecting directly into the storm sewer system. The requirements 963
outlined in subsection (1) of this section (3.07) are the minimum required
964 for Cascade Charter Township to allow a Property Owner to connect a 965
foundation drain to the storm sewer system. Additional measures may be
966 considered to reduce the risk of storm sewer backups, such as the

967 inclusion of a physical air gap between the residential stormwater 968
969 discharge line and the public storm sewer system. All backflow prevention
Property Owner. 970

971
972 (4) Stormwater runoff shall not be redirected or infiltrated within the influence
973 of footing drains.

974
975 (5) None of the requirements of this section (3.07) shall be interpreted to
976 require a Property Owner to connect into the storm sewer system.

977
978 (6) If a storm sewer connection is not utilized, foundation drain outlets shall
979 comply with Cascade Charter Township Code of Ordinances.
980

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981 **Article IV – Prohibitions and Exemptions**

982
983 **Sec. 4.01 Prohibited Discharges**

- 984
985 (1) No Person shall discharge to a Water Body, directly or indirectly, any
986 substance other than stormwater or an exempted discharge. Any Person
987 discharging stormwater shall effectively prevent Pollutants from being
988 discharged with the stormwater, except in accordance with BMPs.
989
990 (2) Cascade Charter Township is authorized to require Dischargers to
991 implement pollution prevention measures, utilizing BMPs as necessary, to
992 prevent or reduce the discharge of Pollutants into Cascade Charter
993 Township’s stormwater drainage system.
994
995 (3) No Person shall discharge or cause to be
996 discharged into Cascade Charter Township storm drain system or
997 watercourses any materials, including, but not limited to, Pollutants, or
1000 water containing any Pollutants that cause or contribute to a violation of
1001 applicable water quality standards other than stormwater. The
1002 commencement, conduct, or continuance of any Illicit Discharge to the
1003 Storm Drain system is prohibited except for discharges authorized by the
1004 Cascade Charter Township as being necessary to protect public health
1005 and safety.
1006 (4) Prohibition of Illicit Connections
1007 (a) The construction, use, maintenance, or continued existence of Illicit
1008 Connections to the MS4 is prohibited.
1009 (b) This prohibition expressly includes, without limitation, Illicit
1010 Connections made in the past, regardless of whether the connection
1011 was permissible under law or practices applicable or prevailing at the
1012 time of connection.
1013 (c) Without limitation, a Person is considered to be in violation of this
1014 Ordinance if the Person connects a line conveying Wastewater to the
1015 MS4, or allows such a connection to continue.
1016 (5) The prohibitions of this section shall not apply to any
1017 nonstormwater discharge permitted under an NPDES Permit, waiver, or
1018 waste discharge order issued to the Discharger and administered under
1019 the authority of the EPA, provided,
1020 that the discharge is in full compliance with all requirements of the Permit,
1021 waiver, or order and other applicable laws and regulations, and provided
1022 that written approval has been granted for any discharge to the MS4.

1023 **Sec. 4.02 Exempted Discharges**

- 1024
1025 (1) The following non-stormwater discharges shall be exempted from the
1026 requirement of this Article, provided that they do not result in a violation of
1027 State of Michigan Water Quality Standards:
1028

1029 Water supply line flushing
1030 Landscape irrigation
1031 Diverted Stream flows
1032 Rising ground water
1033 Uncontaminated ground water infiltration to Storm Drains
1034 Uncontaminated Pumped Ground Water
1035 Discharges from potable water sources
1036 Foundation drains
1037 Air conditioning condensate
1038 Individual residential car washing
1039 Dechlorinated swimming pool water
1040 Street washwater
1041 Discharges or flows from emergency fire fighting activities
1042 Discharges for which a specific federal or state Permit has been issued.

1043 (2) None of the above exemptions eliminate the need to provide appropriate
1044 pollution control or pollution prevention measures required under this
1045 Ordinance or under any other Federal or State Law, rule or regulation.
1046

1047 **Sec. 4.03 Interference with Natural or Artificial Drains**
1048

1049 (1) It shall be unlawful for any Person to stop, fill, dam, confine, pave, alter the
1050 course of, or otherwise interfere with any natural or constructed drain,
1051 ditch, swale, culvert, Water Body, Floodplain, or Flood prone area without
1052 first submitting a drainage Plan to Cascade Charter Township and
1053 receiving approval of that Plan. Any deviation from the approved Plan is a
1054 violation of this ordinance. This section shall not prohibit, however,
1055 necessary emergency action so as to prevent or mitigate drainage that
1056 would be injurious to the environment, the public health, safety, or welfare.
1057

1058 (2) No filling, blocking, fencing or above-surface vegetation planting shall take
1059 place within a Floodway.
1060

1061 (3) No shrubs or trees shall be planted below the top of the bank of a Water
1062 Body.
1063

1064 (4) For an overland flow-way:
1065

1066 (a) Silt screen fences shall not be permitted below the top of the bank
1067 of a Water Body.
1068

1069 (b) Chain link fences shall be permitted if Cascade Charter Township
1070 determines that the fence will not obstruct or divert the flow of
1071 water.
1072

1073 (c) If a fence is removed by Cascade Charter Township for drain
1074 access or drain maintenance, the fence shall be replaced by the
1075 owner of the fence at the owner's expense.

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- (5) Shrubs, trees or other above-ground vegetation shall not be planted over the top of an underground storm sewer or over the top of the easement within which the storm sewer has been installed.

Sec. 4.04 Storage of Materials in Drainageway

It shall be unlawful for any Person to store, stockpile or dispose of any hazardous, toxic, or non-toxic material including but not limited to chemicals, explosives, buoyant materials, yard wastes, log and brush piles, unsecured landscaping materials, play or work sheds, animal wastes, fertilizers, flammable liquids and Pollutants win an overland flow-way, drainage system or a Floodplain unless adequate protection and or containment has been provided to prevent such materials from entering, diverting or blocking Cascade Charter Township drainage system, except as specifically permitted by State and Federal Law.

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1098 **Article V – Inspection, Monitoring, Reporting, and Recordkeeping.**

1099
1100 **Sec. 5.01 Inspection and Sampling**

1101 To assure compliance with the standards outlined in Article VIII, Cascade Charter
1102 Township may inspect and/or obtain stormwater samples from stormwater management
1103 facilities of any Discharger to determine compliance with the requirements of this
1104 ordinance. Upon request, the Discharger shall allow Cascade Charter Township's
1105 properly identified representative to enter upon the premises of the Discharger at all hours
1106 necessary for the purposes of such inspection or sampling absent exigent circumstances.
1107 Cascade Charter Township shall make a reasonable effort to provide the Discharger with
1108 advance notice of such inspection and/or sampling. Unreasonable delays in allowing
1109 access to a Discharger's facility is a violation of this Ordinance. As a condition of the
1110 issuance of any Permit in accordance with this ordinance, a the permittee shall be
1111 deemed to have consented to Cascade Charter Township's exercise of its right to place
1112 on the Discharger's property the equipment or devices used for such sampling or
1113 inspection under this Ordinance
1114

1115
1116 **Sec. 5.02 Stormwater Monitoring Facilities**

1117 A Discharger of stormwater runoff shall install and operate equipment or devices
1118 for the monitoring of stormwater runoff, at its own expense, so as to provide for
1119 inspection, sampling, and flow measurement of each discharge to a Water Body
1120 or a Stormwater Management Facility, when directed in writing to do so by
1121 Cascade Charter Township. Cascade Charter Township may require a Discharger
1122 to provide and operate such equipment and devices if it is necessary or appropriate
1123 for the inspection, sampling and flow measurement of discharges in order to
1124 determine whether adverse effects from or as a result of such discharges may
1125 occur. All such equipment and devices for the inspection, sampling and flow
1126 measurement of discharges shall be installed and maintained in accordance with
1127 applicable laws, ordinances and regulations.
1128

1129
1130 **Sec. 5.03 Accidental Discharges**

- 1131 (1) Any Discharger who accidentally discharges into a Water Body any
1132 substance other than stormwater or an exempted discharge shall
1133 immediately inform Cascade Charter Township concerning the discharge.
1134 If such information is given orally, a written report concerning the discharge
1135 shall be filed with Cascade Charter Township within five
1136 (5) days. The written report shall specify:
- 1137 (a) The composition of the discharge and the cause thereof.
 - 1138 (b) The exact date, time, and estimated volume of the discharge.
 - 1139 (c) All measures taken to date to clean up the accidental discharge, and
1140 all measures proposed to be taken to reduce and prevent any
1141 recurrence.
1142
1143
1144

1145 (d) The name and telephone number of the Person making the report,
1146 and the name of a Person who may be contacted for additional
1147 information on the matter.

1148
1149 (2) A properly-reported accidental discharge shall be an affirmative defense to
1150 a civil infraction proceeding brought under this ordinance against a
1151 Discharger for such discharge. It shall not, however, be a defense to a
1152 legal action brought to obtain an injunction, to obtain recovery of costs or
1153 to obtain other relief as a result of or arising out of the discharge. A
1154 discharge shall be considered properly reported only if the Discharger
1155 complies with all the requirements of Section 5.03(1).
1156

1157 **Sec. 5.04 Record Keeping Requirement**

1158
1159 Any Person subject to this ordinance shall retain and preserve for no less than
1160 three (3) years any and all books, drawings, Plans, prints, documents,
1161 memoranda, reports, correspondence and records, including records on
1162 magnetic or electronic media and any and all summaries of such records, relating
1163 to monitoring, sampling and chemical analysis of any discharge or stormwater
1164 runoff from any property.
1165

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1166 **Article VI – Enforcement**

1167 **Sec. 6.01 Sanctions for Violation**

- 1168
1169 (1) Any Person violating any provision of this ordinance shall be responsible
1170 for a municipal civil infraction and subject to a fine of not less than
1171 [redacted]
1172 \$ _____ for a first offense, and not less than \$ _____ for a

1173 subsequent offense, plus costs, damages, expenses, and other sanctions
1174 as authorized under Chapter 87 of the Revised Judicature Act of 1961 and
1175 other applicable laws, including, without limitation, equitable relief; provided,
1176 however, that the violation stated in Section 6.01(2) shall be a
1177 misdemeanor. Each day such violation occurs or continues shall be deemed
1178 a separate offense and shall make the violator liable for the imposition of a
1179 fine for each day. The rights and remedies provided for in this section are
1180 cumulative and in addition to any other remedies provided by law. An
1181 admission or determination of responsibility shall not exempt the offender
1182 from compliance with the requirements of this ordinance.

1183
1184 For purposes of this section, "subsequent offense" means a violation of the
1185 provisions of this ordinance committed by the same Person within 12
1186 months of a previous violation of the same provision of this ordinance for
1187 which said Person admitted responsibility or was adjudicated to be
1188 responsible.

1189
1190 Cascade Charter Township **Manager of duly appointed designee** is
1191 authorized to issue municipal civil infraction citations for a violation of any
1192 provision of this ordinance.

- 1193
1194 (2) Any Person who neglects or fails to comply with a stop work order issued
1195 under Section 6.02 shall, upon conviction, be guilty of a misdemeanor,
1196 punishable by a fine of not more than \$500 or imprisonment for not more
1197 than 93 days, or both such fine and imprisonment, and such Person shall
1198 also pay such costs of prosecution and other charges as may be imposed
1199 in the discretion of the court.

- 1200
1201 (3) Any Person who aids or abets a Person in a violation of this ordinance shall
1202 be subject to the sanctions provided in this section.

1203
1204 **Sec. 6.02 Stop Work Order**

1205
1206 Where there is work in progress that causes or constitutes in whole or in part, a
1207 violation of any provision of this ordinance, Cascade Charter Township is
1208 authorized to issue a Stop Work Order to prevent further or continuing violations
1209 or adverse effects. All Persons to whom a stop work order is directed, or who
1210 are involved in any way with the work or matter described in a stop work order
1211 shall fully and promptly comply therewith.

1212
1213 **Sec. 6.03 Failure to Comply; Completion** ^{VI-1}

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In addition to any other remedies, should any owner fail to comply with the provisions of this ordinance, Cascade Charter Township may, after giving reasonable notice and an opportunity for compliance, have the necessary work done, and the owner shall be obligated to promptly reimburse Cascade Charter Township for all costs of such work. Without limiting the foregoing, a failure to comply or otherwise bring property into compliance with other violation of this ordinance shall be deemed a public nuisance and shall be subject to abatement,

Sec. 6.04 Emergency Measures

When emergency measures are necessary to protect public safety, health and welfare, and/or to prevent loss of life, injury or damage to property, Cascade Charter Township is authorized to carry out or arrange for all such emergency measures. Property owners shall be responsible for the cost of such measures made necessary as a result of a violation of this ordinance, and shall promptly reimburse Cascade Charter Township for all of such costs.

Sec. 6.05 Cost Recovery for Damage to Storm Drain System

A Discharger shall be liable for all costs incurred by Cascade Charter Township as the result of causing a discharge that produces a deposit or obstruction, or causes damage to, or impairs a Storm Drain, or violates any of the provisions of this ordinance. Costs include, but are not limited to, those penalties levied by the EPA or MDEQ for violation of an NPDES Permit, attorney fees, and other costs and expenses.

Sec. 6.06 Collection of Costs; Lien

To the extent permitted by law, service charge incurred by Cascade Charter Township and the Drain Commissioner including, without limitation, applicable charges incurred pursuant to Sections 6.02, 6.03, 6.04 and 6.05 may be collected by Cascade Charter Township or Drain Commissioner in any manner authorized by law including, but not limited to, all remedies authorized by Act No. 94 of the Public Acts of 1933, as amended. When applicable, said costs shall be a lien on the premises which shall be enforceable in accordance with Act No. 94 of the Public Acts of 1933, as amended from time to time or as otherwise authorized by law with any such charges which are delinquent for six (6) months or more may be certified annually to Cascade Charter Township Treasurer who shall enter the lien on the next tax roll against the premises and the costs shall be collected and the lien shall be enforced in the same manner as provided for in the collection of taxes assessed upon the roll and the enforcement of a lien for taxes. .

Sec. 6.07 Appeals

Any Person as to whom any provision of this ordinance has been applied may appeal in writing, not later than 30 days after the action or decision being

1262 appealed from, to Cascade Charter Township Board of Trustees the action or
1263 decision whereby any such provision was so applied. Such appeal shall identify
1264 the matter being appealed, and the basis for the appeal. Cascade Charter
1265 Township shall Board of Trustees shall consider the appeal at a public hearing
1266 and shall affirm, reject or modify the action being appealed based on the standards
1267 set forth in this ordinance. Cascade Charter Township Board of Trustees may
1268 impose reasonable conditions on an affirmative decision in an appeal. Cascade
1269 Charter Township Board of Trustees shall make its decision in writing and shall
1270 furnish a copy of the decision to the Person making the appeal. In considering any
1271 such appeal, Cascade Charter Township Board of Trustees may consider the
1272 recommendations of Cascade Charter Township Engineer and the comments of
1273 other Persons having knowledge of the matter. In considering any such appeal,
1274 Cascade Charter Township Board of Trustees may grant a variance from the terms
1275 of this ordinance so as to provide relief, in whole or in part, from the action being
1276 appealed, but only upon finding that the following requirements are satisfied:

- 1277
- 1278 (1) The application of the ordinance provisions being appealed will present or
1279 cause practical difficulties for a Development or Development site; provided,
1280 however, that practical difficulties shall not include the need for the
1281 Developer to incur additional reasonable expenses in order to comply with
1282 the ordinance; and
 - 1283
 - 1284 (2) The granting of the relief requested will not substantially prevent the goals
1285 and purposes sought to be accomplished by this ordinance, nor result in
1286 less effective management of stormwater runoff.

1287
1288 **Sec. 6.08 Suspension of MS4 Access**

- 1289
- 1290 (1) The Local Government may, without prior notice, suspend a Person's
1291 discharge access to the MS4 when such suspension is necessary to stop
1292 an actual or threatened discharge that presents or may present imminent
1293 and substantial danger to the environment, or to the health or welfare of
1294 Persons or the MS4. If the Person fails to comply with a suspension order
1295 issued in an emergency, the Local Government may take such steps as
1296 deemed necessary to prevent or minimize damage to the MS4 or the
1297 environment, or to minimize danger to Persons. A person failing to comply
1298 with a suspension order pursuant to this section shall be liable for all cost
1299 incurred by Cascade Charter Township as the result of such failure to
1300 comply and a violation shall constitute a public nuisance.
 - 1301
 - 1302 (2) Any Person discharging to the MS4 in violation of this Ordinance may have
1303 their MS4 access terminated if such termination would abate or reduce an
1304 Illicit Discharge. Cascade Charter Township will notify a violator of the
1305 proposed termination of its MS4 access. A Person violates this Ordinance
1306 if the Person reinstates MS4 access to a premise terminated pursuant to
1307 this section, without the prior approval of Cascade Charter Township.

1310 **Article VII – Stormwater Easements and Maintenance Agreements**

1311
1312 **Sec. 7.01 Applicability of Requirements**

1313
1314 The requirements of this Article concerning stormwater easements and
1315 maintenance agreements shall apply to all Persons required to submit a drainage
1316 Plan to Cascade Charter Township for review and approval.

1317
1318 **Sec. 7.02 Stormwater Management Easements**

1319
1320 The Property Owner shall provide all stormwater management easements
1321 necessary to implement the approved drainage Plan and to otherwise comply with
1322 this ordinance in form and substance required by Cascade Charter Township and
1323 shall record such easements as directed by Cascade Charter Township. The
1324 easements shall assure access for proper inspection and maintenance of
1325 stormwater management facilities and shall provide adequate emergency
1326 Overland Flow-ways.

1327
1328 **Sec. 7.03 Maintenance Agreements**

1329
1330 (1) Maintenance Agreement Required. The Developer shall provide all
1331 stormwater maintenance agreements necessary to implement the approved
1332 drainage Plan, to provide and require easements as necessary for
1333 implementation and to otherwise comply with this ordinance in form and
1334 substance as required by Cascade Charter Township, and shall record such
1335 agreements as directed by Cascade Charter Township. The Maintenance
1336 Agreements shall, among other matters, assure access for proper
1337 inspection and maintenance or corrective actions of stormwater BMPs,
1338 including emergency Overland Flow-ways, and include provisions for
1339 tracking the transfer of operation and maintenance responsibility to ensure
1340 the performance standards are met in perpetuity.

1341
1342 (2) Maintenance Agreement Provisions.

1343
1344 (a) The maintenance agreement shall include a maintenance plan and
1345 schedule for routine, emergency and long-term maintenance of all
1346 structural and vegetative stormwater BMPs installed and
1347 implemented to meet the performance standards, with a detailed
1348 annual estimated budget for the initial three years, and a clear
1349 statement that only future maintenance activities in accordance with
1350 the maintenance agreement Plan shall be permitted without the
1351 necessity of securing new Permits.

1352
1353 (b) Written notice and submittal of maintenance documentation shall be
1354 provided to Cascade Charter Township by the Property Owner at the
1355 interval set forth in the maintenance agreement and subject to the
1356 provisions of Sections 5-01 through 6-07.

- 1357 (c) If it has been found by Cascade Charter Township, following notice
1358 and an opportunity to be heard by the Property Owner, that there
1359 has been a material failure or refusal to undertake maintenance as
1360 required under this ordinance and/or as required in the approved
1361 maintenance agreement as required hereunder, Cascade Charter
1362 Township shall then be authorized, but not required, to hire an
1363 entity with qualifications and experience in the subject matter to
1364 undertake the monitoring and maintenance required, in which event
1365 the Property Owner shall be obligated to advance or reimburse
1366 payment for all costs and expenses associated with such
1367 monitoring and maintenance, together with a reasonable
1368 administrative fee. The maintenance agreement required under this
1369 Ordinance shall contain a provision spelling out the requirements
1370 and, if the applicant objects in any respect to such provision or the
1371 underlying rights and obligations, such objection shall be resolved
1372 prior to the commencement of construction of the proposed
1373 Development on the property.
- 1374 (d) The maintenance agreement and any amendment to the
1375 maintenance agreement and its exhibits shall be recorded.
1376

1377 **Sec. 7.04 Establishment of County Drains**
1378

1379 Prior to final approval of a platted subdivision, all stormwater management facilities
1380 for platted subdivisions shall be established as county drains, as authorized in
Section 433, Ordinance 18 of the Michigan Drain Code (P.A. 40 of 1956, as
amended) for long-term maintenance.

1381 **Article VIII – Performance and Design Standards**
1382

1383 **Sec. 8.01 Design Standards**
1384

1385 Stormwater BMPs shall be designed to manage stormwater flow within the
1386 available capacity of the downstream conveyance system as determined by
1387 Cascade Charter Township.
1388

1389 In addition, stormwater BMPs shall be designed to meet Performance Standards
1390 as described in Section 8.02. Stormwater system design shall be in accordance
1391 with the latest version the “Stormwater Standards” manual published by Cascade
1392 Charter Township.
1393
1394

1383 **Sec. 8.02 Performance Standards**
1395

1396 In order to achieve the goals and purposes of this ordinance, the following
1397 stormwater management performance standards are hereby established.
1398

1399 (1) **Water Quality Treatment.** Treat the calculated site runoff for the entire
1400 Project Site from the 90 percent annual non-exceedance storm, which is
1401 approximately equal to 1-inch of rain (i.e. on average, 90 percent of the
1402 storms in a given year produce 1-inch of rainfall or less). The treatment
1403 volume specified is based on capturing and treating the volume of
1404 stormwater that is the first to runoff in a storm and expected to contain the
1405 majority of Pollutants. This volume of runoff is often referred to as the “first
1406 flush.” The water quality treatment standard is required for all sites.
1407

1408 (a) **Total Suspended Solids (TSS).** The methods selected to treat the
1409 volume of water calculated for the Water Quality Treatment
1410 performance standard shall be designed on a site-specific basis to
1411 achieve either a minimum of 80 percent removal of TSS, as
1412 compared with uncontrolled runoff, or a discharge concentration of
1413 TSS that does not exceed 80 milligrams per liter (mg/l). This
1414 performance standard is based on TSS as a surrogate for other
1415 Pollutants normally found in stormwater runoff. Control of TSS to
1416 meet this standard is expected to achieve control of other Pollutants
1417 to an acceptable level that protects water quality.
1418

1419 (2) **Channel Protection.** Maintain the post-development Project Site runoff
1420 volume and peak flow rate at or below pre-development levels for all storms
1421 up to the 2-year, 24-hour event. At a minimum, pre-development is defined
as the last land use prior to the planned new Development or
redevelopment. The channel protection standard is required for stormwater
discharges to surface waters or the MS4.

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(3) Flood Control. Control the volume of site runoff from the Flood control rainfall event with a maximum allowable release rate to reduce the potential for property damage from overbank Flooding and preserve existing Floodplains. The Flood control event and maximum allowable release rate shall be determined by Cascade Charter Township. The Flood control standard is required for all sites.

(a) Overflow Routes. Acceptable overflow routes for the 100-year Flood shall be identified for the site and for downstream areas between the site and the nearest acceptable Floodway or outlet. Stormwater conveyance systems are usually designed to handle flows generated by the 10-year storm. When larger storms generate higher flows, the conveyance system is expected to surcharge resulting in stormwater accumulating on the surface of the ground. Gravity will cause such stormwater to flow overland to lower elevations. By carefully managing the shape of the land surface such overland stormwater flow can be directed to locations that will not cause property damage. Adequate emergency Overland Flow-ways will direct stormwater flows generated by the 100-year storm to avoid damage to structures and facilities.

(4) Site-Specific Requirements.

(a) Pretreatment. Pretreatment of site runoff is required on a site specific basis prior to discharging to certain stormwater BMPs. Pretreatment provides for the removal of fine sediment, trash and debris, and preserves the longevity and function of the BMP.

(b) Hot Spots and Groundwater Contamination. Some land use activities have a potentially greater risk of polluted runoff than others. Project sites with these types of activities are referred to as “hot spots” and include uses such as gas stations, commercial vehicle maintenance and repair, auto recyclers, recycling centers, and scrap yards. Hot spots also include areas with the potential for contaminating public water supply intakes. Pretreatment of stormwater runoff to address Pollutants associated with hot spots is required for the site. Stormwater management strategies and BMPs that reduce the potential to mobilize existing soil and groundwater contaminants, or that capture and treat stormwater runoff and/or accidental spills to protect groundwater or nearby surface waters are required.

(c) Coldwater Streams. Stormwater management strategies and BMPs that minimize thermal impacts from site runoff and maximize groundwater recharge are required for sites with a surface water discharge to a coldwater Stream as determined by the Michigan Department of Natural Resources.

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Sec. 8.03 Alternative Approach for Channel Protection

In many cases, infiltration will likely be used as the primary means of Retention. It is not, however, the sole means of providing onsite Retention, and the developer must include consideration of stormwater reuse, interception, evapo- transpiration, and other vegetative (non-structural) BMPs at the Project Site. Site constraints that limit the use of infiltration may include:

- (1) Poorly draining soils (<0.24 inches per hour; typically hydrologic soil groups C and D).
- (2) Bedrock.
- (3) High groundwater, or the potential of mounded groundwater to impair other uses.
- (4) Wellhead protection areas.
- (5) Stormwater hot spots.
- (6) Sites subject to Part 201 and Part 213 of Act No. 451 of the Public Acts of 1994, as amended, and areas of soil or groundwater contamination.

Cascade Charter Township may grant a waiver of the on-site Retention criteria for channel protection described in Section 8.01(2), and allow an alternative approach to meet the channel protection performance standard if the developer demonstrates that site constraints preclude sufficient Retention onsite. If a waiver is granted, the developer must meet the following extended detention criteria:

- (1) Extended Detention. Detain the portion of the channel protection volume unable to be retained onsite for a minimum of 24-hours with a maximum release rate no greater than the existing 1-year peak discharge, and a drawdown time no greater than 72 hours. A waiver from the Local Government must be granted to use this alternative approach.

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Sec. 8.04 Resolution to Implement Performance and Design Standards

The Board of Trustees of Cascade Charter Township may adopt a resolution establishing more detailed design and performance standards for stormwater management facilities, consistent with the terms of this ordinance, and in order to further implement its goals and purposes.

1596 **Article IX – Other Matters**

1597 **Sec. 9.01 Interpretation**

1598
1599 Words and phrases in this ordinance shall be construed according to their common
1600 and accepted meanings, except that words and phrases defined in Section 1.05
1601 shall be construed according to the respective definitions given in that section.
1602 Technical words and technical phrases that are not defined in this ordinance but
1603 which have acquired particular meanings in law or in technical usage shall be
1604 construed according to such meanings.
1605

1606 **Sec. 9.02 Catch-Line Headings**

1607
1608 The catch-line headings of the articles and sections of this ordinance are intended
1609 for convenience only, and shall not be construed as affecting the meaning or
1610 interpretation of the text of the articles or sections to which they may refer.
1611

1612 **Sec. 9.03 Severability**

1613
1614 The provisions of this ordinance are hereby declared to be severable, and if any
1615 part or provision of this ordinance should be declared invalid or unenforceable by
1616 any court of competent jurisdiction, such invalidity or unenforceability shall not
1617 affect any other part or provision of the ordinance.
1618

1619 **Sec. 9.04 Other Ordinances**

1620
1621 This ordinance shall be in addition to other ordinances of Cascade Charter
1622 Township, and shall not be deemed to repeal or replace other ordinances or parts
1623 thereof except to the extent that such repeal is specifically provided for in this
1624 Article. In the situation where a different standard is applicable from another
1625 ordinance, the stricter standard shall apply.
1626

1627 **Sec. 9.05 Effective Date**

1628
1629 This ordinance shall become effective _____, following its
1630 publication or following the publication of a summary of its provisions in a local
1631 newspaper of general circulation.
1632

1633 **Sec. 9.06 Repeal**

1634
1635 Ordinance No. 7 of 2002 and as amended Ordinance No. 2 of 2008, titled Storm
1636 Water Ordinance for Cascade Charter Township Kent County, Michigan, is
1637 hereby repealed, as of the effective date of this ordinance.
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This ordinance was adopted _____, by the Township Board,
and made effective _____.

Cascade Charter Township

Clerk

DRAFT

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

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

Subject: Consider Request to Approve Resolutions for Grand Rapids Triathlon to close public streets on June 11 & 12, 2022

Meeting Date: January 12, 2022

In July 2021, the Grand Rapids Triathlon organizers attended a board meeting and requested approval to hold the triathlon June 11 & 12, 2022. The board did approve this request.

The triathlon moved to a two-day event in 2021. The change helped with the uncertainty of COVID restrictions and space and also allowed for the relocation of the transition area. The two-day event was popular with the athletes.

The majority of the event takes place in Ada Township to the east (Lowell Township, Ionia County); the running event of the triathlon will occur in Cascade.

The logistics and courses for the 2022 event are the same as last year. Attached are resolutions regarding road closures on Thornapple River Dr., Hurley, Peace Streets, Orange Ave and Shagbark.

Maps (along with further information) are included in the packet for your review. Representatives from Grand Rapids Triathlon will be at the meeting to answer questions.

**Cascade Charter Township
Kent County, Michigan
Resolution # of 2022**

The Cascade Charter Township Board Hereby Resolves:

Whereas, Michigan Endurance Holdings LLC, (dba Tris4Health, LLC) would like to hold a Triathlon on Saturday, June 11 and Sunday, June 12, 2022; and

Whereas, on Saturday, June 11 they will need to close the following streets from approximately 4:00 a.m. to 11:30 a.m.:

- Thornapple River Dr. from Storeybook Ln. to Laraway Lake
- Grand River Ave. from Buttrick to Old Oak Hill Dr.; and

Whereas, Thornapple River Dr. and Grand River Ave. are primary streets; and

Whereas, Michigan Endurance Holdings LLC is working with the Kent County Road Commission and Kent County Sheriff Department regarding this request.

Therefore Be It Resolved, the Cascade Charter Township Board hereby approves the request for the street closures on Saturday, June 11, 2022 from 4:00 a.m. to 11:30 a.m.

Be It Further Resolved, that the Cascade Township Board hereby directs the Clerk to forward this request to the Kent County Road Commission for the necessary permit.

The foregoing Resolution was offered by Board Member, supported by Board Member. The roll call vote being as follows:

YEAS:
NAYS:
ABSENT:

RESOLUTION DECLARED ADOPTED.

Susan Slater
Township Clerk

CERTIFICATION

I hereby certify the above to be a true copy of a resolution adopted by the Cascade Charter Township Board at a regular meeting held on the 12th day of January, 2022, at 7:00 p.m., pursuant to the required statutory procedures.

Dated: January 12, 2022

By _____
Susan Slater
Township Clerk

Cascade Charter Township
Kent County, Michigan
Resolution # of 2022

The Cascade Charter Township Board Hereby Resolves:

Whereas, Michigan Endurance Holdings LLC (dbaTris4Health, LLC) would like to hold a Triathlon on Saturday, June 11 and Sunday, June 12, 2022; and

Whereas, on Sunday, June 12 they will need to close the following streets from approximately 4:00 a.m. – 5:00 p.m.:

- Thornapple River Dr. from Storeybook Ln to Cascade Rd.
- Shagbark Ave.
- Orange Ave.
- Peace St.
- Hurley St.
- Mt. Ash St.
- Grachen St.; and

Whereas, Thornapple River Dr. is a primary street; and

Whereas, Shagbark, Orange, Peace, Hurley, Mt. Ash and Grachen are local streets; and

Whereas, Michigan Endurance Holdings LLC is working with the Kent County Road Commission and Kent County Sheriff Department regarding this request.

Therefore Be It Resolved, the Cascade Charter Township Board hereby approves the request for the street closures on Sunday, June 12, 2022 from 4:00 a.m. to 5:00 p.m.

Be It Further Resolved, that the Cascade Township Board hereby directs the Clerk to forward this request to the Kent County Road Commission for the necessary permit.

The foregoing Resolution was offered by Board Member, supported by Board Member. The roll call vote being as follows:

YEAS:
NAYS:
ABSENT:

RESOLUTION DECLARED ADOPTED.

Susan Slater
Township Clerk

CERTIFICATION

I hereby certify the above to be a true copy of a resolution adopted by the Cascade Charter Township Board at a regular meeting on the 12th day of January, 2022, at 7:00 p.m., pursuant to the required statutory procedures.

Dated: January 12, 2022

By _____
Susan Slater
Township Clerk



GRAND RAPIDS TRIATHLON 2022

JUNE 11 - 12



June 11 & 12, 2022 - CASCADE, MI

We are the largest independent triathlon in Michigan and proud host of five USA Triathlon National Championships over the course of our ten-year history.

While our event brings in some of the best athletes from across the country, we have also been named one of the Top 5 Best Triathlons for Beginners in the USA according to Triathlon Business International. This two-day triathlon event is a chance for athletes of all skill levels to compete on a scenic riverside course, perfect for the novice through the seasoned triathlete.

A portion of all proceeds will benefit:

OFFICIAL CHARITY PARTNER



LOCAL CHARITY PARTNER



GRAND RAPIDS TRIATHLON 2022

INTRODUCTION

Thank you for considering approval of the 2022 edition of Grand Rapids Triathlon.

Who we are – Michigan Endurance Holdings, LLC

Michigan Endurance Holdings (dba “Tris4Health”) is owned by Jon Conkling and John Mosey, both of whom are USA Triathlon level 1 certified race directors. We are avid triathletes and have been involved with the sport for a decade. Our vision is to continue to grow Grand Rapids Triathlon, both locally and nationally. We want as many people as possible to get off the couch and into a healthier lifestyle, while at the same time showing off all the wonderful things our area is known for.

What the Grand Rapids Triathlon is:

This triathlon is a chance for athletes of all skill levels to compete on a scenic riverside course, perfect for the novice and seasoned triathlete. This USA Triathlon sanctioned event promises heart pounding excitement from start to the finish. We offer four distances: Super Sprint, Sprint, Olympic and Half, as well as these events: triathlon, duathlon, aquabike and relay. In addition, we host a kid’s duathlon Saturday afternoon, which is sponsored by Cascade Pediatrics.

BENEFITS

Hosting this great community event comes with many benefits from a positive economic impact to improving community health and well-being.

Positive economic impact: Our goal is to drive our athletes to area businesses in and around the Cascade area. Now that we are a two-day event, athletes and their families have a lot of reason to spend a weekend in the area, creating even more economic opportunity. In addition, we are working with two Cascade area hotels for our athletes to stay while they are in town for the event.

Give back to the community: We partner with Make-a-Wish Michigan with the goal of granting as many wishes as possible to children and families who desperately need them. To date, Make-a-Wish Michigan has raised over \$300,000 at Grand Rapids Triathlon.

Be involved with one of the fastest growing sports in the country. The general excitement for the sport of triathlon received a boost of popularity when triathlon debuted at the 2000 Olympic Games in Sydney, Australia. It is estimated that approximately 150,000

people participate in multi-sport in the United States each year. And the numbers continue to grow.

Positions Cascade with a healthy lifestyle and lifelong fitness associated with swimming, biking and running. Triathlon embraces the idea of maintaining a healthy and active lifestyle like no other sport. You can often see participants at local races ranging in age from 10-85 years old! All three sports require aerobic power, excellent endurance, and tactical thinking.

REQUEST

We are requesting approval of the following:

- 1.) To hold this annual event in the Cascade area on June 11 and 12, 2022 and for years to come.
- 2.) Course maps, suggested parking areas, etc. are available on our website (www.grandrapidstri.com).
- 3.) Specific road closures and times:
 - a. Saturday, June 11 - Road Closure (4am - 11:30am)
 - i. Thornapple River Drive from River St south to Laraway Lake Drive
 - ii. Buttrick Ave from Thornapple River Drive to Grand River Drive
 - iii. Grand River from Buttrick to Old Oak Hill Drive
 - b. Sunday, June 12 - Road Closures (4am - 5pm)
 - i. Thornapple River Drive from River St south to Cascade
 - ii. Buttrick Ave from Thornapple to Grand River
 - iii. Grand River from Buttrick to Old Oak Hill Drive
- 4.) We request a letter from the Township of Cascade stating the above has been approved.
- 5.) Michigan Endurance Holdings will have Cascade Township as an additional insured. One week prior to the race we will place 3 changeable message signs in Cascade and Ada.



GRAND RAPIDS TRIATHLON 2022

JUNE 11 - 12



#DISCOVERADA

Official Charity Partner:

Make-A-Wish®

Local Charity Partner:



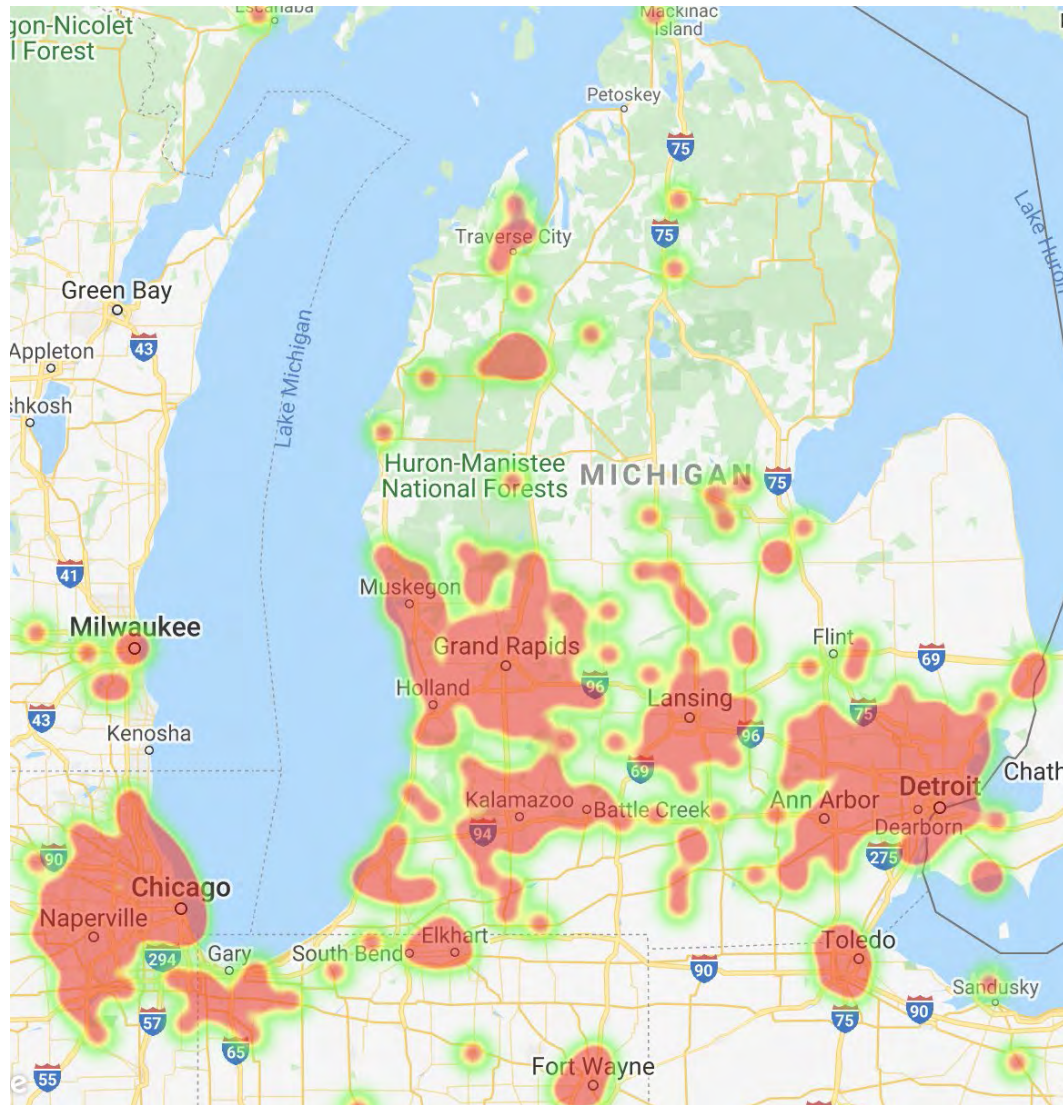


▶ About GRTri

About Us



- ▶ We are the largest independent triathlon in Michigan.
- ▶ We have hosted 5 USA Triathlon National Championships along with numerous state and regional championships since 2011.
- ▶ Voted one of the top 5 newbie friendly events in the country.
- ▶ Voted one of the top 10 best international triathlons.
- ▶ 2022 will be our 11th year.



Triathlon Demographics

- ▶ 85% of 2021 athletes were from MI
- ▶ 51% lived within 30 miles of Cascade
- ▶ 66% lived within 60 miles
- ▶ \$161k - Average Income
- ▶ 97% of triathletes have 4-year degree
- ▶ 50% have a Master's



▶ Event Details

Event Details

- ▶ Keep two-day format (Saturday & Sunday) that was implemented in 2021 and hold the event on June 11th & 12th, 2022.
 - ▶ Saturday consists of Super Sprint and Sprint distances
 - ▶ Race is from 7am - 10:30am
 - ▶ Road closures from 4am - 11:30am
 - ▶ Sunday consists of Olympic and Half distances
 - ▶ Race is from 7am - 3:30pm
 - ▶ Road closures from 4am - 5pm
- ▶ Keep transition and finish line located at Ada Park as was done in 2021.
 - ▶ Transition is in soccer fields at the corner of Buttrick and Grand River Dr.
 - ▶ Finish line is on Buttrick at the entrance to Ada Park
 - ▶ Post-race finish area is in Ada Park in/around the parking lot by the park office

Business Engagement

We are continuing to partner with Cascade & Ada businesses in a proactive way.

- ▶ We are working with the Forest Hills Business Association to further these efforts in the surrounding area.
- ▶ #DiscoverAda has signed on to be our 2022 co-title sponsor along with longtime co-title sponsor, Huntington Bank.
- ▶ Race director, Jon Conkling, is now an Ada Business association board member as of June 2021 and taking an active role in the community.

COVID Protocols

- ▶ While we will not be limiting registration as was done in 2021, keeping the two-day format allows us to spread our participation numbers over an entire weekend.
- ▶ The Ada park location allows for ample space for athletes and spectators compared to the old location at the corner of Buttrick and Thornapple River Drive.
- ▶ We will continue to follow the current best-practice guidelines provided by local, state and federal agencies as well as our governing body, USA Triathlon. These include sanitation, mask recommendations, limiting contact points, etc. as was successfully done in 2021.

Saturday Closure/Detour Map

- ▶ **Saturday, June 11 - Road Closure (4am - 11:30am)**
 - ▶ Thornapple River Drive from River St south to Laraway Lake Drive
 - ▶ Buttrick Ave from Thornapple River Drive to Grand River Drive
 - ▶ Grand River from Buttrick to Old Oak Hill Drive
 - ▶ **The roads marked in RED will be closed to thru traffic with Police stationed at the various access points.*
- ▶ **Saturday Detour route coming from the SOUTH**
 - ▶ Heading on Cascade Rd SE
 - ▶ Turn left onto Wycliff Dr SE
 - ▶ Take a slight right turn onto 30th St SE
 - ▶ Turn left onto Buttrick Ave SE
 - ▶ **Thornapple River Dr will be OPEN from Cascade Road to Laraway Lake Drive, which is also OPEN.*



Sunday Closure/Detour Map

- ▶ **Sunday, June 12 - Road Closure (4am - 5pm)**
 - ▶ Thornapple River Drive from River St south to Cascade
 - ▶ Buttrick Ave from Thornapple to Grand River
 - ▶ Grand River from Buttrick to Old Oak Hill
 - ▶ **The roads marked in RED will be closed to thru traffic with Police stationed at the various access points.*

- ▶ **Sunday Detour route coming from the SOUTH**
 - ▶ Heading on Cascade Rd SE
 - ▶ Turn left onto Wycliff Dr SE
 - ▶ Take a slight right turn onto 30th St SE
 - ▶ Turn left onto Buttrick Ave SE



Event Timeline



Official Charity Partner

- ▶ We have helped to raise more than \$250k since 2017
- ▶ Team founder is from Ada and has recruited over 70 local people.
- ▶ Program expanded across the state and to other races but Grand Rapids Tri serves as the example of what can be done when a charity, small business, and municipalities work together.
- ▶ “The partnership with the Grand Rapids Tri has helped Make-A-Wish Michigan grow our mission through awareness and funds that has ultimately helped grant wishes for local children, gain new supporters through individual, community support and corporate giving. Because of the relationship we have cultivated with the race directors for the GR TRI, the Dream Team's success has now grown throughout the state by encouraging other races to partner with Make-A-Wish Michigan. ”



Local Charity Partner

- ▶ We have selected Brody's Be Cafe again to support in 2022.
- ▶ This local business has been a part of Ada since Summer 2019.
- ▶ "Brody's Be Cafe is a non-profit coffee shop that employs individuals with intellectual and developmental disabilities. We BELIEVE everyone BELongs and we can work BESide one another."

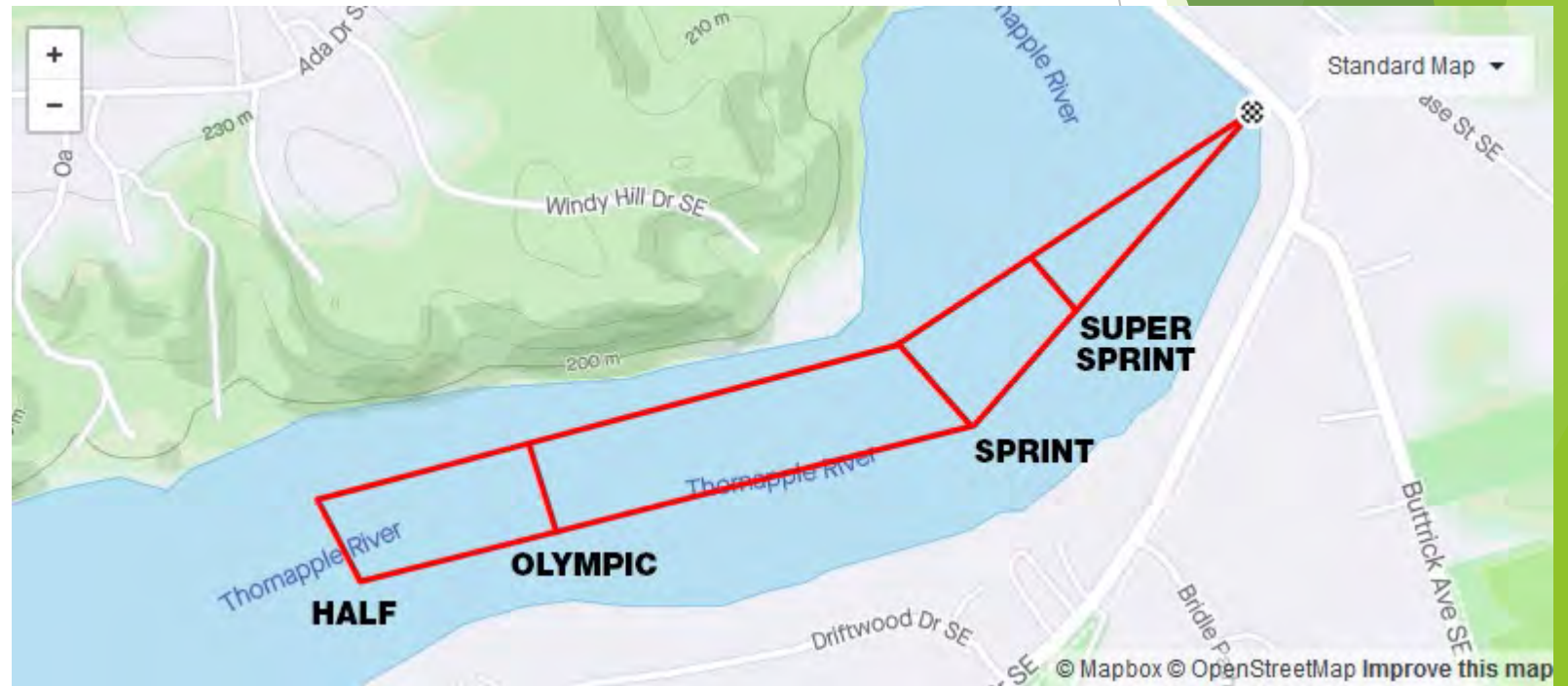




▶ Map Appendix

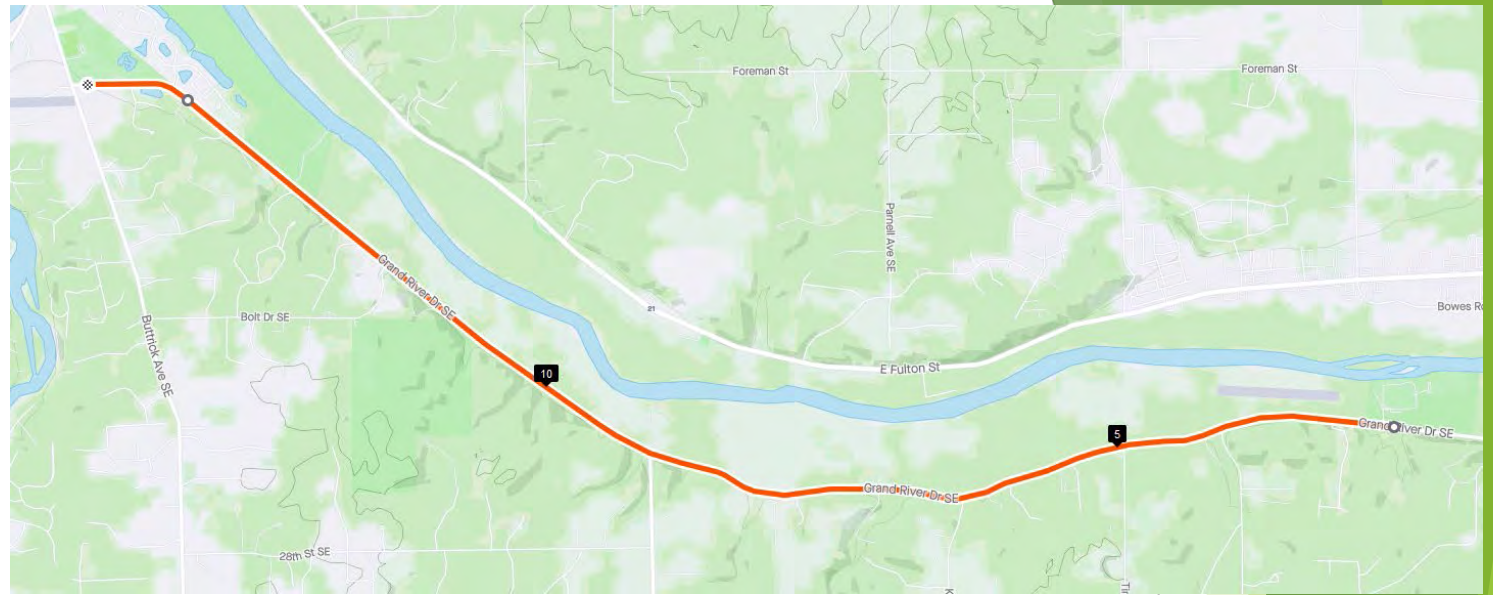
Swim Course

- ▶ Saturday
 - ▶ Super Sprint - 400 meters
 - ▶ Sprint - 600 meters
- ▶ Sunday
 - ▶ Olympic - 1500 meters
 - ▶ Half - 1.2 miles

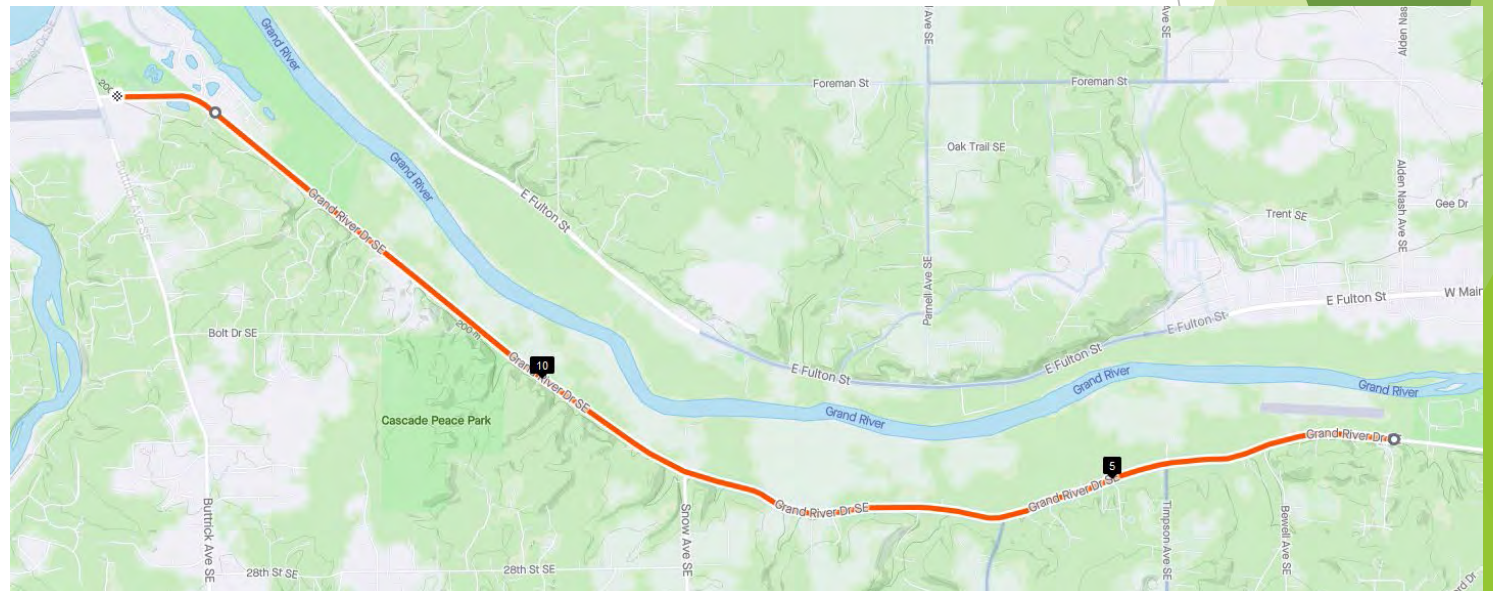


Bike Course (Saturday)

- ▶ Super Sprint - 10k
- ▶ Sprint - 20k



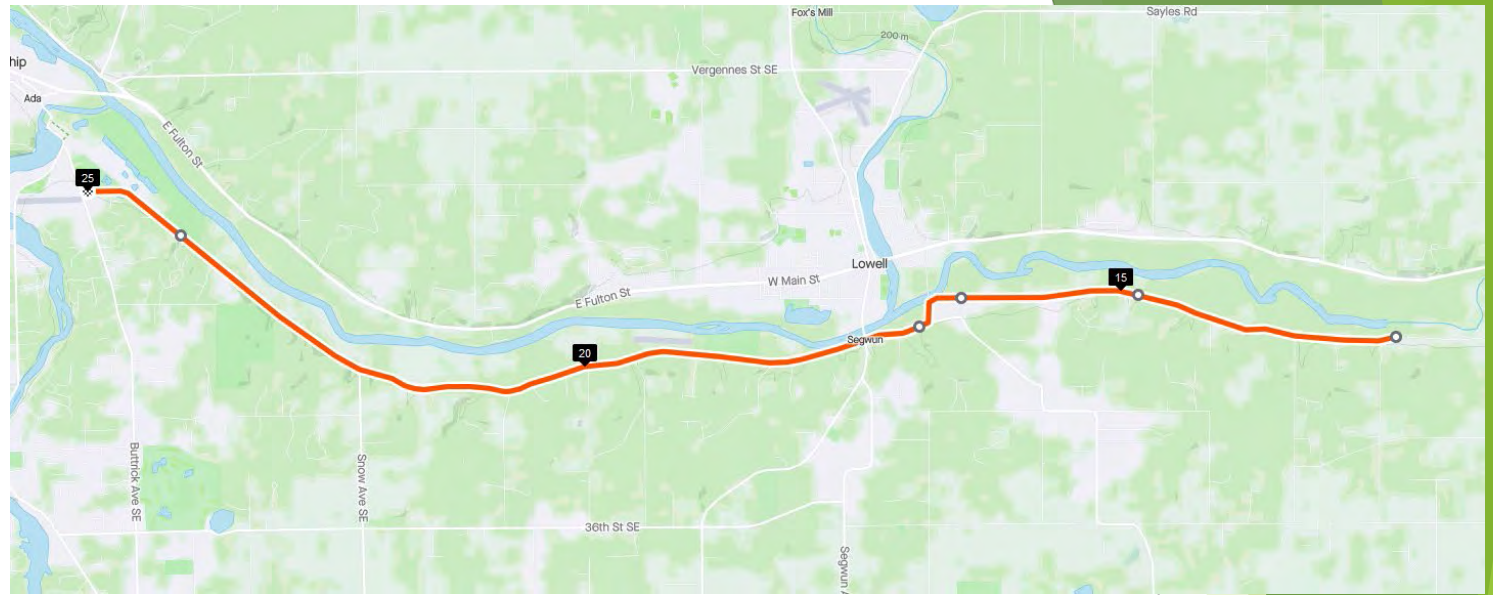
SUPER SPRINT



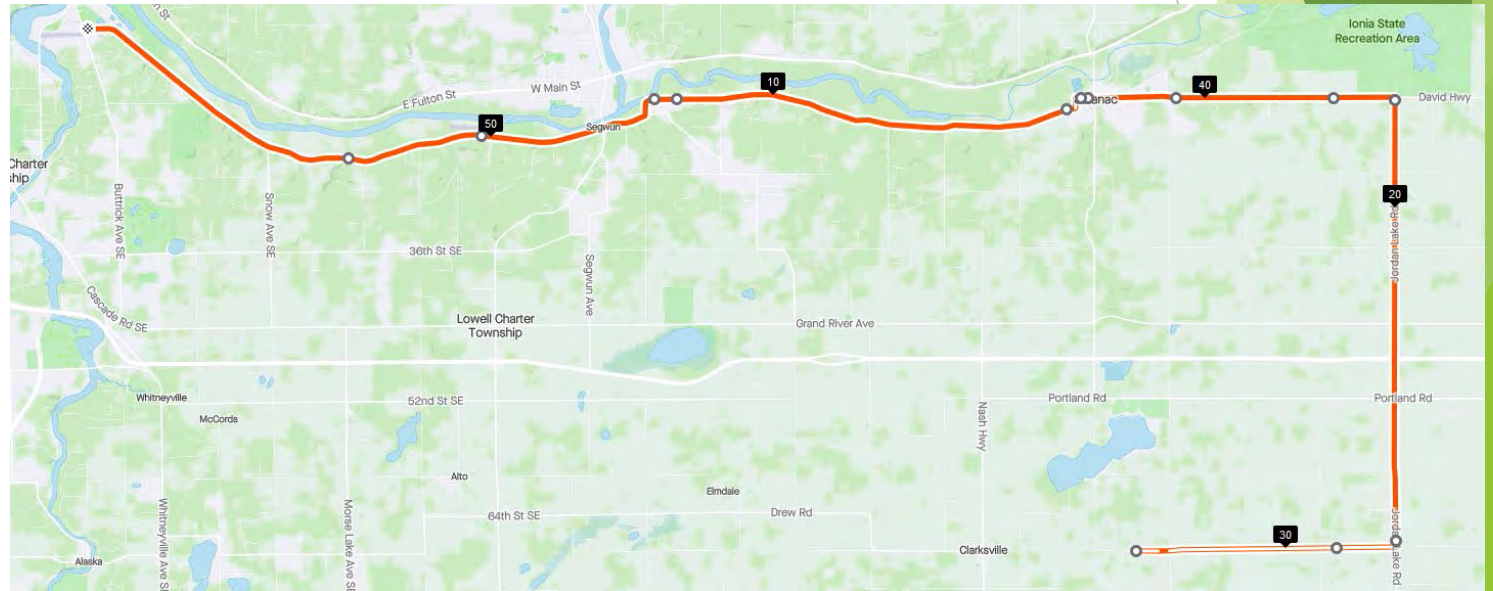
SPRINT

Bike Course (Sunday)

- ▶ Olympic - 40k
- ▶ Half - 56 miles



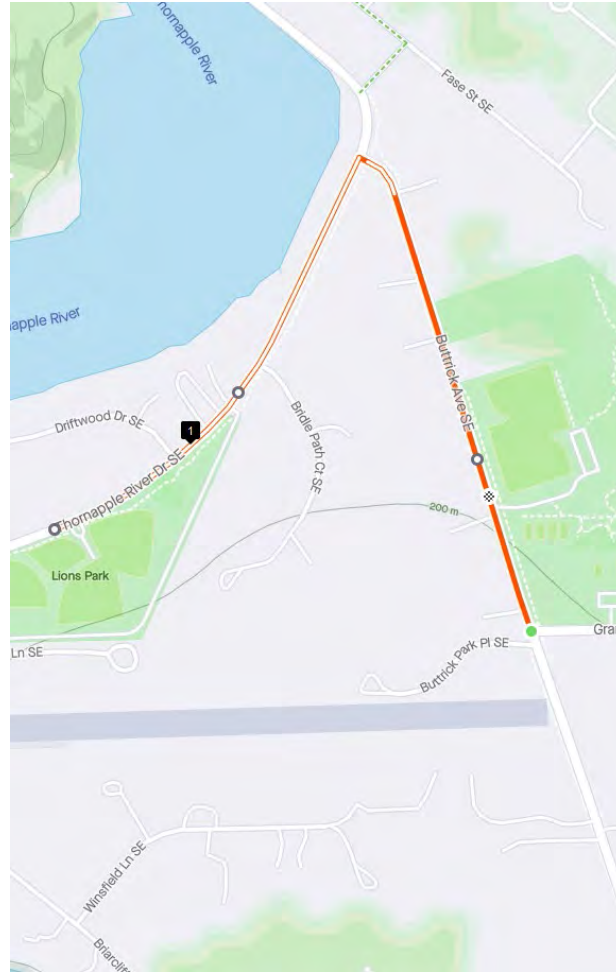
OLYMPIC



HALF

Run Course (Saturday)

- ▶ Super Sprint - 2.5k
- ▶ Sprint - 5k



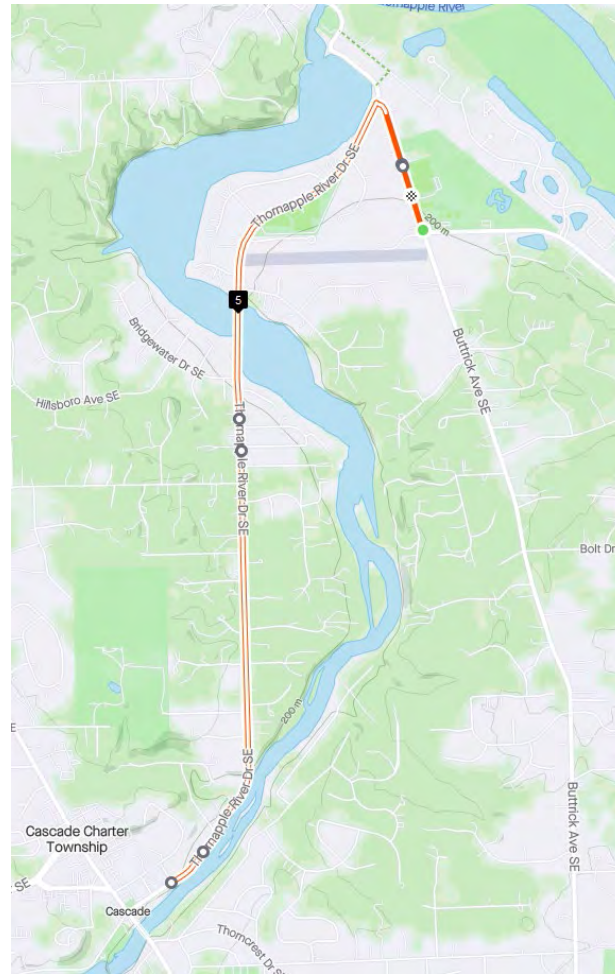
SUPER SPRINT



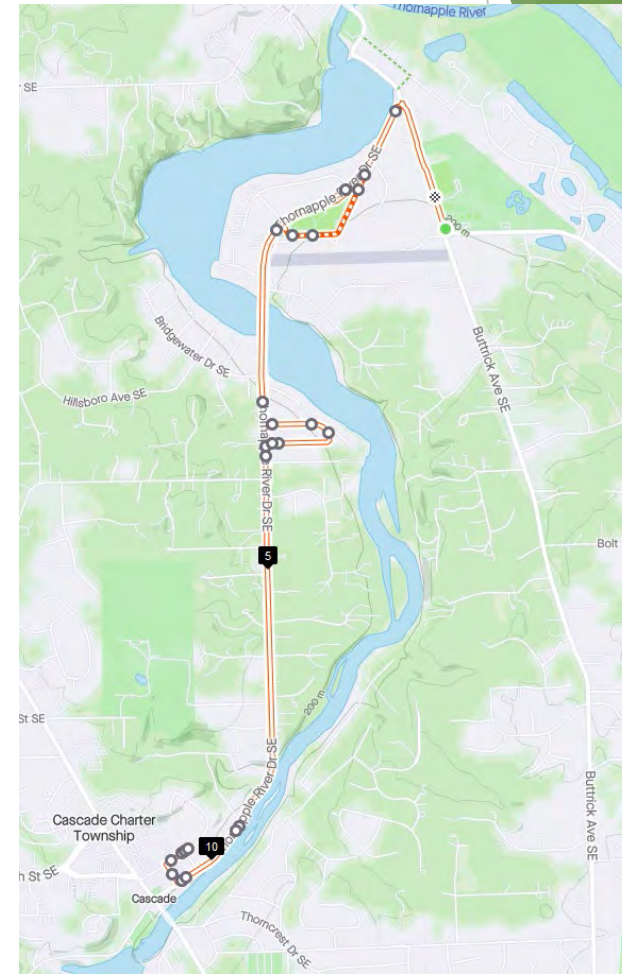
SPRINT

Run Course (Sunday)

- ▶ Olympic - 10k (1 loop)
- ▶ Half - 13.1 miles (2 loops)



OLYMPIC



HALF

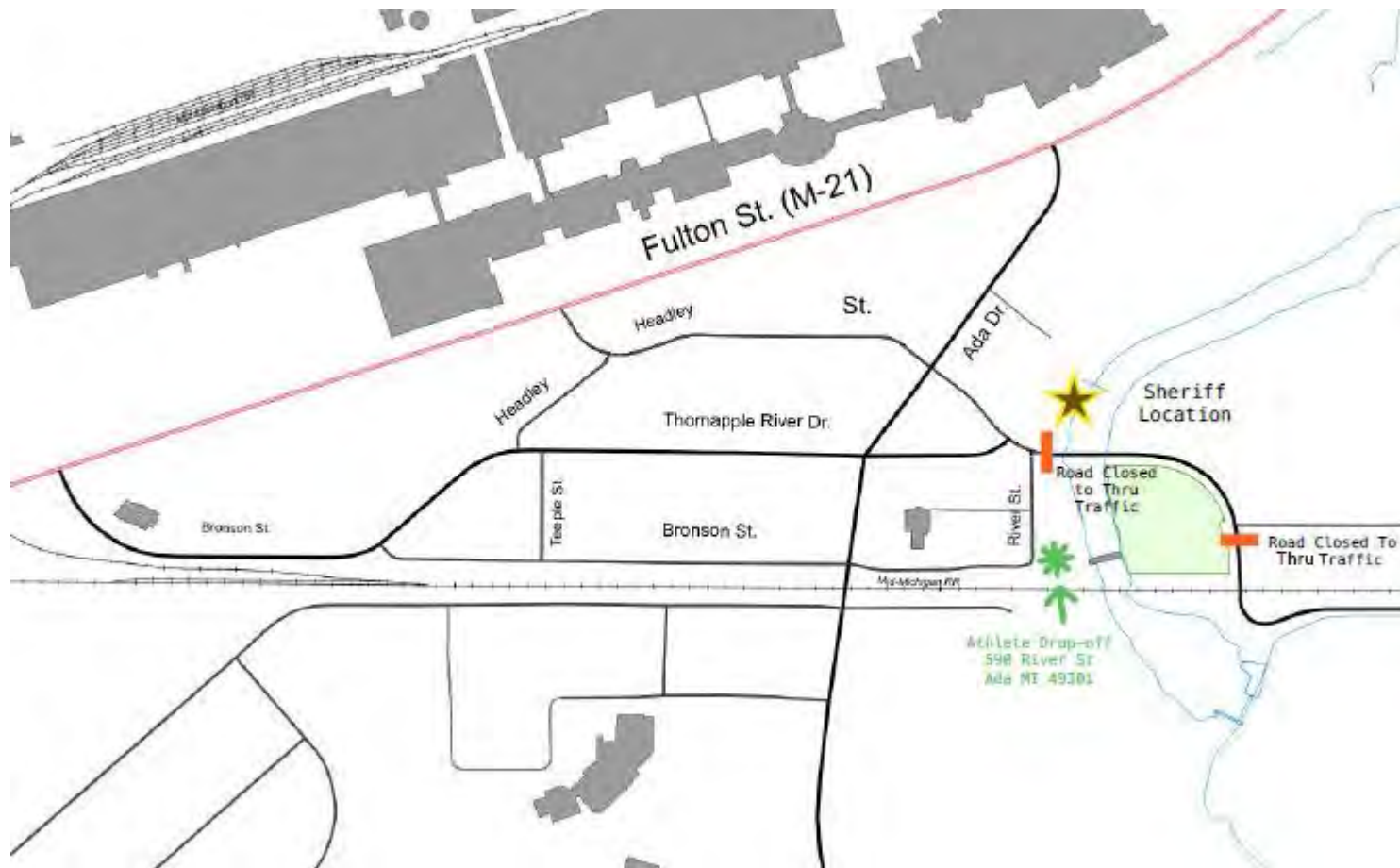
Shuttle Route



Key

- Road Closure █
- Traffic Direction █
- Drop Off █
- People Path █

Athlete Drop-off



TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board
From: Sandra Korhorn, DDA/Economic Development Director *SKK*
Subject: Consider Streetlight Request and Resolution for 30th Street and Wycliffe Dr.
Meeting Date: January 12, 2022

We received a streetlight request for the intersection of 30th St. and Wycliffe Dr. This intersection is dark and a number of accidents have occurred at this location.

The Township submitted a request to have Consumers Energy review this intersection. Consumers Energy authorized this request and sent the paperwork to the Township.

The light will be installed at the southeast corner of 30th St. and Wycliffe Dr., adjacent to 3010 Wycliffe Dr. This installation includes forestry work to trim three trees near the light pole. I spoke with the three property owners impacted by the light and they were happy to hear of the installation.

In the past, the Township has approved similar streetlight installation requests at no cost to the affected residents when there would be a benefit to all township residents. The cost for the streetlight is \$375.00. The reason for the additional expense is due to the forestry work that needs to be completed before the installation.

Attached is a resolution for your consideration.



**AUTHORIZATION FOR CHANGE IN
STANDARD LIGHTING CONTRACT
(COMPANY-OWNED) FORM 547**

Contract Number: 103034062978

Consumers Energy Company is authorized as of 12/2/2020, by the Township of CASCADE, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the Township of CASCADE, dated 10/23/2018.

Lighting Type:
General Unmetered Experimental Lighting Rate GU-XL

Notification Number(s):
1054377625

Construction Work Order Number(s):

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 10/23/2018 shall remain in full force and effect.

Township of CASCADE

By: _____
(Signature)

Susan B. Slater

(Printed)

Its _____
Township Clerk
(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the Township of CASCADE, dated 10/23/2018, in accordance with the Authorization for Change in Standard Lighting Contract dated 12/2/2020,

heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the Township Clerk be and are authorized to execute such authorization for change on the behalf of the Township.

STATE OF MICHIGAN
COUNTY OF Kent

I, Susan B. Slater, Clerk of the Township of CASCADE, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on January 12, 2022.

Dated:

Municipal Customer Type: Township

GENERAL UNMETERED EXPERIMENTAL LIGHTING RATE GU-XL

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
1	<u>54</u>	<u>LED</u>	<u>Cobrahead</u>	<u>Cutoff</u>	<u>Install</u>	7061 30TH ST, GRAND RAPIDS

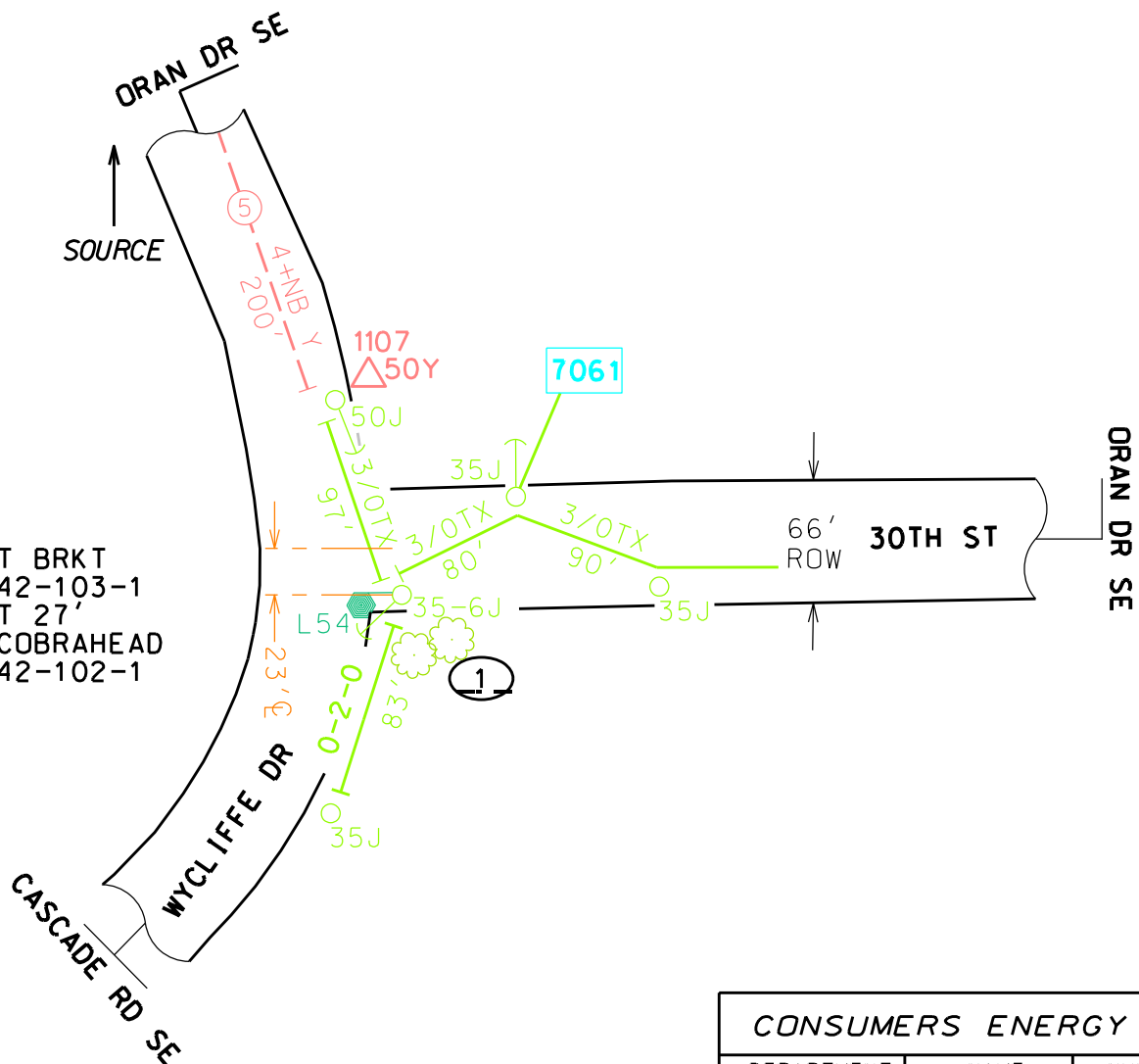
MISS DIG System, Inc.
1-800-482-7171



FORESTRY REQUIRED
LOC. #1

①

INSTALL
12FT STL BRKT
FIGURE 42-103-1
MOUNT AT 27'
54W LED COBRAHEAD
FIGURE 42-102-1



CONSUMERS ENERGY CONTACTS			
DEPARTMENT	NAME	NUMBER	ALTERNATE
COORDINATOR	K. GREENWOOD	269-969-8521	-----
DESIGNER	BEN NIQUETTE	231-282-1550	-----

SUBSTATION	WD NO.
CASCADE	1126

CIRCUIT	CKT NO.	LCP NO.
THORNCREST	01	0020

Consumers Energy
A CMS Energy Company
ELECTRIC

TLM NUMBER	# OF RODS	OHMS
06101614		
CE STAKING REQ'D	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
FORESTRY REQ'D	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

7061 30TH ST SE, GRAND RAPIDS ECNC STL				
CM NO.100006094019				
ORDER TYPE	MAT. TYPE	NOTIFICATION NUMBER	DESIGN NUMBER	ORDER NUMBER
ECNC	STL	1054377625	11278402	

JOB PURPOSE:
CUSTOMER REQUESTED
STREETLIGHT OVER
INTERSECTION

UPSTREAM PROTECTIVE DEVICE:
0020-80A

LOCATION:
SOUTH EAST OF THORCREST DR
SE & WYCLIFFE DR SE

SHEET A | SHEET 1 OF 1 | SCALE 1"=100'

KENT CO CASCADE TWP | T 06N R 10W SEC. 16



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

Date: January 12, 2022
To: Supervisor Lesperance and Township Board Members
From: Ben Swayze, Township Manager
Subject: Participation in the National Opioid Settlement

FACTS:

Cascade Township has received notification that it is eligible to participate in the National Opioid Settlement (NOS). This settlement would resolve all opioid litigation brought by state and local political subdivisions against the three largest pharmaceutical distributors and one manufacturer. The proposed settlement amount for both the distributors and the manufacturers is \$26 billion dollars. Of that amount, \$22.7 billion is earmarked for use by participating states and subdivisions to remediate and abate the impacts of the opioid crisis.

The State of Michigan has elected to participate in the settlement, and as a political subdivision of the state with a population over 10,000, Cascade Township is eligible to participate as well. The initial estimates show that if the Township chooses to participate it will receive approximately \$36,000. The regulations for spending these funds are outlined in the agreement and generally relate to remediation of the effects of the opioid crisis. In order to participate in the settlement, the Township will have to agree to and execute the two Settlement Participation forms. In general, these agreements release all claims against the entities included in the settlements

Attached for your review are:

- Settlement Participation Form for both the Janssen Settlement and the Distributors Settlement
- Jansen Settlement Agreement can be found here:
https://www.michigan.gov/documents/ag/JJ-Settlement-Agreement_736722_7.pdf
- Distributor Settlement Agreement can be found here:
https://www.michigan.gov/documents/ag/Final-Distributor-Settlement-Agreement-9.18.21_736721_7.pdf

ANALYSIS & CONCLUSIONS:

The settlement participation forms and both settlement agreements have been reviewed by Township legal counsel. Points of review include:

- The Settlement Agreements are broad and fully waive all claims, even those which currently exist but that the Township does not know of or suspect to exist
- The agreements provide that the intent of the parties that payments disbursed are used for Opioid remediation, subject to limited exceptions (unless the money comes through the Settlement Fund) (Approved uses can be found on p. 63 of the Janssen Settlement Agreement/ p. 119 of the Distributor Settlement Agreement)

- The injunctive relief and bans on conduct by Janssen (p. 96) and Distributors (p. 493) in Exhibit P are for a period of 10 years.

Injunctive relief provided by the agreements include:

- Requires Cardinal, McKesson, and AmerisourceBergen, through court orders, to:
 - Establish a centralized independent clearinghouse to provide all three distributors and state regulators with aggregated data and analytics about where drugs are going and how often, eliminating blind spots in the current systems used by distributors.
 - Use data-driven systems to detect suspicious opioid orders from customer pharmacies.
 - Terminate customer pharmacies' ability to receive shipments, and report those companies to state regulators, when they show certain signs of diversion.
 - Prohibit shipping of and report suspicious opioid orders.
 - Prohibit sales staff from influencing decisions related to identifying suspicious opioid orders.
 - Require senior corporate officials to engage in regular oversight of anti-diversion efforts.
- Requires Johnson & Johnson, through court orders, to:
 - Stop selling opioids.
 - Not fund or provide grants to third parties for promoting opioids.
 - Not lobby on activities related to opioids.
 - Share clinical trial data under the Yale University Open Data Access Project.

FINANCIAL CONSIDERATIONS:

If the Township chooses to participate, the Township distribution will be \$36,220 which the Township will receive over a period of several years. The Township Board will need to approve and authorized use of the funds prior to them being spent.

RECOMMENDED ACTION:

Consider Cascade Township participation in the National Opioid Settlement and authorize the Township Manager to authorize the Settlement Participation Forms on behalf of the Township.

Settlement Participation Form

Governmental Entity: CASCADE CHARTER TOWNSHIP	State: MI
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated July 21, 2021 (“Distributor Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Distributor Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Distributor Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Distributor Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall, within 14 days of the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed.
3. The Governmental Entity agrees to the terms of the Distributor Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Distributor Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Distributor Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Distributor Settlement.
7. The Governmental Entity has the right to enforce the Distributor Settlement as provided therein.



8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Distributor Settlement, including but not limited to all provisions of Part XI, and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Distributor Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Distributor Settlement shall be a complete bar to any Released Claim.
9. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Distributor Settlement.
10. In connection with the releases provided for in the Distributor Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Distributor Settlement.
11. Nothing herein is intended to modify in any way the terms of the Distributor Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Distributor Settlement in any respect, the Distributor Settlement controls.



I swear under penalty of perjury that I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



Settlement Participation Form

Governmental Entity: CASCADE CHARTER TOWNSHIP	State: MI
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated July 21, 2021 (“Janssen Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Janssen Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Janssen Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Janssen Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall, within 14 days of the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed.
3. The Governmental Entity agrees to the terms of the Janssen Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Janssen Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Janssen Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Janssen Settlement.
7. The Governmental Entity has the right to enforce the Janssen Settlement as provided therein.



8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Janssen Settlement, including but not limited to all provisions of Section IV (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Janssen Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Janssen Settlement shall be a complete bar to any Released Claim.
9. In connection with the releases provided for in the Janssen Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Janssen Settlement.

10. Nothing herein is intended to modify in any way the terms of the Janssen Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Janssen Settlement in any respect, the Janssen Settlement controls.



I swear under penalty of perjury that I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____






CASCADE CHARTER TOWNSHIP
5920 Tahoe Dr. SE Grand Rapids, Michigan 49546

Date: January 12, 2022
To: Supervisor Lesperance and Township Board Members
From: Ben Swayze, Township Manager
Subject: Amendments to the Township Board Committees Policy

Trustee Koessel has requested that the attached amendments to the Township Board Committees Policy be placed on the agenda for consideration.

	CASCADE CHARTER TOWNSHIP, MICHIGAN			
	POLICIES AND PROCEDURES		# OF PAGES: <u>4</u>	POLICY #: <u>Board - 2016-02</u>
	SUBJECT: Township Board Committees		APPROVED BY: TOWNSHIP SUPERVISOR , GRACE LESPERANCE	
	DEPARTMENT: Township Board	SUPERCEDES: Township Board Committees: Areas of Assignment	DATE OF ISSUE: December 14, 2016 Update: 8.11.21	DATE OF EFFECT: Immediate

I. PURPOSE

The purpose of this policy is to establish standing committees of the Township Board in order to promote efficient and effective review of Township business and make recommendations of action prior to the business being brought to the full Township Board for consideration.

II. POLICY STATEMENT

It is the policy of Cascade Township that we will utilize a committee structure to review the business of the Township Board and make recommendations for action to the full Board. The committees of the Township Board are advisory in nature only and have no authority to approve anything or otherwise make decisions that are reserved for the Township Board.

III. PROCEDURES

A. Establishment of Township Board Standing Committees – The Township Board will establish the following standing Committees of the Township Board.

1. Personnel & Finance Committee: Items this committee are responsible for include:

- a. Personnel Manual Amendments
- b. Creation or Eliminate of Positions
- c. Personnel Realignment
- d. Manager Annual Evaluations
- e. Wages & Benefits
- f. Budget Review
- g. Audit Review
- h. Millages, Fees & Taxes
- i. Financial Policies
- j. Any Other Related Items

2. Infrastructure Committee: Items this committee are responsible for include:

- a. Roads
- b. Sidewalks & Pathways

- c. Water & Sewer Utilities
- d. Stormwater Management
- e. Streetlighting
- f. Transportation Services
- g. Cascade Dam
- h. METRO Act Permitting
- i. Regulated Utilities (Electric/Gas/Cable/Broadband)
- j. Any Other Related Items

3. Governance Committee: Items this committee are responsible for include:

- a. Ordinance creation/amendment/deletion
- b. Policies of the Township (not related to other committees)
- c. Technology Initiatives
- d. Library
- e. Intergovernmental Relations
- f. Any Other Related Items

4. Public Safety Advisory Committee: Items this committee is responsible for include:

- a. Fire Department Operations Review
- b. East Precinct Review
- c. Building Inspections Department Review
- d. Fire Department Capital Program
- e. Any Other Related Items

B. Standing Committee Structure – Each standing committee of the Township Board will be composed of three Township Board members. The Township Manager will be an Ad-Hoc member of each standing committee to provide policy analysis, but will not have any authority to vote. Other Township staff may be invited to the meetings at the discretion of the Township Manager.

- 1. Appointments** – Appointments to the committees will be recommended by the Township Supervisor and confirmed by a majority vote of the full Township Board. At the final Township Board meeting of the year, committee appointments will be made for the following year. **Committee members whose terms have expired may continue to serve on a committee until his or her successor is appointed and confirmed by majority vote of the full Township Board.**

2. **Alternates** – The Township Supervisor will serve as the standing alternate for all committees, but will only attend the meeting in the case that one of the regular committee members cannot attend.
3. **Chair & Vice Chair** – Each committee will appoint a Chair and a Vice Chair each year. The **Chair Chair** shall have the responsibility to run the committee meeting and the Vice Chair will run the meeting in the absence of the Chair.

C. Meeting Structure – The Township Board standing committees are advisory in nature only; no official action may be taken by the committee.

1. **Recommendations** – It is the responsibility of the committee to make recommendations for action to the full Township Board.
2. **Regular Meetings** – Each committee will have one regularly scheduled meeting per month, which will be published as part of the Township annual meeting calendar, as well as on the Township website meeting calendar.
3. **Special Meetings** – A special meeting of the Committee may be called at any time by the Committee Chair. The calling of special meetings will abide by all applicable Open Meetings Act rules.
4. **Minutes** – Minutes will be taken for all committee meetings. Minutes will be approved by the Committee and forwarded to the Township Board for approval as part of the Township Board consent agenda.
5. **Open Meetings Act** – Township committees will abide by the Open Meetings Act.

D. Ad Hoc Committees – From time-to-time the Township Board may wish to create an Ad-Hoc committee to address a specific issue facing the Township. Ad-Hoc committees may be created based on the following regulations.

1. **Creation** - The creation of an Ad-Hoc Committee must be approved by a simple majority of the Township Board.
2. **Appointments** – Appointments to an Ad-Hoc Committee of the Township Board shall be recommended by the Township Supervisor and confirmed by the Township Board. Ad-Hoc Committees may be comprised of Township Board Members, other appointed officials, Township Staff, Township residents or other members of the public. However, Ad-Hoc Committees may not have more than three Township Board members or any other board or authority of the Township.
3. **Structure** – Ad-Hoc Committees of the Township Board shall follow the same structure as the Standing Committees of the Township Board **and be advisory only.**

4. **Dissolution** – Once their purpose has been fulfilled, an Ad-Hoc Committee of the Township Board can be dissolved by a simple majority vote of the Township Board.

IV. REGULATION

A. Enforcement of Policy

1. The Township Supervisor, with assistance ~~from~~ **for** the Township Manager, shall be responsible for the oversight of the provisions contained within this policy.
2. The Township Manager or his/her designee shall be responsible for the implementation of the provisions contained within this policy

B. Adoption/Amendment of Policy

The Township Board of Trustees shall be responsible for the adoption of this policy. The amendment of this policy can be made by the Township Board upon ~~the recommendation of the Governance Committee.~~ **a simple majority vote**

**CASCADE TOWNSHIP BOARD
NOTICE OF PUBLIC HEARING**

PLEASE TAKE NOTICE that the Cascade Charter Township Board will hold a public hearing on Wednesday, January 12, 2021 commencing at 7:00pm at the Cascade Township Branch of Kent District Library – Wisner Center, 2870 Jacksmith Dr, Grand Rapids, MI, 49546.

The item(s) to be considered at this public hearing are:

- Pursuant to section 15 of the Michigan Planning Enabling Act, MCL 125.3815(9), the removal of Craig Meurlin from the Township Planning Commission upon written charges approved by the Township Board on December 15, 2021 and attached hereto.

Mr. Meurlin may appear personally or by agent or attorney and will have an opportunity to be heard concerning the written charges. In its discretion, the Board may also receive oral or written comments from any interested persons concerning the foregoing. Written comments may be sent to the Cascade Township Clerk at the Township Hall at any time during regular business hours up to the hearing.

Cascade Township will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed material being considered at the hearing, to individuals with disabilities at the hearing upon four (4) days' notice to the Cascade Township Clerk. Individuals with disabilities requiring auxiliary aids or services should contact the Cascade Township Clerk at the address or telephone number listed below.

CASCADE CHARTER TOWNSHIP
5920 Tahoe Dr, SE
Grand Rapids, MI 49546
(616) 949-1500

December 15, 2021

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

Re: Charge of Malfeasance by Mr. Craig Meurlin

Dear Cascade Township Board,

I am requesting the removal of Mr. Craig Meurlin, a resident of Cascade Township, from the Cascade Township Planning Commission and all township committees, commissions, or formal bodies. The charges are of malfeasance and/or misfeasance. The behavior and actions by Mr. Meurlin in 2021 clearly demonstrate malfeasance, specifically the behavior in the Planning Commission meeting of December 6, 2021.

In the Planning Commission meeting on December 6, 2021, Mr. Meurlin publicly stated, **"If you were at the last Board meeting and you had a shotgun, we would have fewer Board members today."** He soon added afterward, **"I was pissed royally."**

The comments on December 6th referred to, and potentially promoted, the shooting of Board members by shotgun. Many residents are extremely upset by Mr. Meurlin's comments implying that Board members could have been or should have been shot if someone brought a shotgun to the Board meeting on November 17, 2021. That is over the line and is clearly malfeasance.

Mr. Meurlin should be removed from the Cascade Township Planning Commission and all township committees, commissions, or formal bodies for malfeasance.

Respectfully Submitted,



Tom McDonald
Cascade Township Trustee

COUNTY CLERK / REGISTER OF DEEDS

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



LISA POSTHUMUS LYONS
County Clerk / Register

ROBERT J. MACOMBER
Chief Deputy County Clerk

GERRID UZARSKI
Elections Director

January 12, 2021

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

Dear Board Members,

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Sincerely,

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

Lisa Posthumus Lyons
Kent County Clerk

Cc: Ben Swayze, Township Manager

COUNTY CLERK / REGISTER OF DEEDS

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



LISA POSTHUMUS LYONS
County Clerk / Register

ROBERT J. MACOMBER
Chief Deputy Clerk / Register

GERRID UZARSKI
Elections Director

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

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

On November 19, 2020 I was asked to provide testify to Joint Michigan Senate and House Oversight Committee as to how we administer safe, secure, and transparent elections in Kent County, and my recommendations for improving upon that process. My testimony may be found here: <https://misenate.viebit.com/player.php?hash=eSTYCVwj8LWA>

HOME RULE AND DECENTRALIZATION:

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

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

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

QUALIFIED VOTER FILE:

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

ELECTION EQUIPMENT:

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

PRE-ELECTION TESTING:

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

PAPER BALLOTS:

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

ABSENTEE VOTING AND TABULATION OF ABSENTEE VOTES:

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

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

ELECTION DAY VOTING AND TABULATION OF IN-PERSON VOTES:

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

ELECTION NIGHT REPORTING:

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

BOARD OF COUNTY CANVASSERS:

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

RECOUNTS:

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

POST-ELECTION AUDITS:

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

COMBATING VIRAL DIS/MISINFORMATION:

SHARPIE MARKERS USED IN POLLING PLACES:

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

DOMINION VOTING EQUIPMENT:

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

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

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

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

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

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

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

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

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

Link: https://www.washingtonpost.com/politics/dominion-sues-pro-trump-lawyer-sidney-powell-seeking-more-than-13-billion/2021/01/08/ebc5dbe0-5106-11eb-b96e-0e54447b23a1_story.html

ANTRIM COUNTY”

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

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

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

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

ELECTIONS AS CRITICAL INFRASTRUCTURE

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

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

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

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

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

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

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

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

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

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

CHAPTER 1 STRUCTURE OF MICHIGAN'S ELECTIONS SYSTEM

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

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

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

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

CONTROLLING LEGAL AUTHORITY

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

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

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

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

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

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

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

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

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

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

COUNTY ELECTION COMMISSIONS:

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

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

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

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

CITY AND TOWNSHIP ELECTION COMMISSIONS:

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

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

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

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

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

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

Election Commission Duties that may be delegated to the Local Clerk or authorized assistant (note: Delegated duties should be documented via resolution):

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

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

TYPES OF ELECTIONS

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

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

Post-Election Audit Checklist

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

County: KENT

Jurisdiction: Cascade

Regular Precinct AV Precinct

Precinct: 10 Audit Date: 12/17/2020

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

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

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

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

Notes:

#19, Seal number recorded in Poll Book different from what was recorded in test certificate. Tabulator was removed for service and replaced with a different one.

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

#51, No signatures, only printed names

#35, Missing AV posting at time of Audit

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

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



 County/State Audit Inspector

 County/State Audit Inspector

Post-Election Audit Checklist

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

County: KENT

Jurisdiction: Cascade

Regular Precinct AV Precinct

Precinct: 10 Audit Date: 12/17/2020

Pre-Election Requirements:

Notices:

- 1. Notice of Registration Yes No
- 2. Election Yes No
- 3. Public Accuracy Test Yes No
- 4. Weekend Hours in QVF Yes No

Election Inspectors:

- 5. Appointed by Election Commission Yes No
- 6. At least 1 R & 1 D Yes No
- 7. Apps available Yes No
- 8. Proof of Training Yes No
- 9. Proof sent to parties N/A Yes No

E-Pollbook: N/A

- 10. Encryption Password: Yes No
- 11. Unique User/Password: Yes No
- 12. PrivacyZone Active: BL Yes No
- 13. Docs Saved: Yes No
- 14. Date of Download

Voting System & Test Deck:

- 15. Test Deck Sealed: SN 15407, 85451 Yes No
- 16. Seal # Recorded: Yes No
- 17. Test Deck & T&S Certification Seal # Match: Yes No
- 18. Tab Seal # Match w/T&S Certification & Pollbook N/A Yes No
- 19. Tab Serial # Match w/T&S Certification & Pollbook N/A Yes No
- 20. EC Addendum N/A Yes No
- 21. Pre-printed TD-HM N/A Yes No
- 22. Prelim Test Date: 10/28/2020
- 23. Public Test Date: 10/28/2020
- 24. Test Deck Properly Created:
 1 2 3 4. 5 6 7 8 9
 10 11 12 13 Diff Totals
- 25. Tab Tape & Predetermined Results Yes No Match
- 26. Zero Tape Printed: Yes No
- Test Deck Resealed: SN 192707

Voter Assist Terminal N/A

- 27. Test Certification Form: Yes No
- 28. Tested before Election: Yes No
- 29. Tested on Election: Yes No
- Number of VAT voters: 0

Applications to Vote Review:

- 30. # apps to vote matches # of voters: Yes No
of Voters on List of Voters 655
- 31. Apps to vote properly completed: Yes No
- 32. Number of ID Affidavits: N/A 1
- 33. Military/Overseas Apps: N/A Yes No
- 34. Ballots sent on time: N/A Yes No
- 35. AV ballot posting: N/A Yes No
- 36. Receiving Bd checklist: Yes No

Poll Book & Statement of Votes

- 37. Clerk's Preparation Certificate completed and signed Yes No
- 38. Election Inspectors Preparation Certificate completed and signed by inspectors present when polls opened Yes No
- 39. All inspectors (including chair) subscribed to the Constitutional Oath of Office Yes No
- 40. Oath administrator signed Yes No
- 41. All election inspectors that signed the oath were appointed by the Election Commission Yes No
- 42. All spoiled, affidavit, envelope, challenged, and AV ballots noted Yes No
- 43. Challenges recorded (if necessary) N/A Yes No
- 44. Write-in votes totaled (if necessary) N/A Yes No
- 45. Totals tape signed by inspectors present when poll closed Yes No
- 46. Number of ballots tabulated on totals tape matches the number of voters listed in the pollbook Yes No
- 47. Ballot summary is completed, balanced, and totals are accurate Yes No
 Remark
- 48. Certificate of Election Inspectors completed and signed by inspectors present when polls closed Yes No
- 49. Ballot container seal number is properly recorded in pollbook Yes No

Program Container Certificate

- 50. Seal number properly recorded N/A Yes No
- 51. Signed by one election inspector of each major political party N/A Yes No

Provisional Ballot Forms N/A

- 52. Affidavit ballot Question 3 PB form marked Yes Yes No
- 53. Envelope ballot Question 3 PB form marked No Yes No
- 54. Envelope ballots were processed appropriately Yes No
- 55. Affidavit & Envelope Voters were registered to vote Yes No
- 56. Counted envelope ballots sealed in an approved container Yes No

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

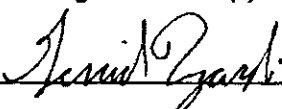
Race 1			Race 2		
Contest Candidates or Y/N	Hand Ct	Canv. Total	Contest Candidates or Y/N	Hand Count	Canv. Total
President of the US			US Senator		
Biden	384	384	Peters	339	339
Trump	300	300	James	351	352
Jorgensen	10	10	Willis	2	2
Blankenship	2	2	Squier	8	8
Hawkins	5	5	Dern	0	0
De La Fuente	0	0			
WI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

Notes:

- #30, Counted fewer AV apps than voters, remaining applications not present at time of audit.
- #24, Test deck properly created, no result tape exists with test materials to verify it was processed through AV tabulator.
- #25, Three ballot styles were tested properly in precinct 10. Each must be tested separately rather than simultaneously. For this reason, the chart does not match test results (totals are combined rather than reported separately like the chart does)
- #35, No AV posting
- #36, Missing Receiving Board Checklist

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

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



 County/State Audit Inspector

 County/State Audit Inspector

January 12, 2022

Supervisor Lesperance
Cascade Charter Township
Tahoe St.
Grand Rapids, MI 49546

Re: **Resignation from Planning Commission**

Dear Supervisor Lesperance:

It is with regret that I am hereby resigning, effective immediately, from the Cascade Charter Township's Planning Commission. It appears that a majority of the Board of Trustees persists in acting unlawfully on a number of matters. One of those matters now is their efforts to remove me as a member of the Planning Commission for one comment that our legal counsel has opined does not meet the standard of malfeasance or misfeasance.

I refuse to subject myself to the judgment of these four individuals, all of whom have repeatedly over years committed real malfeasance (misconduct with intent) - and now are also trying to overturn the results of the last election by limiting, wherever possible, your power and authority. I continue to stand ready to assist you in this battle with the four trustees for the future of Cascade.

Sincerely,



Craig Meurlin