

AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING

Wednesday, August 28, 2024

7:00 P.M.

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

Public may access the meeting via video conference software Zoom

<https://us02web.zoom.us/j/86125580789>

Meeting ID: 861 2558 0789

By Phone: 1 312 626 6799

Expected Meeting Procedures

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

- Article 1. Call to Order, Roll Call**
- Article 2. Pledge of Allegiance to the Flag**
- Article 3. Approval of Agenda**
- Article 4. Presentations**
- Article 5. Public Comments - Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)**
- Article 6. Approval of Consent Agenda**
- a. Receive and File Minutes
 1. Township Board Meeting–7/24/24, 8/9/24 and Closed Session 7/24/24
 - b. Receive and File Reports
 1. Treasurer’s Dept Report-May and June 2024
 2. Building Dept Report-July 2024
 - c. Receive and File Communication
- Article 7. Financial Actions**
- a. Request for Invoices to be paid on 8/29/2024
 - b. Financial Statements-June 2024

Article 8. Unfinished Business

Article 9. New Business

064-2024 Consider Appeal for Type I Special Use Permit for 7140 Oak Brook Street SE

065-2024 Consider Adoption of Fee Policy

066-2024 Consider Approval of Hotel Business License Fee Schedule

**067-2024 Consider Resolution for L-4029 2024 Millage Tax Rate
(Roll Call)**

068-2024 Consider Resolution to Approve POW/MIA Recognition Day (Roll Call)

Article 10. Discussion

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

Article 12. Manager Comments

Article 13. Board Member Comments

Article 14. Adjournment

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

Wednesday July 24, 2024
Wisner Center
2870 Jacksmith Dr SE
Grand Rapids, MI 49546
And Virtual Zoom Meeting
7:00 P.M.
HYBRID FORMAT

- Article 1.** Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Korstange,
Trustees Koessel, McDonald, Shipley and Noordhoek
Absent: None
Also Present: Community Planning and Development Director Hendrick,
Deputy Clerk Jager, Finance and Budget Director Nenciarini, Manager
Smith, Attorney Homier-Foster Smith and those listed in the Supplement.
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**
Motion by Treasurer Korstange, seconded by Trustee McDonald to approve
with amended item 061 submitted day of meeting. Motion carried
unanimously.
- Article 4. Presentations**
None
- Article 5. Public Comments-Anything on the Agenda not scheduled for a public
hearing. (Limit comments to 3 minutes)**
1. Scot VanSolkema-2570 Orange Ct-desired more detail in the minutes
pertaining to his public comments on 7/10/24.
- Article 6. Approval of Consent Agenda**
a. Receive and File Minutes
1. Township Board Meeting-7/10/24 with changes noted.
2. Planning Commission Meeting-6/17/24 & 7/1/24
b. Receive and File Reports
1. Building Dept-June 2024
c. Receive and File Communication
Motion by Trustee Shipley, seconded by Treasurer Noordhoek to approve
the Consent Agenda. Motion carried unanimously.
- Article 7. Financial Actions**
a. Request for Invoices to be paid on 7/25/2024.
Motion by Trustee Koessel, seconded by Trustee Shipley to approve.
Motion carried unanimously.

Article 8. Unfinished Business

None

Article 9. New Business

061-2024 ARPA Fund Review Motion by Trustee McDonald, seconded by Trustee Shipley to approve ARPA Fund expenditure plan. Motion carried unanimously.

062-2024 Consider Approval of Opioid Plan Motion by Trustee McDonald, seconded by Trustee Shipley to approve. Motion carried unanimously.

Article 10. Discussion

None

Article 11. Public Comments

1. Tom Ippel-2861 Cascade Springs-requested increased speed and noise monitoring and enforcement on Thornapple River Dr.
2. Dorothy Cribbs-1980 Deerfield Ct-commented about initiatives for reforming State voter rolls for underage voters and non-citizens.
3. Nick Katsarelas-2985 Burrwick-inquired on the details of the Cascade sign at Drury Hotel on 28th St, and replacing Wycliffe Park signs.
4. Scot VanSolkema-appreciated the action response to his emails and commented on sign inconsistencies in the township.

Article 12. Closed Session

Motion by Trustee Shipley, seconded by Trustee Noordhoek to enter closed session pursuant to Act 267 of 1976, MCL 15.268 Sec.8 (e) to consider material exempt from discussion or disclosure by state or federal statute. Motion carried unanimously by roll call vote. Board entered closed session at 7:45 pm.

Motion by Trustee McDonald, seconded by Trustee Shipley to return to open session at 8:55 pm. Motion carried unanimously.

Article 13. Manager Comments

None

Article 14. Board Member Comments

1. Trustee Shipley thanked all in attendance.

Article 15. Adjournment

Motion by Trustee McDonald, seconded by Trustee Noordhoek to adjourn. Motion carried unanimously. Meeting adjourned at 8:55 pm.

Jennifer Jager
Deputy Clerk

Approved by:

Grace Lesperance, Supervisor

Susan B. Slater, Clerk

DRAFT

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

Friday, August 9, 2024
5920 Tahoe Dr SE
Grand Rapids, MI 49546
10:30 A.M.

- Article 1.** Supervisor Lesperance called the meeting to order.
Present: Supervisor Lesperance, Clerk Slater, Treasurer Korstange,
Trustees McDonald, Shipley and Noordhoek
Absent: Trustees Koessel
Also Present: Deputy Clerk Jager, Finance and Budget Director Nenciarini,
Manager Smith and those listed in the Supplement.
- Article 2.** Supervisor Lesperance led the Pledge of Allegiance.
- Article 3. Approval of Agenda**
Motion by Treasurer Korstange, seconded by Trustee McDonald to approve.
Motion carried unanimously.
- Article 4. Financial Actions**
a. Request for Invoices to be paid on 8/9/2024.
Motion by Trustee Koessel, seconded by Trustee Shipley to approve.
Motion carried unanimously.
- Article 5. Public Comments-Anything on the Agenda not scheduled for a public hearing. (Limit comments to 3 minutes)**
None
- Article 6. New Business**
063-2024 Liquor License for Heritage Festival (Roll Call) Motion by Trustee McDonald, seconded by Trustee Shipley to approve. Motion carried unanimously by roll call vote.
- Article 7. Discussion**
None
- Article 8. Adjournment**
Motion by Trustee McDonald, seconded by Trustee Noordhoek to adjourn.
Motion carried unanimously. Meeting adjourned at 10:55 am.

Jennifer Jager
Deputy Clerk

Approved by:

Grace Lesperance, Supervisor

Susan B. Slater, Clerk

DRAFT

TREASURER'S DEPARTMENT

CASCADE CHARTER TOWNSHIP

TAX ACCOUNTS

MAY2024

BANK BALANCES

TOWNSHIP BALANCES

BANK AMOUNT

REGISTER AMOUNT

FLAGSTAR BANK

FLAGSTAR BANK

TAX CHECKING \$51,564.88

TAX CHECKING \$51,564.88

FLAGSTAR BANK

FLAGSTAR BANK

DELINQUENT TAX \$7,780.05

DELINQUENT TAX \$7,780.05

FLAGSTAR BANK

FLAGSTAR BANK

TAX WIRE ACCT \$15,282.45

TAX WIRE ACCT \$15,282.45

GRAND TOTAL \$74,627.38

GRAND TOTAL \$74,627.38

Sourine 6/14/24

W K S 7-24-24

Submitted by
OXANA SOURINE
DEPUTY TREASURER

Date

Reviewed by

Date

CASCADE CHARTER TOWNSHIP
TREASURER'S OFFICE REPORT

MAY 2024

FUND	INSTITUTION	INTEREST	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS		
			\$	%	\$	%	DATE	\$	%	DATE	\$	%	
101	GENERAL FUND												
	FLAGSTAR	4,869.33	3,172,953.97	1.05									
	FLAGSTAR MMA			4.15									
	KENT CTY POOL	745.08	225,919.34	4.00									
	MI CLASS	8,323.90	1,828,494.88	5.40									
	ADVENTURE CU				561,348.57	1.05	9/24/2025						
	HORIZON BANK	4,081.36				5.19	5/22/2024						
	CONSUMERS CU				274,185.31	4.10	1/17/2025						
	LMCU				1,044,648.34	0.90	6/2/2024						
	MSUFCU				508,051.52	2.50	8/24/2025						
	COMERICA SECUR							500,015.63	1.59	1/26/2026			
	TOTAL GENERAL FUND	18,019.67	5,227,368.19	2.70	2,388,233.74	1.64		500,015.63	1.59			8,115,617.56	2.32
151	CEMETERY		148,277.34	4.00								148,277.34	4.00
206	FIRE FUND												
	FLAGSTAR	1,888.32	394,625.03	4.25									
	MI CLASS	7,221.45	1,586,321.93	5.40									
	NCA CU				285,814.14	4.45	10/29/2025						
	TOTAL FIRE FUND	9,109.77	1,980,946.96	5.17	285,814.14	4.45						2,266,761.10	5.08
207	POLICE FUND												
	FLAGSTAR	2,866.06	776,392.25	4.25									
	NORTHPOINTE BANK				490,560.28	5.55	11/1/2024						
	CIBC/ fna PRIVATE				1,000,000.00	3.60	3/25/2026						
	LMCU				424,506.90	5.15	3/18/2025						
	TOTAL POLICE FUND	2,866.06	776,392.25	4.25	1,915,067.18	4.44						2,691,459.43	4.39
209	OPEN SPACE												
	CONSUMERS CU		625,988.49	2.40									
	MI CLASS	1,897.45	416,806.38	5.45									
	TOTAL OPEN SPACE	1,897.45	1,042,794.87	3.62								1,042,794.87	3.62
211	DAM REPAIR												
	MI CLASS	1,554.66	341,508.07	5.40									
	LMCU				358,758.29	5.15	3/10/2025						
	TOTAL DAM REPAIR	1,554.66	341,508.07	5.40	358,758.29	5.15						700,266.36	5.27
216	PATHWAY FUND												
	MACATAWA	125.63	79,627.75	0.95									
	MI CLASS	28.20	6,192.81	5.40									
	GRAND RIVER				550,710.52	3.55	10/4/2024						
	TOTAL PATHWAY FUND	153.83	85,820.56	1.27	550,710.52	3.55						636,531.08	3.24
218	HAZMAT FUND		41,134.00	3.30								41,134.00	3.30
220	LARAWAY LAKE IMP		21,885.54	4.15								21,885.54	4.15
230	THORAPPLE RIVER		280,179.04	4.15								280,179.04	4.15
243	BROWNFIELD R. A.		95,116.31	2.40								95,116.31	2.40
246	PUBLIC UTILITY												
	IRF												
	FLAGSTAR	2,254.23	624,640.30	4.25									
	MI CLASS	4,249.16	933,403.15	5.40									
	CIBC				700,000.00	5.10	12/5/2025						
	COMERICA SECUR							1,009,010.42	4.88	9/12/2025			
	TOTAL PUBLIC UTILITY	6,503.39	1,558,043.45	4.94	700,000.00			1,009,010.42	4.88			3,267,053.87	3.86
248	DDA FUND												
	FLAGSTAR	3,114.57	478,769.17	4.25									
	MI CLASS	6,566.90	1,442,540.95	5.40									
	FLAGSTAR				1,000,000.00	5.03	6/13/2024						
	UNION BANK				263,178.58	2.45	8/26/2024						
	ADVENTURE CU				220,919.55	1.05	10/27/2025						
	TOTAL DDA FUND	9,681.47	1,921,310.12	5.11	1,484,098.13	3.98						3,405,408.25	4.62
249	BLDG. INSPECTION												
	FLAGSTAR BANK	3,175.32	805,916.34	4.25									
	FLAGSTARL BANK R.	633.77	266,514.98	4.15									
	MI CLASS	2,020.64	443,869.73	5.40									
	FNB OF AMERICA				320,815.75	0.90	10/19/2024						
	FNB OF AMERICA				226,536.98	1.05	9/18/2026						
	FNB OF MI				582,852.82	4.59	9/11/2025						
	INDEPENDENT BANK				337,109.88	2.80	9/16/2024						
	COMERICA CD							250,000.00	4.25	4/4/2028			
	COMERICA CD							250,000.00	5.10	4/3/2026			
	COMERICA TR NOTE							928,595.79	4.02	8/15/2027			
	COMERICA SECUR							297,989.22	2.28	6/28/2024			
	TOTAL BLDG. INSPECT.	5,829.73	1,516,301.05	4.57	1,467,315.43	2.83		1,726,585.01	3.91			4,710,201.49	3.78
270	LIBRARY FUND												
	UNITED BANK	2.86	179,665.28	0.25									
	MI CLASS	5,905.97	1,121,920.18	5.55									
	WMCB				279,434.90	5.15	10/28/2024						
	MSUFCU				582,446.18	4.21	4/12/2026						
	TOTAL LIBRARY FUND	5,908.83	1,301,585.46	4.82	861,881.08	4.51						2,163,466.54	4.70
282	CARES ACT FUND		3,829,200.85	4.00								3,829,200.85	4.00
403	FIRE ST. #1												
	MI CLASS												
701	T & A		234,535.85	0.30								234,535.85	0.30
701	JAMES TIMMONS				12,400.00	1.10	3/22/2027					12,400.00	1.10
701	JACK SMITH INV.		23,243.40	0.30								23,243.40	0.30
TOTAL		76,153.97	20,425,643.31	4.00	10,024,278.51	3.14		3,235,611.06	3.85			33,685,532.88	3.73

Sourine 7/24/24
Submitted by Oxana Sourine Deputy Treasurer Date

W Korstange 7/24/24
Reviewed by Windy Korstange Treasurer Date

TREASURER'S DEPARTMENT

CASCADE CHARTER TOWNSHIP

TAX ACCOUNTS

JUNE 2024

BANK BALANCES

TOWNSHIP BALANCES

BANK AMOUNT

REGISTER AMOUNT

FLAGSTAR BANK

FLAGSTAR BANK

TAX CHECKING \$1,298.32

TAX CHECKING \$1,298.32

FLAGSTAR BANK

FLAGSTAR BANK

DELINQUENT TAX \$7,200.18

DELINQUENT TAX \$7,200.18

FLAGSTAR BANK

FLAGSTAR BANK

TAX WIRE ACCT \$184.84

TAX WIRE ACCT \$184.84

GRAND TOTAL \$8,683.34

GRAND TOTAL \$8,683.34





Submitted by
OXANA SOURINE
DEPUTY TREASURER

Reviewed by Date

CASCADE CHARTER TOWNSHIP
TREASURER'S OFFICE REPORT

JUNE 2024

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS				
		\$	%	\$	%	DATE	\$	%	DATE	\$	%			
101	GENERAL FUND	FLAGSTAR	1,158,910.11	1.05										
		KENT CTY POOL	226,705.80	4.22										
		MI CLASS	1,836,588.84	5.40										
		ADVENTURE CU			561,348.57	1.05	9/24/2025							
		CONSUMERS CU			274,185.31	4.10	1/17/2025							
		LMCU			1,073,124.84	5.05	12/5/2024							
		MSUFUCU			508,051.52	2.50	8/24/2025							
		COMERICA SECUR						500,015.63	1.59	1/26/2026				
	TOTAL GENERAL FUND		3,222,204.75	3.75	2,416,710.24	3.48		500,015.63	1.59			6,138,930.62	3.47	
151	CEMETERY	LMCU	148,816.15	4.00								148,816.15	4.00	
206	FIRE FUND	FLAGSTAR	183,090.37	4.25										
		MI CLASS	1,593,343.92	5.40										
		NCA CU			285,814.14	4.45	10/29/2025							
	TOTAL FIRE FUND		1,776,434.29	5.28	285,814.14	4.45						2,062,248.43	5.17	
207	POLICE FUND	FLAGSTAR	746,619.75	4.25										
		NORTHPOINTE BANK			490,560.28	5.55	11/1/2024							
		CIBC/ fna PRIVATE			1,000,000.00	3.60	3/25/2026							
		LMCU			424,506.90	5.15	3/18/2025							
	TOTAL POLICE FUND		746,619.75	4.25	1,915,067.18	4.44						2,661,686.93	4.39	
209	OPEN SPACE	CONSUMERS CU	653,774.52	2.40										
		MI CLASS	418,651.41	5.45										
	TOTAL OPEN SPACE		1,072,425.93	3.59								1,072,425.93	3.59	
211	DAM REPAIR	MI CLASS	353,019.79	5.40										
		LMCU			358,758.29	5.15	3/10/2025							
	TOTAL DAM REPAIR		353,019.79	5.40	358,758.29	5.15						711,778.08	5.27	
216	PATHWAY FUND	MACATAWA	99,163.03	0.95										
		MI CLASS	1,465,268.26	5.40										
		GRAND RIVER			550,710.52	3.55	10/4/2024							
	TOTAL PATHWAY FUND		1,564,431.29	5.12	550,710.52	3.55						2,115,141.81	4.71	
218	HAZMAT FUND	LMCU	40,333.67	3.30								40,333.67	3.30	
220	LARAWAY LAKE IMP	FLAGSTAR	18,258.98	4.15								18,258.98	4.15	
230	THORAPPLE RIVER	FLAGSTAR	285,067.09	4.15								285,067.09	4.15	
243	BROWNFIELD R. A.	CONSUMERS CU	96,048.51	2.40								96,048.51	2.40	
246	PUBLIC UTILITY	FLAGSTAR	624,940.93	4.25										
	IRF	MI CLASS	937,534.94	5.40										
		CIBC			700,000.00	5.10	12/5/2025							
		COMERICA SECUR						1,009,010.42	4.88	9/12/2025				
	TOTAL PUBLIC UTILITY		1,562,475.87	4.94	700,000.00			1,009,010.42	4.88			3,271,486.29	3.86	
248	DDA FUND	FLAGSTAR	1,464,631.46	4.25										
		MI CLASS	1,448,926.49	5.40										
		FLAGSTAR				5.03	6/13/2024							
		UNION BANK			263,178.58	2.45	8/26/2024							
		ADVENTURE CU			220,919.55	1.05	10/27/2025							
	TOTAL DDA FUND		2,913,557.95	4.82	484,098.13	1.81						3,397,656.08	4.39	
249	BLDG. INSPECTION	FLAGSTAR BANK	1,276,049.47	4.25										
		FLAGSTARL BANK R.	126,955.42	4.15										
		MI CLASS	445,834.56	5.40										
		FNB OF AMERICA			320,815.75	0.90	10/19/2024							
		FNB OF AMERICA			226,536.98	1.05	9/18/2026							
		FNB OF MI			582,852.82	4.59	9/11/2025							
		INDEPENDENT BANK			337,109.88	2.80	9/16/2024							
		COMERICA CD						250,000.00	4.25	4/4/2028				
		COMERICA CD						250,000.00	5.10	4/3/2026				
		COMERICA TR NOTE						928,595.79	4.02	8/15/2027				
		COMERICA SECUR							2.28	6/28/2024				
	TOTAL BLDG. INSPECT.		1,848,839.45	4.52	1,467,315.43	2.83		1,428,595.79	4.25			4,744,750.67	3.91	
271	LIBRARY FUND	UNITED BANK	188,006.67	0.25										
		MI CLASS	689,044.29	5.55										
		WMCB			279,434.90	5.15	10/28/2024							
		MSUFUCU			582,446.18	4.21	4/12/2026							
	TOTAL LIBRARY FUND		877,050.96	4.41	861,881.08	4.51						1,738,932.04	4.46	
282	CARES ACT FUND	LMCU	3,841,717.62	4.00								3,841,717.62	4.00	
403	FIRE ST. #1	MI CLASS												
701	T & A	HUNTINGTON BANK	255,094.77	0.30								255,094.77	0.30	
701	JAMES TIMMONS	LMCU			12,400.00	1.10	3/22/2027					12,400.00	1.10	
701	JACK SMITH INV.	HUNTINGTON BANK	23,249.12	0.30								23,249.12	0.30	
TOTAL			20,645,645.94	4.36	9,052,755.01	3.41		2,937,621.84	4.01			32,636,022.79	4.06775	

Oxana Sourine 8/20/24
Submitted by Oxana Sourine Deputy Treasurer Date

Windy Korstange 8-21-2024
Reviewed by Windy Korstange Treasurer Date

Building Department

July Report Summary

- 1014 Permits Issued
- 1944 Inspections Performed

Prelim Financial Information July 30, 2024:

Fund Balance	\$4,847,032.74
Annual Expenses (est.)	\$2,931,425
Open Permits	\$2,296,661.90

AFB (available fund balance: FB – open permits) / Annual Exp = .87 (target range .5 – 1.5)

FB (fund balance) / Annual Exp = 1.65 (target range 1.5 -2.5)

The department is operating well as staff continue to provide great service to residents and contractors. The search for a building inspector continues as qualified candidates are difficult to find.

Let me know if any questions, thanks!

Brian Wilson

Director of Inspections

MONTHLY FINANCIAL STATEMENT FOR CASCADE CHARTER TOWNSHIP

Balance As of 07/31/2024
 *NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	2023 Amended Budget	2024 Amended Budget	YTD Balance 07/31/2024 Norm (Abnorm)	Activity For 07/31/2024 Incr (DeCr)	Available Balance 07/31/2024 Norm (Abnorm)	% Bgdt Used
Fund: 249 BUILDING FUND							
Account Category: Revenues							
Department: 000							
249-000-600-644	NSF FEES	25.00	0.00	25.00	0.00	(25.00)	100.00
249-000-607-100	BUILDING PERMITS	0.00	0.00	813.00	0.00	(813.00)	100.00
249-000-607-200	ELECTRICAL PERMITS	0.00	0.00	437.00	146.00	(437.00)	100.00
249-000-607-300	PLUMBING PERMITS	0.00	0.00	(176.00)	(176.00)	176.00	100.00
249-000-607-400	MECHANICAL PERMITS	0.00	0.00	(75.00)	0.00	75.00	100.00
249-000-607-483	CASCADE TWP BLDG COM PERMITS	260.00	0.00	0.00	0.00	0.00	0.00
249-000-607-484	CASCADE TWP BLDG RES PERMITS	495,000.00	360,000.00	179,950.00	19,593.00	180,050.00	49.99
249-000-607-485	CASCADE TWP ELECTRICAL PERMITS	111,000.00	100,000.00	46,062.00	6,520.00	53,938.00	46.06
249-000-607-486	CASCADE TWP MECHANICAL PERMITS	117,000.00	110,000.00	70,875.00	10,867.75	39,125.00	64.43
249-000-607-487	CASCADE TWP PLUMBING PERMITS	55,400.00	55,000.00	26,018.00	3,155.00	28,982.00	47.31
249-000-607-490	CASCADE TWP CONTRACTOR REG	10,000.00	9,000.00	5,730.00	720.00	3,270.00	63.67
249-000-607-500	LOWELL TWP BUILDING PERMITS	86,000.00	60,000.00	65,754.00	3,510.00	(5,754.00)	109.59
249-000-607-501	LOWELL TWP ELECTRICAL PERMITS	33,000.00	28,000.00	17,455.00	2,554.00	10,545.00	62.34
249-000-607-502	LOWELL TWP MECHANICAL PERMITS	28,000.00	23,000.00	16,929.75	3,135.00	6,070.25	73.61
249-000-607-503	LOWELL TWP PLUMBING PERMITS	20,000.00	15,000.00	10,484.00	866.00	4,516.00	69.89
249-000-607-510	VERGENNES TWP BUILDING PERMITS	71,000.00	70,000.00	35,712.00	8,681.00	34,288.00	51.02
249-000-607-511	VERGENNES TWP ELECTRICAL PERMITS	20,000.00	20,000.00	12,093.00	1,742.00	7,907.00	60.47
249-000-607-512	VERGENNES TWP MECHANICAL PERMITS	20,000.00	18,000.00	15,269.00	2,905.00	2,731.00	84.83
249-000-607-516	VERGENNES TWP PLUMBING PERMITS	15,000.00	16,000.00	5,317.00	1,344.00	10,683.00	33.23
249-000-607-520	ADA TWP BUILDING PERMITS	313,000.00	280,000.00	163,449.00	63,006.00	116,551.00	58.37
249-000-607-521	ADA TWP PLUMBING PERMITS	50,000.00	50,000.00	22,970.00	3,300.00	27,030.00	45.94
249-000-607-523	ADA TWP ELECTRICAL PERMITS	65,000.00	65,000.00	38,841.00	7,838.00	26,159.00	59.76
249-000-607-524	ADA TWP MECHANICAL PERMITS	72,000.00	65,000.00	51,901.95	8,863.50	13,098.05	79.85
249-000-607-531	GR TWP BUILDING PERMITS	299,000.00	220,000.00	97,582.00	17,836.00	122,418.00	44.36
249-000-607-532	GR TWP ELECTRICAL PERMITS	85,000.00	65,000.00	34,476.00	5,696.00	30,524.00	53.04
249-000-607-533	GR TWP MECHANICAL PERMITS	92,000.00	85,000.00	55,699.25	12,500.00	29,300.75	65.53
249-000-607-534	GR TWP PLUMBING PERMITS	48,000.00	48,000.00	32,531.00	7,377.00	15,469.00	67.77
249-000-607-536	EAST GR BUILDING PERMITS	80,000.00	80,000.00	52,329.00	7,067.00	27,671.00	65.41
249-000-607-537	EAST GR ELECTRICAL PERMITS	40,900.00	40,000.00	27,431.00	4,219.00	12,569.00	68.58
249-000-607-538	EAST GR MECHANICAL PERMITS	51,700.00	50,000.00	33,031.25	5,850.25	16,968.75	66.06
249-000-607-539	EAST GR PLUMBING PERMITS	29,000.00	28,000.00	18,092.00	2,314.00	9,908.00	64.61
249-000-607-541	EAST GR-RENTAL INSP	4,500.00	4,500.00	0.00	0.00	4,500.00	0.00
249-000-607-550	PLAINFIELD BUILDING PERMITS	325,000.00	260,000.00	182,684.00	26,419.00	77,316.00	70.26
249-000-607-551	PLAINFIELD - ELECTRICAL PERMITS	105,000.00	85,000.00	64,958.00	10,174.00	20,042.00	76.42
249-000-607-552	PLAINFIELD MECHANICAL PERMITS	130,000.00	110,000.00	81,714.50	13,950.00	28,285.50	74.29
249-000-607-553	PLAINFIELD - PLUMBING PERMITS	75,000.00	60,000.00	45,636.00	7,303.00	14,364.00	76.06
249-000-665-000	INTEREST REVENUE	79,000.00	51,000.00	79,500.44	7,728.90	(28,500.44)	155.88
249-000-675-675	MISCELLANEOUS INCOME	2,000.00	1,500.00	370.00	0.00	1,130.00	24.67
249-000-676-100	REIMBURSEMENT- SECURITY DEPOSIT	0.00	0.00	1,362.43	0.00	(1,362.43)	100.00
Total Dept 000		3,027,785.00	2,532,000.00	1,593,231.57	277,004.40	938,768.43	62.92
Department: 955 TRANSFERS IN							
249-955-699-249	TRANSFER FIRE INSPECTOR SHARE TO FIR	176,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 955 - TRANSFERS IN		176,000.00	0.00	0.00	0.00	0.00	0.00
Revenues		3,203,785.00	2,532,000.00	1,593,231.57	277,004.40	938,768.43	62.92

Account Category: Expenditures
 Department: 250 BENEFITS/INSURANCE

MONTHLY FINANCIAL STATEMENT FOR CASCADE CHARTER TOWNSHIP

Balance As of 07/31/2024

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

GL Number	Description	2023 Amended Budget	2024 Amended Budget	YTD Balance 07/31/2024 Norm (Abnorm)	Activity For 07/31/2024 Incr (Decr)	Available Balance 07/31/2024 Norm (Abnorm)	% Bdgtd Used
Fund: 249 BUILDING FUND							
Account Category: Expenditures							
Department: 250 BENEFITS/INSURANCE							
249-250-715-000	FICA-EMPLOYER	81,785.00	86,422.00	45,237.51	8,681.21	41,184.49	52.34
249-250-716-000	DEFINED CONTRIBUTION PLAN	99,349.00	106,037.00	66,368.45	12,414.72	39,668.55	62.59
249-250-717-000	WORKERS COMP INSURANCE	25,000.00	25,000.00	5,269.30	0.00	19,730.70	21.08
249-250-718-000	VISION INSURANCE BENEFITS	1,857.00	1,857.00	1,030.68	141.60	826.32	55.50
249-250-718-200	OTHER BENEFITS	19,500.00	19,500.00	20,800.00	0.00	(1,300.00)	106.67
249-250-718-300	OTHER BENEFITS- PTO BUYBACK PROGRAM	6,000.00	0.00	0.00	0.00	0.00	0.00
249-250-719-000	HEALTH INSURANCE BENEFITS	173,007.00	180,360.00	114,541.93	12,545.27	65,818.07	63.51
249-250-719-100	OPT-OUT INSURANCE	4,000.00	4,000.00	1,000.00	1,000.00	3,000.00	25.00
249-250-720-000	LIFE & DISABILITY INSURANCE	11,385.00	11,385.00	6,090.23	0.00	5,294.77	53.49
249-250-721-000	DENTAL INSURANCE BENEFITS	15,146.00	15,146.00	8,850.82	(190.56)	6,295.18	58.44
249-250-722-000	PENSION PLAN BENEFITS	55,000.00	40,278.00	49,499.94	7,071.42	(9,221.94)	122.90
Total Dept 250 - BENEFITS/INSURANCE		492,029.00	489,985.00	318,688.86	41,663.66	171,296.14	65.04
Department: 371 BUILDING DEPARTMENT							
249-371-702-000	WAGES- FULL TIME	869,722.00	992,471.00	508,326.68	98,600.06	484,144.32	51.22
249-371-702-001	WAGES - DEPARTMENT HEAD	115,000.00	122,233.00	70,518.75	14,103.75	51,714.25	57.69
249-371-704-000	WAGES- PART TIME	51,764.50	15,000.00	5,198.10	1,183.83	9,801.90	34.65
249-371-707-000	WAGES- CASUAL	30,000.00	30,000.00	8,950.00	6,050.00	21,050.00	29.83
249-371-723-000	MEMBERSHIPS AND DUES	6,000.00	6,000.00	1,915.00	300.00	4,085.00	31.92
249-371-724-000	EDUCATION	10,000.00	10,000.00	1,546.93	0.00	8,453.07	15.47
249-371-727-000	OFFICE SUPPLIES	12,000.00	10,000.00	1,868.54	92.17	8,131.46	18.69
249-371-752-101	KITCHEN SUPPLIES	0.00	700.00	112.90	77.82	587.10	16.13
249-371-757-000	BOOKS	5,000.00	5,000.00	1,581.60	0.00	3,418.40	31.63
249-371-787-000	MISCELLANEOUS	1,500.00	0.00	0.00	0.00	0.00	0.00
249-371-787-101	CLEANING & PAPER SUPPLIES	0.00	800.00	68.25	31.99	731.75	8.53
249-371-787-200	CREDIT CARD FEES	36,000.00	38,000.00	15,818.14	0.00	22,181.86	41.63
249-371-807-000	AUDIT FEES & SERVICES	800.00	1,000.00	1,132.50	0.00	(132.50)	113.25
249-371-810-000	LIABILITY INSURANCE	14,435.50	15,000.00	0.00	0.00	15,000.00	0.00
249-371-821-000	BLDG ENGINEERING	1,500.00	0.00	0.00	0.00	0.00	0.00
249-371-860-000	MILEAGE	72,000.00	74,000.00	40,717.84	5,236.05	33,282.16	55.02
249-371-862-500	DEPT HEAD, SUPV EXPENSES	750.00	750.00	57.11	0.00	692.89	7.61
249-371-923-000	HEATING/UTILITY	9,000.00	9,000.00	5,742.92	954.89	3,257.08	63.81
249-371-924-000	PHONES	6,000.00	6,000.00	3,507.78	0.00	2,492.22	58.46
249-371-924-100	CELL PHONES/DATA	12,000.00	10,000.00	4,899.54	796.86	5,100.46	49.00
249-371-932-000	OFFICE EQUIP & COMPUTER REPAIR	12,000.00	12,000.00	7,800.00	0.00	4,200.00	65.00
249-371-939-000	SERVICE CONTRACTS	70,000.00	98,398.00	106,338.54	351.38	(7,940.54)	108.07
249-371-941-000	POSTAGE & MACHINE LEASE	1,000.00	1,000.00	450.00	0.00	550.00	45.00
249-371-957-000	BLDG PHYSICAL EXAMS	750.00	750.00	0.00	0.00	750.00	0.00
249-371-967-000	BLDG - SPECIAL PROJECTS-FURNITURE UP	30,000.00	30,000.00	6,025.00	0.00	23,975.00	20.08
249-371-967-200	SPECIAL PROJECTS - IT SERVICES	0.00	33,000.00	0.00	0.00	33,000.00	0.00
249-371-981-000	OFFICE EQUIPMENT	18,235.50	12,000.00	6,240.30	0.00	5,759.70	52.00
Total Dept 371 - BUILDING DEPARTMENT		1,385,457.50	1,533,102.00	798,816.42	127,778.80	734,285.58	52.10
Department: 964 PAYMENTS TO OTHER TOWNSHIPS							
249-964-964-100	PERMITS DUE TO LOWELL TWP	33,400.00	27,000.00	20,111.55	3,377.80	6,888.45	74.49
249-964-964-200	PERMITS DUE TO VERGENNES TWP	25,200.00	24,800.00	10,743.80	2,067.00	14,056.20	43.32
249-964-964-300	PERMITS DUE TO GR TWP	93,600.00	83,600.00	35,263.05	7,630.05	48,336.95	42.18
249-964-964-400	PERMITS DUE TO ADA TWP	98,600.00	92,000.00	38,888.29	9,107.00	53,111.71	42.27

MONTHLY FINANCIAL STATEMENT FOR CASCADE CHARTER TOWNSHIP

Balance As of 07/31/2024
 *NOTE: Available Balance / Pct Budget does not reflect amounts encumbered.

GL Number	Description	2023 Amended Budget	2024 Amended Budget	YTD Balance 07/31/2024 Norm (Abnorm)	Activity For 07/31/2024 Incr (Dectr)	Available Balance 07/31/2024 Norm (Abnorm)	% Bdg Used
Fund: 249 BUILDING FUND							
Account Category: Expenditures							
Department: 964 PAYMENTS TO OTHER TOWNSHIPS							
249-964-964-500	PERMITS DUE TO EAST GR	39,800.00	39,600.00	22,399.40	4,064.40	17,200.60	56.56
249-964-964-600	PERMITS DUE PLAINFIELD	114,600.00	103,000.00	63,429.30	11,942.60	39,570.70	61.58
249-964-964-800	PERMITS DUE CASCADE TWP	142,000.00	125,000.00	56,553.85	7,133.70	68,446.15	45.24
	Total Dept 964 - PAYMENTS TO OTHER TOWNSHIPS	547,200.00	495,000.00	247,389.24	45,322.55	247,610.76	49.98
Department: 966 TRANSFERS OUT							
249-966-955-206	TRANSFER TO FIRE FUND FROM BLDG	0.00	102,000.00	0.00	0.00	102,000.00	0.00
249-966-955-249	TRANSFER TO GF FROM BLDG	0.00	311,338.00	0.00	0.00	311,338.00	0.00
	Total Dept 966 - TRANSFERS OUT	0.00	413,338.00	0.00	0.00	413,338.00	0.00
Expenditures							
		2,424,686.50	2,931,425.00	1,364,894.52	214,765.01	1,566,530.48	46.56
Fund 249 - BUILDING FUND:							
TOTAL REVENUES		3,203,785.00	2,532,000.00	1,593,231.57	277,004.40	938,768.43	
TOTAL EXPENDITURES		2,424,686.50	2,931,425.00	1,364,894.52	214,765.01	1,566,530.48	
NET OF REVENUES & EXPENDITURES:		779,098.50	(399,425.00)	228,337.05	62,239.39	(627,762.05)	
BEG. FUND BALANCE - ALL FUNDS		3,916,118.99	4,618,695.69	4,618,695.69			
END FUND BALANCE - ALL FUNDS		4,695,217.49	4,219,270.69	4,847,032.74			

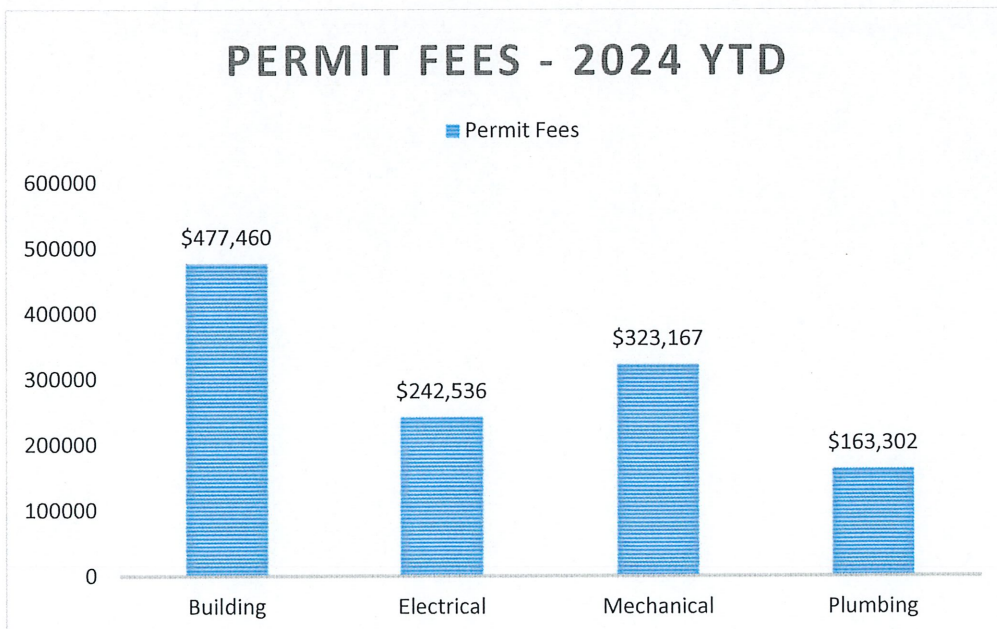
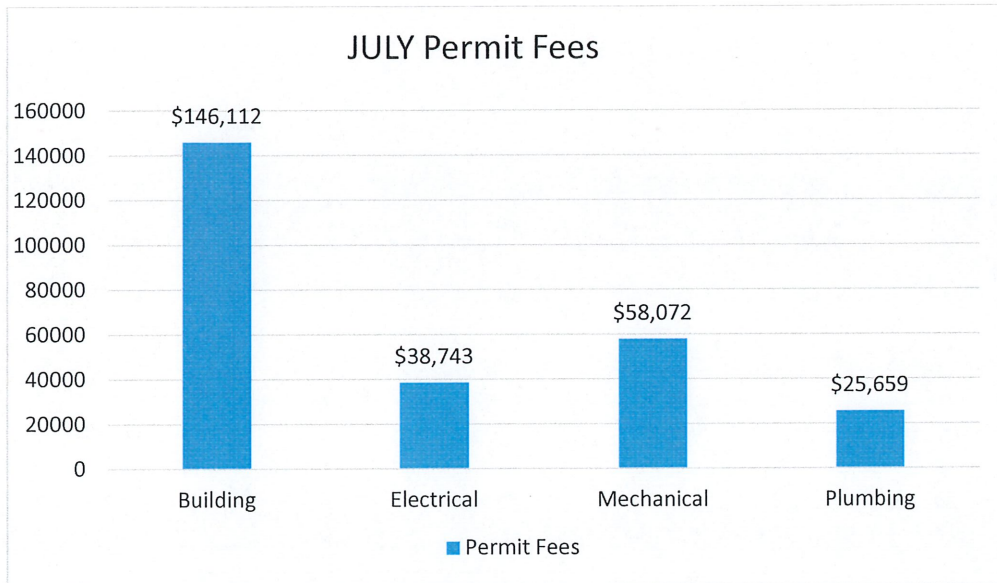
BALANCE SHEET REPORT FOR CASCADE CHARTER TOWNSHIP
Balance As of 07/31/2024

GL Number	Description	YTD Balance 07/31/2024 Normal (Abnormal)
Fund: 249 BUILDING FUND		
*** Assets ***		
249-000-001-111	-CASH-RECEIVING - FLAGSTAR	277,512.01
249-000-001-510	MI CLASS CASH - POOL ACCOUNTS	445,834.56
249-000-002-001	CASH/SAVINGS- FLAGSTAR BANK	1,178,852.46
249-000-003-001	CD - INDEPENDENT BANK M 6/19/21	349,302.02
249-000-003-021	FNB OF MI M 3/11/24	582,852.82
249-000-003-024	FIRST NATIONAL BANK OF AMERICA	559,928.05
249-000-017-401	US TREASURY NOTES	943,790.00
249-000-017-405	COMERICA SECURITIES # 148983	503,441.52
249-000-040-000	ACCOUNTS RECEIVABLE	250.00
249-000-123-000	PREPAID EXPENSE	5,269.30
Total Assets		4,847,032.74
*** Fund Equity ***		
249-000-390-000	FUND BALANCE	4,618,695.69
Total Fund Equity		4,618,695.69
Total Fund 249:		
TOTAL ASSETS		4,847,032.74
BEG. FUND BALANCE		4,618,695.69
+ NET OF REVENUES & EXPENDITURES		228,337.05
= ENDING FUND BALANCE		4,847,032.74
+ LIABILITIES		0.00
= TOTAL LIABILITIES AND FUND BALANCE		4,847,032.74

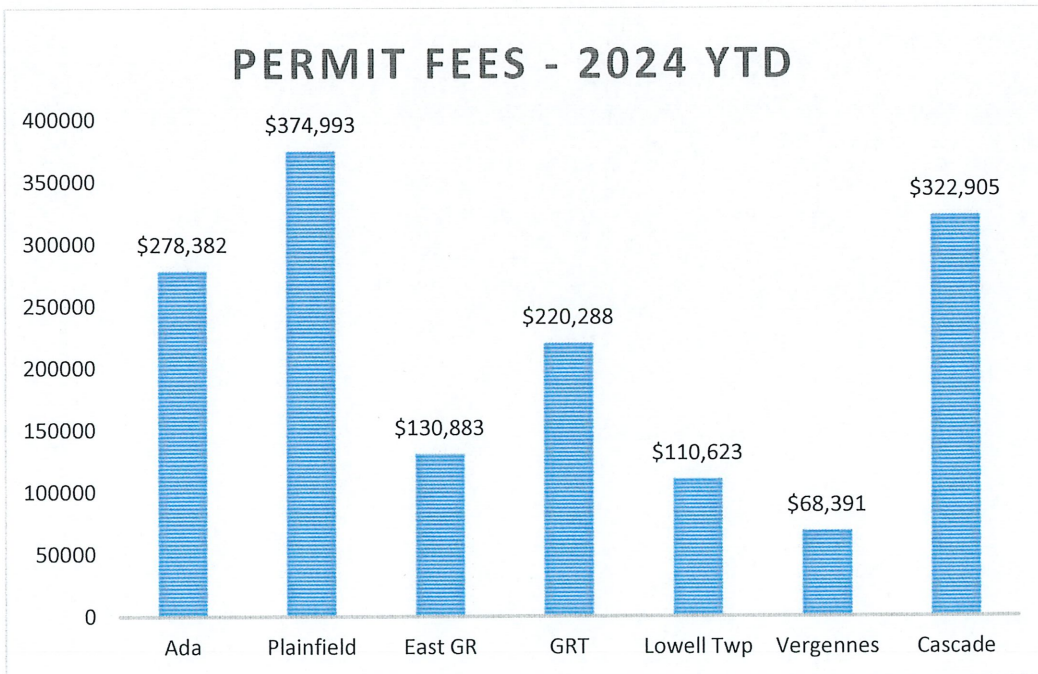
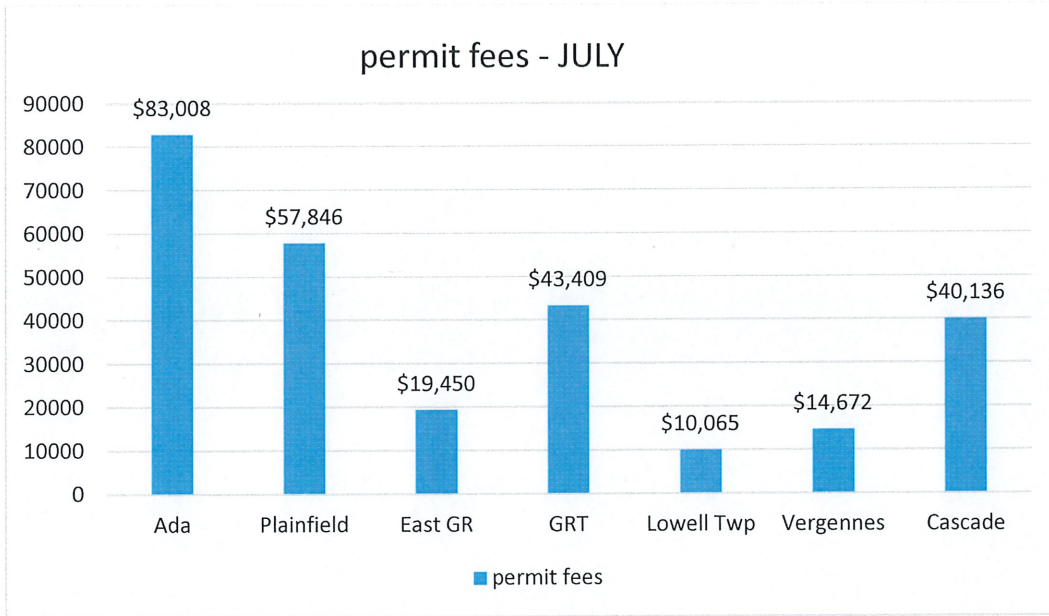
Cascade Inspection Services

JULY 2024

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	1322	1096	1738	745	4901	\$1,237,879.20
JULY						
Cascade	54	41	88	20	203	\$ 40,135.75
Lowell Twp	15	14	19	6	54	\$ 10,065.00
Ada	39	35	63	14	151	\$ 83,007.50
Vergennes	18	10	23	5	56	\$ 14,672.00
GR Twp	34	25	65	30	154	\$ 43,409.00
EGR	32	23	48	17	120	\$ 19,450.25
Plainfield	71	61	108	36	276	\$ 57,846.00
MONTH TOTAL	263	209	414	128	1014	\$268,585.50
YTD - 2024	1585	1305	2152	873	5915	\$ 1,506,464.70
TOTAL - 2023	2654	2291	3707	1720	10372	\$ 3,023,597.20
TOTAL -2022	2778	2417	4161	1829	11185	\$ 3,120,765.61
TOTAL -2021	1974	2429	4018	1818	10239	\$ 1,967,041.60
TOTAL -2020	1628	2017	3410	1616	8671	\$ 1,726,619.65
TOTAL -2019	1675	2288	3478	1469	8910	\$ 1,591,688.45
TOTAL -2018	1705	2116	3585	1654	9060	\$ 1,996,897.00
TOTAL-2017	1758	2210	3273	1485	8726	\$ 1,762,559.25
TOTAL-2016	1475	1992	3217	1404	8088	\$ 1,414,495.24
TOTAL-2015	1510	1948	3070	1361	7889	\$ 1,594,801.81
TOTAL-2014	1354	1780	2860	1257	7251	\$ 1,469,705.70
TOTAL-2013	1241	1667	2583	969	6460	\$ 1,409,673.76
TOTAL-2012	1,122	1,349	2,134	835	5,440	\$ 1,065,999.29
TOTAL-2011	949	990	1585	753	4277	\$ 859,303.35
TOTAL-2010	850	1330	1644	625	4449	\$ 756,490.25
TOTAL-2009	712	875	1313	554	3463	\$ 571,382.75
TOTAL-2008	848	1043	1348	697	3933	\$ 951,266.55
TOTAL-2007	1032	1069	1447	778	4326	\$ 723,879.15
TOTAL-2006	1181	1547	2147	1243	5173	\$ 940,523.41
TOTAL-2005	1032	1369	1874	1111	5386	\$ 967,209.45

	JAN	FEB	MARCH	APR	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	TOTAL
Township													
Ada Twp	\$33,649.00	\$18,476.50	\$22,019.20	\$38,553.50	\$37,141.25	\$45,535.00	\$83,007.50						278,381.95
Permit Fees													-
Special Insp													-
Ada Total	\$33,649.00	\$18,476.50	\$22,019.20	\$38,553.50	\$37,141.25	\$45,535.00	\$83,007.50						278,381.95
Plainfield	\$38,418.50	\$46,055.00	\$65,895.00	\$53,037.00	\$54,028.00	\$59,713.00	\$57,846.00						\$374,992.50
Permit Fees													-
Special Insp													-
Plainfield Total	\$38,418.50	\$46,055.00	\$65,895.00	\$53,037.00	\$54,028.00	\$59,713.00	\$57,846.00						374,992.50
East Gr	\$18,575.00	\$12,942.00	\$14,468.00	\$19,826.00	\$25,300.00	\$20,322.00	\$19,450.25						130,883.25
Permit Fees													-
Special Insp													-
East Gr Tot	\$18,575.00	\$12,942.00	\$14,468.00	\$19,826.00	\$25,300.00	\$20,322.00	\$19,450.25						130,883.25
GR Twp	\$18,788.00	\$18,860.00	\$49,087.00	\$21,739.00	\$30,255.00	\$38,150.25	\$43,409.00						220,288.25
Permit Fees													-
Special Insp													-
GR Twp tot	\$18,788.00	\$18,860.00	\$49,087.00	\$21,739.00	\$30,255.00	\$38,150.25	\$43,409.00						220,288.25
Lowell Twp	\$8,594.00	\$9,225.00	\$43,144.00	\$10,883.75	\$11,822.00	\$16,889.00	\$10,065.00						110,622.75
Permit Fees													-
Special Insp													-
Lowell Tot	\$8,594.00	\$9,225.00	\$43,144.00	\$10,883.75	\$11,822.00	\$16,889.00	\$10,065.00						110,622.75
Vergennes	\$5,044.00	\$4,374.00	\$6,185.00	\$15,222.00	\$12,559.00	\$10,335.00	\$14,672.00						68,391.00
Permit Fees													-
Special Insp													-
Verg Total	\$5,044.00	\$4,374.00	\$6,185.00	\$15,222.00	\$12,559.00	\$10,335.00	\$14,672.00						68,391.00
Permit Fees													-
Special Insp													-
Subtotal	\$123,068.50	\$109,932.50	\$200,798.20	\$159,261.25	\$171,105.25	\$190,944.25	\$228,449.75						1,183,559.70
Cascade	\$74,473.50	\$63,783.50	\$40,267.00	\$36,700.75	\$31,876.00	\$35,668.50	\$40,135.75						322,905.00
Total w/ Cas	\$197,542.00	\$173,716.00	\$241,065.20	\$195,962.00	\$202,981.25	\$226,612.75	\$268,585.50						1,506,464.70
			2024 YTD	\$1,506,464.70			2023 YTD	1,944,208					DIFFERENCE
													-\$437,742.80
GRAND TOTAL PERMIT FEE CHART													

CASCADE CONSOLIDATED FEES

YEAR 2024

MONTH	Building Comm.	Building Residential	Electrical	Mechanical	Plumbing	TOTAL
JANUARY	\$46,815.00	\$3,850.00	\$7,633.00	\$11,771.50	\$4,404.00	\$74,473.50
FEBRUARY	\$37,222.00	\$3,474.00	\$7,605.00	\$11,712.50	\$3,770.00	\$63,783.50
MARCH	\$7,128.00	\$14,799.00	\$5,985.00	\$8,280.00	\$4,075.00	\$40,267.00
APRIL	\$9,410.00	\$5,712.00	\$6,939.00	\$10,903.75	\$3,736.00	\$36,700.75
MAY	\$7,466.00	\$7,262.00	\$5,408.00	\$7,905.00	\$3,835.00	\$31,876.00
JUNE	\$8,520.00	\$8,699.00	\$5,972.00	\$9,434.50	\$3,043.00	\$35,668.50
JULY	\$9,674.00	\$9,919.00	\$6,520.00	\$10,867.75	\$3,155.00	\$40,135.75
AUGUST						
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
YEAR END TOTAL	\$126,235.00	\$53,715.00	\$46,062.00	\$70,875.00	\$26,018.00	\$322,905.00
PERMIT # FOR MONTH	4	50	41	88	20	203
PREV PERMIT TOTAL	42	233	213	352	146	986
PERMIT TOTAL FOR YR	46	283	254	440	166	1189
YEAR TO DATE	2024	\$322,905.00				
YEAR TO DATE	2023	\$608,481.35				
UNDER	\$285,576.35					

CASCADE SINGLE FAMILY HOMES

	July	YTD 2024	2023	2022	2021
Number of Permits					
New Residential Homes	2	8	26	49	69
VALUE - RESIDENTIAL	\$ 1,972,000.00	\$ 6,326,759.00	\$ 40,826,270.00	\$ 35,750,549.00	\$ 36,003,102.00

Printed: 08/05/2024

Cascade Twp -Permit Report by Category/ Fee

1/1/0001 12:00:0 to 1/1/0001 12:00:0

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee	Work Description
Res. Single Family						
PB24001547	GREENOP NED	5435 CASCADE RD SE	07/10/2024	872,000	1,888.00	RESIDENCE
PB24001250	BDR CUSTOM HOMES	6921 BURGER DR SE	07/02/2024	1,100,000	1,720.00	RESIDENCE
				1,972,000	3,608.00	
2	Permits	Value Total		1,972,000	3,608.00	Fee Total

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GL Number	Invoice Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
Fund: 101 GENERAL FUND					
Department: 000					
101-000-123-000	PREPAID EXPENSE	APEX SOFTWARE	07/28/2024	327667	522.60
Total Department 000					522.60
Department: 101 TOWNSHIP BOARD					
101-101-723-000	TOWNSHIP DUES	ICMA	08/06/2024	BD1P0B71EB36	1,183.00
101-101-862-500	TOWNSHIP BOARD EXPENSE ACCOUNT	KATHRYN MURAWSKI	08/09/2024	REIMBURSEMENT	71.98
101-101-924-100	TRUSTEE/ MANAGER /IPADS/DATA	VERIZON WIRELESS	08/01/2024	9970465435	107.87
101-101-924-100	TOWNSHIP BOARD CELL PHONES/DATA	VERIZON WIRELESS	08/01/2024	9970457796	48.65
Total Department 101 TOWNSHIP BOARD					1,411.50
Department: 225 ADMINISTRATIVE					
101-225-724-000	EDUCATION	MI MUNICIPAL TREAS ASSOCIA	08/21/2024	10419	399.00
101-225-727-000	OFFICE SUPPLIES	290 SIGN SYSTEMS	06/18/2024	0000330762	33.66
101-225-727-000	OFFICE SUPPLIES	STAPLES	08/09/2024	6008937618	113.94
101-225-727-000	OFFICE SUPPLIES	AMAZON.COM	07/16/2024	113-5504246-9180230	21.78
101-225-727-000	OFFICE SUPPLIES	AMAZON.COM	07/16/2024	113-7874465-4976220	29.25
101-225-727-000	OFFICE SUPPLIES	STAPLES	08/14/2024	6009228019	45.20
101-225-752-000	SUPPLIES	AMAZON.COM	07/12/2024	113-5206984-0382600	14.97
101-225-752-000	SUPPLIES	AMAZON.COM	07/18/2024	113-8738881-1936207	31.26
101-225-752-000	SUPPLIES	AMAZON.COM	07/30/2024	113-3634105-4021803	26.95
101-225-752-000	SUPPLIES	AMAZON.COM	08/01/2024	113-3603652-1107414	4.88
101-225-752-101	KITCHEN SUPPLIES	AMAZON.COM	07/16/2024	113-3175423-6316209	35.03
101-225-752-101	KITCHEN SUPPLIES	AMAZON.COM	07/16/2024	113-3175423-6316209	27.99
101-225-752-101	KITCHEN SUPPLIES-PROMOTIONAL DISC	AMAZON.COM	07/16/2024	113-3175423-6316209	(3.00)
101-225-752-101	KITCHEN SUPPLIES	AMAZON.COM	07/19/2024	113-3175423-6316209	(21.02)
101-225-752-101	KITCHEN SUPPLIES	AMAZON.COM	07/29/2024	113-3703188-8837832	58.25
101-225-752-101	KITCHEN SUPPLIES	STAPLES	08/14/2024	6009228019	31.57
101-225-815-050	COMPUTER SOFTARE/CAMERA MONITOR/Z	ZOOM VIDEO COMMUNICATIONS	07/23/2024	INV266095006	315.49
101-225-815-050	COMPUTER SOFTARE/CAMERA MONITOR/Z	ZOOM VIDEO COMMUNICATIONS	07/29/2024	ZOOM CASH BACK	(10.00)
101-225-815-050	COMPUTER SOFTARE/CAMERA MONITOR/Z	ARLO TECHNOLOGIES INC	07/13/2024	JULY 2024	12.99
101-225-815-050	COMPUTER SOFTARE/CAMERA MONITOR/Z	ADOBE INC	07/18/2024	5754024420074293014	21.19
101-225-815-050	COMPUTER SOFTARE/CAMERA MONITOR/Z	ADOBE INC	07/19/2024	5754024420171811882	21.19
101-225-815-050	COMPUTER SOFTARE/CAMERA MONITOR/Z	MICROSOFT SOFTWARE	07/26/2024	JULY 2024	1.99
101-225-815-050	COMPUTER SOFTARE/CAMERA MONITOR/Z	ADOBE INC	08/05/2024	AUGUST 2024	19.99
101-225-815-050	COMPUTER SOFTARE/CAMERA MONITOR/Z	ADOBE INC	08/06/2024	ADOBE SOFTWARE	581.80
101-225-815-100	COMPUTER COSTS-WEB SITE	MUNIWEB	08/06/2024	55613	200.00
101-225-860-000	ADMINISTRATIVE MILEAGE	JENNIFER JAGER	08/09/2024	REIMBURSEMENT	109.88
101-225-900-000	PRINTING/PUBLISHING	MLIVE MEDIA GROUP	05/31/2024	1676990	630.70
101-225-900-000	PRINTING/PUBLISHING -CREDIT	MLIVE MEDIA GROUP	05/31/2024	1676990	(247.60)
101-225-900-000	PRINTING/PUBLISHING	MLIVE MEDIA GROUP	06/30/2024	1873799	680.10
101-225-900-000	PRINTING/PUBLISHING	MLIVE MEDIA GROUP	07/31/2024	2010277	565.80
101-225-924-100	ARLO GO CAMERAS	VERIZON WIRELESS	08/01/2024	9970465435	160.04
101-225-924-100	ADMIN / IPADS/DATA	VERIZON WIRELESS	08/01/2024	9970465435	40.08
101-225-924-100	ADMIN CELL PHONES/ IPADS/DATA	VERIZON WIRELESS	08/01/2024	9970457796	195.99
101-225-924-100	CELL PHONES/DATA	JENNIFER JAGER	08/09/2024	REIMBURSEMENT	150.00
101-225-924-100	CELL PHONES/DATA	CCSI EFAX	07/12/2024	JULY 2024	18.99
101-225-924-100	CELL PHONES/DATA	CCSI EFAX	07/11/2024	AUGUST 2024	18.99
101-225-939-000	SERVICE CONTRACTS	PITNEY BOWES GLOBAL	08/04/2024	3319493466	489.75
101-225-964-100	PROPERTY TAX REFUNDS	KENT COUNTY TREASURER-SET	08/01/2024	K-6198	49.74
101-225-967-000	SPECIAL PROJECTS - COMMUNCATIONS/	MAILCHIMP	08/09/2024	MC17875420	72.50

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Fund: 101 GENERAL FUND					
Department: 225 ADMINISTRATIVE					
101-225-967-000	SPECIAL PROJECTS - COMMUNCATIONS	CANVA US INC.	07/24/2024	04222-69801298	120.00
101-225-981-000	OFFICE EQUIPMENT	AMAZON.COM	07/16/2024	113-4129276-8597839	239.99
Total Department 225 ADMINISTRATIVE					5,309.30
Department: 250 BENEFITS/INSURANCE					
101-250-718-000	VISION INSURANCE BENEFITS	FIDELITY SECURITY LIFE INS	07/22/2024	166397044	201.49
101-250-719-000	HEALTH INSURANCE BENEFITS	WEST MICHIGAN HEALTH INSUR	08/15/2024	HEALTH INS/ SEPT. 2	26,198.67
101-250-721-000	DENTAL INSURANCE BENEFITS	DELTA DENTAL	08/01/2024	RIS0005855587	1,839.75
101-250-721-000	DENTAL INSURANCE BENEFITS	DELTA DENTAL	09/01/2024	RIS0005915932	1,692.27
Total Department 250 BENEFITS/INSURANCE					29,932.18
Department: 257 ASSESSING					
101-257-924-100	ASSESSING / IPDADS /DATA	VERIZON WIRELESS	08/01/2024	9970465435	20.04
101-257-924-100	ASSESSING CELL PHONES/ IPDADS /DA	VERIZON WIRELESS	08/01/2024	9970457796	149.76
101-257-939-000	ASSESSING SERVICE CONTRACTS	APEX SOFTWARE	07/28/2024	327667	257.40
Total Department 257 ASSESSING					427.20
Department: 262 ELECTIONS					
101-262-756-000	ELECTION SUPPLIES	STAPLES	08/06/2024	6008762719	272.49
101-262-756-000	ELECTION SUPPLIES	FIRST WOK CHINESE RESTAURA	08/06/2024	74044C	44.10
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-06-12	51.83
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-08-6	49.71
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-08-7	51.83
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-08-1	51.83
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-06-1	51.83
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-06-7	56.98
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-06-2	30.63
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-06-3	51.83
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-06-4	53.00
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-08-2	58.30
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-08-22	109.39
101-262-756-000	ELECTION SUPPLIES	JT PIZZA	08/06/2024	240806-06-14	151.03
101-262-756-000	ELECTION SUPPLIES	MEIJER INC	08/03/2024	52818C	23.87
101-262-756-000	ELECTION SUPPLIES	JENNIFER JAGER	08/09/2024	REIMBURSEMENT	152.56
101-262-756-000	ELECTION SUPPLIES	AMAZON.COM	07/18/2024	113-8738881-1936207	4.19
101-262-756-000	ELECTION SUPPLIES	AMAZON.COM	07/25/2024	113-2318236-5900245	19.97
101-262-788-000	ELECTION MISC. EXPENSES	BAUMAN, KATIE	08/06/2024	MILEAGE	27.47
Total Department 262 ELECTIONS					1,312.84
Department: 265 BUILDING AND GROUNDS					
101-265-802-200	JANITORIAL & MAINTENANCE	AMAZON.COM	07/12/2024	113-5206984-0382600	149.96
101-265-863-000	VEHICLE MAINT	NAPA AUTO PARTS	08/01/2024	4324-108794	42.67
101-265-921-000	100012052419 6569 THORNBROOK	CONSUMERS ENERGY	08/06/2024	VARIOUS	29.53
101-265-921-000	103023462197 2867 THORNHILLS	CONSUMERS ENERGY	08/06/2024	VARIOUS	31.06
101-265-921-000	103036932491 5920 TAHOE DR	CONSUMERS ENERGY	08/06/2024	VARIOUS	0.00
101-265-921-000	1030 4008 3240 2894 THORNAPPLE	CONSUMERS ENERGY	08/06/2024	VARIOUS	0.01
101-265-924-000	COMPLEX PHONES- B&G	COMCAST	08/01/2024	211658543	1,148.13
101-265-924-000	COMPLEX PHONES	AT&T	08/06/2024	287303607022x814202	184.92
101-265-924-100	BLDG AND GROUNDS / IPADS/DATA	VERIZON WIRELESS	08/01/2024	9970465435	107.80
101-265-924-100	BLDG AND GROUNDS CELL PHONES/ IPA	VERIZON WIRELESS	08/01/2024	9970457796	97.30
101-265-927-000	WS2176682 - WATER-SEWER	GRAND RAPIDS CITY TREASURE	08/06/2024	VARIOUS	903.97

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Fund: 101 GENERAL FUND					
Department: 265 BUILDING AND GROUNDS					
101-265-927-000	WS2176684 - COMMERCIAL IRRG	GRAND RAPIDS CITY TREASURE	08/06/2024	VARIOUS	578.89
101-265-931-000	COMPLEX MAINTENANCE	B&V MECHANICAL INC.	07/31/2024	102574	668.58
101-265-931-000	COMPLEX MAINTENANCE	AMAZON.COM	07/30/2024	113-3634105-4021803	50.08
101-265-931-000	COMPLEX MAINTENANCE	SUPERIOR PEST CONTROL INC	08/14/2024	76598	60.00
101-265-931-000	COMPLEX MAINTENANCE	SUPERIOR PEST CONTROL INC	08/14/2024	76600	50.00
Total Department 265 BUILDING AND GROUNDS					4,102.90
Department: 276 CEMETERY					
101-276-921-000	1000 1254 8051 5601 WHITNEYVILLE	CONSUMERS ENERGY	08/06/2024	VARIOUS	29.35
101-276-921-000	1030 3659 1347 7200 30TH ST	CONSUMERS ENERGY	08/06/2024	VARIOUS	33.46
Total Department 276 CEMETERY					62.81
Department: 446 ROADS					
101-446-821-000	ROAD OVERLAYS	KENT COUNTY ROAD COMMISSIO	07/31/2024	28891	10,093.04
Total Department 446 ROADS					10,093.04
Department: 447 ENGINEERS/ ENGINEERING					
101-447-818-000	CONTRACTED SERVICES	SPAULDING DEDECKER	08/09/2024	00099688	234.00
Total Department 447 ENGINEERS/ ENGINEERING					234.00
Department: 448 STREET LIGHTS					
101-448-926-000	STREETLIGHTING	CONSUMERS ENERGY	08/12/2024	9327263802	100.00
101-448-926-000	1000 1196 5082 2870 JACK SMITH	CONSUMERS ENERGY	08/06/2024	VARIOUS	165.55
101-448-926-000	STREETLIGHTING	KENT COUNTY ROAD COMMISSIO	07/31/2024	414853	8.61
Total Department 448 STREET LIGHTS					274.16
Department: 701 PLANNING					
101-701-900-000	PRINTING & PUBLISHING	MLIVE MEDIA GROUP	05/31/2024	1676990	1,194.00
101-701-900-000	PRINTING & PUBLISHING- CREDIT	MLIVE MEDIA GROUP	05/31/2024	1676990	(1,000.00)
101-701-900-000	PRINTING & PUBLISHING	MLIVE MEDIA GROUP	06/30/2024	1873799	1,218.65
101-701-900-000	PRINTING & PUBLISHING	MLIVE MEDIA GROUP	07/31/2024	2010277	397.50
101-701-900-000	PRINTING & PUBLISHING	MLIVE MEDIA GROUP	08/15/2024	AD#0010900728	188.50
101-701-925-000	COMM DEV CELL/IPADS/DATA	VERIZON WIRELESS	08/01/2024	9970457796	230.87
Total Department 701 PLANNING					2,229.52
Department: 756 PARKS					
101-756-707-500	PARKS VOLUNTEER COORDINATOR	CASCADE CHRISTIAN CHURCH	07/04/2024	100	40.00
101-756-756-000	PARK OPERATING SUPPLIES	GORDON FOOD SERVICE STORE	07/12/2024	764459209	104.93
101-756-921-000	1000 1259 2265 2900 THORNAPPLE R	CONSUMERS ENERGY	08/06/2024	VARIOUS	182.33
101-756-921-000	100014570673 3804 THORNAPPLE	CONSUMERS ENERGY	08/06/2024	VARIOUS	351.91
101-756-921-000	100014570889 3820 THORNAPPLE	CONSUMERS ENERGY	08/06/2024	VARIOUS	64.89
101-756-939-000	SERVICE CONTRACTS	VOLGISTICS	07/08/2024	499987	18.00
101-756-967-001	MASTER PLAN FOR CASCADE REC	TROYER GROUP	08/14/2024	59231	2,252.50
101-756-981-500	TOOLS/ SMALL EQUIPMENT MAINTENANC	AMAZON.COM	07/12/2024	113-8183138-7969026	95.95
101-756-981-500	TOOLS/ SMALL EQUIPMENT MAINTENANC	AMAZON.COM	07/12/2024	113-3881022-6017015	62.00
101-756-981-500	TOOLS/ SMALL EQUIPMENT MAINTENANC	AMAZON.COM	07/23/2024	113-8183138-7969026	(95.95)
Total Department 756 PARKS					3,076.56
Department: 803 HISTORICAL					
101-803-921-000	100012592398 2839 THORNAPPLE RI	CONSUMERS ENERGY	08/06/2024	VARIOUS	61.10
101-803-961-000	MUSEUM MAINTENANCE	SUPERIOR PEST CONTROL INC	08/14/2024	76595	55.00
101-803-961-000	MUSEUM MAINTENANCE	RIVERSIDE FIRE & SECURITY,	07/25/2024	175553	205.75

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Fund: 101 GENERAL FUND					
Department: 803 HISTORICAL					
				Total Department 803 HISTORICAL	321.85
				Total Fund 101 GENERAL FUND	59,310.46
Fund: 206 FIRE FUND					
Department: 000					
206-000-231-205	COBRA - FIRE DEPT	WEST MICHIGAN HEALTH INSUR	08/15/2024	HEALTH INS/ SEPT. 2	0.00
				Total Department 000	0.00
Department: 250 BENEFITS/INSURANCE					
206-250-718-000	VISION INSURANCE BENEFITS	FIDELITY SECURITY LIFE INS	07/22/2024	166397044	264.70
206-250-719-000	HEALTH INSURANCE BENEFITS	WEST MICHIGAN HEALTH INSUR	08/15/2024	HEALTH INS/ SEPT. 2	23,963.47
206-250-721-000	DENTAL INSURANCE BENEFITS	DELTA DENTAL	08/01/2024	RIS0005855587	2,619.58
206-250-721-000	DENTAL INSURANCE BENEFITS	DELTA DENTAL	09/01/2024	RIS0005915932	2,484.41
				Total Department 250 BENEFITS/INSURANCE	29,332.16
Department: 336 FIRE DEPARTMENT					
206-336-726-500	FIRE TRAINING / FIRE INSPECTIONS	MICHIGAN FIRE INSPECTORS S	07/16/2024	HHBxB862TL	487.38
206-336-726-500	FIRE TRAINING / FIRE INSPECTIONS	MICHIGAN FIRE INSPECTORS S	07/16/2024	GK7LSRW8GM	487.38
206-336-727-000	FIRE OFFICE SUPPLIES	STAPLES	08/10/2024	6009004041	205.01
206-336-727-000	FIRE OFFICE SUPPLIES	STAPLES	08/13/2024	6009171999	40.19
206-336-738-000	FIRE MAINT SUPPLIES	THE HOME DEPOT CREDIT SERV	07/27/2024	WJ60966738904829	35.88
206-336-738-000	FIRE MAINT SUPPLIES	THE HOME DEPOT CREDIT SERV	07/28/2024	WJ60966737786818	349.99
206-336-738-000	FIRE MAINT SUPPLIES	THE HOME DEPOT CREDIT SERV	08/01/2024	LATE FEE/ INTEREST	40.00
206-336-738-000	FIRE MAINT SUPPLIES	THE HOME DEPOT CREDIT SERV	08/01/2024	LATE FEE/ INTEREST	(5.23)
206-336-738-000	FIRE MAINT SUPPLIES	THE HOME DEPOT CREDIT SERV	08/01/2024	LATE FEE/ INTEREST	1.26
206-336-745-000	FIRE FUELS	FLYERS ENERGY LLC	07/15/2024	FMS-39115595	9.90
206-336-752-100	MEDICAL SUPPLIES	J&B MEDICAL SUPPLY	08/01/2024	2462796	620.00
206-336-752-100	MEDICAL SUPPLIES	J&B MEDICAL SUPPLY	08/14/2024	2491597	514.00
206-336-787-959	FIRE PROTECTIVE CLOTHING	PHOENIX SAFETY OUTFITTERS	08/14/2024	SI-148609	961.64
206-336-791-000	WATER RESCUE EQUIP	CALWEN INC. DBA THE RESCUE	08/05/2024	ORDER # 22910	1,954.58
206-336-792-000	HEALTH-WELLNESS	THE HOME DEPOT CREDIT SERV	07/23/2024	2510701	50.30
206-336-802-000	CONTRACTUAL SERVICES	HUMATIX, LLC.	08/09/2024	0000021	1,147.50
206-336-804-000	ANNUAL SCBA TESTING	MACQUEEN EQUIPMENT, LLC	08/01/2024	PO3969	1,072.91
206-336-850-000	COMMUNICATIONS- PHONES	COMCAST	08/01/2024	211658543	320.87
206-336-850-000	COMMUNICATIONS	VERIZON WIRELESS	08/01/2024	9970465435	438.22
206-336-850-000	COMMUNICATIONS	VERIZON WIRELESS	08/01/2024	9970457796	318.50
206-336-863-000	VEHICLE MAINT	TOMMY'S EXPRESS CAR WASH	08/04/2024	AUGUST 2024	139.96
206-336-863-000	VEHICLE MAINT	NAPA AUTO PARTS	08/14/2024	4324-112086	56.97
206-336-928-000	WS2202001 - FIRE STATION #1 - S/	GRAND RAPIDS CITY TREASURE	08/06/2024	VARIOUS	3,325.74
206-336-928-000	WS2202003 - FIRE STATION #1 - FIR	GRAND RAPIDS CITY TREASURE	08/06/2024	VARIOUS	64.60
206-336-928-000	1000 1276 2959 2990 BUTTRICK	CONSUMERS ENERGY	08/06/2024	VARIOUS	994.81
206-336-928-000	1001 0083 1708 2865 THORNHILLS -	CONSUMERS ENERGY	08/06/2024	VARIOUS	420.20
206-336-936-000	FIRE STATION MAINT	SITEONE LANDSCAPE SUPPLY,	07/25/2024	144297865-001	8.19
206-336-936-000	FIRE STATION MAINT	SITEONE LANDSCAPE SUPPLY,	07/25/2024	144297323-001	52.00
206-336-936-000	FIRE STATION MAINT	SUPERIOR PEST CONTROL INC	08/14/2024	76605	60.00
206-336-936-000	STORAGE STATION 1 LANDSCAPE	THERMO KING MICHIGAN INC	08/08/2024	52695	3,200.00
206-336-936-000	FIRE STATION MAINT	THE HOME DEPOT CREDIT SERV	08/14/2024	0022406	180.77
206-336-936-000	FIRE STATION MAINT	THE HOME DEPOT CREDIT SERV	08/08/2024	6010715	69.61
206-336-936-000	FIRE STATION MAINT	SUPERIOR PEST CONTROL INC	08/20/2024	76789	60.00
206-336-937-000	FIRE RADIO MAINT	B&H PHOTO VIDEO	07/16/2024	1107085144	228.84

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Fund: 206 FIRE FUND					
Department: 336 FIRE DEPARTMENT					
206-336-937-000	FIRE RADIO MAINT	THE HOME DEPOT CREDIT SERV	07/28/2024	WJ60966737511126	329.00
206-336-937-000	FIRE RADIO MAINT	THE HOME DEPOT CREDIT SERV	07/30/2024	WJ60974825201688	279.30
206-336-937-000	FIRE RADIO MAINT	THE HOME DEPOT CREDIT SERV	07/27/2024	WJ60974828398445	268.00
206-336-938-000	FIRE EQUIPMENT MAINT	THE HOME DEPOT CREDIT SERV	07/29/2024	6612724	63.92
Total Department 336 FIRE DEPARTMENT					18,852.19
Total Fund 206 FIRE FUND					48,184.35
Fund: 207 POLICE FUND					
Department: 301 POLICE DEPARTMENT					
207-301-801-000	TOWNSHIP LAW- EAST PRECINCT- 4TH COUNTY OF KENT		08/08/2024	24080701524	4,159.25
207-301-801-000	TOWNSHIP LAW- EAST PRECINCT - JAN COUNTY OF KENT		08/15/2024	24081301549	65,899.64
Total Department 301 POLICE DEPARTMENT					70,058.89
Total Fund 207 POLICE FUND					70,058.89
Fund: 208 OPEN SPACE FUND					
Department: 751 OPEN SPACE PRESERVATION					
208-751-921-000	100041772151 6803 BURTON ST CONSUMERS ENERGY		08/06/2024	VARIOUS	196.95
208-751-921-000	1000 6109 6465 803 BURTON ST SE CONSUMERS ENERGY		08/06/2024	VARIOUS	29.35
Total Department 751 OPEN SPACE PRESERVATION					226.30
Total Fund 208 OPEN SPACE FUND					226.30
Fund: 216 PATHWAYS FUND					
Department: 758 PATHWAYS					
216-758-821-100	ENGINEERING	SPAULDING DEDECKER	07/18/2024	00099429	29,272.57
216-758-821-100	ENGINEERING	SPAULDING DEDECKER	08/09/2024	00099684	4,304.20
Total Department 758 PATHWAYS					33,576.77
Department: 901 CAPITAL OUTLAY					
216-901-974-000	CAPITAL OUTLAY - LANDIMP	SPAULDING DEDECKER	07/25/2024	00099499	33,240.00
Total Department 901 CAPITAL OUTLAY					33,240.00
Total Fund 216 PATHWAYS FUND					66,816.77
Fund: 230 THORNAPPLE RIVER IMPROVEMENT FUND					
Department: 444 S/A IMPROVEMENT FUNDS					
230-444-816-000	HARVESTING NUISANCE PLANTS ON THO PLM LAKE AND LAND MANAGEME		07/30/2024	3014416	4,350.00
230-444-816-000	FUEL SURCHARGE		07/30/2024	3014416	65.25
Total Department 444 S/A IMPROVEMENT FUNDS					4,415.25
Total Fund 230 THORNAPPLE RIVER IMPROVEMENT FUND					4,415.25
Fund: 246 IRF					
Department: 225 ADMINISTRATIVE					
246-225-821-000	ADMIN ENGINEERING COSTS	SPAULDING DEDECKER	07/25/2024	00099497	1,163.00
Total Department 225 ADMINISTRATIVE					1,163.00
Total Fund 246 IRF					1,163.00
Fund: 248 DDA					
Department: 190 DDA OPERATIONS/CONSTRUCTION					
248-190-821-000	ENGINEERING	SPAULDING DEDECKER	07/25/2024	00099498	1,150.00

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP

EXP CHECK RUN DATES 08/29/2024 - 08/29/2024

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
Fund: 248 DDA					
Department: 190 DDA OPERATIONS/CONSTRUCTION					
248-190-921-000	10001 190 1541	6800 CASCADE R CONSUMERS ENERGY	08/06/2024	VARIOUS	107.20
248-190-921-000	1000 1190 1814	6811 CASCADE RD CONSUMERS ENERGY	08/06/2024	VARIOUS	71.18
248-190-921-000	1000 1201 7115	6753 OLD 28TH CONSUMERS ENERGY	08/06/2024	VARIOUS	85.95
248-190-921-000	1000 1201 7305	6610 28TH ST S CONSUMERS ENERGY	08/06/2024	VARIOUS	68.25
248-190-921-000	1000 1221 3862	6658 28TH ST CONSUMERS ENERGY	08/06/2024	VARIOUS	30.03
248-190-921-000	100041058650	6116 28TH ST SE CONSUMERS ENERGY	08/06/2024	VARIOUS	0.00
248-190-921-000	100041059278	5905 28TH ST SE CONSUMERS ENERGY	08/06/2024	VARIOUS	44.99
248-190-921-000	1000 4108 1355	5613 28TH ST S CONSUMERS ENERGY	08/06/2024	VARIOUS	38.61
248-190-921-000	100054379084	5196 28TH ST S CONSUMERS ENERGY	08/06/2024	VARIOUS	190.48
248-190-921-000	100054393572	5434 28TH ST S CONSUMERS ENERGY	08/06/2024	VARIOUS	48.02
248-190-921-000	100063460503	5770 FOREMOST CONSUMERS ENERGY	08/06/2024	VARIOUS	63.26
248-190-921-000	1000 6687 4924	2990 LUCERNE DR S CONSUMERS ENERGY	08/06/2024	VARIOUS	190.31
248-190-921-000	1000 4105 9393	6282 28TH ST CONSUMERS ENERGY	08/06/2024	VARIOUS	52.77
248-190-921-000	1000 8837 6080	3001 ORCHARD VIST CONSUMERS ENERGY	08/06/2024	VARIOUS	58.99
248-190-921-000	1000 9074 7807	6736 CASCADE RD CONSUMERS ENERGY	08/06/2024	VARIOUS	84.24
248-190-921-000	1030 5031 3966	2781 ORANGE ST CONSUMERS ENERGY	08/06/2024	VARIOUS	126.86
248-190-927-000	WS2042969 - 6658	28TH ST.- WATER GRAND RAPIDS CITY TREASURE	08/06/2024	VARIOUS	1,908.20
Total Department 190 DDA OPERATIONS/CONSTRUCTION					4,319.34
Total Fund 248 DDA					4,319.34
Fund: 249 BUILDING FUND					
Department: 000					
249-000-607-200	ELECTRICAL PERMITS	ARROW ELECTRIC	08/20/2024	PE#24001056	158.00
249-000-607-300	PLUMBING PERMITS	PIONEER PLUMBING	08/20/2024	PP#24000912	401.00
Total Department 000					559.00
Department: 250 BENEFITS/INSURANCE					
249-250-718-000	VISION INSURANCE BENEFITS	FIDELITY SECURITY LIFE INS	07/22/2024	166397044	141.60
249-250-719-000	HEALTH INSURANCE BENEFITS	WEST MICHIGAN HEALTH INSUR	08/15/2024	HEALTH INS/ SEPT. 2	16,523.27
249-250-721-000	DENTAL INSURANCE BENEFITS	DELTA DENTAL	08/01/2024	RIS0005855587	1,376.32
249-250-721-000	DENTAL INSURANCE BENEFITS	DELTA DENTAL	09/01/2024	RIS0005915932	1,376.32
Total Department 250 BENEFITS/INSURANCE					19,417.51
Department: 371 BUILDING DEPARTMENT					
249-371-723-000	MEMBERSHIPS AND DUES	INDEPENDENT ALLIANCE OF TH	07/31/2024	300026080	120.00
249-371-723-000	MEMBERSHIPS AND DUES	FISERV	07/15/2024	24071561075495	150.00
249-371-723-000	MEMBERSHIPS AND DUES	FISERV	07/18/2024	24071861697676	150.00
249-371-723-000	MEMBERSHIPS AND DUES	FISERV	07/15/2024	24071561094117	225.00
249-371-723-000	MEMBERSHIPS AND DUES	FISERV	07/18/2024	24071861755734	150.00
249-371-723-000	MEMBERSHIPS AND DUES	FISERV	07/18/2024	24071861788914	150.00
249-371-723-000	MEMBERSHIPS AND DUES	FISERV	07/18/2024	24071861763487	150.00
249-371-723-000	MEMBERSHIPS AND DUES	FISERV	07/31/2024	24073164224695	300.00
249-371-723-000	MEMBERSHIPS AND DUES	FISERV	08/02/2024	24080264701739	300.00
249-371-723-000	MEMBERSHIPS AND DUES	FISERV	08/02/2024	24080264706070	450.00
249-371-724-000	EDUCATION	CRYSTAL MOUNTAIN	07/30/2024	4608EE	179.60
249-371-724-000	EDUCATION	CODE OFFICIALS CONFERENCE	07/30/2024	66A8F7637A19A	370.00
249-371-727-000	OFFICE SUPPLIES	AMAZON.COM	07/12/2024	113-5206984-0382600	20.14
249-371-752-101	KITCHEN SUPPLIES- PROMOTIONAL DIS	AMAZON.COM	07/16/2024	113-3175423-6316209	74.10
249-371-752-101	KITCHEN SUPPLIES	AMAZON.COM	07/16/2024	113-3175423-6316209	(8.04)
249-371-752-101	KITCHEN SUPPLIES	AMAZON.COM	08/01/2024	113-3603652-1107414	42.80

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP

EXP CHECK RUN DATES 08/29/2024 - 08/29/2024

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
Fund: 249 BUILDING FUND					
Department: 371 BUILDING DEPARTMENT					
249-371-860-000	MILEAGE - BENOIT	BENOIT, BILL	08/16/2024	AUGUST 2024	454.93
249-371-860-000	MILEAGE - CRAIG SMITH	CRAIG SMITH	08/16/2024	AUGUST 2024	367.83
249-371-860-000	MILEAGE - J. VANTIL	JEFFREY C. VANTIL	08/16/2024	AUGUST 2024	332.32
249-371-860-000	MILEAGE MILITO-	VINCENT MILITO	08/16/2024	AUGUST 2024	286.76
249-371-860-000	MILEAGE - M. BONNEY	MICHAEL BONNEY	08/16/2024	AUGUST 2024	256.61
249-371-860-000	MILEAGE - TODD PELL	PELL, TODD	08/16/2024	AUGUST 2024	46.23
249-371-860-000	MILEAGE- HUYSER	HUYSER, DANIEL A.	08/16/2024	AUGUST 2024	246.56
249-371-860-000	MILEAGE- D. WEEKS	DOUGLAS WEEKS	08/16/2024	AUGUST 2024	118.59
249-371-860-000	MILEAGE- PAUL WESTHOUSE	PAUL WESTHOUSE	08/16/2024	AUGUST MILEAGE	251.92
249-371-860-000	MILEAGE - TOM HANSON	THOMAS HANSON	08/16/2024	AUGUST MILEAGE	387.26
249-371-860-000	MILEAGE - D. ROWLADER	ROWLADER, DENNIS	08/16/2024	AUGUST 2024	255.94
249-371-860-000	MILEAGE - B. WILSON	BRIAN WILSON	08/16/2024	AUGUST 2024	67.00
249-371-924-000	BUILDING PHONES	COMCAST	08/01/2024	211658543	565.50
249-371-924-100	BLDG /IPADS/DATA	VERIZON WIRELESS	08/01/2024	9970465435	198.00
249-371-924-100	BLDG CELL PHONES/IPADS/DATA	VERIZON WIRELESS	08/01/2024	9970457796	597.86
249-371-939-000	SERVICE CONTRACTS	RICOH USA INC	08/09/2024	5069961109	85.41
Total Department 371 BUILDING DEPARTMENT					7,342.32
Total Fund 249 BUILDING FUND					27,318.83
Fund: 271 LIBRARY FUND					
Department: 790 LIBRARY					
271-790-921-000	1000 0028 4784 2870 JACK SMITH	CONSUMERS ENERGY	08/06/2024	VARIOUS	6,498.81
271-790-924-000	LIBRARY PHONES	COMCAST	08/01/2024	211658543	0.00
271-790-924-000	LIBRARY IPAD / WISNER CENTER	VERIZON WIRELESS	08/01/2024	9970465435	10.02
271-790-924-000	LIBRARY PHONES	G.O.A.T. TECH, LLC	08/01/2024	288392	16.51
271-790-927-000	WS2039826 LIBRARY - FIRE PROTECTI	GRAND RAPIDS CITY TREASURE	08/06/2024	VARIOUS	64.60
271-790-927-000	WS2039827 LIBRARY - WATER-SEWER	GRAND RAPIDS CITY TREASURE	08/06/2024	VARIOUS	1,541.18
271-790-927-000	WS2039828 LIBRARY - IRRIGATION	GRAND RAPIDS CITY TREASURE	08/06/2024	VARIOUS	258.86
271-790-927-000	WS2206240 LIBRARY COMM. IRRG	GRAND RAPIDS CITY TREASURE	08/06/2024	VARIOUS	995.93
271-790-931-000	LIBRARY MAINTENANCE	AMAZON.COM	07/25/2024	113-4852750-3155460	425.99
271-790-931-000	LIBRARY MAINTENANCE	THE LIGHT BULB COMPANY	08/12/2024	370565	82.00
271-790-931-000	LIBRARY MAINTENANCE	SUPERIOR PEST CONTROL INC	08/14/2024	76594	70.00
271-790-931-000	OPTIPLEX 7020 SFF	DELL MARKETING LP	08/14/2024	10765998635	6,889.40
Total Department 790 LIBRARY					16,853.30
Total Fund 271 LIBRARY FUND					16,853.30
Fund: 703 CURRENT TAX COLLECTION FUND					
Department: 000					
703-000-222-111	KENT COUNTY - INTEREST	KENT COUNTY TREASURER-SET	08/01/2024	K-6198	0.00
703-000-228-001	CALEDONIA SET & OPERATING TAX (CO	KENT COUNTY TREASURER-SET	08/01/2024	K-6198	0.00
703-000-228-001	FHPS SET & OPERATING TAX (COUNTY)	KENT COUNTY TREASURER-SET	08/01/2024	K-6198	0.00
703-000-228-001	LOWELL SET & OPERATING TAX (COUNT	KENT COUNTY TREASURER-SET	08/01/2024	K-6198	0.00
703-000-275-000	DUE TO TAXPAYER-CK 71828- BRANNAN	MI DEPT OF TREASURY-UNCLAI	05/28/2024	FED ID #38-1903645	9.29
703-000-275-000	DUE TO TAXPAYER- CK 72469 -DYKMAN	MI DEPT OF TREASURY-UNCLAI	05/28/2024	FED ID #38-1903645	14.86
703-000-275-000	DUE TO TAXPAYERS	HERBRUCK HEIDI H TRUST	08/20/2024	08/20/2024	3,090.68
Total Department 000					3,114.83
Total Fund 703 CURRENT TAX COLLECTION FUND					3,114.83

INVOICE DISTRIBUTION REPORT FOR CASCADE CHARTER TOWNSHIP

EXP CHECK RUN DATES 08/29/2024 - 08/29/2024

POSTED AND UNPOSTED

OPEN AND PAID

GL Number	Invoice Line Desc	Vendor Name	Invoice Date	Invoice Number	Amount
--- TOTALS BY FUND ---					
		101		GENERAL FUND	59,310.46
		206		FIRE FUND	48,184.35
		207		POLICE FUND	70,058.89
		208		OPEN SPACE FUND	226.30
		216		PATHWAYS FUND	66,816.77
		230		THORNAPPLE RIVER IMPROVEMENT	4,415.25
		246		IRF	1,163.00
		248		DDA	4,319.34
		249		BUILDING FUND	27,318.83
		271		LIBRARY FUND	16,853.30
		703		CURRENT TAX COLLECTION FUND	3,114.83
		Total For All Funds:			<u>301,781.32</u>

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

Lorna Nenciarini

Lorna Nenciarini
Finance & Budget Director



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION
MEETING DATE: August 28, 2024

ITEM: Appeal of the Planning Commission's decision to deny a Type I Special Use Permit for 7140 Oak Brook Street SE.

PRESENTER: Andrea Hendrick, Community Planning & Development Director

INDIVIDUAL PRESENT: Alexandra Livingstone, Rockford Construction
Dan Parameter, Representing Attorney, Rhoades McKee
Bonnie Miller, Property Owner

EXECUTIVE SUMMARY:

Alexandra Livingstone submitted a request for a Type I Special Use Permit at 7140 Oak Brook Street SE Grand Rapids, Michigan 49506. The applicant submitted plans for an increased fence height and entrance gate in the front yard. The request was reviewed and presented at the June 17, 2024 Planning Commission meeting and a motion was made to deny the request. The applicant then inquired about an appeal on June 25, 2024 and the formal appeal application was filed on July 8, 2024. An appeal must be made in writing within 10 calendar days, in accordance with the Cascade Township Zoning Ordinance. The Township Board of Trustees must now determine the final decision on the matter, in accordance with [Section 17.04.5 of the Zoning Ordinance](#). This section is below:

5. A decision rendered by the Planning Commission with respect to any Type I special use may be appealed to the Township Board by any person or persons aggrieved by such decision within ten (10) calendar days of the date on which the contested decision was rendered. Such appeal shall be made in writing to the Planning Director who shall, upon receipt of the appeal, provide notice of a second public hearing pursuant to the procedures outlined in Paragraph 2 above, except that such notice shall specify that the hearing is to be held before the Township Board. A decision rendered by the Township Board shall be final unless such decision is reversed or modified by a court of competent jurisdiction.

The request is for the Township Board to hold a public hearing and then make a motion to approve or deny the appeal. Approving the appeal would change the outcome of the Planning Commission's decision, granting a Type I Special Use Permit for the increased fence and gate height. Denying the appeal would determine that the Planning Commission's decision to deny the request still stands.

The contents of the request to the Planning Commission including the staff report, meeting minutes, and application plans are included in the packet for review.

Case #24-3839 Planning Commission Motion

Motion was made by Secretary Noordyke, seconded by Trustee Noordhoek to deny Case Number 24-3839, based on staff recommendations that the Type I Special Use Permit be denied for the following reasons:

1. The applicant has not provided sufficient evidence to indicate that an increased height is required for any unusual circumstances on the property.
2. An exception to the maximum height standards is not recommended as building in compliance would accomplish the same goal, and granting permission would set precedence.

The motion passed 6 to 1.

REQUESTED ACTION: Hold a public hearing and make a determination to approve or deny the appeal request for an increased fence height and increased gate height at 7140 Oak Brook Street SE.

IMPLEMENTATION PLAN:

- June 17, 2024 – Planning Commission held a public hearing for the requested Type I Special Use Permit. The request was denied.
- June 25, 2024 -- Appeal request submitted.
- July 8, 2024 -- Appeal request filed and processed.
- ~~August 14, 2024 -- Public Hearing scheduled for Township Board. meeting cancelled.~~
- August 28, 2024 -- Appeal request brought to Township Board to hold public hearing.

ATTACHMENTS:

1. June 17, 2024 Staff Report for Planning Commission
2. Application & Attachments
3. June 17, 2024 Planning Commission Meeting Minutes

STAFF REPORT

STAFF REPORT: Case # 24-3839
REPORT DATE: June 11, 2024
PREPARED FOR: Cascade Charter Township Planning Commission
MEETING DATE: June 17, 2024
PREPARED BY: Madison Smith-Jacoby

APPLICANT

Alexandra Livingstone
601 First St. NW Grand Rapids, MI
on behalf of:

Bonnie Miller
7140 Oak Brook Street SE
Grand Rapids, MI 49506

ADDRESS: **7140 Oak Brook Street SE**

PARCEL NUMBER: 41-19- 09-426-027

STATUS OF APPLICANT: Rockford Construction, Contractor Representative

REQUESTED ACTION: Seeking approval for a Type I Special Use permit for a 6-foot fence with an 8-foot entrance gate, in the front yard.

EXISTING ZONING OF SUBJECT PARCEL: R2

GENERAL LOCATION: West side of Thornapple River Drive just north of Shagbark Ave. East of the Thornapple Centre or village area.

PARCEL SIZE: Approximately 1.49 acres.

EXISTING LAND USE ON THE PARCEL: Residential

ADJACENT AREA LAND USES: All Residential

ZONING ON ADJOINING PARCELS: All R2

OVERVIEW:

1. The applicant is requesting to build a 6-foot fence in her front yard with an electric gate across the driveway that measures 8-feet tall with 1'9" architectural features extending off the top.
2. The applicant has indicated that they would like the fence to be 6 feet tall in order to keep out neighborhood kids that could possibly be injured on her property. The fence will run along the north and east sides of the property, stopping at the creek on the east side and the north side (see site plan).
3. Fences do not require a building permit, but Section 4.30 of the Zoning Ordinance limits fence heights in the front yard to 4 feet maximum:

Agricultural, Office and Residential Zoning Districts - Unless specifically exempted by a Type I special Use Permit, all walls or fences in the front yard shall be limited to a maximum height of four (4) feet at final grade. The maximum fence or wall height in the side yard or rear yard shall be limited to six (6) feet in height as measured from average grade

Architectural Features - Fences, walls and hedges for residential, office or commercial use may include architectural features such as columns, cupolas, fountains, parapets, etc. at a height not exceeding 1.5 times the permitted height wall or fence height. Such features must be compatible with the project and abutting properties.

4. The property is a through-lot, having frontage on both Shagbark and Oak Brook. The subject property sits down lower than the rest of the neighborhood along with a retention pond and creek.
5. Oak Brook is a private street that dead ends at this subject site. The existing driveway, approaching the house, has a parking or turnaround area before the driveway goes down towards the house. The house is nearly out of view from the driveway. This is shown in the survey included in your packet.
6. Also to note, there is an approximately 6-foot tall entrance gate further north on Oak Brook Street that appears to have been in existence since around 1997. This would be considered legal nonconforming as it was built prior to today's zoning standards.
7. The Township has previously granted permission for an increased fence height, but they are typically for a reason such as privacy from an arterial road, corner lots, or protection from deer. Some examples of past approvals are as such:
 - 24-3824: 8-foot invisible fence in front yard, around trees for deer protection
 - 23-3787: 8-foot fence in rear yard, block neighbor's large RV that is down grade
 - 23-3786: 8-foot fence in rear yard, Hosta garden protection from deer in a sloped yard
 - 22-3708: 6-foot fence, through lot
 - 20-3581: 6-foot fence, corner lot on Cascade Road
 - 20-3588: 6-foot fence, corner lot

8. Staff have not received any public comment regarding this request.

STAFF COMMENTS

Conditions for Special Use Permit Approval

Due to the unusual circumstances related to the property location or use of the fence, the height of a fence may be increased to a height of eight (8) feet as measured from final grade in all agricultural, office and residential zoning districts and up to ten (10) feet, as measured from average grade in all other zoning districts. Upon review of a special use permit for additional fence height the Planning Commission shall consider the following:

Standard	Comment
To what extent the impact of additional height has on adjoining neighbors.	The increased height may not have an impact on adjoining neighbors. One neighbor mentioned that a fence may limit access to their backyard, but this would be a civil matter unrelated to fence approval, and no easements for access are shown on the submitted survey. The installation of a 6-8 foot tall fence would change the aesthetics of the end of the cul-de-sac of Oak Brook Street, however, this is not necessarily considered a negative impact.
Whether the additional height severely impacts light and ventilation from flowing onto the adjoining properties.	The fence design provides transparency that would not severely impact light and ventilation from flowing on adjoining properties.
Whether the increased height creates a traffic hazard.	No traffic hazard would be created but the driveway would be blocked by the entrance gate. The fence and gate are not permitted in the right-of-way.
Whether the increased height creates a fire, safety hazard.	The fence would not create an increased hazard, but the Fire Department and Building Department will verify safety access for the entrance gate.
Whether the increased height violates any known property restrictions (i.e., plat restrictions, deed restrictions, covenants, etc.).	No property restrictions were founded that restrict this property from building a fence.

RECOMMENDATION

Staff recommends that this special use permit be DENIED for the following reasons:

1. The applicant has not provided sufficient evidence to indicate that an increased height is required for any unusual circumstances on the property.
2. An exception to the maximum height standard is not recommended as building in compliance would accomplish the same goal, and granting permission would set precedence.

Should the Planning Commission wish to APPROVE the application, they could do so on the grounds of a request for safety as indicated in the application. It is recommended to have the following conditions with an approval:

1. Any necessary permits for the entrance gate should be obtained from the Cascade Township Building Department prior to construction.
2. The entrance gate may not be in the right-of-way.
3. The Fire Department reviews the entrance gate plans for safety and access.
4. The maximum height approved for the entrance gate and fence is 6 feet.
5. A Soil Erosion and Sedimentation Control permit be obtained (if required by the Kent County Road Commission for work near a creek and pond).

ATTACHMENTS

1. Application
2. Site Plan



CASCADE CHARTER TOWNSHIP

5920 Tahoe Dr. SE, Grand Rapids, Michigan 49546-7140

PLANNING & ZONING APPLICATION

APPLICANT: Name: Alexandra Livingstone

Address: 601 First St. NW

City & Zip Code: Grand Rapids MI

Telephone: 616.432.6561

Email Address: alivingstone@rockfordconstruction.com

OWNER: * (If different from Applicant)

Name: Bonnie Miller

Address: 7140 Oakbrook St. SE

City & Zip Code: Grand Rapids, 49506

Telephone: 616-773-9141

Email Address: mary.johnson2041@gmail.com

NATURE OF THE REQUEST: (Please check the appropriate box or boxes)			
<input type="checkbox"/>	Administrative Appeal	<input type="checkbox"/>	Administrative Site Plan Review
<input type="checkbox"/>	Deferred Parking	<input type="checkbox"/>	P.U.D. – Rezoning *
<input type="checkbox"/>	P.U.D. – Site Condominium *	<input type="checkbox"/>	Rezoning
<input type="checkbox"/>	Site Plan Review *	<input type="checkbox"/>	Sign Variance Subdivision
<input checked="" type="checkbox"/>	Special Use Permit	<input type="checkbox"/>	Plat Review *
<input type="checkbox"/>	Zoning Variance	<input type="checkbox"/>	Other: _____*

*** Requires an initial submission of 5 copies of the completed site plan**

BRIEFLY DESCRIBE YOUR REQUEST:**

See attached documents.

(**Use Attachments if Necessary)

-SEE OTHER SIDE-

LEGAL DESCRIPTION OF PROPERTY**:

Outlot B, Oak Brook Valley, part of Section 9, T6N, R10W, Cascade Township,
Kent County, Michigan.

(**Use Attachments if Necessary)

PERMANENT PARCEL (TAX) NUMBER: 41-19 -09-426-027

ADDRESS OF PROPERTY: 7140 OAK BROOK ST SE, GRAND RAPIDS, MI 49506

PRESENT USE OF THE PROPERTY: Residence

NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR
EQUITABLE INTEREST IN THE PROPERTY:

Name(s)	Address(es)
<u>Bonnie K. Miller Trust</u>	<u>7140 Oak Brook St SE</u>
<u>Dated October 4, 1991</u>	<u>Grand Rapids, MI 49506</u>


SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) also agree to reimburse the Cascade Charter Township for all costs, including consultant costs, to review this request in a timely manner. I (we) understand that these costs may also include administrative reviews which may occur after the Township has taken action on my (our) request.

I (we) the undersigned also acknowledge that the proposed project does not violate any known property restrictions (i.e. plat restrictions, deed restrictions, covenants, etc.)

Bonnie K. Miller, Trustee

Owner - Print or Type Name
(*If different from Applicant)


Owner's Signature & Date
(*If different from Applicant) 5/3/24

Alexandra Livingstone

Applicant - Print or Type Name

 5/3/24
Applicant's Signature & Date

PLEASE ATTACH ALL REQUIRED DOCUMENTS NOTED IN THE PROCESS REVIEW SHEET - THANK YOU

Special Use Application Request for 7140 Oak Brook SE
May 3, 2024

Table of Contents

1. Special Use Permit Application
 2. Special Use Application Request
 3. 7140 Oak Brook SE Site Survey Dated 10/20/2022
 4. 7140 Oak Brook SE Site Map with Topography
 5. 7140 Oak Brook SE Proposed Gate Design Rendering
 6. 7140 Oak Brook SE Proposed Fence Design Rendering
 7. Gate and Fence Proposed Location and Shop Drawings
-

On behalf of Bonnie K. Miller, we are requesting to install a gate at the entrance of the property no higher than eight (8) feet and install fencing along the north and east property no higher than six (6) feet.

Ms. Miller, who has been a resident of the property since 1991, has recently had an increased number of people, including children, wandering into her property. Some neighborhood children have been playing in and around her property. They frequently ride their bikes and scooters into the lot. There is a retention pond and creek on the property, and she is worried that children might fall in and cause themselves harm. The fence and gate are to provide additional security, safety, and to add beauty to the neighborhood.



Photo of the driveway area of proposed fence and gate, looking from property to Oak Brook St.

See attached site plan of the proposed gate and fence location and drawings of the proposed design of the gate and fence.

Criteria for consideration by the Planning Commission is as follows:

a. To what extent the impact of additional height has on adjoining property owners.

None. The property is heavily wooded already, and the additional height of the gate and fence does not impede any significant views, block light, or visibility. The driveway of 7140 is at the end of the private road and has no through vehicle traffic.



b. Whether the additional height severely impacts light and ventilation from flowing onto the adjoining properties.

The additional height does not impact light and ventilation to the adjoining properties. The gate and fence are both a picket design with over 60% openness.

c. Whether the increased height creates a traffic hazard.

No, the property is at the end of a private dead-end and has no through traffic. Both neighboring driveways will not have obstructed views due to the height of the fence and gate.

d. Whether the increased height creates a fire, safety hazard.

No, the gate will meet all building code and fire department requirements. A gate permit will be applied for after the Special Use Permit Decision.

e. Whether the increased height violates any known property restrictions (i.e. plat restrictions, deed restrictions, covenants, etc.). (New Section added by Ordinance #5 of 2012)

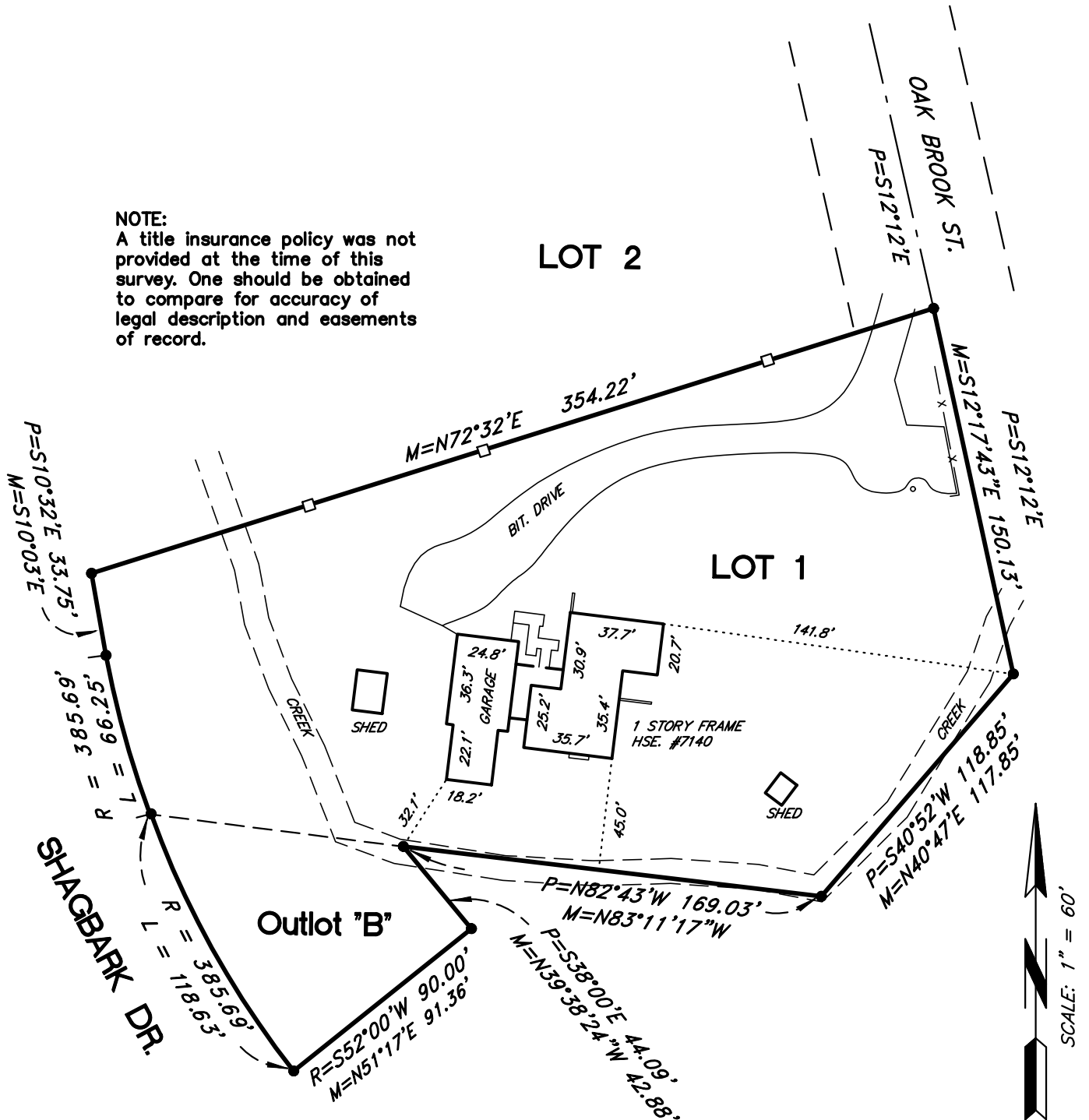
No know property restrictions.

Project No.221181
 Date:October 20, 2022
 For:Johnson, Mary
 Miller, Bonnie
 7140 Oak Brook Drive
 Grand Rapids, MI 49546

RE: Boundary survey

LEGAL DESCRIPTION FROM TAX RECORDS:
 That part of Lot 1 lying West of the East line of Lot 2 extended S12°12'E,
 also Outlot "B", Oak Brook Valley, Cascade Township, Kent County, Michigan,
 according to the recorded plat thereof.

NOTE:
 A title insurance policy was not provided at the time of this survey. One should be obtained to compare for accuracy of legal description and easements of record.



I hereby certify that the buildings and Improvements are located entirely thereon and that said buildings and improvements are within the property lines and that there are no existing encroachments upon the lands and property described unless otherwise shown hereon.

LEGEND

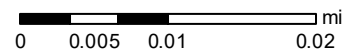
- - IRON STAKE - SET
- - IRON FOUND
- - WOOD STAKE
- R - RECORDED DIMENSION
- D - DEED DIMENSION
- P - PLATTED DIMENSION
- M - MEASURED DIMENSION
- ⊕ - CENTERLINE
- x-x - FENCE LINE

Roosien & Associates
 SURVEYING AND ENGINEERING

5055 PLAINFIELD AVENUE, NE
 GRAND RAPIDS, MICHIGAN 49525
 TELE. (616) 361-7220
 FAX (616) 361-1822



BY





GATE CONCEPT - View from Oak Brook St. looking into property

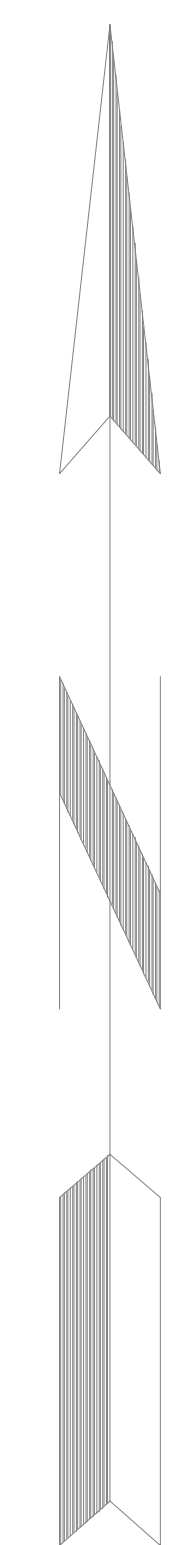
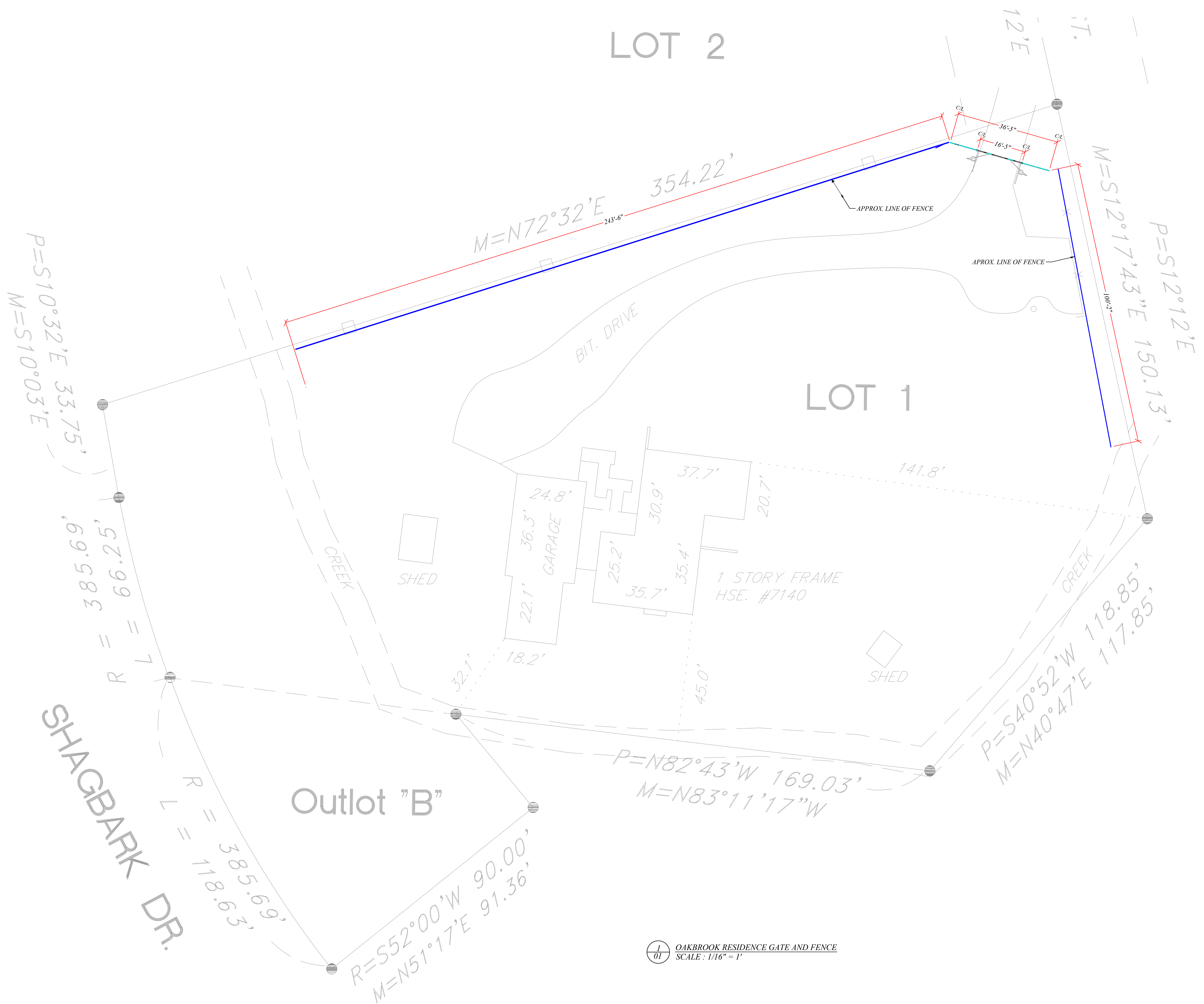
May 3, 2024

7140 Oakbrook Proposed Gate





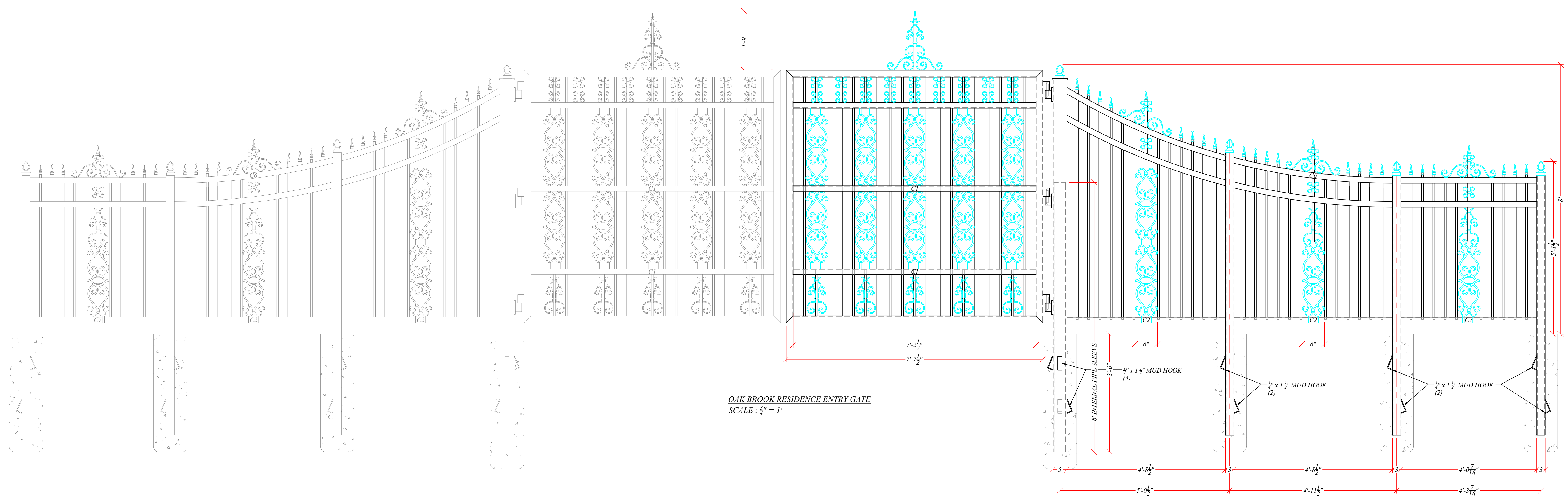
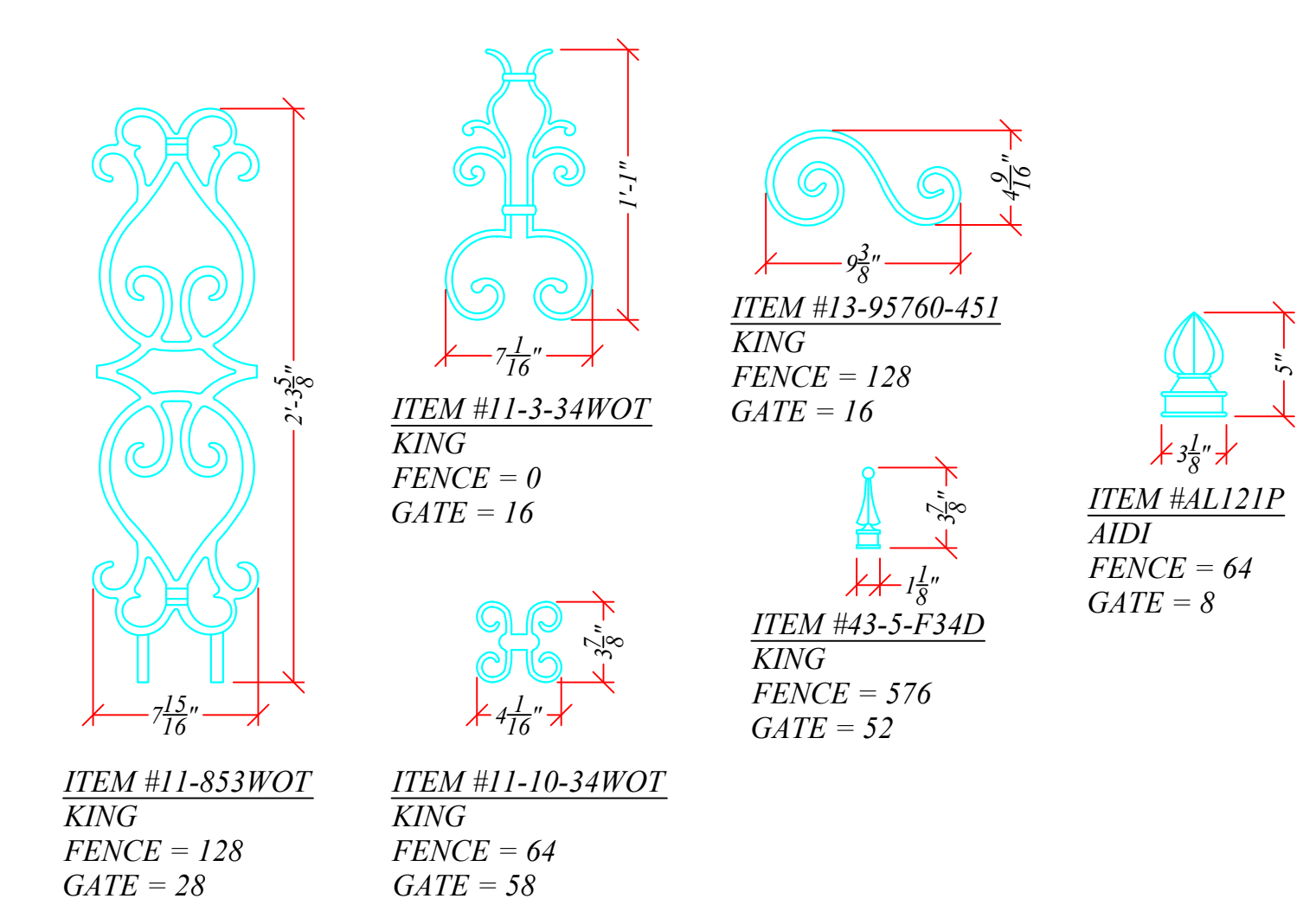
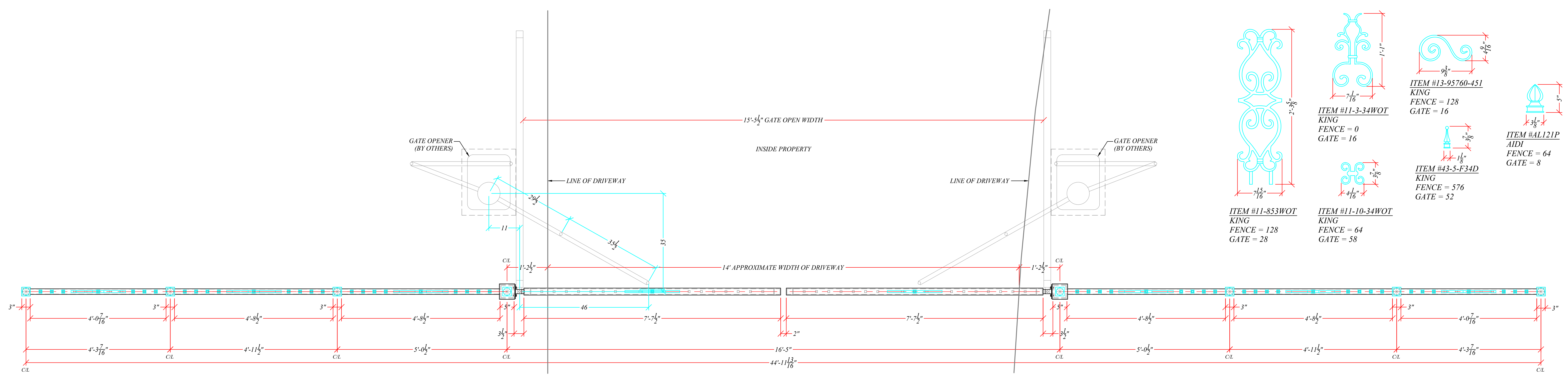
LOT 2

LOT 1



1
01 OAKBROOK RESIDENCE GATE AND FENCE
SCALE: 1/16" = 1'

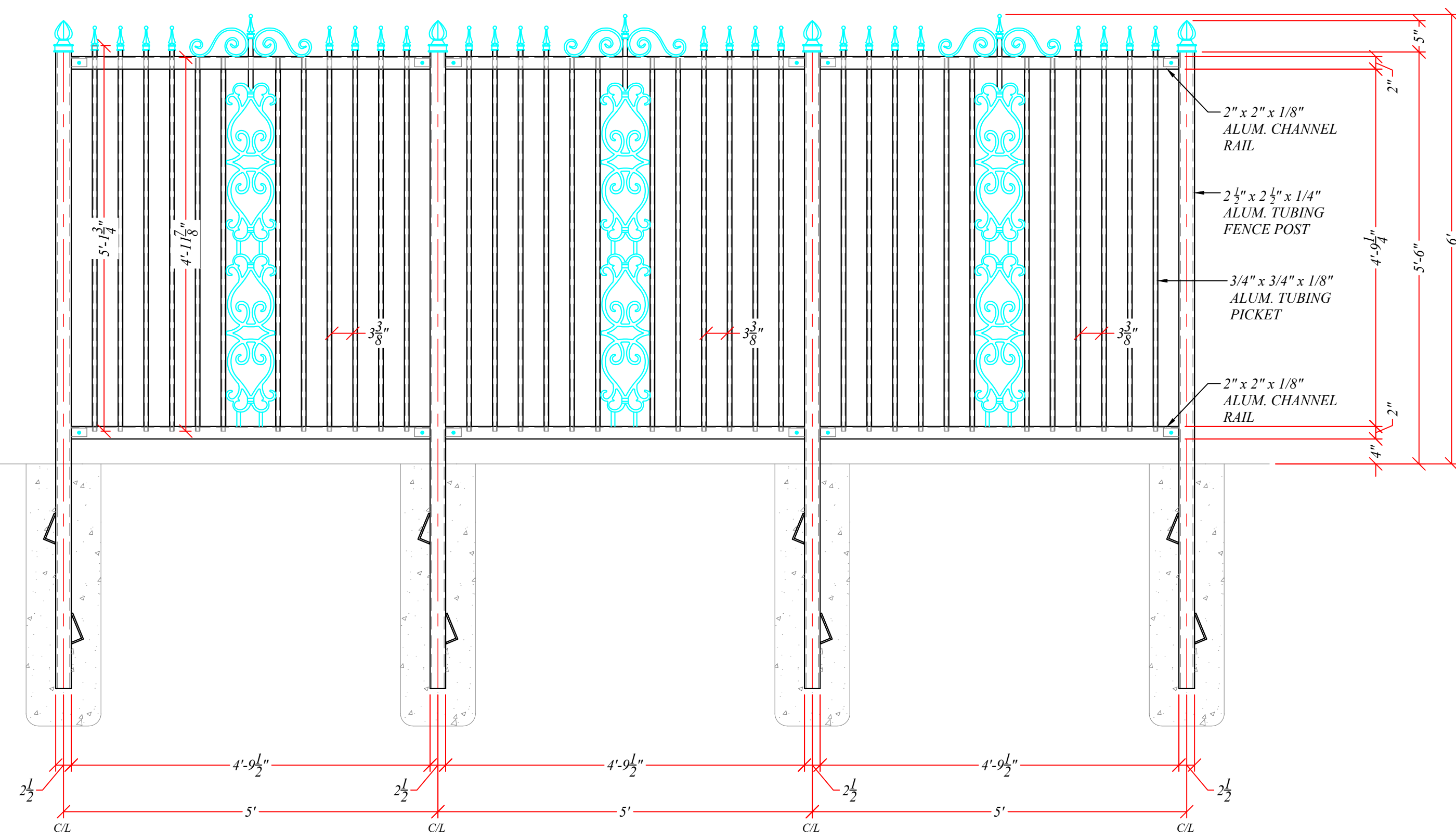
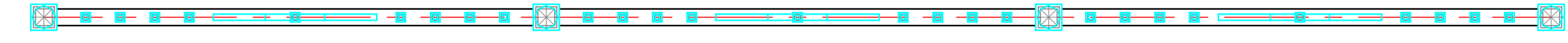
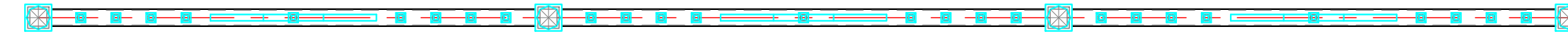
 Couturier IRON CRAFT <small>5050 West Silver Dr., Oakbrook Park, IL 60321</small>		 ROCKFORD HOMES	
PROJECT : OAKBROOK RESIDENCE			
LOCATION : 7140 OAKBROOK DRIVE			
ARCHITECT :			
PURCHASER : ROCKFORD HOMES			
DWG. BY :	MB	DATE :	11-09-23
CK'D BY :		DATE :	
THIS SHEET :		JOB NO. :	71823
OAKBROOK RESIDENCE GATE & FENCE		DWG. NO. :	01



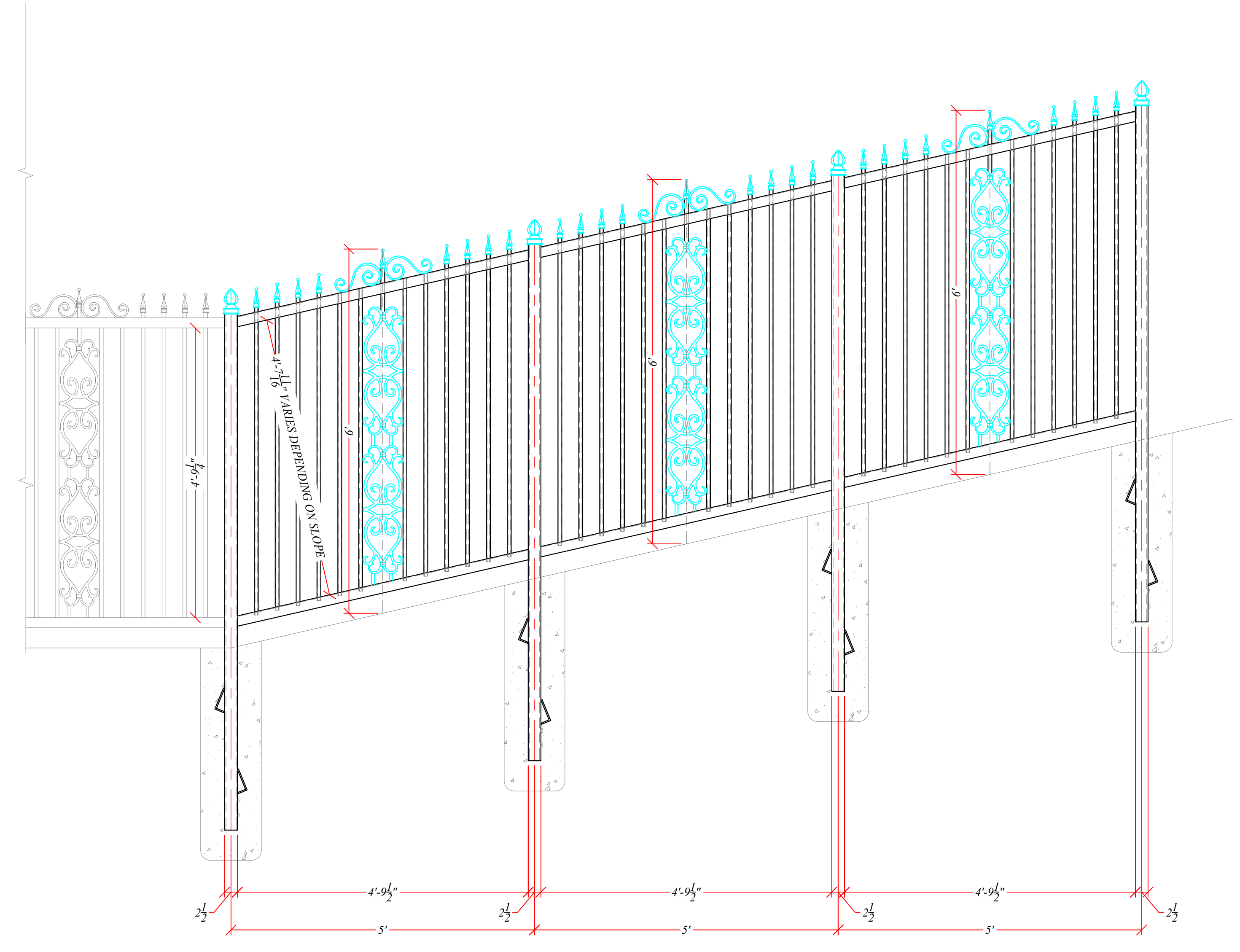
OAK BROOK RESIDENCE ENTRY GATE
SCALE : 3/4" = 1'

<p>Couturier IRON CRAFT 5050 West Silver Dr. Oakbrook Park, IL 60321</p>		<p>ROCKFORD HOMES</p>	
PROJECT : OAKBROOK RESIDENCE			
LOCATION : 7140 OAKBROOK DRIVE			
ARCHITECT :			
PURCHASER : ROCKFORD HOMES			
DWG. BY : MB	DATE : 11-09-23	REV. DATES	11-29-23
CK'D BY :	DATE :		
THIS SHEET:		JOB NO.	DWG. NO.
ENTRY GATE WITH SIDE WINGS		71823	02



FINISH = POWDER COAT - DARK BRONZE
C.I.C.I. ITEM = 1D
ARCH. REF. =



1
03 OAK BROOK RESIDENCE TYPICAL FENCE
SCALE : 3/4" = 1'



2
03 OAK BROOK RESIDENCE TYPICAL SLOPED FENCE
SCALE : 3/4" = 1'

 Couturier IRON CRAFT <small>8550 West River Dr., Omaha, NE 68131</small>		 ROCKFORD <small>HOMES</small>	
PROJECT : OAKBROOK RESIDENCE			
LOCATION : 7140 OAKBROOK DRIVE			
ARCHITECT :			
PURCHASER : ROCKFORD HOMES			
DWG. BY : MB	DATE : 11-09-23	REV. DATES	11-29-23
CK'D BY :	DATE :		
THIS SHEET:		JOB NO.	DWG. NO.
FENCE STUDY		71823	03

FINISH = POWDER COAT - DARK BRONZE
 C.I.C. ITEM = 1D
 ARCH. REF. =

MINUTES
CASCADE CHARTER TOWNSHIP PLANNING COMMISSION
MONDAY, June 17, 2024
7:00 PM
2870 JACKSMITH AVE SE

ARTICLE 1. Call the meeting to order. Record the attendance.

Chair Moxley called the meeting to order at 7:01 pm.

Members Present: Noordhoek, Richardson, Bruneau, Moxley, Rissi, Noordyke, Rowland

Members Absent: None

Others present: Planning Director Andrea Hendrick, Zoning Administrator

Madison Smith-Jacoby, Legal Counsel Leslie Abdoo, and others listed on the sign-in sheet.

ARTICLE 2. Pledge of Allegiance to the Flag

ARTICLE 3. Approve the current Agenda

Secretary Noordyke made a motion, seconded by Vice Char Rissi, to approve the agenda. The motion carried unanimously.

ARTICLE 4. Disclose any Conflict of Interest

There were no conflicts of interest disclosed.

ARTICLE 5. Approve the Minutes of the June 3, 2024, Meeting.

Vice Chair Rissi provided corrections such as wrong members being identified and grammatical errors.

1. Article 7.
 - a. Correction to grammatical errors.
2. Article 8.
 - a. Correct comment related to a smaller building footprint being in article attributed to himself should be changed to Trustee Noordhoek. Changed from Vice Chair Rissi to Trustee Noordhoek.

Member Bruneau provided a list of clarifications and changes that needed addressing.

1. Article 7.
 - a. Clarifying a previous parking variance to case #24-3830 was to reduce parking by 34 spots, not to 34 spots. Changed to say “by 34” from “to 34”
 - b. Correcting an applicant’s address. Changed to 3930 Oakcrest Ct SE from 3930 Cris Court
 - c. Correcting a that the private street would be brought up to county standard prior to construction needed to be changed to what the motion stated that it would be done after completion of construction. Change from “The applicant agrees that private street is brought up to county standard and approved by Township staff before completion of construction” to “The applicant agrees that private street is brought up to county

standard and approved by Township staff after completion of construction.”

- d. Include missing a detail about the applicant being asked to provide information on sewer and water along with a lift station. Changed from “Member Bruneau pointed out that several standard packet items were missing, such as engineering review comments and details on utilities and water main connections.” to “Member Bruneau pointed out that several standard packet items were missing, such as engineering review comments and details on utilities and water main connections including details on the lift station.”
2. Article 10.
 - a. Change to reflect the correct member that supported the density tables was made by Trustee Noordhoek, not Chair Moxley. Changed From Chair Moxley to Trustee Noordhoek.
 3. Article 11.
 - a. Suggested changing "insufficient" to "erroneous" or "error-prone" when describing issues with the May 20 meeting minutes. “The draft minutes from the May 20th meetings were found to be insufficient.” Changed to “The draft minutes from the May 20th meetings were found to be error prone and erroneous.”

Secretary Noordyke made a motion, seconded by Vice Chair Rissi to approve the Minutes of the June 3, 2024, meeting with amendments to include Vice Chair Rissi and Member Bruneau’s revision comments. The motion carried unanimously.

**ARTICLE 6. Acknowledge visitors and those wishing to speak.
(Comments are limited to five minutes per speaker)**

ARTICLE 7. Case #24-3839 Public Hearing
Applicant: Alexandra Livingstone, Bonnie Miller
Property Address: 7140 Oak Brook Street
Parcel Number: 41-19-09-426-027
Requested Action: Special Use Permit for an 8-foot gate with a 6-foot fence in the front yard.

Zoning Administrator Smith-Jacoby presented the staff report for the applicant requesting a 6 ft. fence in the front yard with an 8 ft. entrance gate at 7140 Oak Brook Street. She stated the applicant wanted the increased fence height to keep out neighborhood kids who could get injured on the property, which has a creek and pond. The increased height required a Special Use Permit, and she reviewed the request according to the Special Use standards. She determined the increased height may not impact neighbors but noted the comment from a neighbor stating they felt it would change the aesthetic at the end of the cul-de-sac and might limit access to their backyard, but this would be a civil matter outside the scope of this approval. She recommended denial as submitted, but outlined potential conditions, if approved, to require permits, limit the gate height to 6 ft, and prohibit the gate from being in the right-of-way.

Secretary Noordyke pointed out that two sheds on the property survey appear to be non-conforming based on the lot size. He suggested this could be an opportunity to correct that as well.

Member Bruneau noted the fence itself is proposed at 6 ft with architectural features, while the gate is over 8 ft without the features and asked for clarification on this. Zoning Administrator Smith-Jacoby clarified that the fence around the perimeter would be 6 ft including the top ornamentation/architectural features. The gate has an additional 1 ft. 9 in. of ornamentation on top of the 8 ft. height.

Member Bruneau questioned why the application was recommended for denial when it seemed to pass the special use permit criteria according to the table in the staff report. Zoning Administrator Smith-Jacoby explained that in addition to the standards outlined in the zoning ordinance, she considered the scope of what the Planning Commission has approved for fence special use permits in the past. None of the criteria were outright violations, but there were some concerns, which is why she gave the option for approval with conditions.

Member Richardson asked for clarification on the neighbor's comment about accessing their backyard that was mentioned. Zoning Administrator Smith-Jacoby replied she read the comment and that this would be a civil matter if there was a legal easement, which wasn't shown on the applicant's survey, so it wasn't considered as part of the official review.

Applicant representative Alexandra Livingstone explained the homeowner wants the fence and gate for safety reasons, to deter kids from going near the pond and creek at the end of the cul-de-sac. She showed renderings comparing a 6 ft vs 8 ft gate design and she wanted an aesthetic, organic design and referenced the Blodgett estate.

Secretary Noordyke asked the applicant if she had looked at a 4 ft fence, which would be allowed by the ordinance without needing special approval. Ms. Livingstone stated a 4 ft fence/gate wouldn't provide enough of a deterrent for ambitious kids.

Member Rowland responded that he felt that 4 ft or 6 ft would not make a difference if a kid was inclined to climb over. Ms. Livingstone responded that she chose 6 ft. since it's the max allowed height for side and back yards and felt it would also retain the aesthetics that would match the rest of the fence.

Member Richardson asked for clarification as he felt that maybe the neighborhood children did not understand where the start of the drive was due to the shape. Alexandra responded that was correct and added that cars also turn around in the driveway.

Vice Chair Rissi asked if the applicant found it challenging to locate the specific fence ordinance requirements on the township website or if she had to reach out to staff for assistance. Ms. Livingstone responded that she had reached out to staff directly with questions, such as whether fences were allowed right on the property line, as that information wasn't clear in the ordinance.

Member Rowland felt that if the concerns were with kids riding their bikes in the driveway, that a 4 ft fence across the drive with pillars on either side would suffice. The applicant responded that the owner wanted to have a fence on the boundaries of the property not only to keep kids out but for safety and privacy as well. Trustee Noordhoek expressed that children are trainable, and a 4 ft. high fence would provide a clear guideline for them not to cross. Trustee Noordhoek was also concerned about setting a precedent and not wanting to see numerous residents coming in seeking exceptions for higher fences due to children being "out of line."

Motion was made by Vice Chair Rissi, seconded by Secretary Noordyke to open the public hearing. Motion carried unanimously.

Neighbor Christopher Spain (7130 Oak Brook) lives next door and said the fence proposal feels very sudden to the neighbors. He disputed there being 27 neighborhood kids, estimating only four. He hasn't had issues with his kids going in the applicant's yard and doesn't think a tall fence is needed. He felt the suggested pillars with a gate would suffice. He was also concerned about the aesthetic not fitting the mid-century modern homes and blocking access to his backyard. He prefers a 4 ft. compliant fence, if any.

Member Rowland asked if Christopher was aware of any kids being injured on the property in the past. Christopher responded he was not aware of any kids being injured on the property in the past four years.

Motion was made by Secretary Noordyke, seconded by Vice Chair Rissi, to close the public hearing. Motion carried unanimously.

Member Rowland suggested either conforming to the 4 ft. front yard/6 ft. side yard fence rules, or if a 6 ft. fence is desired, placing it only across the driveway, not around the entire yard.

Member Bruneau expressed reservations about the motion to deny, pointing out that an 8 ft. deer fence in a front yard was recently approved. He felt the commission should be consistent in their decisions. Vice Chair Rissi noted the deer fence was in a different context on a major arterial road and 200ft back from the road, while this property is in a residential neighborhood, making the two cases distinct.

Motion was made by Secretary Noordyke, seconded by Trustee Noordhoek to deny Case Number 24-3839, based on staff recommendations that the Special Use be DENIED for the following reasons:

- 1. The applicant has not provided sufficient evidence to indicate that an increased height is required for any unusual circumstances on the property.**
- 2. An exception to the maximum height standard is not recommended as building in compliance would accomplish the same goal, and granting permission would set precedence.**

Supported: Moxley, Richardson, Rowland, Rissi, Noordyke, Noordhoek

Opposed: Bruneau

Motion Passed 6 to 1

ARTICLE 8.

Case #24-3835 Public Hearing

Applicant: Andrew Somsel, Michelle Firlit

Property Address: 2549 Linda Ave SE

Parcel Number: 41-19-08-328-031

Requested Action: Special Use Permit for an 8-foot fence in the front yard.

Zoning Administrator Smith-Jacoby presented the staff report for the applicant's request to build an 8 ft. privacy fence in the front yard at 2549 Linda Avenue. She stated the applicants wanted the taller fence for privacy due to a new garage and home addition on the neighboring properties. She reviewed the request according to the Special Use standards. She determined the 8 ft. height could visually impact neighbors, change light/ventilation, and was taller than what had typically been



Daniel J. Parmeter Jr. | Attorney

office: 616.235.3500

direct: 616.233.5137

fax: 616.233.5269

email: dparmeter@rhoadesmckee.com

55 Campau Avenue NW

Suite 300

Grand Rapids, MI 49503

August 20, 2024

Via Email to msmith-jacoby@cascadetwp.com

Cascade Township Board
2870 Jacksmith Ave SE
Grand Rapids, MI 49546

Re: Special Land Use Permit Denial Appeal for Heightened Fence at 7140 Oak Brook Street SE.

Dear Township Board Trustees:

This Firm represents Bonnie Miller ("Ms. Miller") as it relates to her administrative appeal of the June 17, 2024, Cascade Township Planning Commission's ("PC") denial of a special land use permit to build a heightened fence ("SLUP") at 7140 Oak Brook Street SE Grand Rapids, Michigan (the "Property"). Ms. Miller — through Rockford Construction — filed an administrative appeal on July 8, 2024, with the Township, which is scheduled to be heard on August 28, 2024, before the Township Board ("Appeal").

Please consider this letter a supplement to the previously filed Appeal. In denying the SLUP, the PC misapplied the standards of the Township's Zoning Ordinance and Michigan law. The Township Board ("Board") must correct the PC's error and grant Ms. Miller an SLUP to build a heightened fence on the Property. Please see our analysis of the many reasons for granting Ms. Miller's SLUP:

1. Staff Found that All Special Lane Use Permit Factors were Met.

The planning staff for the PC ("Staff") found that Ms. Miller's SLUP request satisfied every standard required for a permit under Section 4.30(5) of the Township's Ordinance. See Planning Commission Staff Report at page 3, attached as **Exhibit A**. Moreover, the PC's June 17, 2024, meeting minutes also clarify that the Staff found that every standard was satisfied. Upon Member Bruneau's question "why the application was recommended for denial when it seemed to pass the special permit criteria according to the table in the staff report," Staff responded that indeed the request met the special permit criteria. See 6/17/24 Minutes at page 3, attached as **Exhibit B** ("**None of the criteria were outright violations**, but there were some concerns, which is why she gave the option for approval with conditions.") (emphasis added). Moreover, the Staff provided an option for the PC to approve the SLUP with reasonable conditions — including a condition for an increased fence height of 6 feet.

Undoubtedly then, Ms. Miller's SLUP should have been approved. Michigan's Zoning Enabling Act makes clear that if all of the special land use permit factors are satisfied, the PC must approve the SLUP. Specifically, MCL 125.3504 mandates that: "[a] request for approval of a land use or activity **shall be approved if the request is in compliance with the standards stated in the zoning ordinance**, the conditions imposed under the zoning ordinance, other

applicable ordinances, and state and federal statutes” (emphasis added); MCL 125.3502(1)(b) (the special land use ordinance shall specify “[t]he requirements and standards for approving a request for a special land use.”). As a result, because Ms. Miller’s application satisfied the conditions in Section 4.30(5) of the Ordinance, the PC was required to approve it.

The Township Board should grant Ms. Miller’s SLUP.

2. Similar Heightened Fences Have Been Granted by the Township.

Second, Ms. Miller’s special land use request for a heightened fence is not unprecedented. In fact, as the PC’s minutes indicate, “an 8 ft. deer fence in a front yard was recently approved,” by the Township. Ex. B at page 4. Moreover, the Planning Commission’s Staff Report acknowledges “[t]he Township has previously granted permission for an increased fence height . . . [for] protection from deer,” as well as for privacy. Ex. A at page 2. The Report also listed six examples of recently granted heightened fences:

- 24-3824: 8-foot invisible fence in front yard, around trees for deer protection
- 23-3787: 8-foot fence in rear yard, block neighbor’s large RV that is down grade
- 23-3786: 8-foot fence in rear yard, Hosta garden protection from deer in a sloped yard
- 22-3708: 6-foot fence, through lot
- 20-3581: 6-foot fence, corner lot on Cascade Road
- 20-3588: 6-foot fence, corner lot

Additionally, at the June 17, 2024 PC meeting, there was acknowledgement from the PC that 7135 Oak Brook St SE, in the same neighborhood as Ms. Miller, has an eight foot fence in its front yard. As a result, clearly the Township has allowed heightened fences in the Township. However, perhaps most striking, is that it appears the Township allows for heightened fences to protect from deer, protect Hosta gardens, and to prevent view of a neighbor’s RV, but **not to protect children from getting injured or hurt** (see more below). Such a result would be absurd.

The Township Board should not treat Ms. Miller different than other residents with previously approved heightened fences. The Township Board should grant Ms. Miller’s SLUP.

3. Ms. Miller’s Property has Unusual Circumstances that Require a Heightened Fence.

For a heightened fence, the Township’s Ordinance requires “unusual circumstances related to the property location or use of the fence.” See Section 4.30(5) of the Ordinance. Such an unusual circumstance is present in Ms. Miller’s case. As an initial matter, Ms. Miller is handicapped and elderly. As a result, Ms. Miller is incapable of monitoring large portions of her Property. Specifically, Ms. Miller cannot view portions of the Property to the west and southwest of her house. Further, Ms. Miller spends a large portion of the warmer months at her lake house and is not present on the Property during those times. Ms. Miller’s inability to monitor portions of the Property is relevant to her heightened fence request for two key reasons — there are neighborhood children, and the Property has large water features that could act as an attractive nuisance to such children.

Ms. Miller’s Property contains a large flowing creek on the west side of the Property that wraps around the backside of her home, as well as a retention pond on the eastern side of the Property. These large water features could act as attractive nuisances for children in the

neighborhood. As a result, Ms. Miller fears that children in the neighborhood may be hurt on her Property. Ms. Miller's natural concern for the children's safety aside, she also contemplates about the liability she may have for injury to the children. Under Michigan law, the doctrine of attractive nuisance holds a landowner liable for harm caused by conditions that are highly dangerous to trespassing children. Thus, Ms. Miller could be liable for any children that trespass on her land (without her knowing) and are attracted to the water features on her property and are subsequently harmed — which is a very real possibility, given Ms. Miller's inability to monitor the water features on her Property.

Notwithstanding the safety and liability issues, Ms. Miller also desires to install a heightened fence for her own privacy. Ms. Miller's Property sits at the end of a cul-de-sac and often confuses those driving or walking on the private drive. As a result, many cars and pedestrians use Ms. Miller's driveway as a turnaround point or proceed down her drive because there is no clear indication that Ms. Miller's Property is not a continuation of the private road. Certainly, a gate and fence would help prevent such activity and would assist Ms. Miller in regulating which vehicles coming onto her Property are her home caretakers/nursing staff and which are vehicles are not. Ms. Miller's situation is clearly unique and as a result the Township should not be concerned with setting any precedent by approving Ms. Miller's request. Given the above unusual circumstances, the Township Board should grant Ms. Miller's SLUP.

Ms. Miller's SLUP for a heightened fence should be approved. The Staff acknowledged the Ordinance's special land use standards were met; the Township has a precedence of allowing heightened fences for protection from deer, protection of gardens, and privacy; and Ms. Miller has unusual circumstances on her Property that make a heightened fence appropriate — including protecting children's safety and her own privacy.

Sincerely,

RHOADES McKEE PC

A handwritten signature in blue ink, appearing to read 'D. Parmeter Jr.', with a long horizontal flourish extending to the right.

Daniel J. Parmeter Jr.

cc (w/ enclosure):

Bonnie Miller

Alexandra Livingstone

Jennifer Jager

From: Madison Smith-Jacoby
Sent: Thursday, August 22, 2024 7:30 AM
To: Andrea Hendrick; Jennifer Jager; Jade Smith
Subject: Fw: Case #24-3839

Hello,

I received a written public comment regarding the appeal on the August 28 board meeting agenda.

I told him it was received and forwarded to the Board.
Please see below to review.

Thank you,

Madison

From: edward rutowski <chopchop83@hotmail.com>
Sent: Wednesday, August 21, 2024 5:18 PM
To: Madison Smith-Jacoby <MSmith-Jacoby@cascadetwp.com>
Subject: Re: Case #24-3839

Hello, I am writing in regards to the appeal to a denied Type I Special Use Permit requested by Ms. Bonnie Miller regarding installing a 6 to 8 foot fence at 7140 Oakbrook ST SE.

My wife and I both agree that due to the already secluded nature of that property, there really is no good reason to need to put up any sort of a fence which exceeds the existing Township Zoning Ordinance of 4 feet. We feel that it would be excessive and unnecessary.

Thank you for your consideration in this matter,

Edward and Coral Rutowski
7117 Oakbrook St SE. 49546



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION

MEETING DATE: 8/28/2024

ITEM: Adoption of Fee Policy

PRESENTER: Lorna Nenciarini, Finance & Budget Director

INDIVIDUAL PRESENT:

EXECUTIVE SUMMARY: Township staff has been hard at work operationalizing the recently-adopted Hotel Ordinance. Much of that work involves the creation of processes and forms, with the related development of fees. Staff requests that the Township Board consider adoption of a Fee Policy, to guide not only the current fee under consideration, but all current and future fees.

In December of 1998, the Michigan Supreme Court published a decision in a case titled Bolt v. City of Lansing. This case, which focused on the collection of a stormwater fee that was ultimately declared a tax, provides a clear framework for how to develop fees that will withstand legal challenges. Staff used the guidance contained in the Supreme Court decision to create the draft Fee Policy that follows this memo. Board adoption of a Fee Policy will give staff clear direction on the factors to consider, and ensure consistent treatment across all fees collected Township-wide.

Item 5, which details how much of the total cost should be recovered from the user, attempts to tangibly recognize that Township services often have a wider community impact, regardless of the payor. In the case of the Hotel License fee, staff suggests that Benefit Level 2 be applied, as hotel guests and workers will benefit from safe and secure buildings.

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

ACTION REQUESTED: Adopt the attached Fee Policy.

BUDGET IMPLICATIONS: None

DIRECTOR'S RECOMMENDATION: Approve the attached Fee Policy.

MANAGER'S RECOMMENDATION:

ACTION: Approve the attached Fee Policy.

ATTACHMENTS: Fee Policy

1. Fees. A Township wide fee schedule shall be included in the annual budget process.
2. Fees must exhibit the following characteristics:
 - 2.1 A user fee must serve a regulatory purpose, and not a revenue generating purpose.
 - 2.2 A user fee must be proportionate to the costs of the service or commodity, and be imposed on those benefiting from the service supported by the fee.
 - 2.3 A user fee must be voluntary in nature, and not compulsory.
3. The following categories shall be considered when calculating the cost of services:
 - 3.1 Salaries, benefits and departmental expenditures that are directly attributable to the delivery of service.
 - 3.2 Departmental administration and clerical support, on a proportionate basis.
 - 3.3 Township-wide Overhead (“Indirect Costs”), commonly found in a Cost Allocation Plan, which typically includes costs such as payroll, human resources, treasury, building costs, etc.
 - 3.4 Inter-Departmental Costs associated with service delivery, such as Fire Marshal assistance in the Planning Department’s review of construction plans.
4. The following methodology shall be used when calculating fees:
 - 4.1 Calculate the total cost to provide the service.
 - 4.2 Subtract any third-party revenue received, which results in a net cost of service.
 - 4.3 Multiply the net cost per service times the percent of user support to determine the user fee.
5. The percent of user support shall be governed by the following schedule:
 - 5.1 Benefit Level 1 - Services that Provide General “Global” Community Benefit: 33% cost recovery
 - 5.2 Benefit Level 2 - Services that Provide Both “Global” Benefit and also a Specific Group or Individual Benefit:66% cost recovery
 - 5.3 Benefit Level 3 - Services that Provide a Primary Benefit to an Individual or Group, with less “Global” Community Benefit: 100% cost recovery



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION
MEETING DATE: August 28, 2024

ITEM: To approve the Hotel Business License Fee Schedule

PRESENTER: Lorna Nenciarini, Financial & Budget Director

INDIVIDUAL PRESENT: Andrea Hendrick, Community Planning & Development Director

EXECUTIVE SUMMARY:

On May 8th, 2024, the Cascade Charter Township Board adopted an Ordinance to Regulate the Licensing of Hotels. The Manager's office has coordinated with all relevant departments to create the administrative process for accepting applications and administering licenses. Per section 267-49(c) of the Ordinance, fees for a license shall be determined by resolution of the Township Board. After the determination of an effective process for administering the ordinance, staff hours were calculated and provided to the Finance Department to calculate the cost to the Township. The attached fee schedule is provided as recommendations to the Board of appropriate fees for services.

While the necessary Board action for this item is to adopt the fee schedule, additional documentation is provided for informational purposes.

STRATEGIC PLANS/GOALS:

BUDGET IMPLICATIONS:

IMPLEMENTATION PLAN:

05/08/2024:	Adoption of the Cascade Charter Township Hotel License
6/2024 – 7/2024:	Multi- Department Administrative Policy Creation
7/2024:	Finance Creates Fee Schedule
7/29/2024:	Enforcement, Building, Fire, and public Safety finalize Inspection process
8/6-8/2024:	Public Safety delivers letters to hotels
8/8/2024:	Managers Office mails out letters to hotel owners and operators
8/15/2024:	Hotel Operators Educational Session Q & A
8/28/2024:	Fee Schedule adoption
10/1/2024:	Applications Submission Date
10/2024-12/2024:	Begin issuing Hotel Business Licenses

DIRECTOR'S RECOMMENDATION: Yes

MANAGER'S RECOMMENDATION: Yes

ACTION REQUESTED: Approve Adoption the Hotel Business License Fee Schedule

ATTACHMENTS:

1. Hotel License Administrative Policy
2. Application Packets
3. Inspection Checklist



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE • Grand Rapids, MI 49546

Hotel Business License Administrative Policy

1. Purpose

This Administrative Policy is designed to support the implementation and administration of the Cascade Charter Township Hotel Licensing Ordinance (Ordinance No. 24-4). It outlines the processes, responsibilities, and requirements for hotel licensing to ensure compliance with the ordinance.

2. Hotel Business License Application Process (Section 267-4)

2.1. Initial Application Process – A complete application must be submitted to the Township Manager by October 1st, 2024, for the first year and annually by October 1 thereafter.

- a) Business Licenses are valid from January 1 to December 31st of each calendar year.
- b) Contents: Applications should include the following:
 1. Completed application form
 2. Application fee (as determined by Township Board resolution)
 3. Plan of Operation
 4. Extended Stay Application If applicable – See Section 5 Below: Section 267-12
 5. Property Maintenance Report
 6. Fire Report
 7. Safety Report
 8. Proof of compliance with all applicable federal, state, county, and Township regulations
 9. Emergency Contact Form
- c) Inspections: Applicant should schedule the following inspections in advance of submitting the application for a Hotel License. Inspections are coordinated for two hours blocks throughout June & July. All inspectors will be present, and inspections will be completed consecutively. Compliance is required for approval.
 1. Annual Property Maintenance Inspection
 2. Annual Fire Inspection
 3. Annual Safety Inspection

2.2. Renewal Process - Renewal requests must be submitted annually by October 1st for the upcoming calendar year.

- a) Business Licenses are valid from January 1 to December 31st of each calendar year.
- b) Contents: Renewal documents should include:
 1. Renewal Request Application
 2. Renewal fee (as determined by Township Board resolution)
 3. Property Maintenance Report
 4. Fire Report
 5. Safety Report
 6. Compliance Confirmation Report
 7. Remediation Plan (If required by Compliance Confirmation Report)

- c) Inspections: Applicant should schedule the following inspections in advance of submitting the application for a Hotel License. Inspections are coordinated for two hours blocks throughout June & July. All inspectors will be present, and inspections will be completed consecutively. Compliance is required for approval.
 - 1. Annual Property Maintenance Inspection
 - 2. Annual Fire Inspection
 - 3. Annual Safety Inspection
 - d) Confirmation of continued compliance with all relevant regulations. If Applicant has failed to follow the regulations of the Hotel License in whole or in part, a Remediation Plan, provided by Applicant, approved by the Township Manager will need to be approved. This does not absolve Applicant of additional penalties laid out in the Licensing Ordinance. Additional monitoring will be required to ensure compliance at Applicant's expense.
- 2.3. Transfer Application – Transfer applications must be submitted to and approved by the Township Manager prior to the new owner/operator taking control of the operation.
- a) Contents: Transfer requests should include:
 - 1. Completed transfer application
 - 2. Compliance Inspection Request
- 2.4. Material Changes in Approved License Documents – If any of the information submitted to obtain the Township Hotel License changes, the applicant has the sole responsibility to contact the Township and resubmit for approval of the modified plans. Failure to do so may result in nonrenewal or revocation of the License. (Section 267-5 & 267-8)

3. Plan of Operation (Section 267-5)

- 3.1 Requirements: Applicant must include the Plan of Operation with initial application. Material changes to a Plan of Operation must be submitted to the Township for approval of the modified plans. It is the operator's sole responsibility to ensure that all staff members are aware of the Hotel License requirement and abide by the license requirements.
- 3.2 Contents: The Plan of Operation should detail, at minimum:
- a) Floor Plan indicating:
 - 1. Number of rooms
 - 2. Number of beds in each room
 - 3. Total occupancy of rooms
 - 4. Location of Registry 267-11(e)
 - 5. Location of Rules and Regulations
 - b) Compliance Notice: Notice to be posted in each room stating the requirements of the following sections:
 - 1. 267-11(d)
 - 2. 267-11(i)
 - 3. Contact information for Township Official where complaints can be submitted.
 - c) Housekeeping Plan including:
 - 1. List of cleaning tasks that cleaning staff must complete daily. 267-11(j)
 - 2. List of cleaning and maintenance tasks that staff must complete before a new guest can occupy a bed previously occupied by another registered guest. 267-11(c)
 - 3. Action plan for removal of any insect or rodent infestation 267-11(b)

e) Security and Safety Plan Requirements (Section 267-11)

1. Interior floor plan indicating:
 - i. Location and vision area of all cameras
 - ii. Location of all door locks
 - iii. Location of all in-room telephone ensuring that compliance with Section 267-11(k)
2. Method of access control at exterior doors between the hours of 9:00 PM and 6:00 AM.
3. Crime Prevention Through Environmental Design (CPTED) Plan including:
 - i. Litter Control
 - ii. Loitering Control
 - iii. Clear Pedestrian passageway from vehicle areas
4. Exterior Lighting Plan: Per Township approved site plan and Cascade Township Zoning Ordinance

4. Extended Stay Hotel License Requirements (Section 267-12)

- 4.1. Extended Stay Hotel Application is a supplementary requirement in addition to the Hotel Business Application.
- 4.2. Definition and Applicability – Long term occupancy (More than 30 days) of accommodation may be permitted in a licensed Extended Stay Hotel
- 4.3 Initial Application Process - Applications must be submitted to the Township Manager by October 1st, 2024, for the first year and annually by October 1st thereafter.

a) Content: Applicants should include the following:

1. Complete Application Form
2. Plan of Operation: Supplementary information 3.2.(a)
 - i. Square Footage of Extended stay rooms; 300 sf minimum. 267-12(a)
 - ii. Area dedicated for recreational use; 1,000 sf minimum. 267-12(b)
 - iii. Location of 24-hour staffed registration lobby. 267-12(c)
 - iv. Any modifications in housing keeping procedure for long term occupancy. 267-12(f)
3. One additional set of floor plans submitted for the Fire Chief to establish occupancy limits for each unit 267-12(e)

- 4.4. Renewal Process - Renewal requests must be submitted annually by October 1st for the upcoming calendar year.

a) Contents: Renewal documents shall include:

1. Renewal Request form
2. Renewal fee (as determined by Township Board resolution)

- 4.5. Transfer Application – Transfer applications must be submitted to and approved by the Township Manager prior to the new owner/operator taking control of the operation.

a) Content: Transfer Documents should include:

1. Extended Stay Hotel License Application Form: Sections A & C

- 4.6 Extended Stay Quarterly Reports – Applicants must submit quarterly on January 1st, April 1st, July 1ST, and October 1st.

- a) Content; Quarterly Reports should include:
 - 1. Extended Stay Hotel License Quarterly Report Form
 - 2. Extended Stay Guest Registration List 267-12(g)a

5. Issuance of License

- 5.1 Once all requirements are satisfied by the Township license shall be issued.
- 5.2 License must be displayed in a conspicuous location.
- 5.3 Licenses are valid for one year from issuance.

6. Violation and Penalties (Section 267-8)

- 6.1 In addition to the remedies available to the Township under Article V of the Township Code (“Code Violations and Enforcement”), violations of this Chapter may result in the following remedial action in order to recover costs sustained by Township residents and taxpayers in providing emergency services and enforcing the law:
 - a) 1st offense: \$5,000 fine
 - b) 2nd offense: \$10,000 fine
 - c) 3rd and subsequent offenses: \$20,000 fine
- 6.2 Subsequent offenses or for good cause following any offense, license may be suspended, revoked, or result in a refusal to renew a license.

Effective Date: August 7, 2024



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE • Grand Rapids, MI 49546

Hotel Business License Application

Hotel Business License Application

New

Renewal

A. Property Information

Address: _____ Zoning: _____

Parcel Number: _____ Acres: _____ New Construction: Yes No

B. Applicant Information

1. Applicant

Identify the person or organization requesting the Business License:

Name: _____ Title: _____

Organization: _____ Cell Phone: _____

Mailing Address: _____ Business Phone: _____

City: _____ State: _____ Zip: _____

E-Mail: _____

2. Property Owner (if different from the applicant)

Identify the person or organization that owns the subject property.

Name: _____ Title: _____

Organization: _____ Cell Phone: _____

City: _____ State: _____ Zip: _____

E-Mail: _____

3. Business Information

Identify the person or organization that owns the subject business:

Name: _____ Title: _____

Sales Tax Number: _____ Cell Phone: _____

City: _____ State: _____ Zip: _____

E-Mail: _____

4. Agent

If different from above, identify the person representing the property owner or applicant in this matter:

Name: _____ Title: _____

Organization: _____ Cell Phone: _____

City: _____ State: _____ Zip: _____

E-Mail: _____



Planning Department
Hotel Business License Application

5. Onsite Inspection Contact

If different from above, identify the person representing the property owner or applicant in this matter:

Name: _____ Title: _____
Organization: _____ Cell Phone: _____
City: _____ State: _____ Zip: _____
E-Mail: _____

6. Account Records Contact

If different from above, identify the person representing the property owner or applicant in this matter:

Name: _____ Title: _____
Organization: _____ Cell Phone: _____
City: _____ State: _____ Zip: _____
E-Mail: _____

C. Supplementary Documents

Documents should be submitted in the order provided and consistent with the requirements of the Hotel License Administrative Policy.

- | | |
|---|---|
| <input type="checkbox"/> Plan of Operation | <input type="checkbox"/> Certificate of Liability Insurance |
| <input type="checkbox"/> Extended Stay Documents | <input type="checkbox"/> Kent County Health Department Food License |
| <input type="checkbox"/> Zoning Compliance Form | <input type="checkbox"/> Hotel Emergency Contact Form |
| <input type="checkbox"/> Approved Fire Inspection Report | <input type="checkbox"/> Federal ID |
| <input type="checkbox"/> Approved Property Maintenance Report | <input type="checkbox"/> Sales Tax License |
| <input type="checkbox"/> Approved Safety Report | <input type="checkbox"/> Tax Certification |
| <input type="checkbox"/> Property Interest Documentation | |

D. Submission Requirements and Fee

Submit one (1) hard copy to Township Hall and one (1) digital copy:

5920 Tahoe Dr. SE
Grand Rapids, MI 49546

Please see the Hotel Licensing Fee schedule for payment amount. You can pay by:

- Cash: In person at Township Hall
- Check: In Person at Township Hall or by mail
- Credit/Debit Card: In person or by phone



Planning Department

Hotel Business License Application

E. Signatures

The **applicant** must read the following statement carefully and sign below:

The undersigned requests that Cascade Charter Township review this application and related documents for compliance with the Cascade Charter Township Ordinance to Regulate the Licensing of Hotels.

(Ordinance 24-4) The applicant further affirms and acknowledges the following:

- That the operation will not accommodate temporary residence for stays longer than 30 days
**If this box is not checked, please submit the Extended Stay Hotel Supplementary Application*
- That the applicant has a legal interest in the property described in this application.
- That the answers and statements contained in this application and enclosures are in all respects true and correct to the best of their knowledge.
- That the applicant has read and understood the penalties for violations laid out in Section 267-8 of Ordinance 24-4.
- That the approval of this application does not relieve the undersigned from compliance with all other codes or statutes.
- That the applicant permits free access to the Building Official, fire Chief, Township Manager and Code Enforcement Officer at all reasonable times.
- That the applicant will comply with any and all conditions imposed in granting approval of this application.
- Understands that no licensee may knowingly permit any accommodations and/or other locations on premise to be used for unlawful purposes.
- I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) also agree to reimburse the Cascade Charter Township for all costs, including consultant costs, to review this request in a timely manner. I (we) understand that these costs may also include administrative reviews which may occur after the Township has taken action on my (our) request.*

Applicant Name (printed)

Applicant Signature

Date



Planning Department
Hotel Business License Application

If the applicant is not the property owner, the property owner must read and sign below:
The undersigned affirms and acknowledges that he, she or they are the owner(s) of the property described in this application, and:

- Is/are aware of the contents of this application and related enclosures.
Authorizes the applicant to submit this application and to represent the undersigned in the matter being reviewed by the Cascade Charter Township.
That the property owner permits free access to the Building Official, fire Chief, Township Manager and Code Enforcement Officer at all reasonable times.

Property Owner Name (printed)

Property Owner Signature

Date

Office Use Only

Case #: Date Received:

Missing Items Request: Date Complete:

Received by:

Fee: Receipt Number:



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE • Grand Rapids, MI 49546

Hotel Business License Application

Hotel Emergency Contact Form

A. Property Information

Hotel Name: _____ License Number: _____

Address: _____

B. Emergency Contact Information

Identify the person or organization available 24 hours a day for safety contact

Name: _____ Title: _____

Cell Phone: _____ Business Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

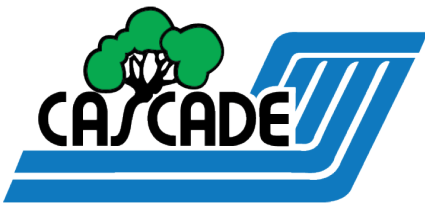
E-Mail: _____

C. Signatures

Licensee Name (printed)

Licensee Signature

Date



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE • Grand Rapids, MI 49546

Hotel Business License Application

Extended Stay Hotel Business License Application

New

Renewal

Transfer

A. Property Information

Hotel Name: _____ License Number: _____

Address: _____

B. Supplementary Documents

Documents should be submitted in the order provided and consistent with the requirements of the Hotel License Administrative Policy.

Plan of Operation Supplemental Information

Additional Floor Plan for occupancy determination

C. Signatures

The applicant must read the following statement carefully and sign below:

The undersigned requests that Cascade Charter Township review this application and related documents for compliance with the Cascade Charter Township Ordinance to Regulate the Licensing of Hotels.

(Ordinance 24-4) The applicant further affirms and acknowledges the following:

The applicant will provide a registration lobby that will be staffed on a 24-hour basis.

That the applicant has a legal interest in the property described in this application.

An extended stay hotel may not be used as a permanent residence or domicile and does not include "dwelling" and "dwelling units" as defined by the Zoning Ordinance.

Applicant Name (printed)

Applicant Signature

Date



PROPERTY MAINTENANCE REPORT (PER 2018 IPMC)

NAME: _____

INSPECTOR: _____

ADDRESS: _____

DATE: _____

CONTACT (name/phone): _____

Y N (does not meet requirements)

Notes:

General

- 302.1 Sanitation
- 302.3 Sidewalks and Driveways
- 302.4 Weeds
- 302.5 Rodent Harborage
- 303.1 Swimming Pools

Exterior Structure

- 304.1 General
- 304.1.1 Unsafe Condition
- 304.2 Protective Treatment
- 304 Other

Interior Structure

- 305.1 General
- 305.1.1 Unsafe Conditions
- 402.2 Common Halls and Stairways
- 403.2 Bathrooms and Toilet Rooms
- 404 Occupancy Limitations
- 504.1 General Plumbing Systems
- 603.1 Mechanical Equipment
- 604.3 Electrical System Hazards
- 606.1 Elevators
- 702.1 Means of Egress

**section 703,704,705 covered in annual fire inspection

Other violations (include code section):



CASCADE FIRE DEPT

Hotel Occupancies

Y = Meets Requirements; N = Does Not Meet Requirements

Y N

EXTERIOR:

- Fire Lanes marked/unobstructed (IFC 503.3, 503.4)
- Address visible (IFC 505.1)
- Fire hydrants/water supply accessible (IFC 508)
- Combustible accumulations/storage acceptable (IFC 304.2, IFC 315.3)
- F.D. key box present/maintained (IFC 506)
- F.D. connections visible/maintained (IFC 912)
- Gas meter/piping protected against impact (IFC 312, 603.9)
- Dumpsters are outside and 5 ft. or more from combustible walls, openings or combustible roof eave lines. (IFC 304.3.3)

EXIT FEATURES/MEANS OF EGRESS:

- Adequate number of exits (IFC 1004.4, 1015, 1019, 1027.23)
- Second means of egress from sleeping rooms (IFC 1026)
- Exits, aisles, & corridors free of obstructions (IFC 1028.3)
- Exit doors open from inside (IFC 1008.1.8)
- Exit signs present (IFC 1011, 1027.3)
- Emergency lighting present & operational (IFC 1006, 1027.5)
- Interior finish acceptable (IFC 803, 804)
- Exit corridors rated (IFC 1017.1, 1027.17.1)

CONSTRUCTION FEATURES:

- Fire rated construction present/maintained (IFC 703.1)
- Incidental use areas separated/sprinklered (IFC 705.3)
- Rated fire doors operational (IFC 703.2)
- Vertical openings protected (IFC 704.2)

STORAGE:

- Storage neat and orderly (IFC 315.2)
- Combustible storage prohibited in electrical equipment rooms, restrictions apply in boiler/mechanical rooms (IFC 315.2.3)
- Attic storage (IFC 315.2.4)
- Storage maintained [2' below ceiling un-sprinklered, 18" sprinklered] (IFC 315.2.1)
- Rubbish/waste subject to spontaneous ignition shall be disposed of daily and in listed container (IFC 304.3.1)

FLAMMABLE/COMBUSTIBLE LIQUIDS:

- Safety containers if used (IFC 3405.2.4)
- Not stored/kept near exits (IFC 3404.3.3.3)
- No sources of ignition (IFC 3404.2.4)
- Quantities >10 gals in cabinet (IFC 3404.3.4.4)
- No basement storage unless sprinklered (IFC 3404.3.5.1)
- Adequate ventilation (IFC 3405.3.7.5.1)

FIRE EXTINGUISHERS:

- Readily accessible (IFC 906.5)
- Travel distance not exceeded (IFC 906.1, 906.3)
- Tested/inspected at least annually (IFC 901.6.1)

Y N

HAZARDOUS MATERIALS:

- Compressed gas cylinders secured (IFC 3003.5)
- Rooms/areas properly labeled (IFC 2703.5)
- Acceptable quantities (IFC 2703.1.1)
- Separation of incompatible materials (IFC 2703.9.8)

UTILITY/MECHANICAL/HVAC:

- Shut off valves present on gas appliances (IFC 603.1)
- Approved piping, connections & appliances used (IFC 603.1.2)
- Combustion air supply/venting present (IFC 603.1)
- Adequate clearance between combustibles and appliances (IFC 305.1, 603.5.3)
- Commercial hood ducts/filters are clean (IFC 904.11.6.3)

SPRINKLER SYSTEM:

- Coverage is adequate (IFC 903.3.1)
- Controls are readily accessible (IFC 903.3.1)
- Valves locked open (IFC 903.4.4)
- System and valves supervised [>20 sprinklers new, ≥ 100 in existing] (IFC 903.4)
- Heads in good condition (IFC 903.3.1)
- Wrench/spare sprinklers present (IFC 903.3.1)
- Tested/inspected at least annually (IFC 901.6.1)
- Riser/pump rooms labeled (IFC 510.1)

FIRE ALARM & DETECTION SYSTEMS:

- Control panel/annunciator panel in normal condition [no trouble or alarm conditions] (IFC 901.6, 901.7)
- Detectors properly installed (IFC 907)
- Tested/inspected at least annually (IFC 907.20)
- Single station smoke detectors present in each sleeping room (IFC 907.2.10, 907.3.6)
- Fire alarm system installed where required (IFC 907.2.9, 907.3.5)

OTHER FIRE PROTECTION SYSTEMS:

- Standpipes needed (IFC 905)
- Standpipes/hose in good condition (IFC 905.2)
- Adequate coverage (IFC 905.2)
- Hood system fuel shutoff present (IFC 904.11.2)
- Hood system properly maintained/serviced (IFC 904.11.6)

ELECTRICAL:

- No electrical hazards (IFC 605.1, 605.6)
- Appliances/fixtures in good condition (IFC 605.7)
- Overcurrent protection present (IFC 605.1)
- Power taps not used (IFC 605.4)
- Extension cords not substituted for fixed wiring (IFC 605.5)
- Power strips properly used (IFC 605.4)
- Access/clearance to electrical panels (IFC 605.3)
- Electrical Rooms labeled (IFC 605.3.1)

This checklist is intended as a guide to assist fire inspection personnel in identifying general fire and life safety hazards, other possible code requirements may apply. Please refer to other checklists for information on certain occupancies/topics.

CODE SUMMARY

Hotel Occupancies

COMMON OCCUPANT LOAD FACTORS (MSFC 1004.1.1):

Residential Areas 200 sq. ft/person (gross) Assembly (chairs only) 7 sq. ft/person (net) Assembly (tables/chairs) 15 sq. ft/person (net) Exercise Areas 50 sq. ft/person (gross)	Mechanical Areas 300 sq. ft/person (gross) Parking Garages/Areas 200 sq. ft. /person (gross) Storage Areas 300 sq. ft/person (gross)
--	--

EGRESS FEATURES:	UNSPRINKLERED:	SPRINKLERED:	REFERENCE SECTION:
Egress Width – Stairs (in./occupant)	0.3	0.2	IFC 1005.1
Egress Width – Other (in./occupant)	0.2	0.15	IFC 1005.1
Common Path of Travel – new (ft.)	75	75	IFC 1014.3
Common Path of Travel – existing (ft.)	75	75	IFC 1027.19
Dead-End Limit – new (ft.)	20	20	IFC 1017.3 Unlimited allowable if length < (2.5 x width)
Dead-End Limit – existing (ft.)	50	50	IFC 1027.17.4 Unlimited allowable if length < (2.5 x width)
Exit Access Travel Distance (ft.)	200	250	IFC 1016.1 – N; 1027.18 – E
Corridor Fire-Rating Req. – new (hr.)	Not Allowed	0.5	For > 10 occupants. IFC 1017.1
Corridor Fire-Rating Req. – exist. (hr.)	1	0	For > 10 occupants. IFC 1027.17.1

COMMON OCCUPANT LOAD FACTORS:

2nd Exit Required- more than 10 occupants (IFC 1015.1) OR common path of travel exceeds 75 ft.
 (IFC 1015.1) OR all stories above 2nd story (IFC 1019.2)

3rd Exit Required - 501 to 1,000 occupants (IFC 1019.1)

4th Exit required - 1,001 or more occupants (IFC 1019.1)

SPRINKLER SYSTEM REQUIRED (IFC 903.2.7):

Sprinkler protection required for buildings where:

- Group R fire area that is more than 3 stories above grade plane OR
- Combined area on all floors including mezzanines exceeds 9,250 sq. ft.
- Sprinklers can be an alternate to fire department access roads and inadequate water supplies.

FIRE ALARM SYSTEM AND DETECTION GENERAL REQUIREMENTS AND WHERE REQUIRED:

Automatic detection is required in boiler rooms, furnace rooms, shops, laundry rooms, mechanical rooms, electrical rooms, trash collection rooms, storage rooms, gift shops, locker rooms and similar areas. Automatic smoke detectors required in all common areas and interior corridors serving as a required means of egress (not required if sprinklered and manual activation provided at constantly attended location).

Activation of fire alarm or fire sprinkler system shall activate a general evacuation system throughout building.

Single station smoke detectors/alarms are required in each guest room but are not to be connected to fire alarm system.

Existing (IFC 907.3.4):

- Building contains 20 or more guest rooms (with some exceptions) OR
- Building is 3 or more stories in height

New (IFC 907.2.8):

- All buildings unless:
- Building contains 5 or less guest rooms OR
- Building is 2 stories or less and all guest rooms, attic and crawl spaces are separated from each other and public/common areas by a minimum 1 hour fire partition and all guest rooms have exit to public way, exit court or yard.

This checklist is intended as a guide to assist fire inspection personnel in identifying general fire and life safety hazards, other possible code requirements may apply. Please refer to other checklists for information on certain occupancies/topics.



SECURITY & SAFETY INSPECTION

NAME: _____

INSPECTOR: _____

ADDRESS: _____

DATE: _____

CONTACT (name/phone): _____

Y N. (does.not.meet.requirements)

SECURITY REQUIREMENTS

NOTES:

 Video Surveillance System

 Exterior Door Locks

 Accommodation Locks

 Accommodation Telephone

 Snow Storage Location

Record Keeping

 Video Storage

 Guest Registration Available

 Rules and Regulations Posted

 Compliance Notice Posted

Exterior Conditions

 Lighting

 Litter

 Loitering

 Clear Pedestrian Pathway

 Vegetation Maintenance

 Visible Damage to Property

 Inoperable Vehicles

Notes:



Planning Department
Zoning Verification Application

D. Fees & Submission Requirements

Submission

Submit one (1) hard copy to Township Hall or one (1) digital copy to ngovan@casadetwp.com.

Planning Fees

See [Planning Fee Schedule](#)

(casadetwp.com/services-departments/community-development/fee-schedule)

Payment Options

- Cash: In person at Township Hall
- Check: In Person at Township Hall or by mail.

E. Signatures

The applicant must read the following statement carefully and sign below:

The undersigned requests that Cascade Charter Township Planning Department review the Zoning Ordinance and/or Planned Unit Development requirements of the subject property for general allowed uses and dimensional standards. The requester further affirms and acknowledges the following:

- A zoning verification is not permission or approval for construction of structures or operation of uses without obtaining required land use approvals.

Applicant Name (printed)

Applicant Signature

Date



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE • Grand Rapids, MI 49546

Hotel Business License Forms and Requirements

Forms

To be filled out & submitted to the Manager's office by applicant.

- 001 Hotel Business License Application
- 002 Hotel License Transfer Application
- 003 Hotel Emergency Contact Form
- 004 Extended Stay Hotel License Application
- 005 Extended Stay Quarterly Report

Documents Provided by Township

Applicant should request these reports from the Township and submit to the Manager's office for a complete application.

- 006 Hotel Property Maintenance Report
- 007 Fire Inspection Report
- 008 Safety & Security Inspection Report
- 009 Compliance Confirmation Report
- 010 Zoning Verification Form

Optional Templates

Applicants may use these forms to fulfill the requirements of the Ordinance, or the applicant may disclose their own method.

- 011 Hotel Guest Registration Form (Section 267-6)
- 012 Extended Stay Guest Registration

Hotel Application Checklist	Required Forms									
	001	002	003	004	005	006	007	008	009	010
Initial Application										
Hotel Business License	X		X			X	X	X		X
Extend Stay Hotel License	X		X	X		X	X	X		X
Annual Renewal										
Hotel Business License	X					X	X	X	X	
Extend Stay Hotel License	X			X		X	X	X	X	
Quarterly Reports										
Extended Stay Hotel License					X					
Amendments										
Transfer		X	X							



Cascade Charter Township

Hotel Licensing Fee Schedule
Fee Schedule

Effective August 28, 2024

Hotel License Fee Schedule

<i>Review</i>	<i>Fee</i>
License Application	
Hotel Business License Application	\$1,100
Extended Stay Hotel License Application	\$1,200
License Renewal	
Hotel Business License Renewal	\$500
Extended Stay Hotel License Renewal	\$600
Remediation Plan Review	\$1,400
Amendments	
Transfer Application	\$100
Additional Inspection	
Property Maintenance Inspection	\$175
Fire Safety Inspection	\$250
Safety & Security Inspection	\$150
Quarterly Report	
Extended Stay Quarterly Report	\$100



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION

MEETING DATE: 8/28/2024

ITEM: L-4029 2024 Millage Tax Rate Request

PRESENTER: Lorna Nenciarini, Finance Director

INDIVIDUAL PRESENT: Jade Smith

EXECUTIVE SUMMARY:

The Township Board approves this resolution annually announcing the millage rates that will be levied on the winter tax bill. The millage rates do have a reduction due to the Headlee millage rollback. A copy of the 2024 Millage Reduction Fraction calculation worksheet, Form L-4034, has been included for your review. The township announced our intent to levy the millage during our annual budget meeting on November 15, 2023. We are now, by resolution, stating we are going to levy the requested millage.

ACTION REQUESTED:

Approve the 2024 millage tax request and pass resolution to approve said levy of the 2024 millage rates.

BUDGET IMPLICATIONS:

Allows for the collection of the current 2024 millage rates

IMPLEMENTATION PLAN:

- Approve Millage Rates
- Update approved millage rates in BS&A Tax Module
- Levy approved 2024 millage rates on December Winter Tax Bill

DIRECTOR'S RECOMMENDATION:

It is staff's recommendation to approve the levy of the 2024 millage rates.

MANAGER'S RECOMMENDATION:

ATTACHMENTS: Resolution to approve levy, Michigan Department of Treasury Form 614/L-4029, Michigan Department of Treasury Form 2166/L-4034 2024 Millage Reduction Fraction Calculations Worksheet and Truth in Taxation Notice Packet from Kent County Equalization Department including Headlee Rollback computations.

2024 Tax Rate Request (This form must be completed and submitted on or before September 30, 2024)

Carefully read the instructions on page 2.

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes KENT	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024 2,192,651,123
Local Government Unit Requesting Millage Levy CASCADE CHARTER TOWNSHIP	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Allocated	Operating	2/20/79	1.1000	0.9588	0.9960	0.9549	1.0000	0.9549		0.9549	unlimited
extra voted	Police	8/5/2008	0.2100	0.2072	0.9960	0.2063	1.0000	0.2063		0.2063	12/31/27
extra voted	Fire	8/5/2008	0.2272	0.2242	0.9960	0.2233	1.0000	0.2233		0.0000	12/31/27
extra voted	Fire	8/6/2013	0.5080	0.5013	0.9960	0.4992	1.0000	0.4992		0.4992	12/31/33
extra voted	Police	8/6/2013	0.2491	0.2457	0.9960	0.2447	1.0000	0.2447		0.2447	12/31/33
extra voted	Parks	11/4/08	0.2300	0.2269	0.9960	0.2259	1.0000	0.2259		0.2259	12/31/27
extra voted	Pathways	11/6/18	0.3500	0.3468	0.9960	0.3454	1.0000	0.3454		0.3454	12/31/27
extra voted	Fire	8/6/2024	1.37	n/a	1.0000	1.3700	1.0000	1.3700		1.3700	12/31/43

Prepared by **Jennifer L. Genter** Telephone Number **(616) 949-6176** Title of Preparer **Assessor** Date **8/23/24**

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.121(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		Susan Slater	
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		Grace Lesperance	

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** IMPORTANT: See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2024 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

2024 Tax Rate Request (This form must be completed and submitted on or before September 30, 2024)

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County(ies) Where the Local Government Unit Levies Taxes
KENT

2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024
2,192,651,123

Local Government Unit Requesting Millage Levy
CASCADE CHARTER TOWNSHIP

For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2024 tax roll.

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Allocated	Operating	2/20/79	1.1000	0.9588	0.9960	0.9549	1.0000	0.9549	0.9549	0.9549	unlimited
extra voted	Police	8/5/2008	0.2100	0.2072	0.9960	0.2063	1.0000	0.2063	0.2063	0.2063	12/31/27
extra voted	Fire	8/5/2008	0.2272	0.2242	0.9960	0.2233	1.0000	0.2233	0.0000	0.0000	12/31/27
extra voted	Fire	8/6/2013	0.5080	0.5013	0.9960	0.4992	1.0000	0.4992	0.4992	0.4992	12/31/33
extra voted	Police	8/6/2013	0.2491	0.2457	0.9960	0.2447	1.0000	0.2447	0.2447	0.2447	12/31/33
extra voted	Parks	11/4/08	0.2300	0.2269	0.9960	0.2259	1.0000	0.2259	0.2259	0.2259	12/31/27
extra voted	Pathways	11/6/18	0.3500	0.3468	0.9960	0.3454	1.0000	0.3454	0.3454	0.3454	12/31/27
extra voted	Fire	8/6/2024	1.37	n/a	1.0000	1.3700	1.0000	1.3700	1.3700	1.3700	12/31/43

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Clerk Signature **Susan Slater** Date _____
 Secretary Print Name **Susan Slater** Date _____
 Chairperson Signature **Grace Lesperance** Date _____
 President Print Name **Grace Lesperance** Date _____

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

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Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

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extra voted	Fire	8/6/2013	0.5080	0.5013	0.9960	0.4992	1.0000	0.4992	0.4992	0.4992	12/31/33
extra voted	Police	8/6/2013	0.2491	0.2457	0.9960	0.2447	1.0000	0.2447	0.2447	0.2447	12/31/33
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<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		Susan Slater	
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		Grace Lesperance	
			Rate
			For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal
			For Commercial Personal
			For all Other

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

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Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

INSTRUCTIONS TO NEWSPAPERS

UNIT: CASCADE TOWNSHIP

The following notice is required by MCL Section 211.24e which provides:

- 1) The body of the notice must be set in 12 point type or larger.
- 2) The headline "Notice of Public Hearing on Increasing Property Taxes" must be set in 18 point type or larger.
- 3) The notice cannot be smaller than 8 column inches by 4 horizontal inches.
- 4) The notice cannot be placed in the portion of the newspaper reserved for legal notices or classified advertising.

Notice of Public Hearing on Increasing Property Taxes

The _____ of the _____ CASCADE TOWNSHIP
name of governing body name of taxing unit
 will hold a public hearing on a proposed increase of 0.8180 mills in the operating tax
 millage rate to be levied on property in 2024 -

The hearing will be held on _____, _____ at _____
day date time a.m./p.m.
 at _____, _____
place address

The date and location of the meeting to take action on the proposed additional millage will be announced at this public meeting.

If adopted, the proposed additional millage will increase operating revenues from ad valorem property taxes 25.16% over such revenues generated by levies permitted

without holding a hearing. If the proposed additional millage rate is not approved, the operating revenue will increase by 1.95% over the preceding year's operating revenue.

The taxing unit publishing this notice, and identified below, has complete authority to establish the number of mills to be levied from within its authorized millage rate.

This notice is published by:

 CASCADE TOWNSHIP
name of taxing unit

street address

city, state, zip

phone

TRUTH IN TAXATION NOTICE

INSTRUCTIONS TO LOCAL GOVERNMENTS

STARTING IN 1996, this notice is not required if the local taxing unit complies with section 16 of the Uniform Budgeting and Accounting Act, PA 2 of 1978 as amended, being section 141.436 of the Michigan Compiled Laws. If a local taxing unit does not comply with section 16 of the Uniform Budgeting and Accounting Act, the following instructions still apply.

MCL, Section 211.24e as amended by P.A. 75 of 1991 requires that notice of a public hearing be published by a local taxing unit which proposes to increase operating tax levies over the maximum amount allowed to be levied without a hearing. Notice may be published alone or included with the notice of public hearing on a unit's budget held pursuant to MCL, Section 141.412. The preceding model notice fulfills the requirements under MCL, Section 211.24e. It can be completed with all the information provided and forwarded to the appropriate newspaper for publication.

Other pertinent information can be included in the notice. This sample notice form meets minimum legal requirements.

In addition to publishing requirements, the notice must be posted at the principal office of the taxing unit.

The notice must be published in a newspaper of general circulation in the taxing unit. Publication must occur six or more days before the public hearing.

The proposed additional millage rate must be established by a resolution adopted by the governing body of the taxing unit before it conducts the public hearing.

Not more than ten days after public hearing, a taxing unit may approve the levy of an additional millage rate equal to or less than the proposed additional millage rate that was published and on which a public hearing has been held.

KENT COUNTY

CHECK LIST FOR 2024 COUNTY APPORTIONMENT

- Our Tax Authority has completed the following steps as required by M.C.L. 211.24e ((Truth-in-Taxation)):
- A Separate Truth-in-Taxation hearing is NOT necessary. Our Tax Authority complies with Section 16 of the Uniform Budgeting and Accounting Act (M.C.L. 141.436). Notice, advertising and print size are contained in M.C.L. 141.412.
- Our Board (Township/School/Commission/Council/Authority/etc.) has met and adopted a resolution proposing an additional operating millage rate and proposing a hearing date. (M.C.L. 211.24e, subsection 7)
- Our Board (Township/School/Commission/Council/Authority/etc.) has published a hearing notice containing the proposed additional millage rate and percentage increase in operating revenue which would be generated from permitted ad valorem tax levies at least 6 days before the hearing date. (M.C.L. 211.24e, subsection 6 and 9) date. (M.C.L. 211.24e, subsection 6 and 9)
- Our Board (Township/School/Commission/Council/Authority/etc.) held a public hearing pursuant to the hearing notice. (M.C.L. 211.24e, subsection 6)
- Our Board (Township/School/Commission/Council/Authority/etc.) has adopted a resolution adopting additional operating millage which does not exceed that which appeared in the hearing notice published at least 10 days earlier. (M.C.L. 211.24e, subsection 8)
- Our Board (Township/School/Commission/Council/Authority/etc.) is exempt from M.C.L. 211.24e because we levied 1 mill or less in the concluding tax year for operating purposes
- Our Board (Township/School/Commission/Council/Authority/etc.) has verified and updated the Date of Election and Millage Expiration Date on the L-4029 form.

Send all support documents for new millages or millage renewals to _____

Kent County Equalization. _____

_____ Taxing Jurisdiction (city, township, etc.)

_____ Clerk or Secretary

_____ Chairperson, President or Supervisor

Dated this _____ day of _____, 2024

REVISION 2

COUNTY : KENT
 UNIT : CASCADE TOWNSHIP
 YEAR : 2024

2023 Unit Total TV 2,038,143,540
 2024 Unit Total TV 2,192,651,123

HEADLEE & MCL 211.34ROLLBACK COMPUTATIONS

SOURCE AND PURPOSE OF OPERATING ONLY MILLAGE	PRIOR YEAR'S PERM REDUCED & REDUCED NEWLY VOTED MILLAGE (SEE MCL 211.34d(9))	CURRENT MILLAGE REDUCTION FRACTION		CURRENT PERM. REDUCED MILLAGE*	TRUTH IN ASSESSING or TRUTH IN EQUALIZATION FRACTION		CURRENT MAXIMUM ALLOWABLE MILLAGE RATE	
	Post debt & specials to L-4029. Last year's L-4029 col. (7)	L-4029 col. (6)		L-4029 col. (7)	L-4029 col. (8)		L-4029 col. (9)	
<u>ALLOCATED OPERATING</u>	<u>0.9588</u>	x <u>0.9960</u>	=	0.9549	x <u>1.0000</u>	=	<u>0.9549</u>	
Was the above millage approved since April 30th? Y = YES								
<u>EXTRA VOTED FIRE/POLICE</u>	<u>0.4314</u>	x <u>0.9960</u>	=	0.4296	x <u>1.0000</u>	=	<u>0.4296</u>	
Was the above millage approved since April 30th? Y = YES								
<u>EXTRA VOTED FIRE</u>	<u>0.5013</u>	x <u>0.9960</u>	=	0.4992	x <u>1.0000</u>	=	<u>0.4992</u>	
Was the above millage approved since April 30th? Y = YES								
<u>EXTRA VOTED POLICE</u>	<u>0.2457</u>	x <u>0.9960</u>	=	0.2447	x <u>1.0000</u>	=	<u>0.2447</u>	
Was the above millage approved since April 30th? Y = YES								
<u>EXTRA VOTED PARKS</u>	<u>0.2269</u>	x <u>0.9960</u>	=	0.2259	x <u>1.0000</u>	=	<u>0.2259</u>	
Was the above millage approved since April 30th? Y = YES								
<u>EXTRA VOTED PATHWAYS</u>	<u>0.3468</u>	x <u>0.9960</u>	=	0.3454	x <u>1.0000</u>	=	<u>0.3454</u>	
Was the above millage approved since April 30th? Y = YES								
<u>EXTRA VOTED FIRE</u>	<u>1.3700</u>	x <u>1.0000</u>	=	1.3700	x <u>1.0000</u>	=	<u>1.3700</u>	
Was the above millage approved since April 30th? Y = YES								
		x	=		x	=		
		n	=			=		
	<u>4.0809</u>			<u>4.0697</u>			<u>4.0697</u>	
				2024 MAXIMUM ALLOWABLE OPERATING MILLAGE UNDER HEADLEE & MCL 211.34		=		<u>4.0697</u>

NOTE: The only way to levy more than your maximum millage due to the Headlee rollback is to have voters approve additional millage.

TRUTH IN TAXATION COMPUTATIONS

2024 BASE TAX RATE FRACTION:	(from L-4034)	<u>0.9477</u>	(1)
2023 OPERATING MILLAGE RATE:	(actually levied)	<u>3.4312</u>	(2) Actual =s Max. if GU Levies Maximum
2024 BASE TAX RATE:	(w/out hearing)	<u>3.2517</u>	(1) x (2) = (3)
2024 MAX. ALLOWABLE OPERATING MILLAGE RATE:		<u>4.0697</u>	(from above) = (4)
2024 MINUS BASE TAX RATE:	(B.T.R.)	<u>3.2517</u>	(3) = (5)
MILLAGE INCREASE:	(with a hearing)	<u>0.8180</u>	(4) - (5) = (6) or
			(7) - (5) = (6)

MILLAGE INCREASE	<u>0.8180</u>	
2024 BASE TAX RATE	<u>3.2517</u>	= <u>25.16%</u>
MILLAGE INCREASE FROM HEARING*		
2024 TV x .001 x MILLAGE INCREASE		= \$ <u>1,793,589</u>
REVENUE INCREASE FROM HEARING		

2024 TV x	2024 BASE	-1	=	<u>7,129,844</u>
2023 TV x	2023 ACTUAL OPER RATE		=	<u>6,993,278</u>
				<u>1.95%</u>
				2024 OVER 2023 REVENUE INCREASE WITHOUT HEARING

*Must be published in notice of public hearing on increasing property taxes. Your millage cannot exceed your maximum under Truth in Taxation unless authorized by the governing body at the hearing. Your 2024 millage cannot exceed your Headlee maximum without a millage election.

**CASCADE TOWNSHIP
TRUTH IN TAXATION REVENUE GAIN CALCULATION**

PURPOSE AND SOURCE OF MILLAGE		HEADLEE MAXIMUM AMOUNT	MILLAGE GAIN WITH TRUTH IN TAXATION		UNIT'S TAXABLE VALUE		TRUTH IN TAXATION REVENUE GAINED
ALLOCATED	OPERATING	0.9549	0.1919	x	2,192,651,123	=	\$ 420,770
EXTRA VOTED	FIRE/POLICE	0.4296	0.0863	x	2,192,651,123	=	\$ 189,226
EXTRA VOTED	FIRE	0.4992	0.1003	x	2,192,651,123	=	\$ 219,923
EXTRA VOTED	POLICE	0.2447	0.0492	x	2,192,651,123	=	\$ 107,878
EXTRA VOTED	PARKS	0.2259	0.0454	x	2,192,651,123	=	\$ 99,546
EXTRA VOTED	PATHWAYS	0.3454	0.0694	x	2,192,651,123	=	\$ 152,170
EXTRA VOTED	FIRE	1.3700	0.2754	x	2,192,651,123	=	\$ 603,856
				x	2,192,651,123	=	
		4.0697	0.8179	x	2,192,651,123	=	\$ 1,793,369
			TO CHECK				TO CHECK
			0.8180				\$ 1,793,589

MAXIMUM ALLOWABLE MILLAGES WITHOUT TRUTH IN TAXATION HEARING

PURPOSE AND SOURCE OF MILLAGE		HEADLEE MAXIMUM AMOUNT	MULTIPLIER WITHOUT TR. IN TAX.		MAXIMUM MILLAGE WITHOUT TR. IN TAX.		MAXIMUM REVENUE WITHOUT TR. IN TAX.
ALLOCATED	OPERATING	0.9549	x 0.7990	=	0.763	x	\$ 1,672,993
EXTRA VOTED	FIRE/POLICE	0.4296	x 0.7990	=	0.3433	x	\$ 752,737
EXTRA VOTED	FIRE	0.4992	x 0.7990	=	0.3989	x	\$ 874,649
EXTRA VOTED	POLICE	0.2447	x 0.7990	=	0.1955	x	\$ 428,663
EXTRA VOTED	PARKS	0.2259	x 0.7990	=	0.1805	x	\$ 395,774
EXTRA VOTED	PATHWAYS	0.3454	x 0.7990	=	0.276	x	\$ 605,172
EXTRA VOTED	FIRE	1.3700	x 0.7990	=	1.0946	x	\$ 2,400,076
			x	=		x	
TOTALS		4.0697			3.2518		\$ 7,130,063
					BALANCES		TO CHECK
					3.2517		7,129,844



CASCADE CHARTER TOWNSHIP

5920 Tahoe Drive SE Grand Rapids, Michigan 49546-7140

REQUEST FOR BOARD ACTION

MEETING DATE: August 28, 2024

Resolution for "Prisoner of War/Missing in Action Recognition Day"

PRESENTER:

INDIVIDUAL PRESENT:

EXECUTIVE SUMMARY: The Township has received a request from the Michael J. Bost Chapter 18 of the Vietnam Veterans of America that the Township, along with other communities, issue a resolution declaring September 20, 2024 as "Prisoner of War/Missing in Action Recognition Day." The request has also been made that the resolution be provided to the Michael J. Bost Chapter 18 of the Vietnam Veterans of America for a ceremony they will be conducting in the chapel of the Grand Rapids Home for Veterans on September 20, 2024 at 2:00pm.

The Township has approved similar resolutions in previous years. The Michael J. Bost Chapter 18 of the Vietnam Veterans of America is one of three in West Michigan that is working to increase awareness of the servicemen unaccounted for in the Vietnam and Gulf Wars. Currently there are 1,582 Vietnam-era American servicemen and civilians yet unaccounted for Americans lost in the Vietnam War, including 48 from the State of Michigan, according to the Defense POW/MIA Accounting Agency as of October 6, 2022.

STRATEGIC PLANS/GOALS: N/A

ACTION REQUESTED: Adopt the Resolution recognizing September 20, 2024 as "Prisoner of War/Missing in Action Recognition Day" in Cascade Township.

BUDGET IMPLICATIONS: None

DIRECTOR'S RECOMMENDATION: Approval

MANAGER'S RECOMMENDATION: Approval

MODEL RESOLUTION: I move to approve the resolution for "Prisoner of War/Missing in Action Recognition Day".

ATTACHMENTS:

-Letter of request from the Michael J. Bost Chapter 18 of the Vietnam Veterans of America.

-Proposed Resolution to Provide for the Designation of September 20, 2024 as Prisoner of

War/Missing in Action Recognition Day

Vietnam Veterans of America
Michael J. Bost Chapter 18
P.O. Box 1766
Grand Rapids, MI 49501

Grace Lesperance, Supervisor
CASCADE CHARTER TOWNSHIP
5920 Tahoe Dr SE
Grand Rapids, MI 49546

Dear Supervisor Lesperance:

Vietnam Veterans of America will observe National Prisoner of War/Missing in Action Day on September 20, 2024. This ceremony will be held in the Chapel of the Grand Rapids Homes for Veterans at 2:00 pm.

We would like the Charter Township of Cascade to issue a proclamation declaring September 20, 2024, as Prisoner of War/Missing in Action Day. This proclamation will be given to the Vietnam Veterans of American Chapter 18. A sample is included for your convenience.

If you have any questions, please call Betty Pike at 616-644-2787.

Sincerely,

Tom Sibley, President
Vietnam Veterans of America
Michael J. Bost Chapter 18

**CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
RESOLUTION No. 20-2024**

At a regular meeting of the Township Board of the Charter Township of Cascade held on August 28, 2024, the following Resolution was offered for adoption by Member _____ and was seconded by Member _____.

A RESOLUTION TO PROVIDE FOR THE DESIGNATION OF SEPTEMBER 20, 2024 AS

"PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY"

WHEREAS, the United States has fought in many wars, one of the longest of which was the Vietnamese Conflict; and

WHEREAS, Friday, September 20, 2024 is a day of remembrance for those who suffered as prisoners of war or are still missing as a result of any conflict; and,

WHEREAS, although cooperation has increased within the past few years, there are still 1,584 American servicemen and civilians, including 48 from the State of Michigan, missing and unaccounted for from the Vietnam War. The uncertainty surrounding their fates has caused their families to suffer great hardship; and,

WHEREAS, increasing public awareness and focusing public attention on this issue is one way to help achieve this goal.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the Board of Trustees of Cascade Charter Township shall designate **Friday, September 20, 2024** as:

"PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY"

We urge all our citizens to take note of this important issue and remember those servicemen and civilians who were prisoners of war and those who are still missing and to commemorate the day with appropriate activities.

YEAS: _____

NAYS: _____

ABSENT/ABSTAIN: _____

RESOLUTION DECLARED ADOPTED

Susan B. Slater, Township Clerk

I HEREBY CERTIFY that the foregoing is a true and complete copy of a resolution adopted by the Township Board of Cascade Charter Township, County of Kent, Michigan, at a regular meeting held on August 28, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Dated: _____, 2024

Susan B. Slater
Cascade Charter Township Clerk