

**REVISED
AGENDA
CASCADE CHARTER TOWNSHIP
REGULAR BOARD MEETING**

Wednesday, September 12, 2018
7:00 P.M.

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

Expected Meeting Procedures

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

Article 1. Call to Order, Roll Call

Article 2. Pledge of Allegiance to the Flag

Article 3. Approval of Agenda

Article 4. Presentations

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 Various Meeting Minutes
 1. Regular Township Board Minutes for 08/22/18.
 2. Regular DDA Minutes for 06/19/18
- b. Receive and File Reports
 1. Cascade Inspection Services Report – August 2018
 2. Transportation Report – 2nd Quarter 2018
 3. Treasurer’s Report – February 2018
 4. Treasurer’s Report – March 2018
- c. Receive and File Communication
 1. Michigan Public Service Commission – Notice(s) of Hearing
 2. DEQ Presentation on PFAS in Cascade Township
 3. Card from City of Escanaba
- d. Education Requests
 1. Todd Stevenson – EMU School of Fire Staff and Command – 2019 – Ypsilanti, MI
 2. Steve Peterson/Sandra Korhorn/Tami Cook – 2018 MERS Annual Conference – October 4-5, 2018 – Grand Rapids, MI
 3. Sandra Korhorn – Michigan Downtown Association State Conference – October 11-12, 2018 – Frankenmuth, MI
 4. John Makuch – FSC 4510: Personnel Management for the Fire and Emergency Services – Waldorf University (online) (tuition reimbursement request)

Article 7. Financial Actions

- Article 8. Unfinished Business**
- Article 9. New Business**
- 063-2018** a. **Public Hearing – Establish an Industrial Development District for a rehabilitation facility for MedBio, Inc. at 3637 Sysco Ct.**
- b. **Consider Resolution to Approve an Industrial Development District for a rehabilitation facility for MedBio, Inc. at 3637 Sysco Ct. (Roll Call)**
- 064-2018** a. **Public Hearing – Issuance of IFT Certificate for MedBio, Inc. at 3637 Sysco Ct.**
- b. **Consider Resolution to Approve the Issuance of IFT Certificate for MedBio, Inc. at 3637 Sysco Ct. (Roll Call)**
- 065-2018** a. **Public Hearing – Transfer of IFT Exemption Certificates for Lakeland Finishing.**
- b. **Consider Resolution to Approve Transfer of IFT 2008-198 Exemption Certificates for Lakeland Finishing (roll call)**
- c. Consider Resolution to Approve Transfer of IFT 2012-192 Exemption Certificates for Lakeland Finishing (roll call)*
- 066-2018** **Consider Approval of a Project for Sealing Stamped Concrete Crosswalk**
- 067-2018** **Consider Approval of Type II Special Use Permit for a Drive Thru at 5309 28th Street to Accommodate Slim Chickens Restaurant**
- 068-2018** **Consider Approval of Improvements at Burton Park Maintenance Building**
- 069-2018** **Consider an Ordinance to Amend the Cascade Charter Township Zoning Ordinance regarding Pool Fence/Covers (roll call)**
- 070-2018** **Consider an Ordinance to Amend the Cascade Charter Township Zoning Ordinance regarding Short Term Tent Sales (roll call)**
- 071-2018** **Consider Appointments of the 2018 Officer and Employee Delegates for the 2018 MERS Annual Conference**
- Article 10. Public Comments – Any comments...whether it is on the Agenda or not. (limit comments to 3 minutes)**
- Article 11. Manager Comments**
- Article 12. Board Member Comments**
- Article 13. Adjournment**

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

Wednesday, August 22, 2018

7:00 P.M.

- Article 1.** Supervisor Beahan called the meeting to order.
Present: Supervisor Beahan, Clerk Slater, Treasurer Peirce, Trustees Lewis, Koessel, McDonald and Shipley.
Absent: None
Also Present: Manager Swayze, Building Official Wilson and those listed in Supplement #1.
- Article 2.** Supervisor Beahan led the Pledge of Allegiance to the Flag.
- Article 3.** Motion was made by Trustee Shipley and supported by Trustee Lewis to approve the Agenda as presented. Motion carried unanimously.
- 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 Various Meeting Minutes
 - 1. Regular Township Board Minutes for 07/25/18 and 08/08/18.
 - 2. Planning Commission Minutes for 07/16/18.
 - b. Receive and File Reports
 - 1. Treasurers Department Monthly Report January, 2018.
 - 2. Building Department Monthly Report July, 2018.
 - 3. Kent County Sheriff Department 2nd Quarter Report.
 - 4. News Update – Kent County Health Department – PFAS Groundwater Contamination.
 - c. Education Requests
 - 1. Brian Wilson – COCM Fall Conference – September 25 – 28, 2018, Thompsonville, MI.
 - 2. Doug Poolman/Robert Norris – Arson Scene Search – October 9-10, 2018 – Indianapolis, Indiana.
 - d. Receive and File Communications
 - 1. Letter from Comcast – re: Channel Lineup Changes.
- Motion was made by Trustee Koessel and supported by Trustee Shipley to approve the Consent Agenda as presented. Motion carried unanimously.
- Article 7.** **Financial Actions**
- a. **Consider Final Pay Draw #6 for the Thornapple River Dr. Water/Sewer Project.**
Motion was made by Trustee McDonald and supported by Trustee Koessel to approve the Final Pay Draw #6 for the Thornapple River Dr. Water/Sewer Project in the amount of \$5,000.00. Motion carried unanimously.
- Article 8.** **Unfinished Business**
- 055-2018 **a. Public Hearing - Amend Proposed Ordinance to Adopt the 2018 Property Maintenance Code.**
Motion was made by Trustee Koessel and supported by Trustee Lewis to open the Public Hearing. Motion carried unanimously.

Township Board Minutes

August 22, 2018

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Building Official Wilson reviewed the changes with the Board. No public comments heard. Motion was made by Trustee Koessel and supported by Trustee Shipley to close the public hearing and reconvene into regular session. Motion carried unanimously.

b. Consider An Ordinance to Amend Chapter 299, Article II, Titled Property Maintenance Code, of the Cascade Charter Township General Ordinances.

Motion was made by Trustee McDonald and supported by Trustee Shipley to approve the Ordinance to Amend Chapter 299, Article II, Titled Property Maintenance Code, of the Cascade Charter Township General Ordinances. Motion carried unanimously by roll call vote.

**Article 9. New Business
061-2018**

Consider Approval of Resolution to Approve the Levy of the 2018 Millage Rates.

Manager Swayze reviewed the 2018 Millage Rates. Motion was made by Trustee Koessel and supported by Trustee Shipley to approve the Resolution to Approve the Levy of the 2018 Millage Rates. Motion carried unanimously by roll call vote.

062-2018 Consider Appointments to Various Boards and Commissions.

Motion was made by Trustee Lewis and supported by Trustee Shipley to approve the appointments of Ken Dixon and Dave Schaffer to the Construction Board of Appeals. Motion carried unanimously.

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

Article 11. Manager Comments

Manager Swayze offered the following comments:

- Reviewed the road work going on in the Township.
- Township Facility Study kick off meeting was a week ago Monday...it went well.

Article 12. Board Member Comments

Trustee McDonald offered the following comments:

- Addressed the “hate mail” received by many residents in the Township.

Supervisor Beahan offered the following comments:

- Just a reminder Metro Cruise is tomorrow night 4:30 – 8:30 p.m.

Article 13. Adjournment

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

Meeting adjourned at 7:27 p.m.

Respectfully submitted,

Denise M. Biegalle
Deputy Clerk

Approved by:

Susan B. Slater, Clerk

Robert S. Beahan, Supervisor

Draft

MINUTES

Cascade Charter Township
Downtown Development Authority Board of Directors
June 19, 2018
5:30 p.m.
Cascade Library Wisner Center
2870 Jacksmith Ave. SE

- ARTICLE 1.** Chairman Puplava called the meeting to order at 5:35 p.m.
Members Present: Beahan, Kingsland, Ridings, Stephan, Makkar, Siegle, McNeil-Chapman and Puplava.
Members Absent: DeWitt
Others Present: DDA Director Sandra Korhorn, and those listed on the sign in sheet.
- ARTICLE 2. Approve the Current Agenda.**

Motion was made by Member Ridings to approve the Agenda. Supported by Member Kingsland. Motion carried 8 to 0.
- ARTICLE 3. Approve the Minutes of May 15, 2018 Meeting.**

Motion was made by Member Siegle to approve the Minutes. Supported by Member Kingsland. Motion carried 8 to 0.
- ARTICLE 4. Acknowledge visitors and those wishing to speak to non-agenda items.**

No one came forward.
- ARTICLE 5. Discuss and Consider Purchase of 5015 28th Street (Northern Dr.)**

Director Korhorn reviewed the property with all members. Director Korhorn stated the Kent County Treasurer informed us this piece was up for tax sale and we had the option to purchase this property. It is located in the Cascade Office Park. In purchasing this property this could be the first step in making improvements and providing easier access to the area. The price of the property is \$586.60.

Questions/concerns from the Board members included our potential liability, maintenance of the property, development of the property, eminent domain, use of property, land value, and

some easement questions. The township attorney addressed all concerns of the Board members.

Discussion followed.

Motion was made by Member Beahan to approve the Resolution to purchase the property at 5015 28th Street. Supported by Member Ridings. Motion carried by roll call vote. 6-2

ARTICLE 6. Discuss and Consider the Request for DDA participation in the Cascade Art Muse Contest.

Director Korhorn stated staff was approached by Bob Dykstra of the Cascade Commons Building (5303 28th St. Ct.) to inquire if the DDA would be interested in partnering with them on an event. Director Korhorn informed the Board Mr. Dykstra is requesting the DDA to help assist with marketing and promoting the event as an official DDA sponsored event through media, direct mail and the township website and be present at any official event to help promote the start of the event. The competition would run sometime in the Spring.

Bob Dykstra was present to address the concerns/questions from the Board.

The Board supports the idea brought before them and will take this discussion up again in the Fall with Mr. Dykstra bringing more “concrete” plans to the Board.

ARTICLE 7. Any Other Business

a. Update on Planning Activities

Director Korhorn introduced the two new members: Haley McNeil Chapman, Sugar Momma’s and Rishi Makkar, International Beverage.

Director Korhorn reminded the Board the 1st Family Nights will be this Thursday at 6:30...it is “Spoonman”.

ARTICLE 8. Adjournment

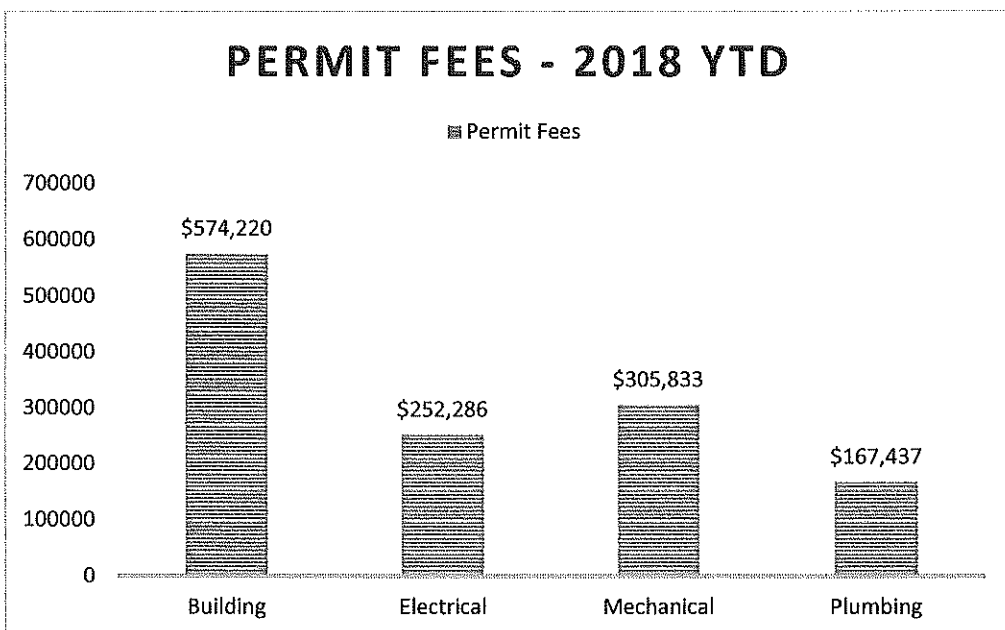
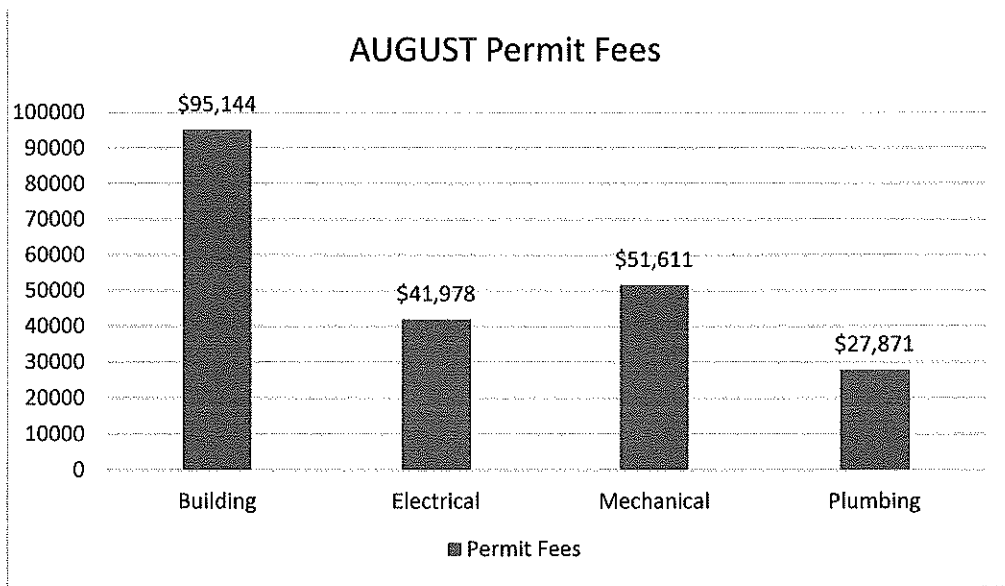
Motion was made by Member Siegle to adjourn. Supported by Member Kingsland. Motion carried 8 to 0. Meeting was adjourned at 6:35 p.m.

Respectfully submitted,
Diana Kingsland, Secretary

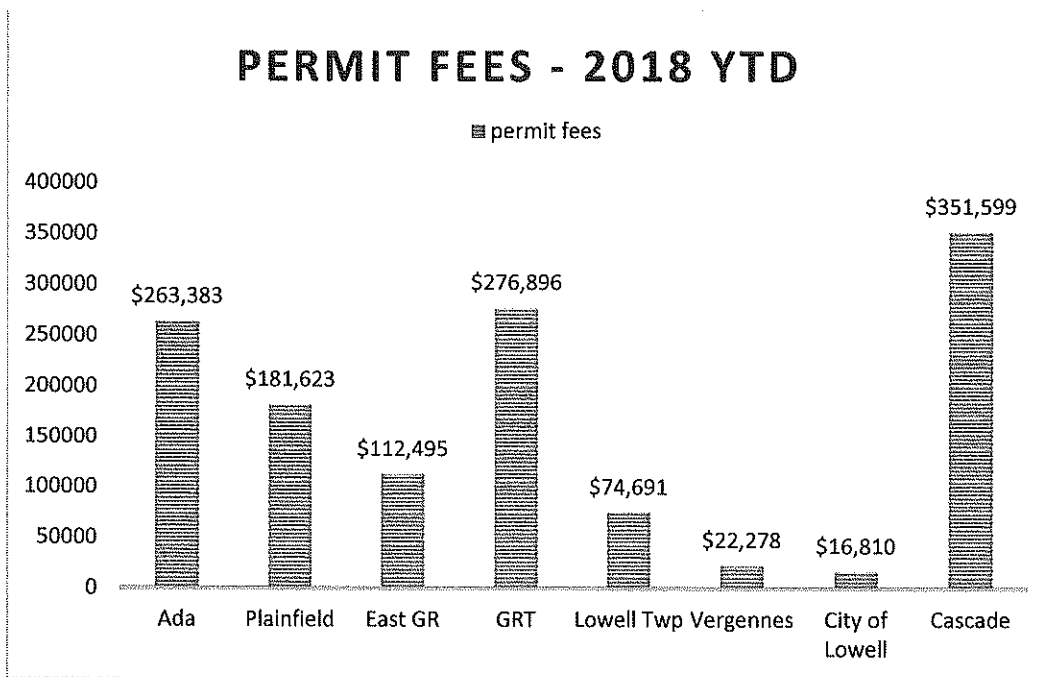
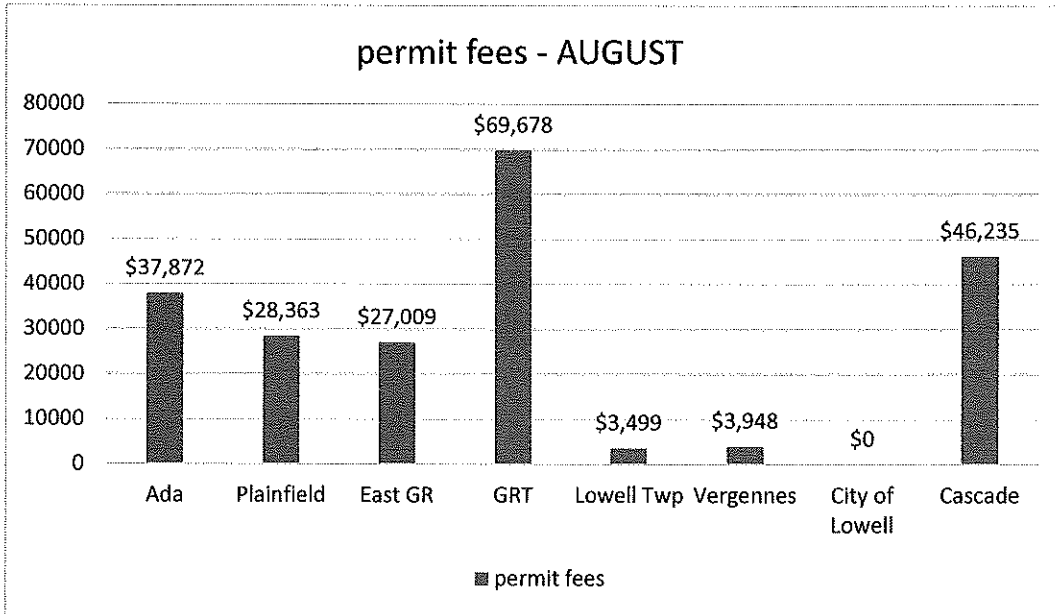
Cascade Inspection Services

AUGUST 2018

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	1032	\$479,076.00	1233	\$210,308.00	1976	\$254,221.55	977	\$139,566.00	5218	\$1,083,171.55
AUGUST										
Cascade	57	\$17,510.00	45	\$9,752.00	84	\$12,181.00	46	\$6,792.00	232	\$46,235.00
Lowell Twp	9	\$1,715.00	5	\$337.00	10	\$1,075.00	3	\$372.00	27	\$3,499.00
Ada	33	\$7,740.00	64	\$13,697.00	65	\$9,815.00	41	\$6,620.00	203	\$37,872.00
Vergennes			8	\$1,344.00	15	\$2,170.00	3	\$434.00	26	\$3,948.00
GR Twp	31	\$52,987.00	33	\$5,990.00	49	\$7,120.00	25	\$3,581.00	138	\$69,678.00
EGR	32	\$15,192.00	24	\$3,527.00	50	\$5,440.00	28	\$2,850.00	134	\$27,009.00
Plainfield			67	\$7,331.00	125	\$13,810.00	41	\$7,222.00	233	\$28,363.00
City of Lowell									0	\$0.00
MONTH TOTAL	162	\$ 95,144.00	246	\$ 41,978.00	398	\$ 51,611.00	187	\$ 27,871.00	993	\$216,694.00

YTD 2018	1194	\$ 574,220.00	1479	\$ 252,286.00	2374	\$ 305,832.55	1164	\$ 167,437.00	6211	\$ 1,299,775.55
TOTAL-2017	1758	\$ 753,389.00	2210	\$ 376,979.00	3273	\$ 412,867.25	1485	\$ 219,324.00	8726	\$ 1,762,559.25
TOTAL-2016	1475	\$529,552.24	1992	\$310,463.00	3217	\$383,718.00	1404	\$190,762.00	8088	\$1,414,495.24
TOTAL-2015	1510	\$ 665,025.51	1948	\$ 327,865.00	3070	\$ 385,822.30	1361	\$ 216,089.00	7889	\$ 1,594,801.81
TOTAL-2014	1354	\$ 615,191.80	1780	\$ 297,971.00	2860	\$ 359,989.90	1257	\$ 196,553.00	7251	\$ 1,469,705.70
TOTAL-2013	1241	\$644,712.00	1667	\$288,442.06	2583	\$334,045.70	969	\$142,474.00	6460	\$1,409,673.76
TOTAL-2012	1,122	\$511,272.00	1,349	\$188,766.99	2,134	\$247,625.30	835	\$118,335.00	5,440	\$1,065,999.29
TOTAL-2011	949	\$410,550.75	990	\$148,549.50	1585	\$189,180.10	753	\$111,023.00	4277	\$859,303.35
TOTAL-2010	850	\$309,779.00	1330	\$162,994.00	1644	\$188,927.25	625	\$94,790.00	4449	\$756,490.25
TOTAL-2009	712	\$222,039.00	875	\$125,848.00	1313	\$149,101.75	554	\$74,397.00	3463	\$571,382.75
TOTAL-2008	848	\$582,100.75	1043	\$147,674.00	1348	\$164,271.30	697	\$91,695.00	3933	\$951,266.55
TOTAL-2007	1032	\$336,749.55	1069	\$137,857.00	1447	\$151,002.60	778	\$98,270.00	4326	\$723,879.15
TOTAL-2006	1181	\$481,673.30	1547	\$215,121.00	2147	\$243,076.90	1243	\$162,020.00	5173	\$940,523.41
TOTAL-2005	1032	\$419,355.30	1369	\$191,694.00	1874	\$211,234.15	1111	\$144,926.00	5386	\$967,209.45

	JAN	FEB	MARCH	APR	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	TOTAL
Township							2018						
Ada Twp	\$20,221.00	\$13,201.00	\$21,380.00	\$43,676.00	\$39,899.00	\$55,424.25	\$31,710.00	\$37,872.00					263,383.25
Permit Fees													-
Special Insp													-
Ada Total	\$20,221.00	\$13,201.00	\$21,380.00	\$43,676.00	\$39,899.00	\$55,424.25	\$31,710.00	\$37,872.00					263,383.25
Plainfield	\$19,947.25	\$18,716.00	\$20,857.25	\$18,905.00	\$17,904.50	\$23,042.50	\$33,887.25	\$28,363.00					\$181,622.75
Permit Fees													-
Special Insp													-
Plainfield Total	\$19,947.25	\$18,716.00	\$20,857.25	\$18,905.00	\$17,904.50	\$23,042.50	\$33,887.25	\$28,363.00					181,622.75
East Gr	\$12,912.00	\$8,765.00	\$11,214.00	\$13,346.00	\$13,400.00	\$13,989.00	\$11,860.00	\$27,009.00					112,495.00
Permit Fees													-
Special Insp													-
East Gr Tot	\$12,912.00	\$8,765.00	\$11,214.00	\$13,346.00	\$13,400.00	\$13,989.00	\$11,860.00	\$27,009.00					112,495.00
GR Twp	\$20,157.50	\$63,757.00	\$24,746.75	\$22,582.00	\$26,344.00	\$23,056.00	\$26,575.00	\$69,678.00					276,896.25
Permit Fees													-
Special Insp													-
GR Twp tot	\$20,157.50	\$63,757.00	\$24,746.75	\$22,582.00	\$26,344.00	\$23,056.00	\$26,575.00	\$69,678.00					276,896.25
Lowell Twp	\$1,810.00	\$3,405.00	\$7,620.00	\$30,837.00	\$10,188.00	\$9,932.00	\$7,400.00	\$3,499.00					74,691.00
Permit Fees													-
Special Insp													-
Lowell Tot	\$1,810.00	\$3,405.00	\$7,620.00	\$30,837.00	\$10,188.00	\$9,932.00	\$7,400.00	\$3,499.00					74,691.00
Vergennes	\$2,031.00	\$1,706.00	\$2,070.00	\$2,670.00	\$2,400.00	\$4,053.00	\$3,400.00	\$3,948.00					22,278.00
Permit Fees													-
Special Insp													-
Vergennes Total	\$2,031.00	\$1,706.00	\$2,070.00	\$2,670.00	\$2,400.00	\$4,053.00	\$3,400.00	\$3,948.00					22,278.00
City of Low	\$2,390.00	\$940.00	\$1,521.00	\$4,034.00	\$3,569.00	\$3,856.00							\$16,810.00
Permit Fees													-
Special Insp													-
L. City Tot	\$2,390.00	\$940.00	\$1,521.00	\$4,034.00	\$3,569.00	\$3,856.00							\$16,810.00
Subtotal	\$79,868.75	\$110,490.00	\$89,409.00	\$136,050.00	\$113,704.50	\$133,352.75	\$114,832.25	\$170,369.00					948,176.25
Cascade	\$25,017.00	\$23,104.05	\$30,658.50	\$61,591.00	\$60,288.00	\$43,249.50	\$61,456.25	\$46,235.00					351,599.30
Total w/ Cas	\$104,985.75	\$133,594.05	\$120,067.50	\$197,641.00	\$173,992.50	\$176,602.25	\$176,288.50	\$216,604.00					1,299,775.55
			2018 YTD	\$1,299,775.55			2017 YTD	\$1,262,371.10					DIFFERENCE
													\$37,404.45
GRAND TOTAL PERMIT FEE CHART													

CASCADE CONSOLIDATED FEES

YEAR **2018**

MONTH	Building Comm.		Electrical	Mechanical	Plumbing	TOTAL
	Building Comm.	Residential				
JANUARY	\$400.00	\$2,583.00	\$12,781.00	\$6,745.00	\$2,498.00	\$25,017.00
FEBRUARY	\$1,755.00	\$7,545.00	\$4,264.00	\$6,710.05	\$2,830.00	\$23,104.05
MARCH	\$685.00	\$10,820.00	\$6,784.00	\$6,468.50	\$5,904.00	\$30,658.50
APRIL	\$18,291.00	\$22,333.00	\$5,866.00	\$12,075.00	\$3,026.00	\$61,591.00
MAY	\$22,805.00	\$17,831.00	\$4,875.00	\$9,300.00	\$5,477.00	\$60,288.00
JUNE	\$21,680.00	\$5,068.00	\$4,751.00	\$7,242.50	\$4,508.00	\$43,249.50
JULY	\$29,139.00	\$7,907.00	\$8,031.00	\$12,325.25	\$4,054.00	\$61,456.25
AUGUST	\$10,242.00	\$7,268.00	\$9,752.00	\$12,181.00	\$6,792.00	\$46,235.00
SEPTEMBER						
OCTOBER						
NOVEMBER						
DECEMBER						
YEAR END TOTAL	\$104,997.00	\$81,355.00	\$57,114.00	\$73,044.30	\$35,089.00	\$351,599.30
PERMIT # FOR MONTH	17	39	45	84	46	231
PREV PERMIT TOTAL	67	200	220	401	214	1102
PERMIT TOTAL FOR YR	84	239	265	485	260	1333
YEAR TO DATE	2018	\$351,599.30				
YEAR TO DATE	2017	\$374,029.50				
UNDER	\$22,430.20					

CASCADE SINGLE FAMILY HOMES

	AUGUST	YTD 2018	2017	2016	2015
Number of Permits					
New Residential Homes	3	34	57	56	62
VALUE - RESIDENTIAL	\$ 1,329,834.00	\$ 22,284,764.00	\$ 32,980,308.00	\$ 24,019,640.00	\$ 26,706,215.00

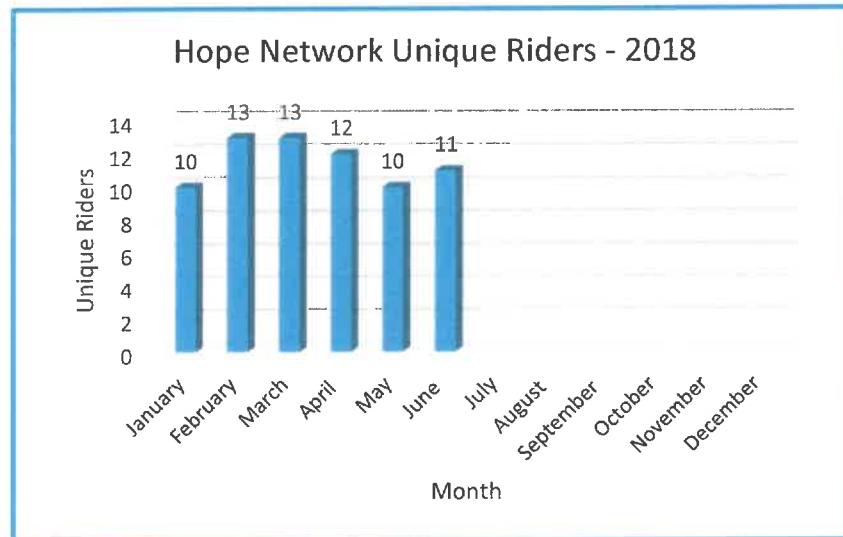
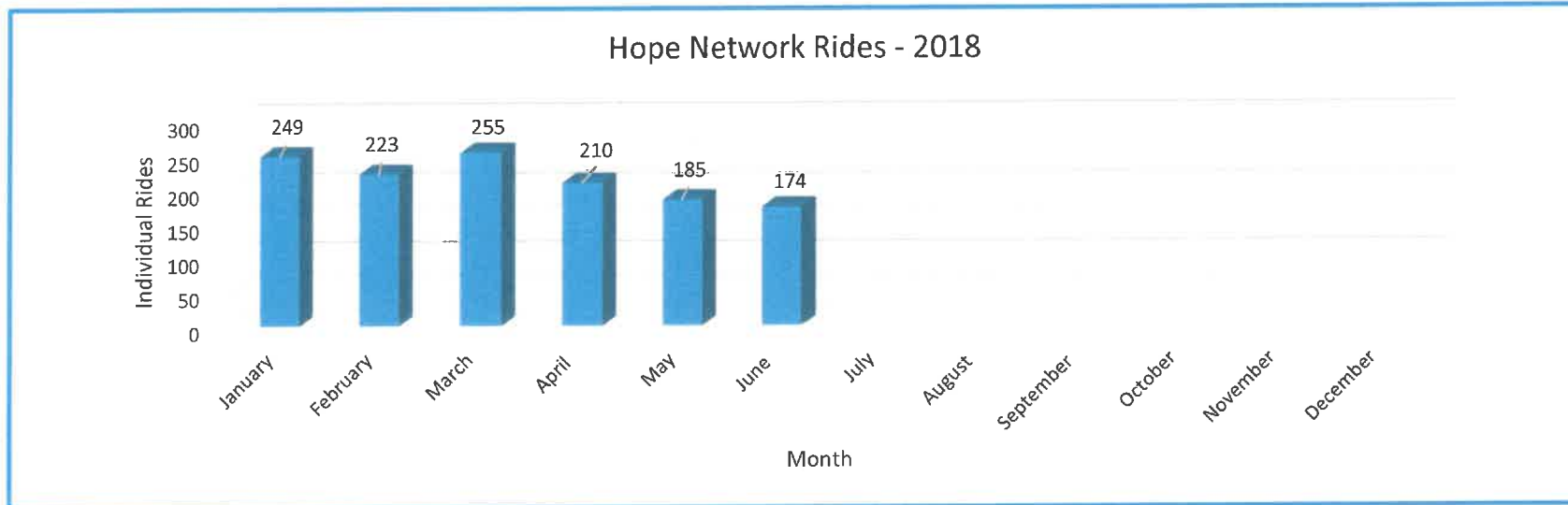
Cascade Twp -Permit Report by Category/ Fee

8/1/2018 12:00:0 to 8/31/2018 12:00:

Permit	Applicant	Address	Issue Date	Project Value	Permit Fee	Work Description
Res. Single Family						
PB18001161	ELON HOMES LLC	6793 BURTON ST SE	08/09/2018	459,834	1,115.00	RESIDENCE W/FINISHED BASEMI
PB18001216	LOWN HOMES LLC	2705 MEADOW CROSSING DR S	08/22/2018	550,000	971.00	RESIDENCE W/FINISHED BASEMI
PB18001229	BARTRAND BUILDER	5251 WHITNEYVILLE AVE SE	08/27/2018	320,000	739.00	RESIDENCE
				1,329,834	2,825.00	

3 Permits Value Total **1,329,834** Fee Total **2,825.00**

Hope Network - FY2018 2nd Quarter Ridership Data



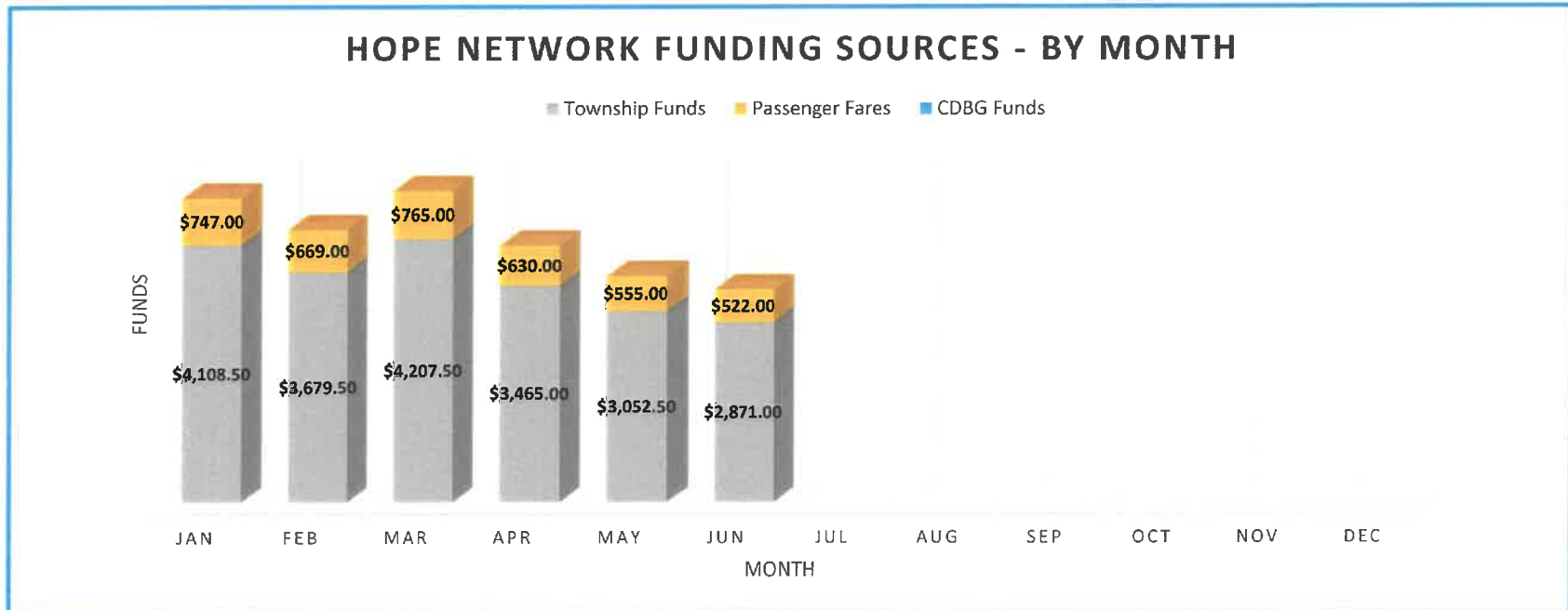
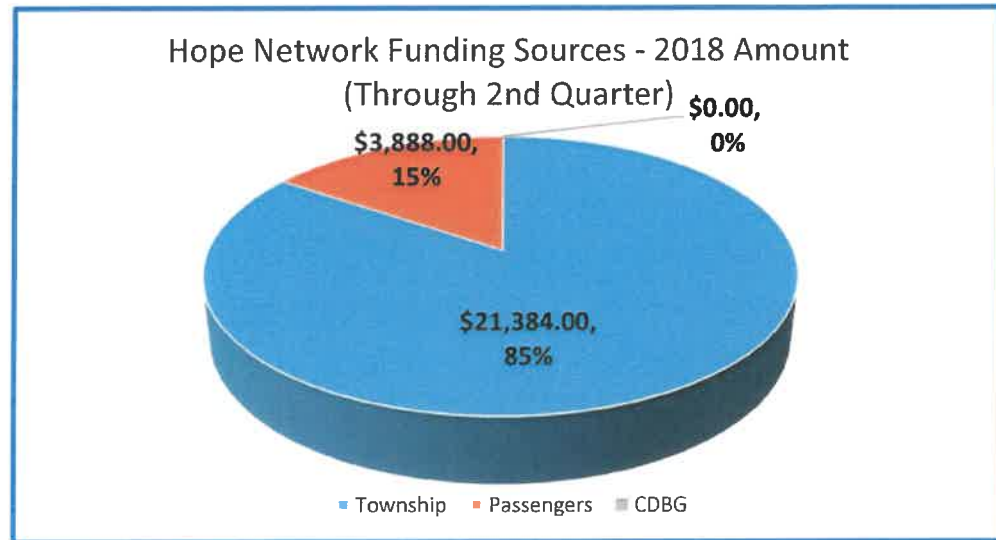
Through FY2018 2nd Quarter, there have been 1296 rides to Township residents provided by the Hope Network. While 2017 saw a stabilization of Hope Network rides, 2018 has brought a downward trajectory as several regular riders have significantly reduced or eliminated their rides. The township does offer Hope Network service to Go!Bus riders if their destination is outside the Go!Bus service area.

Each month the Township is given a report that details the residents that utilize the system, as well as the rides that are taken. The Hope Network typically sees 11 unique riders that have utilized the system consistently over the past several years. Each month the system sees an addition 2-4 users that temporarily need the service.

Hope Network - FY2018 2nd Quarter Financial Data

The Hope Network Transportation Services provides specialized transportation for Cascade residents who live outside of The Rapid 3/4 mile service area. Through an agreement with the Hope Network, rides are provided at a cost of \$19.50 per ride, each way. The Township covers \$16.50 and the passenger is responsible for \$3.00.

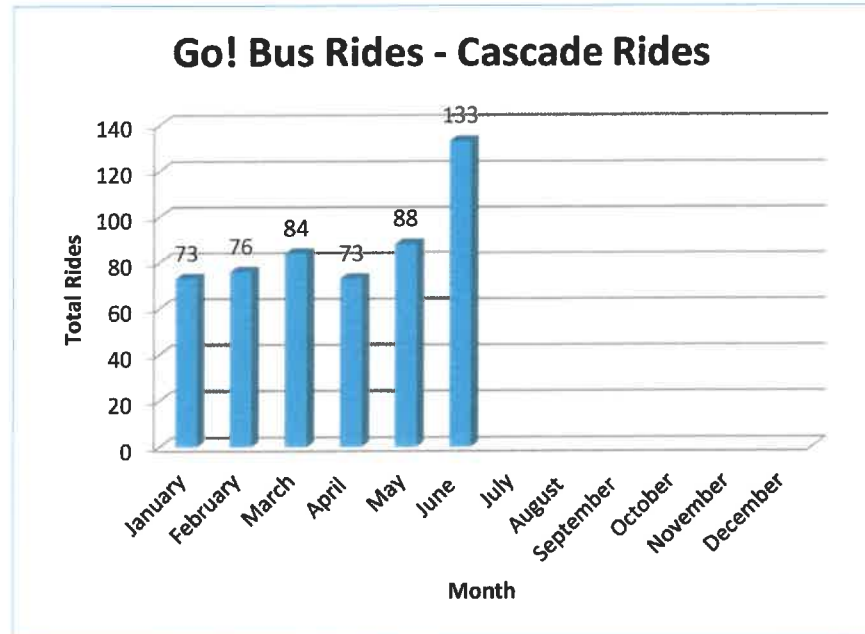
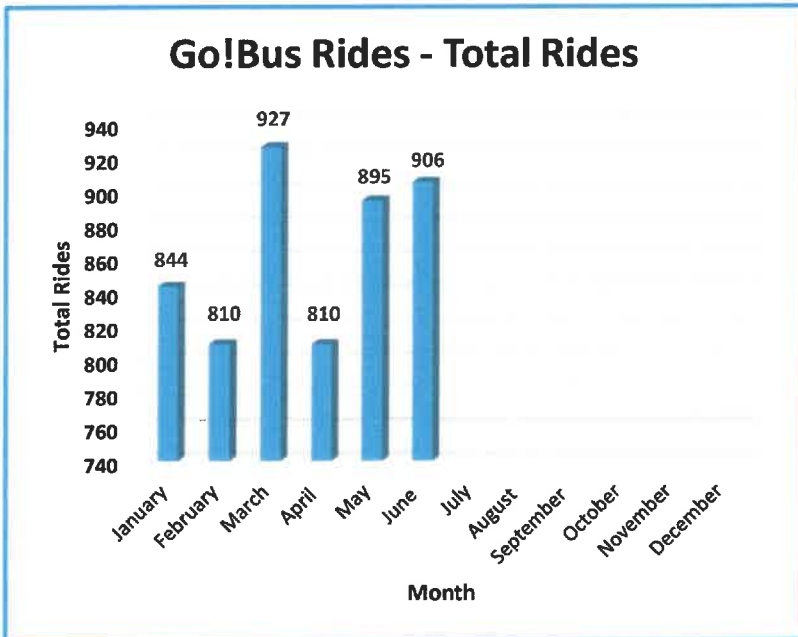
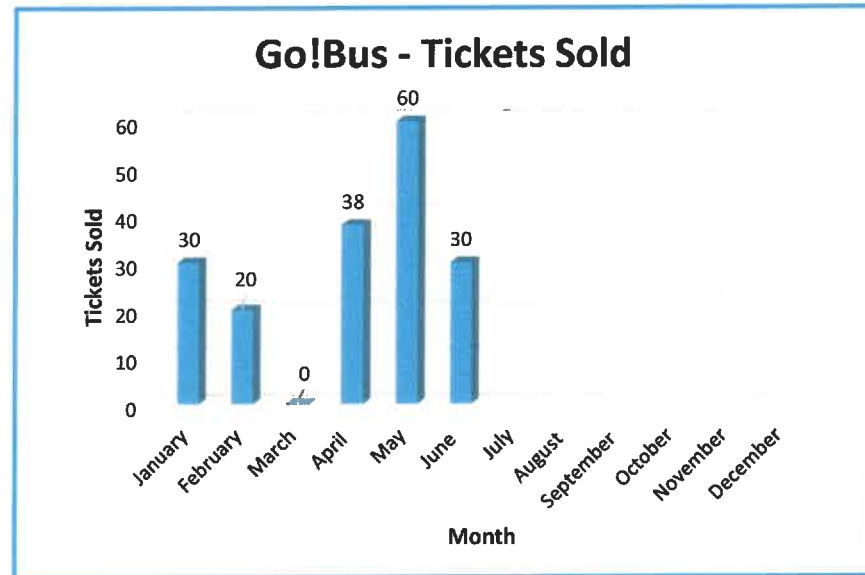
Through 2nd Quarter of FY 2018, the Township has spent \$21,384 with Hope Network, while passengers have contributed \$3,888. CDBG funds are capped by the county at our annual allotment and will be available in July. Overall, the Township has provided 85% of the funding for this service through the 2nd quarter.



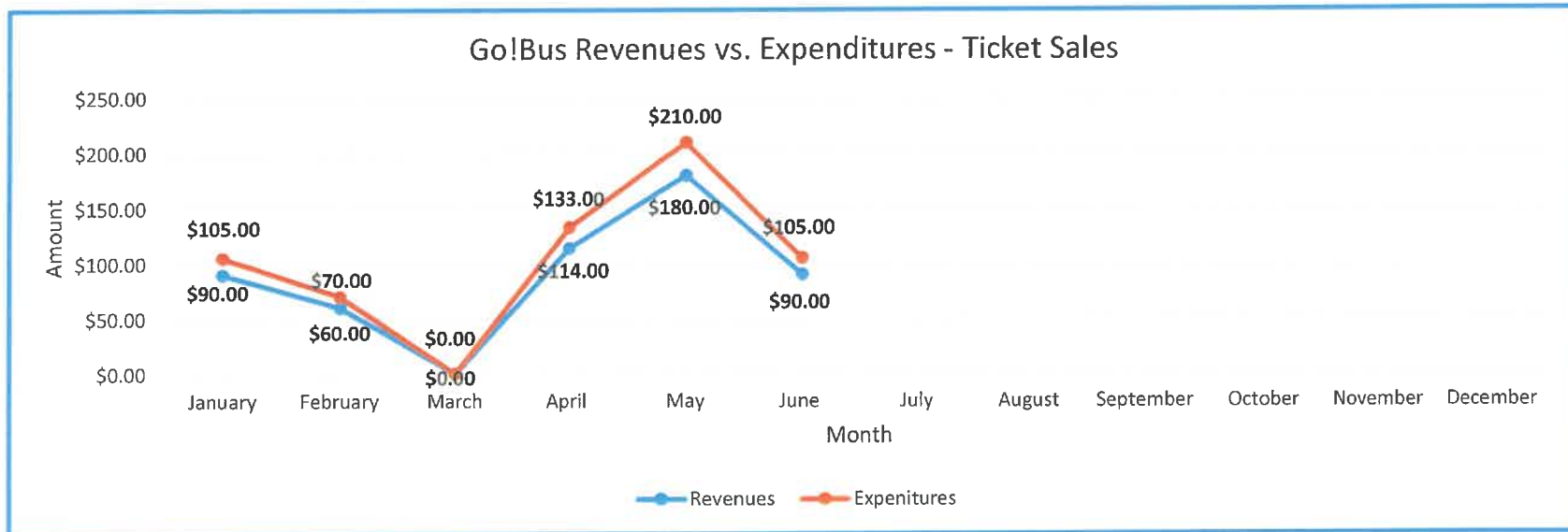
Go!Bus - FY2018 2nd Quarter Ridership Data

Through FY 2018 2nd Quarter, there have been 5,192 Go!Bus trips that have either originated in Cascade Township or had a destination in Cascade Township. We have also been able to single out rides that were given to Cascade residents, which we weren't previously able to do. Through FY 2018 2nd Quarter there have been 527 rides given to Cascade residents through the Go!Bus system, rides that otherwise would have been given through the significantly more expensive Hope Network service.

We are able to track the sale of Go!Bus tickets to Cascade Township residents. Because we offer a discount over the regular price (\$3.00 instead of \$3.50) we believe a majority of Cascade Township Go!Bus riders will purchase their tickets through our office. Through FY18 2nd Quarter, we have sold 178 Go!Bus tickets. We are unable to determine whether or not those tickets have been used, only that they have been sold

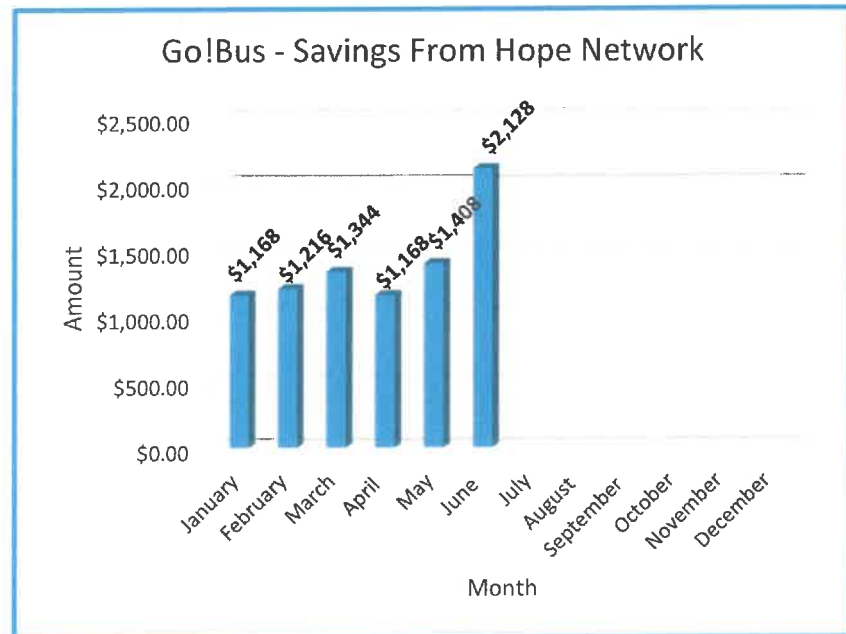


Go!Bus - FY2018 2nd Quarter Financial Data



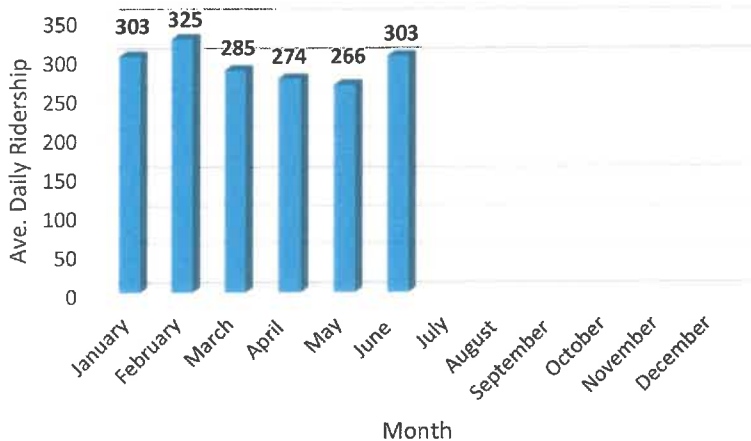
The Go!Bus is the division of The Rapid service that provides specialized transportation services to individuals that live within 3/4 miles of a Rapid bus line. Typically this service would be offered without Township contribution, however, the Township has chosen to cover \$0.50 of each ride (Cascade residents only) to keep the cost to Cascade residents equal to those that ride the Hope Network (\$3.00 per ride).

Through FY 18 2nd Quarter, the Township has net expenditures of \$89 when accounting for the \$0.50 per ride subsidy. Had the Cascade resident riders currently utilizing the Go!Bus used the Hope Network instead, the Township would have incurred \$8,432 in expenditures to cover the additional \$16.00 per ride subsidy. The Go! Bus service represents a \$8,432 savings over potential Hope Network costs on Go!Bus rides to Cascade Township residents through 2nd Quarter.



Rapid 28th Street - FY2018 2nd Quarter Ridership Data

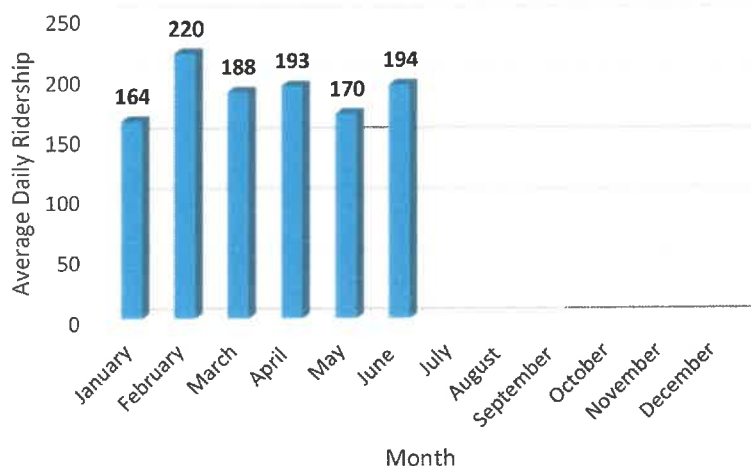
Rapid - 28th Street Weekday Ridership



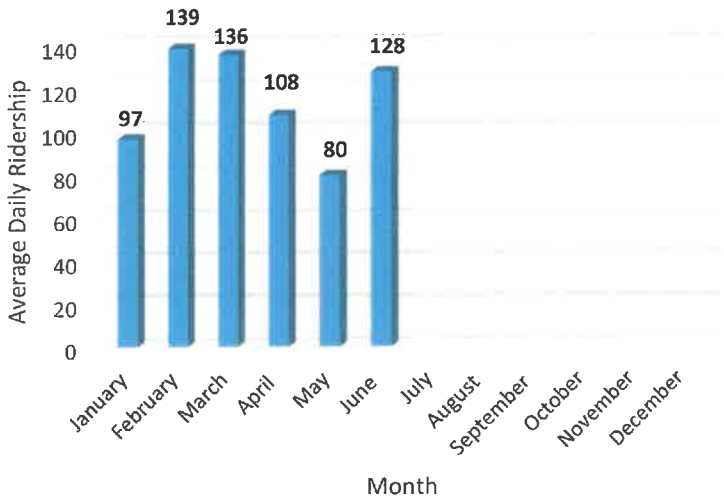
Beginning in December 2016, the Rapid began collecting realtime boarding data and no longer relies on sampling estimates. Alightings are still estimated, with one alighting estimated per boarding. The riders summary is charted on this sheet, while actual rider data is included in the back of this report. Ridership logs are available upon request.

Through 2nd Quarter 2018, average weekday ridership peaked in Feb with an average of 325 riders (one-way trips) per day. Saturday and Sunday ridership also peaked in Feb with 220 and 139 respective riders per day. An unseasonably mild February may help explain the uptick in riders for that month. Should past year trends hold true, we should see an uptick in summer ridership in the next report. Overall, we are beginning to see regular ridership as the route has matured.

Rapid - 28th Street Saturday Ridership



Rapid - 28th Street Sunday Ridership



Rapid 28th Street - FY2018 2nd Quarter Financial Data

Cascade Township funds the 28th Street Linehaul service on a "per service hour" formula, which is \$63.68 per service hour for the current contract (and was \$68.05 in 2017.) Based on the hours of service, the Township pays the following "per day" costs:

Weekday - \$1,146.24 Saturday - \$764.16 Sunday - \$382.08

Because the costs per day are fixed, the subsidy that is spent per rider is variable based on the volume of riders, the more riders that utilize the service the lower the subsidy per rider paid by the Township. Through the 2nd Quarter 2018 the subsidy per rider was lowest in Feb when the highest ridership was realized. As the ridership is expected to increase as the weather gets warmer, it is expected that the subsidy per rider will decrease. In 2017 the per rider subsidy reached a weekday low of \$3.01 in May.

Rapid - 28th Street Weekday Per Rider Cost



Rapid - 28th Street Saturday Per Rider Cost

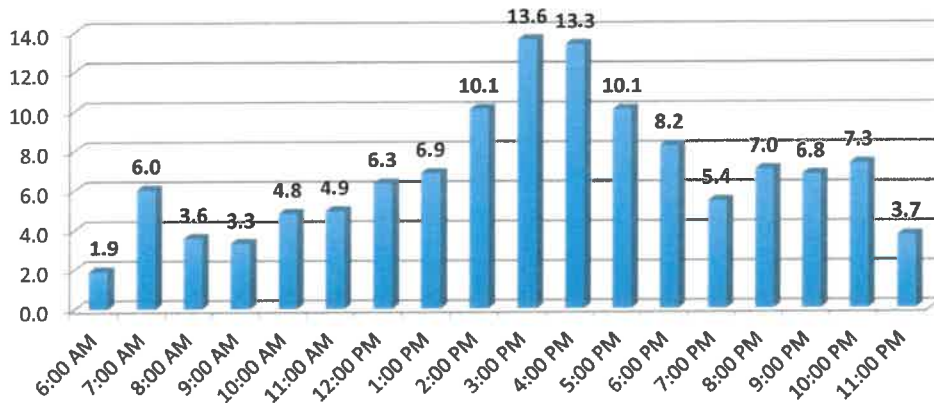


Rapid - 28th Street Sunday Per Rider Costs



Rapid 28th Street - FY 2018 2nd Quarter Hourly Boarding Data

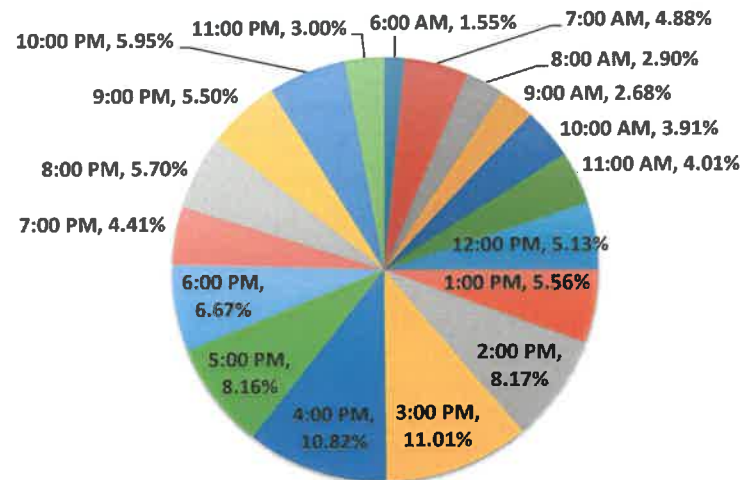
Average Boardings By Hour (All Days)



The Rapid buses are outfitted with data collection devices that count every boarding in the system. The top chart represents the amount of boardings, per hour of service, for all of the Cascade Township stops. The data collection system does not collect alighting information. It should be noted that the data is for all days (week day and weekend days) so the periods that aren't offered for weekend service will be naturally lower.

The bottom chart represents the same data set as the top chart, but expressed as a percentage of total boardings rather than a number. The smallest percentage of boardings happens in the 6 am hour (1.55%) and the largest occurs in the 3 pm hour (11.01%)

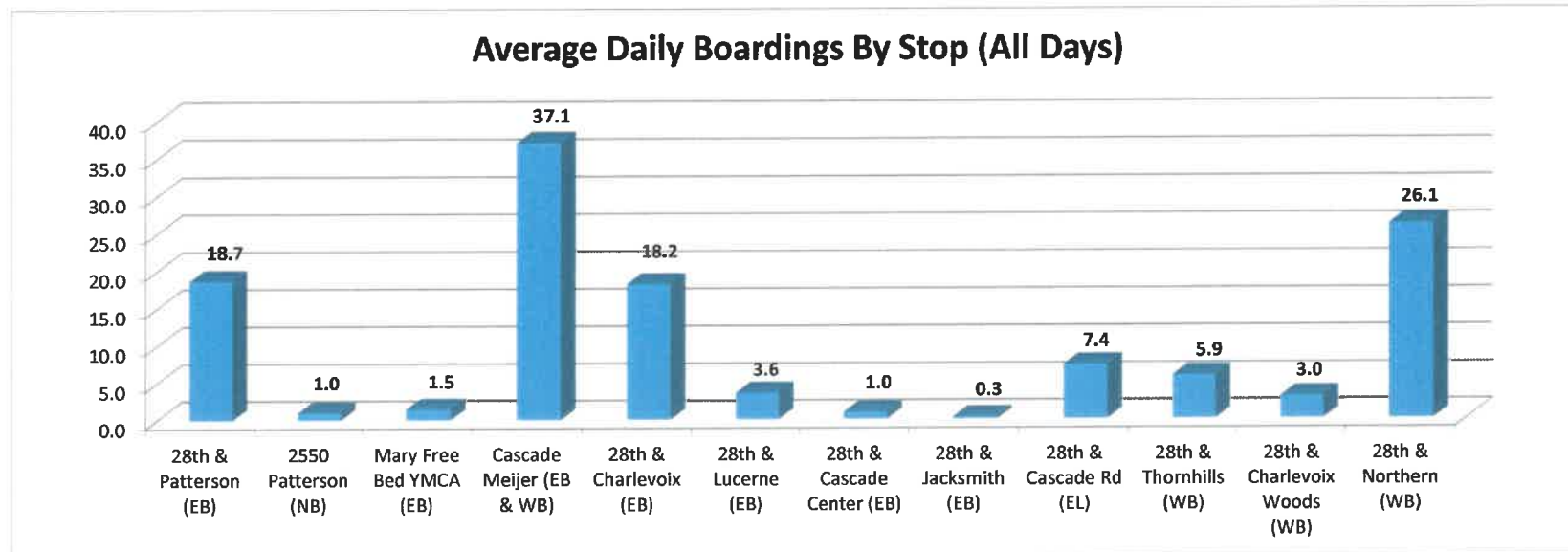
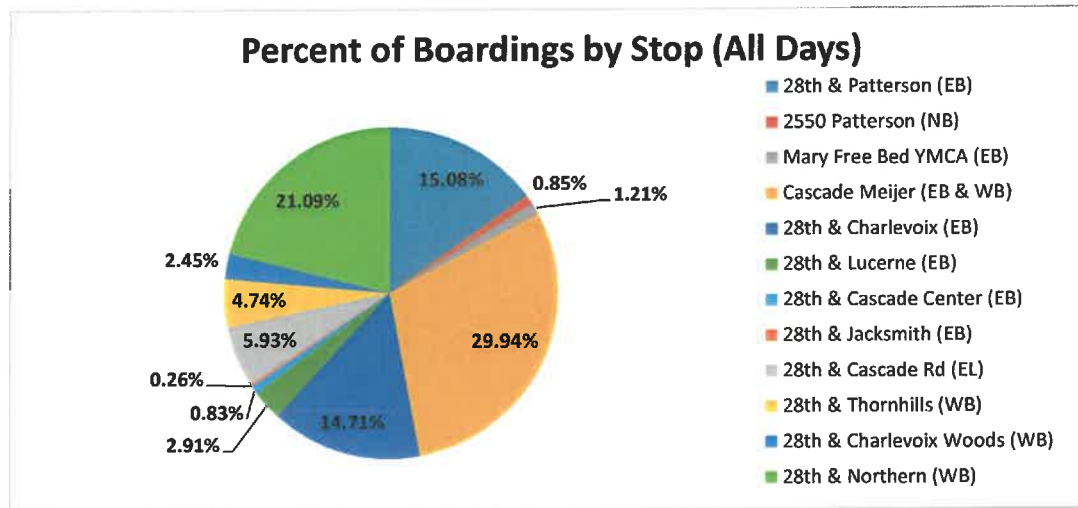
Percent of Total Boardings (All Days)



Rapid 28th Street - FY 2018 2nd Quarter Stop Boarding Data

The Rapid bus data collection system also collects stop location data for boardings. The top chart shows the percentage of boardings for each stop through 2nd quarter 2018. By far the largest amount of stops occur at the Meijer stop, though it should be noted that this stop is utilized both EB and WB on the route. Several stops constitute less than 1% of the total stops, including Patterson Ice Arena, the Cascade Center and Cascade Library.

The bottom chart represents the same data set as the top chart, but expressed as the average boardings per day for each stop. The Meijer stop has the highest number (37.1) while 6 stops average less than 5 boardings per day. It should be noted the data represents all weekdays and weekend days.



Trips Per Day

Date	Boardings	Estimated Alightings	Estimated Total Trips
4/1/2018	65	65	130
4/2/2018	134	134	268
4/3/2018	142	142	284
4/4/2018	125	125	250
4/5/2018	141	141	282
4/6/2018	138	138	276
4/7/2018	103	103	206
4/8/2018	67	67	134
4/9/2018	152	152	304
4/10/2018	111	111	222
4/11/2018	150	150	300
4/12/2018	171	171	342
4/13/2018	153	153	306
4/14/2018	85	85	170
4/15/2018	58	58	116
4/16/2018	141	141	282
4/17/2018	113	113	226
4/18/2018	153	153	306
4/19/2018	147	147	294
4/20/2018	96	96	192
4/21/2018	100	100	200
4/22/2018	26	26	52
4/23/2018	160	160	320
4/24/2018	136	136	272
4/25/2018	146	146	292
4/26/2018	119	119	238
4/27/2018	127	127	254
4/28/2018	98	98	196
4/29/2018	54	54	108
4/30/2018	127	127	254
Total	3538	3538	7076

Boardings by Time of Day

Time	Number of Boardings	Average Boardings/Day	Percent of Total
6:00 AM	72	2.4	2.0
7:00 AM	164	5.5	4.6
8:00 AM	108	3.6	3.1
9:00 AM	98	3.3	2.8
10:00 AM	123	4.1	3.5
11:00 AM	167	5.6	4.7
12:00 PM	150	5.0	4.2
1:00 PM	154	5.1	4.4
2:00 PM	328	10.9	9.3
3:00 PM	416	13.9	11.8
4:00 PM	424	14.1	12.0
5:00 PM	323	10.8	9.1
6:00 PM	211	7.0	6.0
7:00 PM	143	4.8	4.0
8:00 PM	198	6.6	5.6
9:00 PM	208	6.9	5.9
10:00 PM	178	5.9	5.0
11:00 PM	73	2.4	2.1
Total	3,538	118	100

Daily Average

Average Trips per weekday	274
Average Trips per Saturday	193
Average Trips per Sunday	108

Trips Per Stop

Stop	Total Boardings	Boardings/Day	Estimated Alightings/Day	Total Activity/Day	% of Total Activity
2550 Patterson	39	1.3	1.3	2.6	1.1
28th and Cascade Center	31	1.0	1.0	2.1	0.9
28th and Cascade Rd	219	7.3	7.3	14.6	6.2
28th and Charlevoix	543	18.1	18.1	36.2	15.3
28th and Charlevoix Woods	63	2.1	2.1	4.2	1.8
28th and Jacksmith	5	0.2	0.2	0.3	0.1
28th and Lucerne	111	3.7	3.7	7.4	3.1
28th and Northern	730	24.3	24.3	48.7	20.6
28th and Patterson	582	19.4	19.4	38.8	16.4
28th and Thornhills	156	5.2	5.2	10.4	4.4
Cascade Meijer	1015	33.8	33.8	67.7	28.7
Mary Free Bed YMCA	44	1.5	1.5	2.9	1.2
Total		118	118	236	100

Trips Per Day

Date	Boardings	Estimated Alightings	Estimated Total Trips
5/1/2018	151	151	302
5/2/2018	131	131	262
5/3/2018	138	138	276
5/4/2018	131	131	262
5/5/2018	96	96	192
5/6/2018	38	38	76
5/7/2018	132	132	264
5/8/2018	124	124	248
5/9/2018	123	123	246
5/10/2018	125	125	250
5/11/2018	128	128	256
5/12/2018	91	91	182
5/13/2018	48	48	96
5/14/2018	137	137	274
5/15/2018	151	151	302
5/16/2018	140	140	280
5/17/2018	155	155	310
5/18/2018	100	100	200
5/19/2018	69	69	138
5/20/2018	45	45	90
5/21/2018	101	101	202
5/22/2018	106	106	212
5/23/2018	115	115	230
5/24/2018	121	121	242
5/25/2018	193	193	386
5/26/2018	84	84	168
5/27/2018	28	28	56
5/29/2018	151	151	302
5/30/2018	123	123	246
5/31/2018	148	148	296
Total	3423	3423	6846

Boardings by Time of Day

Time	Number of Boardings	Average Boardings/Day	Percent of Total
6:00 AM	55	1.8	1.6
7:00 AM	163	5.4	4.9
8:00 AM	98	3.3	2.9
9:00 AM	87	2.9	2.6
10:00 AM	126	4.2	3.8
11:00 AM	126	4.2	3.8
12:00 PM	160	5.3	4.8
1:00 PM	181	6.0	5.4
2:00 PM	274	9.1	8.2
3:00 PM	369	12.3	11.0
4:00 PM	374	12.5	11.2
5:00 PM	250	8.3	7.5
6:00 PM	241	8.0	7.2
7:00 PM	159	5.3	4.7
8:00 PM	182	6.1	5.4
9:00 PM	174	5.8	5.2
10:00 PM	244	8.1	7.3
11:00 PM	88	2.9	2.6
Total	3,351	112	100

Daily Average

Average Trips per weekday	266
Average Trips per Saturday	170
Average Trips per Sunday	80

Trips Per Stop

Stop	Total Boardings	Boardings/Day	Estimated Alightings/Day	Total Activity/Day	% of Total
2550 Patterson	30	1.0	1.0	2.0	0.9
28th and Cascade Center	43	1.4	1.4	2.9	1.3
28th and Cascade Rd	218	7.3	7.3	14.5	6.4
28th and Charlevoix	586	19.5	19.5	39.1	17.1
28th and Charlevoix Woods	71	2.4	2.4	4.7	2.1
28th and Jacksmith	12	0.4	0.4	0.8	0.4
28th and Lucerne	102	3.4	3.4	6.8	3.0
28th and Northern	710	23.7	23.7	47.3	20.7
28th and Patterson	515	17.2	17.2	34.3	15.0
28th and Thornhills	159	5.3	5.3	10.6	4.6
Cascade Meijer	912	30.4	30.4	60.8	26.6
Mary Free Bed YMCA	66	2.2	2.2	4.4	1.9
Total		114	114	228	100

Trips Per Day

Date	Boardings	Estimated Alightings	Estimated Total Trips
6/1/2018	150	150	300
6/2/2018	95	95	190
6/3/2018	63	63	126
6/4/2018	158	158	316
6/5/2018	126	126	252
6/6/2018	169	169	338
6/7/2018	168	168	336
6/8/2018	144	144	288
6/9/2018	72	72	144
6/10/2018	51	51	102
6/11/2018	161	161	322
6/12/2018	166	166	332
6/13/2018	155	155	310
6/14/2018	178	178	356
6/15/2018	137	137	274
6/16/2018	132	132	264
6/17/2018	61	61	122
6/18/2018	135	135	270
6/19/2018	208	208	416
6/20/2018	126	126	252
6/21/2018	155	155	310
6/22/2018	145	145	290
6/23/2018	80	80	160
6/24/2018	81	81	162
6/25/2018	121	121	242
6/26/2018	137	137	274
6/27/2018	130	130	260
6/28/2018	153	153	306
6/29/2018	164	164	328
6/30/2018	107	107	214
Total	3928	3928	7856

Boardings by Time of Day

Time	Number of Boardings	Average Boardings/Day	Percent of Total
6:00 AM	45	1.5	1.2
7:00 AM	209	7.0	5.4
8:00 AM	100	3.3	2.6
9:00 AM	113	3.8	2.9
10:00 AM	192	6.4	4.9
11:00 AM	147	4.9	3.8
12:00 PM	161	5.4	4.1
1:00 PM	214	7.1	5.5
2:00 PM	322	10.7	8.3
3:00 PM	432	14.4	11.1
4:00 PM	407	13.6	10.5
5:00 PM	338	11.3	8.7
6:00 PM	301	10.0	7.7
7:00 PM	177	5.9	4.5
8:00 PM	204	6.8	5.2
9:00 PM	231	7.7	5.9
10:00 PM	199	6.6	5.1
11:00 PM	99	3.3	2.5
Total	3,891	130	100

Daily Average

Average Trips per weekday	303
Average Trips per Saturday	194
Average Trips per Sunday	128

Trips Per Stop

Stop	Total Boardings	Boardings/Day	Estimated Alightings/Day	Total Activity/Day	% of Total Activity
2550 Patterson	26	0.9	0.9	1.7	0.7
28th and Cascade Center	48	1.6	1.6	3.2	1.2
28th and Cascade Rd	241	8.0	8.0	16.1	6.1
28th and Charlevoix	722	24.1	24.1	48.1	18.4
28th and Charlevoix Woods	78	2.6	2.6	5.2	2.0
28th and Jacksmith	20	0.7	0.7	1.3	0.5
28th and Lucerne	96	3.2	3.2	6.4	2.4
28th and Northern	715	23.8	23.8	47.7	18.2
28th and Patterson	529	17.6	17.6	35.3	13.5
28th and Thornhills	155	5.2	5.2	10.3	3.9
Cascade Meijer	1241	41.4	41.4	82.7	31.6
Mary Free Bed YMCA	55	1.8	1.8	3.7	1.4
Total		131	131	262	100

TREASURER'S DEPARTMENT
CASCADE CHARTER TOWNSHIP
TAX ACCOUNTS
FEBRUARY 2018

BANK BALANCES

BANK	AMOUNT
<u>CHEMICAL BANK</u>	
TAX CHECKING	\$163,083.79
<u>CHEMICAL BANK</u>	
DELINQUENT TAX	\$1,911.24
<u>CHEMICAL BANK</u>	
TAX WIRE ACCT	\$22,129.89
GRAND TOTAL	<u><u>\$187,124.92</u></u>

Sourine 9/4/18

Submitted by
OXANA SOURINE
DEPUTY TREASURER

Date

TOWNSHIP BALANCES

REGISTER	AMOUNT
<u>CHEMICAL BANK</u>	
TAX CHECKING	\$163,083.79
<u>CHEMICAL BANK</u>	
DELINQUENT TAX	\$1,911.24
<u>CHEMICAL BANK</u>	
TAX WIRE ACCT	\$22,129.89
GRAND TOTAL	<u><u>\$187,124.92</u></u>

Kenneth B. Peirce 9/5/18

Reviewed by
KENNETH B. PEIRCE
TREASURER

Date

CASCADE CHARTER TOWNSHIP
 TREASURER'S OFFICE REPORT
 February 2018

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS		
		\$	%	\$	%	DATE	\$	%	DATE	\$	%	
101 GENERAL FUND	CHEMICAL	2,031,245.83	0.05									
	KENT CTY POOL	3,515,265.24	1.26									
	INDEPENDENT			312,389.49	1.20	9/27/2019						
	MERCANTILE			510,599.72	0.90	7/20/2018						
	FLAGSTAR			281,087.90	1.00	5/22/2018						
	COMERICA BANK			528,848.86	1.81	9/23/2019						
	HORIZON BANK			500,000.00	1.25	3/9/2019						
	GRAND RIVER			500,000.00	1.55	6/19/2019						
	CONSUMERS CU			255,969.78	0.80	7/8/2019						
	MACATAWA			256,761.60	1.20	11/21/2018						
	FLAGSTAR			505,780.89	1.00	9/12/2018						
	PRIVATE BANK/CIBC			500,000.00	1.50	3/15/2020						
	COMERICA SECUR./JPM						500,000.00	1.10	8/16/2018			
	COMERICA SECUR./CP						988,975.00	1.50	6/25/2018			
TOTAL GENERAL FUND		5,546,511.07	0.82	4,131,428.22	1.24				1,488,975.00	1.37	11,166,914.29	1.05
151 CEMETERY	LMCU	105,393.68	0.50								105,393.68	0.50
206 FIRE FUND	CHEMICAL	1,567,202.55	0.05									
	MI CLASS	464,453.76	1.57									
	LMCU	139.67	0.50									
	COM CHOICE CU			252,902.29	1.40	2/16/2019						
	FNBA			531,427.61	1.50	7/24/2018						
	LEVEL ONE			282,828.10	1.30	11/21/2018						
	MACATAWA			300,000.00	1.38	7/26/2018						
	ADVENTURE CU			255,693.63	1.50	3/23/2020						
COMERICA SECUR./FHLMC						500,000.00	1.50	3/13/2019				
TOTAL FIRE FUND		2,031,795.98	0.40	1,602,851.63	1.43				500,000.00	1.50	4,134,647.61	0.93
207 POLICE FUND	FLAGSTAR	689,082.69	0.60									
	NORTHPOINTE BANK			257,566.39	1.30	10/8/2018						
	PRIVATE BANK			759,534.49	1.85	9/25/2019						
	FIRST COMMUNITY BANK			250,000.00	1.00	3/13/2020						
TOTAL POLICE FUND		689,082.69	0.60	1,267,100.88	1.57						1,956,183.57	1.23
208 HAZMAT FUND	LMCU	33,417.91	0.35								33,417.91	0.35
209 OPEN SPACE	CHEMICAL	498,767.18	0.05									
	MI CLASS	356,610.06	1.57									
	LMCU (HOMEYER)	107.24	0.50									
	CWCU			200,000.00	0.90	10/15/2018						
TOTAL OPEN SPACE		855,484.47	0.88	200,000.00	0.90						1,055,484.47	0.72
211 DAM REPAIR	LMCU	89.73	0.50									
	MI CLASS	295,049.05	1.57									
	LMCU			322,164.57	1.40	9/10/2018						
TOTAL DAM REPAIR		295,137.78	1.57	322,164.57	1.40						617,302.35	1.48
216 PATHWAY FUND	MACATAWA	723,763.36	0.25									
	PRIVATE BANK/CIBC			503,000.00	2.05	10/17/2020						
	ADVENTURE CU			524,327.53	1.10	10/8/2018						
TOTAL PATHWAY FUND		723,763.36	0.25	1,027,327.53	1.57						1,751,090.89	1.02
246 PUBLIC UTILITY	CHEMICAL BANK	311,299.71	0.05									
	LMCU	125.23	0.50									
	MI CLASS	416,417.50	1.57									
	CHEMICAL BANK			500,000.00	0.95	6/29/2018						
TOTAL PUBLIC UTILITY		727,842.44	0.92	500,000.00	0.95						1,227,842.44	0.93
248 DDA FUND	LMCU	1,655.08	0.50									
	MI CLASS	365,047.99	1.57									
	CHEMICAL BANK	491,751.34	0.20									
	ADVENTURE CU			204,555.90	1.50	2/24/2020						
TOTAL DDA FUND		858,454.41	0.78	204,555.90	1.50						1,063,010.31	0.92
249 BLDG. INSPECTION	CHEMICAL BANK	113,309.85	0.05									
	CHEMICAL BANK R.	27,797.75										
	CONSUMERS CU			305,310.87	1.00	3/10/2020						
	CHEMICAL BANK			500,000.00	1.55	10/28/2019						
	CHEMICAL BANK			300,000.00	1.75	4/30/2019						
	FNB OF AMERICA			301,849.28	1.80	10/19/2020						
	FNB OF AMERICA			105,533.99	1.85	12/18/2020						
	FNB OF AMERICA			208,834.50	1.60	9/18/2019						
	FNB OF MI			511,395.83	1.15	10/11/2018						
	FIRST COMMUNITY B.			250,000.00	1.00	5/27/2018						
	INDEPENDENT BANK			310,211.97	1.40	8/18/2019						
TOTAL BLDG. INSPECT.		141,107.60	0.04	2,793,036.42	1.41						2,934,144.02	1.35
270 LIBRARY FUND	UNITED BANK	563,644.27	0.40									
	LMCU			860,306.43	1.40	9/21/2018						
	WMCB			254,471.21	0.85	6/1/2018						
	NORTHPOINTE BANK			633,905.65	1.30	4/7/2018						
TOTAL LIBRARY FUND		563,644.27	0.40	1,648,683.29	1.28						2,212,327.56	1.06
701 T & A	CHEMICAL BANK	173,482.55	0.05								173,482.55	0.05
701 JAMES TIMMONS	CHEMICAL BANK			12,400.00	2.00	3/21/2022					12,400.00	2.00
701 JACK SMITH INV.	CHEMICAL BANK	22,844.19	0.05								22,844.19	0.05
701 HENRY KRAMER	CHEMICAL BANK	15,194.19	0.05								15,194.19	0.05
TOTAL		12,783,156.59	0.67	13,709,548.44	1.35				1,988,975.00	1.40	28,481,680.03	1.05

Submitted by *Oxana Sourine* 9/4/18
 Oxana Sourine Deputy Treasurer

Reviewed by *Ken Peirce* 9/5/18
 Ken Peirce Treasurer

TREASURER'S DEPARTMENT
CASCADE CHARTER TOWNSHIP
TAX ACCOUNTS
MARCH 2018

BANK BALANCES

TOWNSHIP BALANCES

BANK	AMOUNT
<u>CHEMICAL BANK</u>	
TAX CHECKING	\$1,602.16
<u>CHEMICAL BANK</u>	
DELINQUENT TAX	\$39,997.09
<u>CHEMICAL BANK</u>	
TAX WIRE ACCT	\$33.37
<hr/>	
GRAND TOTAL	<u><u>\$41,632.62</u></u>

REGISTER	AMOUNT
<u>CHEMICAL BANK</u>	
TAX CHECKING	\$1,602.16
<u>CHEMICAL BANK</u>	
DELINQUENT TAX	\$39,997.09
<u>CHEMICAL BANK</u>	
TAX WIRE ACCT	\$33.37
<hr/>	
GRAND TOTAL	<u><u>\$41,632.62</u></u>

Oxana *9/4/18*

Submitted by
OXANA SOURINE
 DEPUTY TREASURER

Date

Kenneth B. Peirce *9/5/18*

Reviewed by
KENNETH B. PEIRCE
 TREASURER

Date

CASCADE CHARTER TOWNSHIP
 TREASURER'S OFFICE REPORT
 March 2018

FUND	INSTITUTION	DEMAND DEPOSIT		CDs			SECURITIES			TOTALS			
		\$	%	\$	%	DATE	\$	%	DATE	\$	%		
101 GENERAL FUND	CHEMICAL	866,147.32	0.05										
	KENT CTY POOL	3,519,113.26	1.33										
	MI CLASS	1,000,870.58	1.72										
	INDEPENDENT			312,389.49	1.20	9/27/2019							
	MERCANTILE			510,599.72	0.90	7/20/2018							
	FLAGSTAR			281,087.90	1.00	5/22/2018							
	COMERICA BANK			528,848.86	1.81	9/23/2019							
	HORIZON BANK			500,000.00	1.25	3/9/2019							
	GRAND RIVER			500,000.00	1.55	6/19/2019							
	CONSUMERS CU			255,959.76	0.80	7/8/2019							
	MACATAWA			256,781.60	1.20	11/21/2018							
	FLAGSTAR			505,780.89	1.00	9/12/2018							
	PRIVATE BANK/CIBC			500,000.00	1.50	3/15/2020							
COMERICA SECUR./JPM						500,000.00	1.10	8/16/2018					
COMERICA SECUR./CP						988,975.00	1.50	6/25/2018					
TOTAL GENERAL FUND		5,375,131.16	1.20	4,131,428.22	1.24				1,488,975.00	1.37	10,995,534.38	1.24	
151 CEMETERY	LMCU	105,097.43	0.50								105,097.43	0.50	
206 FIRE FUND	CHEMICAL	407,868.48	0.05										
	MI CLASS	485,131.47	1.72										
	LMCU	144.67	0.50										
	COM CHOICE CU			252,902.29	1.40	2/18/2019							
	FNBA			531,427.61	1.50	7/24/2018							
	LEVEL ONE			262,828.10	1.30	11/21/2018							
	MACATAWA			300,000.00	1.38	7/28/2018							
	ADVENTURE CU			255,693.63	1.50	3/23/2020							
	COMERICA SECUR./CP									988,804.44	2.04	9/4/2018	
	COMERICA SECUR./FHLMC						500,000.00	1.50	3/13/2019				
TOTAL FIRE FUND		873,144.62	0.94	1,602,851.63	1.43				1,489,804.44	1.86	3,965,800.69	1.48	
207 POLICE FUND	FLAGSTAR	395,580.61	1.00										
	FLAGSTAR			300,000.00	1.48	9/10/2018							
	NORTHPOINTE BANK			257,566.39	1.30	10/8/2018							
	PRIVATE BANK			759,534.49	1.85	9/25/2019							
	FIRST COMMUNITY BANK			250,000.00	1.00	3/13/2020							
TOTAL POLICE FUND		395,580.61	1.00	1,567,100.88	1.55						1,962,681.49	1.44	
208 HAZMAT FUND	LMCU	32,552.80	0.35								32,552.80	0.35	
209 OPEN SPACE	CHEMICAL	498,489.85	0.05										
	MI CLASS	357,130.39	1.57										
	LMCU (HOMEYER)	107.24	0.50										
	CWCU			200,000.00	0.90	10/15/2018							
TOTAL OPEN SPACE		855,727.48	0.68	200,000.00	0.90						1,055,727.48	0.73	
211 DAM REPAIR	LMCU	88.73	0.50										
	MI CLASS	295,479.55	1.57										
	LMCU			322,164.57	1.40	9/10/2018							
TOTAL DAM REPAIR		295,568.28	1.57	322,164.57	1.40						617,732.85	1.48	
216 PATHWAY FUND	MACATAWA	728,451.48	0.25										
	PRIVATE BANK/CIBC			503,000.00	2.05	10/17/2020							
	ADVENTURE CU			524,327.53	1.10	10/8/2018							
TOTAL PATHWAY FUND		728,451.48	0.25	1,027,327.53	1.57						1,755,779.01	1.02	
246 PUBLIC UTILITY	CHEMICAL BANK	15,549.81	0.05										
	IRF	125.23	0.50										
	MI CLASS	817,199.21	1.57										
	CHEMICAL BANK			500,000.00	0.65	6/29/2018							
TOTAL PUBLIC UTILITY		632,874.25	1.53	500,000.00	0.95						1,132,874.25	1.28	
248 DDA FUND	LMCU	1,655.08	0.50										
	MI CLASS	615,798.28	1.57										
	CHEMICAL BANK	208,854.50	0.20										
	ADVENTURE CU			204,555.90	1.50	2/24/2020							
TOTAL DDA FUND		824,307.86	1.22	204,555.90	1.50						1,028,863.76	1.28	
249 BLDG. INSPECTION	CHEMICAL BANK	81,762.06	0.05										
	CHEMICAL BANK R.	50,180.00											
	CONSUMERS CU			305,310.87	1.00	3/10/2020							
	CHEMICAL BANK			500,000.00	1.55	10/28/2019							
	CHEMICAL BANK			300,000.00	1.75	4/30/2019							
	FNB OF AMERICA			301,849.26	1.80	10/19/2020							
	FNB OF AMERICA			105,533.99	1.85	12/18/2020							
	FNB OF AMERICA			208,934.50	1.60	9/18/2019							
	FNB OF MI			511,395.83	1.15	10/11/2018							
	FIRST COMMUNITY B.			250,000.00	1.00	5/27/2018							
	INDEPENDENT BANK			310,211.87	1.40	6/16/2019							
	TOTAL BLDG. INSPECT.		131,942.06	0.03	2,793,036.42	1.41						2,924,978.48	1.35
270 LIBRARY FUND	UNITED BANK	547,994.42	0.40										
	LMCU			860,306.43	1.40	9/21/2018							
	WMCB			254,471.21	0.85	6/1/2018							
	NORTHPOINTE BANK			533,905.65	1.30	4/7/2018							
	TOTAL LIBRARY FUND		547,994.42	0.40	1,648,683.29	1.28						2,196,677.71	1.06
701 T & A	CHEMICAL BANK	158,039.29	0.05								158,039.29	0.05	
701 JAMES TIMMONS	CHEMICAL BANK			12,400.00	2.00	3/21/2022					12,400.00	2.00	
701 JACK SMITH INV.	CHEMICAL BANK	22,852.64	0.05								22,852.64	0.05	
701 HENRY KRAMER	CHEMICAL BANK	15,199.82	0.05								15,199.82	0.05	
TOTAL		10,994,464.20	1.01	14,009,548.44	1.35				2,978,779.44	0.93	27,982,792.08	1.25	

Submitted by *Oxana Sourine* 9/4/18
 Deputy Treasurer

Reviewed by *Ken Peirce* 9/5/18
 Treasurer

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING
FOR THE ELECTRIC
CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20171**

- Consumers Energy Company requests Michigan Public Service Commission's approval to reconcile its Renewable Energy (RE) plan revenues and expenses for 2017.
- The information below describes how a person may participate in this case.
- You may call or write, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201-2276, (800) 477-5050 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- The Prehearing conference in this matter will be held:

DATE/TIME: **Friday, September 14, 2018, at 9:00 A.M.**

BEFORE: Administrative Law Judge Suzanne D. Sonneborn

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan 48917

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a hearing to consider Consumers Energy Company's (Consumers Energy) July 2, 2018 application requesting the Commission to: 1) determine that Consumers Energy's 2017 RE cost reconciliation is reasonable and meets all relevant requirements under Act 295, as amended; 2) reconcile the pertinent revenues recorded and the allowance for the non-volumetric revenue recovery mechanism with the amounts actually expensed and projected according to Consumers Energy's plan for compliance; 3) establish a price per megawatt hour for renewable energy and advanced cleaner energy capacity and for renewable energy and advanced cleaner energy to be recovered through the power supply cost recovery clause of \$79.19 per megawatt hour; 4) utilize surplus Energy Waste Reduction Credits from 2017 to offset future renewable energy requirements; and 5) other relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by **September 7, 2018**. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy Company's request may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; 2008 PA 295, MCL 460.1001 et seq.; and Parts 1 & 4 of the Michigan Administrative Hearing System's Administrative Hearing Rules, Mich. Admin Code, R 792.10101 through R 792.10137, and R 792.10401 through R 792.10448.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY
APPROVE, REJECT, OR AMEND PROPOSALS MADE BY
CONSUMERS ENERGY.]**

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING
FOR THE NATURAL GAS
CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20075**

- Consumers Energy Company requests Michigan Public Service Commission's approval for reconciliation of its gas cost recovery plan and revenues for the 12-month period of April 1, 2017 through March 31, 2018.
- The information below describes how a person may participate in this case.
- You may call or write, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201-2276 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- The prehearing conference in this matter will be held:

DATE/TIME: Tuesday, September 11, 2018, at 9:30 A.M.

BEFORE: Administrative Law Judge Suzanne D. Sonneborn

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan 48917

PARTICIPATION: Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a hearing to consider Consumers Energy Company's June 29, 2018 application requesting approval of their 2017-2018 Gas Cost Recovery (GCR) reconciliation; and their over-recovery of \$1,479,277, as of March 31, 2018 to be rolled into the beginning balance of their 2018-2019 GCR reconciliation.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by **September 4, 2018**. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

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A copy of Consumers Energy Company's request may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; and Parts 1 & 4 of the Michigan Administrative Hearing System's Administrative Hearing Rules, Mich. Admin Code, R 792.10101 through R 792.10137, and R 792.10401 through R 792.10448.

[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY CONSUMERS ENERGY'S GAS COST RECOVERY RECONCILIATION AND OTHER PROPOSALS IN WHOLE OR IN PART, AND MAY APPROVE LESSER OR GREATER AMOUNTS THAN THOSE REQUESTED.]

Kent Co. Investigations & Thornapple River

Abigail Hendershott, District Supervisor
Remediation & Redevelopment Division
Michigan Department of Environmental Quality
hendershotta@Michigan.gov



DEQ Overview

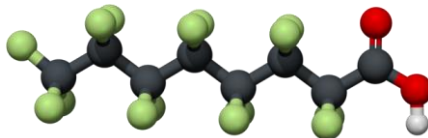
- PFAS Basics and MPART
- Kent Co. Investigations
- River Overviews
 - Surface water, fish, etc.

What are PFAS?

Per and Poly-fluoroalkyl substances

- Generic family of chemicals = over 3000
- Man-made and do not occur naturally
- Developed in 1940's
- Used to make products that resist heat, oils, grease, stains and water

Most Prevalent and researched: PFOS & PFOA



PFAS Uses



Aerospace



Apparel



Building and Construction



Chemicals and Pharmaceuticals



Electronics



Oil & Gas



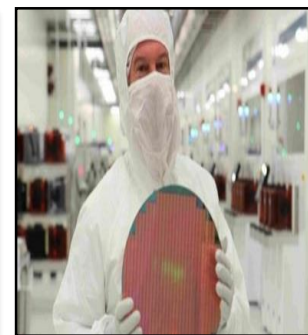
Energy



Healthcare and Hospitals



Aqueous Film Forming Foam



Semiconductors

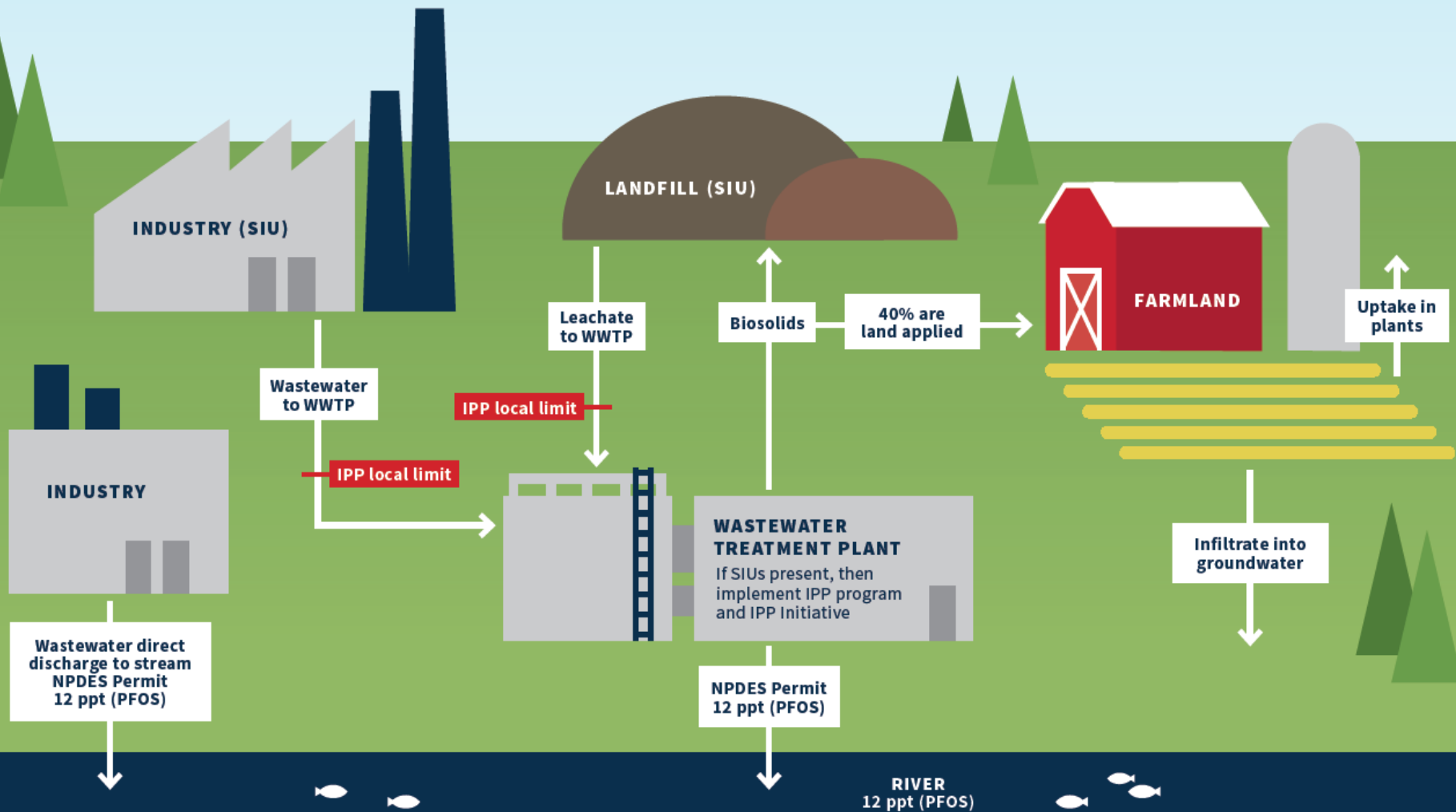
What Types of Sites Can Be Sources of PFAS?

- Fire training facilities
- Fire stations
- Refineries
- DoD sites/Military bases
- Commercial and Private Airports
- Landfills
- Biosolids land application
- Rail Yards
- Chemical facilities
- Plating facilities
- Textile/Carpet Manufactures
- Residential areas with septic systems



PFAS Water Cycle

IPP = Industrial Pretreatment Program
SIU = Significant Industrial User
NPDES = National Pollution Discharge Elimination System
PPT = Parts Per Trillion
WWTP = Wastewater Treatment Plant

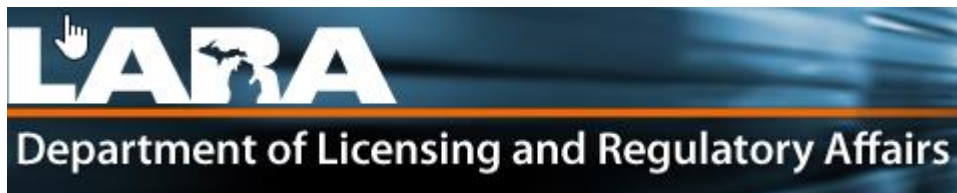


MPART

Michigan PFAS Action Response Team

- Governor Snyder signed ED 2017-4 on November 13, 2017
- Statewide cooperation and collaboration to strategically and proactively address this emerging contaminant.

Who is MPART?....



Statewide cooperation and collaboration to strategically and proactively address this emerging contaminant.

Regular Monitoring Plus

- Site-specific monitoring of known PFAS sites
- Monitoring of PFAS in rivers, lakes and streams, and fish
- Monitor point sources (Direct Discharges)
- Industrial Pretreatment Program Initiative (Indirect Discharges)
- Biosolids program
- Superfund program
- Coordinate with other Divisions (AQD, WMRPD and DHHS, others)

Other Potential Sources of PFOS & PFOA for WWTPs

- Platers using fume suppressants/demisters/wetting agents
- Leather and fabric treaters, tanneries
- Paper and packaging manufacturers
- Manufacturers of parts w/PTFE coatings
- Centralized Waste Treaters
- Landfills (leachate)
- AFFF fire fighting foam



Aqueous Film Forming Foam (AFFF)



Photo Credit: U.S. Air Force

AFFF meets Military Specification

Community Water Supplies and Schools

1,380 community water supplies

461 schools

12 systems from 8 Tribes

> 700 supplies sampled so far

Represents 75% of MI residents

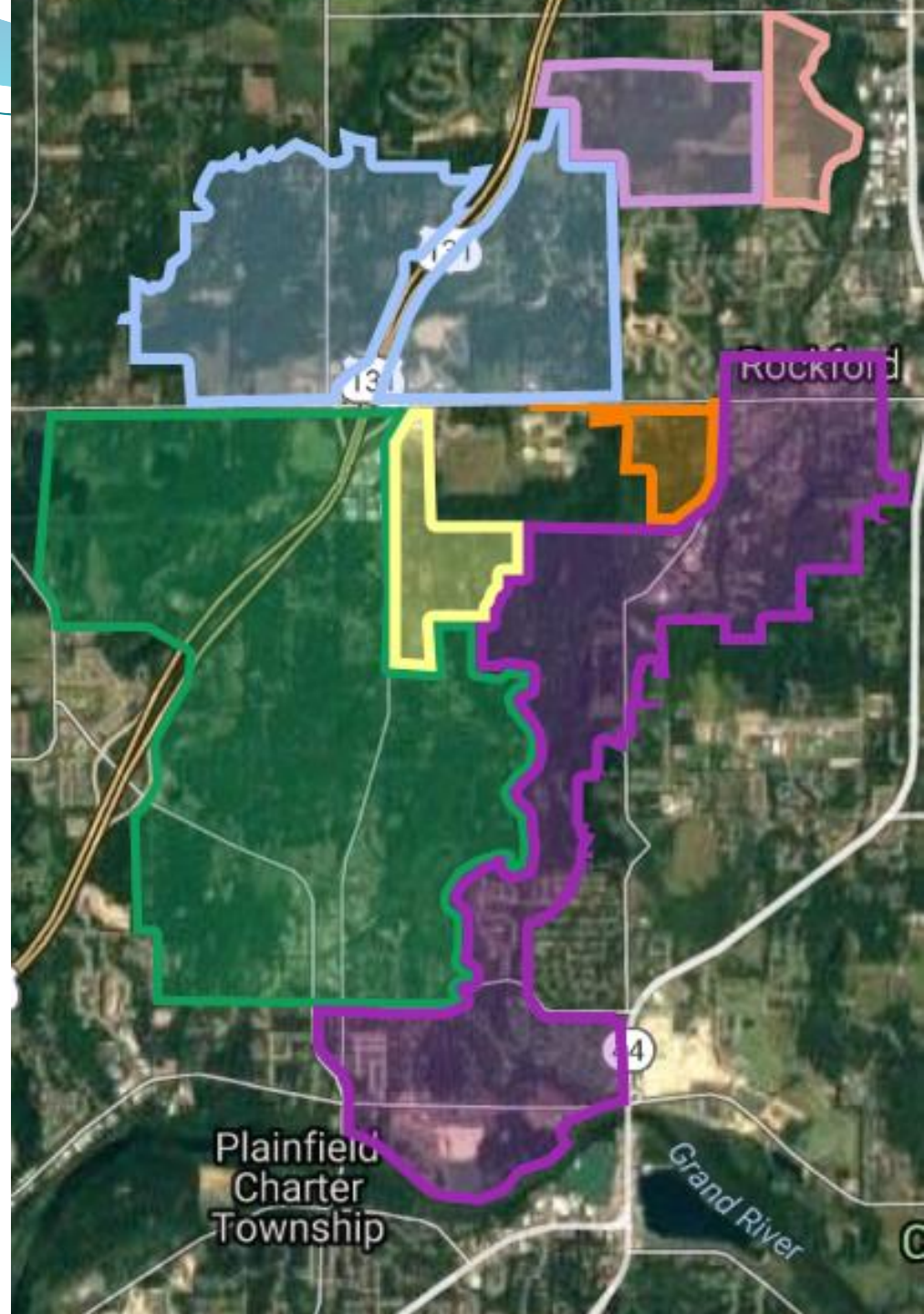
To be completed December 2018



Kent County Investigations

July 2018 North Kent Sampling Areas

- ✓ PFAS Investigation Areas
 - House Street
 - North Childsdale/10 Mile
 - Rogue River
 - 12 Mile - White Pine Trail Area
 - Wolven - Jewell Sampling Area
 - Wolven Northeast
 - North Kent Landfill Area



PFOS / PFOA Results

Legend

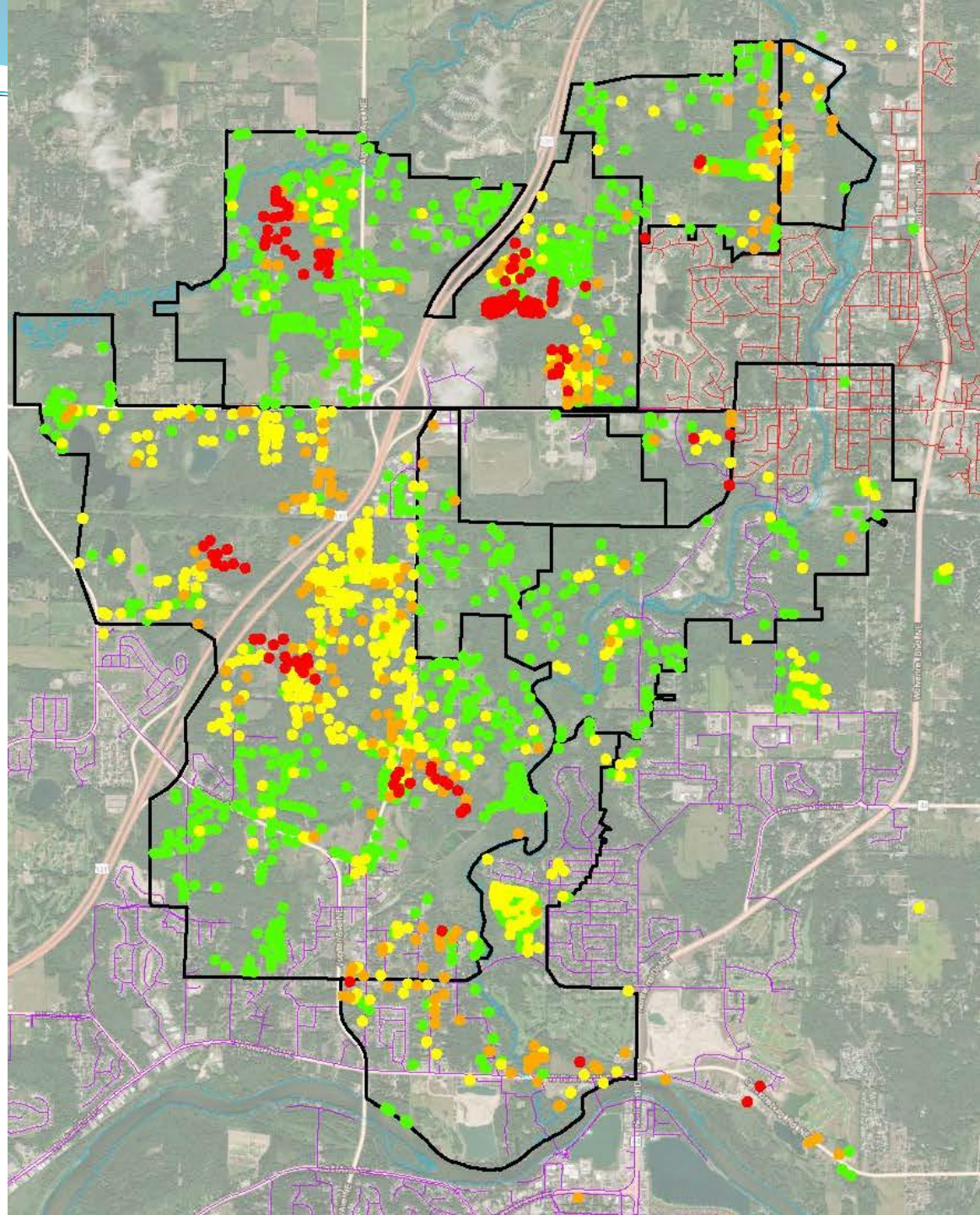
PFOS + PFOA, ppt (1,701)

- Non-Detect (922)
- >0 to 10 (463)
- >10 to 70 (196)
- > 70 (120)

DRAFT

MAXIMUM DETECTED
PFOS + PFOA CONCENTRATIONS
AS OF 8/23/2018

NORTH KENT DISPOSAL AREA
KENT COUNTY, MI





Thornapple River and Others

Thornapple River:

DEQ has conducted:

- Surface Water sampling for PFAS
- Foam sampling at Cascade Dam
- Responded to citizen concerns about foam
- Fish Studies underway



Ada Dam

Cascade Dam

Rogue and Thornapple River Foam Health Advisories

Foam and Surface Water

Thornapple River Sampling:

Collected just below Cascade Dam

Foam (ppt)

PFOA + PFOS	Total PFAS
199	317

Surface Water (ppt)

PFOA + PFOS	Total PFAS
9.6	18

Rogue River Sampling:

Various Rockford collection locations

Foam (ppt)

PFOA + PFOS	Total PFAS
261,255	296,585
42,149	44,812
43,176	46,497

Surface Water (ppt)

PFOA + PFOS	Total PFAS
61.4	76.6
9.93	15.01
9.1	12.5

Fish and Surface Water Sampling: Thornapple River

Wild Fish Tissue Collection Sites

- Middleville
 - Cascade
 - Ada
- } Impoundments / dams

Caged Fish and Surface Water Sampling

- Mouth of Thornapple River (Thornapple River Drive)

Sites on Grand, Rogue and selected inland lakes included in study

Fish study in collaboration with MDHHS

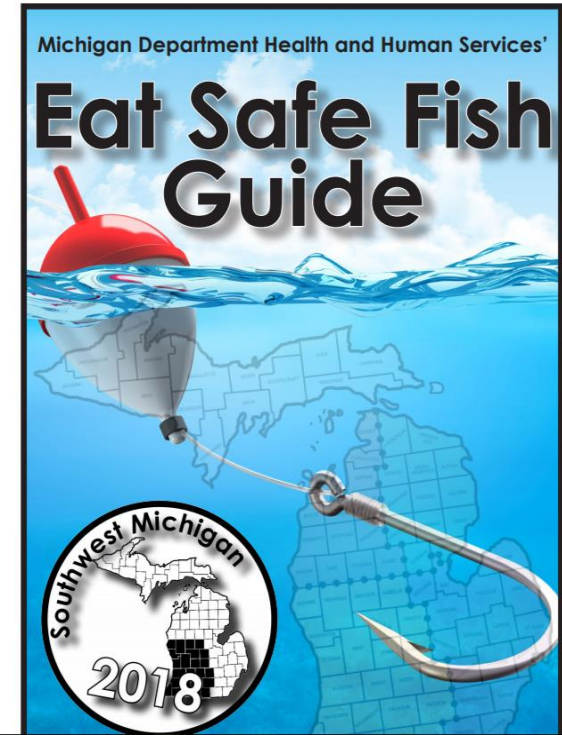
State Fish Advisories

Kent County (continued)

Thornapple River

(downstream of Middleville Dam in Barry County; includes the Ada Impoundment, the Cascade Impoundment, and the LaBarge Impoundments)

Type of Fish	Chemicals of Concern	Size of Fish (length in inches)	MI Servings per Month*
Carp	PCBs & Mercury	Any	2
Largemouth Bass	Mercury	Under 18"	1
		Over 18"	6 Per Year
Smallmouth Bass	Mercury	Under 18"	1
		Over 18"	6 Per Year



DEQ- Next Steps

Continue to monitor...

- Known PFAS Sites
- PFAS in rivers, lakes, streams, and fish
- Point sources

Prioritize new sites based on findings from:

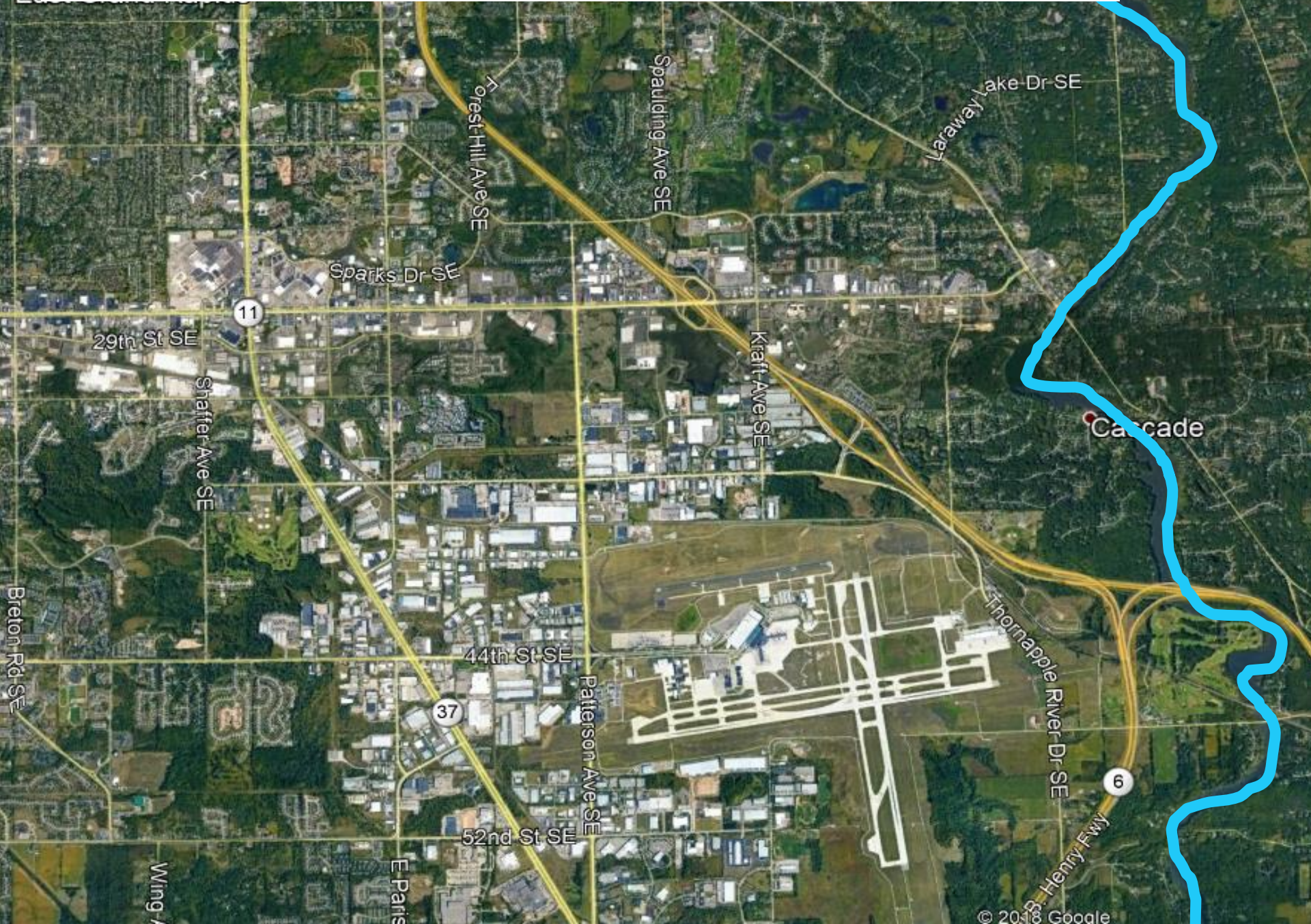
- IPP initiative; community and school water supply testing, etc.

Continue to coordinate with MPART, other Divisions and community stakeholders

Next Steps Continued...

- Continue to oversee the investigation at GFIA (offsite-residential drinking water sampling)
- Continue to review onsite groundwater and soil data at GFIA
- Continue to evaluate AFFF use at GFIA
- Continue to work with community: Cascade Twp, Kent County, etc.
- Evaluating other potential PFAS sources in the area
- Reviewing all PFAS sampling in the area (point source, municipal sampling etc.)

Residential Drinking Water Sampling



Additional Information

www.Michigan.gov/pfasresponse

<https://www.accesskent.com/Health/PFAS/default.htm>

<http://www.cascadetwp.com/Community/What-s-Happening/Well-Water-Resources.aspx>

Michigan Department of Environmental Quality

800-662-9278

www.michigan.gov/deq

Aaron Assmann

616-430-5275

AssmannA@Michigan.gov



Sign up for email updates



Follow us on Twitter @MichiganDEQ



Per and Polyfluorinated Alkyl Substances

(PFAS)

Bill Farrell

Toxicologist

Michigan Department of Health and Human Services

(517) 284-0018

The Role of MDHHS

- Determine if chemicals in the environment may cause harm to health
- Provide recommendations
- Provide technical support to your local health department
- Outreach to residents, healthcare providers, others
- Be proactive/respond immediately to protect health of people

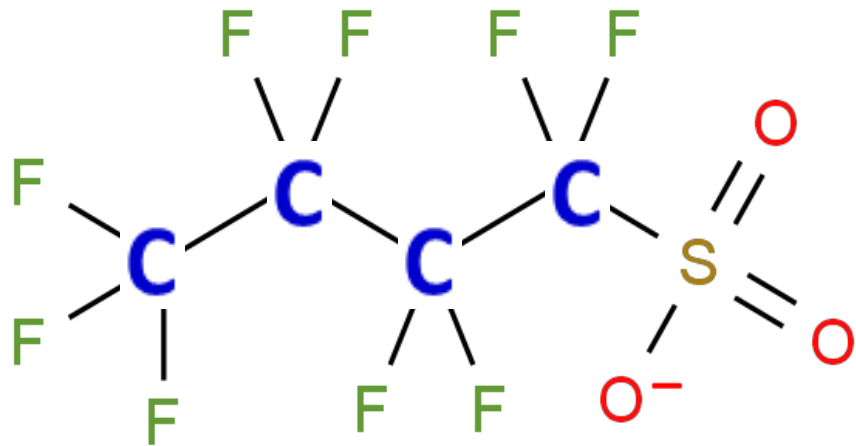


Chain Lengths

Short-chain

PFBS $n = 4$

PFPeS $n = 5$



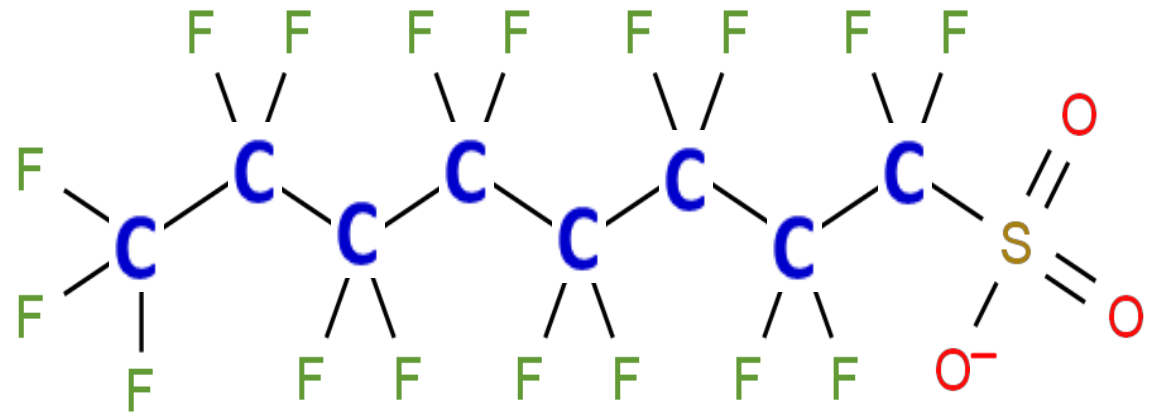
PFBS

Long-chain

PFHxS $n = 6$

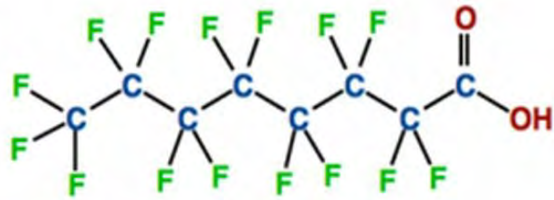
PFHpS $n = 7$

PFOS $n = 8$

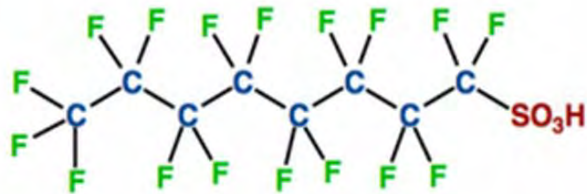


PFOS

Characteristics



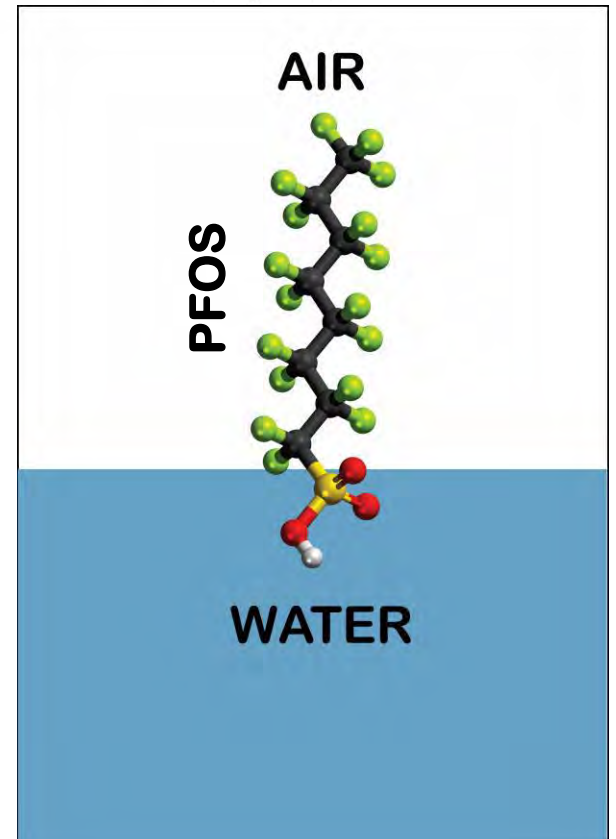
PFOA - perfluorooctanoic acid



PFOS - perfluorooctanesulfonic acid


- Incredibly Stable
- Highly soluble and mobile
- Grease, soil and water-repellant properties
- Bioaccumulate in Biota

INTERFACE DWELLERS



Sources

AMAZING NEW
CONCEPT IN
Cooking



FREE SPATULA
WITH EACH
"HAPPY PAN"

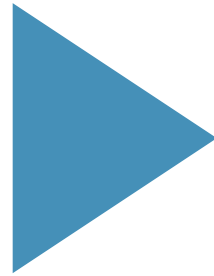
**NOTHING STICKS TO
"HAPPY PAN"**

A cast iron skillet sealed with DuPont TEFLON®



PFAS Chemicals

Health problems are
not immediate



If you drink high levels
of PFAS chemicals
over time you could
be more likely than
the average person to
develop some health
problems in the future

Health Outcomes

C8 Health project

70,000 residents with drinking water exposure linked to serum-PFOA concentrations and variety of health outcomes.

Epidemiological studies showed health associations for both PFOA and PFOS

High
cholesterol

Ulcerative
colitis

Thyroid
disease

Pregnancy-
induced
hypertension

Cancer
(testicular,
kidney)

Environmental Protection Agency's “Lifetime Health Advisory” Level



**Based on reference doses (RfD)
calculated from developmental toxicity
study in rats**

Lifetime Health Advisory

- PFOA + PFOS = 70 ppt (ng/L)
- Short-term and long-term exposure



**Protective of unborn baby against
developmental effects**



**Protective of all against cancer and
noncancer health effects**

6,000,000* ppt
(1,000,000 ng/kg/day)



Rodent to human
conversion



98,000 ppt
(5,300 ng/kg/day)



Human
protections



350 ppt
(20 ng/kg/day)



Accounting for
other exposures
in the
environment



70 ppt
(ng/L)

Lowest dose that causes
an effect in rat pups

Human equivalent
dose

Dose that is safe in the most vulnerable
people (like developing babies)

Lifetime Health Advisory
for PFOA in drinking water

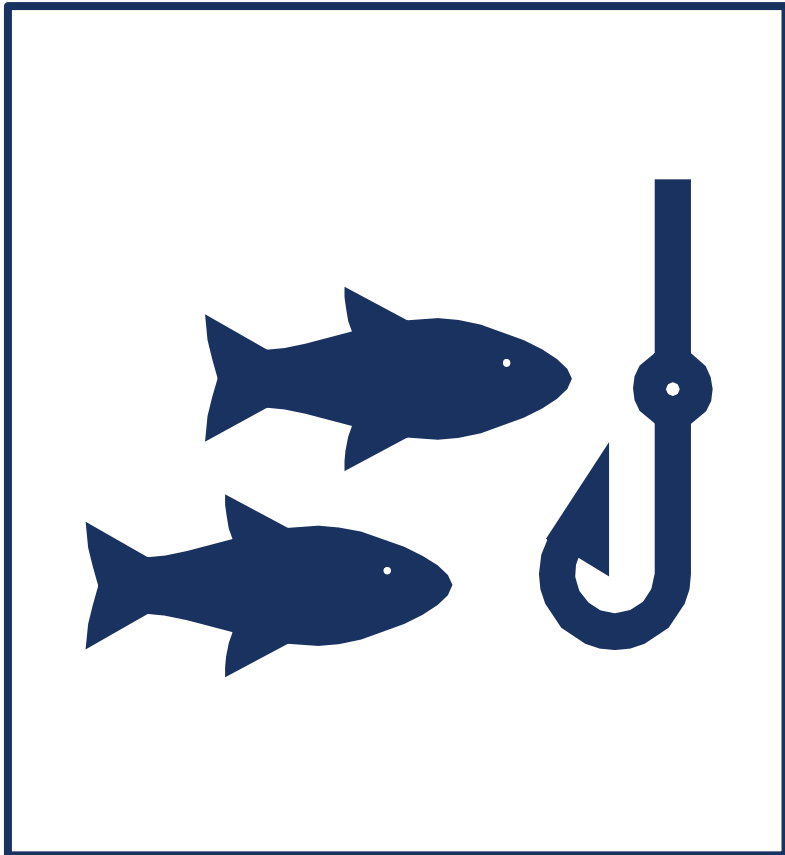
Illustrating the concept behind a Lifetime Health Advisory: Perfluorooctanoic acid (PFOA)

* Exact numbers have been generalized for illustration
ppt = Parts per trillion

Various State Standards

State	PFOA ppt	PFOS ppt	Comments	Source
Alabama	70	70		EPA
Alaska	400	400		ADEC
California	Prop 65	Prop 65	Proposed	OEHHA
Connecticut	70	70	PFNA, PFHxA, PFPeA, PFHpA	DPH
Colorado	70	70	PFHpA	
Delaware	70	70		DNR
Georgia	70	70	Proposed	DPH
Illinois	400	200		
Iowa	70	70		DNR
Kentucky	400	200		NKWD
Maine	70	70		ME DEP
Maryland	70	70		
Michigan	70	70	HB 5373 proposed 5	MI DEQ
Minnesota	35	27		MDH
New Hampshire	70	70		DES
New Jersey*	14	13		NJDEP
New York	70	70		
North Carolina	2000	NA		DENR
Ohio	400	200		EPA
Oregon	24000	300000	PFHpA, PFNA, PFOSA	
Pennsylvania	70 (May lower to 6)	70		PA DEP
Rhode Island	70	70		
Texas	290	560	PCLs for 16 PFCs	CEQ
Vermont	20	20		VT DOH
West Virginia	400	200		

Thornapple River



- Recreational Uses
 - Swimming
 - Fishing

Thornapple River - Recreational Use Surface Water

- MDHHS Toxicologists evaluated recreational-use risks associated with surface water PFAS results for various surface water bodies across the state
 - Rogue River
 - Lake St. Clair

Conclusion:

MDHHS has concluded that incidental swallowing or dermal contact with PFAS-containing surface water via recreational activities (swimming, water sports, etc.) in these areas are not expected to cause harm to human health.

PFAS concentrations in Thornapple well below PFAS concentrations at these other sites.

Recreational activities on Thornapple River are not expected to cause harm to human health.

Thornapple River - Recreational Use Foam

- MDHHS Toxicologists evaluated incidental exposures (ingestion and skin contact) to PFAS-containing foam during recreational activities
 - Rogue River

Conclusion:

MDHHS has concluded that swallowing PFAS-containing foam may pose a human health risk.

Skin contact with foam is not expected to cause harm to human health.

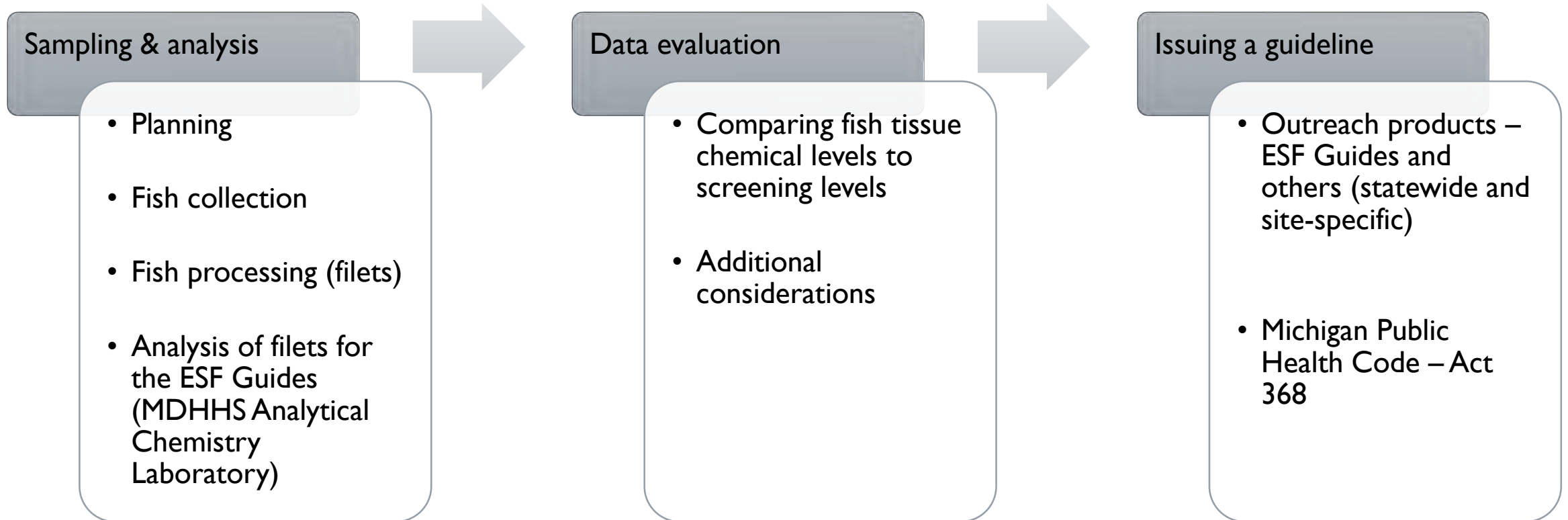
Kent County Health Department issued a Health Advisory to avoid swallowing foam during recreational activities on Thornapple River (June 2018).



The Michigan Fish Consumption Advisory Program

Michigan Department of Health and Human Services

GENERAL PROCESS FOR CONSUMPTION GUIDELINE DEVELOPMENT



STATEWIDE SAFE FISH GUIDELINES

- These general guidelines are based on the typical amount of chemicals found in fish filets tested from around the state. Some fish may be higher or lower.
- These general guidelines can be used for lakes, rivers, and fish species not included in the Eat Safe Fish Guide.

Type of Fish	Chemical of Concern	Size of Fish (length in inches)	MI Servings per Month*
Black Crappie	Mercury	Any Size	4
Bluegill	Mercury	Any Size	8
Carp	PCBs	Any Size	2
Catfish	PCBs & Mercury	Any Size	4
Largemouth Bass	Mercury	Under 18"	2
		Over 18"	1
Muskellunge (Muskie)	Mercury	Any Size	1
Northern Pike	Mercury	Under 30"	2
		Over 30"	1
Rock Bass	Mercury	Any Size	4
Smallmouth Bass	Mercury	Under 18"	2
		Over 18"	1
Suckers	Mercury	Any Size	8
Sunfish	Mercury	Any Size	8
Walleye	Mercury	Under 20"	2
		Over 20"	1
White Crappie	Mercury	Any Size	4
Yellow Perch	Mercury	Any Size	4

2018 Eat Safe Fish Guide Thornapple River

Thornapple River

(downstream of Middleville Dam in Barry County; includes the Ada Impoundment, the Cascade Impoundment, and the LaBarge Impoundments)

Type of Fish	Chemicals of Concern	Size of Fish (length in inches)	MI Servings per Month*
Carp	PCBs & Mercury	Any	2
Largemouth Bass	Mercury	Under 18"	1
		Over 18"	6 Per Year
Smallmouth Bass	Mercury	Under 18"	1
		Over 18"	6 Per Year

Fish collections are planned in 2018 for the Thornapple River to assess PFAS concentrations in surface water and fish

“MI SERVING”

My Michigan, MI Serving Size

- ☑ 8 ounces of fish = size of an adult’s hand (large oval)
- ☑ 4 ounces of fish = size of the palm of an adult’s hand (small circle)
- ☑ 2 ounces of fish = size of half a palm of an adult’s hand (rectangle)



How much is *MI Serving*?

Weight of Person	<i>MI Serving Size</i>
45 pounds	2 ounces
90 pounds	4 ounces
180 pounds	8 ounces

What you can do

Reduce your exposure to PFAS from other sources:

- Use a filter if it is recommended
 - Point-of-Use (POU) – NSF Certified
 - Point-of-Entry (POET)
- Follow MI's Eat Safe Fish guidelines
- Read consumer product labels and avoid using those with PFAS

- outdoor clothing
- carpets
- cleaning products
- cosmetics
- leather goods
- ski waxes

“perfluoro...” “polyfluoro...”
“polyperfluoro...”



Thank you

Contact information:

Bill Farrell

Michigan Department of Health and Human Services

(517) 284-0018

farrellw@michigan.gov





PFAS are in many products commonly used

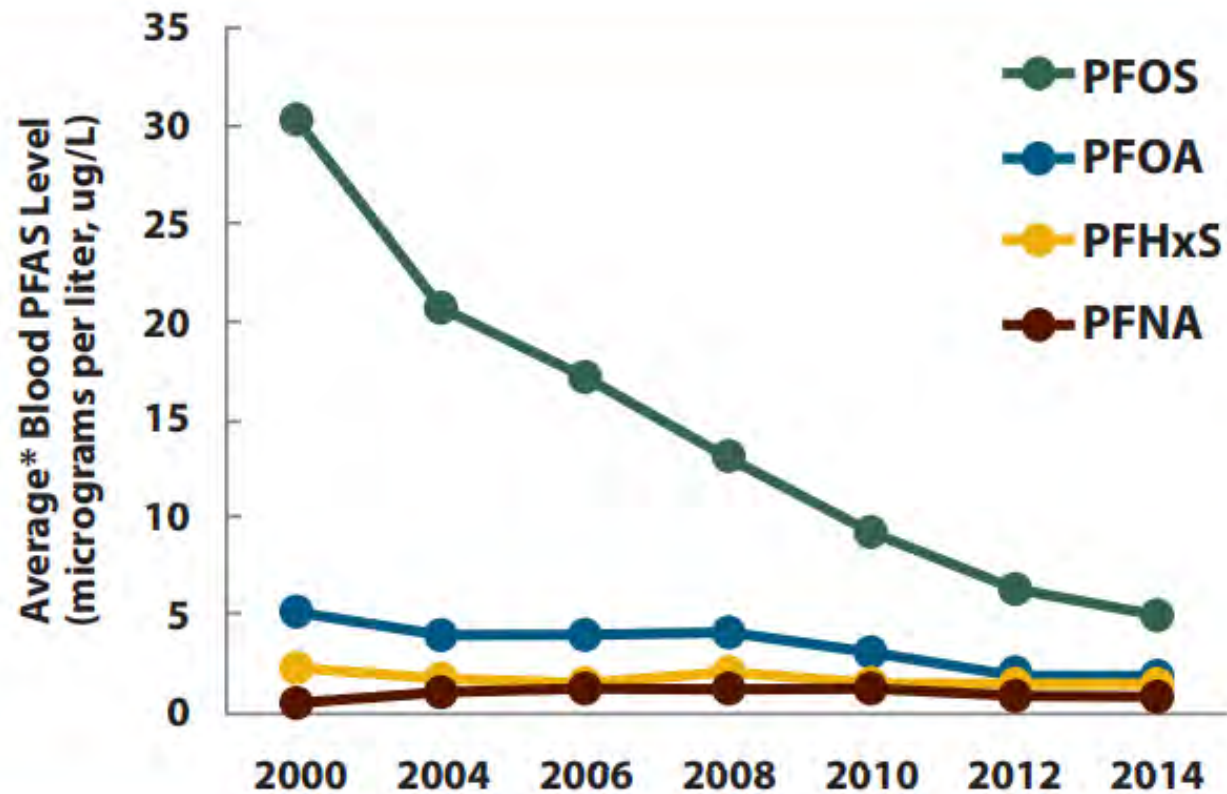
People are expected to have some level of PFAS in their blood

Blood testing:

CAN tell you the concentration in your blood at time of test

CANNOT tell you if current or future health conditions are due to PFAS or how you were exposed (where the PFAS came from)

Blood Testing



* Average = geometric mean

Data Source: Centers for Disease Control and Prevention. Fourth Report on Human Exposure to Environmental Chemicals, Updated Tables, (January 2017). Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention.

BLOOD LEVELS OF THE MOST COMMON PFAS IN PEOPLE IN THE UNITED STATES FROM 2000-2014



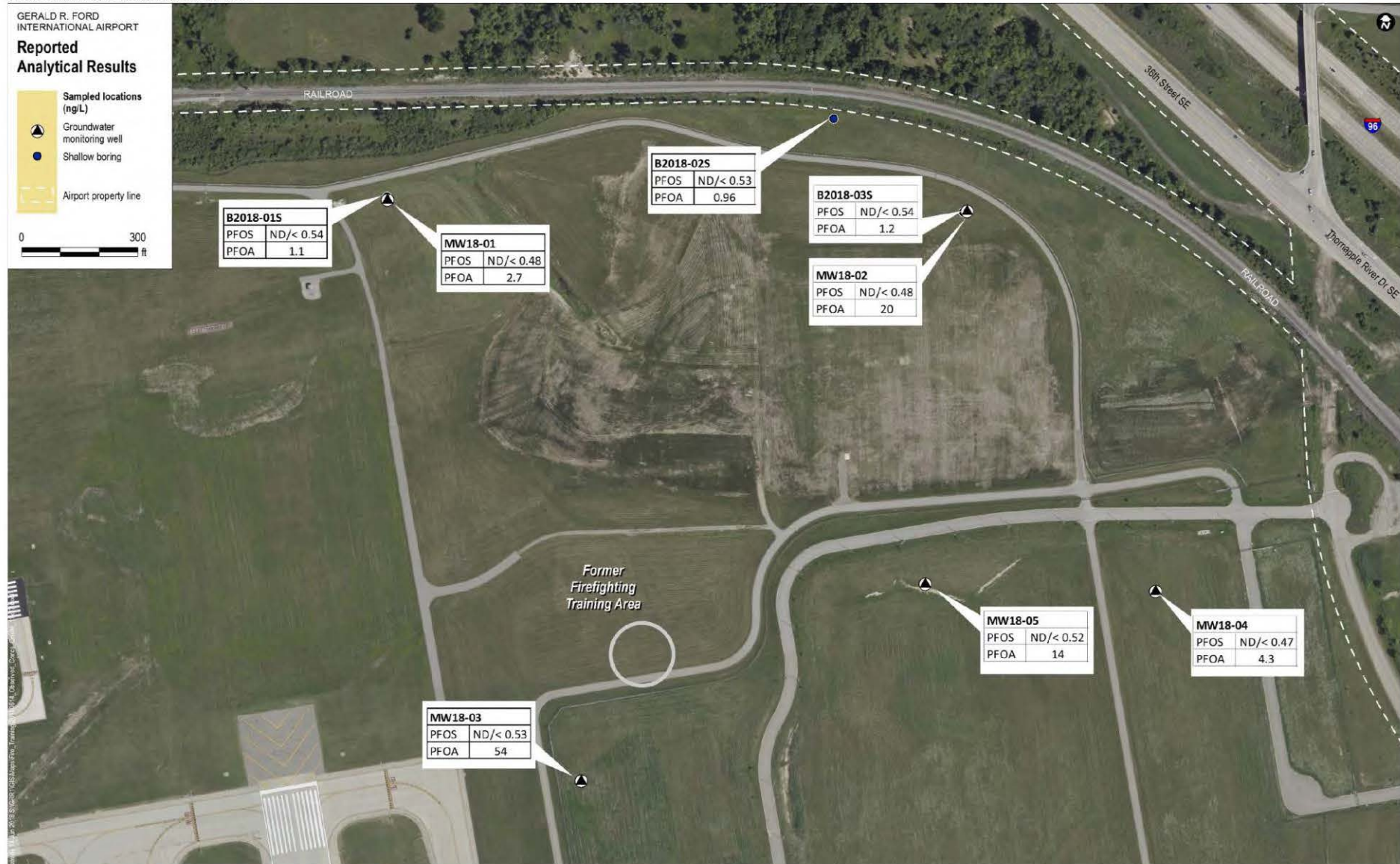


Figure 3-3. Groundwater PFOS and PFOA Sample Results (ng/L).



CITY OF
Escondido



Thank you for your generous
support with the
"Dark Store" issue.

Together we can prevail!

Escanaba city council
and city manager

THANK YOU!
Katie B.

Franklin Adams
W/14/15/2015

Copy O'Connell Museum



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

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

Conditions:

1. Cascade Charter Township will reimburse employees for approved registration for work related seminars and conferences. Individual seminars and conferences must be related to the employee's current job duties or a foreseeable-future position in the organization in order to be eligible for educational assistance.
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4. Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a conference or seminar prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of request at their next scheduled meeting.

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

Name: Todd Stevenson

Application Date: 8-1-2018

Location of Seminar/Conference Eastern Michigan University, Ypsilanti MI

Name of Proposed Seminar/Conference: Fire Staff and Command
Executive Leadership Program

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

(over)

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

Please see attached letter

Cost of the Seminar/Conference: (Registration) \$ 3,250⁰⁰

(Lodging) \$ 150 x 9 weeks (5 day week) (Travel) \$ 0

Account #: _____

Your Signature: [Signature]

Approvals:

Department Head: [Signature] Date: 8-2-18

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

**Eastern Michigan University
Staff and Command Executive Leadership Program**

How will this program benefit me and the township?

The Staff and Command Executive Leadership Program is designed to put leaders in a dynamic and intensive leadership environment. Leadership is very important in all facets of government and business. The fire service is no exception. This program through education and training will build my leadership skills, which I can bring back to the department and my shift.

The township and the fire department are fortunate to have Chief Magers who sees the value in having his officers attend the Staff and Command Program. Having educated, trained and professional people in the leadership rolls, will ensure a strong and health fire department for years to come.

Thank you

A handwritten signature in blue ink, appearing to read "T. Stevenson", with a long horizontal flourish extending to the right.

Captain Todd Stevenson



July 14, 2018

Dear Fire Professional,

Eastern Michigan University's Center for Regional and National Security is proud to offer its Twentieth Fire Staff and Command Executive Leadership Program at EMU's Ypsilanti campus, beginning February 11, 2019 and ending October 18, 2019.

2019 Class Schedule

Orientation/Week 1 – February 11-15

Week 2 – March 11-15

Week 3 – April 15-19

Week 4 – May 13-17

Week 5 – June 17-21

Week 6 – July 15-19

Week 7 – August 12-16

Week 8 – September 9-13

Week 9 – October 14-18

As you know, this is an intensive training program consisting of 350 hours of classroom instruction that will require out-of-class study, preparation for papers, projects, and examinations. The School of Fire Staff and Command will continue to take the officer beyond traditional operational methods and expose them to conceptual thinking and problem solving paving the way for further advancement to senior leadership positions within their department.

EMU's School of Staff and Command has continued to enhance its reputation for excellence. It is continued to be supported by quality instructors' and fire management professionals who make up the foundation of this unique educational/training program. The programs reputation for excellence is based on graduates, like you, who have stated the knowledge, skills, and abilities learned assist them in providing quality leadership for their department.

The Fire Staff and Command Program is dynamic and on the forefront of technology. Command Officers will be challenged by management situations, decisive decision-making, and being able to control, direct and supervise personnel under their command. The Fire Staff and Command program will enhance the performance of personnel in the command positions by:

- Understanding the management theorist's approach to managing fire agencies.
- Utilizing Michigan Labor Law as it relates to personnel management in hiring, discipline, ADA, sexual harassment, workman's compensation, and ACT 312.
- Understanding the role of the fire administrator in the day-to-day operation of a fire agency.
- Understanding management responsibilities for Michigan Criminal and Civil Law in cases rising from negligence retention, failure to train, and other situations that require defense in a civil court.
- Development of fiscal responsibilities for managing a budget, special project funding, grant administration, and duties required for sound fiscal management.

- Utilizing the latest instruments for planning and decision-making requirements for management responsibilities.
- Utilizing technology for computer enhancement in the workplace. This section is a hands-on approach to computer skills relating to preparing written documents, utilizing spreadsheets in the preparation of budget detail and analyzing data through data base preparation.

Please advise your colleagues, that to be considered for the 2019 program applications need to be completed and forwarded to **The School of Fire Staff and Command Executive Leadership Program, Eastern Michigan University, c/o JillAnne Bauer, 16 Sill Hall, Ypsilanti, MI 48197.** A Chief or Director must sign the application. Applicant selections and acceptance notifications will be made by December 12, 2018.

Cost for the program is \$3250, this fee includes all required materials. The Michigan Municipal Risk Management Authority may have monies available for the program fees for its member communities on an individual basis. Students must successfully complete the program in order to be eligible, contact Al Smolen for additional information at 734.679.7648.

The Staff and Command program fee does NOT include undergraduate or graduate college credits. EMU is continuing to offer a \$3000 academic scholarship to students who attend School of Fire Staff and Command and pursue their education at EMU. For those students interested earning EMU credit, please refer to tuition and fee information at: www.emich.edu/controller/sbs/tuitionfeesoutline.html. Tuition and fees are established according to Eastern Michigan University Board of Regents.

If you have any questions or concerns please contact me at 734.487.1590 or jillanne.bauer@emich.edu. Applications and a complete schedule will be available on line at <http://www.emich.edu/cerns>.

Sincerely,

JillAnne M. Bauer

JillAnne M. Bauer

Director

School of Fire Staff and Command Executive Leadership Program

School of Fire Staff and Command Executive Leadership Advisory Board - 2018-2019

- Kevin Schlmeyer – State Fire Marshal
- Director Joshua Meier – Canton Township Public Safety
- Chief Michael O’Brian – Brighton Area Fire Authority
- Fire Commissioner Eric Jones – Detroit Fire Department
- Chief Steve McGee – Groveland Township Fire Department
- Chief Greg Flynn – West Bloomfield Fire Department
- Chief Mike Evans – Detroit Metro Airport Fire Department
- Chief Ellen Taylor – Auburn Hills Fire Department
- Chief Brian Ball – Delhi Township Fire Department
- Chief Johnny Menifee – Southfield Fire Department
- Chief Jon Unruh – Farmington Hills Fire Department
- Assistant Chief Steve Apostol – Grand Traverse Metro Fire Department
- Ms. Julie Secontine – Attorney
- Mr. Raymond Ahonen – Senior Acct Manager, Belfor Corp.
- Dr. Dorothy McAllen – Faculty, EMU
- JillAnne Bauer – Director, Center for Regional & National Security



Executive Summary and Program Outline



Executive Summary

Managing a fire agency in such a way that assures the public received high quality service is an increasingly complex undertaking. Successful administrators must possess exceptional leadership skills and the ability to systematically investigate problems, make sound decisions and plan for the future. Effective administration also requires a host of specialized skills, and, in this post 9/11 era, command officers need a solid education relevant to homeland security.

The School of Fire Staff and Command reflects these needs. The curriculum consists of six major topic areas intended to address the changing needs of the public safety community. These topics areas are:

- Leadership
- Planning and Decision Making
- Human Resource Management
- Administering the Fire Agency
- Critical Situations and Homeland Security
- Managing Technology for Public Safety

Highlights of the program include:

- Managerial issues from the perspective of the fire community
- NFPA standards for accreditation
- Enhanced incident command training and technology
- Instruction on quality improvement, systematic problem solving, planning and decision making
- Information on critical incidents and homeland security
- Consolidations and media relations
- A hands-on approach to computer skills relating to preparing written documents, utilizing spreadsheets in the preparation of budget detail, analyzing data through data base preparation and developing professional presentations

The School of Fire Staff and Command program is a comprehensive 360-hour program that targets those fire officers destined for senior leadership within their departments. The experience will take the fire officer beyond traditional operational methods and expose them to strategic thinking and creative and innovative problem solving paving the way for further advancement to senior leadership positions within their department.

School of Fire Staff and Command Program Outline

The SFSC consist of 42 individual classes, spread over 9 months. The curriculum is divided into six major topic areas (1) Leadership Development, (2) Planning and Decision Making, (3) Human Resource Management, (4) Administration of the Fire Agency, (5) Critical Incidents and Homeland Security, and (6) Managing Technology for Public Safety.

Note: This program outline is provisional. Although minor changes (e.g., course title, adjustments to training time) are possible, *substantial changes are not expected.*

Leadership Courses

While leadership forms the underpinning of the entire program, the goal of the individual leadership classes is to aid students in developing their own leadership skills. This block of instruction will begin with a review of leadership theory. Students will be guided through a personalized leadership development process. Students will also explore the realities and challenges of leading in the law enforcement environment. The leadership module will conclude with the Executive Forum which allows students to pose questions to a panel of fire chiefs and executives.

- Leadership Development
- Leadership in Practice
- Executive Panel
- Interpersonal and Organizational Communication
- Conflict Management
- Communications Management

Planning and Decision-Making Courses

Planning and decision-making is central to the command officer's role. The courses in this block of instruction serve as the foundation for the planning and decisions that must be made relevant to every other aspect of administering the fire agency. SFSC participants will be presented with a wide variety of situations that require planning and/or systematic problem solving. The knowledge, skills, and abilities acquired through this instruction will greatly assist the student as he or she approaches the topics in human resource management, administration of the agency, and homeland security.

- Operational and Strategic Planning in Law Enforcement
- Team Building and Systematic Problem Solving
- Research Techniques
- Change Management: Managing Fire Organizations
- Grant Writing

Human Resource Management Courses

While most would agree that people are an organization's greatest asset, too often, in the fire service, the people are nearly an afterthought. This block of instruction focuses on the best practices for selecting, orienting, assigning, and training fire personnel. This instruction also examines employee performance and discusses techniques for motivating, recognizing, rewarding, developing, and disciplining the fire employee.

- DiSC Personal Assessment Tool
- Staffing, Training and Development
- Ethics
- Performance Management
- Managing the Problem Employee
- Employee Mentoring
- Career Development
- Navigating Through the Disciplinary Process
- Strategic Leadership for Special Investigation Team

Administering the Fire Agency Courses

Typically, as officers rise through the ranks in their departments they incur an increasing number of administrative responsibilities. This block of instruction helps program participants understand and address these responsibilities. This block provides a "big picture" view of the fire agency management and administration process down to the concept of "citizen as the Fire department customer."

- Introduction to Management in the Fire Service
- Standards and Accreditation and Fire Prevention
- Media Relations
- Budgeting
- Employee Wellness
- Labor Law and Legal Issues in the Fire Service/Emergency Management
- Marketing in the Fire Service & Leadership Strategies for the Political Process
- Grant Writing
- Labor Relations & Contract Administration and Negotiation
- Fire Ground Operations
- Line of Duty Deaths
- Apparatus Purchasing
- Change Management in the Fire Service

Critical Incidents and Homeland Security Classes

While fire command officers have always been responsible for the management of critical incidents today's post 9/11 commander must also address the challenges associated with homeland security. This block of instruction will prepare the command officer to respond effectively to critical incidents. It will also provide the command officer with the knowledge and skills needed to address the homeland security concerns likely to affect his or her department and community.

- Emergency Management & Critical Incidents in Tactical Situations
- Introduction to Homeland Security
- Preparedness, Mitigation, Response, and Recovery
- Intelligence and Fusion Centers
- Unified Incident Command NIMS
- The Role of EMS in the Fire Service

Managing Technology for Public Safety Agencies

This component is an application of current software and management of the IT function as it applies to Public Safety Agencies. The student will utilize concepts from other courses in the application of Microsoft Word, Excel, and Power Point, and understanding the deployment of these software programs to an agency.

- Research Using the Electronic Library
- Microsoft Word
- Microsoft Power Point
- Microsoft Excel
- Fire Service in the 21st Century

For more information on the
Eastern Michigan University
School of Fire Staff and Command Executive Leadership Program
or for an application, visit our web site at:
www.emich.edu/cerns
or contact
JillAnne Bauer
jillanne.bauer@emich.edu - 734.487.2435



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

Name: Tami Cook

Application Date: 8/27/2018

Location of Seminar/Conference Grand Rapids

Name of Proposed Seminar/Conference: MERS Retirement Conference

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

(over)

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

Gain better understanding of MERS, recent changes,
updates, etc.

Cost of the Seminar/Conference: (Registration) \$ 250

(Lodging) \$ 0 (Travel) \$ 50 (parking + mileage)

Account #: 101-295-724-000

Your Signature: *Paul Cook*

Approvals:

Department Head: _____ Date: _____

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file

1 copy to applicant

1 copy to Accounting

INVITATION

GRAND RAPIDS
AMWAY GRAND PLAZA HOTEL
OCTOBER 4-5, 2018

RETIREMENT CONFERENCE



SIGN UP EARLY!

Register today

WWW.MERSOFMICH.COM



EARLY BIRD PRICING

Register by **August 17** to receive the discounted rate of **\$175/person**

After August 17: \$250/person

Online registration will close September 21



BOOK YOUR HOTEL ROOM

MERS has secured a discounted group rate of \$161/night at the Amway Grand. To make your reservation, contact the hotel directly at **(800) 253-3590** and mention the MERS Conference. The deadline to reserve a room at the discounted rate is **Friday, September 7**.



Please note! Due to ArtPrize, the hotel will book up quickly. We encourage you to make your reservation as soon as possible to ensure availability.

See you in
Grand Rapids!

YOU'RE INVITED



to attend the 2018 Retirement Conference in Grand Rapids where we'll take a deeper look at the important retirement topics affecting you and your municipality. You'll have the opportunity to network with your peers, meet MERS staff, and share ideas, stories and solutions. Whether you administer MERS benefits for your organization or simply participate in one of our plans, this is a great way to learn more about current trends and the future of retirement.

TOPICS INCLUDE

UNDERSTANDING YOUR MERS PLAN



PLAN DESIGNS



INVESTING STRATEGIES



FINANCIAL WELLNESS



HEALTHCARE IN RETIREMENT



LEGISLATION & POLICY UPDATES



NEED CREDIT?

We'll be offering continuing education credits through SHRM and HRCI for HR professionals as well as credits for CPAs. More information coming soon.



ARTPRIZE



ArtPrize, an international art contest held annually in Grand Rapids, will be in full swing during our conference. During your down time, we encourage you to check out some of the most unique and beautiful art exhibits you'll find anywhere in the world, and vote for your favorites!

LET'S LOOK AT THE NUMBERS



400+
ATTENDEES



200
MUNICIPALITIES REPRESENTED



30
SPEAKERS



35
SESSIONS AND NETWORKING OPPORTUNITIES

NEVER BEEN BEFORE? YOU'RE NOT ALONE

45%

OF ATTENDEES IN 2017 WERE FIRST-TIMERS

ATTENDEES SAY THESE ARE THE

TOP 3
REASONS TO ATTEND



EDUCATION



NETWORKING



SPEAKERS

WHO SHOULD ATTEND



Appointed and elected officials



Human Resources staff



Finance staff



Plan Participants



I constantly learn something new when I attend the retirement conference. From keeping up with changes to getting ideas from other groups, I always walk away with something worthwhile. Also, it's great to meet the MERS staff we deal with on a regular basis and interact with other members throughout the state.

— 2017 CONFERENCE ATTENDEE



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

Name: Steve Peterson/Sandra Korhorn

Application Date: 9/5/2018

Location of Seminar/Conference: Grand Rapids, MI

Name of Proposed Seminar/Conference: 2018 MERS Annual Conference

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

(over)

How will the Seminar/Conference benefit the employee and the township? To Learn and understand the retirement plan.

Cost of the Seminar/Conference: (Registration) \$ 250.00/ea = \$500.00

(Lodging) \$ _____ (Travel) \$ _____

Account #: 101-721-724-000

Your Signature: _____

Approvals:

Department Head: _____ Date: _____

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

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

Name: Tami Cook

Application Date: 9/5/2018

Location of Seminar/Conference: Grand Rapids, MI

Name of Proposed Seminar/Conference: 2018 MERS Annual Conference

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

(over)

How will the Seminar/Conference benefit the employee and the township? To Learn and understand the retirement plan.

Cost of the Seminar/Conference: (Registration) \$ 250.00

(Lodging) \$ _____ (Travel) \$ _____

Account #: 101-295-726-000

Your Signature: _____

Approvals:

Department Head: _____ Date: _____

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Original to personnel file







1 copy to applicant

1 copy to Accounting

Wednesday | Oct 3

2:00 - 5:00 p.m.	MERS Retirement Board Meeting	Public
3:00 - 6:00 p.m.	Early Arrivers Registration	All
5:00 - 7:00 p.m.	Welcome Reception	All

Thursday | Oct 4

7:30 a.m. – 1:00 p.m.	Registration	All
7:30 – 8:30 a.m.	Breakfast	All
8:30 – 9:30 a.m.	Business Meeting	All
9:30 - 9:45 a.m.	Refreshment Break	All
9:45 a.m. – 10:45 a.m.	Breakout Sessions <ul style="list-style-type: none"> • Comprehensive View of Plan Governance  • Taking a look Under the Hood of Your Defined Benefit Plan - Actuarial Mechanics  • Sustainable Approach to Retiree Health Care  • Financial Planning for Your Future Self  • Defined Benefit Overview & Retirement Process  • Investment Series Part 1 – Investment Basics and Growing Your Money  	Employer Employer Employer Participant Participant Participant

Legend:  = Continuing education credits

**This schedule is subject to change. Please visit the conference website at www.mersofmich.com/AnnualConference for the most up-to-date version.*








Thursday | Oct 4 (continued)

11:00 a.m. – 12:00 p.m.	Breakout Sessions <ul style="list-style-type: none"> Comprehensive View of Plan Governance CE Taking a look Under the Hood of Your Defined Benefit Plan - Actuarial Mechanics CE Sustainable Approach to Retiree Health Care CE Financial Planning for Your Future Self CE Defined Benefit Overview & Retirement Process CE Investment Series Part 1 – Investment Basics and Growing Your Money CE 	Employer Employer Employer Participant Participant Participant
12:00 - 12:30 p.m.	Lunch	All
12:30 – 1:15 p.m.	General Session <i>Exploring Financial Wellness: A Panel Discussion</i> <i>During this panel discussion, industry experts from the National Institute on Retirement Security and AARP will join MERS for an insightful discussion into the state of retirement today. From millennials to those closing in on retirement, panelists will discuss where savings gaps exist and how they may be addressed. We'll also review recent survey results from MERS members on key financial wellness topics and share ideas on how we'll use this feedback to design impactful resources and educational opportunities.</i>	All
1:30 – 2:30 p.m.	Breakout Sessions <ul style="list-style-type: none"> HR Roundtable - Successful Benefit and Financial Wellness Communicaiton Practices in the Workplace PA 202 – Local Government Reporting Updates CE Retirement Adequacy - Strategies for Effective Plan Designs Investment Series Part 1 – Investment Basics and Growing Your Money CE Health Care Options in Retirement CE Full Picture Retirement Planning 	Employer Employer Employer Participant Participant Participant
2:30 – 2:45 p.m.	Refreshment Break	All
2:45 – 3:45 p.m.	Breakout Sessions <ul style="list-style-type: none"> HR Roundtable – Successful Benefit and Financial Wellness Communicaiton Practices in the Workplace PA 202 – Local Government Reporting Updates CE Retirement Adequacy - Strategies for Effective Plan Designs Health Care Options in Retirement CE Full Picture Retirement Planning Investment Series Part 2 – Managing Your Portfolio and Using Your Account in Retirement CE 	Employer Employer Employer Participant Participant Participant
3:45 – 6:00 p.m.	Break	All
6:00 p.m. – 10:00 p.m.	Reception/Dinner at the B.O.B.	All

Legend: CE = Continuing education credits

**This schedule is subject to change. Please visit the conference website at www.mersofmich.com/AnnualConference for the most up-to-date version.*

Friday | Oct 5

7:30 – 8:30 a.m.	Breakfast	All
8:30 – 9:30 a.m.	General Session <i>Investment Update</i>	All
9:30 – 9:45 a.m.	Refreshment Break	All
9:45 – 10:45 a.m.	Breakout Sessions <ul style="list-style-type: none"> • Comprehensive View of Plan Governance  • Sustainable Approach to Retiree Health Care  • Taking a Look Under the Hood of Your Defined Benefit Plan – Actuarial Mechanics  • Defined Benefit Overview & Retirement Process  • Health Care Options in Retirement  • Investment Series Part 2 – Managing Your Portfolio and Using Your Account in Retirement  	Employer Employer Employer Participant Participant Participant
11:00 a.m. – 12:00 p.m.	General Session <i>How to Maximize Social Security Benefits Now</i> Mary Beth Franklin, Contributing Editor, InvestmentNews	 All
12:00 p.m.	Lunch	All

Legend:  = Continuing education credits

**This schedule is subject to change. Please visit the conference website at www.mersofmich.com/AnnualConference for the most up-to-date version.*

Session Descriptions

- Comprehensive View of Plan Governance**
 If you manage your MERS employee benefit plan and its assets, it's important to know that MERS serves as the plan fiduciary. This session will cover best practices for a retirement plan fiduciary, ways employers can balance plan affordability with adequacy, and how you can help employees prepare for a secure retirement.
- Sustainable Approach to Retiree Health Care**
 As the cost of health care continues to rise, it's important to know your options when it comes to providing retiree health coverage. In this session, you'll hear case studies from other groups that have implemented strategic health care solutions. In addition you'll learn more about the Health Care Savings Program and how it can work in tandem with a Private Health Care Exchange, and see if these programs could be beneficial in your workplace. If other post-employment benefit costs are a concern for your municipality, do not miss out on this session.
- Taking a Look Under the Hood of Your Defined Benefit Plan – Actuarial Mechanics**
 Ever wondered about the mechanics of your defined benefit plan? The assumptions that are built into calculating liabilities, funded levels and contributions? What a funding policy consists of? Join Chief Actuary, David Kausch from GRS, and members of the MERS team to take a deep dive into the actuarial concepts that go into administering a defined benefit plan, including the best practice of conducting an Experience Study. If your role involves reviewing and communicating information regarding your Defined Benefit Plan, this is a session not to be missed.
- HR Roundtable – Successful Benefit and Financial Wellness Communication Practices in the Workplace**
 Are you interested in learning what other local governments are doing to improve the financial wellness of their employees? In this session you'll learn more about the role effective communication can play when discussing retirement benefits with your employees. We'll also talk about the importance of providing financial wellness resources and highlight some ways that MERS can assist in those efforts. You'll have a chance to ask questions and share ideas with your peers while learning some tips to excel in your position.
- PA 202 – Local Government Reporting Updates**
 Join us as we walk through updates on the various reporting requirements for PA 202 and the role of the newly-formed Municipal Stability Board. We will have an insightful discussion with MERS Governmental Affairs Director with staff from the Department of Treasury on the information and process on new reporting, application for waivers and corrective action plan processes. This session is not to be missed!
- Retirement Adequacy – Strategies for Effective Plan Designs**
 Studies show that employees who feel confident about their ability to retire with financial security tend to be happier and better workers. As an employer, there are strategies you can put in place to help your employees achieve that goal while still keeping your budget intact. By offering employees access to participant directed accounts, such as 457 and IRAs, employers can empower their employees to make decisions and take actions that will positively impact their financial security in retirement. This session will explore those options and the resources MERS has available.
- Financial Planning for Your Future Self**
 Paying off student loans. Saving for your kids' college funds. Owning a vacation home. These are just a few examples of some short-term and long-term financial goals – what are yours? Do you have a plan in place to achieve them? Defining your goals and fully understanding your current financial situation are the first steps you can take to achieve those goals. Join us in this session as we walk you through the process to create your own financial plan, including defining your short, mid and long-term goals, assessing your current income and expenses, and examining your savings plan. Along the way, we'll help you identify barriers that may interfere with your plans and provide tips and best practices to help you overcome them. You'll walk away with tools and resources to help you create your financial plan and next steps to putting that plan into action.
- Defined Benefit Overview & Retirement Process**
 Join us in this session for your chance to get a closer look at how your MERS Defined Benefit Plan works, and how it fits into helping you reach your retirement goals. We'll cover key features of the plan and review the resources available to you when retirement is on the horizon.

Legend:  = Continuing education credits

**This schedule is subject to change. Please visit the conference website at www.mersofmich.com/AnnualConference for the most up-to-date version.*



Session Descriptions *(continued)*

- **Health Care in Retirement**

Health care costs are the one of the biggest expenses in retirement. Do you know your options? During this session, we'll provide an overview of Medicare, including the benefit options in retirement, costs and also review available resources you have available. In addition, we'll also highlight the new retiree health care exchange and how you can use funds in your MERS Health Care Savings Program account to assist with premium costs. Whether retirement is several years away or on the horizon, make it a point to attend this session to get your post-employment health care options questions answered.

- **Full Picture Retirement Planning**

Depending on your financial goals in retirement, it may be necessary for you and your spouse to consider supplemental retirement plan options. In this session, we'll explore additional choices you have to save for retirement. We'll look at how to add additional security to your overall retirement plan. Regardless of what MERS plans you have, or how soon you plan to retire, you will benefit from this session by learning more about the tools that are available to help you reach your desired level of retirement readiness.

- **Investment Series Part 1 – Investment Basics and Growing Your Money**

When it comes to saving and investing for retirement, there are many questions to consider. How much should you save and how should those savings be invested? Should your strategy change as your life circumstances change? What is your risk tolerance level when investing? This session will address those very questions in terms everyone can relate to while providing an overview of investment basics to help you invest with confidence. We'll also explore savings strategies to use in the accumulation (or working) phase and discuss how resources, such as your MERS Snapshot retirement readiness report and Full Picture report builder help you make informed financial decisions. If you have at least five more working years ahead of you, you'll find the information offered in this webinar important and useful when developing or modifying your retirement savings strategy.

- **Investment Series Part 2 – Managing Your Portfolio and Using Your Account in Retirement**

Wonder how often you should review your investments? How to align your investments with your retirement needs? What to do as retirement gets closer? What resources are available to you? Join us as we walk through the governance and resources available to you as a participant regarding the MERS Investment Menu and retirement readiness. Walk away from this session with confidence in your ability to align your investment strategies with your retirement needs.

Legend:  = Continuing education credits

**This schedule is subject to change. Please visit the conference website at www.mersofmich.com/AnnualConference for the most up-to-date version.*



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

Conditions for Reimbursement:

- Cascade Charter Township will send employees at Township expense for required and/or approved work related seminars/conferences. Individual seminars/conferences must be directly related to the employee’s current job duties in the organization.
- Some seminars/conferences that an employee may attend may be unrelated to their particular job or government in general, and are therefore are not covered by this policy.
- Any seminar/conference request that requires an overnight stay or expenditure over \$200 shall receive Township Board approval prior to attending the seminar/conference.
- Under extenuating circumstances, the Township Manager may approve an overnight stay or expenditure over \$200 for a seminar/conference prior to Township Board approval. The request must be made before attendance to a seminar/conference. The Township Board will be informed of the request at their next scheduled meeting.

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

Name: Sandra Korhorn

Application Date: September 5, 2018

Location of Seminar/Conference: Frankenmuth, MI

Name of Proposed Seminar/Conference: Michigan Downtown Association State Conference

Date of Proposed Seminar/Conference: October 11-12, 2018

Description of Seminar: (may also be attached): See Attached

How will the Seminar/Conference benefit the employee and the Township? Education of DDA/Economic Development on a variety of issues by attending sessions, training workshops and other conference activities.

Cost of Seminar/Conference: \$160.00 Lodging: \$129.00 Travel: \$ 140.00

Your Signature: *Sandra K Korhorn*

Approvals:

Department Head: _____ **Date:** _____

Township Manager: _____ **Date:** _____

Clerk’s Signature: _____ **Date:** _____

(Showing Township Board approval)

Original to personnel file
1 copy to applicant
1 copy to Accounting



Strengthening Downtowns

P.O. Box 82369 Rochester, MI 48308-2369



Strengthening Downtowns

Annual Statewide
Michigan Downtowns Conference

Driving Downtown Innovation

Moving into the Future with Forward Thinking

Zehnder's of Frankenmuth
730 S. Main Street
Frankenmuth, MI 48734
October 11-12, 2018

Thursday 10/11

11:00 am

Registration
Zehnder's of Frankenmuth
Vendor Expo

Noon – 1:00 pm

Lunch
Welcome to Conference
Welcome to Frankenmuth

Becky Goodman
Chair, Michigan Downtown Association

Bridget Smith
City Manager

1:00 – 1:30 pm

Keynote: Identifying What Is Possible; Inspiring Hope and Aspiration

Orton Foundation's "Community Heart & Soul" program brings people together to build stronger, healthier, and more economically vibrant small cities and towns based on what matters most to everyone. When is the last time you realistically reached out to the community to discuss their vision for downtown? Learn about this innovative and inclusive approach for growing your downtown.
Location: Main Dining Room

Leanne Tingay
Senior Associate of Programs, Orton Foundation

1:30 – 2:15 pm

Orton Foundation Workshop

In this workshop, the details of the Orton Foundation's signature "Community Heart & Soul" program will be explained. Gain confidence, a new methodology, and a roadmap for identifying a fresh vision for your downtown's future.
Location: Main Dining Room

Leanne Tingay
Senior Associate of Programs, Orton Foundation

2:15 – 2:30 pm

Networking Break

2:30 – 2:45 pm

Sponsor & Vendor Presentations
Location: Main Dining Room

2:45 – 3:45 pm

Session One: Autonomous Vehicles May be the Future of Downtowns

A change is going to come with autonomous vehicles. What will these vehicles mean for downtown residents, businesses, and visitors? Panelists will assess the operational complexities that are inevitable with this new form of mobility.
Location: Main Dining Room

M. Paul Lippens, AICP, NCI,
Director of Transportation and Urban Design/Director, McKenna & Associates

Tom Neff, *Sales Representative, Traffic & Safety Control Systems, Inc.*

Dan Johns, PE,
Vice President/Managing Principal - Los Angeles, Walker Consultants

3:45 – 4:00 pm

Networking Break

4:00 – 5:15 pm

Walking Tour of Frankenmuth

The tour will end at the site of the MDA's Meet & Greet event at the Bavarian Inn.

Mike Tobin
Emergency Management Division Chief, City of Lansing

Michelle Sponseller
Downtown Development Director, Mt. Pleasant

Sheila Stamiris
Executive Director, Frankenmuth DDA

5:30 – 7:00 pm

Meet & Greet

Bavarian Inn & Restaurant, 713 S. Main Street
Appetizers provided; cash bar; dinner not included

Friday 10/12

8:30 am

Registration
Vendor Exp
Coffee and Continental breakfast

9:00 – 10:00 am

Presentation: SaveMICity

Why should residents, businesses, or local officials care about how we fund local government? While new revenues need to be part of this conversation, so do cost management and government structure; this is about directing resources where they matter the most. SaveMICity.org is your resource for this important topic.
Location: Main Dining Room

Anthony Minghine
Deputy Executive Director & COO, Michigan Municipal League

10:00 – 10:45 am

Session One: Pop-Up Pros

The City of Muskegon currently leases seventeen chalets to small local businesses during the summer. In this session, learn how this successful initiative is helping transform a summer chalet business into brick and mortar shops in downtown Muskegon.
Location: Main Dining Room

Dave Alexander
Executive Director, Downtown Muskegon Now

Session Two: How to Get Along

In this session, both city and downtown leaders will discuss the ways they've worked together, as well as ways downtown managers can leverage the resources within their municipalities to assist with everything from cracked sidewalks to special events.
Location: Townhall Room

Jonathan Greene
Assistant City Manager/Operations, City of Jackson

Nate Mack
Director, City of Jackson DDA

10:45 – 11:00 am

Networking Break

11:00 am – 11:45 am

Session One: Affordable Housing for the Ages

In this session, panelists will discuss the housing needs and desires among a variety of age groups, as well as how land-use planning and zoning standards can provide communities with housing options to add vibrancy to your downtown by attracting young adults and retaining older adults.

Location: Main Dining Room

Jill Bahm, AICP,
Principal Planner, Giffels Webster

Rod Arroyo, AICP,
President, Giffels Webster

Brandon Sckopak
Assistant to the City Manager/DDA
Coordinator, City of Brighton

To Be Announced

Session Two: Talking Trash Management

Trash management is a key component to any comprehensive downtown management program. GFL, an international company based in Canada, is one of the largest trash management companies working in Michigan and the Midwest. In this session, learn how GFL works with communities to develop simple trash management programs for downtowns.

Location: Townhall Room

11:45 am – 1:15 pm

Lunch & MDA Annual Meeting

(Lunch is not provided with conference registration)
Members are encouraged to stay for MDA board elections.

Location: Main Dining Room

1:15 pm – 2:15 pm

Presentation: You're in RCC! What's Next?

Engagement in the Redevelopment Ready Communities (RRC) program has grown substantially - reaching over 200 communities - and is helping communities of all sizes gain recognition for being ready for business, investment, and residents. Learn about new services and continued efforts to revitalize your priority sites.

Location: Main Dining Room

Nate Scramlin, Manager,
Redevelopment Services, Michigan Economic
Development Corporation

Katharine Czarnecki, Senior Vice President,
Community Development, Michigan Economic
Development Corporation

2:15 pm – 3:00 pm

Session One: First Impressions Tourism

In 2017, the City of Imlay City participated in MSU Extension's First Impressions: Tourism Assessment (FIT) program and discovered strengths and weaknesses through the eyes of first-time visitors. In this session, discover how Imlay City has benefited from FIT and how your community can utilize this comprehensive community assessment conducted by unannounced visitors to spawn local leadership, strengthen community vitality, and improve quality of life based on FIT program results.

Location: Main Dining Room

Andy Northrup,
Statewide Tourism and Leadership Educator,
Michigan State University Extension

Dana Walker
Director, Imlay City DDA

Session Two: A Downtown for Everyone

As public spaces, downtowns must embody all of the best aspects of a democratic society. As downtowns strive to be entertainment and shopping destinations, downtown professionals must plan amenities and unique draws to accommodate everyone in the community so that all its members share in the experiences our many downtowns offer.

Location: Townhall Room

Sean Kammer
Downtown Manager, City of Royal Oak

Daniela Walters
President, Main Street Pontiac

3:00pm – 3:15 pm

MDA Annual Awards

3:15 pm – 3:45 pm

Legislative Update

This update will include information related to the State of Michigan's new DDA reporting requirements, which will have to be followed under PA 57 beginning in January 2019.

Location: Main Dining Room

Jennifer Rigterink, Legislative Associate,
Michigan Municipal League

Nate Mack, MDA Legislative
Committee Co-Chair

Patricia Rayl, MDA Legislative
Committee Co-Chair

3:45 pm

Closing Comments

Location: Main Dining Room

Becky Goodman
Chair, Michigan Downtown Association

Registration Form: Annual Statewide Michigan Downtowns Conference 2018

Name _____

Organization _____

Phone _____ Email _____

Registration Fees (use registration form or register online at www.michigandowntowns.com):

Early (Now through 10/4)	MDA Members: \$160	Non-Members: \$205	Students: \$50
Regular Registration & At the Door (After 10/4)	MDA Member: \$185	Non-Member: \$230	Student: \$55

Conference Sponsor: \$500 (Includes a table and two registrations)

RSVP: Michigan Downtown Association, P.O. Box 82369 Rochester, MI 48308-2369 ph 248.838.9711
info@michigandowntowns.com www.michigandowntowns.com

Please return form with payment to MDA by Oct. 4, 2018. Make checks payable to the Michigan Downtown Association. If you cannot get your check processed by that time, we can accept payment at the door or payment by invoice.

You may also register and pay online via PayPal. Visit michigandowntowns.com/events.php

__ Visa __ MC __ Dis __ Amex Card No. _____ Exp. Date _____ Sec. Code: _____

Name on Card: _____ Signature: _____

Zip Code: _____

AICP and AIA credits are available on a self-reporting basis.

**Thank you
Annual Conference
Sponsors 2018**

Presenting Sponsor



Friends of the MDA



Beckett & Raeder



giffels webster



McKenna ASSOCIATES





Driving Downtown Innovation Moving into the Future with Forward Thinking

Annual Statewide
Michigan Downtowns Conference

Innovation is a must for downtowns to succeed. New ideas, creativity, and strategies require focused thinking in areas like affordable housing, transportation, and safety and services. Downtown professionals have always used innovation to their advantage; it's what continues to move downtowns forward. This conference explores innovation in areas such as autonomous vehicles, emergency plans, filling retail space, trash management, housing, tourism, and more. Don't miss this opportunity to discover new ideas, approaches, and strategies that will make your downtown better than ever.

Welcome to Frankenmuth

Frankenmuth's small stature as a city (less than 2.5 square miles) belies its power as a tourism center. Built on its German Bavarian roots, the city is home to a few more than 5000 residents, entertains hundreds of thousands of visitors annually, and boasts a robust entertainment calendar year round. Home to two of America's largest independent restaurants and the world's biggest Christmas store, Frankenmuth appreciates small businesses and the quality of life a strong downtown brings. Businesses reinvest here to keep on top of market trends, while maintaining the traditions for which Frankenmuth is known.



Hotel:

Visit www.zehnders.com or call 1-800-863-7999 and use the reservation code 1018michigan. Rate: \$99 on 10/10 and \$129 on 10/11, single or double. This rate is available until September 25, 2018. Reservations received after that date will be accepted on an availability basis. Each guestroom includes up to 4 complimentary waterpark passes daily. Note: The waterpark is closed Oct. 10 and will reopen at noon on October 11.

You may also reserve rooms on your own at The Bavarian Lodge, SpringHill Suites, or Fairfield Inn -- no discount codes provided.



Thank you to our Conference Committee

Committee Chair
Dana Walker
Imlay City

Robert Donohue
South Lyon

Susan Ireland
Van Buren Township

Steve Deisler
Texas Township

Tiffany Dziurman
Michigan Downtown Association

Jonathan Greene
City of Jackson

Jerry Dettloff
MDA Member

Becky Goodman
Downtown Petoskey



**Cascade Charter Township
Education Reimbursement Request**

Conditions for Reimbursement:

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

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

Name: John Makuch

Application Date: 09-05-2018

Name of Educational Institution: Waldorf University

Name of Proposed Course:

FSC 4510: Personnel Management for the Fire and
Emergency Services
(see attached course description)

Cost of Tuition: \$796.50

Your Signature: John J. Makuch

Account #: _____

Approvals:

Department Head: [Signature] Date: 9-5-18

Township Manager: _____ Date: _____

Clerk's Signature: _____ Date: _____

(Showing Township Board approval)

Print

Close This Window

FSC 4510: Personnel Management for the Fire and Emergency Services

Description

This course examines relationships and issues in personnel administration and human resource development within the context of fire-related organizations, including personnel management, organizational development, productivity, recruitment and selection, performance management systems, discipline, and collective bargaining.

Outcomes

1. Identify and explain contemporary personnel management issues.
2. Explain potential personnel management issues.
3. Classify the collective rules, procedures, laws, and policies that relate to personnel management issues.
4. Analyze simple/complex personnel management issues from recruitment to retirement.
5. Formulate recommendations and solutions to personnel management issues.
6. Explore organizational development and leadership styles and how they relate to personnel relationships.

Prerequisites

1. FSC 2010

Textbook(s)

Fire service personnel management (Rev: 3)

Publisher: Prentice Hall (2010)

Author: Edwards, S. T.

ISBN: 978-0-13-512677-6

Price: \$67.30

* Disclaimer: Textbooks listed are based on the last open revision of the course. Prior revisions and future revisions may use different textbooks. To verify textbook information, view the course syllabus or contact Student Services at students@waldorf.edu

This course is part of obtaining my
Bachelors degree in Emergency Management / Fire
Science.

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

From: Sandra Korhorn, DDA/Economic Development Director *SKK*

Subject: Public Hearing and Consider Request for approval of IFT Rehabilitation Exemption Certificate for new facility for MedBio, Inc.

Meeting Date: September 12, 2018

We will hold a public hearing and then establish the Industrial Development District. After the district is established, we will hold a public hearing and then approve the certificate.

MedBio, Inc. has applied for the establishment of a Plant Rehabilitation District to be located at 3637 Sysco Ct. The project is for a 25,175 sq. ft renovation to an existing building. The building will allow for the manufacturing, storage and shipping of products use in the medical device and biotechnology industries. Personal property is not included as it would be exempt under the EMPP exemption. Presently they have approximately 150 employees in Cascade and with this project approximately 43 jobs will be added over the next 3 years.

The amount of the exemption request is \$1,277,699, which is all real property.

It is recommended that the certificate be granted for a period of 12 years.

Attached are the application and exhibits submitted by MedBio, Inc., which explain the project. If you are interested in seeing the incentive package from the MEDC or if you have questions prior to the meeting on September 12, feel free to contact me.

The Industrial Facilities Certificate must be issued during the early stages of construction and will entitle the firm to certain tax savings during the term of the exemption certificate. The following computation reflects the tax savings the company will realize for the first year after completion of the project. The values of the existing building and land improvements are transferred to the certificate and frozen for the length of the abatement. The increase in value due to the modification is not reflected in the valuation until the certificate expires. The 1% administration fee is included in the calculations.

REHAB DISTRICT

Ad Valorem	IFT	SEV	Ad Valorem	IFT	Estimated	Township
Millage	Millage	Of	Taxes	Taxes	Tax	Tax
Rate	Rate	Project	(Est.)	(Est.)	Savings	Loss
		(Est.)				
50.0611*	27.5218*	272,500	265,149	13,553.65	32,653.61	2,233.83

*Includes pathway millage – (November ballot)

RESOLUTION # -2018

TOWNSHIP OF CASCADE
RESOLUTION OF TOWNSHIP BOARD
ESTABLISHING INDUSTRIAL DEVELOPMENT DISTRICT

At a regular meeting of the Township Board of the Township of Cascade, County of Kent, State of Michigan, held in the Cascade Library in said Township on the 12th day of September 2018, at 7:00 p.m.

MEMBERS PRESENT:

MEMBERS ABSENT:

The following preamble and resolution was offered by Member and supported by Member .

WHEREAS, pursuant to Act No. 198 of the Public Acts of 1974, as amended, Cascade Township has the authority to establish "Industrial Development Districts" within the boundaries of the Township of Cascade; and

WHEREAS, MedBio, Inc. has petitioned the Cascade Township Board to establish an Industrial Development District in the area more particularly described as:

41 19 19 200 040 PART NE 1/4 COM 232.88 FT E ALONG N SEC LINE FROM NE COR OF W 225.0 FT OF NW 1/4 NE 1/4 TH E ALONG N SEC LINE 233.12 FT TO W LINE OF SYSCO CT /86.0 FT WIDE/ TH S ALONG SD W LINE 440 FT TH W PAR WITH N SEC LINE 233 FT TO A LINE BEARING S PERP TO N SEC LINE FROM BEG TH N PERP TO N SEC LINE 440 FT TO BEG * SEC 19 T6N R10W 2.35 A.

; and

WHEREAS, construction, acquisitions, alterations, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and

WHEREAS, written notice has been given by certified mail to all owners of real property located within the district, and to the public by newspaper advertisement in The Grand Rapids Press of the hearing on the establishment of the proposed district; and

WHEREAS, on September 12, 2018, a public hearing was held at which all of the owners of real property within the proposed Industrial Development

District and all residents and taxpayers of Cascade Township were afforded and opportunity to be heard thereon; and

WHEREAS, the Cascade Township Board deems it to be in the public interest of Cascade Township to establish the Industrial Development District as proposed;

NOW THEREFORE, BE IT RESOLVED:

by the Cascade Township Board that the legally described parcel of land described as:

41 19 19 200 040 PART NE 1/4 COM 232.88 FT E ALONG N SEC LINE FROM NE COR OF W 225.0 FT OF NW 1/4 NE 1/4 TH E ALONG N SEC LINE 233.12 FT TO W LINE OF SYSCO CT /86.0 FT WIDE/ TH S ALONG SD W LINE 440 FT TH W PAR WITH N SEC LINE 233 FT TO A LINE BEARING S PERP TO N SEC LINE FROM BEG TH N PERP TO N SEC LINE 440 FT TO BEG * SEC 19 T6N R10W 2.35 A.

situated in the Cascade Township, Kent County, Michigan, be and hereby is established as an Industrial Development District pursuant to the provision of Act No. 198 of the public act of 1974, as amended, to be known as the Med Bio, Inc. Industrial Development District.

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Susan Slater
Cascade Township Clerk

CERTIFICATION

I certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Cascade Township Board of the Township of Cascade, County of Kent, Michigan, at a regular meeting held on September 12, 2018.

Susan Slater
Cascade Township Clerk

RESOLUTION # -2018

TOWNSHIP OF CASCADE
RESOLUTION TO APPROVE APPLICATION
FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE

At a regular meeting of the Township Board of the Township of Cascade, County of Kent, State of Michigan, held in the Cascade Library, 2870 Jacksmith Drive, S.E., in said Township on the 12th day of September, 2018, at 7:00 p.m.

MEMBERS PRESENT:

MEMBERS ABSENT:

The following preamble and resolution was offered by Member and supported by Member .

RESOLUTION TO APPROVE APPLICATION
FOR INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
FOR MEDBIO, INC.

- WHEREAS, pursuant to Act No. 198 of the Public Acts of 1974, as amended (“Act 198”), and after a duly noticed public hearing held at 7:00 p.m. on September 12, 2018 this Board, by resolution, established Med Bio, Inc. Industrial Development District as requested by MedBio, Inc., and
- WHEREAS, MedBio, Inc. has filed an Application for an Industrial Facilities Exemption Certificate with respect to installation of Real Property within said Industrial Development District; and
- WHEREAS, before acting on said Application, a public hearing was held before this Board on September 12, 2018, at the Cascade Library, 2870 Jacksmith Drive, S.E., Grand Rapids, Michigan, at 7:00 p.m.; and
- WHEREAS, written notification of said hearing was given to the Township Assessor and to the legislative body of each taxing unit which levies ad valorem property taxes within Cascade Township; and
- WHEREAS, the Township Assessor and representatives of the affected taxing units have been given an opportunity to be heard, and the Township Board has considered any objections with regard to the approval of an Industrial Facilities Exemption Certificate for MedBio, Inc.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Township Board finds as follows:
 - a. That the application relates to a “new facility” within the meaning of Act 198 and which are situated within MedBio, Inc. Industrial Development District.
 - b. That the commencement of the construction and acquisition of the new facilities described in the application occurred not earlier than six (6) months before the filing of the application.
 - c. That new facility described in the application is calculated to have the reasonable likelihood to create employment, retain employment or prevent a loss of employment in Cascade Township.
 - d. That the aggregate State Equalized Valuation (“SEV”) of real and personal property exempt from ad valorem taxes within Cascade Township, after granting this Certificate, will not exceed five percent (5%) of an amount equal to the sum of the SEV of Cascade Township, plus the SEV of personal and real property thus exempted.
 - e. That the granting of the Industrial Facilities Exemption Certificate for Med Bio, Inc., considering together with the aggregate amount of certificates previously granted and currently in force under Act 198, and Act 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of Cascade Township or impairing the financial soundness of any taxing unit which levies ad valorem property taxes in Cascade Township.
2. That the Application of MedBio, Inc. for an Industrial Facilities Exemption Certificate be and is hereby approved.
3. That the Industrial Facilities Exemption Certificate, when issued, shall be and remain in force and effect for a period of TWELVE (12) years.
4. That all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

YEAS:

NAYS:

MEMBERS ABSENT:

RESOLUTION DECLARED ADOPTED.

Susan Slater
Cascade Township Clerk

CERTIFICATION

I certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Cascade Township Board of the Township of Cascade, County of Kent, Michigan, at a regular meeting held on September 12, 2018.

Susan Slater
Cascade Township Clerk

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date Received by Local Unit 5.15.18
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility) Medbio, Inc.	▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3089	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 3637 Sysco Court SE, Grand Rapids, MI 49512	▶ 1d. City/Township/Village (indicate which) Cascade Township	▶ 1e. County Kent
▶ 2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input checked="" type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment	▶ 3a. School District where facility is located Caledonia	▶ 3b. School Code 41050
▶ 4. Amount of years requested for exemption (1-12 Years) 12		

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

See Attached Page

6a. Cost of land and building improvements (excluding cost of land)	▶ <u>1,277,699</u>
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures	▶ <u>NA</u>
* Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs
6c. Total Project Costs	▶ <u>1,277,699</u>
* Round Costs to Nearest Dollar	Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements ▶	<u>6/1/2018</u>	<u>10/30/2018</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶	_____	_____	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased

▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

▶ 9. No. of existing jobs at this facility that will be retained as a result of this project. **150** ▶ 10. No. of new jobs at this facility expected to create within 2 years of completion. **43**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	352,800
b. TV of Personal Property (excluding inventory)	0
c. Total TV	352,800


▶ 12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

▶ 12b. Date district was established by local government unit (contact local unit) ▶ 12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Chris Williams	13b. Telephone Number 616-245-0214 x127	13c. Fax Number 616-245-0244	13d. E-mail Address cw@medbioinc.com
14a. Name of Contact Person Chris Williams	14b. Telephone Number 616-245-0244 x127	14c. Fax Number 616-245-0244	14d. E-mail Address cw@medbioinc.com
▶ 15a. Name of Company Officer (No Authorized Agents) Chris Williams			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 616-245-0244	15d. Date 5/14/2018
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 5346 36th St. SE, Grand Rapids, MI 49512		15f. Telephone Number 616-245-0214 x127	15g. E-mail Address cw@medbioinc.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Medbio, Inc. is an ISO 13485:2016 certified contract manufacturer serving the Medical Device and Biotechnology industries. Medbio specializes in precision injection molding with 33 current presses ranging in size from 17 tons to 220 tons. In addition to molding, Medbio also offers assembly and packaging of devices as well as a variety of secondary processes such as hot stamping, heat staking, laser welding, pad printing, solvent and UV bonding, automated assembly cells and more.

Medbio serves a diversified customer base that includes companies competing in the Cardiovascular, Neurological, Orthopedic, Dental, OB/GYN, trauma care, rapid genetic testing, ENT, Gastroenterologic, and other markets.

Medbio is seeking to renovate the interior of 3637 Sysco Court SE. The building, constructed in 1984, needs a complete interior makeover. The entire concrete flooring will be cleaned, repaired, and epoxied. The walls will be repaired, recovered and repainted. The ceilings will be cleaned and painted. There are currently office areas that will be demolished and rebuilt to provide an office area of about 5,000 square feet. Several HVAC units will be added and the entire area will be heated and potentially air conditioned.

Upon completion of the interior renovation, Medbio will move at least 5 standing clean rooms from the 5346 36th Street address, and purchase additional clean room space for assembly and secondary processes. Medbio will also purchase additional warehouse racking systems and specialized Skid Steers to access the racking.

The move of the clean rooms to the renovated space will allow Medbio to expand molding operations at 5346 36th Street, with the ability to add between 10-20 molding machines over the coming years. It is anticipated that Medbio will purchase at least one 55 ton Arburg, one 110 ton Arburg, and one 220 ton Arburg during the remainder of 2018. Additional machines will be added as capacity needs are dictated by the expanding customer base.

Medbio is predicting that the renovation of 3637 Sysco Court will allow for the addition of at least 43 jobs over the next 3 years as well as the retention of the approximately 150 current employees at the 5346 Street Location.

Real Property Costs:

Complete interior renovation: \$1,277,699 (detailed breakdown attached)



3637 Sysco Ct. S.E.
Grand Rapids, MI

Construction Budget & Scope of Work

January 10, 2018

The following is a conceptual scope of work and budget to complete the 25,000 sf renovation work at 3637 Sysco Ct. S.E. in Grand Rapids, MI

00 – Clarifications

Architectural Concepts will design the building renovations and produce construction drawings for the project. The preliminary drawing dated 12-18-17 was used to determine the budget and scope below.

The mechanical, electrical, plumbing and fire protection sprinkler systems will be handled on a Design/Build basis. The respective subcontractors for each of these systems will design, document and build their own systems. It is also assumed that they will provide sealed drawings of their systems.

Interior design services for the selection of materials and finishes, the selection of furnishings and décor items is not included in this proposal. Layout and specification of the Owner's equipment and racking is also not included.

All information for the project will be provided on the drawings. A separate specification manual will not be produced.

01 – General Conditions

- Pinnacle Construction Group will secure the City of Cascade building permit – permit fees are included
- Guarantee of all labor and materials for one full year after substantial completion, or other product guarantees if greater
- Architectural and Structural design fees are included
- On-site supervision with office project management as needed
- Pre-construction "Kick-Off" meeting
- Bi-weekly construction progress meetings on-site
- Weekly progress reports with photos e-mailed to the owner and project team
- Dumpsters included for all work
- Portable toilets and miscellaneous equipment rental as required

- Professional testing performed on all necessary structural materials
- Builders risk insurance is not included.
- Project clean up on a daily/weekly basis, with end of project professional cleaning

02 – Site Work

- There will be a complete demolition of the existing office, restroom, and mezzanine spaces

03 - Concrete

- Allowance of \$10,000 for cutting, patching, and replacing the existing concrete slab as needed.

05 – Steel

- Allowance of \$5,000 for installation of bump posts and other misc. steel items

06 – Carpentry/General Trades

- Furnish any wood material required for backing or blocking in new walls
- Fabricate and install plastic laminate cabinets and countertops in restrooms and breakroom
- Build cubbies and other items in gowning room

07 – Thermal & Moisture Protection

- Allowance of \$50,000 for adding insulation to the existing roof
- Allowance of \$10,000 for misc. roof penetrations and repairs

08 – Doors & Windows

- Interior doors to be Hollow metal door frames, hollow metal doors, and heavy duty hardware.
- (2) 14' x 14' insulated, high rise overhead door with (1) row of windows and push button, automatic operator at exterior opening.
- (6) Eliaison doors with bumpers, and 14"x22" windows
- (1) 14' wide by 10' high plastic strip curtain between staging and cleanroom space

09 – Finishes

REPLACE (3) OH DOORS

Framing, Drywall, Ceilings & Paint

- Frame metal stud wall to deck, insulate and drywall at entire building perimeter
- Cleanroom and staging walls go to roof deck
- Shipping walls go to roof deck
- Office and all other walls will go to 12' high
- Allowance to install drop ceiling throughout entire building at varying heights

Flooring

- Approximately 21,800 sf of epoxy flooring (\$4/sf) – figured at all areas except open office and restrooms
- Approximately 3,100sf of general flooring (\$6/sf) – figured at open office and restrooms

Painting

- Paint all drywall, doors and frames.
- Cleanroom walls to receive epoxy paint.

10 – Specialties

- ADA restroom signage, and toilet accessories for new restrooms including grab bars, toilet paper dispensers, mirrors and paper towel dispensers.
- Install (5) new fire extinguishers throughout space
- Install toilet partitions (steel with baked enamel finish) in new restrooms
- 100 lineal feet of new Steel lockers
- Misc. hooks and benches at locker and gowning rooms

15 – Plumbing

- Provide all necessary plumbing for fixtures as shown at break area, restrooms and gowning room
- Bradley hand was sink
- Janitors mop sink
- Water heaters as required

15 – Fire Protection

- Rework existing system to provide proper coverage of new layout

15 – HVAC – Work performed by GRIPS (pricing listed in this section is included in project total)

- Clean Room
 - Installation of (2) 16 ton Aeon units with 2" pre filter and hepa final filters. Hot gas modulating bypass, economizer, and DDC controls.
 - Necessary ductwork and diffusers.
- Gowning & Staging Area
 - Aeon unit (Ground mounted.)
- Q.C Lab unit with humidification and reheat.
- Unit heaters for warehouse and shipping.
- Break room mini split.
- (2) office split systems with 95% eff. furnaces.
- Unit heater for storage work shop.
- Split system for locker room
- No process equipment

16 – Electrical – Provided by H&K Electric (pricing listed in this section is included in project total)**Lighting as follows:**

- Seventy six (76) LED clean room high bay light fixtures. Nine with EM feature. (6000 K lamping, approximately 70 – 100 foot candles, depending on paint reflectivity.)
- Thirty six (36) LED warehouse high bay light fixtures. Nine with EM feature.
- Twenty six (26) main office area direct/indirect lay in LED light fixtures. Four with EM feature.
- Thirty four (34) three lamp LED acrylic lens lay-in light fixtures for generic bathroom, break room and locker type areas. Four with EM feature.
- Five (5) LED recessed can lights.
- Six (6) work shop industrial strip lights.
- Nine (9) exterior LED wall pack light fixtures for exterior egress lighting.
- Exit and emergency lighting as needed per code.

- o Door mounted automatic off occupancy sensing in offices, break rooms, storage and bathrooms. Time clock controlled lighting in additional areas for newly adopted Michigan Energy Code compliance.
- o Per H&K design and vendor pricing of that design, a \$34,500.00 Allowance for light fixtures has been used for this budget pricing.

Service:

- o Existing 600 amp 277/480 volt service to remain. A closet or room, installed by the GC, may need to be built around the service area in the clean room.
- o Rework and clean-up of existing service Main Panel. New I-Line breakers added as needed
- o Rework of existing panels to accommodate new layout.
- o One new 150 AMP EDB 277/480 volt panel for HVAC loads and some minimal lighting loads.
- o One new 45 KVA 480 to 120/208 volt three phase transformer and panel for new isolated office loads.

Miscellaneous:

- o Demo of existing electrical to accommodate new construction. It is assumed that all salvageable electrical conduit runs, panels and equipment will be left in good condition by outside demolition and repurposed for this new construction.
- o Twenty eight (28) 120 volt shop area receptacles.
- o Forty (40) 120 volt office area receptacles.
- o Thirteen (13) GFI receptacles. Seven with exterior weather covers.
- o Four (4) floor boxes with power and data capabilities for the open office area. Concrete cut and patch as required.
- o Fourteen (14) data and communication openings
- o Line voltage wiring to one (1) data room ventilation/cooling system.
- o Line voltage wiring to HVAC heating and cooling units. (Budget pricing includes connection to seven new or existing roof-top units of approximate tonnage required)
- o Line voltage wiring to three (3) bathroom exhaust fans.
- o Line voltage wiring to one (1) gas fired unit heater.
- o Line voltage wiring to one (1) water heater
- o Taxes and electrical permit.
- o Temporary power and lighting for construction.
- o Engineered and sealed drawings for construction.

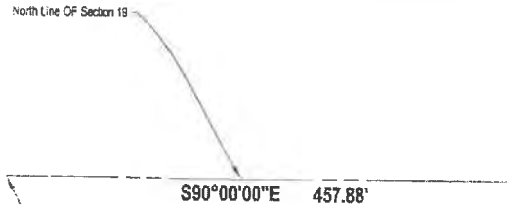
Overall Budget Exclusions:

- Phone/data, security or alarm systems or wiring
- Exterior building signage or monument sign
- Any changes made to the site required by Cascade Township during permit review or final inspections
- Existing building repairs not specifically listed above
- Moving costs associated with owner equipment
- Crane Costs
- Appliances
- Exterior work

Budget Cost Summary:

01000	General Conditions	103,080.00
02000	Sitework	30,000.00
03000	Concrete	10,000.00
05000	Steel	5,000.00
06000	Wood & Plastics	35,975.00
07000	Thermal & Moisture	62,518.00
08000	Doors & Windows	47,410.00
09000	Finishes	409,589.00
10000	Specialties	47,590.00
15000	Fire Protection	31,250.00
15000	Plumbing	33,500.00
15000	HVAC	187,000.00
16000	Electrical	118,000.00
		89,523.00
	8% Contingency	89,523.00
	6% CM Fee	67,255.00
		\$1,277,699.00
Budget Grand Total		\$1,277,699.00

North Line of Section 19



36th Street

S90°00'00\"/>

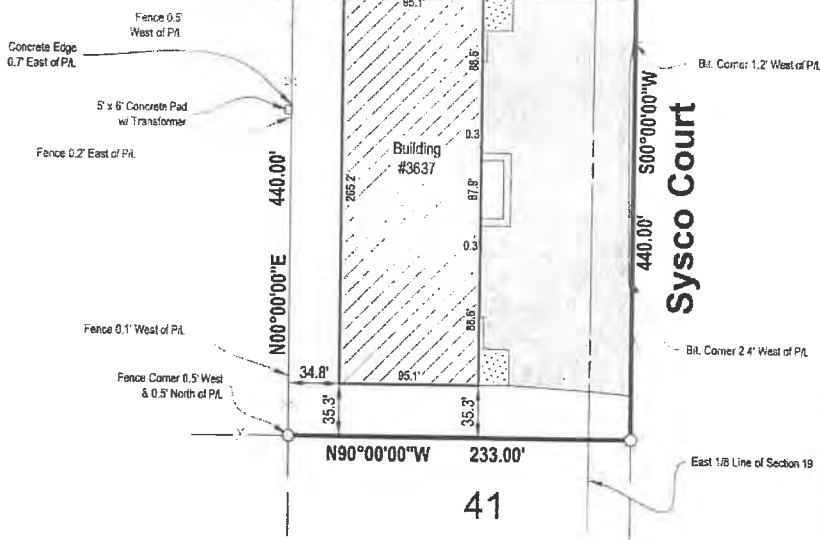
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40

41

LEGEND

- Iron - Set
- Iron - Found
- △ X --- Fence
- ▭ Asphalt
- ▨ Concrete
- ▩ Building



DESCRIPTION

The Land referred to is located in the Township of Cascade, Kent County, Michigan and is described as follows:

That part of the West 1/2, Northeast 1/4 of Section 19, Town 6 North, Range 10 West, described as: Beginning at a point on the North line of said Northeast 1/4, which is South 90 degrees 00 minutes East 457.88 feet from the North 1/4 corner of said section; thence South 90 degrees 00 minutes East 233.0 feet; thence South 00 degrees 00 minutes West 440.0 feet along the West line of Sysco Court; thence North 90 degrees 00 minutes West 233.0 feet; thence North 00 degrees 00 minutes East 440.0 feet to the place of beginning.

(Sun title Commitment No. PC102343)

SURVEYORS NOTE: The easement for drainage, as recorded in Liber 2278, Page 472 does not touch the herein described parcel. However said herein described parcel is contained within the subject premises described in said document.

By: *Randal J. Vugteveen*
Randal J. Vugteveen Licensed Professional Surveyor No. 28429

SCALE: 1" = 100' 0' 50' 100'

NAI Wisinski of West Michigan
Emily Quellet
100 Grandville SW, Suite 100
Grand Rapids, MI 49503

3637 Sysco Court SE

DRAWN BY: DTP DATE: 06/21/2016 PRJ #: 16400628
REV. BY: REV. DATE: 1 OF 1



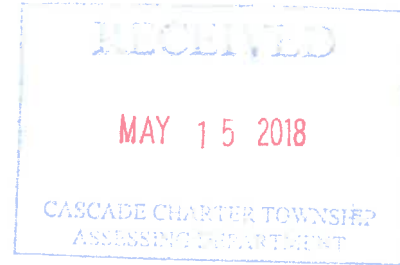
We hereby certify that we have examined the premises herein described, that the improvements are located entirely thereon as shown and that they do not encroach except as shown hereon.

This survey was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.

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Medical & Biotechnology Manufacturing



May 15, 2018

To whom it may concern,

Medbio, Inc. respectfully requests the establishment of a Plant Rehabilitation District to include the property located 3637 Sysco Ct. SE, Grand Rapids, MI 49512 (a legal description is attached). Medbio desires to perform a complete interior renovation on the property to allow for the manufacturing, storage, and shipping of products used in the medical device and biotechnology industries. The estimated costs of the renovation are expected to be approximately \$1,277,699 (a thorough breakdown of estimated costs is attached).

The renovated facility will be located directly across Sysco Court from 5346 36th St. SE, Grand Rapids, MI which is the corporate headquarters for Medbio, Inc. The renovation will allow for the continued growth of Medbio in the Cascade Township area.

Thank you for your consideration in this matter.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Chris Williams".

Chris Williams

President & CEO



ISO 13485:2016 Certified - FDA Registered

[Company](#)[Facilities](#)[Capabilities](#)[Careers](#)[Resources](#)[News](#)[Contact](#)

We take pride in our best-in-class manufacturing capabilities, customer service, program management, aggressive turnaround times, and innovative problem solving. Whether surpassing our customers' expectations in bringing new products to market, or improving manufacturability and part quality on transfer business, Medbio excels in providing solutions for today's contract manufacturing challenges.

History

Medbio, Inc. is a premier contract manufacturer offering innovative manufacturing solutions for the medical and biotechnology industries. We specialize in precision injection molding, injection mold tooling, assembly, packaging, project management, and design support.

Founded in 2004 on the southwest side of Grand Rapids, Michigan, Medbio quickly developed a reputation for high quality products with superior customer service. During the start-up years our growth was driven by the dedication and industry experience of Sean Callaghan, Ryan Heidenfeld, Mark Longcore, and Joe Szyperski. They continue to be an integral part of Medbio's success.

Ron and Chris Williams became part of the company in October 2006, further bolstering the depth and breadth of Medbio's experience. Having previously developed and owned a very successful medical device company, the Williams provided the momentum needed to grow and expand Medbio, even through the downturn in 2009.

Medbio has continued to serve a growing customer base and has significantly increased production revenue each year since its beginning. In September 2011, Medbio moved into a new facility on the southeast side of Grand Rapids, Michigan, which was later expanded to 65,000 sq ft in 2013.

Leadership Team

Our engineering and management professionals average 25 years of experience in medical device manufacturing, and our production operators are among the most skilled and experienced in the business.

Ronald A. Williams, Ph.D., Chairman

Dr. Williams has more than 35 years' experience in the medical device business including research, product development, manufacturing, and general management. He began his career as researcher at Battelle Memorial Institute and over the years has held senior management positions at Baxter International, DLP, Inc., and Medtronic, Inc. He holds B.S., M.S., and Ph.D. degrees in Electrical /Biomedical engineering from Penn State University, is a registered Professional Engineer, and has over 15 patents on various medical devices.

Christopher R. Williams, President & CEO

Sean Callaghan, Senior Vice President & General Manager

Sue Feenstra, Director of Finance and Business Systems

Joe Szyperski, Vice President of Quality & Regulatory Affairs

Our employees are the reason the company has seen continued growth and excellence in customer service. Each employee's dedication to the customer allows Medbio to produce and deliver cost-effective, high-quality components and assemblies. This is an important mission as Medbio supports the ever changing needs of the medical profession, ultimately improving the quality of life for the patients who need Medbio-manufactured products.

Medbio has a history of building partnerships and we constantly challenge ourselves to go beyond our customers' expectations.

For More Information

For more information please contact:
John Woodhouse, (616) 245-0214, Ext 113

Shane Piers, Director of Engineering

John Woodhouse, Director of Sales and Marketing

Ryan Heidenfeld, Process Engineering Manager

Tom Higbee, Program Manager

Vision

Medbio strives to provide premier contract manufacturing services to the medical and biotechnology industries. By leveraging the latest technology and production equipment, Medbio is able to provide innovative manufacturing solutions and maximize customer satisfaction. In addition to the constant bettering of our manufacturing operations, Medbio is dedicated to achieving the highest level of employee satisfaction.

Innovative. Trustworthy. Knowledgeable. Passionate.



5346 36th Street, SE Grand Rapids, MI 49512 • Phone (616) 245-0214 • Fax (616) 245-0244

ISO 13485:2016 Certified • FDA Registered

2014 © Medbio, Inc



ISO 13485:2016 Certified - FDA Registered

[Company](#)[Facilities](#)[Capabilities](#)[Careers](#)[Resources](#)[News](#)[Contact](#)

Located in beautiful Western Michigan, Medbio is a certified ISO 13485:2016 contract manufacturer. We operate from a 65,000-square-foot facility, just around the corner from the Gerald R. Ford International Airport. This is a cross-functional facility containing our Engineering, Quality, and Manufacturing departments, along with all our business support departments.

Location

Our facility was designed and built to meet the high standards of medical and biotech device manufacturing. We have 37 molding presses ranging in size from 17 ton to 220 ton, contained in an ISO Class 8 certified clean room and a micro-molding press contained in a modular, ISO Class 7 certified clean room. The facility contains four modular, ISO Class 7 certified clean rooms for assembling and packaging finished products.

Medbio continually invests in the latest molding technologies and assembly techniques to stay ahead of the competition. Please [schedule a visit to Medbio](#) to tour our facility and meet the team. We are proud of what we have built.

Our experience, facilities, equipment, tooling, and process control capabilities allow Medbio to provide consistent quality and value to our customers.

Assembly & Packaging

Medbio offers assembly and packaging services along with our precision injection molding services. We recently built an additional 12,000-sq.-foot clean room for our assembly and packaging projects. This opened up space in our original 13,000-sq.-foot clean room for additional molding machines.

Please let us know what molding, assembly, and packaging needs you have.

Certifications and Registrations

- FDA Registered
- ISO 13485:2016 certified
- Certified ISO-Class-8 clean room molding
- Certified ISO-Class-7 clean room
- Isolated clean room for molding implantable resin

Tooling

In February 2014, Medbio acquired local mold builder Concept Molds. Located in Schoolcraft, Michigan, Concept Molds is an industry leader offering detailed design, engineering, construction, and inspection of aluminum and steel molds since 1992.





ISO 13485:2016 Certified - FDA Registered

[Company](#)[Facilities](#)[Capabilities](#)[Careers](#)[Resources](#)[News](#)[Contact](#)

Medbio supports each step of the production process. We can take your medical device project from finished drawings through final assembly, and packaging, meet all quality standards, provide documentation, and aid in the navigation of necessary regulatory approvals. Our flexibility allows for development and manufacturing of major projects or small, custom programs.

Our Services

Assembly

Some of our ISO Class 7 Clean Room Assembly capabilities include Laser welding, Ultrasonic Welding, Gluing, and U.V. Curable Adhesives. We offer custom assembly equipment.

[Learn More →](#)

Engineering

Our staff of 26 engineers possesses the knowledge and experience to lead your most complex products from design to production.

[Learn More →](#)

Injection Molding

Medbio uses modern hydraulic and hybrid-hydraulic/electric injection molding machines that utilize innovative, hydraulic technology to achieve dynamic accuracy that is usually only obtained using high-end electric molding machines.

[Learn More →](#)

Injection Mold Tooling

Our mold building team at Concept Molds specializes in detailed mold design with cutting edge mold flow analysis and scientific molding tryouts. [Learn More →](#)

Packaging

ISO class 7 certified packaging clean room capabilities include pouching, tray sealing, bagging, and shrink wrapping. [Learn More →](#)

Quality

Medbio's quality department is dedicated to providing our customers with products of high quality and value in compliance to requirements of ISO13485. [Learn More →](#)

What We Do

We currently mold products for the major OEMs in Orthopedics, Cardiovascular, Ophthalmology, Neurological Surgery, General Surgery, Wound Care, Oncology, Biotech (Diagnostics & Cell Growth), and Dental.

Contact Us

Medbio is an ISO 13485:2016 certified full service contract manufacturer.

Tell us what help you need with your next molding, assembly, and packaging project.

Contact Us

Innovative. Trustworthy. Knowledgeable. Passionate.



5346 36th Street, SE Grand Rapids, MI 49512 • Phone (616) 245-0214 • Fax (616) 245-0244

ISO 13485:2016 Certified • FDA Registered

2014 © Medbio, Inc

Memo

To: State Tax Commission
From: Roger Mc Carty MMAO(4), Assessor Cascade Charter Township
CC: Sandra Korhorn, Economic Development Director, Cascade Twp. Assessor Department, Medbio Inc IFT File
Date: 6/22/2018
Re: Certification by Assessor of Obsolescence of existing Medbio warehouse building – 3637 Sysco Ct SE

On May 21, 2018 Roger Mc Carty, Assessor, Jennifer Genter, Deputy Assessor and Sandra Korhorn,, Economic Development Director inspected the existing office building with Ron Williams representing Medbio. Mr. Williams showed and explained the elements of the building he felt were obsolete. A document dated January 10, 2018 was supplied detailing the scope of the project. A memo was emailed to our office June 18, 2018 listing elements considered obsolete with associated costs. The file was reviewed by Deputy Assessor Genter with her recommendation to the Assessor included in the file.

The 2018 assessment was calculated using the income approach which does include land and building in one calculation. The TCV of the property is \$740,437. The land value calculated on the property record card is \$195,300. Therefore the TCV of the land improvements and building is \$545,137. The land improvements are calculated on the property record card at \$42,798. The indicated value of the building is \$502,339. To meet the definition of more than 50% obsolete there should be at least \$251,170 of discovered obsolescence.

The following parts of the building are considered obsolete:

- 1 The roof structure requires repair and possibly replacement. The existing roof leaks and does not meet current Cascade Twp. requirements. Repair including patching holes where old unit heater venting was removed. Cost \$11,300.
- 2 Replacement of obsolete exterior man doors and overhead doors with more energy efficient units and hardware. Cost \$48,200.
- 3 The interior office space is dated. Remove existing construction and buildout to more current plan. Replace existing lighting with LED lighting. New HVAC for office space. Submitted plan cost are broken down in several categories. Combined cost \$216,010.
- 4 Updating electrical distribution system and changes to accommodate new layout requirement; and install replacement LED lighting in manufacturing and warehouse areas. Cost 118,000.

Based on our inspection and the documents submitted to our office, it is my opinion the subject building is more than 50% obsolete as required by statute.



Roger Mc Carty MMAO(4)

Assessor

Cascade Charter Township

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

From: Sandra Korhorn, DDA/Economic Development Director *SKK*

Subject: Public Hearing and Consider Request for approval of Transfer of IFT Exemption Certificates for Lakeland Finishing Company

Meeting Date: September 12, 2018

Lakeland Finishing Company has applied for the transfer of two (2) IFT Exemption Certificates originally issued for Lakeland Finishing Corporation. Lakeland Finishing Corporation was converted into Lakeland Finishing Company in February, 2018 as part of Monroe Group Holdings, LLC merging and partnering with the Company and its prior owners.

There are two certificates with this transfer. The amount of the exemption request is \$1,905,000 for Certificate 2012-192 and \$2,227,000 for Certificate 2008-198.

It is recommended that the certificates be granted for the remainder of their original approvals. Certificate 2012- 192 would expire on 12/30/2024 and Certificate 2008 – 198 would expire on 12/30/2020.

Attached are the application and exhibits submitted by Lakeland Finishing Company, which explain the project. If you have any questions prior to the meeting on September 12, please contact me. The transfers will have no affect on the tax dollars.

RESOLUTION # -2018

TOWNSHIP OF CASCADE
RESOLUTION TO APPROVE APPLICATION
FOR TRANSFER OF INDUSTRIAL FACILITIES EXEMPTION
CERTIFICATE 2008-198

At a meeting of the Township Board of the Township of Cascade, County of Kent, State of Michigan, held in the Cascade Library, 2870 Jacksmith Drive, S.E., in said Township on the 12th day of September, 2018, at 7:00 p.m.

MEMBERS PRESENT:

MEMBERS ABSENT:

The following preamble and resolution was offered by Member and supported by Member .

RESOLUTION TO APPROVE APPLICATION

FOR TRANSFER OF INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
2008-198 ISSUED TO LAKELAND FINISHING CORPORATION TO LAKELAND
FINISHING COMPANY

WHEREAS, pursuant to Act No. 198 of the Public Acts of 1974, as amended (“Act 198”), and after a duly noticed public hearing held at 7:00 p.m. on May 14, 2008, this Board, by resolution, established Lakeland Finishing Corporation Industrial District as requested by Lakeland Finishing Corporation; and

WHEREAS, Cascade Township approved an application from Lakeland Finishing Corporation requesting Industrial Facilities Exemption Certificate 2008-198 for personal and real property located in said Industrial Development District located at 5400 36th St. SE; and

WHEREAS, Lakeland Finishing Company has filed an Application for the transfer of an Industrial Facilities Exemption Certificate 2008-198 issued to Lakeland Finishing Corporation for personal and real property located in said Industrial Development District; and

WHEREAS, before acting on said Application, a public hearing was held before this Board on September 12, 2018, at the Cascade Library, 2870 Jacksmith Drive, S.E., Grand Rapids, Michigan, at 7:00 p.m.; and

WHEREAS, written notification of said hearing was given to the Township Assessor, property owner, Lakeland Finishing Company and to the legislative body of each taxing unit which levies ad valorem property taxes within Cascade Township; and

WHEREAS, the Township Assessor and representatives of the affected taxing units have been given an opportunity to be heard, and the Township Board has considered any objections with regard to the approval of the transfer of the Industrial Facilities Exemption Certificate to Lakeland Finishing Company.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Township Board finds as follows:
 - a. That the application relates to a “new facility” within the meaning of Act 198 and which are situated within Lakeland Finishing Company Industrial District.
 - b. That the commencement of the construction and transfer of the new facilities described in the application occurred not earlier than six (6) months before the filing of the application.
 - c. That new facility described in the application is calculated to have the reasonable likelihood to create employment, retain employment or prevent a loss of employment in Cascade Township.
 - d. That the aggregate State Equalized Valuation (“SEV”) of real and personal property exempt from ad valorem taxes within Cascade Township, after granting this Certificate, will not exceed five percent (5%) of an amount equal to the sum of the SEV of Cascade Township, plus the SEV of personal and real property thus exempted.
 - e. That the granting of the transfer of the Industrial Facilities Exemption Certificate 2008-198 for Lakeland Finishing Company, considering together with the aggregate amount of certificates previously granted and currently in force under Act 198, and Act 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of Cascade Township or impairing the financial soundness of any taxing unit which levies ad valorem property taxes in Cascade Township.

2. That the Application of Lakeland Finishing Company for the transfer of the Industrial Facilities Exemption Certificate be and is hereby approved.
3. That the Industrial Facilities Exemption Certificate, when transferred, shall be and remain in force for the remaining years approved under certificate 2008-198, a period ending December 30, 2020.
4. That all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

YEAS:

NAYS:

MEMBERS ABSENT:

RESOLUTION DECLARED ADOPTED.

Susan Slater
Cascade Township Clerk

CERTIFICATION

I certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Cascade Township Board of the Township of Cascade, County of Kent, Michigan, at a regular meeting held on September 12, 2018.

Susan Slater
Cascade Township Clerk

RESOLUTION # -2018

TOWNSHIP OF CASCADE
RESOLUTION TO APPROVE APPLICATION
FOR TRANSFER OF INDUSTRIAL FACILITIES EXEMPTION
CERTIFICATE 2012-192

At a meeting of the Township Board of the Township of Cascade, County of Kent, State of Michigan, held in the Cascade Library, 2870 Jacksmith Drive, S.E., in said Township on the 12th day of September, 2018, at 7:00 p.m.

MEMBERS PRESENT:

MEMBERS ABSENT:

The following preamble and resolution was offered by Member and supported by Member .

RESOLUTION TO APPROVE APPLICATION

FOR TRANSFER OF INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE
2012-192 ISSUED TO LAKELAND FINISHING CORPORATION TO LAKELAND
FINISHING COMPANY

WHEREAS, pursuant to Act No. 198 of the Public Acts of 1974, as amended (“Act 198”), and after a duly noticed public hearing held at 7:00 p.m. on May 23, 2012, this Board, by resolution, established Lakeland Finishing Corporation Industrial District as requested by Lakeland Finishing Corporation; and

WHEREAS, Cascade Township approved an application from Lakeland Finishing Corporation requesting Industrial Facilities Exemption Certificate 2012-192 for personal property located in said Industrial Development District located at 5400 36th St. SE; and

WHEREAS, Lakeland Finishing Company has filed an Application for the transfer of an Industrial Facilities Exemption Certificate 2012-192 issued to Lakeland Finishing Corporation for personal property located in said Industrial Development District; and

WHEREAS, before acting on said Application, a public hearing was held before this Board on September 12, 2018, at the Cascade Library, 2870 Jacksmith Drive, S.E., Grand Rapids, Michigan, at 7:00 p.m.; and

WHEREAS, written notification of said hearing was given to the Township Assessor, property owner, Lakeland Finishing Company and to the legislative body of each taxing unit which levies ad valorem property taxes within Cascade Township; and

WHEREAS, the Township Assessor and representatives of the affected taxing units have been given an opportunity to be heard, and the Township Board has considered any objections with regard to the approval of the transfer of the Industrial Facilities Exemption Certificate to Lakeland Finishing Company.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Township Board finds as follows:
 - a. That the application relates to a “new facility” within the meaning of Act 198 and which are situated within Lakeland Finishing Company Industrial District.
 - b. That the commencement of the construction and transfer of the new facilities described in the application occurred not earlier than six (6) months before the filing of the application.
 - c. That new facility described in the application is calculated to have the reasonable likelihood to create employment, retain employment or prevent a loss of employment in Cascade Township.
 - d. That the aggregate State Equalized Valuation (“SEV”) of real and personal property exempt from ad valorem taxes within Cascade Township, after granting this Certificate, will not exceed five percent (5%) of an amount equal to the sum of the SEV of Cascade Township, plus the SEV of personal and real property thus exempted.
 - e. That the granting of the transfer of the Industrial Facilities Exemption Certificate 2012-192 for Lakeland Finishing Company, considering together with the aggregate amount of certificates previously granted and currently in force under Act 198, and Act 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of Cascade Township or impairing the financial soundness of any taxing unit which levies ad valorem property taxes in Cascade Township.

2. That the Application of Lakeland Finishing Company for the transfer of the Industrial Facilities Exemption Certificate be and is hereby approved.
3. That the Industrial Facilities Exemption Certificate, when transferred, shall be and remain in force for the remaining years approved under certificate 2012-192, a period ending December 30, 2024.
4. That all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

YEAS:

NAYS:

MEMBERS ABSENT:

RESOLUTION DECLARED ADOPTED.

Susan Slater
Cascade Township Clerk

CERTIFICATION

I certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Cascade Township Board of the Township of Cascade, County of Kent, Michigan, at a regular meeting held on September 12, 2018.

Susan Slater
Cascade Township Clerk

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date Received by Local Unit 5.21.18.
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility) LAKELAND FINISHING COMPANY	▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 811120	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 5400 36TH ST SE, GRAND RAPIDS, MI 49512	▶ 1d. City/Township/Village (indicate which) CASCADE	▶ 1e. County KENT
▶ 2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input checked="" type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment	▶ 3a. School District where facility is located CALEDONIA	▶ 3b. School Code 41050
▶ 4. Amount of years requested for exemption (1-12 Years) 7 (THROUGH 12/31/2024)		

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

SEE ATTACHED.

6a. Cost of land and building improvements (excluding cost of land)	▶ \$0.00
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures	▶ \$1,905,000.00
* Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs
6c. Total Project Costs	▶ \$1,905,000.00
* Round Costs to Nearest Dollar	Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>	
Real Property Improvements ▶	_____	_____	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶	1/1/12	12/31/12	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

▶ 9. No. of existing jobs at this facility that will be retained as a result of this project. 77	▶ 10. No. of new jobs at this facility expected to create within 2 years of completion. 0
--	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	_____
b. TV of Personal Property (excluding inventory)	_____
c. Total TV	_____


▶ 12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

▶ 12b. Date district was established by local government unit (contact local unit) 12/11/07	▶ 12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
---	---

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name PHIL MARSH	13b. Telephone Number 616-957-0398	13c. Fax Number 616-957-0484	13d. E-mail Address pmarsh@huizengagroup.com
14a. Name of Contact Person PHIL MARSH	14b. Telephone Number 616-957-0398	14c. Fax Number 616-957-0484	14d. E-mail Address pmarsh@huizengagroup.com
▶ 15a. Name of Company Officer (No Authorized Agents) THOMAS A. SMITH			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 616-949-0918	15d. Date 5/21/18
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 5400 36TH ST SE, GRAND RAPIDS, MI 49512		15f. Telephone Number 616-949-8001	15g. E-mail Address tsmith@lakelandfinishing.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

**Application for Industrial Facilities Tax Exemption Certificate
Lakeland Finishing Company
5400 36th Street SE
Grand Rapids, MI 49512**

Question 2:

Type of Approval Request: Transfer

Lakeland Finishing Corporation was converted into Lakeland Finishing Company (the "Company") in February 2018 as part of Monroe Group Holdings, LLC merging and partnering with the Company and its prior owners. The Company will continue to operate in the same facility, serve the same clients, and employ the same employees including its President, Thomas A Smith.

Question 5:

Property added when filing for the addition in 2012

The equipment added supplemented an existing line as well as added a new paint process line. All equipment is still in place and being used.

Legal description of the real property on which facility is located:

That part of W 300FT of NE ¼ NE ¼ Lying N of N Line of C&O RR R/W /100FT Wide/ EX S 500FT * Sec 19 T6N R 10W 6.05A, Cascade Township, Kent County, Michigan.

Property identification number: 41-19-19-200-048

Lakeland Finishing 2012 Capital Projects

New "Line 5" Paint Finish Line

	<u>Qty</u>	<u>Total</u>
Special, Floor Style, Dry Filter, Recirculating Air Paint Spray Booth Model# RCBG-300913-S	3	\$265,272.00
Recirculating Air, Dry Filter, Product prep Booth and Entry Vestibule	1	\$6,047.00
Continuous Process Oven CPO-26976-TM-N-LT, 2M BTU	1	\$189,794.00
Special Enclosed Mechanical Room w/ Flash Tunnels and Air Shower Vestibule, Pressurized w/ Heating/Cooling/Humidity Controlled Air Make-Up Unit	1	\$293,492.00
Richard Wilcox Floor Mounted, Inverted Conveyor System, Approx. 700 ft	1	\$203,300.00
System Control Panel, 4 Centralized Touch Screen Panels for entire system	1	\$87,300.00
System Mechanical Installation	1	\$156,559.00
System Electrical Installation	1	\$120,000.00
Adwest 17,000 CFM Regenerative Thermal Oxidizer	1	\$98,000.00
ABB IRB580 Paint Robots w/ IRC5 Controllers	3	\$246,410.00
Existing Line 4 Additions		
Special, Floor Style, Dry Filter, 100% Fresh Air Paint Spray Booth	1	\$10,500.00
ABB IRB58 Paint Robot w/ SP4+ Controller	1	\$54,500.00
Provision for Unknown Expenses		\$173,826.00
		\$1,905,000.00

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date Received by Local Unit 5.21.18.
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility) LAKELAND FINISHING COMPANY	▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 811120	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 5400 36TH ST SE, GRAND RAPIDS, MI 49512	▶ 1d. City/Township/Village (indicate which) CASCADE	▶ 1e. County KENT
▶ 2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input checked="" type="checkbox"/> Transfer <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Research and Development (Sec. 2(10)) <input type="checkbox"/> Increase/Amendment	▶ 3a. School District where facility is located CALEDONIA	▶ 3b. School Code 41050
▶ 4. Amount of years requested for exemption (1-12 Years) 3 (THROUGH 12/31/2020)		

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

SEE ATTACHED.

6a. Cost of land and building improvements (excluding cost of land)	▶ \$1,050,000.00
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures	▶ \$1,177,000.00
* Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs
6c. Total Project Costs	▶ \$2,227,000.00
* Round Costs to Nearest Dollar	Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements ▶	12/1/07	12/31/08	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶	3/1/08	12/31/08	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

▶ 9. No. of existing jobs at this facility that will be retained as a result of this project. 77	▶ 10. No. of new jobs at this facility expected to create within 2 years of completion. 0
--	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	_____
b. TV of Personal Property (excluding inventory)	_____
c. Total TV	_____

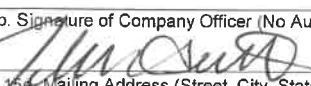
▶ 12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

▶ 12b. Date district was established by local government unit (contact local unit) 12/11/07	▶ 12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
---	---

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name PHIL MARSH	13b. Telephone Number 616-957-0398	13c. Fax Number 616-957-0484	13d. E-mail Address pmarsh@huizengagroup.com
14a. Name of Contact Person PHIL MARSH	14b. Telephone Number 616-957-0398	14c. Fax Number 616-957-0484	14d. E-mail Address pmarsh@huizengagroup.com
▶ 15a. Name of Company Officer (No Authorized Agents) THOMAS A. SMITH			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 616-949-0918	15d. Date 5/21/18
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 5400 36TH ST SE, GRAND RAPIDS, MI 49512		15f. Telephone Number 616-949-8001	15g. E-mail Address tsmith@lakelandfinishing.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
 State Tax Commission
 PO Box 30471
 Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

**Application for Industrial Facilities Tax Exemption Certificate
Lakeland Finishing Company
5400 36th Street SE
Grand Rapids, MI 49512**

Question 2:

Type of Approval Request: Transfer

Lakeland Finishing Corporation was converted into Lakeland Finishing Company (the "Company") in February 2018 as part of Monroe Group Holdings, LLC merging and partnering with the Company and its prior owners. The Company will continue to operate in the same facility, serve the same clients, and employ the same employees including its President, Thomas A Smith.

Question 5:

Property added when originally filing for the IFT in 2007

The facility consisted of a 35,000 SF of pre-engineered addition to the existing building. Personal property including new machinery and equipment was installed in the building.

The addition to the facility was used to add additional paint process lines, automation equipment and application equipment.

All equipment is still in place and being used.

Legal description of the real property on which facility is located:

That part of W 300FT of NE ¼ NE ¼ Lying N of N Line of C&O RR R/W /100FT Wide/ EX S 500FT * Sec 19 T6N R 10W 6.05A, Cascade Township, Kent County, Michigan.

Property identification number: 41-19-19-200-048



CONSTRUCTION

OUTLINE SPECIFICATION
FOR
LAKELAND FINISHING CORPORATION
3520 KRAFT AVE SE
GRAND RAPIDS, MI 49512
10/26/07 (revised 11/15/07)

Thomas N. Smith
President
Lakeland Finishing Corporation
3520 Kraft Ave SE
Grand Rapids, MI 49512

Dear Thomas:

DVK Construction is pleased to be considered for selection as your Design/Build Contractor and we appreciate the opportunity to be of service.

Description: This Proposal consists of the construction of a 35,000 square foot pre-engineered metal building addition and associated site work. Scope of work is per Nederveld's site drawing G2.3 dated 10/2/07 and Dixon Architecture's floor plan and elevation drawing A2.1, A4.1 dated 10/22/07 and as outlined herein:

Assumptions/Clarifications

- That the local governing authority will approve this project as to zoning, site layout, drainage, and building layout
- Existing electric, gas, water, fire protection, and sanitary services are sufficient for new building addition
- All gas and electric utility service charges and/or connection fees are not included
- All trunkage fees and/or assessment fees for water, sanitary and storm sewer services are not included
- All temporary electrical power and water to be supplied by Owner
- Builder's risk insurance and notice of commencement to be provided by Owner
- Dewatering is not included
- No allowance is included for removal/replacement of unsuitable soil conditions such as fill materials buried debris, rubble, foundations, contaminated soils, ect.
- Costs for winter conditions such as temporary protection, temporary heat, frost and snow removal are included as an allowance (see Allowances)
- Soil bearing capacity is based on a minimum of 3000 PSF
- Any necessary soil erosion bonds are by Owner
- Construction to begin November, 2007
- No work in existing building except for that specifically required for the addition

General Conditions

- Civil engineering, Architectural drawings and Mechanical & Electrical drawings
- Building permit for the scope of work outlined herein
- Soils testing, concrete testing, structural steel testing and/or special inspections (see Allowances)
- Supervision as required
- Temporary services:
 - Toilets
 - Dumpsters
 - Mobile office

10/26/07 (revised 11/15/07)
Lakeland Finishing Corporation
3520 Kraft Ave SE
Grand Rapids, MI 49512

- Clean up
 - General clean up
 - Final clean up
- Construction staking and layout
- As built drawings, warranties and Operation & Maintenance manuals will be provided upon completion

Demolition

- (1) Existing man door and frame to be removed

Site Work

- Temporary erosion fence
- Remove all vegetation and strip topsoil (assumed 6" maximum depth)
- Cut and fill building area, excess soils to be redistributed on site
- Dig & backfill footings and pier pads
- Remove existing storm lines currently within building area
- New storm structures and piping connected to detention pond
- Fine grade and install soil erosion control blankets
- Grade site and re-spread topsoil
- 12" Sand sub base and 6" 22a road gravel compacted and graded
- Fine grading and 3" asphalt paving for parking lot and drives
- Landscaping per civil drawings

Concrete

- Footings, walls, pads and piers based on 3000psi soil bearing capacity
- 6" reinforced floors
- (3) Leveler pits
- Site concrete
 - Door aprons
 - Truck dock approach
 - Set and fill bump posts
 - Dumpster pad
 - Patch existing concrete aprons
- Reinforcing steel
- Apply "cure-n-seal" to all interior floors

Masonry

- 3 hour fire rated masonry wall

Metals

- Pipe railings at truck dock retaining wall
- (14) 6" dia. Concrete filled bump posts at overhead doors
- Anchor bolts
- Lintels

Woods & Plastics

- Wood dumpster enclosure

Thermal/Moisture

- 6" R-19 roof insulation and 4" R-13 wall insulation both faced with reinforced white vinyl
- Caulking and sealants as necessary
- Rigid insulation at foundations

Doors & Windows

- (3) 3-0 x 7-0 exterior doors and frames
- (1) 3-0 x 7-0 interior fire door and frame
- Door hardware consisting of hinges, locksets, or passage sets, closers, kick plates, wall stops, and for exterior doors thresholds, sweeps and weather-strips, all per our schedule
- (3) 9' x 9' insulated metal panel sectional, manually operated, overhead doors with vertical lift
- (1) 12' x 14' insulated metal panel sectional overhead door with electric operator
- (2) 9' x 10' coiling overhead fire rated doors

Painting

- (2) Coats of alkyd enamel on all HM frames, HM doors, bump posts, and retaining wall railing

Dock Equipment

- (3) 7' x 8' mechanical, 30,000 lb. dock levelers
- (3) Dock seals
- (3) Laminated dock bumpers
- (3) Sets of curb angle

Special Construction

- Pre-engineered metal building system; double slope; 175' x 200' x 24' eave height (West side), 23'-5-3/4" (East side)
- Design loads for 60# ground snow; 90 mph wind; and 3# collateral load
- Primary and secondary framing consisting of roof purlins and outset wall girts
- Tapered columns
- Overhead door framed openings (plus one for future door)
- 24 ga. galvalume standing seam roof with 20 year material warranty
- 26 ga. wall panels with 10 year material warranty
- Gutters & down spouts
- Complete steel erection

Fire Protection

- Complete fire protection system throughout manufacturing area 35,000 SF
- Butterfly valves for isolation of new addition
- Necessary rework of existing riser manifold
- Flow switch and alarm bell

10/26/07 (revised 11/15/07)
 Lakeland Finishing Corporation
 3520 Kraft Ave SE
 Grand Rapids, MI 49512

- Monitor switches and control valves
- Includes engineered sealed drawings and permit
- Note: No fire protection monitoring is included
- Permits

HVAC

- (4) High efficiency, gas fired, power vented unit heaters
- Gas piping from capped main, approximately 75' inside demising wall
- Relocate hood on the south wall around the corner to the west wall, install new duct (approximately 25') from new location to existing duct connection
- Programmable thermostat
- Engineered, stamped as built mechanical drawings
- Permits

Electrical

- 200 amp. Breakers at existing 400 amp. MDP for new additional feed
- 200 amp. 277/480v 3-phase lighting panel
- 100 amp. 120/208v 3-phase power panel
- 30KVA dry type transformer
- Warehouse lighting via fluorescent Hi-bay fixtures providing 38fc of initial light output
- Lighting control via one common lighting contactor and remote switch
- (6) Outdoor wall packs
- (3) Single arm loading dock lights
- Exit/emergency lighting per code
- (6) 120 volt convenience receptacles
- Power wire HVAC equipment
- Power wire (1) OH door motor and controller
- Fire alarm system control panel, pull station, smoke detectors, control modules and audio visual device
- Connection of (2) coiling fire doors activated by local smoke detectors and sprinkler riser flow switches
- Temporary lighting for construction
- Scaled and engineered drawings, taxes and electrical permit.

Allowances

- Materials Testing & Special Inspections \$ 5,000.00
- Winter conditions \$ 20,000.00

PROJECT TOTAL.....\$ 953,829.00

Provision for unknown expenses 96,171.00
 ACCEPTED \$ 1,050,000

DATE _____

1,050,000

10/26/07 (revised 11/15/07)
Lakeland Finishing Corporation
3520 Kraft Ave SE
Grand Rapids, MI 49512

Alternates

Shop manager's office 12' x 12'

- 12' x 12' metal stud framed, 5/8" painted drywall partitions
- Plywood dust lid
- (2) 4' x 4' hollow metal framed windows
- (1) 3-0 x 7-0 hollow metal frame, door and related hardware
- Sound batt insulation walls and ceiling
- 2' x 4' "lay in" drop ceiling
- VCT flooring
- Fire protection sprinklers heads dropped into space
- (2) Recessed parabolic light fixtures controlled via wall switch
- (5) Duplex receptacles
- (3) Phone/data rough in location

ADD.....\$ 10,085.00

ACCEPTED _____

DATE _____

Liner panel

- Liner panel full height all non masonry interior wall

ADD.....\$ 25,297.00

ACCEPTED _____

DATE _____

Paint Masonry wall

- Paint interior masonry wall (185 LF)

ADD.....\$ 2,750.00

ACCEPTED _____

DATE _____

10/26/07 (revised 11/15/07)
Lakeland Finishing Corporation
3520 Kraft Ave SE
Grand Rapids, MI 49512

Paint Roof Deck and Structural steel at walls

- Paint interior roof deck and insulation,
- Paint interior columns and interior exposed structural steel
-

ADD.....\$ 19,775.00

ACCEPTED _____

DATE _____

Respectfully submitted,

Wayne Carrigan
Business development

Respectfully submitted,

Dan VanKalker
VP Sales and Marketing

Lakeland Finishing Corporation

<u>Anticipated Capital Improvements</u>	<u>Value</u>
Inverted Conveyor, Line 2	\$60,000.00
Elevated Oven, Line 2	\$100,000.00
4 Spray Booths, Line 2	\$60,000.00
Flash Tunnels, Line 2	\$25,000.00
ABB Application Robots (3), Line 2	\$285,000.00
FTS Delivery Gear Pumps (3), Line 2	\$45,000.00
Electrical/Air/Commission, Line 2	\$30,000.00
Line 2 Additions	<u>\$605,000.00</u>
Automated Turntable Systems (2), Line 3	\$120,000.00
ABB/Fanuc Application Robots (2), Line 3	\$190,000.00
FTS Delivery Gear Pumps (2)	\$30,000.00
Conveyor Addition, Line 3	\$20,000.00
Flashing/Booth Enclosures (2)	\$30,000.00
Line 3 Additions	<u>\$390,000.00</u>
60,000 CFM Air Make-Up #5	\$45,000.00
Pallet Racking in Warehouse	\$30,000.00
General Plant Additions	<u>\$75,000.00</u>
Provision for Unknown Expenses	\$107,000.00
Total Anticipated Capital Investment	<u>\$1,177,000.00</u>

LAKELAND FINISHING

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5400 36th St. S.E. Grand Rapids, MI 49512
ph 616.949.8001 fx 616.949.0918

About Us

Mission - Our Mission is to be a first-class provider of finishing solutions to our customers and to profitably grow and develop our business for the benefit of our stakeholders, dedicated employees and surrounding community

Lakeland Finishing Corporation

- Open and Mask Spraying Expertise
- Wet application finisher of decorative and functional automotive and consumer components
- Privately held, family ownership and operation
- Founded in 1990
- Tenured, 100% Non-Union workforce
- Modern, clean, 100,000 sq.ft facility
- On-site warehousing



Vendor Supported Technology

- ABB Robotics
- Enterprise IQ by IQMS
- X-Rite
- PPG Coatings
- Red Spot Paint
- United Paint
- Sherwinn Williams
- NB Coatings
- Schramm Coatings

Current Direct Customers

CS	DURA
Manufacturing	Johnson
IAC	Controls
ITW	Lacks
Leon Plastics	Enterprises
Primera	NIFCO

Plastics Resinoid • Worwag Coatings
Royal Engineering
Technologies Spectrum
Tribar Cubic
Manufacturing

Current OEM Indirect
Business

Honda Nissan
BMW Toyota
Chrysler VW
Ford Hyundai
GM

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Capabilities



Broad expertise in Open and Mask Spray Painting of 1K and 2K conventional cure coatings over ABS, PC/ABS, Nylon, Polypro, TPO and Metal Substrates.

Current coating systems include metallic and straight shade monocoats and basecoats/clearcoats, conductive primers, hard-touch, textured and soft-touch systems.

Pre and post paint value-added services such as assembly and pad print are also supported by Lakeland Finishing to help reduce customer transportation cost and redundant handling.

Injection Molding services are also available from Lakeland Finishing through one of our strategic molding partners in the West Michigan area.

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TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board

From: Sandra Korhorn, DDA/Economic Development Director *SKK*

Subject: Discuss and Consider Sealing of Stamped Concrete in Village

Meeting Date: September 12, 2018

As part of the DDA improvements in the village in 2016, it was recommended that the decorative stamped concrete get sealed every 2 years for maintenance purposes. This will keep the stamped concrete from fading and blending into the roadway.

Due to the special provisions of the stamped concrete sealing program, it's difficult to find contractors to complete this work. Kamminga & Roodvoets (K&R), who did the road work in 2016, does sealing work.

Mike Berrevoets, FTCH, spoke with the Kent County Road Commission regarding this project. They have given us the green light to move forward, provided the work be completed on Saturday(s) and there is a traffic control plan in place (which the KCRC has approved). Much of the work is having great traffic control in place as it involves the closure of traffic lanes to allow for the work and drying time.

We budgeted \$25,000 for this work and the K&R quote came in just over the budgeted amount.

Staff is recommending K&R for the sealed concrete work. K&R has done quite a bit of work in the Township including the Cascade Village road projects, 28th Street sidewalk work and the Thornapple River Dr. water/sewer project, to name a few. As previously mentioned, they also have their own traffic control crews and with their experience, they should need little supervision from FTCH for this project.

If approved, K&R would fit this work in on 2 separate Saturdays, either this fall or in the spring. This work is very weather dependent (no rain, temperatures just right, etc.).

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Consider Approval of Type II Special Use Permit for drive thru at 5309 28th st to accommodate Slim Chickens restaurant.
Date: September 12, 2018

Attached to this memorandum you will find the Planning Commission staff report for this case. The Planning Commission met on March 19 and has recommended approval of the request under the following conditions:

1. participating in a SAD for the redevelopment of Northern Dr which would include a sidewalk along their frontage.

Staff recommends approval of the request as recommended by the Planning Commission.

Enclosure: PC Staff Report



CASCADE CHARTER TOWNSHIP

2865 Thornhills SE Grand Rapids, Michigan
49546-7140

PLANNING & ZONING APPLICATION

APPLICANT: Name: JHG Real Estate LLC
Address: 5039 28th Street
City & Zip Code: Grand Rapids, MI 49512
Telephone: (616) 676-7162
Email Address: walidjamel@jhgc corp.com

OWNER: * (If different from Applicant)
Name: JHG Real Estate LLC
Address: 5039 28th Street SE
City & Zip Code: Grand Rapids, MI 49512
Telephone: (616) 676-7162
Email Address: walidjamel@jhgc corp.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 |
| <input checked="" type="checkbox"/> | Special Use Permit | <input type="checkbox"/> | Subdivision 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:**

The existing Don Julio's restaurant building will be renovated, with a drive-thru lane added to the north and parking modifications as shown, to allow for a new Slim Chicken restaurant

and leasable commercial space.

(**Use Attachments if Necessary)

-SEE OTHER SIDE-

LEGAL DESCRIPTION OF PROPERTY:**

See Attached.

(**Use Attachments if Necessary)

PERMANENT PARCEL (TAX) NUMBER: 41-19 07-376-048 and 41-19-07-376-049

ADDRESS OF PROPERTY: 5037 & 5039 28th Street SE, Grand Rapids, MI 49512

PRESENT USE OF THE PROPERTY: Restaurant

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

Name(s)

Address(es)

<hr/>	<hr/>
<hr/>	<hr/>

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.)

Walid Jamal

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

*
Owner's Signature & Date
(*If different from Applicant)

Walid Jamal

Applicant – Print or Type Name


Applicant's Signature & Date

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

SLIM CHICKEN
5037 / 5039 28TH STREET SE
PARCEL NUMBERS 41-19-07-376-048 and
41-19-07-376-049

LEGAL DESCRIPTION OF PROPERTY:

Transnation Title Agency Title No. 206665WMS, Effective Date: March 13, 2017 at 8:00 am; Ref: 5039 28th St, SE, Grand Rapids, MI 49546

PARCEL 1:

That part of the Southwest 1/4 of Section 7, Town 6 North, Range 10 West, Cascade Township, Kent County, Michigan, described as: Commencing at the Southwest corner of Section 7; thence North 87 degrees 58 minutes 30 seconds East 1431.24 feet along the South line of said Southwest 1/4; thence North 1 degree 57 minutes 08 seconds West 475.0 feet along a line which is parallel with the West line of the East 1/2 of the South 80 acres of the Southwest fractional 1/4 of Section 7 to the place of beginning of this description; thence North 1 degree 57 minutes 08 seconds West 80.00 feet; thence North 87 degrees 55 minutes 30 seconds East 350.24 feet; thence South 1 degree 13 minutes 45 seconds East 80.01 feet parallel with the East line of said Southwest 1/4; thence South 87 degrees 58 minutes 30 seconds West 349.23 feet to the place of beginning.

Subject to and together with an easement for ingress and egress over the following described Commencing on the North line of 28th Street, 140.0 feet East from the West line of the East 1/2 of the South 80 acres of the Southwest fractional 1/4; thence North 00 degrees 05 minutes 30 seconds East 717.80 feet parallel with the West line of said East 1/2 of the South 80 acres of the Southwest fractional 1/4; thence Northwesterly 47.70 feet on a 66 foot radius curve to the left; thence Northerly, Easterly and Southwesterly 302.75 feet on a 66 foot radius curve to the right; thence Southwesterly 47.70 feet on a 66 foot radius curve to the left; thence South 00 degrees 05 minutes 30 seconds West 718.13 feet parallel with the West line of said East 1/2 of the South 80 acres of the Southwest fractional 1/4 to the North line of 28th Street; thence 66.0 feet along the North line of 28th Street to the place of beginning.

PARCEL 2:

That part of the Southwest 1/4 of Section 7, Town 6 North, Range 10 West, Cascade Township, Kent County, Michigan, described as: Beginning at a point on the South line of said Section, which is North 87 degrees 58 minutes 30 seconds East 1431.24 feet from the Southwest corner of said Section 7; thence North 1 degree 57 minutes 08 seconds West 475.0 feet along a line which is 173 feet Easterly of and parallel with the West line of the East 1/2 of the South 80 acres of the Southwest fractional 1/4 of Section 7, this also being the centerline of Northern Industrial Drive; thence North 87 degrees 58 minutes 30 seconds East 349.23 feet; thence South 1 degree 13 minutes 45 seconds East 475.05 feet parallel with the Easterly line of said Southwest 1/4 to a point on the South line of said Section, which is South 87 degrees 58 minutes 30 seconds West 742.0 feet from the South 1/4 corner; thence South 87 degrees 58 minutes 30 seconds West 343.24 feet along the South line of Section 7 to the place of beginning.

Subject to and together with an easement for ingress and egress over the following described Commencing on the North line of 28th Street, 140.0 feet East from the West line of the East 1/2 of the South 80 acres of the Southwest fractional 1/4; thence North 00 degrees 05 minutes 30 seconds East 717.80 feet parallel with the West line of said East 1/2 of the South 80 acres of the Southwest fractional 1/4; thence Northwesterly 47.70 feet on a 66 foot radius curve to the left; thence Northerly, Easterly and Southwesterly 302.75 feet on a 66 foot radius curve to the right; thence Southwesterly 47.70 feet on a 66 foot radius curve to the left; thence South 00 degrees 05 minutes 30 seconds West 718.13 feet parallel with the West line of said East 1/2 of the South 80 acres of the Southwest fractional 1/4 to the North line of 28th Street; thence 66.0 feet along the North line of 28th Street to the place of beginning.

K:\18400666/legaldescription.doc

217 GRANDVILLE AVE. SW, SUITE 302 • GRAND RAPIDS, MI 49503 • P. 616.575.5190 • F. 616.575.6644

ANN ARBOR • CHICAGO • COLUMBUS • GRAND RAPIDS • HOLLAND

www.nederveld.com

STAFF REPORT

TO: Cascade Charter Township Planning Commission
FROM: Steve Peterson, Community Development Director
REPORT DATE: August 7, 2018
MEETING DATE: August 13, 2018
CASE: #18-3477/Slim Chicken

GENERAL INFORMATION

- A. **Applicant:** JHG Real Estate
5039 28th St
Grand Rapids MI 49512

- B. **Status of Applicant:** Owner

- C. **General Location:** NW corner of 28th st and Northern Industrial Dr.

- D. **Requested Action:** Type II Special Use Permit to add drive thru restaurant.

- E. **Existing Zoning on Subject Parcels:** B2, General Business

- F. **Zoning on Adjoining Parcels:**

N – B2
S –PUD 76
E – ES
W – B2

- G. **Parcel Size:** Approximately 2.8 acres

- H. **Existing Land Use on Subject Parcel:** two restaurants in one building.

- I. **Adjacent Area Land Uses:**
North - commercial
East - McDonalds
South - Waterfall Shoppes
West - Auto parts store

STAFF ANALYSIS

- A. The applicant is requesting Special Use permit approval in order to convert the Don Julio portion of the building into a drive thru restaurant. This process requires the Planning Commission to hold a public hearing and make a recommendation to the Township Board.

- B. Currently an occupied IHOP and an unoccupied Don Julio restaurant are on site.
- C. They would like to maintain the IHOP portion of the building and renovate the Don Julio portion of the building to accommodate a new Slim Chicken restaurant with a drive thru. This project would leave a small portion of the building for a possible third tenant.
- D. The site was originally developed in 2002 and allowed for one large building that could meet our requirements and allow for two restaurants sites. Much like a strip mall has multiple uses.
- E. Most recently (2018) we approved a PUD rezoning for the site to be developed into two separate properties in order to accommodate a Wendy's restaurant. After the project was approved the applicant decided to not pursue the project. Since the rezoning was not acted upon it has remained as a B2 zoned property.
- F. The Special use permit is required because they are adding the drive thru.
- G. They are also relocating one of the drives on Northern Dr. this is a full-service drive and meets our minimum spacing from the 28th St ROW and the drive on the north side of the property.
- H. The site has adequate parking for the two proposed restaurants. A total of 174 parking spaces are planned and 81 would be required. The total sizes of the buildings are roughly the same as it was when it was one building.
- I. The approval of the Wendy's project earlier this year also included the development of sidewalk on Northern drive as well as an agreement to participate in a SAD for the redevelopment of Northern Dr as a public street. Including both the sidewalk and the SAD should continue with the requested SUP. Below is the language from the PUD Ordinance that was approved.

“agree and consent to the automatic creation of a special assessment district by the Township for all property owners whose parcels are benefitted by the special assessment district- to cover those reasonable costs related to the construction of a new, public road connecting Starr St to Northern Dr SE provided that the costs (i) are reasonable and allocated equitably and (ii) shall not include the costs to acquire any real property. All owners are hereby deemed to consent and agree to the creation of a special assessment district pursuant to Public Act 188 of 1954, as amended, as well as any and all other applicable Michigan statutes”.

- J. No signage deviations are being requested.

K. The township engineer has reviewed and approved the site plan. no improvements are needed but the applicant has been notified that they have to fix an issue from the original design.

L. The Township Fire Chief has approved the site plan.

M. Section 17.06 Special Use Approval Standards

Special Use Standards	Staff Comments
Be designed, constructed, operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the area in which the use is proposed	Other drive thru restaurant are in the area.
Be adequately served by essential facilities and services such as highways, streets, police and fire protection, drainage, refuse disposal, water and sewer facilities and schools.	The inclusion of the sidewalk and the SAD agreement for the road improvements will address this standard.
Not create excessive additional requirements at public cost for public facilities and services.	met
Not cause traffic congestion, conflict or movement in greater proportion to that normally prevailing for the use in the particular zoning district.	Existing traffic congestion in this section of 28 th st is heavy at times. The improved access to Patterson as a result of the SAD will improve this condition.
Not involve uses, activities, processes, materials, equipment or conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of noxious or offensive production of noise, smoke, fumes, glare, vibration, odor or traffic.	met

Staff Recommendation

Staff recommends that you forward a positive recommendation to the Township Board with the condition that they provide a sidewalk on their enter frontage of Northern Dr and that they agree to participate in a SAD for the redevelopment of Northern Dr with the same language that was approved as part of the Wendy's' PUD rezoning. This agreement will be required to be record prior to a building permit.

Attachments: Application
 Site plan
 Township engineer report



August 7, 2018
Project No. 170168

Mr. Steve Peterson
Cascade Charter Township
2865 Thornhills Avenue, SE
Grand Rapids, MI 49546-7192

Re: Slim Chickens
Site Plan Review

Dear Steve:

We have reviewed the site plan for Slim Chickens, located at 5039 28th Street, prepared by Nederveld. The current site plan and basis of this review is dated July 11, 2018. The proposed project is a remodel of an existing building for a new Slim Chickens restaurant and associated site improvements. The 3.5-acre site contains two parcels and was originally developed in 2002. The existing site contains two connected restaurants, parking lot, and a stormwater detention basin. The proposed project will renovate one of the restaurants and split it into two spaces; one for the 3,274 square-foot Slim Chickens restaurant and the other for a 3,099 square-foot leasable space. The site is located in the Plaster Creek watershed, sub-drainage district Cascade West.

Stormwater and Drainage

Flood Control

The site is located in Stormwater Management Zone B. The Cascade Charter Township (Township) Stormwater Ordinance (SWO) requires detention of the 25-year storm event and a direct connection (overland or underground) of the 100-year storm event, or detention of the 100-year storm event. The SWO also requires the first 0.5-inch of stormwater runoff be detained and released over a 24-hour period.

Stormwater runoff from the existing site is collected by a series of catch basins and discharged to a stormwater detention basin located at the northwest corner of the site constructed with the 2002 development. The detention basin drains to the Kent County Drain Commissioner (KCDC) Patterson Drain, a 48-inch storm sewer located along the north side of 28th Street. The Patterson Drain ultimately discharges to a County regional detention basin.

The proposed project is a renovation of an existing building, not a complete redevelopment of the site. The proposed renovation will not increase the overall impervious area of the site, and therefore additional stormwater detention is not required.

Water Quality Control

The SWO requires the first 0.5 inch of stormwater runoff be detained and released over a 24-hour period. The original design of the stormwater detention basin included a 3-inch orifice located at Catch Basin CB4 to restrict peak flows to the Patterson Drain. There is no outlet structure at the existing detention basin. However, the structure survey for the site did not locate the 3-inch orifice. The applicant is proposing to install a new outlet control device in accordance with the original design. This requirement has been satisfied.



Stormwater Runoff

Stormwater runoff from the site will not increase as a result of the project because there is no increase in impervious area. All stormwater runoff discharges to an existing detention basin

Drainage Plan

The applicant has submitted drawings and additional documentation as required in the SWO Section 2.03, Drainage Plan. Please refer to the included checklist for items and comments on each item. Please note a maintenance agreement is required before construction begins. The agreement should be submitted to the Township for review. The maintenance agreement and plan should include at a minimum, cleaning of catch basin sumps, sediment and debris removal from the detention basin, and landscape maintenance of the detention basin to maintain the design volume and ensure the system is operating as it was designed.

Utilities

The restaurant will utilize the existing water and sanitary sewer services. No new utility connections are proposed.

Soil Erosion and Sedimentation Control

Soil Erosion and Sedimentation Control (SESC) measures are provided on the plan drawings. The applicant has included silt fence along the limits of clearing and grading, and silt sacks in catch basins. SESC falls under the review and approval of the KCRC, and a permit is required before construction can begin. The SESC measures indicated on the drawings appear appropriate, given the expected work.

Summary

The proposed stormwater design meets the Township SWO requirements for new developments. The applicant will need to apply for and obtain an SESC permit prior to beginning construction. We recommend approval of the site plan from an engineering standpoint.

If you have any questions or require additional information, please contact me at 616.464.3786 or nrtorrey@ftch.com.

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink, appearing to read "N. Torrey", is positioned below the company name.

Nathan R. Torrey, PE

jlk

Attachment

By email

cc: Michael L. Berrevoets, PE – FTCH



Cascade Charter Township

Storm Water Ordinance, Ordinance 7 of 2002, as amended by Ordinance No. 2 of 2008, 5/14/2008

Reviewing Engineer Comments are Italicized

OK – Received and Acceptable

NA – Not Applicable

NR – Not Received, Needs Follow-up, See Comments

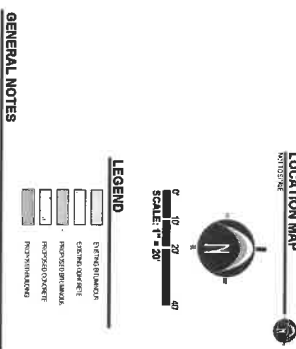
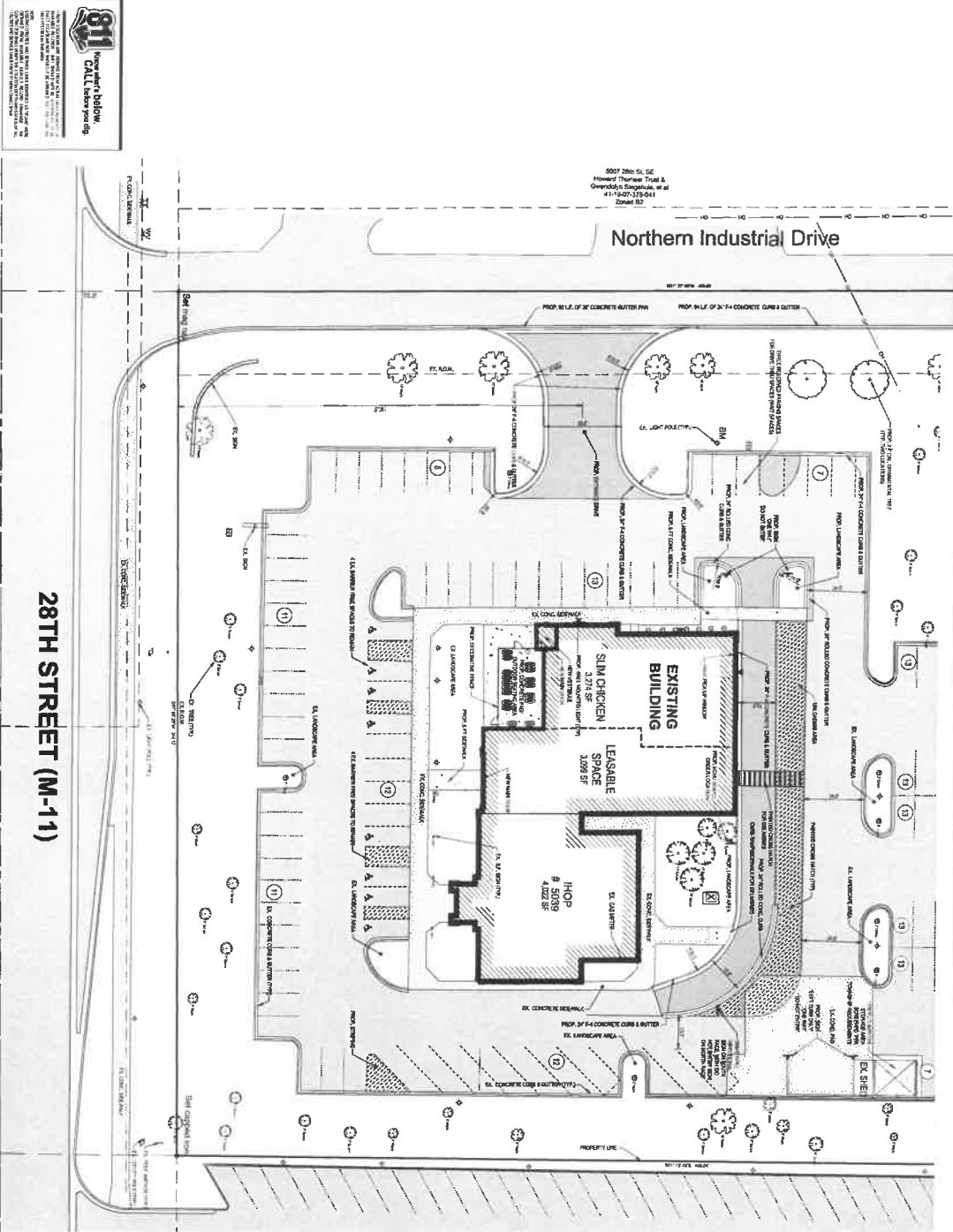
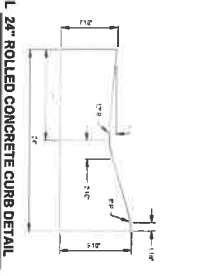
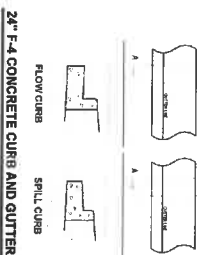
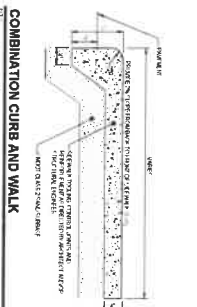
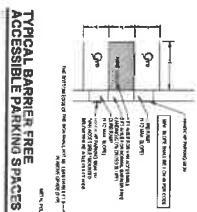
Slim Chickens

Drainage Plan Checklist

- OK (1) Location of the development site and water bodies that will receive storm water runoff
All stormwater runoff from the site will discharge to an existing detention basin located onsite.
- OK (2) Existing and proposed topography of the development site, including the alignment and boundary of the natural drainage courses, with contours having a maximum interval of one foot (using USGS datum). The information shall be superimposed on the pertinent Kent County soil map
Existing and proposed contours have been provided.
- NA (3) Development tributary area to each point of discharge from the development
Stormwater calculations were not required for this site plan review.
- NA (4) Calculations for the final peak discharge rates
Stormwater calculations were not required for this site plan review.
- NA (5) Calculations for any facility or structure size and configuration
Stormwater calculations were not required for this site plan review.
- OK (6) Drawing showing all proposed storm water runoff facilities with existing and final grades
The applicant provided a utility plan showing all proposed stormwater runoff facilities.
- OK (7) The sizes and locations of upstream and downstream culverts serving the major drainage routes flowing into and out of the development site. Any significant off-site and on-site drainage outlet restrictions other than culverts should be noted on the drainage map
The drainage map did not indicate any major offsite drainage routes flowing into the site.
- OK (8) An implementation plan for construction and inspection of all storm water runoff facilities necessary to the overall drainage plan, including a schedule of the estimated dates of completing construction of the storm water runoff facilities shown on the plan and an identification of the proposed inspection procedures to ensure that the storm water runoff facilities are constructed in accordance with the approved drainage plan
A construction schedule was included on the plans.
- OK (9) Plan to ensure the effective control of construction site storm water runoff and sediment track-out onto roadways
The SESC measures shown on the plan appear appropriate given the expected work. SESC falls under the review and approval of the KCRC and a permit is needed before construction can begin.



- OK (10) Drawings, profiles, and specifications for the construction of the storm water runoff facilities reasonably necessary to ensure that storm water runoff will be drained, stored, or otherwise controlled in accordance with this ordinance
The applicant provided a plan and design details for construction of the onsite drainage system.
- NR (11) Maintenance agreement, in form and substance acceptable to the Township, for ensuring maintenance of any privately-owned storm water runoff facilities. The maintenance agreement shall include the developer's written commitment to provide routine, emergency, and long-term maintenance of the facilities and, in the event that the facilities are not maintained in accordance with the approved drainage plan, the agreement shall authorize the Township to maintain any on-site storm water runoff facility as reasonably necessary, at the developer's expense
Maintenance agreement was not provided and is required.
- OK (12) Name of the engineering firm and the registered professional engineer that designed the drainage plan and that will inspect final construction of the storm water runoff facilities
- NA (13) All design information must be compatible for conversion to Grand Valley Regional Geographic Information System (REGIS)
This is a privately owned system and will not be uploaded to REGIS.
- OK (14) Other information necessary for the Township to verify that the drainage plan complies with the Township's design and performance standards for drains and storm water management systems



GENERAL NOTES

- 1) ZONING OF SITE IS Z-1 (COMMERCIAL).
- 2) ALL UTILITIES SHALL BE DEEPENED TO THE BOTTOM OF THE FOUNDATION.
- 3) ALL UTILITIES SHALL BE DEEPENED TO THE BOTTOM OF THE FOUNDATION.
- 4) ALL UTILITIES SHALL BE DEEPENED TO THE BOTTOM OF THE FOUNDATION.
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- 11) ALL UTILITIES SHALL BE DEEPENED TO THE BOTTOM OF THE FOUNDATION.
- 12) ALL UTILITIES SHALL BE DEEPENED TO THE BOTTOM OF THE FOUNDATION.
- 13) ALL UTILITIES SHALL BE DEEPENED TO THE BOTTOM OF THE FOUNDATION.

STAMP:
 SUBDIVISION ENGINEER
 STEVE WITTE
 18400888

PROJECT NO.:
 18400888

SHEET NO.:
 C-205

SHEET: 2 OF 3

SLIM CHICKENS GRAND RAPIDS

Site Layout Plan

5039 28TH STREET SE
 PART OF THE SOUTHWEST 1/4 OF SECTION 7, T5N, R16W,
 CASCADE TOWNSHIP, KENT COUNTY, MICHIGAN

PREPARED FOR:
 NEDERVELD
 3805 Harper Drive SE
 Grand Rapids, MI 49508
 Phone 616-453-3300

REVISIONS:

NO.	DATE	DESCRIPTION
1	11/11/11	ISSUED FOR PERMIT
2	11/11/11	ISSUED FOR PERMIT
3	11/11/11	ISSUED FOR PERMIT
4	11/11/11	ISSUED FOR PERMIT
5	11/11/11	ISSUED FOR PERMIT
6	11/11/11	ISSUED FOR PERMIT
7	11/11/11	ISSUED FOR PERMIT
8	11/11/11	ISSUED FOR PERMIT
9	11/11/11	ISSUED FOR PERMIT
10	11/11/11	ISSUED FOR PERMIT

NEDERVELD

www.nederveld.com
 616-453-3300
 3805 Harper Drive SE
 Grand Rapids, MI 49508
 Phone 616-453-3300

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Consider approval for improvements at Burton Park maintenance building.
Meeting Date: September 12, 2018

This year we completed the improvements to the interior of the Burton Park Building and Grounds facility project. Staff is now asking for approval to construct improvements related to a new drive and parking area around the South and West end of the building. These improvements would help with the overall operation, safety of the building as well as accommodate storm water for the building and parking.

Our Engineer has estimated that it will cost between \$150,000 to \$200,000 to complete the project. In order to get the best pricing possible, we would like to offer as flexible of an approach as possible. This would permit the work to be done in 2018 or 2019 or a combination. By allowing contractors to bid on their timetable, including this year, we believe we will obtain favorable pricing.

The Infrastructure Committee met regarding this item at their September 5 meeting and is recommending approval. If approved, we will present bids for you to select a contractor.

Attached is a site plan showing the planned improvements.

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Pool fence/covers
Meeting Date: September 12, 2018

The current Building code and Zoning code are different when it comes to pool fence/cover regulations. I would like to update the zoning ordinance to be in-line with the building code.

Currently pool fencing is addressed in our zoning ordinance in section 4.10. It essentially mimicked the old building code by requiring fencing in most cases. The building code was updated a couple years ago and now allows for automatic pool covers. We have discussed this change with our township attorney and building dept. both of them agree that we should update our zoning code so that it is consistent with the building code.

The Planning Commission has reviewed these changes and is recommended the ordinance update. At the Planning Commission public hearing we did not receive any comments. I am recommending that you approve the zoning Ordinance changes as drafted.

Attachments: existing zoning code
Existing building code
Proposed zoning language
Proposed Zoning Amendment

CHAPTER 4 General Provisions

placed underground and in an appropriate conduit approved for such purposes. No electric wires of any kind shall cross or be over the water surface. Any underwater lighting shall be accomplished by the use of methods and materials approved for such purposes. All electrical equipment and related components shall conform to the current National Electrical Code, as adopted by the Cascade Charter Township Board.

- iii. There shall be no cross-connections of any public water supply with any other source of water supply for the pool. The line from the public water supply to the pool shall be protected against back flow of water by means of an air gap and shall discharge at least six (6) inches above the maximum high-water level of the makeup tank or the pool.
- iv. The drain line for the pool shall be connected to a storm sewer if one is available. Where a storm sewer is not available, the pool drain may be drained in a manner approved by the Township's Building Inspector or Engineer. No pools shall drain into public or private sanitary sewer or septic systems. All drain connections shall be approved by the Building Inspector or Township Engineer before final approval is given.
- v. All swimming pools shall be enclosed by a fence of a type not readily climbed by children, which shall be at least four (4) feet in height from the ground level. However, if the entire yard of the residence is enclosed, then this provision may be waived by the Building Inspector upon inspection and approval of the yard's enclosure, or if the pool is of a portable type, with a wall height of at least four (4) feet above the surrounding ground surface, and of such construction as not to be readily climbed by children, then the ends of the fence may be attached to the pool structure and the fence need be erected only around the immediate area of the ladder and other means of access to the pool. Gates shall be of self-closing latch type with the latch on the inside of the gate, not readily available for children to open. Pools shall be enclosed by such a fence before water is placed in the pool.



- b. Before a permit shall be issued, the plans and specifications shall be approved by the Building Inspector, and before any swimming pool shall be used, a final inspection and approval must be obtained from the Building Inspector. The Building Inspector shall have the right at any reasonable hour to inspect any swimming pool for the purpose of determining that all provisions of this Ordinance are fulfilled and complied with.

- 3. **Accessory Structures Mounted on Buildings:**
Accessory structures customarily located on the roofs of buildings such as antennas, chimneys, stacks and necessary mechanical appurtenances such as air exchange units and elevator bulkheads shall be, to the extent practical, effectively screened as viewed from a distance of 300 feet by a parapet wall or similar feature constructed of materials having a similar exterior appearance as materials used on the front exterior of the building. (See Section 4.14)

Section 4.11 Animals and Fowl, Domesticated - Keeping of:

On any R-1 residential lot the keeping of domesticated animals such as horses, cattle, goats, hogs, sheep, llamas and fowl shall be permitted under the following provisions:

- 1. The number of such animals shall not exceed one animal for the first three acres of lot area and one additional animal for each additional acre of land area.
- 2. Any building or confined feeding area in which such animals are kept or fed shall be at least 100 feet from any adjoining property or street line.
- 3. The foregoing provisions shall not apply to the keeping of ordinary household pets, such as dogs, and cats or other animals or fowl customarily kept in cages within a dwelling or structure.

Section 4.12 Area or Space Required:

- 1. No lot being part of a recorded plat and no parcel of unplatted land or site shall be so reduced that the yard, setback, open space or area is less than the minimum requirements of this Ordinance in effect at the time of such reduction.
- 2. Accessory buildings, whether attached or unattached to the main building, including enclosed and unenclosed porches and garages attached to a



Definitions
General Provisions
Development Review

Zoning Districts
Special Uses
Planned Unit Development

Height, Area, & Placement
Parking & Access
Landscaping

CHAPTER 3

GENERAL REQUIREMENTS

SECTION 301 GENERAL

301.1 Scope. The provisions of this chapter shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment and *exterior property*.

301.2 Responsibility. The *owner* of the *premises* shall maintain the structures and *exterior property* in compliance with these requirements, except as otherwise provided for in this code. A person shall not occupy as owner-occupant or permit another person to occupy *premises* that are not in a sanitary and safe condition and that do not comply with the requirements of this chapter. *Occupants* of a *dwelling unit*, *rooming unit* or *housekeeping unit* are responsible for keeping in a clean, sanitary and safe condition that part of the *dwelling unit*, *rooming unit*, *housekeeping unit* or *premises* which they occupy and control.

301.3 Vacant structures and land. Vacant structures and *premises* thereof or vacant land shall be maintained in a clean, safe, secure and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

SECTION 302 EXTERIOR PROPERTY AREAS

302.1 Sanitation. *Exterior property* and *premises* shall be maintained in a clean, safe and sanitary condition. The *occupant* shall keep that part of the *exterior property* that such *occupant* occupies or controls in a clean and sanitary condition.

302.2 Grading and drainage. *Premises* shall be graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water thereon, or within any structure located thereon.

Exception: *Approved* retention areas and reservoirs.

302.3 Sidewalks and driveways. Sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.

302.4 Weeds. *Premises* and *exterior property* shall be maintained free from weeds or plant growth in excess of [JURISDICTION TO INSERT HEIGHT IN INCHES]. Noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the *owner* or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with Section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of viola-

tion, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the *owner* or agent responsible for the property.

302.5 Rodent harborage. Structures and *exterior property* shall be kept free from rodent harborage and *infestation*. Where rodents are found, they shall be promptly exterminated by *approved* processes that will not be injurious to human health. After pest elimination, proper precautions shall be taken to eliminate rodent harborage and prevent reinfestation.

302.6 Exhaust vents. Pipes, ducts, conductors, fans or blowers shall not discharge gases, steam, vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes directly upon abutting or adjacent public or private property or that of another *tenant*.

302.7 Accessory structures. Accessory structures, including *detached* garages, fences and walls, shall be maintained structurally sound and in good repair.

302.8 Motor vehicles. Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any *premises*, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an *approved* spray booth.

Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and *approved* for such purposes.

302.9 Defacement of property. No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti.

It shall be the responsibility of the *owner* to restore said surface to an *approved* state of maintenance and repair.

SECTION 303 SWIMMING POOLS, SPAS AND HOT TUBS

303.1 Swimming pools. Swimming pools shall be maintained in a clean and sanitary condition, and in good repair.

303.2 Enclosures. Private swimming pools, hot tubs and spas, containing water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or barrier not less than 48 inches (1219 mm) in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers shall be self-closing and self-latching. Where the self-latching device is not less than 54 inches (1372 mm) above the bottom of the

GENERAL REQUIREMENTS

gate, the release mechanism shall be located on the pool side of the gate. Self-closing and self-latching gates shall be maintained such that the gate will positively close and latch when released from an open position of 6 inches (152 mm) from the gatepost. No existing pool enclosure shall be removed, replaced or changed in a manner that reduces its effectiveness as a safety barrier.

Exception: Spas or hot tubs with a safety cover that complies with ASTM F 1346 shall be exempt from the provisions of this section.

SECTION 304 EXTERIOR STRUCTURE

304.1 General. The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.

304.1.1 Unsafe conditions. The following conditions shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* or the *International Existing Building Code* as required for existing buildings:

1. The nominal strength of any structural member is exceeded by nominal loads, the load effects or the required strength;
2. The *anchorage* of the floor or roof to walls or columns, and of walls and columns to foundations is not capable of resisting all nominal loads or load effects;
3. Structures or components thereof that have reached their limit state;
4. Siding and masonry joints including joints between the building envelope and the perimeter of windows, doors and skylights are not maintained, weather resistant or water tight;
5. Structural members that have evidence of *deterioration* or that are not capable of safely supporting all nominal loads and load effects;
6. Foundation systems that are not firmly supported by footings, are not plumb and free from open cracks and breaks, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects;
7. Exterior walls that are not *anchored* to supporting and supported elements or are not plumb and free of holes, cracks or breaks and loose or rotting materials, are not properly *anchored* or are not capable of supporting all nominal loads and resisting all load effects;
8. Roofing or roofing components that have defects that admit rain, roof surfaces with inadequate drainage, or any portion of the roof framing that is not in good repair with signs of *deterioration*, fatigue or without proper anchorage and incapable of supporting all nominal loads and resisting all load effects;
9. Flooring and flooring components with defects that affect serviceability or flooring components that show signs of *deterioration* or fatigue, are not properly *anchored* or are incapable of supporting all nominal loads and resisting all load effects;
10. Veneer, cornices, belt courses, corbels, trim, wall facings and similar decorative features not properly anchored or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects;
11. Overhang extensions or projections including, but not limited to, trash chutes, canopies, marquees, signs, awnings, fire escapes, standpipes and exhaust ducts not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects;
12. Exterior stairs, decks, porches, balconies and all similar appurtenances attached thereto, including *guards* and handrails, are not structurally sound, not properly *anchored* or that are *anchored* with connections not capable of supporting all nominal loads and resisting all load effects; or
13. Chimneys, cooling towers, smokestacks and similar appurtenances not structurally sound or not properly *anchored*, or that are anchored with connections not capable of supporting all nominal loads and resisting all load effects.

Exceptions:

1. Where substantiated otherwise by an *approved* method.
2. Demolition of unsafe conditions shall be permitted where *approved* by the *code official*.

304.2 Protective treatment. Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and water tight. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

[F] 304.3 Premises identification. Buildings shall have *approved* address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be not less than 4 inches (102 mm) in height with a minimum stroke width of 0.5 inch (12.7 mm).

permanent residential spas shall be controlled in accordance with the requirements of APSP 15.

SECTION 304 FLOOD HAZARD AREAS

304.1 General. The provisions of Section 304 shall control the design and construction of pools and spas installed in flood hazard areas.

[BS] 304.2 Determination of impacts based on location. Pools and spas located in flood hazard areas indicated within the *International Building Code* or the *International Residential Code* shall comply with Section 304.2.1 or 304.2.2.

Exception: Pools and spas located in riverine flood hazard areas that are outside of designated floodways and pools and spas located in flood hazard areas where the source of flooding is tides, storm surges or coastal storms.

[BS] 304.2.1 Pools and spas located in designated floodways. Where pools and spas are located in designated floodways, documentation shall be submitted to the code official that demonstrates that the construction of the pools and spas will not increase the design flood elevation at any point within the jurisdiction.

[BS] 304.2.2 Pools and spas located where floodways have not been designated. Where pools and spas are located where design flood elevations are specified but floodways have not been designated, the applicant shall provide a floodway analysis that demonstrates that the proposed pool or spa and any associated grading and filling, will not increase the design flood elevation more than 1 foot (305 mm) at any point within the jurisdiction.

[BS] 304.3 Pools and spas in coastal high-hazard areas. Pools and spas installed in coastal hazard areas shall be designed and constructed in accordance with ASCE 24.

[BS] 304.4 Protection of equipment. Equipment shall be elevated to or above the design flood elevation or be anchored to prevent flotation and protected to prevent water from entering or accumulating within the components during conditions of flooding.

304.5 GFCI protection. Electrical equipment installed below the design flood elevation shall be supplied by branch circuits that have ground-fault circuit interrupter protection for personnel.

SECTION 305 BARRIER REQUIREMENTS

305.1 General. The provisions of this section shall apply to the design of barriers for pools and spas. These design controls are intended to provide protection against the potential drowning and near drowning by restricting access to such pools or spas. These requirements provide an integrated level of protection against potential drowning through the use of physical barriers and warning devices.

Exceptions:

1. Spas and hot tubs with a lockable safety cover that complies with ASTM F 1346.

2. Swimming pools with a powered safety cover that complies with ASTM F 1346.

305.2 Outdoor swimming pools and spas. Outdoor pools and spas and indoor swimming pools shall be surrounded by a barrier that complies with Sections 305.2.1 through 305.7.

305.2.1 Barrier height and clearances. Barrier heights and clearances shall be in accordance with all of the following:

1. The top of the barrier shall be not less than 48 inches (1219 mm) above grade where measured on the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet (914 mm) measured horizontally from the outside of the required barrier.
2. The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches (51 mm) for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa.
3. The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches (102 mm) where measured on the side of the required barrier that faces away from the pool or spa.
4. Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches (102 mm).

305.2.2 Openings. Openings in the barrier shall not allow passage of a 4-inch-diameter (102 mm) sphere.

305.2.3 Solid barrier surfaces. Solid barriers that do not have openings shall not contain indentations or protrusions that form handholds and footholds, except for normal construction tolerances and tooled masonry joints.

305.2.4 Mesh fence as a barrier. Mesh fences, other than chain link fences in accordance with Section 305.2.7, shall be installed in accordance with the manufacturer's instructions and shall comply with the following:

1. The bottom of the mesh fence shall be not more than 1 inch (25 mm) above the deck or installed surface or grade.
2. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall not permit the fence to be lifted more than 4 inches (102 mm) from grade or decking.
3. The fence shall be designed and constructed so that it does not allow passage of a 4-inch (102 mm) sphere under any mesh panel. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall not be more than 4 inches (102 mm) from grade or decking.

BUILDING PLANNING

not be located less than 3 feet (914 mm) below the roof ridge to allow for fire department smoke ventilation operations.

Exception: Where an alternative ventilation method approved by the code official has been provided or where the code official has determined that vertical ventilation techniques will not be employed, clearance from the roof ridge is not required.

SECTION R325 MEZZANINES

R325.1 General. Mezzanines shall comply with Section R325.

R325.2 Mezzanines. The clear height above and below mezzanine floor construction shall be not less than 7 feet (2134 mm).

R325.3 Area Limitation. The aggregate area of a mezzanine or mezzanines shall be not greater than one-third of the floor area of the room or space in which they are located. The enclosed portion of a room shall not be included in a determination of the floor area of the room in which the mezzanine is located.

R325.4 Means of egress. The means of egress for mezzanines shall comply with the applicable provisions of Section R311.

R325.5 Openness. Mezzanines shall be open and unobstructed to the room in which they are located except for walls not more than 42 inches (1067 mm) in height, columns and posts.

Exceptions:

1. Mezzanines or portions thereof are not required to be open to the room in which they are located, provided that the aggregate floor area of the enclosed space is not greater than 10 percent of the mezzanine area.
2. In buildings that are not more than two stories above grade plane and equipped throughout with an automatic sprinkler system in accordance with NFPA 13R or NFPA 13D, a mezzanine having two or more means of egress shall not be required to be open to the room in which the mezzanine is located.

SECTION R326 SWIMMING POOLS, SPAS AND HOT TUBS

R326.1 General. The design and construction of pools and spas shall comply with the *International Swimming Pool and Spa Code*.

Proposed amendments to section 4.10.2.v of the zoning ordinance

v. All swimming pools shall be enclosed by a barrier in compliance with the building code as adopted by Cascade Charter Township Board. fence of a type not readily climbed by children, which shall be at least four (4) feet in height from the ground level. However, if the entire yard of the residence is enclosed, then this provision may be waived by the Building Inspector upon inspection and approval of the yard's enclosure, or if the pool is of a portable type, with a wall height of at least four (4) feet above the surrounding ground surface, and of such construction as not to be readily climbed by children, then the ends of the fence may be attached to the pool structure and the fence need be erected only around the immediate area of the ladder and other means of access to the pool. Gates shall be of self-closing latch type with the latch on the inside of the gate, not readily available for children to open. Pools shall be enclosed by such a fence before water is placed in the pool.

July 30, 2018

CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN

ORDINANCE NO. __ OF 2018

**AN ORDINANCE TO AMEND CERTAIN PORTIONS OF THE CASCADE
CHARTER TOWNSHIP ZONING ORDINANCE**

Article 1. Section 4.10.2.v of the Cascade Charter Township Zoning Ordinance is amended to read as follows:

v. All swimming pools shall be enclosed by a barrier in compliance with the building code as adopted by Cascade Charter Township Board

Article 2. Except as expressly amended in this Ordinance/Ordinance Amendment, the balance of the Zoning Ordinance shall remain unchanged and in full force and effect.

This Ordinance/Ordinance Amendment shall take effect and be in force seven (7) days after publication of this Ordinance/Ordinance Amendment or a summary thereof in the newspaper.

The foregoing Ordinance was offered by Board Member _____, supported by Board Member _____.
The roll call vote being as follows:

YEAS:

NAYS:

ABSENT:

Sue Slater
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of an Ordinance adopted at a Regular Meeting of the Cascade Charter Township Board on the 12th day of September, 2018.

Sue Slater
Cascade Charter Township Clerk

TOWNSHIP BOARD MEMORANDUM

To: Cascade Charter Township Board
From: Steve Peterson, Community Development Director
Subject: Zoning Amendment short term tent sales
Meeting Date: September 12, 2018

Section 4.18.2 regulates short term outdoor tent sales. One of the provisions in this section is the prohibition of alcohol for the event. We have found that the township has granted permits in the past for tent sales that did include alcohol. This amendment would simply remove the prohibition for alcohol to be involved in an event that included a tent. If alcohol is involved, the State requires approval from the KCSD, which allows the Township to review.

The Planning Commission held a public hearing and has recommended the proposed ordinance change. There was no public comment at the Planning Commission public hearing. I would recommend that you approve the zoning amendment as drafted.

Attachments: existing Section 4.18 of zoning ordinance
Proposed Section 4.18 of the zoning ordinance
Zoning Ordinance amendment

CHAPTER 4 General Provisions

Section 4.15: Building Setback, Front Yard - Determination

The line from which the minimum front yard building setback is measured shall be established under the following provisions, based on the type of street on which the property has frontage as classified on the Cascade Charter Township Major Street Plan contained in Appendix A.

1. Platted Local Streets, Private Streets: Established from the platted front property line or the edge of the private street easement.
2. Collector Streets: Established from the platted front property line or 45 feet from the nominal centerline of the street right-of-way.
3. Arterial Streets: Established from the platted front property line or 60 feet from the nominal centerline of the road right-of-way.

Section 4.16 Buildings, Moving:

The moving of a building to a new location shall be considered as the erection of a new building, and all provisions, regulations, or requirements relative to the erection of a new building shall apply.

Section 4.17 Buildings, Razing:

No building shall be razed until a permit has been obtained from the Building Inspector who shall be authorized to require a performance guarantee in an amount equal to 120 percent of the cost estimate for the razing. The guarantee shall be conditioned on the applicant completing the razing with such reasonable period as shall be prescribed in the permit and complying with such reasonable regulations as to health and safety as the Building Inspector may reasonably require and this ordinance may, from time to time, prescribe, including filling of excavations and proper termination of utility connections.

Section 4.18 Buildings and Structures, Temporary:

Mobile homes, mobile offices, tents or other movable or erected structures intended for temporary use or occupancy incidental to construction work, or special events shall be situated or erected upon land or premises within the Township and used according to the following provisions.

1. Permits for temporary construction trailers, sheds and offices may be issued by the Building Inspector according to the following criteria:
 - a. Unless involved with a major public improvements project, temporary structures may only be located in commercial districts, industrial districts, or approved Planned Unit Developments.
 - b. No temporary permit may be issued prior to the issuance of a building permit. Temporary permits shall expire when the building permit expires.
 - c. A temporary structure shall be located on the same site as the construction.
 - d. A temporary structure shall be located on the site such that:
 - 1) On and off-site traffic hazards are minimized.
 - 2) The aesthetic impacts are reasonably minimized.
 - 3) It is not closer than ten (10) feet to any property line.
 - 4) All applicable safety, health and fire codes are met.
 - e. No final inspection shall be issued until all temporary structures have been removed from the site.
 - f. Where alternate on-site locations are available, no temporary structure shall be located next to developed residences.
2. Permits for temporary structures such as tents used in conjunction with special short term outdoor events may be issued by the Building Inspector upon approval of Planning Director according to the following criteria:
 - a. On and off-site traffic hazards are minimized.
 - b. The structure is not placed with any required front or side yard green area of an existing building or otherwise within 25 feet of any adjoining property or public or private street right-of-way.
 - c. The structure shall be anchored according to manufacturer's specifications and the Township is indemnified by the property owner against all property damage or personal injury that may result from potential hazards caused by the erection and placement or failure of the structure.



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CHAPTER 4 General Provisions

- d. The structure will be in place for less than 72 hours.
 - e. The event does not directly or indirectly involve the sale, distribution or consumption of alcoholic beverages.
 - f. The event is a public service event or an event sponsored by an existing business located on or adjacent to the parcel on which the structure is to be located and that the merchandise, services or goods displayed within the structure are of the variety normally offered by an existing business.
3. Permits for the temporary placement of mobile homes for occupancy on property at which a principal dwelling has been damaged or destroyed by fire, wind, flood or Act of God may be issued by the Building Inspector upon approval by the Planning Director according to the following criteria:
- a. Sufficient domestic water supply and toilet facilities are provided.
 - b. All construction and all plumbing, electrical apparatus and insulation within the mobile home shall be of a type and quality conforming to or exceeding the "Mobile Home Construction and Safety Standards", as promulgated by the United States Department of Housing and Urban Development, (24 CFR 3280), as amended. All dwellings shall meet or exceed all applicable roof snow load and strength requirements. All plumbing and electrical connections shall meet BOCA requirements.
 - c. The mobile home shall be located to conform to all locational requirements otherwise applicable to accessory buildings in the applicable zoning district except that it may be placed in the front yard.
 - d. The permit shall specify that the mobile home is temporary and that the permit shall expire after a reasonable specific time.
 - e. An occupancy permit for a rehabilitated or reconstructed dwelling unit damaged or destroyed by such causes that warrant the issuance of a permit for a temporary mobile home for occupancy shall not be issued until it has been removed or an approved performance guarantee for its removal is deposited with the Township Clerk.

2. Other Temporary Structures:

Other temporary structures not permitted or regulated above or by other provisions of this Ordinance may be permitted by the Zoning Board of Appeals. An application for such temporary structure shall set forth the purposes of the construction. The Zoning Board of Appeals shall determine whether such structure is intended as a temporary building and that its use thereof shall be terminated at a specified time. The application shall not be granted if the structure is not served with a sufficient and healthful water supply and toilet facilities. The temporary structure shall be so constructed and maintained that it shall conform to the minimum requirements for safety, health, and general public welfare and for the prevention of fire hazards as provided by the terms of this Ordinance or any other ordinance of the Township, not in conflict herewith for such districts in which the temporary structure shall be located. The temporary building shall not be injurious to the value of the surrounding property or neighborhood.

Section 4.19 Dwellings - Single-Family:

Single-family dwelling erected or placed on a lot or parcel of property in the Township shall meet the following minimum criteria:

- 1. It shall have a minimum width across any front, side or rear elevation of twenty (20) feet.
- 2. There shall be a minimum habitable floor to ceiling height of 7.5 feet.
- 3. The dwelling must be aesthetically compatible in design and appearance with other dwellings in the district, and conform to the minimum floor area requirements for the district in which it is located.
- 4. The dwelling shall be connected to a public sewer and water supply, or to such private facilities approved by the Kent County Health Department.
- 5. All construction and all plumbing, electrical apparatus and insulation within the dwelling shall be of a type and quality conforming to the Township Building Code (BOCA) or the "Mobile Home Construction and Safety Standards", as promulgated by the United States Department of Housing and Urban Development, being 24 CFR 3280, and as from time to time such standards may be amended. The dwelling shall meet or exceed all applicable roof snow



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Short term tent sale amendment

2. Permits for temporary structures such as tents used in conjunction with special short term outdoor events may be issued by the Building Inspector upon approval of Planning Director according to the following criteria:

- a. On and off-site traffic hazards are minimized.
- b. The structure is not placed with any required front or side yard green area of an existing building or otherwise within 25 feet of any adjoining property or public or private street right-of-way.
- c. The structure shall be anchored according to manufacturer's specifications and the Township is indemnified by the property owner against all property damage or personal injury that may result from potential hazards caused by the erection and placement or failure of the structure.
- d. The structure will be in place for less than 72 hours.
- e. Any event that directly or indirectly involves the sale, distribution or consumption of alcoholic beverages must provide a copy of the temporary liquor license permit for the event prior to the Township signing off on the event.
- f. The event is a public service event or an event sponsored by an existing business located on or adjacent to the parcel on which the structure is to be located and that the merchandise, services or goods displayed within the structure are of the variety normally offered by an existing business.

July 30, 2018

CASCADE CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN

ORDINANCE NO. __ OF 2018

**AN ORDINANCE TO AMEND CERTAIN PORTIONS OF THE CASCADE
CHARTER TOWNSHIP ZONING ORDINANCE**

Article 1. Section 4.18.2.e of the Cascade Charter Township Zoning Ordinance is amended to read as follows:

e. Any event that directly or indirectly involves the sale, distribution or consumption of alcoholic beverages must provide a copy of the temporary liquor license permit for the event prior to the Township signing off on the event.

Article 2. Except as expressly amended in this Ordinance/Ordinance Amendment, the balance of the Zoning Ordinance shall remain unchanged and in full force and effect.

This Ordinance/Ordinance Amendment shall take effect and be in force seven (7) days after publication of this Ordinance/Ordinance Amendment or a summary thereof in the newspaper.

The foregoing Ordinance was offered by Board Member _____, supported by Board Member _____.
The roll call vote being as follows:

YEAS:

NAYS:

ABSENT:

Sue Slater
Cascade Charter Township Clerk

CERTIFICATION

I hereby certify the foregoing to be a true copy of an Ordinance adopted at a Regular Meeting of the Cascade Charter Township Board on the 12th day of September, 2018.

Sue Slater
Cascade Charter Township Clerk



Municipal Employees' Retirement System of Michigan
 1134 Municipal Way • Lansing, MI 48917
 800.767.MERS (6377) • Fax: 517.703.9707
 www.mersofmich.com

2018 Officer and Employee Delegate Certification Form

MERS 72nd Annual Conference | October 4–5, 2018 | Amway Grand Plaza Hotel, Grand Rapids, MI

Please print clearly • Upload with registration and retain a copy for your records

IMPORTANT: A voting delegate registered to attend the **MERS Retirement Conference** is **NOT** confirmed to have voting rights until this form has been received by MERS.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

If you are NOT attending the MERS Annual Conference, you do not need to submit this form.

1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name

Ben Swayze

Officer Alternate name

Steve Peterson

Officer delegate and alternate listed above were appointed to serve at the 2018 MERS Annual Conference by official action of the governing body (or chief judge for a participating court) on September 12, 2018.

2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name

Sandra Korhorn

Employee Alternate name

Tami Cook

Employee delegate and alternate listed above were elected to serve at the 2018 MERS Retirement Conference by secret ballot election conducted by an authorized officer on September 12 2018.

3. Certification

NOTE: Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court.

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for the employee delegate and alternate are true and correct.

Employer/municipality name*		Municipality number*	Email address	
Cascade Charter Township		4110	dmb@cascadetwp.com	
Employer address	Employer city	Employer state	Employer zip code	
2865 Thornhills S.E.	Grand Rapids	MI	49546	
Signature of authorized authority*	Printed name			
	Ben Swayze			
Title of authorized authority*	Date			
Township Manager	9/13/2018			

* Required field

! TIP: Scan and upload this completed form to your computer. Then attach it to your registration when you register online to attend the conference.
www.mersofmich.com